

AGENDA  
CEDAR FALLS PUBLIC LIBRARY (CFPL)  
MEETING  
BOARD OF TRUSTEES  
March 6, 2024 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. ILS migration
  - b. Redfern Display Case update
  - c. 20<sup>th</sup> anniversary celebration
  - d. Miscellaneous
- X. Reports from Department Heads
  - a. Public Services Librarian
  - b. Youth Librarian
- XI. Referred for Board Action
  - a. Approve extending the library mask policy
- XII. Reports of Standing and Special Committees: Action appropriate to the reports
  - a. Friends of the Library
  - b. Finance: No meeting needed in March

- c. Personnel
- d. Library Art

XIII. Unfinished business

XIV. New business

XV. Adjournment

MINUTES  
CEDAR FALLS PUBLIC LIBRARY (CFPL)  
MEETING  
BOARD OF TRUSTEES  
February 7, 2024 4:00 PM  
Cedar Falls Public Library  
Conference Room

Members present: Bessman Taylor, Blair-Broeker, Chadwick, Cormaney, Edelnant, Green, Roelofse, Sulentic; Staff present: Daniels, Hosford, Pagel, Stern; Guests present: Rafferty, Rodenbeck; Guests attending remotely: Guenther.

- I. President Sulentic called the meeting to order at 4:01.
- II. Agenda: Corrections/additions/deletions/approval  
MOTION: (Cormaney, Edelnant) to approve the agenda as presented. Passed.
- III. Minutes: Corrections and approval  
MOTION: (Edelnant, Blair-Broeker) to approve the minutes as presented. Passed.
- IV. Public Forum  
None
- V. Report on performance of the library's investment accounts: Carolyn Rafferty and Bill Guenther, U.S. Bank  
A presentation regarding the library's investment accounts was given by Carolyn Rafferty and Bill Guenther. The past performance of each investment account was noted, and expectations for the future were given.
- VI. Board Training update  
Member Bessman Taylor noted that she cannot remember if the session for boards was reported last time, of if it needs to be reported this month.
- VII. Communication from Officers: Action appropriate to the communications  
None
- VIII. Bills: Corrections/additions/deletions/approval  
Assistant Daniels noted that after the report there are a few invoices included that arrived too late to be included in the report. He noted that they were included since they need to be paid prior to the next meeting, so they will need to be voted on today.  
MOTION: (Cormaney, Bessman Taylor) to approve the January bills. Passed.
  - a. General Fund, Levy Fund, Grant Funds

President Sulentic noted that this should be a good year for the investments. He then inquired about the Cedar Falls Community Foundation requests. Director Stern noted that the ones that were approved at the January meeting have been submitted, and she will get the information to Assistant Daniels so they can be included in the next packet.

b. Financial Reports (General, Levy, Grants, Foundation Funds)

None

IX. Usage Report

Member Blair-Broecker noted that it looks like there was nice growth compared to a year ago.

X. Director's Report

a. Staffing update

Director Stern noted that the library is fully staffed now.

b. Annual report to City Council Monday, February 12, at 5 p.m. in the meeting room

Director Stern noted the date, time, and location of her report. She invited everyone in attendance to attend if they are able.

c. Miscellaneous

Director Stern gave an update about some legislation that was discussed previously. She noted that the staff has completed some training covering the new ILS, and that they are excited about the migration on February 26<sup>th</sup>. Director Stern noted that new business cards and name badges have been ordered based upon the branding templates.

XI. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel noted that she has been working on the transition to the KOHA ILS. She noted that she will be getting information out to patrons regarding the differences with the new ILS.

b. Youth Librarian

Librarian Hosford noted that there will be a black light puppet show next Thursday. She also discussed two new recurring programs that will be starting this month. Librarian Hosford noted that the partnership with UNI's International Engagement Office is continuing, and they will be working together on a storytime this weekend.

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

a. Friends of the Library

Member Edelnant noted that she did not attend the last meeting, so there is nothing to report.

b. Finance: No meeting needed in February

None

c. Personnel

None

d. Library Art

Member Green noted that a new artist has been selected to create a display for the Redfern case by the entrance.

XIII. Unfinished business

A discussion regarding recent, and potentially upcoming legislation happened.

XIV. New business  
None

XV. Adjournment  
Motion to adjourn (Bessman Taylor, Chadwick). Passed. Meeting adjourned at 5:07.

Respectfully submitted,  
Timothy Daniels, Secretary Pro-Tem

**LIBRARY BILL REPORT**  
**3/6/2024**

FUND	VENDOR NAME	ACCOUNT #	AMOUNT	DESCRIPTION 1	DESCRIPTION 2
GENERAL	ABSOLUTE SCIENCE	89-34	\$ 1,000.00	BERG 2 RMB SLP '24-FOAM	PARTY FEE
	<b>ABSOLUTE SCIENCE Total</b>		<u>\$ 1,000.00</u>		
GENERAL	ARAMARK	86-01	\$ 23.55	LIBRARY MAT SERVICE	
GENERAL	ARAMARK	86-01	\$ 23.55	LIBRARY MAT SERVICE	
	<b>ARAMARK Total</b>		<u>\$ 47.10</u>		
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 10.80	ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 10.82	YOUTH BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-24	\$ 10.99	ADULT CD BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	\$ 11.99	ADULT BOOKS(MEM STUENKEL)	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 15.95	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 15.96	ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 18.80	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 19.14	YOUTH BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 19.79	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-35	\$ 20.34	YOUTH CD BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 20.40	LARGE PRINT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 20.40	LARGE PRINT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 34.15	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 36.60	LARGE PRINT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 42.17	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 46.50	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 56.96	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-24	\$ 58.28	ADULT CD BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 58.32	YOUTH BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 60.79	YOUTH BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 68.16	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 72.51	YOUNG ADULT BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 77.25	YOUTH BOOKS	
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 77.44	LARGE PRINT BOOKS	

LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 78.55	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 100.01	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 115.48	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 132.91	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-23	\$ 135.75	LARGE PRINT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 136.74	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 142.44	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 162.23	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 171.66	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 208.97	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 210.85	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 230.95	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 287.03	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 302.59	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 317.61	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 332.64	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 352.37	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 407.53	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 485.13	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 499.12	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 515.95	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-21	\$ 597.50	YOUNG ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 605.55	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-20	\$ 950.78	ADULT BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 992.02	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 1,275.67	YOUTH BOOKS
LEVY	BAKER & TAYLOR BOOKS	89-22	\$ 1,418.42	YOUTH BOOKS
	<b>BAKER &amp; TAYLOR BOOKS Total</b>		<u>\$ 12,050.96</u>	
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 12.59	ADULT VIDEOS
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 17.46	ADULT VIDEOS
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 27.99	ADULT VIDEOS
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 72.73	ADULT VIDEOS
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 125.88	ADULT VIDEOS
LEVY	BAKER & TAYLOR ENTERTAINMENT	89-25	\$ 149.03	ADULT VIDEOS
	<b>BAKER &amp; TAYLOR ENTERTAINMENT Total</b>		<u>\$ 405.68</u>	

LEVY	BAYSCAN TECHNOLOGIES	71-11	<u>\$ 3,058.43</u>	2X2 RFID TAGS (20,000)	
	<b>BAYSCAN TECHNOLOGIES Total</b>		<u>\$ 3,058.43</u>		
GENERAL	BLACKHAWK HOTEL	89-34	<u>\$ 423.36</u>	BERG 2 RMB CVYR '23-HOTEL	STAY FOR AUTHOR
	<b>BLACKHAWK HOTEL Total</b>		<u>\$ 423.36</u>		
LEVY	BROAD REACH BOOKS	89-22	<u>\$ 391.34</u>	YOUTH BOOKS	
	<b>BROAD REACH BOOKS Total</b>		<u>\$ 391.34</u>		
GENERAL	CEDAR FALLS UTILITIES	85-01	<u>\$ (77.76)</u>	LIBRARY UTILITIES CREDIT	
GENERAL	CEDAR FALLS UTILITIES	85-01	<u>\$ 6,088.19</u>	LIBRARY UTILITIES	
	<b>CEDAR FALLS UTILITIES Total</b>		<u>\$ 6,010.43</u>		
LEVY	CENTER POINT LARGE PRINT	89-23	<u>\$ 49.14</u>	LARGE PRINT BOOKS	
	<b>CENTER POINT LARGE PRINT Total</b>		<u>\$ 49.14</u>		
GENERAL	CHILDS, HANNAH R	89-33	<u>\$ 100.00</u>	FOTL:ADULT-HONORARIUM FOR	SURFING PROGRAM
	<b>CHILDS, HANNAH R Total</b>		<u>\$ 100.00</u>		
LEVY	COMPUTYPE, INC. - 139154	71-11	<u>\$ 1,108.95</u>	TS905 2-LABEL SET	
	<b>COMPUTYPE, INC. - 139154 Total</b>		<u>\$ 1,108.95</u>		
LEVY	EBSCO INFORMATION SERVICE	89-26	<u>\$ 1,655.00</u>	NOVELIST SELECT 1-YR SUB.	02/01/24-01/31/25
	<b>EBSCO INFORMATION SERVICE Total</b>		<u>\$ 1,655.00</u>		
GENERAL	GORDON FLESCH COMPANY INC	81-91	<u>\$ 2,132.42</u>	COPIER CONTRACT	020-1483981-000
	<b>GORDON FLESCH COMPANY INC Total</b>		<u>\$ 2,132.42</u>		
GENERAL	GRASSO, TAYLOR	89-33	<u>\$ 800.00</u>	FOTL:ADULT-AUTHOR FEE FOR	PRESENTATION AND Q&A
	<b>GRASSO, TAYLOR Total</b>		<u>\$ 800.00</u>		
GENERAL	GUDENKAUF, HEATHER	89-33	<u>\$ 150.00</u>	FOTL:ADULT-AUTHOR TALK &	BOOK SIGNING
	<b>GUDENKAUF, HEATHER Total</b>		<u>\$ 150.00</u>		
GENERAL	IOPONICS	89-34	<u>\$ 121.25</u>	BERG 2 RMB SLP '24-ANIMAL	PRESENTATION
	<b>IOPONICS Total</b>		<u>\$ 121.25</u>		

GENERAL	KIRK, DANIEL	89-34	\$ 495.00	BERG 2 RMB SLP '24-FEE 4	JUGGLING SHOW
	<b>KIRK, DANIEL Total</b>		<u>\$ 495.00</u>		
GENERAL	NIELSEN, JENNIFER	89-34	\$ 6,600.00	BERG 2 RMB CVYR '23-FEE	FOR AUTHOR
	<b>NIELSEN, JENNIFER Total</b>		<u>\$ 6,600.00</u>		
GENERAL	OFFICE EXPRESS OFFICE PRO	71-01	\$ 84.10	CREAM COLOR, LETTER-SIZE	PAPER (1 BOX)
GENERAL	OFFICE EXPRESS OFFICE PRO	86-01	\$ 84.90	BODILY FLUID CLEAN-UP KIT	(X10)
GENERAL	OFFICE EXPRESS OFFICE PRO	71-01	\$ 378.87	LETTER-SIZE & LEDGER-SIZE	PAPER
	<b>OFFICE EXPRESS OFFICE PRO Total</b>		<u>\$ 547.87</u>		
LEVY	OVERDRIVE, INC.	89-42	\$ 44.99	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 55.00	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-46	\$ 69.98	YOUTH E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 103.11	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 110.30	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 114.99	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 119.98	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 140.74	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 145.98	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 155.86	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 161.99	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 165.48	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 170.00	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 187.42	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 187.86	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 218.71	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 228.86	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 246.24	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-46	\$ 258.05	YOUTH E-BOOKS	
LEVY	OVERDRIVE, INC.	89-44	\$ 277.50	YOUNG ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 327.49	ADULT E-BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 339.96	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-46	\$ 438.85	YOUTH AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-42	\$ 465.28	ADULT AUDIO BOOKS	
LEVY	OVERDRIVE, INC.	89-44	\$ 893.69	YOUNG ADULT AUDIO BOOKS	
	<b>OVERDRIVE, INC. Total</b>		<u>\$ 5,628.31</u>		

LEVY	PLAYAWAY PRODUCTS	89-36	\$ 74.99	YOUTH LAUNCHPADS	
LEVY	PLAYAWAY PRODUCTS	89-24	\$ 119.98	ADULT PLAYAWAYS	
LEVY	PLAYAWAY PRODUCTS	89-24	\$ 361.20	ADULT PLAYAWAYS	
	<b>PLAYAWAY PRODUCTS Total</b>		<u>\$ 556.17</u>		
GENERAL	PROUTY, JEREMY MICHAEL	89-33	\$ 50.00	FOTL:ADULT-HONORARIUM FOR	D&D PROGRAM
	<b>PROUTY, JEREMY MICHAEL Total</b>		<u>\$ 50.00</u>		
GENERAL	QUADIENT FINANCE USA, INC	72-99	\$ 300.00	POSTAGE	
	<b>QUADIENT FINANCE USA, INC Total</b>		<u>\$ 300.00</u>		
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 20.00	POP YS CON 3RD DAY	REGISTRATION (AGUIRRE)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 20.00	POP YS CON 3RD DAY	REGISTRATION (ANGEL)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 20.00	POP YS CON 3RD DAY	REGISTRATION (MCNAMEE)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 20.00	POP YS CON 3RD DAY	REGISTRATION (NEDWICK)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 20.00	POP YS CON 3RD DAY	REGISTRATION (PARSONS)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 175.00	POP YS CON 1ST 2 DAYS	REGISTRATION (AGUIRRE)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 175.00	POP YS CON 1ST 2 DAYS	REGISTRATION (ANGEL)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 175.00	POP YS CON 1ST 2 DAYS	REGISTRATION (BLACKFORD)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 175.00	POP YS CON 1ST 2 DAYS	REGISTRATION (HOSFORD)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 175.00	POP YS CON 1ST 2 DAYS	REGISTRATION (MCNAMEE)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 175.00	POP YS CON 1ST 2 DAYS	REGISTRATION (NEDWICK)
GENERAL	STATE LIBRARY OF IOWA	83-06	\$ 175.00	POP YS CON 1ST 2 DAYS	REGISTRATION (PARSONS)
	<b>STATE LIBRARY OF IOWA Total</b>		<u>\$ 1,325.00</u>		
LEVY	STOREY KENWORTHY	89-19	\$ 692.20	STACKING CHAIRS (X4)	
	<b>STOREY KENWORTHY Total</b>		<u>\$ 692.20</u>		
GENERAL	WATSON LABEL PRODUCTS	71-11	\$ 1,582.72	LIBRARY BARCODES(X20,000)	
	<b>WATSON LABEL PRODUCTS Total</b>		<u>\$ 1,582.72</u>		
	<b>Total Vendor Payments</b>		<u>\$ 47,281.33</u>		

FUND	VENDOR NAME	ACCOUNT #	AMOUNT	DESCRIPTION 1	DESCRIPTION 2
GENERAL	US BANK	89-33	\$ (11.55)	AMAZON.COM	FOTL:YA-REFUND ON YOUNG

LEVY	US BANK	89-20	\$	38.40	AMAZON.COM	ADULT BOOKS
LEVY	US BANK	89-22	\$	14.99	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-25	\$	29.94	AMAZON.COM	ADULT VIDEOS
LEVY	US BANK	89-20	\$	23.95	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-33	\$	53.00	AMAZON.COM	FOTL:ADULT-ADULT BOOKS
LEVY	US BANK	89-20	\$	28.58	AMAZON.COM	ADULT BOOKS
LEVY	US BANK	89-25	\$	53.24	AMAZON.COM	ADULT VIDEOS
LEVY	US BANK	89-22	\$	14.99	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-20	\$	14.95	AMAZON.COM	ADULT BOOKS
LEVY	US BANK	89-20	\$	19.95	AMAZON.COM	ADULT BOOKS
LEVY	US BANK	89-25	\$	19.95	AMAZON.COM	ADULT VIDEOS
LEVY	US BANK	89-20	\$	2.99	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-20	\$	16.96	AMAZON.COM	ADULT BOOKS (MEM REMMERT)
LEVY	US BANK	89-35	\$	13.98	AMAZON.COM	YOUTH CD MUSIC
LEVY	US BANK	89-36	\$	99.76	AMAZON.COM	YOUTH VIDEOS
LEVY	US BANK	89-22	\$	33.55	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-22	\$	14.19	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-21	\$	24.99	AMAZON.COM	YOUNG ADULT BOOKS
LEVY	US BANK	89-22	\$	10.49	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-22	\$	17.98	AMAZON.COM	YOUTH BOOKS
LEVY	US BANK	89-20	\$	24.99	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-22	\$	47.83	AMAZON.COM	YOUTH BOOKS
			\$	608.10	<b>AMAZON.COM Total</b>	
LEVY	US BANK	89-21	\$	(19.40)	AMZN MKTP US	YOUNG ADULT BOOKS REFUND
LEVY	US BANK	89-21	\$	19.40	AMZN MKTP US	YOUNG ADULT BOOKS
LEVY	US BANK	89-26	\$	139.98	AMZN MKTP US	YOUNG ADULT VIDEO GAMES
GENERAL	US BANK	71-01	\$	19.57	AMZN MKTP US	0.47" LABEL TAPE
GENERAL	US BANK	89-33	\$	136.40	AMZN MKTP US	FOTL:YOUTH-BOOKPLATES
LEVY	US BANK	89-20	\$	14.89	AMZN MKTP US	ADULT BOOKS
LEVY	US BANK	89-22	\$	18.99	AMZN MKTP US	YOUTH BOOKS
GENERAL	US BANK	89-33	\$	413.85	AMZN MKTP US	FOTL:COLAB-PLANT STAND &
LEVY	US BANK	89-20	\$	39.95	AMZN MKTP US	ADULT BOOKS
LEVY	US BANK	89-25	\$	55.99	AMZN MKTP US	ADULT VIDEOS
LEVY	US BANK	89-20	\$	28.54	AMZN MKTP US	ADULT BOOKS
LEVY	US BANK	89-25	\$	64.04	AMZN MKTP US	ADULT VIDEOS
GENERAL	US BANK	89-33	\$	126.05	AMZN MKTP US	FOTL:YOUTH-GLUE, PLATES,

LEVY	US BANK	89-36	\$ 27.69	AMZN MKTP US	YOUTH VIDEOS
GENERAL	US BANK	71-01	\$ 26.24	AMZN MKTP US	NAME BADGE INSERTS
LEVY	US BANK	89-22	\$ 22.77	AMZN MKTP US	YOUTH BOOKS
			<u>\$ 1,134.95</u>	<b>AMZN MKTP US Total</b>	
GENERAL	US BANK	89-33	\$ 85.57	CRUNCHYROLL.COM	FOTL:YA-CRUNCHYROLL SUB.
			<u>\$ 85.57</u>	<b>CRUNCHYROLL.COM Total</b>	
GENERAL	US BANK	89-33	\$ 74.38	HOBBY-LOBBY #0135	FOTL:COLAB-TRACING PAPER
			<u>\$ 74.38</u>	<b>HOBBY-LOBBY #0135 Total</b>	
GENERAL	US BANK	89-33	\$ 9.10	HY-VEE CEDAR FALLS 1052	FOTL:YA-SOUP SUPPLIES
GENERAL	US BANK	89-33	\$ 18.00	HY-VEE CEDAR FALLS 1052	FOTL:YA-SOUP INGREDIENTS
GENERAL	US BANK	83-05	\$ 91.91	HY-VEE CEDAR FALLS 1052	SNACKS FOR TRAININGS
			<u>\$ 119.01</u>	<b>HY-VEE CEDAR FALLS 1052 Total</b>	
GENERAL	US BANK	81-91	\$ 90.00	INTUIT *QBOOKS ONLINE	QUICKBOOKS MONTHLY SUB.
			<u>\$ 90.00</u>	<b>INTUIT *QBOOKS ONLINE Total</b>	
GENERAL	US BANK	83-06	\$ 135.00	IOWALIBRARYASSOCIATION	ILA FY24 BLACKFORD RENEWL
GENERAL	US BANK	83-06	\$ 150.00	IOWALIBRARYASSOCIATION	ILA CY24 RENEWAL PAGEL
GENERAL	US BANK	83-06	\$ 160.00	IOWALIBRARYASSOCIATION	ILA CY24 RENEWAL HOSFORD
GENERAL	US BANK	83-06	\$ 200.00	IOWALIBRARYASSOCIATION	ILA CY24 RENEWAL STERN
			<u>\$ 645.00</u>	<b>IOWALIBRARYASSOCIATION Total</b>	
GENERAL	US BANK	83-06	\$ 100.00	LIBRARYWORKS/MODLIBAWD	REG:NURTURING RESILIENCE
			<u>\$ 100.00</u>	<b>LIBRARYWORKS/MODLIBAWD Total</b>	
LEVY	US BANK	81-91	\$ 1,200.00	MOBILE BEACON	HOTSPOT 1-YR SERVICE(X10)
			<u>\$ 1,200.00</u>	<b>MOBILE BEACON Total</b>	
GENERAL	US BANK	83-06	\$ 60.00	PAYPAL *IOWACONSERV	REG:ICEC WINTER WORKSHOP
			<u>\$ 60.00</u>	<b>PAYPAL *IOWACONSERV Total</b>	
LEVY	US BANK	89-19	\$ 37.03	THE WEBSTAURANT STORE INC	BUTCHER PAPER
			<u>\$ 37.03</u>	<b>THE WEBSTAURANT STORE INC Total</b>	

LEVY	US BANK	89-47	\$ 30.13	WEST MUSIC - CEDAR FALLS	BANJO PICKS & STRAP
			<u>\$ 30.13</u>	<b>WEST MUSIC - CEDAR FALLS Total</b>	
	<b>USBank Total</b>		<u>\$ 4,184.17</u>		
	<b>Final Payment Total</b>		<u><u>\$ 51,465.50</u></u>		

REVENUE GUIDELINE  
FOR FISCAL YEAR 2024  
FOR THE MONTH OF JANUARY 2024

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ACCOUNTING PERIOD 7/2024

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	558,610.00	2,480.54	297,351.95	261,258.05	53
*	PROPERTY TAXES	558,610.00	2,480.54	297,351.95	261,258.05	53
INTERGOVERNMENTAL						
101-1199-343.02-00	LIBRARY GRANTS	25,000.00	.00	11,746.45	13,253.55	47
*	INTERGOVERNMENTAL	25,000.00	.00	11,746.45	13,253.55	47
CHARGES FOR SERVICES						
101-1060-356.71-00	LIBRARY-COPY MACHINE	7,000.00	549.85	5,404.40	1,595.60	77
101-1060-356.72-00	LIBRARY-COUNTY TAX	32,000.00	17,069.00	34,139.00	2,139.00-	107
101-1060-356.73-00	LIBRARY-FINES & FEES	.00	99.32	1,052.50	1,052.50-	0
101-1060-356.74-00	LIBRARY-LOST & PAID BOOKS	2,500.00	419.00	2,426.64	73.36	97
101-1060-356.75-00	LIBRARY-OPEN ACCESS FUNDS	20,000.00	.00	22,909.53	2,909.53-	115
101-1060-356.76-00	LIBRARY-REIMBURSEMENTS	.00	.00	.00	0.00	0
101-1060-356.78-00	LIBRARY-GIFTS & MEMORIALS	.00	.00	1,028.00	1,028.00-	0
101-1060-356.79-00	LIBRARY-OUTSIDE FUNDING	.00	.00	392.50	392.50-	0
101-1060-356.79-01	LIBRARY-ENDOWMENTS	60,000.00	89,618.37	92,118.37	32,118.37-	154
101-1060-356.79-02	FRIENDS OF THE LIBRARY	30,000.00	.00	14,698.97	15,301.03	49
101-1060-356.81-00	LIBRARY-CO-LAB FEES	.00	19.70	152.45	152.45-	0
*	CHARGES FOR SERVICES	151,500.00	107,775.24	174,322.36	22,822.36-	115
**	GENERAL FUND	735,110.00	110,255.78	483,420.76	251,689.24	66

REVENUE GUIDELINE  
FOR FISCAL YEAR 2024  
FOR THE MONTH OF JANUARY 2024

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ACCOUNTING PERIOD 7/2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
LIBRARY RESERVE						
294-0000-356.78-00	LIBRARY-GIFTS & MEMORIALS	.00	300,000.00	300,000.00	300,000.00-	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		.00	300,000.00	300,000.00	300,000.00-	0
USE OF MONEY & PROPERTY						
294-0000-361.01-00	CHECKING ACCT INTEREST	.00	190.14	295.43	295.43-	0
294-0000-361.03-00	CD/INVESTMENT INTEREST	.00	268.88	781.57	781.57-	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	USE OF MONEY & PROPERTY	.00	459.02	1,077.00	1,077.00-	0
**	LIBRARY RESERVE	.00	300,459.02	301,077.00	301,077.00-	0

REVENUE GUIDELINE  
FOR FISCAL YEAR 2024  
FOR THE MONTH OF JANUARY 2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
		865,910.00	411,064.80	789,447.76	76,462.24	91

EXPENDITURE GUIDELINE  
FOR FISCAL YEAR 2024  
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PAGE 1  
ACCOUNTING PERIOD 7/2024

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	217,450.00	.00	.00	217,450.00	0
*	TRANSFERS	217,450.00	.00	.00	217,450.00	0
PERSONAL SERVICES						
101-1060-423.61-01	FULL-TIME	643,240.00	56,184.21	411,116.69	232,123.31	64
101-1060-423.61-02	PART-TIME	452,370.00	27,291.13	210,838.87	241,531.13	47
101-1060-423.62-01	PAYROLL	2,810.00	234.17	1,639.15	1,170.85	58
101-1060-423.62-02	SEVERANCE	10,390.00	865.83	6,060.85	4,329.15	58
101-1060-423.64-01	HEALTH INS. PREMIUMS	108,490.00	9,779.34	64,597.24	43,892.76	60
101-1060-423.64-02	HEALTH INS. REIMBURSEMENT	2,200.00	4.82	394.48	1,805.52	18
101-1060-423.64-03	LIFE INSURANCE	1,450.00	133.23	890.03	559.97	61
101-1060-423.64-04	LTD INSURANCE	1,910.00	174.02	1,162.57	747.43	61
101-1060-423.64-05	WORKMAN'S COMP. INS.	2,360.00	196.67	1,376.65	983.35	58
101-1060-423.65-01	F.I.C.A.	84,180.00	6,260.69	46,577.68	37,602.32	55
101-1060-423.66-01	I.P.E.R.S.	103,870.00	7,880.11	57,323.40	46,546.60	55
*	PERSONAL SERVICES	1,413,270.00	109,004.22	801,977.61	611,292.39	55
COMODITIES						
101-1060-423.71-01	OFFICE SUPPLIES	10,000.00	93.85	1,682.20	8,317.80	17
101-1060-423.72-19	PRINTING	2,000.00	.00	.00	2,000.00	0
101-1060-423.72-75	DISPLAY	2,000.00	.00	2,021.00	21.00-	101
101-1060-423.72-76	PUBLIC RELATIONS	1,200.00	.00	3,277.45	2,077.45-	273
101-1060-423.72-99	POSTAGE	17,500.00	340.25	9,527.73	7,972.27	54
101-1060-423.73-06	BUILDING REPAIR	4,000.00	.00	.00	4,000.00	0
*	COMODITIES	36,700.00	434.10	16,508.38	20,191.62	45
CONTRACTED SERVICES						
101-1060-423.81-01	PROFESSIONAL SERVICES	5,000.00	.00	195.00	4,805.00	4
101-1060-423.81-12	COMPUTER SERVICES	84,620.00	7,051.67	49,361.65	35,258.35	58
101-1060-423.81-91	LICENSES & SERVICE CONTRT	33,000.00	1,067.87	20,027.96	12,972.04	61
101-1060-423.82-01	TELEPHONE	4,000.00	123.83	814.71	3,185.29	20
101-1060-423.83-05	TRAVEL (FOOD/MILEAGE/LOD)	1,000.00	351.44	2,028.80	1,028.80-	203
101-1060-423.83-06	EDUCATION	6,000.00	.00	1,214.00	4,786.00	20
101-1060-423.84-01	OPERATING INSURANCE	30,720.00	2,560.00	17,920.00	12,800.00	58
101-1060-423.85-01	UTILITIES	105,000.00	3,959.52	33,516.33	71,483.67	32
101-1060-423.86-01	REPAIR & MAINTENANCE	7,000.00	560.73	2,992.81	4,007.19	43
101-1060-423.89-19	CO-LAB MATERIALS	.00	.00	70.61	70.61-	0
101-1060-423.89-20	ADULT BOOKS	.00	8.97	261.92	261.92-	0
101-1060-423.89-22	YOUTH BOOKS	.00	.00	.00	0.00	0
101-1060-423.89-24	ADULT AUDIO	.00	.00	24.74	24.74-	0
101-1060-423.89-26	NON-PRINT RESOURCES	.00	.00	20.00	20.00-	0
101-1060-423.89-33	FRIENDS SUPPORTED PROGRAM	30,000.00	3,572.57	14,580.99	15,419.01	49
101-1060-423.89-34	ENDOWMENT SUPPORTED PROG.	60,000.00	2,111.50	6,440.62	53,559.38	11
*	CONTRACTED SERVICES	366,340.00	21,368.10	149,470.14	216,869.86	41
CAPITAL OUTLAY						
101-1060-423.92-01	STRUCTURE IMPROV & BLDGS	.00	.00	.00	0.00	0
101-1060-423.93-01	EQUIPMENT	.00	1,719.00	1,813.86	1,813.86-	0
*	CAPITAL OUTLAY	.00	1,719.00	1,813.86	1,813.86-	0
**	LIBRARY	2,033,760.00	132,525.42	969,769.99	1,063,990.01	48

EXPENDITURE GUIDELINE  
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ACCOUNTING PERIOD 7/2024

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	171,970.00	8,212.42	73,606.64	98,363.36	43
101-1061-423.61-02	PART-TIME	20,190.00	1,179.86	7,765.84	12,424.16	38
101-1061-423.62-01	PAYROLL	620.00	51.67	361.65	258.35	58
101-1061-423.62-02	SEVERANCE	2,270.00	189.17	1,324.15	945.85	58
101-1061-423.64-01	HEALTH INS. PREMIUMS	12,000.00	879.36	9,600.11	2,399.89	80
101-1061-423.64-02	HEALTH INS. REIMBURSEMENT	460.00	.00	.00	460.00	0
101-1061-423.64-03	LIFE INSURANCE	320.00	16.65	163.89	156.11	51
101-1061-423.64-04	LTD INSURANCE	420.00	21.84	214.73	205.27	51
101-1061-423.64-05	WORKMAN'S COMP. INS.	330.00	27.50	192.50	137.50	58
101-1061-423.65-01	F.I.C.A.	12,200.00	714.92	6,165.27	6,034.73	51
101-1061-423.66-01	I.P.E.R.S.	15,060.00	886.59	7,583.25	7,476.75	50
*	PERSONAL SERVICES	235,840.00	12,179.98	106,978.03	128,861.97	50
COMODITIES						
101-1061-423.71-11	TECHNICAL PROCESSING SUPP	30,000.00	11,194.80	17,038.45	12,961.55	57
*	COMODITIES	30,000.00	11,194.80	17,038.45	12,961.55	57
CONTRACTED SERVICES						
101-1061-423.81-12	COMPUTER SERVICES	10,000.00	833.33	5,833.35	4,166.65	58
101-1061-423.81-91	LICENSES & SERVICE CONTRT	66,000.00	240.00	37,221.71	28,778.29	56
101-1061-423.81-92	TECHNOLOGY SERVICES	.00	.00	.00	0.00	0
101-1060-423.83-06	EDUCATION	.00	.00	.00	0.00	0
101-1061-423.89-19	CO-LAB MATERIALS	2,000.00	.00	225.09	1,774.91	11
101-1061-423.89-20	ADULT BOOKS	52,500.00	5,214.96	29,680.46	22,819.54	57
101-1061-423.89-21	YOUNG ADULT BOOKS	18,000.00	1,795.67	11,922.35	6,077.65	66
101-1061-423.89-22	YOUTH BOOKS	48,000.00	4,004.71	29,208.07	18,791.93	61
101-1061-423.89-23	LARGE PRINT BOOKS	6,000.00	739.05	4,215.50	1,784.50	70
101-1061-423.89-24	ADULT AUDIO	8,000.00	400.69	3,175.79	4,824.21	40
101-1061-423.89-25	ADULT VIDEO	41,000.00	987.71	4,597.30	36,402.70	11
101-1061-423.89-26	NON-PRINT RESOURCES	29,000.00	1,427.81	24,746.44	4,253.56	85
101-1061-423.89-29	NEWSPAPERS	2,300.00	452.40	1,031.40	1,268.60	45
101-1061-423.89-31	PERIODICALS	7,300.00	80.00	4,048.52	3,251.48	55
101-1061-423.89-35	YOUTH AUDIO	8,800.00	102.26	774.25	8,025.75	9
101-1061-423.89-36	YOUTH VIDEO	10,500.00	970.53	3,035.09	7,464.91	29
101-1061-423.89-37	YOUNG ADULT AUDIO	2,000.00	310.76	1,563.60	436.40	78
101-1061-423.89-38	YOUNG ADULT VIDEO	1,000.00	.00	62.98	937.02	6
101-1061-423.89-42	ADULT E-MATERIALS	40,000.00	9,431.85	42,840.88	2,840.88-	107
101-1061-423.89-44	YOUNG ADULT E-MATERIALS	2,500.00	1,074.91	4,332.17	1,832.17-	173
101-1061-423.89-46	YOUTH E-MATERIALS	6,700.00	.00	5,059.89	1,640.11	76
101-1061-423.89-47	LIBRARY OF THINGS	2,500.00	59.98	325.22	2,174.78	13
*	CONTRACTED SERVICES	364,100.00	28,126.62	213,900.06	150,199.94	59
CAPITAL OUTLAY						
101-1061-423.92-01	STRUCTURE IMPROV & BLDGS	.00	.00	.00	0.00	0
101-1061-423.93-01	EQUIPMENT	.00	.00	1,105.79	1,105.79-	0
*	CAPITAL OUTLAY	.00	.00	1,105.79	1,105.79-	0
**	LIBRARY LEVY	629,940.00	51,501.40	339,022.33	290,917.67	54
***	FINANCE & BUSINESS OPER.	2,663,700.00	184,026.82	1,308,792.32	1,354,907.68	49

EXPENDITURE GUIDELINE  
FOR FISCAL YEAR 2024  
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ACCOUNTING PERIOD 7/2024

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	65.94	75.64	75.64-	0
*	TRANSFERS	25,000.00	65.94	75.64	24,924.36	0
**	ADMIN/LEGAL	25,000.00	65.94	75.64	24,924.36	0
***	ADMINISTRATIVE	25,000.00	65.94	75.64	24,924.36	0
****	GENERAL FUND	2,688,700.00	184,092.76	1,308,867.96	1,379,832.04	49

EXPENDITURE GUIDELINE  
FOR FISCAL YEAR 2024  
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ACCOUNTING PERIOD 7/2024

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	10.00	75.00	34,925.00	0
*	CONTRACTED SERVICES	35,000.00	10.00	75.00	34,925.00	0
**	DATA PROCESSING	35,000.00	10.00	75.00	34,925.00	0
***	FINANCE & BUSINESS OPER.	35,000.00	10.00	75.00	34,925.00	0
****	DATA PROCESSING FUND	35,000.00	10.00	75.00	34,925.00	0

EXPENDITURE GUIDELINE  
FOR FISCAL YEAR 2024  
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ACCOUNTING PERIOD 7/2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
		2,854,500.00	188,606.08	1,336,264.61	1,518,235.39	47

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> (\$1,235.00) (\$2,765.00)	<b>(average of 12/31/06, 12/31/07, 12/31/08 FMV)</b>		
					\$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> (\$980.55) (\$12,572.00) (\$10,395.99) (\$22,108.05)	<b>(average of 12/31/07, 12/31/08, 12/31/09 FMV)</b>		
					(\$8,864.42)	\$151,152.81	(\$46,056.59)
<b>2012</b>	31-Dec-11	\$1,000,669.64					

<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 31-Dec-12</b>	\$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 31-Dec-13</b>	\$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 31-Dec-14</b>	\$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 31-Dec-15</b>	\$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 31-Dec-16</b>	\$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)		
Selfchecks & eCommerce			(\$21,758.80) spent		
Aug-17 HVAC Project			(\$9,000.00)		
				\$17,323.24	\$102,496.31 (\$30,758.80)
<b>2018 31-Dec-17</b>	\$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		

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>		
	Furniture			(\$12,856.70)	<b>spent</b>		
	Mamava Nursing Pod			(\$15,700.00)	<b>spent</b>		
	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>		
	<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>		
	*Burgeon Group Addition			(\$2,175.00)	<b>spent</b>		
					\$16,291.47	\$101,245.79	(\$32,381.70)
<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	\$150,269.79	\$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)	(\$9,649.23)	(\$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>		
	Privacy Room 2022			(\$5,752.00)	<b>spent</b>		
					\$47,996.76	\$38,347.53	(\$5,752.00)
<b>2023</b>	31-Dec-22	\$1,105,713.14					
	<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>		

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

					(\$64,166.61)	(\$25,819.08)	(\$120,500.00)
2024	31-Dec-23	\$1,245,699.06					
	Allocation for 2024	\$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
2025	31-Dec-24						
	Allocation for 2025	\$1,241,626.47	4%	\$49,665.06	(average of 12/31/21, 12/31/22, 12/31/23 FMV)		

					\$49,665.06	\$76,821.63	\$0.00
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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
<b>2005</b>	4-Jan-05 No distributions	\$305,046.74	4%	<b>\$12,201.87</b>			
					\$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)			

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)	

	<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>

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>		
	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>			
	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>			
	*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>	
	Cedar Valley's Youth Read 2022			(\$10,000.00)	<b>spent</b>	
	Bridge to Reading 2022			(\$3,402.00)	<b>spent</b>	
				\$6,330.51	\$36,999.16	(\$13,402.00)
<b>2023</b>	31-Dec-22	\$435,675.96				
	<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>	
	Bridge to Reading 2023			(\$3,421.00)	<b>spent</b>	
	Cedar Valley Children's Book Festival			(\$7,452.66)	<b>spent</b>	
ENC	Drive-up Book Return Replacement 2023			(\$3,100.00)		
				\$7,670.69	\$44,669.84	(\$13,973.66)
<b>2024</b>	31-Dec-23	\$497,041.15				
	<b>Allocation for 2024</b>	\$518,524.76	4%	<b>\$20,740.99</b>	<b>(average of 12/31/20, 12/31/21, 12/31/22 FMV)</b>	
ENC	Adventure Pass 2024			(\$2,000.00)		
ENC	Bridge to Reading 2024			(\$4,000.00)		
				\$14,740.99	\$59,410.83	(\$6,000.00)
<b>2025</b>	31-Dec-24					
	<b>Allocation for 2025</b>	\$506,502.32	4%	<b>\$20,260.09</b>	<b>(average of 12/31/21, 12/31/22, 12/31/23 FMV)</b>	
				\$20,260.09	\$79,670.93	\$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
<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			

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)	<b>spent</b>		
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) <b>spent</b>
					\$15,216.37
					\$74,448.76
					(\$36,452.93)
<b>2015</b>	31-Dec-14	\$1,486,222.92			
	<b>Allocation for 2015</b>	\$1,349,753.21	4%	<b>\$53,990.13</b>	<b>(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				

<b>Allocation for 2018</b>		\$1,475,399.34	4%	<b>\$59,015.97</b> (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) <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> (average of 12/31/15, 12/31/16, 12/31/17 FMV)		
	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> (average of 12/31/16, 12/31/17, 12/31/18 FMV)		
	2020 Summer Library Program			(\$11,830.59) <b>spent</b>		

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)

<b>2021</b>	31-Dec-20	\$1,714,066.54		
	<b>Allocation for 2021</b>	\$1,589,127.56	4%	<b>\$63,565.10 (average of 12/31/17, 12/31/18, 12/31/19 FMV)</b>
	2021 Summer Library Program			(\$14,625.46) <b>spent</b>
	Storywalk 2021			(\$8,292.34) <b>spent</b>
	Youth Browsing Bins			(\$62,994.60) <b>spent</b>

(\$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 (average of 12/31/18, 12/31/19, 12/31/20 FMV)</b>
	Adventure Pass 2022			(\$2,107.90) <b>spent</b>
	Summer Library Program 2022			(\$18,870.54) <b>spent</b>
	SummerFest 2022			(\$4,012.20) <b>spent</b>
	Library Branding			(\$45,000.00) <b>spent</b>

(\$5,929.04)    \$8,960.91    (\$69,990.64)

<b>2023</b>	31-Dec-22	\$1,409,285.61		
	<b>Allocation for 2023</b>	\$1,727,755.68	4%	<b>\$69,110.23 (average of 12/31/19, 12/31/20, 12/31/21 FMV)</b>
	Adventure Pass 2023			(\$2,373.00) <b>spent</b>
	Cedar Valley's Youth Read 2023			(\$10,553.49) <b>spent</b>
	Summer Library Program 2023			(\$20,818.22) <b>spent</b>
ENC	Branding Rollout 2023			(\$30,000.00)

\$5,365.52    \$14,326.43    (\$63,744.71)

<b>2024</b>	31-Dec-23	\$1,609,751.97		
	<b>Allocation for 2024</b>	\$1,574,964.06	4%	<b>\$62,998.56 (average of 12/31/20, 12/31/21, 12/31/22 FMV)</b>

(\$11,000.00)  
(\$24,000.00)

**\$64,964.49 (average of 12/31/21, 12/31/22, 12/31/23 FMV)**

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>2012</b>	2/15/2012 (original deposit) 8/8/2012 (additional deposit)	\$43,841.56		\$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>			

				\$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	\$64,763.54	4%	\$2,590.54		
				\$2,590.54	\$28,660.61	\$0.00
2025	31-Dec-24		4%	\$0.00		
				\$0.00	\$28,660.61	\$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	\$17,418.76		\$17,418.76			
					\$17,418.76	\$130,743.52	\$0.00
2025	31-Dec-24			\$0.00			
					\$0.00	\$130,743.52	\$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-Sep	23-Oct	23-Nov	23-Dec	24-Jan	FY24
Customer Count	13,193	13,883	13,188	13,482	12,962	99,881
Hours Open	240	278	250	258	238	1,811
<b>Total Circulation</b>	<b>32,064</b>	<b>33,886</b>	<b>32,957</b>	<b>33,127</b>	<b>34,808</b>	<b>244,027</b>
Adult	11,066	11,978	10,910	12,267	12,180	84,502
Young Adult	1,382	1,526	1,360	1,593	1,727	11,487
Youth	12,170	12,895	13,220	11,577	12,750	94,140
Interlibrary Loan (cf to other)	171	206	148	147	132	1,139
<i>Interlibrary Loan (other to cf)</i>	96	121	110	91	111	742
<i>CFPL@UNI</i>	29	44	21	22	30	159
WPL	1,270	1,324	907	1,297	1,141	8,555
Library of Things	68	70	67	61	70	516
<b>Total Physical Circulation</b>	<b>24,618</b>	<b>26,399</b>	<b>25,490</b>	<b>25,437</b>	<b>26,657</b>	<b>190,129</b>
<i>Overdrive</i>	5,378	5,489	5,418	5,588	6,120	39,427
<i>Hoopla</i>	959	997	1,056	1,059	1,118	7,209
<i>Freegal Downloadable Music</i>	1,109	1,001	993	1,043	913	7,262
<b>Total eresource Circulation</b>	<b>7,446</b>	<b>7,487</b>	<b>7,467</b>	<b>7,690</b>	<b>8,151</b>	<b>53,898</b>
County	216	317	335	256	390	2,293
Open Access	4,500	4,966	4,602	4,635	5,379	34,675
<b>Reference Service</b>	<b>445</b>	<b>481</b>	<b>455</b>	<b>383</b>	<b>459</b>	<b>3,276</b>
Reference Desk	213	222	192	135	208	1,419
Youth Desk	210	225	221	215	226	1,635
YA Desk	0	0	0	0	0	0
Circulation	22	34	42	33	25	222
Titles Added	736	1,098	740	853	611	5,179
Items Added	899	1,253	833	985	682	6,162
Items Withdrawn	678	741	622	1,106	663	4,991
<b>Meeting Room Use</b>	<b>37</b>	<b>36</b>	<b>47</b>	<b>47</b>	<b>32</b>	<b>258</b>
Conference Room	9	9	16	14	11	84
Meeting Room	12	13	9	11	10	69
Co-Lab Room	16	14	22	22	11	105
YA/Youth Area	0	0	0	0	0	0
<b>Youth Programs</b>						
Events/Programs	39	59	46	35	29	265
Event Attendance	878	1,591	852	1,309	893	7,761
Outreach Services	1	1	1	1	2	14
Outreach Attendance	23	28	22	28	32	304
Teacher Units	20	20	18	18	25	145

<b>Adult Programs</b>						
Outreach Services	6	6	4	4	5	<b>38</b>
Outreach Attendance	27	34	15	32	34	<b>1,000</b>
Library Attendance	32	92	121	117	94	<b>640</b>
Library Activities	12	13	9	10	9	<b>81</b>
<b>Young Adult Programs</b>						
Library Attendance	30	13	36	41	39	<b>461</b>
Library Activities	6	10	11	11	11	<b>74</b>
<b>Computer Usage</b>	1,231	1,773	1,854	2,150	2,146	<b>13,295</b>
Netbook/iPad Circulation	25	3	2	8	4	<b>44</b>

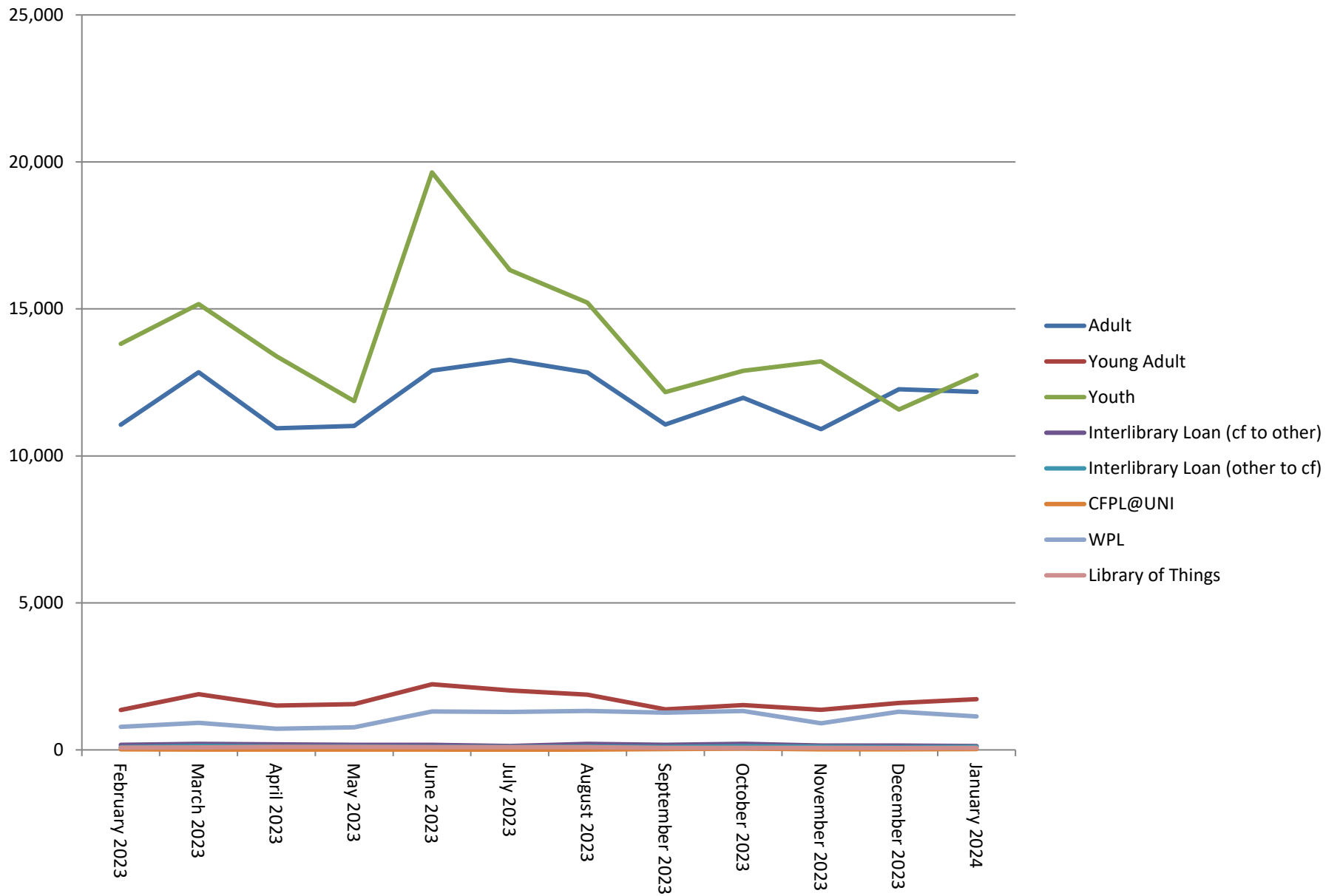
	23-Jan	24-Jan	23-Dec
Customer Count	12,216	12,962	13,482
Hours Open	252	238	258
<b>Total Circulation</b>	<b>31,918</b>	<b>34,808</b>	<b>33,127</b>
Adult	11,232	12,180	12,267
Young Adult	1,331	1,727	1,593
Youth	12,656	12,750	11,577
Interlibrary Loan (cf to other)	187	132	147
<i>Interlibrary Loan (other to cf)</i>	102	111	91
<i>CFPL @UNI</i>	9	30	22
WPL	783	1,141	1,297
<i>Library of Things</i>	82	70	61
<b>Physical Circulation</b>	<b>25,219</b>	<b>26,657</b>	<b>25,437</b>
<i>Overdrive</i>	5,080	6,120	5,588
<i>Hoopla</i>	550	1,118	1,059
<i>Freegal Downloadable Music</i>	1,069	913	1,043
<b>ereources Circulation</b>	<b>6,699</b>	<b>8,151</b>	<b>7,690</b>
County	252	390	256
Open Access	4,050	5,379	4,635
<b>Reference Service</b>	<b>519</b>	<b>459</b>	<b>383</b>
Reference Desk	208	208	135
Youth Desk	250	226	215
YA Desk	0	0	0
Circulation	61	25	33
Titles Added	564	611	853
Items Added	649	682	985
Items Withdrawn	848	663	1,106
<b>Meeting Room Use</b>	<b>32</b>	<b>32</b>	<b>47</b>
Conference Room	14	11	14
Meeting Room	11	10	11
Co-Lab Room	7	11	22
YA/Youth Area	0	0	0
<b>Youth Programs</b>			
Events/Programs	39	29	35
Event Attendance	1,039	893	1,309
Outreach Services	1	2	1
Outreach Attendance	20	32	28
Teacher Units	24	25	18

<b>Adult Programs</b>			
Outreach Services	6	5	4
Outreach Attendance	41	34	32
Library Attendance	99	94	117
Library Activities	6	9	10
<b>Young Adult Programs</b>			
Library Attendance	14	39	41
Library Activities	5	11	11
<b>Computer Usage</b>	1,825	2,146	2,150
Netbook/iPad Circulation	1	4	8

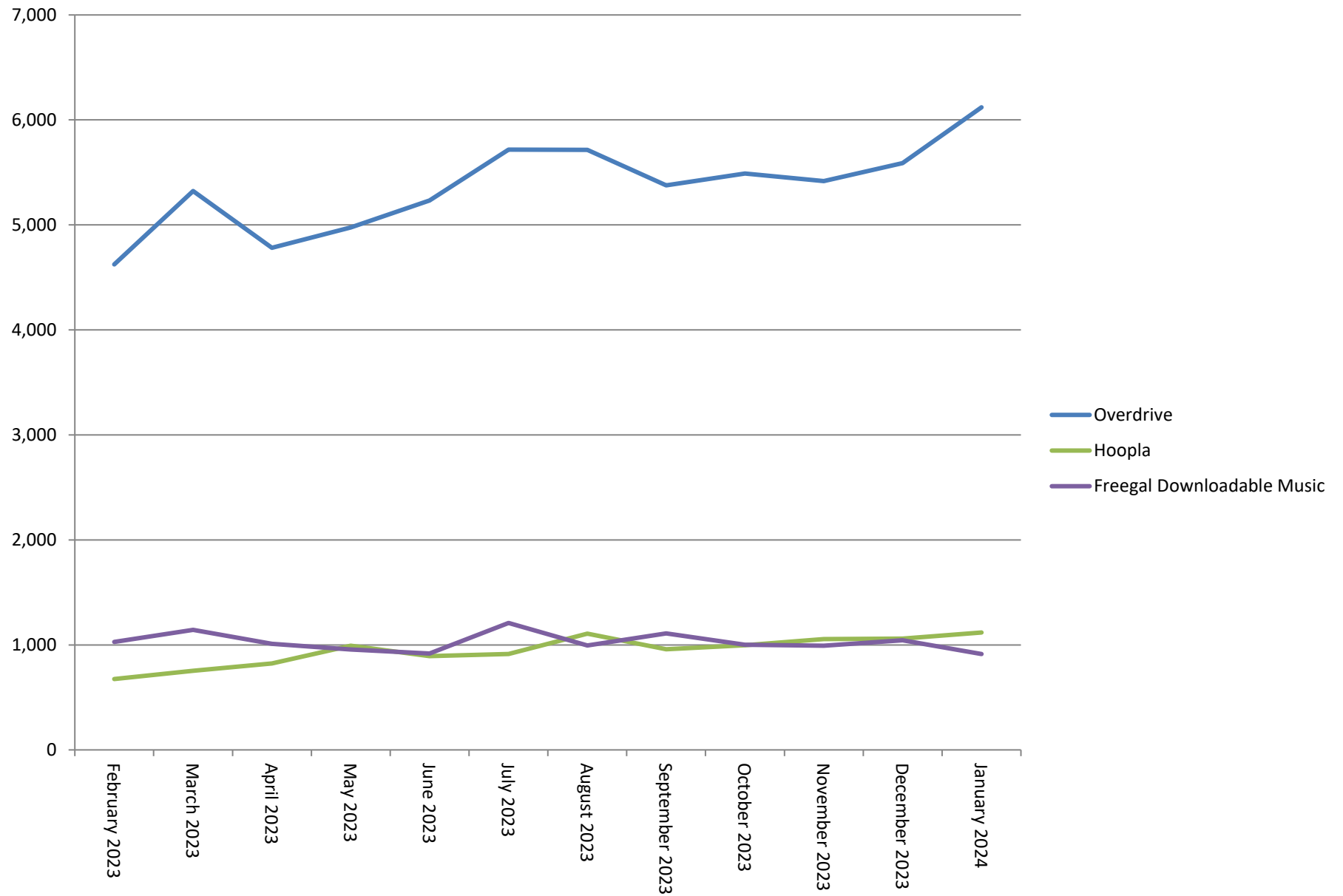
		African American Museum	Blank Park Zoo	Botanical of Des Moines	Figge Art Museum	Grout Museum District	Quad Cities Fun Bundle	Science Center of Iowa
2021	November		3			2		2
	December			1		3		2
2022	January			1		2		
	February					3		2
	March		5	3	3	4	4	
	April		3			3		2
	May		10	3	1		4	3
	June		16	7	1	2	3	3
	July		16	4		8	2	6
	August		16	2		1	4	4
	September		8	4	1		4	3
	October		9	2		2	2	3
	November		1			4		1
	December					3		
2023	January		2	1	1	2	1	2
	February		1	3				2
	March		7	6	5	3	3	7
	April		8	8		2		6
	May		13	6		1	1	3
	June		18	6		2	1	4
	July		19	5		4	6	5
	August		19	4		6	6	5
	September		13	5		1	1	5
	October		4			1	2	2
	November		2	1	1		1	1
	December		2	2		1	1	2
2024	January					1		2

Date	Day of Week	Patron Count	
		Curbside	Building
2/1/2024	Thursday	0	359
2/2/2024	Friday	0	489
2/3/2024	Saturday	0	675
2/4/2024	Sunday		312
2/5/2024	Monday	0	572
2/6/2024	Tuesday	0	524
2/7/2024	Wednesday	0	588
2/8/2024	Thursday	0	409
2/9/2024	Friday	0	539
2/10/2024	Saturday	0	814
2/11/2024	Sunday		234
2/12/2024	Monday	0	532
2/13/2024	Tuesday	0	471
2/14/2024	Wednesday	0	517
2/15/2024	Thursday	0	363
2/16/2024	Friday	0	651
2/17/2024	Saturday	0	653
2/18/2024	Sunday		284
2/19/2024	Monday	0	599
2/20/2024	Tuesday	0	491
2/21/2024	Wednesday	0	574
2/22/2024	Thursday	0	367
2/23/2024	Friday	0	635
2/24/2024	Saturday	0	619
2/25/2024	Sunday		281
2/26/2024	Monday	0	533
2/27/2024	Tuesday	0	505
2/28/2024	Wednesday	1	559
2/29/2024	Thursday	0	400
Total		1	14,549

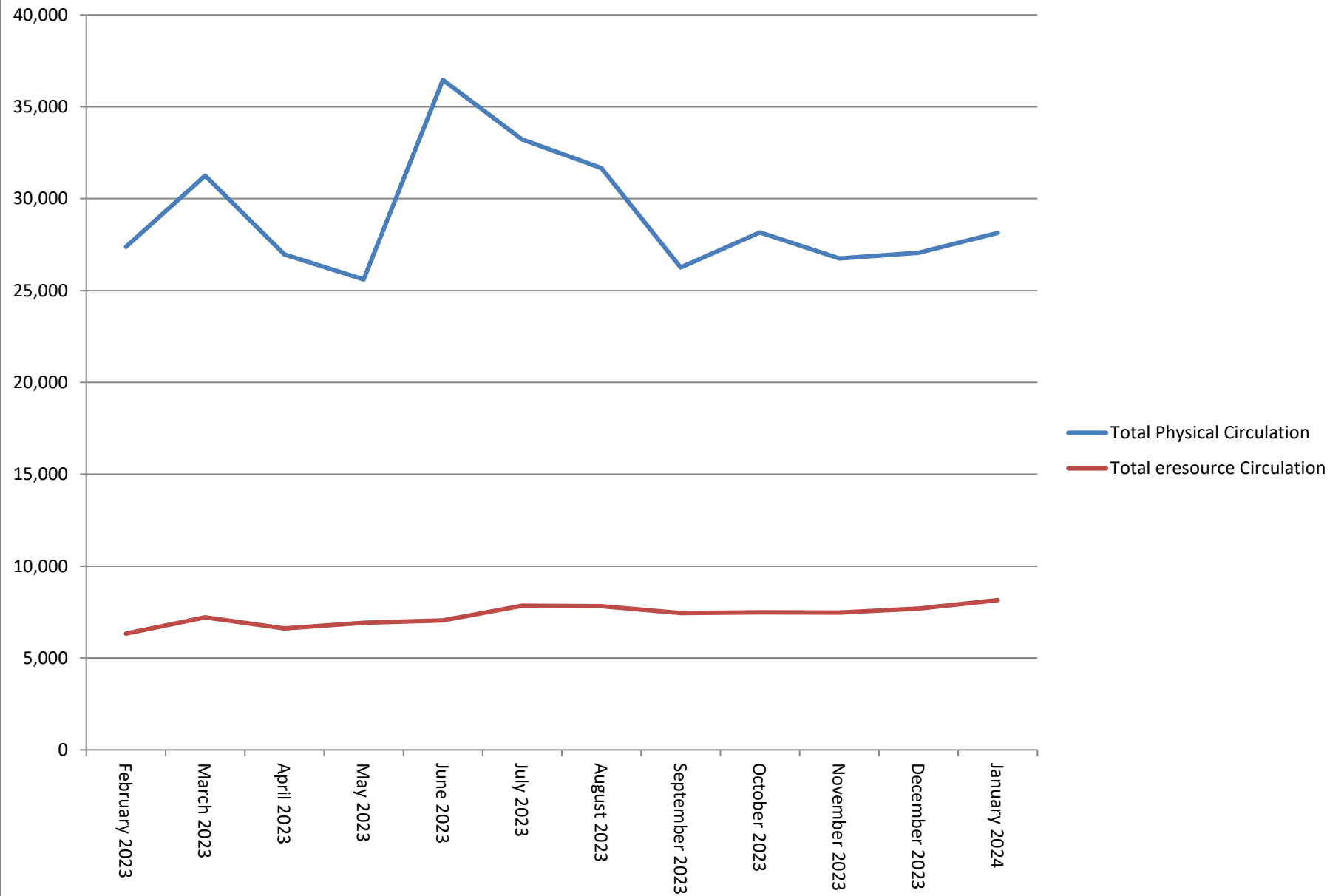
## Physical Collection



## eResource Collection



## Physical VS eResource



**Cedar Falls Public Library**  
**MASKS TO PREVENT THE SPREAD OF COVID-19**

For the protection of library patrons and staff, face masks completely covering the nose and mouth may be required of staff and library visitors for extensive assistance during which there is no acrylic health shield for separation and a distance of six feet cannot be maintained. Examples of such assistance include but are not limited to computer or technology help.

Masks may be required of all attendees over the age of two at some indoor library programs.

For the purposes of this policy, *face mask* means a material that securely covers a person's nose and mouth and remains affixed in place without the use of one's hands, whether purchased or homemade, and consistent with the Center for Disease Control and Prevention guidelines. ("Face Mask Regulation," Black Hawk County Health Department) Face shields and gaiters will not be considered masks.

Adopted 10/07/2020; Approved as revised 6/2/21, 9/1/21, 4/6/22