

Tentative Agenda
Drake Community Library Board of Trustees
June 22, 2022, 5:15 p.m.
In-person attendees meet in the Library's Alan & Jean Jones Board Room
Remote attendees may connect electronically
made available via Zoom from the online City Agenda Center

Topic: Library Board of Trustees

Time: June 22, 2022 05:15 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/93635520440?pwd=cjJXRnJCY2hMTWM1MTNYK3E1QVlhQT09>

A. **Members present:** __ Elfenbein __Hardin __Hammond __McFee
 __ Pagliai __Rudolph __Swick Other: __Neal

B. Approval of Agenda

C. Approval of Minutes

1. Approval of May 25, 2022 Regular Board meeting minutes and the June 15th Special Board meeting minutes.

D. Communications

1. May DCL Endowment Fund report from Greater Poweshiek Community Foundation
2. Received contract payment for services from Oakland Acres

E. Report of Director

1. May Statistical Report
2. Signage in Library
3. Diversity Audit/CollectionHQ

F. Committee Reports

Building and grounds -
Finance, salary and personnel
Long range planning -
Policy -

H. Trustee Report

I. Financial Report and Approval of Bills Payable in June

J. Old Business -

K. New Business -

1. Review of Temporary COVID Meeting Room Policy

L. Trustee Continuing Education

Tentative Agenda
Drake Community Library Board of Trustees
Annual Meeting
June 22, 2022
following the regular monthly meeting
Remote attendees may connect electronically
made available via Zoom from the online City Agenda Center

Join Zoom Meeting

<https://zoom.us/j/93635520440?pwd=cjJXRnJCY2hMTWM1MTNYK3E1QVlhQT09>

A. **Members present:** ___ Elfenbein ___ Hardin ___ Hammond ___ McFee
 ___ Pagliai ___ Rudolph ___ Swick Other: ___ Neal

B. **Approval of Agenda**

C. **Election of officers**

President

Vice-president

Corresponding Secretary

D. **Committees**

Building and grounds –

Finance, salary and personnel –

Long range planning –

Policy –

Drake Community Library Board of Trustees
June 15, 2022, 5:15 p.m.
Minutes of Special Board Meeting

ROLL CALL: *X_Elfenbein _X_Hardin __Hammond __McFee*
_X_Pagliai _X_Rudolph __Swick Others: _X_Neal

President Pagliai called the meeting to order at 5:22 p.m.

APPROVAL OF AGENDA:

Hardin moved and Rudolph seconded approval of the agenda

NEW BUSINESS

1. Rudolph moved and Hardin seconded the approval of Anna Schubert for a Library Page position.
Roll call vote:
Aye-Elfenbein Aye-Hardin -Hammond -McFee Aye-Pagliai Aye-Rudolph -Swick
2. Rudolph moved and Hardin seconded the approval of Anna Schubert's wage for the Library Page position.
Roll call vote:
Aye-Elfenbein Aye-Hardin -Hammond -McFee Aye-Pagliai Aye-Rudolph -Swick
3. Hardin moved and Rudolph seconded the approval of Margaret Kaup for a Library Page position.
Roll call vote:
Aye-Elfenbein Aye-Hardin -Hammond -McFee Aye-Pagliai Aye-Rudolph -Swick
4. Hardin moved and Rudolph seconded the approval of Margaret Kaup's wage for the Library Page position.
Roll call vote:
Aye-Elfenbein Aye-Hardin -Hammond -McFee Aye-Pagliai Aye-Rudolph -Swick

Meeting Adjourned at 5:25 p.m.

Theresa Pagliai
Library Board President

Karen Neal, Library Director
Recording Secretary

MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES
May 25, 2022, 5:15 p.m.
Drake Community Library Board Room
Meeting also made available via Zoom from the online City Agenda Center

ROLL CALL: *X_Elfenbein _X_Hardin _X_Hammond _X_McFee*
_X_Pagliai _X_Rudolph _X_Swick Others: _X_Neal

President Pagliai called the meeting to order at 5:15 p.m.

APPROVAL OF AGENDA:

Approved as written.

APPROVAL OF MINUTES:

-Hardin moved and Hammond seconded approval of the April 27, 2022 Regular Board Meeting minutes.

Roll call vote:

-Elfenbein Aye-Hardin Aye-Hammond Aye-McFee Aye-Pagliai Aye -Rudolph Aye -Swick

COMMUNICATIONS:

1. April DCL Endowment Fund report from Greater Poweshiek Community Foundation (GPCF) was received and reviewed.

REPORT OF DIRECTOR:

1. April statistical report-Freegal streaming and Bridges has strong usage
2. Waiting for an estimate from ASI for 2 new signs: *New Fiction* and *New Non-Fiction*

COMMITTEE REPORTS:

Finance, salary and personnel: Rudolph and Hardin reported on the process used for the library directors 6-month evaluation and the results.

TRUSTEE REPORTS:

FINANCIAL REPORT AND APPROVAL OF BILLS:

Financials were reviewed. McFee moved and Elfenbein seconded the approval of bills payable in June.

Roll call vote:

Aye-Elfenbein Aye-Hardin Aye-Hammond Aye-McFee Aye-Pagliai Aye-Rudolph Aye-Swick

OLD BUSINESS: None

NEW BUSINESS: None

TRUSTEE CONTINUING EDUCATION:

Meeting adjourned at 5:38 p.m.

Next regular meeting: June 22, 2022 at 5:15 p.m.

Theresa Pagliai
Library Board President

Karen Neal, Library Director
Recording Secretary

DCL Circulation Stats by Borrower Types

May 2022

Btype Group	Current Month Total	Same month Previous Year	Current YTD	Previous YTD
Area Resident	3,063	2516	32,712	23085
Open Access Borrower	212	119	2,753	1384
Grinnell College Student	50	84	847	505
Youth	380	483	4,503	1883
Pay Card	0	0	0	0
Restricted Computer Patron	0	0	0	0
RESIDENTS	3,705	3,202	40,815	26,857
Bk Del (Homebound)	77	94	1,003	906
Bk Del (Books in Baskets)	57	46	1,727	1199
BOOK DELIVERY	134	140	2,730	2,105
Staff use for Programs	13	8	369	1125
Home School Provider	156	170	2,492	1682
Preschool Teachers	0	15	675	619
Teacher G-N Schools	8	9	86	73
Teacher Not G-N Schools	3	52	155	436
EDUCATION SUPPORT	180	254	3,777	3,935
ILL sent to other libraries	39	23	374	344
LP sent to other libraries	36	10	661	626
SPECIAL LOAN	75	33	1,035	970
TOTAL	4,094	3,629	48,357	33,867

Online Learning and Reference Databases

Gale Reference (Discontinued by State Library July 1)	na	181	na	999
Credo Reference (Discontinued by State Library July 1)	na	0	na	11
Chilton Online Auto Repair	na	0	na	10
Reference Solutions Directory Searches	5	6	81	128
Mango Language Program Sessions	24	11	570	761
Transparent Language (Discontinued by State Library July 1)	na	0	na	16
Brainfuse	0	0	9	37
Ancestry.com Searches	57	122	2718	4117
Heritage Quest Searches	61	1	151	256
Niche Tutorial Views	37	55	468	1223
Weiss Financial	13	4	162	187

**DCL Other Services
May 2022**

	CURRENT MONTH	Same mo. last year	YEAR TO DATE	Previous Y.T.D
COMPUTER USE BY PUBLIC				
Main Area Computers	368	449	4,001	2506
Children's Computers	7	0	121	0
Little Kids Computers	16	0	176	0
TOTAL COMPUTER SESSIONS	391	449	4298	2506
Distinct Users This Month	148	80		
Guest Logins	53	20		
MEETING ROOM USE				
Business Groups	5	0	46	10
Community Groups	46	14	473	61
Public Forums	0	1	8	1
Drop-In & Other Use	34	2	232	3
Total Groups	85	17	759	75
Business People	15	0	361	103
Community People	561	100	5320	842
Public Forum People	0	8	356	8
Drop-In & Other Use	61	2	402	4
Total People Count	637	110	6439	957
LIBRARY PROGRAMS				
Adult programs	4	2	11	3
Young Adult programs	1	0	1	0
Children programs	6	1	90	4
Total In Person Programs Offered	11	3	102	7
Adult attendance	34	23	121	38
Young Adult attendance	105	0	105	0
Child attendance	93	96	1944	192
Total In Person Program Attendance	232	135	2170	230
VIRTUAL PROGRAMS				
Adult programs	0	1	1	7
Young Adult programs	0	0	0	6
Children programs	0	12	8	121
Total Virtual Programs Offered	0	13	9	134
Adult attendance	0	7	7	57
Young Adult attendance	0	0	0	12
Child attendance	0	54	20	1968
Total Virtual Program Attendance	0	61	27	2037
ARCHIVE USE	18	21	316	71
DOOR COUNT	3402	2803	38065	
WIRELESS SESSIONS (WhoFi*)	1582	978	18238	9109
VOLUNTEERS				
Number of	6	5	59	29
Total hours	30	20	426	93

DCL Circulation Stats by Item Types

May 2022

Item type Group		Current	Same month	Current	Previous
		Month	Previous	Current	Previous
		Total	Year	YTD	YTD
	Book	1,652	1496	19,705	13340
	Special Book (7 day)	10	36	162	359
TOTAL ADULT BOOKS		1,662	1,532	19,867	13,699
TOTAL YA BOOKS	YA Book	238	139	2,183	1054
		238	139	2,183	1,054
TOTAL CHILDREN'S BOOKS	Children's Book	1,709	1597	20,903	15524
		1,709	1597	20,903	15524
TOTAL PAPERBACKS	Paperback	195	150	1,939	1542
		195	150	1,939	1542
TOTAL AUDIO/VIDEO	Adult Audio	31	59	656	406
	Adult Video	95	50	1,395	438
		126	109	2,051	844
TOTAL YA AUDIO/VIDEO	YA Audio	2	2	34	27
		2	2	34	27
TOTAL CHILDREN'S AUDIO/VIDEO	Children's Audio	16	10	121	134
	Children's Video	70	35	554	249
		86	45	675	383
TOTAL MISCELLANEOUS	Periodicals	40	30	307	360
	Equipment	8	2	103	43
	ILL from other libraries	28	24	272	352
	Misc. Other	0	0	65	27
		76	56	747	782
Total Physical Item Circ		4,094	3,630	48,399	33,855
	Bridges eBooks	680	691	9463	8941
	Bridges eAudiobooks	741	597	7464	5703
	Freegal Downloads & Streams	576	170	3505	1783
	Bridges eMagazines	59	66	591	745
	Kanopy Streaming Video	144	81	1355	1864
Total eResource Downloads		2,200	1,605	22,378	19,036
TOTAL CIRCULATION		6,294	5,235	70,777	52,891



**Library Monthly Budget Report
General Fund
June 22, 2022**

		2021-2022 YTD ACTUAL	2022-2023 BUDGET	2022-2023 YTD ACTUAL	BILLS LIST 7/5/2022	PROJ. BUDGET BALANCE 7/5/2022
		\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Balances						
Revenues:						
003-3.410.1.4766	Fines, Misc.	\$ 6,075	\$ 7,000	\$ -	\$ -	\$ -
003-3.410.2.4440	State Grants	-	-	-	-	-
003-3.410.2.4461	Grinnell College	8,620	-	-	-	-
003-3.410.2.4470	County Contributions	26,012	26,012	-	-	-
003-3.410.2.4715	Refunds	76	-	-	-	-
003-3.410.2.4720	Ins Collections	-	-	-	-	-
003-3.410.4.4790	Property Taxes	503,397	599,351	-	-	-
003-3.910.4.4830	Transfer In	-	-	-	-	-
	Total Revenues	\$ 544,179	\$ 632,363	\$ -	\$ -	\$ -
Expenditures:						
003-4.410-1.6010	Salaries	\$ 213,225	\$ 266,982	\$ -	\$ -	\$ 266,982
003-4.410.1.6020	Part Time Salaries	163,296	174,429	-	-	174,429
003-4.410.1.6040	Overtime Salaries	-	-	-	-	0
003-4.410.1.6051	FEMA Disaster Salaries	-	-	-	-	0
003-4.410.1.6110	FICA	-	-	-	-	0
003-4.410.1.6130	IPERS	-	-	-	-	0
003-4.410.1.6180	Ee Utility Reimb/Housing Allow	4,000	4,000	-	-	4,000
003-4.410.1.6181	Allowances	-	-	-	-	0
003-4.410.1.6185	Health Program	-	-	-	-	0
003-4.410.1.6186	Pre-Emp Testing & Other	1,660	720	-	-	720
003-4.410.1.6210	Dues/Memberships	1,588	1,000	-	-	1,000
003-4.410.1.6220	Meeting Registration	188	800	-	400	400
003-4.410.1.6230	Mileage & Meeting Expense	340	600	-	-	600
003-4.410.2.6310	Repair/Maintain Building	10,155	10,000	-	1,470	8,530
003-4.410.2.6332	Repair/Maintain Equipment	11,677	7,500	-	193	7,307
003-4.410.2.6371	Utilities	36,202	40,000	-	-	40,000
003-4.410.2.6373	Telephone	4,171	4,560	-	8	4,552
003-4.410.2.6409	General Insurance	9,071	9,300	-	-	9,300
003-4.410.2.6414	Printing and	1,256	700	-	-	700
003-4.410.2.6421	Consulting/Professional Fees	1,402	-	-	-	0
003-4.410.2.6426	Safety Program	-	-	-	-	0
003-4.410.2.6428	Misc Contractual Work	100,077	76,572	-	2,563	74,009
003-4.410.2.6506	Office Supplies	5,367	6,000	-	718	5,282
003-4.410.2.6507	Program Operating Supplies	338	500	-	-	500
003-4.410.2.6508	Postage & Shipping	2,526	3,000	-	-	3,000
003-4.410.2.6513	Misc Supplies	2,495	3,600	-	374	3,226
003-4.410.2.6521	Prog Children	3,151	2,000	-	1,200	800
003-4.410.2.6522	Prog Child-	2,458	2,000	-	60	1,940
003-4.410.2.6523	Program Young Ad	483	1,000	-	72	928
003-4.410.3.6721	Furniture & Fixtures	-	-	-	-	0
003-4.410.3.6750	Bldg Improvements	-	-	-	-	0
003-4.410.3.6762	Computer	3,812	-	-	-	0
003-4.410.3.6763	Ebooks/Adult	3,028	1,500	-	-	1,500
003-4.410.3.6765	Books/Children	6,271	6,000	-	684	5,316
003-4.410.3.6766	Books/Young A	2,324	2,000	-	182	1,818
003-4.410.3.6767	Books	1,954	-	-	-	0
003-4.410.3.6768	Periodicals	4,863	5,000	-	-	5,000
003-4.410.3.6769	Audio Visual	898	500	-	-	500
003-4.410.3.6770	AV/Youth	531	500	-	-	500
003-4.410.3.6771	Ebooks/Youth	-	1,600	-	-	1,600
	Total Expenditures	\$ 598,805	\$ 632,363	\$ -	\$ 7,924	\$ 624,439
ENDING BALANCE		\$ (54,625)	\$ -	\$ -		



**Library Monthly Budget Report
Library Fund State - General
June 22, 2022**

	2021-2022 YTD ACTUAL	2022-2023 BUDGET	2022-2023 YTD ACTUAL	BILLS LIST 7/5/2022	PROJ. BUDGET BALANCE 7/5/2022
	\$ 2	\$ 2	\$ 2		\$ 2
Beginning Balances					
Revenues:					
103-3.410.2.4432 Population Allocations	\$ -	\$ -	\$ -	\$ -	\$ -
103-3.410.2.4440 State Grants	-	-	-	-	-
103-3.410.2.4442 Library State Revenues	4,994	6,800	-	-	-
103-3.410.4.4300 Interest Earned	-	-	-	-	-
103-3.410.4.4790 Trans In - Internal	-	-	-	-	-
Total Revenues	<u>\$ 4,994</u>	<u>\$ 6,800</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures:					
103-4.410-1.6010 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
103-4.410.1.6020 Part Time Salaries	-	-	-	-	-
103-4.410.1.6040 Overtime Salaries	-	-	-	-	-
103-4.410.1.6110 FICA	-	-	-	-	-
103-4.410.1.6130 IPERS	-	-	-	-	-
103-4.410.1.6180 Employee Utility Reimburse	-	-	-	-	-
103-4.410.2.6310 Repair/Maintain Building	-	-	-	-	-
103-4.410.2.6332 Repair/Maintain Equipment	-	-	-	-	-
103-4.410.2.6421 Funraising Consultant	-	-	-	-	-
103-4.410.2.6508 Postage & Shipping	-	-	-	-	-
103-4.410.2.6513 Misc Supplies	-	-	-	-	-
103-4.410.3.6721 Furniture & F-xtures	-	-	-	-	-
103-4.410.3.6750 Bldg Improvements	-	-	-	-	-
103-4.410.3.6762 Computer Equipment	-	-	-	-	-
103-4.410.3.6767 Books	2,017	5,500	-	-	5,500
103-4.410.3.6768 Periodicals	-	-	-	-	-
103-4.410.3.6769 Audio Visual	2,977	1,300	-	-	1,300
Total Expenditures	<u>\$ 4,994</u>	<u>\$ 6,800</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,800</u>
ENDING BALANCE	\$ 2	\$ 2	\$ 2		



**Library Monthly Budget Report
Library Gifts - Spec Rev Fund
June 22, 2022**

	2021-2022 YTD ACTUAL	2022-2023 BUDGET	2022-2023 YTD ACTUAL	BILLS LIST 7/5/2022	PROJ. BUDGET BALANCE 7/5/2022
Beginning Balances	\$ 102,219	\$ 106,389	\$ 106,389		\$ 106,389
Revenues:					
167-3.410.2.4400 Federal Grant	\$ -	\$ -	\$ -	\$ -	\$ -
167-3.410.2.4440 State Grant	5,000	-	-	-	-
167-3.410.2.4461 Grants - Non Government	5,830	-	-	-	-
167-3.410.2.4700 Contributions	13,828	15,000	-	-	-
167-3-410.2.4705 Private Donation	-	-	-	-	-
167-3.410.4.4300 Interest Earned	618	500	-	-	-
167-3.410.4.4303 Interest Earned (CD's)	-	-	-	-	-
167-3.410.4.4790 Transfer In (Internal)	-	-	-	-	-
Total Revenues	<u>\$ 25,276</u>	<u>\$ 15,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures:					
167-4.410-1.6010 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
167-4.410.1.6020 Part Time Salaries	-	-	-	-	-
167-4.410.1.6040 Overtime Salaries	-	-	-	-	-
167-4.410.1.6110 FICA	-	-	-	-	-
167-4.410.1.6130 IPERS	-	-	-	-	-
167-4.410.1.6180 Employee Utility Reimburse	-	-	-	-	-
167-4.410.2.6421 Consulting/Professional Fees	-	-	-	-	-
167-7.740.3.6721 Furniture & Fixtures	1,106	-	-	-	-
167-4.410.3.6762 Capital Equipment	-	-	-	-	-
167-4.410.3.6769 Misc Supplies & Materials	20,000	20,000	-	1,950	18,050
Total Expenditures	<u>\$ 21,106</u>	<u>\$ 20,000</u>	<u>\$ -</u>	<u>\$ 1,950</u>	<u>\$ 18,050</u>
167-4.410.5.6911 TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -
Total Transfers	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Expenditures & Transfers	<u>\$ 21,106</u>	<u>\$ 20,000</u>	<u>\$ -</u>	<u>\$ 1,950</u>	<u>\$ 18,050</u>
ENDING BALANCE	\$ 106,389	\$ 101,889	\$ 106,389		



Library Monthly Budget Report
Capital Loan Note
June 22, 2022

	2022-2023 CURRENT BUDGET	2022-2023 YTD ACTUAL
Beginning Balances	\$ -	\$ -
Expenditures:		
301-4.750.3.6727 Capital Outlay - Library	\$ 31,500	\$ 1,028
Total Expenditures	\$ 31,500	\$ 1,028
 ENDING BALANCE	 \$ -	 \$ -

<u>BILLS LIST 7/5/2022</u>	<u>PROJ. BUDGET BALANCE 7/5/2022</u>
	\$ -
<u>\$ -</u>	<u>\$ 30,472</u>
\$ -	\$ 30,472



Grinnell, IA

My Budget Worksheet

Account Summary

For Fiscal: 2022-2023 Period Ending: 07/31/2022

		2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	Defined Budgets 2022-2023 2022-2023
Fund: 003 - LIBRARY - GENERAL FUND								
Revenue								
003-3.410.1.4766	LIBRARY - FEES, MISC	8,844.00	7,781.48	9,460.00	6,074.60	0.00	0.00	7,000.00
003-3.410.2.4440	LIBRARY - STATE GRANTS	1,081.00	1,080.91	0.00	0.00	0.00	0.00	0.00
003-3.410.2.4461	LIBRARY - GRIN COLLEGE GRANT	0.00	0.00	0.00	8,620.00	0.00	0.00	0.00
003-3.410.2.4470	LIBRARY - COUNTY CONTRIBUTI...	24,284.00	24,284.00	24,284.00	26,012.00	0.00	0.00	26,012.00
003-3.410.2.4715	LIBRARY - REFUNDS	0.00	0.00	76.00	75.99	0.00	0.00	0.00
003-3.410.2.4720	LIBRARY - INS COLLECTIONS	3,715.00	3,715.00	0.00	0.00	0.00	0.00	0.00
003-3.410.4.4790	LIBRARY - TRANS IN (INTERNAL)	558,867.00	512,110.26	584,520.00	503,396.83	0.00	0.00	599,351.20
	Revenue Total:	596,791.00	548,971.65	618,340.00	544,179.42	0.00	0.00	632,363.20
Expense								
003-4.410.1.6010	LIBRARY - SALARIES	214,414.20	193,159.34	248,239.00	213,224.62	0.00	0.00	266,982.40
003-4.410.1.6020	LIBRARY - PT/SEASONAL SALARIES	156,840.36	150,081.64	177,541.00	163,295.74	0.00	0.00	174,428.80
003-4.410.1.6051	LIBRARY - FEMA DISAS SALARIES	2,847.00	2,846.53	0.00	0.00	0.00	0.00	0.00
003-4.410.1.6180	LIB - EMP UTIL / HSG STIPEND	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00	4,000.00
003-4.410.1.6185	LIBRARY - HEALTH PROGRAM	150.00	0.00	150.00	0.00	0.00	0.00	0.00
003-4.410.1.6186	PRE-EMP TESTING & OTHER CKS	480.00	0.00	1,875.00	1,660.00	0.00	0.00	720.00
003-4.410.1.6210	LIBRARY - DUES/MEMBERSHIPS	1,150.00	1,003.00	1,150.00	1,587.69	0.00	0.00	1,000.00
003-4.410.1.6220	LIBRARY - MTG REGISTRATIONS	977.00	977.14	700.00	187.50	0.00	400.00	800.00
003-4.410.1.6230	LIBRARY -MILEAGE & MTG EXP	800.00	0.00	700.00	339.95	0.00	0.00	600.00
003-4.410.2.6310	LIBRARY -REP/MTNCE BLDG	34,300.00	25,758.89	10,000.00	10,154.52	0.00	1,469.88	10,000.00
003-4.410.2.6332	LIBRARY - REP/MTNCE EQMT	11,265.00	9,860.71	7,500.00	11,677.20	0.00	192.75	7,500.00
003-4.410.2.6371	LIBRARY - UTILITIES	32,391.00	29,633.68	41,000.00	36,202.00	0.00	0.00	40,000.00
003-4.410.2.6373	LIBRARY - TELEPHONE	4,210.00	4,206.95	4,200.00	4,171.48	0.00	8.33	4,560.00
003-4.410.2.6409	LIBRARY - GENERAL INSURANCE	7,700.00	7,699.99	9,071.03	9,071.03	0.00	0.00	9,300.00
003-4.410.2.6414	LIBRARY - PRINTING AND COPIES	800.00	752.91	800.00	1,256.02	0.00	0.00	700.00
003-4.410.2.6421	LIBRARY - CONS/PROF FEES	13,000.00	12,613.20	1,402.00	1,401.91	0.00	0.00	0.00

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 07/31/2022

		Defined Budgets						
		2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	2022-2023
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023
003-4.410.2.6428	LIBRARY - MISC CONTRACT WORK	78,318.00	76,527.72	76,400.00	100,077.21	0.00	2,563.46	76,572.00
003-4.410.2.6506	LIBRARY - OFFICE SUPPLIES	6,335.00	6,027.10	6,300.00	5,366.99	0.00	718.15	6,000.00
003-4.410.2.6507	LIBRARY - PROG OPER SUPPLIES	500.00	172.91	500.00	337.82	0.00	0.00	500.00
003-4.410.2.6508	LIBRARY - POSTAGE & SHIPPING	2,642.00	1,287.44	2,710.00	2,525.75	0.00	0.00	3,000.00
003-4.410.2.6513	LIBRARY - MISC SUPPLIES	3,700.00	3,473.01	2,988.00	2,495.12	0.00	374.19	3,600.00
003-4.410.2.6521	LIBRARY - PROG CHILDREN	2,300.00	1,330.47	2,000.00	3,150.57	0.00	1,200.00	2,000.00
003-4.410.2.6522	LIBRARY - PROG CHILDREN'S	2,501.00	2,516.19	2,000.00	2,457.55	0.00	59.53	2,000.00
003-4.410.2.6523	LIBRARY - PROGRAM YOUNG AD...	1,200.00	1,186.94	1,000.00	483.17	0.00	72.27	1,000.00
003-4.410.3.6762	LIBRARY - COMPUTER	0.00	0.00	0.00	3,811.57	0.00	0.00	0.00
003-4.410.3.6763	LIBRARY - EBOOKS/ADULT	0.00	0.00	1,500.00	3,028.44	0.00	0.00	1,500.00
003-4.410.3.6765	LIBRARY - BOOKS/CHILDREN	5,500.00	5,463.22	6,000.00	6,271.39	0.00	683.70	6,000.00
003-4.410.3.6766	LIBRARY - BOOKS/YOUNG ADULTS	1,680.00	1,679.93	2,000.00	2,323.57	0.00	181.64	2,000.00
003-4.410.3.6767	LIBRARY - BOOKS	0.00	0.00	0.00	1,954.46	0.00	0.00	0.00
003-4.410.3.6768	LIBRARY - PERIODICALS	4,205.00	4,201.93	5,000.00	4,862.73	0.00	0.00	5,000.00
003-4.410.3.6769	LIBRARY - AUDIO VISUAL	1,285.00	1,285.85	500.00	898.36	0.00	0.00	500.00
003-4.410.3.6770	LIBRARY - AV/YOUTH	750.00	735.87	500.00	530.58	0.00	0.00	500.00
003-4.410.3.6771	LIBRARY - EBOOKS/YOUTH	550.00	489.09	1,600.00	0.00	0.00	0.00	1,600.00
	Expense Total:	596,790.56	548,971.65	619,326.03	598,804.94	0.00	7,923.90	632,363.20
	Fund: 003 - LIBRARY - GENERAL FUND Surplus (Deficit):	0.44	0.00	-986.03	-54,625.52	0.00	-7,923.90	0.00

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 07/31/2022

		2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	Defined Budgets
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023
Fund: 103 - LIBRARY FUND STATE - GEN								
Revenue								
103-3.410.2.4442	LIBRARY STATE REVENUES	6,820.00	6,819.42	6,900.00	4,993.68	0.00	0.00	6,800.00
103-3.410.4.4790	TRANS IN - INTERNAL	0.00	0.00	0.00	398.36	0.00	0.00	0.00
	Revenue Total:	6,820.00	6,819.42	6,900.00	5,392.04	0.00	0.00	6,800.00
Expense								
103-4.410.3.6767	BOOKS	5,321.00	5,320.41	5,500.00	2,017.15	0.00	0.00	5,500.00
103-4.410.3.6769	AUDIO VISUAL	1,500.00	1,501.32	1,000.00	2,976.53	0.00	0.00	1,300.00
	Expense Total:	6,821.00	6,821.73	6,500.00	4,993.68	0.00	0.00	6,800.00
	Fund: 103 - LIBRARY FUND STATE - GEN Surplus (Deficit):	-1.00	-2.31	400.00	398.36	0.00	0.00	0.00

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 07/31/2022

		2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	Defined Budgets
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023
Fund: 167 - LIBRARY GIFTS - SPEC REV								
Revenue								
167-3.410.2.4440	STATE GRANT	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00
167-3.410.2.4461	GRANTS - NON GOVERNMENTAL	0.00	0.00	730.00	5,830.00	0.00	0.00	0.00
167-3.410.2.4700	CONTRIBUTIONS	17,100.00	23,832.00	15,000.00	13,828.00	0.00	0.00	15,000.00
167-3.410.4.4300	INTEREST EARNED	585.00	607.62	500.00	618.11	0.00	0.00	500.00
	Revenue Total:	17,685.00	24,439.62	16,230.00	25,276.11	0.00	0.00	15,500.00
Expense								
167-4.410.3.6721	FURNITURE AND FIXTURES	0.00	0.00	1,106.36	1,106.36	0.00	0.00	0.00
167-4.410.3.6769	MISC SUPPLIES & MATERIALS	15,000.00	3,122.69	20,000.00	20,000.00	0.00	1,949.76	20,000.00
	Expense Total:	15,000.00	3,122.69	21,106.36	21,106.36	0.00	1,949.76	20,000.00
	Fund: 167 - LIBRARY GIFTS - SPEC REV Surplus (Deficit):	2,685.00	21,316.93	-4,876.36	4,169.75	0.00	-1,949.76	-4,500.00

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 07/31/2022

								Defined Budgets	
		2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	2022-2023	
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023	
Fund: 303 - CLNS FY 22-23									
Revenue									
303-3.910.4.4830	CLNS FY 22-23 - TRANS IN	0.00	0.00	0.00	0.00	0.00	0.00	379,185.00	
Revenue Total:		0.00	0.00	0.00	0.00	0.00	0.00	379,185.00	
Expense									
303-4.750.2.6428	CLNS FY 22-23 - POLICE	0.00	0.00	0.00	0.00	0.00	0.00	55,000.00	
303-4.750.2.6513	CLNS FY 22-23 - FIRE	0.00	0.00	0.00	0.00	0.00	0.00	45,000.00	
303-4.750.3.6727	CLNS FY 22-23 - LIBRARY	0.00	0.00	0.00	0.00	0.00	1,027.74	31,500.00	
303-4.750.4.6790	INTERNAL TRANSFER ACCT	6,920.40	6,920.40	0.00	0.00	0.00	0.00	0.00	
303-4.750.4.6850	CLNS FY 22-23 - CEMETERY	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	
303-4.750.4.6851	CLNS FY 22-23 - PARKS	0.00	0.00	0.00	0.00	0.00	0.00	203,755.00	
303-4.750.4.6852	CLNS FY 22-23 - POOL	0.00	0.00	0.00	0.00	0.00	0.00	38,930.00	
Expense Total:		6,920.40	6,920.40	0.00	0.00	0.00	1,027.74	379,185.00	
Fund: 303 - CLNS FY 22-23 Surplus (Deficit):		-6,920.40	-6,920.40	0.00	0.00	0.00	-1,027.74	0.00	
Report Surplus (Deficit):		-4,235.96	14,394.22	-5,462.39	-50,057.41	0.00	-10,901.40	-4,500.00	

Group Summary

Account Typ...	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	Defined Budgets
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 2022-2023
Fund: 003 - LIBRARY - GENERAL FUND							
Revenue	596,791.00	548,971.65	618,340.00	544,179.42	0.00	0.00	632,363.20
Expense	596,790.56	548,971.65	619,326.03	598,804.94	0.00	7,923.90	632,363.20
Fund: 003 - LIBRARY - GENERAL FUND Surplus (Deficit):	0.44	0.00	-986.03	-54,625.52	0.00	-7,923.90	0.00

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Typ...	2020-2021		2021-2022		2022-2023		Defined Budgets
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 2022-2023
Fund: 103 - LIBRARY FUND STATE - GEN							
Revenue	6,820.00	6,819.42	6,900.00	5,392.04	0.00	0.00	6,800.00
Expense	6,821.00	6,821.73	6,500.00	4,993.68	0.00	0.00	6,800.00
Fund: 103 - LIBRARY FUND STATE - GEN Surplus (Deficit):	-1.00	-2.31	400.00	398.36	0.00	0.00	0.00

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Typ...	2020-2021		2021-2022		2022-2023		Defined Budgets
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 2022-2023
Fund: 167 - LIBRARY GIFTS - SPEC REV							
Revenue	17,685.00	24,439.62	16,230.00	25,276.11	0.00	0.00	15,500.00
Expense	15,000.00	3,122.69	21,106.36	21,106.36	0.00	1,949.76	20,000.00
Fund: 167 - LIBRARY GIFTS - SPEC REV Surplus (Deficit):	2,685.00	21,316.93	-4,876.36	4,169.75	0.00	-1,949.76	-4,500.00

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Typ...	2020-2021		2021-2022		2022-2023		Defined Budgets
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 2022-2023
Fund: 303 - CLNS FY 22-23							
Revenue	0.00	0.00	0.00	0.00	0.00	0.00	379,185.00
Expense	6,920.40	6,920.40	0.00	0.00	0.00	1,027.74	379,185.00
Fund: 303 - CLNS FY 22-23 Surplus (Deficit):	-6,920.40	-6,920.40	0.00	0.00	0.00	-1,027.74	0.00
Report Surplus (Deficit):	-4,235.96	14,394.22	-5,462.39	-50,057.41	0.00	-10,901.40	-4,500.00

Fund Summary

Fund	2020-2021		2021-2022		2022-2023		Defined Budgets	
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023	2022-2023
003 - LIBRARY - GENERAL FUND	0.44	0.00	-986.03	-54,625.52	0.00	-7,923.90		0.00
103 - LIBRARY FUND STATE - GEN	-1.00	-2.31	400.00	398.36	0.00	0.00		0.00
167 - LIBRARY GIFTS - SPEC REV	2,685.00	21,316.93	-4,876.36	4,169.75	0.00	-1,949.76		-4,500.00
303 - CLNS FY 22-23	-6,920.40	-6,920.40	0.00	0.00	0.00	-1,027.74		0.00
Report Surplus (Deficit):	-4,235.96	14,394.22	-5,462.39	-50,057.41	0.00	-10,901.40		-4,500.00

Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
003-4.410.1.6220	LIBRARY - MTG REGISTRATIONS	400.00
003-4.410.2.6310	LIBRARY -REP/MTNCE BLDG	1,469.88
003-4.410.2.6332	LIBRARY - REP/MTNCE EQMT	192.75
003-4.410.2.6373	LIBRARY - TELEPHONE	8.33
003-4.410.2.6428	LIBRARY - MISC CONTRACT WORK	2,563.46
003-4.410.2.6506	LIBRARY - OFFICE SUPPLIES	718.15
003-4.410.2.6513	LIBRARY - MISC SUPPLIES	374.19
003-4.410.2.6521	LIBRARY - PROG CHILDREN	1,200.00
003-4.410.2.6522	LIBRARY - PROG CHILDREN'S	59.53
003-4.410.2.6523	LIBRARY - PROGRAM YOUNG ADULT	72.27
003-4.410.3.6765	LIBRARY - BOOKS/CHILDREN	683.70
003-4.410.3.6766	LIBRARY - BOOKS/YOUNG ADULTS	181.64
	Total:	7,923.90

<u>Account</u>	<u>Name</u>	<u>Amount</u>
167-4.410.3.6769	MISC SUPPLIES & MATERIALS	1,949.76
	Total:	1,949.76

<u>Account</u>	<u>Name</u>	<u>Amount</u>
303-4.750.3.6727	CLNS FY 22-23 - LIBRARY	1,027.74
	Total:	1,027.74



Grinnell, IA

CLAIMS LIST FOR LIBRARY

As Of 07/05/2022

Summarized by Payable Account

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
Payable Account: 999-2020 - ACCOUNTS PAYABLE							
Vendor: 002445	ACCESS SYSTEMS LEASING						Payable Count: (1)
31848777	COPIER LEASE	07/05/2022	708.06	0.00	0.00	0.00	708.06
Vendor: 020906	AMAZON						Payable Count: (18)
435437686437	BKS	07/05/2022	50.44	0.00	0.00	0.00	50.44
438554988554	SUPPLIES	07/05/2022	148.45	0.00	0.00	0.00	148.45
448938556344	SUPPLIES	07/05/2022	48.44	0.00	0.00	0.00	48.44
463666733794	SUPPLIES	07/05/2022	304.99	0.00	0.00	0.00	304.99
466794457734	SUPPLIES	07/05/2022	679.00	0.00	0.00	0.00	679.00
469594854695	BKS/SUPPLIES	07/05/2022	88.84	0.00	0.00	0.00	88.84
545388784964	BKS	07/05/2022	21.99	0.00	0.00	0.00	21.99
553939886478	SUPPLIES	07/05/2022	265.33	0.00	0.00	0.00	265.33
739399664384	DVD	07/05/2022	17.96	0.00	0.00	0.00	17.96
747657338383	BKS	07/05/2022	43.51	0.00	0.00	0.00	43.51
767577799575	SUPPLIES	07/05/2022	7.96	0.00	0.00	0.00	7.96
776886757967	SUPPLIES	07/05/2022	44.23	0.00	0.00	0.00	44.23
853589484647	SUPPLIES	07/05/2022	148.00	0.00	0.00	0.00	148.00
863769967745	SUPPLIES	07/05/2022	372.71	0.00	0.00	0.00	372.71
869499633379	SUPPLIES	07/05/2022	89.25	0.00	0.00	0.00	89.25
885866786744	SUPPLIES	07/05/2022	82.27	0.00	0.00	0.00	82.27
899798388437	SUPPLIES	07/05/2022	22.31	0.00	0.00	0.00	22.31
948685474837	SUPPLIES	07/05/2022	42.00	0.00	0.00	0.00	42.00
Vendor: 001700	BAKER & TAYLOR -ENT #5103						Payable Count: (2)
2036787531	BKS	07/05/2022	68.86	0.00	0.00	0.00	68.86
2036802260	BKS	07/05/2022	565.08	0.00	0.00	0.00	565.08
Vendor: 000562	BAKER & TAYLOR L530345						Payable Count: (2)
2036774806	BKS	07/05/2022	30.18	0.00	0.00	0.00	30.18
2036801480	BKS	07/05/2022	48.39	0.00	0.00	0.00	48.39
Vendor: 005030	CAPITAL SANITARY SUPPLY						Payable Count: (1)
C347238	SUPPLIES	07/05/2022	374.19	0.00	0.00	0.00	374.19
Vendor: 002042	ELM USA, INC.						Payable Count: (1)
49962	MTHLY FEE	07/05/2022	25.00	0.00	0.00	0.00	25.00
Vendor: 002628	GIBSON, DEREK						Payable Count: (1)
933011	CLEANING SVC (JUNE)	07/05/2022	1,790.00	0.00	0.00	0.00	1,790.00
Vendor: 095001	INGRAM LIBRARY SERVICES						Payable Count: (5)
59483736	BKS	07/05/2022	19.99	0.00	0.00	0.00	19.99
59827658	BKS	07/05/2022	492.00	0.00	0.00	0.00	492.00
59861172	BKS	07/05/2022	93.24	0.00	0.00	0.00	93.24
59897736	BKS	07/05/2022	20.91	0.00	0.00	0.00	20.91
59897737	BKS	07/05/2022	160.63	0.00	0.00	0.00	160.63
Vendor: 098028	IOWA COMMUNICATIONS NETWORK						Payable Count: (1)
648180	DATA LINE	07/05/2022	8.33	0.00	0.00	0.00	8.33
Vendor: 017800	IOWA LIBRARY ASSOCIATION						Payable Count: (1)
8/3-5/22	REG (MS)	07/05/2022	400.00	0.00	0.00	0.00	400.00
Vendor: 097122	IOWA STATE UNIVERSITY						Payable Count: (1)
1295	INSECT ZOO PROGRAM	07/05/2022	243.60	0.00	0.00	0.00	243.60

CLAIMS LIST FOR LIBRARY

As Of 07/05/2022

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
Vendor: 095203	MICRO MARKETING LLC						
888899	BKS	07/05/2022	24.79	0.00	0.00	0.00	24.79
889961	BKS	07/05/2022	24.00	0.00	0.00	0.00	24.00
890384	BKS	07/05/2022	159.19	0.00	0.00	0.00	159.19
890864	LP BOOKS	07/05/2022	48.80	0.00	0.00	0.00	48.80
Vendor: 002685	PARKER, JASON						
6/9/2022	GROUNDS MTNCE	07/05/2022	230.00	0.00	0.00	0.00	230.00
Vendor: 030690	QUILL CORPORATION						
25509231	SUPPLIES	07/05/2022	164.57	0.00	0.00	0.00	164.57
25603406	LARGE PRINTER PAPER	07/05/2022	25.88	0.00	0.00	0.00	25.88
Vendor: 001619	RELISH						
6/15/22	SUMMER MEALS FOR PROGS AT PARK	07/05/2022	1,200.00	0.00	0.00	0.00	1,200.00
Vendor: 001201	S & S PLUMBING, HEATING & AIR CONDITIONING, LLC						
2021-2122	INSTALL VALVE ACTUATOR	07/05/2022	1,039.88	0.00	0.00	0.00	1,039.88
Vendor: 032300	SCHENDEL PEST CONTROL CO						
228475	SPRING & SUMMER MONTHLY	07/05/2022	16.35	0.00	0.00	0.00	16.35
228476	PEST CONTROL	07/05/2022	49.05	0.00	0.00	0.00	49.05
Vendor: 001194	SECURITY EQUIPMENT INC						
717976	SVC	07/05/2022	192.75	0.00	0.00	0.00	192.75
Vendor: 001317	SHUTTS, BRAD						
JUN-22	MOWING MAY/JUNE	07/05/2022	200.00	0.00	0.00	0.00	200.00
			Payable Account 999-2020				
					Payable Count: (47)	Total:	10,901.40

Payable Account Summary

Account	Count	Amount
999-2020 - ACCOUNTS PAYABLE	47	10,901.40
Report Total:	47	10,901.40

Payable Fund Summary

Fund	Count	Amount
999 - POOLED CASH	47	10,901.40
Report Total:	47	10,901.40

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	47	10,901.40	0.00	0.00	0.00	10,901.40	0.00	10,901.40
	Grand Total:	10,901.40	0.00	0.00	0.00	10,901.40	0.00	10,901.40