AGENDA
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
November 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. FY24 Annual Survey
   b. Strategic Planning Update
   c. Miscellaneous

X. Reports from Department Heads
   a. Youth Librarian

XI. Referred for Board Action
   a. Approve library closings for 2025

XII. Reports of Standing and Special Committees: Action appropriate to the reports
   a. Friends of the Library
   b. Finance: Meeting: No meeting needed in November
   c. Personnel
   d. Library Art

XIII. Unfinished business

XIV. New business

XV. Adjournment

DRAFT

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
October 2, 2024 4:00 PM
Cedar Falls Public Library
Conference Room

DRAFT

Members present: Bessman Taylor, Chadwick, Cormaney, Edelnant, Green, Roelofse, Sulentic; Staff present: Daniels, Hosford; Guests present: Rodenbeck.

I. President Sulentic called the meeting to order at 4:00.

II. Agenda: Corrections/additions/deletions/approval
MOTION: (Cormaney, Edelnant) to approve the agenda as presented. Passed.

III. Minutes: Corrections and approval
MOTION: (Edelnant, Chadwick) to approve the minutes as presented. Passed.

IV. Public Forum
None

V. Board Training update
None

VI. Communication from Officers: Action appropriate to the communications
None

VII. Bills: Corrections/additions/deletions/approval
Assistant Daniels noted that there are five invoices after the bill report that arrived too late to appear as part of the report. He noted that these will need to be voted on along with the bill report.
MOTION: (Cormaney, Edelnant) to approve the September bills. Passed.

a. General Fund, Levy Fund, Grant Funds

Assistant Daniels noted that there are three fund reports due to FY24 having been closed out, and the first two months of FY25 having been closed out.

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

None

VIII. Usage Report
President Sulentic noted that it looks like there was a little bit of a drop in usage. Librarian Hosford noted that the youth department doesn't do a lot of programs during August due to the end of the Summer Reading Program and gearing up for the next batch of programs.

IX. Director's Report

a. Strategic Planning Focus Group

Director Stern noted, as read by Librarian Hosford, that we have zero members lined up. If you just want to send her the contact info for anyone you recommend, she will send personal invitations. Who on the board will participate? There were questions regarding the day and time of the event, and it is Tuesday, October 22nd from 5:30 to 8:30 PM. Member Chadwick noted that he will not be able to attend. Vicki noted that she will check with the members of the Friends.

b. Staffing Update

Director Stern noted, as read by Librarian Hosford, that the shelver position has been filled with the new employee starting on October 7th. It was noted that Librarian Pagel is on extended leave until December, probably.

c. Staff Inservice Day Report

Director Stern noted, as read by Librarian Hosford, that a preventing and dealing with burnout training happened. She noted that Librarian Hosford and her have begun discussing tweaks that can be done to staff workspaces to make them better (more ergonomic, more cheerful, etc.), and there will be further discussions with staff about improvements. Director Stern will look into bringing in a space consultant as well. There was also fire extinguisher and AED training, so hopefully this training made staff comfortable using the devices. Part of the next monthly staff meeting will be to walk around the building and make sure everyone knows where all the fire extinguishers, AED, fire alarm pulls, and emergency exits are. The department overviews went well and were informative.

d. Miscellaneous

None

X. Reports from Department Heads

a. Youth Librarian

Librarian Hosford noted that in a partnership with UNI, the youth department has a work study student this semester. Member Bessman Taylor inquired if they have an interest in libraries. Librarian Hosford noted that the student is hoping to be a well-rounded individual and is going to school to be an accountant. She then discussed ergonomics in relation to the burnout training and noted that the youth department has asked for a new service desk due to issues with the current one. Librarian Hosford noted that this request might be part of the agenda around January. She noted that the music garden has been paid for and should arrive sometime this month. Librarian Hosford noted that the library participated in the recent block party, and there is a spooky story contest that ends on October 20th. She noted that there will be a franken-toy program for tweens and teens, and there will be a Diwali craft program in collaboration with the UNI International Department this month.

XI. Referred for Board Action

a. Approve revised personnel policies: CFD 2159.22 Severance Pay, CFD 2251.24 Insurance Benefits, and CFD 2257.24 Employee Wellness

Director Stern noted, as read by Librarian Hosford, that none of the updated policies require customization for the library. Member Bessman Taylor asked about the types of changes. Member Edelnant noted that they look to mostly be editorial changes. Director Rodenbeck

noted that the biggest change is the policy regarding wellness. She noted that if an employee completes all the challenges, that they will earn a day off.
MOTION: (Chadwick, Edelnant) to approve revised personnel policies. Passed.

b. Approve request for funds from Cedar Falls Community Foundation: Berg for E-materials 2024 ($20,000)

Director Stern noted, as read by Librarian Hosford, adult selectors have already noticed that requests for e-books and e-audiobooks are up, and the budgeted amount will not meet the demand and keep the number of holds to a manageable level, so funds are being requested to supplement the e-materials budget this year.
MOTION: (Chadwick, Bessman Taylor) to approve request for funds from Cedar Falls Community Foundation: Berg for E-materials 2024 ($20,000). Passed.

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

a. Friends of the Library

Member Edelnant noted that some members volunteered as part of the stuffy sleepover program. She noted that there will be a membership drive on October 11th.

b. Finance: Meeting: No meeting needed in October

None

c. Personnel

None

d. Library Art

None

XIII. Unfinished business

None

XIV. New business

None

XV. Adjournment

Motion to adjourn (Green, Cormaney). Passed. Meeting adjourned at 4:22.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem

LIBRARY BILL REPORT
11/6/2024

FUND	VENDOR NAME	ACCOUNT #	AMOUNT	DESCRIPTION 1	DESCRIPTION 2
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ (73.50)	ADULT BOOKS CREDIT MEMO	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 10.25	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 11.18	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 14.22	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-23	$ 19.20	LARGE PRINT BOOKS (MEM	POOCK)
GENERAL	BAKER & TAYLOR BOOKS	89-23	$ 19.20	LARGE PRINT BOOKS (MEM	POOCK)
GENERAL	BAKER & TAYLOR BOOKS	89-24	$ 19.24	ADULT CD BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 20.85	ADULT BOOKS (WL)	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 21.80	ADULT BOOKS (WL)	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 22.80	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-24	$ 24.74	ADULT CD BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 24.99	LARGE PRINT YOUTH BOOKS	(MEM POOCK)
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 35.67	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 35.85	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 35.88	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-23	$ 35.99	LARGE PRINT BOOKS (MEM	POOCK)
GENERAL	BAKER & TAYLOR BOOKS	89-23	$ 37.99	LARGE PRINT BOOKS (MEM	POOCK)
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 38.05	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-24	$ 46.74	ADULT CD BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 46.89	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 48.98	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 49.98	LARGE PRINT YOUTH BOOKS	(MEM POOCK)
GENERAL	BAKER & TAYLOR BOOKS	89-37	$ 59.49	YOUNG ADULT CD BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 61.74	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 62.67	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 65.88	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 66.28	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 69.51	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 78.38	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 85.49	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 88.40	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 93.97	YOUNG ADULT BOOKS	

GENERAL	BAKER & TAYLOR BOOKS	89-23	$ 96.79	LARGE PRINT BOOKS (MEM	POOCK)
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 104.27	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-23	$ 122.78	LARGE PRINT BOOKS (MEM	POOCK)
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 130.85	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 132.19	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-34	$ 143.60	RAY 2 RMB PRENATAL PROG.-	YOUTH BOOKS
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 154.58	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 196.33	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 208.00	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 214.58	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 249.98	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 250.55	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 268.37	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 366.78	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-20	$ 484.01	ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-34	$ 659.20	RAY 2 RMB PRENATAL PROG.-	YOUTH BOOKS
GENERAL	BAKER & TAYLOR BOOKS	89-21	$ 726.11	YOUNG ADULT BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 856.30	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-22	$ 955.66	YOUTH BOOKS	
GENERAL	BAKER & TAYLOR BOOKS	89-34	$ 5,112.20	RAY 2 RMB PRENATAL PROG.-	YOUTH BOOKS
	BAKER & TAYLOR BOOKS Total		$ 12,711.93		
GENERAL	BAKER & TAYLOR ENTERTAINMENT	89-25	$ 17.49	ADULT VIDEOS	
GENERAL	BAKER & TAYLOR ENTERTAINMENT	89-25	$ 18.89	ADULT VIDEOS	
GENERAL	BAKER & TAYLOR ENTERTAINMENT	89-25	$ 53.87	ADULT VIDEOS	
GENERAL	BAKER & TAYLOR ENTERTAINMENT	89-25	$ 95.85	ADULT VIDEOS	
GENERAL	BAKER & TAYLOR ENTERTAINMENT	89-25	$ 97.25	ADULT VIDEOS	
GENERAL	BAKER & TAYLOR ENTERTAINMENT	89-25	$ 144.14	ADULT VIDEOS	
	BAKER & TAYLOR ENTERTAINMENT Total		$ 427.49		
GENERAL	CEDAR FALLS UTILITIES	85-01	$ 5,848.81	LIBRARY UTILITIES	
	CEDAR FALLS UTILITIES Total		$ 5,848.81		
GENERAL	CENTER POINT LARGE PRINT	89-23	$ 50.34	LARGE PRINT BOOKS (MEM	POOCK)
	CENTER POINT LARGE PRINT Total		$ 50.34		
GENERAL	CITY LAUNDERING CO.	86-01	$ 62.00	FIRST AID SUPPLY SERVICE-	LIBRARY
	CITY LAUNDERING CO. Total		$ 62.00		

GENERAL	DEMCO, INC	71-11	$ 300.49	FILAMENT & BOOK TAPE, AND	LABELS
	DEMCO, INC Total		$ 300.49		
GENERAL	GORDON FLESCH COMPANY INC	81-91	$ 811.64	COPIER CONTRACT	40CC24
	GORDON FLESCH COMPANY INC Total		$ 811.64		
GENERAL	LAKEVIEW BOOKS	89-22	$ 701.00	YOUTH BOOKS	
	LAKEVIEW BOOKS Total		$ 701.00		
GENERAL	MIDWEST TAPE, LLC	89-36	$ 53.98	YOUTH VIDEOS	
GENERAL	MIDWEST TAPE, LLC	89-36	$ 198.69	YOUTH VIDEOS	
	MIDWEST TAPE, LLC Total		$ 252.67		
GENERAL	MINNESOTA HISTORICAL SOCI	89-26	$ 11.50	MICROFILM	
	MINNESOTA HISTORICAL SOCI Total		$ 11.50		
GENERAL	MOVIE LICENSING USA	89-33	$ 125.00	FOTL:ADULT-MOVIE LICENSE	RENEWAL
GENERAL	MOVIE LICENSING USA	72-76	$ 894.00	SITE LICENSE RENEWAL 1YR	12/01/24-11/30/25
	MOVIE LICENSING USA Total		$ 1,019.00		
GENERAL	NISSEN, THOMAS	89-33	$ 600.00	FOTL:YA-MINECRAFT PROG.	(OCT. TO DEC.)
	NISSEN, THOMAS Total		$ 600.00		
GENERAL	OFFICE EXPRESS OFFICE PRO	71-01	$ 97.68	REMOVABLE TAPE (X24)	
	OFFICE EXPRESS OFFICE PRO Total		$ 97.68		
GENERAL	OVERDRIVE, INC.	89-42	$ 23.75	ADULT AUDIO BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 55.00	ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 76.00	ADULT AUDIO BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 77.49	ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 81.00	ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 90.25	ADULT AUDIO BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 95.49	ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-44	$ 97.99	YOUNG ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 102.50	ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 102.99	ADULT AUDIO BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 110.00	ADULT E-BOOKS	

GENERAL	OVERDRIVE, INC.	89-42	$ 119.98	ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 152.00	ADULT AUDIO BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 169.49	ADULT AUDIO BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 175.66	ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-42	$ 205.18	ADULT E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-46	$ 317.96	YOUTH AUDIO BOOKS	
GENERAL	OVERDRIVE, INC.	89-44	$ 337.98	YOUNG ADULT AUDIO BOOKS	
GENERAL	OVERDRIVE, INC.	89-46	$ 351.37	YOUTH E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-46	$ 541.32	YOUTH E-BOOKS	
GENERAL	OVERDRIVE, INC.	89-46	$ 547.83	YOUTH AUDIO BOOKS	
	OVERDRIVE, INC. Total		$ 3,831.23		
GENERAL	PETTY CASH	89-34	$ 10.00	BERG 2 RMB SLP '24-TROPHY	ENGRAVING
	PETTY CASH Total		$ 10.00		
GENERAL	PLAYAWAY PRODUCTS	89-36	$ 655.46	YOUTH LAUNCHPADS	
	PLAYAWAY PRODUCTS Total		$ 655.46		
GENERAL	QUADIENT FINANCE USA, INC	72-99	$ 260.00	POSTAGE METER INK	
GENERAL	QUADIENT FINANCE USA, INC	72-99	$ 450.00	POSTAGE	
	QUADIENT FINANCE USA, INC Total		$ 710.00		
GENERAL	SCHOLASTIC, INC.	89-33	$ 2,948.40	FOTL:YOUTH-YOUTH BOOKS	(CVYR)
	SCHOLASTIC, INC. Total		$ 2,948.40		
GENERAL	SHOWCASES	71-11	$ 170.10	SINGLE DISC DVD CASES	(X150)
	SHOWCASES Total		$ 170.10		
GENERAL	SMART APPLE MEDIA	89-22	$ 821.41	YOUTH BOOKS	
	SMART APPLE MEDIA Total		$ 821.41		
GENERAL	VESTIS	86-01	$ 23.55	LIBRARY MAT SERVICE	
GENERAL	VESTIS	86-01	$ 23.55	MAT SERVICE-LIBRARY	
	VESTIS Total		$ 47.10		
	Total Vendor Payments		$ 32,088.25		

FUND	VENDOR NAME	ACCOUNT #	AMOUNT	DESCRIPTION 1	DESCRIPTION 2
GENERAL	US BANK	89-33	$ 14.98	AMAZON.COM	FOTL:YOUTH-SPEED CUBES
GENERAL	US BANK	89-25	$ 45.15	AMAZON.COM	ADULT VIDEOS
GENERAL	US BANK	89-21	$ 77.23	AMAZON.COM	YOUNG ADULT BOOKS
GENERAL	US BANK	89-33	$ 433.58	AMAZON.COM	FOTL:YOUTH-CARDSTOCK,
GENERAL	US BANK	89-47	$ 56.97	AMAZON.COM	LABEL TAPE (20-PACK)
GENERAL	US BANK	89-24	$ 16.99	AMAZON.COM	ADULT CD MUSIC
GENERAL	US BANK	89-20	$ 22.62	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-33	$ 38.99	AMAZON.COM	FOTL:YA-COOKIES
GENERAL	US BANK	89-33	$ 53.63	AMAZON.COM	FOTL:COLAB-GLUE & SCORING
GENERAL	US BANK	89-33	$ 7.90	AMAZON.COM	FOTL:ADULT-1 OZ CUPS
GENERAL	US BANK	89-22	$ 23.94	AMAZON.COM	YOUTH BOOKS
GENERAL	US BANK	89-25	$ 27.99	AMAZON.COM	ADULT VIDEOS
GENERAL	US BANK	89-25	$ 17.91	AMAZON.COM	ADULT VIDEOS
GENERAL	US BANK	89-36	$ 79.84	AMAZON.COM	YOUTH VIDEOS
GENERAL	US BANK	89-22	$ 157.62	AMAZON.COM	YOUTH BOOKS
GENERAL	US BANK	89-22	$ 12.99	AMAZON.COM	YOUTH BOOKS
GENERAL	US BANK	89-20	$ (20.99)	AMAZON.COM	ADULT BOOKS REFUND
GENERAL	US BANK	89-20	$ 20.99	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-20	$ 125.21	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-36	$ 27.58	AMAZON.COM	YOUTH VIDEOS
GENERAL	US BANK	89-20	$ 206.32	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-36	$ 21.98	AMAZON.COM	YOUTH VIDEOS
GENERAL	US BANK	89-20	$ 17.16	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-20	$ 12.00	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-20	$ 20.00	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-22	$ 7.59	AMAZON.COM	YOUTH BOOKS
GENERAL	US BANK	89-33	$ 35.98	AMAZON.COM	FOTL:YOUTH-YOUTH BOOKS
GENERAL	US BANK	89-20	$ 7.68	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-20	$ 9.50	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-20	$ 12.98	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-24	$ 13.98	AMAZON.COM	ADULT CD MUSIC
GENERAL	US BANK	89-22	$ 12.89	AMAZON.COM	YOUTH BOOKS (MEM SCHMIDT)
GENERAL	US BANK	89-20	$ 20.99	AMAZON.COM	ADULT BOOKS
GENERAL	US BANK	89-22	$ 99.89	AMAZON.COM	YOUTH BOOKS
GENERAL	US BANK	89-22	$ 7.19	AMAZON.COM	YOUTH BOOKS
GENERAL	US BANK	89-22	$ 19.97	AMAZON.COM	YOUTH BOOKS
GENERAL	US BANK	89-33	$ 381.70	AMAZON.COM	FOTL:ADULT-ADULT BOOKS

			$ 2,148.92	**AMAZON.COM Total**	
GENERAL	US BANK	89-22	$ 24.78	AMZN MKTP US	YOUTH BOOKS
GENERAL	US BANK	89-22	$ 15.42	AMZN MKTP US	YOUTH BOOKS
GENERAL	US BANK	89-22	$ 9.72	AMZN MKTP US	YOUTH BOOKS
GENERAL	US BANK	89-22	$ 49.98	AMZN MKTP US	YOUTH BOOKS
GENERAL	US BANK	89-22	$ 40.28	AMZN MKTP US	YOUTH BOOKS
GENERAL	US BANK	89-21	$ 13.91	AMZN MKTP US	YOUNG ADULT BOOKS
GENERAL	US BANK	89-22	$ 31.64	AMZN MKTP US	YOUTH BOOKS
			$ 185.73	**AMZN MKTP US Total**	
GENERAL	US BANK	89-33	$ 21.98	FLEET FARM 5600	FOTL:YA-JARS
			$ 21.98	**FLEET FARM 5600 Total**	
GENERAL	US BANK	89-33	$ 8.44	GOODWILL - 01 METRO	FOTL:YA-MUGS
			$ 8.44	**GOODWILL - 01 METRO Total**	
GENERAL	US BANK	89-33	$ 10.98	HY-VEE CEDAR FALLS 1052	FOL:YA-COOKIES & BROWNIES
GENERAL	US BANK	89-33	$ 83.78	HY-VEE CEDAR FALLS 1052	FOTL:YA-SUGAR & SPICES
			$ 94.76	**HY-VEE CEDAR FALLS 1052 Total**	
GENERAL	US BANK	81-91	$ 99.00	INTUIT *QBOOKS ONLINE	QUICKBOOKS MONTHLY SUB.
			$ 99.00	**INTUIT *QBOOKS ONLINE Total**	
GENERAL	US BANK	83-06	$ 210.00	IOWALIBRARYASSOCIATION	ILA CONF. REG.-BLACKFORD
GENERAL	US BANK	83-06	$ 210.00	IOWALIBRARYASSOCIATION	ILA CONF. REG.-HOSFORD
GENERAL	US BANK	83-06	$ 350.00	IOWALIBRARYASSOCIATION	ILA CONF. REG.-NEDWICK
			$ 770.00	**IOWALIBRARYASSOCIATION Total**	
GENERAL	US BANK	89-33	$ 35.95	JOANN STORES #2208	FOTL:YOUTH-FABRIC & YARN
			$ 35.95	**JOANN STORES #2208 Total**	
GENERAL	US BANK	89-33	$ 15.98	MICHAELS STORES 1246	FOTL:OUTREACH-MAGNETS
			$ 15.98	**MICHAELS STORES 1246 Total**	
GENERAL	US BANK	89-33	$ 199.99	RAYGUNSHIRTS	FOTL:OUTREACH-SHIRTS
			$ 199.99	**RAYGUNSHIRTS Total**	

GENERAL	US BANK	89-33	$ 160.00	SQ *THE PATCH	FOTL:YA-PATCH PASSES
			$ 160.00	**SQ *THE PATCH Total**	
GENERAL	US BANK	89-33	$ 26.45	WAL-MART #0753	FOL:YOUTH-CHIPS & CONTACT
GENERAL	US BANK	89-33	$ 61.60	WAL-MART #0753	FOL:YTH-ICE CREAM TOPPING
			$ 88.05	**WAL-MART #0753 Total**	
GENERAL	US BANK	93-01	$ 26.87	WALMART.COM	TABLE
			$ 26.87	**WALMART.COM Total**	
GENERAL	US BANK	72-01	$ 61.75	WILSONRESTAURANTSUPPLYLLC	MAT FOR POPCORN MACHINE
			$ 61.75	**WILSONRESTAURANTSUPPLYLLC Total**	
GENERAL	US BANK	89-33	$ 7.84	WM SUPERCENTER #753	FOTL:YOUTH-LEMONS
GENERAL	US BANK	89-33	$ 46.96	WM SUPERCENTER #753	FOTL:YA-FLEXCUPS
			$ 54.80	**WM SUPERCENTER #753 Total**	
	USBank Total		$ 3,972.22		
	Final Payment Total		$ 36,060.47		

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	.00	.00	2,376.16	2,376.16-	0
*	PROPERTY TAXES	.00	.00	2,376.16	2,376.16-	0
INTERGOVERNMENTAL						
101-1199-343.02-00	LIBRARY GRANTS	25,000.00	.00	.00	25,000.00	0
*	INTERGOVERNMENTAL	25,000.00	.00	.00	25,000.00	0
CHARGES FOR SERVICES						
101-1060-356.71-00	LIBRARY-COPY MACHINE	7,000.00	587.65	2,264.79	4,735.21	32
101-1060-356.72-00	LIBRARY-COUNTY TAX	32,000.00	.00	.00	32,000.00	0
101-1060-356.73-00	LIBRARY-FINES & FEES	.00	129.85	322.35	322.35-	0
101-1060-356.74-00	LIBRARY-LOST & PAID BOOKS	2,500.00	464.50	1,216.49	1,283.51	49
101-1060-356.75-00	LIBRARY-OPEN ACCESS FUNDS	20,000.00	.00	.00	20,000.00	0
101-1060-356.76-00	LIBRARY-REIMBURSEMENTS	.00	.00	.00	0.00	0
101-1060-356.78-00	LIBRARY-GIFTS & MEMORIALS	.00	.00	400.00	400.00-	0
101-1060-356.79-00	LIBRARY-OUTSIDE FUNDING	.00	.00	409.00	409.00-	0
101-1060-356.79-01	LIBRARY-ENDOWMENTS	60,000.00	.00	.00	60,000.00	0
101-1060-356.79-02	FRIENDS OF THE LIBRARY	30,000.00	1,899.91	4,375.02	25,624.98	15
101-1060-356.81-00	LIBRARY-CO-LAB FEES	.00	8.40	138.10	138.10-	0
*	CHARGES FOR SERVICES	151,500.00	3,090.31	9,125.75	142,374.25	6
**	GENERAL FUND	176,500.00	3,090.31	11,501.91	164,998.09	7

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	183.07	472.81	472.81-	0
294-0000-361.03-00	CD/INVESTMENT INTEREST	.00	911.81	2,452.17	2,452.17-	0
*	USE OF MONEY & PROPERTY	.00	1,094.88	2,924.98	2,924.98-	0
**	LIBRARY RESERVE	.00	1,094.88	2,924.98	2,924.98-	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
		305,430.00	5,685.19	23,001.89	282,428.11	8

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	301,270.00	.00	.00	301,270.00	0
* TRANSFERS		301,270.00	.00	.00	301,270.00	0
PERSONAL SERVICES						
101-1060-423.61-01	FULL-TIME	926,580.00	68,518.15	203,426.38	723,153.62	22
101-1060-423.61-02	PART-TIME	448,270.00	36,190.31	107,708.96	340,561.04	24
101-1060-423.62-01	PAYROLL	4,100.00	341.67	1,024.97	3,075.03	25
101-1060-423.62-02	SEVERANCE	15,100.00	1,258.33	3,775.03	11,324.97	25
101-1060-423.64-01	HEALTH INS. PREMIUMS	218,230.00	18,185.85	54,557.62	163,672.38	25
101-1060-423.64-02	HEALTH INS. REIMBURSEMENT	2,850.00	12.59	23.11	2,826.89	1
101-1060-423.64-03	LIFE INSURANCE	2,120.00	161.41	474.16	1,645.84	22
101-1060-423.64-04	LTD INSURANCE	2,780.00	211.00	619.75	2,160.25	22
101-1060-423.64-05	WORKMAN'S COMP. INS.	2,910.00	242.50	727.50	2,182.50	25
101-1060-423.65-01	F.I.C.A.	102,950.00	7,838.46	23,285.68	79,664.32	23
101-1060-423.66-01	I.P.E.R.S.	127,040.00	9,884.44	29,371.08	97,668.92	23
* PERSONAL SERVICES		1,852,930.00	142,844.71	424,994.24	1,427,935.76	23
COMODITIES						
101-1060-423.71-01	OFFICE SUPPLIES	10,000.00	193.74	193.74	9,806.26	2
101-1060-423.71-11	TECHNICAL PROCESSING SUPP	30,000.00	256.70	256.70	29,743.30	1
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	.00	2,000.00	0
101-1060-423.72-76	PUBLIC RELATIONS	1,200.00	.00	.00	1,200.00	0
101-1060-423.72-99	POSTAGE	17,500.00	484.50	8,453.26	9,046.74	48
101-1060-423.73-06	BUILDING REPAIR	4,000.00	.00	.00	4,000.00	0
* COMODITIES		66,700.00	934.94	8,903.70	57,796.30	13
CONTRACTED SERVICES						
101-1060-423.81-01	PROFESSIONAL SERVICES	5,000.00	.00	.00	5,000.00	0
101-1060-423.81-12	COMPUTER SERVICES	93,390.00	7,782.50	23,347.50	70,042.50	25
101-1060-423.81-91	LICENSES & SERVICE CONTRT	99,000.00	7,085.68	19,940.82	79,059.18	20
101-1060-423.82-01	TELEPHONE	4,000.00	122.09	369.27	3,630.73	9
101-1060-423.83-05	TRAVEL (FOOD/MILEAGE/LOD)	1,000.00	165.31	165.31	834.69	17
101-1060-423.83-06	EDUCATION	6,000.00	1,829.00	2,146.00	3,854.00	36
101-1060-423.84-01	OPERATING INSURANCE	27,310.00	2,275.83	6,827.53	20,482.47	25
101-1060-423.85-01	UTILITIES	112,500.00	5,893.49	5,893.49	106,606.51	5
101-1060-423.86-01	REPAIR & MAINTENANCE	7,000.00	311.10	554.43	6,445.57	8
101-1061-423.89-19	CO-LAB MATERIALS	2,000.00	397.08	470.14	1,529.86	24
101-1060-423.89-20	ADULT BOOKS	51,000.00	3,389.57	6,794.27	44,205.73	13
101-1060-423.89-21	YOUNG ADULT BOOKS	20,000.00	1,793.52	2,664.20	17,335.80	13
101-1060-423.89-22	YOUTH BOOKS	45,000.00	2,669.60	4,837.18	40,162.82	11
101-1060-423.89-23	LARGE PRINT BOOKS	6,500.00	.00	86.33	6,413.67	1
101-1060-423.89-24	ADULT AUDIO	7,500.00	295.31	1,128.81	6,371.19	15
101-1060-423.89-25	ADULT VIDEO	17,000.00	955.19	1,151.69	15,848.31	7
101-1060-423.89-26	NON-PRINT RESOURCES	35,000.00	299.82	20,954.93	14,045.07	60
101-1060-423.89-29	NEWSPAPERS	3,000.00	.00	.00	3,000.00	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
101-1060-423.89-31	PERIODICALS	8,000.00	.00	166.45	7,833.55	2
101-1060-423.89-33	FRIENDS SUPPORTED PROGRAM	30,000.00	1,002.03	2,178.00	27,822.00	7
101-1060-423.89-34	ENDOWMENT SUPPORTED PROG.	60,000.00	27,491.72	35,071.06	24,928.94	58
101-1060-423.89-35	YOUTH AUDIO	2,000.00	.00	18.14	1,981.86	1
101-1060-423.89-36	YOUTH VIDEO	2,000.00	197.35	949.34	1,050.66	47
101-1060-423.89-37	YOUNG ADULT AUDIO	3,000.00	75.81	115.37	2,884.63	4
101-1060-423.89-38	YOUNG ADULT VIDEO	2,000.00	31.26	85.16	1,914.84	4
101-1060-423.89-42	ADULT E-MATERIALS	50,000.00	2,664.43	16,992.34	33,007.66	34
101-1060-423.89-44	YOUNG ADULT E-MATERIALS	10,000.00	.00	.00	10,000.00	0
101-1060-423.89-46	YOUTH E-MATERIALS	13,000.00	883.65	1,682.65	11,317.35	13
101-1060-423.89-47	LIBRARY OF THINGS	1,000.00	14.99	14.99	985.01	1
*	CONTRACTED SERVICES	723,200.00	67,626.33	154,605.40	568,594.60	21
**	LIBRARY LEVY	2,944,100.00	211,405.98	588,503.34	2,355,596.66	20
***	FINANCE & BUSINESS OPER.	2,944,100.00	211,405.98	588,503.34	2,355,596.66	20

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	9.96	9.96-	0
* TRANSFERS		25,000.00	.00	9.96	24,990.04	0
** ADMIN/LEGAL		25,000.00	.00	9.96	24,990.04	0
*** ADMINISTRATIVE		25,000.00	.00	9.96	24,990.04	0
**** GENERAL FUND		2,969,100.00	211,405.98	588,513.30	2,380,586.70	20

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
LIBRARY RESERVE						
FINANCE & BUSINESS OPER.						
LIBRARY						
CONTRACTED SERVICES						
294-1060-423.89-23	LARGE PRINT BOOKS	.00	362.88	799.18	799.18-	0
*	CONTRACTED SERVICES	.00	362.88	799.18	799.18-	0
**	LIBRARY	.00	362.88	799.18	799.18-	0
***	FINANCE & BUSINESS OPER.	.00	362.88	799.18	799.18-	0
****	LIBRARY RESERVE	.00	362.88	799.18	799.18-	0

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	30.00	34,970.00	0
*	CONTRACTED SERVICES	35,000.00	10.00	30.00	34,970.00	0
**	DATA PROCESSING	35,000.00	10.00	30.00	34,970.00	0
***	FINANCE & BUSINESS OPER.	35,000.00	10.00	30.00	34,970.00	0
****	DATA PROCESSING FUND	35,000.00	10.00	30.00	34,970.00	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL REVISED BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE	% RECEIVED
		3,133,030.00	216,660.02	600,134.39	2,532,895.61	19

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	$707,087.62	4%	**$28,283.50**			
	No distributions						
					$28,283.50	$28,283.50	$0.00
2006	31-Dec-05	$796,531.38	4%	**$31,861.26**			
	No distributions						
					$31,861.26	$60,144.76	$0.00
2007	31-Dec-06	$945,707.00	4%	**$37,828.28**			
Nov-07	MTM (Microfilm Workstation)			($9,125.00)			
					$28,703.28	$88,848.04	($9,125.00)
2008	31-Dec-07	$1,069,972.81	4%	**$42,798.91**			
Nov-07	WiFi Computer Lab			($26,651.00)			
Nov-07	Newspaper/Paperback Shelving			($4,534.00)			
					$11,613.91	$100,461.95	($31,185.00)
2009	31-Dec-08	$762,741.36	4%	**$30,509.65**			
Jul-09	Art Purchase			($4,000.00)			
					$26,509.65	$126,971.61	($4,000.00)
2010	31-Dec-09	$956,698.81					
	Allocation for 2010	$926,140.39	4%	**$37,045.62**	**(average of 12/31/06, 12/31/07, 12/31/08 FMV)**		
May-10	Library Space Consultant			($1,235.00)			
Jan-10	Library Space Consultant			($2,765.00)			
					$33,045.62	$160,017.22	($4,000.00)
2011	31-Dec-10	$1,070,226.31					
	Allocation for 2011	$929,804.33	4%	**$37,192.17**	**(average of 12/31/07, 12/31/08, 12/31/09 FMV)**		
May-10	Library Space Consultant			($980.55)			
Jan-10	Space Reallocation Project			($12,572.00)			
May-10	Youth/YA Audio Visual Equipment			($10,395.99)			
Jan-10	Young Adult Area Furnishings			($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**		
	Miscellaneous (budgeted: $7,000)*			($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)**		

	Atrium Windows 2023			($17,500.00)			
	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)**		
	Music Garden			($30,000.00)			
					$19,665.06	$46,821.63	($30,000.00)

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	$368,036.61	4%	**$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	$356,638.57	4%	**$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)			
	Other Library Programming/Projects (budgeted: $20,000)*			($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	$379,792.37	4%	**$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)			

	Other Library Programming/Projects (budgeted: $20,000)*			($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)			
	Other Library Programming/Projects (budgeted: $30,000)*			($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)			
	Other Library Programming/Projects (budgeted: $25,000)*			($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)**			
	Bridge to Reading 2023			($3,421.00)	**spent**			
	Cedar Valley Children's Book Festival			($7,452.66)	**spent**			
	Drive-up Book Return Replacement 2023			($3,100.00)				
						$7,670.69	$44,669.84	($13,973.66)
2024	31-Dec-23	$497,041.15						
	Allocation for 2024	$518,524.76	4%	**$20,740.99**	**(average of 12/31/20, 12/31/21, 12/31/22 FMV)**			
	20th Anniversary 2024			($5,000.00)				
	Adventure Pass 2024			($2,000.00)				
	Bridge to Reading 2024			($4,000.00)				
	Prenatal Programs 2024			($6,500.00)				
						$3,240.99	$47,910.83	($17,500.00)
2025	31-Dec-24							
	Allocation for 2025	$506,502.32	4%	**$20,260.09**	**(average of 12/31/21, 12/31/22, 12/31/23 FMV)**			
						$20,260.09	$68,170.93	$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
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	($46,864.26)
2013	31-Dec-12	$1,351,861.27					
	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	Newpaper Preservation			($1,148.67)			
Oct-13	Audio Visual Collection Enhancement			($29,945.43)			
Oct-13	Audio Visual Area Remodel			($13,302.00)			
	Other Library Programming/Projects (budgeted: $32,000)*			($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)
2014	31-Dec-13	$1,460,435.78					
	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)			
	Other Library Programming/Projects (budgeted: $20,000)*			($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**		
	Other Library Programming/Projects (budgeted: $30,000)*			($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)		
	Other Library Programming/Projects*					
					$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)
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)
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**
	Miscellaneous (budgeted: $13,900)*			($13,900.00)	**cancelled**
	*Unspent Miscellaneous			$13,900.00	**cancelled**
				$24,875.49	$37,237.25 ($37,122.59)
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)
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**
	Library Branding			($45,000.00)	**spent**
				($5,929.04)	$8,960.91 ($69,990.64)
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)**
	Adventure Pass 2023			($2,373.00)	**spent**
	Cedar Valley's Youth Read 2023			($10,553.49)	**spent**
	Summer Library Program 2023			($20,818.22)	**spent**
	Branding Rollout 2023			($30,000.00)	
				$5,365.52	$14,326.43 ($63,744.71)
2024	31-Dec-23	$1,609,751.97			
	Allocation for 2024	$1,574,964.06	4%	**$62,998.56**	**(average of 12/31/20, 12/31/21, 12/31/22 FMV)**

Berg Fund Updated 11/1/2024

	Cedar Valley's Youth Read 2024			($11,000.00)			
ENC	E-Materials 2024			($20,000.00)			
	Midwest French Creole Program 2024			($1,750.00)			
	Summer Library Program 2024			($24,000.00)			
					$6,248.56	$20,574.99	($56,750.00)
2025	31-Dec-24						
	Allocation for 2025	$1,624,112.19	4%	**$64,964.49**	**(average of 12/31/21, 12/31/22, 12/31/23 FMV)**		
					$64,964.49	$85,539.48	$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)	$43,841.56					
	8/8/2012 (additional deposit)			$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)			$171.43			
	Distribution for 2013			($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	$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**				
	Redfern Display Case			($2,500.00)	**spent**			
						$13,777.34	$110,824.76	($2,500.00)
2024	31-Dec-23	$17,418.76		**$17,418.76**				
						$17,418.76	$128,243.52	$0.00
2025	31-Dec-24			**$0.00**				
						$0.00	$128,243.52	$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						

	24-Jul	24-Aug	24-Sep	**FY25**
Customer Count	19,376	17,048	13,726	**50,150**
Hours Open	276	278	243	**797**
Total Circulation	**43,135**	**39,153**	**32,992**	**115,280**
Adult	13,623	12,488	11,373	**37,484**
Young Adult	2,368	1,954	1,433	**5,755**
Youth	18,108	16,115	12,044	**46,267**
Interlibrary Loan (cf to other)	186	153	171	**510**
Interlibrary Loan (other to cf)	131	155	140	**426**
CFPL@UNI	19	19	37	**75**
WPL	1,240	1,172	1,209	**3,621**
Library of Things	138	123	114	**375**
Total Physical Circulation	**34,099**	**30,557**	**24,850**	**89,506**
Overdrive	6,653	6,339	5,766	**18,758**
Hoopla	1,472	1,462	1,387	**4,321**
Freegal Downloadable Music	911	795	989	**2,695**
Total eresource Circulation	**9,036**	**8,596**	**8,142**	**25,774**
County	4,692	4,200	3,597	**12,489**
Open Access	2,645	2,344	2,039	**7,028**
Reference Service	**478**	**513**	**335**	**1,326**
Reference Desk	135	252	108	**495**
Youth Desk	307	226	175	**708**
YA Desk	0	0	0	**0**
Circulation	36	35	52	**123**
Titles Added	549	562	460	**1,571**
Items Added	646	686	585	**1,917**
Items Withdrawn	679	535	673	**1,887**
Meeting Room Use	**27**	**38**	**44**	**109**
Conference Room	13	7	20	**40**
Meeting Room	7	12	8	**27**
Co-Lab Room	7	19	16	**42**
YA/Youth Area	0	0	0	**0**
Youth Programs				
Events/Programs	42	29	41	**112**
Event Attendance	2,200	677	855	**3,732**
Outreach Services	2	2	2	**6**
Outreach Attendance	149	50	25	**224**
Teacher Units	0	13	24	**37**

Adult Programs				
Outreach Services	5	6	2	**13**
Outreach Attendance	33	616	250	**899**
Library Attendance	649	134	175	**958**
Library Activities	19	13	16	**48**
Young Adult Programs				
Library Attendance	55	41	13	**109**
Library Activities	10	5	9	**24**
Computer Usage	2,070	1,989	1,812	**5,871**
Netbook/iPad Circulation	4	3	21	**28**

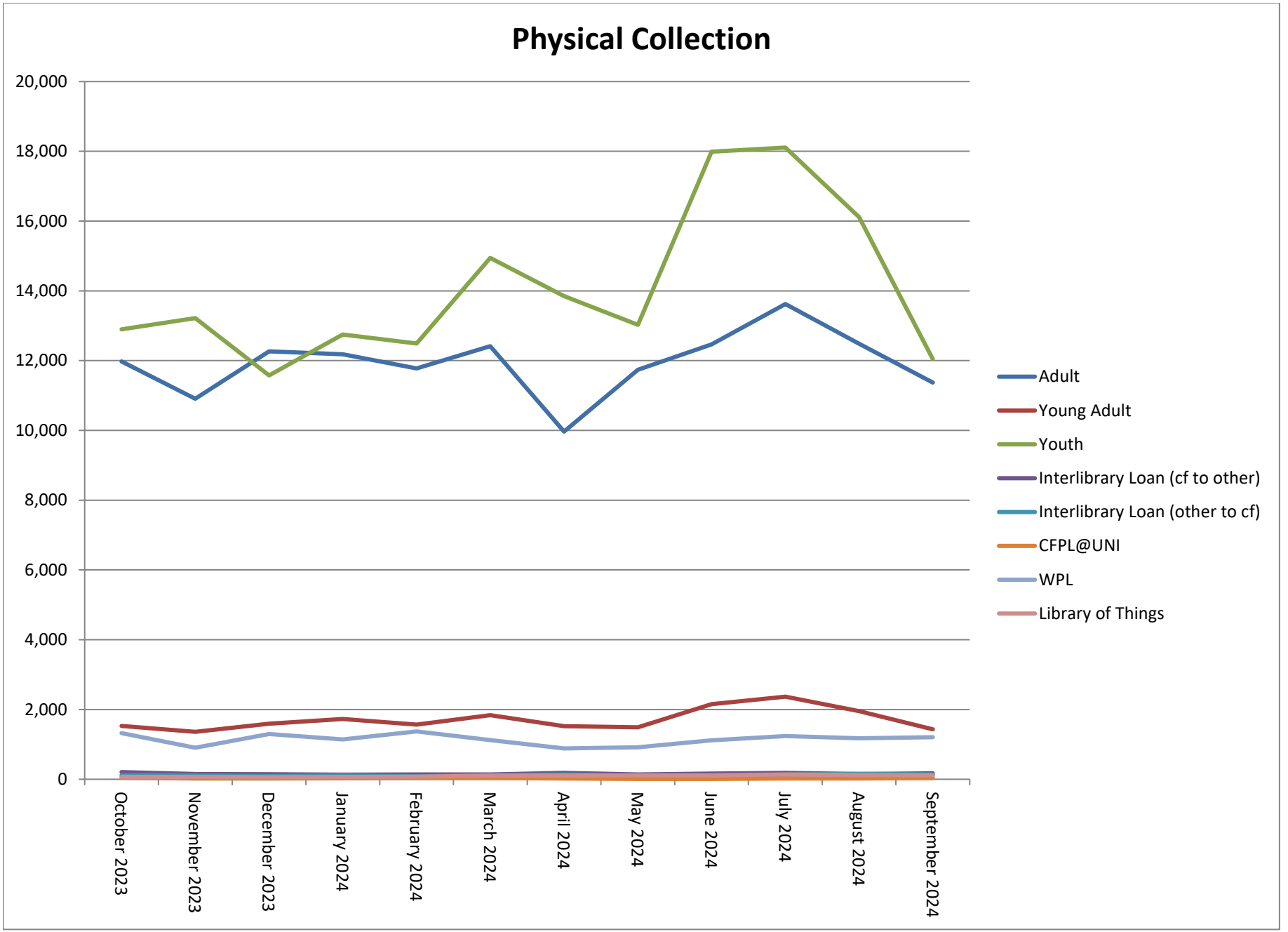
	23-Sep	24-Sep	24-Aug
Customer Count	13,193	13,726	17,048
Hours Open	240	243	278
Total Circulation	**32,064**	**32,992**	**39,153**
Adult	11,066	11,373	12,488
Young Adult	1,382	1,433	1,954
Youth	12,170	12,044	16,115
Interlibrary Loan (cf to other)	171	171	153
Interlibrary Loan (other to cf)	96	140	155
CFPL@UNI	29	37	19
WPL	1,270	1,209	1,172
Library of Things	68	114	123
Physical Circulation	**24,618**	**24,850**	**30,557**
Overdrive	5,378	5,766	6,339
Hoopla	959	1,387	1,462
Freegal Downloadable Music	1,109	989	795
ereources Circulation	**7,446**	**8,142**	**8,596**
County	216	3,597	4,200
Open Access	4,500	2,039	2,344
Reference Service	**445**	**335**	**513**
Reference Desk	213	108	252
Youth Desk	210	175	226
YA Desk	0	0	0
Circulation	22	52	35
Titles Added	736	460	562
Items Added	899	585	686
Items Withdrawn	678	673	535
Meeting Room Use	**37**	**44**	**38**
Conference Room	9	20	7
Meeting Room	12	8	12
Co-Lab Room	16	16	19
YA/Youth Area	0	0	0
Youth Programs			
Events/Programs	39	41	29
Event Attendance	878	855	677
Outreach Services	1	2	2
Outreach Attendance	23	25	50
Teacher Units	20	24	13

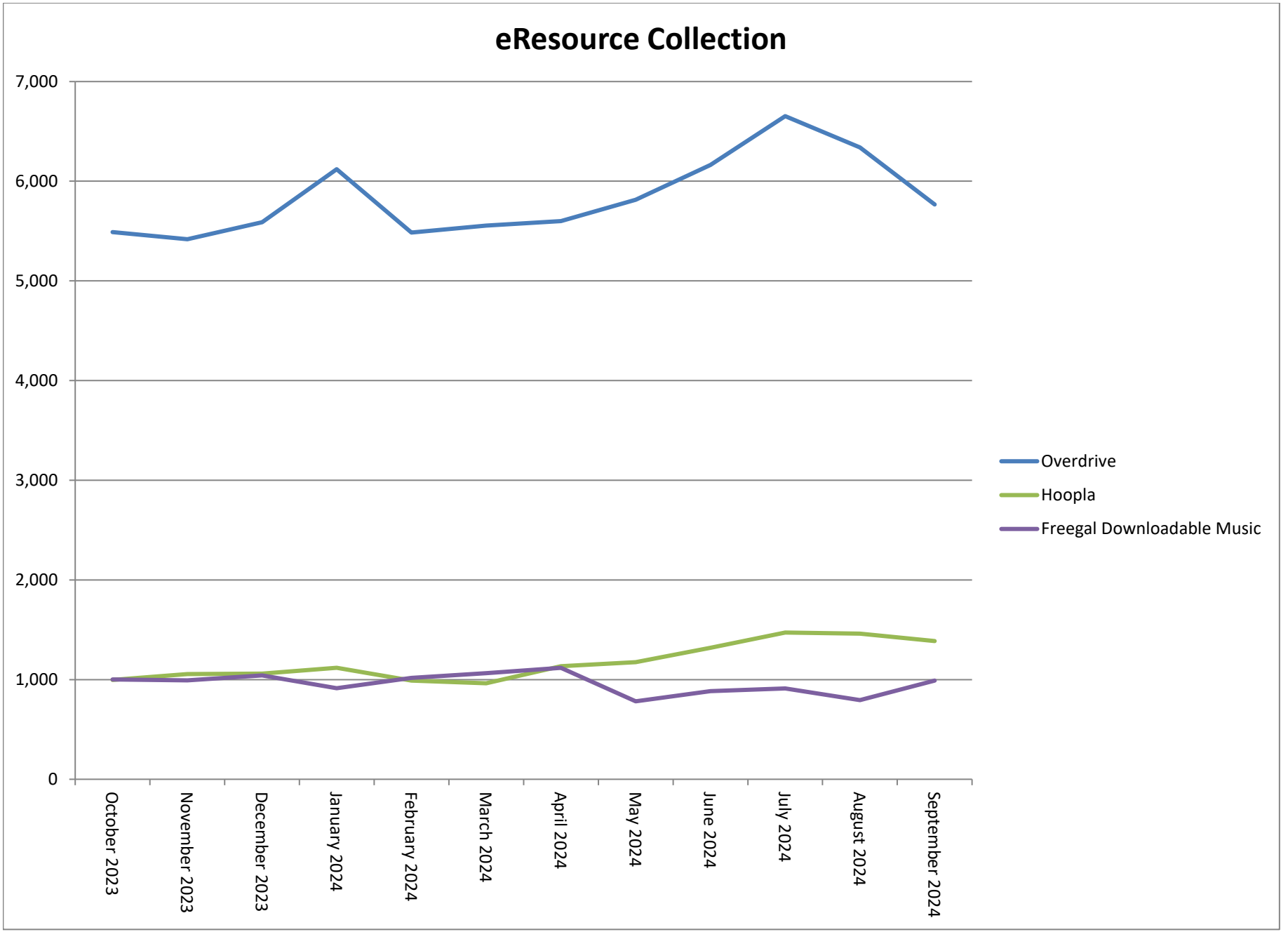
Adult Programs			
Outreach Services	6	2	6
Outreach Attendance	27	250	616
Library Attendance	32	175	134
Library Activities	12	16	13
Young Adult Programs			
Library Attendance	30	13	41
Library Activities	6	9	5
Computer Usage	1,231	1,812	1,989
Netbook/iPad Circulation	25	21	3

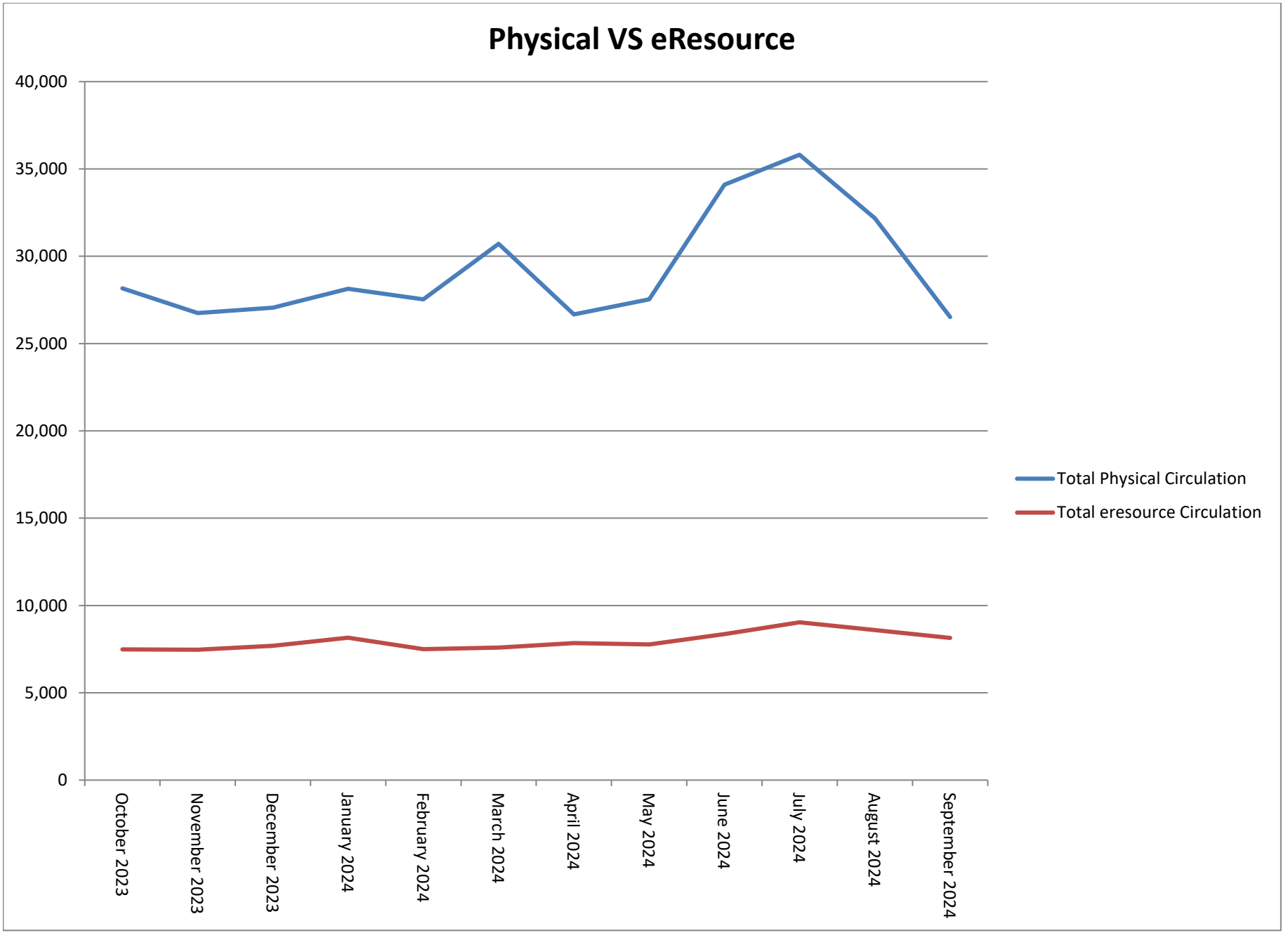
		African American Museum	Blank Park Zoo	Botanical of Des Moines	Figge Art Museum	Grout Museum District	Quad Cities Fun Bundle	Science Center of Iowa
2021	November		3			2		2
	December			1		3		2
2022	January			1		2		
	February					3		2
	March		5	3	3	4	4	
	April		3			3		2
	May		10	3	1		4	3
	June		16	7	1	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
	February		2					2
	March		7	6		4	3	3

		Blank Park Zoo	Botanical of Des Moines	Grout Museum District	Science Center of Iowa
2024	April	6	5	4	4
	May	10	2	5	2
	June	19	5	9	5
	July	20	6	18	10
	August	16	5	13	7
	September	11	1	3	3

Date	Day of Week	Patron Count	
		Curbside	Building
10/1/2024	Tuesday	0	448
10/2/2024	Wednesday	0	562
10/3/2024	Thursday	0	433
10/4/2024	Friday	0	487
10/5/2024	Saturday	0	554
10/6/2024	Sunday		300
10/7/2024	Monday	0	625
10/8/2024	Tuesday	0	527
10/9/2024	Wednesday	0	597
10/10/2024	Thursday	0	358
10/11/2024	Friday	0	498
10/12/2024	Saturday	0	497
10/13/2024	Sunday		270
10/14/2024	Monday	0	606
10/15/2024	Tuesday	0	565
10/16/2024	Wednesday	0	568
10/17/2024	Thursday	0	390
10/18/2024	Friday	0	448
10/19/2024	Saturday	0	519
10/20/2024	Sunday		246
10/21/2024	Monday	0	559
10/22/2024	Tuesday	0	496
10/23/2024	Wednesday	0	563
10/24/2024	Thursday	0	378
10/25/2024	Friday	0	550
10/26/2024	Saturday	0	582
10/27/2024	Sunday		228
10/28/2024	Monday	0	608
10/29/2024	Tuesday	0	512
10/30/2024	Wednesday	0	472
10/31/2024	Thursday	0	446
	Total	0	14,892


Physical Collection
20,000
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
0
October 2023
November 2023
December 2023
January 2024
February 2024
March 2024
April 2024
May 2024
June 2024
July 2024
August 2024
September 2024
Adult
Young Adult
Youth
Interlibrary Loan (cf to other)
Interlibrary Loan (other to cf)
CFPL@UNI
WPL
Library of Things


eResource Collection
7,000
6,000
5,000
4,000
3,000
2,000
1,000
0
October 2023
November 2023
December 2023
January 2024
February 2024
March 2024
April 2024
May 2024
June 2024
July 2024
August 2024
September 2024
Overdrive
Hoopla
Freegal Downloadable Music


Physical VS eResource
40,000
35,000
30,000
25,000
20,000
15,000
10,000
5,000
0
October 2023
November 2023
December 2023
January 2024
February 2024
March 2024
April 2024
May 2024
June 2024
July 2024
August 2024
September 2024
Total Physical Circulation
Total eresource Circulation

Cedar Falls Public Library
FY24 Iowa Public Library General Information Survey

Section A - General Information

(Reporting period July 1, 2023 to June 30, 2024 - unless otherwise specified)

Due October 31, 2024

Review the contact information below. Users cannot directly change data for questions A01 to A10. If any information has changed, answer Yes to number A11 and enter a note for the corresponding question. The State Library will verify and update the data. For Section A, report the most current information available.

A01	Library Name	CEDAR FALLS PUBLIC LIBRARY
A02	Library District	NE=Northeast
A03	Street Address	524 MAIN ST
A04	City	CEDAR FALLS
A05	Zip	50613

Mailing Address

A06	Mailing Address	524 MAIN ST
A07	City	CEDAR FALLS
A08	Zip	50613

Other Contact Information

A09	County	BLACK HAWK
A10	Phone	(319) 273-8643
A11	Has any information in questions A1 to A10 changed in the past year?	No

YES, answer YES on the pulldown menu and enter a correction in a note.

NO - answer NO on the pulldown menu and continue with question A14.

A12	City population (2020 decennial population)	40,713

A13	Library Size Code	G
A14	Library Director/Administrator Name	Kelly Stern

Section B - Paid Staff and Salary Information

Include all paid staff on the library's payroll. Include unfilled positions if a search is currently underway. Do not report workers paid by other agencies such as Green Thumb employees or work study students. Do not report workers hired through a cleaning or landscape business. Report all positions as of June 30, 2024.

B01	Total number of paid librarians	6
B02	Total number of all paid librarian hours worked per week	208.00
B03	Paid librarians FTE	5.20
B04	Total number of all other paid staff	26
B05	Total number of all other paid staff hours worked per week	805.00
B06	All other paid staff FTE	20.13
B07	Total number of paid staff	32
B08	Total paid staff FTE	25.33

Levels of Education

B09	How many of the paid librarians from line B01 have an ALA accredited masters of library science degree?	5
B10	Total number of hours worked per week by librarians from line B09 with an ALA accredited masters of library science degree	168.00
B11	Total FTE librarians with ALA accredited masters of library science degree	4.20
B12	Starting date of current director in director's position (mm/dd/yyyy)	02/15/2019

Salary Information

Report the hourly salary for the positions listed below if employed by your library. Do not report one staff member more than once even if they perform multiple jobs. Refer to the instructions for more detailed information on each position. Do not report assistant director or department heads unless that role is part of their official job description. Do not report workers paid by other agencies such as Green Thumb employees or work study students. Do not report workers hired through a cleaning or landscape business. Only report janitorial/building maintenance staff if they are an employee of the library. Report hourly salary amounts as of June 30, 2024.

B13	Hourly salary of the director	$57.68
B14	Hourly salary of assistant director	N/A
B15	Hourly average salary of department heads	$41.07
B16	Hourly salary of the children's librarians	$39.75
B17	Hourly average salary of library clerks	$21.31
B18	Hourly average salary of shelvers or pages	$14.31
B19	Hourly average salary of janitorial or building maintenance employees	N/A

Section C - Capital Income and Expenditures

Capital income is intended to pay for large one-time library purchases. This section should not reflect any income or expenditure used for the regular operations of the library. If your library had any major one-time capital expenditures during FY24 report them in this section. Otherwise, skip to section D.

For Capital Income and Expenditures

Show all sources of capital funds for FY24 (July 1, 2023 - June 30, 2024).

If your library does not receive capital income from a source, enter a 0 (zero).

If your library receives capital income from a source, but the amount is unknown, enter N/A.

Report all capital income and expenditures in whole dollars only. Round to the nearest dollar.

For Capital Income

Report all income for major capital expenditures, by source of income. Include funds received for:

- Site acquisition
- New buildings, additions to buildings, or renovation of library buildings
- Furnishings, equipment, and initial collections for new buildings, additions, or renovations
- Major building updates or repairs including roof, painting, carpeting, furnace, central air, etc.
- New computer hardware and software used to support library operations, link to networks, or run information products
- Replacement and repair of existing furnishings and equipment
- New vehicles
- Other major one-time projects

DO NOT REPORT INCOME FOR:

- Regular purchase of library materials - Report in section D
- Payments for regular operating costs such as utilities, insurance, etc. – Report in section D
- Investments for capital appreciation
- Income passed through to another agency
- Funds unspent in the previous fiscal year (e.g., carryover).

	Did your library have any major one-time capital projects in FY24	Yes

YES - check the box and click the SAVE button to display questions C01 - C06.
NO - Skip to section D.

Capital Income

C01	Capital funds from local government (city, county)	$73,469
C02	Capital funds from state sources	$0
C03	Capital funds from federal sources	$0
C04	Capital funds from private sources	$10,189
C05	Total capital income	$83,658

Capital Expenditures

C06	Total capital expenditures	$83,658

Section D - Operating Income and Expenditures

OPERATING INCOME

Operating income covers the current and recurrent costs necessary to support the provision of library services. Report income used for operating expenditures by source. Include federal, state, local, and non-governmental income.

REPORT ALL SOURCES OF FUNDS FOR FY24 (JULY 1, 2023 - JUNE 30, 2024).

- If your library does not receive operating income from a source enter a 0 (zero)
- If your library receives operating income from a source, but the amount is unknown, enter N/A
- Report all income in whole dollars only. Round to the nearest dollar

DO NOT REPORT

- Income for capital expenditures as reported in Section C
- Contributions to endowments
- Income passed through to another agency
- Funds unspent in the previous fiscal year – carryover
- The value of any contributed or in-kind services
- The value of any non-monetary gifts and donations
- E-Rate discounts as income

Total Governmental Operating Income

D01	City income received from the city's general fund (exclude income from special levies)	$1,731,214
D02	City income received from special levies	$679,842
D03	County income received from all counties	$34,139
D04	Income received from contracting cities in Iowa. Do not report income from your own city on this line.	$0
D05	Other governmental income received	$0
D06	Total local government operating income received	$2,445,195
D07	State income received from the State Library of Iowa (Enrich Iowa - Direct State Aid, Open Access, ILL Reimbursement) Prefilled and locked by the State Library.	34,656
D08	Other income received from the State of Iowa	$0

D09	Total state government operating income received	$34,656
D10	Total federal government income received	$0

Non-Governmental Operating Income

D11	Total non-governmental grants received	$393
D12	Endowments and gifts received (only report if money was spent in FY24)	$7,810
D13	Fines and/or fees received	$17,165
D14	Other income received	$5,313
D15	Total non-governmental operating income received	$30,681

Total Operating Income

D16	Total operating income received	$2,510,532

OPERATING EXPENDITURES

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) "on behalf of" the library may be included if the information is available. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

REPORT ALL EXPENDITURES INCLUDING GRANTS AND COOPERATIVE ARRANGEMENTS.

- If your library does not expend operating funds for an item, enter a 0 (zero)
- If your library expends operating funds for an item, but the amount is unknown, enter N/A
- To ensure accurate reporting, consult your business officer or city clerk regarding this section
- Report only money expended during FY24 (July 1, 2023 - June 30, 2024), regardless of when the money may have been received
- Report all expenditures as whole dollars only. Round fractions to the nearest whole dollar

DO NOT REPORT

- The value of free items
- Estimated Costs
- Capital expenditures as reported in Section C
- E-Rate discounts as expenditures

D17	Total salaries and wages expenditures (before deductions)	$1,236,954

D18	Total employee benefits expenditures (health insurance, Social Security tax, retirement, etc.) This amount cannot be $0. If you are unsure of benefits amount, or this is a volunteer-run library, report N/A.	$359,624
D19	Total staff expenditures	$1,596,578
D20	Print physical collection expenditures	$162,269
D21	Audio physical collection expenditures -- All physical formats, including tape, CDs, etc. Do not report downloadable expenditures on this line.	$8,987
D22	Video physical collection expenditures -- All physical formats, including tape, Blu-Ray, DVD, etc. Do not report downloadable expenditures on this line.	$14,881
D23	Other physical collection expenditures for any materials not listed above (puzzles, art prints, puppets, cake pans, etc.)	$3,702
D24	Total physical non-print collection expenditures	$27,570
D25	Total physical collection expenditures	$189,839
D26	Bridges e-book collection expenditures. Report Bridges e-book expenditures only. Prefilled and locked by the State Library.	$0
D27	All other e-book collection expenditures. Report Advantage e-book expenditures on this line.	$154,784
D28	Total e-book collection expenditures	$154,784
D29	Bridges downloadable audio collection expenditures. Report Bridges expenditures only. Prefilled and locked by the State Library.	$0
D30	All other downloadable audio collection expenditures. Report Advantage downloadable audio expenditures on this line.	$0

D31	Total downloadable audio collection expenditures	$0
D32	Total downloadable video collection expenditures. Report Advantage downloadable expenditures on this line.	$0
D33	Total Electronic Information collection expenditures. This includes databases, Freegal, Hoopla, etc. Do not report expenditures for products subsidized or managed by the State Library such as Bridges.	$80,527
D34	Total downloadable and Electronic Information collection expenditures	$235,311
D35	Total collection expenditures	$425,150
D36	All other operating expenditures (phone, lights, heating, cooling, Internet access, insurance, etc.)	$412,599
D37	Total of all operating expenditures	$2,434,327

Section E - Library Collection

NUMBER HELD AT START OF YEAR - The number of items owned by the library at the start of the fiscal year (July 1, 2023). To assist with determining this number, we have prefilled lines E01, E09, E17, and E23 based on end of year numbers from last year as reported on lines E04, E12, E20, and E26. Note that these values are not locked, so you can change them if needed.

NUMBER ADDED DURING FISCAL YEAR - The number of items added to the collection during the fiscal year (July 1, 2023 - June 30, 2024) whether through purchase or donation.

NUMBER WITHDRAWN DURING FISCAL YEAR - The number of items withdrawn from the collection during the fiscal year (July 1, 2023 - June 30, 2024) whether through weeding, loss, or other cause.

NUMBER HELD AT END OF YEAR - The number of items owned by the library at the end of the fiscal year (June 30, 2024).

E01	Printed books (# of items), held at start of year	109,460
E02	Printed books (# of items), added during year	9,238
E03	Printed books (# of items), withdrawn during year	6,281

E04	Printed books (# of items), held at end of year	112,417
E05	Bridges e-books, held at end of year. Prefilled and locked by the State Library.	0
E06	All other e-books held at end of year. Include Advantage titles here. Do not report downloads from Bridges, Freegal, Freading, Hoopla, etc. here.	13,129
E07	Total e-books held at end of year	13,129
E08	Total books (print and e-books), held at end of year.	125,546
E09	Audio materials (# of physical items), held at start of year	7,702
E10	Audio materials (# of physical items), added during year	250
E11	Audio materials (# of physical items), withdrawn during year	793
E12	Audio materials (# of physical items), held at end of year	7,159
E13	Bridges downloadable audio materials, held at end of year. Prefilled and locked by State Library.	0
E14	All other downloadable audio materials, held at end of year. Include Advantage titles here. Do not report downloads from Bridges, Freegal, Hoopla, etc. here.	5,624
E15	Total downloadable audio materials, held at end of year	5,624
E16	Total audio materials (physical and downloadable), held at end of year.	12,783
E17	Video materials (# of physical items), held at start of year	15,957
E18	Video materials (# of physical items), added during year	581
E19	Video materials (# of physical items), withdrawn during year	1,026

E20	Video materials (# of physical items), held at end of year	15,512
E21	Total downloadable video materials, held at end of year. Include Advantage titles here. Do not report downloads from Bridges, Freegal, Hoopla, etc. here.	0
E22	Total video materials (physical and downloadable), held at end of year	15,512
E23	Other library materials (# of physical items), held at start of year	1,429
E24	Other library materials (# of physical items), added during year	125
E25	Other library materials (# of physical items), withdrawn during year	62
E26	Other library materials (# of physical items), held at end of year	1,492
E27	Total physical items, held at start of year	134,548
E28	Total physical items, added during year	10,194
E29	Total physical items, withdrawn during year	8,162
E30	Total physical items, held at end of year	136,580
E31	Total downloadable items, held at end of year	18,753
E32	Total physical and downloadable items, held at end of year	155,333

Licensed Databases

Refer to the State Library of Iowa's website to determine how databases and other electronic resources are counted. https://www.statelibraryofiowa.gov/index.php/libraries/search/survey/cntelecres

E33	Number of licensed databases funded locally or by other non-state funded cooperative agreements (or consortia) within the state or region. Include subscription downloadable services such as Freegal, Freading, Hoopla, etc. here.	29

E34	Number of licensed databases funded by the state government or The State Library of Iowa. Count Brainfuse as 2. Maximum amount for this line is 2. Prefilled and locked by the State Library.	2
E35	Total licensed databases	31

Section F - Circulation and Use Counts

Report circulation for FY24 (July 1, 2023 to June 30, 2024). Circulation should only be counted for items checked out of the library's collection for use outside of the library, including renewals. DO NOT count automatic renewals as circulation. DO NOT count in-house use or computer use as circulation.

Circulation Transactions of Physical Items

F01	Adult books	88,651
F02	Young adult books	15,762
F03	Children's books	151,921
F04	Video recordings (physical formats)	41,463
F05	Audio recordings (physical formats)	6,675
F06	Serials (physical formats)	3,029
F07	All other physical items (CD-ROM based products, puzzles, art prints, pamphlets, cake pans, puppets, WiFi Hotspots, tools, video games, etc.)	21,856
F08	Total PHYSICAL circulation by material type	329,357

Lines F09 and F10 should be reported as individual counts. They do not need to add up to a total. These counts are part of the physical total as reported on line F08. Do not count electronic use for lines F09 or F10.

F09	Circulation of physical items to the rural population of your own county:	19,210
F10	Total physical circulation of all materials cataloged as "children's"	166,136

Use of Downloadable Material

F11	Bridges e-books, including use of Advantage titles. Prefilled and locked by the State Library.	0

F12	All other e-books - do not count downloads from services such as Freegal, Freading, Hoopla, etc. on this line. Report that use on line F23.	37,776
F13	Total use of e-books	37,776
F14	Total downloadable video recordings - do not count downloads from services such as Freegal, Freading, Hoopla, etc. on this line. Report that use on line F23.	0
F15	Bridges downloadable audio recordings, including use of Advantage titles. Prefilled and locked by the State Library.	0
F16	All other downloadable audio recordings - do not count downloads from services such as Freegal, Freading, Hoopla, etc. on this line. Report that use on line F23.	29,905
F17	Total use of downloadable audio recordings	29,905
F18	Bridges electronic serials - including use of Advantage titles. Prefilled and locked by the State Library.	0
F19	All other electronic serials – Include RB Digital or similar	337
F20	Total use of electronic serials	337
F21	Total use of downloadable materials	68,018

Successful Retrieval of Electronic Information (Database Use)

F22	Successful retrieval of Electronic Information from Brainfuse. This used to be called Licensed database use. Prefilled and locked by the State Library.	390

F23	Successful retrieval of all other Electronic Information funded locally or by other non-state funded cooperative agreements. Do not count users, sessions, website hits, or online catalog use. This used to be called Licensed database use. Include downloads from services such as Freegal, Freading, Hoopla, etc. on this line.	44,195
F24	Total successful retrieval of Electronic Information.	44,585

Circulation and Use Totals

F25	Total Circulation of physical and downloadable materials (This is the same as Total circulation by material type on previous year's surveys).	397,375
F26	Total Electronic materials use (Total downloadable use plus Total successful retrieval of Electronic Information)	112,603
F27	Total Collection use (Total circulation of physical and downloadable items plus successful retrieval of Electronic Information. This is not the total of F25 + F26).	441,960

Interlibrary Loan

The State Library will automatically fill in data from the SILO ILL service. If your library only uses SILO for ILL, you can skip F28 to F33. Examples of other ILL services are OCLC or print forms.

F28	ILL Received from other libraries using the SILO ILL service. Prefilled and locked by the State Library.	1,046
F29	ILL Received from other libraries using all other ILL services. Do not report SILO ILL on this line.	239
F30	Total Interlibrary Loan received from other libraries	1,285
F31	ILL Provided to other libraries using the SILO ILL service. Prefilled and locked by the State Library.	1,216
F32	ILL Provided to other libraries using all other ILL services. Do not report SILO ILL on this line.	722

F33	Total Interlibrary Loan provided to other libraries	1,938

Other Use Counts

F34	Current total number of registered users as of June 30, 2024	32,169
F35	Door count annually	178,120
F36	Is annual door count based on an annual count (i.e. with a door counter) or an annual estimate based on a typical week or weeks? Choose one of the options listed below.	CT - Annual Count
F37	Total number of reference transactions annually	5,629
F38	Is number of annual reference transactions based on annual count (i.e. year-long tally marks) or an annual estimate based on a typical week or weeks? Choose one of the options below.	CT - Annual Count
F39	Number of Internet computers for public use	67
F40	Number of uses of public Internet computers ANNUALLY (You may count a typical week and multiply by 52)	23,551
F41	Is the number of uses of public Internet computers based on an annual count (i.e., year-long tally marks) or an annual estimate based on a typical week or weeks? Choose one of the options listed below.	CT - Annual Count
F42	Total number of wireless sessions annually	65,101
F43	Is the number of wireless sessions based on an annual count (i.e. year-long tally marks) or an annual estimate based on a typical week or weeks? Choose one of the options listed below. Libraries that use WhoFi only should report as an annual count.	CT - Annual Count

F44	Website visits for libraries with a PLOW website annually. Prefilled and locked by the State Library.	0
F45	Website visits for all other libraries annually. Libraries unable to collect a count of their website visits should report **N/A.** Libraries without websites should report **-3.**	212,853
F46	Total website visits annually	212,853
F47	Does the library check out WIFI hotspots for use outside the library? (YES/NO)	Yes
F48	As of June 30, 2024, does the library charge overdue fines to any users when they fail to return physical print materials by the date due? (YES/NO)	No

Section G - Programs and Content Recordings

LIBRARY PROGRAMS

Live Program Sessions

A live program session is any planned event which introduces the group attending to library services or which provides information to participants.

Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information. Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

INCLUDE

- All program sessions that are sponsored or co-sponsored by the library. For a program session to be sponsored or co-sponsored by the library, the library must contribute financial resources or staff time toward the program session. For a program session that is part of a larger community event (such as a farmer's market or festival), it is not necessary for the library to also sponsor or organize the larger event.
- Both on-site and off-site program sessions. For example, include a storytime at a farmer's market or a presentation to a school group about library resources conducted at a school.
- Live-streamed virtual (synchronous) program sessions that are sponsored or co-sponsored by the library.
- Program sessions with attendance of zero or one if they were intended for a group.

EXCLUDE

- Program sessions sponsored by other groups that use library facilities. For example, do not include a homeschooling group hosting a speaker in a meeting room without facilitation from library staff.
- Offsite outreach efforts that do not otherwise meet the definition of a program session. For example, do not include having a library card signup booth at a farmer's market.
- Activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, mentoring activities, etc.
- Passive or self-directed activities that do not occur at a scheduled time. For example, do not report "make and take" bags or coloring pages as a program. Report these self-directed activities on questions G51 to G59
- Recorded presentations of program content. Report these on questions G49 to G50.
- Programming that is shared on the library's website or social media that is not sponsored or co-sponsored by the library. For example, do not include sharing a video from an author's website of him or her reading a book.

Tips for reporting programs and attendance.

- When reporting the number of programs count the total number of events. A story time held once a week for a year is counted as 52, not as one.
- When reporting attendees count total number of attendees regardless of the age. A children's program attended by 10 children and 10 adults is counted as 20, not as 10.
- Live, virtual programs are conducted via a Web conferencing or webinar platform during which a library staff member (or other party sponsored by the library) is presenting to or interacting with an audience in real-time. These are considered programs for survey purposes and should be added into programming counts as indicated below.
- Recordings of program content include video or audio recordings created by a library staff person (or other party sponsored by the library) and posted to a video or audio hosting platform for the

audience to view tor list to on-demand. Do not include promotional or marketing content. Recordings of program content are counted separately from live programs as indicated below.
- If a program is hybrid (i.e., in-person and virtual) then report it as in-person. Do not double count.
- WhoFi/Non-WhoFi – we prefill and lock data from WhoFi for libraries that use that service. If you did not use the WhoFi service fill out the non-WhoFi questions. The total number of WhoFi and non-WhoFi programs will equal the total number of programs offered in each category.

Children Ages 0-5

G01	Total number of live, in-person, onsite library programs for children ages 0-5	197
G02	Total number of people attending live, in-person, onsite library programs for children ages 0-5	5,379
G03	Total number of live, in-person, offsite library programs for children ages 0-5	5
G04	Total number of people attending live, in-person, offsite library programs for children ages 0-5	246
G05	Total number of live, virtual library programs for children ages 0-5	0
G06	Total number of people attending live, virtual library program for children ages 0-5	0
G07	Total number of library programs for children ages 0-5	202
G08	Total number of people attending library programs for children ages 0-5	5,625

Children Ages 6-11

G09	Total number of live, in person, onsite library programs for children ages 6-11	148
G10	Total number of people attending live, in-person, onsite library programs for children ages 6-11	2,932
G11	Total number of live, in-person, offsite library programs for children ages 6-11	18

G12	Total number of people attending live, in-person, offsite library programs for children ages 6-11	467
G13	Total number of live, virtual library programs for children ages 6-11	0
G14	Total number of people attending live, virtual library programs for children ages 6-11	0
G15	Total number of library programs for children ages 6-11	166
G16	Total number of people attending library program for children ages 6-11	3,399

Young Adults Ages 12-18

G17	Total number of live, in person, onsite library program for young adults	114
G18	Total number of people attending live, in-person, onsite library programs for young adults	743
G19	Total number of live, in-person, offsite library programs for young adults	9
G20	Total number of people attending live, in-person, offsite library programs for young adults	150
G21	Total number of live, virtual library programs for young adults	0
G22	Total number of people attending live, virtual library program for young adults	0
G23	Total number of library programs for young adults	123
G24	Total number of people attending library program for young adults	893

Adults Aged 19 or Older

G25	Total number of live, in person, onsite library program for adults	77
G26	Total number of people attending live, in-person, onsite library programs for adults	650
G27	Total number of live, in-person, offsite library programs for adults	62
G28	Total number of people attending live, in-person, offsite library programs for adults	1,136
G29	Total number of live, virtual library programs for adults	0
G30	Total number of people attending live, virtual library program for adults	0
G31	Total number of library programs for adults	139
G32	Total number of people attending library program for adults	1,786

General Interest - For All Ages

G33	Total number of live, in person, onsite general interest library programs	116
G34	Total number of people attending live, in-person, onsite general interest library programs	1,363
G35	Total number of live, in-person, offsite general interest library programs	2
G36	Total number of people attending live, in-person, offsite general interest library programs	66
G37	Total number of live, virtual, general interest, library programs	1
G38	Total number of people attending live, general interest, virtual library programs	5

G39	Total number of live general interest library programs	119
G40	Total number of people attending live general interest library programs	1,434
G41	Total number of live, in-person, onsite library programs	652
G42	Total number of live, in-person, offsite library programs	96
G43	Total number of live, virtual library programs	1
G44	Total number of people attending live, in-person, onsite library programs	11,067
G45	Total number of people attending live, in-person, offsite library programs	2,065
G46	Total number of people attending live, virtual library programs	5
G47	Total number of live library programs	749
G48	Total number of people attending live library programs	13,137

Program Content Recordings

A program content recording is any recording of program content that cannot be viewed live as it unfolds (i.e., on-demand streaming). Only include program presentations posted during the reporting period. Regardless of the number of platforms on which a presentation is posted, count each unique presentation only once. Include program sessions hosted on Facebook Premiere that are not facilitated by a staff member.

The count of views of asynchronous program presentations for a period of THIRTY (30) days after the presentation was posted, even if that period extends beyond the survey reporting period (or fiscal year). For program presentations made available via Facebook, count unique 1-minute views of each video. For those made available via other platforms, count unique views of each video. For recorded program presentations that are recordings of live, virtual program sessions, exclude live attendance; live attendance should have already been counted on lines G06, G14, G22, G30, or G38.

G49	Total number of program content recordings	0
G50	Total number of views of program content recordings	0

Patron-Directed Activities

Below is a list of activities that are patron directed and sometimes known as passive, self-directed, or indirect programming. All answers are prefilled with 0. If you do not provide a listed service you can leave it as a 0. If you provide a service but are unsure of how many times it was used, answer with an estimate, or N/A. Otherwise provide the number of times each service is used ANNUALLY. Do not count the number of items created, only count the number of times a service is used. Do not include anything provided as a part of a library sponsored, in-person, program. These counts should be accounted for in the programming counts listed above. For example, do not count coloring sheets used as part of a live, in-person, program as an indirect activity.

G51	Total number of make and take kits provided	0
G52	Total number of coloring sheets provided	0
G53	Total number of scavenger hunt participants	2,153
G54	Total number of trivia contest participants	0
G55	Total use of library's maker space service	186
G56	Total use of STEAM/STEM services	0
G57	Total number of story-walk participants	801
G58	Total number of reading log participants	1,049

G59 List any other patron-directed activities, list one activity per box. To add more than one activity, click the "Add Activity" button.

	Name of activity only, do not include a use count.	YA drawing challenge
	Name of activity only, do not include a use count.	Scary story contest
	Name of activity only, do not include a use count.	Santas letters
	Name of activity only, do not include a use count.	Obstacle course

Section H - Library Buildings - Hours and Square F

Make sure to consider closures for all reasons when calculating number of hours and weeks open. For example, if your library is normally open for 52 weeks, but was closed for 20 weeks and open for 32 weeks in FY24, report 32 on line H02.

H01	Total number of hours open to the public during FY24 (July 1, 2023 to June 30, 2024) at the main library only. Report actual number of hours open rather than scheduled hours open.	3,138
H02	Total number of weeks open to the public during FY24 (July 1, 2023 to June 30, 2024) at the main library only (round to the nearest whole number of weeks). Report actual weeks open rather than scheduled weeks open.	52
H03	Square footage of main library. Prefilled and locked by the State Library.	47,000

Section H Totals

H08	Total number of hours open annually at the main library and all branches. (Click the SAVE button to calculate the total.)	3,138
H09	Total number of weeks open annually at the main library and all branches (Click the SAVE button to calculate the total.)	52
H10	Total square footage of main and all branch libraries (Click the "SAVE" button to calculate the total.)	47,000

Signature Page

IMPORTANT – PLEASE READ: All libraries submitting an annual survey must also submit a Signature Page to certify accuracy. This document is also included in the Print Application Form. Follow the link below to electronically sign the form. Please do not fax or mail copies of this form to us.

Signature Page

CFPL Closings for 2025

Previously approved: Wednesday, January 1, 2025 (Paid holiday), Monday, January 20, 2025

April 20	Easter (Sunday)
May 25	Memorial Day weekend (Sunday)
May 26	Memorial Day (Monday)—**paid holiday**
June 28	Sturgis Falls (Saturday)—Library will be open 1-5
July 4	Independence Day (Friday)—**paid holiday**
August 31	Labor Day weekend (Sunday)
September 1	Labor Day (Monday)—**paid holiday**
November 26	Close at 5 p.m. (Wednesday)
November 27	Thanksgiving Day (Thursday)—**paid holiday**
November 28	Thanksgiving holiday (Friday)—Staff will use floating holiday hours, if necessary.
December 24	In observance of Christmas (Wednesday)
December 25	Christmas (Thursday—**paid holiday**)
December 31	Close at 5 p.m. (Wednesday)
January 1, 2026	New Year's Day (Thursday—**paid holiday**)
January 19, 2026	Martin Luther King, Jr. Day (Monday)—Staff will use floating holiday hours, if necessary.