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Regular Library Board Meeting

Tuesday, May 10, 2022
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 Minute of Previous Meetings: April 12, 2022 Regular Meeting and April 28, 2022 Special Meeting
 - Approve April Librarian's Report
 - Approve Bills:
 - May Bills
 - Claims Report for April
 - April & May Credit Card Claims
 - Budget Reports
 - April City Report
 - April Library Report
 - Trust Account Reports
 - April Bank Statements
 - April Balance Report
 - Trust Account Expenditure Report
 - April Donations Report
 - Program Reports
 - April Report of Programs and Attendance
 - May 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. Executive Committee Report
 - Discussion on Expiration of Terms for Current Board Members
6. Fundraising Committee Report
 - Notes from May Discussions
7. Furnishings, Art & Facilities Committee Report
8. Personnel Committee Report
 - Notes from May Discussions
 - Consider approval of JKPL Job Descriptions
 - Consider approval of JKPL Compensation Plan
9. Finance Committee Report Discussions
 - Notes from May Discussions
 - Consider approval of Revised JKPL Hours of Operation
 - Consider approval of compensation adjustments for FY22
 - Consider approval of FY23 JKPL Operating Budget
10. Marketing Committee Report
11. Policy Committee Report
12. Meetings and Training
 - City Council Attendance
 - Board Training
 - Upcoming
 - Recently Attended
13. Oral Presentations
14. Adjournment

Information for joining the 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.

Hello Board Members:

Here is the packet for the Regular May Board meeting, which is scheduled for Tuesday, May 10, 2022 at 6 pm. Hope you can all make it!

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication - **None**
 - Approve Minute of Previous Meetings: April 12, 2022 Regular Meeting and April 28, 2022 Special Meeting – **A & B**
 - Approve April Librarian's Report - **C**
 - Approve Bills:
 - May Bills - **D**
 - Claims Report for April - **E**
 - April & May Credit Card Claims - **F**
 - Budget Reports
 - April City Report - **G**
 - April Library Report - **H**
 - Trust Account Reports –
 - April Bank Statements – **I1 & I2**
 - April Balance Report - **J**
 - Trust Account Expenditure Report - **K**
 - April Donations Report - **L**
 - Program Reports
 - April Report of Programs and Attendance - **M**
 - May Schedule of events - **N**
 - Schedule for upcoming programs – **O (Not included – will post later and replace whole document)**
 - Grant Report – **The DRA grant window is open from May 1 to 20. We discussed with Friends President revising the grant we wrote preCovid for a Kids Cooking series. If I have time, I will be investigating if this can be modified to meet the changed guidelines within this short window. If appropriate, we will write this grant on behalf of the Friends, using their 501(c)3 status.**
 - Friends of the Library Report – **Friends met on April 19. Bus trip will be to White Christmas on December 2. Ticket sales started on the 19th at \$100 per person. Friends have a membership of 173 and the membership drive brought in \$2645 in dues and \$5325 in donations. They will have a used book sale July 15 – 17 if library staff can get basement useable. Next meeting scheduled for June 13 at 10 am.**
 - JKPL Endowment Report – **P is Summary of Fund Activity. Great Give Day is May 18.**

4. Discussion of Current Library Operations and Services
5. Executive Committee Report
 - Discussion on Expiration of Terms for Current Board Members – **Six board terms expire on June 30, 2022.**
6. Fundraising Committee Report
 - Notes from May Discussions – **The Fundraising committee is planning to meet via email sometime before the Board meeting so information will be shared at the Board meeting**
7. Furnishings, Art & Facilities Committee Report
8. Personnel Committee Report
 - Notes from May Discussions – **The committee has not had an opportunity to meet or formulate a recommendation. I am including with this Board packet the proposed Job Descriptions based on the discussion at the work session. Other documents and recommendations will be shared at or before the meeting on Tuesday.**
 - Consider approval of JKPL Job Descriptions
 - Consider approval of JKPL Compensation Plan
9. Finance Committee Report Discussions
 - Notes from May Discussions – **This information is pending and will be shared either at or prior to the meeting on Tuesday.**
 - Consider approval of Revised JKPL Hours of Operation
 - Consider approval of compensation adjustments for FY22
 - Consider approval of FY23 JKPL Operating Budget
10. Marketing Committee Report
11. Policy Committee Report
12. Meetings and Training
 - City Council Attendance – **June 6: Ingles**
 - Board Training
 - Upcoming
 - Recently Attended
13. Oral Presentations
14. Adjournment

Information for joining the meeting remotely:

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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.

**James Kennedy Public Library
Board of Trustees
Minutes of the April 12, 2022 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, April 12, 2022 in the Hoffman Room. Present: Angela English, Marcus Ingles, Ray Kruse, Catherine O’Hea, Karen Tieskoetter, Alex Wiezorek, Danielle Will, Library Director Shirley Vonderhaar, Assistant Library Director Dawn Schrandt, and City Councilmember Tom Westhoff. Absent: Sue Engelbrecht, Karen Kramer.

1. Board Vice President Catherine O’Hea called the meeting to order at 6:00 pm.

2. Consider approval of Agenda

- o English MOVED “Approval of Agenda,” and seconded by Kruse.
Ayes: English, Ingles, O’Hea, Kruse, Tieskoetter, Wiezorek, and Will
Nays: None
Motion CARRIED

3. Agenda Consent Calendar

- o Correspondence and Communication
- o Approve minutes of previous meeting: March 15, 2022
- o Approve March Librarian’s report
- o Approve bills:
 - April bills
 - Claims report for March
 - March and April credit card claims
- o Budget reports
 - March city report
 - March library report
- o Trust account reports
 - March bank statements
 - March balance report
 - Trust account expenditure report
 - March donations report
- o Program reports
 - March report of programs and attendance
 - April schedule of events
 - Schedule for upcoming programs
- o Contract use reports
 - Statistics by residence area
 - Statistics by contract/service area
- o Grant report — no report
- o Friends of the Library report
 - Next meeting: April 17, 2022
- o JKPL Endowment report
- o Wiezorek MOVED “Approval of the consent items,” seconded by Ingles.
Ayes: English, Ingles, O’Hea, Kruse, Tieskoetter, Wiezorek, and Will
Nays: None
Motion CARRIED

4. Discussion of current library operations and services
5. Executive committee report — no report
6. Fundraising committee report
 - o Notes from April 2022 e-meeting
7. Furnishings, Art, & Facilities committee report — no report
8. Personnel committee report — no report
9. Finance committee report
 - o Schedule board work session to draft proposed FY23 JKPL operating budget
10. Marketing committee report — no report
11. Policy committee report
 - o Notes from electronic discussion
 - o Motion from the committee: Consider approval of revised Circulation and Services Policy. As motion is from the Committee, no second is needed.
 - Ayes: English, Ingles, O’Hea, Kruse, Tieskoetter, Wiezorek, and Will
 - Nays: None
 - Motion CARRIED
12. Meetings and training
 - o City council attendance
 - May 2: Wiezorek
 - o Board training
 - o Upcoming
 - April 19: City Administrator meeting
 - Kramer, English and Vonderhaar
 - ISLA Spring meeting – Zurawski and Vonderhaar
 - o Recently attended
 - Public Libraries of Dubuque County 28E Agency spring meeting
 - English noted: Contracts adjustment based on 2020 census
13. Oral presentations — none
14. Adjournment

Wiezorek MOVED to adjourn seconded by Ingles. Meeting ADJOURNED by Kramer at 6:47 pm.

Danielle Will, Secretary

**James Kennedy Public Library
Board of Trustees
Minutes of the April 28, 2022 Meeting**

The Board of Trustees of the James Kennedy Public Library held a special work session on Thursday, April 28, 2022 in the Hoffman Room. Present: Sue Engelbrecht, Angela English, Marcus Ingles, Karen Kramer, Ray Kruse, Catherine O'Hea, Karen Tieskoetter, Alex Wiezorek, Danielle Will, Library Director Shirley Vonderhaar, and committee member Mary Radloff. Absent: None.

1. Board President Karen Kramer called the meeting to order at 6:31 pm.
2. Consider approval of Agenda
 - o English MOVED "Approval of Agenda," and seconded by Wiezorek.
Ayes: Engelbrecht, English, Ingles, O'Hea, Kramer, Kruse, Wiezorek, and Will
Nays: None
Motion CARRIED
3. Consider approval of closing the JKPL at 1:00 pm on Friday, May 13 and Saturday, May 14 for staff work projects
 - o English MOVED to close the JKPL at 1:00 pm on Friday, May 13 and Saturday, May 14, seconded by Kruse.
Ayes: Engelbrecht, English, Ingles, O'Hea, Kramer, Kruse, Wiezorek, and Will
Nays: None
Motion CARRIED
4. Work session on FY23 JKPL Operating Budget
5. Oral presentations — none
6. Adjournment
Wiezorek MOVED to adjourn seconded by Kruse. Meeting ADJOURNED by Kramer at 7:46 pm.

Danielle Will, Secretary

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT

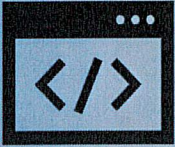
C

Librarian's report to the Board of Trustees

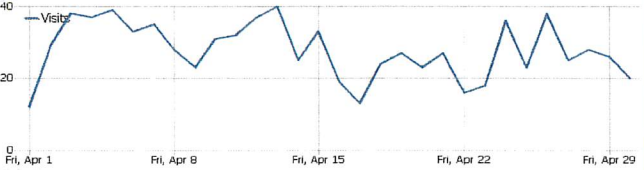
Month: April-22
 YTD: July-21 to April-22
 Previous YTD: July-20 to April-21

	Library visits		Items loaned		Library cards issued		
					City resident	Total	
Month	3627	(↑ 104.9%)	6876	(↑ 26.7%)	11	17	(↑ 88.9%)
YTD	33380	(↑ 190.9%)	70169	(↑ 32.2%)	86	170	(↑ 139.4%)


Website traffic



Visits	Average visit duration
835	1:52




Computer use




Month	Hours		Month	Sessions	
	YTD	Prev. YTD		YTD	Prev. YTD
195	1244	556	400	2890	1052

Wifi use



Sessions		Visits		Unique visitors	
Month	YTD	Month	YTD	Month	YTD
540	3844	447	3226	136	297

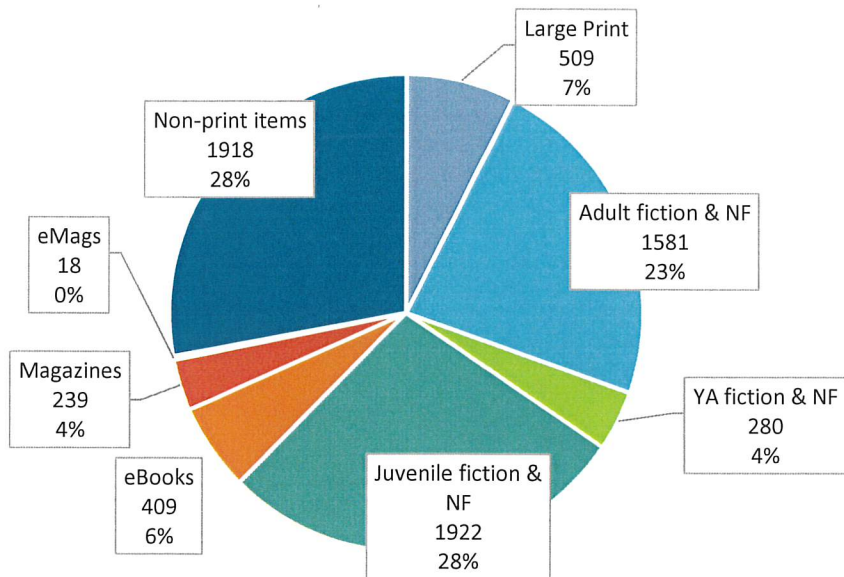
Meeting room use



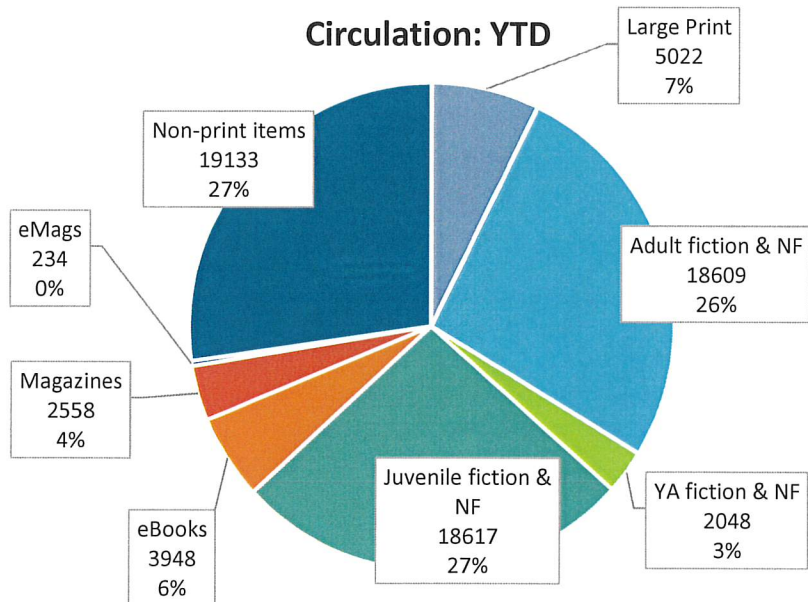
Month	YTD	Prev. YTD
24	302	0

Circulation

Circulation: Month



Circulation: YTD



Non-print items	Month	YTD
eAudio	327	3231
Adult & YA audio	125	1303
Juvenile audio & kits	2	148
Adult & YA video	708	7617
Juvenile video & DVD	289	3469
Games, LoT, etc.	467	3365
Total	1918	19133

Music

Downloads: 13
Streams: 9

Total YTD: 599



Video (film and TV)

Downloads: 12
YTD: 60



Visits: 139
YTD: 1474



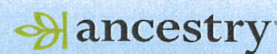
Languages

Sessions: 2
YTD: 414



Genealogy

Visits: 43
YTD: 0



Collection

Items purchased

Month: 164
YTD: 3036

Items donated

Month: 42
YTD: 667
Prev. YTD: 490

Items withdrawn

	Month	YTD
Books	404	2532
Audio	1	6
Video	902	1470
Other	0	25
Total	1307	4033

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	10	57	37	26	22	0	0	11	2	22	2	17	206
Previous month	8	176	40	4	95	4	11	14	1	47	8	24	432
Current YTD	194	935	345	188	743	164	127	127	20	470	113	277	3703
Previous YTD	161	852	261	219	660	150	144	112	14	297	76	72	3018

Programming

Take and Make & Recorded Programs



Program	Views	Engagements	Views	Prep time (hrs)	Kits
*NLW: Board Open House (video)	52	8	5	0.5	NA
*Checker's TV Virtual Program - 2 sessions (C.)	42	9	12	0.5	20
*Adult CN: Beaded bookmarks (A)	72	5	3	2	56
*NWL Virtual Visit with Wayne Johnson (A)	68	12	3	0.5	NA
Carryover March programs - 9 programs	35	3	10	NA	NA

*program included in-person component

Discord virtual game nights

Program	Attendance	Prep time (hours)
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None

Zoom programs

Program	Attendance	Prep time (hours)
Third Thursday A Prairie Village & Hoover (2 programs) Partnership with the Hoover Presidential Library	0	0.5

Virtual/Sharing/Passive or Kit programs

Program	Attendance	Prep time (hours)
Coloring, Creating, & Doing (A)	173	3.25
National Library Week: Spirit Week events (GI)	20	5
CS: Wreaths (C.)	20	1
Dubuque County Free Seed Potato Program (GI)	78	0.5
Drop Everything and Read (DEAR) Business Scavenger Hunt (GI)	103	5
DEAR Face Off	15	0.5
Bridge to Reading Voting (C.)	244	3.75
Get Puzzled (A)	28	0.25
Free Trees for Earth Day (GI)	38	1.5
StoryWalk® - Over and Under the Snow & Fletcher (C)	109	4 (+2 hrs vol)
Funded by DRA, Friends of the JKPL, and Osterhaus Memorial		

In-Person and Hybrid Programs

Program	Attendance	Prep time (hours)
Story Time - 4 sessions (PreK)	29	12
Out Reads - 7 sessions - in person / off site (PreK)	99	4.25
Building Creativity One Block at a Time - in person (C.)	0	0.5
*Checker's TV Watch Party - 2 sessions in person (C.)	0	0.5
Sit & Stitch - 4 sessions - in person and Zoom(A)	48	2
Books for Lunch: <i>Personal Librarian</i> - in person and Zoom (A)	9	1.25
Hybrid Dungeons & Dragons - in person and Discord (GI)	6	2.5
Novel Approach to Faith - in person and Zoom (A)	6	2
CriCut with Christopher - in person (A)	4	.25 (+4 hrs vol)
Game Night - in person (GI)	16	3.5
JKPL Writing Group - in person and Zoom (A)	2	0.75
Strength Training for Older Adults - 8 sessions - in person (A)	92	8
STEAM Fun Fridays - 4 sessions in person (C.)	21	7.5
Pop-Up Library & Robots @ Screen Free Sat - offsite (GI)	64	5 (+6 hrs vol)
Euchre Card Party - 4 sessions (A)	13	2.25
*Adult Crafternoon: Beaded bookmarks (A)	1	1
*National Library Week: Board Open House	16	2 (+10 hrs vol)
*NLW: Virtual Visit with Wayne Johnson(A)	6	1 (+2 hrs vol)
NLW: Chat with a Librarian (GI)	9	1.5
NLW: Pajama Party (C.)	48	1.5
NLW: Stuffed Animal Sleepover (C.)	45	6.5 (+3 hrs vol)
NLW: RetroGames (GI)	4	3.25
Nerf Battle (GI)	15	4.5
Dia de Los Ninos Open House (C.)	6	8
Ellen Kennedy Living Center program - in person / off site (A)	5	1.25
Bingo Party (A)	13	2.5
Build a Basket Closing Reception (A)	6	0.5



Dyersville, IA

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Expense Approval Register

Packet: APPKT01049 - May 2022 Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
DALINC	05.03.2022	Annual Dues	001-5-410-4-62100	DUES	15.00
DATA443 RISK MITIGATION, I...	2837	Contract - 3 yr	001-5-410-4-64316	CONTRACTS	273.60
ACCESS SYSTEMS	31466414	Copier contract/lease	001-5-410-4-64316	CONTRACTS	159.95
FAREWAY STORES INC.	00058093	Program Supplies	001-5-410-4-65060	OFFICE SUPPLIES	8.99
FAREWAY STORES INC.	00075560	Program Supplies	001-5-410-4-65060	OFFICE SUPPLIES	28.36
FAREWAY STORES INC.	009-00004630	Returned Supplies	001-5-410-4-65060	OFFICE SUPPLIES	-11.32
SCHRANDT, DAWN	04.25.22	Library of Things tubs	001-5-410-4-65060	OFFICE SUPPLIES	21.06
AMAZON	05.01.2022	Programs	001-5-410-4-65060	OFFICE SUPPLIES	46.89
AMAZON	05.01.2022	Supplies	001-5-410-4-65060	OFFICE SUPPLIES	210.60
HERITAGE PRINTING CO	107813	Marketing - Signs	001-5-410-4-65060	OFFICE SUPPLIES	34.50
BOOK SYSTEMS, INC.	128503	Book Labels	001-5-410-4-65060	OFFICE SUPPLIES	42.95
COLIBRI SYSTEMS NORTH AM...	1858	Book Covers	001-5-410-4-65060	OFFICE SUPPLIES	566.78
BLACKSTONE PUBLISHING	2037094	CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	23.60
BLACKSTONE PUBLISHING	2039443	CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	2.95
ACE HOMEWORKS	239635	Office Supplies - Glue	001-5-410-4-65060	OFFICE SUPPLIES	6.29
SHOWCASES	323357	DVD Supplies	001-5-410-4-65060	OFFICE SUPPLIES	144.34
COMPLETE OFFICE OF WISCO...	336701	Building & Cleaning Supplies	001-5-410-4-65060	OFFICE SUPPLIES	177.31
TIME	04.01.2022	Subscription - 2 yrs	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	50.00
OUR IOWA	04.01.2022	Subscription - 2 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	34.98
AMAZON	05.01.2022	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	31.49
AMAZON	05.01.2022	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	117.51
AMAZON	05.01.2022	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	94.43
AMAZON	05.01.2022	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	175.37
AMAZON	05.01.2022	Library of Things	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	2.99
AMAZON	05.01.2022	Subscriptions	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	68.99
AMAZON	05.01.2022	Games	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	193.98
AMAZON	05.01.2022	DVDs	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	325.43
AMAZON	05.01.2022	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	110.70
AMAZON	05.01.2022	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	23.57
BAKER & TAYLOR BOOKS	2036650937	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	55.16
BAKER & TAYLOR BOOKS	2036668120	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	150.12
BAKER & TAYLOR BOOKS	2036672664	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	298.50
BAKER & TAYLOR BOOKS	2036672664	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	47.85
BAKER & TAYLOR BOOKS	2036686421	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	86.26
BAKER & TAYLOR BOOKS	2036703755	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	31.94
BAKER & TAYLOR BOOKS	2036703755	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	286.34
BLACKSTONE PUBLISHING	2037094	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	308.94
BLACKSTONE PUBLISHING	2039443	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	45.00
INGRAM LIBRARY SERVICES	62810374	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	171.15
INGRAM LIBRARY SERVICES	62810374	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	70.63
LIBRARY IDEAS	89106	E Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	3.00
Department 410 - LIBRARY Total:					4,536.18
Fund 001 - GENERAL FUND Total:					4,536.18

Fund: 002 - LIBRARY TRUST FUND

Department: 410 - LIBRARY

ROUTE 3 PRESS	04.07.2022	Books - Local History	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	24.00
VONDERHAAR, SHIRLEY	04.20.2022	Fundraising	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	101.08
VONDERHAAR, SHIRLEY	04.20.2022	Friends of the JKPL	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	312.46
AMAZON	05.01.2022	Storywalk	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	24.14
AMAZON	05.01.2022	Program	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	79.99
HERITAGE PRINTING CO	107788	StoryWalk	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.00
O SO GOOD WINERY	152	Trivia Fundraiser	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	476.00

Expense Approval Register

Packet: APPKT01049 - May 2022 Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
CENTER POINT PUBLISHING	1930007	Books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	106.28
BAKER & TAYLOR BOOKS	2036650937	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	16.53
BAKER & TAYLOR BOOKS	2036668120	Adopt a Book	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.95
BAKER & TAYLOR BOOKS	2036703755	Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	31.91
CENGAGE LEARNING	77558278	Books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	167.95
CENGAGE LEARNING	77597074	Books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	26.39
CENGAGE LEARNING	77602854	Books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	22.39
CENGAGE LEARNING	77628673	Books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	20.99
				Department 410 - LIBRARY Total:	1,441.06
				Fund 002 - LIBRARY TRUST FUND Total:	1,441.06
				Grand Total:	5,977.24

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	4,536.18
002 - LIBRARY TRUST FUND	1,441.06
Grand Total:	<u>5,977.24</u>

Account Summary

Account Number	Account Name	Expense Amount
001-5-410-4-62100	DUES	15.00
001-5-410-4-64316	CONTRACTS	433.55
001-5-410-4-65060	OFFICE SUPPLIES	1,303.30
001-5-410-4-67701	BOOKS/FILMS/RECORDS/...	2,784.33
002-5-410-4-67700	LIBRARY TRUST EXPENDI...	1,441.06
Grand Total:		<u>5,977.24</u>

Project Account Summary

Project Account Key	Expense Amount
None	1,775.85
410AB	388.43
410AF	743.24
410AN	505.81
410DVD	325.43
410GAMES	193.98
410PF	94.20
410SS	2.99
410SUB	153.97
410TAAB	15.95
410TLP	344.00
410TPROG	1,057.11
410YAF	265.58
410YAN	110.70
Grand Total:	<u>5,977.24</u>

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

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President, Board of Trustees

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.ATTEST:

Secretary, Board of Trustees

Date

E

**James Kennedy Public Library
April 2022**

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	\$450.00
Black Hills	Gas / Heat	1043.42
Alliant Energy	Electricity	600.30
Total		\$2,093.72

Miscellaneous Bills

Check issued to:	Purpose	Amount
CC – State Library of Iowa	Conference fee	130.00
Giant Wash	Floor mats	33.11
Amazon	Prime Membership	139.00
Total		\$302.11

April Budget	
April 2022 Claims submitted	\$7,158.72
Utility and Contractual from Bills above	2,093.72
Miscellaneous Bills from above	302.11
Total wages and benefits	30,313.70
Total April 2022 expenses	\$39,868.25

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

F

Credit Card Claims for April and May 2022

Date	Vendor	Items	Amount
4/30/22	Facebook	FB ads (trust/programs)	30.26
4/14/2022	AnyPromo.com	Stress items for PWW	272.89
4/19/22	Humanities Iowa	Speaker Fee	51.50
4/27/22	Sam's Club	Batteries	28.96

4/28/22 On John's CC - \$94.95 for PWW items

		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	23,843.05	210,226.58	38,155.42	15.36 %
<u>001-5-410-4-61100</u>	FICA	19,001.00	19,001.00	1,441.77	12,641.92	6,359.08	33.47 %
<u>001-5-410-4-61200</u>	MEDICARE	3,602.00	3,602.00	337.23	2,956.67	645.33	17.92 %
<u>001-5-410-4-61300</u>	IPERS	23,447.00	23,447.00	2,221.64	19,220.42	4,226.58	18.03 %
<u>001-5-410-4-61500</u>	GROUP INSURANCE	47,839.00	47,839.00	2,446.20	34,550.82	13,288.18	27.78 %
<u>001-5-410-4-61700</u>	SUI	197.00	197.00	23.81	292.01	-95.01	-48.23 %
<u>001-5-410-4-62100</u>	DUES	750.00	750.00	0.00	810.00	-60.00	-8.00 %
<u>001-5-410-4-62300</u>	MEETINGS/TRAINING	2,500.00	2,500.00	140.00	1,272.71	1,227.29	49.09 %
<u>001-5-410-4-63710</u>	ELECTRICITY	14,000.00	14,000.00	1,043.42	12,238.66	1,761.34	12.58 %
<u>001-5-410-4-63711</u>	GAS HEAT	2,500.00	2,500.00	600.30	4,123.30	-1,623.30	-64.93 %
<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	107.09	1,489.85	6,010.15	80.14 %
<u>001-5-410-4-64080</u>	INSURANCE PREMIUM	6,800.00	6,800.00	0.00	881.00	5,919.00	87.04 %
<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	185.95	3,933.61	-3,933.61	0.00 %
<u>001-5-410-4-64322</u>	CONTRACTED SERVICES	8,300.00	8,300.00	450.00	6,370.00	1,930.00	23.25 %
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES	21,000.00	21,000.00	903.27	10,128.59	10,871.41	51.77 %
<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	6,124.52	48,172.82	8,009.18	14.26 %
	Expense Total:	462,000.00	462,000.00	39,868.25	369,308.96	92,691.04	20.06%
	Fund: 001 - GENERAL FUND Total:	462,000.00	462,000.00	39,868.25	369,308.96	92,691.04	20.06%
Fund: 002 - LIBRARY TRUST FUND							
Expense							
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	40,000.00	40,000.00	1,724.84	22,095.51	17,904.49	44.76 %
	Expense Total:	40,000.00	40,000.00	1,724.84	22,095.51	17,904.49	44.76%
	Fund: 002 - LIBRARY TRUST FUND Total:	40,000.00	40,000.00	1,724.84	22,095.51	17,904.49	44.76%
	Report Total:	502,000.00	502,000.00	41,593.09	391,404.47	110,595.53	22.03%

H

James Kennedy Public Library FY22 Operating Budget							
	FY22	February	March	April	May(est)	Received to date	Difference
ESTIMATED REVENUES:							
Dubuque County Library Agency	6,000.00	0.00	6,819.56	0.00	0.00	6,819.56	-819.56
Fees from copier, R/P, etc.	5,000.00	203.88	246.15	365.60	300.00	4,117.55	882.45
Open Access	11,600.00	0.00	0.00	0.00	0.00	9,087.04	2,512.96
Access Plus / ILL	350.00	0.00	0.00	0.00	0.00	267.15	82.85
Direct State Aid	2,000.00	0.00	0.00	0.00	0.00	2,031.10	-31.10
TOTAL:	24,950.00	203.88	7,065.71	365.60	300.00	22,322.40	2,627.60
						22,322.40	2,627.60
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES							Remaining
Wages	246,455.00	19,419.82	19,258.26	23,843.05	20,000.00	250,226.58	-3,771.58
FICA	15,280.00	1,167.54	1,157.53	1,441.77	1,441.77	15,525.46	-245.46
Medicare	3,574.00	273.06	270.75	337.23	337.23	3,631.13	-57.13
IPERS	23,265.00	1,741.51	1,796.89	2,221.64	2,221.64	23,663.70	-398.70
SUI	250.00	19.39	19.24	23.81	23.81	339.63	-89.63
Group Insurance	47,846.00	2,430.62	2,430.62	2,446.20	2,446.20	39,443.22	8,402.78
Meetings and training	2,500.00	10.00	0.00	140.00	0.00	1,412.71	1,087.29
Dues and memberships	750.00	0.00	0.00	0.00	15.00	825.00	-75.00
TOTAL:	339,170.00	25,061.94	24,933.29	30,453.70	26,485.65	335,067.43	4,102.57
						335,067.43	4,102.57
CONTRACTUAL SERVICES:							
Utilities (telephone)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Electricity	14,000.00	2,093.31	0.00	1,043.42	1,000.00	12,238.66	1,761.34
Gas / Heat	2,500.00	1,174.34	943.95	600.30	400.00	4,123.30	-1,623.30
Insurance (bldg)	6,800.00	155.00	15.00	0.00	0.00	881.00	5,919.00
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Custodial services	8,000.00	750.00	600.00	450.00	600.00	6,370.00	1,630.00
Window cleaning	300.00	0.00	0.00	0.00	0.00	125.00	175.00
Service / Maintenance Contracts	7,500.00	374.95	1,678.39	185.95	433.55	3,808.61	3,691.39
TOTAL:	39,100.00	4,547.60	3,237.34	2,279.67	2,433.55	27,546.57	11,553.43
						27,546.57	11,553.43
SUPPLIES:							
General library supplies	10,000.00	590.26	564.62	671.88	1,233.23	7,403.36	2,596.64
Program fees & supplies	2,500.00	329.13	352.52	106.39	35.57	1,865.30	634.70
Marketing & advertising	1,500.00	115.25	100.68	125.00	34.50	859.93	640.07
Maintenance and Repairs	7,000.00	305.43	6.92	107.09	0.00	1,489.85	5,510.15
TOTAL	21,000.00	1,340.07	1,024.74	1,010.36	1,303.30	11,618.44	9,381.56
						11,618.44	9,381.56
BOOKS AND MATERIALS							Remaining
Adult fiction	8,000.00	416.71	1,168.52	933.62	743.24	7,138.01	861.99
Adult nonfiction	5,000.00	339.12	273.13	745.00	505.81	4,279.11	720.89
YA fiction	2,000.00	63.92	199.94	0.00	265.58	1,474.22	525.78
YA nonfiction	1,000.00	53.31	30.51	219.71	110.70	468.94	531.06
Juvenile fiction	8,500.00	698.79	134.55	892.67	94.20	7,692.81	807.19
Juvenile nonfiction	4,000.00	38.86	123.53	31.01	0.00	3,017.52	982.48
Large Print	3,500.00	221.54	121.24	63.67	0.00	3,222.77	277.23
Electronic media (ebooks, etc.)	6,500.00	252.90	656.87	608.48	0.00	6,310.56	189.44
Reference & electronic databases	5,500.00	0.00	0.00	139.00	0.00	139.00	5,361.00
Periodicals and newspapers	4,530.00	39.99	133.00	1,446.92	153.97	3,340.47	1,189.53
Audiobooks (CD, playaway)	4,200.00	629.20	252.54	415.47	388.43	4,242.29	-42.29
Software & Gaming	2,000.00	108.81	264.85	19.99	193.98	1,689.68	310.32
DVDs	6,500.00	538.46	507.01	595.00	325.43	4,904.95	1,595.05
SS / Creation Station / LoT	1,500.00	2.99	2.99	13.98	2.99	252.49	1,247.51
TOTAL:	62,730.00	3,404.60	3,868.68	6,124.52	2,784.33	48,172.82	14,557.18
						48,172.82	14,557.18
TOTAL EXPENDITURES:	462,000.00	34,354.21	33,064.05	39,868.25	33,006.83	369,308.96	92,691.04
TOTAL REVENUES:	24,950.00	203.88	7,065.71	365.60	300.00	22,322.40	2,627.60
ACTUAL ASKING	437,050.00	34,150.33	25,998.34	39,502.65	32,706.83	346,986.56	90,063.44
Capital Improvement							
Total Expenditures		34,354.21	33,064.05	39,868.25	33,006.83	369,308.96	92,691.04
Personnel Budget - Short	5,179.00		14,905.00	requested			



Simply better banking®

102 South Clinton Street, Iowa City, IA 52240

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

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Statement Ending 04/29/2022

CITY OF DYERSVILLE

Page 1 of 2

Account Number: XX4356

Ways to Contact Us:



Address

102 South Clinton Street
Iowa City, IA 52240



Website

www.MidWestOne.bank



Telephone

800.247.4418



IMPORTANT ACCOUNT INFORMATION: Please see the last page of your statement to review an important account disclosure and learn more about service fees changes that may affect your business accounts, effective May 2, 2022. If you have any questions and would like to talk to a banker, please contact your local office or our Service Center at 800.247.4418 for assistance.

Summary of Accounts

Account Type	Account Number	Ending Balance
BUSINESS MONEY MKT	XX4356	\$11,055.75

BUSINESS MONEY MKT-XX4356

Account Summary

Date	Description	Amount
04/01/2022	Beginning Balance	\$11,053.55
	1 Credit(s) This Period	\$2.20
	0 Debit(s) This Period	\$0.00
04/29/2022	Ending Balance	\$11,055.75

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.25%
Interest Days	29
Interest Earned	\$2.20
Interest Paid This Period	\$2.20
Interest Paid Year-to-Date	\$9.02
Minimum Balance	\$11,053.55
Average Ledger Balance	\$11,053.55
Average Available Balance	\$11,053.55

Other Credits

Date	Description	Amount
04/29/2022	INTEREST	\$2.20
		1 item(s) totaling \$2.20

Daily Balances

Date	Amount
04/29/2022	\$11,055.75

5/6/22
WJ

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Date	4/29/22	Page	1
Primary Account			617571
Enclosures			3

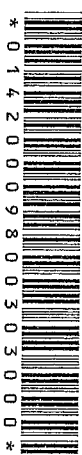
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CITY OF DYERSVILLE
J KENNEDY PUBLIC LIBRARY TRUST
340 1ST AVE E
DYERSVILLE IA 52040-1203

Checking Account

May and June are about Moms, Dads and Grads!
Need a gift card? From May 1 to June 30,
purchase and load a gift card without a fee!

MONEY MARKET		Number of Enclosures	3
Account Number	617571	Statement Dates	4/01/22 thru 5/01/22
Previous Balance	69,679.97	Days in the statement period	31
6 Deposits/Credits	5,021.54	Average Ledger	71,664.24
2 Checks/Debits	1,759.60	Average Collected	71,664.24
Service Charge	.00	Interest Earned	33.47
Interest Paid	32.37	Annual Percentage Yield Earned	0.55%
Current Balance	72,974.28	2022 Interest Paid	117.33



Activity in Date Order

Date	Description	Amount	
4/05	Deposit/Credit	287.54	69,967.51
4/05	Deposit/Credit	629.60	70,597.11
4/08	Transfer from x7571 to x5358	34.76-	70,562.35
	February adjustment		
4/13	Deposit/Credit	2,635.95	73,198.30
4/19	Deposit/Credit	450.00	73,648.30
4/19	Transfer from x7571 to x5358	1,724.84-	71,923.46
	April Claims		
4/28	Deposit/Credit	135.80	72,059.26
4/28	Deposit/Credit	882.65	72,941.91
4/30	Interest Deposit	32.37	72,974.28

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
4/01	69,679.97	4/05	70,597.11	4/08	70,562.35
4/13	73,198.30	4/19	71,923.46	4/28	72,941.91
4/30	72,974.28				

5/6/22
WJ

J

TRUST ACCOUNT REPORT for April 2022

American Trust / MidWestOne Bank - balance on hand July 1, 2021		\$	11,032.81
July - December 2021	\$	13.92	\$ 11,046.73
January 31, 2022	\$	2.35	\$ 11,049.08
February 28, 2022	\$	2.12	\$ 11,051.20
March 31, 2022	\$	2.35	\$ 11,053.55
April 29, 2022	\$	2.20	\$ 11,055.75 <i>I1</i>

Fidelity Bank and Trust	Budgeted	Bank Account
Balance March 31, 2022	\$ 19,664.09	\$ 69,679.97

Deposits

April 4, 2022			
Love My Library Donations	\$	71.94	
Lions Club / LML - Large print	\$	500.00	
Apparal (t-shirt) sales	\$	15.00	
Breakfast fundraiser	\$	312.00	
Snack / Candy sales	\$	5.00	
Conscious Box	\$	2.45	
Friends booksale / donation	\$	10.75	\$ 917.14

April 13, 2022			
Trivia tables fundraiser	\$	1,100.00	
Trivia night donations	\$	693.00	
Candy / Snack sales	\$	3.00	
Build-a-basket fundraiser	\$	830.00	
Conscious Box	\$	2.95	
Friends booksale / donation	\$	7.00	\$ 2,635.95

April 19, 2022			
Dyersville Public Works Week deposit	\$	450.00	\$ 450.00

April 28, 2022			
Friends - freezer	\$	299.98	
Hillebrand - majong set	\$	100.00	
Dyersville Public Works Week sponsors	\$	300.00	
Build-a-basket fundraiser	\$	244.00	
Apparel (tshirts)	\$	20.00	
Candy / Snack sales	\$	17.00	
Conscious Box	\$	3.22	
Friends booksale / donation	\$	34.25	\$ 1,018.45

April 30, 2022			
Interest	\$	32.37	\$ 5,053.91

Debits:

April 8, 2022			
LML book (originally March)	\$	18.24	
McCool Memorial (originally March)	\$	16.52	\$ 34.76

April 19, 2022			
Kanopy streaming video	\$	64.00	
McCool Memorial	\$	74.41	
Rardin Memorial	\$	32.12	
Facebook ads	\$	18.00	
Love My Library expenditures	\$	371.68	
Rediger Memorial	\$	15.95	
K & K Logo - tshirts	\$	60.10	
Scholastic books - SRP & 1000 Bks (friends)	\$	600.00	
Books for pop-up library (Friends)	\$	227.50	
Speaker fee (Friends)	\$	137.50	
SRP expense (Friends)	\$	35.98	
Storywalk book	\$	23.97	
Adopt a book	\$	63.63	\$ 1,724.84

Balances April 30, 2022	\$ 17,904.49	\$ 72,974.28 <i>I2</i>
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Trust Account Income & Expenditure Report FY22

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		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		\$6,563.51
					Apr-22 Kanopy	\$64.00		
					Apr-22 FB ads	\$8.00		
FY19, 20 & 21 Fundraisers (All)								
Brainfuse Refund	Sep-20		\$147.53					\$147.53
Chair-ity & Wreath	Previous	\$1,202.31						\$1,618.28
	Dec-21		\$458.00		Dec-21 Ribbons	\$42.03		
Cookie Walk	Previous	\$1,752.80						\$2,885.88
	Dec-21		\$1,191.00		Dec-21 Bags & Plates	\$57.92		
Soup Supper	Previous	\$1,975.34						\$2,834.20
	Jan-22		\$905.00		Jan-22 crackers	\$34.14		
					Feb-22 FB ads	\$12.00		
Love My Library	Previous	\$4,446.27						\$3,393.18
2022 Campaign	Jan-22		\$2,820.00					\$6,650.42
	Apr-22		\$71.94		Apr-22 Expenses	\$389.92		
Mystery Dinner	Previous	\$1,234.24						\$1,234.24
Bulld-a-basket	Previous	\$4,627.32						\$5,691.32
	Apr-22		\$1,074.00		Apr-22 FB ads	\$10.00		
Wine & Beer Tasting	Previous	\$536.90						\$536.90
Snack & Candy Sales	Previous	\$306.61						\$364.19
	Apr-22		\$25.00					
Plant Sale	Previous	\$1,366.04						\$1,376.04
	Jul-21		\$10.00					
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
Quillt 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		\$15.60
	Apr-22		\$35.00		Apr-22 t-shirts	\$60.10		
Burrito Breakfast	Nov-21		\$325.00					\$315.00
	Apr-22		\$312.00					\$312.00
Food Truck Fundraiser	Aug-21		\$30.00		Sep-21 FB ads	\$8.00		\$22.00
Trivia Fundraiser	Apr-22		\$1,100.00					\$1,793.00
donations at event	Apr-22		\$693.00					
Donations								
Unspecified donations brought forward		\$1,207.88						\$1,207.88
Dyersville PWW sponsors	Apr-22		\$450.00					\$783.40
JKPL deposit	Apr-22		\$300.00					
Joyce Hillebrand - majong	Apr-22		\$100.00					\$100.00
Miscellaneous Donations Total Remaining								\$6,953.31
Lion's Club - LP	Previous	\$0.00						\$500.00
LML - Lion's Club	Apr-22		\$500.00					
Conscience Box								
	Previous	\$1,751.68						\$1,876.18
	Apr-22		\$8.62					
History Books & Coins	Previous	\$1,664.74						\$1,884.74
Genealogy Donation	Previous	\$93.86						\$108.86

Memorials and Donations April 2022

From: **Breakfast Fundraiser**
Donation: \$312.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Candy / Snack Sales**
Donation: \$25.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **NLW Trivia Night Fundraiser**
Donation: \$1,793.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Build-a-Basket Fundraiser**
Donation: \$1,074.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Joyce Hillebrand**
Donation: \$100.00
Fund: Library Trust Account
Restrictions: Mahjong set

From: **Friends of the JKPL**
Donation: \$299.98
Fund: Library Trust Account
Restrictions: Freezer for programming

From: **Engineering Firms supporting PWW**
Donation: \$300.00 (+450.00)
Fund: Library Trust Account
Restrictions: Sponsor Public Works Week activities

From: **Apparel (t-shirt) Sales**
Donation: \$35.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Love My Library Donations**
Donation: \$500.00
Fund: Library Trust Account
Restrictions:

- Lion's Club Large Print materials \$500.00
- Melanie Mueller Books in Memory of Lori Steger 71.94

M

James Kennedy Public Library Monthly Program Report

Report for the Month of April 2022

Story Time – weekly program for preschool children (PreK)	In-person on-site;
April 6, 2022 – 1 session scheduled; attendance was 3 children and 3 adults	Springtime
Time for preparation & performance – 2.5 hrs (pd)	Total attendance – 6
Supplies: 10 color copies, bubbles & flannel board	
April 13, 2022 – 1 session scheduled; attendance was 6 children and 4 adults	Let's Eat!
Time for preparation & performance – 3.75 hrs (pd)	Total attendance – 10
Supplies: 20 color copies, lamination, goldfish crackers	
April 20, 2022 – 1 session scheduled; attendance was 3 children and 3 adults	Counting
Time for preparation & performance – 2 hrs (pd)	Total attendance – 6
Supplies: 15 color copies, lamination, dice & flannel board	
April 27, 2022 – 1 session scheduled; attendance was 4 children and 3 adults	Gardens
Time for preparation & performance – 3.75 hrs (pd)	Total attendance – 7
Supplies: 10 color copies, straws, construction paper, DQ coupons	
Wee Read – weekly program for 0 to 3-year olds (PreK) - Cancelled due to low registration / attendance	
Adult Crafternoon: Beaded Bookmarks (2 nd Monday of each month) (GI)	In person / on site & kit program
April 11, 2022	Facebook Views / Engagements: 72/5
Time for preparation & performance – 2 hrs (pd)	YouTube Views: 3
Supplies: Cord, beads and charms	Kits distributed: 56
Sponsored by FGH Delivery.	Participants: 1
Books for Lunch Book Club (1st Monday of each month) – <i>The Personal Librarian</i> (A)	Hybrid (In person & zoom)
April 4, 2022	Participants: 9
Time for preparation & performance – 1.25 hr (pd)	
Supplies: Books borrowed via ILL, available electronically; Computer and Zoom software	
Bingo Party - (3 rd Monday of each month) (A)	In person / Onsite
April 18, 2022	
Time for preparation & performance – 2.5 hrs (pd)	
Supplies: Bingo boards and machine	Participants: 13
Donated items & library swag for prizes	
Building Creativity one Block at a Time (LEGO® program) (Monthly – varies) (C)	In person / Onsite
April 4, 2022	
Time for preparation & performance – .5 hrs (pd)	
Supplies: Legos® and boards	Participants: 0
Coloring, Creating & Doing – Virtually (A)	Passive program
April 2022	Kits distributed: 173
Time for preparation & performance – 3.25 hrs (pd)	
Supplies: Copies of coloring pages and activities– available to pick up or curbside	
Cricut with Christopher (3 rd Monday of each month) (GI)	In person / On site
April 18, 2022	
Time for preparation & performance - .25 hrs (pd) 4 hrs (vol)	Participants: 4
Supplies: Cricut machine; supplies provided by volunteer	
Lisa Christopher donated her time and talent to present this program	
Hybrid Dungeons & Dragons Club (1st Tuesday of each Month) (GI)	Hybrid (In person & Discord)
April 5 2022	Participants: 6
Time for preparation & performance – 2.5 hr (pd)	
Supplies: Used Discord and Roll20 to hold virtually as well as in person; <i>Monster Vault Player Handbook</i> , and other gaming supplies (playmat, dice, etc.)	
Chat and Doodle Too (3 rd Tuesday of each month) (A)	Hybrid (in person / zoom)
April 19, 2022	Participants: 0
Time for preparation & performance – .5 hrs (pd)	
Supplies: Laptop, Zoom and Owl; Coloring and activities pages and supplies	

Checker's TV Watch Party (Alternating Tuesdays of each month) (C) April 12 & 26, 2022 Time for preparation & performance – .5 hrs (pd) Supplies: Computer and projection system, markers, glue, glue sticks, and activity kits (copies)	In person/onsite; FB/YT & activity kit Participants: 0 Facebook Views/Engagements: 42/9 YouTube: 12 Kits distributed: 20
Ellen Kennedy Living Center Program – (4th Friday of each month) - Weddings April 22, 2022 Time for preparation & performance – 1.25 hrs (pd) Supplies: None	In person / offsite Participants: 5
Euchre / Card Party (Thursdays of each month) (A) April 7, 14, 21 & 28, 2022 Time for preparation & performance – 2.25 hrs (pd) Supplies: Decks of cards, suit dice	In person / Onsite Participants: 13
Final Friday Tech Virtual or in person Program (GI) (Last Friday of each Month) April 29, 2022 Time for preparation & performance – .25 hrs Supplies: Computer, phone, google	In person / On site Participants: 0
Game Night (4 th Friday of each Month) (GI) April 29, 2022 Time for preparation & performance – 3.5 hr (pd) Supplies: Board games	In person / On site Participants: 16
Hybrid Sit 'n' Stitch (Wednesdays of each month) (A) April 6, 13, 20, & 27, 2022 Time for preparation & performance – 2 hrs (pd) Supplies: Computer and Zoom software, Owl, Craft supplies provided by participants	Hybrid (In person & Zoom) Participants: 48
JKPL Writing Group (4 th Tuesday of each Month) (GI) April 26, 2022 Time for preparation & performance – .75 hrs (pd) Supplies: Computer and Zoom software	Hybrid (In person & Zoom) Participants: 2
Mercy One Senior Care Program (Typically fourth Wednesday of each month) – Not held this month	
A Novel Approach to Faith Book Club (2 nd Tuesday of each month) (A) April 12, 2022 Time for preparation & performance – 2 hrs (pd) Supplies: ILL books, available on Bridges ; Computer and Zoom software	Hybrid (In person & Zoom) Participants: 6
Out-Reads - Monthly Story Times to Daycares (PreK): April 5, 2022 Total attendance at 7 sessions – 99 children & caregivers; Time for preparation & performance – 4.25 hrs (pd) Supplies: Color copies, puppets, and books	In-person off-site Farms
Strength Training for Older Adults (A) April 4, 7, 11, 14, 18, 21, 25, & 28, 2022 Time for preparation & performance – 8 hrs (pd) Supplies: GeriFit DVDs, projection system, water (if needed) Participants supply stretch band, weights and water for own use	In person / Onsite Participants: 92
Strings Club (4 th Monday of each month) – Hoping to restart this spring.	
STEAM Fun Fridays: Kamigami Robots (C) April 1, 2022 Time for preparation & performance – .25 hrs (pd) Supplies: Robots	In person / Onsite Participants: 0

Pop Up Library and Robots @ Screen Free Saturday (GI)		In person / Offsite
April 2, 2022		
Time for preparation & performance – 5 hrs (pd) 6 hrs (vol)		
Supplies: Books, fliers, etc.		Participants: 64
Cubelets, Circuits and Blocks for activities		
TACKL members Ian Hermsen, Cameron Werner and Alex Werner volunteered		
National Library Week: Connect with your Library Spirit Week!		Passive program
April 3-9, 2022		
Time for preparation & performance – 5 hrs (pd)		Participants: 20
Supplies: Library swag for prizes; Did not count people who picked up the daily giveaway, just those who dressed up		
NLW: Connect with the JKPL Board Open House		In person / Onsite / Recording
April 3, 2022		Participants: 16
Time for preparation & performance – 2 hrs (pd) 10 hrs (vol)		Facebook Views/ Engagements: 52/8
Supplies: Signs, refreshments, decorations, video		YouTube Views: 5
Board members donated their time and talents for this event		
NLW: Virtual Author Visit with Wayne Johnson		Zoom / onsite / Recording
April 4, 2022		Participants: 6
Time for preparation & performance – 1 hrs (pd) 2 hrs (vol)		FB Views/ Engagements: 68/12
Supplies: Projection system, Owl, refreshments		YouTube Views: 3
Wayne Johnson donated his time to present this program		
NLW: Chat with a Librarian		In person / Onsite
April 5, 2022		Participants: 9
Time for preparation & performance – 1.5 hrs (pd)		
Supplies: Refreshments		
NLW: Pajama Story Time (C)		In person / Onsite
April 6, 2022		
Time for preparation & performance – 1.5 hrs (pd)		
Supplies: Cheerios treats (donated)		Participants: 48
NLW: Stuffed Animal Sleepover (C)		In person / Onsite
April 6, 2022		Participants: 45
Time for preparation & performance – 6.5 hrs (pd) 3 hrs (vol)		
Supplies: Color copies		
Ian and Norah Hermsen volunteered to assist		
NLW: STEAM Fun Fridays: Creation Station and Button Making (GI)		In person / Onsite
April 8, 2022		
Time for preparation & performance – 4 hrs (pd)		Participants: 11
Supplies: Button making supplies		
NLW: RetroGames (GI)		In Person / Onsite
April 9, 2022		Participants: 4
Time for preparation & performance – 3.25 hrs (pd)		
Supplies: Board games, scratch paper		
Dubuque County Free Seed Potato Program		Passive
April 4, 2022		Participants: 78
Time for preparation & performance - .5 hrs (pd)		
Supplies: Potatoes		
This program was a partnership with the Dubuque County Extension Office and JKPL pick-up site for potatoes.		
Third Thursday Bonus Program – A Prairie Village: Herbert Hoover's West Branch, 1874-1885		Zoom program
April 5, 2022		Participants: 0
Time for preparation & performance – .25 hrs (pd)		
Supplies: Partnership with Hoover Presidential Library; JKPL promotes and provides link to local participants		

Nerf Battle (GI) April 9, 2022 Time for preparation & performance – 4.5 hrs (pd) Supplies: Nerf guns and ammo	In person / onsite Attendance: 15
Money Smart Week April 9-16, 2022 Time for preparation & performance - .5 hrs (pd) Supplies: None	Virtual Participants: NA
Build-a-basket Closing Reception(A) April 10, 2022 Time for preparation & performance – .5 hrs (pd) Supplies: Refreshments	In person / Onsite Attendance: 6
STEAM Fun Fridays: Spring Creations -LEGOS® (C) April 15, 2022 Time for preparation & performance – 2 hrs (pd) Supplies: LEGOs ®	In person / Onsite Attendance: 8
Third Thursday Virtual Program – Hoover: A 50-Year Humanitarian Odyssey April 21, 2022 Time for preparation & performance – .25 hrs (pd) Supplies: Partnership with Hoover Presidential Library; JKPL promotes and provides link to local participants	Zoom program Attendance: 0
Free Trees for Earth Day April 22, 2022 Time for preparation & performance – 1.5 hrs (pd) Supplies: Trees provided by Neighborhood Forest	Passive Participants: 38
STEAM Fun Fridays: Settlers of Catan (C) April 22, 2022 Time for preparation & performance – 1.25 hrs (pd) Supplies: Board game	In person / Onsite Attendance: 2
Dia de los Ninos Open House (C) April 23, 2022 Time for preparation & performance - 8 hrs (pd) Supplies: Copies, markers, craft supplies, refreshments	In Person / Onsite Attendance: 6
Creative Journals (A) April 27, 2022 Time for preparation & performance – .5 hrs (pd) 4 hrs (vol) Supplies: Copies of documents provided by presenter Karen Schloss donated her time and talent to present this session	In person / onsite Attendance: 0
STEAM Fun Fridays: 3Doodler Hex Bugs (C) April 29, 2022 Time for preparation & performance – .5 hrs (pd) Supplies: 3Doodler Hex Bugs kits (not used)	In person / Onsite Attendance: 0
Teen Jam Session (YA) April 30, 2022 Time for preparation & performance - .5 hrs (pd) Supplies: None	In Person / Onsite Attendance: 0
StoryWalk® - <i>Over and Under the Snow & Fletcher and the Springtime Blossoms</i> (C) April 2022 Time for preparation & performance – 4 hrs 2 hrs (vol) Supplies: 3 copies of the book, color copies for frame, laminating, Velcro, glue, Spray bottle & paper towels (cleaning). Sponsored by DRA, Friends of the JKPL, and Richard Osterhaus Memorial.	Passive / outdoor program Participants: 109

Drop Everything and Read (DEAR) Book / Business Scavenger Hunt (GI)	Passive program
April 2022	Participants: 103
Time for preparation & performance – 5 hrs (pd)	Completed: 54
Supplies: Copies of scavenger hunt form; prizes donated by businesses	
Participating or from past events / donations. 23 local organizations participated.	
DEAR Face-Off (All ages)	Passive Program
April 2022	
Time for preparation & performance – .5 hr (pd)	Participants: 15
Supplies: Copies and Adopt-a-book forms for prize	
Bridge to Reading Award Voting (C.)	Passive Program
March & April 2022	Participants: 244
Time for preparation & performance – 3.75 hrs (pd)	
Supplies: Books, copies	
Get Puzzled @ Your Library (A)	
April 2022	Participants: 28
Time for preparation & performance - .25 hrs (pd)	
Supplies: Puzzle	
Creation Station: Easter Wreaths (C.)	Passive / Make and Take
April 2022	
Time for preparation & performance – 1 hrs (pd)	
Supplies: Paper plates, templates, etc.	Kits distributed: 20
Programs held in March but still hosted and available to view or engage with on social media	
April 1-30, 2022 – 9 programs	Facebook Views / Engagements: 35 / 3
	YouTube Views: 10

Upcoming Events for May:

May 1—31: Creation Station Craft: Mother Goose Puppet Craft. Stop in and craft in the Creation Station at the library or grab a kit and create at home! This month's take-and-make (or make and take) activity is a Mother Goose paper bag puppet! Kit includes 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.



May 1—31: Coloring, Creating and Doing @ Your Library. The JKPL is continuing to offer coloring pages, dot to dot, crosswords, sudoku, and other activity pages available for you to enjoy at the library or 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 are available while supplies last. NOTE: If you need something to color with, miscellaneous colored pencils may be provided upon request (for you to keep). If you want to work on the activities while at the library, colored pencils, markers, and more are available to check out from the front desk.

Mondays and Thursdays, May 2—26: Strength Training for Older Adults @ 10:00 am. Older adults of any age and fitness level are invited to join this special 8-week exercise program made possible by a partnership between the Geri-Fit® Company and the James Kennedy Public Library. Participants will exercise to a Geri-Fit® DVD and most of the exercises will be performed seated in a chair. There is no dancing or aerobics involved. Classes are held on Mondays and Thursdays and last approximately 45 minutes. For best results, participants should attend as many of the sessions as possible. Each participant will need a set of 2 or 3-pound dumbbell weights, a medium weight stretch band, and water to drink. Space is limited so registration is required.

Monday, May 2: 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 *Between Shades of Gray* by Ruta Sepetys. 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.



Monday, May 2: Upcycled Greeting Cards for Mother's Day from 6:30—7:30 pm. Want a unique card for someone special for Mother's Day? Librarian Ann Boeckenstedt will be on hand to show you how to use the front of an old greeting card combined with glue and cardstock to make an entirely new card. Each card kit includes a Mother's Day themed greeting card front with coordinating cardstock and an envelope. We will have kits in the creation station the rest of week to make or to take and make.

Tuesday, May 3: 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. 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.

Wednesdays, May 4, 11, 18, 25: Sit and Stitch from 1:00—3:00 pm. Grab your hobby or craft and join other crafters at this fun gathering. There are lots of laughs, 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. If you are a new participant and wish to join virtually, 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.



Thursdays, May 5, 12, 19, & 26: 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.

Thursday, May 5: The Politics of Tea: The East India Company and British Tea Culture @ 6:30 pm

For all its genteel connotations, the history of tea is steeped in espionage, rebellion, and the rise of an Empire. Join Anglophile and former UK resident Claire Evans to explore the background of the most lucrative corporate venture the world has ever known and the product it brought to the West at any cost. With a nod to the popular "Bridgerton" series, learn how tea infused British society from top to bottom and what to expect should you ever find yourself at afternoon tea.

- This program will be held live on Zoom.
- Attendees are welcome to attend online or come to the JKPL and attend a livestream of the program (with refreshments).
- In order to receive the Zoom link, please register at bit.ly/politicsoftea
- This presentation will be recorded and available to view on either of the library's social media through May 12.
- This program is sponsored by the Friends of the James Kennedy Public Library and the Carnegie-Stout Public Library.



Friday, May 6: S.T.E.A.M. Fun Fridays 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. All ages welcome. Join us this week for Anti-Gravity Galaxy in a Bottle which is made with baby oil, food coloring, glitter and water!

Saturday, May 7: Free Comic Book Day

The library has partnered with Dyersville Comics and Games for this fun event. Come join us!

Comic Book Giveaway from 9:00 am—5:00 pm

Love comic books? Stop by the library anytime to receive a free comic courtesy of Dyersville Comics and Games.

Graphic Novel Book Tasting from 2:00—4:00 pm

Love comics and graphic novels but stuck in a rut trying to find a new series to read? Stop by our comic book/graphic novel book tasting anytime between 2:00-4:00 pm to see a selection of recommended titles. Got an obscure series you love? Bring your suggestions to show us!



Saturday, May 7: Movies @ Your Library presents "Sing 2" @ 2:00 pm. Buster Moon and his friends must persuade reclusive rock star Clay Calloway to join them for the opening of a new show. Rated PG (1 hour 50 minutes). Soda and popcorn will be provided!



Sunday, May 8: Library closed for Mother's Day



Tuesdays, May 10 & 24: Checkers Library TV presents Snoozer's Storytime Adventures and Watch Party from 4:00—5:00 pm. Join us for this on-demand children's program series where each episode features a story, craft, and a song. A new video will be released every other week and children are invited to attend a Watch Party at the library and then participate in 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. For those not able to attend the watch party, the videos can also be watched on demand on the JKPL Facebook page and YouTube Channel and activity kits can be picked up in the Creation Station at the JKPL to enjoy at home. Note: The videos on YouTube are unlisted so contact the library to get the URL link. Themes are: May 10 (Bedtime Poems) and May 24 (Dad: The Man, The Myth, The Legend).



Tuesday, May 10: 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 *Unyielding Hope* by Janette Oke. Books are available to borrow from the library. Participants are welcome to attend in person or remotely via Zoom. If you want to attend 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.

Wednesday, May 11: National Alliance on Mental Illness presents "In Our Own Voice" @ 6:30 pm

May is National Mental Health Awareness Month and we've asked NAMI Dubuque to promote awareness of mental health conditions and recovery. Presenters Mary Beth Vansteenburg, David Lang, and Jim Vansteenburg will provide a personal perspective of mental health conditions, as those who have lived it. There will be a chance to ask questions after the presentations. Information on how to learn more about mental health, and how to get involved with the mental health community, will be provided.



Friday, May 13: S.T.E.A.M. Fun Fridays 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. All ages welcome. Join us this week as we use a Makey Makey kit to play a cardboard guitar on our library laptop!

Saturday, May 14: Building Creativity One Block at a Time: a LEGO® program from 11:00 am—12:00 pm. This month's theme is "Last Day of School". 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.



Monday, May 16: Registration for Summer Story Time and Wee Read begins. Parents and caregivers are encouraged to sign up their preschoolers for the Summer 2022 sessions of Story Time and Wee Read. Story Time is open to 3, 4 and 5 year olds who have not been in Kindergarten and will be offered on Wednesdays at 9:30 am or 6:30 pm. Wee Read is for children under 3 and their caregiver and will be offered on Wednesdays at 10:30 am. The summer session will run June 8-July 13. Registration is required as space is limited. You may sign up via phone, in person, or online at <https://bit.ly/3qK9t1K>.



Monday, May 16: Bingo Party from 1:00—3:00 pm. Come enjoy bingo at the James Kennedy Public Library. There will be a two card limit, there is no cost to play, and there will be prizes! Registration is recommended as space is limited. Bring your friends!

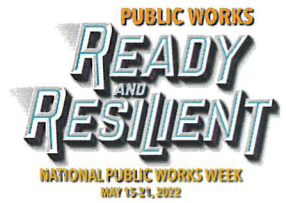
Monday, May 16: Cricut with Christopher presents Pop-up Butterfly Note Cards @ 6:00 pm. Come learn about the Cricut Maker from local expert Lisa Christopher and create a note card with a pop-up butterfly inside. An envelope is included. Participants should be 14 or older but children age 8 and up are welcome if accompanied by an adult. Registration is recommended 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, May 17: City of Dyersville Water and Sewer Systems Expo from 4:00—6:30 pm

Dyersville Public Works Week 2022 will feature the City's drinking water delivery system as well as the City's wastewater disposal system. The JKPL is partnering with the Dyersville Public Works Department to host a number of opportunities to learn about, and even experience, some of the everyday Public Works activities required to keep our water and wastewater systems functioning. Stop by anytime during this event, both inside the library and in the parking lot adjacent to the library, to talk with the men and women who operate and maintain the City's water and sewer systems.

- Come see the inside of a fire hydrant and a water valve, witness a demonstration of the in-pipe sewer video-inspection system, observe the operation of the City's crane used for lifting or removing up to 3,200-lb pumps and other objects, and see the equipment that helps the City to annually exercise nearly 900 water valves through-out town.
- Danielle Will, engineer at Farm Tek, will lead a hands-on activity on water filtration where participants will build and test their own physical filtration system for contaminated water.
- At 6:00 pm in the Hoffman Room, Public Works staff, led by John Wandsnider, Dyersville Public Works Director and City Engineer, will give a half-hour presentation on how the City's water and sewer systems operate.
- This program is open to all ages.
- Refreshments and door prizes are also part of this event!
- This presentation will be recorded and available on the library's YouTube channel and the City's local access channel.



Thursday, May 19: A Woman of Adventure: The Life and Times of First Lady Lou Henry Hoover @ 6:00 pm. When Lou Henry married Herbert Hoover in February 1899, she looked forward to a partnership of equality and a life of adventure. She could fire a rifle and sit on a horse as well as any man. For the first fifteen years of married life, Lou globe-trotted with her husband as he pursued a lucrative career in mining engineering and consulting. Lou, who detested the limelight, led a dual life: she supported her husband's political career, managed their multiple households, and saw to the needs of their family. Behind the scenes, she pursued her own interests. History has long since forgotten the breadth of her achievements, but Lou Henry Hoover's powerful legacy endures. The JKPL has partnered with the Hoover Presidential Library to present their 3rd Thursday Virtual Programs. Registration is required so please register at bit.ly/TTFirstLady.



Friday, May 20: S.T.E.A.M. Fun Fridays 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. All ages welcome. Join us this week to make a butterfly mask out of cardstock.

Saturday, May 21: Plant Sale Fundraiser from 8:00—10:00 am

Join Master Gardener Karen Kramer and members of the JKPL Fundraising Committee in the parking lot adjacent to the JKPL to select and purchase plants donated by community members. Plants not selected during the sale may be available to purchase for a donation. All proceeds will be used to support library collections and services.



Note: If you have plants you would like to donate, please contact the library at (563)875-8912 to make arrangements to drop them off. Plants of all kinds are welcome.

Saturday, May 21: Movies @ Your Library presents "Dog" @ 2:00 pm. In this road-trip comedy, two hard-charging former Army Rangers paired against their will (one human, one Belgian Malinois dog) race down the Pacific Coast in hopes of making it to a fellow soldier's funeral on time. Rated PG-13 (101 minutes). Soda and popcorn will be provided!

Tuesday, May 24: 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>.

Wednesday, May 25: Bringing Our Heroes Home @ 7:00 pm

The Defense POW/MIA Accounting Agency (DPAA) is responsible for the fullest possible accounting of missing Americans from past conflicts. The organization is made up of scientists, archaeologists and other career fields working around the world to find and identify heroes who are still missing. David Kalis, the Comptroller for the DPAA, will join us live via Zoom from Washington D.C. to talk about the work being done and answer your questions.

- Attendees are welcome to attend from home or come to a livestream of the program at the library. Refreshments will be served.
- In order to receive the Zoom link, please email librarian@dyersville.lib.ia.us by 5:00 pm on May 25 to receive a link to the Zoom Room.
- Barring technical difficulties, this presentation will be recorded and shared on the JKPL Facebook Page and YouTube Channel for 60 days.



Friday, May 27: HomeMeds—Managing Your Medications @ 1:00 pm

Medication-related problems can lead to many issues resulting in ER visits, rehospitalization, and worse. Almost 50% of older adults living in the community have experienced some kind of negative medication event. Every year over 400,000 seniors go to the Emergency room and are hospitalized due to falls, confusion & heart problems that are the result of the meds they are taking. Stacie Speirs, from the Northeast Iowa Area Agency on Aging, will be at the library to talk about their HomeMeds program, which is a valuable resource for identifying potential patient medication-related hazards.



Friday, May 27: Final Friday Tech Help from 3:00—5:00 pm. Looking for help with your computer or device? Schedule a time with Paul to come in and have your questions answered! The library has a few laptops and tablets available to use but guests are encouraged to bring their own device if they have one. Final Friday Tech is held on the last Friday of each month.

Friday, May 27: S.T.E.A.M. Fun Fridays 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. All ages welcome. Join us this week for Electricity & Magnetism! This week we will be using one of our Library of Things items to study the science behind Magnetism and electricity! This kit has more than 60 experiments to learn about!

Friday, May 27: 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.

Saturday, May 28: Tween Nerf War from 6:00—8:00 pm

Bring your Nerf gun and ammo and head to the library for a tween Nerf War!

- Participants must be ages 9-12 and must have a signed parental waiver.
- Registration is requested as 8 people are required to hold the program, and a max of 20 is allowed. Minimum sign up of 8 must be reached by 8 pm on Thursday, May 26.
- Walk-ins are welcome if space allows.
- Participants must provide their own Nerf guns and ammo, but no modifications to darts or guns to increase range or hitting power will be allowed.



Sunday, May 29 & Monday, May 30: Library closed for Memorial Day



Thursday, May 18th is Great Give Day!

Great Give Day is a day focused on donating to causes or establishments within your community. Looking to support the James Kennedy Public Library? Then consider donating to the James Kennedy Public Library

Endowment! The mission of the James Kennedy Public Library (JKPL) Endowment is to provide supplemental financial support to the library. The James Kennedy Public Library enriches the Dyersville community by providing equal access to creative resources for entertainment and education. The James Kennedy Public Library helps create a thriving community to inspire curiosity, creativity, innovation, and connection.

The JKPL Endowment fund, through your charitable contributions, ensures the library will continue to provide these services for years to come. The JKPL Endowment was established in 2019 by Alan Bird. His donation was made in memory of his mother, Irma Bird, a founding member of the original Library Board. Started 60 years after the founding of the library, the Endowment will insure the library's ability to remain dedicated to its original mission and continue to serve the community needs. Want more information? Check out the Endowment Fund's Facebook page at: <https://www.facebook.com/James-Kennedy-Public-Library-Endowment-107205744107637/>

Want to donate? Visit the following link: <https://www.greatgiveday.org/jkplendowment>





Summer Reading Programs



The summer reading program theme this year for all ages is *Read Beyond The Beaten Path*. This year's theme focuses on summer camp at the library in all of its forms, from adventure to skill development. All programs offer incentives to read and use the library. The JKPL is offering three programs:

- Children (PreK through 5th grade): June 6—July 16
- Teens (6th to 12th grade): June 6—July 31
- Adults (18 and older): June 1—August 31

In-person registration begins on June 6 for the programs for children and teens. Registration for the adult program begins June 1. Please check with the library for the specific guidelines for each program. In addition to these summer reading programs, many special events and activities will be offered.

Summer Meals offered at the JKPL: June 6—June 30



The Western Dubuque Community School District's Food and Nutrition Services Department is proud to continue feeding the kids of our community during the month of June. In partnership with the JKPL, WD will serve free grab-and-go meals in the parking lot adjacent to the library. This program is funded by the USDA Summer Seamless Option.

- ⇒ Meals will be served from June 6—30, Monday through Friday only, from 11:30 am—12:15 pm
- ⇒ Meals are for all kids 18 and younger regardless of race, color, economic status, sex or disability.
- ⇒ Meals will be available for pick up via vehicle or walk-up outside the library in the adjacent parking lot.
- ⇒ Children do not need to be present to receive grab-and-go meals and are not required to eat onsite.
- ⇒ Sack lunches will include:
 - A. The choice of the hot entree of the day or an Uncrustable PBJ sandwich
 - B. A variety of fruits and veggies
 - C. Chips
 - D. Chocolate milk
- ⇒ Menus are posted the day before at the WD Facebook page and can be found on the WD homepage under the Facebook/Twitter section.

Along with the sack lunch a sack breakfast will be included which is intended for the next morning. Each breakfast will include an entrée (some may need to be cooked), a fruit serving (typically juice cup), and a white milk. Questions or comments can be sent to kyle.gansen@wdbqschools.org or call 563-744-3885 ext 6041.

Summer Movies @ Your Library

Soda & popcorn will be provided!



Saturday, June 4: "Iron Will" @ 2:00 pm

A brave young man is thrust into adulthood as he and his courageous team of sled dogs embark on a grueling and treacherous cross-country marathon. Together they race through the frozen wilderness, carrying hopes of capturing the \$10,000 grand prize that will save his family from financial ruin. With dogged determination and sheer iron will, they face impossible odds and hardships along the dangerous trail to his dreams. Rated PG (104 minutes).

Saturday, June 25: "Land" @ 2:00 pm. Following an unsettling experience in the wilderness, a grieving woman ventures deep into a remote region of Wyoming to pursue a fresh start, hoping to shift her perspective on the meaning of her life and reconcile her distress with her determination to continue living. Rated PG-13 (89 minutes).

May 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Strength Training @ 10am Books For Lunch @ 12pm Upcycled Greeting Cards from 6:30-7:30pm	3 Dungeons & Dragons @ 6pm	4 Sit & Stitch from 1-3pm	5 Strength Training @ 10am Euchre Card Party from 1-3:30pm The Politics of Tea @ 6:30pm	6 STEAM Fun Fridays from 3:30-5pm	7 Free Comic Book Giveaway from 9am-5pm Graphic Novel Book Tasting from 2-4pm Sing 2 (PG) @ 2pm
8 Library closed	9 Strength Training @ 10am	10 Checkers TV @ 4pm A Novel Approach to Faith book club @ 7pm	11 Sit & Stitch from 1-3pm National Alliance on Mental Illness @ 6:30pm	12 Strength Training @ 10am Euchre Card Party from 1-3:30pm	13 STEAM Fun Fridays from 3:30-5pm	14 Building Creativity One Block at a Time: a LEGO® program from 11am-12pm
15	16 Strength Training @ 10am Bingo Party from 1-3pm Cricut with Christopher @ 6pm <div style="border: 1px solid black; padding: 2px; text-align: center;">Registration begins for Summer Story Time & Wee Read</div>	17 Water & Sewer Systems Expo from 4-6:30pm	18 Sit & Stitch from 1-3pm <div style="border: 1px solid black; padding: 2px; text-align: center;">Today is Great Give Day!</div>	19 Strength Training @ 10am Euchre Card Party from 1-3:30pm A Woman of Adventure @ 6pm	20 STEAM Fun Fridays from 3:30-5pm	21 Plant Sale Fundraiser from 8-10am Dog (PG-13) @ 2pm
22	23 Strength Training @ 10am	24 Checkers TV @ 4pm JKPL Writing Group @ 6:30pm	25 Sit & Stitch from 1-3pm Bringing Our Heroes Home @ 7pm	26 Strength Training @ 10am Euchre Card Party from 1-3:30pm	27 HomeMeds @ 1pm Final Friday Tech from 3-5pm STEAM Fun Fridays from 3:30-5pm Game Night @ 6pm	28 Tween Nerf War @ 6pm
29 Library closed	30 Library closed	31	<div style="border: 1px solid black; padding: 5px;"> <p>May 1-31</p> <ul style="list-style-type: none"> Coloring, Creating, Doing Mother Goose craft kits </div>	<div style="border: 1px solid black; padding: 5px;"> <p>May 1-31</p> <ul style="list-style-type: none"> StoryWalk @ Westside Park Get Puzzled </div>		

Tentative Scheduled of Upcoming Events - June 2022 and Beyond

June 1-30: Get Puzzled @ Your Library. Stop in the library this month to help us put together a new jigsaw puzzle. This month's puzzle is *Lost in the Woodies*. The puzzle is located on the table under the skylight and everyone is welcome to add a piece or two or more. Everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle. Please stop at the front desk to get your name entered.

June 1-30: Coloring, Creating and Doing @ Your Library. The JKPL is continuing to offer coloring pages, dot to dot, crosswords, sudoku, and other activity pages available for you to enjoy 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 are available while supplies last. NOTE: If you need something to color with, miscellaneous colored pencils may be provided upon request (for you to keep). If you want to work on the activities while at the library, colored pencils, markers, and more are available to check out from the front desk.

June 1-30: Creation Station Craft: Project to be announced. Stop in and craft in the Creation Station at the library or grab a kit and create at home! 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.

Wednesday, June 1: Adult Summer Library Program Begins! Everyone 18 and older is encouraged to participate in the 2022 program that runs June 1-August 31. This year's theme is Read Beyond the Beaten Path. It encompasses "summer camp at the library and features different summer experiences - from outdoor activities such as hiking, campfires, stories, and s'mores to nature programs, arts and crafts, music, and so much more! Registration begins on June 1 and adults are welcome to join throughout the summer. Participants will receive a bookbag, bookmark, and a free book just for registering; along with a paper log to track books read and activities completed to earn prizes. Participants are encouraged to read as well as use various library services and participate in special themed events. The adult summer library program is sponsored by the Friends of the James Kennedy Public Library. NOTE: More Adult focused special events should be on the schedule soon.

Wednesdays, June 1, 8, 15, 22, 29: Sit and Stitch from 1:00—3:00 pm. Grab your hobby and/or craft and join other crafters in this fun gathering. There are lots of laughs, 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. If you are a new participant and wish to join virtually, 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.

Mondays and Thursdays, June 2-30: Strength Training for Older Adults @ 10:00 am. Older adults of any age and fitness level are invited to join this special exercise program made possible by a partnership between the Geri-Fit® Company and the James Kennedy Public Library. Participants will exercise to a Geri-Fit® DVD and most of the exercises will be performed seated in a chair. There is no dancing or aerobics involved. Classes are held on Mondays and Thursdays and last approximately 45 minutes. For best results, participants should attend as many of the sessions as possible. Each participant will need a set of 2 or 3-pound dumbbell weights, a medium weight stretch band, and water to drink. Space is limited so registration is required.

Thursday, June 2: Pop-Up @ the Farmer's Market from 3:00 - 5:00 pm. The JKPL will be reaching out to the community by visiting the Dyersville Farmer's Market on the first and third Thursdays in June, July and August! Visitors will learn about what the library has to offer, get their questions answered, and select a free book to keep from the pop-up library. Take-and-make activities may also be available. The library will bring a hotspot and provide WiFi Access! The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

Thursday, June 2: Art in the Park from 3:00 - 4:00 pm. Join us at the Farmer's Market once a month during the summer to get creative! This month kids will make bubble print art. Kids will blow bubbles into a mixture of non-toxic paint and dish soap, make a print with the bubbles, and create a unique piece of art. All ages welcome, but children who are too young to understand they need to blow, and not inhale, on a straw will need an adult companion.

Friday, June 3: Building Creativity One Block at a Time: a LEGO® program from 1:00 pm to 2:00 pm. This month's theme is "Summer Plans". 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.

Saturday, June 4: Summer Movies @ Your Library presents "Iron Will" @ 2:00 pm. A brave young man is thrust into adulthood as he and his courageous team of sled dogs embark on a grueling and treacherous cross-country marathon. Together they race through the frozen wilderness, carrying hopes of capturing the \$10,000 grand prize that will save his family from financial ruin. With dogged determination and sheer iron will, they face impossible odds and hardships along the dangerous trail to his dreams. Rated PG (104 minutes).

Saturday, June 4: Nerf War @ Your Library from 6:00-8:00 pm. Bring your Nerf gun and ammo and head to the library for this bi-monthly Nerf War! Participants must be 13 or older and anyone under 18 must have a signed parental waiver. Registration requested as 10 people are required to hold the program and a max of 20 is allowed. Walk-ins welcome, if space allows. Participants must provide their own Nerf guns and ammo but no modifications to darts or guns to increase range or hitting power will be allowed.

Monday, June 6 – Thursday, June 30: Summer Meals offered at JKPL Parking Lot: The Western Dubuque Community School District's Food and Nutrition Services Department is proud to continue feeding the kids of our community during the month of June. In partnership with the JKPL, WD will serve free grab-and-go meals to all kids 18 and younger regardless of race, color, economic status, sex or disability. This exciting opportunity to offer free meals to all children is funded by the USDA Summer Seamless Option. Beginning June 6th, Monday through Friday and continuing until Thursday, June 30th from 11:30am to 12:15pm, meals will be available for pick up via vehicle or walk up outside the library. Due to USDA regulation waivers in place until June 30th, 2022, children do not need to be present to receive grab and go meals and are not required to eat onsite. Sack lunches will include the choice of the hot entree of the day or an Uncrustable PBJ sandwich. A large variety of fruits and veggies will be served along with chips and chocolate milk. All lunches will include 1/2 cup fruit and vegetable, chips and milk.

Lunches will follow the SSO feeding guidelines. With the sack lunch will be a sack breakfast intended for the next morning. Each breakfast will include an entrée (some may need to be cooked), a fruit serving (typically juice cup), and a white milk. Menus are posted the day before at the WD Facebook page and can be found on the WD homepage under the Facebook/Twitter section. Questions or Comments can be sent to kyle.gansen@wdbqschools.org or call 563-744-3885 ext 6041.

Monday, June 6: Children's Summer Reading Program Begins. School's out for summer, which means there is plenty of time for reading to prevent the dreaded summer slide (loss of reading skills over the summer). Our theme for this summer is *Read Beyond the Beaten Path*. We've lined up fun activities, crafts, and story times that reflect the theme. Program runs June 6-July 16 and registration begins on June 6. Just stop by the library to sign up for the program. Kids age 3+ will receive a book bag, free book, and other goodies, including a ball chain or keychain at registration. Kids will then keep track of how many minutes they read and earn beads and brag tags to add to their chains. Sports beads, glow in the dark beads, animal beads, glitter beads, and more will be available, along with a variety of brag tags. For every 12 hours a participant reads, they will earn another brag tag and entry into the grand prize drawing. Children under age 3 will receive a page of fun brain-building activities and a free book at registration and free book. Once they complete all the activities they will receive a goody bag. Sponsored by the Friends of the James Kennedy Public Library.

Monday, June 6: Teen Summer Reading Program Begins! Everyone who has completed 6th-12th grade is encouraged to participate in the teen program that runs from June 6 to July 31. The theme this year is *Read Beyond the Beaten Path*. There is an independent reading portion of the program plus special events that relate to the program theme. This year, teen participants will be given a game board of challenges to read different types of books and check out some of the services available at the library, hopefully getting them to try something off their usual beaten path! For each set of challenges completed, the participant will earn an entry into the prize drawings with extra challenges that can earn you more entries! Participants also get a free book just for signing up!

Monday, June 6: Books for Lunch Book Discussion @ 12:00 noon. This group gathers on the first Monday of each month at noon and meets both in person or via Zoom. This month the group will discuss *What I Carry* by Jennifer Longo, which is the Young Adult All Iowa Reads selection. Copies of the book are available to borrow from the library. Join us 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@dysersville.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.

Tuesdays, June 7 – July 26: Checkers Library TV presents Off-Road Adventures and Watch Party from 4:00-5:00 pm. Join us this summer as Checkers and Snoozer embark on a one of a kind journey - they will be going on a reading road trip through the wilderness! All summer long they will be learning about camping, wildlife, environmental awareness, and exploration, all while reviewing the most exciting camping books and getting into some perplexing predicaments. The JKPL is pleased to continue to offer this fun and educational on-demand children's program series that features stories and activities. A new video will be released every week and children are again invited to attend a Watch Party at the library and then participate in 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. For those not able to attend the watch party, the videos can also be watched on demand on the JKPL

Facebook page and YouTube Channel and activity kits can be picked up in the Creation Station at the JKPL to enjoy at home. Note: The videos on YouTube are unlisted so contact the library to get the URL link. Summer dates and themes are: June 7 - A Walk In The Park!, June 14 - Marshmallow Snoozer, June 21 - Our Home. Our Earth., June 28 - Look at that!, July 5 - Which Way To Read!, July 12 - Beachin', July 19 - A Hiking We Will Go!, July 26 - Stormy Science!.

Tuesday, June 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. 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.

Wednesdays June 8, 15, 22, & 29: Story Time @ 9:30 am & 6:30 pm. Parents and caregivers are encouraged to sign up and bring their preschoolers to the Summer 2022 sessions of Preschool Story Time. Story Time is open to 3, 4 and 5 year olds who have not been in Kindergarten. Programs will run June 8-July 13. Registration is required as space is limited. You may register in person, by phone, or online at <https://bit.ly/3qK9t1K>

Wednesdays, June 8, 15, 22, & 29: Wee Read @ 10:30 am. Parents and caregivers are encouraged to sign up and bring their preschoolers to the Summer 2022 sessions of Wee Read. Wee Read is for children under 3 and their caregiver. Programs will run June 8-July 13. Registration is required as space is limited. You may register in person, by phone, or online at <https://bit.ly/3qK9t1K>.

Thursday, June 9. SRP: Bug Bonanza with Swiss Valley Nature Center @ 1:00 pm. What is the difference between a bug and an insect? Does it really matter? Discover local insect and bug neighbors with Swiss Valley Nature Center and learn about their homes. This program is for all ages and will be held in the West Side Park prairie planting. Participants are asked to park in the west parking lot at the West Side Park soccer fields (the side with the disc golf course) and cross the park to the creek. We will gather by the park bench on the trail.

Thursday, June 9: Teen SRP: Fun with Improv @ 5:00 pm. Ever wanted to try your hand at improv? Participants ages 12-18 are invited to join us in testing your on the spot skills as we play a series of improv games. Feel free to just come watch or try it out yourself!

Saturday, June 11: SRP @ Outdoor Art @ 10:00 am. Get creative in the Library parking lot with puffy sidewalk paint, cornstarch paint, flower pounding art, and more. All ages welcome, but children under 6 need an adult companion. Date may be subject to change due to weather or scheduling conflicts. Funded by the Friends of the Library.

Friday, June 10: Pop-Up at Downtown Summer Nights from 5:00 - 8:00 pm. The JKPL will be reaching out to the community by "popping up" at Downtown Summer Nights! Visitors will be able to select a free book to keep from the pop-up library as well as learn more about library services. The library will also have a hotspot running to provide WiFi access. The JKPL Fundraising Committee will be on hand selling frozen treats to support the special collections and services of the library. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

Friday, June 10: TACKL Fun and Games @ Downtown Summer Nights from 5:00-8:00 pm. Join the Teen Advisory Council to the Kennedy Library (TACKL) at Downtown Summer Nights for fun, free games for kids. Everyone walks away with a prize for playing! This event is sponsored by the Dyersville Chamber of Commerce.

Tuesday, June 14: SRP: Engarde! Foils, Epees, and Swords @ 10:00 am. Fencing is an ancient skill and modern sport that is definitely off the beaten path. Learn all about this challenging sport with the Iowa City Fencing Center. Kids will get a chance to practice skills with foam equipment. All ages welcome. Funded by the Friends of the Library.

Tuesday, June 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 *Burden of Proof* by Davis Bunn. Books are available to borrow from the library. Participants are welcome to attend in person or remotely via Zoom. If you want to attend 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.

Thursday, June 16: Pop-Up @ the Farmer's Market from 3:00 - 5:00 pm. The JKPL will be reaching out to the community by visiting the Dyersville Farmer's Market on the first and third Thursdays in June, July and August! Visitors will learn about what the library has to offer, get their questions answered, and select a free book to keep from the pop-up library. The library will bring a hotspot and provide WiFi Access! The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

Thursday, June 16: Robots @ the Farmer's Market from 3:00 - 4:00 pm. Stop by the library's booth at the Farmer's Market and try out some of the robots the library has available for patrons to use and/or borrow. Participants can have fun remote controlling the robots or try their hand at block programming.

Thursday, June 16: Third Thursday Title to be announced @ 6:00 pm. Description and topic to be announced. The JKPL has partnered with the Hoover Presidential Library to present their 3rd Thursday Virtual Programs. Registration is required.

Wednesday, June 22: Teen SRP: Teen Outdoor Art with Dianne Kramer @ 2:00 pm. Teens age 12-18 are welcome to join us as we make art out in nature! Meet library volunteer Dianne Kramer at the Westside Park shelter to learn techniques for drawing the beauties of nature. Supplies will be provided for the program. Registration is required to ensure there is enough interest to hold the program.
Community poster

Monday, June 20: Cricut with Christopher @ 6:00 pm. Come learn about the Cricut Maker from local expert Lisa Christopher. Participants should be 14 or older but children age 8 and up are welcome if accompanied by an adult. Registration is recommended 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.

Thursday, June 23: SRP Outdoor Survival with Devin @ 1:00 pm. If you got lost in the woods, could you survive until rescued? Library staff member Devin Werner will teach the basics of outdoor survival, from

foraging for food, water sourcing, and shelter. Bear Grylls look out! Program date may be subject to change. Funded by the Friends of the Library.

Friday, June 24: Final Friday Tech Help from 3:00—5:00 pm. Looking for help with your computer or device? Schedule a time with Paul to come in and have your questions answered! The library has a few laptops and tablets available to use but guests are encouraged to bring their own device if they have one. Final Friday Tech is held on the last Friday of each month.

Friday, June 24: 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.

Saturday, June 25: World of Bubbles with Absolute Science from 8:00 am- 12:00 pm. Bubbles, bubbles, bubbles! Join us at the Dyersville Downtown Market and celebrate summer reading with over 10 bubble stations. Kids of all ages are invited to come and blow bubbles of all sizes. Stations will be socially distanced and wands disinfected between uses. Sponsored by the Friends of the James Kennedy Public Library and the Dyersville Downtown Market. This program will be held weather permitting.

Saturday, June 25: Pop-Up @ the Dyersville Downtown Market from 8:00 am - 12:00 noon. The James Kennedy Public Library will be reaching out to the community by bringing a pop-up library to the Market. Visitors will be able to find out more about what the library has to offer, and select a free book to keep. The JKPL will also have a hotspot running to provide WiFi Access. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL. Our participation at this event is weather permitting.

Saturday, June 25: Summer Movies @ Your Library presents "Land" @ 2:00 pm. Following an unsettling experience in the wilderness, a grieving woman ventures deep into a remote region of Wyoming to pursue a fresh start, hoping to shift her perspective on the meaning of her life and reconcile her distress with her determination to continue living. Rated PG-13 (89 minutes).

Monday, June 27: Strings Club @ 6:00 pm. Do you have a ukulele, guitar or other string instrument that you would like to play more often? Do you want to grow your skills by jamming with others? The JKPL Stings Club, facilitated by Sue Engelbrecht and Gary Bramel, is returning!. Teen and adult musicians of all skill levels welcome. NOTE: This is not a class but a jam session so participants should know basic chords. Registration requested. Walk-ins welcome as space allows. (To be Confirmed)

Tuesday, June 28: SRP Ninja U @ 10:00 am. Have you ever watched American Ninja Warrior on TV? Four contestants are from Iowa and trained at a gym in Cedar Falls called Ninja U. Alumni from the gym will walk (or jump!) us through what it takes to be an American Ninja Warrior, and how you can train at home. All ages welcome. Program date may be subject to change. Funded by the Friends of the Library.

Tuesday, June 28: How To Write Your Novel and Get It Published @ 6:00 pm. Maggie Rivers is a Des Moines, Iowa author who writes under four different pseudonyms and a USAF Vietnam era vet. She will be our kick-off speaker for camp NaNoWriMo which runs from July 1st to July 31st. This program will be in-person but participants can attend via Zoom if they prefer. To attend in person, please contact the library as registration is required as space is limited. To attend via Zoom, please register by 11:00 am on the day of the event at <https://bit.ly/JKPLwriting>.

July 1-31: Camp NaNoWriMo. Details to come.

Friday, July 1: Teen SRP: Ghost Stories! @ 6:00 pm. Love spooky stories and want to share them? Join us for a chilling evening of taking turns telling our favorite ghost, monster or creepy stories! Participants can either bring a story from a book or website they love, or create an original story to scare the pants off of everyone! Ages 12-18 only. Sign-up is required by July 1st to see if there is enough interest to hold the program.

Monday, July 4: Library closed

Tuesday, July 5 - Friday, July 8: Dyersville's 150th anniversary celebration. Library is participating in some way with pictures in the windows and possibly tours of the library. Details to come.

Thursday, July 7: Pop-Up @ the Farmer's Market from 3:00 - 5:00 pm. The JKPL will be reaching out to the community by visiting the Dyersville Farmer's Market on the first and third Thursdays in June, July and August! Visitors will learn about what the library has to offer, get their questions answered, and select a free book to keep from the pop-up library. The library will bring a hotspot and provide WiFi Access! Masks are encouraged and hand sanitizer will be provided. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

Thursday, July 7: Art in the Park from 3:00 - 4:00 pm. The farmer's market is full of delicious vegetables to eat. But did you know you can make art with them, too? Kids who come to the market on July 7 will use vegetables and ink to create beautiful art prints. All ages welcome.

Thursday, July 7: SRP Off the Beaten Path Food @ 1:00 pm. Korea, India, Vietnam, and Germany. Miss Kim will share the history of some tasty off the beaten path foods and you will get to help cook a few of them. There will be lots of samples for those daring enough to eat off the beaten path. Registration is requested so we have enough food. Program date may be subject to change. Funded by the Friends of the Library.

Thursday, July 7: ASRP: Wild Edibles Hike from 5:30pm – 7:00pm at New Wine Park. Step off the beaten path with a naturalist from Dubuque County Conservation and join us for a hike in search of wild edibles. During our hike, you will get the chance to learn about some of the wild edibles that are found in Dubuque County. The health benefits to foraging and the food itself, plants we should avoid, look-alikes, and more, will all be discussed. New Wine Park is located off of highway 136 at 15971 New Wine Park Ln. Please cross the bridge on the right and meet on the left grass field. We will be off the hiking trails, so please wear close-toed shoes and pants.

Saturday, July 9: SRP: Mountain Climber Jen Loeb 10:00 am. Iowan Jen Loeb is the only woman from Iowa who has climbed the highest mountains on all seven continents (the Seven Summits), and she is coming to the Library to share her adventures off the beaten path. Jen will walk you through the process of climbing the tallest mountain in the world, Mount Everest. You will experience her accomplishment through pictures and a short video of her climbing the icefall section of the route. See the gear she used to stay alive and learn about the 7 Summits, the last of which she conquered in 2021. Funded by the Friends of the Library.

Tuesday, July 12: SRP: Sun Prints @ 10:00 am. Create beautiful art with sun print paper at this fun summer reading program for kids. Sun prints, also called cyanotypes, have been used to make records of plants for hundreds of years. Sun print paper is coated with chemicals which react when exposed to sunlight. When you place objects such as leaves on the paper, they block the light so that the paper remains white while the areas on the paper around the leaves turn a beautiful Prussian blue. Water stops the process and fixes your images on the paper. All ages welcome, but children under 6 need an adult companion. Program date may be subject to change. Funded by the Friends of the Library.

Friday, July 15: SRP Mississippi River Life with the Mississippi River Museum @ 10:00 am. Mussels, snakes and beavers; each species has a niche or role in the environment. Through the use of pelts and other hands-on items, participants will explore animals that call the Mississippi River home! This program will include one or two live animals. Funded by the Friends of the Library.

Friday, July 15, Saturday, July 16 & Monday July 18: Friends of the James Kennedy Public Library Used Book Sale. The used book sale is back! Join us for the Friends of the Library used book sale, which will be held in the basement of the James Kennedy Public Library. Hours are: Friday, July 15: 9:00 am—5:00 pm; Saturday, July 16: 9:00 am—3:00 pm; and Monday, July 18: 9:00 am—7:00 pm. Bags of books are \$1 on Monday, the last day of the sale. For more information please contact the library at (563) 875-8912 or visit the website at www.dyersville.lib.ia.us *To be confirmed.*

Saturday, July 16: Summer Movies @ Your Library presents “Daddy Day Camp” @ 2:00 pm. Pals Charlie and Phil expand their childcare daycare magic to Camp Driftwood, which is serving up sports, crafts and teaching the kids a thing or two about nature. Along the way they discover the camp has everything it needs except a plan to put the bullies of rival Camp Canola to shame. With some quick thinking, teamwork, a secret weapon and some off-the-wall crazy antics, the dads and kids unite to make sure Daddy Day Camp secures its rightful place in kid camp history! Rated PG (90 minutes).

Tuesday, July 19: She’s Been Working on the Railroad: presentation by Rudy Daniels @ 6:30 pm. Women have played important roles in the railroad industry since its earliest days in the 1840s. Many worked at stations in the late nineteenth century, including Iowa’s own Kate Shelley. There is no question that by 1900 women had become an integral part of the railroad’s labor force. During World Wars I and II, women expanded their roles and worked in shops, on trains, and repairing track. This program also includes profiles of the women holding government offices and high corporate positions in the industry in more recent years. Sponsored by Humanities Iowa and the Friends of the JKPL.

Saturday, July 23: Teen SRP: Lord of the Rings Movie Night 6:30 pm. Teens that signed up for the Teen Summer Reading Program are invited to our Lord of the Rings party! Come watch The Fellowship of the Ring while enjoying pizza and snacks! Come test your knowledge of the series in a Lord of the Rings themed trivia game after the movie!

Saturday, July 30: SRP: Butterfly Encounter @ Dyersville Downtown Market from 8:00 am - 12:00 pm Experience butterflies up close and personal in one of three butterfly tents! Everyone will be offered a butterfly flower feeder for a hands-free encounter with these marvels of nature. Explore the interactive educational tables to learn more about the life-cycle of butterflies. All ages. Funded by the Friends of the Library and the Dyersville Downtown Market.

Saturday, July 30: Summer Movies @ Your Library presents "Wild" @ 2:00 pm. A self-destructive divorcée hikes the Pacific Crest Trail in the US in a bid to conquer her demons. As she reflects on her failed marriage and her mother's death, the kindness of strangers helps her summon the courage she'll need to stay the course. Based on the book by Cheryl Strayed. Rated R (115 minutes).

Tuesdays, August 2, 9, 16, 23, & 30: Chair Yoga @ the James Kennedy Public Library @ 9:30 am. Karen Kramer, a registered yoga instructor, will teach chair yoga on Tuesdays during the month of August. Chair yoga involves the use of a chair to provide support, so it is great for seniors, those with limited mobility, or beginners. Sessions will begin at 9:30 and last approximately 45 minutes. Registration is recommended as participation is limited to 20. Walk-ins welcome if space allows. For more information please contact the library at (563) 875-8912 or visit the website at www.dyersville.lib.ia.us

Tuesday, August 2: ASLP: Dutch Oven Cooking from 5:30pm – 7:30pm at New Wine Park. Let's get back to the basics and cook with some good old fire and coals. We will be taking the time to learn the new hobby of Dutch Oven cooking and a little fire cooking. You will gain the basic knowledge of how to start cooking with a Dutch Oven and get the chance to make some delicious food. Using a Dutch Oven can seem intimidating with seasoning the cast iron, heating coals and placing them correctly and storing care of the Dutch Oven, but through this class we will build confidence and enable you to cook with a Dutch Oven and possibly create a new hobby! Please cross the bridge on the right and meet at the camping area. (Please wear close-toed shoes.) Registration is required to ensure adequate supplies and a maximum of 15 people may participate.

Saturday, August 6: Summer Movies @ Your Library presents "Freaky Friday" @ 2:00 pm. Dr. Tess Coleman and her teenage daughter Anna have one thing in common -- they don't relate to each other on anything. Then one night a little mystic mayhem changes their lives and they wake up to the biggest freak-out ever. Tess and Anna are trapped inside each other's body! But Tess's wedding is Saturday and the two must find a way to switch back fast! Literally forced to walk in each other's shoes, will they gain respect and understanding for the other's point of view? Based on the book by Mary Rodgers. This is the 2003 version. Rated PG (97 minutes).

Saturday, August 20: Summer Movies @ Your Library presents "Calendar Girls" @ 2:00 pm. When 12 ordinary members of the Women's Institute, a prim and proper local ladies' club, decide they need to find a more compelling way to raise money for a new charity, they turn to their traditional annual calendar and give it a very untraditional twist. Behind the usual baked goods, the apple pressing, and the flower arrangements are the women -- completely nude! Rated PG-13 (109 minutes).

Saturday, October 22: Death Comes For Us All @ 11:00 am. Join historian Kathy Wilson for an interesting program on the attitudes surrounding death. Victorians had a different attitude about death than we do in the 21st Century. People died at home surrounded by loved ones, families picnicked in cemeteries on Sundays, took photos with the deceased, and made jewelry from their hair. They also worried about being buried alive or someone stealing their bodies. This program explores the Victorians' fascination with death and the culture they developed to memorialize the dead.



Summary of Fund Activity
James Kennedy Public Library Endowment - # 01372

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Fund Statement: 3/1/2022 through 3/31/2022

BEGINNING FUND BALANCE	13,707.69
Gifts	0.00
Interest/Dividend Income	27.94
Realized Gains (Losses)	0.96
Unrealized Gains (Losses)	112.62
Other Income	0.00
Grants Approved	0.00
Investment & Admin Fees	(20.00)
Credit Card Fees	0.00
ENDING FUND BALANCE	13,829.21
Available to Spend	330.00

James Kennedy Public Library
Members of the Board of Trustees 8 / 2021

Karen Kramer, President
115 8th St. NW
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k.kramer132@gmail.com

(563)875-7723(h)
(319)480-2261(cell)
Appointed 7/2018
Term expires 6/30/2022

Catherine O’Hea, Vice President
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(563)580-7206
Appointed 7/2018
Term expires 6/30/2022

Danielle Will, Secretary
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(814)270-5017
Appointed 8/2020
Term expires 6/30/2024

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Appointed 7/2004
Term expires 6/30/2022

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Appointed 8/2021
Term expires 6/30/2024

Raymond Kruse
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Colesburg, IA 52035
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(563)451-9958
Appointed 9/2020
Term expires 6/30/2024

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224 1st Ave. W.
Dyersville, IA 52040
karentieskoetter@gmail.com

(641)229-5545
Appointed 5/2019
Term expires 6/30/2022

Alex Wiezorek
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Wiesel15@gmail.com

(563)542-6589
Appointed 8/2021
Term expires 6/30/2022

PERSONNEL JOB DESCRIPTIONS

8

Full Time Positions:

- Library Director (Professional / Administrative - Salaried) – Shirley Vonderhaar (hired September 1987)
- Assistant Library Director (Professional / Administrative – Salaried) – Dawn Schrandt (hired August 2011)
- Young and Emerging Adult Services Librarian – (Professional – regular hourly full-time position) - Paul Zurawski (hired as Clerk in June 2012; promoted to FT Librarian June 2015)

Part Time Positions:

- Youth Services Librarian (Professional / paraprofessional – regular part-time) – Kimshiro Benton-Hermsen (hired September 1989)
- Programmer (Paraprofessional / support – part-time) – Ann Boeckenstedt (hired May 15, 2018)
- Technical Services Clerk (Paraprofessional / clerical –part-time) –
- Circulation / Shelving Clerk (Clerical / support – regular part-time (20+ hours) or part-time (less than 20 hours) Jo Amunson (hired January 2008), Sarah Keffeler-Gibson (November 2012), Debbie Gudenkauf (hired May 2015), Brian Alm (hired July 2015), Devin Werner (hired 7/11/18), Samantha Burds (hired 11/24/21)
- Processing Clerk (Clerical support part-time) – Ann Boeckenstedt (currently blended position hired 7/16/18)
- Library Aide (Support) – AARP Position – currently unfilled

General Notes:

Some tasks will rotate depending on the time and responsibilities of various personnel. These tasks include but are not limited to:

- Processing materials
- Displays and exhibits
- Cleaning, dusting, etc.
- Shelving
- Shelf reading
- Other duties as assigned

All staff are expected to perform these “General Library Duties”.

1. Work circulation desk.
2. Answer telephone.
3. Answer reference and reader’s advisory questions.
4. Assist patrons in the use of the public access catalog.
5. Assist / instruct patrons in the use of the computers and / or Internet.
6. Handle fees.
7. Shelve materials.
8. Shelf read.
9. Assist patrons in use of the library and finding materials.
10. Assist / instruct patrons in the use of the library equipment (copier, reader printer, projection system)
11. Open and close library (librarians).
12. Give library tours.
13. Assist with programming.

14. Cooperate with staff and volunteers in performing tasks essential to the achievement of efficient library operation.
15. Assist in training and work with volunteers of all ages.
16. Maintain policies and procedures approved by the City Council and Library Board of Trustees.
17. Enter patron data into the computer system (if working circulation desk).
18. Perform minor repairs.
19. Process materials.
20. Light janitorial duties.
21. Perform any duties as assigned by library director.

Priority for all staff is customer service.

Helping the customer comes before ALL other duties.

LIBRARY DIRECTOR – Shirley Vonderhaar

1. Title: Library Director
2. Reports to: James Kennedy Public Library Board of Trustees
3. Purpose and scope of the job:
 - Administrative and professional work in directing all the personnel and activities of the James Kennedy Public Library.
 - Involves direction, planning, coordinating, and controlling all the activities and personnel of an active, medium-sized municipal public library.
 - Supervises a minimum of ten employees, both full and part-time, as well as a variety of volunteers.
 - Is a City of Dyersville employee.
 - Works with the library staff, library Board of Trustees, city government officials and staff, and State Library of Iowa to provide the best possible library service to residents of the City of Dyersville.
 - Work is carried out in accordance with policies established by the James Kennedy Public Library Board of Trustees
4. Specific duties:
 - Administration and management
 - Direct management and supervision of Assistant Director and Librarians
 - Adult fiction print collection development and related programming
 - Electronic (eBooks, eAudio, streaming video, databases, etc.) collection development
 - Cataloging and classification of print fiction materials for all ages, and other areas as needed
 - Supervision of all collection development
 - Supervision and maintenance of collection (arrangement and weeding)
 - Supervision of cataloging and classification (including original cataloging)
 - Reference (assisting patrons in locating information)
 - Reader's advisory (advising patrons on choosing books and materials)
 - Management of automation and technology processes
 - Information literacy (teaching patrons how to use the library)
 - Grant writing
 - Supervision of all programming
 - Supervision of public relations activities
 - Supervision of maintenance and troubleshooting of public and staff computer workstations and other devices
 - Supervision of library website
 - Compilation of statistics and reports
 - Allocation of materials budget
 - Preparation of preliminary annual budget
 - Administration of annual budget

- Recommendations of new policies; revisions of existing policies
- Authorized to sign contracts on behalf of the Board of Trustees
- Continuing education
- Attendance at Board Meetings, Agency meetings, County Meetings, etc.
- Related work as required

5. Knowledge, abilities, and skills:

Required: Knowledge of the mission, purpose and policies of the library
 Knowledge of books, authors, and publications in all formats
 Knowledge of the principles and practices of librarianship
 Knowledge of good customer service principles with an ability to deal professionally with both the public and library staff as well as establish and maintain effective working relationships with employees and the general public.
 Knowledge of computers, library technology, and automated systems
 Ability to utilize computer and other technology and run basic computer programs, including but not limited to Microsoft Office, Internet browsers, email, etc.
 Ability to supervise employees and volunteers at all levels of expertise
 Ability to communicate effectively, both orally and in writing
 Ability to plan, organize, and carry out library activities
 Ability to prepare and maintain work records
 Ability to deal with the public in difficult and general work situations
 Ability to work with other city employees
 Skill in the use and care of standard library and office equipment

Preferred: Understanding of the unique needs of rural communities
 Knowledge of grant writing procedures
 Knowledge of public relations and publicity methods
 Ability to prepare and defend budgets
 Knowledge of programming techniques

6. Education and experience:

Required: MLS or equivalent

Preferred: Experience in professional public library service
 Experience in administration and management
 Experience in budgeting

7. Full-time salaried position

Adopted 8/1988; revised 11/92; 10/93; 5/96; revised 2/2002, 7/04, revised 6/07, reviewed 1/10, revised 5/11, 5/2014, reviewed 11/2015; updated by staff 3/2021 for City Compensation Study; revised 9/2021, revised 5/2022

ASSISTANT DIRECTOR – Dawn Schrandt

1. Title: Assistant Director
2. Reports to: Library Director
3. Purpose and scope of the job:
 - Administrative and professional work of assisting the director in supervising the day-to-day operations of the James Kennedy Public Library
 - Involves direction, planning, and coordinating all the activities of the Circulation and Technical Services departments in an active, medium-sized municipal public library
 - Responsible for Marketing and Public Relations duties including but not limited to:
 - Assignment and / or preparation of public relations materials (newspaper columns, fliers, calendar of events, displays, newsletters, etc.)
 - Maintenance of website
 - Collection development and related programming in select areas – media (audio and video materials), adult non-fiction print collection, paperback romance collection, inspirational fiction print collection, large print collection, other areas as assigned
 - Supply management
 - Is a City of Dyersville employee
 - Works with the Library Director and other library staff to provide the best possible service to the City of Dyersville
 - Is person in charge of the library when the library director is unavailable
4. Specific Duties:
 - Management of Circulation Department
 - Management of Technical Services Department
 - Coordinates the volunteer program, including management and supervision of all volunteers and community service persons
 - Marketing and public relations, including but not limited to preparation of fliers, monthly calendar of events, weekly email newsletter, press releases, PSAs, weekly newspaper columns, and supervision of display space (in collaboration with other staff)
 - Maintenance of library website
 - Inspirational Fiction collection development and programming
 - Adult nonfiction collection development and programming
 - Adult paperback romance collection development
 - Large print materials collection development
 - Media collection development and programming (in collaboration with other staff)
 - Reference, including primary responsibility for Internet and Web Searching
 - Reader's advisory (advising patrons on choosing books and materials)
 - Supervision of overdue materials procedures

- Cataloging and classification of nonfiction, media, realia and other physical collections as assigned
- Assist with grant writing, research, and review
- Supervision of mending and repairing of materials in all formats
- Information literacy
- Circulation
- Assist patrons with computers (word processing, web searching, etc.)
- Responsible for opening at least one morning per week, working the evening and closing one evening per week, and / or working one or more weekend shift.
- Represents the James Kennedy Public Library at meetings, conferences, etc., as deemed appropriate by the Library Director
- Responsible for managing the library when the Director is unavailable
- Continuing education
- Related work as required

5. Knowledge, Abilities, and Skills:

Required: Knowledge of the mission, purpose and policies of the library
 Knowledge of books, authors, and publications in all formats
 Knowledge of the principles and practices of librarianship
 Knowledge of good customer service principles with an ability to deal professionally with both the public and library staff as well as establish and maintain effective working relationships with employees and the general public.
 Knowledge of computers, library technology, and automated systems
 Ability to utilize computer and other technology and run basic computer programs, including but not limited to Microsoft Office, Internet browsers, email, etc.
 Ability to supervise employees and volunteers at all levels of expertise
 Ability to communicate effectively, both orally and in writing
 Ability to plan, organize, and carry out library activities
 Ability to prepare and maintain work records
 Ability to work with the public in difficult and general work situations
 Skill in the use and care of standard library and office equipment

Preferred: Knowledge of cataloging and classification
 Knowledge of interlibrary loan
 Knowledge of grant writing procedures
 Knowledge of marketing and public relations
 Knowledge of social networking, including websites, blogs, Facebook, Twitter, etc.

6. Education and Experience:

Required: MLS or equivalent

Preferred: Experience in professional public library service
Experience in administration and management

7. Full-time salaried position

Approved 8/2011, revised 5/2014, 11/2015
updated by staff 3/2021 for City Compensation Study; revised 9/2021; revised 5/2022

YOUNG AND EMERGING ADULT SERVICES LIBRARIAN - Paul Zurawski

1. Title: Young and Emerging Adult Services Librarian
2. Reports to: Library Director
3. Purpose and scope of the job:
 - Professional work in the following areas:
 - Young Adult Services – ages 12-17; includes:
 - Collection development for youth 6th -12th grade
 - Programming, including outreach programs for youth 6th -12th grade
 - Coordinator of TACKL (Teen Advisory Council for the Kennedy Library)
 - Emerging Adult Services – ages 18 – 25; includes:
 - Programming, including outreach programs for adults 18 – 25
 - Information Technology and related services – includes:
 - Management of the library’s social networking presence, including but not limited to Facebook, Twitter, YouTube, and Instagram
 - Primary responsibility for recording and editing videos for virtual programming and social media
 - Routine maintenance and troubleshooting of staff and public computers, including towers, laptops, tablets, eReaders, and other mobile devices
 - Programming and classes, including development of instruction sheets on using towers, laptops, tablets, eReaders, and other mobile devices
 - Gaming Services Management – includes:
 - Collection development of board, card, and console games
 - Programming, including outreach programming, featuring board, card, and console games
 - Library of Things and Creation Station Management – includes:
 - Collection development of realia and support materials included in the Library of Things and Creation Station collections (includes puzzles for adults)
 - Collaborates with the Youth Services Librarian for collection development of relevant items for children (puzzles, puppets, etc.)
 - Programming, including outreach programming, featuring Library of Things and Creation Station collections
 - Collection development of periodicals, magazines and newspapers
 - Supervision of Interlibrary Loan Services
 - Involves directing, planning, coordinating, and controlling all the activities in one or more department or program area of an active, medium-sized municipal public library
 - Includes but is not limited to programs within the library and at outreach centers (i.e. schools, public events, etc.)

- Utilizes books, and other library resources
- Programming may include presenting and facilitating events, teaching classes, etc.
- Includes responsibility for displays and exhibits in department or program area
- Supervises clerks and volunteers when necessary
- Is a City of Dyersville employee
- Works with the Library Director and other library staff to provide the best possible service to the City of Dyersville
- When assigned, is person in charge of the library when the Library Director or Assistant Director is unavailable

4. Specific Duties:

- Circulation
- Reference
- Reader's advisory
- Information literacy
- Assist patrons with computers (word processing, web searching, etc.)
- Public relations activities in collaboration with Assistant Director (for assigned program areas)
- Collection development, including books, periodicals, and non-print materials (for assigned program areas)
- Programming (for assigned program areas)
- Supervision of bulletin boards, decorating, displays and exhibits (for assigned program areas)
- Responsible for opening at least one morning per week, working the evening and closing one evening per week, and working Saturdays. Works a minimum of 10 hours per week as "Librarian in Charge"
- Supervision of clerks, volunteers, etc. when are "Librarian in Charge"
- Represent the James Kennedy Public Library at meetings, conferences, etc., as deemed appropriate by the Library Director
- Manage the library when the Director and Assistant Director are unavailable
- Continuing Education as recommended or approved by the Library Director
- Related work as required

5. Knowledge, Abilities, and Skills:

Required: Knowledge of the mission, purpose and policies of the library
Knowledge of materials, authors and publications in one or more program area
Knowledge of the principles and practices of librarianship
Knowledge of good customer service principles with an ability to deal professionally with both the public and library staff as well as establish and maintain effective working relationships with employees and the general public.
Knowledge of computers and technology
Ability to utilize computer and other technology and run basic computer programs, including but not limited to Microsoft Office, Internet browsers, email, etc.
Ability to plan, organize, and carry out library activities
Ability to prepare and maintain work records
Knowledge of social networking, including websites, blogs, Facebook, Twitter, YouTube, Instagram, etc.

Preferred: Knowledge of program planning and facilitation techniques

6. Education and Experience:

Required: B.A. or equivalent combination of education and experience
Certification at any level by the State Library of Iowa within 2 years of start date

Preferred: MLIS
Experience in library services and tasks

7. Regular full-time hourly position.

Revised 5/2011, 5/2012, 12/12, 5/2014, 11/2015;
updated by staff 3/2021 for City Compensation Study; revised 9/2021; revised 5/2022

LIBRARIAN: (Part-time) – Kimshiro Benton-Hermesen

1. Title: Librarian
2. Reports to: Library Director
3. Purpose and scope of the job:
 - Professional work in all areas of one or more of the following:
 - Children Services – ages 0-11; includes:
 - Collection development for infants – 5th grade
 - Programing, including outreach programs such as OutReads, for infants – 5th grade
 - Involves directing, planning, coordinating, and controlling all the activities in a department or program area of an active, medium-sized municipal public library
 - Includes but is not limited to programs within the library and at outreach centers (daycares, schools, etc.)
 - Utilizes books, stories, songs and other library resources
 - Programming may include presenting programs, teaching classes, etc.
 - Includes responsibility for displays and exhibits in department or program area
 - Supervises aides and volunteers when necessary
 - Is a City of Dyersville employee
 - Works with the Library Director and other library staff to provide the best possible service to the City of Dyersville
 - When assigned, is person in charge of the library when the Library Director or Assistant Director is unavailable
4. Specific Duties:
 - Circulation
 - Reference
 - Reader's advisory
 - Information literacy
 - Assist patrons with computers (word processing, web searching, etc.)
 - Public relations activities in collaboration with Assistant Director (for assigned program areas)
 - Collection development, including books, periodicals, and non-print materials (for assigned program areas)
 - Programming (for assigned program areas)
 - Supervision of bulletin boards, decorating, displays and exhibits (for assigned program areas)
 - All librarians are responsible for opening at least one morning per week, working the evening and closing one evening per week, and / or working one or more weekend shift. Modifications to these expectations may be made at the library director's discretion if a librarian is working alternative evening or weekend hours.
 - All librarians will work a minimum of 10 hours per week as "Librarian in Charge"

- Supervise subordinate employees, volunteers, etc. when are “Librarian in Charge”
- Represent the James Kennedy Public Library at meetings, conferences, etc., as deemed appropriate by the Library Director
- Manage the library when the Director and Assistant Director are unavailable
- Continuing Education as recommended or approved by the Library Director
- Related work as required

5. Knowledge, Abilities, and Skills:

- Required: Knowledge of the mission, purpose and policies of the library
 Knowledge of materials, authors and publications in one or more program area
 Knowledge of the principles and practices of librarianship
 Knowledge of good customer service principles with an ability to deal professionally with both the public and library staff as well as establish and maintain effective working relationships with employees and the general public.
 Knowledge of computers and technology
 Ability to utilize computer and other technology and run basic computer programs, including but not limited to Microsoft office, Internet browsers, email, etc.
 Ability to plan, organize, and carry out library activities
 Ability to prepare and maintain work records
 Knowledge of social networking, including web sites, blogs, Facebook, twitter, etc.
- Preferred: Knowledge of programming techniques

6. Education and Experience:

- Required: B.A. or equivalent combination of education and experience
 Certification at any level by the State Library of Iowa within 2 years of start date
- Preferred: Experience in library services and tasks

7. Regular part-time position, requiring some evenings, weekends, and flexibility to meet requirements of programming / average work week of 20-25 hours.

(Previous Youth Services, Senior Services and Adult Services Librarian job descriptions were merged into this one position in 2011)

Approved 5/2011, revised 5/2014, revised 11/2015, revised 9/2021, revised 5/2022

PROGRAMMER (Part-time) – Ann Boeckenstedt

1. Title: Programmer
2. Reports to: Library Director
3. Purpose and Scope of the job:
 - Plans, promotes, and implements library programs for specified target audience. Programs may be offered on site, off site, virtually and remotely.
 - Senior Services: programs for those aged 55 or older but may be of interest to all ages
 - Genealogy and Local History: programs featuring genealogy resources and / or local history
 - Includes working with Senior Advisory Group and / or other community volunteers to plan and present programs
 - Utilizes books, and other library resources.
 - Programming may include researching and presenting programs, facilitating events, teaching classes etc.
 - Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library.
 - Is a City of Dyersville employee
 - Works with the Library Director and other library staff to provide the best possible service to the residents of the City of Dyersville.
4. Specific duties:
 - Plan and present programs for seniors at retirement and senior care locations as well as at the library (primary)
 - Assist librarians with programs and related assignments as library needs and work schedule allow
 - Routine library desk work as work schedule allows (Circulation, shelving, etc.)
 - Continuing education as recommended by Library Director
 - Related work as assigned

5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
Ability to work with the public
Ability to work with senior citizens and their families

Preferred: Knowledge of programing interests and programming skills for older adults
Knowledge of genealogy research and resources
Knowledge of local history and relevant resources
Willingness to learn new skills
Knowledge of routine library procedures

6. Education and Experience:

Required: AA or equivalent combination of education and experience

Preferred: Experience in working with senior citizens and their families
Experience in routine library work

7. Part-time position / average work week of 10 to 12 hours. Schedule will include days, evenings and weekends and must be flexible to meet the demands of programs offered at varied times.

Adopted 5/00, revised 9/02;
revised 5/2022

TECHNICAL SERVICES CLERK - unfilled

1. Title: Technical Services Clerk
2. Reports to: Assistant Director
3. Purpose and scope of the job:
 - Interlibrary loan activities, packaging and shipping, and office work in the public library
 - All duties expected of a circulation, shelving, and processing clerk as schedule and primary duties allow.
 - Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library
 - Is a City of Dyersville employee
 - Works with the library staff to provide the best possible service to the City of Dyersville
4. Specific Duties:
 - Interlibrary loan (primary)
 - Management of items sent to and received from other libraries
 - Maintain systems for tracking materials
 - Packaging and shipping items (primary)
 - Packaging and shipping items using IAShows, UPS, USPS
 - Circulation
 - Shelving
 - Shelf reading
 - Assistance with programs, when requested
 - Answer telephone
 - Respond to simple informational (i.e., hours) and directional (where is ,,,) requests
 - Simple reference
 - Related work as required
5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
Ability to operate a computer, library specific programs and applications, and Microsoft Office programs.
Ability to work with the public
Knowledge of how a library is organized
Physical ability to lift, bend and reach as required by tasks

Preferred: Willingness to learn new skills
Some knowledge of routine library procedures
Knowledge of programming techniques

6. Education and Experience:

Required: AA. or equivalent combination of education and experience.
Experience with computers

Preferred: Experience with organizational systems
Experience in routine library work

7. Part-time hourly position / average work week of 4 hours, scheduled during regular daytime business hours to facilitate contacts with other libraries as well as shipping schedules.

Revised 5/2011, 5/2012, 12/12, 5/2014, 11/2015, revised 9/2021, revised 5/2022

CIRCULATION, SHELVING, PROGRAMMING, and PROCESSING CLERK

1. Title: Circulation, Shelving, Programming, and Processing Clerk
2. Reports to: Assistant Director
3. Purpose and scope of the job:
 - Routine circulation, processing, programming and shelving work in the public library
 - Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library
 - Is a City of Dyersville employee
 - Works with the library staff to provide the best possible service to the City of Dyersville
4. Specific Duties:
 - Circulation (primary, as assigned)
 - Shelving of materials in all areas of the library (primary, as assigned)
 - Shelf reading
 - Sorting mail, including putting out newspapers and distributing mail to the appropriate employee mailbox
 - Unpacking boxes of new materials including comparing contents to packing slips, reconciling packing slips with invoices
 - Processing of withdrawn books, including removal from JKPL catalog
 - Processing of materials designated for the storage or duplicate collections
 - Assist with overdue procedures (primary, as assigned)
 - Labeling, covering and otherwise preparing new materials in all formats from arrival to shelf ready (primary, as assigned)
 - Repairing materials in all formats (primary, as assigned)
 - Answer telephone
 - Operate standard office equipment such as copier, fax, etc.
 - Respond to simple informational (i.e., hours) and directional (where is ...) requests
 - Simple reference and reader's advisory
 - Basic tech support for public access computers
 - Assistance with interlibrary loan processing
 - Program planning and implementation (primary, as assigned)
 - Assistance with programs, when requested
 - Related work as required
 - May be required to manage library alone during brief times when librarian is not available

Note: Primary, as assigned means a specific staff member has been assigned this duty.

5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
Ability to operate a computer
Ability to work with the public
Willingness to learn new skills
Physical ability to bend and reach as required by assigned tasks

Preferred: Knowledge of the Dewey Decimal System
Knowledge of routine library procedures

6. Education and Experience:

Required: Some high school (must be at least 16 years old)
Experience with computers

Preferred: Experience with organizational systems
Experience in routine library work
Experience with program planning

7. Part-time position with hours ranging from 5 to 25 hours per week.

adopted 5/1996; revised 1/97; 1/98; 7/2004, 5/11, 5/12, revised 5/2014,
reviewed 11/2015; revised 9/2021, reviewed 5/2022

SUMMER / TEMPORARY LIBRARY AIDE

1. Title: Summer / Temporary Library Aide
2. Reports to: Assistant Library Director
3. Purpose and Scope of the job:
 - Specific and routine work in the public library.
 - Duties will include assisting in all aspects of library work as needed by permanent staff.
 - Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library.
 - Works with the library staff to provide the best possible service to the residents of the City of Dyersville.
4. Sample duties:
 - Circulation (checking materials in and out of the library using a computer).
 - Reception (greeting people as they come in, answering the telephone, directing people to general areas of the library, referring them to a librarian for assistance)
 - Shelving and shelf reading
 - Book processing
 - Inventory
 - Assistance with programming for all ages
 - Related work as assigned
5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
Ability to work with the public

Preferred: Willingness to learn new skills
Some knowledge of routine library procedures
6. Education and Experience:

Required: Some high school (must be at least 16 years old)

Preferred: Experience with alphabets, filing, etc.
Experience in routine library work
5. Temporary part-time position. Work hours and duties to be determined as needed and as budget allows.

Adopted 6/2007, revised 5/2014, reviewed 11/2015, revised 9/21,
reviewed 5/2022

LIBRARY AIDE (AARP POSITION)

1. Title: Library Aide (AARP Position)
2. Reports to: Library Director
3. Purpose and Scope of the job:
 - Simple clerical and routine work in the public library.
 - Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library.
 - Works with the library staff to provide the best possible service to the residents of the City of Dyersville.
4. Specific duties:
 - Circulation (checking materials in and out of the library using a computer)
 - Reception (greeting people as they come in, answering the telephone, directing people to general areas of the library, referring them to librarian for assistance)
 - Shelving and shelf reading
 - Book processing
 - Related work as assigned
5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
Ability to work with the public

Preferred: Willingness to learn new skills
Some knowledge of routine library procedures
6. Education and Experience:

Required: Some high school course work

Preferred: Experience with alphabets, filing, etc.
Experience in routine library work
7. Part-time position / average work week of 20 hours – position is filled by AARP person.

Adopted 11/1999, revised 7/2004, reviewed 5/2014, reviewed 11/2015, reviewed 9/2021,
reviewed 5/2022