



LIBRARY BOARD MEETING

Hoffman Community Room - James
Kennedy Public Library
Tuesday, September 08, 2026
6:00 PM

AGENDA

CALL TO ORDER – ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF CONSENT AGENDA

1. Correspondence and Communication
- [2.](#) Approve Minutes: August 11, 2026
- [3.](#) Approve Librarian's Report: August 2026
- [4.](#) Approve Bills: September 2026
- [5.](#) Approve Claims Report: August 2026
- [6.](#) Approve Credit Card Claims: August and September 2026
- [7.](#) City Budget Report: August 2026
- [8.](#) Library Budget Report: August 2026
- [9.](#) Trust Account Bank Statement: August 2026
- [10.](#) Trust Account Report: August 2026
- [11.](#) Trust Account Expenditure Report
- [12.](#) Trust Account Income: August 2026
- [13.](#) Programs and Attendance Report: August 2026; Summer Library Program Reports – Children's Teen and Adult
- [14.](#) WhoFi Program Overview: August 2026
- [15.](#) Schedule of Programs and Activities: September 2026
- [16.](#) Schedule of Upcoming Programs and Activities
17. Grant Report

18. Friends of the JKPL Report

[19.](#) JKPL Endowment Report: July 2026 Summary

20. Strategic Planning Report

21. Executive Committee Report

22. Personnel Committee Report

[23.](#) Finance Committee Report: Notes from Committee email discussion – August 14-27, 2026

[24.](#) Fundraising, Marketing, and Public Relations Committee Report: Notes from meeting – September 2, 2026; FY26 Fundraising Financial Report; FY27 Fundraising Schedule; FY27 Marketing Schedule; JKPL Data Profile

25. Furnishings, Art, and Facilities Committee Report

26. Policy Committee Report

ACTION ITEMS

[27.](#) Discussion and possible action on Friends of the JKPL request for patron addresses

[28.](#) Consider Approval of revised Job Descriptions: All Library Staff

[29.](#) Consider Approval of Allocations from Trust Account

MEETINGS AND TRAININGS

30. City Council Meeting Attendance: October 5, 2026

31. Upcoming Meetings and Training: ILA and ARSL Conferences and Public Libraries of Dubuque County Agency meeting

32. Recently Attended Meetings and Training

33. Trustee Training: Boardroom Essentials Video

ORAL PRESENTATIONS

ADJOURNMENT



LIBRARY BOARD MEETING

Hoffman Community Room - James
Kennedy Public Library
Tuesday, August 11, 2026
6:00 PM

MINUTES

CALL TO ORDER – ROLL CALL

President Gudenkauf called meeting to order at 6:01 pm.

PRESENT

President Beth Gudenkauf
Vice President Beth Derr
Secretary Jenni Oberbroeckling
Shannon Hermsen
Danelle Schroeder
Alex Wiezorek
Alycia Willenbring

APPROVAL OF AGENDA

Motion made by Wiezorek, Seconded by Willenbring.

Voting Yea: President Gudenkauf, Vice President Derr, Secretary Oberbroeckling, Hermsen, Schroeder, Wiezorek, Willenbring. Motion carried.

APPROVAL OF CONSENT AGENDA

1. Correspondence and Communication:
2. Approve Minutes: July 14, 2026 Special Meeting and Regular Meeting
3. Approve Librarian's Report: July 2026
4. Approve Bills: August 2026
5. Approve Claims Report: July 2026
6. Approve Credit Card Claims: July & August 2026
7. City Budget Report: July 2026
8. Library Budget Report: July 2026
9. Trust Account Bank Statement: July 2026
10. Trust Account Report: July 2026
11. Trust Account Expenditure Report: July 2026
12. Trust Account Income: July 2026
13. Programs and Attendance Report: July 2026
14. WhoFi Program Overview: July 2026
15. Schedule of Programs and Activities: August 2026
16. Schedule of Upcoming Programs and Activities
17. Grant Report
18. Friends of the JKPL Report
19. JKPL Endowment Report: June 2026 Summary
20. Strategic Planning Report

21. Executive Committee Report
22. Personnel Committee Report
23. Finance Committee Report
24. Fundraising, Marketing, and Public Relations Committee Report
25. Furnishings, Art, and Facilities Committee Report
26. Policy Committee Report
27. Committee Appointments
28. Schedule for Attendance of City Council Meetings

Motion made by Secretary Oberbroeckling, Seconded by Wiezorek.

Voting Yea: President Gudenkauf, Vice President Derr, Secretary Oberbroeckling, Hermsen, Schroeder, Wiezorek, Willenbring. Motion carried.

ACTION ITEMS

MEETINGS AND TRAININGS

29. City Council Meeting Attendance: September 2026
Danelle Schroeder will attend the September 8 meeting.
30. Upcoming Meetings and Training:
Shirley will send information to Board members regarding the ILA conference in Cedar Rapids in October. Beth plans to attend the Public Libraries of Dubuque County Agency meeting on September 10 or send a representative. Shirley is unable to attend. Dawn will be attending the ARSL conference in September.
31. Recently Attended Meetings and Training: Leadership Institute
Paul provided a verbal report regarding the ILA Leadership Institute that he attended.
32. Trustee Training: New Member Bingo and Boardroom Essentials Video
Shirley shared a new member Library Board Bingo sheet and the Board viewed the first episode of Board Member essentials after the meeting adjourned.

ORAL PRESENTATIONS

Alycia spoke about the grants she had written for a Halloween theme activity in support of the library.

ADJOURNMENT

Motion made by Wiezorek. Seconded by Hermsen.

Voting Yea: President Gudenkauf, Vice President Derr, Secretary Oberbroeckling, Hermsen, Schroeder, Wiezorek, Willenbring.

Meeting adjourned at 6:41 pm by President Gudenkauf.

Jenni Oberbroeckling, Secretary

Date

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT

Librarian's report to the Board of Trustees

Month: August-26
 YTD: July-25 to August-26
 Previous YTD: July-24 to August-25

Library visits

Month 4742 (↓ 5.6%)
 YTD 11467 (↓ 2.5%)

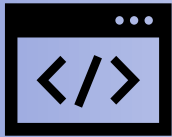
Items loaned

8080 (↓ 7.5%)
 17993 (↓ 5.9%)

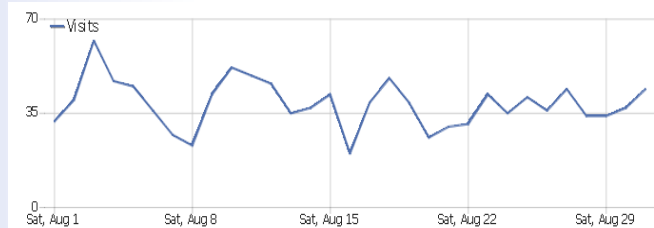
Library cards issued

	City resident	Total
Month	16	29 (↑ 7.4%)
YTD	35	60 (↓ 1.6%)

Website traffic



Visits	Average visit duration
1195	1:11



Computer use



Hours			Sessions		
Month	YTD	Prev. YTD	Month	YTD	Prev. YTD
249	509	425	545	1033	966

Wifi use



Sessions		Visits		Unique visitors	
Month	YTD	Month	YTD	Month	YTD
944	2273	850	1991	377	862

Meeting room use



Month	YTD	Prev. YTD
64	135	198

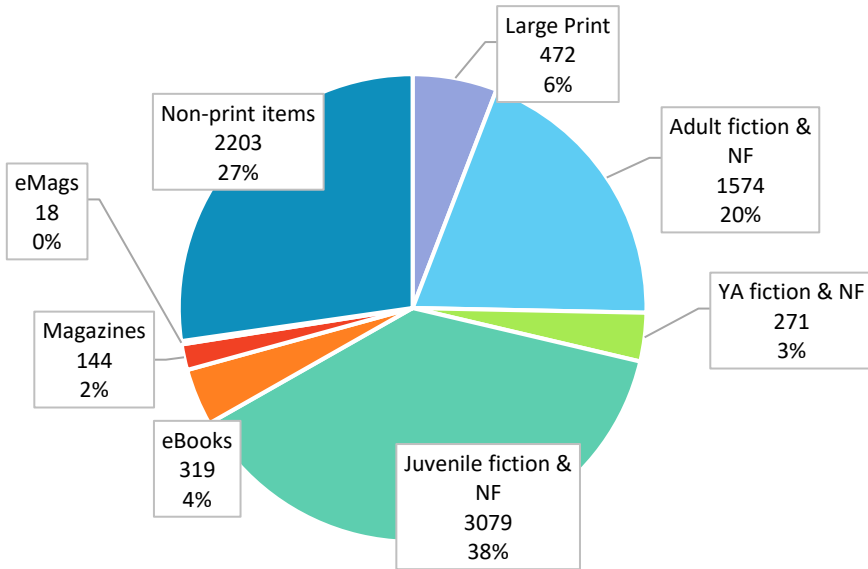
Online Learning

Sessions: 0
 YTD: 25

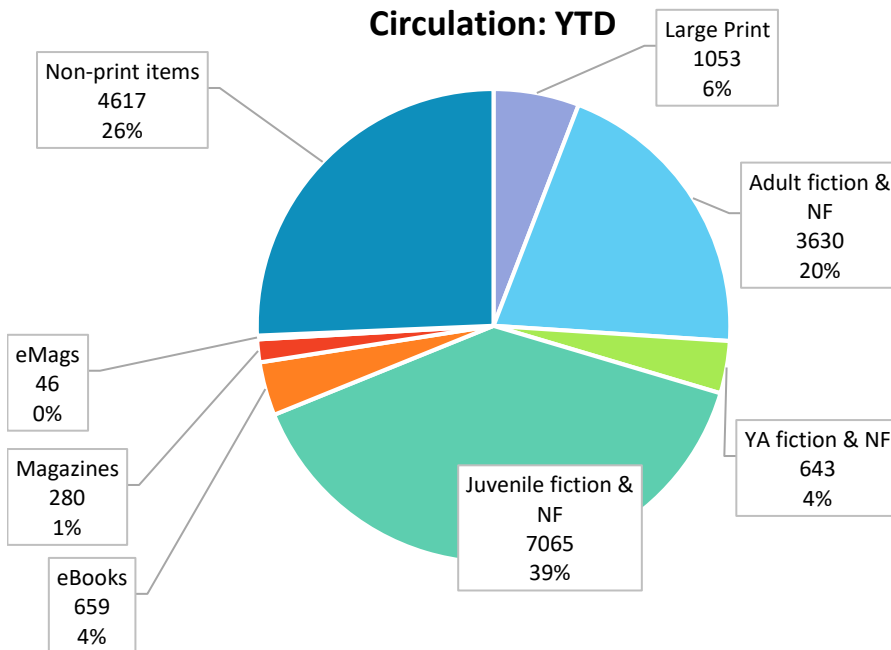


Circulation

Circulation: Month



Circulation: YTD



Non-print items	Month	YTD
eAudio	632	1259
Adult & YA audio	92	157
Juvenile audio & kits	75	98
Adult & YA video	566	1306
Juvenile video & DVD	351	829
Games, LoT, etc.	487	968
	2203	4617

Music

Downloads: 3
Total YTD: 8



Video (film and TV)

Downloads: 22
YTD: 31



Visits: 84
YTD: 196



Languages

Sessions: 5
YTD: 13



Genealogy

Visits: 320
YTD: 1625



World Culture

Visits: 0
YTD: 0



Hobbies

Sessions: 49
YTD: 91



Collection

Items purchased

Month: 162
YTD: 316

Items donated

Month: 28
YTD: 54
Prev. YTD: 92

Items withdrawn

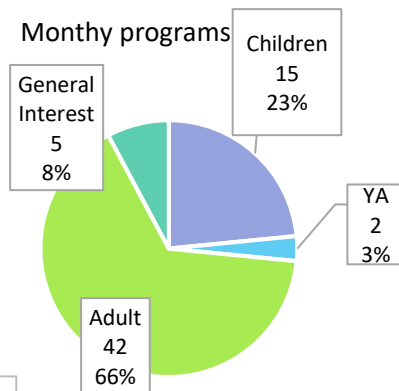
	Month	YTD
Books	83	175
Audio	1	1
Video	8	10
Other	0	0
Total	92	186

Summary of additions

	Large print	Adult fiction	Adult & YA NF	YA fiction	Juvenile fiction	Juvenile NF	eBook & eAudio	Adult & YA audio	Juvenile audio	Adult & YA video	Juvenile video	CDs, games, misc.	Total
Current month	13	52	17	15	31	0	11	3	0	10	2	36	190
Previous month	10	47	21	22	37	7	14	4	0	11	4	3	180
Current YTD	23	99	38	37	68	7	25	7	0	21	6	39	370
Previous YTD	27	150	55	39	146	3	22	6	0	50	12	17	527

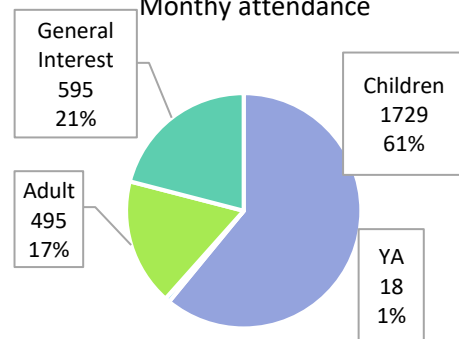
Programs

Monthly programs



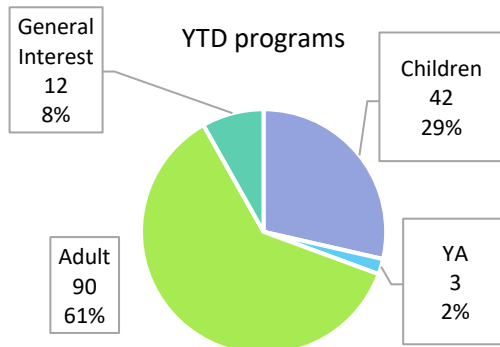
Total = 64

Monthly attendance



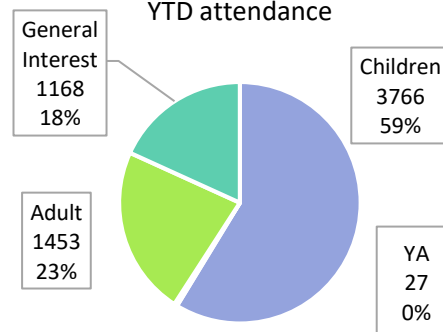
Total = 2837

YTD programs



YTD Total = 147
Previous YTD = 181
Change = (↓ 18.8%)

YTD attendance



YTD Total = 6414
Previous YTD = 7903
Change = (↓ 18.8%)



Dyersville, IA

Item 4.

Expense Approval Register

Packet: APPKT02406 - Library Bills IH - 09.2026

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
POSTMASTER	08242026	Postage Stamps - Postcards	001-5-410-4-65060	OFFICE SUPPLIES	65.00
				Department 410 - LIBRARY Total:	65.00
				Fund 001 - GENERAL FUND Total:	65.00
				Grand Total:	65.00

Fund	Expense Amount
001 - GENERAL FUND	65.00
Grand Total:	65.00

Account Number	Account Name	Expense Amount
001-5-410-4-65060	OFFICE SUPPLIES	65.00
	Grand Total:	65.00

Project Account Key	Expense Amount
None	65.00
Grand Total:	65.00

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President, Board of Trustees

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.ATTEST:

_____ Secretary, Board of Trustees	_____ Date
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Dyersville, IA

Expense Approval Register

Item 4.

Packet: APPKT02411 - Library Bills - Sept 2026

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
ASSOC FOR RURAL & SMALL L...	81247	ARSL Annual Membership	001-5-410-4-62100	DUES	250.00
ZURAWSKI, PAUL	08.06.26	Meal at training	001-5-410-4-62300	MEETINGS/TRAINING	33.00
GUTTENBERG PUBLIC LIBRARY	08.10.26	Mileage to training	001-5-410-4-62300	MEETINGS/TRAINING	131.95
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-63750	MAINTENANCE	24.79
HANSEL CLEANING SERVICES ...	08.07.26	Library Cleaning Contract	001-5-410-4-64322	CONTRACTED SERVICES	250.00
HANSEL CLEANING SERVICES ...	08.14.26	Library Cleaning Contract	001-5-410-4-64322	CONTRACTED SERVICES	250.00
HANSEL CLEANING SERVICES ...	08.21.26	Library Cleaning Contract	001-5-410-4-64322	CONTRACTED SERVICES	250.00
HANSEL CLEANING SERVICES ...	08.28.26	Library Cleaning Contract	001-5-410-4-64322	CONTRACTED SERVICES	250.00
ZACH AND OLLIE'S PUBLISHI...	1008	Children's program	001-5-410-4-65060	OFFICE SUPPLIES	75.00
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-65060	OFFICE SUPPLIES	92.80
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-65060	OFFICE SUPPLIES	58.88
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-65060	OFFICE SUPPLIES	94.01
COMPLETE OFFICE OF WISC...	184881	Supplies	001-5-410-4-65060	OFFICE SUPPLIES	96.08
SWANK MOVIE LICENSING U...	INV10140769	movie license	001-5-410-4-65060	OFFICE SUPPLIES	307.00
BOOK PAGE	S89604	Subscription	001-5-410-4-65060	OFFICE SUPPLIES	438.00
OVERDRIVE	06497CO26269399	eBooks and eAudio	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	621.70
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	153.16
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	243.25
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	172.29
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	143.58
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	56.74
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	24.77
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	531.32
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	230.95
CENTER POINT PUBLISHING	2268497	large print books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	192.19
INGRAM LIBRARY SERVICES	98421204	Children's books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	16.73
CENGAGE LEARNING	999102988018	large print books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	49.60
CENGAGE LEARNING	999103056839	large print books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	85.80
Department 410 - LIBRARY Total:					5,123.59
Fund 001 - GENERAL FUND Total:					5,123.59
Fund: 002 - LIBRARY TRUST FUND					
Department: 410 - LIBRARY					
FAREWAY STORES INC	00470188	Program refreshments	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	19.68
NEI3A	08.27.26	NEI3A senior program	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	130.00
UNION PUBLIC LIBRARY	09.03.2026	Large print books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.00
DYERSVILLE AREA HISTORICA...	1	Museum passes	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	16.00
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	140.43
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	49.72
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	19.43
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	216.02
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	74.24
AMAZON	114V-XTHY-XP11	Books, DVDs and supplies	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	47.93
HOOPLA BY MIDWEST TAPE	509361163	eBooks, eAudio & Streaming	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	835.44
KANOPY INC	520468-PPU	Streaming Service	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	38.00
INGRAM LIBRARY SERVICES	98421204	Children's books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	1,597.25
INGRAM LIBRARY SERVICES	98847578	Children's books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	321.85
CENGAGE LEARNING	999102988018	large print books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	29.60
CENGAGE LEARNING	999102988018	large print books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	58.40
Department 410 - LIBRARY Total:					3,608.99
Fund 002 - LIBRARY TRUST FUND Total:					3,608.99
Grand Total:					8,732.58

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	5,123.59
002 - LIBRARY TRUST FUND	3,608.99
Grand Total:	8,732.58

Account Summary

Account Number	Account Name	Expense Amount
001-5-410-4-62100	DUES	250.00
001-5-410-4-62300	MEETINGS/TRAINING	164.95
001-5-410-4-63750	MAINTENANCE	24.79
001-5-410-4-64322	CONTRACTED SERVICES	1,000.00
001-5-410-4-65060	OFFICE SUPPLIES	1,161.77
001-5-410-4-67701	BOOKS/FILMS/RECORDS...	2,522.08
002-5-410-4-67700	LIBRARY TRUST EXPENDI...	3,608.99
Grand Total:		8,732.58

Project Account Summary

Project Account Key	Expense Amount
None	2,601.51
410AB	374.53
410AF	579.25
410DVD	243.25
410EM	1,457.14
410FRIENDS	355.83
410GAMES	172.29
410LP	352.36
410PF	16.73
410TAF	74.24
410TLP	88.00
410TPF	1,597.25
410TPROG	610.30
410YAF	153.16
410YAN	56.74
Grand Total:	8,732.58

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

 President, Board of Trustees

 Secretary, Board of Trustees

 Date



Dyersville, IA

Item 4.

Expense Approval Register

Packet: APPKT02410 - Library Credits - 09.2026

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
AMAZON	13L6-MFF9-6KC3	Supplies Credit	001-5-410-4-65060	OFFICE SUPPLIES	-12.29
AMAZON	17TF-NWTD-YQ16	Audio Books Credit	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	-38.14
AMAZON	1DDR-9K7X-DMFG	Books Credit	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	-13.06
AMAZON	1DLR-P4L9-9TCF	Books Credit	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	-8.22
AMAZON	1GRT-TNF3-WLLW	DVD Credit	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	-8.64
AMAZON	1NC7-DY3P-W7RX	Books Credit	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	-18.14
AMAZON	1R7G-JMQX-4MTD	Books Credit	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	-23.95
AMAZON	1VV7-HPYP-P1T7	Books Credit	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	-14.00
AMAZON	1WH7-GJN6-CCT6	DVD Credit	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SU...	-46.95
				Department 410 - LIBRARY Total:	-183.39
				Fund 001 - GENERAL FUND Total:	-183.39
Fund: 002 - LIBRARY TRUST FUND					
Department: 410 - LIBRARY					
AMAZON	16X6-P6KF-9V6K	Summer Reading Program S...	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	-72.99
				Department 410 - LIBRARY Total:	-72.99
				Fund 002 - LIBRARY TRUST FUND Total:	-72.99
				Grand Total:	-256.38

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	-183.39
002 - LIBRARY TRUST FUND	-72.99
Grand Total:	-256.38

Account Summary

Account Number	Account Name	Expense Amount
001-5-410-4-65060	OFFICE SUPPLIES	-12.29
001-5-410-4-67701	BOOKS/FILMS/RECORDS...	-171.10
002-5-410-4-67700	LIBRARY TRUST EXPENDI...	-72.99
Grand Total:		-256.38

Project Account Summary

Project Account Key	Expense Amount
None	-12.29
410AB	-38.14
410AF	-8.22
410AN	-69.15
410DVD	-55.59
410TPROG	-72.99
Grand Total:	-256.38

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

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President, Board of Trustees

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.ATTEST:

Secretary, Board of Trustees

Date

**James Kennedy Public Library
August 2026**

Utilities and Contractual

Check issued to:	Purpose	Amount
Black Hills	Gas / Heat	74.61
Alliant Energy	Electricity	1,691.86
Access Systems	Copier contract	182.08
Total		\$1,948.55

Miscellaneous Bills

Check issued to:	Purpose	Amount
Giant Wash	Floor Mats	0.00
Pitney Bowes	Postage Machine Lease	31.86
Preferred Health Choices	HRA admin fee	0.00
Total		\$31.86

August 2026 Budget	
August 2026 Claims submitted	5,656.56
Utility and Contractual from Bills above	1,948.55
Miscellaneous Bills from above	31.86
Total wages and benefits	34,335.19
Total August expenses	\$41,972.16

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

Credit Card Claims for August & September 2026

Date	Vendor	Items	Amount
8/31/2026	Meta	Facebook marketing	17.62
8/13/26	Sam's Club	Refreshments	60.26
8/18/26	Iowa Library Association	ILA Conference – Palm	295.00
8/19/26	Iowa Library Association	ILA Conference – Gudenkauf	275.00
8/20/26	Iowa Library Association	ILA Conference – Derr	210.00
8/24/26	Mid-America Library Alliance	Annual membership / Training (LTC)	128.62



Dyersville, IA

Budget Report

Account Summary

For Fiscal: 2026-2027 Period Ending: 08/31/2026

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND							
Expense							
<u>001-5-410-4-60100</u>	SALARIES	0.00	0.00	26,415.12	59,645.85	-59,645.85	0.00 %
<u>001-5-410-4-61100</u>	FICA	0.00	0.00	1,584.00	3,590.58	-3,590.58	0.00 %
<u>001-5-410-4-61200</u>	MEDICARE	0.00	0.00	370.42	839.65	-839.65	0.00 %
<u>001-5-410-4-61300</u>	IPERS	0.00	0.00	2,453.59	5,538.69	-5,538.69	0.00 %
<u>001-5-410-4-61500</u>	GROUP INSURANCE	0.00	0.00	3,502.29	7,004.58	-7,004.58	0.00 %
<u>001-5-410-4-61700</u>	SUI	0.00	0.00	9.77	22.20	-22.20	0.00 %
<u>001-5-410-4-62100</u>	DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>001-5-410-4-62300</u>	MEETINGS/TRAINING	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>001-5-410-4-63710</u>	ELECTRICITY	0.00	0.00	1,691.86	2,746.09	-2,746.09	0.00 %
<u>001-5-410-4-63711</u>	GAS HEAT	0.00	0.00	74.61	145.29	-145.29	0.00 %
<u>001-5-410-4-63730</u>	TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>001-5-410-4-63750</u>	MAINTENANCE	0.00	0.00	0.00	384.60	-384.60	0.00 %
<u>001-5-410-4-64080</u>	INSURANCE PREMIUM	0.00	0.00	0.00	15.00	-15.00	0.00 %
<u>001-5-410-4-64110</u>	LEGAL FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>001-5-410-4-64200</u>	ELECTIONS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>001-5-410-4-64316</u>	CONTRACTS	0.00	0.00	182.08	1,064.55	-1,064.55	0.00 %
<u>001-5-410-4-64322</u>	CONTRACTED SERVICES	0.00	0.00	1,250.00	1,500.00	-1,500.00	0.00 %
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES	0.00	0.00	557.33	557.33	-557.33	0.00 %
<u>001-5-410-4-67210</u>	FURNITURE/FIXTURES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>001-5-410-4-67274</u>	CAPITAL IMPROVEMENTS/EQUIPM...	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	0.00	0.00	3,881.09	9,502.58	-9,502.58	0.00 %
Expense Total:		0.00	0.00	41,972.16	92,556.99	-92,556.99	0.00%
Fund: 001 - GENERAL FUND Total:		0.00	0.00	41,972.16	92,556.99	-92,556.99	0.00%
Fund: 002 - LIBRARY TRUST FUND							
Expense							
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	0.00	0.00	2,724.60	4,127.32	-4,127.32	0.00 %
Expense Total:		0.00	0.00	2,724.60	4,127.32	-4,127.32	0.00%
Fund: 002 - LIBRARY TRUST FUND Total:		0.00	0.00	2,724.60	4,127.32	-4,127.32	0.00%
Report Total:		0.00	0.00	44,696.76	96,684.31	-96,684.31	0.00%

James Kennedy Public Library FY27 Operating Budget							
	FY27				Received		% Expended
ESTIMATED REVENUES:	Approved	July	August	Sept (est)	to date	Difference	To date
Dubuque County Library Agency	7,500.00	0.00	0.00	0.00	0.00	7,500.00	
Fees from copier, R/P, etc.	3,500.00	234.81	399.62	300.00	634.43	2,865.57	
Open Access	9,300.00	0.00	0.00	0.00	0.00	9,300.00	
Access Plus / ILL	1,300.00	0.00	0.00	0.00	0.00	1,300.00	
Direct State Aid	2,100.00	0.00	0.00	0.00	0.00	2,100.00	
TOTAL:	23,700.00	234.81	399.62	300.00	634.43	23,065.57	
					634.43	23,065.57	
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES						Remaining	
Wages	348,380.00	33,230.73	26,415.12	26,500.00	59,645.85	288,734.15	17.1%
FICA	21,600.00	2,006.58	1,584.00	1,643.00	3,590.58	18,009.42	16.6%
Medicare	5,050.00	469.23	370.42	384.25	839.65	4,210.35	16.6%
IPERS	32,510.00	3,085.10	2,453.59	2,501.60	5,538.69	26,971.31	17.0%
SUI	500.00	12.43	9.77	26.50	22.20	477.80	4.4%
Group Insurance	49,000.00	3,502.29	3,502.29	3,502.29	7,004.58	41,995.42	14.3%
Meetings and training	2,500.00	0.00	0.00	164.95	0.00	2,500.00	0.0%
Dues and memberships	850.00	0.00	0.00	250.00	0.00	850.00	0.0%
TOTAL:	460,390.00	42,306.36	34,335.19	34,972.59	76,641.55	383,748.45	16.6%
					76,641.55	383,748.45	
CONTRACTUAL SERVICES:							
Utilities (telephone)		0.00			0.00	0.00	NA
Electricity	15,000.00	1,054.23	1,691.86	1,500.00	2,746.09	12,253.91	18.3%
Gas / Heat	6,000.00	70.68	74.61	100.00	145.29	5,854.71	2.4%
Insurance (bldg)	11,500.00	15.00	0.00	15.00	15.00	11,485.00	0.1%
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	NA
Custodial services	13,000.00	250.00	1,250.00	1,000.00	1,500.00	11,500.00	11.5%
Window cleaning	600.00	0.00	0.00	0.00	0.00	600.00	0.0%
Service / Maintenance Cont	8,000.00	882.47	182.08	24.79	1,064.55	6,935.45	13.3%
TOTAL:	54,100.00	2,272.38	3,198.55	2,639.79	5,470.93	48,629.07	10.1%
					5,470.93	48,629.07	
SUPPLIES:							
General library supplies	9,000.00	0.00	465.04	207.67	465.04	8,534.96	5.2%
Program fees & supplies	1,500.00	0.00	92.29	476.01	92.29	1,407.71	6.2%
Marketing & advertising	1,000.00	0.00	0.00	530.80	0.00	1,000.00	0.0%
Maintenance and Repairs	8,000.00	384.60	0.00	0.00	384.60	7,615.40	4.8%
TOTAL	19,500.00	384.60	557.33	1,214.48	941.93	18,558.07	4.8%
					941.93	18,558.07	
BOOKS AND MATERIALS							
Adult fiction	5,000.00	276.22	603.73	523.10	879.95	4,120.05	17.6%
Adult nonfiction	3,000.00	0.00	436.01	161.80	436.01	2,563.99	14.5%
YA fiction	1,500.00	0.00	262.91	153.16	262.91	1,237.09	17.5%
YA nonfiction	500.00	0.00	14.30	56.74	14.30	485.70	2.9%
Juvenile fiction	7,000.00	0.00	737.09	16.73	737.09	6,262.91	10.5%
Juvenile nonfiction	3,000.00	0.00	279.68	0.00	279.68	2,720.32	9.3%
Large Print	2,700.00	0.00	286.90	352.36	286.90	2,413.10	10.6%
Electronic media (ebooks, e	7,795.00	1,598.33	635.92	621.70	2,234.25	5,560.75	28.7%
Reference & electronic data	1,000.00	808.50	0.00	0.00	808.50	191.50	80.9%
Periodicals and newspapers	4,000.00	2,938.44	0.00	0.00	2,938.44	1,061.56	73.5%
Audiobooks (CD, playaway)	1,300.00	0.00	105.25	105.44	105.25	1,194.75	8.1%
Software & Gaming	1,500.00	0.00	170.60	172.29	170.60	1,329.40	11.4%
DVDs	4,000.00	0.00	298.77	187.66	298.77	3,701.23	7.5%
SS / Creation Station / LoT	500.00	0.00	49.93	0.00	49.93	450.07	10.0%
TOTAL:	42,795.00	5,621.49	3,881.09	2,350.98	9,502.58	33,292.42	22.2%
					9,502.58	33,292.42	
TOTAL EXPENDITURES:	576,785.00	50,584.83	41,972.16	41,177.84	92,556.99	484,228.01	16.0%
TOTAL REVENUES:	23,700.00	234.81	399.62	300.00	634.43	23,065.57	2.7%
ACTUAL ASKING	553,085.00	50,350.02	41,572.54	40,877.84	91,922.56	461,162.44	16.6%
					91,922.56		

James Kennedy Public Library FY27 Operating Budget								
	FY27	FY26 Exp.	August 25	Total FY26	Budget	Amount	Ov/Und	
ESTIMATED REVENUES:	Approved	thru Aug 25	Expenses	expenses	Projection	Ov/Und		Budget
Dubuque County Library Agency	7,500.00	0.00	0.00	7,160.70				
Fees from copier, R/P, etc.	3,500.00	793.46	235.47	4,211.11				
Open Access	9,300.00	0.00	0.00	9,272.81				
Access Plus / ILL	1,300.00	0.00	0.00	1,266.29				
Direct State Aid	2,100.00	0.00	0.00	2,023.90				
TOTAL:	23,700.00	793.46	235.47	23,934.81				
		793.46		23,934.81				
ESTIMATED EXPENDITURES:								
PERSONAL SERVICES								
Wages	348,380.00	58,994.83	32,820.15	342,222.99	60,056.22	-410	0.99	
FICA	21,600.00	3,563.35	1,987.69	20,612.26	3,734.11	-144	0.96	
Medicare	5,050.00	833.42	464.89	4,820.86	873.03	-33	0.96	
IPERS	32,510.00	5,390.43	2,998.10	31,183.88	5,619.66	-81	0.99	
SUI	500.00	117.78	20.52	373.57	157.64	-135	0.14	
Group Insurance	49,000.00	6,531.11	3,319.75	47,722.77	6,705.91	299	1.04	
Meetings and training	2,500.00	189.66	189.66	1,088.56	435.58	-436	0.00	
Dues and memberships	850.00	0.00	0.00	591.00	Zero	0	Nothing	
TOTAL:	460,390.00	75,620.58	41,800.76	448,615.89	77,605.27	-964	0.99	
		75,620.58		448,615.89				
CONTRACTUAL SERVICES:								
Utilities (telephone)		0.00	0.00	0.00	Zero	0	NA	
Electricity	15,000.00	2,783.57	1,739.43	14,018.56	2,978.45	-232	0.92	
Gas / Heat	6,000.00	109.83	56.33	3,771.19	174.74	-29	0.83	
Insurance (bldg)	11,500.00	15.00	15.00	11,425.67	15.10	0	0.99	
Legal Fees	0.00	0.00	0.00	0.00	Zero	0	Nothing	
Custodial services	13,000.00	1,500.00	1,000.00	13,000.00	1,500.00	0	1.00	
Window cleaning	600.00	158.00	158.00	526.00	180.23	-180	0.00	
Service / Maintenance Cont	8,000.00	364.16	182.08	7,102.43	410.18	654	2.60	
TOTAL:	54,100.00	4,930.56	3,150.84	49,843.85	5,351.58	119	1.02	
		4,930.56		49,843.85				
SUPPLIES:								
General library supplies	9,000.00	652.71	561.94	8,452.78	694.97	-230	0.67	
Program fees & supplies	1,500.00	358.67	317.74	1,948.89	276.06	-184	0.33	
Marketing & advertising	1,000.00	205.17	176.38	1,069.54	191.83	-192	0.00	
Maintenance and Repairs	8,000.00	0.00	0.00	12,040.77	Zero	0	Nothing	
TOTAL	19,500.00	1,216.55	1,056.06	23,511.98	1,008.96	-67	0.93	
		1,216.55		23,511.98				
BOOKS AND MATERIALS								
Adult fiction	5,000.00	1,175.29	1,132.05	6,251.68	939.98	-60	0.94	
Adult nonfiction	3,000.00	603.61	586.63	4,447.73	407.14	29	1.07	
YA fiction	1,500.00	169.23	169.23	1,962.83	129.33	134	2.03	
YA nonfiction	500.00	0.00	0.00	643.63	Zero	0	Nothing	
Juvenile fiction	7,000.00	1,788.43	1,788.43	6,904.30	1,813.22	-1,076	0.41	
Juvenile nonfiction	3,000.00	32.23	32.23	3,551.47	27.23	252	10.27	
Large Print	2,700.00	0.00	0.00	3,036.29	Zero	0	Nothing	
Electronic media (ebooks, e	7,795.00	1,666.72	292.24	8,771.02	1,481.25	NA	NA	
Reference & electronic data	1,000.00	0.00	0.00	1,719.21	Zero	0	Nothing	
Periodicals and newspapers	4,000.00	2,536.76	2,536.76	3,638.01	2,789.17	149	1.05	
Audiobooks (CD, playaway)	1,300.00	156.40	156.40	1,500.16	135.53	NA	NA	
Software & Gaming	1,500.00	217.21	217.21	1,217.21	267.67	-97	0.64	
DVDs	4,000.00	732.93	732.93	4,501.65	651.25	-352	0.46	
SS / Creation Station / LoT	500.00	114.94	114.94	850.59	67.56	-18	0.74	
TOTAL:	42,795.00	9,193.75	7,759.05	48,995.78	8,030.21	1,472	1.18	
		9,193.75		48,995.78				
TOTAL EXPENDITURES:	576,785.00	90,961.44	53,766.71	570,967.50	91,888.23	669	1.01	
TOTAL REVENUES:	23,700.00	793.46	235.47	23,934.81	785.68	-151	0.81	
ACTUAL ASKING	553,085.00	90,167.98	53,531.24	547,032.69	91,165.59	757	1.01	



Date 8/31/26
Primary Account
Enclosures

Page 1
617571
3

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

CHECKING ACCOUNT

BUSINESS MONEY MARKET		Number of Enclosures	3
Account Number	617571	Statement Dates	8/03/26 thru 8/31/26
Previous Balance	114,294.99	Days in the statement period	29
3 Deposits/Credits	673.16	Average Ledger	114,687.59
Checks/Debits	.00	Average Collected	114,684.30
Service Charge	.00	Interest Earned	59.23
Interest Paid	63.30	Annual Percentage Yield Earned	0.65%
Current Balance	115,031.45	2026 Interest Paid	496.37

ACTIVITY IN DATE ORDER

Date	Description	Amount	Balance
8/07	Deposit/Credit	222.26	114,517.25
8/18	Deposit/Credit	370.30	114,887.55
8/24	Deposit/Credit	80.60	114,968.15
8/31	Interest Deposit	63.30	115,031.45

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance	Date	Balance
8/03	114,294.99	8/07	114,517.25	8/18	114,887.55
8/24	114,968.15	8/31	115,031.45		

INTEREST RATE SUMMARY

Date	Rate
8/02	0.650000%

TRUST ACCOUNT REPORT for July 2026**Fidelity Bank and Trust**

Balances July 31, 2026

Budgeted

\$ 41,046.32

Bank Account

\$114,294.99

Deposits

August 7, 2026

RAGBRAI donation	\$	45.00	
Blind Date with a Book	\$	50.00	
Candy / snacks	\$	2.00	
Adopt-a-book (Wessels)	\$	25.00	
Strings Club	\$	20.00	
History books	\$	60.00	
Conscience Box	\$	12.26	
Friends booksale / donation	\$	<u>8.00</u>	\$ <u>222.26</u>

August 18, 2026

Membership (error / correcting in Sept)	\$	60.00	
Blind Date with a Book	\$	10.00	
Pam Kerker donation for large print materials	\$	250.00	
Candy / snacks	\$	40.00	
Conscience Box	\$	1.30	
Friends booksale / donation	\$	<u>9.00</u>	\$ <u>370.30</u>

August 24, 2026

Anonymous donation for mysteries or westerns	\$	50.00	
Candy / snacks	\$	16.00	
Conscience Box	\$	6.10	
Friends booksale / donation	\$	<u>8.50</u>	\$ <u>80.60</u>

August 31, 2026

Interest	\$	<u>63.30</u>	\$	<u>63.30</u>	\$	<u>736.46</u>
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Debits:

None - will transfer in September

Paid \$2,724.60 but not transferred	\$	-	\$	-
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Balances August 31, 2026

\$	<u>41,046.32</u>	\$	<u>115,031.45</u>
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Trust Account Income & Expenditure Report FY27

Item 11.

as of 7/1/2026		in account	New Deposits					
Amount in Fidelity		\$123,559.83						
INCOME:				EXPENDITURES:				REMAINING:
DONATIONS & CONTRIBUTIONS:								
Remaining from Fundraisers prior to FY25		\$9,769.05						\$10,194.94
Remaining from events no longer holding		\$302.57						
Remaining from older 1-time events		\$1,904.62						
<i>Estimated for Kanopy: \$600</i>				Jun-26	Kanopy	\$51.00		\$532.00
				Jul-26	Kanopy	\$17.00		
<i>Estimated for Hoopla: \$10,000</i>				Jun-26	Hoopla	\$792.37		\$8,306.69
				Jul-26	Hoopla	\$900.94		
<i>Estimated for Facebook / Meta: \$200</i>				Jun-26	Facebook ads	\$18.77		\$180.01
				Jul-26	Facebook ads	\$1.22		
<i>Estimated for annual hotspots \$1600</i>								\$1,600.00
Fundraising Events: Total brought forward \$28,713.12					Total Fundraising Revenue Available			\$29,331.12
Chairity & Wreath-it-up								
Chair-ity	FY25	\$110.00						\$518.03
Wreath-it-up	FY26	\$408.03						
Cookie Walk	FY25	\$1,771.92						\$3,343.33
	FY26	\$1,571.41						
Soup Fundraiser	FY25	\$1,221.58						\$1,774.87
	FY26	\$553.29						
Love My Library	FY25	\$150.00						\$1,779.03
	FY26	\$1,658.98		Jun-26	DVD	\$29.95		
Mystery Dinner	FY25	\$1,404.00						\$2,011.00
	FY26	\$607.00						
Build-a-basket	FY25	\$2,243.00						\$4,556.00
	FY26	\$2,313.00						
Snack & Candy Sales	FY25	\$153.50						\$315.88
	FY26	\$198.52						
	Jul-26		\$15.00	Jun-26	snacks	\$109.14		
	Aug-26		\$58.00					
Merchandise sales	FY25	\$0.00						\$50.00
Glasses & tote bags	FY26	\$50.00						
Plant Sale	FY25	\$752.00						\$1,538.95
	FY26	\$786.95						
Quilt Fundraiser	FY25	\$20.00						\$30.00
	FY26	\$10.00						
Burrito Breakfast	FY25	\$1,347.06						\$2,246.06
	FY26	\$899.00						
O So Good Partnership	FY25	\$1,900.00						\$4,000.00
NLW/Spring Trivia	Jul-25	\$1,000.00						
Halloween 2025	Jan-26	\$1,100.00						
Garage Sale Fundraiser	FY25	\$612.51						\$1,371.22
	FY26	\$774.46		Jun-26	Newspaper ad	\$15.75		
Puzzle Fundraiser (Textile)	FY25	\$800.35						\$800.35
Puzzle Fundraiser (Fuse)	FY26	801.94						\$801.94
Puzzle Fundraiser (Textile - 2)	FY26	\$2,224.96						\$2,224.96
Blind Date with a book	FY26	\$915.00						\$1,438.99
	Jul-26		\$485.00	Jun-26	Supplies	\$21.01		
	Aug-26		\$60.00					
Fuse / Comedy	FY26	\$454.66						\$454.66
Cash to make change	Jun-26	-\$100.00						
Donations: Total brought forward - update								

Unspecified donations brought forward		\$148.39							Item 11.
BA Scherrman	Remaining	\$11,065.75							\$11,065.75
PWW - 7 donors	Remaining	\$273.77			Jun-26	Ice Cream	\$22.50		\$251.27
Donation for LoT item use	Remaining	\$20.00	Use LoT						\$20.00
Donation for Geri-Fit	Remaining	\$26.41							\$26.41
Donation for programs	Remaining	\$13.00							\$13.00
Donation for snacks	Remaining	\$34.50							\$34.50
Donations for tech help	Remaining	\$30.00							\$30.00
Rachael Walters - as neede	Aug-25	\$300.00	Use AF						\$300.00
Dyersville Comics & Games	Aug-25	\$814.50	Use YAF & LoT						\$814.50
Deanne Lammers - as need	Aug-25	\$20.00	Use AF						\$20.00
Anonymous donation	Nov-25	\$25.00	Use AF						\$25.00
DuTrac - LEGO® program	Nov-25	\$315.15							\$315.15
Children's Antique Booksale	Jan-26	\$300.00							\$300.00
Can cooperage	Mar-26	\$9.00	Use AF						\$9.00
Charlotte Ronek	Mar-26	\$25.00	Use AF						\$25.00
Frank Scherrman	Apr-26	\$130.00	Use ebooks						\$130.00
Judy Kirsch	Apr-26	\$25.00	Use AF						\$25.00
David Kramer	Apr-26	\$100.00	Use AF						\$100.00
Sabrina Vonderhaar (trivia)	Apr-26	\$50.00	Use AF						\$50.00
Marilyn & Thomas Hyde	Jun-26	\$100.00	Use AF						\$100.00
DT Market - Face painting	Jun-26	\$55.00							\$55.00
JoAnn Wulffuhle	Jul-26		\$250.00	Use AF					\$250.00
Dianne Scherbring	Jul-26		\$100.00	Use AF					\$100.00
RAGBRAI donation	Aug-26		\$45.00						
Strings Club	Aug-26		\$20.00						
Pam Kerker for large print	Aug-26		\$250.00						
Anonymous for west/mys	Aug-26		\$50.00						
Miscellaneous Donations Total Remaining									\$14,207.97
Lion's Club - LP	Remaining	\$500.84							\$500.84
Conscience Box	Remaining	\$2,394.06							\$2,605.29
	Aug-26		\$19.66						
History Books & Coins	Remaining	\$2,024.74							\$2,084.74
	Aug-26		\$60.00						
Meeting Room Donation	Remaining	\$808.51							\$808.51
Adopt-a-book donations	Remaining	\$81.46							\$106.46
Wessels	Aug-25		\$25.00						
Friends - bksale	Remaining	\$1,449.87							\$1,470.37
	Aug-26		\$25.50						
Friends - SRP carryover		\$555.74							\$478.83
SRP - Total 2026 donation	Mar-26	\$3,217.33			Jun-26	SLP events	\$2,855.00		\$105.53
NEI3A - Wellness Lunches	Mar-26	\$1,317.00			Jun-26	Lunch	\$200.00		\$934.00
	Jul-26		\$17.00		Jul-26	Lunch	\$200.00		
Bequests & Specified donations - Total Remaining									\$20,790.85
Memorials or In Honor of									
Billie B. Rardin	Remaining	\$6,472.19	use AF - \$1000						\$6,472.19
Norma Jean Warner Trust	Mar-26	\$941.69	Use ANF						\$941.69
Susan Kirby	Jun-26	\$20.00							\$20.00
Memorials or "In Honor Of" - Total Remaining									\$9,236.33
GRANTS:									\$15,726.93
StoryWalk® Grant / DRA	Remaining	\$344.54							\$344.54
Kids Can Cook - DACF	Remaining	\$4,050.49			Jun-26	KCC supplies	\$7.16		\$4,043.33
ALA / LTC Grant - 2026	May-26	\$10,000.00							\$10,000.00
INTEREST DEPOSITS									
	Remaining	\$5,140.26							\$5,269.47
	Aug-26		\$63.30						
Membership deposit error	Aug-26		\$60.00						
GF deposited in error	Dec-25	\$160.55							
TOTAL Available		\$123,559.83	\$1,828.02	EXPENDITURES:			\$10,356.40		\$115,031.45
Total in Bank / Trust Accounts 7/1/2026		\$123,559.83							

Memorials, Fundraisers, and Donations – August 2026

From:	Blind Date with a Book
Donation:	\$60.00
Fund:	Library Trust Account
Restrictions:	Fundraiser for library collections & services
From:	Candy / Snacks Fundraiser
Donation:	\$58.00
Fund:	Library Trust Account
Restrictions:	Fundraiser for library collections & services
From:	RAGBRAI
Donation:	\$45.00
Fund:	Library Trust Account
Restrictions:	Donation to use as needed
From:	Strings Club
Donation:	\$20.00
Fund:	Library Trust Account
Restrictions:	Donation to use as needed
From:	Anonymous
Donation:	\$50.00
Fund:	Library Trust Account
Restrictions:	Donation for mysteries and westerns
From:	Pam Kerker
Donation:	\$250.00
Fund:	Library Trust Account
Restrictions:	Donation for large print materials
From:	Al Wessels
Donation:	\$25.00
Fund:	Library Trust Account
Restrictions:	Adopt-a-book Donation for specific title

James Kennedy Public Library Monthly Program Report

Report for the Month of August 2026

Books for Lunch Book Club (1st Monday) – (A) <i>Switchboard Soldiers</i> August 3, 2026 Time for preparation & performance – 1.5 hr (pd) Supplies: Books borrowed via ILL, available electronically; Computer, OWL and Zoom software Refreshments	Hybrid (In person & zoom) Participants: 8
Bingo Party - (3 rd Monday of each month) (A) August 17, 2026 Time for preparation & performance – 2 hr (pd) 1 hr (vol) Supplies: Bingo cards and machine; Donated items & library swag for prizes	In person / Onsite Participants: 14
Building Creativity one Block at a Time (LEGO® program) (Monthly) (C) August 1, 2026 Time for preparation & performance – 1.5 hrs (pd) Supplies: Legos and snacks	In person / Onsite Participants: 13
Dungeons & Dragons Club (Monthly) (GI): August 8, 2026 Time for preparation & performance – 3 hrs (pd) Supplies: D & D One Shot Wonders Adventure book	Hybrid / Discord Participants: 7
Ellen Kennedy Living Center Program – (4th Friday) (A) : Conversation Cards August 31, 2026 Time for preparation & performance – 1.25 hr (pd) Supplies: None	In person / Offsite Participants: 5
Euchre Party (Fridays of each month) (A) August 7, 14, 21, & 28, 2026 (4 sessions) Time for preparation & performance – 1 hr (pd) Supplies: Decks of cards, suit die, scrap paper, refreshments	In person / Onsite Participants: 21
Game Night (4 th Friday of each Month) (GI): August 28, 2026 Time for preparation & performance – 2.5 hrs (pd) Supplies: Board games and refreshments	In person / Onsite Participants: 14
Genealogy with Ann (Monthly) (A) August 3, 2026 Time for preparation & performance – 2 hrs (pd) Supplies: None	In person / Onsite Participants: 1
Health & Wellness 365 w/ Lunch (Monthly) (A) : August 27, 2026 Time for preparation & performance – 1.5 hr (pd) 1 hr (vol) Supplies: Presentation and snack provided by Colleen of NEI3A; Lunch sponsored by Friends of the JKPL	In person / Onsite Participants: 13
Inspirational Fiction: A Novel Approach to Faith Book Club (2 nd Tues of each month) (A) August 11, 2026 Time for preparation & performance – 2 hrs (pd) Supplies: ILL books, Computer, OWL, & Zoom software	Hybrid (In person & Zoom) Participants: 7
JKPL Writing Group (4 th Tuesday of each Month) (A) August 25, 2026 Time for preparation & performance – .75 hrs (pd) Supplies: None	In person / Onsite Participants: 2

Mercy One Senior Care Program (Monthly) (A): Conversation Cards August 28, 2026 Time for preparation & performance – .25 hrs (pd) Supplies: Residents were watching Dolly Parton tribute so did not come to program	In person / Offsite Participants: 0
Sit 'n' Stitch (Wednesdays of each month) (A) August 5, 12, 19, & 26, 2026 (4 sessions) Time for preparation & performance – 1 hr (pd) 8 hrs (vol) Supplies: Refreshments and Craft supplies provided by participants; Zoom room set up upon request.	Hybrid (In person & Zoom) Participants: 48
Strength Training for Older Adults (Mondays & Thursdays @ 9:30 and 10:30) (A) August 3, 6, 10, 13, 17, 20, 24, 27, & 31, 2026 (18 sessions / 2 each day) Time for preparation & performance – 18 hrs (pd) Supplies: GeriFit DVDs, projection system, water (if needed) Participants supply stretch band, weights and water for own use	In person / Onsite Participants: 181
Strings Club (4 th Monday of each month) (A) August 24, 2026 Time for preparation & performance – .25 hr (pd) 2 hrs (vol) Supplies: Program is facilitated by volunteer Gary Bramel	In person / Onsite Participants: 8
Children's Summer Library (Reading Incentive) Program (C) June 1 - August 1, 2026 Time for preparation & performance – 5 hr (pd) Supplies: Paper forms, prizes	Passive Participants: 331
Teen's Summer Library (Reading Incentive) Program (YA) June 1 - August 1, 2026 Time for preparation & performance – 5 hr (pd) Supplies: Paper forms, prizes	Passive Participants: 43
Nerf War (YA) August 1, 2026 Time for preparation & performance – 5 hr (pd) Supplies: Nerf ammo	In person / Onsite Participants: 18
Composting Study with Dubuque County Conservation (C) August 3, 2026 Time for preparation & performance – 1.5 hrs (pd) Supplies: Presentation by Dubuque County Conservation	In person / Onsite Participants: 7
Kobolds Ate my Baby (YA) August 10, 2026 Time for preparation & performance – 1 hr (pd) Supplies: Cancelled due to low participation	In person / Onsite Participants: 0
Dementia Caregiving Tips (A) August 11, 2026 Time for preparation & performance – 1.5 hrs (pd) Supplies: Presented by Greg Woods, IDHHS	In person / Onsite Participants: 4
Dr. Bec's Amazon Animal Study (C) August 12, 2026 - 2 sessions Time for preparation & performance – 3.5 hr (pd) Supplies: Sponsored by the Friends of the JKPL	In person / Onsite Participants: 78
Dyersville GLR: Kickoff to School (C) August 13, 2026 Time for preparation & performance – 6 hr (pd) 6 hrs (vol) Supplies: Partnership with Dyersville GLR; meals, ice cream, and prizes provided by them	In Person / Onsite Attendance: 162

Book Bike at Dyersville GLR: Kickoff to School (C)

August 13, 2026

Time for preparation & performance – 2.5 hr (pd)

Supplies: Books and pop up supplies

In Person / Onsite

Attendance: 110

Item 13.

Faux Stained-Glass Craft Class

August 17, 2026

Time for preparation & performance – .5 hrs (pd) 12 hrs (vol)

Supplies: Lisa Christopher donated her time and all supplies for this class featuring the Cricut Maker

In person / Onsite

Participants: 7

Pop-up @ the Farmers' Market (GI)

August 20 & 27, 2026 (1 session; cancelled 8/27)

Time for preparation & performance – 3 hrs (pd)

Supplies: Free books and other pop-up library supplies

In Person / Offsite

Participants: 28

Super Mario Galaxy Movie – Movie Event (C)

August 22, 2026

Time for preparation & performance – 1 hr (pd)

Supplies: Popcorn, snacks, and soda

In Person / Onsite

Participants: 12

Butterflies and Bookmarks Diamond Art (A)

August 20, 2026

Time for preparation & performance – 2.5 hr (pd)

Supplies: Diamond Art supplies

In Person / Onsite

Attendance: 12

Kids Can Create: a Lemonade Stand (C)

August 26, 2026

Time for preparation & performance – 2.5 hr (pd)

Supplies: Repurposed coffee stand, misc. supplies

In Person / Onsite

Attendance: 5

Fishing for Toys at the Downtown Market (C)

August 29, 2026

Time for preparation & performance – 6 hr (pd) 3 hrs (vol)

Supplies: Toys donated by Toys for Tots and other donors
Left early due to rain

In person / Offsite

Participants: 400

Butterfly Tent at the Downtown Market (C)

August 29, 2026

Time for preparation & performance – 2 hr (pd)

Supplies: Live butterflies – brought back as July event left early due to rain
Sponsored by the Friends of the JKPL and the
Downtown Market;

In person / Offsite

Participants: 400

Pop Up at the Downtown Market (GI)

August 29, 2026

Time for preparation & performance – 3.5 hr (pd)

Supplies: Books and publicity information; Left early due to rain

In person / Offsite

Participants: 146

Plant a Seed – Read: Voting (GI)

August 2026

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

Supplies: Jars, pom poms, prizes

Passive program

Participants: 368

Plant a Seed - Read: Reading Recommendations (A)

August 2026

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

Supplies: Cardstock to print bookmarks

Passive program

Participants: 5

Adult Summer Library (Reading Incentive) Program (A)

June 1 - August 31, 2026

Time for preparation & performance – 5 hr (pd)

Supplies: Paper forms, prizes

Passive

Participants: 104

Upcycled Greeting Cards (A)

August 2026

Time for preparation & performance – 1.5 hr (pd)

Supplies: Donated greeting cards, card stock, tape runner and envelopes

Passive program

Kits: 35

StoryWalk® - *Is This Bus for Us?* (PreK)

August 2026

Time for preparation & performance – 4.5 hrs (pd)

Supplies: Books, laminating, Velcro, etc.

Passive / outdoor program

Participants: 250

Kid's Scavenger Hunt: School Supplies (C)

August 2026

Time for preparation & performance – 0.5 hrs (pd)

Supplies: Color copies of scavenger hunt form, laminated pictures, suckers, pencils, stickers and bookmarks for prizes

Passive program

Participants: 224

Pretend Play Station: School (C)

August 2026

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

Supplies: Copies, signs (laminated), play sets, etc.

Passive program

Participants: 224

Adult Take & Make Craft: Paint by Sticker (A)

August 2026

Time for preparation & performance – 1 hrs (pd) 5 hrs (vol)

Supplies: Paint by sticker / sticker art books

Passive / Recording / Make and Take

Kits distributed: 125

Facebook Views / Engagements: 787 / 19

YouTube Views: 10

Coloring, Creating & Doing (A)

August 2026

Time for preparation & performance – 3.25 hrs (pd)

Supplies: Copies of coloring pages and activities

Passive program

Kits: 279

Get Puzzled @ Your Library (A)

August 2026

Time for preparation & performance - .25 hrs (pd)

Supplies: Puzzle

Passive program

Participants: 65

Kids Can Craft: Color an Octopus (C)

August 2026

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

Supplies: Copies, markers, colors, etc.; Items for prize basket

Passive program

Kits: 112

Creation Station Craft: Paper bag sea otter (PreK)

August 2026

Time for preparation & performance – 1 hrs (pd) 7 hrs (vol)

Supplies: Brown paper bags, misc. craft supplies

Passive / Recording / Make and Take

Kits distributed: 132

Facebook Views / Engagements: 879 / 18

YouTube Views: 12

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

August 1-30, 2026 – 2 programs

Facebook Views / Engagements: 149/2

YouTube Views: 2

2026 Childrens Summer Reading Program Report

Participants and Hours / Books Read

Numbers of Patrons In-Library Who Signed Up		
Grade	Participants	
PreK	85	36 of these were under 3 years old
K	33	
1st	32	
2nd	40	
3rd	29	
4th	41	
5th	25	43% of kids who signed up In-Library turned in reading time.
Total	285	<----Number does not include Outreads this year
Hours Read TOTAL (IN-LIBRARY+OUTREADS)	4,035	St Mark's & KP too
Number of Participants Who Turned in Reading Minutes in the Library		
Grade	Participants	
PreK	54	36 of these were under 3 years old and did not report hours
K	12	
1st	11	
2nd	13	
3rd	9	
4th	14	
5th	10	43% of kids who signed up for In-Library program reported
Total	123	
Hours Read IN-LIBRARY	2,835	
Number of Participants Who Turned in Reading Minutes for Outreads (St. Marks and Kid Project)		
Grade	Participants	
K	7	
1st	8	
2nd	11	
3rd	9	
4th	12	100% of kids at Outreads reported
5th	6	(Outreads comprises 16% of kids who turned in reading time)
Total	46	
Hours Read OUTREADS	1,200	
Total Hours Read (IN-LIBRARY + OUTREADS)	4035	
SRP In-Person Program Attendance	1912	(June and July)
Regular Passive Program Attendance	2218	(June and July)
Sponsors and Supporters		
Friends of the James Kennedy Public	\$3,625	(\$750+400+450+50+450+400+300+500+20+55+200+50)
Community Foundation of Greater Dubuque	\$750	(half of \$1,500 grant for 2026 and 2027 Summer Reading Books)
Dyersville Downtown Market	\$950	(half of Bubbles and Butterflies programs)
Toys for Tots	\$500	(sponsored nine \$50 prizes for older grades)
Local Sponsor for Craft Programs and Prizes	\$1,190	(\$100+50+40+1000 (toys))
Program	Attending	Date
Storywalk: Go Get With Rex	300	June 1-30
Pretend Play: Veterinarian	300	June 1-30

Scavenger Hunt: Dogs and Ducks	308	June 1-30
Kids Can Craft: Funny New Animal	80	June 1-30
Magician Mikayla Oz	104	1-Jun
Touch a Truck with Public Works	120	10-Jun
Chalk Art	50	10-Jun
Truck Storytime	30	10-Jun
Dragon Academy	93	12-Jun
Dubuque County Conservation Stream Study	32	15-Jun
St Mark's	57	16-Jun
Kid Project	25	16-Jun
Storytime	25	17-Jun
Hanging Salsa Garden	27	17-Jun
St Mark's	57	23-Jun
Kid Project	25	23-Jun
Storytime	35	24-Jun
Slime	80	25-Jun
Bubbles at the Downtown Market	400	27-Jun
Face Painting by	100	27-Jun
Storywalk: Groovy Joe Ice Cream and Dinos	400	July 1-31
Pretend Play: Pizza and Ice Cream	464	July 1-31
Scavenger Hunt: Ice Cream	266	July 1-31
Kids Can Craft: Write an Ice Cream Song	100	July 1-31
Songs with Miss Carole	35	1-Jul
St Mark's	57	7-Jul
Kid Project	25	7-Jul
Turtle Storytime with Dubuque County Conservation	70	8-Jul
Fairy Garden plus Pizza Garden	25	9-Jul
Absolute Science Laser Show	85	10-Jul
St Mark's	57	14-Jul
Zoo to You	50	14-Jul
Frog Terrarium	15	15-Jul
Storytime	13	15-Jul
Butterflies at Market (Rained out at 9:15)	75	18-Jul
Kid Project	25	21-Jul
Storytime	16	22-Jul
Bling a Water Cup	31	22-Jul
Messy Art	42	23-Jul
Storytime	17	29-Jul
Summer Reading Store	150	1-Aug
TOTAL ALL PROGRAMS for June/July2025	4266	
Total of Regular Passive Programs	2218	
Total of Outreach Summer Programs	328	
Total of Storytimes	136	
TOTAL OF SRP PROGRAMS	1912	
August Programs and Events		
(These are not counted as part of SRP, but these are a continuation of summer learning opportunities at JKPL.)		
Storywalk: Is This Bus for Us?	250	
Pretend Play: School	224	
Scavenger Hunt: School Supplies	224	
Kids Can Craft: Color an Octopus	112	
Dubuque County Conservation	7	3-Aug
Doctor Bec's Amazon Animals	78	12-Aug
Grade Level Reading Back to School Kickoff	162	13-Aug
Kids Volunteer to Create Lemonade Stand	5	26-Aug
Lemonade Stand (Rained out)	6	29-Aug

Fish for Toys	400	29-Aug
Butterfly Tent	400	29-Aug
TOTAL ALL PROGRAMS for August 2025	1868	
Total of Regular Passive Programs (August)	810	
Total of Summer Learning Continuation Program	1058	

Teen SRP report 2026

	2026	2025	2024	List of donors for the teen SRP 2026
6th	11	6	10	TACKL
7th	10	10	14	Dyersville Family Resturant
8th	9	4	6	Brew & Brew
9th	4	6	3	Dyersville Comics and Games
10th	4	2	4	
11th	2	3	4	
12th	3	4	2	
Number of Signups	43	35	43	

Participation	2026	2025	2024	
6th	82	13	14	
7th	51	16	63	
8th	4	18	18	
9th	27	12	9	*2024 used a different point system
10th	20	2	5	
11th	1	13	9	
12th	23	9	4	
Reviews turned in	208	83	122	

Participation	
Programs 2026	
Game Changer	7
Foraging Hike For Teens (cancelled by presenter)	0
Mock a Movie	8
Total	15
Participation	
Programs 2025	
Natural Dyes (Cancelled due to lack of sign ups)	0
Game Changer	10
Mock a Movie (Cancelled due to weather concerns)	0
Splatter Paint (Cancelled due to supply issues)	0
Total	10

**Plant a Seed - Read: 2026 Adult Summer Library Program
June 1 to August 31, 2026**

104 adults signed up

54 participants completed one or more activities (read a book, participated in a program, used on online library service, etc.); **42** “completed” the program. In order to complete the program, participants had to complete a total of 16 activities, including reading at least 4 books.

Highest number of activities completed by one person: **52**

Total number of activities completed by all participants: **976**

Participants were able to select from the incentives for every four activities completed. Incentive prizes were library swag as well as various items that have been donated for prizes. Participants also had the option to select a new or gently used book that was donated to the Friends when signing up and for any level completed. Those completing the program were also eligible for one entry into the grand prize drawing of their choice: Garden and outdoor décor (SLP theme), Book lovers’ basket, Evening at home basket, Arts and crafts basket, Puzzles and games basket, and JKPL swag basket. Those completing the program also earned their choice of a JKPL Book Worm cap or Book Journal.

Book Genre Bingo was also offered. Participants completing two bingos earned a second prize entry and those completing a Black Out Bingo earned an Adopt-a-book form.

Programs offered and participation:

- Plant a Seed - Read Voting: Favorite Garden Activity: 375
- Plant a Seed - Read Voting: Favorite Vegetable: 354
- Plant a Seed - Read Voting: Favorite Farm Animal: 368
- Plant a Seed – Read: Reading Recommendations: 12
- Promoting Pollinators & Birds in your Yard: 12
- Faux Stained-Glass Craft Class: 7
- Paint a Flower Painting Class (3 sessions): 35
- Butterflies and Bookmarks Diamond Art: 12
- Plant a Seed - Read - Book Genre Bingo: 14

Sponsors and Donors:

Friends of the James Kennedy Public Library
Love my Library Donations
Family Dollar
Vonderhaar family

History:

This program was first held in 2004 with 28 people signing up, submitting a total of 73 reviews.

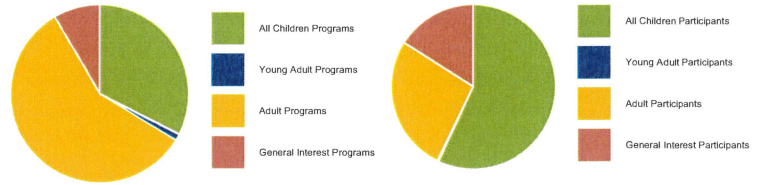
Year	Participants	Reviews / Activities	At least 1	Completed	Highest
2025	85	1,072	46	40	84
2024	93	1,172	49	39	135
2023	70	910	37	32	95
2022	61	790	32	30	70
2021	60	835	38	22	64

James Kennedy Public Library

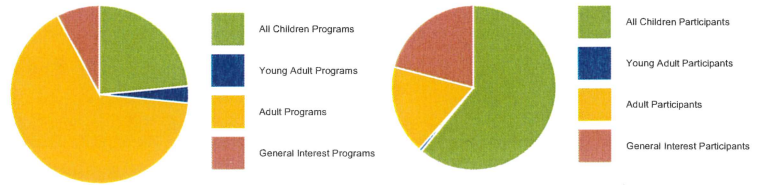
July, 2026 - August, 2026

Item 14.

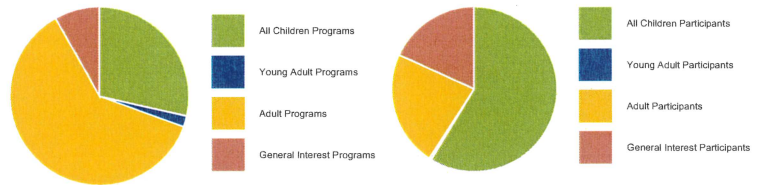
July					
Overview					
All Children Programs	27	32.53%	All Children Participants	2037	56.95%
Young Adult Programs	1	1.2%	Young Adult Participants	9	0.25%
Adult Programs	48	57.83%	Adult Participants	958	26.78%
General Interest Programs	7	8.43%	General Interest Participants	573	16.02%
Total Programs	83		Total Participants	3577	



August					
Overview					
All Children Programs	15	23.44%	All Children Participants	1729	60.94%
Young Adult Programs	2	3.13%	Young Adult Participants	18	0.63%
Adult Programs	42	65.63%	Adult Participants	495	17.45%
General Interest Programs	5	7.81%	General Interest Participants	595	20.97%
Total Programs	64		Total Participants	2837	



Year in Review					
Overview					
All Children Programs	42	28.57%	All Children Participants	3766	58.72%
Young Adult Programs	3	2.04%	Young Adult Participants	27	0.42%
Adult Programs	90	61.22%	Adult Participants	1453	22.65%
General Interest Programs	12	8.16%	General Interest Participants	1168	18.21%
Total Programs	147		Total Participants	6414	





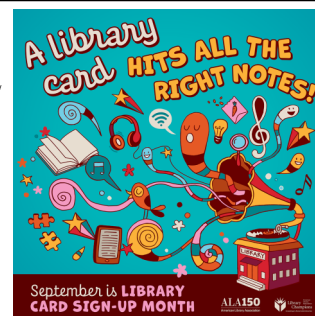
UPCOMING EVENTS FOR SEPTEMBER

Item 15.

September is Library Card Sign-Up Month: September 1—30

This year, libraries all across the United States remind you that a library card Hits all the Right Notes! This September, B sharp, and sign up for a library card! To celebrate, when you sign up for a library card at the JKPL in September you will receive a special sticker and a bookmark or button. Also this month, every time you visit the library and check items out you will get your name entered into a drawing for a book themed prize! (one entry per visit).

- The Book Bike will be at the Ellen Kennedy Living Center on September 3 at 10:30 am. Stop by and pick up a free book!
- Don't miss out on our Musical Instrument Showcase on September 15 from 3:30—5:30 pm.
- Come work on the music themed puzzle located under the skylight and get your name entered to win the puzzle.
- Pick up a Bell Shaker craft kit for the kids located in the Creation Station.



Craft-It-Up Fundraiser Begins September 1

Showcase your special talents and put your creativity to work at this library fundraising event! Crafters are invited to make and donate completed crafts of all kinds to this silent auction event. If you paint, crochet, make diamond art, wood carve, upcycle, or do any other crafty activities, the JKPL needs your talent! A silent auction of the donated items will be held in the library from October 12—November 22. Library visitors will be able to vote for their favorites and ribbons will be awarded. Consider donating something you made to this new fundraiser!



Storytime: Wednesdays, September 2, 9, 16 & 30 @ 10:30 am & 6:30 pm. Join Ms. Andrea for Storytime, where children are introduced to two or three books, rhymes, songs and a movement activity. Storytime is open to all ages and abilities but geared for those 1-6 years old. An adult companion is required.



Sit & Stitch: Wednesdays, Wednesdays, September 2, 9, 16, 23 & 30 from 1:00—3:00 pm. Grab your hobby or craft and join other crafters. All skill levels welcome. Participants are welcome to attend in person or via Zoom. The Zoom room is opened upon request.

Early Out Afternoons: Wednesdays, September 2, 9, 16, 23 & 30 from 1:00—5:00 pm. Kids can drop in at the Creation Station every Wednesday for a self-guided paper craft or special coloring sheets with a monthly theme. This month's theme is Dolls and Toys.



Strength Training for Older Adults: Mondays and Thursdays, September 3, 10, 14, 17, 21, 24 & 28 @ 9:30 and 10:30 am. This class is for older adults of any age and fitness level. Participants exercise to a Geri-Fit® DVD and most of the exercises are performed seated in a chair. Each participant will need weights and a stretch band for the class. Space is limited so registration is required. This program is made possible by a partnership with the Geri-Fit® Company.

Euchre Card Party: Fridays, September 4, 11, 18 & 25 from 1:00—3:30 pm. Join us Friday afternoons for Euchre in and come meet, teach, and play with other players.

Pop-Up @ the Farmer's Market: Thursdays, September 3 & 17 from 2:00—3:00 pm. Join the JKPL at the Dyersville Farmer's Market where visitors can learn about what the library has to offer, get their questions answered, and select a free book to keep from the pop-up library. *The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.*

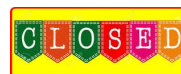
Kids Can Cook: Thursdays, September 3, 10 & 17 from 4:00—5:30 pm

Kids Can Cook will teach kids ages 10-12 basic kitchen skills and how to make healthy food choices.

- The menu for September is: Orange Julius drinks—the original plus variants (3rd); Chicken Gyros (10th) and Pound Cake Cupcakes (17th).
- Classes will also be held October 1, 8 & 15 and November 5, 12 & 19.
- Registration for each monthly session is required as there is a limit of 12 children per session.
- A waiver signed by a parent or legal guardian must be on file for a child to attend.
- *This program is funded by Theisen's More for Your Community, Dyersville Area Community Foundation, Jeanne M. Coppola Endowment for Education, the Friends of the James Kennedy Public Library, and various library fundraising events.*

Building Creativity One Block at a Time: a LEGO® program: Saturday, September 5 from 10:00—11:00 am. Join us for this monthly LEGO® program that is for children of all ages. Those under the age of 7 must be accompanied by an adult or older partner. Sponsored by DuTrac Community Credit Union.

Library closed for Labor Day: Sunday, September 6 & Monday, September 7



Inspirational Fiction: A Novel Approach to Faith Book Club: Tuesday, September 8 @ 7:00 pm. Join us for this book club that features a variety of books that weave religious faith into the characters and storylines. For this month we will be reading *The Song of Solomon* by Ann Gabhart. Books are available to borrow from the library. Participants are welcome to attend in person or via Zoom.

Item 15.

Dyersville GLR Family Literacy Event—PreK and Under: Thursday, September 10 from 6:00—7:30 pm

Children in Pre-Kindergarten and under, and their families, are invited to this special event to learn about family literacy opportunities in the library. Join us for a free meal, free books, and other fun giveaways and discover all the library and the Dyersville Campaign for Grade-Level Reading have to offer. Events for children in other age groups and their families will be offered monthly during the school year. Registration encouraged at: <https://bit.ly/4pt8Gzr>



Movies @ Your Library presents “The Devil Wears Prada 2”: Saturday, September 12 @ 1:00 pm. Andy Sachs returns to Runway magazine as the new features editor where she finds her formidable former boss Miranda facing threats to her glossy print empire. Rated PG-13 (120 minutes).

Books for Lunch Book Discussion: Monday, September 14 @ 12:00 noon. This month the group will discuss *Martha's Vineyard Beach and Book Club* by Martha Kelly. Copies of the book are available to borrow from the library. Participants are welcome to attend in person or via Zoom. The Zoom room is opened upon request. Note: the date of book club was moved due to the Labor Day holiday.

Genealogy with Ann: Monday, September 14 from 1:00—3:00 pm. Staff member Ann will be on hand to help you start, or continue to work on, your five-generation ancestor chart. Appointments with Ann can be made if that is more convenient.

National Coloring Day Coloring Party: Monday, September 14 from 4:00—8:00 pm. An annual event every September 14, National Coloring Day is all about setting aside some time to relax and color and get creative with paper and crayons, colored pencils or markers. Come pick up some traditional coloring pages and color in the Hoffman Room. For those wanting to try something different, there will be Ink Tracing and Color by Number Mystery pages to challenge you! All ages welcome. Refreshments provided.



KEYS to Dementia Prevention: Tuesdays, September 15 to November 17 from 9:30—11:30 am

Join us for this 10-week evidence-based course that was developed by doctors to help people aged 55 and older make lifestyle changes to reduce their risk of developing Alzheimer's and other forms of dementia. This course is made possible by the nonprofit Brain Help and Hope and will be led by local health experts.

- Participants should be 55 or older, in good cognitive health, and able to commit to attend the 10 in-person sessions.
- Sessions are 2 hours each.
- Registration fee of \$20.00 per participant is required by Brain Help and Hope but may be refunded to those who attend at least 9 of the sessions, upon request.
- Registration is required as a maximum of 15 participants are allowed.



Musical Instrument Showcase: Tuesday, September 15 from 3:30—5:30 pm. Did you know that the library has musical instruments in the Library of Things collection that patrons can borrow? Join us for this program where you can try out all the instruments the library owns! Try out a ukulele, acoustic guitar, mandolin, hand drums and more to see if you are interested in borrowing them. Some restrictions apply for checking out instruments. This program is for those ages 10 and older.



Virtual Reality with VictoryLabsFX: Saturday, September 19 from 10:00—11:30 am. VictoryLabsFX is a virtual reality educational program that the library can access with our Metaquest VR headsets. Join us as we do a little chemistry, check out some planets, and see some museum exhibits—all with VR! Feel free to drop in as you are able. For ages 12 and up.



Family Movies @ Your Library presents “The Sheep Detectives”: Saturday, September 19 @ 1:00 pm. George Hardy is a shepherd who loves his sheep. Every night he reads aloud a murder mystery, pretending his sheep can understand, never suspecting that they can. When George is found dead under mysterious circumstances, the sheep realize at once that it was a murder and think they know everything about how to go about solving it. Rated PG (109 minutes).

Bingo Party: Monday, September 21 from 1:00—3:00 pm. Come enjoy bingo at the JKPL! There is a two card limit, no cost to play, and there are prizes! Registration is recommended as space is limited.

Prairie Sunset Hike @ Ringneck Ridge: Monday, September 21 from 6:00—7:30 pm

Dubuque County Conservation staff will guide this hike and teach about the area. This hike is 1.5 miles on uneven terrain so please wear appropriate footwear and clothing.

- All ages welcome but those under 16 need an adult companion.
- Registration requested as a minimum of 10 are needed to hold this event.
- On the day of the event, please meet at Ringneck Ridge, 5361 Highway 136, Worthington, IA.



JKPL Writing Group: Tuesday, September 22 @ 6:30 pm. Join us for this monthly sharing session with writers of all types including poetry, memoir, fiction, or nonfiction. Attendees are welcome to join in person or via Zoom. New members are welcome to join at any time.

Design a Floral Art Journal, Part 1: Tuesday, September 22 @ 6:00 pm

This class, led by Dianne Kramer, will teach participants how to capture the beauty of wildflowers in pen and ink and colored pencil and then display their floral images in a mini art journal.

- Participants must be 18 or older.
- Registration is required as there is a maximum of 16 participants allowed.
- Part 2 of this class will be held on October 6 @ 6:00 pm and participants must attend Part 1 in order to attend.
- Materials needed for class: Fine-tip pen, small, fine-tipped scissors, colored pencils, graphite pencil and eraser.
- All other materials will be provided.



Stuffed Animal Sleepover: Wednesday, September 23 @ 10:30 am & 6:30 pm

Bring your stuffed animal for a storytime featuring the book *Zach and Ollie's Adventures: A Walk Through the Seasons* by Zach Stier. While here, meet a plush Ollie and complete a fun craft! Then leave your stuffy to sleep over at the library where they are sure to have some zany fun. Come back the next day to pick up your stuffy and a small plush prize. Pictures of all the stuffies' shenanigans will be posted on Facebook the following week!



Health & Wellness 365: Thursday, September 24 @ 11:30 am. Join us for lunch, and learn about protein choices that support your health and wallet; physical activity for stress relief; and steps to stay safe when there is a boil advisory in effect. Presented by the Northeast Iowa Area Agency on Aging with Nutrition Specialist Colleen Lawler. Individuals over age 60, or those with age related concerns, will most benefit from this program, but all are welcome. Attendees can choose to have a lunch, which is provided for free for those over age 60 and must be eaten on site. Registration is required by 3:00 pm on September 22 if you want lunch. Lunch is sponsored by the Friends of the James Kennedy Public Library.



Game Night @ Your Library: Friday, September 25 from 6:00—8:00 pm. Bring your favorite game (card game, board game, role playing game, or video game) and meet, teach, and play with others! All ages welcome but those under the age of 7 need a teen or adult companion.

Pop-Up @ Dyersville Downtown Market: Saturday, September 26 from 8:00 am—12:00 pm. Visitors will be able to find out more about what the library has to offer at our pop-up library and select a free book to keep. We will also have WiFi access, if you need it. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.



Strings Club: Monday, September 28 @ 6:00 pm. Do you have a string instrument and want to jam with others? Then come join the monthly JKPL Strings Club! Teen and adult musicians of all skill levels are welcome. Facilitated by Gary Bramel.

Coffee Day Celebrations: Tuesday, September 29 & Thursday, October 1

National Coffee Day is celebrated on Tuesday, September 29 and International Coffee Day is observed globally on Thursday, October 1. Join us as we partner with Brew & Brew to celebrate coffee and the joy it brings to people all over the world! Show your JKPL library card at Brew & Brew on September 29 and October 1 to receive \$1.00 off the purchase of any coffee beverage.



Puzzles, Take-Home Kits, Activity Packets, Scavenger Hunt: September 1—30
Kits are available while supplies last.

Children's Scavenger Hunt: Small Animals. Kids can earn one prize, per child, per library visit for completing the hunt.

Children's Pretend Play Station: Veterinarian. Area families are invited to come explore with Veterinarian play!

Creation Station Craft: Bell Shaker. Kits include instructions plus all needed supplies except for glue and scissors. A video demonstration will also be available to view on the JKPL Facebook and YouTube channel.

Kids Can Craft: Favorite Animal Collage. Kids of all ages are invited to color their favorite animals, cut them out, and paste them to a display at the front desk for everyone to admire. Every design turned in qualifies the artist for an entry into the drawing for a prize basket. The limit is one entry per day. The winner will be announced in early October.

Upcycled Greeting Card Kits. Use the front of an old greeting card, glue, and cardstock to make a new card from an old one. All supplies provided except glue.

Coloring, Creating and Doing @ Your Library. Each pack will include at least 10 different items. Options available include coloring pages, dot to dot, crosswords, sudoku, and other activity pages.

Adult Craft Kits: Beaded Bracelets. Kits include how-to instructions plus all needed supplies. A video demonstration will also be available to view on the JKPL Facebook and YouTube channel.

Get Puzzled @ Your Library. Stop in and help put together a new jigsaw puzzle—*Rock Pops Legend Collage*. Everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle.

Westside Park StoryWalk®: "I Want 100 Dogs" by Stacy McAnulty. Families are invited to walk the StoryWalk® at Westside Park which begins south of the parking lot by the baseball diamond. Walk the trail and read the story to your children.



The James Kennedy Public Library Board of Trustees is seeking candidates to serve on the Library Board.

Item 15.

- Information about the responsibilities of the Library Board Trustees are available at the library website: www.dyersville.lib.ia.us/about/library-board
- Applications are available at both the library and city hall: www.cityofdyersville.com/227/Boards-Commissions
- Completed applications should be returned to City Hall
- Feel free to come talk to us if you have questions!

Upcoming EVENTS



You Have The Right to Read Exhibit: October 3—11

Banned Books Week is an annual event celebrating the freedom to read and the importance of the First Amendment. The theme this year is *Let Books Be. Protect the Freedom to Read*. To celebrate, the library will have a *You Have The Right to Read* exhibit set up in the center of the library. Peruse the four stations and learn about your constitutional right to read, censorship terms and cases, why books matter, how libraries are funded, and how a book ends up on your library's shelves.

Dyersville GLR Family Literacy Event for Kindergartners Thursday, October 8 from 6:00—7:30 pm

Children in Kindergarten, and their families, are invited to this special event to learn about family literacy opportunities in the library. Join us for a free meal, free books, and other fun giveaways and discover all the library and the Dyersville Campaign for Grade-Level Reading have to offer. Events for children in other age groups and their families will be offered monthly during the school year. Registration encouraged at: <https://bit.ly/4pt8Gzr>

Right To Read Banned Book Trivia Saturday, October 3 from 1:00—2:30 pm

Join us for some fun book trivia as we celebrate the start of Banned Books Week. There will be 5 rounds of 5 questions and attendees will play as single players (no teams). There will be a prize for 1st place! Refreshments will be provided.

Halloween Trivia Night Fundraiser at O So Good Winery & Distillery Friday, October 23 from 6:30—9:00 pm

Join us for a trivia fundraiser with Trivial Dudes, hosted by O So Good Winery & Distillery.

- Purchase a table for up to six guests for \$120.00, a table for four for \$100.00, or a table for two for \$60.00. Tables include a charcuterie board, dessert, and bottles of wine, or equal value in other drinks. The food and drink will be sized for the number of people at your table.
- There will be Halloween themed questions as well as general trivia and the contest will include some special twists, prizes, and giveaways.
- Costumes are encouraged and there will be prizes!
- Space is limited and tables must be purchased before October 21.
- Tickets go on sale October 1

HALLOWEEN EVENTS FOR ALL AGES!

Double Creature Feature: Friday, October 16 @ 6:00 pm. Come join us for our yearly Double Creature Feature! This program is for those age 13 and older, however, younger participants are welcome if they have an adult to accompany them.

Frankentoys: Saturday, October 17 from 10:00—11:00 am. Come join us to stitch, glue, and connect broken toys together to make new creations! The library will provide the toy parts, but feel free to bring any from home. This program is intended for ages 10 and up, but those under the age of 10 may attend if they have an adult companion.

Children's Halloween Party: Saturday, October 24 from 10:00—11:00 am. Come to the library to trick-or-treat at downtown area businesses then stay to listen to *Creepy Crayon* storytime while coloring in the Creation Station. A special Halloween scavenger hunt and prize sticker set will also be available. Sponsored by Tim and Angela English.

Halloween Family Movies @ Your Library presents "Minions & Monsters": Saturday, October 31 @ 1:00 pm. Rated PG (90 minutes).

Books for Treats Halloween Pop-Up Library: Saturday, October 31 from 5:30—7:30 pm. Families are invited to Trick-or-Treat for a book instead of candy! The JKPL will have a pop-up library on the lawn of The Allen House at 515 1st Ave. W. in Dyersville. Books for all ages, including adults, will be available. *This event is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.*

September 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	September is Library Card Sign-Up Month!	1 Craft-It-Up Fundraiser begins	2 Storytime @ 10:30am & 6:30pm Sit & Stitch from 1-3pm Early Out Afternoons from 1-5pm	3 Strength Training @ 9:30am & 10:30am Pop-up @ Farmer's Market from 2-3pm Kids Can Cook @ 4pm	4 Euchre Card Party from 1-3:30pm	5 Building Creativity One Block at a Time: a LEGO® program from 10-11am
6	7 Library closed	8 A Novel Approach to Faith book club @ 7pm	9 Storytime @ 10:30am & 6:30pm Sit & Stitch from 1-3pm Early Out Afternoons from 1-5pm	10 Strength Training @ 9:30am & 10:30am Kids Can Cook @ 4pm Dyersville GLR Family Literacy from 6-7:30pm	11 Euchre Card Party from 1-3:30pm	12 <i>The Devil Wears Prada 2</i> (PG-13) @ 1pm
13	14 Strength Training @ 9:30am & 10:30am Books For Lunch @ 12pm Genealogy with Ann from 1-3pm National Coloring Day from 4-8pm	15 KEYS To Dementia Prevention from 9:30-11:30am Musical Instrument Showcase from 3:30-5:30pm	16 Storytime @ 10:30am & 6:30pm Sit & Stitch from 1-3pm Early Out Afternoons from 1-5pm	17 Strength Training @ 9:30am & 10:30am Pop-up @ Farmer's Market from 2-3pm Kids Can Cook @ 4pm	18 Euchre Card Party from 1-3:30pm	19 Virtual Reality from 10-11:30am <i>The Sheep Detectives</i> (PG) @ 1pm
20	21 Strength Training @ 9:30am & 10:30am Bingo Party from 1-3pm Prairie Sunset Hike @ 6pm	22 KEYS To Dementia Prevention from 9:30-11:30am JKPL Writing Group @ 6:30pm Design a Floral Art Journal @ 6pm	23 Stuffed Animal Sleepover @ 10:30am & 6:30pm Sit & Stitch from 1-3pm Early Out Afternoons from 1-5pm	24 Strength Training @ 9:30am & 10:30am Health & Wellness 365 @ 11:30am	25 Euchre Card Party from 1-3:30pm Game Night from 6-8pm	26 Pop-up @ Downtown Market from 8am-12pm
27	28 Strength Training @ 9:30am & 10:30am Strings Club @ 6pm	29 KEYS To Dementia Prevention from 9:30-11:30am National Coffee Day Celebration	30 Storytime @ 10:30am & 6:30pm Sit & Stitch from 1-3pm Early Out Afternoons from 1-5pm	September 1—30 - Kids Can Craft - Children's Pretend Play Station & Scavenger Hunt - StoryWalk® - Bell Shaker craft kits for kids	September 1—30 - Coloring, Creating, & Doing Upcycled Cards kits - Get Puzzled - Beaded Bracelet craft kits for adults	

Item 15.

Visit the library website at <https://www.dyersville.lib.ia.us/DigitalCollection> and find out more.

Some restrictions apply.



Download the **Libby** app to borrow digital books, audiobooks, and magazines and load them onto a portable device such as a tablet, eReader, or phone. Patrons may have up to five books/audiobooks downloaded at a time. There are no limits on how many magazines you can check out. They do not count toward the item limit.



Access and enjoy nearly half a million titles, in seven different formats: Movies, TV, Music Albums, eAudio-books, eBooks, eMagazines, and Comics/Graphic Novels. With **hoopla**, there are no hold lists or special steps to use it - if it is in their catalog you can borrow it. On a mobile device, borrowed content may be temporarily downloaded and accessed offline. Or use the app or a computer to stream borrowed content. Patrons may borrow up to 8 titles per month. Download the **hoopla digital** app from your Apple or Google Play store on your mobile device. Or visit their website on your computer.



Freeding® offers tens of thousands of eBooks which are available anytime, anywhere. Users have simultaneous access to all titles. Download the app for free and borrow eBooks and load them onto a tablet, smartphone, or other smart device. Users will need an Adobe ID to use the app. *Please note that this app only works on a Smart device and is not compatible with basic e-readers.*



Kanopy is an on-demand film streaming service that provides access to more than 30,000 of the world's best films, including documentaries, hard-to-find titles, film festival favorites, indie and classic films, and world cinema. Films can be streamed from any computer, television, mobile device or platform by downloading the **Kanopy** app for iOS, Android, AppleTV, Chromecast or Roku. The JKPL agreement provides 10 films per month per patron and resets on the 1st of each month. Once accessed, the film is available for viewing for 72 hours.



Library Chef is your go-to platform for fun cooking experiences for adults, kids, and teens! With your library card, you can dive into live cooking classes, on-demand classes, exciting recipes, and more. Works on all devices and classes are conducted within the platform. Enjoy three live cooking classes each month for adults and two live classes each month—one for kids (ages 5-9) and one for teens (ages 10+). There are also Professional Nutrition Sessions and occasional classes led by guest chefs from around the world.

ONLINE DATABASES

The JKPL offers more than two dozen online databases covering a myriad of topics

UPCOMING EVENTS for OCTOBER 2026 and Beyond

Craft-It-Up Fundraiser Continues: October 1 - November 22. Showcase your special talents and put your creativity to work at this library fundraising event! Crafters are invited to make and donate completed crafts of all kinds to this silent auction event. If you paint, crochet, make diamond art, wood carve, upcycle, or do any other crafty activities, the JKPL needs your talent! This new event replaces the biennial Chair-ity ... but if you want to decorate and donate a chair, that is still welcome! Items will be accepted anytime in October. A silent auction of the donated items will be held in the library from October 12 to November 22. Ribbons will be awarded - with library visitors voting for their favorites. The Donor Reception and start of voting for ribbons will be on Sunday, October 25. The Silent Auction will end at 3:00 pm on Sunday, November 22.

October is National Book Month! This month-long celebration focuses on the importance of reading, writing and literature. The purpose of National Book Month (or National Reading Month) is to encourage reading, an activity that has been proven to have many advantages. Reading can help anyone build excellent vocabulary, improve memory, increase knowledge, and decrease anxiety. To celebrate, a book themed activity kit with coloring pages, trivia and more will be available and the Book Bike will be out and about in the community. Readers of all ages are also encouraged to recommend favorite books by filling out a short recommendation. Every recommendation earns an entry into a prize drawing to win book or JKPL themed items.

Children's Pretend Play Station: Coffee Shop: October 1-31.

Children's Scavenger Hunt: Coffee Treats: October 1-31. Kids can earn one prize, per child, per library visit for completing the hunt!

Kids Can Craft: Dress a Skeleton: October 1-31. Come dress a skeleton in doll clothing (while supplies last) or in paper clothing that you create, then show it at the front desk to claim an entry form into our prize basket monthly drawing. Crafters can take their skeleton home. When skeleton dolls are depleted, paper skeletons will be provided. The limit is one entry per day. The winner will be announced in early November.

Creation Station Craft: October 1-31. Craft to be announced. Kits include instructions plus all needed supplies except for glue and scissors. A video demonstration will also be available to view on the JKPL Facebook and YouTube channel. Kits available while supplies last.

Upcycled Greeting Card Kits: October 1-31. Use the front of an old greeting card, glue, and cardstock to make a new card from an old one. All supplies provided except glue.

Coloring, Creating and Doing @ Your Library: October 1-31. Each pack will include at least 10 different items. Options available include coloring pages, dot to dot, crosswords, sudoku, and other activity pages. Kits available while supplies last.

Get Puzzled @ Your Library: October 1-31. Stop in and help put together a new jigsaw puzzle—Harvest Paradise. Everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle.

Adult Craft Kit: Halloween Broom Candy Bags: October 1-31. Kits include how-to instructions plus all needed supplies. A video demonstration will also be available to view on the JKPL Facebook and YouTube channel. Kits available at the front desk while supplies last. This kit is for adults only.

Westside Park StoryWalk®: "Very Good Hats" by Emma Straub: October 1-31. Families are invited to walk the StoryWalk® at Westside Park which begins south of the parking lot by the baseball diamond. Walk the trail and

read the story to your children. The StoryWalk® is made possible by the Dubuque Racing Association, Friends of the Library, and the Richard Osterhaus Memorial Fund. The StoryWalk® Project was created by Anne Ferguson of Montpelier, VT and developed in collaboration with the Kellogg-Hubbard Library. Storywalk® is a registered service mark owned by Ms. Ferguson.

National Coffee Day Celebrations: Thursday, October 1. National Coffee Day is celebrated on September 29 and International Coffee Day is observed globally on October 1. Join us as we partner with Brew & Brew to celebrate coffee and the joy it brings to people all over the world! Show your JKPL library card at Brew & Brew on September 29 and October 1 to receive \$1.00 off the purchase of any coffee beverage.

Strength Training for Older Adults: Mondays and Thursdays, October 1, 5, 8, 12, 15, 19, 22, 26 & 29@ 9:30 and 10:30 am. This class is for older adults of any age and fitness level. Participants exercise to a Geri-Fit® DVD and most of the exercises are performed seated in a chair. Each participant will need weights and a stretch band for the class. Space is limited so registration is required. This program is made possible by a partnership with the Geri-Fit® Company.

Kids Can Cook: Thursdays, October 1, 8, & 15 from 4:00-5:30 pm. Kids Can Cook will teach kids ages 10-12 basic kitchen skills and how to make healthy food choices. The menu for October is: Bake Oatmeal Cups (1st); Philly Cheesesteak Sandwiches (8th) and Brownies (15th). Registration for each session is required as there is a limit of 12 children per session. A waiver signed by a parent or legal guardian must be on file for a child to attend. This program is funded by Theisen's More for Your Community, Dyersville Area Community Foundation, Jeanne M. Coppola Endowment for Education, the Friends of the James Kennedy Public Library, and various library fundraising events.

Euchre Card Party: Fridays, October 2, 9, 16, 23 & 30 from 1:00-3:30 pm. Join us Friday afternoons for Euchre and come meet, teach, and play with other players.

Building Creativity One Block at a Time: a LEGO® program: Saturday, October 3 from 10:00-11:00 am. Join us for this monthly LEGO® program that is for children of all ages. Those under the age of 7 must be accompanied by an adult or older partner. Sponsored by DuTrac Community Credit Union.

Right To Read Banned Book Trivia: Saturday, October 3 from 1:00-2:30 pm. Join us for some fun book trivia as we celebrate the start of Banned Books Week. There will be 5 rounds of 5 questions and attendees will play as single players (no teams). There will be a prize for 1st place! Refreshments will be provided. While here, preview our *You Have The Right to Read* exhibit, which celebrates our constitutional right to read.

Nerf War @ Your Library: Saturday, October 3 from 4:00-6:00 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.

You Have The Right to Read Exhibit: October 3-11. Banned Books Week is an annual event celebrating the freedom to read and the importance of the First Amendment. The theme this year is *Let Books Be. Protect the Freedom to Read*. This week is a celebration of the freedom to read and the joy that comes from discovering stories that expand our understanding of ourselves and one another. To celebrate, the library will have a *You Have The Right to Read* exhibit set up in the center of the library. Peruse the four stations and learn about your constitutional right to read, censorship terms and cases, why books matter, how libraries are funded, and how a book ends up on your library's shelves.

Books for Lunch Book Discussion: Monday, October 5 @ 12:00 noon. This month the group will discuss *Tough Luck* by Sandra Dallas. Copies of the book are available to borrow from the library. Participants are welcome to attend in person or via Zoom. The Zoom room is opened upon request.

Genealogy with Ann: Monday, October 5 from 1:00-3:00 pm. Staff member Ann will be on hand to help you start, or continue to work on, your five-generation ancestor chart. Appointments with Ann can be made if that is more convenient.

Design a Floral Art Journal, Part 2: Tuesday, October 6 @ 6:00 pm. This class, led by Dianne Kramer, is designed for anyone who loves flowers and wants to experiment with a fun and playful drawing technique. This class is a continuation of the September 22 class and participants must have attended the first class to attend this one. Registration is required and registration began August 22. Materials needed for class: Fine-tip pen, small, fine-tipped scissors, colored pencils, graphite pencil and eraser. All other materials will be provided.

Storytime: Wednesdays, October 7, 14, 21 & 28 @ 10:30 am & 6:30 pm. Join Ms. Andrea for Storytime, where children are introduced to two or three books, rhymes, songs and a movement activity. Storytime is open to all ages and abilities but geared for those 1-6 years old. An adult companion is required. No registration required.

Sit & Stitch: Wednesdays, Wednesdays, October 7, 14, 21 & 28 from 1:00—3:00 pm. Grab your hobby or craft and join other crafters. All skill levels welcome.

Early Out Afternoons: Wednesdays, October 7, 14, 21 & 28 from 1:00—5:00 pm. Drop in at the Creation Station every Wednesday for a self-guided paper craft or special coloring sheets with a monthly theme. This month's theme is Harvest.

Dyersville GLR Family Literacy Event - Kindergartners: Thursday, October 8 from 6:00 to 7:30 pm. Children in Kindergarten, and their families, are invited to this special event to learn about family literacy opportunities in the library. Join us for a free meal, free books, and other fun giveaways and discover all the library and the Dyersville Campaign for Grade-Level Reading have to offer. Events for children in other age groups and their families will be offered monthly during the school year. Registration encouraged at: <https://bit.ly/4pt8Gzr>

Movies @ Your Library presents "Solo Mio": Saturday, October 10 @ 1:00 pm. When Matt's fiancé stands him up at the altar, he is forced to go on his honeymoon alone, thrusting him into the beautiful culture of Italy and renewing his passion for life and food. Rated PG (100 minutes).

Dungeons & Dragons Players Club: Saturday, October 10 @ 3:30 pm. Join us in person, or remotely via Discord, to play D & D. New players of all ages and skill levels are welcome.

Inspirational Fiction: A Novel Approach to Faith Book Club: Tuesday, October 13 @ 7:00 pm. Join us for this book club that features a variety of books that weave religious faith into the characters and storylines. For this month we will be reading *The British Booksellers* by Kristy Cambron. Books are available to borrow from the library. Participants are welcome to attend in person or via Zoom.

Double Creature Feature: Friday, October 16 @ 6:00 pm. Come join us for our yearly Double Creature Feature! The following movies will be shown: *Obsession* and *Evil Dead Burn*. This program is for those age 13 and older, however, younger participants are welcome if they have an adult to accompany them. Snacks will be provided.

Frankentoys: Saturday, October 17 from 10:00-11:00 am. Come join us to stitch, glue, and connect broken toys together to make new creations! The library will provide the toy parts, but feel free to bring any from home. This

program is intended for ages 10 and up, but those under the age of 10 may attend if they have an adult companion. (creation station) Poster

Family Movies @ Your Library presents "Toy Story 5": Saturday, October 17 @ 1:00 pm. Woody, Buzz, Jessie and the rest of the gang's jobs are challenged when they're introduced to electronics, a new threat to playtime. Rated PG (102 minutes). **ARC house said they could come this day

Bingo Party: Monday, October 19 from 1:00-3:00 pm. There is a two-card limit, no cost to play, and there are prizes! Registration is recommended as space is limited.

Health & Wellness 365: Thursday, October 22 @ 11:30 am. Join us for lunch and a wellness themed presentation. Presented by the Northeast Iowa Area Agency on Aging with Nutrition Specialist Colleen Lawler. Individuals over age 60, or those with age related concerns, will most benefit from this program, but all are welcome. Attendees can choose to have a lunch, which is provided for free for those over age 60 and must be eaten on site. Registration is required by 3:00 pm on May 26 if you want lunch. Lunch is sponsored by the Friends of the James Kennedy Public Library.

Houseplants 101: Thursday, October 22 from 5:30 - 7:30 pm. Plant propagation is the process of creating new plants from existing ones. In this class, participants are invited to bring a houseplant from home that they might be having issues with. We will identify, diagnose (if sick), and then give pointers on propagating. Jade, Christmas Cactus and Spider plants will be available for participants to take home – while supplies last. Registration is encouraged but not required.

Halloween Trivia Night Fundraiser at O So Good Winery & Distillery: Friday, October 23 from 6:30—9:00 pm. Join us for a trivia fundraiser with Trivial Dudes, hosted by O So Good Winery & Distillery. Purchase a table for up to six guests for \$120.00, a table for four for \$100.00, or a table for two for \$60.00. Tables include a charcuterie board, dessert, and bottles of wine, or equal value in other drinks. The food and drink will be sized for the number of people at your table. There will be Halloween themed questions as well as general trivia and the contest will include some special twists, prizes, and giveaways. Costumes are encouraged and there will be prizes! Space is limited and tables must be purchased before October 21.

Children's Halloween Party: Saturday, October 24 from 10:00 - 11:00 am. Come to the library to trick-or-treat at downtown area businesses! Then stay to listen to Creepy Crayon storytime while coloring in the Creation Station. Every child in storytime will receive a character coloring book, a new set of crayons, and a stuffed animal. A special Halloween scavenger hunt and prize sticker set will also be available. *Sponsored by Tim and Angela English.*

Strings Club: Monday, October 26 @ 6:00 pm. Do you have a string instrument and want to jam with others? Then come join the monthly JKPL Strings Club! Teen and adult musicians of all skill levels are welcome. Facilitated by Gary Bramel.

JKPL Writing Group: Tuesday, October 27 @ 6:30 pm. Join us for this monthly sharing session with writers of all types including poetry, memoir, fiction, or nonfiction. Attendees are welcome to join in person or via Zoom. New members are welcome to join at any time.

| Ghouls Night Out: Thursday, October 29 from 5:00-8:00 pm. Join us for the eighth annual Ghouls Night Out! Stroll the streets of downtown Dyersville and shop, browse, and enjoy a night out on the town. Check in at Brew & Brew to receive your passport listing all participating businesses. Return your filled passport to Brew & Brew

to be entered into a drawing for a grand prize! The JKPL Pop-Up Library will be set up inside the library and will be a stop for this event. Pick up a free book and get your name entered into a drawing for some library swag. There will be hot cider available, while supplies last. Participating businesses and specials will be announced before the event so keep an eye out! Costumes are encouraged.

Game Night @ Your Library: Friday, October 30 from 6:00-8:00 pm. Bring your favorite game (card game, board game, role playing game, or video game) and meet, teach, and play with others! All ages welcome but those under the age of 7 need a teen or adult companion.

Halloween Family Movies @ Your Library presents “Minions & Monsters”: Saturday, October 31 @ 1:00 pm. The Minions are in Hollywood making a monster movie! As they search for frightening creatures for their movie, they unknowingly unleash monsters upon an unsuspecting world. Rated PG (90 minutes).

Books for Treats Halloween Pop-Up Library: Saturday, October 31 from 5:30-7:30 pm. Join us for the annual Books-for-Treats Event where families are invited to Trick-or-Treat for a book instead of candy! The JKPL will have a pop-up library on the lawn of The Allen House at 515 1st Ave. W. in Dyersville. Books for all ages, including adults, will be available. This event is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL. poster

International Games Month @ Your Library: November 1-30. International Games Month (IGM) is an initiative run by volunteers from around the world to reconnect communities through their libraries around the educational, recreational, and social value of all types of games. Libraries, schools, community centers and other sites host special events during this month to encourage people to try different styles of gaming. Activities to be announced.

Westside Park StoryWalk®: “Buffalo Fluffalo” by Bess Kalb: November 1-30

Children’s Book Week Craft: Wednesday, November 4 from 9:00 am – 8:00 pm. Come to the front desk to choose a craft from our *super special* treasure box. Crafts available all day to celebrate Children’s Book Week!

National STEAM Day Mini-fest!: Saturday, November 7 from 10:00 am-12:00 pm. Every November 8, the fields of science, technology, engineering, arts and mathematics take the spotlight for National STEM/STEAM Day. By celebrating the ways in which STEM/STEAM affects our lives and our world, we're able to show children how important it is to study these fields and to be aware of their impact. To celebrate National STEAM Day, the JKPL will be hosting a mini STEAMfest! Details to be announced.

Game Changer: Saturday, November 7 @ 4:00 pm. Game Changer is a YouTube channel where participants engage in games involving improv comedy and random challenges. The twist is that the players don’t know what game they are playing until it starts. For ages 12 and up. Registration is required by November 5 to ensure we have enough attendees to hold the program.

Cricut Class: Monday November 9 @ 6 pm. Details coming.

Dyersville GLR Family Literacy Event - 1st Graders: Thursday, November 12 from 6:00 to 7:30 pm. Children in 1st Grade, and their families, are invited to this special event to learn about family literacy opportunities in the library. Join us for a free meal, free books, and other fun giveaways and discover all the library and the Dyersville

Campaign for Grade-Level Reading have to offer. Events for children in other age groups and their families will be offered monthly during the school year. Registration encouraged at: <https://bit.ly/4pt8Gzr>

Fit the Pieces Jigsaw Puzzle Fundraiser: Thursday, November 12 from 6:00-8:00 pm. Join us at Textile Brewing Company for this fundraising event to support the JKPL! Teams of up to 4 individuals can buy a table for \$60.00 which includes a 500-piece puzzle. Complete the puzzle first to win! Prizes will be awarded for 1st and 2nd place. Be sure to bring some cash to buy some fun twists like freezing the competition, making them wear gloves, putting them in jail and more - with all proceeds going to the library! Participation is limited to 15 teams. Textile Brewing Company will donate a percentage of food sales during the event to the JKPL. All proceeds will benefit the James Kennedy Public Library. Details to be confirmed.

Celebrate World Kindness Day: Friday, November 13: The purpose of World Kindness Day, as outlined by the World Kindness Movement, is “to highlight good deeds in the community focusing on the positive power and the common thread of kindness which binds us.” Since its creation more than two decades ago, the day has achieved truly global notice; events associated with the day have attracted participants from every inhabited continent. Stop in at the JKPL today and pick up a Kindness Kit, which will include information about why kindness matters, kindness cards you can cut out and give away, bookmarks, stickers, coloring pages, and other ideas for kind activities. Kits will be available while supplies last.

Wednesday, November 25: Library closes @ 5:00 pm

Thursday, November 26: Library closed for Thanksgiving

Layette Quilt Display and Sale: November 23 thru December 23. The James Kennedy Public Library is partnering with the Dyersville Layette Ladies to share with you the work and talent of the Layette Ladies as well as raise some funds for both organizations. Several layette or lap size quilts, as well as some larger sizes, made by the group will be on display at the library from November 23 thru December 23. These quilts will be available to purchase starting at \$25.00 (larger sizes are more) and proceeds will be split between the Layette Ladies group and the JKPL.

Breakfast Burrito Grab and Go Fundraiser: Saturday, November 28 from 9:00-11:00 am. Take a quick break from your local shopping to support your library by enjoying a breakfast burrito! \$10.00 gets you a delicious egg, sausage, hash brown and cheese burrito. Don't want a tortilla? Get a Breakfast Bowl for the same price. Step into the Hoffman Community Room to get your breakfast and support your library! All proceeds from this fundraiser will be used to support library services and collections. A special Thank You goes to Fareway of Dyersville for supporting this fundraiser! Burritos available while supplies last.

Small Business Saturday Refueling Station: Saturday, November 28 from 9:30 am - 2:30 pm. Need a break from shopping? Stop in the library and relax with a warm beverage or snack. Grab a few moments of down time by working on the puzzle, coloring, reading or just relaxing.

Mock-A-Movie Night for Teens: Saturday, November 28 @ 4:00 pm. Join us for a night of terrible cinema, good food, and lots of fun mocking the movie! This evening we will be watching *The Bee Movie* (PG) – a terrible movie involving bees and lawyers. Refreshments will be provided. For ages 12-18 only.

Westside Park StoryWalk®: “I Got the Christmas Spirit” by Connie Schofield-Morrison: December 1-31.

Children's Winter Party: Saturday, December 5 from 10:00 am - 12:00 pm. The JKPL welcomes kids with caregivers to the annual Winter Party featuring tons of winter fun, as scheduled:

- **Creation Station, 10:00 - 12:00:** Drop in to complete one winter craft kit per child.
- **Hoffman Room, 10:00 - 11:00:** Enjoy a winter-themed LEGO Club. Participants receive a free LEGO ornament. *Sponsored by State Farm – Rex Massey.*
- **Hoffman Room, 11:20 - 11:40:** Join Ms. Andrea for a special winter storytime.
- **Hoffman Room, 11:45 - 12:00:** Indoor snowball fight!

Cookie Walk Fundraiser: Friday, December 4 from 1:00-5:00 pm & Saturday, December 5 from 9:00 am-3:00 pm. Craving some special treats but don't have time to bake for yourself? Come to the library for the annual Cookie Walk Fundraiser! Guests will be able to purchase a dozen items for \$10.00 (or 24 for \$18.00). Choose from a delicious assortment of treats to be placed on a plate, covered, and decorated with a bow. Items will be homemade by friends, volunteers, board members, and staff of the library. Cookies will be stored away from the public and handled only by staff and volunteers working the event. Prepackaged plates will be available starting December 5 and while supplies last. Funds raised from this event will be used to support library collections, programs and services.

Cookies and Cocoa at Merry Mingle Market: Saturday, December 5 from 12:00-4:00 pm. When visiting the Merry Mingle Market, be sure to stop by the JKPL Booth for cookies and cocoa. Plates of cookies (1 dozen) will be available for \$10.00 each. Individual cookies will be available for \$1.00 and 12 oz cups of hot cocoa will be \$2.00. Funds raised at this event will be used to support library collections, programs and services.

Pop-Up Library at Merry Mingle Market: Saturday, December 5 from 12:00-4:00 pm. When visiting the Merry Mingle Market, be sure to check out the JKPL pop-up library. Learn more about the library and select a free book to keep. There will be books for all ages available. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

National Cocoa Day Celebration: Sunday, December 13 from 1:00 to 4:00 pm. This time of year many people crave the sweet, dark, creamy beverage known as hot cocoa and this is a perfect occasion to indulge yourself! Stop by the library and enjoy a hot cup of cocoa from our cocoa bar while enjoying your local library.

Old Fashioned Christmas: Sunday, December 13 from 1:30- 3:30 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. 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 Area Historical Society. Date and details to be confirmed.

Nerf War @ Your Library: Saturday, December 19 from 4:00-6:00 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.

Live Holiday Music: Date tba. Join us at the JKPL for this special holiday event featuring local musicians! Sue Engelbrecht, Phil Kramer, Gary & Chris Bramel, Joe & Ken Schmitt, and Steve Dikkers will perform some seasonal favorites to get you in the holiday spirit. Refreshments provided.

Wednesday, December 23: Library closes @ 5:00 pm
Thursday, December 24: Library closed for Christmas

Friday, December 25: Library closed for Christmas

Saturday, December 26: Library closed for Christmas

Family New Year Celebration Activity Kit: Monday, December 28. Looking for ways to celebrate New Year's Noon, or New Year's Eve, with the family? Stop by the library and grab one of our New Year's Activity Kits! Each kit will come with multiple activities for the whole family. These kits will be available to pick up starting December 28th and will be available while supplies last.

Thursday, December 31: Library closes @ 5:00 pm

Friday, January 1: Library closed for New Years

National Science Fiction Day Celebration: Saturday, January 2. Celebrated on January 2 every year, National Science Fiction Day is a non-official holiday which celebrates everything science fiction in all forms including literature, art, television shows, and films. National SciFi Day also celebrates the birthday of the famed author Isaac Asimov. Activities to be decided.

Soup Lunch and Dinner Fundraiser: January Date to be announced from 11:30 am to 1:00 pm & 4:30 to 6:00 pm! Warm up this winter with the JKPL annual Soup Fundraiser! Enjoy a bowl of homemade chili or chicken noodle soup. Or make it a meal with crackers, roll, and a cookie. Again this year, we are offering carryout service for lunch as well as dinner. Lunch will be available from 11:30 am—1:00 pm and dinner will be offered from 4:30—6:00 pm (or until we run out). Price is \$6.00 for a bowl of soup (14 oz) or \$12.00 for a quart. The soup is made and served by the JKPL Library Board and Fundraising Committee members. Limited seating may be available for guests to eat on site. Otherwise, guests can pull into the library parking lot and call to have their order brought out to them, or step into the Hoffman Room to order and pick up their soup. Proceeds from the fundraiser will be used to support library programs, services and collections. Call the library at 563-875-8912 for more information or advance ordering.

Dyersville GLR Family Literacy Event - 2nd Graders: Thursday, January 14 from 6:00 to 7:30 pm. Children in 2nd Grade, and their families, are invited to this special event to learn about family literacy opportunities in the library. Join us for a free meal, free books, and other fun giveaways and discover all the library and the Dyersville Campaign for Grade-Level Reading have to offer. Events for children in other age groups and their families will be offered monthly during the school year. Registration encouraged at: <https://bit.ly/4pt8Gzr>

Free Trees for Earth Day! The JKPL is celebrating Earth Day this spring by participating in the Annual Neighborhood Forest free tree program, whose aim is to provide free trees to kids every Earth Day. Since 2010, Neighborhood Forest has reached over 100,000 families and planted over 50,000 (mostly urban and residential) trees through the hands of children and parents across North America.

Build-A-Basket Fundraiser February – March. Would you like to help raise money for the library? It is fun and easy! Just pick something you love 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 by early March. Dates and details to be announced.



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

Fund Statement: 7/1/2026 through 7/31/2026

*Investment returns and admin fees are usually updated by the 20th day of the following month.

BEGINNING FUND BALANCE	25,162.36
Gifts	0.00
Interest/Dividend Income	32.62
Realized Gains (Losses)	21.44
Unrealized Gains (Losses)	(28.39)
Other Income	0.00
Grants Approved	0.00
Investment & Admin Fees	(36.70)
Credit Card Fees	0.00
ENDING FUND BALANCE	25,151.33
Available to Spend	800.00

This fund balance is comprised of gifts and corresponding earnings, grants or fees which individual donors, other than your organization, have contributed to the Community Foundation of Greater Dubuque. This is an asset of the Community Foundation of Greater Dubuque for the support of your organization.

Notes from Finance Committee email discussion – August 14-27, 2026.

Members of the Finance Committee discussed the following topics via email. Participants were Danelle Schroeder, Chair, and members Beth Gudenkauf and Jenni Oberbroeckling.

FY27 Trust Account Allocation: For the FY27 Budget year, the Board agreed to fund \$5,205 of typical operating expenses out of the Trust account. Shirley recommended the follow plan:

Adult Fiction (\$2,000.00)	Use unspecified donations brought forward from previous years plus \$1000 from Ray Rardin's annual donation
Adult Nonfiction (\$1,000.00)	Use Norma Jean Warner Trust
Young Adult Fiction (\$500.00)	Use Comics and Games donation
eMaterials (\$205.00)	Use Scherrman donation and LML donations specified for Libby
Databases (\$1,000.00)	Use Soppe bequest for Genealogy (Ancestry)
Creation Station / LoT (\$500.00)	Use Comics and Games donation

The committee agreed that this was a reasonable use of funds and recommends the Board approve this allocation plan.

How to support JKPL flier / trifold: The committee agreed that a trifold or flier of some kind that features the different ways people can support the JKPL would be a useful document. Shirley will work with Dawn to create something that includes financial donations to the JKPL directly, Friends, and Endowment, as well as donations of materials. Fundraising activities may also be included. Shirley will bring a draft to the Committee when it is ready to review.

Endowment: Endowment activity and support has been very limited in recent years so the committee briefly discussed ways to promote and grow. There are restrictions on what Board and Staff can do as the Endowment is a completely separate, private entity. For reference, here is guidance received from the State Law Library when the Endowment was first established (2019):

Library staff and trustees can fundraise for the community foundation on their own time and without using any of the library's resources, including equipment and supplies such as copiers, computers, software, telephones, staplers, paper, etc. It's my understanding that the trustees should avoid planning any projects or campaigns for the foundation's benefit during library board meetings; such assistance should be separate from the library's business and neither staff nor trustees should use their formal associations with the library to promote the foundation's goals (for instance, creating a brochure and putting a note on it that credits the efforts of Shirley Vonderhaar, Library Director and David Smith, President of the Library Board of Trustees, etc.). I am at a loss for words to convey to you just how much the State Auditor's Office hates community foundations; the Auditor has nothing good to say about them. The Deputy State Auditor has told me repeatedly that if the auditors ever catch a library giving ANYTHING to a community foundation, the state makes them get back every single penny, so please be careful to not expend any staff time or public resources on the community foundation.

Angela English was very involved in starting the endowment and has continued to help with Great Give Day. Shirley reached out to her to see if she was interested in doing more and she said maybe – but she requested the library write up something regarding what we would want her to do before she agreed. The Committee thought having someone not on the Board take over a larger role would be a good idea. Shirley will reach out to Angela

and potential set up a meeting to discuss further. We also have a brochure that was made in 2019 that needs to be reviewed and potentially updated.

Trust Account Use: The past couple of years, due to budget restrictions, the Board has allocated funds from the Trust Account to cover some operating expenses (materials & programs). Since it sounds like the budget will continue to be restricted, for planning purposes, Shirley wondered if the Board wanted to establish a minimum to keep available in the Trust account. The Committee asked for more information and decided to discuss this in person prior to the September 8 Board meeting.

September 2, 2026 meeting

Members of the JKPL Fundraising, Marketing & Public Relations Committee met on Wednesday, September 2, 2026 at 5:00 pm. Attendees were Alex Wiezorek, Danelle Schroeder, Alycia Willenbring and Shirley Vonderhaar. Beth Gudenkauf reviewed the agenda and shared her thoughts with Shirley prior to the meeting. Dawn Schrandt attended for the Marketing portion of the meeting.

Fundraising FY26 Financial Report: The committee reviewed the FY26 Fundraising Financial Report (included with this document). This spreadsheet lists the FY26 Fundraising events, showing income, expenses, and end result. Overall, it was a successful year.

Utilization of Fundraising Income: The committee discussed how fundraising income is utilized and if they had recommendations for Trust account allocations. They agreed that we should continue to fund Kanopy, Hoopla, Facebook Marketing, and hotspot expenses utilizing fundraising revenue. Shirley estimated the total for these items will be about \$12,400 for FY27 so the Committee is recommending we allocate all remaining fundraising income remaining income from fundraisers prior to FY25, funds from events no longer holding regularly, and remaining from older one-time events to fund these expenses.

Based on the financial report, approximately \$15,000 is raised annually through Fundraising events and activities. The Committee discussed potentially connecting these activities with specific needs but decided that was not necessary.

Love My Library: Shirley reported that she used all of the unspent LML funds from previous years, plus some from the 2026 donations to cover cost of printing and mailing in 2026. The total printing and mailing costs were \$1,871.17. The Committee agreed that all remaining donations should be used to fund items from the 2026 wish list. The committee was disappointed in the response to the 2026 campaign and will be reviewing and evaluating how it should be changed.

FY27 Fundraising Schedule: The Committee discussed the events and activities scheduled for FY27 and made some decisions for changes and fees. The brief schedule is attached with specific decisions for some activities documented below. The Committee also agreed that having one committee member be the primary facilitator for each event would help with efficiency so these responsibilities are noted on the schedule.

Craft-It-Up Fundraiser: This event is replacing the Chair-ity fundraiser & silent auction for 2026 and may also replace the Wreath-it-up in 2027. Marketing and sign up started on September 1. Crafters of all kinds are invited to make and donate completed crafts of all kinds to this silent auction event. Items should be donated to the library by mid-October. Donors will decide on the minimum bid. The silent auction will be held from October 12 to November 22. Ribbons will be awarded – with library visitors voting for their favorites. The Donor Reception and start of voting for ribbons will be on Sunday, October 25. The Silent Auction will end at 3:00 pm on Sunday, November 22. Alex can work the close of the auction.

Halloween Trivia Night at O So Good: This event is scheduled for Friday, October 23 from 6:30—9:00 pm at O So Good Winery & Distillery. Details will be the same as the spring event: Purchase a table for up to six guests for \$120.00, a table for four for \$100.00, or a table for two for \$60.00. Tables include a

charcuterie board, dessert, and bottles of wine, or equal value in other drinks. The food and drink will be sized for the number of people at your table. There will be Halloween themed questions as well as general trivia and the contest will include some special twists, prizes, and giveaways. Costumes are encouraged and there will be prizes! Space is limited and tables must be purchased before October 21. In recent years, HyVee has been a partner for this event and donated a gift card for purchase of ingredients for the boards. Shirley will contact to see if they are interested in donating again.

Fit the Pieces Puzzle Competition: The fall event is scheduled for November 12 at Textile Brewery. Plans will be reviewed at the next Committee meeting.

Breakfast Burrito Grab and Go: The fall event is scheduled for Saturday, November 28 (Small Business / Shop Local Saturday) starting at 9 am. The committee agreed to change the price to \$10.00 for burrito or bowl. Fareway historically donates all supplies. Shirley will contact them to request donation.

Cookie Walk Fundraiser: Typically held the first weekend of December so this year will be Friday, December 4 from 1 to 5pm and Saturday, December 5 from 9am to 4pm (later time to match with end of Market.) Library staff will contact Board, Friends, and Community members in November and invite them to donate cookies and other sweet treats. Cookies are also plated and available to purchase starting on Saturday and the week following the event and also taken as thank you gifts to community partners. The committee decided to adjust the price to \$10.00 per dozen or \$18 for 2 dozen.

Merry Mingle Downtown Market: The Market will likely be held on Saturday, December 5 from 12 to 4 pm. Plated cookies will be available for \$10.00 each (no discount) and individual cookies will be \$1.00 each. Hot chocolate will be \$2 per 12 oz cup. The Committee also recommends the library stay open until the market ends.

MARKETING:

FY27 Marketing Events and Activities: The Committee reviewed the FY27 Marketing Events and Activities plan (attached). After discussion it was decided to remove participation in the Merry Mingle / Holiday Parade. They plan to reach out to the Friends to see if they would be interested in partnering to create a traditional float for the St. Patrick's Day parade. No other changes were made.

Librarian's Report: The Committee reviewed the monthly librarian's report to see if there were changes they would recommend. The Committee would like the chart showing number of items added to the collection be changed to include a line graph that compares monthly and year to date information. Based on a question from a Council Member, they also talked about adding information about who uses the library: Dyersville tax payers and nonresidents. Currently, we track this for checkouts and the Board sees it quarterly (Contract Use Report) but it is not included in the monthly report. Shirley noted that we could track for some programs by asking for registration or people to sign in when attending – if the Board felt it would be useful information. The consensus of the committee was this might be interesting data if it was easy to collect but wasn't necessary as monthly information. Shirley will ask Danielle Will, who designed and has been updating this report, if she can add the graph about additions and will investigate options to collect use statistics by residence.

Annual Report: It is time to start working on the FY26 Annual Report. The committee reviewed the design and information from FY25. After discussion, the Committee would like the names of Board members and Staff members added to the report. They also want a page with photos and information featuring select special events. Dawn and Shirley will work on this and get a draft prepared before the end of September. The FY26 Annual Report should be on the October 13, 2026 Board Meeting Agenda. The “By the Numbers” bookmark will also be updated.

Schedule of Events: The committee briefly discussed the Monthly Schedule of Events but no specific changes were decided.

JKPL and Dubuque County Libraries Profile: Shirley shared statistical profiles provided by Garry Rowland, a retired librarian who managed Statistics and Standards at the State Library of Iowa from 1987-2008. He fed the Iowa Public Library Statistics FY25 into ChatGPT Pro and a County Profile about library service provided to residents of Dubuque County, and a specific JKPL Profile that compares the JKPL to 30 other libraries of like size. The JKPL ranks 1 or 2 when compared on six measures of library use. The committee thought this was impressive and worth sharing. These profiles are included with these notes.

Swag available: Some of the items we typically have for prizes, incentives, or to sell are gone so the committee reviewed what items we should purchase. They thought any of the following items would be great swag to have on hand, assuming it is within our budget: Post-it notes or notepads, Magnetic notepads, Magnetic bookmarks, Magnetic clip (heavy duty), Chip clips, Mini LED flashlights, Phone holders, Hard plastic cups. For anything that needs to be printed they suggested we look into Ink Splash as a source. Shirley also noted that Lisa Christopher will make t-shirts on the Cricut upon request. Dawn will research options and make purchases based on need and budget.

Next Meeting: To be decided

FY 26 - Fundraising Financial Report

Held	Event	Income	Expenses	Proceeds
Jul-25	Puzzle - Fuse*	\$ 319.90	\$ 317.96	\$ 1.94
Jul-25	Book Art Fundraiser	\$ 183.00		\$ 183.00
Apr-25	NLW Trivia - OSG	\$ 1,000.00	FY25; rec'd July 2025	\$ 1,000.00
Oct-25	Halloween Trivia - OSG	\$ 1,100.00		\$ 1,100.00
Oct-25	Puzzle - Textile	\$ 1,355.00	\$ 159.84	\$ 1,195.16
Oct-25	Wreath it up	\$ 459.00	\$ 50.97	\$ 408.03
Dec-25	Cookie Walk	\$ 1,698.00	\$ 126.59	\$ 1,571.41
Nov - Dec 25	Quilt Fundraiser	\$ 10.00		\$ 10.00
Jan-26	Soup Carryout L & D	\$ 820.00	\$ 266.71	\$ 553.29
Jan-26	Puzzle - Textile	\$ 1,217.00	\$ 187.20	\$ 1,029.80
Feb-26	Mystery Dinner Theatre	\$ 2,808.00	\$ 2,201.00	\$ 607.00
Jan - June 26	Love My Library**	\$ 2,130.65	\$ 227.03	
	Utilized to date		\$ 244.64	\$ 1,658.98
Feb-April 26	Build-a-Basket***	\$ 2,313.00		\$ 2,313.00
April 26****	Burrito Breakfasts	\$ 899.00		\$ 899.00
May-26	Plant Sale Fundraiser	\$ 786.95		\$ 786.95
May-26	Comedy Night - Fuse	\$ 454.66		\$ 454.66
Jun-26	Garage Sale Fundraiser	\$ 774.46		\$ 774.46
Ongoing	Blind Date with a Book	\$ 965.00	\$ 50.00	\$ 915.00
Ongoing	Merchandise	\$ 50.00		\$ 50.00
Ongoing	Snack & Candy Sales	\$ 511.00	\$ 312.48	\$ 198.52

Total \$ 19,854.62 \$ 15,710.20

*Event held in FY25 but some deposits and expenses managed in FY26; actual proceeds = \$801.94

**\$1871.17 was cost for printing and mailing; used unspecified LML from 2025 to cover most

\$266.71 spent from FY26 LML income to cover remainder of mailing

***One basket not yet claimed

****November event cancelled due to weather

Fundraising events and activities – FY27 (July 1, 2026 to June 30, 2027)

Events / Activities are listed here in order by date / season held.

Blind Date with a Book Fundraiser: Held in conjunction with monthly Downtown Markets (June, July, August, September, December) and ongoing display at the JKPL. *Beth Gudenkauf is primary.*

Craft-It-Up Fundraiser (replacing Chair-ity or Wreath-it-up fundraiser & silent auction): Start marketing and sign up on September 1. Items should be returned or donated to the library by mid-October. Silent Auction runs mid-October to Sunday before Thanksgiving. *Shirley typically manages as is routine.*

Fall / Halloween Event at O So Good: Typically scheduled for a Friday in October, on O So Good's regular October Trivia night. We sell tables which include charcuterie board and wine/choice of beverages. *Shirley typically manages as is routine.*

Fit the Pieces Puzzle Competition: Puzzle competition / partnership with Textile Brewery to be held in October / November and January / February. Fall event scheduled for November 12. *Beth Gudenkauf is primary.*

Layette Lady's Quilt Display and Sale: Held November and December. Layette Ladies bring in a variety of quilts that we display in the magazine room. These quilts are available to purchase starting at \$25.00 (larger sizes are more) and proceeds are split between the Layette Ladies group and the JKPL (JKPL gets \$10.00 for each sold, Layette group get the remainder.) We don't make a lot of money on this but is a good partnership and takes very little time. *Shirley typically manages as is routine.*

Breakfast Burrito Grab and Go Fundraiser: Twice a year we host a grab and go breakfast burrito fundraiser – on Small Business / Shop Local Saturday (November 28, 2026) and a Saturday adjacent to National Library Week (April 11–17, 2027). *Alex is primary (grillmaster).*

Cookie Walk Fundraiser: Typically held the first weekend of December. Board, Friends, and Community members are invited to donate cookies and other sweet treats. Cookies are also plated and available to purchase starting on Saturday and the week following the event, and also taken as thank you gifts to community partners. *Shirley typically manages.*

Merry Mingle Downtown Market: Sell cookies and hot cocoa at the winter downtown market.

Soup Lunch and Supper: All Board and Fundraising members are asked to donate at least 4 or 5 quarts (ice cream tub) of either chicken noodle soup or chili for this fundraiser. Library staff, volunteers, and past board and committee members also donate. Other items are either purchased or donated. This carry out event is held for lunch and dinner (11:30am – 1:00 pm & 4:30 – 6:30 pm on a Monday in January. *Shirley typically manages.*

Love My Library Giving Tree / Direct Mail: Traditionally a January / February activity. Funds brought in for the 2026 campaign were less than hoped so Committee will review options.

Mystery Dinner Theater: Typically held on Saturday in February. Show and meal to start at 6:30 pm. Held at Social Center, typically catered by J & D Mart, performance by Brew Ha Ha. *Shirley typically manages.*

Art / Décor Event: Not planning unless someone wants to manage.

Build-a-Basket Fundraiser: Typically held February to March or April, ending with Silent Auction on a Sunday before Easter. Easter is Sunday, March 28, 2027. *Shirley typically manages.*

NWL Trivia Event (partnership with O So Good): Held in April in connection with National Library Week. April 11-17, 2027 is NLW. *Shirley typically manages.*

Breakfast Burrito Carry Out Fundraiser: Typically held in connection with National Library Week on a Saturday from 9 to 11 am (or sold out). *Alex is primary.*

Yard Sign Sales: April and May – sell for a donation or give away; continue doing as long as we have signs on hand. *Shirley typically manages.*

Spring Plant Sale: Typically held a Saturday morning, from 9 to 11 am, in May - not a holiday weekend. Karen Kramer typically volunteers as plant expert. *Shirley typically manages.*

Garage Sale Fundraiser: Held the Saturday of Toy Show / City Garage Sale weekend with Sunday being a donation day. Typically, would be first weekend in June. *Alex is primary.*

Pop-up Library Fundraiser Partnership: Discussed taking book bike and pop-up library to locations as partnership. Business gives percentage of sales to JKPL. Nothing planned at this time.

Business donors: Partnership with local businesses. During specified period of time, patrons mention JKPL and business donates percentage of sales to the JKPL. Nothing planned at this time.

Selling apparel & merchandise: ongoing

Candy & Snack sales: ongoing

Case File and / or Casino Night Fundraisers; Comedian or other special performers or activities: Possible Partnerships with Fuse and English Pub. Nothing planned at this time.

Marketing Events & Activities

Regular activities:

- Website: www.dyersville.lib.ia.us
- Printed monthly schedule of events
- Calendar of events on JKPL Website
- Weekly email blast (upon request)
- Posters on library bulletin boards and posted in community
- Thematic displays
- Weekly newspaper articles
- While You Wait program
- Scrolling list of events on TV in library
- Sandwich board signs at bigger events
- Brochures to Dyersville Chamber for new residents (as needed in English and Spanish)
- Pop-up libraries and Mobile / Book Bike at special community events (as staff and time allow)
- Major events listed on Dyersville Chamber website, Telegraph Herald website, Dyersville tv station
- Brochure about the library for patrons (in English and Spanish)
- Participate in Dyersville U as presenter and / or host location
- Presentations to Dyersville YP and other groups upon request
- Social media as follows:
 - Facebook and Instagram accounts
 - 3-4 posts per day, spread out by a couple of hours; video reels whenever possible (because they track better than text)
 - Events created for programs
 - Boost events if requested by managing staff or if it is a major event
 - Reminder posts for events a couple of days prior to date.
 - Goodreads account
 - Twitter/X account (not updated due to the state of that site)
 - Investigate additional sites

July:

- Pop-up Library at Farmer's Market (typically twice a month)
- Pop-up Library at Downtown Summer Nights
- Pop-up Library at Downtown Market
- Mobile / Book Bike at pool or community locations (as staff, weather and time allow)

August:

- Annual report design / guidance (FY ends June 30)
- Pop-up Library at Farmer's Market (typically twice a month)
- Pop-up at Downtown Summer Nights
- Pop-up Library at Downtown Market
- Mobile / Book Bike at pool or community locations (as staff, weather and time allow)

September:

- Annual report design / details
- Promotions for Library Card Sign-Up Month
- Radio interview to promote Fall activities and Fundraisers
- Pop-up Library at Downtown Market
- Mobile / Book Bike at pool or community locations (as staff, weather and time allow)

October:

- Annual report to full board / present to City Council
- Banned Books Week
- Radio interview to promote Halloween / Fall activities and Fundraisers
- Ghouls Night Out Pop-up Library
- Trunk or Treat Pop-up Library
- Books for Treats Pop-up Library
- Pop-up Library in Community for National Book Month

November:

- Radio interview to promote Small Business Saturday events (including Burrito Breakfast) Cookie Walk, Layette fundraiser, programs, etc.
 - KDST give away of free burrito gift certificate (2)
 - KDST give away of free dozen cookies gift certificate (2)

December:

- Radio interview (if needed)
- Pop-up Library at Merry Mingle Market

January:

- Radio interview to promote Love My Library, Soup event, and Murder Mystery Fundraisers
 - KDST give away of free soup meal gift certificate (2)

February:

- Meet and greet / Tour with City Government and Officials – offer when have new officials

March:

- St. Patrick's Day Parade

April:

- Radio interview to promote National Library Week activities and fundraisers
 - KDST give away of free breakfast burrito gift certificates (2)
- Committee planned events or contests for NLW (below are past ideas from notes)
 - Downtown business window storywalk leading to the library
 - Steamer trunk moved around community with library display
 - Special pop-up libraries at various locations in the community
- Booth or Sponsorship of some kind for Woman's Night (have not done for several years)

May:

- Participate in St. Francis Xavier Glow Run

June:

- Pop-up Library at Farmer's Market (typically twice a month)
- Pop-up Library at Downtown Summer Nights
- Pop-up Library at Downtown Market
- Mobile / Book Bike at pool or community locations (as staff, weather and time allow)

Historical Dates to remember:

- July 9, 1956 – City Council passed ordinance establishing the Dyersville Public Library
- September 11, 1959 – Matthias M. Hoffman Public Library dedication
- April 28, 2002 – James Kennedy Public Library ribbon cutting and dedication

OBSERVATION & ANALYSIS

Peer group: population served 3,600-5,200 | 31 Iowa libraries

Peer-Leading Use Across Borrowing, Visits, and Programs

Dyersville leads this 3,600-5,200 peer group in total documented use, circulation, library visits, visits per resident, program attendance, and offsite attendance. Its FY25 pattern is broad rather than dependent on a single service category.

POPULATION SERVED 4,477 Rank 15 of 31	TOTAL DOCUMENTED USES 191,091 Rank 1 of 31	TOTAL CIRCULATION 92,662 Rank 1 of 31	LIBRARY VISITS 60,620 Rank 1 of 31
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Peer snapshot

Uses per resident 42.68 Rank 1 of 31 Peer median 18.34	Visits per open hour 20.0 Rank 2 of 31 Peer median 9.6
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How Dyersville's 191,091 documented uses are distributed

Circulation 92,662 48.5%	Library visits 60,620 31.7%	Programs 15,355 8.0%
Website 14,898 7.8%	Public computers 2,408 1.3%	Reference 5,148 2.7%

OBSERVATION / ANALYSIS Dyersville ranks 1st of 31 in total documented uses, circulation, and library visits. Circulation and visits together account for 80.2% of documented activity, while programs and digital/technology services add substantial additional reach.	RECOMMENDED FOCUS Protect the broad service mix that is already working. Document the practices behind high borrowing, visits, programs, and outreach; then use peer comparisons to identify incremental gains in digital discovery, reference visibility, patron conversion, and service quality.
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OBSERVATION & ANALYSIS

Comparative measures | Peer group n=31

Dyersville Performs at or Near the Top Across Core Service Measures

The peer comparison shows unusually broad strength. Dyersville ranks 1st in total use, circulation, visits, visits per resident, program attendance, and offsite attendance; visits per open hour rank 2nd. The analysis therefore focuses on sustaining and understanding high performance rather than diagnosing a major service gap.

Measure	Dyersville	Peer 25th	Peer median	Dyersville rank
Population served	4,477	3,964	4,337	15 of 31
Total uses	191,091	42,879	79,501	1 of 31
Total circulation	92,662	21,242	32,401	1 of 31
Library visits	60,620	12,929	22,776	1 of 31
Visits per resident	13.54	3.26	5.45	1 of 31
Visits per open hour	20.0	5.7	9.6	2 of 31
Program attendance	15,355	3,091	4,971	1 of 31
Offsite attendance	7,891	453	1,158	1 of 31
Registered borrowers (% pop.)	98.1%	49.3%	72.2%	6 of 31

What stands out

Peer-leading volume 191,091 documented uses rank 1st, about 2.4 times the peer median of 79,501.	Borrowing + place Circulation and visits both rank 1st. Visits per resident also rank 1st, while visits per open hour rank 2nd.	Programs + outreach 15,355 program attendance experiences and 7,891 offsite attendance experiences both rank 1st of 31.
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Interpretation notes

ANALYSIS Dyersville shows a balanced high-engagement pattern. Borrowing, visits, programs, outreach, website use, and reference activity all contribute meaningful volume. Registered borrowers equal 98.1% of population served, so card registrations should be interpreted as active registrations rather than a count of unique residents.	RECOMMENDED NEXT STEP Document the operational practices behind the results: collection development, holds, displays, readers advisory, program design, outreach partnerships, hours, staffing patterns, digital promotion, and reference visibility. Track repeat use and patron outcomes so high volume is paired with service quality.
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OBSERVATION & ANALYSIS

Capacity, funding context, and productivity

High Capacity and Funding Effort Accompany Exceptional Service Output

Dyersville is above the peer median on all six major capacity measures below. Total operating income, income per resident, and physical collection rank 1st; staff FTE ranks 2nd. Dubuque County's income-based ability to fund ranks 9th, while both total and local-government library funding effort rank 2nd.

Measure	Dyersville	Peer 25th	Peer median	Dyersville rank
Total operating income	\$575,499	\$216,501	\$285,022	1 of 31
Income per resident	\$128.55	\$50.73	\$68.00	1 of 31
Total staff FTE	6.48	3.01	3.88	2 of 31
Annual hours open	3,027	2,237	2,444	3 of 31
Building square feet	11,660	6,305	8,400	7 of 31
Physical collection items	51,192	19,825	27,470	1 of 31

Funding context and productivity

Ability to fund Dubuque County per-capita income is \$41,404, rank 9 of 31; peer median \$38,034. Ranks are highest to lowest, so a rank nearer 31 indicates lower income-based fiscal capacity.	Funding effort Total library funding equals \$3.10 per \$1,000 of county per-capita income, rank 2 of 31. Local-government effort is \$2.71, rank 2.	Resource productivity 29,489 uses per staff FTE rank 2 of 31; peer median 19,791. Cost per documented use is \$3.01 vs. peer median \$3.98. Physical collection turnover is 1.62, rank 5.
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HOW FUNDING EFFORT IS CALCULATED

Total funding effort: (\$575,499 total income / 4,477 population) / \$41,404 Dubuque County per-capita income x 1,000 = \$3.10.

Local-government effort: ((\$503,184 city + \$0 county) / 4,477) / \$41,404 x 1,000 = \$2.71.

Interpretation: Higher values indicate greater library funding relative to the local income base. This is a comparative fiscal-effort measure, not a property-tax-capacity measure.

Observation, analysis, recommendation

OBSERVATION / ANALYSIS

Dyersville combines an above-median county income base with very strong library funding effort. Total operating income per resident ranks 1st. City income supplies \$503,184 (87.4% of total income), while non-government income contributes \$53,343 (9.3%) and state income \$11,578 (2.0%). The statistics show a high-investment, high-output pattern but do not by themselves establish causation.

RECOMMENDATIONS FOR LOCAL REVIEW

Use the ability-to-fund and funding-effort measures as context, not as grades. Track uses per FTE, cost per use, collection turnover, wait times, program fill rates, active borrowers, reference demand, and patron satisfaction. Document practices that may explain the results and preserve capacity that supports high public use.

RECOMMENDATION AREA 1

Options for cooperative capacity; not findings from FY25 performance data

Shared Policy and Professional Support

Dyersville can benefit from shared professional tools even while retaining local decision-making. Materials challenges, public-records requests, public meetings, communications issues, and staff-safety concerns can consume specialized time that neighboring libraries do not need to recreate independently.

1. Common policy toolkit Develop shared templates for collection development, reconsideration, patron conduct, meeting-room use, displays, records, and public communications. Each library can adapt and adopt documents locally.	2. Intellectual freedom support Provide reliable procedures for materials challenges, clear timelines, trustee and staff guidance, and training on First Amendment principles and intellectual freedom.
3. Open records and meeting practices Create practical checklists for request intake, deadlines, preservation, fee estimates, response tracking, public comment, and meeting management.	4. Training for staff and trustees Offer coordinated sessions on policy application, staff safety, difficult conversations, public meetings, records responsibilities, and crisis communications.
5. Incident and challenge tracking Use a common tracking method to identify patterns, staff workload, response time, recurring questions, and community impacts without duplicating systems.	6. On-call professional help Jointly secure access to policy, records, communications, and legal review so a single library is not forced to improvise under pressure.

Potential value

POTENTIAL VALUE Less duplicated work, faster response, more consistent procedures, and stronger support for staff and trustees. Dyersville's service scale and staff capacity could make it a useful partner in developing and testing shared tools.	WHAT STAYS LOCAL Each library continues to make and apply its own adopted decisions. Shared support supplies tools, training, and expertise rather than replacing local judgment.
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Suggested first step

Select one policy toolkit to update with neighboring libraries and schedule one joint training session. Record staff time saved, questions resolved, and follow-up needs.

Policy and records procedures should be reviewed by local counsel before adoption or public use.

RECOMMENDATION AREA 2

Options for coordinated community support; not a substitute for emergency services

Community Resilience and Public Safety Support

Libraries do not replace police, fire, EMS, emergency management, public health, schools, or social services. They can strengthen the broader public-safety ecosystem by providing trusted space, information, digital access, connection, and referral before a situation becomes an emergency.

1. Safe and welcoming public space Accessible, non-commercial space supports youth, seniors, families, job seekers, and residents who need reliable internet, quiet space, or a trusted place to connect.	2. Weather and emergency information Libraries can help distribute heat, cold, storm, air-quality, and disaster information in coordination with emergency management and other partners.
3. Digital access and navigation Public computers, Wi-Fi, printing, online forms, benefits access, job applications, telehealth support, and trusted information reduce barriers to essential services.	4. Resource referral Staff can maintain reliable referral information for housing, food assistance, mental health, veterans services, disability services, public health, and crisis support.
5. Youth, seniors, and families Programs, supervised space, reading support, technology help, and outreach strengthen protective factors and social connection across age groups.	6. Staff preparation and partnerships Joint training can support de-escalation, incident reporting, first aid where locally appropriate, trauma-informed service, and coordination with responders and service partners.

Observed basis

OBSERVED BASIS Dyersville recorded 60,620 visits and 15,355 program attendance experiences - 75,975 visit-plus-program interactions. It also recorded 7,891 offsite attendance experiences, 2,408 public-computer uses, and 5,148 reference transactions, giving the library substantial reach for coordinated information, navigation, and referral.	RECOMMENDED SHARED SUPPORT Maintain a current referral directory, emergency-information templates, partner contacts, staff training, and consistent incident reporting. Use Dyersville's strong traffic and outreach network to improve awareness without turning library staff into substitute social-service or emergency responders.
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Boundary and purpose

The library role is prevention, resilience, information access, and referral. Clear protocols should direct emergencies to qualified responders and protect staff from being asked to perform services outside their role.

Partnership tools can be developed with emergency management, public health, schools, nonprofit providers, and local responders.

RECOMMENDATION AREA 3

Savings and service improvements through measurable shared efforts

Shared Efforts: Savings and Service Improvements

Dyersville already operates at peer-leading service volume. Shared-effort opportunities are therefore most useful when they reduce duplicated back-office work, improve purchasing power, or add specialist capacity while protecting the borrowing, visits, programming, outreach, and information services residents use heavily.

1. Joint purchasing and vendor review Combine bids and compare unit costs for materials, supplies, furniture, equipment, processing, shipping, and selected professional services.	2. Shared technology and contracts Review catalog, e-resource, website, cybersecurity, records-retention, discovery, and software agreements for duplication and shared pricing.
3. Collections and delivery Coordinate selected collection development, processing, digital-resource strategy, holds movement, courier routes, and delivery where it improves service or lowers unit cost.	4. Administrative and specialist capacity Share or jointly procure selected finance, payroll, HR, audit, insurance, policy, records, communications, legal-review, and grant expertise.
5. Programs, promotion, training, and grants Share calendars, marketing, graphic design, staff training, grant preparation, program resources, and outreach partnerships while tracking local results.	6. Facilities and capital planning Coordinate vendor bids, preventive maintenance, equipment replacement, accessibility work, and long-range capital planning to avoid crisis costs.

Observation / analysis and recommendation

OBSERVATION / ANALYSIS Dyersville ranks 1st in total documented uses and library income per resident, while Dubuque County ranks 9th on the income-based ability-to-fund proxy. Total and local funding effort both rank 2nd. The pattern supports a stewardship focus: protect high-performing public service while testing ways to reduce back-office duplication.	RECOMMENDATION Begin with two or three pilots: joint vendor review, a shared policy/training toolkit, and one cooperative technology, collection, or professional-service purchase. Measure dollars saved, staff time released, service quality, patron response, and whether verified savings can be reinvested in public-facing service.
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A simple starting sequence

1. Inventory List recurring contracts, unit costs, staff time, vendors, and renewal dates.	2. Select pilots Choose two or three projects with clear participants and a limited timeline.	3. Measure Compare actual savings, service quality, staff time, and patron effects.	4. Reinvest Direct verified savings toward collections, programs, technology, access, and public-facing service.
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Conclusion

FY25 data show Dyersville as the strongest overall volume performer in its 3,600-5,200 peer group: 1st in total documented uses, circulation, library visits, visits per resident, program attendance, and offsite attendance, with visits per open hour 2nd. The ability-to-fund lens adds context: Dubuque County has an above-median income base, while Dyersville also ranks 2nd in both total and local-government funding effort. Shared-effort recommendations are intended to protect this service level, reduce avoidable duplication, and add professional capacity without weakening public-facing service.

Methodology: Total uses include circulation, visits, onsite/offsite/virtual program attendance, website visits, public computer use, and reference transactions; wireless sessions and interlibrary loan are excluded. Peer group: FY25 Iowa public-library reporting entities serving 3,600-5,200 people (n=31); 25th percentile uses the inclusive method; ranks are highest to lowest. "Ability to fund" is an income-based fiscal-capacity proxy using U.S. Census Bureau QuickFacts 2020-2024 county per-capita income. Funding effort expresses library revenue per resident as dollars per \$1,000 of county per-capita income; local-government effort uses city plus county library income. Reference transactions use the supplied PLS reference file. Sources: FY25 Iowa Public Library Statistics workbook, supplied reference file, U.S. Census Bureau QuickFacts, and cooperative-service concepts adapted from the July 2026 proposal. Verify local figures before public release.

Cities Used for Data Comparison:

Eagle Grove
Osage
Emmetsburg
Albia
Carter Lake
Waukon
West Liberty
Cresco
Monticello
Rock Valley
Carlisle
Jefferson
Chariton
Huxley
Forest City
Hampton
Dyersville
Tiffin
Mount Vernon
Evansdale
Camanche
Le Claire
Humboldt
Harlan
Shenandoah
Vinton
Sergeant Bluff
Manchester
Glenwood
Iowa Falls
Cherokee

Shirley Vonderhaar

From: Vicki Palmer <palmerv2619@gmail.com>
Sent: Thursday, August 27, 2026 7:39 AM
To: Shirley Vonderhaar
Subject: Re: patron list request

Hi Shirley,

Yes, please accept this email as my request on behalf of the Friends for the patron address file for our upcoming membership drive. We are seeking only addresses, not names. (The envelope should be addressed to: The Friends of the Library Patron along with the address)

Thanks,

Vicki

Confidentiality of Library Records Policy

The Board of Trustees of the James Kennedy Public Library recognizes the responsibility to protect the privacy of library users. Confidentiality is essential to protect the exercise of First Amendment rights.

This policy is meant to protect the privacy of library users while complying with the Constitution of the United States of America, federal statutes, and the Code of Iowa.

Library records are treated specifically in Code of Iowa 22.7 “Examination of Public Records (Open Records)”, paragraphs 13, 14 and 18. The citations are copied here and included in this policy:

22.7 Confidential records.

The following public records shall be kept confidential, unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information:

13. The records of a library which, by themselves or when examined with other public records, would reveal the identity of the library patron checking out or requesting an item or information from the library. The records shall be released to a criminal or juvenile justice agency only pursuant to an investigation of a particular person or organization suspected of committing a known crime. The records shall be released only upon a judicial determination that a rational connection exists between the requested release of information and a legitimate end and that the need for the information is cogent and compelling.
14. The material of a library, museum or archive which has been contributed by a private person to the extent of any limitation that is a condition of the contribution.
18. Communications not required by law, rule, procedure, or contract that are made to a government body or to any of its employees by identified persons outside of government, to the extent that the government body receiving those communications from such persons outside of government could reasonably believe that those persons would be discouraged from making them to that government body if they were available for general public examination. As used in this subsection, “persons outside of government” does not include persons or employees of persons who are communicating with respect to a consulting or contractual relationship with a government body or who are communicating with a government body with whom an arrangement for compensation exists.

In keeping with the protections afforded by Constitution of the United States of America, federal statutes, the Code of Iowa, the James Kennedy Public Library shall hold confidential

- a. Information sought or received and materials consulted, borrowed or acquired, database search records, reference interviews, interlibrary loan records, computer use records, and all other personally identifiable uses of library materials, facilities or services.
- b. The names of card holders and their registration information and not provide access for private, public or commercial use. Release of such information, not attached to a circulation record, could discourage people from applying for library cards. **The James Kennedy Public Library may release this information to the Friends of the James Kennedy Public Library or other partner organizations following a positive vote of the Board of Trustees.**
- c. The library cannot guarantee the confidentiality of information sought or received, or materials consulted or borrowed, from third party digital services, including but not limited to, eBooks and eAudio, to which we provide access.

In keeping with the above statements, the following shall be the policy for James Kennedy Public Library records:

- 1. The lawful custodian of the records is the Director of the library and legal counsel is the City Attorney. Every effort shall be made to reach the Director if court orders are to be served, whether the Director is present in the building or not. In the Director's absence, the director shall appoint a temporary custodian of the records. This temporary custodian will typically be the most senior librarian available.
- 2. James Kennedy Public Library registration records and circulation records shall be kept confidential unless the Library Board votes to provide registration records as noted in item b above
- 3. No individual except authorized Library staff shall have access to circulation or patron records other than his or her own, without the cardholder's consent.
 - A. The Library interprets possession of a card (or card number in a phone or email request) as consent to use it unless it has been reported lost or stolen, or there is reason to believe that consent has not been given.
 - B. The library will release information to the parent or guardian of a minor child for the purposes only of recovering overdue material and settling accounts for lost, late, or damaged material, and for other matters related to the recovery of material or charges incurred by minor children for which a parent may be considered liable.
 - C. Long overdue library accounts may be revealed to a collection agency, or law enforcement personnel.
- 4. If there is a reasonable basis to believe library registration records are necessary to the progress of an investigation or prosecution, the request for such records including the justification for the request, shall be made to the Director, in writing on official letterhead by an official of the investigation or prosecution workforce, who has provided necessary

identification.

5. If there is a reasonable basis to believe library circulation records are necessary to the progress of an investigation or prosecution, the judicial system provides the mechanism for seeking release of such confidential records: the issuance of a court order, following a showing of good cause based on specific facts, by a court of competent jurisdiction. Such court orders shall be presented to the library director.
6. Circulation records shall not be made available to any agency of local, state, or federal government except pursuant to such process, order or subpoena as may be authorized under the authority of, and pursuant to, local, state, or federal law relating to civil, criminal, or administrative discovery procedures or legislative investigative power.
7. The issuance or enforcement of any such process, order, or subpoena shall be examined by the library director in consultation with legal counsel and resisted until such time as a proper showing of good cause has been made in a court of competent jurisdiction.

Adopted July 2003, revised 9/06, reviewed 11/2013, revised 2/2019, revised 3/2019,
reviewed 5/2025, revised 3/2026

PERSONNEL JOB DESCRIPTIONS

Full Time Positions:

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

Part Time Positions:

- Children’s Librarian (Professional– regular part-time) – Christa Palm (hired August 2023)
- Senior Services Programmer (Paraprofessional – part-time) – Ann Boeckenstedt (hired May 2018, position modified May 2022)
- Children’s Services Programmer (Paraprofessional – part-time) – Andrea Lepley (hired September 2025)
- Adult Services Programmer (Paraprofessional – part-time) – Audrey Maiers (added duties January 2026 – blended position)
- Specialized Programmer (Support – part-time/temporary/seasonal) – Kimshiro Hermesen: Kids Can Cook
- Technical Services Clerk (Paraprofessional / clerical – regular part-time) – Brian Alm (Hired as Clerk July 2015, hired into this position July 2022 - blended position)
- Circulation, Shelving, and Processing Clerks (Clerical / support – regular part-time (20+ hours) or part-time (less than 20 hours) - Jo Amunson (hired January 2008), Sarah Keffeler-Gibson (hired November 2012), Debbie Gudenkauf (hired May 2015), Brian Alm (hired July 2015), Audrey Maiers (hired June 2023), and Luke Robbins (hired August 2025)
- Summer / Temporary Library Aide – currently unfilled

General Notes:

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

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

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

1. Work circulation desk.
2. Answer telephone.
3. Answer reference and reader’s advisory questions.
4. Assist patrons in the use of the public access catalog.
5. Assist / instruct patrons in the use of the computers and / or Internet.
6. Handle fees.
7. Shelve materials.
8. Shelf read.
9. Assist patrons in use of the library and finding materials.
10. Assist / instruct patrons in the use of the library equipment (copier, reader printer, projection system)
11. Open and close library (librarians).
12. Give library tours.
13. Assist with programming.
14. Cooperate with staff and volunteers in performing tasks essential to the achievement of efficient library operation.
15. Assist in training and work with volunteers of all ages.
16. Maintain policies and procedures approved by the City Council and Library Board of Trustees.
17. Enter patron data into the computer system (if working circulation desk).
18. Perform minor repairs.
19. Process materials.
20. Light janitorial duties.
21. Perform any duties as assigned by library director.

Priority for all staff is customer service.
Helping the customer comes before ALL other duties.

LIBRARY DIRECTOR – Shirley Vonderhaar

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

- Administration of annual budget
- Recommendations of new policies; revisions of existing policies
- Authorized to sign contracts on behalf of the Board of Trustees
- Assists at circulation desk when needed
- Assist patrons with computers (word processing, web searching, etc.)
- Responsible for opening, closing, and weekend shifts as scheduled
- Continuing education
- Attendance at Board Meetings, Agency meetings, County Meetings, etc.
- Related work as required

5. Knowledge, abilities, and skills:

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

6. Education and experience:

- Required: MLS or equivalent
- Preferred: Experience in professional public library service
 Experience in administration and management
 Experience in budgeting

7. Physical Requirements: The following are required with or without reasonable accommodation:

- Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
- Sufficient vision, which permits the employee to prepare and read a variety of materials
- Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
- Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.

8. Full-time salaried position

Adopted 8/1988; revised 11/92; 10/93; 5/96; revised 2/2002, 7/04, revised 6/07, reviewed 1/10, revised 5/11, 5/2014, reviewed 11/2015; updated by staff 3/2021 for City Compensation Study; revised 9/2021, revised 9/2026

ASSISTANT DIRECTOR – Dawn Schrandt

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

- Assist with cataloging and classification
- Assist with grant writing, research, and review
- Supervision of Interlibrary Loan / Tech Services
- Supervision of mending and repairing of materials in all formats
- Information literacy
- Assists at circulation desk when needed
- Assist patrons with computers (word processing, web searching, etc.)
- Responsible for opening at least one morning per week, working the evening and closing one evening per week, and / or working one or more weekend shift.
- Represents the James Kennedy Public Library at meetings, conferences, etc., as deemed appropriate by the Library Director
- Responsible for managing the library when the Director is unavailable
- Continuing education
- Related work as assigned

5. Knowledge, Abilities, and Skills:

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

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

6. Education and Experience:

Required: MLS or equivalent

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

7. Physical Requirements: The following are required with or without reasonable accommodation:

- Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
- Sufficient vision, which permits the employee to prepare and read a variety of materials
- Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
- Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.

8. Full-time salaried position

Approved 8/2011, revised 5/2014, 11/2015
updated by staff 3/2021 for City Compensation Study; revised 9/2021, revised 9/2026

YOUNG AND EMERGING ADULT SERVICES LIBRARIAN - Paul Zurawski

1. Title: Young and Emerging Adult Services Librarian
2. Reports to: Library Director
3. Purpose and scope of the job:
 - Professional work in the following areas:
 - Young Adult Services – ages 12-17; includes:
 - Collection development for youth 6th -12th grade
 - Programming, including outreach programs for youth 6th -12th grade
 - Coordinator of TACKL (Teen Advisory Council for the Kennedy Library)
 - Emerging Adult Services – ages 18 – 25; includes:
 - Programming, including outreach programs for adults 18 – 25
 - Information Technology and Gaming Services – includes:
 - Management of the library's social networking presence, including but not limited to Facebook, X, YouTube, and Instagram
 - Gaming collection development and programming
 - Routine maintenance and troubleshooting of staff and public computers, including towers, laptops, tablets, eReaders, and other mobile devices
 - Programming and classes, including development of instruction sheets on using towers, laptops, tablets, eReaders, and other mobile devices
 - Collection development of periodicals, magazines and newspapers
 - Involves directing, planning, coordinating, and controlling all the activities in a department or program area of an active, medium-sized municipal public library
 - Includes but is not limited to programs within the library and at outreach centers (i.e. schools, public events, etc.)
 - Utilizes books, stories, and other library resources
 - Programming may include presenting and facilitating events, teaching classes, etc.
 - Includes responsibility for displays and exhibits in department or program area
 - Supervises clerks and volunteers when necessary
 - Is a City of Dyersville employee
 - Works with the Library Director and other library staff to provide the best possible service to the residents of the City of Dyersville
 - When assigned, is person in charge of the library when the Library Director or Assistant Director is unavailable
4. Specific Duties:
 - Assist patrons with computers (word processing, web searching, etc.)
 - Public relations activities in collaboration with Assistant Director (for assigned program areas)
 - Young adult fiction and nonfiction collection development and related programming

- Graphic novels (for adults and young adults) collection development and related programming
- Library of Things and Creation Station collection development and related programming
- Periodicals (magazines and newspapers) collection development and related programming
- Assists at circulation desk when needed
- Reference
- Reader's advisory
- Information literacy
- Supervision of bulletin boards, decorating, displays and exhibits (for assigned program areas)
- Responsible for opening at least one morning per week, working the evening and closing one evening per week, and / or working one or more weekend shift.
- Works a minimum of 10 hours per week as “Librarian in Charge”
- Supervision of clerks, volunteers, etc. when “Librarian in Charge”
- Represent the James Kennedy Public Library at meetings, conferences, etc., as deemed appropriate by the Library Director
- Manage the library when the Director and Assistant Director are unavailable
- Continuing Education as recommended or approved by the Library Director
- Related work as assigned

5. Knowledge, Abilities, and Skills:

Required: Knowledge of the mission, purpose and policies of the library

Knowledge of materials, authors and publications in one or more program area

Knowledge of the principles and practices of librarianship

Knowledge of good customer service principles with an ability to deal professionally with both the public and library staff as well as establish and maintain effective working relationships with employees and the general public.

Knowledge of computers and technology

Ability to utilize computer and other technology and run basic computer programs, including but not limited to Microsoft Office, Internet browsers, email, etc.

Ability to supervise employees and volunteers at all levels of expertise

Ability to communicate effectively, both orally and in writing

Ability to plan, organize, and carry out library activities

Ability to prepare and maintain work records

Ability to execute assignments without close supervision

Knowledge of social networking, including websites, blogs, Facebook, Twitter, YouTube, Instagram, etc.

Preferred: Knowledge of program planning and facilitation techniques

6. Education and Experience:

Required: B.A. or equivalent combination of education and experience

Certification at any level by the State Library of Iowa within 2 years of start date

Preferred: MLIS

Experience in library services and tasks

7. Physical Requirements: The following are required with or without reasonable accommodation:
 - Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
 - Sufficient vision, which permits the employee to prepare and read a variety of materials
 - Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
 - Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.
8. Regular full-time hourly position.

Revised 5/2011, 5/2012, 12/12, 5/2014, 11/2015;
updated by staff 3/2021 for City Compensation Study; revised 9/2021, revised 9/2026

LIBRARIAN (Part-time) : Christa Palm

1. Title: Children's Services Librarian
2. Reports to: Library Director
3. Purpose and scope of the job: Under the supervision of the Library Director, directs, plans, coordinates, and controls all the activities of the children's services department in an active medium sized municipal public library
 - Provides library services to children up to age 12 and adults working with children
 - Plans, markets, facilitates and / or presents programs for children 0 to 5th grade, inclusive and families
 - Programming may include presenting to groups of various sizes, including large groups
 - Includes, but is not limited to, programs within the library and at outreach centers (daycares, schools, etc.)
 - Schedules and conducts school tours and instructional visits
 - Serves as a liaison to schools, child care centers, preschools, and other organizations serving children and families and through outreach programs;
 - Responsible for collection development for infants – 5th grade, inclusive
 - Responsible for displays and exhibits in children's area as well as assisting the Assistant Library Director with relevant displays and exhibits elsewhere
 - Supervises aides and volunteers when necessary
 - Is a City of Dyersville employee
 - Works with the Library Director and other library staff to provide the best possible service to the residents of the City of Dyersville
 - Performs other Library tasks as requested
 - When assigned, is person in charge of the library when the Library Director or Assistant Director is unavailable
4. Specific Duties:
 - Assists at the circulation desk when needed
 - Reference
 - Reader's advisory
 - Assists patrons with computers (word processing, web searching, etc.)
 - Responsible for public relations activities for children's services, in collaboration with Assistant Director
 - Responsible for children's collection development, including books, periodicals, and non-print materials
 - Plans, promotes and performs programs, including but not limited to, infant, toddler, and preschool storytimes, summer and winter reading programs, and special events
 - Provides training, support, and guidance to Programmer – Children's Services
 - Creates and / or supervises bibliographies, fliers, bulletin boards, decorating, displays and exhibits in the children's area

- Interprets Library policies and procedures and communicates this information as necessary to patrons
- Responsible for opening at least one morning per week, working the evening and closing one evening per week, and working Sundays.
- Works a minimum of 10 hours per week as “Librarian in Charge”
- Supervises subordinate employees, volunteers, etc. when “Librarian in Charge”
- Represents the James Kennedy Public Library at meetings, conferences, etc., as deemed appropriate by the Library Director
- Manages the library when the Director and Assistant Director are unavailable
- Participates in Continuing Education as recommended or approved by the Library Director
- Related work as assigned

5. Knowledge, Abilities, and Skills:

- Required:
- Knowledge of the mission, purpose and policies of the library
 - Knowledge of basic principles and practices of public library services to children including children's literature, reference tools, and reader's advisory
 - Knowledge of child development; ability to understand the needs of children and to interact with them in an effective manner
 - Knowledge of good customer service principles with an ability to deal professionally with both the public and library staff as well as establish and maintain effective working relationships with employees and the general public.
 - Ability to utilize computers and other technology and run basic computer programs, including but not limited to Microsoft Office, Internet browsers, email, etc.
 - Ability to use standard office equipment such as copier, fax, phone system, etc.
 - Ability to communicate effectively, both orally and in writing
 - Ability to plan, organize, and carry out library activities
 - Ability to prepare and maintain work records
 - Initiative and the ability to make effective decisions based on library policies and sound judgment
 - Ability to execute assignments without close supervision
- Preferred:
- Knowledge of program planning and facilitation techniques
 - Ability to supervise employees and volunteers at all levels of expertise

6. Education and Experience:

- Required:
- Bachelor's Degree in elementary education, early childhood development, or related field; or equivalent combination of education and experience
 - Youth Services Endorsement by the State Library of Iowa within 2 years of start date

Preferred: Master's in Library / Information Science or equivalent advanced degree
Experience in library services and tasks

7. Physical Requirements: The following are required with or without reasonable accommodation:
 - Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
 - Sufficient vision, which permits the employee to prepare and read a variety of materials
 - Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
 - Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.
8. Regular part-time position, requiring some evenings, weekends, and flexibility to meet requirements of programming / average work week of 20-25 hours.

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

Approved 5/2011, revised 5/2014, revised 11/2015, revised 9/2021, revised 5/2022
Part-time children's services librarian job description approved 5/2023, revised 3/2025, revised 9/2026

PROGRAMMER: Senior Services(Part-time) – Ann Boeckenstedt

1. Title: Senior Services Programmer

2. Reports to: Library Director

3. Purpose and Scope of the job:

- Plans, promotes, and implements library programs for specified target audience. Programs may be offered on site, off site, virtually and remotely.
 - Senior Services: programs for those aged 55 or older but may be of interest to all ages
 - Genealogy and Local History: programs featuring genealogy resources and / or local history
 - Includes working with community volunteers to plan and present programs
- Utilizes books and other library resources.
- Programming may include researching and presenting programs, facilitating events, teaching classes, etc.
- Is a City of Dyersville employee
- Works with the Library Director and other library staff to provide the best possible service to the residents of the City of Dyersville.

4. Specific duties:

- Plan and present programs for seniors at retirement and senior care locations as well as at the library (primary)
- Manages homebound delivery program
- Manage genealogy and local history requests, including planning, presenting, and facilitating programs
- Assist librarians with programs and related assignments as library needs and work schedule allow
- Routine library desk work as work schedule allows (Circulation, shelving, etc.)
- Continuing education as recommended by Library Director
- Related work as assigned

5. Knowledge, Abilities, and Skills:

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

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

Knowledge of routine library procedures

6. Education and Experience:

Required: AA or equivalent combination of education and experience

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

7. Physical Requirements: The following are required with or without reasonable accommodation:

- Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
- Sufficient vision, which permits the employee to prepare and read a variety of materials
- Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
- Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.

8. Part-time position / average work week of 9 to 12 hours. Schedule will include days, evenings and weekends and must be flexible to meet the demands of programs offered at varied times.

Adopted 5/00, revised 9/02; revised
5/2022, revised 9/2026

PROGRAMMER: Adult (Part-time) – Audrey Maiers

1. Title: Adult Programmer

2. Reports to: Library Director

3. Purpose and Scope of the job:

- Plans, promotes, and implements library programs for specified target audience. Programs may be offered on site, off site, virtually and remotely.
 - Adult Services: programs for those aged 18 to 55 but may be of interest to all ages
 - Includes working with other staff and / or other community volunteers to plan and present programs
- Utilizes books and other library resources.
- Programming may include researching and presenting programs, facilitating events, teaching classes, etc.
- Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library.
- Is a City of Dyersville employee
- Works with the Library Director and other library staff to provide the best possible service to the residents of the City of Dyersville.

4. Specific duties:

- Plan and present programs for adults of all ages and abilities (primary)
- Assist librarians with programs and related assignments as library needs and work schedule allow
- Routine library desk work as work schedule allows (Circulation, shelving, etc.)
- Continuing education as recommended by Library Director
- Related work as assigned

5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
 Ability to work with the public
 Ability to work with adults of all ages and abilities and their families

Preferred: Knowledge of programing interests and programming skills for adults
 Willingness to learn new skills

6. Education and Experience:

Required: AA or equivalent combination of education and experience

Preferred: Experience in working with adults of all ages and their families
 Experience in routine library work

7. Physical Requirements: The following are required with or without reasonable accommodation:
- Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
 - Sufficient vision, which permits the employee to prepare and read a variety of materials
 - Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
 - Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.
8. Part-time position / average work week – scheduled as needed; estimated at 3 hours per week. Schedule will include days, evenings and weekends and must be flexible to meet the demands of programs offered at varied times.

NOTE: This position may be blended with a general clerk position.

Adopted 9/2026

PROGRAMMER: Specialist (Part-time / seasonal) – Kimshiro Hermesen

1. Title: Programmer
2. Reports to: Library Director
3. Purpose and Scope of the job:
 - Plans, promotes, and implements specific library programs for specified target audience. Programs may be offered on site, off site, virtually and remotely.
 - Kids Can Cook – cooking classes for ages 10 to 12
 - Includes working with other staff and / or other community volunteers to plan and present programs
 - Utilizes library resources.
 - Programming may include researching and presenting programs, facilitating events, teaching classes, etc.
 - Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library.
 - Is a City of Dyersville employee
 - Works with the Library Director and other library staff to provide the best possible service to the residents of the City of Dyersville.
4. Specific duties:
 - Plan and present Kids Can Cook classes (primary)
 - Continuing education as recommended by Library Director
 - Related work as assigned
5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
 Ability to work with children and their families
 Knowledge of culinary skills and ability to teach

Preferred: Willingness to learn new skills
6. Education and Experience:

Required: AA or equivalent combination of education and experience

Preferred: Experience in working with children and their families
7. Physical Requirements: The following are required with or without reasonable accommodation:
 - Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
 - Sufficient vision, which permits the employee to prepare and read a variety of materials

- Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
 - Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.
8. Part-time position / average work week – scheduled as needed. Schedule will include days, evenings and weekends and must be flexible to meet the demands of programs offered at varied times.

Adopted 9/2026

PROGRAMMER: Children's Services (Part-time) – Andrea Lepley

2. Title: Children's Services Programmer

2. Reports to: Library Director

3. Purpose and Scope of the job:

- Plans, promotes, and implements library programs for specified target audience. Programs may be offered on site, off site, virtually and remotely.
 - Children's Services: programs for children, primarily preschool but may include programming for children of all ages
- Utilizes books and other library resources.
- Programming may include researching and presenting programs, facilitating events, teaching classes, etc.
- Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library.
- Is a City of Dyersville employee
- Works with the Library Director, Children's Librarian, and other library staff to provide the best possible service to the residents of the City of Dyersville.

4. Specific duties:

- Plan and present programs for preschool children at local schools and daycares as well as at the library (primary)
- Develop monthly take and make crafts and other activities for preschool children, including management of Creation Station craft cart
- Develop and / or assist with developing monthly scavenger hunts and pretend play activities
- Assist librarians, especially the children's librarian with programs and related assignments as library needs and work schedule allow
- Routine library desk work as work schedule allows (Circulation, shelving, etc.)
- Continuing education as recommended by Library Director
- Related work as assigned

5. Knowledge, Abilities, and Skills:

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

Preferred: Knowledge of programing interests and programming skills for children
 Willingness to learn new skills
 Knowledge of routine library procedures

6. Education and Experience:

Required: AA in Early Childhood Education or related field, equivalent combination of education and experience

Preferred: Experience in working with preschool children and their families
Experience in routine library work

7. Physical Requirements: The following are required with or without reasonable accommodation:

- Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
- Sufficient vision, which permits the employee to prepare and read a variety of materials
- Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
- Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.

8. Part-time position / average work week of 9 to 12 hours. Schedule will include days, evenings and weekends and must be flexible to meet the demands of programs offered at varied times.

Adopted 3/2025, revised 9/2026

TECHNICAL SERVICES CLERK (part time) – Brian Alm

1. Title: Technical Services Clerk
2. Reports to: Assistant Director
3. Purpose and scope of the job:
 - Interlibrary loan activities, packaging and shipping
 - All duties expected of a circulation, shelving, and processing clerk as schedule and primary duties allow.
 - Involves working with the public and performing routine library tasks in an active, medium-sized municipal public library
 - Is a City of Dyersville employee
 - Works with the library staff to provide the best possible service to the residents of the City of Dyersville
4. Specific Duties:
 - Interlibrary loan (primary)
 - Circulation (primary, as assigned)
 - Shelving of materials in all areas of the library (primary, as assigned)
 - Shelf reading
 - Sorting mail, including checking in new materials, comparing them to packing slips, reconciling packing slips with invoices (primary, as assigned)
 - Assistance with programs, when requested
 - Answer telephone
 - Operate standard office equipment such as copier, fax, etc.
 - Respond to simple informational (i.e., hours) and directional (where is the ... section) requests
 - Simple reference
 - Related work as assigned
5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
 Ability to operate a computer and required ILL programs
 Ability to work with the public
 Willingness to learn new skills

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

6. Education and Experience:

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

Preferred: Experience with organizational systems

Experience in routine library work

7. Physical Requirements: The following are required with or without reasonable accommodation:
- Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
 - Sufficient vision, which permits the employee to prepare and read a variety of materials
 - Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
 - Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.
8. Part-time position / average work week of 5 hours.

NOTE: This position may be blended with a general clerk position.

Revised 5/2011, 5/2012, 12/12, 5/2014, 11/2015, revised 9/2021, revised 9/2026

CIRCULATION, SHELVING, PROGRAMMING, and PROCESSING CLERK

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

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

5. Knowledge, Abilities, and Skills:

Required: Ability to follow written and oral instructions
 Ability to operate a computer and Microsoft Office programs
 Ability to work with the public
 Willingness to learn new skills

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

6. Education and Experience:

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

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

7. Physical Requirements: The following are required with or without reasonable accommodation:

- Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
- Sufficient vision, which permits the employee to prepare and read a variety of materials
- Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
- Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.

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

adopted 5/1996; revised 1/97; 1/98; 7/2004, 5/11, 5/12, revised 5/2014,
 reviewed 11/2015; revised 9/2021; revised 9/2026

SUMMER / TEMPORARY LIBRARY AIDE

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

Required: Ability to follow written and oral instructions
 Ability to work with the public
 Ability to operate a computer and Microsoft Office programs
 Willingness to learn new skills

Preferred: Knowledge of routine library procedures
 Experience with alphabets, filing, etc.
6. Education and Experience:

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

Preferred: Experience in routine library work
7. Physical Requirements: The following are required with or without reasonable accommodation:
 - Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
 - Sufficient vision, which permits the employee to prepare and read a variety of materials

- Sufficient manual dexterity, which permits the employee to operate a computer, keyboard, and other equipment
- Sufficient personal mobility, which permits the employee to complete various activities such as lifting up to 35 lbs., bending, kneeling, carrying, and walking.

8. Temporary part-time position. Work hours and duties to be determined as needed and as budget allows.

Adopted 6/2007, revised 5/2014, reviewed 11/2015, revised 9/21,
reviewed 9/2026

FY27 Trust Account Allocation Plan

The Fundraising and Finance Committees of the JKPL discussed allocating funds from the Trust Account during FY27 and propose the following allocations:

Fundraising Committee recommends that Fundraising income from previous years may be utilized as follows:

- | | |
|--|-------------|
| • Kanopy streaming movie service | \$600.00 |
| • Hoopla streaming | \$10,000.00 |
| • Facebook ads / boost for programming | \$200.00 |
| • Fees for hotspots and service | \$1,600.00 |

For the FY27 Budget year, the Board agreed to fund \$5,205 of typical operating expenses out of the Trust account. The Finance Committee recommends the follow allocations:

- | | |
|--|------------|
| • Adult Fiction: Unspecified donations brought forward from previous years plus \$1000 from Ray Rardin's annual donation | \$2,000.00 |
| • Adult Nonfiction: Norma Jean Warner Trust | \$1,000.00 |
| • Young Adult Fiction: Comics and Games donation (partial) | \$500.00 |
| • eMaterials: Scherrman and LML donations specified for Libby | \$205.00 |
| • Databases: Soppe bequest for Genealogy (Ancestry) | \$1,000.00 |
| • Creation Station / LoT: Comics and Games donation (partial) | \$500.00 |

Additional expenditures are authorized to be funded from the Trust account for specific donations, fundraising projects, grants, etc.