

Tentative Agenda
Drake Community Library Board of Trustees
April 22, 2020, 5:15 p.m.
Electronic Meeting
made available via Zoom from the online City Agenda Center

allowed as per Governor Reynold's State Public Health Emergency Declaration, March 20, 2020
due to potential for spread of COVID-19

Join Zoom Meeting

<https://us02web.zoom.us/j/89110794381>

Meeting ID: 891 1079 4381

Join by phone:

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When you open the link, you will need to:

- 1) Allow Zoom to run
- 2) Allow Zoom to access your camera and microphone
- 3) Perform the sound check as prompted
- 4) Check whether you are muted- please have yourself muted unless you are speaking

This meeting will be held remotely via Zoom

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

B. **Approval of agenda –**

C. **Approval of Minutes**

1. Approval of March 25, 2019 Regular Board Meeting minutes

D. **Communications –**

1. Grinnell Education Partnership has received two 2020 Presidents' Engaged Campus Awards from Campus Compact in two categories:
 - a. **Community Collaboration:** A collaboration co-created with community organizations, leaders, and/or partners that is deep, reciprocal, and transformational.
 - b. **President's Community Partner Award:** This award is for a community-based individual or organization that has enhanced the quality of life in the community in meaningful and measurable ways and has engaged in the development of sustained, reciprocal partnerships with the college or university, thus enriching educational as well as community outcomes.

These awards recognize the commitment of the Grinnell Education Partnership to community, collaboration and support for kids and families throughout Grinnell.

2. Letter of Resignation received from Brenda McDonald, Library Assistant.

E. Report of Director

1. Statistical reports for February & March
2. Update on status of library operations
 - a. <https://grinnell.lib.ia.us/covid19-resource-page/>
3. Building and grounds
 - a. Geothermal quarterly preventive maintenance & controller replacement completed 7 April
 - b. Geothermal PM identified need to replace a compressor
 - c. Cleaning of building exterior work
 - d. Repair of basement door structure is pending.

F. Committee reports

Building and grounds –

Finance, salary and personnel –

Long range planning –

Policy –

H. Trustee report

I. Financial report and approval of bills

J. Old business

- 1.

K. New Business

1. Accept resignation from Brenda McDonald.

L. Trustee Continuing Education

MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES

March 25, 2020, 5:15 p.m

Electronic Meeting

made available via Zoom from the online City Agenda Center

<https://us04web.zoom.us/j/826201150>

**allowed as per Governor Reynold's State Public Health Emergency Declaration, March 20, 2020
due to potential for spread of COVID-19**

ROLL CALL: _X_Elfenbein _X_Hardin _Hammond _X_McFee
 _X_Pagliai _X_Rudolph _Swick Others present: _X_Kennett

President Pagliai called the meeting to order at 5:16 p.m.

APPROVAL OF AGENDA: Elfenbein moved and Rudolph seconded approval of the agenda, noting the need to meet electronically due to COVID-19 social distancing practices.

Roll call vote: _Aye_Elfenbein _Aye_Hardin _Aye_McFee _Aye_Pagliai _Aye_Rudolph

APPROVAL OF MINUTES: Rudolph moved and Elfenbein seconded approval of the February 26, 2020 Regular Board Meeting minutes.

Roll call vote: _Aye_Elfenbein _Aye_Hardin _Aye_McFee _Abstain_Pagliai _Aye_Rudolph

COMMUNICATIONS:

1. Endowment report for February was received from the Greater Poweshiek Community Foundation. Fund balance, as of 2/29/2020, is \$121,590.55.

REPORT OF DIRECTOR:

1. Statistical reports were not available at this time.

2. Kennett reported on the library's service response due to Coronavirus (COVID-19) conditions

3/13/20 All non-essential meetings to be held at DCL were cancelled from 3/13/20 through April

3/16/20 G-N Schools announced school closures. DCL restricted public access to the lobby with signage regarding COVID-19 social distancing and public health hygiene guidelines. A one-person internet station was provided in the book store with disinfecting occurring after each use. One online catalog station was accessible in lobby with tables for library users to fill out book request forms. Hand washing available and hand sanitizer available for use by the public. Online methods were created to facilitate material requests. Staff instituted social distancing protocols amongst staff members.

3/17/20 DCL reduced hours for public services to "Summer Hours". Protocols for social distancing amongst staff members continued to be improved on a daily basis as staff became familiarized.

3/18/20 DCL further limited public access to the library facility by providing only curbside pickup of physical materials. Library staff took out materials to vehicles parked at north library entrance. Public internet station discontinued. Moved wireless access points closer to the building's exterior to strengthen outdoor signal for improved wireless connectivity for the public.

3/25/20 DCL further reduced hours for public services to 10 am – 5 pm, Monday – Friday.
Kennett is working with City Administration to ensure policies and applicable laws are adhered to.

COMMITTEE REPORTS:

Building & Grounds – none

Finance, Salary, & Personnel - none

Long Range Planning – none

Policy – none

TRUSTEE REPORTS: *None.*

FINANCIAL REPORT AND APPROVAL OF BILLS: Reports unavailable.

OLD BUSINESS: *None.*

NEW BUSINESS:

1. McFee moved and Hardin seconded the waiver of current balances on library cardholder accounts and halting future accumulation of overdue charges on cardholder accounts until the Library resumes normal operations.
Roll call vote: *_Aye_Elfenbein _Aye__Hardin _Aye_McFee _Aye_Pagliai _Aye__Rudolph*
2. Hardin moved and McFee seconded approval for a temporary closure of DCL as Library Director and City Manager deem necessary.
Roll call vote: *_Aye_Elfenbein _Aye__Hardin _Aye_McFee _Aye_Pagliai _Aye__Rudolph*

TRUSTEE CONTINUING EDUCATION: *None.*

Elfenbein moved and Hardin seconded adjournment.

Meeting adjourned at 5:35 p.m.

Next meeting: April 22, 2020 at 5:15 p.m.

Theresa Pagliai
Library Board President

Marilyn Kennett, Director
Recording Secretary

April 16, 2020

Dear Marilyn,

Please accept this notice of my intention to retire from my position as library assistant at Drake Community Library effective April 26, 2020.

Thank you for the opportunity to serve the Grinnell community. It has been an honor and a privilege.

Yours sincerely,
Brenda McDonald

DCL Circulation Stats by Item Types

February 2020

Item type Group	Current	Same month	Current	Previous
	Month	Previous	Current	Previous
	Total	Year	YTD	YTD
Book	2,398	2,288	19,663	19,931
Special Book (7 day)	10	74	201	447
TOTAL ADULT BOOKS	2,408	2,362	19,864	20,378
TOTAL YA BOOKS				
YA Book	184	291	1,957	2,204
	184	291	1,957	2,204
Children's Book	3,246	2,655	24,795	22,370
TOTAL CHILDREN'S BOOKS	3,246	2,655	24,795	22,370
Paperback	284	185	3,003	2,647
TOTAL PAPERBACKS	284	185	3,003	2,647
Adult Audio	155	133	1,241	1,486
Adult Video	84	298	1,461	1,902
TOTAL AUDIO/VIDEO	239	431	2,702	3,388
YA Audio	12	3	158	99
TOTAL YA AUDIO/VIDEO	12	3	158	99
Children's Audio	42	36	249	287
Children's Video	168	131	1,568	1,008
TOTAL CHILDREN'S AUDIO/VIDEO	210	167	1,817	1,295
Periodicals	52	46	536	627
Equipment	0	0	1	5
ILL from other libraries	43	41	374	342
ILL Mobius Delivery	0	0	0	0
Misc. Other	45	21	138	147
TOTAL MISCELLANEOUS	140	108	1,049	1,121
Total Physical Item Circ	6,723	6,202	55,345	53,502
Bridges eBooks	547	569	4,698	4,364
Bridges eAudiobooks	398	284	3,219	2,509
RB Digital eAudiobooks	37	53	350	289
Freegal MP3 Downloads	154	131	1,228	1,319
Bridges eMagazines	18	8	189	157
Kanopy Streaming Video*	155		1,545	
Total eResource Downloads	1,309	1,045	11,229	7,197
*Kanopy service began June 2019				
TOTAL CIRCULATION	8,032	7,247	66,574	60,699

DCL Circulation Stats by Borrower Types

February 2020

Btype Group	This	Same month	Current	Previous
	Month	Previous		
	Total	Year	YTD	YTD
Grinnell College Student	67	108	607	571
Iowa Resident: DCL patron	3,496	3563	31,667	31451
Open Access patron	492	546	4,587	4283
Library Board	71	23	350	190
Library Page	4	1	157	40
Pay Card	0	0	0	0
Restricted Computer Patron	0	0	0	0
Staff (adult)	362	374	3,143	2864
TOTAL ADULT PATRONS	4,492	4,615	40,511	39,399
Bk Del (Homebound)	136	83	1,179	1379
Bk Del (Books in Baskets)	162	173	2,160	1697
TOTAL DELIVERIES	298	256	3,339	3,076
CLIK-Preschooler	133	178	936	1414
Kindergartner	75	68	734	701
1st Grader	152	34	959	410
2nd Grader	66	80	486	870
3rd Grader	54	58	579	660
4th Grader	119	46	853	803
5th Grader	75	91	858	599
6th Grader	65	58	674	452
TOTAL CHILDREN	739	613	6,079	5,909
Home School Child (discontinued)		0		320
Home School Provider	559	317	3,310	2655
Preschool Teachers	104	51	339	313
Teacher G-N Schools	236	225	503	390
Teacher Not G-N Schools	104	54	429	412
TOTAL EDUC. PROGRAMS	1,003	647	4,581	4,090
ILL sent to other libraries	52	25	261	202
LP sent to other libraries	139	23	698	812
TOTAL SPECIAL LOAN	191	48	959	1,014
Total	6,723	6,179	55,469	53,488

DCL Other Services February 2020				
	CURRENT MONTH	Same mo. last year	YEAR TO DATE	Previous Y.T.D
COMPUTER USE BY PUBLIC				
Main Area Computers	818	868	6778	7352
Children's Computers	89	88	687	1030
Little Kids Computers	132	96	884	1063
TOTAL COMPUTER SESSIONS	1039	1052	8349	9445
Distinct Users This Month	260	263		
Guest Logins	113	62		
MEETING ROOM USE				
Business Groups	8	6	32	59
Community Groups	83	96	553	529
Public Forums	9	4	69	40
Drop-In & Other Use	28	36	320	351
Total Groups	128	142	974	979
Business People	54	31	269	668
Community People	1106	1652	10343	9549
Public Forum People	181	74	1217	2168
Drop-In & Other Use	63	68	615	765
Total People Count	1404	1825	12444	13150
LIBRARY PROGRAMS				
Adult programs	4	2	16	28
Young Adult programs	0	3	13	17
Children programs	24	19	224	162
Total Library Programs Offered	28	24	253	207
Adult attendance	91	65	400	528
Young Adult attendance	0	11	122	124
Child attendance	351	275	4419	3204
Total Library Program Attendance	442	351	4941	3856
ARCHIVE USE	8	13	181	164
DOOR COUNT	5506	5877	5506	51470
WIRELESS USERS	1145	1088	7921	6880
VOLUNTEERS			0	
Number of	22	10	169	135
Total hours	129	73	1008	928

Online Learning and Reference Databases				
Reference Databases				
Gale Reference Searches	102	318	1260	1261
Credo Reference Searches	6	0	15	29
Chilton Online Auto Repair	4	2	14	24
Reference USA Phone Directory Searches	12	11	319	52
Mango Language Program Sessions	15	75	70	250
Transparent Language Program Sessions	1	7	9	204
Brainfuse (replaced Learning Express)	23	0	141	7
Ancestry.com Searches	283	115	1304	1030
Heritage Quest Searches	51	36	259	344
Niche Tutorial Views	87	319	718	789

DCL Circulation Stats by Item Types

March 2020

Item type Group	Current	Same month	Current	Previous	
	Month	Previous	Current	Previous	
	Total	Year	YTD	YTD	
	Book	2,106	2,416	21,769	22,347
	Special Book (7 day)	14	71	215	518
TOTAL ADULT BOOKS		2,120	2,487	21,984	22,865
TOTAL YA BOOKS	YA Book	232	259	2,189	2,463
		232	259	2,189	2,463
TOTAL CHILDREN'S BOOKS	Children's Book	2,581	3,066	27,376	25,436
		2,581	3,066	27,376	25,436
TOTAL PAPERBACKS	Paperback	289	271	3,292	2,918
		289	271	3,292	2,918
TOTAL AUDIO/VIDEO	Adult Audio	84	172	1,325	1,658
	Adult Video	121	200	1,582	2,102
		205	372	2,907	3,760
TOTAL YA AUDIO/VIDEO	YA Audio	18	12	176	111
		18	12	176	111
TOTAL CHILDREN'S AUDIO/VIDEO	Children's Audio	36	43	285	330
	Children's Video	64	142	1,632	1,150
		100	185	1,917	1,480
TOTAL MISCELLANEOUS	Periodicals	52	83	588	710
	Equipment	0	0	1	5
	ILL from other libraries	44	35	418	377
	ILL Mobius Delivery	0	1	0	1
	Misc. Other	16	12	154	159
		112	131	1,161	1,252
Total Physical Item Circ		5,657	6,783	61,002	60,285
	Bridges eBooks	738	592	5,436	4,956
	Bridges eAudiobooks	356	309	3,575	2,808
	RB Digital eAudiobooks	58	71	408	360
	Freegal MP3 Downloads	127	172	1,355	1,491
	Bridges eMagazines	73	18	262	175
	Kanopy Streaming Video*	283	na	1,828	na
Total eResource Downloads		1,635	1,162	12,864	9,790
*Kanopy service began June 2019					
TOTAL CIRCULATION		7,292	7,945	73,866	70,075

DCL Circulation Stats by Borrower Types

March 2020

Btype Group	This	Same month	Current	Previous
	Month	Previous		
	Total	Year	YTD	YTD
Grinnell College Student	77	151	684	722
Iowa Resident: DCL patron	3,224	3975	34,891	35426
Open Access patron	383	556	4,970	4839
Library Board	28	26	378	216
Library Page	2	6	159	46
Pay Card	0	0	0	0
Restricted Computer Patron	0	0	0	0
Staff (adult)	355	269	3,498	3133
TOTAL ADULT PATRONS	4,069	4,983	44,580	44,382
Bk Del (Homebound)	129	165	1,308	1544
Bk Del (Books in Baskets)	221	178	2,381	1875
TOTAL DELIVERIES	350	343	3,689	3,419
CLIK-Preschooler	121	208	1,057	1622
Kindergartner	63	99	797	800
1st Grader	80	30	1,039	440
2nd Grader	80	81	566	951
3rd Grader	72	30	651	690
4th Grader	81	72	934	875
5th Grader	46	160	904	759
6th Grader	49	53	723	505
TOTAL CHILDREN	592	733	6,671	6,642
Home School Child (discontinued)		0	0	320
Home School Provider	415	421	3,725	3076
Preschool Teachers	48	104	387	417
Teacher G-N Schools	65	34	568	424
Teacher Not G-N Schools	48	123	477	535
TOTAL EDUC. PROGRAMS	576	682	5,157	4,772
ILL sent to other libraries	26	26	287	228
LP sent to other libraries	19	20	717	832
TOTAL SPECIAL LOAN	45	46	1,004	1,060
Total	5,632	6,787	61,101	60,275

DCL Other Services				
March 2020				
	CURRENT MONTH	Same mo. last year	YEAR TO DATE	Previous Y.T.D
COMPUTER USE BY PUBLIC				
Main Area Computers	380	982	7158	8334
Children's Computers	17	196	704	1226
Little Kids Computers	53	103	937	1166
TOTAL COMPUTER SESSIONS	450	1281	8799	10726
Distinct Users This Month	133	291		
Guest Logins	31	232		
MEETING ROOM USE				
Business Groups	0	5	32	64
Community Groups	41	74	594	603
Public Forums	5	14	74	54
Drop-In & Other Use	11	45	331	396
Total Groups	57	138	1031	1117
Business People	0	16	269	684
Community People	588	1379	10931	10928
Public Forum People	42	254	1259	2422
Drop-In & Other Use	18	78	633	843
Total People Count	648	1727	13092	14877
LIBRARY PROGRAMS				
Adult programs	0	0	16	28
Young Adult programs	0	2	13	19
Children programs	8	19	232	181
Total Library Programs Offered	8	21	261	228
Adult attendance	0	0	400	528
Young Adult attendance	0	22	122	146
Child attendance	84	526	4503	3730
Total Library Program Attendance	84	548	5025	4404
ARCHIVE USE	0	18	181	182
DOOR COUNT	na	6456		57926
WIRELESS USERS (WhoFi)	407	1228	8328	8108
VOLUNTEERS				
Number of	17	20	186	155
Total hours	57	96	1065	1024

Online Learning and Reference Databases				
Reference Databases				
Gale Reference Searches	138	14	1398	1275
Credo Reference Searches	1	10	16	39
Chilton Online Auto Repair	0	3	14	27
Reference USA Phone Directory Searches	9	15	328	67
Mango Language Program Sessions	21	34	91	284
Transparent Language Program Sessions	1	1	10	205
Brainfuse (replaced Learning Express)	35	na	176	na
Ancestry.com Searches	2	94	1306	1124
Heritage Quest Searches	18	10	277	354
Niche Tutorial Views	188	208	906	997

DRAKE COMMUNITY LIBRARY**RECEIPTS**

as of 02/29/20

	Previous balance	MTD	YTD
County tax	8,467.00	0.00	8,467.00
Donations (ILL, mtg room use)	771.53	48.51	820.04
Fines	1,770.29	245.68	2,015.97
Fees (Malcom, Kellogg, Oakland Acres, Searsboro)	3,180.00	0.00	3,180.00
Lost materials	319.39	46.99	366.38
Photocopy	3,946.85	520.60	4,467.45
Miscellaneous (replacement cards)	69.00	2.00	71.00
Total	18,524.06	863.78	19,387.84
Carryover from January 31, 2020		518.31	
Plus total from February, 2020		863.78	
Less undeposited receipts		220.46	
Total recorded at City Office		1,161.63	

GIFT ACCOUNT (167 detail)Balance as of January 31, 2020 \$ 88,590.65**RECEIPTS**

Iowa Library Assoc.	100.00
T. Pagliai	30.00
Priscilla Club	126.66
Friends - sponsor youth book clubs	133.20
T & E Moore	100.00
GPCF - CEC Bucket Course	50.00

Total Gift Revenue	\$539.86
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EXPENDITURES

reimb. Kennett city holiday party food	36.13
Center Point LP - use Lions gift	123.35

Total Gift Expenditure	\$159.48
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Balance on February 29, 2020	\$88,971.03
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DRAKE COMMUNITY LIBRARY**RECEIPTS**

as of 03/31/20

	Previous balance	MTD	YTD
County tax	8,467.00	6,742.50	15,209.50
Donations (ILL, mtg room use)	820.04	20.00	840.04
Fines	2,015.97	148.19	2,164.16
Fees (Malcom, Kellogg, Oakland Acres, Searsboro)	3,180.00	0.00	3,180.00
Lost materials	366.38	0.00	366.38
Photocopy	4,467.45	236.45	4,703.90
Miscellaneous (replacement cards)	71.00	8.00	79.00
Total	19,387.84	7,155.14	26,542.98
Carryover from February 29, 2020		220.46	
Plus total from March, 2020		7,155.14	
Less undeposited receipts		75.00	
Total recorded at City Office		7,300.60	

GIFT ACCOUNT (167 detail)

Balance as of February 29, 2020 \$ 88,971.03

RECEIPTS

E. Hall 100.00

Total Gift Revenue \$100.00

EXPENDITURES

Book Look bks	333.79
EBSCO - periodical subs	1277.00
Center Point LP - Lions gift	71.41
MicroMarketing LP - Lions gift	137.57
B&T J bks - Molison McCabe gift	274.04

Total Gift Expenditure \$2,093.81

Balance on March 31, 2020**\$86,977.22**



**Library Monthly Budget Report
General Fund
April 22, 2020**

	2018-2019 YTD ACTUAL	2019-2020 CURRENT BUDGET	2019-2020 YTD ACTUAL	BILLS LIST 5/4/2020	PROJ. BUDGET BALANCE 5/4/2020
Beginning Balances	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:					
003-3.410.1.4766 Fines, Misc.	\$ 15,490	\$ 16,000	\$ 11,458	\$ -	\$ -
003-3.410.2.4440 State Grants	-	-	-	-	-
003-3.410.2.4461 Grinnell College	-	-	-	-	-
003-3.410.2.4470 County Contributions	21,173	21,173	15,210	-	-
003-3.410.2.4715 Refunds	5,600	-	580	-	-
003-3.410.4.4790 Property Taxes	497,564	549,630	438,961	-	-
003-3.910.4.4830 Transfer In	18,000	18,000	-	-	-
Total Revenues	\$ 557,827	\$ 604,803	\$ 466,209	\$ -	\$ -
Expenditures:					
003-4.410-1.6010 Salaries	\$ 247,005	\$ 273,853	\$ 210,653	\$ -	\$ 63,200
003-4.410.1.6020 Part Time Salaries	125,774	137,744	106,580	-	31,164
003-4.410.1.6040 Overtime 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	2,060	8,000	4,234	-	3,766
003-4.410.1.6181 Allowances	-	-	-	-	0
003-4.410.1.6185 Health Program	-	150	-	-	150
003-4.410.1.6186 Pre-Emp Testing & Other	374	480	766	-	(286)
003-4.410.1.6210 Dues/Memberships	1,237	1,150	936	-	214
003-4.410.1.6220 Meeting Registration	625	800	145	-	655
003-4.410.1.6230 Mileage & Meeting Expense	482	800	618	48	134
003-4.410.2.6310 Repair/Maintain Building	9,926	10,000	10,380	-	(380)
003-4.410.2.6332 Repair/Maintain Equipment	8,401	7,500	4,082	37	3,381
003-4.410.2.6371 Utilities	39,832	38,500	33,864	-	4,636
003-4.410.2.6373 Telephone	3,918	4,000	3,481	8	511
003-4.410.2.6409 General Insurance	5,500	6,500	6,500	-	0
003-4.410.2.6414 Printing and	695	800	544	92	164
003-4.410.2.6421 Consulting/Professional Fees	-	-	-	-	0
003-4.410.2.6426 Safety Program	-	-	-	-	0
003-4.410.2.6428 Misc Contractual Work	83,763	82,575	68,482	4,893	9,200
003-4.410.2.6506 Office Supplies	4,649	7,122	5,755	57	1,310
003-4.410.2.6507 Program Operating Supplies	428	500	102	-	398
003-4.410.2.6508 Postage & Shipping	3,282	3,800	2,479	-	1,321
003-4.410.2.6513 Misc Supplies	3,169	3,700	2,299	70	1,331
003-4.410.2.6521 Prog Children	2,332	2,300	1,037	-	1,263
003-4.410.2.6522 Prog Child-	2,885	2,500	1,542	-	958
003-4.410.2.6523 Program Young Ad	1,167	1,200	314	-	886
003-4.410.3.6721 Furniture & Fixtures	-	-	-	-	0
003-4.410.3.6750 Bldg Improvements	-	-	-	-	0
003-4.410.3.6762 Computer	10,509	-	-	-	0
003-4.410.3.6763 Children's Co	-	-	-	-	0
003-4.410.3.6765 Books/Children	10,967	6,000	6,005	-	(5)
003-4.410.3.6766 Books/Young A	3,379	3,100	3,061	144	(105)
003-4.410.3.6767 Books	-	-	-	-	0
003-4.410.3.6768 Periodicals	5,357	1,100	1,100	-	0
003-4.410.3.6769 Audio Visual	3,664	300	299	-	1
003-4.410.3.6770 Child Audio Visual	1,254	200	200	-	0
003-4.410.3.6771 Young Adult Audio Visual	190	129	119	-	10
Total Expenditures	\$ 582,824	\$ 604,803	\$ 475,577	\$ 5,349	\$ 123,877
ENDING BALANCE	\$ (24,997)	\$ (0)	\$ (9,368)		



**Library Monthly Budget Report
Library Fund State - General
April 22, 2020**

	2018-2019 YTD ACTUAL	2019-2020 CURRENT BUDGET	2019-2020 YTD ACTUAL	BILLS LIST 5/4/2020	PROJ. BUDGET BALANCE 5/4/2020
	\$ 25	\$ (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	7,594	7,594	6,777	-	-
103-3.410.4.4300 Interest Earned	-	-	-	-	-
Total Revenues	<u>\$ 7,594</u>	<u>\$ 7,594</u>	<u>\$ 6,777</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 Fundraising 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	6,122	6,094	5,148	-	946
103-4.410.3.6768 Periodicals	-	-	-	-	-
103-4.410.3.6769 Audio Visual	1,499	1,500	581	-	919
Total Expenditures	<u>\$ 7,621</u>	<u>\$ 7,594</u>	<u>\$ 5,729</u>	\$ -	\$ 1,865
 ENDING BALANCE	 \$ (2)	 \$ (2)	 \$ 1,046		



**Library Monthly Budget Report
Library Gifts - Spec Rev Fund
April 22, 2020**

	2018-2019 YTD ACTUAL	2019-2020 CURRENT BUDGET	2019-2020 YTD ACTUAL	BILLS LIST 5/4/2020	PROJ. BUDGET BALANCE 5/4/2020
Beginning Balances	\$ 113,438	\$ 114,226	\$ 114,226		\$ 114,226
Revenues:					
167-3.410.2.4400 Federal Grant	\$ -	\$ -	\$ -	\$ -	\$ -
167-3.410.2.4440 State Grant	-	-	-	-	-
167-3.410.2.4461 Grants - Non Government	-	-	-	-	-
167-3.410.2.4700 Contributions	46,234	15,000	9,716	-	-
167-3.410.2.4705 Private Donation	-	-	-	-	-
167-3.410.4.4300 Interest Earned	756	150	533	-	-
167-3.410.4.4303 Interest Earned (CD's)	-	-	-	-	-
167-3.410.4.4790 Transfer In (Internal)	-	-	-	-	-
Total Revenues	<u>\$ 46,990</u>	<u>\$ 15,150</u>	<u>\$ 10,249</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	-	-	-	-	-
167-4.410.3.6762 Capital Equipment	-	-	-	-	-
167-4.410.3.6769 Misc Supplies & Materials	28,202	30,000	37,248	395	(7,643)
Total Expenditures	<u>\$ 28,202</u>	<u>\$ 30,000</u>	<u>\$ 37,248</u>	<u>\$ 395</u>	<u>\$ (7,643)</u>
167-4.410.5.6911 TRANSFERS	18,000	18,000	-	-	18,000
Total Transfers	<u>\$ 18,000</u>	<u>\$ 18,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,000</u>
Total Expenditures & Transfers	<u>\$ 46,202</u>	<u>\$ 48,000</u>	<u>\$ 37,248</u>	<u>\$ 395</u>	<u>\$ 10,357</u>
ENDING BALANCE	\$ 114,226	\$ 81,376	\$ 87,227		



Library Monthly Budget Report
Capital Loan Note
April 22, 2020

	2019-2020 CURRENT BUDGET	2019-2020 YTD ACTUAL	BILLS LIST 5/4/2020	PROJ. BUDGET BALANCE 5/4/2020
Beginning Balances	\$ -	\$ -		\$ -
Expenditures:				
315-4.750.2.6727 Capital Outlay - Library	\$ 33,000	\$ 30,209	\$ 2,791	\$ 0
Total Expenditures	\$ 33,000	\$ 30,209	\$ 2,791	\$ 0
 ENDING BALANCE	 \$ -	 \$ -		

