

Tentative Agenda
Drake Community Library Board of Trustees
May 24, 2023, 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

Join Zoom Meeting

<https://zoom.us/j/92364861958?pwd=dDlEVWhnaTRISjVhTWk2dXhnQi9sdz09>

Meeting ID: 923 6486 1958

Passcode: 395374

One tap mobile

+13092053325,,92364861958#,,,,*395374# US

+13126266799,,92364861958#,,,,*395374# US (Chicago)

Meeting ID: 923 6486 1958

Passcode: 395374

Find your local number: <https://zoom.us/u/a3gHjumI>

A. **Members present:** __ Elfenbein __ Hardin __ Hammond __ McFee
 __ Pagliai __ Lindley __ Swick Other: __ Neal __ Snow

B. Approval of Agenda

C. Approval of Minutes

1. Approval of April 26, 2023 Board Meeting minutes

D. Communications

1. April DCL Endowment Fund report from Greater Poweshiek Community Foundation

E. Report of Director

1. April 2023 Statistical Report
2. Strategic Planning Update
3. Northeast Iowa Food Bank Collaboration Possibility
4. Review Trustee's Terms and Committee Assignments

F. Committee reports

Building and grounds –
Finance, salary and personnel-Director's Yearly Evaluation
Long range planning –
Policy –

H. Trustee report –

I. Financial report and approval of bills payable in June.

J. Old business-

K. New Business-

L. Trustee Continuing Education-

Hardin will report on a continuing education webinar

Next Regular Board Meeting: June 28, 2023 at 5:15pm

MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES

April 26, 2023, 5:15 p.m.

Drake Community Library Board Room

Meeting also made available via Zoom from the online City Agenda Center

A. **ROLL CALL:** *_ Elfenbein _X_ Hardin _ Hammond _X_ Lindley _X_ McFee
X_ Pagliai _X_ Swick Others: X_ Neal X_ Snow*

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

B. APPROVAL OF AGENDA:

Lindley moved and Pagliai seconded approval of the agenda.

C. APPROVAL OF MINUTES:

Hardin moved and Lindley seconded approval of the March 22, 2023 Regular Board Meeting minutes.

Roll call vote:

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

D. COMMUNICATIONS:

The March DCL Endowment Fund reports from Greater Poweshiek Community Foundation (GPCF) was discussed. Will seek explanation/guidance of disbursement of earnings.

E. REPORT OF DIRECTOR:

1. March 2023 Statistical Report discussed. The heading for Virtual Programming will be changed to reflect Passive Programming as well. The new heading will be Virtual/Passive Programming
2. Update on Strategic Plan planning-first meeting was Friday, March 31 from 9am – 12pm. The planning is off to a good start with broad community participation. Next meeting is Friday, May 12 from 9am-12pm.

F. COMMITTEE REPORTS:

Building and Grounds:

Finance, Salary and Personnel:

1. The committee has begun working on the library director's yearly evaluation.

Long Range Planning:

Policy:

G. TRUSTEE REPORTS:

H. FINANCIAL REPORT AND APPROVAL OF BILLS:

1. Financials were reviewed. Pagliai moved and McFee seconded the approval of bills payable in April.

Roll call vote:

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

I. OLD BUSINESS:

J. NEW BUSINESS:

1. Hardin moved and Lindley seconded approval of a review of the Donation Policy.

Roll call vote:

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

2. Lindley moved and McFee seconded approval of the Banned Library User Policy as revised.

Roll call vote:

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

3. TRUSTEE CONTINUING EDUCATION:

Meeting adjourned at 5:51 p.m.

Next regular meeting: May 24, 2023 at 5:15 p.m.

Darcy Swick
Library Board President

Karen Neal
Library Director
Recording Secretary

DCL Circulation Stats by Borrower Types

April 2023

| Btype Group | Current | Same month | Current | Previous |
|---------------------------------------|--------------|------------|---------------|----------|
| | Month | Previous | Current | Previous |
| | Total | Year | YTD | YTD |
| Area Resident | 3,204 | 2922 | 31,883 | 29649 |
| Open Access Borrower | 207 | 223 | 2,292 | 2541 |
| Grinnell College Student | 165 | 105 | 1,231 | 797 |
| Youth | 453 | 411 | 4,409 | 4123 |
| Open Access Youth* (New) | 3 | na | 14 | na |
| Pay Card | 0 | 0 | 0 | 0 |
| Restricted Computer Patron | 0 | 0 | 0 | 0 |
| RESIDENTS | 4,032 | 3,661 | 39,829 | 37,110 |
| Bk Del (Homebound) | 37 | 84 | 628 | 926 |
| Bk Del (Books in Baskets) | 86 | 128 | 961 | 1670 |
| BOOK DELIVERY | 123 | 212 | 1,589 | 2,596 |
| Educator* (New, consolidated) | 234 | na | 970 | na |
| Library Program Materials | 14 | 11 | 649 | 356 |
| Home School Provider (phasing out) | 0 | 206 | 1,093 | 2336 |
| Preschool Teachers (phasing out) | 0 | 117 | 629 | 675 |
| Teacher G-N Schools (phasing out) | 0 | 0 | 904 | 78 |
| Teacher Not G-N Schools (phasing out) | 0 | 0 | 118 | 152 |
| EDUCATION SUPPORT | 248 | 334 | 4,363 | 3,597 |
| ILL sent to other libraries | 47 | 42 | 495 | 335 |
| LP sent to other libraries | 61 | 85 | 377 | 625 |
| SPECIAL LOAN | 108 | 127 | 872 | 960 |
| TOTAL | 4,511 | 4,334 | 46,653 | 44,263 |

Online Learning and Reference Databases

| | | | | |
|--|------------|-----|-------------|------|
| Reference Solutions Directory Searches | 12 | 12 | 207 | 76 |
| Mango Language Program Sessions | 17 | 60 | 93 | 546 |
| Brainfuse | 0 | 1 | 29 | 9 |
| Ancestry.com Searches | 223 | 110 | 1767 | 2661 |
| Heritage Quest Searches | 0 | 14 | 144 | 90 |
| Niche Tutorial Views | 36 | 56 | 360 | 431 |
| Weiss Financial Page Views | 6 | 84 | 152 | 149 |

DCL Circulation Stats by Item Types

April 2023

| Item type Group | | Current | Same month | FY22-23 | Previous |
|----------------------------------|-----------------------------|--------------|--------------|---------------|---------------|
| | | Month | Previous | | |
| | | Total | Year | YTD | YTD |
| | Book | 1,774 | 1787 | 18,602 | 18053 |
| | Special Book (7 day) | 6 | 21 | 121 | 152 |
| TOTAL ADULT BOOKS | | 1,780 | 1,808 | 18,723 | 18,205 |
| TOTAL YA BOOKS | YA Book | 186 | 195 | 2,223 | 1945 |
| | | 186 | 195 | 2,223 | 1,945 |
| TOTAL CHILDREN'S BOOKS | Children's Book | 2,129 | 1920 | 21,020 | 19194 |
| | | 2,129 | 1920 | 21,020 | 19194 |
| TOTAL PAPERBACKS | Paperback | 134 | 145 | 1,576 | 1744 |
| | | 134 | 145 | 1,576 | 1744 |
| TOTAL AUDIO/VIDEO | Adult Audio | 32 | 39 | 477 | 625 |
| | Adult Video | 97 | 144 | 1,169 | 1300 |
| | | 129 | 183 | 1,646 | 1925 |
| TOTAL YA AUDIO/VIDEO | YA Audio | 0 | 4 | 26 | 32 |
| | | 0 | 4 | 26 | 32 |
| TOTAL CHILDREN'S AUDIO/VIDEO | Children's Audio | 15 | 11 | 132 | 105 |
| | Children's Video | 80 | 17 | 595 | 484 |
| | | 95 | 28 | 727 | 589 |
| TOTAL MISCELLANEOUS | Periodicals | 20 | 17 | 254 | 267 |
| | Equipment | 7 | 9 | 96 | 95 |
| | ILL from other libraries | 40 | 27 | 389 | 244 |
| | Misc. Other | 0 | 1 | 23 | 65 |
| | | 67 | 54 | 762 | 671 |
| Total Physical Item Circ | | 4,520 | 4,337 | 46,703 | 44,305 |
| | Bridges eBooks | 842 | 1363 | 8572 | 8783 |
| | Bridges eAudiobooks | 786 | 673 | 7482 | 6723 |
| | Freegal Downloads & Streams | 470 | 1407 | 3938 | 2929 |
| | Bridges eMagazines | 53 | 39 | 585 | 532 |
| | Kanopy Streaming Video | 105 | 96 | 1330 | 1211 |
| Total eResource Downloads | | 2,256 | 3,578 | 21,907 | 20,178 |
| TOTAL CIRCULATION | | 6,776 | 7,915 | 68,610 | 64,483 |

| ONLINE OUTREACH | | | | | |
|-----------------------|------------------------------|--------|--|---------|--|
| MAIN WEBSITE | Users | 1,704 | | 16,681 | |
| | Pageviews | 4,057 | | 40,768 | |
| | Clicks | 415 | | 4,780 | |
| LOCAL HISTORY WEBSITE | Users | 380 | | 3,736 | |
| | Pageviews | 973 | | 8,828 | |
| | Clicks | 1,628 | | 30,335 | |
| SOCIAL MEDIA REACH | DCL Facebook | 9,428 | | 62,555 | |
| | PHPP Facebook | 11,076 | | 105,983 | |
| | Grinnellstories on Instagram | 932 | | 10,236 | |

Google Analytics definitions

User: a visitor who has initiated a session on your website: the moment a person lands on any page of your site, they are

Pageviews: The total number of pages viewed. Repeated views of a single page are counted

Clicks: How often someone clicked a link from Google to your site.

DCL Other Services

April 2023

| | CURRENT MONTH | Same mo. last year | YEAR TO DATE | Previous Y.T.D |
|---|------------------|-----------------------|-----------------|-------------------|
| COMPUTER USE BY PUBLIC | | | | |
| Main Area Computers | 348 | 359 | 3,642 | 3,633 |
| Children's Computers | 181 | 38 | 1,185 | 274 |
| TOTAL COMPUTER SESSIONS | 529 | 397 | 4,827 | 3,907 |
| Distinct Users This Month | 124 | 118 | | |
| Guest Logins | 46 | 38 | | |
| MEETING ROOM USE | | | | |
| Business Groups | 5 | 3 | 50 | 41 |
| Community Groups | 54 | 52 | 499 | 427 |
| Public Forums | 3 | 1 | 9 | 8 |
| Drop-In & Other Use | 41 | 19 | 275 | 198 |
| Total Groups | 103 | 75 | 833 | 674 |
| Business People | 73 | 42 | 315 | 346 |
| Community People | 971 | 754 | 8,134 | 4,759 |
| Public Forum People | 100 | 4 | 370 | 356 |
| Drop-In & Other Use | 58 | 48 | 463 | 341 |
| Total People Count | 1,202 | 848 | 9,282 | 5,802 |
| LIBRARY PROGRAMS | | | | |
| Adult programs (includes Book Delivery) | 5 | 2 | 66 | 7 |
| Young Adult programs | 2 | 0 | 23 | 0 |
| Children programs | 21 | 9 | 200 | 84 |
| Total In Person Programs Offered | 28 | 11 | 289 | 91 |
| Adult attendance | 218 | 16 | 1,202 | 87 |
| Young Adult attendance | 5 | 0 | 140 | 0 |
| Child attendance | 372 | 173 | 3,946 | 1,851 |
| Total In Person Program Attendance | 595 | 189 | 5,288 | 1,938 |
| VIRTUAL PROGRAMS | | | | |
| Adult programs | 0 | 0 | 0 | 1 |
| Young Adult programs | 0 | 0 | 0 | 0 |
| Children programs | 0 | 0 | 0 | 8 |
| Total Virtual Programs Offered | 0 | 0 | 0 | 9 |
| Adult attendance | 0 | 0 | 0 | 7 |
| Young Adult attendance | 0 | 0 | 0 | 0 |
| Child attendance | 0 | 0 | 0 | 20 |
| Total Virtual Program Attendance | 0 | 0 | 0 | 27 |
| ARCHIVE USE | 44 | 20 | 344 | 298 |
| DOOR COUNT | 4,103 | 3,401 | 48,878 | 34,663 |
| WIRELESS SESSIONS (WhoFi*) | 1,580 | 1,903 | 12,418 | 16,656 |
| VOLUNTEERS | | | | |
| Number of | 6 | 6 | 64 | 53 |
| Total hours | 39 | 35 | 272 | 396 |

DRAKE COMMUNITY LIBRARY**RECEIPTS****April 30, 2023**

| | Previous balance | | MTD | | YTD |
|--|-------------------------|----|------------|----|------------|
| County tax | \$ 16,578.50 | | \$0.00 | \$ | 16,578.50 |
| Donations (incl. mtg room donations) | \$ 2,284.40 | \$ | 225.00 | \$ | 2,509.40 |
| Fees (Contracting Cities, State Money) | \$6,880.23 | | \$0.00 | \$ | 6,880.23 |
| Lost materials | \$ 495.27 | \$ | 20.00 | \$ | 515.27 |
| Photocopy | \$ 1,930.54 | \$ | 172.46 | \$ | 2,103.00 |
| Miscellaneous (replacement cards) | \$ 202.00 | \$ | 2.00 | \$ | 204.00 |
| Rental | | \$ | - | | |

Total \$ **419.46** \$ **28,790.40**

Carryover from March 31, 2023 \$ 75.00
Plus total from April 30, 2023 \$ 419.46
Less undeposited receipts \$ 75.00

Total recorded at City Office \$ **419.46**

GIFT ACCOUNT (167 detail)

Balance as of April 30, 2023 \$ **89,950.60**

RECEIPTS

Barry Brewer \$100.00

Anonymous \$3.50

| | | |
|--------------------|----|------------------|
| Total Gift Revenue | \$ | 90,054.10 |
|--------------------|----|------------------|

EXPENDITURES

| | | |
|------------------------|----|---|
| Total Gift Expenditure | \$ | - |
|------------------------|----|---|

| | | |
|----------------------------------|-----------|------------------|
| Balance on April 30, 2023 | \$ | 90,054.10 |
|----------------------------------|-----------|------------------|



Grinnell, IA

My Budget Worksheet

Account Summary

For Fiscal: 2022-2023 Period Ending: 05/31/2023

| | | 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 YE |
|---|--------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|---------------------------|------------------------------------|
| Fund: 003 - LIBRARY - GENERAL FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 003-3.410.1.4766 | LIBRARY - FEES, MISC | 8,844.00 | 7,781.48 | 9,460.00 | 8,479.86 | 7,000.00 | 6,949.64 | 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 - NON GOV/COLLEGE/L... | 0.00 | 0.00 | 0.00 | 9,115.00 | 13,845.00 | 12,114.34 | 13,845.00 |
| 003-3.410.2.4470 | LIBRARY - COUNTY CONTRIBUTI... | 24,284.00 | 24,284.00 | 24,284.00 | 26,012.00 | 21,638.00 | 16,612.00 | 21,638.00 |
| 003-3.410.2.4715 | LIBRARY - REFUNDS | 0.00 | 0.00 | 76.00 | 190.27 | 140.00 | 137.45 | 140.00 |
| 003-3.410.2.4720 | LIBRARY - INS COLLECTIONS | 3,715.00 | 3,715.00 | 0.00 | 0.00 | 17.00 | 16.72 | 17.00 |
| 003-3.410.4.4311 | LIBRARY - RENT | 0.00 | 0.00 | 0.00 | 0.00 | 125.00 | 125.00 | 125.00 |
| 003-3.410.4.4790 | LIBRARY - TRANS IN (INTERNAL) | 558,867.00 | 512,110.26 | 584,520.00 | 575,491.79 | 628,185.95 | 526,435.60 | 628,185.95 |
| | Revenue Total: | 596,791.00 | 548,971.65 | 618,340.00 | 619,288.92 | 670,950.95 | 562,390.75 | 670,950.95 |
| Expense | | | | | | | | |
| 003-4.410.1.6010 | LIBRARY - SALARIES | 214,414.20 | 193,159.34 | 248,239.00 | 227,085.13 | 269,399.52 | 233,013.19 | 269,399.52 |
| 003-4.410.1.6020 | LIBRARY - PT/SEASONAL SALARIES | 156,840.36 | 150,081.64 | 177,541.00 | 169,872.02 | 185,640.00 | 160,742.74 | 185,640.00 |
| 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 | 4,000.00 | 4,000.00 | 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 | 720.00 | 584.00 | 720.00 |
| 003-4.410.1.6210 | LIBRARY - DUES/MEMBERSHIPS | 1,150.00 | 1,003.00 | 1,150.00 | 1,587.69 | 1,343.00 | 1,342.91 | 1,343.00 |
| 003-4.410.1.6220 | LIBRARY - MTG REGISTRATIONS | 977.00 | 977.14 | 700.00 | 187.50 | 845.00 | 845.00 | 845.00 |
| 003-4.410.1.6230 | LIBRARY - MILEAGE & MTG EXP | 800.00 | 0.00 | 700.00 | 339.95 | 600.00 | 456.07 | 600.00 |
| 003-4.410.2.6310 | LIBRARY - REP/MTNCE BLDG | 34,300.00 | 25,758.89 | 10,000.00 | 10,154.52 | 7,296.54 | 7,288.86 | 7,296.54 |
| 003-4.410.2.6332 | LIBRARY - REP/MTNCE EQMT | 11,265.00 | 9,860.71 | 7,500.00 | 11,677.20 | 7,500.00 | 6,060.46 | 7,500.00 |
| 003-4.410.2.6371 | LIBRARY - UTILITIES | 32,391.00 | 29,633.68 | 41,000.00 | 36,202.00 | 40,000.00 | 33,032.12 | 40,000.00 |
| 003-4.410.2.6373 | LIBRARY - TELEPHONE | 4,210.00 | 4,206.95 | 4,200.00 | 4,171.48 | 5,980.96 | 5,429.85 | 5,980.96 |
| 003-4.410.2.6409 | LIBRARY - GENERAL INSURANCE | 7,700.00 | 7,699.99 | 9,071.03 | 9,071.03 | 19,858.43 | 19,858.43 | 19,858.43 |
| 003-4.410.2.6414 | LIBRARY - PRINTING AND COPIES | 800.00 | 752.91 | 800.00 | 1,256.02 | 700.00 | 695.49 | 700.00 |

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 05/31/2023

| | | 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 |
| | | | | | | | | YE |
| 003-4.410.2.6421 | LIBRARY - CONS/PROF FEES | 13,000.00 | 12,613.20 | 1,402.00 | 1,401.91 | 90.00 | 85.11 | 90.00 |
| 003-4.410.2.6428 | LIBRARY - MISC CONTRACT WORK | 78,318.00 | 76,527.72 | 76,400.00 | 100,077.21 | 76,572.00 | 73,568.93 | 76,572.00 |
| 003-4.410.2.6506 | LIBRARY - OFFICE SUPPLIES | 6,335.00 | 6,027.10 | 6,300.00 | 5,366.99 | 6,000.00 | 5,998.95 | 6,000.00 |
| 003-4.410.2.6507 | LIBRARY - PROG OPER SUPPLIES | 500.00 | 172.91 | 500.00 | 385.01 | 500.00 | 407.79 | 500.00 |
| 003-4.410.2.6508 | LIBRARY - POSTAGE & SHIPPING | 2,642.00 | 1,287.44 | 2,710.00 | 2,525.75 | 2,404.50 | 374.80 | 2,404.50 |
| 003-4.410.2.6513 | LIBRARY - MISC SUPPLIES | 3,700.00 | 3,473.01 | 2,988.00 | 2,495.12 | 2,500.00 | 2,519.59 | 2,500.00 |
| 003-4.410.2.6521 | LIBRARY - PROG CHILDREN | 2,300.00 | 1,330.47 | 2,000.00 | 3,150.57 | 2,000.00 | 1,988.46 | 2,000.00 |
| 003-4.410.2.6522 | LIBRARY - PROG CHILDREN'S | 2,501.00 | 2,516.19 | 2,000.00 | 2,457.55 | 5,845.00 | 5,785.64 | 5,845.00 |
| 003-4.410.2.6523 | LIBRARY - PROGRAM YOUNG AD... | 1,200.00 | 1,186.94 | 1,000.00 | 483.17 | 1,100.00 | 1,048.52 | 1,100.00 |
| 003-4.410.3.6721 | LIBRARY - FURNITURE & FIXTURES | 0.00 | 0.00 | 0.00 | 0.00 | 5,316.00 | 4,241.54 | 5,316.00 |
| 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 | 1,500.00 | 752.52 | 1,500.00 |
| 003-4.410.3.6765 | LIBRARY - BOOKS/CHILDREN | 5,500.00 | 5,463.22 | 6,000.00 | 6,271.39 | 10,900.00 | 10,997.24 | 10,900.00 |
| 003-4.410.3.6766 | LIBRARY - BOOKS/YOUNG ADULTS | 1,680.00 | 1,679.93 | 2,000.00 | 2,323.57 | 2,000.00 | 1,997.11 | 2,000.00 |
| 003-4.410.3.6767 | LIBRARY - BOOKS | 0.00 | 0.00 | 0.00 | 1,954.46 | 2,740.00 | 3,201.17 | 2,740.00 |
| 003-4.410.3.6768 | LIBRARY - PERIODICALS | 4,205.00 | 4,201.93 | 5,000.00 | 4,862.73 | 5,000.00 | 1,255.53 | 5,000.00 |
| 003-4.410.3.6769 | LIBRARY - AUDIO VISUAL | 1,285.00 | 1,285.85 | 500.00 | 898.36 | 500.00 | 375.70 | 500.00 |
| 003-4.410.3.6770 | LIBRARY - AV/YOUTH | 750.00 | 735.87 | 500.00 | 530.58 | 500.00 | 508.01 | 500.00 |
| 003-4.410.3.6771 | LIBRARY - EBOOKS/YOUTH | 550.00 | 489.09 | 1,600.00 | 0.00 | 1,600.00 | 1,580.64 | 1,600.00 |
| | Expense Total: | 596,790.56 | 548,971.65 | 619,326.03 | 619,288.92 | 670,950.95 | 590,036.37 | 670,950.95 |
| | Fund: 003 - LIBRARY - GENERAL FUND Surplus (Deficit): | 0.44 | 0.00 | -986.03 | 0.00 | 0.00 | -27,645.62 | 0.00 |
| 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 | 7,159.00 | 7,158.47 | 7,159.00 |
| | Revenue Total: | 6,820.00 | 6,819.42 | 6,900.00 | 4,993.68 | 7,159.00 | 7,158.47 | 7,159.00 |
| Expense | | | | | | | | |
| 103-4.410.3.6767 | BOOKS | 5,321.00 | 5,320.41 | 5,500.00 | 2,017.15 | 5,500.00 | 1,345.65 | 5,500.00 |
| 103-4.410.3.6769 | AUDIO VISUAL | 1,500.00 | 1,501.32 | 1,000.00 | 2,976.53 | 1,659.00 | 1,658.80 | 1,659.00 |
| | Expense Total: | 6,821.00 | 6,821.73 | 6,500.00 | 4,993.68 | 7,159.00 | 3,004.45 | 7,159.00 |
| | Fund: 103 - LIBRARY FUND STATE - GEN Surplus (Deficit): | -1.00 | -2.31 | 400.00 | 0.00 | 0.00 | 4,154.02 | 0.00 |

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 05/31/2023

| | | 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 |
| | | | | | | | | YE |
| 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 | 6,560.00 | 5,830.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 167-3.410.2.4700 | CONTRIBUTIONS | 17,100.00 | 23,832.00 | 15,000.00 | 14,103.00 | 15,000.00 | 5,708.99 | 15,000.00 |
| 167-3.410.4.4300 | INTEREST EARNED | 585.00 | 607.62 | 500.00 | 679.09 | 690.00 | 616.92 | 690.00 |
| | Revenue Total: | 17,685.00 | 24,439.62 | 22,060.00 | 25,612.09 | 18,690.00 | 9,325.91 | 18,690.00 |
| Expense | | | | | | | | |
| 167-4.410.3.6721 | FURNITURE AND FIXTURES | 0.00 | 0.00 | 1,106.36 | 1,106.36 | 6,500.00 | 6,205.35 | 6,500.00 |
| 167-4.410.3.6769 | MISC SUPPLIES & MATERIALS | 15,000.00 | 3,122.69 | 20,000.00 | 20,000.00 | 20,000.00 | 4,745.99 | 20,000.00 |
| | Expense Total: | 15,000.00 | 3,122.69 | 21,106.36 | 21,106.36 | 26,500.00 | 10,951.34 | 26,500.00 |
| | Fund: 167 - LIBRARY GIFTS - SPEC REV Surplus (Deficit): | 2,685.00 | 21,316.93 | 953.64 | 4,505.73 | -7,810.00 | -1,625.43 | -7,810.00 |
| Fund: 301 - CLNS FY 21-22 | | | | | | | | |
| Revenue | | | | | | | | |
| 301-3.910.4.4830 | CLNS 21-22 - TRANSFERS IN | 0.00 | 0.00 | 345,300.00 | 345,300.00 | 0.00 | 0.00 | 0.00 |
| | Revenue Total: | 0.00 | 0.00 | 345,300.00 | 345,300.00 | 0.00 | 0.00 | 0.00 |
| Expense | | | | | | | | |
| 301-4.750.2.6428 | CLNS FY 21-22 - POLICE CAPITAL | 0.00 | 0.00 | 50,000.00 | 47,154.44 | 2,845.56 | 2,845.56 | 2,845.56 |
| 301-4.750.2.6513 | CLNS FY 21-22 - FIRE CAPITAL | 0.00 | 0.00 | 42,000.00 | 21,179.52 | 20,820.48 | 20,820.48 | 20,820.48 |
| 301-4.750.3.6727 | CLNS FY 21-22 - LIBRARY BOOKS | 0.00 | 0.00 | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 0.00 |
| 301-4.750.3.6780 | CLNS FY 21-22 - PARKS | 0.00 | 0.00 | 68,105.00 | 18,876.09 | 49,228.91 | 3,180.00 | 49,228.91 |
| 301-4.750.3.6782 | CLNS FY 21-22 - POOL | 0.00 | 0.00 | 92,612.00 | 92,612.00 | 0.00 | 0.00 | 0.00 |
| 301-4.750.3.6799 | CLNS FY 21-22 - PSB | 0.00 | 0.00 | 62,583.00 | 18,094.62 | 0.00 | 0.00 | 0.00 |
| | Expense Total: | 0.00 | 0.00 | 345,300.00 | 227,916.67 | 72,894.95 | 26,846.04 | 72,894.95 |
| | Fund: 301 - CLNS FY 21-22 Surplus (Deficit): | 0.00 | 0.00 | 0.00 | 117,383.33 | -72,894.95 | -26,846.04 | -72,894.95 |
| 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 | 379,185.00 | 379,185.00 | 379,185.00 |
| | Revenue Total: | 0.00 | 0.00 | 0.00 | 0.00 | 379,185.00 | 379,185.00 | 379,185.00 |
| Expense | | | | | | | | |
| 303-4.750.2.6428 | CLNS FY 22-23 - POLICE | 0.00 | 0.00 | 0.00 | 0.00 | 55,000.00 | 1,221.24 | 55,000.00 |
| 303-4.750.2.6513 | CLNS FY 22-23 - FIRE | 0.00 | 0.00 | 0.00 | 0.00 | 45,000.00 | 33,047.52 | 45,000.00 |
| 303-4.750.3.6727 | CLNS FY 22-23 - LIBRARY | 0.00 | 0.00 | 0.00 | 0.00 | 31,500.00 | 26,259.63 | 31,500.00 |

My Budget Worksheet

For Fiscal: 2022-2023 Period Ending: 05/31/2023

| | | 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 YE |
| 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 | 5,000.00 | 0.00 | 5,000.00 |
| 303-4.750.4.6851 | CLNS FY 22-23 - PARKS | 0.00 | 0.00 | 0.00 | 0.00 | 149,500.00 | 55,218.49 | 149,500.00 |
| 303-4.750.4.6852 | CLNS FY 22-23 - POOL | 0.00 | 0.00 | 0.00 | 0.00 | 38,930.00 | 21,874.84 | 38,930.00 |
| 303-4.910.5.6911 | CLNS FY 22-23 - TRANS OUT | 0.00 | 0.00 | 0.00 | 0.00 | 54,255.00 | 0.00 | 54,255.00 |
| Expense Total: | | 6,920.40 | 6,920.40 | 0.00 | 0.00 | 379,185.00 | 137,621.72 | 379,185.00 |
| Fund: 303 - CLNS FY 22-23 Surplus (Deficit): | | -6,920.40 | -6,920.40 | 0.00 | 0.00 | 0.00 | 241,563.28 | 0.00 |
| Report Surplus (Deficit): | | -4,235.96 | 14,394.22 | 367.61 | 121,889.06 | -80,704.95 | 189,600.21 | -80,704.95 |

Group Summary

| Account Typ... | 2020-2021 | | 2021-2022 | | 2022-2023 | | Defined Budgets |
|--|------------------|------------------|----------------|-------------------|-------------------|-------------------|-------------------|
| | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget | YTD Activity | 2022-2023 YE |
| Fund: 003 - LIBRARY - GENERAL FUND | | | | | | | |
| Revenue | 596,791.00 | 548,971.65 | 618,340.00 | 619,288.92 | 670,950.95 | 562,390.75 | 670,950.95 |
| Expense | 596,790.56 | 548,971.65 | 619,326.03 | 619,288.92 | 670,950.95 | 590,036.37 | 670,950.95 |
| Fund: 003 - LIBRARY - GENERAL FUND Surplus (Deficit): | 0.44 | 0.00 | -986.03 | 0.00 | 0.00 | -27,645.62 | 0.00 |
| Fund: 103 - LIBRARY FUND STATE - GEN | | | | | | | |
| Revenue | 6,820.00 | 6,819.42 | 6,900.00 | 4,993.68 | 7,159.00 | 7,158.47 | 7,159.00 |
| Expense | 6,821.00 | 6,821.73 | 6,500.00 | 4,993.68 | 7,159.00 | 3,004.45 | 7,159.00 |
| Fund: 103 - LIBRARY FUND STATE - GEN Surplus (Deficit): | -1.00 | -2.31 | 400.00 | 0.00 | 0.00 | 4,154.02 | 0.00 |
| Fund: 167 - LIBRARY GIFTS - SPEC REV | | | | | | | |
| Revenue | 17,685.00 | 24,439.62 | 22,060.00 | 25,612.09 | 18,690.00 | 9,325.91 | 18,690.00 |
| Expense | 15,000.00 | 3,122.69 | 21,106.36 | 21,106.36 | 26,500.00 | 10,951.34 | 26,500.00 |
| Fund: 167 - LIBRARY GIFTS - SPEC REV Surplus (Deficit): | 2,685.00 | 21,316.93 | 953.64 | 4,505.73 | -7,810.00 | -1,625.43 | -7,810.00 |
| Fund: 301 - CLNS FY 21-22 | | | | | | | |
| Revenue | 0.00 | 0.00 | 345,300.00 | 345,300.00 | 0.00 | 0.00 | 0.00 |
| Expense | 0.00 | 0.00 | 345,300.00 | 227,916.67 | 72,894.95 | 26,846.04 | 72,894.95 |
| Fund: 301 - CLNS FY 21-22 Surplus (Deficit): | 0.00 | 0.00 | 0.00 | 117,383.33 | -72,894.95 | -26,846.04 | -72,894.95 |
| Fund: 303 - CLNS FY 22-23 | | | | | | | |
| Revenue | 0.00 | 0.00 | 0.00 | 0.00 | 379,185.00 | 379,185.00 | 379,185.00 |
| Expense | 6,920.40 | 6,920.40 | 0.00 | 0.00 | 379,185.00 | 137,621.72 | 379,185.00 |
| Fund: 303 - CLNS FY 22-23 Surplus (Deficit): | -6,920.40 | -6,920.40 | 0.00 | 0.00 | 0.00 | 241,563.28 | 0.00 |
| Report Surplus (Deficit): | -4,235.96 | 14,394.22 | 367.61 | 121,889.06 | -80,704.95 | 189,600.21 | -80,704.95 |

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 |
| | | | | | | | YE | YE |
| 003 - LIBRARY - GENERAL FUND | 0.44 | 0.00 | -986.03 | 0.00 | 0.00 | -27,645.62 | | 0.00 |
| 103 - LIBRARY FUND STATE - GEN | -1.00 | -2.31 | 400.00 | 0.00 | 0.00 | 4,154.02 | | 0.00 |
| 167 - LIBRARY GIFTS - SPEC REV | 2,685.00 | 21,316.93 | 953.64 | 4,505.73 | -7,810.00 | -1,625.43 | | -7,810.00 |
| 301 - CLNS FY 21-22 | 0.00 | 0.00 | 0.00 | 117,383.33 | -72,894.95 | -26,846.04 | | -72,894.95 |
| 303 - CLNS FY 22-23 | -6,920.40 | -6,920.40 | 0.00 | 0.00 | 0.00 | 241,563.28 | | 0.00 |
| Report Surplus (Deficit): | -4,235.96 | 14,394.22 | 367.61 | 121,889.06 | -80,704.95 | 189,600.21 | | -80,704.95 |



Grinnell, IA

My Open Payable Report

As Of 06/05/2023

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: 018200 | ALLIANT ENERGY | | | | | | Payable Count: (1) 2,370.90 |
| 5.9.23 DRAKE | UTILITIES | 06/05/2023 | 2,370.90 | 0.00 | 0.00 | 0.00 | 2,370.90 |
| Vendor: 002581 | AMAZON CAPITAL SERVICES | | | | | | Payable Count: (1) 16.00 |
| 1PJR-VRJ7-NFYL | SUPPLIES | 06/05/2023 | 16.00 | 0.00 | 0.00 | 0.00 | 16.00 |
| Vendor: 001700 | BAKER & TAYLOR -ENT #5103 | | | | | | Payable Count: (2) 362.52 |
| 2037484675 | BOOKS | 06/05/2023 | 320.15 | 0.00 | 0.00 | 0.00 | 320.15 |
| 2037497613 | BOOKS | 06/05/2023 | 42.37 | 0.00 | 0.00 | 0.00 | 42.37 |
| Vendor: 000562 | BAKER & TAYLOR L530345 | | | | | | Payable Count: (2) 13.78 |
| 2037491325 | BOOKS | 06/05/2023 | 7.79 | 0.00 | 0.00 | 0.00 | 7.79 |
| 2037497612 | BOOKS | 06/05/2023 | 5.99 | 0.00 | 0.00 | 0.00 | 5.99 |
| Vendor: 001701 | BAKER & TAYLOR, INC | | | | | | Payable Count: (1) 48.67 |
| 2037487948 | BOOKS | 06/05/2023 | 48.67 | 0.00 | 0.00 | 0.00 | 48.67 |
| Vendor: 020940 | CDW GOVERNMENT | | | | | | Payable Count: (1) 1,919.29 |
| JQ78174 | COMPUTERS | 06/05/2023 | 1,919.29 | 0.00 | 0.00 | 0.00 | 1,919.29 |
| Vendor: 009720 | EBCSO INFORMATION SERVICES | | | | | | Payable Count: (1) 1,331.34 |
| 1695992 | MAG SUB | 06/05/2023 | 1,331.34 | 0.00 | 0.00 | 0.00 | 1,331.34 |
| Vendor: 002628 | GIBSON, DEREK | | | | | | Payable Count: (1) 1,790.00 |
| 711247 | CLEANING SVC (MAY) | 06/05/2023 | 1,790.00 | 0.00 | 0.00 | 0.00 | 1,790.00 |
| Vendor: 001622 | GROUT MUSEUM DISTRICT | | | | | | Payable Count: (1) 317.80 |
| 3345 | KIDS PROGRAM | 06/05/2023 | 317.80 | 0.00 | 0.00 | 0.00 | 317.80 |
| Vendor: 001989 | HAWKEYE LOCK & SECURITY | | | | | | Payable Count: (1) 89.00 |
| 18333 | SVC CALL | 06/05/2023 | 89.00 | 0.00 | 0.00 | 0.00 | 89.00 |
| Vendor: 000482 | ILLINOIS LIBRARY ASSOCIATION | | | | | | Payable Count: (1) 32.51 |
| 237133 | SHIRTS | 06/05/2023 | 32.51 | 0.00 | 0.00 | 0.00 | 32.51 |
| Vendor: 095001 | INGRAM LIBRARY SERVICES | | | | | | Payable Count: (10) 1,852.92 |
| 75768734 | BOOKS | 06/05/2023 | 393.93 | 0.00 | 0.00 | 0.00 | 393.93 |
| 75814488 | BOOKS | 06/05/2023 | 632.96 | 0.00 | 0.00 | 0.00 | 632.96 |
| 75892975 | BOOKS | 06/05/2023 | 133.67 | 0.00 | 0.00 | 0.00 | 133.67 |
| 75892976 | BOOKS | 06/05/2023 | 16.22 | 0.00 | 0.00 | 0.00 | 16.22 |
| 75923265 | BOOKS | 06/05/2023 | 77.66 | 0.00 | 0.00 | 0.00 | 77.66 |
| 75923266 | BOOKS | 06/05/2023 | 50.44 | 0.00 | 0.00 | 0.00 | 50.44 |
| 75970139 | BOOKS | 06/05/2023 | 305.41 | 0.00 | 0.00 | 0.00 | 305.41 |
| 75986995 | BOOKS | 06/05/2023 | 12.22 | 0.00 | 0.00 | 0.00 | 12.22 |
| 75986996 | BOOKS | 06/05/2023 | 98.35 | 0.00 | 0.00 | 0.00 | 98.35 |
| 76000251 | BOOKS | 06/05/2023 | 132.06 | 0.00 | 0.00 | 0.00 | 132.06 |
| Vendor: 099403 | IOWA & MINNESOTA CAMPUS COMPACT | | | | | | Payable Count: (1) 187.50 |
| 2389 | 2023 VISTA MBR | 06/05/2023 | 187.50 | 0.00 | 0.00 | 0.00 | 187.50 |
| Vendor: 098028 | IOWA COMMUNICATIONS NETWORK | | | | | | Payable Count: (1) 8.33 |
| 670604 | NETWORK SVC | 06/05/2023 | 8.33 | 0.00 | 0.00 | 0.00 | 8.33 |
| Vendor: 097122 | IOWA STATE UNIVERSITY | | | | | | Payable Count: (1) 460.00 |
| 1516 | INSECT ZOO PROGRAM | 06/05/2023 | 460.00 | 0.00 | 0.00 | 0.00 | 460.00 |
| Vendor: 095203 | MICRO MARKETING LLC | | | | | | Payable Count: (3) 1,066.69 |
| 920993 | LP BOOKS | 06/05/2023 | 82.40 | 0.00 | 0.00 | 0.00 | 82.40 |

My Open Payable Report

As Of 06/05/2023

| Payable Number | Description | Post Date | Payable Amount | Discount Amount | Shipping Amount | Tax Amount | Net Amount |
|---------------------------------------|---|------------|---------------------------------|-----------------|-----------------|------------|---|
| 922031 | LP BOOKS | 06/05/2023 | 31.20 | 0.00 | 0.00 | 0.00 | 31.20 |
| 922589 | LP BOOKS | 06/05/2023 | 953.09 | 0.00 | 0.00 | 0.00 | 953.09 |
| Vendor: 002016 | OVERDRIVE, INC. | | | | | | Payable Count: (3) 1,012.48 |
| 06497CO23133179 | E & AUDIO BOOKS | 06/05/2023 | 686.44 | 0.00 | 0.00 | 0.00 | 686.44 |
| 06497CO23150108 | E & AUDIO BOOKS | 06/05/2023 | 251.04 | 0.00 | 0.00 | 0.00 | 251.04 |
| 06497DA23140571 | EBOOK | 06/05/2023 | 75.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| Vendor: 029201 | POSTMASTER-LIB ACCT | | | | | | Payable Count: (1) 2,000.00 |
| 6.5.23 | POSTAGE | 06/05/2023 | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| Vendor: 032300 | SCHENDEL PEST CONTROL CO | | | | | | Payable Count: (2) 91.85 |
| 246022 | WASP CONTROL | 06/05/2023 | 42.80 | 0.00 | 0.00 | 0.00 | 42.80 |
| 246026 | PEST CONTROL | 06/05/2023 | 49.05 | 0.00 | 0.00 | 0.00 | 49.05 |
| Vendor: 001317 | SHUTTS, BRAD | | | | | | Payable Count: (1) 200.00 |
| MAY-23 | MOWING | 06/05/2023 | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| Vendor: 000271 | TOTAL CHOICE SHIPPING & PRINTING | | | | | | Payable Count: (1) 53.84 |
| 235661 | PRINTING | 06/05/2023 | 53.84 | 0.00 | 0.00 | 0.00 | 53.84 |
| Vendor: 002669 | UNIQUE | | | | | | Payable Count: (1) 46.60 |
| 6111986 | PLACEMENTS | 06/05/2023 | 46.60 | 0.00 | 0.00 | 0.00 | 46.60 |
| | | | Payable Account 999-2020 | | | | Payable Count: (38) Total: 15,272.02 |

Summary

Payable Account Summary

| Account | Count | Amount |
|-----------------------------|-------|-----------|
| 999-2020 - ACCOUNTS PAYABLE | 38 | 15,272.02 |
| Report Total: | | |

Payable Fund Summary

| Fund | Count | Amount |
|----------------------|-----------|------------------|
| 999 - POOLED CASH | 38 | 15,272.02 |
| Report Total: | 38 | 15,272.02 |