Bertha Bartlett Public Library Board Meeting – Main Meeting Room

Thursday, August 30, 2018 6:00 p.m.

Opening of Meeting: Chris Feil, President

Approve Agenda: Additions or alterations

Approval of Minutes

Citizens' Appearance:

Treasurer's Report: Duane Fournier -

• P& L Expenses

August Bills

Circulation Report: Duane Fournier

Correspondence/Communications:

Board Training:

Gilbert Update -

New Business:

- Budget 2019-2020
- Audit issues
- Community Heroes recognition program for businesses and individuals that is ongoing.
- Reiman Garden Request
- Library Survey so far/Community Meeting

Old Business:

- Community Survey Strategic planning process
- Carpet costs
- Open Access Report
- Direct State Aid Report
- Preliminary County Report
- Adjournment

Reminder

• Next meeting: Thursday, September 27, 6 p.m.

STAFF REPORT August 2018

We are in the midst of a small break to prepare for the oncoming events and activities of the school year. The summer wrapped up with nearly 300 children participating in the two summer reading programs, in addition to those who attended programs without doing the reading portion. In addition nearly 20 adults, 40 teens and tweens and an addition 18 infants participated with the reading portion.

We are in the midst of evaluating this years program, and hope to totally revamp what we do for encouraging children to read. We have some great success stories....parents who tell us their child had no interest in reading at the beginning of the summer, and couldn't get them to slow down by the end. But we also had some instances where we knew the child was telling us they were reading, but couldn't tell us anything about what they had read or that they were reading materials from other libraries, or items they already had read before that they owned. We know we have families who visit other libraries, and attend other library programs, but some of our "signed up" children, a few, just seemed to be out to pick up prizes. So we want to try some variation on the incentives and the way children participate in it.

We also had some discussion about the community donations toward our programs. WE have some businesses who have faithfully been donating additional funds to help us run our programs, in addition to many individuals who bring in food, make smaller donations of materials we need, or collect recycling. To offer special programs during the summer now costs over \$1,000 each for Gilbert and Story City. The cost has gone up dramatically In the past few years we sent letters asking for help in May and June. This is not the right time of year for us or our businesses. We don't know how much we'll receive and we don't have time to adequately thank donors. Businesses like putting up signs that acknowledge their donations, and we like to send personal thank yous.

We want to put together a continual patronage honor program which will allow our contributors to feel appreciated all year long. I'll be bringing some of the ideas to the meeting to discuss with you, and if you think this is a good idea, take it also to the Foundation. Deposits from these letters have gone to both the Foundation and the Trust each year we have asked for help. With us looking at some bigger expenses in the next few years, it might be a good time to implement such a program.

Bertha Bartlett Public Library Board Meeting

Thursday, July 19, 2018 6:00pm Library Meeting Room

Present: Matt Emerson, Jessica Hensch, Director Kolleen Taylor, Chris Feil, Duane Fournier (6:25p)

Called to Order: 6:04p

Changes to the Agenda:

Taylor asks to remove "Carpet Costs" and "Preliminary County Report" as these items aren't yet ready.

Approval of Minutes:

Motion to approve June 2018 minutes by Hensch, seconded by Emerson. Approved unanimously.

Citizen's Appearance:

None

Treasurer's Report

P and L: Close of the fiscal year

Story City:

Just about a \$1000 short of using the total budget for the year.

Servers were purchased, which is why Tech is over budget. Also, the roof project is over budget. "Online Databases" isn't used, but due to the fact that it won't be paid until July this year, when it is usually paid in June.

Gilbert:

Shelves are being custom-made, which will likely use up the surplus funds in this budget.

March Bills:

All bills for July are not included in the packet, due to the meeting being held earlier in the month. Taylor will send the rest of them as they come out to the board members for approval.

Approval of bills for July 2018 motioned by Hensch, seconded by Emerson. Approved unanimously.

Circulation:

June circulation was very high. There was a total of 5482 items borrowed.

Kids Club members are being taken to Roland, which has slightly decreased circ. This will be remedied next year.

Correspondence/Communications:

There was a very nice email from Fran that Taylor sent to the board members.

Board Training: (6:22p - 6:28p)

Taylor presents a video as training titled "Board Troubles"

Gilbert Update -

Location has been very busy.

Programming is going very well!

Maria is doing storytime in Gilbert. Laura is going over to help since there are people who want to check out books during storytime.

New Business

Open Access Report:

Not ready yet but needs to be completed by the end of the month.

Some statistics are off due to people being placed as Story City residents instead of Story County residents.

Taylor can correct this, but it will take some time. Also, staff re-training will be necessary.

Taylor reports that she will send out the completed report to the board before she submits it to the state.

Direct State Aid Report:

Taylor will type up something for this pertaining to the purchase of new servers and updating tech.

Budget 2019 – 2020

Need to start discussing what we will be doing during this budget year.

Credit Card Use

There were a lot of purchases being made in June. The board approved the use of the credit card and Taylor is approved to use it as needed. Statements are always at the meeting and are available for board member review. Any rewards points received are used to purchase items for the library, usually prizes for summer reading program.

Old Business

Community Survey:

Taylor provided a survey that would be handed out at the library and sent via survey monkey. August-September: There will need to be a community meeting to gather information from community members.

Motion to approve the community survey by Emerson, seconded by Fournier, approved unanimously.

Policies:

Patron Policy

Taylor reports that the patron policy looks pretty complete.

Reviewed 7/19/18

Patron Registration Policy

Add that out of state patrons will need to pay a \$5 annual fee.

Revised 7/19/18

Policy for Media Equipment

Taylor reports that there have been some patrons asking to borrow a slide projector. Since these items are difficult to purchase, the board doesn't think it is a good idea to loan it out because it's difficult to replace.

Reviewed 7/19/18

Fournier moves to approve the three policies listed above, Hensch seconds, approved unanimously.

Adjournment 7:10p:

Motion to adjourn by Hensch seconded by Fournier – Approved unanimously

Next Meeting:

Thursday, August 30th, 2018 at 6:00p in the meeting room.

Recorded by

Jessica Hensch, Secretary Board of Trustees

Bertha Bartlett Public Library P L - July 2018

		_2	2018-2019					Budget	% of funds
Acct #	Story City Expenses		<u>Budget</u>	M	onth to date	<u>Ye</u>	ar to date	remaining	Remaining
001-4410-6010	Salaries: Full Time	\$	42,495.00	\$	3,285.89				
001-4410-6020	Salaries: Part-time	\$	57,000.00	\$	4,282.63				
001-4410-6110	FICA/Medicare	\$	7,615.00	\$	569.67				
001-4410-6130	IPERS	\$	9,395.00	\$	685.74				
001-4410-6150	Insurance - Group Health	\$	4,425.00	\$	547.54				
001-4410-6230	Travel/Training	\$	1,500.00	\$	-				
001-4410-6320	Building/Grounds	\$	5,370.00	\$	160.00				
001-4410-6350	Equipment repair/Maint.	\$	250.00	\$	-				
001-4410-6371	Utilities	\$	1,800.00	\$	55.60				
001-4410-6373	Telephone	\$	4,800.00	\$	422.36				
001-4410-6408	Insurance-General	\$	2,500.00	\$	-				
001-4410-6490	Professional Services	\$	2,000.00	\$	-				
001-4410-6499	Miscellaneous	\$	100.00	\$	-				
001-4410-6500	Programming	\$	2,000.00	\$	49.90				
001-4410-6501	Building Supplies	\$	750.00	\$	-				
001-4410-6502	Technology	\$	2,000.00	\$	-				
001-4410-6505	Cataloging Supplies	\$	1,700.00	\$	-				
001-4410-6506	Office Supplies	\$	2,700.00	\$	210.37				
001-4410-6507	Misc Operating Supplies	•	,	Ė					
001-4410-6508	Petty Cash/Postage	\$	1,000.00	\$	75.00				
001-4410-6770	Magazines	•	,	\$	330.16				
001-4410-6771	Audio	\$	1,600.00	\$	_				
001-4410-6772	Books (+\$5000)	\$	1,000.00	\$	669.08				
001-4410-6773	Video	\$	12,000.00	\$	-				
001-4410-6774	Online Databases	\$	2,000.00	\$	488.45				
		\$	2,000.00	7					
		7	_,000.00	Ś	11,832.39				
Deposits to: **		\$	168,000.00	т.					
001-4410-1-4580	General Fund	\$	4,000.00	\$	211.80				
001-4410-1-4470	General Fund	\$	21,500.00	7					
031-4410-2-4705	Donations	\$	5,000.00						
031+4410-4-4300	Interest on Deposits	\$	3,000.00	\$	728.87				
00171110111000	Total Deposits	7	2,000.00	7	,,				
	l otal Deposits								
B. Trust Fund Dep	osits/Balance								
031-	Trust in General Fund	Ś	377,416.93	\$	11,709.64	\$ 3	89,126.57		
031-4410-2-4404	Local Grant	Υ	377,120.33	Υ	11,703.0.	Ψ 5	03)120.37		
031 1110 2 1101	ASB Savings Account			\$	2,062.96				
031-0950-4-4300	Interest (CD's)			۲	2,002.30				
031 0330 4 4300	micrest (CD 3)								
Library Trust Expe	nses					 			
031-4410-6230	Travel & Training								
031-4410-6320	Building & Grounds								+
031-4410-6490	Professional Services								
031-4410-6507	Misc. Operating					 			
031-4410-6727	Capital Equipment								1
031-4410-6672	Books					\$	5,000.00		
031-4410-6798	Capital Project					٧	3,000.00		
031 7710-0730	Total Library Trust Exp					\$	5,000.00		
	Total Library Hust Exp					٧	3,000.00		
									+

Bertha Bartlett Public Library P L - July 2018

				<u> </u>	Month to		Budget	% of funds Remainin
Acct #	Gilbert Expenses		<u>Budget</u>		<u>date</u>	Year to date	<u>remaining</u>	g
033-4410-6010	Salaries, Full-time	\$	14,165.00	\$	1,095.27			
033-4410-6020	Salaries, Part-time	\$	14,000.00	\$	1,379.63			
033-4410-6110	FICA & Medicare	\$	2,230.00	\$	186.20			
033-4410-6130	IPERS	\$	2,515.00	\$	228.52			
033-4410-6150	Insurance, Workers Comp	\$	1,475.00	\$	120.52			
033-4410-6230	Travel & Training	\$	1,000.00		19.26			
033-4410-6408	Insurance, General							
033-4410-6409	Professional Services	\$	250.00	\$	-			
033-4410-6500	Programming	\$	1,000.00	\$	-			
033-4410-6502	Technology	\$	500.00	\$	-			
033-4410-6504	Minor Equipment	\$	100.00	\$	-			
033-4410-6505	Cataloging Supplies	\$	750.00	\$	-			
033-4410-6506	Office Supplies	\$	500.00	\$	5.39			
033-4410-6507	Misc. Operating Supplies	\$	50.00		0			
033-4410-6727	Capital Equipment			\$	-			
033-4410-6770	Magazines	\$	25.00	\$	-			
033-4410-6772	Books	\$	2,140.00	\$	49.42			
033-4410-6773	Video	\$	400.00	\$	_			
033-4410-6774	Online Licensing/Database		900.00	\$	488.44			
033-4410-6910	Transfer	\$	2,000.00	7				
		Τ	_,000.00					
	Total Gilbert Exp.	\$	44,000.00	\$	3,572.65	\$ -	\$0.00	
	Total Gibert Exp.	Υ	1 1,000.00	7	3,372.03	Ψ	φο.σσ	
	Gilbert Reserve			۲	10,844.63			
	Gilbert Keserve			Ą	10,644.03			
033-4410-4-4300	Interest on Denosit			\$	26.98			
033-4410-4-4441	Interest on Deposit Local Reimbursement			Ą	20.96			
	<u> </u>							
033-4410-2-4705	Donation from private							
033-4410-4-4799	Misc. Receipts							
	Total Gilbert Inc.							
				L				
	1			<u> </u>				

Bertha Bartlett Public Library August 2018 bills

Code	Written To	Date	Amount	Comments/Mileage @ .53.5/mile
001-4410-6150	Wellmark	07/01/18	\$381.54	Health Insurance - Kolleen - july
001-4410-6230	Kolleen Taylor	08/23/18	\$14.72	Mileage for travel - split with Gilbert
001-4410-6320	Laura Donaldson	08/19/18	\$130.00	
001-4410-6320	Arrow Pest Solutions	08/01/18	\$60.00	Window cleaning
001-4410-6320	Arrow Pest Solutions	07/27/18	\$60.00	Spraying
001-4410-6371	Chitty Garbage Service	08/07/18	\$25.00	trash removal
001-4410-6371	Black Hills Energy	08/07/18	\$31.35	Gas
001-4410-6373	Aureon	08/01/18	\$383.46	Telephone and internet
004-4410-6500	Visa	08/09/18	\$29.99	Programming - SRP
001-4410-6500	Kolleen Taylor	08/23/18	\$10.43	Dollar General - glue
001-4410-6506	Access systems leasing	08/22/18	\$129.83	Copier lease
001-4410-6770	Visa	08/09/18	\$72.93	Real Simple, Boys Life, Sports III. Kids
001-4410-6770	Ames Tribune	08/01/18	\$225.00	1 year subscription
001-4410-6772	Visa	08/09/18		Books bought on Marketplace-award books
001-4410-6772	Cengage	07/27/18	· ·	LP books
001-4410-6772	Cengage	08/02/18	\$36.34	LP books
001-4410-6772	cengage	08/16/18	\$60.72	LP books
001-4410-6772	Cengage	08/22/18	\$179.14	LP books
001-4410-6772	Baker & Taylor	07/25/18	\$120.33	BOOKS
001-4410-6772	Baker & Taylor	07/30/18	\$170.46	BOOKS
001-4410-6772	Baker & Taylor	08/07/18	\$47.02	BOOKS
001-4410-6772	Ingram	07/23/18	\$117.99	Books
001-4410-6772	Ingram	07/25/18	\$93.58	Books
001-4410-6772	Ingram	08/07/18	\$139.27	Books
001-4410-6772	Ingram	08/15/18	\$155.14	Books
001-4410-6772	Ingram	08/22/18	\$192.78	Books
001-4410-6773	Visa	08/09/18	\$65.63	DVD's
	TOTAL - Story City		\$3,108.76	
	Gilbert Bills			
033-4410-6230	Kolleen Taylor	08/23/18	\$34.33	Travel to Gilbert/split trip to Story Co. mtg-Cambridge
033-4410-6500	Visa	08/09/18	\$29.99	Programming -SRP incentive
033-4410-6772	Visa	08/09/18	\$79.11	Books (award books
033-4410-6772	Ingram	07/23/18	\$50.26	Books
033-4410-6772	Ingram	07/25/18	\$123.18	Books (award books
033-4410-6772	Ingram	08/07/18		Books (award books
033-4410-6772	Ingram	08/15/18		Books (award books
033-4410-6772	Ingram	08/22/18	-	Books
	, j		· · · · · · · · · · · · · · · · · · ·	
	Total - Gilbert		\$716.32	
	•			

Bertha Bartlett Public Library

July 2018 Statistics

	Jul. 17	lul 18	Aug. 17	Sept 17	Oct. 17	Nov. 17	Dec. 17	Jan. 18	Feb. 18	Mar. 18
0"									ļ	2833
City	2855	2817	2712	2506	2341	2500	1985			
County	404	569	374	324	297	325	338			510
Other	826	1058	881	762	762		571	687		764
Gilbert	315	475	312	232	265		193			358
Total	4400	4919	4279	3824	3665	3766	3087	4066	3737	4465
Open Access	826	1058	881	762	762	722	571	687	658	764
Adult	1342	1396	1476	1257	1089	1123	975	1164	1045	1286
Young Adult	256	318	191	185	117	103	98	189	142	181
Juvenile	1763	2190	1662	1494	1465	1539	1116	1572	1531	1878
Video	12	9	16	19	13	25	14	10	11	10
DVD	795	766	707	649	762	762	653	821	785	808
Audio	27	9	24	21	11	6	2	9	15	15
CD	17	33	10	22	27	36	45	48	32	33
CD book	88	113	87	102	88	75	113	138	75	149
Magazines	60	39	62	42	50	46	40	60	47	43
Puzzles	16	25	18	17	26	30	20	41	32	25
Puppets	24	20	26	15	15	20	11	12	21	36
Other	0	1		1	2	1	0	2	. 1	1
Total	4400	4919	4279	3824	3665	3766	3087	4066	3737	4465
E-books	287	310	241	232	229	227	237	278	236	272
Downloaded Audio	246	315	263	281	271	218	252	312	245	291
Ref.? Asked	110	127	122	88	111	144	98	127	149	180
Ref.? Answered	110	127	122	88	111	144	98	127	149	180
Reference-Gilbert	25	44	33	15	20	37	26	47	41	41
<u>PATRONS</u>				15						
Programs - children	12	19	0	11	12	10	9	7	11	11
Attendance - children	305	133	0	138	132	57	117	124	84	95

Bertha Bartlett Public Library

July 2018 Statistics

in the second se											
Attendance - adults	80	49	0	36	52	2	28	69	55	23	29
Programs - StoryX	0	0	0	2	į	5	7	7	3	6	4
Attendance - children	0	0	0	19	48	3	68	85	34	72	39
Attendance - adults	0	0	0	5	13	3	14	20	7	16	9
Programs - Teen/Tweens	3	5	0	2	2	2	1	1	2	1	1
Attendance - teens	26	39	0	21	32	2	9	27	28	24	9
Attendance - adults	0	6	0	2	2	2	1	2	1	0	1
Programs - Adult	6	6	5	6	(6	5	7	5	7	8
Attendance - children	0	1	0	0	()	0	3	22	0	0
Attendance - adults	36	62	34	61	35	5	33	48	36	38	43
Total Programs	21	19	5	24	23	3	23	3	16	26	24
Total Attendance	529	289	34	238	196	6	209	371	301		216
Gilbert Programs	13	10	1	5	(6	4	5	1	7	3
Attendance	146	245	16	94	76	6	52	52	3	78	45
Attendance - Adults	49	69	3	24	22	2	13	16	2	16	9
Hours - Gilbert	68.25	70.5	78.75	64	65.5	5	66	61	65.25	56	66.5
Total People	484	704	352	271	250)	238	197	217	286	282
People/hour	7.1	10	4.46	4.2	3.8	3	3.6	3.2	3.3	5.1	4.2
Gilbert Site Circ.	562	859	475	351	358	3	306	289	344	236	465
Hours - Story City	211		231	21	244	<u> </u> -	227	220	231	220	257
Total People	3310		3461	3069	3948	3	2779	2452	3005	2722	3105
People/Hour	15.7		15	13.9			12.2	11.2	14.3	12.38	12.1
						<u> </u>					
<u>CARDS</u>											
Issued - Story City	27		24	18	10)	15	10	9	15	10
Issued - Gilbert	2		8	5	4	ļ	1	0	0	4	2
Withdrawn	42		0	10	()	0	0	0	0	0
renewed - Story City	16		17	19	11		15	12	14	27	42
renewed - Gilbert	12		5	8	3	3	1	1	4	7	4

Bertha Bartlett Public Library

July 2018 Statistics

Meeting Room Library	8		4	14	16	10	11	10	12	10
Meeting Room Other	3		5	6	7	7	9	7	6	10
Computer Use	337	5	528	460	505	503	414	405	555	448
Test Proctoring	2		2	0	0	0	0	1	1	1
Interlibrary Loans Requested	8		5	13	5	10	3	9	32	9
Interlibrary Loans Sent	23	,	38	29	24	23	16	28	10	27
Book Club Sets	1		6	4	4	2	1	1	1	1
Microfilm Use	1		1	2	2	0	5	0	1	
Gilbert Computer use	15	4	22	15	12	5	9	11	15	22

2018 Reiman Gardens' Non-Visitor Survey

Locatio	n				Date/Time			
Have yo	ou ever v	isited R	eiman Gardens?					
	No		Do not know/u	nsure	Been awhile		Never h	eard of
	Yes		Yes, more than	a year				
Age:	<20s	40s		Zip code				
7.80	20s	50s						
	30s	60s		Any children in	home under 18?	P:	Υ	N
		70+		•				
Do you	have an	y specia	l interest, knowl	edge or training	in gardening, sc	ience or	educatio	n?
	Garden	ing	Science	Education	None	Other _		
What is	the big	gest barı	rier for visiting?					
	Cost		Location/distan	ce Time Av	vailable	Lack of	interest	
	Transpo	ortation	Other _					
Does so	meone	in the ho	ousehold work fo	or or attend lowa	a State Universit	y?		
	Yes/wo	rk	Yes/student	No				
Have yo	ou seen a	any of o	ur advertisemen	ts?				
	Facebo	ok	Radio	Television	Around campus	5	CyRide	Buses
	Magazi	ne	Newspaper	Other				
Are you	ı interes	ted in jo	ining our email l	ist?				

Bertha Bartlett Public Library FY18 Direct State Aid Form

Direct State Aid

Due: July 31, 2018

Library

BERTHA BARTLETT PUBLIC LIBRARY

City:

STORY CITY

Name of person

E-mail address:

completing this

Kolleen Taylor

form:

Telephone

(515) 733-2685

Number:

kolleen@storycity.lib.ia.us

Amount of

Direct State Aid \$2,291.51

received:

Use of Funding

Report on Direct State Aid funding received and spent between July 1, 2017 and June 30, 2018 Under the broad categories below, describe how the funding was used and list the amount spent in that category. Direct State Aid funding must be spent by June 30, 2018.

Personnel - Report the amount spent on salaries for additional staff or to extend hours, training, etc.

Amount Spent:

Description:

Library materials - Report the amount spent on books, DVDs, downloadable audio books, eBooks, databases, etc.

Amount Spent:

Description:

Technology and Equipment - Report the amount spent on computers, Internet access, tablets, etc.

Amount Spent:

Description:

Capital improvements - Report the amount spent on building improvements, accessibility, etc.

Amount Spent:

\$2,291.51

Description:

We added electrical outlets throughout the building in areas where electricity was not

available.

Furniture - Report the amount spent on chairs, tables, shelving, etc.

Amount Spent:

Description:

Library Programs - Report the amount spent on supplies, performance fees or other expenses for the summer library program, story times, book discussion groups, etc.

Amount Spent:

Description:

Other Purchase - Report the amount spent on other items or services used to improve library services.

Amount Spent:

Description:

Total Amount Spent (must be equal to amount received):

\$2,291.51

Impact of Funding

How has library service in your community improved as a result of this funding? specifc story of made a difference in a person's life.

Patrons using our library are often bringing their own laptops and other devices to work on projects at the library. We had noticed an uptick in personal device usage, but were struggling with finding places they could plug them in. Our building is relatively new, but the electricity was not adequate for the technology now used. We used the additional funds provided through Direct State Aid to add electrical outlets in areas where none existed in the past, and to replace ballasts and install LED bulbs. We have several people who are Feel free to use a now using tables where there had been no electricity and inadequate lighting available in the past. Our Young Adult corner was one of the areas where we had no electricity, and how this funding since we had the work completed, have found students working on laptops sitting on the floor, balancing them in their laps....charging while they worked. The need for this was apparent when we had a young woman on a deadline working to get a Government Document in place which would allow her to travel. She was sitting on the floor in front of pillar where there was electricity, because she couldn't find another outlet available, and her phone wouldn't hold a charge. She was struggling to keep her Wi-Fi connection and get documents printed, and electricity was critical to accomplish this. We helped her with some workarounds so she could do as much as possible in a very difficult situation, but charging stations or electrical outlets are now very essential to providing service to our public. It's something we had not planned to do, but it became an essential need.

Assurance Compliance (Required)

Direct state aid funds supplemented, but did not replace local funding.

Yes

Certification (Required)

I certify the information in this form is true and correct to the best of my knowledge.

Bertha Bartlett Public Library FY18 Open Access Annual Report

CURRENT YEAR

PREVIOUS YEAR

Instructions

Due: July 31, 2018

A printed version of this form is available at http://www.statelibraryofiowa.org/go/oa

Report the number of items checked out to customers from each public library, contracting city, or participating academic library. A few things to look for on the form:

1. Circulation to branch library cities should be reported under the main library. For example, the city of Asbury is a branch of the Dubuque County Library. All circulation to residents of Asbury should be reported as Dubuque County Library.

2. Contracting cities are listed on the form. Any transactions to patrons from those towns should be reported under the contracting city rather than the home library. Do not report transactions to residents from cities that contract with your library.

Use the definitions listed below to determine if Open Access customers and transactions are eligible.

Local Library Jurisdiction: The jurisdiction is the area for which a library is funded to serve. This includes:

- 1. Any city that funds the public library including the city where the library is located, and any contracting cities.
- 2. Any unincorporated jurisdiction that funds the public library including the unincorporated portions of the county where the library is located, and any unincorporated portions of other counties.
- 3. Any participating college, university or community college library.

Eligible Patron:

Must be a resident of Iowa; live outside the local library jurisdiction; and meets one of the following criteria:

- 1. Lives in a community that provides a public library.
- 2. Lives in an unincorporated area that provides, or contracts for, library services.
- 3. Lives in a community that contracts for library services.
- 4. Attends a participating Iowa public or private university, college, or community college.

A customer is not considered an eligible Open Access customer if they are a:

- 1. Resident of your city.
- 2. Resident of a city that contracts with your library for library service.
- 3. Rural resident of your county or other county that contracts with your library for library service.
- 4. Resident of a city that does not have a public library and does not contract with a library for library service as required by Iowa Code Section 256.69.
- 5. Resident from outside of Iowa.

Eligible Transactions:

- 1. Physical items in all formats except for equipment.
- 2. Items must be from your collection and for use outside the library. Items packaged together as a unit and checked out as a unit, are one transaction.
- 3. Playaways or similar devices.
- 4. Renewals of eligible items as listed on lines A to C above.

Ineligible Transactions - Do not count the following items as Open Access:

- 1. Downloadable audio, video, e-Books or other electronic items.
- 2. Database use.
- 3. Equipment including laptops, tablets, projectors, game consoles, eReaders, wireless hotspots, or other types of equipment.

Rural residents:

- 1. A library can claim Open Access circulation to rural residents from other counties, but may not claim circulation to residents of its own county or other county that contracts with the library for library service.
- 2. To report Open Access circulation to rural residents (outside your own county), you need to determine the local library for that resident. Below are suggestions on which library to choose. Any of these options are acceptable. The important thing is that you choose one local library only:
 - a. If the patron has a rural address from a city with a participating public library, count that as the local library
 - b. If the patron has a rural address from a city without a participating public library, choose any participating public library in the county to be the local library
 - c. Choose the largest library in the county
 - d. Choose the library in the county seat
- 3. If the customer is from rural Dubuque, Scott, or Woodbury counties, report them under their respective county library system. City public libraries in these three counties are allowed to count rural residents from their own county as eligible for Open Access.

Contracting Cities:

- 1. Contracting cities are incorporated cities that do not have a public library and contract with the public library in another city.
- 2. Report circulation to residents of contracting cities on the line for that contracting city. All contracting cities are now included on the form.
 - NOTE: Residents of cities that contract with your library for service are not eligible for Open Access reimbursement and should not be reported.
- 3. Transactions by residents from an incorporated city that is not listed on the form are not eligible for Open Access reimbursement.

If you have any questions about the eligibility of a customer or transaction, please contact Scott Dermont at scott.dermont@iowa.gov, or 515-281-7573

Do not include Interlibrary Loan (SILO) totals on this form

A Libraries

- A1 Ackley Ackley Public Library
- A2 Adair Adair Public Library
- A3 Adel Adel Public Library
- A4 Afton Contracting City

A5	Agency - Agency Public Library		
A 6	Ainsworth - Contracting City		
A 7	Akron - Akron Public Library		
A 8	Albert City - Albert City Public Library		
A9	Albia - Carnegie-Evans Public Library		
A10	Albion - Albion Municipal Library		
A 11	Alburnett - Contracting City		
A12	Alden - Dr. Grace O. Doane Alden Public Library	13	
A13	Alexander - Alexander Public Library		
A14	Algona - Algona Public Library		
A15	Alleman - Contracting City		
A16	Allerton - Allerton Public Library		
A17	Allison - Allison Public Library		
A18	Alta - Alta Community Library		
A19	Alta Vista - Alta Vista Public Library		
A2 0	Alton - Alton Public Library		
A21	Altoona - Altoona Public Library		
A22	Ames - Ames Public Library	1,191	1,439
A23	Anamosa - Anamosa Library & Learning Center		
A24	Andover - Contracting City		
A25	Andrew - Contracting City		
A26	Anita - Anita Public Library		
A27	Ankeny - Kirkendall Public Library	5	
A28	Anthon - Hamann Memorial Library		
A29	Aplington - Aplington Legion Memorial Library	•	
A30	Arcadia - Contracting City		
A31	Archer - Archer Public Library		
A32	Aredale - Contracting City		
A33	Arispe - Contracting City		
A34	Arlington - Arlington Public Library		
A35	Armstrong - Armstrong Public Library		
A36	Arnolds Park - Arnolds Park Public Library		
A37	Arthur - Arthur Public Library		
A38	Ashton - Ashton Public Library		
A39	Atallisa - Contracting City		
A40	Atkins - Atkins Public Library		
A41	Atlantic - Atlantic Public Library		
A42	Auburn - Auburn Public Library		
A43	Audubon - Audubon Public Library		
A44	Aurelia - Aurelia Public Library		
A45	Aurora - Aurora Public Library		
A46	Avoca - Avoca Public Library		
	Subtotal of all A libraries (Click Save to calculate subtotal)	1,209	1,439

B Libraries

B1	Badger - Badger Public Library		
B2	Bagley - Bagley Public Library		
B 3	Baldwin - Contracting City		
B4	Balltown - Contracting City		
B 5	Bancroft - Bancroft Public Library		
B 6	Barnes City - Contracting City		
B 7	Barnum - Contracting City		
B 8	Batavia - Batavia Public Library		
B9	Battle Creek - Battle Creek Public Library		
B10	Baxter - Baxter Public Library		
B11	Bayard - Bayard Public Library		
B12	Beacon - Contracting City		
B13	Beaman - Beaman Community Memorial Library		
B14	Bedford - Bedford Public Library		
B15	Belle Plaine - Belle Plaine Community Library		
B16	Bellevue - Bellevue Public Library		
B17	Belmond - Belmond Public Library	3	17
B18	Bennett - Bennett Public Library		
B19	Bettendorf - Bettendorf Public Library Information		
	Center		
B20	Bevington - Contracting City		
B21	Birmingham - Birmingham Public Library		
B22	Blairsburg - Contracting City		14
B23	Blairstown - Blairstown Public Library		
B24	Blakesburg - Blakesburg Public Library		
B25	Bloomfield - Bloomfield Public Library		
B26	Bode - Bode Public Library		
B2 7	Bonaparte - Bonaparte Public Library		
B28	Bondurant - Bondurant Community Library		
B29	Boone - Ericson Public Library	1,455	1,422
B30	Bouton - Contracting City		
B31	Boxholm - Contracting City		
B32	Boyden - Boyden Public Library		
B33	Breda - Contracting City		
B34	Briar Cliff University - Bishop Mueller Library		
B35	Brighton - Contracting City		
B36	Bristow - Contracting City		
B37	Britt - Britt Public Library		
B38	Bronson - Contracting City		
B39	Brooklyn - Brooklyn Public Library		
B40	Brunsville - Contracting City		
B41	Buckeye - Contracting City		
B42	Buffalo Center - Buffalo Center Public Library		
B43	Burlington - Burlington Public Library		
B44	Burt - Burt Public Library		
B45	Bussey - Bussey Community Library		
J-TJ			
	Subtotal of all B libraries (Click Save to calculate subtotal)	1,458	1,453
	baowaij		

C Libraries

- C1 Calamus Calamus Public Library
- C2 Callender Callender Heritage Public Library
- C3 Calmar Calmar Public Library
- C4 Calumet Contracting City
- C5 Camanche Camanche Public Library
- C6 Cambridge Cambridge Memorial Library
- C7 Cantril Cantril Public Library
- C8 Carlisle Carlisle Public Library
- C9 Carpenter Contracting City
- C10 Carroll Carroll Public Library
- C11 Carson Contracting City
- C12 Carter Lake Edward F. Owen Memorial Library
- C13 Cascade Cascade Public Library
- C14 Casey Casey Public Library
- C15 Cedar Falls Cedar Falls Public Library
- C16 Cedar Rapids Cedar Rapids Public Library
- C17 Center Point Center Point Public Library
- C18 Centerville Drake Public Library
- C19 Central City J. C. Clegg Public Library
- C20 Centralia Contracting City
- C21 Chariton Chariton Free Public Library
- C22 Charles City Charles City Public Library
- C23 Charlotte Contracting City
- C24 Charter Oak Charter Oak Public Library
- C25 Chelsea Chelsea Public Library
- C26 Cherokee Cherokee Public Library
- C27 Chester Contracting City
- C28 Chillicothe Contracting City
- C29 Churdan Churdan Public Library
- C30 Clare Clare Public Library
- C31 Clarence Clarence Public Library
- C32 Clarinda Lied Public Library-Clarinda
- C33 Clarion Clarion Public Library
- C34 Clarksville Clarksville Public Library
- C35 Clayton Contracting City
- C36 Clear Lake Clear Lake Public Library
- C37 Clearfield Clearfield Public Library
- C38 Cleghorn M-C Community Library
- C39 Clemons Contracting City
- C40 Clermont Clermont Public Library
- C41 Clinton Clinton Public Library
- C42 Clinton Community College Library
- C43 Clive Clive Public Library
- C44 Clutier Clutier Public Library

C45	Coggon - Coggon Public Library
C46	Coin - Coin Public Library
C47	Colesburg - Colesburg Public Library
C48	Colfax - Colfax Public Library
C49	Collins - Collins Public Library 4
C50	Colo - Colo Public Library
C51	Columbus City - Contracting City
C52	Columbus Junction - Columbus Jct Public Library
C53	Colwell - Contracting City
C54	Conesville - Contracting City
C55	Conrad - Conrad Public Library
C56	Coon Rapids - Coon Rapids Public Library
C57	Coralville - Coralville Public Library
C58	Cornell College - Russell D. Cole Library
C59	Corning - Corning Public Library
C60	Correctionville - Correctionville Public Library
C61	Corwith - Corwith Public Library
C62	Corydon - Karl Miles Lecompte Memorial Library
C63	Cotter - Contracting City
C64	Coulter - Coulter Public Library
C65	Council Bluffs - Council Bluffs Public Library
C66	Craig - Contracting City
C67	Crawfordsville - Contracting City
C68	Cresco - Cresco Public Library
C69	Cresent - Contracting City
C70	Creston - Matilda J. Gibson Memorial Library
C71	Cromwell - Contracting City
C72	Crystal Lake - Crystal Lake Public Library
C73	Cumberland - Cumberland Public Library
C74	Cumming - Contracting City
C75	Cushing - Cushing Community Library
	Subtotal of all C libraries (Click Save to calculate subtotal) 4
·	
	braries
	t include Interlibrary Loan (SILO) amounts on this form.
D1	Dakota City - Contracting City
D2	Dallas Center - Roy R. Estle Memorial Library
D3	Dana - Contracting City
D4	Davenport - Davenport Public Library
D5	Dawson - Contracting City
D6	Dayton - Dayton Public Library
D7	De Soto - De Soto Public Library
D8	De Witt - Frances Banta Waggoner Community Library
D0	Decorah - Decorah Public Library

D10 Dedham - Contracting CityD11 Deep River - Contracting City

D12	Defiance - Contracting City
D13	Delaware - Contracting City
D14	Delhi - Delhi Public Library
D15	Delmar - Contracting City
D16	Delta - Contracting City
D17	Denison - Norelius Community Library
D18	Denver - Denver Public Library
D19	Derby - Contracting City
D20	Des Moines - Des Moines Public Library
D21	Des Moines Area Community College - Carroll Campus Library
D22	Dexter - Dexter Public Library
D23	Dickens - Dickens Public Library
D24	Dike - Dike Public Library
D25	Dolliver - Contracting City
D26	Donnellson - Donnellson Public Library
D27	Doon - Doon Public Library
D28	Dordt College - John and Louise Hulst Library
D29	Dougherty - Contracting City
D30	Dow City - Dow City Public Library
D31	Dows - Dows Community Library
D32	Drakesville - Contracting City
D33	Dubuque - Carnegie-Stout Public Library
D34	Dubuque County - Dubuque County Library
D35	Dumont - Dumont Community Library
D36	Duncombe - Duncombe Public Library
D37	Dundee - Contracting City
D38	Dunkerton - Dunkerton Public Library
D39	Dunlap - Dunlap Public Library
D40	Dyersville - James Kennedy Public Library
D41	Dysart - Norma Anders Public Library
	Subtotal of all D libraries (Click Save to calculate subtotal)
E - I	F Libraries
Do no	ot include Interlibrary Loan (SILO) amounts on this form.
E 1	Eagle Grove - Eagle Grove Memorial Library
E2	Earlham - Earlham Public Library
E3	Earlville - Ruth Suckow Memorial Library
E4	Early - Early Public Library
E5	East Peru - Contracting City
E 6	Eddyville - Eddyville Public Library
E 7	Edgewood - Edgewood Public Library
E8	Elberon - Elberon Public Library
E9	Eldon - Eldon Public Library
F10	Eldora - Eldora Public Library

Elgin - Elgin Public Library

Elk Horn - Elk Horn Public Library

E11

E12

3

0

E13	Elk Run Heights - Contracting City		
E14	Elkader - Elkader Public Library		
E15	Elkhart - Contracting City		
E16	Elkport - Contracting City		
E17	Elliott - Elliott Public Library		
E18	Ellsworth - Ellsworth Public Library		937
E19	Ellsworth Community College - Osgood Library	1,119	
E20	Elma - Elma Public Library		
E21	Ely - Ely Public Library		
E22	Emerson - Emerson Public Library		
E23	Emmaus Bible College Library		
E24	Emmetsburg - Emmetsburg Public Library		
E25	Essex - Lied Public Library-Essex		
E26	Estherville - Estherville Public Library		
E27	Evansdale - Evansdale Public Library		
E28	Everly - Everly Public Library		
E29	Exira - Exira Public Library		
E30	Exline - Contracting City		
F1	Fairbank - Fairbank Public Library		
F2	Fairfax - Fairfax Public Library		
F3	Fairfield - Fairfield Public Library	2	
F4	Faith Baptist Bible College & Theological Seminary - John L. Patten Library		
F5	Farmersburg - Farmersburg Public Library		
F6	Farmington - Farmington Public Library		
F7	Farnhamville - Farnhamville Public Library		
F8	Fayette - Fayette Community Library		
F 9	Fenton - Fenton Public Library		
F10	Ferguson - Contracting City		
F11	Fertile - Fertile Public Library		
F12	Floris - Contracting City		
F13	Floyd - Contracting City		
F14	Fonda - Fonda Public Library		
F15	Fontanelle - Fontanelle Public Library		
F16	Forest City - Forest City Public Library		
F17	Fort Atkinson - Fort Atkinson Public Library		
F18	Fort Dodge - Fort Dodge Public Library		
F19	Fort Madison - Fort Madison Public Library		
F20	Franklin - Contracting City		
F21	Fraser - Contracting City		
F22	Fredericksburg - Upham Memorial Library		
F23	Frederika - Contracting City		
F24	Fredonia - Contracting City		
F25	Fremont - Contracting City		
F26	Fruitland - Contracting City		
	Subtotal of all E - F libraries (Click Save to calculate subtotal)	1,121	940

G Libraries

Do not include Interlibrary Loan (SILO) amounts on this form.

- G1 Galva Galva Public Library
- G2 Garber Contracting City
- G3 Garden Grove Garden Grove Public Library
- G4 Garnavillo Garnavillo Public Library
- G5 Garner Garner Public Library
- G6 Garrison Garrison Public Library
- G7 Garwin Garwin Public Library
- G8 Geneva Contracting City
- G9 George George Public Library
- G10 Gibson Contracting City
- G11 Gilbertville Contracting City
- G12 Gilman Gilman Public Library
- G13 Gilmore City Gilmore City Public Library
- G14 Gladbrook Gladbrook Public Library
- G15 Glenwood Glenwood Public Library
- G16 Glidden Glidden Public Library
- G17 Goldfield Contracting City
- G18 Goodell Contracting City
- G19 Goose Lake Contracting City
- G20 Gowrie Gowrie Public Library
- G21 Graettinger Graettinger Public Library
- G22 Grafton Grafton Public Library
- G23 Grand Junction Grand Junction Public Library
- G24 Grand Mound Contracting City
- G25 Grandview Contracting City
- G26 Granger Granger Public Library
- G27 Granville Contracting City
- G28 Greeley Contracting City
- G29 Greene Greene Public Library
- G30 Greenfield Greenfield Public Library
- G31 Grimes Grimes Public Library
- G32 Grinnell Drake Community Library
- G33 Griswold Griswold Public Library
- G34 Grundy Center Kling Memorial Library
- G35 Gruver Contracting City
- G36 Guernsey Contracting City
- G37 Guthrie Center Mary J. Barnett Memorial Library
- G38 Guttenberg Guttenberg Public Library

Subtotal of all G libraries (Click Save to calculate subtotal)

0

H Libraries

- H1 Halbur Contracting City
- H2 Hamburg Hamburg Public Library

H3	Hampton - Hampton Public Library		
H4	Hancock - Contracting City		
H5	Hanlontown - Kinney Memorial Library		
H6	Hansell - Contracting City		
H7	Harcourt - Harcourt Public Library		
H8	Hardy - Contracting City		
Н9	Harlan - Harlan Community Library		
H10	Harper - Contracting City		
H11	Harpers Ferry - Dolores Tillinghast Memorial Library		
H12	Hartford - Contracting City		
H13	Hartley - Hartley Public Library		
H14	Hartwick - Contracting City		
H15	Havelock - Havelock Public Library		
H16	Haverhill - Contracting City		
H17	Hawarden - Hawarden Public Library		
H18	Hawkeye - Hawkeye Public Library		
H19	Hawkeye Community College - Library		
H20	Hazleton - Contracting City		
H21	Hedrick - Hedrick Public Library		
H22	Hiawatha - Hiawatha Public Library		
H23	Hills - Contracting City		
H24	Hillsboro - Hillsboro Public Library		
H25	Hinton - Contracting City		
H26	Holland - Contracting City	•	
H27	Holstein - Stubbs Memorial Library		
H28	Hopkinton - Hopkinton Public Library		
H29	Hospers - Hospers Public Library		
H30	Houghton - Contracting City		
H31	Hubbard - Hubbard Public Library	197	<i>368</i>
H32	Hudson - Hudson Public Library		
H33	Hull - Hull Public Library		
H34	Humboldt - Humboldt Public Library		
H35	Humeston - Humeston Public Library		
H36	Huxley - Huxley Public Library	189	111
	Subtotal of all H libraries (Click Save to calculate subtotal)	386	479
I - K	Libraries		
Do no	ot include Interlibrary Loan (SILO) amounts on this	form.	
I 1	Ida Grove - Ida Grove Public Library		
TO	T 1 1 T 1 1 T 10 T 1		

- I2 Independence Independence Public Library
- I3 Indian Hills Community College Centerville Library
- I4 Indian Hills Community College Ottumwa Library
- Indianola Indianola Public Library
- I6 Inwood Inwood Public Library

I7	Ionia - Ionia Community Library		
18	Iowa City - Iowa City Public Library		
I 9	Iowa Falls - Robert W. Barlow Memorial Lib		
I10	Iowa Lakes Community College - Emmetsburg - Library		
I11	Iowa Lakes Community College - Estherville - Library		
I12	Iowa Valley Community College - Marshalltown - B.J. Harrison Library		
I13	Iowa Wesleyan College - Chadwick Library		
I 14	Ireton - Contracting City		
I15	Irwin - Lied Irwin Public Library		
J1	Jamaica - Jamaica Public Library		
J2	Janesville - Janesville Public Library		
J3	Jefferson - Jefferson Public Library	8	
J4	Jesup - Jesup Public Library		
J5	Jewell - Montgomery Memorial Library	1,127	1,725
J6	Johnston - Johnston Public Library		
J 7	Joice - Joice Public Library		
K 1	Kalona - Kalona Public Library		
K2	Kamrar - Contracting City		
K3	Kanawha - Kanawha Public Library		
K4	Kelley - Contracting City		
K5	Kellogg - Contracting City		
K6	Kensett - Kensett Public Library		
K.7	Keokuk - Keokuk Public Library		
K 8	Keomah Village - Contracting City		
K9	Keosauqua - Keosauqua Public Library		
K 10	Keota - Wilson Memorial Library		
K11	Keswick - Contracting City		
K12	Keystone - Schroeder Public Library		
K13	Kimballton - Kimballton Public Library		
K14	Kingsley - Kingsley Public Library		
K15	Klemme - Klemme Public Library		
K16	Knoxville - Knoxville Public Library		
	Subtotal of all I - K libraries (Click Save to calculate subtotal)	1,135	1,725
T. T.	hraries		

- La Motte Contracting City L1
- La Porte City Hawkins Memorial Library L2
- Lacona Lacona Public Library L3
- Ladora Contracting City L4
- Lake City Lake City Public Library L5
- Lake Mills Lake Mills Public Library L6
- Lake Park Lake Park Public Library L7
- Lake View Lake View Public Library L8

- L9 Lakota Lakota Public Library
- L10 Lambs Grove Contracting City
- L11 Lamoni Lamoni Public Library
- L12 Lamont Lamont Public Library
- L13 Lansing Meehan Memorial Lansing Public Library
- L14 Larchwood Larchwood Public Library
- L15 Larrabee Contracting City
- L16 Laurel Laurel Community Library
- L17 Laurens Laurens Public Library
- L18 Lawler Lawler Public Library
- L19 Lawton Contracting City
- L20 Le Claire Le Claire Community Library
- L21 Le Grand Pioneer Heritage Public Library
- L22 Le Mars Le Mars Public Library
- L23 Ledyard Ledyard Public Library
- L24 Lehigh Lehigh Public Library
- L25 Leighton Contracting City
- L26 Lenox Lenox Public Library
- L27 Leon Leon Public Library
- L28 Letts Letts Public Library
- L29 Lewis Lewis Public Library
- L30 Libertyville Contracting City
- L31 Lidderdale Contracting City
- L32 Lime Springs Lime Springs Public Library
- L33 Lincoln Contracting City
- L34 Linden Linden Public Library
- L35 Linn Grove Linn Grove Public Library
- L36 Lisbon Lisbon Public Library
- L37 Liscomb Contracting City
- L38 Little Rock Little Rock Public Library
- L39 Livermore Livermore Public Library
- L40 Lockridge Contracting City
- L41 Logan Logan Public Library
- L42 Lohrville J.J. Hands Library
- L43 Lone Rock Contracting City
- L44 Lone Tree Contracting City
- L45 Lorimor Contracting City
- L46 Lost Nation Lost Nation Public Library
- L47 Lovilia Contracting City
- L48 Low Moor Contracting City
- L49 Lowden Lowden Public Library
- L50 Lu Verne Lu Verne Public Library
- L51 Luana Contracting City
- L52 Luther Contracting City
- L53 Luxemburg Contracting City
- L54 Luzerne Contracting City
- L55 Lynnville Lynnville Public Library

	Subtotal of all L libraries (Click Save to calculate subtotal)	0	0
ML	ibraries		
	ot include Interlibrary Loan (SILO) amounts on this	form.	
M1	Macedonia - Contracting City		
M2	Macksburg - Contracting City		
M3	Madrid - Madrid Public Library	27	32
M4	Maharishi Vedic City - Contracting City		
M5	Malcom - Contracting City		
M6	Mallard - Mallard Public Library		•
M 7	Malvern - Malvern Public Library		
M8	Manchester - Manchester Public Library		
M9	Manilla - Manilla Public Library		
M10	Manly - Manly Public Library		
M11	Manning - Manning Public Library		
M12	Manson - Manson Public Library		
M13	Mapleton - Fisher-Whiting Memorial Library		
M14	Maquoketa - Maquoketa Public Library		
M15	Marathon - Marathon Public Library		
M16	Marble Rock - Marble Rock Public Library		
M17	Marcus - Marcus Public Library		
M18	Marengo - Marengo Public Library		
M19	Marion - Marion Public Library		
M20	Marne - Contracting City		
M21	Marquette - Contracting City		
M22	Marshalltown - Marshalltown Public Library		
M23	Martelle - Martelle Public Library and Historical Museum		
M24	Mason City - Mason City Public Library		
M25	Masonville - Contracting City		
M26	Massena - Massena Public Library		
M27	Maurice - Contracting City		
M28	Maxwell - Maxwell Public Library		
M29	Maynard - Maynard Community Library		
M30	Mccallsburg - Contracting City	150	164
M31	Mcclelland - Contracting City		
M32	McGregor - McGregor Public Library		
M33	Mcintire - Contracting City		
M34	Mechanicsville - Mechanicsville Public Library		
M35	Mediapolis - Mediapolis Public Library		
M36	Melbourne - Melbourne Public Library		
M37	Melcher-Dallas - Melcher Dallas Public Library		
M38	Melrose - Contracting City		
M39	Melvin - Melvin Public Library		
M40	Menlo - Menlo Public Library		
M41	Meriden - Contracting City		

L56 Lytton - Lytton Public Library

M42	Merrill - Merrill Public Library		
M43	Meservey - Meservey Public Library		
M44	Middletown - Contracting City		
M45	Miles - Contracting City		
M46	Milford - Milford Memorial Library		
M 47	Millersburg - Millersburg Community Library		
M48	Milo - Milo Public Library		
M49	Milton - Milton Public Library		
M50	Minburn - Minburn Public Library		
M51	Minden - Contracting City		
M52	Mingo - Mingo Public Library		
M53	Missouri Valley - Missouri Valley Public Library		
M54	Mitchell - Contracting City	•	
M55	Mitchellville - Mitchellville Public Library		
M56	Modale - Modale Public Library		
M57	Mondamin - Mondamin Public Library		
M58	Monmouth - Contracting City		
M59	Monona - Murphy Helwig Library		
M60	Monroe - Monroe Public Library		
M61	Montezuma - Montezuma Public Library		
M62	Monticello - Monticello Public Library		
M63	Montrose - Montrose Public Library		
M64	Moorhead - Moorhead Public Library		
M65	Moorland - Contracting City		
M66	Moravia - Moravia Public Library		
M67	Morley - Morley Public Library		
M68	Morning Sun - Mellinger Memorial Public Library		
M69	Morrison - Contracting City		
M 70	Moulton - Garrett Memorial Library		
M71	Mount Ayr - Mount Ayr Public Library		
M72	Mount Mercy University - Busse Center Library		
M73	Mount Pleasant - Mount Pleasant Public Library		
M74	Mount Vernon - Russell D Cole Library		
M75	Murray - Murray Public Library		
M76	Muscatine Community College - Library		
M77	Muscatine - Musser Public Library		
	Subtotal of all M libraries (Click Save to calculate subtotal)	177	196
N - O	Libraries		
Do no	t include Interlibrary Loan (SILO) amounts on this for	orm.	
N1	Nashua - Nashua Public Library		
N2	Nemaha - Contracting City		
N3	Neola - Contracting City		
N4	Nevada - Nevada Public Library	66	41
N5	New Albin - New Albin Public Library		
N6	New Hampton - New Hampton Public Library		

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N7	New Hartford - Elizabeth Rasmussen Martin Memorial Library
N8	New Liberty - Contracting City
N9	New London - H.J. Nugen Public Library
N10	New Market - New Market Public Library
N11	New Providence - Contracting City
N12	New Sharon - Stilwell Public Library
N13	New Virginia - New Virginia Public Library
N14	Newell - Newell Public Library
N15	Newhall - Newhall Public Library
N16	Newton - Newton Public Library
N17	Nichols - Contracting City
N18	Nora Springs - Nora Springs Public Library
N19	North Buena Vista - Contracting City
N20	North English - North English Public Library
N21	North Iowa Area Community College - North Iowa
	Area Comm Coll Library
N22	North Liberty - North Liberty Comm Lib
N23	Northeast Iowa Community College (Calmar) - Campus Library Student Center
N24	Northeast Iowa Community College (Peosta) - Library
N25	Northwestern College - Dewitt Library
N26	Northwood - Northwood Public Library
N28	Norwalk - Norwalk Easter Public Library
N27	Norway - Norway Public Library
N29	Numa - Contracting City
01	Oakland - Eckels Memorial Library
02	Oakland Acres - Contracting City
	Oakville - Contracting City
O3	Ocheyedan - Ocheyedan Public Library
04	•
05	Odebolt - Field-Carnegie Public Library
O6	Oelwein - Oelwein Public Library Ogden - Leonard A. Good Community Library 14
O7	Oguent Economic In Cook Community Electric
O8	Okoboji - Contracting City
09	Olds - Contracting City
010	Olin - Olin Public Library
011	Ollie - Contracting City
012	Onawa - Onawa Public Library
013	Onslow - Contracting City
014	Orange City - Orange City Public Library
O15	Orchard - Contracting City
O16	Orient - Public Resource/Technology Ctr.
O17	Orleans - Contracting City
O18	Osage - Osage Public Library
O19	Osceola - Osceola Public Library
O20	Oskaloosa - Oskaloosa Public Library
O21	Ossian - Ossian Public Library

O22	Osterdock - Contracting City		
O23	Otho - Contracting City		
O24	Ottumwa - Ottumwa Public Library		
O25	Oxford - Oxford Public Library		
O26	Oxford Junction - Wregie Memorial Library		
O27	Oyens - Contracting City		
	Subtotal of all N - O libraries (Click Save to calculate subtotal)	80	57
P - I	R Libraries		
Do no	ot include Interlibrary Loan (SILO) amounts on	this form.	
P1	Pacific Junction - Contracting City		
P2	Packwood - Contracting City		
P3	Palmer - Palmer Public Library		
P4	Palo - Contracting City		
P5	Panama - Contracting City		
P6	Panora - Panora Public Library		
P7	Parkersburg - Kothe Memorial Library		
P8	Paton - William Paton Public Library		
P9	Patterson - Contracting City		
P10	Paullina - Paullina Public Library		
P11	Pella - Pella Public Library		
P12 P13	Perry - Perry Public Library Peterson - Kirchner French Memorial Library		
P13	Pilot Mound - Contracting City		
P15	Plainfield - Plainfield Public Library		
P16	Plano - Contracting City		
P17	Pleasant Hill - Pleasant Hill Public Library		
P18	Pleasant Plain - Contracting City		
P19	Plover - Plover Public Library		
P20	Plymouth - Contracting City		
P21	Pocahontas - Pocahontas Public Library		
P22	Polk City - Polk City Community Library		
P23	Pomeroy - Pomeroy Public Library		
P24	Portsmouth - Contracting City		
P25	Postville - Postville Public Library		
P26	Prairie City - Prairie City Public Library		
P27	Prairieburg - Contracting City		
P28	Prescott - Prescott Public Library		
P29	Preston - Preston Public Library		
P30	Primghar - Primghar Public Library		
P31	Pulaski - Contracting City		
Q1	Quasqueton - Contracting City		
Q2	Quimby - Quimby Public Library		
R1	Radcliffe - Radcliffe Public Library	648	570
R2	Rake - Rake Public Library		
R3	Ralston - Contracting City		

R4	Randalia - Contracting City		
R5	Randall - Contracting City	1,325	2,301
R6	Randolph - Randolph Public Library		
R7	Raymond - Contracting City		
R 8	Readlyn - Readlyn Community Library		
R9	Reasnor - Contracting City		
R10	Red Oak - Red Oak Public Library		
R11	Redfield - Redfield Public Library		
R12	Reinbeck - Reinbeck Public Library		
R13	Rembrandt - Rembrandt Public Library		
R14	Remsen - Remsen Public Library		
R15	Renwick - Renwick Public Library		
R16	Rhodes - Contracting City		
R17	Riceville - Riceville Public Library		
R18	Richland - Richland Public Library		
R19	Rickardsville - Contracting City		
R20	Ringsted - Ringsted Public Library		
R21	Rippey - Rippey Public Library		
R22	Riverside - Contracting City		
R23	Robins - Contracting City		
R24	Rock Falls - Contracting City		
R25	Rock Rapids - Rock Rapids Public Library		
R26	Rock Valley - Rock Valley Public Library		
R27	Rockford - Rockford Public Library		
R28	Rockwell - Rockwell Public Library		
R29	Rockwell City - Rockwell City Public Library		
R30	Roland - Roland Public Library	952	1,032
R31	Rolfe - Rolfe Public Library		
R32	Rome - Contracting City		
R33	Rose Hill - Contracting City		
R34	Rowan - Rowan Public Library		
R35	Royal - Royal Public Library		
R36	Rudd - Rudd Public Library		
R37	Runnells - Runnells Community Library		
R38	Russell - Contracting City		
R39	Ruthven - Ruthven Public Library		
R40	Ryan - Contracting City		
	Subtotal of all P - R libraries (Click Save to calculate subtotal)	2,925	3,903

S Libraries

- S1 Sabula Krabbenhoft Public Library
- S2 Sac City Sac City Public Library
- S3 Salem Crew Public Library
- S4 Salix Contracting City
- S5 Sanborn Sanborn Public Library

S6 Scarville - Contracting City **S7** Schaller - Schaller Public Library **S8** Schleswig - Schleswig Public Library **S9** Scott Community College Library S10 Scott County - Scott County Library System S11 Scranton - Scranton Public Library S12 Searsboro - Contracting City S13 Sergeant Bluff - Sergeant Bluff Public/SchoolLibrary S14 Seymour - Seymour Community Library S15 Shannon City - Contracting City S16 Sheffield - Sheffield Public Library S17 Shelby - Contracting City **S18** Sheldahl - Contracting City **S19** Sheldon - Sheldon Public Library S20 Shell Rock - Benny Gambaiani Public Library S21 Shellsburg - Shellsburg Public Library **S22** Shenandoah - Shenandoah Public Library S23 Shueyville - Contracting City S24 Sibley - Sibley Public Library S25 Sidney - Sidney Public Library **S26** Sigourney - Sigourney Public Library S27 Silver City - Silver City Public Library Simpson Coll - Dunn Library S28 S29 Sioux Center - Sioux Center Public Library S30 Sioux City - Sioux City Public Library S31 Sioux Rapids - Sioux Rapids Memorial Library S32 Slater - Slater Public Library S33 Sloan - Sloan Public Library S34 Solon - Solon Public Library S35 Somers Public Library S36 South English - South English Public Library S37 Southeastern Community College - Keokuk - Fred Karre Memorial Library S38 Spencer - Spencer Public Library S39 Spillville - Spillville Public Library S40 Spirit Lake - Spirit Lake Public Library S41 Spragueville - Contracting City S42 Springbrook - Contracting City S43 Springville - Springville Memorial Library S44 St. Ambrose University - St. Ambrose Library S45 St. Ansgar - Nissen Public Library S46 St. Anthony - Contracting City S47 St. Charles - St. Charles Public Library S48 St. Donatus - Contracting City S49 St. Olaf - Contracting City S50 St. Paul - Contracting City S51 Stacyville - Stacyville Public Library

8

S52	Stanhope - Stanhope Public Library 10	0
S53	Stanley - Contracting City	
S54	Stanton - Stanton Public Library	
S55	Stanwood - Stanwood Public Library	
S56	State Center - Gutekunst Public Library	
S57	Steamboat Rock - Steamboat Rock Public Library	
S58	Stockport - Stockport Public Library	
	Storm Lake - Storm Lake Public Library	
S59	·	
S60	Story City - Bertha Bartlett Public Library	
S61	Stout - Contracting City	
S62	Stratford - Stratford Public Library	
\$63	Strawberry Point - Strawberry Point Public Library	
S64	Struble - Contracting City	
S65	Stuart - Stuart Public Library	
S66	Sully - Sully Community Library	
S67	Sumner - Sumner Public Library	
S68	Sutherland - General N.B. Baker Library	
S69	Swaledale - Swaledale Public Library	
S70	Swea City - Swea City Public Library	
S71	Swisher - Swisher Public Library	
	Subtotal of all S libraries (Click Save to calculate 1	10
	subtotal)	
T - V	/ Libraries	
	ot include Interlibrary Loan (SILO) amounts on this for	rm.
T1	Tabor - Tabor Public Library	
T2	Tama - Louise & Lucile Hink - Tama Public	
	Library	
T3	Templeton - Contracting City	
T4	Tennant - Contracting City	
T5	Terril - Terril Public Library	
T6	Thayer - Contracting City	
T7	Thompson - Thompson Public Library	
Т8	Thor - Contracting City	
T9	Thornburg - Contracting City	
T10	Thornton - Thornton Public Library	
T11	Tiffin - Springmier Community Library	
T12	Tipton - Tipton Public Library	
T13	Titonka - Titonka Public Library	
T14	Toledo - Toledo Public Library	
T15	Toronto - Contracting City	

Traer - Traer Public Library

Treynor - Contracting City

Udell - Contracting City

Tripoli - Tripoli Public Library Truro - Truro Public Library

Underwood - Contracting City

T16

T17 T18

T19 U1

U2

14

22

U3	Union - Union Public Library		
U4	University Heights - Contracting City		
U5	University of Dubuque - Charles C. Meyers Library		
U6	University Park - Contracting City		
U7	Upper Iowa University - Henderson-Wilder Library		
U8	Urbana - Contracting City		
U9	Urbandale - Urbandale Public Library		
U 10	Ute - Ute Public Library		
V1	Van Horne - Van Horne Public Library		
V2	Van Meter - Van Meter Public Library		
V3	Varina - Varina Public Library		
V4	Ventura - Ventura Public Library		
V5	Victor - Victor Public Library		
V6	Villisca - Villisca Public Library		
V7	Vincent - Contracting City		
V8	Vinton - Vinton Public Library		
V9	Volga - Volga Public Library		
	Subtotal of all T - V libraries (Click Save to calculate subtotal)	0	0
W	Z Libraries		
Do no	ot include Interlibrary Loan (SILO) amounts on t	this form.	
W1	Wadena - Wadena Public Library		
W2	Wahpeton - Contracting City		
W3	Walford - Contracting City		
W4	Walker - Contracting City		
W5	Wall Lake - Wall Lake Public Library		
W6	Wallingford - Contracting City		
W7	Walnut - Walnut Public Library		
W8	Wapello - Keck Memorial Library		
W9	Wartburg Theological Seminary - Reu Memoria Library	al	
W10	Washington - Washington Free Public Library		
W11	Washta - Washta Public Library	•	
W12	Waterloo - Waterloo Public Library		
W13	Waterville - Waterville Public Library		
W14	Waucoma - Waucoma Public Library		
W15	Waukee - Waukee Public Library		
W16	Waukon - Robey Memorial Library-Waukon		
W17	Waverly - Waverly Public Library		
W18	Wayland - Contracting City		
W19	Webb - Webb Public Library		
W20	Webster - Contracting City	0.5.5	
W21	Webster City - Kendall Young Library	356	200
W22	Wellman - Wellman-Scofield Public Library		
W23	Wellsburg - Wellsburg Public Library		

W24	Welton - Contracting City		
W25	Wesley - Wesley Public Library		
W26	West Bend - West Bend Public Library		
W27	West Branch - West Branch Public Library		
W28	West Burlington - Contracting City		
W29	West Chester - Contracting City		
W30	West Des Moines - West Des Moines Public	2	
	Library	-	
W31	West Liberty - West Liberty Public Library		
W32	West Okoboji - Contracting City		
W33	West Point - West Point Public Library		
W34	West Union - West Union Comm Lib		
W35	Westgate - Westgate Public Library		
W36	Westphalia - Contracting City		
W37	Westside - Westside Public Library		
W38	Westwood - Contracting City		
W39	What Cheer - What Cheer Public Library		
W40	Wheatland - Curtis Memorial Library		
W41	Whiting - Whiting Public Library		
W42	Whittemore - Whittemore Public Library		
W43	Whitten - Contracting City		
W44	Willey - Contracting City		
W45	William Penn University - Wilcox Library		
W46	Williams - Williams Public Library	137	86
W47	Williamsburg - Williamsburg Public Library		
W48	Wilton - Wilton Public Library		
W49	Windsor Heights - Contracting City		
W50	Winfield - Winfield Public Library		_
W51	Winterset - Winterset Public Library	2	3
W52	Winthrop - Winthrop Public Library		
W53	Wiota - Contracting City		
W54	Woden - Woden Public Library		
W55	Woodbine - Woodbine Carnegie Public Library		
W56	Woodbury County - Woodbury County Library		
W57	Woodward - Woodward Public Library		
W58	Woolstock - Contracting City		
W59	Wyoming - Wyoming Public Library		
Y1	Yale - Contracting City		
Y2	Yetter - Contracting City		
Z1	Zearing - Zearing Public Library	220	82
211	Subtotal of all W - Z libraries (Click Save to		251
	calculate subtotal)	717	371
	y		

Verification

Do not include Interlibrary Loan (SILO) amounts on this form.

Due: July 31, 2018

Total number of items loaned to customers from other towns. (Click Save to calculate Total):

9,222

10,585

If a customer drops off an item to be returned to another participating library, you may claim actual postage costs to return the item. Do not include postage associated with Interlibrary Loans (SILO) on this form.

Open Access postage for items returned to other participating libraries:

\$6.43

\$7.49

Date of Completion:

7/27/18

7/17/2017

Contact Person:

Kolleen Taylor

Kolleen Taylor

(515) 733-2685

E-mail

kolleen@storycity.lib.ia.us kolleen@storycity.lib.ia.us

(515) 733-2685 Phone

I certify that the above information is true and correct to the best of my knowledge.

Yes

Yes