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Regular Library Board Meeting

November 13, 2018

7:00 pm Program Room James Kennedy Public Library

Agenda Topics

- 1. Call to Order
- 2. Consider Approval of Agenda
- 3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve minutes of Previous Meeting: October 9, 2018
 - Approve October Librarian's Report
 - Approve Bills:
 - October Claims Report
 - Library Claims for November
 - October & November Credit Card Claims
 - Budget Reports
 - October City Report
 - October Library Report
 - Trust Account Reports
 - October Bank Statements
 - October Balance Report
 - o Trust Account Expenditure Report
 - October Donations Form
 - Program Reports
 - October Report on Programs and Attendance
 - November Calendar of events
 - o Schedule for upcoming programs
 - Grant Report
 - Friends of the Library Report
- 4. Update on Evaluation of Library Director
- 5. Update on JKPL Endowment
- 6. FY18 JKPL Annual Report

- 7. Executive Committee Report
- 8. Finance Committee Report
- 9. Fundraising Committee Report
 - Notes from meeting
- 10. Furnishings, Art & Facilities Committee Report
 - Update on projects
- 11. Marketing Committee Report
- 12. Personnel Committee Report
 - Consider approval of revised JKPL Employee Pay Rates and Ranges
- 13. Policy Committee Report
- 14. Strategic Planning Report
- 15. Meetings and Training
 - Upcoming
 - Recently Attended
- 16. Oral Presentations
- 17. Adjournment

Date of next regular meeting: Tuesday, December 11, 2018 7:00 pm

Hello all:

Here is your packet for the Board meetings scheduled for Tuesday, November 13 at 7:00 pm.

- 1. Call to Order
- 2. Consider Approval of Agenda
- 3. Consider Agenda Consent Calendar
 - Correspondence & Communication None
 - Approve minutes of Previous Meeting: October 9, 2018 A
 - Approve October Librarian's Report B
 - Approve Bills:
 - October Claims Report C
 - Library Claims for November D (Separate document)
 - October & November Credit Card Claims E
 - Budget Reports
 - o October City Report F
 - October Library Report G
 - Trust Account Reports
 - o October Bank Statements H 1 & 2
 - o October Balance Report I
 - o Trust Account Expenditure Report J
 - October Donations Form K
 - Program Reports
 - October Report on Programs and Attendance L
 - November Calendar of events M (Separate Document)
 - Schedule for upcoming programs N
 - Grant Report: Received Theisen's More for Your Community Grant of \$1,215.00 to support Summer Reading 2018 A Universe of Stories, request was fully funded. Received Alliant Energy Foundation Grant of \$2,000.00 for S.T.E.A.M. Learning @ Your library for additional equipment and furnishings in the Creation Station, requested \$4,191. Selected as 1 of 67 host sites / libraries for the 2019 national study of Geri-Fit Strength Training for Older Adults video led classes.
 - Friends of the Library Report: No Report
- 4. Update on Evaluation of Library Director: Angela sent out an email to everyone on November 6 with the forms and information you need for this
- 5. Update on JKPL Endowment: **Angela will report**

- 6. FY18 JKPL Annual Report: I hope to have a draft ready for the meeting.
- 7. Executive Committee Report
- 8. Finance Committee Report
- 9. Fundraising Committee Report
 - Notes from meeting Committee meets on Sunday, November 11 so we will bring notes to the Board meeting
- 10. Furnishings, Art & Facilities Committee Report
 - Update on projects New Sharp multipurpose copier, printer, scanner has been installed; Techmates / AVS was in on Friday to do additional install work on the projection system in the Hoffman room. We still need to schedule a day when they can bring in a lift to install the new screen.
- 11. Marketing Committee Report
- 12. Personnel Committee Report
 - Consider approval of revised JKPL Employee Pay Rates and Ranges
 This document reflects adjusting the pay rates and ranges
 based upon the 2.25% COLA that was approved for library
 staff at the October meeting.
- 13. Policy Committee Report
- 14. Strategic Planning Report
- 15. Meetings and Training
 - Upcoming
 - Recently Attended
- 16. Oral Presentations
- 17. Adjournment

Date of next regular meeting: Tuesday, December 11, 2018 7:00 pm

James Kennedy Public Library Board of Trustees Minutes of the October 9, 2018 Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, October 9, 2018, in the program room. Present: Angela English, Mary Jane Meade, Pat Valant, Mike Mullis, Sue Engelbrecht, Katherine O'Hea, Karen Kramer and Library Director Shirley Vonderhaar. Absent: Joe Petsche and Barb Heitzman.

- 1. Board President Angela English called the meeting to order at 7:02 pm.
- 2. Agenda: Engelbrecht MOVED "approval of the agenda," which motion was seconded by Kramer and CARRIED. Ayes: English, Meade, Valant, Mullis, Engelbrecht, O'Hea and Kramer. Nays: None
- 3. Agenda Consent Calendar
 - Correspondence & Communication: Barb Heitzman resignation letter received. Two thank you cards from patrons were received.
 - Minutes of Previous Meeting: September 18, 2018
 - September Librarian's Report
 - Bills:
 - September Claims Report
 - o Library Claims for September
 - September and October Credit Card Claims
 - Budget Reports
 - September City Report
 - o September Librarian's Report
 - Trust Account Reports
 - September Bank Statements
 - September Balance Report
 - o Trust Account Expenditure Report
 - September Donations Form
 - Wine Glass Fundraiser- \$20.00
 - TACKL- Downtown Market- \$18.00
 - Brenda Ingles-\$100.00
 - Lion's Club- \$500.00
 - Leah McCool- \$174.70
 - Program Reports
 - September Report on Programs and Attendance
 - October Calendar of Events
 - Schedule for upcoming programs
 - o Adult Summer Reading Program report
 - Summer Library Programs Donations report
 - Contract Use Reports
 - o Statistics by Residence Area
 - o Statistics by Contract/Service Area

- Grant Report: The JKPL was awarded \$2000.00 grant from Dyersville Area Community for Pop-Up Portable Library
- Friends of JKPL Report: Profits reported from dues, book sale and bus trip.

Valant MOVED "approval of the consent items" which was seconded by Mullis and CARRIED. Ayes: English, Meade, Valant, Mullis, Engelbrecht, O'Hea and Kramer. Nays: None

- 4. Appointment of Committee to Evaluate Library Director: Personnel committee will facilitate evaluation via email. 100% participation requested.
- 5. FY18 Iowa Library General Information Survey for the JKPL: Draft version was reviewed at the meeting. Library director will email final copy when it is ready.
- 6. Executive Committee Report: No report
- 7. Finance Committee Report: No report
- 8. Fundraising Committee Report: Upcoming events include Chair-ity, Cookie Walk, Soup Supper and Mystery Dinner
- 9. Furnishings, Art & Facilities Committee Report: Shirley shared lease agreement quotes from several vendors for copier/printer/fax. MOTION from committee to sign 5 year agreement with Midwest Business for Sharp product, no second needed and CARRIED. Ayes: English, Meade, Valant, Mullis, Engelbrecht, O'Hea and Kramer. Nays: None
- 10. Marketing Committee Report: JKPL Google Business page updated. Creation Station may be branded with own logo. JKPL may offer free month of digital services for all patrons to promote use. 2019 marks 60th anniversary of JKPL and a celebration will be planned.
- 11. Personnel Committee: Motion from committee to adjust FY19 COLA increase from 2% to 2.25% effective October 15, 2018, no second needed and CARRIED. Ayes: English, Meade, Valant, Mullis, Engelbrecht, O'Hea and Kramer. Nays: None. Motion from committee to approve revision to the addendum to the City of Dyersville Holiday Policy regarding when eligible staff may take floating holidays; no second needed and CARRIED. Ayes: English, Meade, Valant, Mullis, Engelbrecht, O'Hea and Kramer. Nays: None.
- 12. Policy Committee Report: No report
- 13. Strategic Planning Report: No report
- 14. Meetings and Training Upcoming: State Library Learning Circuit 10/17- Shirley will attend. Recently attended- ARSL, ILA, webinars by various staff and trustees.
- 15. Oral Presentations- Karen and Sue attended ILA and shared new learning.

Pı	esident	English	adjourned	meeting	at 8:09	pm.
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Mary Jane Meade, Secretary

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT

Librarian's report to the Board of Trustees for the month October 2018

Additions:

Items purchased:

282

Items donated: 63

Year to date:

1,294

Items withdrawn: Books: 89 SCDs: 4 PAWs: 1 DVDs: 6

Items donated previous YTD:

203

Items donated YTD:

258

Year to date: Books: 547 SCDs: 16 PAWs: 1 DVDs: 20 Games: 3

17

New Library Cards Issued

City: 7

Contractual: 10 Total:

YTD:

Computer use: 717 hours; 725 sessions YTD: 3,256 hours; 3,766 sessions Previous YTD: 2,699 hours; 2,996 sessions

138

Meeting Room Use: 200 Library Use: 73 Community Use: 127

YTD: 735

Previous YTD: 827

Programs Held: 74 Attendance: 1451 people

Library Visits: 6,581

YTD: 32,475

Prev. YTD: 31,658

Circulation:

Number of Items Loaned

11,439

Year to Date:

46,053

Previous Year Circ.

11,289

Previous YTD:

46,056

Difference (numerical):

150

Difference (numerical):

-3

Difference (percentage):

1.33%

Difference (percentage)

-0.01%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	103.40	258.42	850.00
Computer Printing:	129.30	408.75	1,275.00
Reader/printer:	0.00	0.00	25.00
Fax:	96,95	292.95	900.00
Computer Use	43.00	96.00	250.00
Holds & Scans	9.00	33.00	100.00
Lost Books and Materials	118.26	357.96	1,000.00
Memberships	0.00	336.00	300.00
Agency Contract fees:	0.00	0.00	5,000.00
Iowa Direct State Aid, Enrich Iowa and Infrastructure Fund	12,890.44	12,890.44	14,800.00
Misc (including ALSS): earbuds, book refund	19.00	65.74	300.00
Total:	13,409.35	14,739.26	24,800.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	8.27	59.01
Memorials:	35.00	1,555.00
Halbach Books:	20.00	40.00
Adopt a book donations:	67.35	342.05
Friends donation:	56.75	206.95
Other: Donation for Insp. Fiction	50.00	236.50
Other: Dyersville Area Community Foundation Grant	2,000.00	2,604.70
Other:	0.00	58.00
Total:	2,237.37	5,102.21

SUMMARY OF ADDITIONS:

	LP	Adult	Adult	Young	Juven	Juven	eBook	Α&	Juv.	A&	Juv.	CDs,	TOTAL
		Fiction	Non-	Adult	Fic	Non-	&	YA	Audio	YA	Vid	Games	
			fiction	Fiction		fiction	eAudio	Audio		Vid		Misc.	
Curr. Month	26	129	33	24	57	4	0	23	2	28	14	5	345
2017 Month	21	151	43	10	101	30	17	19	0	30	6	7	435
Curr. YTD	58	492	122	73	189	100	20	51	- 6	102	50	31	1294
Prev. YTD	71	383	163	56	184	51	17	47	5	168	36	15	1196

SUMMARY OF CIRCULATION:

	SUMMART OF CIRCULATION.														
	LP	Adult	YA	Juven.	eBks	Mags.	Zinio	Total	eAudio	Adult	Juven.	Adult	Juven.	Games,	Grand
		Fiction	Fiction	Fiction			eMags	Print		and YA	Audio &	& YA	video &	Puppets,	Total
-		& NF	& NF	& NF				Items		Audio	Kits	DVD	DVD	etc.	
Curr. Month	817	2288	306	3336	349	365	0	7461	140	415	52	2061	849	461	11439
2017 month	848	3294	304	3185	227	365	13	8236	100	317	26	1600	652	358	11289
Difference	-31	-1006	2	151	122	0	-13	-775	40	98	26	461	197	103	150
Current YTD	3105	8882	1626	13021	1206	1314	0	29154	556	1459	184	8636	3421	2643	46053
Prev. YTD	3182	11535	1961	13063	926	1381	39	32087	343	1273	198	7198	3125	1832	46056
Difference	-77	-2653	-335	-42	280	-67	-39	-2933	213	186	-14	1438	296	811	-3
Diff. %	-2.4%	-23.0%	-17.1%	-0.3%	30.2%	-4.9%	-100%	-9.1%	62.1%	14.6%	-7.1%	20.0%	9.5%	44.3%	0.0%

Freegal Music Downloads: October: 50 songs; 1 video Total FY= 145 Bridges Video Downloads: October: 3 Total FY = 4

Mango Language Use: October: 0 sessions; FY = 23 total sessions (includes mobile & computer)

James Kennedy Public Library October 2018 Claims Report

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	\$600.00
Black Hills	Gas / Heat	44.93
Alliant Energy	Electricity	1451.72
Mediacom	Internet & Phone	398.82
Total		\$2,495.47

Miscellaneous Bills

Check issued to:	Purpose	Amount
City Laundering	Mats	12.33
Casey's	Fuel for conference	3.85
American Trust	Cash back	-25.00
American Trust	Annual fee	35.00
Total		26.18

October 2018 Budget	
October 2018 claims submitted	\$5,926.21
Utility and Contractual from Bills above	2,495.47
Miscellaneous Bills from above	26.18
Total wages and benefits	22,821.56
Total October 2018 expenses	\$31,269.42

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

Credit Card Claims for October & November 2018

Date	Vendor	Items	Amount
10/30/18	Mediacom	Phone & Internet	389.40
9/30/18	Facebook	Dot and Dash ad	13.30
10/31/18	Facebook	Witchcraft, Chair-ity	37.78
		& Learn to Draw	
10/25/18	NaNoWriMo	Program supplies	15.72
11/9/18	NaNoWriMo	Supplies refund	-5.72



Dyersville, IA



For Fiscal: 2018-2019 Period Ending: 10/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND							
Expense							
001-5-410-4-60100	SALARIES	228,856.00	228,856.00	16,849.67	71,937.54	156,918.46	68.57 %
001-5-410-4-61100	FICA	14,189.00	14,189.00	1,010.44	4,323.11	9,865.89	69.53 %
001-5-410-4-61200	MEDICARE	3,318.00	3,318.00	236.32	1,011.05	2,306.95	69.53 %
001-5-410-4-61300	IPERS:	21,604.00	21,604.00	1,590.60	6,790.89	14,813.11	68.57 %
001-5-410-4-61500	GROUP INSURANCE	35,700.00	35,700.00	3,125.71	18,528.33	17,171.67	48.10 %
001-5-410-4-61700	SUI	184.00	184.00	8.82	47.79	136.21	74.03 %
001-5-410-4-62100	DUES	900.00	900.00	0.00	45.00	855.00	95.00 %
001-5-410-4-62300	MEETINGS/TRAINING	2,500.00	2,500.00	1,519.72	1,839.72	660.28	26.41 %
001-5-410-4-63710	ELECTRICITY	14,000.00	14,000.00	1,451.72	5,785.46	8,214.54	58.68 %
001-5-410-4-63711	GAS HEAT	2,200.00	2,200.00	44.93	167.37	2,032.63	92.39 %
001-5-410-4-63730	TELEPHONE	. 2,200.00	2,200.00	398.82	1,196.17	1,003.83	45.63 %
001-5-410-4-63750	MAINTENANCE	5,300.00	5,300.00	0.00	3,379.54	1,920.46	36.24 %
001-5-410-4-64080	INSURANCE PREMIUM	7,344.00	7,344.00	0.00	0.00	7,344.00	100.00 %
001-5-410-4-64110	LEGAL FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
001-5-410-4-64200	ELECTIONS	0.00	0.00	0.00	0.00	0.00	0.00 %
001-5-410-4-64316	CONTRACTS	0.00	0.00	0.00	312.38	-312.38	0.00 %
001-5-410-4-64322	CONTRACTED SERVICES	8,220.00	8,220.00	600.00	2,400.00	5,820.00	70.80 %
001-5-410-4-65060	OFFICE SUPPLIES	20,000.00	20,000.00	1,001.72	4,281.70	15,718.30	78.59 %
001-5-410-4-67210	FURNITURE/FIXTURES	0.00	0.00	0.00	0.00	0.00	0.00 %
001-5-410-4-67274	CAPITAL IMPROVEMENTS/EQUIPM	0.00	0.00	0.00	12,040.00	-12,040.00	0.00 %
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIP	58,000.00	58,000.00	3,430.95	18,570.58	39,429.42	67.98 %
	Expense Total:	424,515.00	424,515.00	31,269.42	152,656.63	271,858.37	64.04 %
	Fund: 001 - GENERAL FUND Total:	424,515.00	424,515.00	31,269.42	152,656.63	271,858.37	64.04 %
Fund: 002 - LIBRARY TRUST	FUND						
Expense							
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	30,000.00	30,000.00	163.21	749.00	29,251.00	97.50 %
	Expense Total:	30,000.00	30,000.00	163.21	749.00	29,251.00	97.50 %
	Fund: 002 - LIBRARY TRUST FUND Total:	30,000.00	30,000.00	163.21	749.00	29,251.00	97.50 %
•	Report Total:	454,515.00	454,515.00	31,432.63	153,405.63	301,109.37	66.25 %



James Kennedy Public Library FY19	Operating Bud	dget					
	FY19		7.0.2		Received		% Expended
ESTIMATED REVENUES:		September	October	Nov (est)	to date	Difference	To date
Dubuque County Library Agency	5,000.00	0.00	0.00	0.00	0.00	5,000.00	
Fees from copier, R/P, etc.	5,000.00	365.45	518.91	400.00	1,849.82	3,150.18	
Open Access	12,400.00	0.00	10,458.17	0.00	10,458.17	1,941.83	
Access Plus / ILL	600.00	0.00	441.45	0.00	441.45	158.55	
Direct State Aid	1,800.00	0.00	1,990.83	0.00	1,990.83	-190.83	
TOTAL:	24,800.00	365.45	13,409.36	400.00	14,740.27	10,059.73	
					14,740.27	10,059.73	
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES					Spent to date	Remaining	
Wages	228,856.00	16,885.77	16,849.67	21,200.00	71,937.54	156,918.46	31.4%
FICA	14,189.00	1,012.65	1,010.44	1,314.40	4,323.11	9,865.89	30.5%
Medicare	3,318.00	236.83	236.32	307.40	1,011.05	2,306.95	30.5%
IPERS	21,604.00	1,594.01	1,590.60	2,001.28	6,790.89	14,813.11	31.4%
SUI	184.00	11.79	8.82	21.20	47.79	136.21	26.0%
Group Insurance	35,700.00	3,125.71	3,125.71	3,125.71	12,427.53	23,272.47	34.8%
Meetings and training	2,500.00	320.00	1,519.72	207.94	1,839.72	660.28	73.6%
Dues and memberships	900.00	30.00	0.00	0.00	45.00	855.00	5.0%
TOTAL:	307,251.00	23,216.76	24,341.28	28,177.93	98,422.63	208,828.37	32.0%
					90,422.00	200,020.37	
CONTRACTUAL SERVICES:					·		
Utilities (telephone)	2,200.00	398.82	398.82	398.53	1,196.17	1,003.83	
Electricity	14,000.00	1,666.33	1,451.72	1,500.00	5,785.46	8,214.54	
Gas / Heat	2,200.00	41.82	44.93	45.00	167.37	2,032.63	
· Insurance (bldg)	7,344.00	0.00	0.00	0.00	0.00	7,344.00	
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	
Custodial services	8,000.00	600.00	600.00	600.00	2,400.00	5,600.00	
Window cleaning	220.00	0.00	0.00	220.00	0.00	220.00	
Service / Maintenance Contracts		84.15	. 0.00	99.88	612.42	4,687.58	11.6%
TOTAL:	39,264.00	2,791.12	2,495.47	2,863.41	10,161.42	29,102.58	
OLIDBUIEO.					10,161.42	29,102.58	
SUPPLIES:	40.000.00	7.40.00					
General library supplies	10,000.00	740.92	703.36	360.63	3,352.96	6,647.04	
Program fees & supplies	2,500.00	138.30	291.87	114.95	570.56	1,929.44	
Marketing & advertising	1,500.00	275.98	6.49	0.00	358.18	1,141.82	
Maintenance and Repairs	6,000.00	75.90	0.00	1,800.00	3,079.50	2,920.50	
TOTAL	20,000.00	1,231.10	1,001.72	2,275.58	7,361.20	12,638.80	
BOOKS AND MATERIALS					7,361.20	12,638.80	
Adult fiction	8,000.00	283.80	1,230.40	991.73	3,064.85	4,935.15	38.3%
Adult nonfiction	5,000.00	195.85	427.82				
YA fiction	1,800.00	0.00	-6.85	448.87 107.27	1,187.72		
YA nonfiction	800.00	0.00	0.00	0.00	312.35 50.67	1,487.65 749.33	
		215.42					
Juvenile fiction Juvenile nonfiction	7,100.00 3,300.00	90.89	72.79 -3.37	72.86	630.86	6,469.14	
	4,000.00			0.00	1,683.14	1,616.86	
Large Print		10.49	290.73	146.10	665.00	3,335.00	
Electronic media (ebooks, etc.)	5,000.00	0.00	368.96	0.00	1,830.45	3,169.55	
Reference & electronic database		0.00	0.00	0.00	4,731.44		
Periodicals and newspapers	4,000.00	352.78	130.90	445.40	1,034.34		
Audiobooks (CD, playaway)	3,700.00	417.33	274.03	467.81	925.70	2,774.30	
Software & Gaming	2,000.00	425.71	19.11	0.00	529.02	1,470.98	
DVDs	6,500.00	710.37	583.20	460.08	1,873.82	4,626.18	
SS / Creation Station	1,800.00	0.00	43.23	0.00	51.22	1,748.78	
TOTAL:	58,000.00	2,702.64	3,430.95	3,140.12	18,570.58	39,429.42 37,000.04	32.0%
TOTAL EXPENSES	404 = 1 = 5		0.1.6.5.7.				
TOTAL EXPENDITURES:	424,515.00	29,941.62	31,269.42	36,457.04	134,515.83	289,999.17	
TOTAL REVENUES:	24,800.00	365.45	13,409.36	400.00	14,740.27	10,059.73	
ACTUAL ASKING	399,715.00	29,576.17	17,860.06	36,057.04	119,775.56	279,939.44	30.0%
Capital Improvement		12,040.00		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	12,040.00		
Total Expenditures		41,981.62	31,269.42	36,457.04	146,555.83		
· · ·							

James Kennedy Public Library FY19			0-1147	T-1-1-51/40	D. J. J.	A	
ESTIMATED REVENUES:	FY19	FY17 Expense	Oct ' 17	Total FY18	Budget	Amount	Over/Under
Dubuque County Library Agency	5,000.00	thru Oct 17 0.00	0.00	5,940.16	Projection thru August	Over/Under	Budget
Fees from copier, R/P, etc.	5,000.00		305.81	5,940.10	2018		
Open Access	12,400.00		12,327.99	12,327.99	2010		
Access Plus / ILL	600.00	560.25	560.25	560.25			
Direct State Aid	1,800.00	1,883.95	0.00	1,883.95			
TOTAL:	24,800.00		13,194.05	25,925,47			
		16,474.12	10,101100	25,925.47			
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES		Spent to date		Spent to date			
Wages	228,856.00	70,629.57	16,604.45	215,673.67	74,946.57	-3,009	0.96
FICA	14,189.00	4,234.33	993.31	13,181.79	4,557.87	-235	0.95
Medicare	3,318.00	990.33	232.32	2,796.01	1,175.22	-164	0.86
IPERS	21,604.00	6,307.29	1,482.79	19,260.00	7,074.91	-284	0.96
SUI	184.00	89.08	38.41	186.54	87.87	-40	0.54
Group Insurance	35,700.00		3,229.22	38,043.88	12,121.07	306	1.03
Meetings and training	2,500.00	1,438.76	673.84	2,768.32	1,299.31	540	1.42
Dues and memberships	900.00	15.00	15.00	662.00	20.39		2.21
TOTAL:	307,251.00	96,621.24	23,269.34	292,572.21	101,468.87	-3,046	0.9
CONTRACTUAL SERVICES:		.,					
Utilities (telephone)	2,200.00	550.03	183.39	3,422.31	353.58	843	3.38
Electricity	14,000.00		1,322.17	11,592.84	6,195.99		0.93
Gas / Heat	2,200.00	159.82	40.85	2,318.81	151.63	16	1.10
Insurance (bldg)	7,344.00	71.00	71.00	4,592.00	113.55	-114	0.00
Legal Fees	0.00	0.00	0.00	0.00	Zero	0	Nothing
Custodial services	8,000.00	2,400.00	750.00	7,650.00	2,509.80	-110	0.96
Window cleaning	220.00	0.00	0.00	220.00	Zero	0	Nothing
Service / Maintenance Contracts	5,300.00	517.52	122.55	5,729.79	478.70	134	1.28
TOTAL:	39,264.00	8,829.02	2,489.96	35,525.75	9,758.07	403	1.04
SUPPLIES:		8,829.02		35,525.75			
	40 000 00	2 012 10	705.00	44 740 74	0.404.00	054	4 4
General library supplies	10,000.00	2,813.19	705.86	11,713.74	2,401.62		1.40
Program fees & supplies Marketing & advertising	2,500.00 1,500.00		83.56 264.00	2,180.32 1,104.89	390.10 424.87	180 -67	1.46
Maintenance and Repairs	6,000.00		0.00	4,323.47	424.8 <i>1</i> 44.41	3,035	0.84
TOTAL	20,000.00	3,498.37	1,053.42	19,323.47	3,621.05		69.34 2.03
TOTAL	20,000.00	3,498.37	1,055.42	19,322.42	3,021.00	3,740	2.03
BOOKS AND MATERIALS	**		1.4				
Adult fiction	8,000.00		1,124.77	9,467.50	2,611.45	453	1.17
Adult nonfiction	5,000.00	1,698.62	351.94	5,591.58	1,518.91	-331	0.78
YA fiction	1,800.00	285.54	150.24	2,203.95	233.20	79	1.34
YA nonfiction	800.00	0.00		444.44	Zero	0	Nothing
Juvenile fiction	7,100.00		682.72	7,779.56	732.66	-102	0.86
Juvenile nonfiction	3,300.00	2,178.14	1,843.71	3,632.19	1,978.93	-296	0.8
Large Print	4,000.00		0.00	2,274.44	Zero		Nothing
Electronic media (ebooks, etc.)	5,000.00		284.97	4,634.41	2,326.07	-496	0.79
Reference & electronic database	5,000.00		0.00	5,211.00	4,846.48	-115	0.98
Periodicals and newspapers	4,000.00		84.52	3,832.19	1,058.04		0.98
Audiobooks (CD, playaway)	3,700.00		402.22	3,966.62	1,311.22		
Software & Gaming	2,000.00		0.00	1,581.62	245.36		2.16
DVDs	6,500.00		769.95	6,648.64	2,739.07		0.68
SS / Creation Station	1,800.00		0.00	0.00	Zero		
TOTAL:	58,000.00	20,677.67	5,695.04	57,268.14 57,200.14	20,941.92	-2,371	0.89
TOTAL EXPENDITURES:	424,515.00	129,626.30	32,507.76	404,688.52	135,976.95		0.9
TOTAL REVENUES:	24,800.00		13,194.05	25,925.47	15,758.95		
ACTUAL ASKING	399,715.00	113,152.18	19,313.71	378,763.05	119,411.39	364	1.00
0		2.25			20.100.100.000		
Capital Improvement		0.00	0.00				
Total Expenditures		129,626.30	32,507.76				
	w	***				L	



P.O. Box 938 • Dubuque, IA 52004-0938 563.582.1841 • www.americantrust.com





2031 1 AV 0.378 P2031**T5************AUTO**SCH 5-DIGIT 52030

CITY OF DYERSVILLE

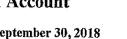
JAMES KENNEDY PUBLIC LIBRARY TRUST

340 1ST AVE E

DYERSVILLE IA 52040-1203

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Statement of Account



Last statement: September 30, 2018 This statement: October 31, 2018 Total days in statement period: 31

005951-435-6 Page 1 of 1

Direct inquiries to: **Customer Service Department** 563-589-0800

American Trust And Savings Bank PO Box 938 Dubuque Iowa 52004-0938

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HELP YOUR EMPLOYEES PLAN FOR THE FUTURE. AMERICAN TRUST HAS A RETIREMENT PROGRAM FOR BUSINESSES OF ALL SIZES. FOR MORE INFORMATION CONTACT OUR RETIREMENT DIVISION.

Summary of Account Balance

Account Number Ending Balance Money Market Account 005951-435-6 \$40,478.91		
Enum Plante	Account No. 1	
Money Market Account 005951-435-6 \$40,478,91	Account Number Ending Bal	ince
	Money Market Account 005951-435-6 \$40,478.9	1

Money Market Account

Account number 005951-435-6

Beginning balance

\$40,465.16

Low balance Avg collected balance \$40,465.16 \$40,465

Interest paid year to date

\$134.61

Total additions

\$13.75

Total subtractions

\$-0.00

Effective dates

09-30-18

10-31

Interest Rate

0.400%

Description Date

#Interest

Additions 13.75

Subtractions

Daily balances

Date **Amount** 09-30 40,465.16

Date 10-31

Amount 40,478,91

Date

Amount





Anamosa 319-462-6031

Asbury Asbury Road 563-587-2450

Bellevue 563-872-5515 Dubuque Cedar Cross 563-556-7700

Cascade

563-852-3245

Dubuque Asbury Road 563-557-2300

Dyersville 563-875-7157

East Dubuque, IL

La Motte 563-773-2255 Luxemburg

Monticello 319-465-7010 Oelwein

Platteville, WI 608-348-5501

Postville 563-864-7615

Epworth

563-876-9090 Guttenberg

563-252-1493

815-747-3173

Maquoketa 563-652-6660

563-853-2245

Peosta 563-556-3002

319-283-2524

Worthington 563-855-2415

5013 0.7001 EX 0.000 16 3 20

> CITY OF DYERSVILLE J KENNEDY PUBLIC LIBRARY TRUST HOLD AT DYERSVILLE

THROUGH 12/31/18, LOAD A GIFT CARD WITH A \$0 PURCHASE FEE! CHOOSE FROM A VARIETY OF DESIGNS IN ANY AMOUNT FROM

\$10.00 TO \$1,000.00

PRIMARY ACCT:

0.1

617571

STATEMENT PERIOD: 10/01/2018 - 10/31/2018

MONEY MARKET ACCOUNT

617571

-- DEPOSITS AND MISCELLANEOUS TRANSACTIONS --

DEPOSIT WEB TRANSFER DEBIT

163.21-

28.02+

10/01 10/16

INTERNET BANKING TRANSFER FROM *571 TO *358 ON 10/16 AT 16:47

DEPOSIT DEPOSIT DEPOSIT INTEREST PAID

28.10+ 10/23 2,000.00+ 10/29 10/30 181.25+ .78+ 10/31

YEAR-TO-DATE INTEREST PAID AVERAGE COLLECTED BALANCE

6.94 18,324.34

-- CHECKS --

NUMBER.....AMOUNT...DATE NUMBER.....AMOUNT...DATE NUMBER.....AMOUNT...DATE

-- BALANCE INFORMATION --

DATE.....BALANCE DATE.....BALANCE DATE.....BALANCE 09/30 18,231.93 10/23 18,124.84 10/30 20,306.09 10/01 18,259.95 10/29 10/31 20,124.84 20,306.87 18,096.74

SUMMARY:

10/16

ACCOUNT PREVIOUS TOTAL TOTAL SERVICE ENDINGNUMBER..... BALANCE......DEBITS..... CREDITS.... . CHARGES .. BALANCE.. 617571 18,231.93 1 163.21 5 2,238.15 20,306.87

4

TRUST ACCOUNT REPORT for October 2018

	American Trust - balance on hand July 1, 2018 July 31, 2018 August 31, 2018 September 30, 2018 October 31, 2018	\$ \$ \$ \$	13.74 13.74 13.29 13.75				\$ 40,424.39 \$ 40,438.13 \$ 40,451.87 \$ 40,465.16 \$ 40,478.91	} -\
	Fidelity Bank and Trust Balances September 30, 2018					\$ 29,414.21	\$ 18,231.93	•
	Deposits		•					
	October 1, 2018							
	Adopt-a-book	\$	12.77					
	Conscience box donations	\$	1.75					
	Friends booksale / donation	\$	13.50	\$	28.02			
	October 23, 2018							
	History books	\$	20.00					
	Conscience box donations	\$	0.60				•	
	Friends booksale / donation	\$	7.50	\$	28.10			
	Thomas booksale / donation	Ψ	7.00	Ψ	20.10			
	October 29, 2018							
	Dyersville Area Community Foundation Grant	\$ 2	2,000.00	<u>\$2,</u>	00.000			
	October 30, 2018							
	Eick donation for Insp. Fiction	\$	50.00					
	Adopt-a-book	\$	54.58					
	Memorial	\$	35.00					
	Conscience box donations	\$	5.92					
	Friends booksale / donation	\$	35.75	\$	181.25			
	October 31, 2018							
	Interest	\$	0.78	\$	0.78		\$ 2,238.15	
	Debits:							
	October 16, 2018							
	Refreshments (Friends)	\$	27.77					
•	Tauke Memorial	\$	41.50					
	Facebook ads	\$	13.30					
	Adopt-a-book	\$	80.64			<u>\$ 163.21</u>	\$ 163.21	
	·	•						.1 2
	Balances October 31, 2018					\$ 29,251.00	\$ 20,306.87	4-2

Trust Account Income & Expenditure Report FY19

Trust Account Incom	e & Expend	in account	New Deposits	Τ	1	I I		Т	
Amount in American Ti	rust	\$40,424.39	New Deposits	-					
Amount in Fidelity	uot	\$15,950.74		╁					
INCOME: (as of July 1	, 2018)	ψ (σ)σσσ./ (EXF	PENDITURES:			REMAINING:	
DONATIONS:				 				DONATIONS:	
Previous Fundraisers		\$11,290.61				-			\$11,365.61
Previous Raffles		\$2,662.11							\$2,662.11
Donations				1					7-,00
Eick - Inspirational	Oct-18		\$50.00						\$50.00
Miscellaneous Donatio	ns Total Rer	maining							\$2,515.30
Creation Station Progra									
Coasters	Aug-18		\$5.00						\$5.00
Lion's Club - LP	Previous	\$12.24							\$512.24
	Sep-18		\$500.00						1-11.0
Conscience Box	Previous	\$1,451.80		T -					\$1,510.81
	Oct-18		\$8.27						
History Book	Previous	\$1,134.74		+			*		\$1,174.74
	Oct-18		\$20.00						<u> </u>
Genealogy Donation	Previous	\$93.86							\$93.86
Meeting Room Donation		\$399.71		-					\$426.21
Adopt-a-book donation	Previous	\$531.80		-	lul 10	Adopt - Audio	51 27		
Adopt-a-book donation	Oct-18	φυσ1.60	\$67.35	-		Adopt - books	51.37 80.64		\$597.79
Educate falsosts		\$440.40	φ01.00		- Oct-10	Adopt - books	00.04		
Friends - bksale	Previous Oct-18	\$419.12	¢56.75		Oct 19	Defreehmente	07.77		\$415.40
Summer Reading Prog		\$151.83	\$56.75		OCI-18	Refreshments	\$27.77		40475
TACKL	Previous	\$662.71		 					\$94.75
		-							\$841.71
Kennedy Donation	May-06	\$2,517.60		-					\$2,517.60
for art or building Money Market	Jan-05	\$784.34							6704.04
Kay Their Bequest	Dec-08	\$1,000.00		-					\$784.34 \$1,000.00
Soppe Bequest	Nov-03	\$24,200.37		ļ					\$24,200.37
Bequests & Specified of									\$28,502.31
Memorials or In Honor									<u> </u>
Mary Tauke	Aug-18		\$1,500.00	╁	Oct-18	Books	\$41.50		\$1,458.50
Memorial (Westhoff	Oct-18		\$35.00		00:10	DOOKS_	Ψ1.50		\$35.00
Memorials or "In Honor		Remaining	755.00	F					\$1,984.87
GRANTS:				 				GRANTS:	Ψ1,00-1.01
1000 Books (DRA & Fr	iends)	\$231.85		\vdash				GIVANTO:	\$231.85
DACF - Pop-up library			\$2,000.00						\$2,000.00
INTEDEST DEDOCITO									, , , , , , , , , , , , , , , , , , , ,
INTEREST DEPOSITS remaining from previous		\$3,607.62		ļ					60.040.54
Ternaling from previou	Oct-18	φ3,007.02	\$0.78	\vdash	Oct-19	FB ads	\$13.30		\$3,610.54
Unspecified from previous		\$747.98		 	00:10	ו ט מעס	\$10.00		\$665.98
		4							Ψ003.30
TOTAL DEPOSITS			\$5,105.13	L	TOTAL EXPE	NDITURES:	\$749.00	Balance	\$20,306.87

Memorials and Donations October 2018

From:

Jean Pottebaum

Donation:

\$12.77

Fund:

Library Trust Account

Restrictions:

Adopt-a-book for specific title

From:

Dyersville Area Community Foundation \$2,000.00

Donation:

Library Trust Account

Restrictions:

Grant for Pop-up and Mobile Library

From:

Fund:

Anonymous

Donation:

\$50.00

Fund:

Library Trust Account

Restrictions:

Donation for Inspirational Fiction

From:

Joyce Bries

Donation:

\$14.58

Fund:

Library Trust Account

Restrictions:

Adopt-a-book for specific titles

From:

Judy Vonderhaar

Donation:

\$40.00

Fund:

Library Trust Account

Restrictions:

Adopt-a-book for specific titles

From:

Anonymous

Donation:

\$35.00

Fund:

Library Trust Account

Restrictions:

Memorial donation

James Kennedy Public Library Monthly Program Report

Report for the Month of October 2018

Story Time Sessions (C):

For the week of October 3, 2018

Theme - Boats

Total attendance at 2 programs -13 children and 5 adults

Time for preparation & performance – 4 hrs (pd)

.5 hrs (vol)

Supplies: Color

Color copies; Pool noodles, fun foam, straws, markers for activity

Stickers for treat

For the week of October 10, 2018

Theme - Fall

Total attendance at 2 programs -12 children and 5 adults

Time for preparation & performance -3.5 hrs (pd)

.5 hrs (vol)

Supplies:

Color copies; laminating sheets & yarn for activity.

Stickers for treat

For the week of October 17, 2018

Theme – Apples

Total attendance at 2 programs –7 children and 3 adults

Time for preparation & performance – 4.5 hrs (pd)

Supplies:

Color copies; apples & apple peeler / corer / slicer

Stickers for treat

For the week of October 24, 2018

Theme - Pirates

Total attendance at 2 programs -11 children and 4 adults Time for preparation & performance - 5.5 hrs (pd)

Supplies:

Color copies; paper tubes, glue, jewels & markers for activity

Stickers for treat

For the week of October 31, 2018 (evening sessions cancelled)

Theme – Monkeys

Total attendance at 1 program -4 children and 4 adults
Time for preparation & performance - 2.75 hrs (pd)

Supplies

Color copies; chip clips, monkeys and blocks for activity

Stickers for treat

Wee Read Sessions (C):

For the week of October 3, 2018

Theme – Boats

Total attendance at 1 program -4 children and 4 adults Time for preparation & performance - .5 hrs (pd)

Supplies:

Color copies; Pool noodles, fun foam, straws, markers for activity

Stickers for treat

For the week of October 10, 2018

Theme – Fall

Total attendance at 1 program -4 children and 3 adults Time for preparation & performance -.5 hrs (pd)

Supplies:

Color copies; laminating sheets & yarn for activity.

Stickers for treat

For the week of October 17, 2018

Theme - Apples

Total attendance at 1 program -2 children and 2 adults
Time for preparation & performance - .5 hrs (pd)

Supplies:

Color copies; apples & apple peeler / corer / slicer

Stickers for treat

For the week of October 24, 2018

Theme – Pirates

Total attendance at 1 program -2 children and 2 adults
Time for preparation & performance - 5.5 hrs (pd)

Supplies:

Color copies; paper tubes, glue, jewels & markers for activity

Stickers for treat

For the week of October 31, 2018

Theme - Monkeys

Total attendance at 1 program -3 children and 3 adults
Time for preparation & performance - .5 hrs (pd)

Supplies:

Color copies; chip clips, monkeys and blocks for activity

Stickers for treat

Out-Reads: Bi-Monthly Story Times to Daycares (C):

For the first session in October 2018

Theme - Hats

Total attendance at 6 programs – 106 children & caregivers Time for preparation & performance – 4.25 hrs (pd)

Supplies:

16 copies of activities, poems, etc. for parents & / or teachers; yarn worms

For the second session in October 2018

Theme – Fall

Total attendance at 6 programs – 99 children & caregivers

Time for preparation & performance – 4.25 hrs (pd)

15 copies of activities, poems, etc. for parents & / or teachers; yarn worms

10 hrs (vol)

Branching Out (Tuesdays or Wednesdays at 11:00 am)

October 3, 10, 17, & 24, 2018

Total attendance - 59

Time for preparation & performance – 5 hrs (pd)

Supplies:

Posters & library information; Materials to check out

Program at Ellen Kennedy Center - (Typically first Friday of each month) - Ways to Avoid the Blues

October 26, 2018

Total attendance - 15

Time for preparation & performance – 1hrs (pd)

Supplies:

PowerPoint presentation, handouts

Program at Oakcrest Manor (Typically Third Wednesday of each month) – Ways to Avoid the Blues

October 24, 2018

Total attendance - 6

Time for preparation & performance -1.75 hrs (pd) PowerPoint presentation, handouts Supplies:

Sit 'n' Stitch (Wednesdays of each month) (A)

October 3, 10, 17, 24, & 31, 2018

Total attendance - 70

Total attendance – 6

Time for preparation & performance -1.25 hrs (pd)

Refreshments & craft supplies provided by participants

Books for Lunch Book Club (First Monday of each month) - Eleanor Oliphant is Completely Fine

October 1, 2018 Time for preparation & performance – .5 hr (pd) 1 hr (vol)

Supplies:

Posters, PSA, refreshments ILL copies of the book

Dungeons & Dragons Club (1st Tuesday of each Month)

Total attendance - 4

October 2, 2018

Time for preparation & performance – 2.5 hrs (pd)

Supplies:

Snacks & beverages

A Novel Approach to Faith Book Club (A)

October 9, 2018

Total attendance - 7

Time for preparation & performance -3 hrs (pd)

Supplies:

Posters, PSA, ILL copies of the books

Refreshments provided by participants or the Friends

Bookeaters Tween Book Club – (3rd Thursday of each Month) (C)

Total attendance - 6

October 18, 2018

Time for preparation & performance – .5 hrs (pd)

Posters, PSA, Refreshments, ILL copies of the books

Shannon Russell donated her time to facilitate this program

1 hr (vol)

Get Puzzled @ Your Library (F)

October 2018

Total attendance – 48

Time for preparation & performance - .5 hrs (pd)

Supplies:

Supplies:

Puzzle

JKPL Writing Group (3rd Monday of each Month)

October 15, 2018

Total attendance - 5

Time for preparation & performance – 1.75 hrs (pd)

Supplies:

Refreshments

Coffee and Creating (third Friday of each month) (A)

October 19, 2018

Total attendance – 1

Time for preparation & performance – .25 hr (pd)

Supplies:

Posters, PSA, Refreshments, Coloring and crafting supplies

Let's Talk Book Club – Thrillers (NEW – will restart after the holidays) (A) October 25, 2018 Total attendance – o Time for preparation & performance -.25 hrs (pd) Posters & PSA, Supplies: Game Night (4th Friday of each Month) (F) October 26, 2018 Total attendance – 17 Time for preparation & performance -3.5 hrs (pd) Supplies: Posters & PSA, refreshments & games Final Friday Tech - Using the Library Catalog (Last Friday of each Month) (A) October 26, 2018 Total attendance – 2 Time for preparation & performance -.25 hrs (pd) Supplies: Posters & PSA, copies Building Creativity one Block at a Time (LEGO® program) (monthly, date and time varies) (C) October 13, 2018 Total attendance - 10 Time for preparation & performance – 2.5 hrs (pd) Supplies: Posters, PSA, Refreshments, sponsored by DuTrac Movies @ Your Library – showing of Frankenweenie (F) October 6, 2018 Total attendance - o Time for preparation & performance - .25 hrs (pd) Supplies: Posters, PSA, Movies @ Your Library - showing of The Book Club (A) October 7, 2018 Total attendance - 2 Time for preparation & performance -2 hr (pd)Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF Supplies: Movies @ Your Library- showing of Winchester (A) October 8, 2018 Total attendance – 8 Time for preparation & performance -2.25 hr (pd)Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF Supplies: Movies @ Your Library (Books for Lunch) – showing of Ocean's 8 October 15, 2018 Total attendance −3 Time for preparation & performance – .75 hrs (pd) Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF Movies @ Your Library - showing of Hotel Transylvania 3 (C) October 27, 2018 Total attendance - 16 Time for preparation & performance – 2.5 hr (pd) Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF Crazy 8s: Crayon Craze (C) October 3 & 4, 2018 (2 sessions) Total attendance – 27 Time for preparation & performance -4.25 hrs (pd) Supplies: Posters, PSA; Crayons, pencils, paper, cookies & suckers Some items and curriculum provided by Bedtime Math Cookies & suckers donated by Kim Benton-Hermsen Historic Route 20 (A) October 4, 2018 Total attendance – 29 Time for preparation & performance – 4 hrs (pd) 1 hr (vol) Posters, PSA; toys, hot glue, sewing supplies Supplies: Toys were donated by community Frankentoys (F) October 6, 2018 Total attendance – 10

Time for preparation & performance -2.75 hrs (pd)

\$75.00 stipend

Posters, PSA; refreshments

Presented by Bryan Farr, author of the book Historic US Route 20

Supplies:

Teen Read Week (YA)

October 7-13, 2018

Total attendance - 8

Time for n

Time for preparation & performance – 2 hrs (pd)

Supplies:

Copies of contest; Adopt-a-book prize

Crazy 8s: UFO Landing (C)

October 10 & 11, 2018 (2 sessions)

Total attendance – 25

Time for preparation & performance -4 hrs (pd)

Supplies:

Posters, PSA; wrapping paper, measuring tapes, markers, paper, tape, cookies

Some items and curriculum provided by Bedtime Math

Cookies donated by Kimshiro Benton-Hermsen

Horror Movie Marathon (YA)

Total attendance - 10

October 12, 2018

Time for preparation & performance – 5 hrs (pd)

Supplies:

Posters, PSA, Popcorn & snacks, movies

The Devil Has My Consent: Salem Witch Trials (A)

October 13, 2018

Total attendance – 7

Time for preparation & performance – 2.75 hrs (pd)

Supplies:

Posters & PSA; Refreshments.

Sponsored by the Friends of the JKPL

Crazy 8s: Cowabunga (C)

October 17 & 18, 2018 (2 sessions)

Total attendance – 23

Time for preparation & performance -4.5 hrs (pd)

Supplies:

Posters, PSA; Yarn, measuring tapes, cow cards, scissors, tape

Some items and curriculum provided by Bedtime Math Cookies & suckers donated by Kim Benton-Hermsen

Nerf War

October 20, 2018

Total attendance – 11

Time for preparation & performance - 5 hrs

Supplies:

Posters, PSA, nerf darts, & refreshments

Evaluating News

October 21, 2018

Total attendance – 3

Time for preparation & performance – 2.5 hrs (pd)

Supplies:

Poster, PSA, Refreshments & Handouts

Chair-ity Donor Reception

October 21, 2018

Total attendance – 8

Time for preparation & performance – .75 hrs (pd)

Supplies:

Poster, PSA, Refreshments

Demons & Exorcism: A Catholic Perspective

October 22, 2018

Total attendance - 43

Time for preparation & performance –1.5 hrs (pd) 1.75 (vol)

Supplies:

Posters, PSA, Refreshments

Tony Digmann donated his time and talent to present this program

Crazy 8s: Fraction Action (C)

October 24 & 25, 2018 (2 sessions)

Total attendance – 27

Time for preparation & performance -4 hrs (pd)

Supplies:

Posters, PSA; Go Fifths cards, post-it notes

Some items and curriculum provided by Bedtime Math Cookies & suckers donated by Kim Benton-Hermsen Halloween Party (F)

October 27, 2018

Total attendance – 96

Time for preparation & performance -6.75 hrs (pd)

Supplies:

Posters, PSA; candy, bags & prizes

Sponsored by Citizens State Bank (LML)

Downtown Businesses supporting by allowing children to Trick or Treat at their location: J & R Fashions, Flammang Jewelry, Savvy Salvage, Dyersville Family Restaurant,

8 hrs (vol)

Plum Creek Archery, It's So Me, Brew & Brew, Auto Tech, State Farm, Dyersville

3.5 hrs (vol)

22 hrs (vol)

Comic and Games, Dyersville Chiropractic

Halloween Craft Day (C)

October 27, 2018

Total attendance – 61

Time for preparation & performance -2 hrs (pd)

Supplies:

Posters, PSA; poster board, glue, yarn, cotton balls

Sponsored by Citizens State Bank (LML)

Police Investigating Ghosts (PIGs) presentation (A)

October 28, 2018

Total attendance – 42

Total attendance - 434

Time for preparation & performance -2.5 hrs (pd) Supplies:

Posters & PSA; Refreshments

Two members of the PIGs group donated their time and talent to present this program

Four members participated in the investigation

Books for Treats Pop-Up Library (F)

October 31, 2018

Time for preparation & performance – 6 hr (pd)

12 hrs (vol)

Supplies:

Posters and PSA; Books, decorations, pop-up library supplies & books Pat Valant & Bill Vonderhaar donated their time to assist at the event

Jessica Pape family donated time sorting and labeling books

Sponsored by a grant from the DACF; partnership with Dyersville Grade Level Reading &

Friends of the Library

Special Thank You to Pat and Betty Anne Scherrman for allowing us to use their lawn



Upcoming Events - December 2018 and beyond

Sign up now for this special fitness opportunity! Tuesdays and Thursdays, January 15 to April 4:

Strength Training for Older Adults at 10:00 am. Older adults of any age and fitness level are invited to join this 12 week exercise program made possible by a partnership between the Geri-Fit ® Company and the James Kennedy Public Library. Most of the exercises will be performed seated in a chair, with no dancing or aerobics involved. Participants should attend as many of the 24 classes as possible and will need their own set of 2 or 3-pound dumbbell weights, a stretch band, and water to drink during the workout. If acquiring this equipment is a hardship, please talk to a librarian. Participants will be exercising to a Geri-Fit® DVD and several different levels of workouts will be offered. Classes will be held twice a week for 45-minutes each time. Upon completion of the 12 week program participants 65 or older will be asked to fill out a survey to help evaluate the program. Space is limited so registration is required.

NaNoWriMo Follow-up: Date and time to be decided. NaNoWriMo participants are invited to share their experiences with NaNoWriMo read from their work in progress at this closing celebration of November's month-long writing challenge. Open to the public. To register for an open mic reading, please contact the library. Refreshments served.

December 1 - December 31: Get Puzzled @ Your Library. Do you enjoy relaxing while putting together a jigsaw puzzle? Would you like to get out of the house and share the fun (and frustration) with someone else? Stop in the library this month to help us put together a new jigsaw puzzle. This month's puzzle is Joyful St. Nick. The puzzle is located on the table under the skylight and everyone is welcome to add a piece or two or more! To add to the fun, everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle!

Saturday, December 1: A Visit with Santa & Mrs. Claus from 10:00 am - 1:00 pm. Santa and Mrs. Claus will be visiting the library from 10:00 am to 1:00 pm on Saturday, December 1. Children of all ages are welcome to come and talk to Santa. Don't forget to bring your cameras! There will be a few simple crafts to make while you wait.

Saturday, December 1: Cookie Walk Fundraiser from 10:00 am - 1:00 pm. Craving some special holiday treats but don't have the time to bake for yourself? Come to the library for our annual Christmas Cookie Walk Fundraiser. Fill a plate of sweet treats (a dozen items) from a variety of baked goods provided by friends, volunteers, board members, and staff of the library. Plates are \$6.00 for one or \$10.00 for two. Volunteers will be on hand to wrap your tray before you leave. Sponsored by the Fundraising Committee of the JKPL.

Saturday, December 1: Family Christmas Movies @ Your Library presents "The Star" @ 2:00 pm. An adventurous donkey goes on an epic journey to the birth of Jesus. Rated PG. (86 min.)

Monday, December 3: Books for Lunch Book Discussion @ 12:00 noon. This group gathers on the first Monday of each month. This month the group will discuss the book The Five Wishes of Mr. Murray McBride by Joe Siple. Bring your lunch, if you wish. Dessert and beverages are provided by the participants or the Friends of the Library. New members are welcome to join at any time! Copies of the book are available to borrow from the library.

Monday, December 3: Holiday Music with Strings Attached @ 6:00 pm. Strings Attached, a local musical group, is coming to the library for a holiday concert! The group is composed of Gary Bramel, Joe Schmitt, and Dan & Sue Engelbrecht. Come listen as they perform some of everyone's holiday favorites.

Tuesday, December 4: Dungeons and Dragons Players Club @ 6:00 pm. Join us for this monthly gaming event for D and D players! This group meets the first Tuesday of every month at 6:00 pm. The Library has materials available but feel free to bring your own. All ages and skill levels welcome. New players are welcome at any time.

Wednesdays December 5, 12, 19 & 26: Sit and Stitch from 1:00-3:00 pm. Join other crafters at this weekly gathering to share crafting and conversation. Gatherings are every Wednesday and new members are welcome to join at any time! Bring your hobby or craft and come for lots of laughs, food, great company and experienced help!

Friday, December 7 thru Sunday, December 16: Used Book Swap @ Your Library. Looking for a good book? Come to the Used Book Swap at the library! This is a fun way to treat yourself to something new to read or share a book you are finished with. Just wrap up a gently used/nearly new book from your home library and mark it with a general statement of what it is — novel, romance, children's picture book, biography, etc. Bring your gift wrapped book to the library and exchange it for another. Everyone who participates will be entered into a drawing for a book lover's prize. The Used Book Swap is open all hours the library is open between December 7-16.

Saturday, December 8: Introduction to Programming with Kodable @ 10:00 am. Celebrate Hour of Code Week with this fun introduction to computer programming. Kids ages 8-12 are invited to come and learn some basic coding. The library will have laptops and tablets available but participants are also welcome to bring their own. Registration is required. Space is limited to 15. Snacks and drinks provided.

Sunday, December 9: Old Fashioned Christmas from 1:00 pm to 3:00 pm. The entire family is invited for an afternoon of live music, traditional Christmas carols, cookies, and spiced cider at the Dyer-Botsford House in Dyersville. Santa & Mrs. Claus will make a special appearance, and several prizes will be given out in a drawing. All ages welcome, but children under the age of 10 must be accompanied by an adult. This event is sponsored by the Senior Advisory Committee of the JKPL and the Dyersville Historical Society.

Monday, December 10: Book Flicks @ Your Library presents "Crazy Rich Asians" @ 6:30 pm. When Rachel agrees to spend the summer in Singapore with her boyfriend Nicholas, she discovers he is considered to be the country's most eligible bachelor. On Nick's arm, Rachel's vacation turns into an

obstacle course of old money, new money, nosy relatives, and scheming social climbers. Based on the book by Kevin Kwan. Rated PG-13. (120 min.)

Tuesday, December 11: Inspirational Fiction: A Novel Approach to Faith book discussion series @ 7:00 pm. Join us the second Tuesday of every month at 7:00 pm for this book discussion series featuring a variety of books that weave religious faith into the characters and storylines. New members welcome at any time. For this meeting we will read and discuss **Bride of a Distant Isle** by Sandra Byrd. Copies of each book are available to borrow from the library.

Saturday, December 15: Tween Ultimate Slime Party @ 10:00 am. Kids ages 9-12 are invited to the Library for an Ultimate Slime Party! Make a basic slime recipe then make it ultimate with colors, scents, and add-ins. But this is an Ultimate Slime Party, so there is more! Submit your slime to one of four categories to win prizes! Space is limited to 30 participants and is first come, first served.

Saturday, December 15: 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, December 17: JKPL Writing Group @ 6:30 pm. This monthly writing group is for writers of all types whether it be poetry, memoir, fiction, or nonfiction. Meetings will allow time for members to read their work to the group. Feedback will be given, if desired. Optional writing exercises and writing prompts will be shared.

Thursday, December 20: The BookEaters Book Club @ 6:30 pm. This reading discussion group is for kids ages 9-12 and meets the third Thursday of each month. For this meeting the group will discuss *Holes* by Louis Sachar. Copies of each book are available to borrow from the library. Registration requested. Snacks provided.

Friday, December 21: Coffee and Creating @ Your Library from 9:30 to 11:30 am. Come relax and relieve stress by coloring or creating simple crafts in the library's Active Learning Smart on the third Friday of each month. Coloring, crafting, creating, chatting and enjoying coffee or other morning beverages are all part of the fun. The library provides coloring sheets, colored pencils, gel pens, markers, and miscellaneous craft supplies, along with coffee and the makings for other hot beverages. Light refreshments may also be provided. No registration needed. Participants are welcome to come and go as time allows. This program is open to adults 18 and older.

Saturday, December 22: Building Creativity One Block at a Time: a LEGO® program from 2:00 pm to 4:00 pm. This month's theme is "Happy Holiday". 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 the actual creations are displayed at DuTrac for two weeks after each program. All children who participate have their name entered into a quarterly drawing for a special LEGO® related prize provided by DuTrac. Refreshments provided.

Sunday, December 23 through Tuesday, December 25: Library closed for Christmas.

Friday, December 28: It's Electric Daycamp from 9:30 am to 4:00 pm. Kids in 3rd-5th grade are invited to come learn about electrical circuits and sculpting materials. Explore a variety of materials that alter light and mimic light patterns to design a replica of the Northern Lights. Then test your engineering skills to program your own circuit using Makey Makey, a simple circuit. Kids will stay all day and should bring a sack lunch and beverage. Registration is required. There is a maximum of 20 attendees and a minimum of 10 must be registered by December 26 for this program to be held. This program is made possible by a partnership with the ISU Extension and Outreach, Dubuque County.

Friday, December 28: Game Night @ Your Library @ 6:00 pm. Come meet and make friends with some of your fellow game lovers at our monthly game night at 6:00 pm on the 4th Friday of every month. Bring your favorite game (card game, board game, role playing game, or video game) and meet, teach, and play with others! All ages welcome.

Monday, December 31: Library closes at 5:00 pm; Closed Monday, January 1, 2019

Tuesday, January 2: Warm—Up @ Your Library : Winter Library Challenge! The JKPL is once again offering a winter library program. The winter library program will run from January 2 thru February 28. Details to be determined.

Tuesday, January 2 thru Wednesday, January 31: Quilting Bee with the Dyersville Layette Ladies. The Layette Ladies will be quilting in the library this January to demonstrate quilting and encourage others to lend a hand. A quilting rack will be set up under the library skylight and ladies from the Layette Group will be present to quilt weekday afternoons from 12:00 noon to 5:00 pm and Sundays 1:00 to 4:00 pm. Members of the community are encouraged to stop in and observe, ask questions and help with the quilting. (Beginners will be able to try quilting on a piece of fabric in a hoop). The quilt will only be available when the quilters are working on it. Once completed the quilt(s) will be auctioned off to raise money for the Dyersville Relay For Life or other local organizations.

Saturdays, January 5, 12, 19 & 26: LEGO® Mindstorm Robotics Series @ 10:00 am. Robotics are all the rage these days and the library wants to give you a chance to try it out! Working in groups and using the library's LEGO® Mindstorm kits, participants will get the chance to build a robot and program it to perform different actions. Each week, the builders can start where they left off the previous week and continue building and programing their robot throughout the month. Recommended for ages 10 and up. Registration is requested and is for all four weeks. Basic computer skills are required. This program is sponsored by DuTrac Community Credit Union.

Thursday, January 10, 17, OR January 24: Soup Supper Fundraiser from 5:00 to 8:00 pm. Warm up this winter at the JKPL annual Soup Supper! Join us for soup (chili or chicken noodle), crackers, bread and beverages starting at 5:00 pm until we run out! The soup is made and served by the JKPL Library Board and Fundraising Committee members. Price is \$5.00 per person with soup refills for \$1.00 each. Carry outs available. Proceeds from the fundraiser will be used to support the library's collections. Date and pricing to be confirmed by fundraising committee.

Thursday, January 10, 17, OR January 24 - February 28: Love My Library Giving Tree Fundraiser! Do you "Love Your Library"? Then consider supporting this annual fundraising activity that will improve the collection and services the library is able to offer. Library staff have identified things (books and materials, furnishings, equipment, programs, etc.) that they believe would improve the library. Some of these items are displayed on the bulletin board in the entry to the library. The complete list can be viewed at the circulation desk or from the home page of the library's website (www.dyersville.lib.ia.us). Select one or more items and donate the funds needed for purchase, or purchase the items yourself and donate them to the library. Donations will be written on a heart and hung on the library "Giving Tree." Where appropriate the library will attach a tag/book plate acknowledging the donation and you will be the first to check it out. Not finding something you want to "love"? Bring your ideas to a librarian!

Sunday, January 13: Scrabble® Tile Coasters DIY @ 2:00 pm. Come make a pair of wooden 4x4 inch square coasters from Scrabble® tiles. Coasters, cork backings, and tiles will be provided by the library. Each participant will take home 1 pair (2 individual) coasters. Cost is \$5 per person to cover craft supplies. Registration required as class is limited to 8 participants and payment is due at registration. For ages 14 and up.

Tuesdays and Thursdays, January 15 to April 4: Strength Training for Older Adults at 10:00 am. Older adults of any age and fitness level are invited to join this 12 week exercise program made possible by a partnership between the Geri-Fit ** Company and the James Kennedy Public Library. Most of the exercises will be performed seated in a chair, with no dancing or aerobics involved. Participants should attend as many of the 24 classes as possible and will need their own set of 2 or 3-pound dumbbell weights, a stretch band, and water to drink during the workout. If acquiring this equipment is a hardship, please talk to a librarian. Participants will be exercising to a Geri-Fit* DVD and several different levels of workouts will be offered. Classes will be held twice a week for 45-minutes each time. Upon completion of the 12 week program participants 65 or older will be asked to fill out a survey to help evaluate the program. Space is limited so registration is required.

Friday, February 1: Build-A-Basket Fundraiser begins. Join us for the 4th Annual Build-A-Basket Fundraiser. Pick something you love like candles, cooking, or cats and build a basket of items around that theme. Or pick a favorite book and build a basket around that book. Create your basket and donate it to the library. The baskets will then be auctioned off in a silent auction. The library will provide you an empty basket if you need one! Dates to be confirmed with Fundraising Committee.

Saturday, February 2: Paint By Stickers @ 11:00 am. Come create a vibrant, full color "painting" with stickers! The library will have a variety of sheets each featuring a different scene. As in paint-by-number,

each scene is divided into dozens of spaces, each with a number that corresponds to a particular sticker. Find the sticker, peel it, place it. And then the next, and the next, and the next. For ages 13 and up.

Saturday, February 9: Mystery Dinner Theatre, A Dinner to Die For @ 6:30 pm! The JKPL welcomes back the Die-Laughing Murder Mystery Troupe for this mystery dinner theatre fundraiser. This year's event, A Dinner to Die For, Murder is served,...Or How the 'Summer of Love' Became the Winter of Discotheques, is set in 1969 so get out your bell bottoms! Cost is \$50 per person or a table of 8 for \$350. This event will be held at the Dyersville Golf & Country Club with a meal catered by J & D Mart and dessert by First Avenue Bakery. Seating is limited. Snow date is February 16.

Saturday, February 16 or 23: Writing Workshop with Mary Kenyon from 11:00 am to 4:00 pm. Details to be finalized.

Sunday, February 24: Making Your Library into a Miniature Golf Course from 2:00 to 4:00 pm.

Everyone is invited to come and help turn the library into a miniature golf course. Participants may work individually or in teams to create one hole. Challenge your creativity to turn plastic cups, blocks, boxes, books, stuffed animals, and more into obstacles for this fun event. Bring your own supplies or use what the library has available. Participants will design their hole from 2:00 to 4:00 pm and set it up in the library by 5:00 pm, just in time for the miniature golf event. Golfers will vote on their favorite hole with the winning design receiving \$50.00 in Dyersville Dollars. Registration is requested but not required. Walk ins welcome if space allows (only 9 holes will be constructed). All ages welcome but those under age 10 must be accompanied by an adult. Refreshments provided.

Sunday, February 24: Miniature Golf @ Your Library from 5:00 to 8:00 pm. Come to the library for this special after-hours program event for all ages. For one night only, we'll turn the library into a mini-golf course! Come in and tee off between the stacks and navigate our book obstacles. Course will be designed by local volunteers and golfers will vote for their favorite hole. All ages welcome but those under age 6 must be accompanied by an adult. Join us for fun, refreshments and door prizes!

MAKER / STEAM festival weekend in March. Dates, times, activities to be decided.

Money Smart Week will be March 30 through April 6, 2019. Events to be decided.

Celebrate National Library Week April 7-13, 2019 with the theme "Libraries = Strong Communities". Events to be decided.

Sunday, April 7 through Saturday, April 13: St. Francis Xavier Student Art Show. The James Kennedy Public Library is pleased to display the artwork of St. Francis Xavier Elementary Grade School students at the library from April 7 through April 13. Stop in anytime to enjoy the artworks created by the students. Everyone welcome. There will be a special reception on Thursday, April 11 from 5:00 to 8:00 pm for the students displaying their artwork, their families, and anyone who wants to come view the artwork and offer their support. Refreshments provided. Alanna Knight knight@xavier.pvt.k12.ia.us

James Kennedy Public Library Employee Pay Rates and Ranges

Library Director:

Full-time exempt (salaried) position. Pay range (salary) of \$52,860 to \$63,873 with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Assistant Library Director:

Full-time exempt (salaried) position. Pay range (salary) of \$36,342 to \$47,353 with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Librarian:

Regular part-time hourly employee. Pay range of \$13.21 to \$17.62 per hour with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Technical Services and Programming Clerk:

Regular part-time hourly employee. Pay range of \$11.01 to \$13.21 per hour with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Circulation / Shelving & Processing Clerk:

Part-time hourly employee. Pay range of \$8.26 to \$11.01 per hour with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library, scheduled equity raises on 6 month, 1 year, 2 year, and 3 year anniversary dates and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Library Aide:

AARP Paid position – currently not filled.

NOTES:

Annual COLA for all positions will be determined by the Board of Trustees of the James Kennedy Public Library and will increase the pay range accordingly.

Employees working in more than one position will receive a blended pay rate based upon the % of hours worked for each position.

Effective date: October 15, 2018