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Regular Library Board Meeting

**Tuesday,
April 13, 2021**

6:00 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/95632920040?pwd=MVJpbGI5TVpGYlJMOW5rZGN3c1d2UT09>

Meeting ID: 956 3292 0040

Passcode: 578283

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 956 3292 0040

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

Agenda Topics

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

- Approve Bills:
 - March Claims Report
 - Library Claims for April
 - March / April Credit Card Claims
 - Budget Reports
 - March City Report
 - March Library Report
 - Trust Account Reports
 - March Bank Statements
 - March Balance Report
 - Trust Account Expenditure Report
 - March Donations Form
 - Program Reports
 - January Report of Programs and Attendance
 - April Schedule of Events
 - Schedule for Upcoming Programs
 - Contract Use Reports
 - Statistics by Residence Area
 - Statistics by Contract / Service Area
 - Grant Report
 - Friends of the Library Report
 - JKPL Endowment Report
4. Discussion of Current Library Operations and Services
 5. Review and possible action on JKPL Pandemic Interim Service Plan / Reopening Plan
 6. Enrich Iowa Agreement
 7. Fundraising Committee Report
 - Notes from April 5, 2021 Zoom Meeting
 8. Furnishings, Art & Facilities Committee Report
 9. Marketing Committee Report
 - Notes from March 25, 2021 Zoom Meeting
 - Review & Discussion of proposed changes to monthly reports
 10. Personnel Committee Report
 11. Finance Committee Report
 12. Policy Committee Report
 13. Strategic Planning Report
 14. Meetings and Training
 - Upcoming
 - Recently Attended
 15. Oral Presentations
 16. Adjournment

Date of next regular meeting: Tuesday, May 11, 2021 6:00 pm

Hello all:

Here is the packet for the Board meeting scheduled for Tuesday, April 13 at 6:00 pm.
(Note that the meetings will now typically start at 6 rather than 7 pm per the decision at the March board meeting.)

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication - **None**
 - Approve Minutes of Previous Meeting: March 9, 2021 - **A**
 - Approve March Librarian's Report - **B**
 - Approve Bills:
 - March Claims Report - **C**
 - Library Claims for April - **D**
 - March / April Credit Card Claims - **E**
 - Budget Reports
 - March City Report - **F**
 - March Library Report - **G**
 - Trust Account Reports
 - March Bank Statements – **H 1 & 2**
 - March Balance Report - **I**
 - Trust Account Expenditure Report - **J**
 - March Donations Form - **K**
 - Program Reports
 - January Report of Programs and Attendance - **L**
 - April Schedule of Events - **M**
 - Schedule for Upcoming Programs - **N**
 - Contract Use Reports
 - Statistics by Residence Area - **O**
 - Statistics by Contract / Service Area - **P**
 - Grant Report – **The posts for the StoryWalk have been received and we are working with Public Works to get them installed. The plan is to have a ribbon cutting and grand opening event sometime in May. We were not selected for the Outstanding in Their Field Leadership Institute to be held by ARSL. There were 180 applications for the 30 slots so I am not surprised. The Libraries Transform Communities grant winners will be announce in late April. Dyersville Grade Level Reading received a DRA grant to provide diverse / inclusive materials to local libraries. Kim has ordered \$500 worth of books to add to our collection, which will be reimbursed by this grant.**
 - Friends of the Library Report – **No new information.**

- JKPL Endowment Report – **Q Fund Activity Statement included. Angela has some exciting news and Great Give Day is coming in May.**
4. Discussion of Current Library Operations and Services – **Library unlocked the doors on April 1 per discussion at March meeting. We have put chairs at a couple of locations for people wanting to sit and work briefly but are enforcing the 1 hour visit limit. People seem happy to be able to just walk in. We have had one instance of being at capacity and had to lock doors for 30 minutes.**
 5. Review and possible action on JKPL Pandemic Interim Service Plan / Reopening Plan - **I am including in this packet the current plan as it was modified and approved at the March meeting. Please let me know of any questions or concerns or changes we consider. This item is on the agenda so you can make changes if you wish. I need to work on the next stage of opening but since the numbers for the virus have been going up rather than down I don't see foresee reducing restrictions before the next board meeting.**
 6. Enrich Iowa Agreement – **I am authorized to sign the Enrich Iowa Agreement on behalf of the Board and we have participated in this since its inception. I am including the Terms of Agreement of the three components for information and discussion.**
 7. Fundraising Committee Report
 - Notes from April 5, 2021 Zoom Meeting
 8. Furnishings, Art & Facilities Committee Report
 9. Marketing Committee Report
 - Notes from March 25, 2021 Zoom Meeting – **9A**
 - Review & Discussion of proposed changes to monthly reports – **9B**
 10. Personnel Committee Report
 11. Finance Committee Report
 12. Policy Committee Report
 13. Strategic Planning Report
 14. Meetings and Training
 - Upcoming
 - Recently Attended
 15. Oral Presentations
 16. Adjournment

Date of next regular meeting: Tuesday, May 11, 2021 6:00 pm

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

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, March 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, Karen Tieskoetter, Sue Engelbrecht and Library Director Shirley Vonderhaar.

1. President Karen Kramer called the meeting to order at 7:02 P.M.
2. Agenda: English MOVED “approval of the Agenda” which motion was seconded by Engelbrecht and CARRIED. Ayes: Kramer, O’Hea, English, Will, Kruse, Meade, Tieskoetter, and Engelbrecht. Nays: None.
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Boge Family Thank You Card
 - Minutes of Previous Meeting: February 9, 2021
 - February Librarian’s Report
 - 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
 - Soup Fundraiser - \$15.00
 - Delores Hermsen - \$5.00
 - Anonymous - \$14.00
 - Coloring Book - \$10.00
 - Love My Library - \$3236.00
 - Program Reports
 - January Report on Programs and Attendance
 - February Schedule of Events
 - Schedule for Upcoming Programs

- Grant Report
 - Application submitted for the Outstanding in Their Field Leadership Institute to be held by ARSL.
 - Application submitted for the Libraries Transform Communities grant offered by ARSL and ALA.
- Friends of the Library Report: None.
- JKPL Endowment Report
 - Fund/Gift Activity Statement

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

4. Discussion of Current Library Operations and Services
 - Discussed moving curbside hours to start at 9:00 A.M. and to end at 30 minutes before scheduled closing.
 - Masks will continue being required as outlined by the Dubuque County Mandate.
5. Review and possible action on JKPL Pandemic Interim Service/Reopening Plan
 - After board discussion Tieskoetter MOVED “to enter Stage 3 of the JKPL Pandemic Interim Service/Reopening Plan on April 1, unless there is a spike in cases in Dubuque and/or Delaware County prior to that date.” Second by O’Hea and CARRIED. Ayes: Kramer, O’Hea, English, Will, Kruse, Meade, Tieskoetter, and Engelbrecht. Nays: None.
6. Discussion regarding Imagine 2030 Dyersville community vision process
 - Board compiled a list of ideas to submit to the Dyersville Chamber.
7. Library Journal Index of Public Library Service 2020: America’s Star Libraries
 - JKPL received the highest score of any other Iowa libraries and placed 35 out of 1,113 of libraries nationwide in the same category as determined by the *Library Journal* Index.
8. Discussion and possible action regarding changing the meeting time for the regular monthly JKPL Board meetings
 - After board discussion O’Hea MOVED “to change regular monthly board meeting time from 7:00 P.M. to 6:00 P.M. which was seconded by Kruse and CARRIED. Ayes: Kramer, O’Hea, English, Will, Kruse, Meade, Tieskoetter, and Engelbrecht. Nays: None.
9. Fundraising Committee Report
 - Love My Library fundraiser ended. Cash donations of \$4,101 have been received as well as some in kind donations.
 - Build-A-Basket Fundraiser started March 1st.
10. Furnishings, Art & Facilities Committee Report: None
11. Marketing Committee Report

- Reviewed and discussed proposed changes to monthly reports. Waiting until can review using the new program reporting service provided by the State Library before finalizing.
12. Personnel Committee Report: None
 13. Finance Committee Report
 - FY22 Budget Proposal – Revision
 - MOTION by the committee to “approve proposed budget revision for a total FY22 operating budget of \$462,000 to present to City Council.” No second needed as motion came from committee. Ayes: Kramer, O’Hea, English, Will, Kruse, Meade, Tieskoetter, and Engelbrecht. Nays: None.
 14. Policy Committee Report: None
 15. Strategic Planning Report: None
 16. Meetings and Training
 - Public Libraries of Dubuque County Agency Meeting, March 18th.
 17. Oral Presentations: None
 18. Meade MOVED to ”adjourn meeting at 8:34 P.M.” Second by English and CARRIED. Ayes: Kramer, O’Hea, English, Will, Kruse, Meade, Tieskoetter, and Engelbrecht. Nays: None.

Catherine O’Hea

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT

Librarian's report to the Board of Trustees for the month of March 2021

B

Additions: Items purchased: 268 Items donated:41 Year to date added: 2,568 Donations: Prev. YTD: 493 Curr. YTD: 361
 Items withdrawn: Books: 49 DVDs: 2
 Year to date: Books: 2,831 SCDs: 1 DVDs: 272 Kits: 5 Games: 52
 New Library Cards Issued City: 2 Contractual: 0 Total: 2 YTD: 61
 Computer use: 33 hours; 108 sessions YTD: 504 hours; 889 sessions Previous YTD: 3,778 hours; 5,858 sessions
 WiFi Use (from WhoFi software) 66 sessions, 62 visits, 17 unique visitors YTD: 2,727 sessions, 1,808 visits, 143 unique visitors
 Meeting Room Use: No meeting space available YTD: 0 Previous YTD: 1,580
 Programs Held: 56 Attendance & Interactions: 809; FB Views : 540 Library Visits: 573 YTD: 5,901 Prev. YTD: 64,433
 Circulation Summary:

Number of Items Loaned	5,355	Year to Date:	47,655
Previous Year Circ.	11,658	Previous YTD:	91,102
Difference (numerical):	-6,303	Difference (numerical):	-43,447
Difference (percentage):	-54.07%	Difference (percentage):	-47.69%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	44.90	283.50	850.00
Computer Printing:	93.45	474.15	1,275.00
Reader/printer:	0.00	1.05	25.00
Fax:	42.00	251.00	900.00
Computer Use	4.00	15.00	250.00
Holds & Scans	12.00	55.00	100.00
Lost Books and Materials	79.50	340.51	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):	1.25	43.75	300.00
Total:	\$277.10	\$15,717.08	\$23,000.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	6.65	42.99
Memorials:	0.00	120.00
History Books & Centennial Coins:	20.00	80.00
Adopt a book donations:	0.00	676.55
Friends donation:	31.50	243.75
Other: Build a basket	848.00	15,576.42
Other: Love My Library	675.00	6,765.20
Other: Candy sales & unspecified	19.00	647.50
Total:	\$1600.15	\$24,152.41

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	21	66	29	30	73	12	15	14	2	32	8	7	309
2020 Month	0	13	0	16	3	1	20	0	0	0	0	0	53
Curr. YTD	148	782	239	196	458	139	122	96	12	255	56	65	2568
Prev. YTD	186	754	275	220	515	99	53	85	4	260	76	128	2655

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	381	1614	182	1305	396	155	15	4048	269	92	5	519	224	198	5355
2020 mor	855	2717	801	2798	321	358	11	7861	178	174	39	1924	932	550	11658
Difference	-474	-1103	-619	-1493	75	-203	4	-3813	91	-82	-34	-1405	-708	-352	-6303
Current YTD	4174	13614	1780	11134	3215	1759	216	35892	2137	815	140	5237	2112	1322	47655
Prev. YTD	6921	21123	4126	22568	2279	2246	111	59374	1648	2533	355	15170	7434	4588	91102
Difference	-2747	-7509	-2346	-11434	936	-487	105	-23482	489	-1718	-215	-9933	-5322	-3266	-43447
Diff. %	-39.7%	-35.5%	-56.9%	-50.7%	41.1%	-21.7%	NA	-39.5%	29.7%	-67.8%	-60.6%	-65.5%	-71.6%	-71.2%	-47.7%

Freemal Music Downloads: Mar: 12 downloaded & 83 streamed; 0 video Total FY= 700 **Bridges Video Downloads:** Mar: 1 Total FY = 13
Mango Language Use: Mar: 16 sessions; FY = 322 total sessions (includes mobile & computer) **Kanopy Video:** Mar: 73; FY = 728

C

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

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	\$750.00
Black Hills	Gas / Heat	508.70
Alliant Energy	Electricity	0.00
Total		\$1,258.70

Miscellaneous Bills

Check issued to:	Purpose	Amount
City Laundry	Cleaning fee / mat	14.82
Pitney Bowes	Meter rental / lease	68.54
Fareway	Program supplies	6.95
Total		\$90.31

March 2021 Budget	
March 2021 Claims submitted	\$6,163.41
Utility and Contractual from Bills above	1,258.70
Miscellaneous Bills from above	90.31
Total wages and benefits	25,665.65
Total March 2021 expenses	\$33,178.07

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



Dyersville, IA



Expense Approval Register

Packet: APPKT00717 - April 2021 Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
ACCESS SYSTEMS	28963873	Contract - Copier Maintenance	001-5-410-4-64316	CONTRACTS	154.29
PREMIER WINDOW CLEANING	3678	Contract - Window Cleaning	001-5-410-4-64316	CONTRACTS	100.00
BAKER & TAYLOR BOOKS	0000064943	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	3.99
FAREWAY STORES INC.	00018424	Supplies -RSG Program	001-5-410-4-65060	OFFICE SUPPLIES	4.58
BAKER & TAYLOR BOOKS	0003231131	Supplies - CD processing	001-5-410-4-65060	OFFICE SUPPLIES	-3.99
BAKER & TAYLOR BOOKS	0003231224	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	-3.99
VONDERHAAR, SHIRLEY	03.31.2021	Programs	001-5-410-4-65060	OFFICE SUPPLIES	20.48
VONDERHAAR, SHIRLEY	03.31.2021	Supplies	001-5-410-4-65060	OFFICE SUPPLIES	22.18
AMAZON	04.01.2021	Programs	001-5-410-4-65060	OFFICE SUPPLIES	21.24
AMAZON	04.01.2021	Supplies	001-5-410-4-65060	OFFICE SUPPLIES	57.97
IOWA STATE UNIVERSITY EXT...	10.26.2020	Supplies - RSG Program	001-5-410-4-65060	OFFICE SUPPLIES	23.95
BLACKSTONE PUBLISHING	1209432	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	2.95
BLACKSTONE PUBLISHING	1209450	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	20.65
BLACKSTONE PUBLISHING	1209648	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	2.95
BOOK SYSTEMS, INC.	123205	Supplies - Book Labels	001-5-410-4-65060	OFFICE SUPPLIES	42.95
QUILL CORPORATION	15382777	Supplies - Cleaning - COVID	001-5-410-4-65060	OFFICE SUPPLIES	33.98
BAKER & TAYLOR BOOKS	2035869002	Program - Prizes	001-5-410-4-65060	OFFICE SUPPLIES	21.59
ACE HOMEWORKS	227767	Supplies - Program	001-5-410-4-65060	OFFICE SUPPLIES	6.98
ACE HOMEWORKS	228453	Supplies - Teen Program	001-5-410-4-65060	OFFICE SUPPLIES	1.98
RANDY'S NEIGHBORHOOD MA...	3081	Supplies - Adult Crafts	001-5-410-4-65060	OFFICE SUPPLIES	38.37
JOHN DEERE FINANCIAL	5006962tWSID	Supplies - Adult Craft	001-5-410-4-65060	OFFICE SUPPLIES	19.99
JOHN DEERE FINANCIAL	5008614tWSID	Supplies - RSG Program	001-5-410-4-65060	OFFICE SUPPLIES	45.33
JOHN DEERE FINANCIAL	5009319tWSID	Supplies - RSG Program	001-5-410-4-65060	OFFICE SUPPLIES	19.99
JOHN DEERE FINANCIAL	5012927tWSID	Supplies - RSG Program returns	001-5-410-4-65060	OFFICE SUPPLIES	-8.07
JOHN DEERE FINANCIAL	5012928tWSID	Supplies - RSG Program	001-5-410-4-65060	OFFICE SUPPLIES	14.96
BAKER & TAYLOR BOOKS	0000064943	Audiobooks	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	24.75
BAKER & TAYLOR BOOKS	0003231131	Books - Audio Book return	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	-24.75
BAKER & TAYLOR BOOKS	0003231224	Audiobooks	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	-24.75
TELEGRAPH HERALD	02.23.21	Subscription - 1 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	314.62
AMAZON	04.01.2021 A	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	13.40
IOWA HISTORY JOURNAL	04.01.2021	Subscription - 2 yrs	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	35.95
AMAZON	04.01.2021	Creative Spaces	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	2.99
IOWA OUTDOORS	04.01.2021	Subscription - 1 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	7.00
AMAZON	04.01.2021	Subscriptions	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	94.98
AMAZON	04.01.2021	Games	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	138.96
AMAZON	04.01.2021	DVD	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	645.52
AMAZON	04.01.2021	Audiobooks	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	28.95
AMAZON	04.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	55.48
AMAZON	04.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	63.92
AMAZON	04.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	175.42
MANCHESTER PRESS	05.29.2021	Subscription - 1 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	46.00
OVERDRIVE	06497CO21094374	Electronic Media	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	636.41
BLACKSTONE PUBLISHING	1209432	Books - Audio	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	26.99
BLACKSTONE PUBLISHING	1209450	Books - Audio	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	230.04
BLACKSTONE PUBLISHING	1209648	Books - Audio	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	26.99
BAKER & TAYLOR BOOKS	2035803834	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	240.53
BAKER & TAYLOR BOOKS	2035816790	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	119.73
BAKER & TAYLOR BOOKS	2035831834	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	97.55
BAKER & TAYLOR BOOKS	2035831834	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	99.92
BAKER & TAYLOR BOOKS	2035839068	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	30.77
BAKER & TAYLOR BOOKS	2035839068	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	309.76
BAKER & TAYLOR BOOKS	2035853209	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	92.32

Expense Approval Register

Packet: APPKT00717 - April 2021 Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
BAKER & TAYLOR BOOKS	2035853209	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	9.59
BAKER & TAYLOR BOOKS	2035869002	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	9.59
BAKER & TAYLOR BOOKS	2035869002	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	97.55
FINDAWAY WORLD LLC	342232	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	56.99
FINDAWAY WORLD LLC	344706	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	152.97
FINDAWAY WORLD LLC	345260	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	482.20
FINDAWAY WORLD LLC	345260	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	94.98
FINDAWAY WORLD LLC	346012	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	47.49
INGRAM LIBRARY SERVICES	62699713	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	123.75
INGRAM LIBRARY SERVICES	62699713	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	86.35
Department 410 - LIBRARY Total:					5,336.21
Fund 001 - GENERAL FUND Total:					5,336.21

Fund: 002 - LIBRARY TRUST FUND

Department: 410 - LIBRARY

FAREWAY STORES INC.	00090290	Programs - Love My Library - C...	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	7.96
FAREWAY STORES INC.	00092911	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	11.01
AMAZON	04.01.2021	Memorials - Donations	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	92.26
AMAZON	04.01.2021	Memorials	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	31.77
AMAZON	04.01.2021	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	538.50
BLACKSTONE PUBLISHING	1209450	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	34.99
BLACKSTONE PUBLISHING	1211724	Programs - Love My Library - A...	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	141.30
CENTER POINT PUBLISHING	1835806	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	26.57
BAKER & TAYLOR BOOKS	2035803834	Memorials - Tauke	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	45.36
BAKER & TAYLOR BOOKS	2035803834	Programs - Adopt A Book	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	5.39
BAKER & TAYLOR BOOKS	2035816790	Programs - Adopt a Book	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.68
BAKER & TAYLOR BOOKS	2035816790	Memorials - Tauke	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	16.24
BAKER & TAYLOR BOOKS	2035816790	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	18.60
BAKER & TAYLOR BOOKS	2035839068	Memorial	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.11
BAKER & TAYLOR BOOKS	2035853209	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	14.56
IOWA PRISON INDUSTRIES	654600	Programs - Storywalk	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	6,012.00
CENGAGE LEARNING	73942882	Memorial - Lion's Club	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	159.82
CENGAGE LEARNING	73960087	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	17.54
CENGAGE LEARNING	73971906	Memorial - Lion's Club	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	50.03
CENGAGE LEARNING	74030802	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	24.69
DYERSVILLE AREA CHAMBER O...	CD4838	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	25.00
Department 410 - LIBRARY Total:					7,304.38
Fund 002 - LIBRARY TRUST FUND Total:					7,304.38
Grand Total:					12,640.59

E

Credit Card Claims for March & April 2021

Date	Vendor	Items	Amount
3/15/21	Sam's Club	Hand sanitizer	26.37
3/15/2021	Nourse Farms	Plants for programming	83.95
3/27/2021	Amazon	Prime annual fee	119.00
3/25/21	Sam's Club	Portion Cups / adult programming (LML)	28.98
3/25/21	Sam's Club	Portion cups / programming	73.00
3/31/2021	Facebook	FB ads (Trust)	57.74

		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	18,469.83	177,339.87	67,371.13	27.53 %
<u>001-5-410-4-61100</u>	FICA	15,172.00	15,172.00	1,103.89	10,691.13	4,480.87	29.53 %
<u>001-5-410-4-61200</u>	MEDICARE	3,548.00	3,548.00	258.17	2,500.14	1,047.86	29.53 %
<u>001-5-410-4-61300</u>	IPERS	23,101.00	23,101.00	1,743.57	16,740.97	6,360.03	27.53 %
<u>001-5-410-4-61500</u>	GROUP INSURANCE	41,800.00	41,800.00	4,071.70	34,331.68	7,468.32	17.87 %
<u>001-5-410-4-61700</u>	SUI	194.00	194.00	18.49	256.40	-62.40	-32.16 %
<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	0.00	8,562.12	5,437.88	38.84 %
<u>001-5-410-4-63711</u>	GAS HEAT	2,500.00	2,500.00	508.70	1,821.26	678.74	27.15 %
<u>001-5-410-4-63730</u>	TELEPHONE	700.00	700.00	0.00	695.73	4.27	0.61 %
<u>001-5-410-4-63750</u>	MAINTENANCE	9,500.00	9,500.00	193.98	5,730.05	3,769.95	39.68 %
<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	1,584.29	2,869.77	-2,869.77	0.00 %
<u>001-5-410-4-64322</u>	CONTRACTED SERVICES	8,300.00	8,300.00	750.00	5,550.00	2,750.00	33.13 %
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES	21,000.00	21,000.00	1,181.63	7,400.94	13,599.06	64.76 %
<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	3,293.82	39,937.47	21,562.53	35.06 %
	Expense Total:	455,776.00	455,776.00	33,178.07	315,795.53	139,980.47	30.71 %
	Fund: 001 - GENERAL FUND Total:	455,776.00	455,776.00	33,178.07	315,795.53	139,980.47	30.71 %
Fund: 002 - LIBRARY TRUST FUND							
Expense							
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	30,000.00	30,000.00	403.82	30,176.25	-176.25	-0.59 %
	Expense Total:	30,000.00	30,000.00	403.82	30,176.25	-176.25	-0.59 %
	Fund: 002 - LIBRARY TRUST FUND Total:	30,000.00	30,000.00	403.82	30,176.25	-176.25	-0.59 %
	Report Total:	485,776.00	485,776.00	33,581.89	345,971.78	139,804.22	28.78 %

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James Kennedy Public Library FY21 Operating Budget							
	FY21	January	February	March	April (est)	Received to date	Difference
ESTIMATED REVENUES:							
Dubuque County Library Agency	5,000.00	0.00	0.00	5,543.00	0.00	5,543.00	-543.00
Fees from copier, R/P, etc.	5,000.00	169.14	96.15	277.10	150.00	1,723.31	3,276.69
Open Access	10,600.00	0.00	0.00	0.00	0.00	11,671.80	-1,071.80
Access Plus / ILL	400.00	0.00	0.00	0.00	0.00	323.24	76.76
Direct State Aid	2,000.00	0.00	0.00	0.00	0.00	1,998.08	1.92
TOTAL:	23,000.00	169.14	96.15	5,820.10	150.00	21,259.43	1,740.57
						21,259.43	1,740.57
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES						Spent to date	Remaining
Wages	244,711.00	22,789.90	18,256.53	18,469.83	23,000.00	177,339.87	67,371.13
FICA	15,172.00	1,378.29	1,097.22	1,103.89	1,426.00	10,691.13	4,480.87
Medicare	3,548.00	322.31	256.60	258.17	333.50	2,500.14	1,047.86
IPERS	23,101.00	2,151.42	1,723.47	1,743.57	2,171.20	16,740.97	6,360.03
SUI	194.00	50.83	18.28	18.49	23.00	256.40	-62.40
Group Insurance	41,800.00	3,793.14	3,793.14	4,071.70	3,800.00	34,331.68	7,468.32
Meetings and training	2,500.00	0.00	0.00	0.00	0.00	369.00	2,131.00
Dues and memberships	750.00	546.00	0.00	0.00	0.00	875.00	-125.00
TOTAL:	331,776.00	31,031.89	25,145.24	25,665.65	30,753.70	243,104.19	88,671.81
						243,104.19	88,671.81
CONTRACTUAL SERVICES:							
Utilities (telephone)	700.00	112.03	113.14	0.00	0.00	806.77	-106.77
Electricity	14,000.00	888.74	1,011.64	0.00	1,000.00	8,451.08	5,548.92
Gas / Heat	2,500.00	450.82	332.69	508.70	300.00	1,821.26	678.74
Insurance (bldg)	6,500.00	0.00	0.00	0.00	0.00	124.00	6,376.00
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Custodial services	8,000.00	600.00	450.00	750.00	600.00	5,550.00	2,450.00
Window cleaning	300.00	0.00	0.00	0.00	0.00	0.00	300.00
Service / Maintenance Contracts	9,500.00	154.29	250.29	1,584.29	254.29	2,869.77	6,630.23
TOTAL:	41,500.00	2,205.88	2,157.76	2,842.99	2,154.29	19,622.88	21,877.12
						19,622.88	21,877.12
SUPPLIES:							
General library supplies	10,000.00	251.07	738.05	1,017.98	179.64	5,574.00	4,426.00
Program fees & supplies	2,500.00	180.30	335.66	163.65	231.37	1,183.72	1,316.28
Marketing & advertising	1,500.00	74.00	0.00	0.00	0.00	606.74	893.26
Maintenance and Repairs	7,000.00	349.38	3,719.72	193.98	0.00	5,730.05	1,269.95
TOTAL	21,000.00	854.75	4,793.43	1,375.61	411.01	13,094.51	7,905.49
						13,094.51	7,905.49
BOOKS AND MATERIALS							
Adult fiction	8,000.00	315.99	562.62	695.16	1,021.36	6,958.00	1,042.00
Adult nonfiction	5,000.00	110.11	197.75	740.01	325.29	4,243.00	757.00
YA fiction	2,000.00	0.00	24.32	11.19	86.35	2,233.71	-233.71
YA nonfiction	800.00	0.00	0.00	0.00	0.00	209.24	590.76
Juvenile fiction	8,500.00	26.80	547.43	17.49	779.31	4,634.42	3,865.58
Juvenile nonfiction	4,000.00	0.00	264.77	0.00	94.98	1,102.00	2,898.00
Large Print	3,500.00	299.73	0.00	0.00		2,651.94	848.06
Electronic media (ebooks, etc.)	6,000.00	1,803.14	620.87	603.46	636.41	5,129.34	870.66
Reference & electronic databases	5,000.00	0.00	0.00	0.00		4,764.61	235.39
Periodicals and newspapers	4,500.00	93.68	137.98	130.91	498.55	1,197.89	3,302.11
Audiobooks (CD, playaway)	4,200.00	159.10	250.43	589.81	441.19	2,165.12	2,034.88
Software & Gaming	2,000.00	436.86	0.00	0.00	138.96	1,031.83	968.17
DVDs	6,500.00	597.97	480.69	502.80	645.52	3,568.94	2,931.06
SS / Creation Station	1,500.00	2.99	2.99	2.99	2.99	83.91	1,416.09
TOTAL:	61,500.00	3,846.37	3,089.85	3,293.82	4,670.91	39,973.95	21,526.05
						39,973.95	21,526.05
TOTAL EXPENDITURES:	455,776.00	37,938.89	35,186.28	33,178.07	37,989.91	315,795.53	139,980.47
TOTAL REVENUES:	23,000.00	169.14	96.15	5,820.10	150.00	21,259.43	1,740.57
ACTUAL ASKING	432,776.00	37,769.75	35,090.13	27,357.97	37,839.91	294,536.10	138,239.90
Capital Improvement	28,000.00					0.00	
Total Expenditures	483,776.00	37,938.89	35,186.28	33,178.07	37,989.91	315,795.53	139,980.47

James Kennedy Public Library FY21 Operating Budget									
	FY21	% Expended To date	FY20 Expense thru Mar 20	Mar 20 expenses	Total FY20 expenses	Budget Projection	Amount Over/Under	Ov/Und Budget	
ESTIMATED REVENUES:									
Dubuque County Library Agency	5,000.00		0.00	0.00	6,790.74				
Fees from copier, R/P, etc.	5,000.00		3,217.55	216.10	3,237.85				
Open Access	10,600.00		10,651.98	0.00	10,651.98				
Access Plus / ILL	400.00		401.80	0.00	401.80				
Direct State Aid	2,000.00		1,775.69	0.00	1,775.69				
TOTAL:	23,000.00		16,047.02	216.10	22,858.06				
			16,047.02		22,858.06				
ESTIMATED EXPENDITURES:									
PERSONAL SERVICES									
			Spent to date		Spent to date				
Wages	244,711.00	72.5%	173,678.38	17,798.99	230,505.74	184,381.57	-7,042	0.96	
FICA	15,172.00	70.5%	10,463.92	1,071.32	13,890.48	11,429.31	-738	0.94	
Medicare	3,548.00	70.5%	2,447.43	250.58	3,248.86	2,672.78	-173	0.94	
IPERS	23,101.00	72.5%	16,354.34	1,680.19	21,718.76	17,395.17	-654	0.96	
SUI	194.00	132.2%	312.32	75.95	368.17	164.57	92	1.56	
Group Insurance	41,800.00	82.1%	30,980.25	3,997.08	42,359.67	30,570.93	3,761	1.12	
Meetings and training	2,500.00	14.8%	760.88	110.00	650.88	2,922.50	-2,554	0.13	
Dues and memberships	750.00	116.7%	746.00	0.00	761.00	735.22	140	1.19	
TOTAL:	331,776.00	73.3%	235,743.52	24,984.11	313,503.56	249,483.75	-6,380	0.97	
			235,743.52		313,503.56				
CONTRACTUAL SERVICES:									
Utilities (telephone)	700.00	115.3%	1,727.47	111.62	2,164.66	558.62	248	1.44	
Electricity	14,000.00	60.4%	10,772.09	1,711.39	13,358.47	11,289.41	-2,838	0.75	
Gas / Heat	2,500.00	72.9%	1,621.00	333.59	1,925.53	2,104.62	-283	0.87	
Insurance (bldg)	6,500.00	1.9%	0.00	0.00	5,857.00	Zero	0	Nothing	
Legal Fees	0.00	NA	0.00	0.00	0.00	Zero	0	Nothing	
Custodial services	8,000.00	69.4%	5,925.00	975.00	7,175.00	6,606.27	-1,056	0.84	
Window cleaning	300.00	0.0%	165.00	0.00	265.00	186.79	-187	0.00	
Service / Maintenance Contracts	9,500.00	30.2%	1,711.60	170.36	11,061.79	1,469.94	1,400	1.95	
TOTAL:	41,500.00	47.3%	21,922.16	3,301.96	41,807.45	21,760.95	-2,138	0.90	
			21,922.16		41,807.45				
SUPPLIES:									
General library supplies	10,000.00	55.7%	9,594.93	442.40	11,918.89	8,050.19	-2,476	0.69	
Program fees & supplies	2,500.00	47.3%	1,846.55	386.43	2,448.52	1,885.37	-702	0.63	
Marketing & advertising	1,500.00	40.4%	916.07	100.86	961.57	1,429.02	-822	0.42	
Maintenance and Repairs	7,000.00	81.9%	25,930.94	264.85	34,237.54	5,301.68	428	1.08	
TOTAL	21,000.00	62.4%	38,288.49	1,194.54	49,566.52	16,221.80	-3,127	0.81	
			38,288.49		49,566.52				
BOOKS AND MATERIALS									
Adult fiction	8,000.00	87.0%	5,321.94	587.10	8,764.77	4,857.57	2,100	1.43	
Adult nonfiction	5,000.00	84.9%	3,430.72	461.35	5,051.28	3,395.89	847	1.25	
YA fiction	2,000.00	111.7%	1,643.83	0.00	2,046.60	1,606.40	627	1.39	
YA nonfiction	800.00	26.2%	262.05	0.00	541.78	386.95	-178	0.54	
Juvenile fiction	8,500.00	54.5%	3,706.44	21.58	8,157.02	3,862.29	772	1.20	
Juvenile nonfiction	4,000.00	27.6%	938.21	0.00	3,516.98	1,067.06	35	1.03	
Large Print	3,500.00	75.8%	3,472.46	312.31	3,536.85	3,436.28	-784	0.77	
Electronic media (ebooks, etc.)	6,000.00	85.5%	2,905.61	0.00	5,536.52	3,148.85	1,980	1.63	
Reference & electronic databases	5,000.00	95.3%	4,207.64	0.00	8,043.44	2,615.57	2,149	1.82	
Periodicals and newspapers	4,500.00	26.6%	2,896.81	466.03	4,401.04	2,961.95	-1,764	0.40	
Audiobooks (CD, playaway)	4,200.00	51.6%	2,071.97	151.45	3,964.60	2,194.99	-30	0.99	
Software & Gaming	2,000.00	51.6%	1,344.98	81.18	2,009.65	1,338.52	-307	0.77	
DVDs	6,500.00	54.9%	4,218.76	276.42	6,408.75	4,278.83	-710	0.83	
SS / Creation Station	1,500.00	5.6%	386.83	29.45	433.78	1,337.65	-1,254	0.06	
TOTAL:	61,500.00	65.0%	36,808.25	2,386.87	62,413.06	36,269.77	3,704	1.10	
			36,808.25		62,413.06				
TOTAL EXPENDITURES:	455,776.00	69.3%	332,762.42	31,867.48	467,290.59	324,562.77	-8,767	0.97	
TOTAL REVENUES:	23,000.00	92.4%	16,047.02	216.10	22,858.06	16,146.67	5,113	1.32	
ACTUAL ASKING	432,776.00	68.1%	316,715.40	31,651.38	444,432.53	308,408.62	-13,873	0.96	
Capital Improvement	28,000.00		0.00		0.00				
Total Expenditures	483,776.00		332,762.42	31,867.48	467,290.59				



Simply better banking.®

102 South Clinton Street, Iowa City, IA 52240

>002495 7369712 0001 093516 10Z

02971272 MSP 1154
CITY OF DYERSVILLE
JAMES KENNEDY PUBLIC LIBRARY TRUST
340 1ST AVE E
DYERSVILLE IA 52040-1203



H-1

Statement Ending 03/31/2021

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

Account Type	Account Number	Ending Balance
BUSINESS MONEY MKT	XX4356	\$11,025.94

BUSINESS MONEY MKT-XX4356

Account Summary

Date	Description	Amount
02/27/2021	Beginning Balance	\$11,023.45
	1 Credit(s) This Period	\$2.49
	0 Debit(s) This Period	\$0.00
03/31/2021	Ending Balance	\$11,025.94

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.25%
Interest Days	33
Interest Earned	\$2.49
Interest Paid This Period	\$2.49
Interest Paid Year-to-Date	\$10.08
Minimum Balance	\$11,023.45
Average Ledger Balance	\$11,023.45
Average Available Balance	\$11,023.45

Other Credits

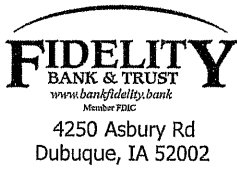
Date	Description	Amount
03/31/2021	INTEREST	\$2.49
		1 item(s) totaling \$2.49

Daily Balances

Date	Amount
03/31/2021	\$11,025.94

4/6/21
WJ

H-2



1283614

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

Date 3/31/21 Page 1
Primary Account 617571
Enclosures 2

Checking Account

MONEY MARKET		Number of Enclosures	2
Account Number	617571	Statement Dates	3/01/21 thru 3/31/21
Previous Balance	54,425.70	Days in the statement period	31
2 Deposits/Credits	1,600.15	Average Ledger	54,400.61
2 Checks/Debits	466.52	Average Collected	54,400.61
Service Charge	.00	Interest Earned	25.41
Interest Paid	25.41	Annual Percentage Yield Earned	0.55%
Current Balance	55,584.74	2021 Interest Paid	64.32

Activity in Date Order

Date	Description	Amount	
3/09	Deposit/Credit	231.20	54,656.90
3/16	Transfer from x7571 to x5358	62.70-	54,594.20
	Add'l Feb Claims		
3/16	Transfer from x7571 to x5358	403.82-	54,190.38
	March Claims		
3/31	Deposit/Credit	1,368.95	55,559.33
3/31	Interest Deposit	25.41	55,584.74

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
3/01	54,425.70	3/09	54,656.90	3/16	54,190.38
3/31	55,584.74				

Interest Rate Summary

Date	Rate
2/28	0.550000%

4/6/21
WJ

* 0 1 4 2 0 0 0 9 1 5 0 2 0 2 0 0 0 *

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TRUST ACCOUNT REPORT for March 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
March 31, 2020 interest	\$	2.49	\$ 11,025.94 #1

Fidelity Bank and Trust	Budgeted	Bank Account
Balances February 28, 2021	\$ 290.27	\$ 54,425.70

Deposits

March 9, 2021			
Love My Library	\$	175.00	
Donation	\$	10.00	
Candy Sales	\$	7.00	
History books	\$	20.00	
Conscious Box	\$	3.45	
Friends booksale / donation	\$	15.75	\$ 231.20

March 31, 2021			
Build-a-basket	\$	848.00	
Candy sales	\$	2.00	
Love My Library	\$	500.00	
Conscious Box	\$	3.20	
Friends booksale / donation	\$	15.75	\$ 1,368.95

March 31, 2021			
Interest	\$	25.41	\$ 25.41
			\$ 1,625.56

Debits:

March 16, 2021			
City debit error from March	\$	62.70	\$ 62.70
			\$ 62.70

March 16, 2021			
Kanopy Streaming Video (fundraising)	\$	32.00	
Large Print / Lion's Club	\$	291.30	
Adopt-a-book	\$	87.49	
Hotspot cases - returns	\$	(40.97)	
LML 2021 purchases	\$	34.00	\$ 403.82
			\$ 403.82

Balances March 31, 2021		\$ (176.25)	\$ 55,584.74 #2
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Kramer - ILL	17 & 18	\$55.00		Nov-20	ILL books	\$10.20		\$44.80
D. Digmann - LP	Mar-19	\$123.34		Oct-20	LP	\$51.86		-\$34.72
				Nov-20	LP	\$106.20		
Bridge Marathon donation	May-19	\$180.00		Sep-20	ASLP incentive	\$180.00		\$0.00
Kroeger - LP	Jun-19	\$24.41						\$24.41
M. Schemmel - child prog	18 & 19	\$55.05						\$55.05
Engineering Firms	Feb-20	\$33.40						\$33.40
Elenz donation	Jul-20		\$50.00					\$50.00
Mary O'Connell	Aug-20		\$100.00					\$100.00
Anonymous	Sep-20		\$10.00	Sep-20	ASLP	\$10.00		\$0.00
D. Digmann - Programming	Nov-20		\$500.00					\$500.00
Friedmann - Wonderbooks	Nov-20		\$100.00	Nov-20	Wonderbooks	\$100.00		\$0.00
Christmas 2021 - Weber	Dec-20		\$20.00					\$20.00
Hermesen donation / uns	Feb-21		\$5.00					\$5.00
Donation - NN	Mar-21		\$10.00					\$10.00
Miscellaneous Donations Total Remaining								\$4,920.90
Lion's Club - LP	Previous	\$15.86						\$224.56
.... Part of LML 21	Feb-21		\$500.00	Mar-21	LP books	\$291.30		
Conscience Box	Previous	\$1,677.76						\$1,725.89
	Mar-21		\$6.65					
History Books & Coins	Previous	\$1,484.74						\$1,564.74
	Nov-20		\$20.00					
	Jan-21		\$20.00					
	Feb-21		\$20.00					
	Mar-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						\$554.86
	Feb-21		\$14.00	Mar-21	Books	87.49		
Friends - bksale	Previous	\$412.09						\$657.70
	Mar-21		\$31.50					
Friends - Menke memorial	Jan-20	\$30.00						\$30.00
Summer Reading Program 20	Previous	-\$696.87						\$52.31
Friends contribution	Jul-20		\$763.42	Aug-20	SRP supplies	\$74.24		
Friends contribution	Oct-20		\$199.00	Sep-20	SRP supplies	\$139.00		
TACKL	Previous	\$601.90						\$751.90
	Aug-20		\$150.00					
Kennedy Donation for art or building	May-06	\$2,517.60						\$2,517.60
Money Market	Jan-05	\$784.34						\$784.34
Kay Their Bequest	Dec-08	\$1,000.00						\$1,000.00
Soppe Bequest	Nov-03	\$24,200.37						\$24,200.37
Bequests & Specified donations - Total Remaining								\$28,502.31
Memorials or In Honor of								
Memorials or "In Honor Of" - Total Remaining								\$4,427.12
GRANTS:							GRANTS:	
1000 Books (DRA & Friends)		\$341.85						\$341.85
DACF - Teen Space	Oct-19	\$500.00		Dec-20	Displays	\$921.04		-\$421.04
HRDP Digitizing Grant	Sep-20		\$7,616.00	Oct-20	Microfilming	\$7,676.00		-\$10,616.00
Friends Match	Oct-20		\$5,000.00	Nov-20	Digitizing	\$15,556.00		
INTEREST DEPOSITS								
remaining from previous years		\$3,706.15						\$3,844.15
	Feb-21		\$22.66	Feb-21	City debit error	-\$62.70		
	Mar-21		\$25.41	Mar-21	Correction	\$62.70		
Transfer from Midwest One	Jan-21		\$40,000.00					
TOTAL DEPOSITS			\$64,294.41	TOTAL EXPENDITURES:		\$30,176.25	Balance	\$55,584.74

Memorials and Donations March 2021

K

From: **Candy Sales**
Donation: \$9.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Build a Basket Fundraiser**
Donation: \$848.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections, programs & services

From: **Anonymous**
Donation: \$10.00
Fund: Library Trust Account
Restrictions: Unspecified donation

From: **Love My Library***
Donation: \$675.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

Love My Library Donations:

James or Jennifer Boge & Family	\$50.00
Community Savings Bank	\$25.00
Kramer Funeral Home	\$100.00
FGH Deliveries Sponsor adult craft programs	\$500.00

L

James Kennedy Public Library Monthly Program Report

Report for the Month of March 2021

Zoom StoryTime and Activity (C) Zoom Program
 March 3, 2021 Theme: Dinosaurs
 Total attendance at 2 sessions – 19 children & caregivers;
 Time for preparation & performance – 7 hrs (pd)
 Supplies: Color copies, construction paper & bags

March 10, 2021 Theme: Wind
 Total attendance at 2 sessions – 20 children & caregivers;
 Time for preparation & performance – 4.5 hrs (pd)
 Supplies: Color copies, tp tubes, crepe paper & bags

March 17, 2021 Theme: Frogs
 Total attendance at 2 sessions – 20 children & caregivers;
 Time for preparation & performance – 5.5 hrs (pd)
 Supplies: Color copies, straws, copies & stickers for activity kits

March 24, 2021 Theme: Rabbits
 Total attendance at 2 sessions – 14 children & caregivers;
 Time for preparation & performance – 5 hrs (pd)
 Supplies: Copies, craft sticks & stickers for activity kits

March 31, 2021 Theme: Spring
 Total attendance at 2 sessions – 23 children & caregivers;
 Time for preparation & performance – 5.5 hrs (pd)
 Supplies: Copies, construction paper, cups with lids, paint & q-tips for activity kits

Out-Reads : Bi-Monthly Story Times to Daycares (C): Zoom Program
 March 3, 2021 Theme: Dinosaurs
 Total attendance at 4 sessions – 77 children & caregivers;
 Time for preparation & performance – 2 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
 March 3, 10, 17, 24, & 31, 2021 Total attendance: 25
 Time for preparation & performance – 5 hrs (pd)
 Supplies: Computer and Zoom software, Craft supplies provided by participants

Books for Lunch Book Club (First Monday of each month) – *Little Faith* (A) Zoom Program
 March 1, 2021 Total attendance: 11
 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
 March 2, 2021 Total attendance: 6
 Time for preparation & performance – 3 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
 March 9, 2021 Total attendance: 4
 Time for preparation & performance – 2 hr (pd)
 Supplies: ILL books, available on Bridges ; Computer and Zoom software

Movie Night – Virtually with Kanopy & Zoom: *John Dies at the End* (A) Zoom program
 March 19, 2021 Total attendance: 12
 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) March 2021 Time for preparation & performance - .25 hrs (pd) Supplies: None submitted so no prize awarded	Virtual / Sharing program Total participation: 0
JKPL Writing Group (3 rd Monday of each Month) (A) March 15, 2021 Time for preparation & performance – 1.5 hrs (pd) Supplies: Computer and Zoom software	Zoom program Total participation: 6
Cricut with Christopher - Cancelled due to Covid-19. Replaced with Crafternoon virtual / kit adult craft program.	
Coloring, Creating & Doing – Virtually (A) March 2021 Time for preparation & performance - 2 hrs (pd) Supplies: Copies of coloring pages and activities– delivered via curbside or appointment	Remote / passive program Total participation: 50
Strings Club (4 th Monday of each month) - Cancelled due to Covid-19.	
Virtual Game Night: Among Us! March 26, 2021 Time for preparation & performance – 1.5 hr (pd) Supplies: Among Us game or app, Discord	Discord program Total attendance: 8
Final Friday Tech Virtual Program (Last Friday of each Month) March 26, 2021 Time for preparation & performance – .5 hrs (pd) Supplies: Computer and Zoom software ; Kanopy	Zoom program Total attendance: 1
Building Creativity one Block at a Time (LEGO® program) (C) March 5, 2021 Time for preparation & performance – 1 hrs (pd) Supplies: Facebook	Facebook Lego Challenge / Passive Total attendance: 1
Card Party (weekly program – every Friday afternoon) (A) - Cancelled due to Covid-19	
Strength Training for Older Adults (A) March 2021 –Streaming option provided by Geri-Fit for current participants Estimated attendance is based on those requesting information on access, estimating one session per week	Virtual / Provided by Geri-Fit Total attendance: 20
Movies @ Your Library – all cancelled due to Covid-19; Virtual Movie Night offered monthly with Kanopy	
Warm Up @ Your Library Winter Challenge – Children January 2 – February 28, 2021 Time for preparation & performance – 11 hrs (pd) Supplies: Bingo sheets, Readsquared software, prizes	Passive Program Participants: 17
Warm Up @ Your Library Winter Challenge – Teen January 2 – February 28, 2021 Time for preparation & performance – 4 hrs (pd) Supplies: Bingo sheets, Readsquared software, prizes	Passive Program Participants: 5
Warm Up @ Your Library Winter Challenge – Adult January 2 – February 28, 2021 Time for preparation & performance – 4 hrs (pd) Supplies: Bingo sheets, Readsquared software, JKPL swag for prizes	Passive Program Participants: 28
Time Management Tips (A) March 1, 2021 Time for preparation & performance – .5 hrs (pd) .75 hrs (vol) Supplies: Jessica Pape donated her time and talent to present this program	YouTube & Facebook program Facebook Views / Engagements: 23 / 8 YouTube views: 3

LEGO® Kit To Go March 1, 2021 Time for preparation & performance – 2 hrs (pd) Supplies: Legos, baggies & stickers Sponsored by DuTrac Community Credit Union	Passive program Kits distributed: 18
Read Across America StoryWalk ® March 2-9, 2021 Time for preparation & performance – 6 hrs (pd) Supplies: Big books, posterboard, tape and glue Downtown business partners allowed up to put book pages in their windows	Passive Program Participants: 16
Play-Doh Challenge (C) March 4-31, 2021 Time for preparation & performance – .25 hrs Supplies: Play-doh & pans Sponsored by Ray Massey State Farm (2020 LML donation)	Passive program Kits take: 0 / 0 submissions
Polar Bear Day Craft Kits (C) February 27 – March 5, 2021 Time for preparation & performance – 6.5 hrs (pd) Supplies: Cardstock, google eyes, nutter butters, frosting, cups, chips, marshmallows, paper, forks & paint	Facebook, YouTube & Kit program Facebook Views / Engagements: 25 / 2 YouTube Views: 1 Kits distributed: 25
STEAM Fun Fridays – Leprechaun Sand (F) March 5, 2021 Time for preparation & performance – 2 hr (pd) Supplies: Baking soda, vinegar, food coloring, pan & droppers STEAM Fun Fridays provides demonstrations of how to make and do things at home, using common household items; no kits are provided	Facebook, YouTube & Kit program Facebook Views / Engagements: 45 / 5 YouTube views: 4
STEAM Fun Fridays – Spork Butterfly Kits (F) March 12, 2021 Time for preparation & performance – 2 hr (pd) Supplies: Sporks, construction paper, & googly eyes STEAM Fun Fridays provides demonstrations of how to make and do things at home, using common household items. This session included kits.	Facebook, YouTube & Kit program Facebook Views / Engagements: 22 / 4 YouTube views: 3 Kits distributed: 10
Photo Editing with Gimp March 12, 2021 Time for preparation & performance – 2 hrs (pd) Supplies: Zoom, Gimp, and Publisher to create video	Facebook & YouTube program Facebook Views / Engagements: 32 / 8 YouTube views: 5
National Learn About Butterflies Day Take-and-Make Craft Kits (F) March 14, 2021 Time for preparation & performance – 8 hrs (pd) Supplies: Coffee filters, stems, paper, washi tape, card stock copies & milkweed seeds Milkweed seeds and instructions donated by Marilyn Norman	Facebook, YouTube & Kit program Facebook Views / Engagements: 27 / 5 YouTube Views: 3 Kits distributed: 25
Spring Break Teen Battle of the Brains: Statewide Smackdown (YA) March 15, 2021 Time for preparation & performance – 2.5 hrs (pd) Supplies: Zoom, Google docs; Partnership with other Iowa public libraries	Zoom program Participants: 6
Third Thursday Virtual Program – A Woman of Achievement: Stories from the Life of Lou Henry Hoover March 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 – Mosaic Snowman (F)	Facebook & YouTube program
March 19, 2021	Facebook Views / Engagements: 13 / 1
Time for preparation & performance – 2.5 hr (pd)	YouTube Views: 1
Supplies: Glue, paper, and scissors	
STEAM Fun Fridays provide demonstrations of how to make and do things at home, using common household items.	
Tolkien Reading Day Activity Kit(C)	Facebook, YouTube & Kit program
March 25, 2021 – Cancelled due to scheduling conflict.	
Ready, Set, Grow: How Different Seeds Sprout (A)	Facebook, YouTube & Kit program
March 26, 2021 (rescheduled from the 15 th)	Facebook Views / Engagements: 62 / 10
Time for preparation & performance – 2 hrs (pd) 2 hrs (vol)	YouTube Views: 8
Supplies: Presented by Ray Kruse, ISU Extension; Kits include	Kits distributed: 23
Peas, beans & corn, small plastic cups, soil, and instructions	
STEAM Fun Fridays – Rainbow in a Jar (F)	Facebook & YouTube program
March 26, 2021	Facebook Views / Engagements: 16 / 2
Time for preparation & performance – 2.5 hr (pd)	YouTube views: 4
Supplies: Water, sugar, cups, food coloring, dropper & jar	
STEAM Fun Fridays provides demonstrations of how to make and do things at home, typically using common household items.	
Backyard Bird Watching (A)	Zoom, Facebook & YouTube program
March 27, 2021	Facebook Views / Engagements: 62 / 8
Time for preparation & performance – 2.5 hrs (pd) 2 hrs (vol)	YouTube Views: 10
Supplies: Computer & zoom software	Zoom attendance: 25
Katylan Moeller from Dubuque County Conservation presented this program	
Saving Your Pandemic Memories (A)	Zoom program
March 29, 2021 (rescheduled from the 22)	Zoom attendance: 2
Time for preparation & performance – 1.5 hr (pd)	
Supplies: Computer and zoom	
Third Thursday Bonus Virtual Program – Lou Henry Hoover: a Life of Adventure	Zoom program
March 29, 2021	Total attendance: 0
Time for preparation & performance – .25 hrs (pd)	
Supplies: Partnership with Hoover Presidential Library; JKPL promotes and provides link to local participants	
National Craft Month Children’s Take-and-Make Craft Kits (C)	Facebook, YouTube, & Kit program
March 1-31, 2021	Facebook Views / Engagements: 33 / 2
Time for preparation & performance – 7.25 hrs (pd)	YouTube Views: 3
Supplies: Clothespins, chenille stems, pompoms, cardstock	Kits distributed: 25
colored paper and copies.	
Women’s History Month Activity Kit (C)	Facebook, YouTube & Kit Program
March 1-31, 2021	Facebook Views / Engagements: 18 / 4
Time for preparation & performance – 7.5 hr (pd)	YouTube views: 1
Supplies: Construction paper, yarn, activity pages & stickers	Kits distributed: 13
March Book Mania (A)	Passive program
March 1-31, 2021	Total participants: 23
Time for preparation & performance – 9 hr (pd) 2 hrs (vol)	
Supplies: Computer, phone & zoom to record reviews; google docs for voting	
Copy of the 2 top books as the prize	
Teen Craft: Paint by Stickers (YA)	Facebook, YouTube & Kit program
March 1-31, 2021	Facebook Views / Engagements: 27 / 3
Time for preparation & performance – 2.5 hrs (pd)	YouTube Views: 0
Supplies: Pages from Paint by Sticker books	Kits Distributed: 20

Creation Station: Leprechaun Lookers Craft Kits (F)

March 1-31, 2021

Time for preparation & performance – 3 hrs (pd)

Supplies: TP rolls, easter grass, buttons, pompoms, & pipe cleaners

Facebook, YouTube & Kit program

Facebook Views / Engagements: 39 / 3

YouTube Views: 3

Kits distributed: 17

Adult Crafternoon Take and Make: Backyard Bird Feeders (A)

March 8-31, 2021

Time for preparation & performance – 4 hrs (pd)

Supplies: Twine, orange, birdseed, plastic cup, gelatin & instructions

Facebook, YouTube & Kit program

Facebook Views / Engagements: 41 / 4

YouTube views: 4

Kits distributed: 45

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

March 1-31, 2021 – 18 programs

Facebook Views / Engagements: 55 / 12

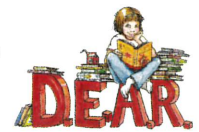
YouTube Views: 14

Upcoming Events for April:

M

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 with four special activities.



BOOK MARATHON! How much can you read in a month? Readers of all ages are encouraged to sign up to read for a 5K (5 books), 10K (10 books), or half marathon (13 books).

- Sign up anytime in April for the 'distance' you can travel and earn library swag.
- Readers can sign up, as well as notify the library of books read, by filling out the online form available at <http://bit.ly/DEARmarathon>, emailing librarian@dyersville.lib.ia.us, or calling the library at 563-875-8912. Let us know your contact information and the distance you plan to travel.
- Forms may also be picked up at the library and will be distributed upon request as part of curbside services.
- Everyone who signs up will earn a JKPL luggage tag or keychain and everyone who completes their goal by the end of the month will be entered into a drawing for a library themed prize basket.
- Final date to submit books read is May 5.
- All prizes will be distributed in early May.

SCAVENGER HUNT! The JKPL has partnered with local businesses for a fun DEAR month scavenger hunt! Can you match the book with the business?

- Pick up a scavenger hunt form at the library or print one off from the library's website.
- The scavenger hunt form features pictures of book covers. Each participating business in Dyersville has one of the book covers posted in their window.
- Match the book with the business then turn your completed forms into the library by May 1.
- Entries with at least ½ of the books / businesses identified will receive one entry into the prize drawing for one of four gift baskets. You get to choose which basket! Get them all right to earn two entries!

PATRON PICKS! What book(s) would you Drop Everything to Read? We want to know and read them too! Help us recommend great books to other readers by participating in this Patron Picks activity.

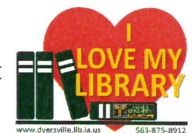
- Participate by emailing or messaging the library with your recommended titles, filling out a Patron Picks form during a library visit, or by requesting one for curbside service.
- Recommended books will be put into a display for other readers to browse and check out.
- Everyone who participates will have their name entered into a drawing to win an Adopt-a-Book form, where they get to select an item to be purchased in their name for the library collection.
- All ages are invited to participate.

FACE OFF! Everyone is invited to participate in this online contest and share what book they are currently reading.

- Post to the James Kennedy Public Library's Facebook page, send us a tweet at [DyersvilleLib](https://twitter.com/DyersvilleLib) or tag the [Jameskennedylibrary](https://www.instagram.com/jameskennedylibrary) on Instagram.
- Each Friday during the month of April there will be a random drawing from those who have responded.
- The prize is an Adopt-a-Book form, where the winner gets to select an item to be purchased in their name for the library collection.
- Be sure to follow the library's Facebook Page, Twitter account, and Instagram and discover what your neighbors are reading!

April 1—30: Yard Sign Fundraiser!

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. Yard signs are available for a donation. Signs are available through curbside service or can be picked up during a regular visit and are available 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 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, 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: 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.



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 Video Series!

The theme for National Library Week 2021 "Welcome to Your Library," promotes the idea that libraries extend far beyond the 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 this changing world by expanding resources and continuing to meet the needs of their users. Whether people visit in person or virtually, libraries offer opportunities for everyone to become their best selves through access to technology, multimedia content, and educational programs. To celebrate NLW and highlight services residents can access from home, the JKPL has created a series of brief videos featuring some of the services you can access remotely. Each day during the week a new video will drop. Videos will be posted on the library's Facebook page and YouTube channel. Video topics include:

- The library website
- OPAC (online catalog)
- Tumblebooks (kids interactive books)
- Freegal (music)
- Genealogy
- BRIDGES & Freading (eBooks and eAudio)
- Kanopy (movies)



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 to grow your own. Kits are one per person while supplies last. This prerecorded video will be posted on the JKPL Facebook page and YouTube Channel.



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 over Zoom. Copies of the book are available to borrow from the library via curbside service or by appointment. New members are welcome to join at any time. If you are interested in joining, and have not previously participated in the Books for Lunch group, please register at <https://bit.ly/BooksForLunch> by 10:00 am on the day of the program and an invitation will be emailed to you.

Tuesday, 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: Zoom Story Time With Miss Kim @ 11:00 am or 6:30 pm. 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 will be offered 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>

Thursday, April 8: Libraries: A Calm in the Storm: Presented by Author Heather Gudenkauf @ 7:00 pm

Join us at this special National Library Week Zoom event with New York Times Best Selling author Heather Gudenkauf. Heather will discuss how historically, libraries have been a place of respite during challenging times and librarians are the fierce and benevolent caretakers of books and patrons alike. She will share how libraries have impacted fellow readers and authors in the most surprising ways. Heather will also talk about how libraries and books helped her through a particularly bumpy spot during childhood and set her on the path to becoming an avid reader and writer.



- Use your computer, tablet, smartphone or other device to connect to this Zoom presentation.
- For an invitation to attend, please register at <https://bit.ly/NLWGudenkauf> by noon on Thursday, April 8. Invitations will be emailed out the date of the event.
- This presentation will be recorded and posted on the JKPL YouTube Channel and Facebook page.

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.

Friday, April 9: JKPL Trivia Night @ 6:00 pm

As part of National Library Week, join us on Zoom for the first James Kennedy Public Library trivia night! Players will work in teams, so sign up with your friends and family (limit 10 people per team)! Can't find anyone to join you? Let us know and we can help get you into a group or you can play solo. The contest will include five rounds of trivia focused on different topics, such as local history, movies, and books found in the library, etc. Winning team will win a library swag basket! Anyone interested needs to register at <http://bit.ly/392odzV> by April 8th at 8:00 pm to receive the invite to the Zoom session.



Saturday, April 10: Dia de los Libros/Dia de los Ninos. El día de los niños/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. This year we will celebrate Día virtually with a video of Miss Kim demonstrating two children's games from around the world, Pong Hau K'i and Lu Lu Dice. Studies have shown that games can help children develop skills that promote literacy. Supplies to make the games will be available in a take-and-make kit, which will be available to pick up at the library starting April 6th. The games are appropriate for children in Kindergarten through 5th grade.



Saturday, April 10: 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 "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. On each day of Money Smart Week a 10-15 minute live streaming class will occur. Classes are free and open to the public, but registration is advised. Questions for the panelists can be submitted during the registration process. General information on each class and a button to register can be found at www.moneysmartweek.org. Classes are listed below with the presenter listed in parenthesis.

- 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)



Monday, April 12: Learn Basic Sign Language! Join Annie and Brent Putz for a prerecorded video that will demonstrate simple words and phrases in sign language. This video will be available on the library's Facebook page and YouTube channel.

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 *Bad Connection* by Melody Carlson 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: "Shaping a Presidential Image: The Curious Case of Herbert Hoover" @ 6:00 pm. The JKPL has partnered with the Hoover Presidential Library to present their monthly Third Thursday Virtual Programs. This month's speaker is Dr. George H. Nash, an American historian and interpreter of American conservatism. He is a biographer of Herbert Hoover and is best known for *The Conservative Intellectual Movement in America Since 1945*, which first appeared in 1976 and has been twice revised and expanded. Advance registration for the program is required so please register at <http://bit.ly/ThirdThursdayNash>



April 16: JKPL Poetry Reading. April is National Poetry Month and we are celebrating by having some of the poets from the James Kennedy Public Library writing group read the poems they've written. This pre-recorded video features four local, published poets sharing their poems. Poets include Sue Bonebrake, Linda DeGree, Charlotte Ronek, and Karen Schloss. This video will be posted to the library's Facebook and YouTube pages.



Friday, April 16: Virtual S.T.E.A.M. Fun Fridays: Bird Feeder Craft Kits. 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 by repurposing a paper tube. Kits will include all needed items except peanut butter (or other nut butter) and will be available while supplies last.

Friday, April 16: 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 watch *Tucker and Dale vs. Evil* (2010, 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. 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 you 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. To participate, you must have a Discord account and will need to download the game on your computer or a smart device. Participants must register at <https://bit.ly/3k1TKGE> by April 15th at 8:00 pm in order to receive the server invite. This program is for those that have completed 6th-12th grade.



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.

Friday, April 23: 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 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

Want to show off your lip syncing skills to your favorite song? Show us what you got! Teens ages 12-18 are invited to have some fun pretending to sing and being goofy to music they love in this virtual lip sync battle.. Interested participants must register at <https://bit.ly/LSBATTLE> by 5:00 pm on April 23rd in order to receive the link to the Zoom room.



Friday, April 30: Virtual S.T.E.A.M. Fun Fridays: May Day Craft 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. This week library staff member Shannon will show you how to make a May Basket. In case you aren't familiar with the tradition, May baskets are small baskets that have traditionally been left on the doorsteps or hung on the doorknobs of friends, family, and neighbors on the first day of May. They are often filled with treats, candy, flowers, or other small gifts. Kits will be available to pick up starting April 26th.

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.

April 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
April is D.E.A.R. (Drop Everything and Read) Month!	Yard Sign Fundraiser April 1—30	Get Puzzled April 1—30	Play-doh Challenge April 1—30	1	2	3
4	5	6	7	8	9	10
Library closed	Ready-Set-Grow: Potatoes Books For Lunch @ 12 pm	Virtual Dungeons & Dragons @ 6pm	Zoom Story Time @ 11am & 6:30pm Virtual Sit & Stitch from 1-3pm	<i>A Calm in the Storm</i> with Heather Gudenkauf @ 7pm	Virtual S.T.E.A.M. Fun Fridays JKPL Trivia Contest @ 6pm	Dia de los Libros/Dia de los Ninos Building Creativity One Block at a Time from 9am-5pm
National Library Week: April 4—10—Welcome To Your Library Video Series!						
11	12	13	14	15	16	17
	Learn Basic Sign Language	A Novel Approach to Faith book club @ 7pm	Zoom Story Time @ 11am & 6:30pm Virtual Sit & Stitch from 1-3pm	Shaping a Presidential Image @ 6pm	Virtual S.T.E.A.M. Fun Fridays JKPL Poetry Reading Virtual Movie Night @ 6pm	Virtual Minecraft Build-A-Thon from 6-8pm
Money Smart Week Video Series: April 10—17						
18	19	20	21	22	23	24
	JKPL Virtual Writing Group @ 6:30pm	Zoom Story Time @ 11am & 6:30pm Virtual Sit & Stitch from 1-3pm	Zoom Story Time @ 11am & 6:30pm Virtual Sit & Stitch from 1-3pm		Virtual S.T.E.A.M. Fun Fridays <i>Among Us</i> Virtual Game Night @ 6pm	Virtual Teen Lip Sync Battle @ 1pm
25	26	27	28	29	30	
		Zoom Story Time @ 11am & 6:30pm Virtual Sit & Stitch from 1-3pm			Virtual S.T.E.A.M. Fun Fridays Final Friday Virtual Tech Help from 3-5pm	

See the insert in the flyer of events for all craft & activity kits available this month.

Craft / Activity Kits Available in April:

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 last.

April 1—30: Spring Umbrella Kit. 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.



April 1—30: Coloring, Creating and Doing @ Your Library. The JKPL is continuing to offer coloring pages, dot to dot, crosswords, sudoku, and other activities available for you to work on at home. These items can be picked up while at a library appointment or requested for curbside pick up. They are intended for adults and teens. Each pack will include at least 10 different items and will be available upon request. This month's pages may feature library, reading and spring designs and themes (where possible) to celebrate Drop Everything and Read (DEAR) month, National Library Week and Earth Day. 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!



Monday, April 5: Minecraft Creeper Kit! Come pick an activity kit where you design your very own paper Creeper display from Minecraft. A video demonstrating how to make the craft will be posted to the library's Facebook and YouTube pages starting April 5. Kits are intended for those ages 12 and up.



Monday, April 12: Adult Crafternoon Take-and-Make: Upcycling Glass Jars. In celebration of Earth Day (April 22) this month's activity will be upcycling a glass jar to be a decorative vase or storage container. Kits will include a glass jar, mod podge, acrylic paint, scrap lace and/or ribbon, and a foam brush. Participants are encouraged to use their own glass jars and other scrap items to upcycle as well. 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 intended for adults. Adult Crafternoon programs are sponsored by FGH Delivery.



Thursday, April 22: Celebrate Earth Day with Flowers! Help us celebrate Earth Day by upcycling disposable plastic bottles into self watering plant starters or flower pots and then plant some flowers! Earth Day recognizes the importance of being eco-friendly and this is a great way to repurpose typical household trash. A video demonstrating how to make the plant starter/pot and plant the flowers will be shared on the library's Facebook and YouTube pages on April 22. The JKPL will provide kits with bottles, flower seeds, yarn, and soil. Kits available to pick up starting April 22.



Thursday, April 22: Kids' Earth Day Upcycled Candle Holder. Earth Day encourages us to care for our Earth, since a healthy planet means healthy humans. One way to care for the Earth is to reuse items we would normally discard. This year the library will be providing a take-and-make candle holder craft kit for kids of all ages. The kit will include everything needed for your child to use their creativity and save a glass jar from the landfill. A battery operated candle will be included, along with a fun backyard safari bingo sheet. Starting April 22 we will have a demonstration of the craft on the library's Facebook and YouTube pages. Appropriate for ages 3-12. Kits available to pick up starting April 22



Tentative Schedule of Upcoming Events for May 2021 and Beyond

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

May 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. Everyone who shares in some fashion will get their name entered into a drawing to win a 1000 piece puzzle! Drawing will be held in early February.

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, appointment or visit. Kits available while supplies last.

May 1-31: Coloring, Creating and Doing @ Your Library. The JKPL is continuing to offer coloring pages, dot to dot, crosswords, word finds, sudoku, and other activities available for you to work on at home. These items can be picked up while at a library visit or requested for curbside pickup. They are intended for adults and teens. Each pack will include at least 10 different items. NOTE: If You need something to color with, miscellaneous colored pencils may be provided upon request (for you to keep) - just ask a staff member!

Saturday, May 1 Discover Downtown Dyersville May Day Shop Hop from 10:00 am to 1:00 pm. The JKPL will participate in this fun downtown business scavenger hunt. Details to be finalized.

Saturday, May 1: Mowing to Monarchs: Native Landscaping @ 1:00 pm. Join us via Zoom for this special presentation on native landscaping. Naturalist Kaytlan Moeller from the Dubuque County Conservation Board will explain Dubuque County's effort to provide citizens the tools and resources to convert their turf grass to pollinator habitat: namely the Mowing to Monarchs Program. This program is an effort to encourage Dubuque County residents, cities, and county departments to establish residential pollinator habitat focusing on encouraging three planting types; native pocket planting, pollinator friendly trees and shrubs, and pollinator meadows. If you've ever wanted to convert your yard to a wildlife sanctuary listen in on this presentation to learn how! This Zoom 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. Please sign up at <http://bit.ly/DCCNative> by 10 am the date of the event to receive your invitation to the Zoom room. A minimum of 15 people must be signed up by 3:00 pm on Friday, April 30, for the program for it to be held. Confirming deadline for registration minimum. Community poster / Paul to boost on FB.

Saturday, May 1-8: Up-Cycled Greeting Cards for Mother's Day. Want a unique card for someone special for Mother's Day? Librarian Ann Boeckenstedt has created a video on the library Facebook and YouTube pages to show you how to use the front of an old greeting card combined with glue and cardstock to make an entirely new card. Each card kit includes a Mother's Day themed greeting card front with coordinating cardstock. You will need to provide the glue. Kits are available to pick up via

appointment or curbside service. Kits available while supplies last. Need an envelope or glue stick? We can provide you one, just ask!

May 3: Ready-Set-Grow: Berries! Ever wondered how a strawberry grows from a dormant root to a full strawberry? Join Ray Kruse, Food Systems Coordinator with the Dubuque County Extension Office in seeing what is inside of a strawberry plant. In this activity you will get your hands dirty dissecting a strawberry crown to see where the berries come from and how they grow. Participants will also get two strawberry crowns to plant to further observe how a strawberry crown grows to produce a set of berries for you to enjoy. The prerecorded video will be posted on the JKPL Facebook page and YouTube Channel. Kits will include strawberry crowns, soil, and disposable containers for initial planting and are one per household. Kits available while supplies last.

Monday, May 3: Books for Lunch Virtual Book Discussion @ 12:00 noon. This month the group will discuss *The Bookish Life of Nina Hill* by Abbi Waxman. 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 visiting the library. 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, May 3: Star Wars Day Trivia Contest! @ 6:00 pm. Join us a day early as we celebrate May the Fourth Be With You / Star Wars Day with a trivia contest on Zoom. Players will work in teams, limit 10 per team. Can't find anyone to join you? Let us know and we can put you into a group or you can play solo. Participants will go through five rounds of trivia. Anyone interested needs to register at <http://bit.ly/392odzV> by May 1 at 5:00 pm.

Tuesday, May 4: 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.

Tuesday, May 4: Cooking for Mother's Day. Hey Teens, looking for some tips on how to make the best meal for Mother's Day? Join Kim for a prerecorded video demonstrating how to make a breakfast bomb, blueberry pancakes from scratch and more! This video will be uploaded to the library's Facebook and YouTube pages on May 4.

Wednesdays, May 5, 12, 19, 26: 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. New participants may join by registering at <https://bit.ly/SitStitch> by 10:00 am the date of the event and a link to the zoom room will be emailed out.

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

May 6-31: Play-Doh Challenge 2021. This month's challenge is "Flowers." 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.

Friday, May 7: Virtual S.T.E.A.M. Fun Fridays: Building A Home. Children and families are invited to tune in to the library's Facebook page or YouTube channel 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 movies together but apart! For this event we will be watching, *The Librarian: Quest for the Spear* (2004, NR). 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, 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

Monday, May 10: Adult Crafternoon Take-and-Make: T-shirt totebags. 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 May 10. Kits are available to pick up via appointment or curbside service. Kits available while supplies last. Adult Crafternoon programs are sponsored by FGH Delivery.

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. Click on the following link to donate: <https://www.greatgiveday.org/jkplendowment> Want more information? Check out the Endowment Fund's Facebook page at: <https://www.facebook.com/James-Kennedy-Public-Library-Endowment-107205744107637/> (Need to update per Endowment Committee)

Tuesday, May 11: 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 *Shall We Dance?* by Shelley Shepard Gray 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, May 14: Virtual S.T.E.A.M. Fun Fridays: Toilet Paper Roll Flowers. Children and families are invited to tune in to the library's Facebook page or YouTube channel 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. The plant sale will run from 8:00 to 10:00 am or until all items are taken. Plants not selected during the sale may be available to purchase for a donation. All proceeds will be used to support library collections and services.

May 16-22: Stronger Together with the Dyersville Public Works Department! 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. Resources and more info at <https://npww.apwa.net/> Activities and details to be decided.

Mid May – DATE to be confirmed: Ribbon Cutting and Grand opening for the Dyersville Trails StoryWalk. Funded by a grant from the Dubuque Racing Association, Friends of the JKPL, and Richard Osterhaus Memorial.

Monday, May 17: 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, May 20: "The Life of Jesse Hoover, Iowa Blacksmith" @ 6:00 pm. The JKPL has partnered with the Hoover Presidential Library to present their 3rd Thursday Virtual Programs! Jesse Hoover was an inventive and talented young entrepreneur, a self-taught blacksmith, inventor, pump manufacturer, community leader, pioneer West Branch businessman, and husband...as well as the father of the thirty-first President of the United States. When he is mentioned in biographies of his son, Jesse is little more than a footnote, whose work ethic and entrepreneurship were an inspiration. While remarkable in many ways, Jesse Hoover's life offers us a window into the social, economic, and religious life of the broader

Iowa community that produced Herbert Hoover. Join us for new perspectives on a man who, to the son who barely remembered him, remained a figure in the shadows. Park Ranger Peter Hoehnle, the presenter, is a native of Iowa who has worked for Herbert Hoover National Historic Site for only a little more than a year but has a life-long attachment to the park from visits as a young boy. He has a Ph.D. in History from Iowa State University. Advance registration for the program is required so please register at <http://bit.ly/ThirdThursdayJesse>.

Friday, May 21: Virtual S.T.E.A.M. Fun Fridays: Making A Balance. Children and families are invited to tune in to the library's Facebook page or YouTube channel 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 21: "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.

Friday, May 28: Virtual S.T.E.A.M. Fun Fridays: Pool Noodles and Shaving Cream. Children and families are invited to tune in to the library's Facebook page or YouTube channel 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: 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.

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. Meals will be available Monday through Friday between 11:30 a.m. and 12:15 p.m. until the week before school starts in the fall. No meals will be served July 2 or 3. Parents can pick up the meals for free to feed their children and the meals are intended for children aged 18 and under. There are no income guidelines; all children are welcome. To prevent gatherings of larger than ten people and allow for social distancing, officials are asking parents to come in a vehicle. Staff prefer parents pick up the meals but will not turn away kids. The breakfast is ideally for the next day. WD is posting the meal information daily by 8 a.m. on their Facebook page. Programs and activities for children may be offered before or after the meals. For more information on summer menus, meal times and locations please visit <http://www.wdbqschools.org/FoodNutrition.aspx>. This institution is an equal opportunity provider. This information is from 2020. Working to confirm dates and details for 2021.

Monday, June 1: Adult Summer Library Program Begins! Everyone 18 and older is encouraged to participate in the 2021 program that runs June 1-August 31. This year's theme is *Reading Colors Your World*. The broad motif of "colors" provides a context for exploring humanity, nature, culture, and science, as well as developing programming that demonstrates how libraries and reading can expand your world through kindness, growth, and community. Library patrons young and old will be encouraged

to be creative, try new things, explore art, and find beauty in diversity. 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. Print documents will be available for those who prefer to track things on paper. 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. Due to COVID-19, in person programs in the library will not be offered; however, the library is planning virtual programs, Take-and-Make activities and may offer some outdoor events. 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.

Thursdays, June 3 & 17: JKPL Activity @ the Farmer's Market from 2:00 - 4:00 pm. Stop by the JKPL Pop-up Library at the Commercial Club Park for a fun family activity (details to be decided).

Monday, June 7: Children and Teens Summer Reading Program begins! Everyone who has completed 6th-12th grade is encouraged to participate in the teen program that runs from June 7 (or the Monday after all schools are out) to July 31. The theme this year is Reading Colors Your World. As usual, there is an independent reading portion of the program and special events that relate to the program theme. However, all the special events will be virtual or outdoors / socially distanced. Participants are encouraged to register for the summer program at dyersvillelibrary.readsquared.com. You may also download the app for this program and use a paper log. For this program, teens can read whatever books or graphic novels they choose and fill out a short review about what they read! Each review is a chance to win the prizes at the end of the reading program. Details and dates to be confirmed.

Summer Reading Events and Activities will be schedule in June, July and August.

Saturday, 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 select a free book to keep from the pop-up library as well as learn more about library services. The library will also have a hotspot running to provide WiFi access. The JKPL Fundraising Committee will also be on hand selling something 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. NOTE: Chamber lists this as all day event so might adjust accordingly: Saturday June 12, 2021 All Day BBQ Competition and Live Music to be held in Downtown Dyersville in conjunction with Victory Ford. Music provided by by Ziegfried Underground.

Saturday, 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 for fun and games. For the safety of the community, staff and volunteers working the pop-up library will wear a mask and hand sanitizer will be provided.

June 15 - July 31: Summer Meals offered at JKPL Parking Lot: Western Dubuque Community Schools will offer breakfast and lunch meals for students during the summer. Meals will be available Monday through Friday between 11:30 a.m. and 12:15 p.m. starting the Monday after WD lets out for the summer and continuing until August 31. Parents can pick up the meals for free to feed their children and the meals are intended for children aged 18 and under. There are no income guidelines; all children are welcome. To prevent gatherings of larger than ten people and allow for social distancing, officials are asking parents to come in a vehicle. Staff prefer parents pick up the meals but will not turn away kids. The breakfast is ideally for the next day. WD is posting the meal information daily by 8 a.m. on their Facebook page. Programs and activities for children may be offered before or after the meals. For more information on summer menus, meal times and locations please visit <http://www.wdbqschools.org/FoodNutrition.aspx>. This institution is an equal opportunity provider. Community Poster. Details / dates to be confirmed – will start the Monday after WD is out for the year.

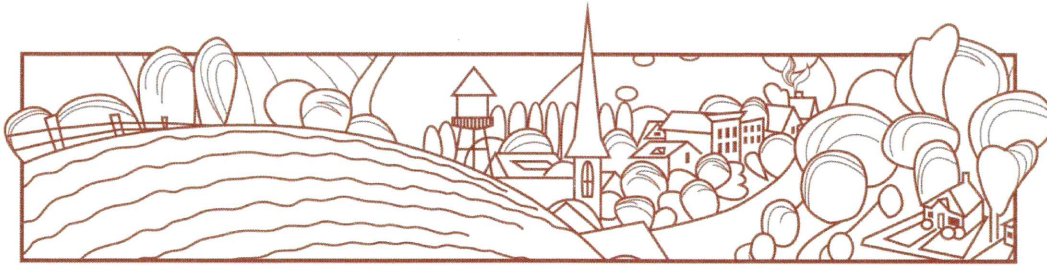
Saturday, June 19: Wild Edibles: Nature's Treat @ 1:00 pm. Naturalist Megan Willenbring from the Dubuque County Conservation Board will guide you through foraging wild edibles around the Dubuque County area. Explore the health and medical benefits they hold. Learn what tasty plants nature has to offer that were once eaten for thousands of years by our foraging ancestor in order to survive. Become familiar with the basic rules for gathering and etiquette tips to follow. Discover a new hobby to bring you closer to the outdoors and ways to turn wild edibles into a treat for everyone to enjoy! This Zoom 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. Please sign up at XXX by 10 am the date of the event to receive your invitation to the Zoom room. A minimum of 15 people must be signed up by 3:00 pm on Friday, June 18, for the program for it to be held. Confirming deadline for registration minimum. Community poster / Paul to boost on FB.

Saturday June 26: 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. The JKPL will also have a hotspot running to 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. The Dyersville Downtown Market is a local event that was created for all ages to enjoy! The Dyersville Young Professionals invite you to spend a Saturday morning shopping with family + friends. Come check out all our awesome downtown businesses as well as all our local vendors! Located in the open grass between Xavier school and the river. Fundraising Committee is also considering participating / selling breakfast burritos if allowed.

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

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Residence Area	Contract Use Report FY21												Change to date
	No. of Patrons	July Stats	August Stats	Sept Stats	Oct Stats	Nov Stats	Dec Stats	Jan Stats	Feb Stats	March Stats	Year to Date		
Dyersville	2461	3951	4489	3742	2985	3294	2497	2625	3045	3430	26628	-19736	
FY20	2446	7032	6331	5417	6593	5178	4777	5730	5306	6922	46364	-43%	
FY19	2345	7125	6872	6172	6867	6663	5269	6101	5629	6075	50698		
FY18	2480	7256	7221	5946	7044	6215	5492	6312	5326	5625	50812		
FY17	2426	7095	7552	7269	7516	7044	6033	6855	6867	8419	56231		
Del Co. incl Man. (OA)	575	602	550	265	288	174	320	263	226	248	2688	-3043	
FY 20	574	926	711	621	584	592	467	854	976	1190	5731	-53.10%	
FY19	482	1019	680	482	960	782	683	701	961	914	6268		
FY18	595	995	924	768	1036	996	890	1039	1055	994	7703		
FY17	581	1550	1320	1052	700	683	798	862	872	874	7837		
Dbq Co. Lib. Sys. (OA)	950	829	1019	801	597	602	635	564	556	584	5603	-4486	
FY20	945	1667	1287	1130	1241	1173	1203	1261	1127	1788	10089	-44%	
FY19	922	1903	1686	1245	1370	1277	1046	1547	1607	1485	11681		
FY18	1000	1994	1673	1231	1296	1207	1190	1319	1140	1420	11050		
FY17	978	2488	1839	1625	1701	1571	1606	1764	1497	1849	14091		
County Agency	72	124	78	46	117	35	52	57	60	62	569	-313	
FY20	72	165	137	136	105	78	84	76	101	66	882	-35%	
FY19	70	123	87	120	52	31	34	49	50	62	546		
FY18	71	237	269	108	128	129	110	77	83	80	1141		
FY17	68	108	138	73	63	87	115	42	47	60	673		
ILL	501	27	39	24	33	23	31	37	44	50	258	-50	
FY20	500	34	34	27	49	42	40	32	50	120	308	-16%	
FY19	498	14	34	38	57	34	47	42	35	28	301		
FY18	494	35	51	43	48	42	23	40	31	50	313		
FY17	494	42	45	65	40	56	48	65	61	59	422		
Open Access	387	207	231	208	136	220	153	251	260	263	1666	-3182	
FY20 - inc certified learner	386	893	827	705	765	153	688	395	422	600	4848	-66%	
FY19 - inc certified learner	537	642	731	869	722	558	462	448	658	645	5090		
FY18 - inc certified learner	376	781	783	487	469	343	358	487	516	540	4224		
FY17	346	489	606	603	852	825	786	973	829	823	5963		
TOTAL - 17 not eligible	4946	5740	6406	5086	4156	4348	3688	3797	4191	4637	37412	-30810	
FY20	4923	10717	9327	8036	9337	7216	7259	8348	7982	10686	68222	-45%	
FY19	4854	10826	10090	8926	10028	9345	7541	8888	8940	9209	74584		
FY18	5016	11298	10921	8583	10021	8932	8063	9274	8151	8709	75243		
FY17	4893	11772	11500	10687	10872	10266	9386	10561	10173	12084	85217		



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

FUND ACTIVITY STATEMENT
February 1, 2021 THROUGH February 28, 2021

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

⌘ JAMES KENNEDY PUBLIC LIBRARY ENDOWMENT ⌘

	Current Month February 1, 2021 - February 28, 2021	Year-To-Date January 1, 2021 - February 28, 2021
BEGINNING FUND BALANCE	5,128.75	5,145.89
Gifts	0.00	0.00
Investment Income (Loss)	190.85	181.18
Other Income	0.00	0.00
Grants Approved	0.00	0.00
Fees	-7.5	-14.97
Fund Expenses	0.00	0.00
ENDING FUND BALANCE	5,312.10	5,312.10

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.

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 March 31, 2021 has been cancelled and will be replaced with virtual programming where possible. The decision for April programming will be made by March 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 24 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.
- 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 9:00 am to 7:30 pm and Fri & Sat 9:00 am to 4:30 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. Effective November 18, 2020, all patrons and staff over the age of three must wear masks covering both their nose and mouth at all times when they are in the library, unless they are otherwise exempt from wearing per the Dubuque County Mask Mandate. 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 – 9:00 am to 7:30 pm; Friday & Saturday – 9:00 am to 4:30 pm; Sunday – 1:00 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; 2 children’s computers
 - 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 15 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, with an exception allowed for cause (i.e. Two people arriving and working together)
 - Maximum of 1 family or similar group for program logistics (Summer Reading, etc.).
 - 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, covering both nose and mouth, are required for all visitors age 3 or older per the Dubuque County Mask Mandate

- 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: April 1, 2021, unless there is a spike in cases in Dubuque or Delaware County. 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 & 3
 - b. Circulation – Tier 3 & 5
 - Curbside service hours: Monday through Thursday – 9:00 am to 7:30 pm; Friday & Saturday – 9:00 am to 4:30 pm; Sunday – 1:00 to 3:30 pm
 - In Building service hours: Monday through Thursday – 9:00 am to 7:30 pm; Friday & Saturday – 9:00 am to 4:30 pm; Sunday – 1:00 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, 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
- 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: 9:00 am to 7:30 pm; Friday & Saturday – 9:00 am to 4:30 pm; Sunday – 1:00 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 15 minutes must be scheduled between users to allow time for cleaning and drying.
- 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 & 4

- In Building service hours: Monday through Thursday: 9:00 am to 7:30 pm; Friday & Saturday – 9:00 am to 4:30 pm; Sunday – 1:00 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 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 4

- In Building service hours: Monday through Thursday: 9:00 am to 7:30 pm; Friday & Saturday – 9:00 am to 4:30 pm; Sunday – 1:00 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, with an exception allowed for cause (i.e. Two people arriving and working together)
 - 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, covering both nose and mouth, are required for all visitors age 3 and older per the Dubuque County Mask Mandate.
- 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 wooden or 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. At the March 9, 2021 Board meeting, the Board determined that Stage 3 would be implemented effective April 1, 2021 unless there is a spike in numbers in Dubuque and / or Delaware County prior to that date.

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
 Updated & Revised / Approved March 9, 2021

**OPEN ACCESS —
TERMS OF AGREEMENT**
FY22 (JULY 1, 2021 - JUNE 30, 2022)



6
**STATE LIBRARY
OF IOWA**

According to the **ENRICH IOWA AGREEMENT** made by and between the State Library of Iowa, and the Participating Library, hereafter referred to as the Participant, in accordance with the terms and conditions set forth below effective **July 1, 2021 - June 30, 2022**, it is mutually understood and agreed:

1. PURPOSE

Open Access is a program funded by the Iowa Legislature and administered by the State Library of Iowa. Open Access pays Iowa libraries to serve eligible Iowa residents from outside their local jurisdiction.

The purpose of the Open Access program is to offer Iowa residents access to libraries all over the state, so that Iowans have the convenience of using a library where they work, go to school, shop or visit.

2. DEFINITIONS

Local Library Jurisdiction: The jurisdiction is the area for which a library is funded to serve. This includes:

- Any city that funds the public library including the city where the library is located, and any contracting cities.
- Any unincorporated jurisdiction that funds the public library including the unincorporated portions of the county where the library is located, and any unincorporated portions of other counties.
- Any participating college, university or community college library.

Eligible Patron: Must be a resident of Iowa; live outside the local library jurisdiction; and meets one of the following criteria:

- Lives in a community that provides a public library
- Lives in an unincorporated area that provides, or contracts for, library services
- Lives in a community that contracts for library services
- Attends an Iowa public or private university, college, or community college

Transactions:

Eligible - Participants are required to circulate eligible items to all eligible patrons.

- A. Physical items in all formats except for equipment.
- B. Items must be from your collection and for use outside the library. Items packaged together as a unit and checked out as a unit, are one transaction.
- C. Playaways or similar devices.
- D. Renewals of eligible items as listed on lines A to C above.

Ineligible:

- A. Downloadable audio, video, e-Books or other electronic items.
- B. Database use.
- C. Equipment including laptops, tablets, projectors, game consoles, eReaders, wireless hotspots, or other types of equipment.

5. THE STATE LIBRARY OF IOWA SHALL:

- A. Administer the Open Access program.
- B. Distribute Open Access funds to participants based upon the formula and availability of funds.
- C. Inform libraries about the availability of Open Access funds.
- D. Answer Open Access related questions.
- E. Communicate changes to the program in a timely manner.
- F. Monitor compliance with the Open Access terms of agreement.
- G. Initiate a transaction audit if deemed necessary.
- H. Take appropriate action if a participant is not honoring the terms of this agreement.
- I. Provide a list of communities (that either provide a public library or pay for service to a public library) and participating academic libraries whose patrons are eligible for Open Access.

**DIRECT STATE AID –
TERMS OF AGREEMENT**
FY22 (JULY 1, 2021 - JUNE 30, 2022)



According to the **ENRICH IOWA AGREEMENT** made by and between the State Library of Iowa, and the Participating Library, hereafter referred to as the Participant, in accordance with the terms and conditions set forth below effective **July 1, 2021 - June 30, 2022**, it is mutually understood and agreed:

1. PURPOSE

The purpose of Direct State Aid is to improve library services and to reduce inequities among communities in the delivery of library services.

2. GENERAL PROVISIONS

- A. A public library must participate in Open Access and Interlibrary Loan Reimbursement in order to be eligible for Direct State Aid funding.
- B. Tier 0 public libraries may participate in Interlibrary Loan Reimbursement without participating in the Direct State Aid program.
- C. Libraries must return the completed **ENRICH IOWA AGREEMENT** indicating, in the box provided, that the library wishes to participate in Direct State Aid, Open Access, and Interlibrary Loan Reimbursement. It must be signed by the library director or other signatory authority, and received at the State Library, Des Moines office, on or before **April 30, 2021**.

3. THE PARTICIPANT SHALL:

- A. Have an Internet Use Policy in place.
- B. Have a current accreditation report on file at the State Library demonstrating that the library meets the standards requirements of Tier 1, 2, or 3.
- C. Submit the FY20 Iowa Public Library General Information Survey (Annual Survey) to the State Library by **December 1, 2020**.
- D. Submit the FY21 Direct State Aid Report by **July 31, 2021**. The report will include a listing of the Direct State Aid payments received and expenditures made.
- E. Expend FY22 Direct State Aid funds by **June 30, 2022**.

4. THE STATE LIBRARY SHALL:

- A. Administer Direct State Aid on behalf of participating Iowa public libraries and distribute reimbursement contingent upon receipt of funds.
- B. Post the Direct State Aid report form on the State Library's website.
- C. Inform public libraries about availability of Direct State Aid funds and answer questions on the details of Direct State Aid. Changes to the program shall be communicated in a timely manner to all participants and other interested parties.
- D. Reimburse participants based on the formula established by the Iowa Commission of Libraries. Please refer to the Enrich Iowa FAQ for a complete explanation:
<http://www.statelibraryofiowa.org/ld/e/enrich-ia/enrichiafaq>
- E. Monitor compliance with the guidelines of the program. Audit reports as needed to ensure that participants are following the guidelines listed in the **Enrich Iowa Agreement**. Take appropriate action if a participant is not honoring the terms of this agreement.

INTERLIBRARY LOAN REIMBURSEMENT — TERMS OF AGREEMENT FY22 (JULY 1, 2021 - JUNE 30, 2022)



According to the **ENRICH IOWA AGREEMENT** made by and between the State Library of Iowa, and the Participating Library, hereafter referred to as the Participant, in accordance with the terms and conditions set forth below effective **July 1, 2021 - June 30, 2021**, it is mutually understood and agreed:

1. PURPOSE

The purpose of the Interlibrary Loan Reimbursement Program is to provide Iowans with equal access to library resources by encouraging and supporting interlibrary loan among all types of libraries. The Interlibrary Loan Reimbursement Program is funded as part of the Enrich Iowa program to subsidize participating libraries for each interlibrary loan made to an eligible Iowa library.

2. DEFINITION

Interlibrary Loan (ILL): An Interlibrary Loan is a transaction of library materials, or copies of the materials, received or loaned by one autonomous library from another upon request. The libraries involved in interlibrary loans are not under the same library administration. Definition is taken from the Institute of Museum and Library Services.

3. GENERAL PROVISIONS:

- A. Libraries must return the completed **ENRICH IOWA AGREEMENT** indicating, in the box provided, that the library wishes to participate in Interlibrary Loan Reimbursement. It must be signed by the library director or other signatory authority, and received at the State Library, Des Moines office on or before **April 30, 2021**.
- B. Participant agrees to loan as well as borrow.
- C. Participant as Lender is not obligated to fill requests for newly published materials or items costing less than \$10.00. Participant as borrower should consider purchasing these types of materials before requesting a loan.
- D. School or academic participants that close before June 30 should submit claims before the end of the school year. Late claims may not be approved for payment.
- E. Participant is reimbursed annually for each item loaned to eligible libraries. Reimbursement is based on transactions from the previous fiscal year. (See Reporting in Section 5D).
- F. Providing interlibrary loan services to nonresidents (i.e., Open Access customers) is a local library option.
- G. Participant as borrower may charge library customers up to \$3.00 per item to offset postage
- H. The Interlibrary Loan Reimbursement program will not provide reimbursement:
 - For bulk loans of a collection of different titles, e.g. a large print collection
 - For lost or damaged materials
 - For postage to send or return ILL items
 - For eBooks and similar electronic downloadable items through Bridges Advantage + or similar resource sharing systems
 - To state agency libraries for loans made to other libraries
 - To AEA media centers for loans made to school libraries

6. RESPONSIBILITIES OF THE STATE LIBRARY:

- A. Administer the Interlibrary Loan Reimbursement program on behalf of participating Iowa libraries and distribute Interlibrary Loan Reimbursement contingent upon receipt of funds.
- B. Post a copy of the Interlibrary Loan Reimbursement Report form and the Transaction Log on the State Library's website.
- C. Reimburse participants annually for each item loaned to eligible libraries.
- D. Reimbursement is based on transactions from the previous year. FY22 Reimbursement is based on the funds available and the total number of transactions for FY21.
- E. Inform libraries as to the availability of funds under Interlibrary Loan Reimbursement and answer questions on the details of Interlibrary Loan Reimbursement. Changes to Interlibrary Loan Reimbursement will be communicated in a timely manner to all participants and other interested parties.
- F. Monitor compliance with the Interlibrary Loan Reimbursement terms of agreement. Audit reports as needed to ensure compliance, and take appropriate action if a participant is not honoring the terms of this agreement.

Notes from the April 5, 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, Brenda Ingles, and Shirley Vonderhaar.

Fareway event: Brenda reported that she had nothing new to share at this time but would continue investigating.

Love My Library Giving Tree: Two additional donations have been received. \$500 from FGH Deliveries to sponsor the monthly adult craft activities and \$246.78 from McDermott Oil – Quik n Handi. Overall the Love My Library event this year brought in \$4,347.78 in cash, with additional items donated in kind.

Build-a-Basket Fundraiser: Forty-seven baskets were donated for this event. All had bids and a total of \$1,230.00 was raised.

Wine and Beer Tasting: Becca, the owner of Brew and Brew is interested in planning this for the fall, assuming the pandemic is under control and it can be offered safely. The committee talked about possible dates, looking at Fridays in September and early October. September 24 and October 1 were the two most likely dates. We would like to avoid home football games and other local conflicts so didn't set a final date. The committee also talked about whether it would be possible to spread this event out onto the sidewalk and block off a couple of the parking spaces to help with social distancing concerns. It was also suggested that we partner with the Baseball Museum. Shirley will talk to the city regarding what options there might be to take the event outside and report back. She will also talk to Becca about these ideas. Karen will talk to the people in charge of the Baseball Museum to see if they would be interested in participating in this event.

Library or Dyersville brew: Brenda offered to talk to the owners at Vibe to see if they would be interested in creating and selling a library themed beverage with a percentage of sales going to the library. Shirley will visit with the owner of NuYOU to see her interest. Discussion of a brew with Textile Brewery will be revisited as part of the planning for the Wine and Beer Tasting event.

Yard Sign sales: Yard signs are available for a donation, while they last.

Plant Sale Fundraiser – This event is scheduled for Saturday, May 15 from 8 to 10 am. The city has given permission for the library to block off and use the west side of parking lot for this event. Final details, including work schedule will be decided at the May meeting.

Fundraiser / Sales at Downtown Friday Nights: The committee is interested in offering something simple, like push-ups, at these events but need to see what other food items might be offered and whether a food license would be required. Shirley will check into this and report back.

Fundraiser / Sales at Downtown Market: This event is held one Saturday a month from 8 am to 12:00 noon. After discussion the committee was very interested in selling breakfast burritos. Brenda offered to make and donate the burritos but would not be able to work / sell them. Shirley will check with the people in charge to see what other food items will be available and what regulations (food license required?) might be in place.

Outdoor / STEAM event partnerships (like did with DQ and Country Junction): The committee is interested in offering Family STEAM fundraising events partnering with local businesses. Karen will check with Melissa at DQ to see if they would be interested in hosting an event again this summer. Brenda will check with Subway to see about partnering with them and holding the activities in the grass lot adjacent to their building.

Mystery Dinner: This event is scheduled for Saturday, February 12, 2022. The snow date is Saturday, February 19. This has been confirmed with the Dyersville Social Center (all rooms), Die Laughing and J & D Catering.

Pie Tasting / Sales: Committee will discuss this in the summer as a potential fall event.

Other projects / activities we would like to consider: Karen shared a text she had received about selling shirts, sweatshirts, etc. with a library themed design, perhaps featuring staff caricatures. The committee thought this might be a good project tied to an event of some kind – like National Library Week. The best option for an activity like this would be to provide a link to the business that would design and print the items and the library receive a percentage of sales. No decision was made but this idea will be discussed again.

A few months ago the committee has talked about partnering with a food truck for a fundraiser. After discussion, the committee agreed this would be good to do on a Monday, as many local restaurants are closed that day, and should serve something that is not direct competition to local restaurants. They also felt it would be best tied with an event like a Kick off to the Summer Reading Program. Catherine will reach out to Happy Hibachi to see if they would be interested.

Set date for next meeting: Next meeting will be held the before the May board meeting at a date to be determined.

Marketing Committee Meeting Minutes: March 25 @ 5:30 pm via Zoom

91A

Present: Danielle Will, Karen Tieskoetter, Dawn Schrandt

1. National Library Week is April 7-13.

The question was if the committee wants to plan any events in addition to what the library already has planned. The library has planned three events for NLW: a Welcome to Your Library video series, a talk with author Heather Gudenkauf, and a JKPL Trivia Night. The committee decided no additional events are necessary.

2. Radio interviews

The committee has scheduled a radio interview with KDST to promote National Library Week. Danielle will do the interview on April 5.

3. Library Giving Day on April 7

Shirley emailed the committee about Library Giving Day which is April 7 and asked if the committee wanted to do anything for this day in regards to the Endowment. After discussion about the timing (April 7 comes on the heels of two fundraisers and in the middle of another one), and that the Great Give Day for the Endowment is on May 13, the committee decided to pass on this. However, Karen and Danielle have volunteered to work with the Endowment Committee to do something for Great Give Day in May.

4. Sponsoring the St. Francis Xavier virtual 5k

This topic was handled via email at the beginning of March. The library was asked by Xavier to be a sponsor for their virtual 5k and donate something for the participants swag bag. We agreed and donated 100 bookmarks. The library will be listed as a sponsor for this event.

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT


Librarian's report to the Board of Trustees

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

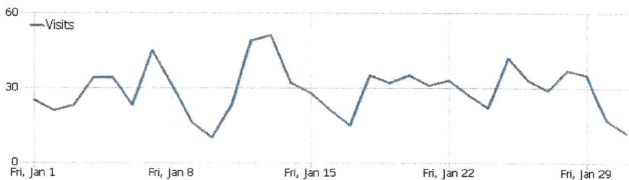
	Library visits	Items loaned	Library cards issued
Month	573 (↑ 23%)	5355 (↑ 10.9%)	2 (↓ 77.8%)
YTD	9703 (↓ 85.2%)	47657 (↓ 47.7%)	60 (↓ 64.7%)

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


Website traffic



Visits	Average visit duration
1021	0:02:20




Computer use




Month	Hours		Month	Sessions	
	YTD	Prev. YTD		YTD	Prev. YTD
33	504	3778	108	889	5835

Wifi use



Month	Sessions		Visits		Unique visitors
	YTD	Prev. YTD	Month	YTD	
66	2727	62	1808	17	

Meeting room use

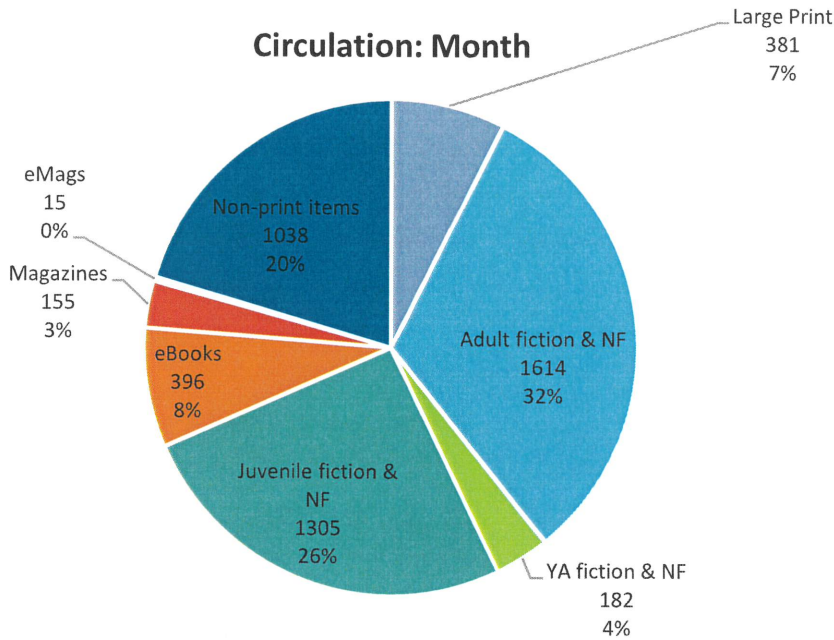


Month	YTD	Prev. YTD
0	0	0

(no meeting space available)

Circulation

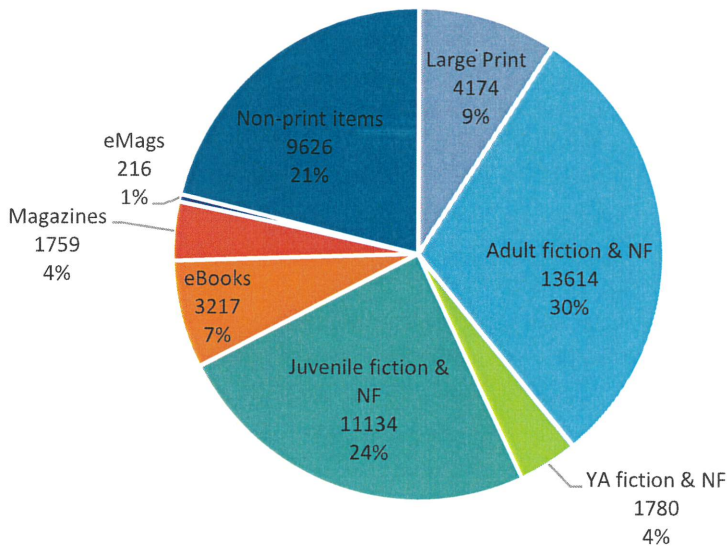
Circulation: Month



Downloads: 12
Streams: 83
Videos: 0
Total YTD: 700

Videos: 1
YTD: 13

Circulation: YTD



Sessions: 16
YTD: 322

Videos: 73
YTD: 728

Non-print items	Month	YTD
eAudio	269	2137
Adult & YA audio	92	815
Juvenile audio & kits	5	140
Adult & YA video	519	5237
Juvenile video & DVD	224	2112
	198	1322

Collection

Items purchased

Month: 268
YTD: 2166

Items donated

Month: 41
YTD: 402
Prev. YTD: 354

Items withdrawn

Books

Month: 49
YTD: 2831



Other (YTD)

SCDs: 1
DVDs: 272
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	21	66	29	30	73	12	15	14	2	32	8	7	309
Previous month	19	72	25	7	15	0	12	13	0	30	8	15	216
Current YTD	148	782	239	196	458	139	122	96	12	255	56	65	2568
Previous YTD	186	754	275	220	515	99	53	85	4	85	76	127	2654

Programming

Program					Prep time (hrs)	Kits
	Views	Engagements	Views			
Time Management Tips (A)	23	8	3		0.25 (+0.75 vol)	
Polar Bear Day craft kits (C)	25	2	1		6.5	18
Leprechaun Sand	45	5	4		2	
STEAM Fun Spork Butterflies	22	4	3		2	10
Fridays (F) Mosiac Snowman	13	1	1		2.5	
Rainbow in a Jar	16	2	4		2.5	
Photo Editing with Gimp	32	8	5		2	
Learn About Butterflies Day craft kits (F)	27	5	3		8	25
Backyard Bird Watching (A) (also on Zoom)	62	8	10		2.5 (+2 vol)	
Ready, Set, Grow How Different Seed Spout (A) (A)	62	10	8		2 (+2 vol)	23
National Craft Month take-and-make kit (C)	33	2	3		7.25	25
Women's History Month Activity kit (C)	18	4	1		7.5	13
Teen Craft: Paint by Stickers (YA)	27	3	0		2.5	20
Creation Station: Leprechaun craft kit (F)	39	3	3		3	17
Adult Crafternoon: Backyard Bird Feeders (A)	41	4	4		4	45
Carryover February programs	55	12	14			

Zoom programs			
Program		Attendance	Prep time (hours)
Story time (C)	Dinosaurs	19	7
	Wind	20	4.5
	Frogs	20	5.5
	Rabbits	14	5
	Spring	23	5.5
Out-Reads (C)	Dinosaurs	77	2
Sit & Stitch (A)		25	5
Books for Lunch (A)		11	0.5 (+1 vol)
A Novel Approach to Faith (A)		4	2
Movie Night: <i>John Dies at the End</i> (A)		12	2.5
JKPL Writing group (A)		6	1.5
Final Tech Friday		1	0.5
Third Thursday	Life of Lou Henry Hoover	1	0.25
	Lou Henry Hoover: Life of Adventure	0	0.25
Spring Break Teen Battle of the Brains		6	2.5
Saving Your Pandemic Memories (A)		2	1.5
Backyard Bird Watching (A)		25	2.5 (+2 vol)

Discord virtual game nights		
Program	Attendance	Prep time (hours)
Dungeons & Dragons (F)	6	3
Among Us	8	1.5

Virtual/Sharing/Passive programs			
Program	Attendance	Prep time (hours)	
Get Puzzled (A)	0	0.25	
Coloring, Creating, & Doing (A)	50	2	
Building Creativity (LEGO© program) (C)	1	1	
LEGO© Kit to go	18	2	
Strength Training for Older Adults	20	0	
Play-Doh Challenge (C)	0	0.25	
Warm Up @ Your Library	Children	17	11
	Teen	5	4
	Adult	28	4
Read Across America Story Walk (C)	16	6	
March Book Mania (A)	23	9 (+2 vol)	