

North Liberty Library Board of Trustees Meeting  
City Council Chambers, 1 Quail Creek Drive, North Liberty  
August 21, 2023  
5:30 pm Board Orientation/Refresher  
6:30 pm Board Meeting

Call to Order

- I. Additions/Changes to the Agenda
- II. Public Comment
- III. Approval of Minutes
  - a. June
- IV. New Board Member Introduction
- V. Reports
  - a. Budget
  - b. Friends
  - c. Director
  - d. Staff reports – questions
- VI. Election of Officers 2023 - 2024
- VII. Old Business
- VIII. New Business
- IX. Adjourn

Next meeting date: September 18, 2023, 6:30 pm

North Liberty Library Board of Trustees Meeting  
City Council Chambers

DATE: June 19, 2023 6:30 P.M.

PRESENT: Scott Clemens, Laura Hefley, Jessica Beck, Chris Mangrich, Lindsey Bland, Brady Bird, Library Director Jennie Garner

ABSENT: None

Call to Order

- 1) Additions/Changes to the Agenda
  - a) No staff introduction.
- 2) Public Comment
  - a) None
- 3) Approval of the Minutes
  - a) April 2023 meeting minutes motion to approve by Laura H; second Jessica B; approved by voice vote.
  - b) May 2023 meeting minutes motion to approve by Laura H; second Brady B; approved by voice vote.
- 4) Reports
  - a) Budget
    - i) Currently under budget, primarily due to staffing changes.
  - b) Friends
    - i) Book sale raised \$1,500
      - (1) Unsold children's books to Little Free Libraries and to the NL Pantry, adult books to be recycled.
  - c) Director
    - i) Higher traffic this summer, back to pre-pandemic numbers.
    - ii) Mural to be completed in July.
    - iii) Received a grant for sensory barriers.
    - iv) Staffing: 4 new staff accepted offers, 1 new position to be posted, leading to coverage being tough.
  - d) Staff Reports - Questions
    - i) None
- 5) Policy Review
  - a) Statement of Concern
    - i) Stand-alone form, not a part of any other policy for flexibility.
    - ii) Motion to approve by Laura H; second Chris M; approved by voice vote.
  - b) Internet and technology
    - i) Some language removed, usage limits not a concern.
    - ii) Motion to approve by Brady B; second Lindsey B; approved by voice vote.
- 6) Old Business
  - a) None
- 7) New Business
  - a) Thank you to Jessica B and Chris M for 6 years of service as Trustees.

Adjourn

Motion to adjourn by Jessica B; second Chris M

NEXT MEETING DATE: August 21, 2023 at 5:30pm for orientation.  
Meeting minutes recorded by Brady Bird

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 001 - General Fund</b>										
Department <b>4010 - Library Services</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
6010	Regular Salaries and Wages	649,052.00	1,158.00	650,210.00	51,248.38	.00	646,370.72	3,839.28	99	565,092.65
6020	Part Time Wages	104,470.00	.00	104,470.00	5,422.66	.00	69,062.28	35,407.72	66	100,962.27
6040	Overtime Pay	1,000.00	.00	1,000.00	.00	.00	195.71	804.29	20	484.66
6110	FICA/Medicare	57,573.00	.00	57,573.00	4,362.91	.00	53,034.47	4,538.53	92	49,403.15
6130	IPERS	62,498.00	.00	62,498.00	5,342.17	.00	72,217.62	(9,719.62)	116	61,751.84
6150	Group Insurance	110,961.00	.00	110,961.00	613.23	.00	92,833.37	18,127.63	84	113,597.90
6160	Workers Compensation	6,894.00	.00	6,894.00	.00	.00	1,187.00	5,707.00	17	1,784.00
<i>Personnel Services Totals</i>		<b>\$992,448.00</b>	<b>\$1,158.00</b>	<b>\$993,606.00</b>	<b>\$66,989.35</b>	<b>\$0.00</b>	<b>\$934,901.17</b>	<b>\$58,704.83</b>	<b>94%</b>	<b>\$893,076.47</b>
<i>Personnel Services Non-position Control</i>										
6182	Mileage	2,600.00	.00	2,600.00	166.58	.00	2,112.66	487.34	81	1,507.68
6183	Group Insurance Deductible	15,000.00	.00	15,000.00	4,384.49	.00	27,532.77	(12,532.77)	184	23,291.00
6210	Dues/Memberships Subscriptions	2,350.00	.00	2,350.00	.00	.00	2,647.00	(297.00)	113	2,305.10
6230	Training	11,500.00	100.00	11,600.00	1,000.00	.00	12,769.69	(1,169.69)	110	15,435.67
6250	Tuition Reimbursement	8,300.00	.00	8,300.00	.00	.00	5,250.00	3,050.00	63	5,250.00
<i>Personnel Services Non-position Control Totals</i>		<b>\$39,750.00</b>	<b>\$100.00</b>	<b>\$39,850.00</b>	<b>\$5,551.07</b>	<b>\$0.00</b>	<b>\$50,312.12</b>	<b>(\$10,462.12)</b>	<b>126%</b>	<b>\$47,789.45</b>
<i>Repair, Maintenance, Utilities</i>										
6310	Building Maintenance	2,000.00	.00	2,000.00	26.00	.00	155.78	1,844.22	8	1,048.00
6340	Office Equipment Repair	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>6371 Utilities</b>										
6371-01	Utilities Electric	44,000.00	.00	44,000.00	4,794.05	.00	45,488.36	(1,488.36)	103	47,150.53
6371-02	Utilities Gas	7,000.00	.00	7,000.00	622.22	.00	14,472.24	(7,472.24)	207	17,901.93
<b>6371 - Utilities Totals</b>		<b>\$51,000.00</b>	<b>\$0.00</b>	<b>\$51,000.00</b>	<b>\$5,416.27</b>	<b>\$0.00</b>	<b>\$59,960.60</b>	<b>(\$8,960.60)</b>	<b>118%</b>	<b>\$65,052.46</b>
6372	Dumpster Pickup	425.00	.00	425.00	45.00	.00	530.00	(105.00)	125	392.50
6373	Telephone & Cell Phone Communications	1,800.00	.00	1,800.00	191.28	.00	2,289.34	(489.34)	127	1,881.45
6374	Software Maintenance Fees	11,500.00	.00	11,500.00	.00	.00	15,560.10	(4,060.10)	135	11,840.87
<i>Repair, Maintenance, Utilities Totals</i>		<b>\$66,725.00</b>	<b>\$0.00</b>	<b>\$66,725.00</b>	<b>\$5,678.55</b>	<b>\$0.00</b>	<b>\$78,495.82</b>	<b>(\$11,770.82)</b>	<b>118%</b>	<b>\$80,215.28</b>
<i>Contractual Services</i>										
6408	Insurance/General	6,930.00	5,149.00	12,079.00	.00	.00	12,079.00	.00	100	8,224.00
6409	Janitorial/Cleaning Services Contract	21,615.00	.00	21,615.00	1,597.00	.00	19,312.77	2,302.23	89	19,153.40
6411	Legal Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
6412	Immunization and Testing	750.00	.00	750.00	51.50	.00	361.30	388.70	48	345.00
6414	Printing/Advertising/Publications	4,000.00	.00	4,000.00	568.22	.00	4,086.55	(86.55)	102	3,993.51
6419	Software Support	2,500.00	.00	2,500.00	.00	.00	2,172.58	327.42	87	6,840.51
6422	Office Equipment Maintenance Contracts	3,000.00	.00	3,000.00	300.29	.00	3,696.21	(696.21)	123	3,436.03
6431	Database Subscriptions	21,000.00	.00	21,000.00	6,062.51	4,500.00	18,925.19	(2,425.19)	112	16,641.82
<i>Contractual Services Totals</i>		<b>\$59,795.00</b>	<b>\$5,149.00</b>	<b>\$64,944.00</b>	<b>\$8,579.52</b>	<b>\$4,500.00</b>	<b>\$60,633.60</b>	<b>(\$189.60)</b>	<b>100%</b>	<b>\$58,634.27</b>

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 001 - General Fund</b>										
Department <b>4010 - Library Services</b>										
EXPENSE										
<i>Commodities</i>										
<b>6502</b>	<b>Library Materials</b>									
6502-01	Library Materials Volunteer	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
6502-02	Library Materials Books	54,000.00	.00	54,000.00	4,094.08	.00	56,096.66	(2,096.66)	104	56,989.45
6502-03	Library Materials SRP	6,500.00	.00	6,500.00	1,040.14	.00	6,646.42	(146.42)	102	5,688.66
6502-04	Library Materials Supplies	8,400.00	5,319.08	13,719.08	414.14	.00	8,060.99	5,658.09	59	5,554.25
6502-05	Library Materials Audio	4,500.00	.00	4,500.00	4,000.00	.00	4,055.48	444.52	90	4,811.99
6502-06	Library Materials DVDs	12,600.00	.00	12,600.00	4,944.37	.00	10,466.90	2,133.10	83	10,989.93
6502-07	Library Materials Miscellaneous	250.00	.00	250.00	.00	.00	.00	250.00	0	129.93
6502-08	Library Materials Magazines & Papers	3,750.00	.00	3,750.00	792.00	.00	5,180.66	(1,430.66)	138	4,785.84
6502-09	Library Materials E-books	36,000.00	.00	36,000.00	6,000.00	.00	36,000.00	.00	100	33,875.63
	<b>6502 - Library Materials Totals</b>	<b>\$126,100.00</b>	<b>\$5,319.08</b>	<b>\$131,419.08</b>	<b>\$21,284.73</b>	<b>\$0.00</b>	<b>\$126,507.11</b>	<b>\$4,911.97</b>	<b>96%</b>	<b>\$122,825.68</b>
6506	Office Supplies	5,000.00	.00	5,000.00	689.65	.00	3,022.19	1,977.81	60	3,682.80
6508	Postage & Shipping	1,250.00	.00	1,250.00	4.79	.00	1,515.89	(265.89)	121	416.66
6509	Building Maintenance Supplies	650.00	.00	650.00	576.58	.00	691.26	(41.26)	106	15.27
6513	Cleaning Supplies	2,000.00	.00	2,000.00	161.50	.00	2,197.47	(197.47)	110	1,822.50
6517	Computers & Technology	10,000.00	720.00	10,720.00	207.50	.00	15,982.66	(5,262.66)	149	18,675.78
6521	Software	1,750.00	.00	1,750.00	.00	.00	2,688.89	(938.89)	154	1,178.14
6525	Furniture & Fixtures (Non Capital)	2,000.00	.00	2,000.00	1,164.30	.00	4,977.98	(2,977.98)	249	2,002.60
6527	Employee Recognition	.00	.00	.00	.00	.00	.00	.00	+++	.00
6532	Program Materials	9,000.00	1,943.88	10,943.88	718.07	.00	11,019.31	(75.43)	101	10,961.45
	<i>Commodities Totals</i>	<b>\$157,750.00</b>	<b>\$7,982.96</b>	<b>\$165,732.96</b>	<b>\$24,807.12</b>	<b>\$0.00</b>	<b>\$168,602.76</b>	<b>(\$2,869.80)</b>	<b>102%</b>	<b>\$161,580.88</b>
<i>Capital Outlay</i>										
6770	Library Capital	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Capital Outlay Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<i>Transfer</i>										
<b>6910</b>	<b>Transfer</b>									
6910-03	Transfer Capital Reserve	105,000.00	.00	105,000.00	105,000.00	.00	105,000.00	.00	100	.00
	<b>6910 - Transfer Totals</b>	<b>\$105,000.00</b>	<b>\$0.00</b>	<b>\$105,000.00</b>	<b>\$105,000.00</b>	<b>\$0.00</b>	<b>\$105,000.00</b>	<b>\$0.00</b>	<b>100%</b>	<b>\$0.00</b>
	<i>Transfer Totals</i>	<b>\$105,000.00</b>	<b>\$0.00</b>	<b>\$105,000.00</b>	<b>\$105,000.00</b>	<b>\$0.00</b>	<b>\$105,000.00</b>	<b>\$0.00</b>	<b>100%</b>	<b>\$0.00</b>
	<b>EXPENSE TOTALS</b>	<b>\$1,421,468.00</b>	<b>\$14,389.96</b>	<b>\$1,435,857.96</b>	<b>\$216,605.61</b>	<b>\$4,500.00</b>	<b>\$1,397,945.47</b>	<b>\$33,412.49</b>	<b>98%</b>	<b>\$1,241,296.35</b>
	Department <b>4010 - Library Services Totals</b>	<b>(\$1,421,468.00)</b>	<b>(\$14,389.96)</b>	<b>(\$1,435,857.96)</b>	<b>(\$216,605.61)</b>	<b>(\$4,500.00)</b>	<b>(\$1,397,945.47)</b>	<b>(\$33,412.49)</b>	<b>98%</b>	<b>(\$1,241,296.35)</b>
Department <b>4060 - Community Center</b>										
EXPENSE										
<i>Repair, Maintenance, Utilities</i>										
6310	Building Maintenance	115,000.00	20,000.00	135,000.00	802.57	116.00	103,043.97	31,840.03	76	130,914.52
	<i>Repair, Maintenance, Utilities Totals</i>	<b>\$115,000.00</b>	<b>\$20,000.00</b>	<b>\$135,000.00</b>	<b>\$802.57</b>	<b>\$116.00</b>	<b>\$103,043.97</b>	<b>\$31,840.03</b>	<b>76%</b>	<b>\$130,914.52</b>

# Expense Budget Performance Report

Fiscal Year to Date 06/30/23

Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 001 - General Fund</b>										
Department <b>4060 - Community Center</b>										
<b>EXPENSE</b>										
<i>Contractual Services</i>										
6432	Building Maintenance Contracts	90,000.00	.00	90,000.00	.00	(6,321.00)	9,650.04	86,670.96	4	82,300.99
6499	Misc Contractual	32,000.00	3,000.00	35,000.00	1,084.79	1,301.44	25,438.93	8,259.63	76	42,603.76
<i>Contractual Services Totals</i>		\$122,000.00	\$3,000.00	\$125,000.00	\$1,084.79	(\$5,019.56)	\$35,088.97	\$94,930.59	24%	\$124,904.75
<i>Capital Outlay</i>										
6799	Other Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Transfer</i>										
<b>6910</b>	<b>Transfer</b>									
6910-03	Transfer Capital Reserve	35,000.00	.00	35,000.00	35,000.00	.00	35,000.00	.00	100	47,000.00
<b>6910 - Transfer Totals</b>		\$35,000.00	\$0.00	\$35,000.00	\$35,000.00	\$0.00	\$35,000.00	\$0.00	100%	\$47,000.00
<i>Transfer Totals</i>		\$35,000.00	\$0.00	\$35,000.00	\$35,000.00	\$0.00	\$35,000.00	\$0.00	100%	\$47,000.00
<b>EXPENSE TOTALS</b>		\$272,000.00	\$23,000.00	\$295,000.00	\$36,887.36	(\$4,903.56)	\$173,132.94	\$126,770.62	57%	\$302,819.27
Department <b>4060 - Community Center Totals</b>		(\$272,000.00)	(\$23,000.00)	(\$295,000.00)	(\$36,887.36)	\$4,903.56	(\$173,132.94)	(\$126,770.62)	57%	(\$302,819.27)
Fund <b>001 - General Fund Totals</b>		\$1,693,468.00	\$37,389.96	\$1,730,857.96	\$253,492.97	(\$403.56)	\$1,571,078.41	\$160,183.11		\$1,544,115.62
<b>Fund 003 - Library Capital</b>										
Department <b>4010 - Library Services</b>										
<b>EXPENSE</b>										
<i>Personnel Services Non-position Control</i>										
6230	Training	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Personnel Services Non-position Control Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Contractual Services</i>										
6411	Legal Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
6424	Consultant/Professional Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Commodities</i>										
<b>6502</b>	<b>Library Materials</b>									
6502-03	Library Materials SRP	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>6502 - Library Materials Totals</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
6508	Postage & Shipping	.00	.00	.00	.00	.00	.00	.00	+++	.00
6517	Computers & Technology	.00	.00	.00	.00	.00	.00	.00	+++	.00
6525	Furniture & Fixtures (Non Capital)	.00	.00	.00	.00	.00	34,411.00	(34,411.00)	+++	6,885.30
6532	Program Materials	.00	773.03	773.03	214.96	.00	908.84	(135.81)	118	13,935.41
<i>Commodities Totals</i>		\$0.00	\$773.03	\$773.03	\$214.96	\$0.00	\$35,319.84	(\$34,546.81)	4569%	\$20,820.71
<i>Capital Outlay</i>										
6750	Buildings	105,000.00	.00	105,000.00	70,300.00	.00	70,300.00	34,700.00	67	5,540.00
<i>Capital Outlay Totals</i>		\$105,000.00	\$0.00	\$105,000.00	\$70,300.00	\$0.00	\$70,300.00	\$34,700.00	67%	\$5,540.00

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 003 - Library Capital</b>										
Department <b>4010 - Library Services</b>										
EXPENSE										
<i>Transfer</i>										
<b>6910</b>	<b>Transfer</b>									
6910-01	Transfer General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
6910-03	Transfer Capital Reserve	.00	.00	.00	.00	.00	.00	.00	+++	.00
6910-05	Transfer Capital Projects	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>6910 - Transfer Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<i>Transfer Totals</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>
<b>EXPENSE TOTALS</b>		<b>\$105,000.00</b>	<b>\$773.03</b>	<b>\$105,773.03</b>	<b>\$70,514.96</b>	<b>\$0.00</b>	<b>\$105,619.84</b>	<b>\$153.19</b>	<b>100%</b>	<b>\$26,360.71</b>
Department <b>4010 - Library Services Totals</b>		<b>(\$105,000.00)</b>	<b>(\$773.03)</b>	<b>(\$105,773.03)</b>	<b>(\$70,514.96)</b>	<b>\$0.00</b>	<b>(\$105,619.84)</b>	<b>(\$153.19)</b>	<b>100%</b>	<b>(\$26,360.71)</b>
Fund <b>003 - Library Capital Totals</b>		<b>\$105,000.00</b>	<b>\$773.03</b>	<b>\$105,773.03</b>	<b>\$70,514.96</b>	<b>\$0.00</b>	<b>\$105,619.84</b>	<b>\$153.19</b>		<b>\$26,360.71</b>
<b>Fund 004 - Recreation Capital</b>										
Department <b>4060 - Community Center</b>										
EXPENSE										
<i>Capital Outlay</i>										
<b>6750</b>	<b>Buildings</b>									
6750-01	Buildings Community Center	735,000.00	.00	735,000.00	.00	87,154.00	511,640.66	136,205.34	81	1,679.80
<b>6750 - Buildings Totals</b>		<b>\$735,000.00</b>	<b>\$0.00</b>	<b>\$735,000.00</b>	<b>\$0.00</b>	<b>\$87,154.00</b>	<b>\$511,640.66</b>	<b>\$136,205.34</b>	<b>81%</b>	<b>\$1,679.80</b>
<i>Capital Outlay Totals</i>		<i>\$735,000.00</i>	<i>\$0.00</i>	<i>\$735,000.00</i>	<i>\$0.00</i>	<i>\$87,154.00</i>	<i>\$511,640.66</i>	<i>\$136,205.34</i>	<i>81%</i>	<i>\$1,679.80</i>
<b>EXPENSE TOTALS</b>		<b>\$735,000.00</b>	<b>\$0.00</b>	<b>\$735,000.00</b>	<b>\$0.00</b>	<b>\$87,154.00</b>	<b>\$511,640.66</b>	<b>\$136,205.34</b>	<b>81%</b>	<b>\$1,679.80</b>
Department <b>4060 - Community Center Totals</b>		<b>(\$735,000.00)</b>	<b>\$0.00</b>	<b>(\$735,000.00)</b>	<b>\$0.00</b>	<b>(\$87,154.00)</b>	<b>(\$511,640.66)</b>	<b>(\$136,205.34)</b>	<b>81%</b>	<b>(\$1,679.80)</b>
Fund <b>004 - Recreation Capital Totals</b>		<b>\$735,000.00</b>	<b>\$0.00</b>	<b>\$735,000.00</b>	<b>\$0.00</b>	<b>\$87,154.00</b>	<b>\$511,640.66</b>	<b>\$136,205.34</b>		<b>\$1,679.80</b>
<b>Grand Totals</b>		<b>\$2,533,468.00</b>	<b>\$38,162.99</b>	<b>\$2,571,630.99</b>	<b>\$324,007.93</b>	<b>\$86,750.44</b>	<b>\$2,188,338.91</b>	<b>\$296,541.64</b>		<b>\$1,572,156.13</b>

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 001 - General Fund</b>										
Department <b>4010 - Library Services</b>										
<b>EXPENSE</b>										
<i>Personnel Services</i>										
6010	Regular Salaries and Wages	680,976.00	.00	680,976.00	52,734.34	.00	52,734.34	628,241.66	8	646,370.72
6020	Part Time Wages	94,975.00	.00	94,975.00	5,823.25	.00	5,823.25	89,151.75	6	69,062.28
6040	Overtime Pay	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	195.71
6110	FICA/Medicare	59,285.00	.00	59,285.00	4,351.66	.00	4,351.66	54,933.34	7	53,034.47
6130	IPERS	69,724.00	.00	69,724.00	5,188.24	.00	5,188.24	64,535.76	7	72,217.62
6150	Group Insurance	124,820.00	.00	124,820.00	539.73	.00	539.73	124,280.27	0	92,833.37
6160	Workers Compensation	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	1,187.00
<i>Personnel Services Totals</i>		<b>\$1,033,780.00</b>	<b>\$0.00</b>	<b>\$1,033,780.00</b>	<b>\$68,637.22</b>	<b>\$0.00</b>	<b>\$68,637.22</b>	<b>\$965,142.78</b>	<b>7%</b>	<b>\$934,901.17</b>
<i>Personnel Services Non-position Control</i>										
6182	Mileage	2,600.00	.00	2,600.00	139.63	.00	139.63	2,460.37	5	2,112.66
6183	Group Insurance Deductible	15,000.00	.00	15,000.00	58.00	.00	58.00	14,942.00	0	27,532.77
6210	Dues/Memberships Subscriptions	2,500.00	.00	2,500.00	274.00	.00	274.00	2,226.00	11	2,647.00
6230	Training	13,000.00	.00	13,000.00	.00	.00	.00	13,000.00	0	12,769.69
6250	Tuition Reimbursement	5,250.00	.00	5,250.00	.00	.00	.00	5,250.00	0	5,250.00
<i>Personnel Services Non-position Control Totals</i>		<b>\$38,350.00</b>	<b>\$0.00</b>	<b>\$38,350.00</b>	<b>\$471.63</b>	<b>\$0.00</b>	<b>\$471.63</b>	<b>\$37,878.37</b>	<b>1%</b>	<b>\$50,312.12</b>
<i>Repair, Maintenance, Utilities</i>										
6310	Building Maintenance	2,000.00	.00	2,000.00	4.93	.00	4.93	1,995.07	0	155.78
6340	Office Equipment Repair	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>6371 - Utilities</b>										
6371-01	Utilities Electric	44,000.00	.00	44,000.00	.00	.00	.00	44,000.00	0	45,488.36
6371-02	Utilities Gas	7,000.00	.00	7,000.00	799.60	.00	799.60	6,200.40	11	14,472.24
<b>6371 - Utilities Totals</b>		<b>\$51,000.00</b>	<b>\$0.00</b>	<b>\$51,000.00</b>	<b>\$799.60</b>	<b>\$0.00</b>	<b>\$799.60</b>	<b>\$50,200.40</b>	<b>2%</b>	<b>\$59,960.60</b>
6372	Dumpster Pickup	425.00	.00	425.00	45.00	.00	45.00	380.00	11	530.00
6373	Telephone & Cell Phone Communications	2,900.00	.00	2,900.00	191.29	.00	191.29	2,708.71	7	2,289.34
6374	Software Maintenance Fees	15,250.00	.00	15,250.00	.00	.00	.00	15,250.00	0	15,560.10
<i>Repair, Maintenance, Utilities Totals</i>		<b>\$71,575.00</b>	<b>\$0.00</b>	<b>\$71,575.00</b>	<b>\$1,040.82</b>	<b>\$0.00</b>	<b>\$1,040.82</b>	<b>\$70,534.18</b>	<b>1%</b>	<b>\$78,495.82</b>
<i>Contractual Services</i>										
6408	Insurance/General	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0	12,079.00
6409	Janitorial/Cleaning Services Contract	21,615.00	.00	21,615.00	1,650.00	.00	1,650.00	19,965.00	8	19,312.77
6411	Legal Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
6412	Immunization and Testing	750.00	.00	750.00	190.00	.00	190.00	560.00	25	361.30
6414	Printing/Advertising/Publications	4,300.00	.00	4,300.00	459.69	.00	459.69	3,840.31	11	4,086.55
6419	Software Support	2,500.00	.00	2,500.00	943.73	.00	943.73	1,556.27	38	2,172.58
6422	Office Equipment Maintenance Contracts	3,000.00	.00	3,000.00	300.29	.00	300.29	2,699.71	10	3,696.21
6431	Database Subscriptions	19,000.00	.00	19,000.00	1,495.20	.00	1,495.20	17,504.80	8	18,925.19
<i>Contractual Services Totals</i>		<b>\$59,165.00</b>	<b>\$0.00</b>	<b>\$59,165.00</b>	<b>\$5,038.91</b>	<b>\$0.00</b>	<b>\$5,038.91</b>	<b>\$54,126.09</b>	<b>9%</b>	<b>\$60,633.60</b>



Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 001 - General Fund</b>										
Department <b>4010 - Library Services</b>										
EXPENSE										
<i>Commodities</i>										
<b>6502</b>	<b>Library Materials</b>									
6502-01	Library Materials Volunteer	.00	.00	.00	.00	.00	.00	.00	+++	.00
6502-02	Library Materials Books	56,000.00	.00	56,000.00	5,812.43	.00	5,812.43	50,187.57	10	56,096.66
6502-03	Library Materials SRP	6,750.00	.00	6,750.00	603.59	.00	603.59	6,146.41	9	6,646.42
6502-04	Library Materials Supplies	7,600.00	.00	7,600.00	44.99	.00	44.99	7,555.01	1	8,060.99
6502-05	Library Materials Audio	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	4,055.48
6502-06	Library Materials DVDs	12,600.00	.00	12,600.00	477.47	.00	477.47	12,122.53	4	10,466.90
6502-07	Library Materials Miscellaneous	750.00	.00	750.00	.00	.00	.00	750.00	0	.00
6502-08	Library Materials Magazines & Papers	3,750.00	.00	3,750.00	221.76	.00	221.76	3,528.24	6	5,180.66
6502-09	Library Materials E-books	38,000.00	.00	38,000.00	1,560.00	.00	1,560.00	36,440.00	4	36,000.00
	<b>6502 - Library Materials Totals</b>	<b>\$129,950.00</b>	<b>\$0.00</b>	<b>\$129,950.00</b>	<b>\$8,720.24</b>	<b>\$0.00</b>	<b>\$8,720.24</b>	<b>\$121,229.76</b>	<b>7%</b>	<b>\$126,507.11</b>
6506	Office Supplies	4,000.00	.00	4,000.00	131.12	.00	131.12	3,868.88	3	3,022.19
6508	Postage & Shipping	800.00	.00	800.00	4.13	.00	4.13	795.87	1	1,515.89
6509	Building Maintenance Supplies	650.00	.00	650.00	.00	.00	.00	650.00	0	691.26
6513	Cleaning Supplies	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	2,197.47
6517	Computers & Technology	13,850.00	.00	13,850.00	980.48	.00	980.48	12,869.52	7	15,982.66
6521	Software	1,850.00	.00	1,850.00	83.45	.00	83.45	1,766.55	5	2,688.89
6525	Furniture & Fixtures (Non Capital)	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	4,977.98
6527	Employee Recognition	.00	.00	.00	.00	.00	.00	.00	+++	.00
6532	Program Materials	9,300.00	.00	9,300.00	952.61	.00	952.61	8,347.39	10	11,019.31
	<i>Commodities Totals</i>	<b>\$164,400.00</b>	<b>\$0.00</b>	<b>\$164,400.00</b>	<b>\$10,872.03</b>	<b>\$0.00</b>	<b>\$10,872.03</b>	<b>\$153,527.97</b>	<b>7%</b>	<b>\$168,602.76</b>
<i>Capital Outlay</i>										
6770	Library Capital	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Capital Outlay Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<i>Transfer</i>										
<b>6910</b>	<b>Transfer</b>									
6910-03	Transfer Capital Reserve	.00	.00	.00	.00	.00	.00	.00	+++	105,000.00
	<b>6910 - Transfer Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$105,000.00</b>
	<i>Transfer Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$105,000.00</b>
	<b>EXPENSE TOTALS</b>	<b>\$1,367,270.00</b>	<b>\$0.00</b>	<b>\$1,367,270.00</b>	<b>\$86,060.61</b>	<b>\$0.00</b>	<b>\$86,060.61</b>	<b>\$1,281,209.39</b>	<b>6%</b>	<b>\$1,397,945.47</b>
	Department <b>4010 - Library Services Totals</b>	<b>(\$1,367,270.00)</b>	<b>\$0.00</b>	<b>(\$1,367,270.00)</b>	<b>(\$86,060.61)</b>	<b>\$0.00</b>	<b>(\$86,060.61)</b>	<b>(\$1,281,209.39)</b>	<b>6%</b>	<b>(\$1,397,945.47)</b>
Department <b>4060 - Community Center</b>										
EXPENSE										
<i>Repair, Maintenance, Utilities</i>										
6310	Building Maintenance	128,000.00	.00	128,000.00	13,975.85	(25,020.00)	13,975.85	139,044.15	-9	103,043.97
	<i>Repair, Maintenance, Utilities Totals</i>	<b>\$128,000.00</b>	<b>\$0.00</b>	<b>\$128,000.00</b>	<b>\$13,975.85</b>	<b>(\$25,020.00)</b>	<b>\$13,975.85</b>	<b>\$139,044.15</b>	<b>-9%</b>	<b>\$103,043.97</b>

# Expense Budget Performance Report

Fiscal Year to Date 07/31/23

Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 001 - General Fund</b>										
Department <b>4060 - Community Center</b>										
<b>EXPENSE</b>										
<i>Contractual Services</i>										
6432	Building Maintenance Contracts	86,000.00	.00	86,000.00	429.00	.00	429.00	85,571.00	0	9,650.04
6499	Misc Contractual	43,000.00	.00	43,000.00	2,872.00	(1,301.44)	2,872.00	41,429.44	4	25,438.93
<i>Contractual Services Totals</i>		\$129,000.00	\$0.00	\$129,000.00	\$3,301.00	(\$1,301.44)	\$3,301.00	\$127,000.44	2%	\$35,088.97
<i>Capital Outlay</i>										
6799	Other Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Transfer</i>										
<b>6910</b>	<b>Transfer</b>									
6910-03	Transfer Capital Reserve	.00	.00	.00	.00	.00	.00	.00	+++	35,000.00
<b>6910 - Transfer Totals</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$35,000.00
<i>Transfer Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$35,000.00
<b>EXPENSE TOTALS</b>		\$257,000.00	\$0.00	\$257,000.00	\$17,276.85	(\$26,321.44)	\$17,276.85	\$266,044.59	-4%	\$173,132.94
Department <b>4060 - Community Center Totals</b>		(\$257,000.00)	\$0.00	(\$257,000.00)	(\$17,276.85)	\$26,321.44	(\$17,276.85)	(\$266,044.59)	-4%	(\$173,132.94)
Fund <b>001 - General Fund Totals</b>		\$1,624,270.00	\$0.00	\$1,624,270.00	\$103,337.46	(\$26,321.44)	\$103,337.46	\$1,547,253.98		\$1,571,078.41
<b>Fund 003 - Library Capital</b>										
Department <b>4010 - Library Services</b>										
<b>EXPENSE</b>										
<i>Personnel Services Non-position Control</i>										
6230	Training	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Personnel Services Non-position Control Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Contractual Services</i>										
6411	Legal Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
6424	Consultant/Professional Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
<i>Commodities</i>										
<b>6502</b>	<b>Library Materials</b>									
6502-03	Library Materials SRP	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>6502 - Library Materials Totals</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
6508	Postage & Shipping	.00	.00	.00	.00	.00	.00	.00	+++	.00
6517	Computers & Technology	.00	.00	.00	.00	.00	.00	.00	+++	.00
6525	Furniture & Fixtures (Non Capital)	.00	.00	.00	.00	.00	.00	.00	+++	34,411.00
6532	Program Materials	.00	.00	.00	2,034.74	.00	2,034.74	(2,034.74)	+++	908.84
<i>Commodities Totals</i>		\$0.00	\$0.00	\$0.00	\$2,034.74	\$0.00	\$2,034.74	(\$2,034.74)	+++	\$35,319.84
<i>Capital Outlay</i>										
6750	Buildings	.00	.00	.00	.00	.00	.00	.00	+++	70,300.00
<i>Capital Outlay Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$70,300.00

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 003 - Library Capital</b>										
Department <b>4010 - Library Services</b>										
EXPENSE										
<i>Transfer</i>										
<b>6910</b>	<b>Transfer</b>									
6910-01	Transfer General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
6910-03	Transfer Capital Reserve	.00	.00	.00	.00	.00	.00	.00	+++	.00
6910-05	Transfer Capital Projects	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>6910 - Transfer Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<i>Transfer Totals</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>
<b>EXPENSE TOTALS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,034.74</b>	<b>\$0.00</b>	<b>\$2,034.74</b>	<b>(\$2,034.74)</b>	<b>+++</b>	<b>\$105,619.84</b>
Department <b>4010 - Library Services Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$2,034.74)</b>	<b>\$0.00</b>	<b>(\$2,034.74)</b>	<b>\$2,034.74</b>	<b>+++</b>	<b>(\$105,619.84)</b>
Fund <b>003 - Library Capital Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,034.74</b>	<b>\$0.00</b>	<b>\$2,034.74</b>	<b>(\$2,034.74)</b>		<b>\$105,619.84</b>
<b>Fund 004 - Recreation Capital</b>										
Department <b>4060 - Community Center</b>										
EXPENSE										
<i>Capital Outlay</i>										
<b>6750</b>	<b>Buildings</b>									
6750-01	Buildings Community Center	135,000.00	.00	135,000.00	.00	.00	.00	135,000.00	0	511,640.66
<b>6750 - Buildings Totals</b>		<b>\$135,000.00</b>	<b>\$0.00</b>	<b>\$135,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$135,000.00</b>	<b>0%</b>	<b>\$511,640.66</b>
<i>Capital Outlay Totals</i>		<i>\$135,000.00</i>	<i>\$0.00</i>	<i>\$135,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$135,000.00</i>	<i>0%</i>	<i>\$511,640.66</i>
<b>EXPENSE TOTALS</b>		<b>\$135,000.00</b>	<b>\$0.00</b>	<b>\$135,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$135,000.00</b>	<b>0%</b>	<b>\$511,640.66</b>
Department <b>4060 - Community Center Totals</b>		<b>(\$135,000.00)</b>	<b>\$0.00</b>	<b>(\$135,000.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$135,000.00)</b>	<b>0%</b>	<b>(\$511,640.66)</b>
Fund <b>004 - Recreation Capital Totals</b>		<b>\$135,000.00</b>	<b>\$0.00</b>	<b>\$135,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$135,000.00</b>		<b>\$511,640.66</b>
<b>Grand Totals</b>		<b>\$1,759,270.00</b>	<b>\$0.00</b>	<b>\$1,759,270.00</b>	<b>\$105,372.20</b>	<b>(\$26,321.44)</b>	<b>\$105,372.20</b>	<b>\$1,680,219.24</b>		<b>\$2,188,338.91</b>

**Library Director Report**  
**North Liberty Community Library Board of Trustees Meeting**  
**June 19, 2023**

- I. Financial Update
  - A. Personnel: 7 percent
  - B. Personnel Services (non-position): 1 percent
  - C. Repair, maintenance, utilities: 1 percent
  - D. Contractual Services: 9 percent
  - E. Commodities (materials and services): 7 percent
  - F. Total Library Services: 6 percent
  - G. Average this time of year: 8 percent
- II. Library Operations and staffing Update
  - A. Hired Zoe Murphy to fill Assistant Youth & Teen Services Librarian role
  - B. Have an opening for Library Assistant I
    - 1. One of the new staff determined that the required schedule wasn't a good fit for them and quit without notice
    - 2. Seeking to hire two more library assistants to maintain flexibility with scheduling and ensure we have coverage, especially with evenings and weekends
- III. Community Update
  - A. Participating in [Library Freedom Project](#) meetings, Sept 8-9 in Iowa City
    - 1. Organized by Sam Helmick, Iowa City Public Library
    - 2. Kayla Hodgson is also participating
    - 3. If any library board members would like an invite to attend, please let me know as there is still space
  - B. Mural installation is complete
  - C. Library is hosting the traveling version of the [Suspended: Systemic Oppression in our Schools Exhibit](#) from the African American Museum beginning Sept 6
    - 1. Public Services Librarian Kellee Forkenbrock is planning a Lighthouse in the Library community conversation event centered around the exhibit's theme examining the school to prison pipeline
- IV. Professional Activities
  - A. Traveling to the Institute of Museums and Library Services (IMLS) Convening on Early Literacy in New York City, Sept 6-7
    - 1. Follow up to first convening held in Washington DC in March 2022
    - 2. All travel costs paid by IMLS
  - B. Attending the Association for Rural & Small Libraries Conference in Wichita, KS, Sept 20-23
    - 1. Kellee Forkenbrock and Nick Shimmin also attending

- C. Attending the ARSL Executive Board Retreat in Portland, OR (tentative), Oct. 5-6
- D. Iowa Library Association Conference is Oct 11-13
  - 1. I will attend as a member of the ILA Executive Board
  - 2. Jennifer chairs the Library Leadership and Management Subdivision
- V. Staff Reports
  - A. Assistant Director – no report this month
    - 1. Jen has been working part-time due to medical leave
  - B. Public Services
    - 1. Hired four new Library Assistants (including an intern via Iowa Workforce
    - 2. Development/Kirkwood partnership)
    - 3. Held Professionals Panel & Mixer event, *Business Across Borders*
    - 4. Taught Chair Yoga during 55+ Connections lunch
    - 5. Selected for two grant review teams:
      - a. Community Foundation of Johnson County
      - b. ALA's Libraries Transform Communities
    - 6. Elected Board Treasurer for Iowa City UNESCO
    - 7. Began planning for Youth Community Leadership Program's Government Day
    - 8. Emceed the Immigrant Entrepreneurs Summit
    - 9. Art wall and display cases are booked out for 2024
  - C. Family Services
    - 1. Summer preschool program stats
      - 6/16 Swim storytime - 189 ppl attended
      - 6/24 Tippi Toes - 44 ppl attended
      - 6/28 DoodleBugs - 16 ppl attended
      - ~~6/30~~ 7/3 (rescheduled due to weather) - 120 ppl attended
      - 7/21 Drag Queen Storytime - 134 ppl attended
      - 7/22 Tippi Toes - 37 ppl attended
      - 7/26 DoodleBugs - 29 ppl attended
      - 7/28 Swim storytime (two sessions) - 200 people attended
      - 8/3 Planetarium (three shows: 40, 10, 22) - 72 ppl attended
  - D. Youth & Teen Services
    - 1. Summer youth program stats
      - Teen Lit Crate: 10
      - JUMPS for JOI: 9
      - Super Tuesdays: 294
      - Tweendom: 25
      - SRP Teens: 17
      - T(w)een Pool Party: 57
      - Recsters: 152
      - Montessori: 72
      - Frog Hollow Outreach: 168
      - Insect Zoo: 255

Question of the Week: 84

Snack: 400

Total: 1,543 attendees at 64 programs

E. Marketing & Engagement

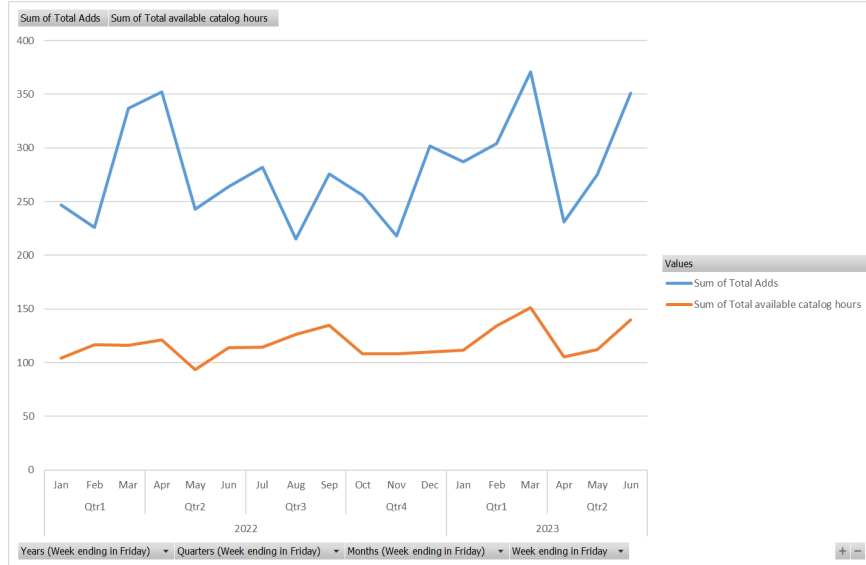
1. Johnson County Fair – this year instead of hosting a booth for the entire week at the Johnson County Fair the Johnson County Libraries opted to participate in Children's Day on Tuesday, July 25. Iowa City brought their Book Mobile and staff from the county libraries were there to greet folks. We passed out water, book bags, had a craft, and an XL floor puzzle kids could put together.
2. Poetry in Public with the Iowa City UNESCO City of Literature is back and will be displayed on the library meeting room windows for the next couple of months.
3. Projects:
  - a. Book-cycle design project with Nick S & Nick B
  - b. Library Card Sign-up Month planning for September. ALA theme is "A Library Card is ELEMENTAL!" (free library card replacements, new patron prize drawings, photos of NL "celebrities" with the XL library card and a quote about what they love about NLL to share on social, promoted special treats at a few of our ongoing events/programs during September to encourage new folks to visit the library etc.).
  - c. Costume Closet - During September we will have boxes available in the library and rec to collect lightly used costume donations, for ages birth-12. The Costume Closet will be open for free shopping on Sunday, October 1, 1-4 p.m. for folks to select a free costume for their children for the upcoming Halloween season.
  - d. Upcoming City Slate Events (that I'm participating in): the Iowa vs ISU Watch Party at Colony Acres on September 9, Halloween Moonlight Walk on October 13, Breakfast with Santa on Dec. 2.
  - e. We need to do a sign audit and update outdated signage around the library

F. Adult Services

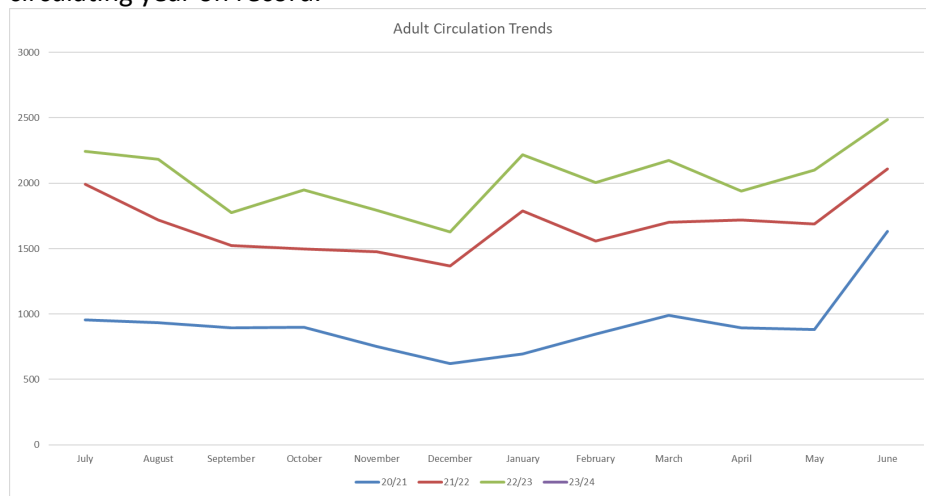
1. We had a great turnout for summer reading for adults with an increase by 50% (early number).
2. We are also working on programs for fall with the first upcoming event being the One Community, One Book discussion of *The Farm* by Joanne Ramos. Told from the perspective of four women, *The Farm* explores gender, race, and class, and of who has access to power, freedom, and choice. The Community Author Keynote and Book Signing will be held on October 8th, 1:30pm at the C20 Pomerantz Center
3. We began use of the book bike this month with our first outing at the NL Community Pantry on July 11<sup>th</sup> and it's use was as I had intended/hoped. We had right away three times as many visitors as was usual, a new account, and multiple people checking materials out.
4. I also completed a grant to do a year's worth of conversational English classes through Theisen's community grant system.

G. Collection Development

1. I have continued to track how many items I add to the collection each month in comparison with the hours available each month to add items. It's not surprising that the middle of summer tends to be low add months as things are so busy, but March being high for the past two years is interesting to me.



2. This is our adult circulation monthly over the past three years. January and June are consistently high. The total circs for FY 22/23 are our best post-COVID. We had a slightly better June in 2019, otherwise it would have been our highest circulating year on record.





TO: Johnson County Board of Supervisors  
FROM: Jennie Garner, Library Director  
DATE: Aug 1, 2023  
SUBJECT: Monthly Library Report

## Library News

**The library offered a total of 143 programs for all ages in July with 3104 people attending!**

Summer has been bustling in the library, from programming for all ages each week to outreach engagement in the community. The new book bike is a popular addition at the North Liberty Pantry for our library pop-up programs. We're excited to put North Liberty's stamp on it in coming months with a graphic wrap that is currently being designed. Additionally, as I've likely mentioned, the library has assumed oversight and coordination of the summer lunch program each weekday at Ranshaw House in collaboration with Micah, the City's Program and Equity Coordinator. They see an average of 125 for lunch each day and have had days early this summer with 200 attending. Library staff also teamed up to assist with the City Slate Joy Riders Jubilee that drew 120 people on July 3 – rescheduled due to inclement weather.

The library held its first annual drag queen family story time this month. We had over 130 happy attendees from age 7-weeks to grandparents. Our Family Services Librarian, Emily, lead the kids in some gross motor skill activities to start things off and then presenters each read books and we had a freeze-dance party. Some attendees did a long conga line through the kids' area.

Last week on July 25, in partnership with the Immigrant Entrepreneurs Summit (IES), the North Liberty Library hosted Business Across Borders: An Evening with Immigrant Entrepreneurs. The event featured a panel of four immigrant professionals, each sharing their entrepreneurial journey and moderated by Kellee Forkenbrock, Public Services Librarian and followed by a mixer for the panelists and attendees to engage. Our panelists (and their home country) included:

- Esaie Toingar (Sudan) - Founder/President, Wake Up For Your Rights
- Fred Ebong (Nigeria) - Founder/Creative Director, FE Studios
- Naftaly Stramer (Israel) - Co-Founder, Oasis Falafel
- Shrravonni Paul (India) - Founder/CEO, Neuworldz.com

We had a total of 18 attendees, who all gained the many lessons shared from our esteemed panel. Some of the panel's quotes include:

- "Your desire to build yourself up will drive the success of your business." (Paul)
- "I may not be from here but I know what I am doing." (Ebong)
- "Conversation [within the community] opened doors for me." (Toingar)
- "The one thing I would want our community to know about my journey? It wasn't easy, but you have to rely on people." (Stramer)
- "We are all immigrants to this land, and we all bring something special to this country." (Paul)

A positive result of this event and community partnership, is that Kellee was also asked to be an emcee for a half-day Immigrant Entrepreneurs Summit is hosting in August. In return, the City of



North Liberty is listed as a corporate-level sponsor and the library has been invited to have an information table at the summit.

Scroll for program highlights.

The Public Libraries of Johnson County teamed up for fun at the Jonson County Fair with the Iowa City Public Library Book Mobile and activities with librarians from all of the county's libraries.



"The library helps me find my voice by finding others' voices."

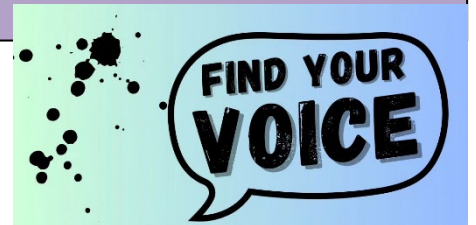


"The library has this magical ability to be exactly what you need and grow with you along the way."



"The Library helps me find my voice by allowing others to use theirs."

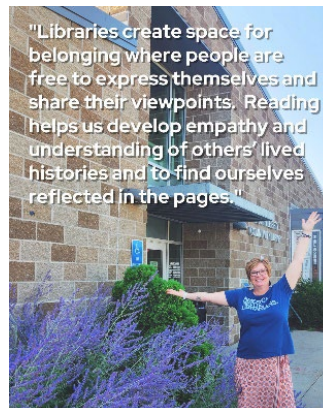
Some library staff shared how we find our voices at the library in line with the summer reading program theme:



"By reconnecting me with classic authors with timeless messages. Having unlimited access to writers like Toni Morrison helps me finetune my voice in the world."



"Finding new ways to improve myself through online learning resources and better understanding information."



"Libraries create space for belonging where people are free to express themselves and share their viewpoints. Reading helps us develop empathy and understanding of others' lived histories and to find ourselves reflected in the pages."





**Beautiful day for the Joy Riders Jubilee**



**The library hosted Happy Joy Rocks founder, and North Liberty resident, Alicia Abrams, for a family rock painting program. People are encouraged to leave the rock in a public place as a way to spread kindness in our Community and beyond.**



**Literacy and fun at Drag Family Story**







**Down to business at the Business Across Borders event**



- 57 teens and tweens attended the summer reading program pool party. The winners of the teen reading challenge are pictured on the right. (Above)
- Teen blanket making service project (below)

