

Hello all:

Here is the Board packet for the December 14, 2021 regular Board meeting. If you are not able to attend in person, please let me know if you are planning to come via Zoom so we can plan accordingly

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication - None
 - Approve Minutes of Previous Meetings: November 9, 2021 - **A**
 - Approve November Librarian's Report – **B**
 - Approve Bills:
 - December Bills – **C**
 - Claims Report for November - **D**
 - November & December Credit Card Claims - **E**
 - Budget Reports
 - November City Report - **F**
 - November Library Report – **G**
 - Trust Account Reports
 - November Bank Statements – **H1 & H2**
 - November Balance Report - **I**
 - Trust Account Expenditure Report - **J**
 - November Donations Report - **K**
 - Program Reports
 - November Report of Programs and Attendance – **L**
 - December Schedule of events - **M**
 - Schedule for upcoming programs – **N (Not included with this packet. I will email / post when ready as a separate document.)**
 - Grant Report – **I am pleased to announce that the JKPL was awarded a Theisen's More for Your Community Grant of \$1000 to support the Jigsaws and Stackers: Growing Children's Minds with Puzzles project. These funds will be used to create a start up collection of circulating puzzles for infants to middle school.**
 - Friends of the Library Report – Nothing new to report. Their membership drive will start in January.
 - JKPL Endowment Report - **O**
4. Discussion of Current Library Operations and Services – **There have been no changes in operations or services beyond the minor adjustments that were approved at the November Board meeting.**
5. Update on Strategic Planning Process
 - Notes from November 16, 2021 and December 1, 2021 meetings

6. Executive Committee Report
7. Fundraising Committee Report
 - Notes from November 17, 2021 and December 1, 2021 Meetings
NOTE – The Soup Fundraiser will be coming up fast after the holidays so we need to confirm who is donating what soups, quantity, and who is available to volunteer to work.
8. Furnishings, Art & Facilities Committee Report
9. Finance Committee Report
 - FY22 City Budget process – **Included in this packet is the schedule for presented budget requests to the City. The library is scheduled to present on February 14. The written proposal needs to be approved at the January 11, 2022 Board meeting and submitted to the city the next day so Committees will be meeting in late December and / or the first week of January to put this proposal together.**
10. Marketing Committee Report
11. Personnel Committee Report
 - Library Director Evaluation
12. Policy Committee Report
13. Meetings and Training
 - City Council Attendance: January 3: Angela English
 - Upcoming
 - Recently Attended
14. Oral Presentations
15. Adjournment

Information for joining the November meeting remotely:

Topic: Monthly JKPL Board Meeting

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://cityofdyersville.zoom.us/j/88487132277?pwd=ajZZMC9HZncxTFNLSk9MS3lXaURNQTo9>

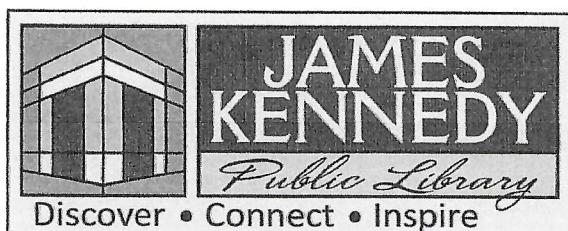
Meeting ID: 884 8713 2277

Passcode: 063310

Dial by your location

+1 312 626 6799 US (Chicago)

NOTE – The same zoom room / link will be used for all future JKPL Board Meetings unless otherwise noted.



320 1st Ave E
Dyersville, Iowa 52040

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

librarian@dyersville.lib.ia.us

Web: www.dyersville.lib.ia.us

Regular Library Board Meeting

**Tuesday, December 14, 2021
6:00 pm**

In person / Hybrid Meeting
Hoffman Community Room
James Kennedy Public Library

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meetings: November 9, 2021
 - Approve November Librarian's Report
 - Approve Bills:
 - December Bills
 - Claims Report for November
 - November & December Credit Card Claims
 - Budget Reports
 - November City Report
 - November Library Report
 - Trust Account Reports
 - November Bank Statements
 - November Balance Report
 - Trust Account Expenditure Report
 - November Donations Report
 - Program Reports
 - November Report of Programs and Attendance
 - December Schedule of events
 - Schedule for upcoming programs
 - Grant Report
 - Friends of the Library Report
 - JKPL Endowment Report

4. Discussion of Current Library Operations and Services
5. Update on Strategic Planning Process
 - Notes from November 16, 2021 and December 1, 2021 meetings
6. Executive Committee Report
7. Fundraising Committee Report
 - Notes from November 17, 2021 and December 1, 2021 Meetings
8. Furnishings, Art & Facilities Committee Report
9. Finance Committee Report
 - FY22 City Budget process
10. Marketing Committee Report
11. Personnel Committee Report
 - Library Director Evaluation
12. Policy Committee Report
13. Meetings and Training
 - City Council Attendance: January 3: Angela English
 - Upcoming
 - Recently Attended
14. Oral Presentations
15. Adjournment

Information for joining the November meeting remotely:

Topic: Monthly JKPL Board Meeting

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://cityofdyersville.zoom.us/j/88487132277?pwd=ajZZMC9HZncxTFNLSk9MS3lXaURNQT09>

Meeting ID: 884 8713 2277

Passcode: 063310

Dial by your location

+1 312 626 6799 US (Chicago)

NOTE – The same zoom room / link will be used for all future JKPL Board Meetings unless otherwise noted.

A

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

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, November 9, 2021 in the Hoffman room. Present: Sue Engelbrecht, Angela English, Marcus Ingles, Karen Kramer, Ray Kruse, Karen Tieskoetter, Alex Wiezorek, Danielle Will, and Library Director Shirley Vonderhaar. Absent: Catherine O’Hea.

1. Board President Karen Kramer called the meeting to order at 6:03 pm
2. Consider approval of Agenda
 - Engelbrecht MOVED “Approval of agenda,” and seconded by English
Ayes: Engelbrecht, English, Ingles, Kramer, Kruse, Tieskoetter, Wiezorek, and Will
Nays: None
Motion CARRIED
3. Agenda Consent Calendar
 - Correspondence and Communication
 - Approve minutes of previous meetings: October 12, 2021
 - Approve October Librarian’s report
 - Approve Bills
 - November bills
 - Dyersville Commercial help wanted bills that were missed
 - Revised Kanopy bill
 - Claims report for October
 - October and November credit card claims
 - Additional large-print book
 - Budget reports
 - October city report
 - October library report
 - Trust account reports
 - October bank statements
 - October balance report
 - Trust account expenditure report
 - October donations report
 - Program reports
 - October report of programs and attendance
 - November schedule of events
 - Schedule for upcoming programs
 - Contract use report
 - Statistics by resident area
 - Statistics by contract/service area
 - Grant report
 - Status of grants applied for

- State Historical Society of Iowa HRDP Grant for microfilming and digitizing Dyersville Commercial has been completed and final report will be submitted soon.
 - Theisens grant recipients will be announced in November
 - Grants that the JKPL applied for since last meeting – none
- Friends of the Library report
- JKPL Endowment report
- Englebrecht MOVED “Approval of the consent items with bill additions and revision plus book purchase documented on credit card claims ,” and seconded by Ingles
Ayes: Engelbrecht, English, Ingles, Kramer, Kruse, Tieskoetter, Wiezorek, and Will
Nays: None
Motion CARRIED
- 4. Discussion of current library operations and services
- 5. Update on Strategic Planning Process
 - Phone interviews completed
 - Focus group on December 5
 - January 13 (visioning) and January 18 (goal setting) at 6:00 pm
- 6. Update on Library Director Evaluation
 - Trustee evaluations to President by Nov 24
- 7. FY21 Iowa Public Library general information survey for the JKPL
- 8. FY21 JKPL Annual Report
- 9. Executive Committee report – no report
- 10. Fundraising Committee report
 - Notes from November 3, 2021 meeting
- 11. Furnishings, Art, & Facilities committee report
 - Notes from email correspondence
- 12. Finance Committee report
 - Notes from email correspondence
 - Budget amendment request for capital and operational: Motion from the Committee to consider approval of FY22 Budget amendment requests of \$14,905 to the JKPL Operating Budget and \$28,000 to the JKPL Capital Budget.
Ayes: Engelbrecht, English, Ingles, Kramer, Kruse, Tieskoetter, Wiezorek, and Will
Nays: None
Motion CARRIED
- 13. Marketing committee report
 - Notes from email correspondence
- 14. Personnel committee report – No report
- 15. Policy committee report
 - Notes from November 4, 2021 meeting
 - Consider approval of JKPL Pandemic Interim Service Plan: Motion from the Committee to revise the plan to allow staff to provide refreshments at library-

sponsored events at staff discretion and with limitations to being sealed/prepackaged/controlled by staff or volunteers.

Ayes: Engelbrecht, English, Ingles, Kramer, Kruse, Tieskoetter, Wiezorek, and Will

Nays: None

Motion CARRIED

16. Meetings and training

- City council attendance
 - December 6: Engelbrecht
- Upcoming conferences
 - State Library of Iowa Boardroom Session #3 – Nov 17, 2021 at 6:00 pm
- Recently attended
 - Association for Rural and Small Libraries – Oct 20-23, 2021
- Oral presentations

17. Adjournment

Engelbrecht MOVED to adjourn and seconded by Ingles. Meeting ADJOURNED by Kramer at 7:03 pm.

Danielle Will, Secretary

B

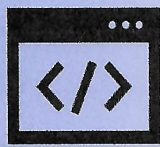
JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT

Librarian's report to the Board of Trustees

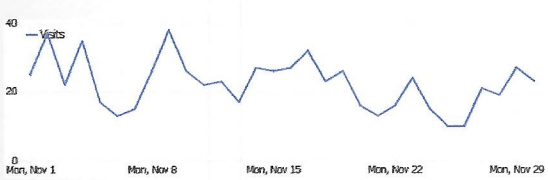
Month: November-21
 YTD: July-21 to November-21
 Previous YTD: July-20 to November-20

	Library visits		Items loaned		Library cards issued		
					City resident	Total	
Month	2937	(↑ 110.7%)	6768	(↑ 36.5%)	10	18	(↑ 350%)
YTD	14972	(↑ 102.2%)	34316	(↑ 19.6%)	42	84	(↑ 154.5%)


Website traffic



Visits	Average visit duration
671	2:10




Computer use




Month	Hours		Month	Sessions	
	YTD	Prev. YTD		YTD	Prev. YTD
89	507	354	220	1165	395

Wifi use



Sessions		Visits		Unique visitors	
Month	YTD	Month	YTD	Month	YTD
251	1470	216	1263	50	100

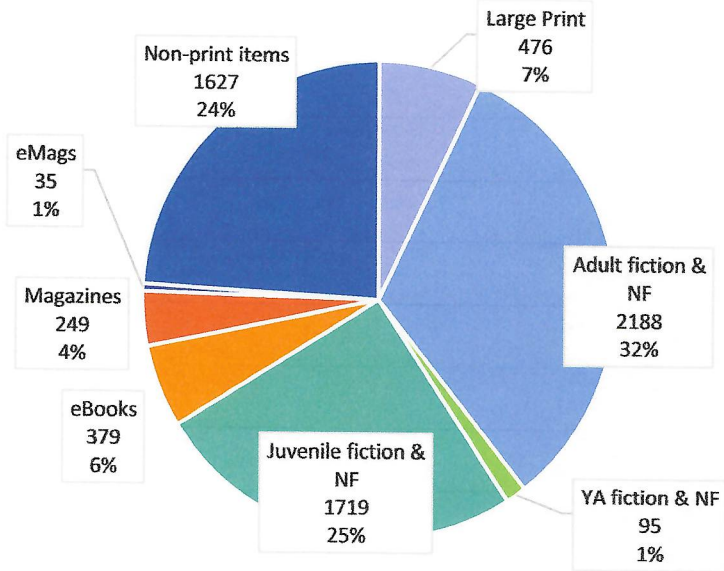
Meeting room use



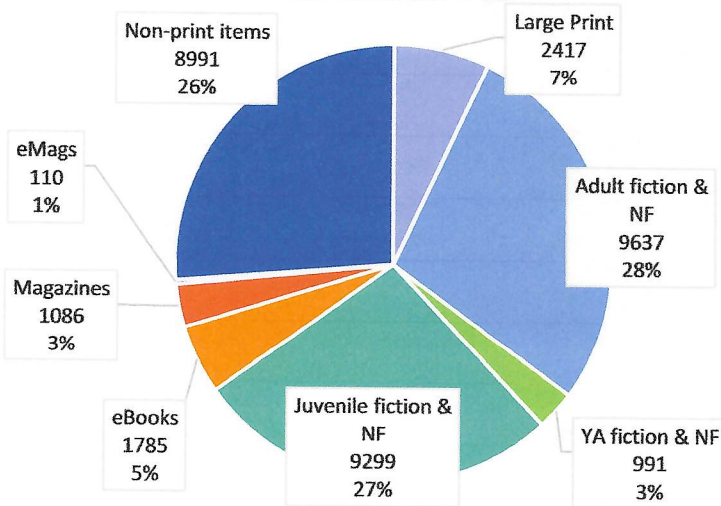
Month	YTD	Prev. YTD	
25	139	0	- tracking public use only

Circulation

Circulation: Month



Circulation: YTD



Non-print items	Month	YTD
eAudio	306	1680
Adult & YA audio	99	664
Juvenile audio & kits	32	92
Adult & YA video	643	3555
Juvenile video & DVD	294	1773
Games, LoT, etc.	253	1227
Total	1627	8991

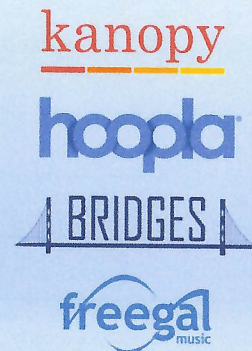
Music

Downloads: 5
Streams: 14
Total YTD: 450



Video (film and TV)

Downloads: 114
Total YTD: 544



Languages

Sessions: 13
YTD: 229



Collection

Items purchased

Month: 201
YTD: 1360

Items donated

Month: 75
YTD: 251
Prev. YTD: 278

Items withdrawn



	Month	YTD
Books	345	1489
Audio	1	2
Video	1	319
Other	11	22
Total	358	1832

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	28	75	34	1	22	46	14	14	3	28	3	8	276
Previous month	25	65	33	24	111	11	0	12	2	24	8	9	324
Current YTD	131	359	185	98	311	98	74	69	9	156	32	120	1642
Previous YTD	91	601	141	128	294	101	34	56	8	161	35	38	1688

Programming

Take and Make & Recorded Programs

Program				Prep time (hrs)	Kits
	Views	Engagements	Views		
Play-Doh Challenge - Clothes (C.)	NA	NA	NA	0.25	0
*Checker's TV Virtual Program - 5 sessions (C.)	104	6	8	4	50
*Adult CN: Book Turkey (A)	31	3	3	NA	7
NaNoWriMo Kickoff - Recorded (A)	24	2	2	.5 (+2)	NA
Upcycled Cards for Any Occasion (GI)	NA	NA	NA	1	35
*CriCut with Christopher - Kits remaining (A)	NA	NA	NA	1	5
Creation Station: Dinosaurs (GI)	NA	NA	NA	2	4
*How to Get Your Novel Published (A)	30	7	1	0.25	NA
*Transcendent Paranormal Society (GI)	74	4	14	NA	NA
Teen Craft: Ribbon Bookmarks	35	2	2	2	15
Carry October programs - 3 programs	12	4	9	NA	NA

*program included in-person component

Discord virtual game nights

Program	Attendance	Prep time (hours)
None		

Zoom programs

Program	Attendance	Prep time (hours)
Third Thursday A Tale of Two Famines Partnership with the Hoover Presidential Library	2	0.25

Virtual/Sharing/Passive programs

Program	Attendance	Prep time (hours)
Coloring, Creating, & Doing (A)	124	3.25
Strength Training for Older Adults (A)	20	NA
DiNovember Scavenger Hunt (C.)	0	1.5
National Library Card Sign Up Month (GI)		1.25
StoryWalk® -Shark in the Park (C) Funded by DRA, Friends of the JKPL, and Osterhaus Memorial	60	5.75 (+2)

In-Person and Hybrid Programs

Program	Attendance	Prep time (hours)
Story Time - 3 sessions - in person (PreK)	25	8.75 (+2)
Wee Read - 3 sessions - in person (PreK)	8	1
Out Reads - 5 sessions - in person / off site (C.)	81	2.25
Building Creativity One Block at a Time (C.)	3	1.5
*Checker's TV Weekly Watch Party - sessions (C.)	4	1
Sit & Stitch - 4 sessions - in person and Zoom(A)	44	2
Books for Lunch: <i>This Tender Land</i> - in person and Zoom (A)	10	1.25
Dungeons & Dragons - in person and Discord (GI)	5	2.5
Novel Approach to Faith - in person and Zoom (A)	4	2
*CriCut with Christopher - in person (A)	3	.25 (+3)
Game Night - in person (GI)	15	3.5
JKPL Writing Group - in person and Zoom (A)	5	1.5
*How to Get Your Novel Published - in person, Zoom & recorded (A)	3	1.75 (+3)
STEAM Fun Fridays - 4 sessions in person (C.)	12	4.75
UpCycled Cards Craft Gathering - in person (GI)	2	1.5
Final Friday Tech - in person and Zoom upon request (GI)	0	0.25
Euchre Card Party - 3 sessions (A)	14	3
Chat and Doodle Too - in person and Zoom (A)	0	0.25
*Adult Crafternoon: Book Turkey - in person & virtual (A)	2	4
International Games Day: Super Smash Bros - in person (YA)	3	1.25
Small Business Saturday: Game On - in person (GI)	0	.5(+2)
*Transcendent Paranormal Society - in person, Zoom & recorded (GI)	6	2(+4)
Social Issues Book Club: <i>Under a White Sky</i> - in person & Zoom(GI)	2	1.5
NaNoWriMo Checkin - Zoom - 5 sessions	10	3
Whimsical Illustrations - in person and Zoom presented by Dianne Kramer	18	.75 (+20 vol.)

Expense Approval Register

Packet: APPKT00920 - December 2021 Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
BENTON-HERMSEN, KIMSHIRO	12.01.2021	Training - Mileage to Workshop	001-5-410-4-62300	MEETINGS/TRAINING	85.57
SURGIT	S1-07634	Maintenance - Replace TV	001-5-410-4-63750	MAINTENANCE	434.97
ACCESS SYSTEMS	30498920	Contract - Copier lease	001-5-410-4-64316	CONTRACTS	217.97
PREMIER WINDOW CLEANING	4495	Contract - Window Cleaning	001-5-410-4-64316	CONTRACTS	125.00
AMAZON	12.01.2021	Programs	001-5-410-4-65060	OFFICE SUPPLIES	37.45
AMAZON	12.01.2021	Supplies	001-5-410-4-65060	OFFICE SUPPLIES	88.51
BAKER & TAYLOR BOOKS	2036313748	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	4.99
BAKER & TAYLOR BOOKS	2036341866	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	14.97
DYERSVILLE COMICS & GAMES	220000003669	Programs	001-5-410-4-65060	OFFICE SUPPLIES	54.66
COMPLETE OFFICE OF WISCO...	227769	Supplies - Building	001-5-410-4-65060	OFFICE SUPPLIES	68.55
DEMCO EDUCATIONAL CORP	7045182	Book Supplies	001-5-410-4-65060	OFFICE SUPPLIES	96.34
WEBER PAPER COMPANY	D116298	Supplies - paper	001-5-410-4-65060	OFFICE SUPPLIES	127.20
BLACKSTONE PUBLISHING	INV2006409	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	11.80
BLACKSTONE PUBLISHING	INV2009853	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	17.70
BLACKSTONE PUBLISHING	INV2010295	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	2.95
OVERDRIVE	06497CO21453979	Electronic Media	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	154.02
OVERDRIVE	06497CO21453995	Electronic Media	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	501.99
INFO USA MARKETING, INC	10003916816	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	160.00
AMAZON	12.01.2021 A	DVD	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	19.99
AMAZON	12.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	140.48
AMAZON	12.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	10.30
AMAZON	12.01.2021	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	47.68
AMAZON	12.01.2021	DVD	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	307.55
AMAZON	12.01.2021	Games	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	250.43
AMAZON	12.01.2021	Subscription	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	91.92
AMAZON	12.01.2021	Creative Spaces - Library of Th...	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	2.99
AMAZON	12.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	102.76
AMAZON	12.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	75.12
PROGRESSIVE FARMER, THE	12.01.2021	Subscription - 1 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	14.00
CHERRY LAKE PUBLISHING	177158	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	572.60
CENTER POINT PUBLISHING	1890490	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	54.54
BAKER & TAYLOR BOOKS	2036310677	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	84.28
BAKER & TAYLOR BOOKS	2036313748	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	19.24
BAKER & TAYLOR BOOKS	2036314254	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	25.27
BAKER & TAYLOR BOOKS	2036328216	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	146.42
BAKER & TAYLOR BOOKS	2036340455	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	260.48
BAKER & TAYLOR BOOKS	2036340455	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	222.67
BAKER & TAYLOR BOOKS	2036341866	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	62.68
BAKER & TAYLOR BOOKS	2036351625	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	63.26
DYERSVILLE COMICS & GAMES	220000003669	Games	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	56.25
ABDO-SPOTLIGHT-MAGIC WA...	243552	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	740.35
FINDAWAY WORLD LLC	368469	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	58.49
FINDAWAY WORLD LLC	369037	AudioBooks	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	56.99
INGRAM LIBRARY SERVICES	55555644	Books -returned	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	-103.59
INGRAM LIBRARY SERVICES	55555644	Books - returned	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	-66.86
JUNIOR LIBRARY GUILD	593107	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	540.28
JUNIOR LIBRARY GUILD	593107	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	1,862.28
INGRAM LIBRARY SERVICES	62756742	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	56.63
CENGAGE LEARNING	76137634	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	30.39
CENGAGE LEARNING	76143287	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	30.39
CENGAGE LEARNING	76148472	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	27.19
CENGAGE LEARNING	76161958	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	31.19

Expense Approval Register

Packet: APPKT00920 - December 2021 Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
CENGAGE LEARNING	76182480	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	25.59
CENGAGE LEARNING	76193417	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	25.59
CENGAGE LEARNING	76198042	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	26.39
CENGAGE LEARNING	76254780	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	47.19
GREY HOUSE PUBLISHING	969878	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	148.50
GREY HOUSE PUBLISHING	970658	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	154.75
CRABTREE PUBLISHING COMP...	IN561658	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	101.70
BLACKSTONE PUBLISHING	INV2006409	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	143.98
BLACKSTONE PUBLISHING	INV2009853	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	220.45
BLACKSTONE PUBLISHING	INV2010295	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	26.99
BOOK FARM INC., THE	REB12290-1	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	20.95
				Department 410 - LIBRARY Total:	9,041.36
				Fund 001 - GENERAL FUND Total:	9,041.36
Fund: 002 - LIBRARY TRUST FUND					
Department: 410 - LIBRARY					
FAREWAY STORES INC.	00042701	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	27.72
HERITAGE PRINTING CO	106336	Supplies - Laminating	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.00
IOWA STATE UNIVERSITY EXT...	11.22.21	Program - Amaryllis	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	351.36
AMAZON	12.01.2021	Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	166.63
WILHELM, SHERYL	12.01.2021	Supplies - Wreath Making	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	160.00
AMAZON	12.01.2021	Memorials	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	34.97
AMAZON	12.01.2021	Adopt A Book	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	7.62
AMAZON	12.01.2021	LTC Grant	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	134.00
BENTON-HERMSEN, KIMSHIRO	12.02.2021	Supplies - Holiday Program - L...	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	34.79
VONDERHAAR, SHIRLEY	12.07.2021	Program - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	14.00
VONDERHAAR, SHIRLEY	12.07.2021	Programs - Fundraiser	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	18.38
VONDERHAAR, SHIRLEY	12.07.2021	Programs - Refreshments	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	28.99
ULINE	141671782	Programs - Holiday Program - ...	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	21.75
BAKER & TAYLOR BOOKS	2036310677	Rardin Memorial	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.38
BAKER & TAYLOR BOOKS	2036328216	Books - LTC Grant	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.00
BAKER & TAYLOR BOOKS	2036328216	Books - Adopt A Book	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.68
BAKER & TAYLOR BOOKS	2036340455	Books - Adopt a Book	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	5.39
BAKER & TAYLOR BOOKS	2036340455	Books - LTC Grant	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.36
KANOPIY, INC.	274841 - PPU	Programs - Streaming Video	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	24.00
INGRAM LIBRARY SERVICES	62756742	LTC Grant	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	168.34
FUN EXPRESS	713082739-01	Supplies - Fundraising	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	60.91
MOBILE CITIZEN	INV11882	Programs - Hot Spot Service	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	1,200.00
MOBILE CITIZEN	INV11941	Programs - Hot Spot Service	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	1,014.75
				Department 410 - LIBRARY Total:	3,550.02
				Fund 002 - LIBRARY TRUST FUND Total:	3,550.02
				Grand Total:	12,591.38

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	9,041.36
002 - LIBRARY TRUST FUND	<u>3,550.02</u>
Grand Total:	12,591.38

Account Summary

Account Number	Account Name	Expense Amount
001-5-410-4-62300	MEETINGS/TRAINING	85.57
001-5-410-4-63750	MAINTENANCE	434.97
001-5-410-4-64316	CONTRACTS	342.97
001-5-410-4-65060	OFFICE SUPPLIES	525.12
001-5-410-4-67701	BOOKS/FILMS/RECORDS/...	7,652.73
002-5-410-4-67700	LIBRARY TRUST EXPENDI...	<u>3,550.02</u>
	Grand Total:	12,591.38

Project Account Summary

Project Account Key	Expense Amount	
None	1,464.54	
410AB	636.50	
410AF	644.66	
410AN	864.21	
410DVD	327.54	
410EM	656.01	
410GAMES	306.68	
410LP	298.46	
410PF	1,890.44	
410PN	1,919.32	
410SS	2.99	
410SUB	105.92	
410TAAB	28.69	
410TGRANT	332.70	
410TMEM	50.35	
410TPROG	<u>3,062.37</u>	
	Grand Total:	12,591.38

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

.
.
.
.
.
.

President, Board of Trustees

.
.
.
.
.
.
.ATTEST: _____ Date _____
Secretary, Board of Trustees

D

**James Kennedy Public Library
November 2021**

Utilities and Contractual

Tim Singsank	Custodial Services	\$600.00
Black Hills	Gas / Heat	145.88
Alliant Energy	Electricity	1463.46
Total		\$2,209.34

Miscellaneous Bills

CC / ARSL	Workshop	35.00
UPS	Shipping	23.97
Dyersville Commercial	Help Wanted Ads (2 – added / approved at November meeting)	165.00
Pitney Bows	Shipping	20.18
CC - ALA	Adult nonfiction (Strategic Planning Bk)	67.00
CC - eBay	Large print	5.87
Total		\$317.02

November 2021 Claims submitted	\$4,658.83
Utility and Contractual from Bills above	2,209.34
Miscellaneous Bills from above	317.02
Total wages and benefits	27,007.66
Total November 2021 expenses	\$34,192.85

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

E

Credit Card Claims for November & December 2021

Date	Vendor	Items	Amount
11/12/21	Sam's Club	Plates for cookie walk	39.04
11/30/2021	Facebook	FB ads (trust/programs)	39.48
11/15/21	Target	DVDs	50.98
11/15/21	CriCut	Annual subscription / program expense	102.59
11/23/21	Target	DVDs	83.75

		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	248,382.00	248,382.00	19,541.63	104,380.22	144,001.78	57.98 %
<u>001-5-410-4-61100</u>	FICA	19,001.00	19,001.00	1,170.64	6,266.36	12,734.64	67.02 %
<u>001-5-410-4-61200</u>	MEDICARE	3,602.00	3,602.00	273.78	1,465.48	2,136.52	59.31 %
<u>001-5-410-4-61300</u>	IPERS	23,447.00	23,447.00	1,844.76	9,853.55	13,593.45	57.98 %
<u>001-5-410-4-61500</u>	GROUP INSURANCE	47,839.00	47,839.00	4,167.34	20,645.42	27,193.58	56.84 %
<u>001-5-410-4-61700</u>	SUI	197.00	197.00	9.51	125.31	71.69	36.39 %
<u>001-5-410-4-62100</u>	DUES	750.00	750.00	0.00	194.00	556.00	74.13 %
<u>001-5-410-4-62300</u>	MEETINGS/TRAINING	2,500.00	2,500.00	373.74	1,037.14	1,462.86	58.51 %
<u>001-5-410-4-63710</u>	ELECTRICITY	14,000.00	14,000.00	1,463.46	7,046.64	6,953.36	49.67 %
<u>001-5-410-4-63711</u>	GAS HEAT	2,500.00	2,500.00	145.88	334.66	2,165.34	86.61 %
<u>001-5-410-4-63730</u>	TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>001-5-410-4-63750</u>	MAINTENANCE	7,500.00	7,500.00	40.00	330.70	7,169.30	95.59 %
<u>001-5-410-4-64080</u>	INSURANCE PREMIUM	6,800.00	6,800.00	0.00	711.00	6,089.00	89.54 %
<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	159.95	1,191.40	-1,191.40	0.00 %
<u>001-5-410-4-64322</u>	CONTRACTED SERVICES	8,300.00	8,300.00	600.00	3,150.00	5,150.00	62.05 %
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES	21,000.00	21,000.00	594.09	5,112.86	15,887.14	75.65 %
<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	56,182.00	56,182.00	3,808.07	22,885.97	33,296.03	59.26 %
	Expense Total:	462,000.00	462,000.00	34,192.85	184,730.71	277,269.29	60.01 %
	Fund: 001 - GENERAL FUND Total:	462,000.00	462,000.00	34,192.85	184,730.71	277,269.29	60.01 %
Fund: 002 - LIBRARY TRUST FUND							
Expense							
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	40,000.00	40,000.00	1,015.49	13,681.12	26,318.88	65.80 %
	Expense Total:	40,000.00	40,000.00	1,015.49	13,681.12	26,318.88	65.80 %
	Fund: 002 - LIBRARY TRUST FUND Total:	40,000.00	40,000.00	1,015.49	13,681.12	26,318.88	65.80 %
	Report Total:	502,000.00	502,000.00	35,208.34	198,411.83	303,588.17	60.48 %

6

James Kennedy Public Library FY22 Operating Budget						
	FY22	October	November	Dec (est)	Received	
ESTIMATED REVENUES:					to date	Difference
Dubuque County Library Agency	6,000.00	0.00	0.00	0.00	0.00	6,000.00
Fees from copier, R/P, etc.	5,000.00	288.43	174.07	300.00	1,395.66	3,604.34
Open Access	11,600.00	0.00	0.00	0.00	0.00	11,600.00
Access Plus / ILL	350.00	0.00	0.00	0.00	0.00	350.00
Direct State Aid	2,000.00	2,031.10	0.00	0.00	2,031.10	-31.10
TOTAL:	24,950.00	2,319.53	174.07	300.00	3,426.76	21,523.24
					3,426.76	21,523.24
ESTIMATED EXPENDITURES:					Spent to date	Remaining
PERSONAL SERVICES						
Wages	246,455.00	23,814.19	19,541.63	24,000.00	104,380.22	142,074.78
FICA	15,280.00	1,435.55	1,170.64	1,488.00	6,266.36	9,013.64
Medicare	3,574.00	335.72	273.78	348.00	1,465.48	2,108.52
IPERS	23,265.00	2,248.07	1,844.76	2,265.60	9,853.55	13,411.45
SUI	250.00	12.99	9.51	24.00	125.31	124.69
Group Insurance	47,846.00	4,167.34	4,167.34	4,168.00	20,645.42	27,200.58
Meetings and training	2,500.00	0.00	373.74	85.57	1,037.14	1,462.86
Dues and memberships	750.00	0.00	0.00	0.00	194.00	556.00
TOTAL:	339,170.00	32,013.86	27,381.40	32,379.17	143,967.48	195,202.52
					143,967.48	195,952.52
CONTRACTUAL SERVICES:						
Utilities (telephone)	0.00	0.00	0.00	0.00	0.00	0.00
Electricity	14,000.00	1,644.19	1,463.46	1,500.00	7,046.64	6,953.36
Gas / Heat	2,500.00	48.28	145.88	200.00	334.66	2,165.34
Insurance (bldg)	6,800.00	0.00	0.00	0.00	711.00	6,089.00
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
Custodial services	8,000.00	600.00	600.00	750.00	3,150.00	4,850.00
Window cleaning	300.00	0.00	0.00	125.00	0.00	300.00
Service / Maintenance Contract	7,500.00	154.29	159.95	217.97	1,191.40	6,308.60
TOTAL:	39,100.00	2,446.76	2,369.29	2,792.97	12,433.70	26,666.30
					12,433.70	26,666.30
SUPPLIES:						
General library supplies	10,000.00	542.66	276.17	433.01	3,893.71	6,106.29
Program fees & supplies	2,500.00	79.07	152.92	92.11	700.15	1,799.85
Marketing & advertising	1,500.00	200.00	165.00	0.00	519.00	981.00
Maintenance and Repairs	7,000.00	167.55	40.00	434.97	330.70	6,669.30
TOTAL	21,000.00	989.28	634.09	960.09	5,443.56	15,556.44
						15,556.44
BOOKS AND MATERIALS						Remaining
Adult fiction	8,000.00	714.27	669.45	644.66	3,950.13	4,049.87
Adult nonfiction	5,000.00	392.16	391.42	864.21	1,881.04	3,118.96
YA fiction	2,000.00	59.31	258.57	0.00	843.28	1,156.72
YA nonfiction	1,000.00	0.00	68.00	0.00	165.41	834.59
Juvenile fiction	8,500.00	791.39	789.11	1,890.44	3,256.88	5,243.12
Juvenile nonfiction	4,000.00	509.83	104.23	1,919.32	737.21	3,262.79
Large Print	3,500.00	478.12	526.28	298.46	2,258.99	1,241.01
Electronic media (ebooks, etc.)	6,500.00	725.82	1.50	656.01	3,384.43	3,115.57
Reference & electronic databases	5,500.00	0.00	0.00	0.00	0.00	5,500.00
Periodicals and newspapers	4,530.00	1,052.88	0.00	105.92	1,404.14	3,125.86
Audiobooks (CD, playaway)	4,200.00	373.17	497.69	636.50	1,959.72	2,240.28
Software & Gaming	2,000.00	49.94	0.00	306.68	424.82	1,575.18
DVDs	6,500.00	556.72	490.84	327.54	2,393.37	4,106.63
SS / Creation Station / LoT	1,500.00	129.73	10.98	2.99	226.55	1,273.45
TOTAL:	62,730.00	5,833.34	3,808.07	7,652.73	22,885.97	39,844.03
					22,885.97	39,844.03
TOTAL EXPENDITURES:	462,000.00	41,283.24	34,192.85	43,784.96	184,730.71	277,269.29
TOTAL REVENUES:	24,950.00	2,319.53	174.07	300.00	3,426.76	21,523.24
ACTUAL ASKING	437,050.00	38,963.71	34,018.78	43,484.96	181,303.95	255,746.05
Capital Improvement						
Total Expenditures		41,283.24	34,192.85	43,784.96	184,730.71	277,269.29
Personnel Budget - Short	5,179.00					

% Expended To date	FY21 Expense thru Nov 20	Nov 20 expenses	Total FY21 expenses	Budget Projection	Amount Over/Under	Ov/Und Budget
	0.00	0.00	5,543.00			
	1,065.55	160.32	2,319.29			
	11,671.80	11,671.80	11,671.80			
	323.24	323.24	323.24			
	1,998.08	0.00	1,998.08			
	15,058.67	12,155.36	21,855.41			
	15,058.67		21,855.41			
	Spent to date		Spent to date			
42.4%	99,921.86	17,944.47	237,622.61	103,635.94	744	1.01
41.0%	6,034.04	1,080.32	14,304.99	6,445.31	-179	0.97
41.0%	1,411.05	252.62	3,345.27	1,507.53	-42	0.97
42.4%	9,432.58	1,693.98	22,431.74	9,782.97	71	1.01
50.1%	162.03	9.49	375.52	107.87	17	1.16
43.1%	18,880.56	3,793.14	46,546.78	19,407.56	1,238	1.06
41.5%	369.00	0.00	369.00	2,500.00	-1,463	0.41
25.9%	329.00	0.00	890.00	277.25	-83	0.70
42.4%	136,540.12	24,774.02	325,885.91	142,105.91	1,862	1.01
	136,540.12		325,885.91			
NA	469.57	108.54	806.77	0.00	0	NA
50.3%	5,606.27	995.11	11,253.32	6,974.63	72	1.01
13.4%	304.74	153.80	2,255.91	337.71	-3	0.99
10.5%	124.00	0.00	6,808.00	123.85	587	5.74
NA	0.00	0.00	0.00	Zero	0	Nothing
39.4%	3,000.00	600.00	7,650.00	3,137.25	13	1.00
0.0%	0.00	0.00	0.00	Zero	0	Nothing
15.9%	726.61	180.29	5,914.62	921.37	270	1.29
31.8%	10,231.19	2,037.74	34,688.62	11,532.30	901	1.08
	10,231.19		34,688.62			
38.9%	3,121.84	1,449.05	10,440.01	2,990.27	903	1.30
28.0%	211.04	93.25	2,698.05	195.55	505	3.58
34.6%	532.74	0.00	1,588.99	502.90	16	1.03
4.7%	1,466.97	21.88	9,073.66	1,131.71	-801	0.29
25.9%	5,332.59	1,564.18	23,800.71	4,705.09	738	1.16
49.4%	4,523.32	1,078.73	9,992.09	3,621.52	329	1.09
37.6%	2,543.43	365.35	5,254.22	2,420.37	-539	0.78
42.2%	1,996.78	825.90	2,320.06	1,721.32	-878	0.49
16.5%	209.24	0.00	336.60	621.63	-456	0.27
38.3%	3,774.97	3,507.36	8,475.74	3,785.78	-529	0.86
18.4%	709.01	672.69	4,040.01	701.99	35	1.05
64.5%	2,002.09	19.20	3,498.70	2,002.83	256	1.13
52.1%	2,096.87	28.99	8,179.08	1,666.40	1,718	2.03
0.0%	4,604.61	0.00	5,014.61	5,050.31	-5,050	0.00
31.0%	785.33	192.13	2,491.59	1,427.82	-24	0.98
46.7%	737.45	321.84	4,064.96	761.95	1,198	2.57
21.2%	561.98	72.93	1,767.81	635.79	-211	0.67
36.8%	1,717.00	226.11	5,033.09	2,217.43	176	1.08
15.1%	71.95	2.99	642.09	168.08	58	1.35
36.5%	26,334.03	7,314.22	61,110.65	27,031.85	-4,146	0.85
	26,334.03		61,110.65			
40.0%	178,437.93	35,690.16	445,485.89	185,052.60	-322	1.00
13.7%	15,058.67	12,155.36	21,855.41	17,190.88	-13,764	0.20
41.5%	163,379.26	23,534.80	423,630.48	168,554.69	12,749	1.08
	0.00		0.00			
	178,437.93	35,690.16	445,485.89			
	0.00					



Simply better banking.®

102 South Clinton Street, Iowa City, IA 52240

>003522 6138802 0001 093516 10Z

01021652 MSP 746 CITY OF DYERSVILLE JAMES KENNEDY PUBLIC LIB TRUST 340 1ST AVE E DYERSVILLE IA 52040-1203

A-1

Statement Ending 11/30/2021

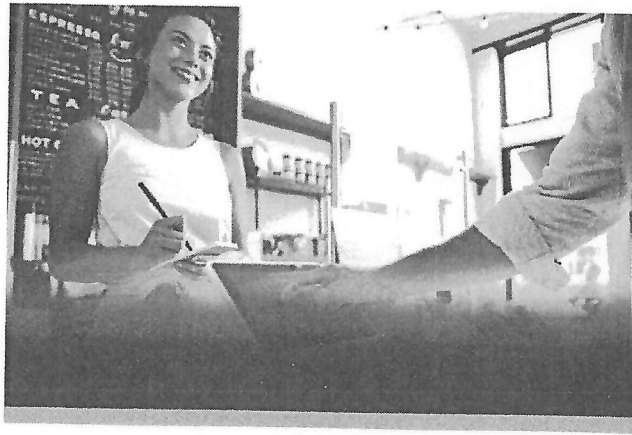
CITY OF DYERSVILLE

Page 1 of 4

Account Number: XX4356

Ways to Contact Us:

- Address: 102 South Clinton Street Iowa City, IA 52240
Website: www.MidWestOne.bank
Telephone: 800.247.4418



Simply better Treasury Management.

Remote deposit capture, merchant processing, and so much more. Call 800.247.4418 or visit with your business banker.

Beginning October 1, 2021, United States Postal Service (USPS) revised its service standards for first class mail items, with a standard delivery window of up to five days. This may delay both mail we send you and mail you send us. This change will affect mail we send you such as paper statements, notices, and billing notices. This may also affect mail you send to us, such as payments for loans.

Summary of Accounts

Table with 3 columns: Account Type, Account Number, Ending Balance. Row: BUSINESS MONEY MKT, XX4356, \$11,044.38

BUSINESS MONEY MKT-XX4356

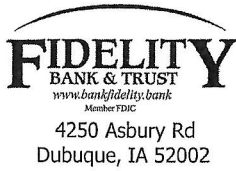
Account Summary

Table with 3 columns: Date, Description, Amount. Rows for 10/30/2021 and 11/30/2021 showing beginning balance, credits, debits, and ending balance.

Interest Summary

Table with 3 columns: Description, Amount. Rows for Annual Percentage Yield Earned, Interest Days, Interest Earned, Interest Paid This Period, Interest Paid Year-to-Date, Minimum Balance, Average Ledger Balance, Average Available Balance.

Handwritten signature and date 12/6/21



A-2

1738624

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

Date 11/30/21	Page 1
Primary Account	617571
Enclosures	2

Checking Account

Did you receive this statement in the mail?
Did you know with Online Banking, you can enroll for e-statements and receive your monthly statement quickly and securely?
When viewing an account online, simply click on the Documents icon to enroll.
Please contact your local branch for more information.

MONEY MARKET		Number of Enclosures	2
Account Number	617571	Statement Dates	11/01/21 thru 11/30/21
Previous Balance	52,385.44	Days in the statement period	30
2 Deposits/Credits	1,790.70	Average Ledger	52,256.01
1 Checks/Debits	1,015.49	Average Collected	52,256.01
Service Charge	.00	Interest Earned	23.62
Interest Paid	23.62	Annual Percentage Yield Earned	0.55%
Current Balance	53,184.27	2021 Interest Paid	268.88

* 0 1 4 2 0 0 0 3 1 8 0 3 0 3 0 0 0 *

Activity in Date Order

Date	Description	Amount	
11/12	Deposit/Credit	98.55	52,483.99
11/22	Transfer from x7571 to x5358 November Claims	1,015.49-	51,468.50
11/29	Deposit/Credit	1,692.15	53,160.65
11/30	Interest Deposit	23.62	53,184.27

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
11/01	52,385.44	11/12	52,483.99	11/22	51,468.50
11/29	53,160.65	11/30	53,184.27		

12/6/21
MS

I

TRUST ACCOUNT REPORT for November 2021

American Trust / MidWestOne Bank - balance on hand July 1, 2021

July 31, 2021 interest	\$ 2.27	\$ 11,032.81
August 31, 2021 interest	\$ 2.42	\$ 11,035.08
September 30, 2021	\$ 2.27	\$ 11,037.50
October 29, 2021	\$ 2.19	\$ 11,039.77
November 30, 2021	\$ 2.42	\$ 11,041.96
		\$ 11,044.38

41

Fidelity Bank and Trust

Balance October 31, 2021

Budgeted	Bank Account
\$27,334.37	\$ 52,385.44

Deposits

November 12, 2021

Adopt-a-book	\$ 23.00	
Amaryllis program / materials fee	\$ 40.00	
Candy sales / fundraiser	\$ 22.00	
Conscious Box	\$ 6.05	
Friends booksale / donation	\$ <u>7.50</u>	\$ <u>98.55</u>

November 29, 2021

Amaryllis program fee	\$ 180.00	
Apparel sales / fundraiser	\$ 105.00	
Burrito Breakfast fundraiser	\$ 325.00	
Wreath program fee	\$ 20.00	
Betty Anne Scherrman	\$ 1,000.00	
Genealogy donation	\$ 15.00	
Conscious Box	\$ 13.65	
Friends booksale / donation	\$ <u>33.50</u>	\$ <u>1,692.15</u>

November 30, 2021

Interest	\$ <u>23.62</u>	\$ <u>23.62</u>	\$ <u>1,814.32</u>
----------	-----------------	-----------------	--------------------

Debits:

November 22, 2021

Kanopy streaming video	\$21.00		
Books for pop-up library	\$542.09		
Halloween Program - Love My Library	\$47.95		
Amaryllis Kit supplies	\$11.19		
K & K Logo - t-shirts	\$199.00		
Facebook ads	\$38.15		
Adopt-a-book donations	\$91.70		
Scherrman Memorial	\$33.62		
Ostwinkle memorial	\$15.68		
Rardin memorial	\$15.11		
		\$1,015.49	\$1,015.49

Balance November 30, 2021

<u>\$26,318.88</u>	\$ <u>53,184.27</u>
--------------------	---------------------

A-2

J

Trust Account Income & Expenditure Report FY22

		in account	New Deposits					
Amount in MidWest One		\$11,032.81						
Amount in Fidelity		\$58,120.99						
INCOME: (as of July 1, 2020)								
					EXPENDITURES:			REMAINING:
DONATIONS & CONTRIBUTIONS:								DONATIONS:
Previous Raffles	FY19	-\$150.00						-\$150.00
Fundraisers from FY18 and earlier		\$9,528.06			Oct-21 Kanopy - 3 mo	\$98.00		\$8,353.36
					Jul-21 FB ads	\$38.02		
FY19, 20 & 21 Fundraisers (All)					Jul-21 Kanopy	\$26.00		
Brainfuse Refund	Sep-20		\$147.53		Sep-21 FB ads	\$10.00		
Chair-ity & Wreath	Previous	\$1,202.31			Jul-21 Meeting Owl	\$999.00		\$1,202.31
Cookie Walk	Previous	\$1,752.80			Aug-21 Kanopy	\$43.00		\$1,752.80
Soup Supper	Previous	\$1,975.34			Aug-21 FB ads	\$19.83		\$1,975.34
Love My Library	Previous	\$4,446.27			Jul-21 LML / Proquest	\$1,330.33		\$3,734.02
Randy's Neighborhood	Jul-21		\$662.72		Aug-21 LML / Playdoh	\$24.99		
Midwest One (2018)	Sep-21		\$100.00		Oct-21 LML / Adult craft	\$56.53		
Mystery Dinner	Previous	\$1,234.24			Oct-21 LML / Book	\$15.17		\$1,234.24
Build-a-basket	Previous	\$4,627.32			Nov-21 LML / Halloweer	\$47.95		\$4,627.32
Wine & Beer Tasting	Previous	\$536.90			Nov-21 Kanopy	\$21.00		\$536.90
Snack & Candy Sales	Previous	\$306.61			Nov-21 Facebook Ads	\$38.15		\$320.41
	Jul-21		\$5.00					
	Aug-21		\$9.00					
	Sep-21		\$17.00					
	Oct-21		\$13.00		Oct-21 Candy	\$52.20		
	Nov-21		\$22.00					
Plant Sale	Previous	\$1,366.04						\$1,376.04
	Jul-21		\$10.00					
Mask Sales	FY21	\$150.00						\$162.00
	Jul-21		\$6.00					
	Aug-21		\$6.00					
Luggage tags	FY21	\$10.00						\$10.00
Coloring books	FY21	\$25.00						\$35.00
	Jul-21		\$5.00					
	Sep-21		\$5.00					
Yard Signs	FY 21	\$21.00						\$21.00
Dairy Queen Fundraiser	Previous	\$753.53						\$753.53
Country Junction / STEM	Apr-20	\$500.00						\$500.00
Randy's Market - Roundup	Oct-20	\$651.09						\$651.09
Quilt Fundraiser	Dec-20	\$150.00						\$150.00
DTSN fundraiser	Jun-21	\$36.00						\$36.00
Apparel sales	Nov-21		\$105.00		Nov-21 t-shirts	\$199.00		-\$94.00
Burrito Breakfast	Nov-21		\$325.00					\$325.00
Food Truck Fundraiser	Aug-21		\$30.00		Sep-21 FB ads	\$8.00		\$22.00
Amaryllis fee	Oct-21		\$240.00					\$448.81
	Nov-21		\$220.00		Nov-21 Supplies	\$11.19		
Wreath making fee	Nov-21		\$20.00					\$20.00
Donations								
Unspecified donations brought forward		\$1,207.88						\$1,207.88
BA Scherrman	Oct-17	\$1,000.00						\$2,050.00
	Sep-21		\$50.00					
	Nov-21		\$1,000.00					
Miscellaneous Donations Total Remaining								\$5,953.31
Lion's Club - LP	Previous	\$0.00						\$0.00
Usually donate in Jan								
Conscience Box	Previous	\$1,751.68						\$1,834.81
	Nov-21		\$19.70					
History Books & Coins	Previous	\$1,664.74						\$1,784.74
Genealogy Donation	Previous	\$93.86						\$108.86
	Nov-21		\$15.00					

Meeting Room Donation can redemption	Previous Oct-21	\$583.94	\$7.30						\$591.24
Adopt-a-book donations	Previous Nov-21	\$549.42	\$23.00	Aug-21 Nov-21	AAB titles AAB titles	\$30.80 \$91.70			\$367.87
Friends - bksale	Previous Nov-21	\$747.70	\$41.00						\$747.43
Friends - Scherrman memori	Jul-21		\$30.00	Nov-21	books	\$33.62			-\$3.62
Friends - pop-up library bks	Sep-21		\$500.00	Oct-21 Nov-21	books books	\$65.00 \$542.09			-\$107.09
Summer Reading Program 21	Previous	\$206.41							\$255.41
TACKL	Previous	\$751.90							\$757.76
Bequests & Specified donations - Total Remaining									\$28,502.31
Memorials or In Honor of Billie B. Rardin	FY18-21	\$2,098.38		Aug-21 Oct-21 Nov-21	LP materials books books	\$388.62 \$29.94 \$15.11			\$1,664.71
Shakira Ostwinkle Mem.	Oct-21		\$15.68	Nov-21	book	\$15.68			\$0.00
Memorials or "In Honor Of" - Total Remaining									\$3,739.71
GRANTS:									GRANTS:
1000 Books (DRA & Friends)		\$341.85							\$341.85
HRDP Digitizing Grant Need to close grant	Previous	-\$10,616.00							-\$10,616.00
StoryWalk® Grant / DRA	Previous								\$1,112.79
ALA / LTC Grant	May-21	\$2,074.00		Aug-21 Sep-21 Oct-21	LTC materials LTC mat / speak LTC books	\$1,103.97 \$457.85 \$129.80			\$382.38
State Library ARPA grant				Aug-21 Oct-21	Electronic mat. Hoopla	\$4,713.20 \$500.00			-\$5,213.20
DACF Grant - Hybrid gatherin	Oct-21		\$2,376.00	Oct-21	Meeting Owl	\$1,698.00			\$678.00
INTEREST DEPOSITS									
remaining from previous years		\$3,923.16							\$4,048.71
	Nov-21		\$23.62						
TOTAL DEPOSITS			\$8,744.40	TOTAL EXPENDITURES:		\$13,681.12	Balance		\$53,184.27

Per previous discussions, the following items are paid for out of income from fundraising efforts:

Kanopy streaming movie service	\$	249.00	FY 21 cost
Facebook ads / boost for programming	\$	201.15	FY 21 cost

K

Memorials and Donations November 2021

From: **Joyce Bries**
Donation: \$23.00
Fund: Library Trust Account
Restrictions: Adopt-a-book for specific title

From: **Apparel Sales**
Donation: \$105.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Candy and Snack Sales**
Donation: \$22.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Amaryllis Program / Materials Fee**
Donation: \$220.00
Fund: Library Trust Account
Restrictions: Amaryllis Program expenses

From: **Wreath making / Materials Fee**
Donation: \$20.00
Fund: Library Trust Account
Restrictions: Wreath Making Program supplies

From: **Anonymous**
Donation: \$15.00
Fund: Library Trust Account
Restrictions: Genealogy donation

From: **Burrito Breakfast Fundraiser**
Donation: \$325.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Betty Anne Scherrman**
Donation: \$1,000.00
Fund: Library Trust Account
Restrictions: Library collections and services

L

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

<p>Story Time – weekly program for preschool children (PreK)</p> <p>November 3, 2021 – 1 session; attendance was 6 children and 3 adults Time for preparation & performance – 2.5 hrs (pd) Supplies: 15 color copies, books, puppets, flannel board and playdough</p> <p>November 10, 2021 – 1 session; attendance was 4 children and 3 adults Time for preparation & performance – 3.5 hrs (pd) 1 hr (vol) Supplies: 15 color copies, copies, books, dice, and matching game</p> <p>November 17, 2021 – 1 session, attendance was 6 children and 3 adults Time for preparation & performance – 2.75 hrs (pd) 1 hr (vol) Supplies: 15 color copies, books, masks, yarn, ice cream coupons</p>	<p>In-person on-site; Zoom offered by not used</p> <p>Turtles and Tortoises Total attendance – 9</p> <p>Dinosaurs Total attendance – 7</p> <p>Dogs Total attendance – 9</p>
<p>Wee Read – weekly program for 0 to 3-year olds (PreK)</p> <p>November 3, 2021 – 1 session; attendance was 3 children and 2 adults Time for preparation & performance – .5 hrs (pd) Supplies: Included in Story Time above</p> <p>November 10, 2021 – 1 session; attendance was 2 children and 1 adults Time for preparation & performance – .5 hrs (pd) Supplies: Included in Story Time above</p> <p>November 17, 2021 – 1 session, attendance was 0 children and 0 adults Time for preparation & performance – 0 hrs (pd) Supplies: None</p>	<p>In-person on-site; Zoom offered by not used</p> <p>Turtles and Tortoises Total attendance – 5</p> <p>Dinosaurs Total attendance – 3</p> <p>Dogs Total attendance – 0</p>
<p>Out-Reads - Monthly Story Times to Daycares (C):</p> <p>November 2, 2021 Total attendance at 5 sessions – 81 children & caregivers; Time for preparation & performance – 2.25 hrs (pd) Supplies: Puppets and books</p>	<p>In-person off-site Fall</p>
<p>Checker's TV Weekly Watch Party (Tuesdays of each month) (C)</p> <p>November 2, 9, 16, 23, 30, 2021 Time for preparation & performance – 4 hrs (pd) Supplies: Computer and projection system, activity kits –</p>	<p>In person / onsite; Facebook & activity kits Total in person attendance: 4 Facebook Views / Engagements: 104 / 6 YouTube: 8 Kits distributed: 50</p>
<p>Hybrid Sit 'n' Stitch (Wednesdays of each month) (A)</p> <p>November 3, 10, 17, & 24, 2021 Time for preparation & performance – 2 hrs (pd) Supplies: Computer and Zoom software, Owl, Craft supplies provided by participants</p>	<p>Hybrid (In person & Zoom) Total attendance: 44</p>
<p>Euchre / Card Party (weekly program – every Thursday afternoon) (A)</p> <p>November 4, 11, & 18, 2021 Time for preparation & performance – 3 hr (pd) Supplies: Decks of cards</p>	<p>In person / Onsite Total attendance: 14</p>
<p>Branching Out (Tuesdays or Wednesdays at 11:00 am) (A) Unable to hold due to Covid 19</p>	
<p>Program at Ellen Kennedy Center – (Typically fourth Friday of each month) November 12, 2021 – Cancelled due to covid exposure</p>	
<p>Program at Mercy One Senior Care (Typically fourth Wednesday of each month) – Unable to hold due to Covid-19</p>	
<p>Books for Lunch Book Club (First Monday of each month) – <i>This Tender Land</i> (A)</p> <p>November 1, 2021 Time for preparation & performance – 1.25 hr (pd) Supplies: Books borrowed via ILL, available electronically; Computer and Zoom software</p>	<p>Hybrid (In person & zoom) Total attendance: 10</p>
<p>Hybrid Dungeons & Dragons Club (1st Tuesday of each Month) (GI)</p> <p>November 2, 2021 Time for preparation & performance – 2.5 hr (pd) Supplies: Used Discord and Roll20 to hold virtually as well as in person; D & D Books</p>	<p>Hybrid (In person & Discord) Total attendance: 5</p>

Building Creativity one Block at a Time (LEGO® program) (Monthly – varies) (C) November 6, 2021 Time for preparation & performance – 1.5 hrs (pd) Supplies: Legos® and boards	In person / Onsite Attendance: 3
Play-Doh Challenge (C) November 4-30, 2021 – Theme: Clothes Time for preparation & performance – .25 hrs Supplies: Play-doh & pans Sponsored by Ray Massey State Farm (2020 LML donation)	Passive / Kit program Kits taken: 0/ 0 submissions
Cricut with Christopher (GI) November 15, 2021 Time for preparation & performance - .25 hrs (pd) 3 hrs (vol) Supplies: Cricut machine; supplies provided by volunteer Lisa Christopher donated her time and talent to present this program	In person / On site Total participation: 3 Kits distributed: 5
A Novel Approach to Faith Book Club (A) November 16, 2021 Time for preparation & performance – 2 hrs (pd) Supplies: ILL books, available on Bridges ; Computer and Zoom software	Hybrid (In person & Zoom) Total attendance: 4
JKPL Writing Group (4 th Tuesday of each Month) (A) November 23, 2021 Time for preparation & performance – 1.5 hrs (pd) Supplies: Computer and Zoom software	Zoom program Total participation: 5
Coloring, Creating & Doing – Virtually (A) November 2021 Time for preparation & performance – 3.25 hrs (pd) Supplies: Copies of coloring pages and activities– available to pick up or curbside	Passive program Total participation: 124
Strength Training for Older Adults (A) November 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 presents Raya and the Last Dragon (GI) November 6, 2021 CANCELLED	In person / onsite
Strings Club (4 th Monday of each month) - Cancelled due to Covid-19.	
Game Night (4 th Friday of each Month) (GI) November 26, 2021 Time for preparation & performance – 3.5 hr (pd) Supplies: Board games	In person / On site Total attendance: 15
Final Friday Tech Virtual or in person Program (GI) (Last Friday of each Month) November 26, 2021 Time for preparation & performance – 1. hrs (pd) Supplies: None	Zoom or Walk in program Total attendance: 0
Upcycled Cards for any Occasion – Craft Gathering (GI) (Monthly) November 27, 2021 Time for preparation & performance – 1.5 hrs (pd) Supplies: Donated card fronts & card stock	In person / Onsite Attendance: 2
NaNoWriMo Kickoff November 1, 2021 Time for preparation & performance - .5 hrs (pd) 2 hrs (vol) Supplies: Computer and Zoom to record Darci Werner and Sue Bonebrake donated their time and talent.	Passive / Recorded Program Facebook Views / Engagements: 24/2 YouTube Views: 2

STEAM Fun Fridays: Discover Dinosaurs (C) November 5, 2021 Time for preparation & performance – 1.5 hrs (pd) Supplies: Sand, dinosaurs figures	In person / Onsite Attendance: 3
Adult Crafternoon: Book Turkey (GI) (monthly) November 8, 2021 Time for preparation & performance – 4 hrs (pd) Supplies: Old book, copy, glue Sponsored by FGH Delivery	Hybrid (In Person, Virtual, & Kit program) Facebook Views / Engagements: 31 / 3 YouTube views: 3 Kits distributed: 7 Attendance: 2
Social Issues Book Club – <i>Under a White Sky</i> (GI) November 11, 2021 Time for preparation & performance – 1.5 hrs (pd) Supplies: Books, Zoom, Laptop and Owl Funded by Libraries Transforming Communities grant	Hybrid (Onsite and Zoom) Participants: 2
STEAM Fun Fridays: Lego ® Dinosaurs (C) November 12, 2021 Time for preparation & performance – .5 hrs (pd) Supplies: Legos	In person / Onsite Attendance: 5
International Games Week: Super Smash Bros Tournament (YA) November 13, 2021 Time for preparation & performance – 1.25 hrs (pd) Supplies: Switch game, system and projection system	In person / Onsite Attendance: 3
Teen Craft: Ribbon Bookmarks (YA) November 15, 2021 Time for preparation & performance – 2 hrs (pd) Supplies: Ribbon, thread, button & needle	Passive / Take and Make Program Facebook Views / Engagements: 35 / 2 YouTube views: 2 Kits distributed: 15
Chat and Doodle Too (Third Tuesday of each month – started in September) (A) November 16, 2021 Time for preparation & performance – .25 hrs (pd) Supplies: Laptop, Zoom and Owl; Coloring pages and supplies	Hybrid (in person / zoom) Total participation: 0
Third Thursday Virtual Program – A Tale of Two Famines November 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 Attendance: 2
Whimsical Illustrations: Festive Garlands and Holiday Gnomes (A) November 18, 2021 Time for preparation & performance – .75 hrs (pd) 20 hrs (vol) Supplies: Pens, colored pencils, paper, misc. drawing supplies (provided by participants or presenter) Presented by Dianne Kramer	In person / Onsite Participants: 18
STEAM Fun Fridays: Pasta Dinosaurs (C) November 19, 2021 Time for preparation & performance – 1.75 hrs (pd) Supplies: Construction paper, copies, pasta, glue	In person / Onsite Attendance: 4
How To Get Your Novel Published (A) November 20, 2021 Time for preparation & performance – 1.75 hrs (pd) 3 hrs (vol) Supplies: Laptop and Zoom software Linda Degree donated her time to present this program.	Hybrid (In person, Zoom & Recorded) Facebook Views / Engagements: 30 / 7 YouTube Views: 1 Participants: 3

Transcendent Paranormal Society (GI) November 22, 2021 Time for preparation & performance – 2 hrs (pd) Supplies: Computer, Owl, Zoom Jim Winter and Allie Schmalz donated their time and talent.	Hybrid (In Person, Zoom, & Recorded) Facebook Views / Engagements: 74 / 4 YouTube views: 14 Attendance: 6
STEAM Fun Fridays: Coffee Filter Turkeys (C) November 26, 2021 Time for preparation & performance – 1 hrs (pd) Supplies: Clothespins, filters, markers, etc.	In person / Onsite Attendance: 0
Small Business Saturday: Game On (GI) November 27, 2021 Time for preparation & performance – .5 hrs (pd) 2 hrs (vol) Supplies: TACKL members available	In person / Onsite Attendance: 0
NaNoWriMo Check In (A) November 2, 9, 16, 23, 30, 2021 Time for preparation & performance – 3 hrs (pd) Supplies: Laptop and Zoom software	Zoom Attendance: 10
DiNovember Scavenger Hunt (C) November 1-30, 2021 Time for preparation & performance – 1.5 hrs (pd) Supplies: Copies; no prizes used as no submissions YouTube Views: 3	Passive Participants: 0
Upcycled Cards for any Occasion (GI) November 1-30, 2021 Time for preparation & performance – 1 hr (pd) Supplies: Donated card fronts & card stock	Passive program Kits distributed: 35
StoryWalk® - <i>Shark in the Park</i> (C) November 2021 Time for preparation & performance – 5.75 hrs 2 hrs (vol) Supplies: Picture books (3), color copies, and lamination Participant number is those who complete the online survey after walking the trail; we expect there are others that are not counted in this. Kim estimates about 1/3 of walkers complete survey so based on that, estimated attendance would be 180. Sponsored by DRA, Friends of the JKPL, and Richard Osterhaus Memorial.	Passive / outdoor program Participants: 60
Creation Station: Dinosaurs (GI) November 1-30, 2021 Time for preparation & performance – 2 hrs (pd) Supplies: Paper plates and construction paper	Passive / Make and Take Kits distributed: 4
Programs held in October but still hosted and available to view or engage with on social media November 1-30 2021 – 3 programs	Facebook Views / Engagements: 12 / 4 YouTube Views: 9

New guidelines for reporting target audience per State Library

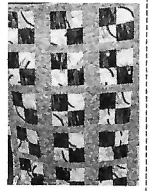
- PreK (0-5 yr old)
- C (6-11 yr old, includes programs for children of all ages 0-11)
- YA (12-18 yr)
- A (adults of all ages)
- GI (general interest, family, all ages)

M

Upcoming Events for December:

December 1—23: Layette Quilt Display and Sale Continues

The James Kennedy Public Library is partnering with the Dyersville Layette Ladies to share with you the work and talent of the Layette Ladies as well as raise some funds for both organizations. Several layette, lap, and larger size quilts made by the group are on display at the library. Purchase prices are \$25.00—\$50.00, depending on the size. Proceeds will be split between the Layette Ladies group and the JKPL. Photographs of the quilts are posted on the library's website and Facebook page. Purchases can be made while visiting the library or via curbside service. As quilts are sold, more will be added so check back often!



December 1—20: Holiday Drawing @ Your Library.

This holiday season checking items out from the library might win you a prize! We are hosting a holiday drawing and every time you check something out from the library you will get your name entered into a drawing to win a gift basket. There will be four baskets to choose from: Christmas cooking; Cozy Night In; Kids Activity; and Olaf. There will be one winner for each basket! Each person will get one entry into the drawing every time they check something out from the library between December 1-20 (one entry per transaction, not per item). Winners will be drawn and notified on December 21. The more times you visit the library, the more chances you have to win! All ages are welcome to enter the drawing.



December 1—31: Coloring, Creating and Doing @ Your Library. The JKPL is continuing to offer coloring pages, dot to dot, crosswords, sudoku, and other activities available for you to work on at home. These items can be picked up while at a library visit 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.

December 1—31: Creation Station Craft: Toilet Paper Roll Gingerbread Man. Stop in and craft in the Creation Station at the library or grab a kit and create at home! This month's activity is a Toilet Paper Roll Gingerbread Man. Kit will include most needed supplies and instructions. A video demonstration may also be available to view on the JKPL Facebook and YouTube channel. Kits available while supplies last.

Wednesdays, December 1, 8, 15, 22, & 29: Sit and Stitch from 1:00—3:00 pm. Grab your hobby and/or craft and come to the library and join other crafters in this fun gathering. There is lots of great company, conversation, and even some crafting! Participants are welcome to attend in person in the Hoffman Room or remotely via Zoom. New members are welcome to join at any time. Those unable to join in person are welcome to participate via Zoom. Please email librarian@dyersville.lib.ia.us by 10 am on the date of the gathering and an invitation will be emailed to you. The same zoom room link is used each week. If you are planning to participate in-person at the library, please register to save your seat, as space is limited. Those attending in person are encouraged to wear a mask.



Wednesday, December 1: A Laura Ingalls Wilder Christmas presented by Sarah Uthoff @ 6:30 pm

Explore the connections between Laura Ingalls Wilder and Christmas in a virtual event with presenter Sarah Uthoff. An older Laura shares Christmas memories and news the same year her daughter published a magazine article celebrating an old-fashioned Christmas. See the Wilder homesites decked out for Christmas featuring items that were originally given to and by Laura as Christmas gifts, and learn about how Christmas was celebrated a century ago. All ages are welcome.



Attendees may attend a livestream of this event at the James Kennedy Public Library or register to watch from home. Space is limited if you want to attend at the library so please register by calling the library. If you wish to watch from home, registration is required at <https://bit.ly/dbqWilder>. Registration deadline is Tuesday, November 30. This program will be recorded and the video will be available to view until January 31st online at the libraries' Facebook and YouTube channels. This event is sponsored by the James Kennedy Public Library, Carnegie-Stout Public Library, and the Dubuque County Library.

December 2—31: Play-Doh Challenge 2021. This month's challenge is "Toys." Sign up (in person or by phone) to receive your challenge kit, which includes 3 one-ounce containers of Play-Doh, a pizza pan, and a printout of the upcoming monthly challenges. Use your pan as a work surface to use the Play-Doh to create your version of the challenge theme. You keep the pan and the Play-Doh (feel free to use your own if you wish.) Once your creation is complete, take a picture of it and post it to the library's Facebook page or send the picture to the email listed on the printout. On the first Thursday of each month, a new challenge will be issued. This program is sponsored by Rex Massey/State Farm Insurance.

Thursday, December 2, 9, 16, 23, & 30: Euchre Card Party from 1:00—3:30 pm. Join us Thursday afternoons for cards in the Hoffman room. Come meet, teach, and play with other players. If interested please contact the library to register to save your seat, as space is limited. Walk-ins are welcome, if space allows. Those attending are encouraged to wear a mask.

Friday, December 3—Sunday, December 5: Cookie Walk Fundraiser!

Craving some special treats but don't have time to bake for yourself? Come to the library for the Cookie Walk Fundraiser! Guests will be able to purchase a dozen items for \$6.00 (or 24 for \$10.00). Choose from a delicious assortment of treats to be placed on a plate, covered, and decorated with a bow. Prepackaged plates may also be available. Items will be homemade by friends, volunteers, board members, and staff of the library. Cookies will be stored away from the public and handled only by staff and volunteers working the event. Sponsored by the Fundraising Committee of the JKPL. Hours are: Friday from 1—5 pm, Saturday from 10 am—5 pm, and Sunday from 1—4 pm.



Friday, December 3: S.T.E.A.M. Fun Fridays presents Circuit Trees from 3:30—5:00 pm. Children and families are invited to come every Friday afternoon to this weekly program to discover and create in the Library. Participants are welcome to come anytime between 3:30—5:00 pm to participate in the selected activity. Space is limited, but children are welcome to wait if all spots are full. All ages welcome. The activity for this week is Circuit Trees. We will be using our Squishy Circuits to create trees that light up like a Christmas Tree.

Saturday, December 4: Winter Holiday Fun Day from 9:30 am—12:30 pm

Families and children of all ages are invited to the library for a fun morning of winter and holiday themed activities. Kids can make a gingerbread house and make a fun snowflake craft that can be used as an ornament or window hanger. The library will provide stationery, stickers, stampers, and envelopes for kids to write a letter to Santa or a friend. The library's green screen will be all set up for pictures with a choice of winter or Christmas backgrounds. We will email the picture to you to use as you wish, or if time permits print one off for a memento. All ages welcome! Those attending are encouraged to wear a mask.



Saturday, December 4: Make a Mesh Wreath from 1:00—4:00 pm. Join us at this special session with local crafter Sheryl and learn how to make a mesh wreath! Cost is \$20.00 and includes all needed supplies for 1 wreath. Includes: mesh, ribbons, wreath form, and decorations. There is only space and supplies for 8 participants. Registration is required by paying the fee ahead of time. Participants are encouraged to bring their own scissors and glue gun if they have them.



December 8—January 5: Junior Duck Stamp Exhibit. The library is happy to have on display the winners from the 2020-2021 Junior Duck Stamp Art Competition. The JDS Art Competition is the culmination of the Junior Duck Stamp educational program where students may express their newfound knowledge of the waterfowl they studied by drawing, painting, or sketching a picture of an eligible North American waterfowl species. Come take a look at the work of these talented young artists!

Monday, December 6: Books for Lunch Book Discussion @ 12:00 noon. This group gathers on the first Monday of each month at noon. This month the group will discuss *Start Without Me* by Joshua Feldman. Copies of the book are available to borrow from the library. Participants are welcome to attend in person in the Hoffman Room or remotely via Zoom. New members are welcome to join at any time. If you need a link to the Zoom room, please email librarian@dyersville.lib.ia.us by 10:00 am on the day of the program and an invitation to the Zoom room will be emailed to you. If you are interested in participating in-person at the library, please contact the library to register to save your seat, as space is limited. Those attending in person are encouraged to wear a mask.

Tuesdays, December 7, 14, 21, 28: Checkers Library TV Watch Party from 4:00—5:00 pm

The JKPL is pleased to offer an on-demand children's program series from Checkers Library TV called *The Reading Road Trip: Full STEAM Ahead*. *The Reading Road Trip* is a weekly educational entertainment program starring Checkers the Inventor, his robot sidekick and a variety of visitors. With a mix of book recommendations, arts and crafts, health and wellness tips, short films, and more, there is something for everyone in each episode. This program is supported by the Institute of Museum and Library Services under the provisions of the American Rescue Plan Act as administered by the State Library of Iowa.

A new video will be released weekly and kids can come to the library to watch the program and then complete some fun related activities. These programs are for kids in kindergarten thru fourth grade. Registration is encouraged as space is limited, but walk-ins are welcome if space allows. A related activity kit can be picked up in the Creation Station at the library. The videos can also be watched on demand on the JKPL Facebook page and YouTube Channel. However, the videos on YouTube are unlisted so contact the library to get the URL link. The weekly themes are:

Winter (12/7)

Games & Puzzles (12/14)

Holidays (12/21)

New Years & Art (12/28)



Tuesday, December 7: Dungeons and Dragons Players Club @ 6:00 pm. Join us for this monthly gaming event for D & D players that meets in-person or you can join remotely via Discord. This group meets the first Tuesday of every month and new players of all ages and skill levels are welcome. The library has materials available but feel free to bring your own. There is a 10 person maximum for in-person attendance so please contact the library to register to save your seat. To join via Discord, contact Paul at Pzurawski@dyersville.lib.ia.us by 2:00 pm the day of the program to receive the server invite. Masks are encouraged for those attending in person.

Wednesday, December 8: National Brownie Day! Every year brownie lovers celebrate National Brownie Day and this year the JKPL is joining the celebration by creating a brownie themed activity kit.

- Each kit will include supplies to make your own chocolate brownie in a mug (you will need to provide some ingredients), recipes, activity and trivia sheets.
- There will also be a cookbook that has been donated or culled from the library collection that you are welcome to keep, pass on to a friend, or return if you wish.
- A selection of food related cozy mysteries (because what goes better with enjoying a brownie than reading?) will be available for staff to check out to anyone who takes a kit. The mystery books need to be returned but everything else is yours to keep.
- So stop in the library starting December 6 to pick up your kit. Kits available while supplies last.



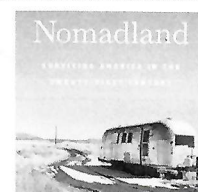
Wednesday, December 8: A Whimsical Winter Wonderland with Dianne Kramer @ 6:00 pm

Join us for a special holiday-themed Whimsical Illustrations class! We'll draw all things Christmas: gingerbread characters, glowing candles, tree ornaments, mittens, fairy lights, banners, and more—perfect for holiday cards, decorations, and personal journals. Please bring the following materials: pencil, eraser, fine-tipped black pen, and colored pencils. All other materials will be supplied. Registration is required by December 6 as space is limited. Come to the library to see a display of the types of drawings we'll do in class.



Thursday, December 9: Social Issues Book Club @ 6:00 pm

In this 6 month series, participants will read one book each month that highlights a particular social issue and discuss it at a meeting. The theme and book for this month is: Income Inequality; *Nomadland: Surviving America in the Twenty-First Century* by Jessica Bruder. Copies of each book are available to borrow from the library. Feel free to attend any or all of these sessions. This program series was made possible by the *Libraries Transforming Communities: Focus on Small and Rural Libraries Grant* from the American Library Association.



This book club will be a hybrid program where participants can attend in-person or via Zoom. Please register at <https://bit.ly/YASOCIALISSUES> if you want to attend virtually and the link will be emailed to you. If you are interested in participating in-person at the library, please contact the library to register to save your seat, as space is limited. Those attending in person are encouraged to wear a mask.

Friday, December 10: S.T.E.A.M. Fun Fridays presents Popsicle Stick Santa from 3:30—5:00 pm. Children and families are invited to come every Friday afternoon to this weekly program to discover and create in the Library. Participants are welcome to come anytime between 3:30—5:00 pm to participate in the selected activity. Space is limited, but children are welcome to wait if all spots are full. All ages welcome. The activity for this week is Popsicle Stick Santa where we use popsicle sticks to make a Santa ornament.

Saturday, December 11: Teen Bad Karaoke @ 2:00 pm

Teens ages 13 and up are encouraged to join us as we use the library's karaoke machine to sing our hearts out and have fun while doing it. Those attending are encouraged to wear a mask. Please register by 11:00 am on the day of the event. Registration is required as space is limited.



Sunday, December 12: Christmas Movies @ Your Library presents "Elf" @ 2:00 pm. Due to social distancing, we can only host 20 people maximum at the movie showing. Please contact the library to reserve your spot. Walk-ins welcome if space allows. No snacks will be served but attendees are welcome to bring their own. Those attending are encouraged to wear a mask. Movie is Rated PG, 97 minutes.

Monday, December 13: Adult Crafternoon—Making a Cocoa Ornament from 3:00—6:00 pm (and Take-and-Make!) Join us in person as we gather together to create something that also celebrates National Cocoa Day! Drop in the library anytime between 3 and 6 pm to put together your own Cocoa Ornament. If you prefer, you can pick up a take-and-make kit and craft on your own at home. The instructional video for how to do the craft will be posted on both the library's Facebook and YouTube pages starting December 14 and kits will be available while supplies last. If you are planning to create at the library, stations will be set up in the Hoffman Room to allow for social distancing and masks are encouraged. If all spaces are taken, please wait until someone finishes before starting. Adult Crafternoon programs are sponsored by FGH Delivery.

Tuesday, December 14: Inspirational Fiction: A Novel Approach to Faith 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 *The Nature of Fragile Things* by Susan Meissner. Books are available to borrow from the library. This group is meeting in person but those who wish to participate over Zoom are also welcome. If you are interested in participating in-person at the library, please contact the library to register to save your seat, as space is limited to 10 attendees. If you are interested in attending via Zoom, please register by 12 noon on the day of the program at <https://bit.ly/NOVELAPPROACH> so a link to the Zoom room can be emailed to you. Those attending in person are encouraged to wear a mask.

Thursday, December 16: A Hoover Presidential Christmas Message @ 6:00 pm. Details to come. The JKPL has partnered with the Hoover Presidential Library to present their 3rd Thursday Virtual Programs.

Friday, December 17: S.T.E.A.M. Fun Fridays presents Peppermint Slime from 3:30—5:00 pm. Children and families are invited to come every Friday afternoon to this weekly program to discover and create in the Library. Participants are welcome to come anytime between 3:30—5:00 pm to participate in the selected activity. Space is limited, but children are welcome to wait if all spots are full. All ages welcome. The activity for this week is Peppermint Slime where we will be making slime with a Christmas twist.

Friday, December 17: Game Night @ Your Library @ 6:00 pm. Bring your favorite game (card game, board game, role playing game, or video game) and meet, teach, and play with others! Game night is held on the 4th Friday of every month. All ages welcome. If you want to attend, please contact the library as registration is required as space is limited. Those attending in person are encouraged to wear a mask. *Note: the date has been changed for this month due to Christmas.*

Saturday, December 18: Building Creativity One Block at a Time: a LEGO® program from 1:00—2:00 pm. This month's theme is "Holiday Party". This program is for all ages but children under 7 must be accompanied by an adult or older partner. This LEGO® program is part of a monthly LEGO® building block program at the library sponsored by DuTrac Community Credit Union. Each month there is a theme to help inspire creativity. Photos of the creations are displayed in the children's area of the library and on the library's social media pages. All children who participate have their names entered into a quarterly drawing for a special LEGO® related prize provided by DuTrac. There is a 15 person maximum for this program so registration is required. Please contact the library to register. Walk-ins welcome if space allows. Masks are encouraged.



Monday, December 20: Cricut with Christopher presents Paper Flowers @ 6:00 pm. Come learn about the Cricut Maker from local expert Lisa Christopher and make paper flowers. Participants should be 14 or older but children age 8 and up are welcome if accompanied by an adult. Registration is required as attendance is limited to 10. Walk-ins welcome if space and materials allow. Cricut with Christopher will typically be held monthly on the third Monday of each month.



Tuesday, December 21: Chat and Doodle Too @ 6:00 pm. Join us for this new monthly arts and crafts social gathering. Relax together in person, or via Zoom, by drawing, coloring, doodling, working on puzzles, crafting or anything you enjoy doing. Guests will work independently on their own projects while enjoying the companionship of others, either together in the library Hoffman Room or virtually via Zoom. If wanted, the library will provide colored pencils, markers, coloring pages, and misc. activity pages for participants to enjoy in the library or they can be picked up in advance. Call or stop in the library to register to attend in person, or sign up at <https://bit.ly/ChatDoodle> to receive a zoom link to attend virtually.

Wednesday, December 22: Strings Attached Holiday Celebration @ 6:00 pm

Local musical group, Strings Attached, is returning to the library so come listen as they perform some holiday favorites! In-person space is limited so registration is requested and a virtual option is planned. More details to come. Walk-ins are welcome if seating is available. This group is composed of Gary and Chris Bramel, Joe Schmitt, and Dan & Sue Engelbrecht. Please contact the library to register to attend in person or receive information about how you can participate virtually.



Holiday Hours:

Thursday, December 23: Library closes at 5:00 pm

Friday, December 24 — Sunday, December 26: Library closed for Christmas

Saturday, January 1: Library closed



Tuesday, December 28: JKPL Writing Group @ 6:30 pm. Join us this month in person at the library, or remotely via Zoom, for a sharing session with writers of all types including poetry, memoir, fiction, or nonfiction. New members are welcome to join at any time. If you want to participate via Zoom, please register by 11:00 am on the day of the event at <https://bit.ly/JKPLwriting>. If you want to attend in person, please contact the library as registration is required as space is limited. Those attending in person are encouraged to wear a mask.

Friday, December 31: Family New Year's Celebration Activity Kit. Looking for ways to celebrate New Years Noon, or New Year's Eve, with the family? Stop by the library and grab one of our New Year's Activity Kits! Each kit will come with multiple activities for the whole family. These kits will be available to pick up starting December 30. Kits available while supplies last.

Friday, December 31: S.T.E.A.M. Fun Fridays presents LEGO Ball Drop from 3:30—5:00 pm. Children and families are invited to come every Friday afternoon to this weekly program to discover and create in the Library. Participants are welcome to come anytime between 3:30—5:00 pm to participate in the selected activity. Space is limited, but children are welcome to wait if all spots are full. All ages welcome. The activity for this week is a LEGO Ball Drop where we will be making a New Year's Tower out of LEGO.

Don't miss out on these upcoming 2022 events!



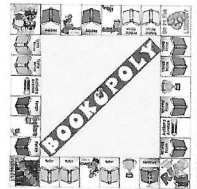
**Murder Mystery Dinner Fundraiser
Saturday, March 5**

The JKPL is excited to announce the return of the annual Mystery Dinner Fundraiser. This event will feature a new show by the Die Laughing Murder Mystery Group and a meal catered by J & D Catering. This special event will be held at the Dyersville Social Center. Watch for more details to be announced. Please contact Shirley at the library if you are interested in purchasing tickets early for holiday gifts!



**Winter Book-opoly Challenge Begins
Sunday, January 2**

The JKPL is once again offering a winter library program but this year participants will be using a Book-opoly game board to track what they are reading or doing at the library and earn prizes. All ages of readers are welcome and participants can sign up as individuals or as teams. Stop in the library to register and get your game board on or after January 2. This winter Book-opoly Challenge will run from January 2 thru February 28 and all entries must be received by March 4 to be included in the drawings.



Digital Access to the Dyersville Commercial

The JKPL is happy to announce that you can now view archives online of the Dyersville Mercury and Dyersville Commercial newspapers from 1859-2020. Currently, you can only access this archive from within the library on one of the library's public use computers or on your own device using the library's Wifi. To get started go to the library's website at www.dyersville.lib.ia.us and go to the Online Services tab. Access to the archives is the first option on the page. This project is supported by the State Historical Society of Iowa, Historical Resource Development Program & Friends of the JKPL.



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

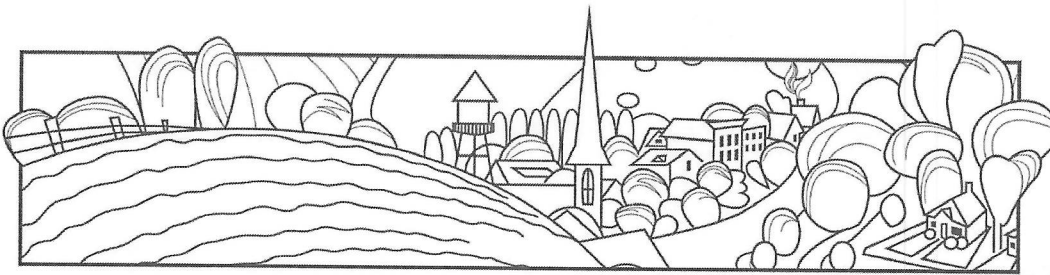
- *Sign up for our weekly email newsletter
- *Visit our website at www.dyersville.lib.ia.us
- *Like us on Facebook
- *Follow us on Twitter: @dyersvillelib
- *Follow us on Instagram: jameskennedylibrary
- *Follow us on Goodreads: James Kennedy Public Library
- *Follow us on YouTube: James Kennedy Public Library



LIBRARY HOURS

*Library hours from Labor Day to Memorial Day
(excluding holidays) are:*

Monday thru Thursday: 9:00 am—8:00 pm
Friday & Saturday: 9:00 am—5:00 pm
Sundays: 1:00—4:00 pm




COMMUNITY FOUNDATION
of Greater Dubuque

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

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

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

⌘ JAMES KENNEDY PUBLIC LIBRARY ENDOWMENT ⌘

	Current Month	Year-To-Date
	October 1, 2021 - October 31, 2021	January 1, 2021 - October 31, 2021
BEGINNING FUND BALANCE	12,991.99	5,145.89
Gifts	0.00	7,311.53
Investment Income (Loss)	583.54	1,248.74
Other Income	0.00	0.00
Grants Approved	0.00	0.00
Fees	-18.99	-149.62
Fund Expenses	0.00	0.00
ENDING FUND BALANCE	13,556.54	13,556.54

Available to Spend: 0.00

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

Notes from Strategic Planning meeting with Becky – 11/16/21

The new planning document from PLA has been published: *Strategic Planning for Public Libraries*. Shirley and Becky spent some time discussing this document and in what capacity it could be used instead of or in addition to the PLA Planning for Results model the library has used in the past. While this new document has some pieces that are very helpful – like guidance on writing a vision statement and mission statement - both felt it was somewhat lacking. Instead of having a list of suggested Service Responses for libraries to select and focus upon, it talks about independently identifying three to five Strategic Priorities based upon locally identified trends, needs and aspirations. Becky and Shirley concluded that this process would be too challenging for the JKPL to do at this time.

At the end of their meeting, Becky and Shirley recommend the following steps for development of the JKPL Strategic Plan. These are modified slightly from the process underway.

- Becky will summarize the information she has gathered from the phone interviews and share that with Shirley on or before November 29.
- The JKPL Strategic Planning Committee will meet with Shirley to review this information and the eighteen PLA Strategic Planning for Results Service Responses. This committee will narrow down this list to eight to ten Responses / Priorities for the focus group to consider and decide how many Priorities they want the focus group to select. The recommended number is three to five. The committee can merge responses together, remove, or consider adding something new. This information will be shared with Becky before December 5.
- Sunday, December 5 from 1 to 4 pm, Becky will facilitate the in-person community focus group gathering. This group will answer the same three questions asked during the phone interviews and brainstorm based on those questions and answers. They will review current library information, most likely using the JKPL Annual Report as the information resource, as well as general Dyersville census and demographic data. They will then review the selected Responses / Priorities and narrow them down to three to five to be included in the final plan.
- At the January 11 regular board meeting, Becky will attend via Zoom. She will provide a summary of the process to date and the results of the phone interviews and the focus group meeting (45 minutes).
- Special Board Work Session on January 13 – Board will develop Mission Statement and Vision Statement (2 hrs estimate)
- Special Board Work Session on January 18 – Board will develop 3 to 5 goals for each of the selected service priorities. (2 hrs estimate)
- Staff work session on Saturday, February 19 to write SMART objectives.
- Final draft to be presented to Board for review and approval at March 8, 2022 Board meeting

Strategic Planning Committee – December 1, 2021 at 5 pm

The Strategic Planning Committee of the JKPL met at 5:00 pm on Wednesday, December 1, 2021. Present were Karen Kramer, Catherine O’Hea, Angela English, and Danielle Will.

The notes created by Becky Heil following her phone interviews with community stakeholders were reviewed. The committee read and discussed these notes, commenting on trends, issues, concerns and possible priorities. They then looked at the PLA Strategic Planning for Results Service Responses. This document is included with this report. There are eighteen responses and the committee was tasked with *identifying no more than ten to move on to the next step, based on the information gathered at the phone interviews*. The following ten service responses were selected:

- Be an Informed Citizen: Local, National, and World Affairs
- Celebrate Diversity: Cultural Awareness
- Literacy for All – combining Create Young Readers: Early Literacy and Learn to Read and Write: Adult, Teen and Family Literacy
- Express Creativity: Create and Share Content
- Know Your Community: Community Resources and Services
- Make Career Choices: Job and Career Development
- Make Informed Decisions: Health, Wealth, and Other Life Choices
- Satisfy Curiosity: Lifelong Learning
- Stimulate Imagination: Reading, Viewing, and Listening for Pleasure
- Understand How to Find, Evaluate, and Use Information: Information Fluency

The Committee was also asked to decide on how many service priorities is appropriate for inclusion in the final plan. Becky stated that it is usually three to five, with four being the most common. The committee settled on five because it provides the most opportunity for growth, success, and meeting needs of the community.

The meeting concluded with the committee discussing the logistics and attendance at the in-person community stakeholder focus group meeting scheduled for Sunday, December 5, 2021 from 1 to 4 pm.

PLA STRATEGIC PLANNING FOR RESULTS c2008

SERVICE RESPONSES

Be an Informed Citizen: Local, National, and World Affairs

Residents will have the information they need to support and promote democracy; fulfill their civic responsibilities at the local, state, and national levels; and fully participate in community decision-making.

Build Successful Enterprises: Business and Non-profit Support

Business owners and non-profit organization directors and their managers will have the resources they need to develop and maintain strong, viable organizations.

Celebrate Diversity: Cultural Awareness

Residents will have programs and services that promote appreciation and understanding of their personal heritage and the heritage of others in the community.

Connect to the Online World: Public Internet Access

Residents will have high-speed access to the digital world with no unnecessary restrictions or fees to ensure that everyone can take advantage of the ever-growing resources and services available through the Internet.

Create Young Readers: Early Literacy

Children from birth to age five will have programs and services designed to ensure that they will enter school ready to learn to read, write, and listen.

Discover Your Roots: Genealogy and Local History

Residents and visitors will have the resources they need to connect the past with the present through their family histories and to understand the history and traditions of the community.

Express Creativity: Create and Share Content

Residents will have the services and support they need to express themselves by creating original print, video, audio, or visual content in a real-world or online environment.

Get Facts Fast: Ready Reference

Residents will have someone to answer their questions on a wide array of topics of personal interest.

Know Your Community: Community Resources and Services

Residents will have a central source for information about the wide variety of programs, services, and activities provided by community agencies and organizations.

Learn to Read and Write: Adult, Teen, and Family Literacy

Adults and teens will have the support they need to improve their literacy skills in order to meet their personal goals and fulfill their responsibilities as parents, citizens, and workers.

Make Career Choices: Job and Career Development

Adults and teens will have the skills and resources they need to identify career opportunities that suit their individual strengths and interests.

Make Informed Decisions: Health, Wealth, and Other Life Choices

Residents will have the resources they need to identify and analyze risks, benefits, and alternatives before making decisions that affect their lives.

Satisfy Curiosity: Lifelong Learning

Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives.

Stimulate Imagination: Reading, Viewing, and Listening For Pleasure

Residents who want materials to enhance their leisure time will find what they want when and where they want them and will have the help they need to make choices from among the options.

Succeed in School: Homework Help

Students will have the resources they need to succeed in school.

Understand How to Find, Evaluate, and Use Information: Information Fluency

Residents will know when they need information to resolve an issue or answer a question and will have the skills to search for, locate, evaluate, and effectively use information to meet their needs.

Visit a Comfortable Place: Physical and Virtual Spaces

Residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.

Welcome to the United States: Services for New Immigrants

New immigrants will have information on citizenship, English Language Learning (ELL), employment, public schooling, health and safety, available social services, and any other topics they need to participate successfully in American life.

Notes from the November 17, 2021 meeting of the Fundraising Committee:

The fundraising committee of the James Kennedy Public Library met in person at 5:15 pm on Wednesday, November 17, 2021. Participants were chairperson Catherine O'Hea and members Karen Kramer, Marcus Ingles and Shirley Vonderhaar. Brenda Ingles was excused.

Breakfast Fundraiser (breakfast burritos): This new event will be held on Saturday, November 27 in conjunction with Shop Small / Shop Local Saturday from 7 to 10 am. Price is \$4.00 for a burrito and \$5.00 for a meal (includes small milk or juice and pumpkin cookie.) Marcus is leading this project and reported that everything is in place. We are planning to prepare and serve 40 burritos and they will be available until 10 am or until sold out. Marcus and Karen will work the event and Paul will be available from 6:30 to 8:34 am to help with set up and as needed. Midwest One will donate napkins and cup lids. Catherine will bring these to the library on the 18th so staff can see what cups they may fit. Library staff will have canopy, sandwich boards, money (for making change) and aprons ready for use. Since this is a new event, publicity will be our normal posters, social media, etc. Marcus and Paul will do a Facebook Live video during set up.

Selling apparel: Marcus plans to have order forms soon. The committee will decide on pricing via an email discussion so that we can start selling them as soon as details are worked out.

Christmas Cookie Walk: The cookie walk is scheduled for Friday, December 3, from 1 pm to 5 pm, Saturday, December 4 from 10 am to 5 pm, and Sunday, December 5, from 1 pm to 4 pm. Library staff and volunteers have been calling potential donors and have received a generally positive response. Donors were asked to deliver their sweet treats to the library on Thursday but items will be accepted anytime that is convenient for the donor. When accepting donations, staff will document when items arrive and, if possible, we will try to quarantine items for 12 to 24 hours before they are included in plates.

Shirley shared a potential procedure with using a selection form for the purchasers to select items for their plates and volunteers filling the plates. The committee felt this procedure would work. Cookies will be stored away from the public and handled only by staff and volunteers working the event. If possible, twenty-four different varieties will be available to select from at all times and varieties will be switched out as they sell out.

Shirley reported a few Board members had responded to the request for volunteers but she hadn't heard from everyone yet. She will put together a schedule and email that out on Friday (before she leaves for vacation.)

All supplies needed are on hand, except bows. The committee made some bows during the evening and will reach out to Sue Engelbrecht to see if she can make more.

Publicity for this event will include the routine publicity of posters, calendar of events, PSAs, and social media posting as well as JKPL, Chamber and KDST websites. We will boost on Facebook, request to put on bank marques and put out the sandwich boards

(weather permitting) on the dates of event. The committee also requests that someone from the marketing committee do a radio interview featuring this event as well as the other holiday activities the JKPL has planned.

Set date for next meeting: The next meeting date was discussed but not decided upon because the committee wasn't sure if they would need to meet again before the Cookie Walk. They will communicate via email and meet as needed.

Notes from the December 1, 2021 meeting of the Fundraising Committee:

The fundraising committee of the James Kennedy Public Library met in person at 6:15 pm on Wednesday, December 1, 2021. Participants were chairperson Catherine O'Hea and members Karen Kramer, and Shirley Vonderhaar. Brenda and Marcus Ingles were excused.

Wreath-it-up: All of the wreath had bids but they were not as high as other years. Not everything has been picked up yet so Shirley hasn't totaled everything.

Breakfast Fundraiser (breakfast burritos):

This new event was held on Saturday, November 27 in conjunction with Shop Small / Shop Local Saturday from 7 to 10 am. The price was \$4.00 for a burrito and \$5.00 for a meal (includes small milk or juice and pumpkin cookie.) Marcus and Brenda donated most of the ingredients. And Midwest One donated napkins and cup lids. Marcus and Karen will work the event and Paul will be available from 6:30 to 8:30 am to help with set up and as needed. Profits were \$315. All items were sold and several people made donations, including Dan Evans (COO – Field of Dreams), who indicated he was interested in working with and supporting the library. The Facebook Live video brought in some people. The consensus of the committee was this was an easy, profitable event that could be held more often – maybe quarterly. Event could be tied to something (like this one with Small Business Saturday) or scheduled independently. Unless there is something special going on downtown, the event will start at 9:00 am and run until 11:00 am or until all items are sold. The committee also talked about offering a free cookie or something to anyone who attended who showed a receipt from a local business – as a way to support the businesses in town.

Quilt Sale: The Layette Ladies Quilt Display started on November 15 and continues until December 23. Quilts are available to purchase ranging in prices from \$20 to \$50. The library receives \$10 of each quilt sold. So far, no quilts have been sold.

Cookie Walk: The cookie walk is scheduled for Friday, December 3, 2021 from 1 to 5 pm, Saturday, December 4 from 10 am to 5 pm, and Sunday, December 5, from 1 to 4 pm. Shirley reported that most people who were called about donating sweet treats seemed happy to do so and were excited the sale was back. The committee decided that we would put one example of each item out for people to see and select from. Two dozen different varieties would be available to select from at a time. Shirley made a selection form and purchasers will use the form to identify the treats they want. All of the treats will be stored in the multipurpose program / game room with the door shut and workers entering the room will be masked and use gloves when plating. When someone comes up with an order, the volunteer will fill the plate and hand it out. The second volunteer will put in the bag, seal with the bow, and take the money.

With the space an organization, 2 or 3 workers at a time should be good. Shirley and Marcus will work Friday with Catherine coming after work; Danielle, Karen, Shirley, and Sabrina (Shirley's daughter) will work Saturday morning; Catherine and Shirley will

work Saturday afternoon, and Danielle and Sue will work Sunday. Workers are encouraged to wear JKPL t-shirts. The event is scheduled to be posted on the bank marquee and sandwich boards are ready to go. The marketing committee was not able to get a radio interview scheduled. The committee decided we would NOT plate and give away cookies to business partners this year.

Apparel: Marcus plans to have the pricing and color options ready to go at the Cookie Walk. In addition to regular t-shirts for \$15.00, people will be able to purchase long sleeve t-shirts for \$20 and hooded sweatshirts for \$35.00.

Soup Lunch and Dinner Fundraiser: This event is scheduled for Monday, January 10 for both lunch and dinner. Because we sold out in 2021, the committee decided we need to plan enough for 150 services (instead of 100 servings). Depending on serving size, we will need approximately 20 gallons of soup to make 150 servings. In the past, each board and fundraising committee member was asked to donate at least one ice cream tub (4 to 5 quart) of either chili or chicken noodle soup. We will need to increase this amount. The committee will ask the Board to commit to what they are able to donate and then decide on who will make the rest. Donations will need to be at the library by closing on Sunday, January 9 so can start reheating early on Monday (unless someone is making Monday morning and bringing fresh / warm).

Soup will again be available for lunch and dinner with service from 11:30 am to 1 pm and 4:30 to 6 pm (or until we run out. This will again be a carry out event and we will manage as we did last year with designating four parking stalls for people in the parking lot. We will see if we can move a phone into the Hoffman Room with a designated phone number but we can also watch for people to drive up. Also, since the library is now fully open, people could come and order / pick up in person.

Menu will be soup (approx. 10 to 12 oz), bun, crackers, and sweet treat for dessert. Shirley will check what supplies we have on hand but we will definitely need soup bowls with lids and buns. Karen will check with Fareway about donating the buns and the committee will ask Brenda to see if Randy's would donate the soup bowls and lids (because they have both donated these in the past). If there are a lot of cookies left from the cookie walk, these could be used for the dessert. The committee will make that decision at their next meeting.

Cost will again be \$6.00 per meal or \$3.00 for a bowl of soup only. The committee also discussed offering to sell the soup by the quart or larger quantity as part of evening service or take requests and fill if have left overs. They will decide this at their next meeting as well.

Publicity and marketing for this event will include all of the typical things of social media, posters, calendar of events, etc. We ask that the marketing committee again try for a radio interview to discuss this event and the Love My Library event. We will also request that it be posted on the bank marques and do a Facebook Live event. Businesses and organizations interested in placing larger orders are encouraged to call ahead.

We will need workers for 11:30 to 1 and 4:30 to end. We suggest at least three people per shift and if possible that they come 30 minutes early to prep bags. Board members should let Shirley know what soup they are planning to donate and also when / if they are able to work so we can put together a schedule.

Love My Library Giving Tree: This event will start Monday, January 10 and run until the end of February. Library staff will be putting together wish lists in the next few weeks and Shirley will again send out letters to all area Chamber members and past donors. Putting signage and hearts with the donations in the library window worked well in 2021 so we will repeat that for this year. We will also post on social media: “Thank you to ... for donating ... to the 2022 JKPL Love My Library Fundraiser.”

Build-a-Basket Fundraiser: This annual event will run from February 1 to April 10. Donors will be able to sign up / pick up baskets in February with the silent auction to run during March and April.

Mystery Dinner: This event is scheduled for Saturday, March 5 at the Social Center. The committee will make decisions regarding audience size, menu, cost, etc. at a future meeting.

Wine and Beer Tasting: This annual event normally takes place during National Library Week – which is April 3-9, 2022. It was not held in 2020 or 2021 due to Covid. The committee will discuss again at a future meeting, noting the sooner decisions are made the better it is for potential vendors.

Set date for next meeting: The next meeting date was discussed but not decided upon. Committee will meet before January 10 to finalize details for the Soup Fundraiser.

FY23 Budget Work Session Schedule

All Departments must have budgets completed by Monday, January 3, 2022. If you have any other questions, please let Mick know.

January 10	Goal Setting with Pat Callahan from Callahan Municipal Consultants, LLC	
January 17	Council Meeting	Set Date for Notice of Maximum Property Tax Hearing for February 7, 2022 (SF 634)
February 7	Council Meeting Budget Review	Public Hearing of Maximum Property Tax City Administrator Budget Report Public Safety – Police, Fire & Emergency Management Health & Social Services General Government – Police & Administration / Economic Development
February 14	Budget Review	Culture & Recreation – Library / Park & Recreation Public Works Water, Sewer & Solid Waste
February 21	Council Meeting	
February 28	Budget review	Revenue Debt Capital Improvements Review of Complete Budget
March 7	Council Meeting	Set Date of Public Hearing for FY23 Budget March 21, 2022
March 21	Council Meeting	Public Hearing Resolution to Approve FY23 Budget