

AGENDA
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
September 6, 2023 4:00 PM
Cedar Falls Public Library
Conference Room

- I. Call to order
- II. Agenda: Corrections/additions/deletions/approval
- III. Minutes: Corrections and approval
- IV. Public Forum
- V. Board Training update
- VI. Communication from Officers: Action appropriate to the communications
- VII. Bills: Corrections/additions/deletions/approval
 - a. General Fund, Levy Fund, Grant Funds
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
- VIII. Usage Report
- IX. Director's Report
 - a. Staffing update
 - b. Upcoming professional development opportunities for staff
 - c. Miscellaneous
- X. Reports from Department Heads
 - a. Public Services Librarian
 - b. Youth Librarian
- XI. Referred for Board Action
 - a. Approve revised Library Behavior Policy
- XII. Library advocacy discussion
- XIII. Reports of Standing and Special Committees: Action appropriate to the reports
 - a. Friends of the Library

- b. Finance: No meeting needed in August
- c. Personnel
- d. Library Art: Meeting needed in August, date and time TBD

XIV. Unfinished business

XV. New business

XVI. Adjournment

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
August 2, 2023 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Blair-Broeker, Chadwick, Cormaney, Edelnant, Graziano, Green, Sulentic; Staff present: Daniels, Hosford, Pagel, Stern; Guests present: Jack and Carol Yates.

- I. President Sulentic called the meeting to order at 4:00.
- II. Agenda: Corrections/additions/deletions/approval
Director Stern asked to add the requested exception to the meeting room policy to section XI below so it can be voted on. Member Green asked to discuss something during section XIV.
MOTION: (Blair-Broeker, Cormaney) to approve the agenda as amended. Passed.
- III. Minutes: Corrections and approval
MOTION: (Cormaney, Graziano) to approve the minutes as presented. Passed.
- IV. Public Forum
Jack and Carol Yates provided information about why they were requesting an exception to the meeting room policy in order to hold their event.
- V. Board Training update
Director Stern noted that Member Green sent her an email regarding some training that he had completed.
- VI. Communication from Officers: Action appropriate to the communications
None
- VII. Bills: Corrections/additions/deletions/approval
Assistant Daniels noted that there are two bill reports again as there is one for FY23, and another for FY24. He noted that there are two invoices after the bill reports due to them arriving after the reports were created.
MOTION: (Chadwick, Cormaney) to approve the July bills. Passed.
 - a. General Fund, Levy Fund, Grant Funds
President Sulentic noted that the current quarter has been going well.
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
Assistant Daniels noted that he remembered to include the information about the funds with the Cedar Falls Community Foundation this time.
- VIII. Usage Report

President Sulentic noted that it looks like June was a big month. Member Cormaney inquired if June felt busy to staff. Librarian Hosford noted that it felt busy for the first week and a half, and then it felt steady. Member Green asked if acting as a cooling center might have played a role in the numbers. Director Stern noted that it is hard to say.

IX. Director's Report

a. Staffing update

Director Stern noted that along with Librarian Hosford and Acting Librarian Pagel, they have been interviewing candidates for the two youth library assistant positions that are open. She noted that the Community Center / library assistant position recently closed, so interviews will be happening for that position soon. Director Stern noted that the reference library assistant position recently closed, but the Public Services Librarian position is still open as it is scheduled to be open for a month.

b. Annual staff inservice

Director Stern noted that the date that has been chosen is Thursday, September 14th. She noted that the current schedule will allow some advocacy training, dementia training, and committee meetings.

c. Miscellaneous

Director Stern noted that the new library website will probably be launched late next week. She noted that IFC trained some staff members about how to update the new website, but they will also record a training for everyone that needs it to know how to update the website. Director Stern noted that the Friends of the Library website is back up again, and the Raygun site is almost ready. Member Chadwick inquired about the advocacy training that the staff will be receiving, and if it could be shared with all of the members. Director Stern noted that staff will be watching a recording, so she should be able to share the recording with all of the members.

X. Reports from Department Heads

a. Public Services Librarian

Acting Librarian Pagel noted that there has been lots of traffic and circulation recently. She noted that Assistant Meier usually has some gardening programs in the spring, but Green Iowa AmeriCorps asked to partner with the library to have some programs this month.

b. Youth Librarian

Librarian Hosford noted that she has noted tallied up all of the numbers yet, but 836 youth patrons signed up, and 119 teens signed up. She noted that the department will be ending summer with a bang as the Cedar Valley Children's Book Festival is on Saturday. Librarian Hosford noted that August is a reset month as the department plans for September. She noted that they will have an escape room, instrument petting zoo, and Librarian Blackford has quite a few programs planned for teens.

XI. Referred for Board Action

a. Approve closing the library Thursday, September 14, for the 2023 annual staff inservice
MOTION: (Chadwick, Green) to approve closing the library Thursday, September 14, for the 2023 annual staff inservice. Passed.

b. Approve contract between ByWater Solutions, the Cedar Falls Public Library, and the Waterloo Public Library for Integrated Library System (ILS)

President Sulentic noted that he assumed that the Waterloo Public Library will be having a meeting to approve the contract soon as well. Director Stern noted that they will be meeting this week.

MOTION: (Blair-Broecker, Cormaney) to approve contract between ByWater Solutions, the Cedar Falls Public Library, and the Waterloo Public Library for Integrated Library System (ILS). Passed.

c. Approve meeting room exception for Jack and Carol Yates

A discussion regarding whether it was appropriate to make an exception to the policy or not in this instance was held.

MOTION: (Blair-Broecker, Chadwick) to approve meeting room exception for Jack and Carol Yates. Failed.

XII. Reports of Standing and Special Committees: Action appropriate to the reports

a. Friends of the Library

Member Edelnant noted that they did not meet, but some of them have volunteered to help with the Cedar Valley Children's Book Festival this Saturday.

b. Finance: No meeting needed in August

None

c. Personnel

None

d. Library Art: Meeting needed in August, date and time TBD

Member Green noted that a meeting will happen on Wednesday, August 9th, regarding the Redfern Display Case as it is time to take bids for a new art installation.

XIII. Unfinished business

None

XIV. New business

Member Green suggested going over some of the policies at future meetings in order help strengthen them and ensure that there are no loopholes in the policies. Director Stern noted an issue that has recently come up and discussed some ideas about how to handle the issue. This led to a potential escalation policy being created for issues like this in the future.

XV. Adjournment

Motion to adjourn (Blair-Broecker, Green). Passed. Meeting adjourned at 5:08.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem

LIBRARY BILL REPORT
9/6/2023

FUND	VENDOR NAME	ACCOUNT #	AMOUNT	DESCRIPTION 1	DESCRIPTION 2
LEVY	US BANK	89-22	\$ 11.98	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-25	\$ 22.99	AMAZON.COM	ADULT VIDEOS
LEVY	US BANK	89-24	\$ 11.07	AMAZON.COM	ADULT CD MUSIC
LEVY	US BANK	89-20	\$ 10.93	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-34	\$ 80.40	AMAZON.COM	BERG 2 RMB SLP '23-GLUE
GENERAL	US BANK	89-34	\$ 255.09	AMAZON.COM	BERG 2 RMB SLP '23-YOUTH
GENERAL	US BANK	72-01	\$ 15.98	AMAZON.COM	REGULAR COFFEE
LEVY	US BANK	89-20	\$ 16.95	AMAZON.COM	ADULT BOOKS
LEVY	US BANK	89-25	\$ 22.96	AMAZON.COM	ADULT VIDEOS
GENERAL	US BANK	89-33	\$ 50.97	AMAZON.COM	FOTL:YOUTH-YOUTH BOOKS
LEVY	US BANK	89-22	\$ 38.59	AMAZON.COM	YOUTH BOOKS
			<u>\$ 537.91</u>	AMAZON.COM Total	
GENERAL	US BANK	89-34	\$ 77.94	AMZN MKTP US	RAY 2 RMB CV BOOK FEST-
GENERAL	US BANK	89-33	\$ 12.95	AMZN MKTP US	FOTL:YOUTH-BLACKLIGHT
GENERAL	US BANK	89-34	\$ 243.00	AMZN MKTP US	RAY 2 RMB CV BOOK FEST-
LEVY	US BANK	89-19	\$ 8.99	AMZN MKTP US	SEWNG MACHNE PRESSER FEET
GENERAL	US BANK	89-34	\$ 13.47	AMZN MKTP US	RAY 2 RMB CV BOOK FEST-
LEVY	US BANK	89-19	\$ 6.00	AMZN MKTP US	IRON CLEANER
GENERAL	US BANK	89-34	\$ 46.52	AMZN MKTP US	RAY 2 RMB CV BOOK FEST-
GENERAL	US BANK	71-01	\$ 6.83	AMZN MKTP US	DOUBLE SIDED TAPE
			<u>\$ 415.70</u>	AMZN MKTP US Total	
GENERAL	US BANK	72-01	\$ 119.00	MICHAELS STORES 1246	FRAMNG RAJA CHARI DISPLAY
GENERAL	US BANK	72-75	\$ 253.00	MICHAELS STORES 1246	FRAMNG RAJA CHARI DISPLAY
			<u>\$ 372.00</u>	MICHAELS STORES 1246 Total	
GENERAL	US BANK	89-33	\$ 50.00	SQ *CEDAR VALLEY PRIDE FE	FOTL:OUTREACH-BOOTH AT

\$ 50.00 SQ *CEDAR VALLEY PRIDE FE Total

USBank Total \$ 1,375.61

Final Payment Total \$ 1,375.61

LIBRARY BILL REPORT

9/6/2023

FUND	VENDOR NAME	ACCOUNT #	AMOUNT	DESCRIPTION 1	DESCRIPTION 2
GENERAL	ARAMARK	86-01	\$ 23.55	LIBRARY MAT SERVICE	
GENERAL	ARAMARK	86-01	\$ 23.55	LIBRARY MAT SERVICE	
GENERAL	ARAMARK	86-01	\$ 23.55	LIBRARY MAT SERVICE	
	ARAMARK Total		<u>\$ 70.65</u>		
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ (18.60)	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-34	\$ 6.80	BERG 2 RMB SLP '23-YOUTH	BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 11.39	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 12.00	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 13.30	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-34	\$ 18.30	BERG 2 RMB SLP '23-YOUTH	BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 18.60	ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 18.60	LARGE PRINT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 21.55	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	\$ 21.60	ADULT BOOKS (MEM SMITH)	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 21.64	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-24	\$ 24.74	ADULT CD BOOKS(MEM SMITH)	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 25.76	YOUTH BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 27.87	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	\$ 31.92	ADULT BOOKS (MEM HOGAN)	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 34.54	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-34	\$ 35.98	BERG 2 RMB SLP '23-YOUTH	BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 38.99	LARGE PRINT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 39.99	LARGE PRINT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 46.05	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-24	\$ 46.74	ADULT CD BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-24	\$ 47.84	ADULT CD BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-24	\$ 49.50	ADULT CD BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 52.59	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 53.93	YOUTH BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 58.59	LARGE PRINT BOOKS	

LEVY	BAKER & TAYLOR BOOKS	89-23	\$	61.80	LARGE PRINT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	62.04	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$	64.87	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$	65.95	YOUNG ADULT BOOKS
GENERAL	BAKER & TAYLOR BOOKS	89-33	\$	68.40	FOTL:ADULT-ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-24	\$	68.72	ADULT CD BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-23	\$	69.28	LARGE PRINT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$	72.67	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$	74.25	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-23	\$	76.98	LARGE PRINT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-23	\$	84.04	LARGE PRINT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-23	\$	98.05	LARGE PRINT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	100.41	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$	106.68	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$	106.95	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$	114.39	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	115.85	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$	139.50	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	141.90	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	161.90	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	166.24	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$	234.23	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	238.27	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	294.26	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	337.57	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$	383.01	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$	406.04	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	410.24	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	417.35	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	421.70	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$	430.18	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	437.23	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	463.22	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$	726.14	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$	727.03	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$	966.14	YOUTH BOOKS
	BAKER & TAYLOR BOOKS Total			<u>\$ 9,673.69</u>	

LEVY	BAKER & TAYLOR ENTERTAINMENT	89-24	\$ 10.18	ADULT CD MUSIC	
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 13.99	ADULT VIDEOS	
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 18.55	ADULT VIDEOS	
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 20.99	ADULT VIDEOS	
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 57.35	ADULT VIDEOS	
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 108.45	ADULT VIDEOS	
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 173.48	ADULT VIDEOS	
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 222.49	ADULT VIDEOS	
	BAKER & TAYLOR ENTERTAINMENT Total		<u>\$ 625.48</u>		
LEVY	BRODART CO.	71-11	\$ 743.46	6 X 9.5" BOOK COVERS, 9 &	12" BOOK COVER ROLLS
	BRODART CO. Total		<u>\$ 743.46</u>		
LEVY	BYWATER SOLUTIONS, LLC	81-91	\$ 21,650.00	NEW ILS INSTALLATION &	TRAINING (50/50 W/ WPL)
	BYWATER SOLUTIONS, LLC Total		<u>\$ 21,650.00</u>		
GENERAL	CEDAR FALLS UTILITIES	85-01	\$ 8,009.49	LIBRARY UTILITIES	
	CEDAR FALLS UTILITIES Total		<u>\$ 8,009.49</u>		
LEVY	CENTER POINT LARGE PRINT	89-23	\$ 49.14	LARGE PRINT BOOKS	
	CENTER POINT LARGE PRINT Total		<u>\$ 49.14</u>		
GENERAL	CITY LAUNDERING CO.	86-01	\$ 48.36	FIRST AID SUPPLY SERVICE-	LIBRARY
	CITY LAUNDERING CO. Total		<u>\$ 48.36</u>		
LEVY	DEMCO, INC	71-11	\$ 394.04	1/4, 2, & 4" BOOK TAPE, &	CATEGORY LABELS
GENERAL	DEMCO, INC	89-33	\$ 5,410.69	FOTL:RESERVE-MAKER TABLE	
	DEMCO, INC Total		<u>\$ 5,804.73</u>		
LEVY	EBSCO INFORMATION SERVICE	89-26	\$ 5,783.45	EBSCO DATABASE PACKAGE	08/01/2023-07/31/2024
	EBSCO INFORMATION SERVICE Total		<u>\$ 5,783.45</u>		
GENERAL	GORDON FLESCH COMPANY INC	81-91	\$ 981.37	COPIER CONTRACT	015-1483981-000
	GORDON FLESCH COMPANY INC Total		<u>\$ 981.37</u>		
LEVY	INGRAM ENTERTAINMENT INC.	89-26	\$ 70.27	ADULT VIDEO GAMES	

LEVY	INGRAM ENTERTAINMENT INC.	89-26	\$ 180.68	YOUNG ADULT VIDEO GAMES	
	INGRAM ENTERTAINMENT INC. Total		<u>\$ 250.95</u>		
GENERAL	INTECONNEX	86-01	\$ 787.50	DOORLOCK SYSTEM	MAINTENANCE
	INTECONNEX Total		<u>\$ 787.50</u>		
GENERAL	KIRK GROSS COMPANY	86-01	\$ 445.50	CHAIR REUPHOLSTERY	
	KIRK GROSS COMPANY Total		<u>\$ 445.50</u>		
GENERAL	NORTHEAST IOWA AREA AGENG	83-06	\$ 200.00	DEMENTIA TRAINING FOR	STAFF INSERVICE
	NORTHEAST IOWA AREA AGENG Total		<u>\$ 200.00</u>		
LEVY	OVERDRIVE, INC.	89-42	\$ 16.95	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 27.50	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 39.99	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 42.75	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 47.50	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 56.58	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 60.00	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 75.00	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 79.99	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 81.74	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 107.49	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 123.49	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 139.92	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 143.98	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 174.93	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 184.34	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-44	\$ 184.97	YOUNG ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 222.49	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 225.49	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 249.98	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 283.30	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 299.97	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 313.23	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-44	\$ 331.90	YOUNG ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 440.45	ADULT AUDIO BOOKS	

LEVY	OVERDRIVE, INC.	89-46	\$ 493.88	YOUTH AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 501.75	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-46	\$ 547.70	YOUTH E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 577.38	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	81-91	\$ 3,750.00	OVERDRIVE PLATFORM FEE	08/2023-07/2024
	OVERDRIVE, INC. Total		<u>\$ 9,824.64</u>		
LEVY	PLAYAWAY PRODUCTS	89-24	\$ 352.44	ADULT PLAYAWAYS	
	PLAYAWAY PRODUCTS Total		<u>\$ 352.44</u>		
GENERAL	QUADIEN FINANCE USA, INC	72-99	\$ 300.00	POSTAGE	
	QUADIEN FINANCE USA, INC Total		<u>\$ 300.00</u>		
GENERAL	QUADIEN, INC.	86-01	\$ 198.17	QUADIEN METER RENTAL	08/14/23-11/13/23
	QUADIEN, INC. Total		<u>\$ 198.17</u>		
GENERAL	SCHOLASTIC, INC.	89-34	\$ 1,614.74	BERG 2 RMB CV CHILDREN'S	BOOK FESTIVAL-YOUTH BOOKS
	SCHOLASTIC, INC. Total		<u>\$ 1,614.74</u>		
GENERAL	SCIENCE CENTER OF IOWA	89-34	\$ 450.00	BERG 2RMB ADVENTURE PASS-	PASSES (X2)
	SCIENCE CENTER OF IOWA Total		<u>\$ 450.00</u>		
GENERAL	VICTORIA INTERNATIONAL	89-34	\$ 440.00	BERG 2RMB BRANDNG ROLOUT-	TABLETHROW & POP SOCKETS
	VICTORIA INTERNATIONAL Total		<u>\$ 440.00</u>		
	Total Vendor Payments		<u>\$ 68,303.76</u>		

FUND	VENDOR NAME	ACCOUNT #	AMOUNT	DESCRIPTION 1	DESCRIPTION 2
LEVY	US BANK	89-20	\$ (2.17)	AMAZON.COM	REFUND ON ADULT BOOKS
LEVY	US BANK	89-20	\$ 35.98	AMAZON.COM	ADULT BOOKS
LEVY	US BANK	89-22	\$ 41.67	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-20	\$ 29.99	AMAZON.COM	ADULT BOOKS
LEVY	US BANK	89-21	\$ 35.97	AMAZON.COM	YOUNG ADULT BOOKS
GENERAL	US BANK	89-33	\$ 84.95	AMAZON.COM	FOTL:ADULT-ADULT BOOKS
GENERAL	US BANK	89-34	\$ 5.99	AMAZON.COM	BERG 2 RMB SLP '23-YOUTH
LEVY	US BANK	89-22	\$ 41.68	AMAZON.COM	YOUTH BOOKS

LEVY	US BANK	89-22	\$ 10.76	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-21	\$ 35.06	AMAZON.COM	YOUNG ADULT BOOKS
			<u>\$ 319.88</u>	AMAZON.COM Total	
GENERAL	US BANK	83-06	\$ 306.00	AMERLIBASSOC ECOMMERCE	FY24 ALA MEMBERSHP(STERN)
			<u>\$ 306.00</u>	AMERLIBASSOC ECOMMERCE Total	
LEVY	US BANK	89-47	\$ 17.98	AMZN MKTP US	12" GRIFITI BANDS
GENERAL	US BANK	89-33	\$ 6.99	AMZN MKTP US	FOTL:COLAB-ENVELOPES
LEVY	US BANK	89-47	\$ 29.96	AMZN MKTP US	4 & 6" GRIFITI BANDS
GENERAL	US BANK	89-34	\$ 207.37	AMZN MKTP US	BERG 2RMB BRNDNG ROLLOUT-
GENERAL	US BANK	89-33	\$ 4.98	AMZN MKTP US	FOTL:COLAB-GIFT TAGS
GENERAL	US BANK	89-33	\$ 96.00	AMZN MKTP US	FOTL:ADULT-FLASH DRIVES
GENERAL	US BANK	89-34	\$ 29.99	AMZN MKTP US	RAY 2RMB CV CHILDRN BOOK-
GENERAL	US BANK	89-34	\$ 9.99	AMZN MKTP US	RAY 2RMB CV CHILDRN BOOK-
			<u>\$ 403.26</u>	AMZN MKTP US Total	
GENERAL	US BANK	89-33	\$ 14.99	HY-VEE CEDAR FALLS 1052	FOTL:YA-SNACKS
GENERAL	US BANK	89-33	\$ 72.54	HY-VEE CEDAR FALLS 1052	FOTL:YA-SNACKS
			<u>\$ 87.53</u>	HY-VEE CEDAR FALLS 1052 Total	
GENERAL	US BANK	81-91	\$ 85.00	INTUIT *QBOOKS ONLINE	QUICKBOOKS MONTHLY SUB.
			<u>\$ 85.00</u>	INTUIT *QBOOKS ONLINE Total	
LEVY	US BANK	81-91	\$ 960.00	MOBILE BEACON	1 YEAR DATA SERVICE (X8)
			<u>\$ 960.00</u>	MOBILE BEACON Total	
GENERAL	US BANK	89-34	\$ 127.00	SQ *CEDAR VALLEY ARBORETU	BERG 2 RMB SLP '23-FEES 4
			<u>\$ 127.00</u>	SQ *CEDAR VALLEY ARBORETU Total	
GENERAL	US BANK	72-99	\$ 8.56	USPS PO 1814940913	POSTAGE
			<u>\$ 8.56</u>	USPS PO 1814940913 Total	
			<u>\$ 2,297.23</u>	USBank Total	
			<u>\$ 70,600.99</u>	Final Payment Total	

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REVENUE BUDGET
 FISCAL YEAR 2023
 FOR THE MONTH OF JUNE 2023

PAGE 1
 ACCOUNTING PERIOD 12/2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
GENERAL FUND						
PROPERTY TAXES						
101-1061-311.06-00	LIBRARY LEVY	557,450.00	2,156.31	557,785.55	335.55-	100
*	PROPERTY TAXES	557,450.00	2,156.31	557,785.55	335.55-	100
INTERGOVERNMENTAL						
101-1199-343.02-00	LIBRARY GRANTS	25,000.00	.00	16,641.97	8,358.03	67
*	INTERGOVERNMENTAL	25,000.00	.00	16,641.97	8,358.03	67
CHARGES FOR SERVICES						
101-1060-356.71-00	LIBRARY-COPY MACHINE	7,000.00	1,175.90	9,724.12	2,724.12-	139
101-1060-356.72-00	LIBRARY-COUNTY TAX	30,000.00	.00	25,386.00	4,614.00	85
101-1060-356.73-00	LIBRARY-FINES & FEES	.00	290.89-	1,857.83	1,857.83-	0
101-1060-356.74-00	LIBRARY-LOST & PAID BOOKS	2,500.00	546.79	3,871.73	1,371.73-	155
101-1060-356.75-00	LIBRARY-OPEN ACCESS FUNDS	12,000.00	.00	23,829.30	11,829.30-	199
101-1060-356.76-00	LIBRARY-REIMBURSEMENTS	.00	2,250.94	2,250.94	2,250.94-	0
101-1060-356.78-00	LIBRARY-GIFTS & MEMORIALS	3,300.00	8,928.55	14,377.55	11,077.55-	436
101-1060-356.79-00	LIBRARY-OUTSIDE FUNDING	.00	.00	347.00	347.00-	0
101-1060-356.79-01	LIBRARY-ENDOWMENTS	156,950.00	.00	156,989.14	39.14-	100
101-1060-356.79-02	FRIENDS OF THE LIBRARY	30,000.00	1,513.88	19,653.90	10,346.10	66
101-1060-356.81-00	LIBRARY-CO-LAB FEES	.00	19.70	177.61	177.61-	0
*	CHARGES FOR SERVICES	241,750.00	14,144.87	258,465.12	16,715.12-	107
**	GENERAL FUND	824,200.00	16,301.18	832,892.64	8,692.64-	101

REVENUE GUIDELINE
 FOR FISCAL YEAR 2023
 FOR THE MONTH OF JUNE 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
LIBRARY RESERVE						
USE OF MONEY & PROPERTY						
294-0000-361.01-00	CHECKING ACCT INTEREST	.00	6.46	183.04	183.04-	0
294-0000-361.03-00	CD/INVESTMENT INTEREST	.00	65.53	282.67	282.67-	0
*	USE OF MONEY & PROPERTY	.00	71.99	465.71	465.71-	0
**	LIBRARY RESERVE	.00	71.99	465.71	465.71-	0

REVENUE GUIDELINE
FOR FISCAL YEAR 2023
FOR THE MONTH OF JUNE 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
		935,950.00	90,246.08	917,028.26	18,921.74	98

EXPENDITURE GUIDELINE
FOR FISCAL YEAR 2023
FOR THE MONTH OF JUNE 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
GENERAL FUND						
FINANCE & BUSINESS OPER.						
LIBRARY						
TRANSFERS						
101-1060-423.50-01	TRANSFERS TO GENERAL FUND	197,330.00	198,400.00	198,400.00	1,070.00-	101
*	TRANSFERS	197,330.00	198,400.00	198,400.00	1,070.00-	101
PERSONAL SERVICES						
101-1060-423.61-01	FULL-TIME	636,430.00	48,761.71	622,761.56	13,668.44	98
101-1060-423.61-02	PART-TIME	406,600.00	30,172.82	374,740.23	31,859.77	92
101-1060-423.62-01	PAYROLL	2,820.00	235.00	2,820.00	0.00	100
101-1060-423.62-02	SEVERANCE	10,380.00	865.00	10,380.00	0.00	100
101-1060-423.64-01	HEALTH INS. PREMIUMS	120,440.00	9,644.58	103,804.26	16,635.74	86
101-1060-423.64-02	HEALTH INS. REIMBURSEMENT	2,010.00	3.84	78.25	1,931.75	4
101-1060-423.64-03	LIFE INSURANCE	1,960.00	127.59	1,429.68	530.32	73
101-1060-423.64-04	LTD INSURANCE	2,000.00	166.12	1,860.46	139.54	93
101-1060-423.64-05	WORKMAN'S COMP. INS.	2,180.00	181.67	2,180.00	0.00	100
101-1060-423.65-01	F.I.C.A.	79,800.00	5,945.89	74,969.35	4,830.65	94
101-1060-423.66-01	I.P.E.R.S.	98,460.00	7,455.06	92,032.91	6,427.09	93
*	PERSONAL SERVICES	1,363,080.00	103,559.28	1,287,056.70	76,023.30	93
COMODITIES						
101-1060-423.71-01	OFFICE SUPPLIES	10,000.00	1,337.55	4,185.19	5,814.81	42
101-1060-423.72-19	PRINTING	2,000.00	107.50	1,050.87	949.13	53
101-1060-423.72-75	DISPLAY	2,000.00	1,738.00	1,969.92	30.08	98
101-1060-423.72-76	PUBLIC RELATIONS	1,200.00	.00	1,094.48	105.52	91
101-1060-423.72-99	POSTAGE	14,000.00	932.40	11,757.21	2,242.79	84
101-1060-423.73-06	BUILDING REPAIR	7,850.00	.00	5,312.41	2,537.59	68
*	COMODITIES	37,050.00	4,115.45	25,370.08	11,679.92	68
CONTRACTED SERVICES						
101-1060-423.81-01	PROFESSIONAL SERVICES	1,000.00	.00	.00	1,000.00	0
101-1060-423.81-12	COMPUTER SERVICES	67,590.00	5,632.50	67,590.00	0.00	100
101-1060-423.81-91	LICENSES & SERVICE CONTRT	30,000.00	4,069.44	24,354.93	5,645.07	81
101-1060-423.82-01	TELEPHONE	4,000.00	138.49	2,010.71	1,989.29	50
101-1060-423.83-05	TRAVEL (FOOD/MILEAGE/LOD)	1,000.00	.00	340.38	659.62	34
101-1060-423.83-06	EDUCATION	5,800.00	.00	5,667.99	132.01	98
101-1060-423.84-01	OPERATING INSURANCE	26,250.00	2,187.50	26,250.00	0.00	100
101-1060-423.85-01	UTILITIES	102,100.00	13,758.87	68,179.50	33,920.50	67
101-1060-423.86-01	REPAIR & MAINTENANCE	7,000.00	997.62	3,909.43	3,090.57	56
101-1060-423.89-20	ADULT BOOKS	2,400.00	651.38	2,618.33	218.33-	109
101-1060-423.89-23	LARGE PRINT BOOKS	200.00	134.06	171.26	28.74	86
101-1060-423.89-24	ADULT AUDIO	.00	22.00	22.00	22.00-	0
101-1060-423.89-26	NON-PRINT RESOURCES	700.00	419.92	1,016.18	316.18-	145
101-1060-423.89-33	FRIENDS SUPPORTED PROGRAM	30,000.00	1,448.89	19,286.74	10,713.26	64
101-1060-423.89-34	ENDOWMENT SUPPORTED PROG.	156,950.00	16,837.20	87,563.29	69,386.71	56
*	CONTRACTED SERVICES	434,990.00	46,297.87	308,980.74	126,009.26	71
CAPITAL OUTLAY						
101-1060-423.92-01	STRUCTURE IMPROV & BLDGS	.00	.00	.00	0.00	0
101-1060-423.93-01	EQUIPMENT	4,750.00	.00	1,873.67	2,876.33	39
*	CAPITAL OUTLAY	4,750.00	.00	1,873.67	2,876.33	39
**	LIBRARY	2,037,200.00	352,372.60	1,821,681.19	215,518.81	89

EXPENDITURE GUIDELINE
FOR FISCAL YEAR 2023
FOR THE MONTH OF JUNE 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
LIBRARY LEVY						
PERSONAL SERVICES						
101-1061-423.61-01	FULL-TIME	129,030.00	10,478.43	109,289.20	19,740.80	85
101-1061-423.61-02	PART-TIME	18,420.00	1,908.26	15,126.40	3,293.60	82
101-1061-423.62-01	PAYROLL	570.00	47.50	570.00	0.00	100
101-1061-423.62-02	SEVERANCE	2,100.00	175.00	2,100.00	0.00	100
101-1061-423.64-01	HEALTH INS. PREMIUMS	12,000.00	1,391.78	16,701.36	4,701.36-	139
101-1061-423.64-02	HEALTH INS. REIMBURSEMENT	460.00	.00	500.00	40.00-	109
101-1061-423.64-03	LIFE INSURANCE	390.00	23.84	249.54	140.46	64
101-1061-423.64-04	LTD INSURANCE	410.00	31.17	325.61	84.39	79
101-1061-423.64-05	WORKMAN'S COMP. INS.	310.00	25.83	310.00	0.00	100
101-1061-423.65-01	F.I.C.A.	11,280.00	942.88	9,409.10	1,870.90	83
101-1061-423.66-01	I.P.E.R.S.	13,920.00	1,169.29	11,746.08	2,173.92	84
*	PERSONAL SERVICES	188,890.00	16,193.98	166,327.29	22,562.71	84
COMODITIES						
101-1061-423.71-11	TECHNICAL PROCESSING SUPP	30,000.00	3,828.02	13,741.40	16,258.60	46
*	COMODITIES	30,000.00	3,828.02	13,741.40	16,258.60	46
CONTRACTED SERVICES						
101-1061-423.81-12	COMPUTER SERVICES	10,000.00	833.33	10,000.00	0.00	100
101-1061-423.81-91	LICENSES & SERVICE CONTRT	63,000.00	1,558.36	61,335.87	1,664.13	97
101-1061-423.81-92	TECHNOLOGY SERVICES	25,000.00	.00	.00	25,000.00	0
101-1060-423.83-06	EDUCATION	.00	.00	.00	0.00	0
101-1061-423.89-19	CO-LAB MATERIALS	2,000.00	91.44	777.42	1,222.58	39
101-1061-423.89-20	ADULT BOOKS	52,500.00	10,209.34	43,060.52	9,439.48	82
101-1061-423.89-21	YOUNG ADULT BOOKS	18,000.00	3,638.12	16,768.13	1,231.87	93
101-1061-423.89-22	YOUTH BOOKS	48,000.00	9,705.36	43,550.58	4,449.42	91
101-1061-423.89-23	LARGE PRINT BOOKS	6,000.00	796.69	4,332.03	1,667.97	72
101-1061-423.89-24	ADULT AUDIO	8,000.00	1,385.55	4,976.27	3,023.73	62
101-1061-423.89-25	ADULT VIDEO	20,550.00	1,784.48	7,697.31	12,852.69	37
101-1061-423.89-26	NON-PRINT RESOURCES	29,000.00	2,054.96	22,579.00	6,421.00	78
101-1061-423.89-29	NEWSPAPERS	2,450.00	690.00	2,482.45	32.45-	101
101-1061-423.89-31	PERIODICALS	7,300.00	.00	5,536.20	1,763.80	76
101-1061-423.89-35	YOUTH AUDIO	5,400.00	319.01	985.39	4,414.61	18
101-1061-423.89-36	YOUTH VIDEO	7,100.00	951.69	5,418.28	1,681.72	76
101-1061-423.89-37	YOUNG ADULT AUDIO	2,000.00	494.93	1,543.09	456.91	77
101-1061-423.89-38	YOUNG ADULT VIDEO	1,150.00	289.70	1,029.07	120.93	89
101-1061-423.89-42	ADULT E-MATERIALS	60,450.00	7,257.35	60,446.84	3.16	100
101-1061-423.89-44	YOUNG ADULT E-MATERIALS	3,500.00	71.98	2,391.56	1,108.44	68
101-1061-423.89-46	YOUTH E-MATERIALS	13,500.00	1,785.84	9,334.26	4,165.74	69
101-1061-423.89-47	LIBRARY OF THINGS	2,500.00	279.86	1,104.25	1,395.75	44
*	CONTRACTED SERVICES	387,400.00	44,197.99	305,348.52	82,051.48	79
CAPITAL OUTLAY						
101-1061-423.92-01	STRUCTURE IMPROV & BLDGS	3,500.00	.00	.00	3,500.00	0
101-1061-423.93-01	EQUIPMENT	2,250.00	.00	164.99	2,085.01	7
*	CAPITAL OUTLAY	5,750.00	.00	164.99	5,585.01	3
**	LIBRARY LEVY	612,040.00	64,219.99	485,582.20	126,457.80	79
***	FINANCE & BUSINESS OPER.	2,649,240.00	416,592.59	2,307,263.39	341,976.61	87

EXPENDITURE GUIDELINE
 FOR FISCAL YEAR 2023
 FOR THE MONTH OF JUNE 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
ADMINISTRATIVE						
ADMIN/LEGAL						
TRANSFERS						
101-1199-421.31-20	GRANTS - LIBRARY	25,000.00	.00	.00	25,000.00	0
101-1199-421.31-21	GRANTS - LIBRARY STATE AID	.00	.00	23.56	23.56-	0
*	TRANSFERS	25,000.00	.00	23.56	24,976.44	0
**	ADMIN/LEGAL	25,000.00	.00	23.56	24,976.44	0
***	ADMINISTRATIVE	25,000.00	.00	23.56	24,976.44	0
****	GENERAL FUND	2,674,240.00	416,592.59	2,307,286.95	366,953.05	86

EXPENDITURE GUIDELINE
 FOR FISCAL YEAR 2023
 FOR THE MONTH OF JUNE 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
DATA PROCESSING FUND						
FINANCE & BUSINESS OPER.						
DATA PROCESSING						
CONTRACTED SERVICES						
606-1078-441.81-43	LIBRARY COMPUTER SERVICES	35,000.00	15.00	165.00	34,835.00	0
*	CONTRACTED SERVICES	35,000.00	15.00	165.00	34,835.00	0
**	DATA PROCESSING	35,000.00	15.00	165.00	34,835.00	0
***	FINANCE & BUSINESS OPER.	35,000.00	15.00	165.00	34,835.00	0
****	DATA PROCESSING FUND	35,000.00	15.00	165.00	34,835.00	0

EXPENDITURE GUIDELINE
FOR FISCAL YEAR 2023
FOR THE MONTH OF JUNE 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
		2,820,990.00	442,652.28	2,391,121.86	429,868.14	85

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
2005	31-Jul-05 No distributions	\$707,087.62	4%	\$28,283.50			
					\$28,283.50	\$28,283.50	\$0.00
2006	31-Dec-05 No distributions	\$796,531.38	4%	\$31,861.26			
					\$31,861.26	\$60,144.76	\$0.00
2007	31-Dec-06 Nov-07 MTM (Microfilm Workstation)	\$945,707.00	4%	\$37,828.28 (\$9,125.00)			
					\$28,703.28	\$88,848.04	(\$9,125.00)
2008	31-Dec-07 Nov-07 WiFi Computer Lab Nov-07 Newspaper/Paperback Shelving	\$1,069,972.81	4%	\$42,798.91 (\$26,651.00) (\$4,534.00)			
					\$11,613.91	\$100,461.95	(\$31,185.00)
2009	31-Dec-08 Jul-09 Art Purchase	\$762,741.36	4%	\$30,509.65 (\$4,000.00)			
					\$26,509.65	\$126,971.61	(\$4,000.00)
2010	31-Dec-09 Allocation for 2010 May-10 Library Space Consultant Jan-10 Library Space Consultant	\$956,698.81 \$926,140.39	4%	\$37,045.62 (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)
2011	31-Dec-10 Allocation for 2011 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%	\$37,192.17 (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)
2012	31-Dec-11	\$1,000,669.64					

Allocation for 2012	\$929,888.83	4%	\$37,195.55 (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)
2013 31-Dec-12	\$1,111,721.58					
Allocation for 2013	\$1,009,198.25	4%	\$40,367.93 (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)
2014 31-Dec-13	\$1,280,930.28					
Allocation for 2014	\$1,060,872.51	4%	\$42,434.90 (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)
2015 31-Dec-14	\$1,171,915.01					
Allocation for 2015	\$1,131,107.17	4%	\$45,244.29 (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)
2016 31-Dec-15	\$1,153,308.00					
Allocation for 2016	\$1,188,188.96	4%	\$47,527.56 (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)
2017 31-Dec-16	\$1,205,471.94					
Allocation for 2017	\$1,202,051.10	4%	\$48,082.04 (average of 12/31/13, 12/31/14, 12/31/15 FMV)			
Selfchecks & eCommerce			(\$21,758.80) spent			
Aug-17 HVAC Project			(\$9,000.00)			
				\$17,323.24	\$102,496.31	(\$30,758.80)
2018 31-Dec-17	\$1,291,707.90					
Allocation for 2018	\$1,176,898.32	4%	\$47,075.93 (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			

Co-Lab Construction				(\$38,445.92) spent		
				(\$17,541.99)	\$84,954.32	(\$64,617.92)
2019	31-Dec-18	\$1,179,619.76				
	Allocation for 2019	\$1,216,829.28	4%	\$48,673.17 (average of 12/31/15, 12/31/16, 12/31/17 FMV)		
	Furniture			(\$12,856.70) spent		
	Mamava Nursing Pod			(\$15,700.00) spent		
	Scooter			(\$1,650.00) spent		
CANCEL	Library Carts			(\$2,500.00) cancelled		
CANCEL	Canceled Library Carts			\$2,500.00 cancelled		
	<u>Miscellaneous (budgeted: \$7,000)*</u>			(\$4,825.00) unspent		
	Unspent anticipated programming requests			\$4,825.00 unspent		
CANCEL	*Mamava Increase			(\$1,000.00) cancelled		
CANCEL	*Mamava Increase			\$1,000.00 cancelled		
	*Burgeon Group Addition			(\$2,175.00) spent		
				\$16,291.47	\$101,245.79	(\$32,381.70)
2020	31-Dec-19	\$1,357,543.53				
	Allocation for 2020	\$1,225,599.87	4%	\$49,023.99 (average of 12/31/16, 12/31/17, 12/31/18 FMV)		
	No requests for 2020					
				\$49,023.99	\$150,269.79	\$0.00
2021	31-Dec-20	\$1,493,993.61				
	Allocation for 2021	\$1,276,290.40	4%	\$51,051.62 (average of 12/31/17, 12/31/18, 12/31/19 FMV)		
	CIP Library Carpet Project 2021			(\$202,300.63) spent		
	Reupholstery Project 2021			(\$8,670.00) spent		
				(\$159,919.01)	(\$9,649.23)	(\$210,970.63)
2022	31-Dec-21	\$1,373,467.22				
	Allocation for 2022	\$1,343,718.97	4%	\$53,748.76 (average of 12/31/18, 12/31/19, 12/31/20 FMV)		
	Privacy Room 2022			(\$5,752.00) spent		
				\$47,996.76	\$38,347.53	(\$5,752.00)
2023	31-Dec-22	\$1,105,713.14				
	Allocation for 2023	\$1,408,334.79	4%	\$56,333.39 (average of 12/31/19, 12/31/20, 12/31/21 FMV)		

ENC Atrium Windows 2023 (\$17,500.00)
 ENC Library Automated Materials Handler (\$103,000.00)

(\$64,166.61) (\$25,819.08) (\$120,500.00)

2023 31-Dec-22

Allocation for 2023

\$1,324,391.32

4%

\$52,975.65 (average of 12/31/20, 12/31/21, 12/31/22 FMV)

\$52,975.65

\$27,156.58

\$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						

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
2005	4-Jan-05	\$305,046.74	4%	\$12,201.87			
	No distributions						
					\$12,201.87	\$12,201.87	\$0.00
2006	31-Dec-05	\$384,261.42	4%	\$15,370.46			
	Nov-06 Cedar Valley's Youth Read Project			(\$10,000.00)			
					\$5,370.46	\$17,572.33	(\$10,000.00)
2007	31-Dec-06	\$411,481.00	4%	\$16,459.24			
	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)
2008	31-Dec-07	\$433,611.49	4%	\$17,344.46			
	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)
2009	31-Dec-08	\$305,509.17	4%	\$12,220.37			
	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)
2010	31-Dec-09	\$364,989.17					
	Allocation for 2010	\$383,533.89	4%	\$15,341.36	(average of 12/31/06, 12/31/07, 12/31/08 FMV)		
	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)			

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)
2011	31-Dec-10				\$399,417.36			
	Allocation for 2011			4%	\$368,036.61	\$14,721.46	(average of 12/31/07, 12/31/08, 12/31/09 FMV)	
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	Murdery 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)
2012	31-Dec-11				\$374,970.59			
	Allocation for 2012			4%	\$356,638.57	\$14,265.54	(average of 12/31/08, 12/31/09, 12/31/10 FMV)	
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)
2013	31-Dec-12				\$406,434.22			
	Allocation for 2013			4%	\$379,792.37	\$15,191.69	(average of 12/31/09, 12/31/10, 12/31/11 FMV)	
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)		

	<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)
2014	31-Dec-13	\$453,255.20						
	Allocation for 2014	\$393,607.39	4%	\$15,744.30	(average of 12/31/10, 12/31/11, 12/31/12 FMV)			
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)
2015	31-Dec-14	\$455,780.79						
	Allocation for 2015	\$411,553.34	4%	\$16,462.13	(average of 12/31/11, 12/31/12, 12/31/13 FMV)			
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			unspent

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)
2016	31-Dec-15	\$436,067.00						
	Allocation for 2016	\$438,490.07	4%	\$17,539.60	(average of 12/31/12, 12/31/13, 12/31/14 FMV)			
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)	spent		
						\$10,794.75	\$19,173.53	(\$6,744.85)
2017	31-Dec-16	\$451,378.20						
	Allocation for 2017	\$448,367.66	4%	\$17,934.71	(average of 12/31/13, 12/31/14, 12/31/15 FMV)			
Apr-18	LitCon 2017				(\$2,902.04)			
	Miscellaneous (budgeted: \$10,000)*				(\$3,216.21)	unspent		
	*Unspent Miscellaneous				\$3,216.21	unspent		
Apr-18	*WCF Symphony & Lollipop Concert (\$2,000-Part of Miscellaneous)				(\$2,000.00)	spent		
	*Traveling Tales 2017 (\$2,000-Part of Miscellaneous)				(\$710.07)	spent		
	*Laser Tag 2017 (\$3,500-Part of Miscellaneous)				(\$2,175.00)	spent		
	*Bridge to Reading (\$2,000-Part of Miscellaneous)				(\$1,898.72)	spent		
						\$8,248.88	\$27,422.41	(\$9,685.83)
2018	31-Dec-17	\$490,729.89						
	Allocation for 2018	\$447,742.00	4%	\$17,909.68	(average of 12/31/14, 12/31/15, 12/31/16 FMV)			
	LitCon 2018				(\$12,684.47)	spent		
	Murder Mystery 2018				(\$2,100.00)	spent		
	Miscellaneous (budgeted: \$10,000)*				(\$7,001.58)	unspent		
	*Unspent Miscellaneous				\$7,001.58	unspent		

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

				(\$15,296.54)	\$30,668.65	(\$34,464.00)
2022	31-Dec-21	\$586,789.86				
	Allocation for 2022	\$493,312.74	4%	\$19,732.51	(average of 12/31/18, 12/31/19, 12/31/20 FMV)	
	Cedar Valley's Youth Read 2022			(\$10,000.00)	spent	
	Bridge to Reading 2022			(\$3,402.00)	spent	
				\$6,330.51	\$36,999.16	(\$13,402.00)
2023	31-Dec-22	\$435,675.96				
	Allocation for 2023	\$541,108.68	4%	\$21,644.35	(average of 12/31/19, 12/31/20, 12/31/21 FMV)	
ENC	Bridge to Reading 2023			(\$3,500.00)		
ENC	Cedar Valley Children's Book Festival			(\$15,000.00)		
ENC	Drive-up Book Return Replacement 2023			(\$3,100.00)		
				\$44.35	\$37,043.50	(\$21,600.00)
2024	31-Dec-23					
	Allocation for 2024	\$518,524.76	4%	\$20,740.99	(average of 12/31/20, 12/31/21, 12/31/22 FMV)	
				\$20,740.99	\$57,784.49	\$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						

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
2008	31-May-08	\$653,896.21		\$0.00			
					\$0.00	\$0.00	\$0.00
2009	31-Dec-08	\$992,442.72	4%	\$39,697.71			
	Nov-09 Jacquelyn Mitchard grant			(\$19,710.27)			
					\$19,987.44	\$19,987.44	(\$19,710.27)
2010	31-Dec-09	\$1,156,261.55	4%	\$46,250.46			
	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)
2011	31-Dec-10	\$1,286,373.84	4%	\$51,454.95			
	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)
2012	31-Dec-11	\$1,236,962.59					
	Allocation for 2012	\$1,145,026.04	4%	\$45,801.04	(average of 12/31/08, 12/31/09, 12/31/10 FMV)		
	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			

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
2013	31-Dec-12	\$1,351,861.27					(\$46,864.26)
	Allocation for 2013	\$1,226,532.66	4%	\$49,061.31	(average of 12/31/09, 12/31/10, 12/31/11 FMV)		
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
2014	31-Dec-13	\$1,460,435.78					(\$64,083.74)
	Allocation for 2014	\$1,291,732.57	4%	\$51,669.30	(average of 12/31/10, 12/31/11, 12/31/12 FMV)		
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		

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) spent
					\$15,216.37
					\$74,448.76
					(\$36,452.93)
2015	31-Dec-14				\$1,486,222.92
	Allocation for 2015				\$1,349,753.21
			4%		\$53,990.13 (average of 12/31/11, 12/31/12, 12/31/13 FMV)
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) spent
	<u>Other Library Programming/Projects (budgeted: \$30,000)*</u>				(\$7,600.02)
	Unspent anticipated programming requests				\$7,600.02 unspent
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) reimbursed
	*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) spent

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

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

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			
	<u>Miscellaneous (budgeted: \$13,900)*</u>			(\$13,900.00)	cancelled			
	*Unspent Miscellaneous			\$13,900.00	cancelled			
				\$24,875.49		\$37,237.25		(\$37,122.59)
<hr/>								
2021	31-Dec-20			\$1,714,066.54				
	Allocation for 2021			\$1,589,127.56	4%	\$63,565.10	(average of 12/31/17, 12/31/18, 12/31/19 FMV)	
	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)
<hr/>								
2022	31-Dec-21			\$1,853,298.98				
	Allocation for 2022			\$1,601,540.03	4%	\$64,061.60	(average of 12/31/18, 12/31/19, 12/31/20 FMV)	
	Adventure Pass 2022			(\$2,107.90)		spent		
	Summer Library Program 2022			(\$18,870.54)		spent		
	SummerFest 2022			(\$4,012.20)		spent		
ENC	Library Branding			(\$50,000.00)				
				(\$10,929.04)		\$3,960.91		(\$74,990.64)
<hr/>								
2023	31-Dec-22			\$1,409,285.61				
	Allocation for 2023			\$1,727,755.68	4%	\$69,110.23	(average of 12/31/19, 12/31/20, 12/31/21 FMV)	
ENC	Adventure Pass 2023			(\$2,600.00)				
ENC	Cedar Valley's Youth Read 2023			(\$11,000.00)				
ENC	Summer Library Program 2023			(\$24,000.00)				
ENC	Branding Rollout 2023			(\$30,000.00)				
				\$1,510.23		\$5,471.14		(\$67,600.00)
<hr/>								
2024	31-Dec-23							
	Allocation for 2024			\$1,574,964.06	4%	\$62,998.56	(average of 12/31/20, 12/31/21, 12/31/22 FMV)	

\$62,998.56 \$68,469.70 \$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
2012	2/15/2012 (original deposit) 8/8/2012 (additional deposit)	\$43,841.56		\$310.30	\$310.30	\$310.30	\$0.00
2013	31-Dec-12	\$45,880.97	4%	\$1,835.24			
	Feb-13 Beckman Estate (additional deposit) Distribution for 2013			\$171.43 (\$483.90)			
	Jun-13 Deposited distribution back into fund			\$483.90	\$2,006.67	\$2,316.97	\$0.00
2014	31-Dec-13	\$52,021.66	4%	\$2,080.87			
	Distribution for 2014			(\$1,702.91)			
	May-14 Deposited distribution back into fund			\$1,702.91	\$2,080.87	\$4,397.84	\$0.00
2015	31-Dec-14	\$53,829.89	4%	\$2,153.20			
					\$2,153.20	\$6,551.03	\$0.00
2016	31-Dec-15	\$53,006.00	4%	\$2,120.24			
					\$2,120.24	\$8,671.27	\$0.00
2017	31-Dec-16	\$55,707.39	4%	\$2,228.30			
					\$2,228.30	\$10,899.57	\$0.00
2018	31-Dec-17	\$64,379.56	4%	\$2,575.18			
					\$2,575.18	\$13,474.75	\$0.00
2019	31-Dec-18	\$58,900.73	4%	\$2,356.03			
					\$2,356.03	\$15,830.78	\$0.00
2020	31-Dec-19	\$63,823.59	4%	\$2,552.94			

				\$2,552.94	\$18,383.72	\$0.00
2021	31-Dec-20	\$63,856.37	4%	\$2,554.25		
				\$2,554.25	\$20,937.98	\$0.00
2022	31-Dec-21	\$71,159.63	4%	\$2,846.39		
				\$2,846.39	\$23,784.36	\$0.00
2023	31-Dec-22	\$57,142.55	4%	\$2,285.70		
				\$2,285.70	\$26,070.06	\$0.00
2024	31-Dec-23		4%	\$0.00		
				\$0.00	\$26,070.06	\$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
2021	31-Dec-20	\$70,468.56		\$70,468.56			
					\$70,468.56	\$70,468.56	\$0.00
2022	31-Dec-21	\$78,575.26		\$78,575.26			
	Dolly Parton's Imagination Library			(\$10,000.00) spent			
	Youth Browsing Bins			(\$41,996.40) spent			
					\$26,578.86	\$97,047.42	(\$51,996.40)
2023	31-Dec-22	\$16,277.34		\$16,277.34			
					\$16,277.34	\$113,324.76	\$0.00
2024	31-Dec-23			\$0.00			
					\$0.00	\$113,324.76	\$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						

	23-Jul	FY24
Customer Count	17,107	17,107
Hours Open	264	264
Total Circulation	39,369	39,369
Adult	13,266	13,266
Young Adult	2,022	2,022
Youth	16,320	16,320
Interlibrary Loan (cf to other)	132	132
<i>Interlibrary Loan (other to cf)</i>	96	96
<i>CFPL @UNI</i>	2	2
WPL	1,291	1,291
Library of Things	91	91
Total Physical Circulation	31,608	31,608
<i>Overdrive</i>	5,718	5,718
<i>Hoopla</i>	913	913
<i>Freegal Downloadable Music</i>	1,130	1,130
Total eresource Circulation	7,761	7,761
County	400	400
Open Access	5,403	5,403
Reference Service	509	509
Reference Desk	195	195
Youth Desk	280	280
YA Desk	0	0
Circulation	34	34
Titles Added	564	564
Items Added	724	724
Items Withdrawn	332	332
Meeting Room Use	29	29
Conference Room	15	15
Meeting Room	5	5
Co-Lab Room	9	9
YA/Youth Area	0	0
Youth Programs		
Events/Programs	35	35
Event Attendance	1,799	1,799
Outreach Services	7	7
Outreach Attendance	152	152
Teacher Units	30	30

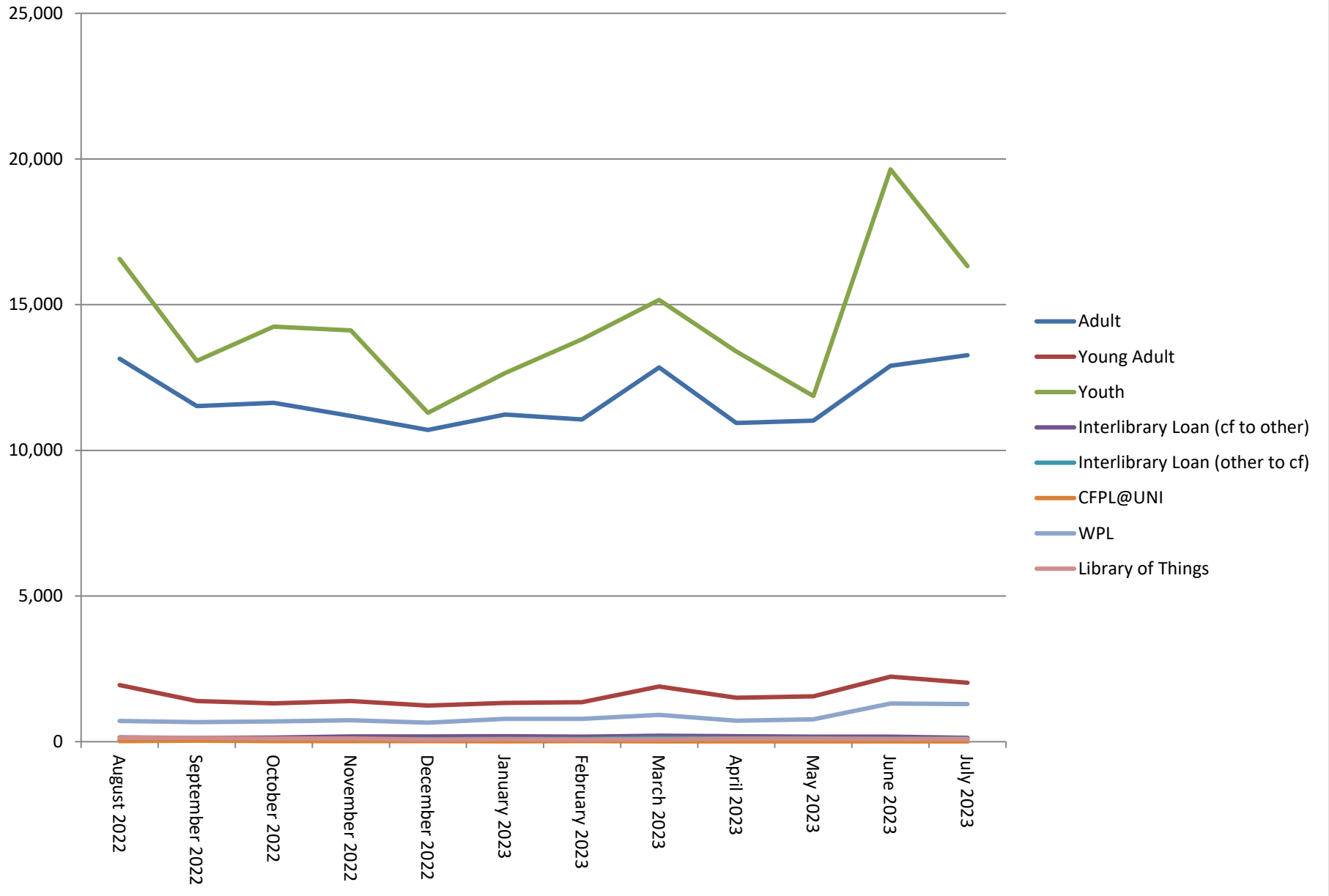
Adult Programs		
Outreach Services	6	6
Outreach Attendance	37	37
Library Attendance	126	126
Library Activities	18	18
Young Adult Programs		
Library Attendance	201	201
Library Activities	16	16
Computer Usage	2,118	2,118
Netbook/iPad Circulation	2	2

	22-Jul	23-Jul	23-Jun
Customer Count	15,499	17,107	17,867
Hours Open	254	264	266
Total Circulation	39,857	39,369	41,818
Adult	13,004	13,266	12,899
Young Adult	2,145	2,022	2,232
Youth	17,776	16,320	19,644
Interlibrary Loan (cf to other)	128	132	176
<i>Interlibrary Loan (other to cf)</i>	48	96	100
<i>CFPL@UNI</i>	2	2	10
WPL	798	1,291	1,310
<i>Library of Things</i>	108	91	90
Physical Circulation	32,925	31,608	34,775
<i>Overdrive</i>	5,174	5,718	5,233
<i>Hoopla</i>	709	913	892
<i>Freegal Downloadable Music</i>	1,049	1,130	918
Resources Circulation	6,932	7,761	7,043
County	478	400	471
Open Access	6,462	5,403	5,707
Reference Service	841	509	734
Reference Desk	483	195	249
Youth Desk	295	280	425
YA Desk	0	0	0
Circulation	63	34	60
Titles Added	611	564	567
Items Added	739	724	734
Items Withdrawn	256	332	200
Meeting Room Use	25	29	31
Conference Room	15	15	16
Meeting Room	4	5	4
Co-Lab Room	6	9	11
YA/Youth Area	0	0	0
Youth Programs			
Events/Programs	54	35	29
Event Attendance	1,934	1,799	3,807
Outreach Services	4	7	2
Outreach Attendance	196	152	154
Teacher Units	3	30	10

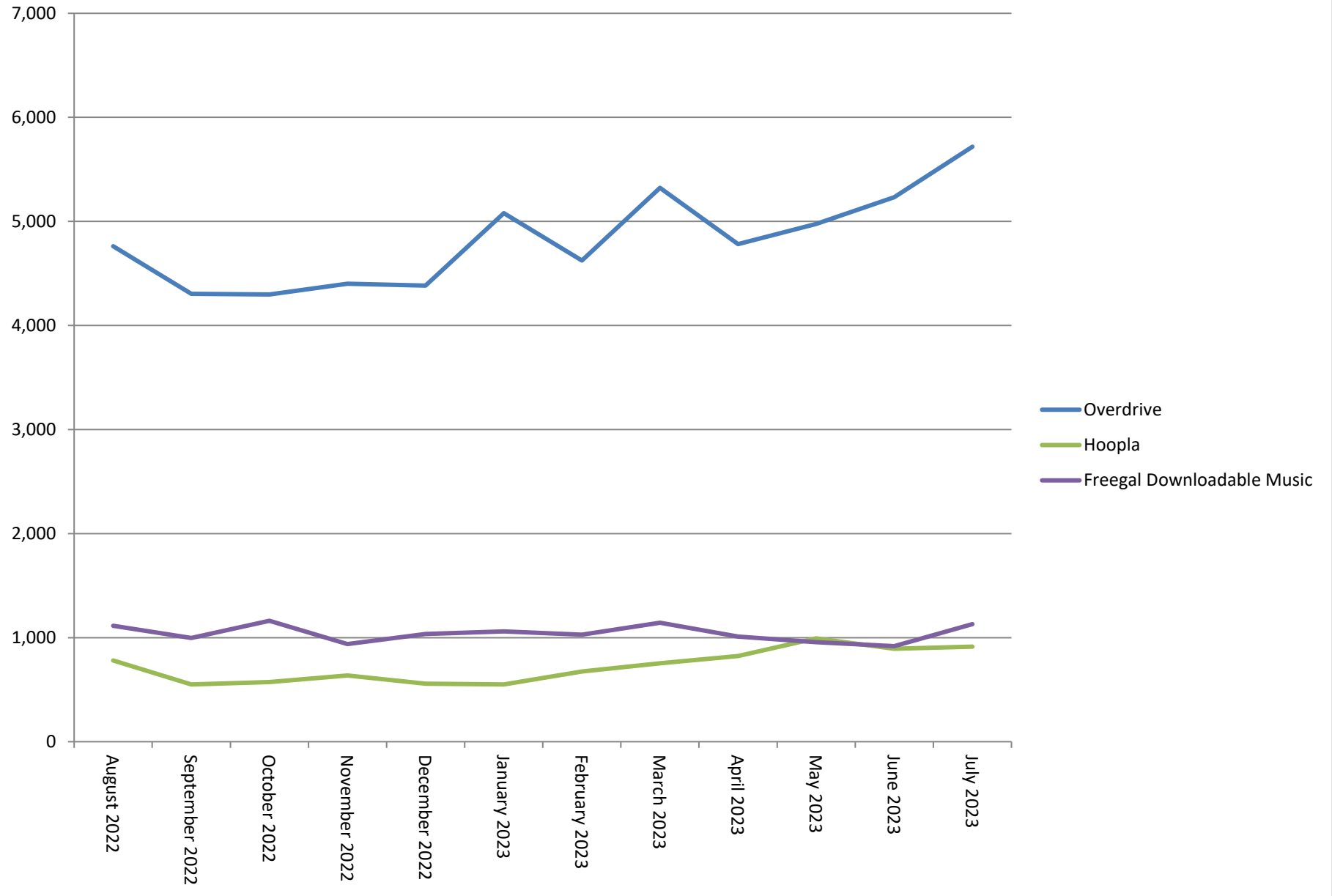
Adult Programs			
Outreach Services	6	6	5
Outreach Attendance	43	37	35
Library Attendance	182	126	142
Library Activities	10	18	13
Young Adult Programs			
Library Attendance	49	201	141
Library Activities	12	16	14
Computer Usage	2,058	2,118	1,742
Netbook/iPad Circulation	9	2	3

Date	Day of Week	Patron Count	
		Curbside	Building
8/1/2023	Tuesday	0	577
8/2/2023	Wednesday	0	594
8/3/2023	Thursday	2	469
8/4/2023	Friday	0	561
8/5/2023	Saturday	0	648
8/6/2023	Sunday		245
8/7/2023	Monday	0	705
8/8/2023	Tuesday	0	617
8/9/2023	Wednesday	1	662
8/10/2023	Thursday	0	514
8/11/2023	Friday	0	530
8/12/2023	Saturday	0	472
8/13/2023	Sunday		261
8/14/2023	Monday	0	695
8/15/2023	Tuesday	1	582
8/16/2023	Wednesday	0	664
8/17/2023	Thursday	0	458
8/18/2023	Friday	0	568
8/19/2023	Saturday	0	531
8/20/2023	Sunday		244
8/21/2023	Monday	0	691
8/22/2023	Tuesday	0	560
8/23/2023	Wednesday	0	489
8/24/2023	Thursday	0	429
8/25/2023	Friday	1	547
8/26/2023	Saturday	0	589
8/27/2023	Sunday		243
8/28/2023	Monday	0	452
8/29/2023	Tuesday	0	465
8/30/2023	Wednesday	0	626
8/31/2023	Thursday	1	372
Total		6	16,060

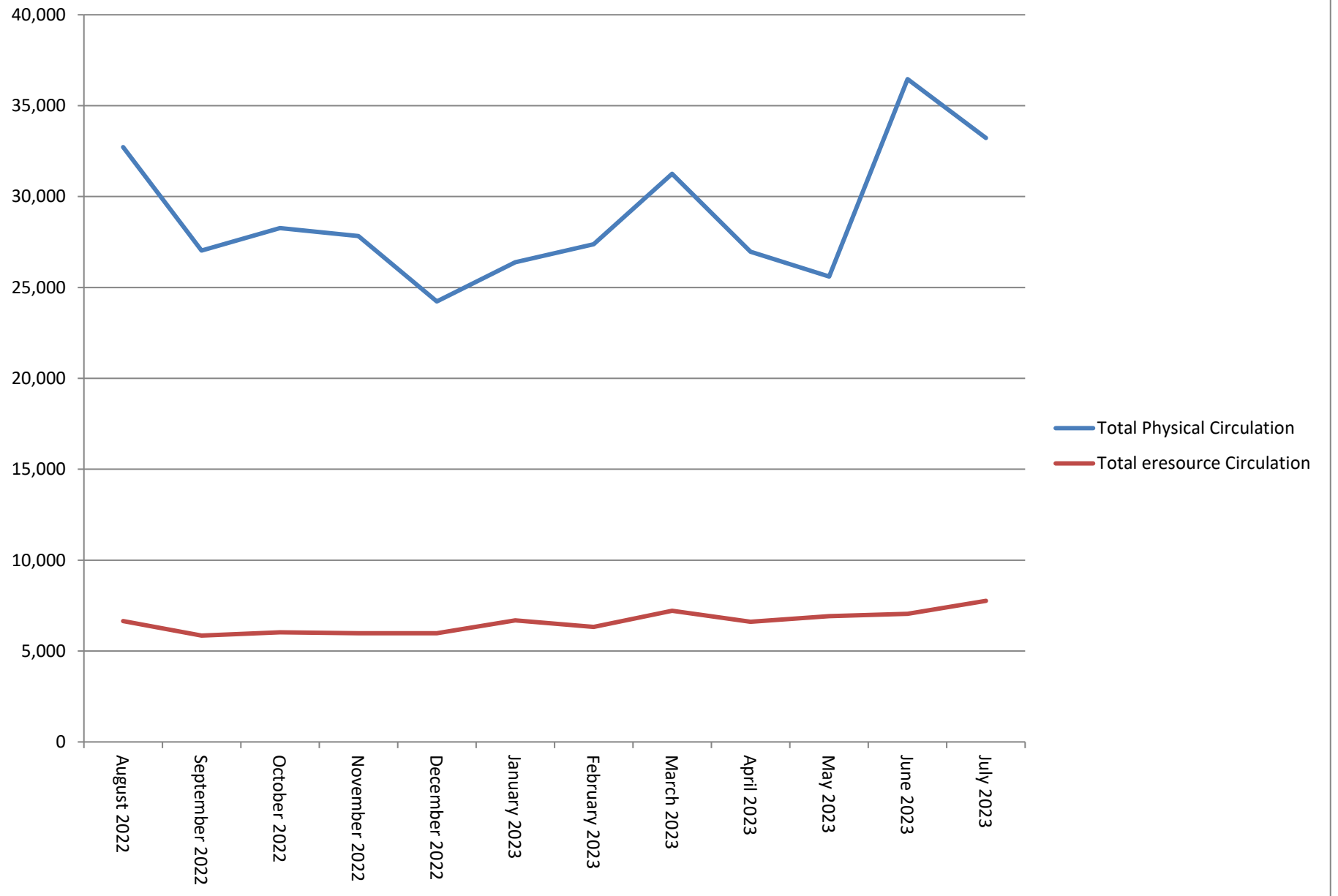
Physical Collection



eResource Collection



Physical VS eResource



Cedar Falls Public Library LIBRARY BEHAVIOR POLICY

All are welcome to use the library facilities as long as their activity does not interfere with use by others. Users responsible for disturbing others will be warned once and then required to leave the premises if the behavior does not cease. Failure to comply will result in staff calling the appropriate authorities. Abusive language to staff or patrons, damage to the library or its contents, or behavior that is not in compliance with the City of Cedar Falls' ordinances for behavior in public places will not be tolerated. (Including, but not limited to Chapter 16: https://library.municode.com/ia/cedar_falls/codes/code_of_ordinances?nodetid=COOR_CH16O_FMIPR) When the behavior policy is violated, suspension of library access may also be implemented after warnings to correct behavior.

Shirts and shoes must be worn in the library.

No library materials may be taken into restrooms.

No smoking, e-cigarettes, or alcoholic beverages are permitted anywhere on the premises.

By following these rules, staff and patrons will make the Cedar Falls Public Library a safe place for learning, recreational reading, and research.

Reviewed/Revised 01/07/2015, 09/04/2019, 09/07/2022

**Cedar Falls Public Library
COLLECTION DEVELOPMENT POLICY
(MATERIALS SELECTION)**

COLLECTION DEVELOPMENT

Purpose of Policy: This policy sets broad guidelines for the selection of library materials that correspond to the library's mission and identified roles. It may also be used to inform the public and staff about the principles upon which selections are made.

1. Definitions

- A. Selection refers to the decision to add, retain, or withdraw materials in the library's collection.
- B. Library materials include all items in the library's collection regardless of format.
- C. Access is the availability of materials in a variety of formats for users of all ages and abilities.

2. Goal of Materials Selection

The goal of selection is to provide collections within the library's legal service area that meet the informational, educational, and recreational needs of the patrons.

3. Responsibility for Selection

- A. Selection of all materials shall be the responsibility of the Library Director who operates within the framework of policies determined by the Library Board of Trustees. A staff of librarians with professional education and training assists the Director in the principles and practices of materials selection.
- B. Both the general public and staff members may recommend materials for consideration.

4. Criteria for Selection

- A. The Library supports intellectual freedom and has adopted the following statements as policy: ALA Freedom to Read Statement² and the ALA Library Bill of Rights³.
- B. Each type of material must be considered in terms of its own merit and the audience for whom it is intended. No single standard can be applied in all cases. Some materials may be judged primarily in terms of artistic merit, scholarship, or value to humanity; others are selected to satisfy the informational, recreational, or educational interests of the community.
- C. All librarians have a professional responsibility to be inclusive, not exclusive, in developing collections. Efforts will be made to provide materials representing diverse viewpoints.
- D. Reviews in professionally recognized resources are a primary source for materials selection. Standard bibliographies, book lists by recognized authorities, and the advice of people competent in specific subject areas will also be used.
- E. The library keeps its collections vital and useful by retaining or replacing essential materials and by removing on a systematic and continuous basis/schedule those works that are worn, outdated, of little historical significance, or no longer in demand.

**Cedar Falls Public Library
COLLECTION DEVELOPMENT POLICY
(MATERIALS SELECTION)**

5. GIFTS

- A. Gifts shall meet the same selection criteria as purchased materials. The library retains unconditional ownership of all donations and makes the final decision on acceptance, use, or disposition. The appraisal of the gift for tax purposes is the responsibility of the donor.
- B. When the library receives a cash gift for the purchase of materials, whether as a memorial or for any other purpose, the general nature or subject area of the materials to be purchased will be based upon the wishes of the donor. In accordance with the needs and selection policies of the library, the library staff will make selection of specific titles.
- C. Special collections and memorial collections will not be shelved as separate physical entities. Such collections will be accepted only with the understanding that they will be integrated into the general collection.

6. Concerns Regarding Material

- A. The patron's choice of library materials for personal use is an individual matter. Responsibility for the use of materials by children and adolescents rests with their parents or legal guardians. While a person may reject materials for himself or herself and for his or her children, he or she cannot exercise censorship to restrict access to the materials by others.
- B. Any patron in the library's service area who objects to the presence or absence of a work may do so by completing the Statement of Concern About Library Resources¹ form included at the end of this policy. The professional staff and the Library Trustees will review challenges. The patron will be informed of the Trustees' decision.

**Cedar Falls Public Library
COLLECTION DEVELOPMENT POLICY
(MATERIALS SELECTION)**

¹STATEMENT OF CONCERN ABOUT LIBRARY RESOURCES

Name:

Date:

Address:

Phone:

City:

State:

Zip:

Please initial to confirm that you have read the following library policies that direct the selection process for library materials purchased at the Cedar Falls Public Library. Return form to the Library Director at the information below.

_____ CFPL Collection Development Policy

_____ American Library Association Library Bill of Rights, Freedom to Read, and Freedom to View Statements

_____ The CFPL director's letter regarding statements of concern about library resources

1. Resource on which you are commenting:

_____ Book

_____ Audiovisual Resource

_____ Magazine

_____ Content of Library Program

_____ Newspaper

_____ Other

Title:

Author/Producer:

2. What brought this title to your attention?

3. Please comment on the resource as a whole as well as being specific on those matters which concern you. (Use other side as needed.) Comment:

4. What resource(s) do you suggest to provide additional information on this topic?

Return to Library Director, Cedar Falls Public Library
524 Main Street, Cedar Falls, IA 50613

**Cedar Falls Public Library
COLLECTION DEVELOPMENT POLICY
(MATERIALS SELECTION)**

²AMERICAN LIBRARY ASSOCIATION FREEDOM TO READ STATEMENT

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

**Cedar Falls Public Library
COLLECTION DEVELOPMENT POLICY
(MATERIALS SELECTION)**

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking?

**Cedar Falls Public Library
COLLECTION DEVELOPMENT POLICY
(MATERIALS SELECTION)**

We cut off literature at the source if we prevent writers from dealing with the stuff of life.

Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves

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of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by The American Library Association and Association of American Publishers.

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AMERICAN LIBRARY ASSOCIATION FREEDOM TO VIEW STATEMENT

The **FREEDOM TO VIEW**, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed January 10, 1990, by the ALA Council

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³AMERICAN LIBRARY ASSOCIATION LIBRARY BILL OF RIGHTS

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
- VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

Policy Reviewed/Revised: 09/02/2015, 02/06/2019, 3/2/22