

## AGENDA

CEDAR FALLS PUBLIC LIBRARY

FINANCE COMMITTEE

November 30, 2022 4:00 PM

Cedar Falls Public Library

524 Main Street

Cedar Falls, IA 50613

Conference Room

1. Financial updates
2. Grant Requests
  - a. CFPL Foundation Financial Plan for Calendar Year 2023
  - b. Adventure Passes 2023 (Berg)
  - c. Atrium Windows 2023 (Building Fund)
  - d. Branding Rollout 2023 (Berg)
  - e. Bridge to Reading 2023 (Ray)
  - f. Cedar Valley Children's Book Festival 2023 (Ray)
  - g. Cedar Valley's Youth Read 2023 (Berg)
  - h. Library Automated Materials Handler 2023 (Building Fund)
  - i. Summer Library Program 2023 (Berg)
  - j. Branding Rollout 2023 (Berg)
3. Miscellaneous

## Building Fund

Updated 11/23/2022

The assets of this fund were received through donations from the community to "the Cedar Falls Community Foundation for the Cedar Falls Public Library" to construct and maintain a new Cedar Falls Public Library facility. The fund shall be used solely to benefit the Library for purposes which include capital projects that benefit the facility and its programming (but not for salaries or to support the regular operating budget of the Library).

Budget Year	Date	Fair Market Value	Percent to Spend	Earned/ (Expended)	Underspent / (Overspent) Annual	Total Underspent / (Overspent)	Expended
<b>2005</b>	31-Jul-05 No distributions	\$707,087.62	4%	<b>\$28,283.50</b>			
					\$28,283.50	\$28,283.50	\$0.00
<b>2006</b>	31-Dec-05 No distributions	\$796,531.38	4%	<b>\$31,861.26</b>			
					\$31,861.26	\$60,144.76	\$0.00
<b>2007</b>	31-Dec-06 Nov-07 MTM (Microfilm Workstation)	\$945,707.00	4%	<b>\$37,828.28</b> (\$9,125.00)			
					\$28,703.28	\$88,848.04	(\$9,125.00)
<b>2008</b>	31-Dec-07 Nov-07 WiFi Computer Lab Nov-07 Newspaper/Paperback Shelving	\$1,069,972.81	4%	<b>\$42,798.91</b> (\$26,651.00) (\$4,534.00)			
					\$11,613.91	\$100,461.95	(\$31,185.00)
<b>2009</b>	31-Dec-08 Jul-09 Art Purchase	\$762,741.36	4%	<b>\$30,509.65</b> (\$4,000.00)			
					\$26,509.65	\$126,971.61	(\$4,000.00)
<b>2010</b>	31-Dec-09 <b>Allocation for 2010</b> May-10 Library Space Consultant Jan-10 Library Space Consultant	\$956,698.81 \$926,140.39	4%	<b>\$37,045.62</b> (average of 12/31/06, 12/31/07, 12/31/08 FMV) (\$1,235.00) (\$2,765.00)			
					\$33,045.62	\$160,017.22	(\$4,000.00)
<b>2011</b>	31-Dec-10 <b>Allocation for 2011</b> May-10 Library Space Consultant Jan-10 Space Reallocation Project May-10 Youth/YA Audio Visual Equipment Jan-10 Young Adult Area Furnishings	\$1,070,226.31 \$929,804.33	4%	<b>\$37,192.17</b> (average of 12/31/07, 12/31/08, 12/31/09 FMV) (\$980.55) (\$12,572.00) (\$10,395.99) (\$22,108.05)			
					(\$8,864.42)	\$151,152.81	(\$46,056.59)
<b>2012</b>	31-Dec-11	\$1,000,669.64					

## Building Fund

Updated 11/23/2022

<b>Allocation for 2012</b>		\$929,888.83	4%	<b>\$37,195.55</b> (average of 12/31/08, 12/31/09, 12/31/10 FMV)			
Nov-12	Youth, YA & 2nd Floor Wiring			(\$9,126.00)			
Sep-12	Final Payment: YA Room Construction			(\$2,900.00)			
					\$25,169.55	\$176,322.36	(\$12,026.00)
<b>2013</b>	31-Dec-12	\$1,111,721.58					
<b>Allocation for 2013</b>		\$1,009,198.25	4%	<b>\$40,367.93</b> (average of 12/31/09, 12/31/10, 12/31/11 FMV)			
Apr-14	RFID Conversion Project			(\$110,000.00)			
Apr-14	Youth Space Efficiency			(\$1,065.00)			
Apr-14	Automated Materials Handler (\$10,000 to \$54,000)			(\$20,000.00)			
					(\$90,697.07)	\$85,625.29	(\$131,065.00)
<b>2014</b>	31-Dec-13	\$1,280,930.28					
<b>Allocation for 2014</b>		\$1,060,872.51	4%	<b>\$42,434.90</b> (average of 12/31/10, 12/31/11, 12/31/12 FMV)			
Jul-15	Art in the Atrium			(\$42,500.00)			
					(\$65.10)	\$85,560.19	(\$42,500.00)
<b>2015</b>	31-Dec-14	\$1,171,915.01					
<b>Allocation for 2015</b>		\$1,131,107.17	4%	<b>\$45,244.29</b> (average of 12/31/11, 12/31/12, 12/31/13 FMV)			
Sep-15	Atrium Furniture			(\$1,783.57)			
Jul-15	Art in the Atrium (Additional Insurance)			(\$5,000.00)			
Jan-17	Youth Space Efficiency, Part 2			(\$9,293.55)			
Jan-17	Space Needs Assessment: 2nd Floor			(\$5,690.00)			
Mar-17	Building Maintenance (Interior Paint)			(\$24,391.45)			
					(\$914.28)	\$84,645.91	(\$46,158.57)
<b>2016</b>	31-Dec-15	\$1,153,308.00					
<b>Allocation for 2016</b>		\$1,188,188.96	4%	<b>\$47,527.56</b> (average of 12/31/12, 12/31/13, 12/31/14 FMV)			
Jan-17	Young Adult Shelving & Furniture			(\$7,158.40)			
Jan-17	Migration to New Integrated Library System (ILS)			(\$39,842.00) revised anticipated expenditure			
					\$527.16	\$85,173.06	(\$47,000.40)
<b>2017</b>	31-Dec-16	\$1,205,471.94					
<b>Allocation for 2017</b>		\$1,202,051.10	4%	<b>\$48,082.04</b> (average of 12/31/13, 12/31/14, 12/31/15 FMV)			
ENC	Selfchecks & eCommerce			(\$21,758.80) spent			
Aug-17	HVAC Project			(\$9,000.00)			
					\$17,323.24	\$102,496.31	(\$30,758.80)
<b>2018</b>	31-Dec-17	\$1,291,707.90					
<b>Allocation for 2018</b>		\$1,176,898.32	4%	<b>\$47,075.93</b> (average of 12/31/14, 12/31/15, 12/31/16 FMV)			
	Circulation Desk Replacement			(\$16,189.00) spent			
	Safety Glass for the Upstairs Railing			(\$9,983.00) spent			

## Building Fund

Updated 11/23/2022

ENC	Co-Lab Construction				(\$38,445.92) <b>spent</b>			
					(\$17,541.99)	\$84,954.32		(\$64,617.92)
<b>2019</b>	31-Dec-18	\$1,179,619.76						
	<b>Allocation for 2019</b>	\$1,216,829.28	4%	<b>\$48,673.17</b>	<b>(average of 12/31/15, 12/31/16, 12/31/17 FMV)</b>			
ENC	Furniture				(\$20,000.00)			
ENC	Mamava Nursing Pod				(\$15,700.00) <b>spent</b>			
ENC	Scooter				(\$1,650.00) <b>spent</b>			
CANCEL	Library Carts				(\$2,500.00) <b>cancelled</b>			
CANCEL	Canceled Library Carts				\$2,500.00 <b>cancelled</b>			
ENC	<u>Miscellaneous (budgeted: \$7,000)*</u>				(\$4,825.00) <b>unspent</b>			
	Unspent anticipated programming requests				\$4,825.00 <b>unspent</b>			
CANCEL	*Mamava Increase				(\$1,000.00) <b>cancelled</b>			
CANCEL	*Mamava Increase				\$1,000.00 <b>cancelled</b>			
ENC	*Burgeon Group Addition				(\$2,175.00) <b>spent</b>			
						\$9,148.17	\$94,102.49	(\$39,525.00)
<b>2020</b>	31-Dec-19	\$1,357,543.53						
	<b>Allocation for 2020</b>	\$1,225,599.87	4%	<b>\$49,023.99</b>	<b>(average of 12/31/16, 12/31/17, 12/31/18 FMV)</b>			
	No requests for 2020							
						\$49,023.99	\$143,126.49	\$0.00
<b>2021</b>	31-Dec-20	\$1,493,993.61						
	<b>Allocation for 2021</b>	\$1,276,290.40	4%	<b>\$51,051.62</b>	<b>(average of 12/31/17, 12/31/18, 12/31/19 FMV)</b>			
	CIP Library Carpet Project 2021				(\$202,300.63) <b>spent</b>			
	Reupholstery Project 2021				(\$8,670.00) <b>spent</b>			
						(\$159,919.01)	(\$16,792.53)	(\$210,970.63)
<b>2022</b>	31-Dec-21	\$1,373,467.22						
	<b>Allocation for 2022</b>	\$1,343,718.97	4%	<b>\$53,748.76</b>	<b>(average of 12/31/18, 12/31/19, 12/31/20 FMV)</b>			
ENC	Privacy Room 2022				(\$12,000.00)			
						\$41,748.76	\$24,956.23	(\$12,000.00)
<b>2023</b>	31-Dec-22							
	<b>Allocation for 2023</b>	\$1,408,334.79	4%	<b>\$56,333.39</b>	<b>(average of 12/31/19, 12/31/20, 12/31/21 FMV)</b>			

Building Fund

Updated 11/23/2022

REQ  
REQ  
REQ

\$56,333.39      \$81,289.62      \$0.00

Mentioned in Long Range Financial Plan		Year		Amount				
PLAN	planning stage; no written request							
REQ	request has been written and submitted to Finance Committee, Library Board, Foundation Board for approval							
ENC	request has been approved by Library Board and Foundation Board							

## Ray Fund

Updated 11/23/2022

The assets of this fund were received through a bequest under the Will of Kathryn L. Ray to "the Cedar Falls Community Foundation for the Cedar Falls Public Library." These funds shall be used solely to benefit the Library for purposes which include but are not limited to the preservation of the existing collection, building and enhancing the collection through the acquisition of new books, supporting special library programming, and capital projects that benefit the facility (but not for salaries or to support the regular operating budget of the Library).

Budget Year	Date	Fair Market Value	Percent to Spend	Earned/ (Expended)	Underspent / (Overspent) Annual	Total Underspent / (Overspent)	Expended
<b>2005</b>	4-Jan-05	\$305,046.74	4%	<b>\$12,201.87</b>			
	No distributions						
					\$12,201.87	\$12,201.87	\$0.00
<b>2006</b>	31-Dec-05	\$384,261.42	4%	<b>\$15,370.46</b>			
	Nov-06 Cedar Valley's Youth Read Project			(\$10,000.00)			
					\$5,370.46	\$17,572.33	(\$10,000.00)
<b>2007</b>	31-Dec-06	\$411,481.00	4%	<b>\$16,459.24</b>			
	Aug-07 Cedar Valley's Youth Read Project			(\$3,000.00)			
	Nov-07 Angela Ruggiero Hockey Program			(\$2,300.00)			
					\$11,159.24	\$28,731.57	(\$5,300.00)
<b>2008</b>	31-Dec-07	\$433,611.49	4%	<b>\$17,344.46</b>			
	Aug-07 Cedar Valley's Youth Read Project			(\$4,000.00)			
	Nov-07 The High Strung (YA Program)			(\$1,500.00)			
	Nov-07 WiFi Computer Lab (1st Installment)			(\$6,000.00)			
					\$5,844.46	\$34,576.03	(\$11,500.00)
<b>2009</b>	31-Dec-08	\$305,509.17	4%	<b>\$12,220.37</b>			
	Apr-09 Cedar Valley's Youth Read Project			(\$4,850.00)			
	Mar-09 Murder Mystery @ CFPL			(\$2,374.69)			
	Jul-09 Youth Summer Program Request			(\$4,790.40)			
	Nov-09 WiFi Computer Lab (2nd Installment)			(\$6,000.00)			
	Nov-09 Poet Laureate: Mary Swander			(\$521.20)			
					(\$6,315.92)	\$28,260.10	(\$18,536.29)
<b>2010</b>	31-Dec-09	\$364,989.17					
	<b>Allocation for 2010</b>	\$383,533.89	4%	<b>\$15,341.36</b>	<b>(average of 12/31/06, 12/31/07, 12/31/08 FMV)</b>		
	Jan-10 Genealogy Month			(\$924.79)			
	Sep-11 Cedar Valley's Youth Read Project			(\$5,000.00)			
	May-10 Murder Mystery 2010			(\$2,697.33)			
	Sep-10 WiFi Computer Lab (3rd Installment)			(\$6,000.00)			
	Oct-10 Geology Bus Trip			(\$1,019.00)			

## Ray Fund

Updated 11/23/2022

2010	Anticipated programming requests balance of \$10,000 budget				(\$358.88)			
2010	Unspent anticipated programming requests				\$358.88			
						(\$299.76)	\$27,960.34	(\$15,641.12)
<b>2011</b>	<b>31-Dec-10</b>				\$399,417.36			
	<b>Allocation for 2011</b>				\$368,036.61	4%	<b>\$14,721.46</b>	<b>(average of 12/31/07, 12/31/08, 12/31/09 FMV)</b>
May-11	Genealogy Month						(\$725.67)	
May-11	Young Adult Author-In-Residence						(\$6,400.38)	
May-11	Cedar Valley's Youth Read Project						(\$4,079.66)	
May-12	Murder Mystery 4						(\$2,031.35)	
2011	Anticipated programming requests balance of \$15,000 budget						(\$1,762.94)	
2011	Unspent anticipated programming requests						\$1,762.94	
							\$1,484.40	\$29,444.74 (\$13,237.06)
<b>2012</b>	<b>31-Dec-11</b>				\$374,970.59			
	<b>Allocation for 2012</b>				\$356,638.57	4%	<b>\$14,265.54</b>	<b>(average of 12/31/08, 12/31/09, 12/31/10 FMV)</b>
May-12	Cedar Valley's Youth Read Project						(\$4,520.00)	
Jun-13	Traveling Tales						(\$4,984.34)	
	<u>Other Library Programming/Projects (budgeted: \$20,000)*</u>						(\$12,264.02)	
	Unspent anticipated programming requests						\$12,264.02	
Mar-12	*Adult Winter Crafts (part of other library programming)						(\$1,050.00)	
Mar-12	*Genealogy Month (part of other library programming)						(\$396.40)	
Nov-12	*Circulating E-readers (part of other library programming)						(\$4,489.58)	
Nov-12	*Adult Winter Crafts (part of other library programming)						(\$1,800.00)	
							(\$2,974.78)	\$26,469.97 (\$17,240.32)
<b>2013</b>	<b>31-Dec-12</b>				\$406,434.22			
	<b>Allocation for 2013</b>				\$379,792.37	4%	<b>\$15,191.69</b>	<b>(average of 12/31/09, 12/31/10, 12/31/11 FMV)</b>
May-13	Genealogy Month						(\$1,130.00)	
Jun-13	Cedar Valley's Youth Read Project						(\$3,515.00)	
May-13	Murder Mystery 5						(\$1,834.75)	
Jun-14	WCFSO Ensembles in Schools						(\$4,000.00)	

## Ray Fund

Updated 11/23/2022

	<u>Other Library Programming/Projects (budgeted: \$20,000)*</u>				(\$15,501.47)			
	Unspent anticipated programming requests				\$15,501.47			
Nov-13	*Hunger Games (part of other library programming)				(\$2,063.82)			
Nov-13	*Cedar Valley of the Zombies (part of other library programming)				(\$830.00)			
Nov-13	*Author: Jennifer Chiaverini (part of other library programming)				(\$1,604.71)			
						\$213.41	\$26,683.38	(\$14,978.28)
<b>2014</b>	<b>31-Dec-13</b>	\$453,255.20						
	<b>Allocation for 2014</b>	\$393,607.39	4%	<b>\$15,744.30</b>	<b>(average of 12/31/10, 12/31/11, 12/31/12 FMV)</b>			
Apr-15	Cedar Valley's Youth Read Project				(\$3,228.41)			
Jun-14	Murder Mystery VI				(\$2,362.10)			
	<u>Other Library Programming/Projects (budgeted: \$30,000)*</u>				(\$24,017.33)			
	Unspent anticipated programming requests				\$24,017.33			
Jun-14	*Genealogy Month (part of other library programming)				(\$1,287.32)			
Apr-15	*Portable Sound System (part of other library programming)				(\$2,583.60)			
Apr-15	*Geology Bus Trip (part of other library programming)				(\$1,186.75)			
Apr-15	*Matt de la Pena, Author (part of other library programming)				(\$925.00)			
						\$4,171.12	\$30,854.50	(\$11,573.18)
<b>2015</b>	<b>31-Dec-14</b>	\$455,780.79						
	<b>Allocation for 2015</b>	\$411,553.34	4%	<b>\$16,462.13</b>	<b>(average of 12/31/11, 12/31/12, 12/31/13 FMV)</b>			
Jan-17	Summer Library Program				(\$21,165.35)			
Mar-15					(\$1,872.98)			
Jan-17	STEAM Events				(\$4,900.48)			
Jul-15	Wizard World ComiCon 2015 Bus Trip				(\$3,400.00)			
	Murder Mystery 2015				(\$500.00)			
	<u>Other Library Programming/Projects (budgeted: \$25,000)*</u>				(\$17,900.96)			
	Unspent anticipated programming requests				\$17,900.96			<b>unspent</b>



## Ray Fund

Updated 11/23/2022

Apr-15	*Bridge to Reading 2015 (part of other library programming)				(\$2,716.00)			
Sep-15	*Author: Bill Dedman (part of other library programming)				(\$2,383.04)			
Jan-17	*WCF Symphony & Lollipop Concert (part of other library programming)				(\$2,000.00)			
					(\$22,475.72)	\$8,378.78		(\$38,937.85)
<b>2016</b>	31-Dec-15	\$436,067.00						
	<b>Allocation for 2016</b>	\$438,490.07	4%	<b>\$17,539.60</b>	<b>(average of 12/31/12, 12/31/13, 12/31/14 FMV)</b>			
Mar-16	Murder Mystery 2016				(\$2,312.48)			
CANCEL	Youth Nooks				(\$2,600.00)			
	Canceled Youth Nooks				\$2,600.00			
Jan-17	SummerFest 2016				(\$2,432.37)			
Jan-17	WCF Symphony & Lollipop Concert				(\$2,000.00)	<b>spent</b>		
					\$10,794.75	\$19,173.53		(\$6,744.85)
<b>2017</b>	31-Dec-16	\$451,378.20						
	<b>Allocation for 2017</b>	\$448,367.66	4%	<b>\$17,934.71</b>	<b>(average of 12/31/13, 12/31/14, 12/31/15 FMV)</b>			
Apr-18	LitCon 2017				(\$2,902.04)			
	Miscellaneous (budgeted: \$10,000)*				(\$3,216.21)	<b>unspent</b>		
	*Unspent Miscellaneous				\$3,216.21	<b>unspent</b>		
Apr-18	*WCF Symphony & Lollipop Concert (\$2,000-Part of Miscellaneous)				(\$2,000.00)	<b>spent</b>		
	*Traveling Tales 2017 (\$2,000-Part of Miscellaneous)				(\$710.07)	<b>spent</b>		
	*Laser Tag 2017 (\$3,500-Part of Miscellaneous)				(\$2,175.00)	<b>spent</b>		
	*Bridge to Reading (\$2,000-Part of Miscellaneous)				(\$1,898.72)	<b>spent</b>		
					\$8,248.88	\$27,422.41		(\$9,685.83)
<b>2018</b>	31-Dec-17	\$490,729.89						
	<b>Allocation for 2018</b>	\$447,742.00	4%	<b>\$17,909.68</b>	<b>(average of 12/31/14, 12/31/15, 12/31/16 FMV)</b>			
	LitCon 2018				(\$12,684.47)	<b>spent</b>		
	Murder Mystery 2018				(\$2,100.00)	<b>spent</b>		
ENC	Miscellaneous (budgeted: \$10,000)*				(\$7,001.58)	<b>unspent</b>		
	*Unspent Miscellaneous				\$7,001.58	<b>unspent</b>		

	*1,000 Books B4 Kindergarten (\$2,500-Part of Miscellaneous)				(\$998.42) <b>spent</b>			
	*WCF Symphony & Lollipop Concert (\$2,000-Part of Miscellaneous)				(\$2,000.00) <b>spent</b>			
						\$126.79	\$27,549.20	(\$17,782.89)
<b>2019</b>	31-Dec-18	\$443,402.04						
	<b>Allocation for 2019</b>	\$459,391.70	4%	<b>\$18,375.67</b>	<b>(average of 12/31/15, 12/31/16, 12/31/17 FMV)</b>			
	LitCon 2019				(\$10,592.29) <b>spent</b>			
ENC	Miscellaneous (budgeted: \$4,000)*				(\$664.01) <b>unspent</b>			
	*Unspent Miscellaneous				\$664.01 <b>unspent</b>			
	*Adventure Pass Program (\$1,559-Part of Miscellaneous)				(\$1,559.00) <b>reimbursed</b>			
ENC	*Entrepreneurship Collection (\$2,000-Part of Miscellaneous)				(\$1,776.99) <b>spent</b>			
						\$4,447.39	\$31,996.59	(\$13,928.28)
<b>2020</b>	31-Dec-19	\$503,427.70						
	<b>Allocation for 2020</b>	\$461,836.71	4%	<b>\$18,473.47</b>	<b>(average of 12/31/16, 12/31/17, 12/31/18 FMV)</b>			
	Cedar Valley's Youth Read 2020				(\$2,313.59) <b>spent</b>			
CANCEL	Library Murder Mystery XI				(\$3,000.00) <b>cancelled</b>			
CANCEL	Library Murder Mystery XI				\$3,000.00 <b>cancelled</b>			
	Gardening/Seed programs & raised garden beds				(\$878.92) <b>spent</b>			
CANCEL	2020 Waterloo/Cedar Falls Symphony Lollipop Concert				(\$1,500.00) <b>cancelled</b>			
CANCEL	2020 Waterloo/Cedar Falls Symphony Lollipop Concert				\$1,500.00 <b>cancelled</b>			
	Miscellaneous (budgeted: \$6,600)*				(\$5,287.64) <b>unspent</b>			
	*Unspent Miscellaneous				\$5,287.64 <b>unspent</b>			
	*Letter Writing Series 2020 (\$2,000-Part of Miscellaneous)				(\$1,312.36) <b>spent</b>			
						\$13,968.60	\$45,965.18	(\$4,504.87)
<b>2021</b>	31-Dec-20	\$533,108.47						
	<b>Allocation for 2021</b>	\$479,186.54	4%	<b>\$19,167.46</b>	<b>(average of 12/31/17, 12/31/18, 12/31/19 FMV)</b>			
	Adventure Pass Program 2021				(\$1,400.00) <b>spent</b>			
	Bridge to Reading 2021				(\$3,064.00) <b>spent</b>			
	Imagination Library 2021				(\$30,000.00) <b>spent</b>			

				(\$15,296.54)	\$30,668.65	(\$34,464.00)
<b>2022</b>	31-Dec-21	\$586,789.86				
	<b>Allocation for 2022</b>	\$493,312.74	4%	<b>\$19,732.51</b>	<b>(average of 12/31/18, 12/31/19, 12/31/20 FMV)</b>	
ENC	Cedar Valley's Youth Read 2022			(\$15,800.00)		
ENC	Bridge to Reading 2022			(\$3,500.00)		
				\$432.51	\$31,101.16	(\$19,300.00)
<b>2023</b>	31-Dec-22					
	<b>Allocation for 2023</b>	\$541,108.68	4%	<b>\$21,644.35</b>	<b>(average of 12/31/19, 12/31/20, 12/31/21 FMV)</b>	
REQ						
REQ						
REQ						
				\$21,644.35	\$52,745.50	\$0.00

Mentioned in Long Range Financial Plan		Year		Amount				
PLAN	planning stage; no written request							
REQ	request has been written and submitted to Finance Committee, Library Board, Foundation Board for approval							
ENC	request has been approved by Library Board and Foundation Board							

## Berg Fund

Updated 11/23/2022

The assets of this fund were received through a bequest under the Will of Shirley Berg to "the Cedar Falls Community Foundation for the Cedar Falls Public Library." These funds shall be used solely to benefit the Library for purposes which include but are not limited to the preservation of the existing collection, building and enhancing the collection through the acquisition of new books, supporting special library programming, and capital projects that benefit the facility (but not for salaries or to support the regular operating budget of the Library).

Budget Year	Date	Fair Market Value	Percent to Spend	Earned/ (Expended)	Underspent / (Overspent) Annual	Total Underspent / (Overspent)	Expended
<b>2008</b>	31-May-08	\$653,896.21		<b>\$0.00</b>			
					\$0.00	\$0.00	\$0.00
<b>2009</b>	31-Dec-08	\$992,442.72	4%	<b>\$39,697.71</b>			
	Nov-09 Jacquelyn Mitchard grant			(\$19,710.27)			
					\$19,987.44	\$19,987.44	(\$19,710.27)
<b>2010</b>	31-Dec-09	\$1,156,261.55	4%	<b>\$46,250.46</b>			
	Jul-10 YA Author Visit Sonya Sones			(\$4,252.00)			
	Jan-11 Murder Mystery III			(\$1,916.81)			
	2010 Anticipated programming requests balance of \$10,000 budget			(\$3,148.00)			
	2010 Unspent anticipated programming requests			\$3,148.00			
					\$40,081.65	\$60,069.09	(\$6,168.81)
<b>2011</b>	31-Dec-10	\$1,286,373.84	4%	<b>\$51,454.95</b>			
	Mar-12 Audio Visual Collection Enhancement			(\$20,000.00)			
	Mar-11 Chicago Bus Trip			(\$4,706.00)			
	Mar-11 AAUW Author Kent Nerbum			(\$2,500.00)			
	Apr-11 AAF&CS Author: Dan Buettner			(\$7,500.00)			
	Mar-12 Harry Potter Program			(\$1,500.00)			
					\$15,248.95	\$75,318.04	(\$36,206.00)
<b>2012</b>	31-Dec-11	\$1,236,962.59					
	<b>Allocation for 2012</b>	\$1,145,026.04	4%	<b>\$45,801.04</b>	<b>(average of 12/31/08, 12/31/09, 12/31/10 FMV)</b>		
	Oct-13 Computer Classes			(\$8,000.00)			
	Sep-12 Summer Library Programs			(\$10,330.15)			
	May-13 Teen Room Computers			(\$6,559.11)			
	May-13 Interactive Youth Stations (FOTL matching)			(\$15,000.00)			
	Other Library Programming (budgeted: \$10,000)*			(\$3,025.00)			
	Unspent anticipated programming requests			\$3,025.00			

## Berg Fund

Updated 11/23/2022

May-12	*Kent Nerbum Visit (part of other library programming)				(\$2,500.00)			
Nov-12	*Drum Program (part of other library programming)				(\$1,475.00)			
May-13	*Youth Programming Enhancements (part of other library programming)				(\$3,000.00)			
					(\$1,063.22)	\$74,254.83	(\$46,864.26)	
<b>2013</b>	31-Dec-12	\$1,351,861.27						
	<b>Allocation for 2013</b>	\$1,226,532.66	4%	<b>\$49,061.31</b>	<b>(average of 12/31/09, 12/31/10, 12/31/11 FMV)</b>			
PLAN	Young Adult Author Visit				(\$15,000.00)			
CANCEL	Young Adult Author Visit				\$15,000.00			
Jun-13	Newspaper Preservation				(\$1,148.67)			
Oct-13	Audio Visual Collection Enhancement				(\$29,945.43)			
Oct-13	Audio Visual Area Remodel				(\$13,302.00)			
	<u>Other Library Programming/Projects (budgeted: \$32,000)*</u>				(\$12,312.36)			
	Unspent anticipated programming requests				\$12,312.36			
Jun-13	*Cinco de Mayo (part of other library programming)				(\$1,153.00)			
Nov-13	*Summer Library Programs (part of other library programming)				(\$8,082.00)			
Nov-13	*Circulating E-readers (part of other library programming)				(\$4,427.40)			
Nov-13	*Chasing4Life (part of other library programming)				(\$6,025.24)			
					(\$15,022.43)	\$59,232.39	(\$64,083.74)	
<b>2014</b>	31-Dec-13	\$1,460,435.78						
	<b>Allocation for 2014</b>	\$1,291,732.57	4%	<b>\$51,669.30</b>	<b>(average of 12/31/10, 12/31/11, 12/31/12 FMV)</b>			
Jun-17	Audio Visual Collection Enhancement (per year for 5 years, year 1 of 5)				(\$1,000.00)	spent		
Jun-14	Cinco de Mayo				(\$1,376.50)			
	Traveling Tales				(\$3,894.33)			
Apr-15	Summer Library Programs				(\$14,601.06)			
	<u>Other Library Programming/Projects (budgeted: \$20,000)*</u>				(\$4,418.96)			
	Unspent anticipated programming requests				\$4,418.96			

## Berg Fund

Updated 11/23/2022

Apr-15	*Summer Library Program, Part 2 (part of other library programming)				(\$5,668.14)
Apr-14	*Bridge to Reading Awards Kits (part of other library programming)				(\$2,122.49)
Apr-14	*10 Year Anniversary Celebration (part of other library programming)				(\$1,400.00)
Apr-14	*Claudia Kolker, Author (part of other library programming)				(\$1,400.56)
	*Author Visit by N.D. Wilson, actually Gary Schmidt (part of other library programming)				(\$4,989.85) <b>spent</b>
					\$15,216.37
					\$74,448.76
					(\$36,452.93)
<b>2015</b>	<b>31-Dec-14</b>				\$1,486,222.92
	<b>Allocation for 2015</b>				\$1,349,753.21
		4%			<b>\$53,990.13 (average of 12/31/11, 12/31/12, 12/31/13 FMV)</b>
ENC	Meeting Room AV Upgrade (revised)				(\$17,000.00)
Jan-17	Children's Literature Festival 2015				(\$6,200.29)
Jun-15	Cedar Valley's Youth Read 2015				(\$6,075.00)
	Audio Visual Collection Enhancement (year 2 of 5)				(\$18,695.67) <b>spent</b>
	<u>Other Library Programming/Projects (budgeted: \$30,000)*</u>				(\$7,600.02)
	Unspent anticipated programming requests				\$7,600.02 <b>unspent</b>
Aug-15	*Seed Savers Exchange Bus Trip (part of other library programming)				(\$1,374.00)
Apr-15	*ReadSquared (Summer Program Software) (part of other library programming)				(\$1,575.00)
	*Bike Friendly Library (part of other library programming)				(\$7,000.00) <b>reimbursed</b>
	*E-materials Promotion (part of other library programming)				(\$5,000.00)
Mar-16	*Kent Nerburn, Author Visit (part of other library programming)				(\$3,200.00)
Jun-15	*LittleBits & MakerCamp (part of other library programming)				(\$2,500.00)
	*Purchasing Promotional Items, Including Building a Robot (part of other library programming)				(\$1,750.98) <b>spent</b>

						(\$16,380.81)	\$58,067.95	(\$70,370.94)
<b>2016</b>	31-Dec-15	\$1,441,600.00						
	<b>Allocation for 2016</b>	\$1,432,839.99	4%	<b>\$57,313.60</b>	<b>(average of 12/31/12, 12/31/13, 12/31/14 FMV)</b>			
	Audio Visual Collection Enhancement (year 3 of 5)				(\$6,980.09)	<b>spent</b>		
Apr-16	Cedar Valley's Youth Read 2016				(\$3,492.43)			
Apr-16	Children's Literature Festival 2016				(\$8,205.72)	<b>(partially funded through Guernsey Foundation)</b>		
	Youth Summer Library Program 2016				(\$20,520.25)			
Jan-17	Adult Summer Library Program 2016				(\$1,712.49)			
	1,000 Books Before Kindergarten				(\$1,974.88)			
	STEAM Events				(\$3,208.87)			
	Cedar Falls Times Microfilm				(\$2,100.00)	<b>spent</b>		
Jan-17	LitCon 2016				(\$5,063.29)			
	<u>Other Library Programming/Projects*</u>							
							\$4,055.58	\$62,123.53
								(\$53,258.02)
<b>2017</b>	31-Dec-16	\$1,498,375.10						
	<b>Allocation for 2017</b>	\$1,462,752.90	4%	<b>\$58,510.12</b>	<b>(average of 12/31/13, 12/31/14, 12/31/15 FMV)</b>			
Jun-17	Audio Visual Collection Enhancement (per year for 5 years, year 4 of 5)				(\$11,821.65)	<b>spent</b>		
Mar-17	Murder Mystery 2017				(\$2,103.00)	<b>spent</b>		
Apr-17	Children's Book Festival 2017				(\$8,862.82)	<b>spent</b>		
Apr-17	Garth Stein (author, Book Club Bonanza)				(\$8,000.00)	<b>reimbursed</b>		
Apr-17	Cedar Valley Youth Reads 2017				(\$4,300.24)	<b>spent</b>		
Apr-17	SLP 2017				(\$25,000.00)	<b>reimbursed</b>		
	MakerSpace Equipment				(\$10,216.46)	<b>spent</b>		
Apr-18	Library Furniture				(\$20,000.00)	<b>reimbursed</b>		
Apr-18	Ematerials				(\$9,980.15)	<b>spent</b>		
	Miscellaneous (budgeted: \$5,000)*				(\$2,395.03)	<b>unspent</b>		
	*Unspent Miscellaneous				\$2,395.03	<b>unspent</b>		
	*Virtual Reality Equipment (\$3,000-Part of Miscellaneous)				(\$1,604.97)	<b>spent</b>		
Apr-18	*Bridge to Reading (\$1,000-Part of Miscellaneous)				(\$1,000.00)	<b>spent</b>		
							(\$44,379.17)	\$17,744.36
								-\$102,889.29
<b>2018</b>	31-Dec-17	\$1,676,829.14						

## Berg Fund

Updated 11/23/2022

<b>Allocation for 2018</b>		\$1,475,399.34	4%	<b>\$59,015.97</b>	<b>(average of 12/31/14, 12/31/15, 12/31/16 FMV)</b>		
	Audio Visual Collection Enhancement (per year for 5 years, year 5 of 5)			(\$8,178.35)	<b>spent</b>		
Apr-18	SLP 2018			(\$22,227.76)	<b>spent</b>		
Apr-18	Children's Book Festival			(\$7,796.79)	<b>spent</b>		
	Co-Lab Construction			(\$20,000.00)	<b>reimbursed</b>		
Apr-18	Library Furniture			(\$18,048.67)	<b>spent</b>		
	Ematerials 2018			(\$10,000.00)	<b>spent</b>		
				(\$27,235.60)		(\$9,491.24)	(\$86,251.57)
<b>2019</b>	31-Dec-18	\$1,474,652.02					
<b>Allocation for 2019</b>		\$1,538,934.75	4%	<b>\$61,557.39</b>	<b>(average of 12/31/15, 12/31/16, 12/31/17 FMV)</b>		
	SLP 2019			(\$19,941.49)	<b>spent</b>		
	Harry Potter Programming			(\$3,074.79)	<b>spent</b>		
	Cedar Valley's Youth Read 2019			(\$2,295.87)	<b>spent</b>		
CANCEL	Library Branding			(\$8,000.00)	<b>cancelled</b>		
CANCEL	Canceled Library Branding			\$8,000.00	<b>cancelled</b>		
ENC	Miscellaneous (budgeted: \$16,000)*			(\$1,607.75)	<b>unspent</b>		
	*Unspent Miscellaneous			\$1,607.75	<b>unspent</b>		
ENC	*Bridge to Reading (\$3,500-Part of Miscellaneous)			(\$3,392.25)	<b>spent</b>		
	*Minecraft and Teen Nights (\$2,000-Part of Miscellaneous)			(\$2,000.00)	<b>spent</b>		
ENC	*Community Center Outreach (\$4,000-Part of Miscellaneous)			(\$4,000.00)	<b>spent</b>		
	*Downloadable Music (\$5,000-Part of Miscellaneous)			(\$5,000.00)	<b>spent</b>		
CANCEL	*Mamava Increase (\$1,000-Part of Miscellaneous)			(\$1,000.00)	<b>cancelled</b>		
CANCEL	*Mamava Increase (\$1,000-Part of Miscellaneous)			\$1,000.00	<b>cancelled</b>		
				\$21,852.99		\$12,361.75	(\$39,704.40)
<b>2020</b>	31-Dec-19	\$1,615,901.53					
<b>Allocation for 2020</b>		\$1,549,952.09	4%	<b>\$61,998.08</b>	<b>(average of 12/31/16, 12/31/17, 12/31/18 FMV)</b>		
	2020 Summer Library Program			(\$11,830.59)	<b>spent</b>		



## Berg Fund

Updated 11/23/2022

CANCEL	2020 Cedar Valley Children's Book Festival			(\$11,000.00)	cancelled
CANCEL	2020 Cedar Valley Children's Book Festival			(\$11,000.00)	cancelled
CANCEL	2020 Summer Fest			(\$3,500.00)	cancelled
CANCEL	2020 Summer Fest			\$3,500.00	cancelled
	2020 Bridge to Reading Project			(\$3,292.00)	spent
CANCEL	Storywalk			(\$7,000.00)	cancelled
CANCEL	Storywalk			\$7,000.00	cancelled
	Miscellaneous (budgeted: \$13,900)*			(\$13,900.00)	cancelled
	*Unspent Miscellaneous			\$13,900.00	cancelled
				\$24,875.49	\$37,237.25 (\$37,122.59)
<b>2021</b>	31-Dec-20	\$1,714,066.54			
	<b>Allocation for 2021</b>	\$1,589,127.56	4%	<b>\$63,565.10</b>	<b>(average of 12/31/17, 12/31/18, 12/31/19 FMV)</b>
	2021 Summer Library Program			(\$14,625.46)	spent
	Storywalk 2021			(\$8,292.34)	spent
	Youth Browsing Bins			(\$62,994.60)	spent
				(\$22,347.30)	\$14,889.95 (\$85,912.40)
<b>2022</b>	31-Dec-21	\$1,853,298.98			
	<b>Allocation for 2022</b>	\$1,601,540.03	4%	<b>\$64,061.60</b>	<b>(average of 12/31/18, 12/31/19, 12/31/20 FMV)</b>
ENC	Adventure Pass 2022			(\$2,600.00)	
ENC	Summer Library Program 2022			(\$23,000.00)	
ENC	SummerFest 2022			(\$4,000.00)	
ENC	Library Branding			(\$50,000.00)	
				(\$15,538.40)	(\$648.45) (\$79,600.00)
<b>2023</b>	31-Dec-22				
	<b>Allocation for 2023</b>	\$1,727,755.68	4%	<b>\$69,110.23</b>	<b>(average of 12/31/19, 12/31/20, 12/31/21 FMV)</b>
REQ					
REQ					
REQ					
				\$69,110.23	\$68,461.78 \$0.00

Mentioned in Long Range Financial Plan	Year		Amount				
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Berg Fund

Updated 11/23/2022

PLAN	planning stage; no written request							
REQ	request has been written and submitted to Finance Committee, Library Board, Foundation Board for approval							
ENC	request has been approved by Library Board and Foundation Board							

Budget Year	Date	Fair Market Value	Percent to Spend	Earned/ (Expended)	Underspent / (Overspent) Annual	Total Underspent / (Overspent)	Expended
<b>2012</b>	2/15/2012 (original deposit)	\$43,841.56					
	8/8/2012 (additional deposit)			\$310.30			
					\$310.30	\$310.30	\$0.00
<b>2013</b>	31-Dec-12	\$45,880.97	4%	<b>\$1,835.24</b>			
	Feb-13 Beckman Estate (additional deposit)			\$171.43			
	Distribution for 2013			(\$483.90)			
	Jun-13 Deposited distribution back into fund			\$483.90			
					\$2,006.67	\$2,316.97	\$0.00
<b>2014</b>	31-Dec-13	\$52,021.66	4%	<b>\$2,080.87</b>			
	Distribution for 2014			(\$1,702.91)			
	May-14 Deposited distribution back into fund			\$1,702.91			
					\$2,080.87	\$4,397.84	\$0.00
<b>2015</b>	31-Dec-14	\$53,829.89	4%	<b>\$2,153.20</b>			
					\$2,153.20	\$6,551.03	\$0.00
<b>2016</b>	31-Dec-15	\$53,006.00	4%	<b>\$2,120.24</b>			
					\$2,120.24	\$8,671.27	\$0.00
<b>2017</b>	31-Dec-16	\$55,707.39	4%	<b>\$2,228.30</b>			
					\$2,228.30	\$10,899.57	\$0.00
<b>2018</b>	31-Dec-17	\$64,379.56	4%	<b>\$2,575.18</b>			
					\$2,575.18	\$13,474.75	\$0.00
<b>2019</b>	31-Dec-18	\$58,900.73	4%	<b>\$2,356.03</b>			
					\$2,356.03	\$15,830.78	\$0.00
<b>2020</b>	31-Dec-19	\$63,823.59	4%	<b>\$2,552.94</b>			

## Beckman Fund

Updated 11/23/2022

				\$2,552.94	\$18,383.72	\$0.00
<b>2021</b>	31-Dec-20	\$63,856.37	4%	<b>\$2,554.25</b>		
				\$2,554.25	\$20,937.98	\$0.00
<b>2022</b>	31-Dec-21	\$71,159.63	4%	<b>\$2,846.39</b>		
				\$2,846.39	\$23,784.36	\$0.00
<b>2023</b>	31-Dec-22		4%	<b>\$0.00</b>		
				\$0.00	\$23,784.36	\$0.00

Mentioned in Long Range Financial Plan		Year		Amount				
PLAN	planning stage; no written request							
REQ	request has been written and submitted to Finance Committee, Library Board, Foundation Board for approval							
ENC	request has been approved by Library Board and Foundation Board							

Budget Year	Date	Fair Market Value	Percent to Spend	Earned/ (Expended)	Underspent / (Overspent) Annual	Total Underspent / (Overspent)	Expended
<b>2021</b>	31-Dec-20	\$70,468.56		<b>\$70,468.56</b>			
					\$70,468.56	\$70,468.56	\$0.00
<b>2022</b>	31-Dec-21	\$78,575.26		<b>\$78,575.26</b>			
	Dolly Parton's Imagination Library			(\$10,000.00) <b>spent</b>			
	Youth Browsing Bins			(\$41,996.40) <b>spent</b>			
					\$26,578.86	\$97,047.42	(\$51,996.40)
<b>2023</b>	31-Dec-22						
					\$0.00	\$97,047.42	\$0.00

Mentioned in Long Range Financial Plan		Year		Amount				
PLAN	planning stage; no written request							
REQ	request has been written and submitted to Finance Committee, Library Board, Foundation Board for approval							
ENC	request has been approved by Library Board and Foundation Board							

**Financial Plan of the Cedar Falls Public Library Regarding Funds  
at the Cedar Falls Community Foundation**

**January 1, 2023-December 31, 2023**

- ❖ Short and Long Term Observations Related to Investments, Portfolio Performance, and Fund Growth:
  - Investments and Portfolio Performance – short and long term financial objectives for the investments are
  - 1. Safety – safety and preservation of principal in the overall portfolio is the foremost investment objective
  - 2. Liquidity – maintaining the necessary liquidity to match expected liabilities. In order to have funds available when needed for programs, the investments should have maturity dates that coincide with the projects that will be funded with the investments.
  - 3. Return – obtaining the best return while maintaining the safety of the investment.
  - 4. Fund growth – Expenditures from the funds are limited to 4% of the average of the fair market values of the Fund as of December 31 of the 3 immediately preceding years. The hope is that the funds will grow at least 4% on average in order to at least maintain the principal balance.
- ❖ Fair Market Value as of December 31, 2021:
  - Building Fund: \$1,408,334.79
  - Kathryn Ray Fund: \$541,108.68
  - Robert & Shirley Berg Fund: \$1,189,121.84
  - Mary Beckman Endowment: \$71,159.63
  - Friends of the Library Fund: \$78,575.26
- ❖ Anticipated Withdrawals for calendar year 2023:
  - Library Building Endowment: The anticipated allocation for use in 2023 is \$56,333.39. In 2023, the library will seek approval for funding for Atrium Windows 2023 (\$17,500) and Library Automated Materials Handler (\$103,000).
  - Kathryn Ray Fund: The anticipated allocation for use in 2023 is \$21,644.35. In 2023, the library will seek approval for funding for Bridge to Reading 2023 (\$3,500) and Cedar Valley Children's Book Festival (\$15,000).
  - Robert & Shirley Berg Fund: The anticipated allocation for 2023 is \$69,110.23. In 2023, the library will seek approval for Adventure Passes 2023 (\$2,600), Cedar Valley's Youth

Read 2023 (\$11,000), Summer Library Program 2023 (\$24,000), and Branding Rollout 2023 (\$30,000).

- Mary G. Beckman Endowment: The fair market value at the end of 2021 was \$71,159.63. No income disbursements are requested for 2023.
- Friends of the Library Fund: The fair market value at the end of 2021 was \$70,468.56. In 2023, no income disbursements are anticipated to be requested.

## Request for funds from the Cedar Falls Community Foundation

**Name of staff member requesting funds:** Rebekah Hosford

**Title of the project:** Adventure Passes 2023/Berg

**Amount requested** (Please be as specific as you can, listing individual costs and the total needed for the project.): \$2,600

Vendor	fee	Qty.	Amt.
Grimes Public Library FOTL-admin		\$225 1	\$225
Blank Park Zoo	\$250 for first pass, \$200 for second pass	2	\$450
Greater Des Moines Botanical Gardens		\$150 2	\$300
Grout Museum District Buildings		\$200 2	\$400
Science Center of Iowa	\$250 for 1st pass, \$200 for 2nd pass	2	\$450
African American Museum of Iowa; Cedar Rapids		\$100 2	\$200
Quad Cities FunBundle		\$174 2	\$348
Figge Art Museum-Davenport		\$75 2	\$150
<b>Total</b>			<b>\$2,523</b>

In case any of the membership fees go up in price, I would like to request \$2,600.

**Description of the project** (up to 10,000 characters):

Adventure Pass is a partnership between Iowa libraries and museums, parks, and other Iowa venues. It allows our patrons to check out tickets to various venues from us, which can lead to enriching experiences for children and families. Entrance fees to these venues can be expensive, and not every family can afford to spend their money on such a luxury. By offering the Adventure Pass program, we can help bridge that socio-economic gap and provide equitable access to these venues.

This service has been greatly utilized in the past few years, and it is a service I would like to continue to offer and expand as more venues join.

**Anticipated project dates:** This is a yearly membership. Most of our memberships are up for renewal in June/July/August.



## Request for funds from the Cedar Falls Community Foundation

**Name of staff member requesting funds:** Kelly Stern

**Title of the project:** Atrium Window Replacement 2023/Building Fund

**Amount requested** (Please be as specific as you can, listing individual costs and the total needed for the project: \$17,500 (This amount reflects an anticipated increase in the cost of 10% since the CIP request was submitted to the City.)

**Description of the project** (up to 10,000 characters): The library building was constructed in 2004. Recently some of the windows in the atrium are showing signs of wear and are collecting condensation to the degree that the maintenance supervisor recommends replacements.

\$10,000 towards the total cost will come from General Revenue.



**Anticipated project dates:** Spring or fall 2023

## **Request for funds from the Cedar Falls Community Foundation**

**Name of staff member requesting funds:** Rebekah Hosford

**Title of the project:** Bridge to Reading 2023/Ray

**Amount requested** (Please be as specific as you can, listing individual costs and the total needed for the project.): \$3,500

25 copies of 10 books. The titles are announced in March.

**Description of the project** (up to 10,000 characters):

This project encourages participation in the Bridge to Reading Picture Book Award by providing a set of the 2020 nominees to each of our Traveling Tales sites and Cedar Falls Schools' elementary libraries for kindergarteners. This amounts to 25 sets of (10) books. It will also promote the literacy development of preschoolers and kindergarteners in Cedar Falls and support the Grade Level Reading initiative at the early literacy level.

Grant funds will be used to purchase a set of 10 books for each of our Traveling Tales sites—daycares and preschools, plus the 7 Cedar Falls Schools' elementary libraries. The daycare/preschool workers/school librarians will, sometime between April and July 2023, read all ten books to their classes, record each child's vote for her/his favorite, and submit their votes on the Bridge to Reading website. The daycares/preschools/school libraries will keep the ten books for their classroom collection for children to enjoy again and again. A web site with teacher resources relating to the books will be shared with the preschool teachers as well, so that they can do classroom activities to extend children's experiences with the books.

**Anticipated project dates:**

March –July 2023

## Request for funds from the Cedar Falls Community Foundation

**Name of staff member requesting funds:** Rebekah Hosford

**Title of the project:** Cedar Valley Children's Book Festival 2023/Ray

**Amount requested** (Please be as specific as you can, listing individual costs and the total needed for the project.): \$15,000

Item	Description	Cost
Craft tables	Crafting supplies	\$1,000
Face painting	Supplies and/or contractor	\$500
Photo booth	Props, etc.	\$50
Yoga storytime with Kay Wenzel	2 sessions @ \$100 each	\$200
Concert with Jim Gill	Music concert	\$3,150
Phil Hester & Friend	Author presentation	\$600
Costume Specialists	Book character costume rentals	\$800
Incentives/prizes	Paperback books from Baker & Taylor	\$1,000
Printing	Brochures, flyers, and posters	\$800
Refreshments for volunteers	Pizza, etc.	\$100
Additional performers and activities TBD		\$6,800
<b>Total requested</b>		<b>\$15,000</b>

**Description of the project** (up to 10,000 characters):

While libraries celebrate books all year round, we would like to host one special day every other year that celebrates children's literature to help nurture lifelong readers. Our event will include several activities, many repeated so that families can cycle through everything there is to do whatever time they arrive. There will be writing activities, dramatic performances, art projects, music, and, possibly, author talks—everything will be tied to children's books.

This celebration will occur at the end Summer Reading, so we can end our summer on a strong note.

**Anticipated project dates:** August 2023

## Request for funds from the Cedar Falls Community Foundation

**Name of staff member requesting funds:** Rebekah Hosford

**Title of the project:** Cedar Valley's Youth Read 2023/Berg

**Amount requested** (Please be as specific as you can, listing individual costs and the total needed for the project.): **\$11,000**

Item	Expense	Fund
Author Fee + Travel	\$9,880	Cedar Falls Community Foundation
Hotel	\$800	Cedar Falls Community Foundation
Book Plates	\$100	Friends of the Library
Featured Book (500 copies)	\$4,000	Friends of the Library
Book Kit	\$120	General Book Fund
Total	<b>\$14,900</b>	

**Description of the project** (up to 10,000 characters):

Cedar Valley's Youth Read author-in-residence program brings a children's author to the Cedar Valley for 2 ½ days to meet with all fifth grade classes in Cedar Falls. Fifth grade classes are bused to the library for one-hour sessions with the author, during which the author discusses his/her writing process, inspiration, and advice for young writers and readers. Although the last three years we had our authors Dan Gemeinhart, Kate Messner, and Sharon Draper present over Zoom, we are hoping to bring Varian Johnson here in-person for CVYR 2023.

CVYR also provides every fifth grade teacher and student in Cedar Falls with a copy of the feature book to read in advance of the author's visit so that every child attending a session is familiar with at least one of the author's books. One evening during the week, the author makes a presentation that is free and open to the public. This program serves about 500 fifth graders, a dozen teachers, and about 100 library patrons who attend his public session. Fifth grade really is the ideal year in which to do this program, just before children start middle school or junior high, when typically for many children, school and social activities become more of a priority and students spend less time reading for recreation. The academic gap between struggling readers and proficient readers continues to widen when they enter high school.

We hope that this program, as we've seen evidence of in the past, will spark or renew an interest in literacy in our area children at this crucial point in their lives. For at-risk and low socioeconomic children

who are often not privileged with the same literacy experiences as middle and upper class children, an inspiring author could have an even greater impact on their motivation to read.

**Anticipated project dates:** April 26<sup>th</sup>-28, 2023

## Request for funds from the Cedar Falls Community Foundation

**Name of staff member requesting funds:** Kelly Stern

**Title of the project:** Library Automated Materials Handler 2023/Building Fund

**Amount requested** (Please be as specific as you can, listing individual costs and the total needed for the project: \$103,000 (This amount reflects a 10% anticipated increase in the cost since the CIP request was submitted to the City.)

**Description of the project** (up to 10,000 characters): The library's automated materials handler (AMH) is at its end-of-life and needs to be replaced, along with two of the bins that returned materials are dropped into. This project will also require some brickwork on the exterior of the front of the library building, as AMH entry-points are not standard in size.

Item	Description	Cost
Automated materials handler	5-bin sorter	\$170,000
Construction/brickwork	On exterior front of building	\$2,000
Anticipated cost due to inflation		\$17,000
Total cost of project		\$189,000
<b>Total requested from CFCF</b>		<b>\$103,000</b>

\$86,000 towards the total cost will come from General Revenue. Total cost of the project is estimated to be \$189,000.



**Anticipated project dates:** Fall 2023

## Request for funds from the Cedar Falls Community Foundation

**Name of staff member requesting funds:** Rebekah Hosford

**Title of the project:** Summer Library Program 2023/Berg

**Amount requested** (Please be as specific as you can, listing individual costs and the total needed for the project.): \$24,000

Item	Description	Cost
Weekly crafts	Supplies	\$1,000
Other program supplies	Supplies	\$500
Network Nirvana	Minecraft sessions	\$2,500
Grout Museum program	<i>Mad Mix</i> , 2 sessions	\$600
Mississippi River Museum	Manta Ray program, 2 sessions	\$668
Will Stuck, performer	<i>Tell Your Story</i> , 2 sessions	\$900
Chad Elliott, performer	<i>Writing a Story Song</i> , 3 sessions	\$900
New York International Children's Film Festival	Rental of short films collections	\$950
Mikayla Oz	Magic show, 3 sessions	\$1,050
Karen Land Dog Mushing	1 session	\$750
Youth giveaway books	Books	\$4,000
Teen incentives	Books	\$1,500
Adult summer library program	Incentives and programs	\$3,000
Staff promotional shirts and pins	From iRead website	\$250
Promotional merchandise	From iRead website	\$800
Printing	Brochures, flyers, posters, reading logs	\$800
Beanstack	Digital summer reading tracking platform	\$1,695
Other programs and items TBD		Approx.. \$2,000
<b>Total requested</b>		<b>\$24,000</b>

**Description of the project** (up to 10,000 characters):

The youth summer library program provides summer reading and learning opportunities for children aged birth through 6<sup>th</sup> grade, and it encourages lifelong learning, reading, and provides recreational activities and events to families.

For school-aged children, the program helps to prevent the “summer slide” or loss of reading levels that occurs during summer vacations if children do not read then.

Grant funds will be used for special performances, for books to give as incentives (children can earn up to 3 books during the program—one for every 15 days they read). The giveaway books are an important

component of nearly every library's youth summer library program—we are encouraging children to choose their own books/reading material, which research shows increases their motivation to read.

**Anticipated project dates:** May 2023-August 2023



## **Request for funds from the Cedar Falls Community Foundation**

**Name of staff member requesting funds:** Kelly Stern

**Title of the project:** Branding Rollout 2023

**Amount requested (Please be as specific as you can, listing individual costs and the total needed for the project.):** \$30,000/ Berg

**Description of the project (up to 10,000 characters):**

By May of 2023, the library's branding project will be complete. To create awareness of the library and for marketing the library to the community, merchandise with the library's logo and advertising will be needed. Items to be purchased include tablecloths, banners, pens, a mascot costume, a tent for outdoor events and outreach, and other items to be determined throughout the branding process. In addition, we will consider purchasing a billboard to introduce our brand and the library to the community.

**Anticipated project dates:** May-December 2023