

Bertha Bartlett Public Library

Board Meeting – ZOOM ONLINE

Meeting ID: 899 1834 0003

Password: 458778

Thursday, June 25, 2020

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
- June bills

Circulation Report: Duane Fournier

Correspondence/Communications:

Gilbert Update

New Business:

- Employee raises – City – 2%
- Officers for 2020-2021
- Additional purchases: New book carts, lighting, charging station, Legos
- Consider offering August Teen/Tween/Family program in the Park
- Friday, July 3 ... City hall is closed, library?

Old Business:

- Review Budget changes
- Adjournment

Reminder

- Next meeting: July 23, 6 p.m.

Staff Update June 2020

We are happy that we have been allowed to open the library up by appointment and so have our patrons! We have had a few disgruntled people come to use the library, and left frustrated and upset, but the majority are so glad to see us open on any level, that they are continually thanking us. We have had people with tears in their eyes come in....they are mostly older residents with no close family, living alone, and with limited means for personal entertainment. We have always been a break to their long days, and we are hearing how grateful they are.

Parents with children in tow have also told us how grateful they are, and that they feel very safe here. They are seeing our procedures, and the precautions we are taking. The online Storytime is not working very well through Zoom, so I've talked with Maria about trying to do this through the Facebook page. This will take some additional coordination as she doesn't have a page, and is not familiar with this. Learning curve will be a bit high for this.

The Iowa Shares van service started back up on June 22, and the Heartland Van service will start up after the July 4 weekend. Many books were stalled in various stages of delivery from around the state, so that has caused a bit more work tracking things down, in addition to a much larger volume of items being returned.

Patricia Sawyer turned in her resignation this week. She is retiring, as she is of that age, and also did not want to have to learn all the new procedures due to Covid-19. Because there is no definite end in sight for these changes, she felt it was best to just call it good. Her last official day will be June 30, her last paycheck was this week.

I have contacted both Laura Donaldson and Stephen Griffith, to see if they plan to return at such time that we have the evening and weekend hours for them (they both covered evenings, weekends and Laura did some programming hours.) They have indicated to let them know when we are fully opened and have hours for them.

I began staff reviews for everyone who is currently working and have everyone done by this Friday. The special bonus for those working was a big surprise and very appreciated! Thank you for offering this. Denise, Shelly, Angie, Caitlin, Maria and myself received those checks this week.

The city also had approved a 2% raise for all city employees. That is the way it is listed on the agenda. However, Mark sent a message to me through Heather (City Clerk), that our part-time people should get a 3% raise, and mine stay at 2%. I suspect that is because our staff is probably the lowest paid outside of temporary employees.

We have been trying to anticipate needs for the next year as our budget is going to have money left. We had a book cart break this year, and it was suggested we should purchase two new ones. Those cost about \$300-\$400 each. We have 3 others that all need either repainted or repairs (welding!).

People are slowly signing children up for their summer reading program bags, and the ISU Extension is delivering Stem Kits for the older kids which we are including in our registration bags. Everything a child needs is in each bag, and they are sorted by school year and sex, using color coordinated bags, so we have age appropriate activities and books in each bag. We just hope our parents are working through the bags and helping their kids get enthused about reading. We also have bookmarks for the Teens, Tweens and Adults. We are hopeful we might be able to have one or two outside programs in the park sometime in August or September. We have otherwise cancelled all pre-arranged programs.

Bertha Bartlett Public Library

Board Meeting

Thursday, May 28th, 2020

6:00pm

Meeting held via Zoom

Present: Chris Feil, Lynn Cummings, Matt Emerson, Duane Fournier, City Representative Mary Kay Soberg, Gilbert City Representative Teri, Jessica Hensch (Secretary) and Kolleen Taylor (Director).

Called to Order: 6:18p

Changes to and approval of the Agenda:

Discussion of Kinney memorial added to "New Business".

Approval of Minutes:

Motion to approve the April 2020 minutes by Cummings, seconded by Fournier, approved unanimously.

Citizen's Appearance:

None – though the meeting has been posted so citizens know they are welcome to join the Zoom meeting.

Board Training – Walk through of Library Procedural Changes – Tabled due to not being complete

Taylor reports she was hoping to do a video of all the different stages of reopening. She'd like to put up a building walk through so she is able to post it to the social media and the website.

Treasurer's Report

P and L:

Story City: Forecasting is again difficult this month due to the pandemic environment. Even with additional COVID expenses the budget is still ahead of expenses. Taylor reports there will be some more expenses this month related to tech.

April Bills:

Fournier reports there isn't anything terribly out of the ordinary besides the expense for the shields of \$457.

Motion to approve by Fournier, seconded by Hensch. Approved unanimously.

Circulation:

Circ is a ¼ of what we usually do which is low, but since we have been closed, it isn't as bad as could be. All categories are down or zeros.

Correspondence/Communications:

A few checks have come directly to the library.

Mayor Mike Jensen called to let Kolleen know that Fran passed away. On the funeral home page, there was a request that any memorials for her be written to the library or the historical society.

Gilbert Update –

Maria seems to be doing well at the Gilbert site.

Kits were put together to be distributed with school meal program.

Story Time is being hosted on Fridays from the Gilbert Library via Zoom.

Curbside service is also being provided in Gilbert, just like the Story City site.

New Business

Budget 2020-2021/City Meeting:

Fournier and Taylor worked on removing \$12000 from the budget from various other places instead of just out of the book budget. Waiting to hear back from Mark Jackson. Fournier plans to go ahead with the budget adjustments that have been made, unless the City says otherwise. Final numbers will be provided at the next meeting for approval by trustees.

Summer Reading Program Updates:

Every family that wants to participate will get everything in one batch at the beginning of the summer. Families will need to call ahead and let the staff know they'd like a reading kit. There will be reading logs, incentive prizes and then submit everything at the end of the year for the grand prize drawing.

Programs that have been scheduled will possibly need to be pushed back. Many performers said they would be willing to reschedule.

Upgrade Staff Computers (Kolleen's, Denise's and Circulation Desk):

Emerson and Taylor looked at the Dell website last month. Emerson made some recommendations for machines that were about \$900 each, as well as some monitors. Considered also purchasing some web cameras and a sound bar.

Old Business

Reopening:

Move in to phase 3 on June 8th. City Representative Soberg is going to check on this at Monday's council meeting. Going slower than we had hoped, but will continue working through the plan.

Staff Recognition:

Hensch motions for staff appreciation bonuses for the staff working during the pandemic crisis in the amount \$300.

Adjournment:

Motion to adjourn by Fournier seconded by Hensch – Approved unanimously 7:22p

Next Meeting:

June 25th at 6pm – At Library

Bertha Bartlett Public Library Cash Flow
May 2020

<u>Acct #</u>	<u>Story City Expenses</u>	<u>2019-2020</u> <u>Budget</u>	<u>Month to date</u>	<u>Year to date</u>	<u>Budget remaining</u>	<u>% of funds</u> <u>Remaining</u>
001-4410-6010	Salaries: Full Time	\$ 47,085.00	\$ 3,383.95	\$ 40,607.51	\$ 6,477.49	13.76%
001-4410-6020	Salaries: Part-time	\$ 55,000.00	\$ 3,932.99	\$ 48,428.67	\$ 6,571.33	11.95%
001-4410-6110	FICA/Medicare	\$ 7,750.00	\$ 548.45	\$ 6,687.13	\$ 1,062.87	13.71%
001-4410-6130	IPERS	\$ 9,565.00	\$ 690.73	\$ 8,405.02	\$ 1,159.98	12.13%
001-4410-6150	Insurance - Group Health	\$ 4,600.00	\$ 362.59	\$ 4,182.27	\$ 417.73	9.08%
001-4410-6230	Travel/Training	\$ 1,300.00	\$ -	\$ 387.58	\$ 912.42	70.19%
001-4410-6320	Building/Grounds	\$ 10,000.00	\$ -	\$ 6,129.63	\$ 3,870.37	38.70%
001-4410-6350	Equipment repair/Maint.	\$ -		\$ 28.12	\$ (28.12)	
001-4410-6371	Utilities	\$ 1,800.00	\$ 161.52	\$ 1,611.17	\$ 188.83	10.49%
001-4410-6373	Telephone	\$ 4,800.00	\$ 384.75	\$ 4,317.87	\$ 482.13	10.04%
001-4410-6408	Insurance-General	\$ 2,300.00	\$ 35.00	\$ 2,618.00	\$ (318.00)	-13.83%
001-4410-6490	Professional Services	\$ 2,000.00	\$ -	\$ 660.00	\$ 1,340.00	67.00%
001-4410-6499	Miscellaneous	\$ 100.00	\$ -	\$ -	\$ 100.00	100.00%
001-4410-6500	Programming	\$ 2,500.00	\$ 348.09	\$ 1,041.22	\$ 1,458.78	58.35%
001-4410-6501	Building Supplies	\$ 750.00	\$ 10.10	\$ 607.96	\$ 142.04	18.94%
001-4410-6502	Technology	\$ 3,000.00	\$ 16.04	\$ 74.84	\$ 2,925.16	97.51%
001-4410-6505	Cataloging Supplies	\$ 1,800.00	\$ -	\$ 430.63	\$ 1,369.37	76.08%
001-4410-6506	Office Supplies	\$ 3,050.00	\$ 590.22	\$ 3,208.85	\$ (158.85)	-5.21%
001-4410-6727	Capital Equipment	\$ -		\$ 650.00	\$ (650.00)	0.00%
001-4410-6508	Petty Cash/Postage	\$ 1,100.00	\$ -	\$ 375.00	\$ 725.00	65.91%
001-4410-6770	Magazines	\$ 1,700.00	\$ -	\$ 1,353.85	\$ 346.15	20.36%
001-4410-6771	Audio	\$ 1,300.00	\$ -	\$ 639.00	\$ 661.00	50.85%
001-4410-6772	Books (+\$5000)	\$ 12,000.00	\$ 329.42	\$ 10,887.59	\$ 1,112.41	9.27%
001-4410-6773	Video	\$ 1,000.00	\$ 103.68	\$ 1,566.58	\$ (566.58)	-56.66%
001-4410-6774	Online Databases	\$ 1,000.00	\$ -	\$ 922.26	\$ 77.74	7.77%
		\$ 175,500.00	\$ 10,897.53	\$ 145,820.75	\$ 29,679.25	16.91%
Deposits to: **						
001-4410-1-4580	General Fund	\$ 4,000.00	\$ -	\$ 2,508.63	\$ 1,491.37	
001-4410-1-4470	General Fund	\$ 23,000.00	\$ -	\$ 27,128.05	\$ (4,128.05)	
031-4410-2-4705	Donations	\$ -	\$ 122.31	\$ 48,359.00	\$ 48,359.00	
031-4410-4-4300	Interest on Deposits	\$ -	\$ (278.27)	\$ (278.27)	\$ 10,101.38	
	Total Deposits					
B. Trust Fund Deposits/Balance						
031-	Trust in General Fund	\$ 416,419.03	\$ 60,674.72	\$ 355,744.31		
031-4410-2-4404	Local Grant					
	ASB Savings Account	\$ 2,070.48	\$ 7.63	\$ 2,078.11		
031-0950-4-4300	Interest (CD's)	\$ 210,000.00	\$ 210,000.00	\$ 210,000.00		
031-4410-4-4799	Misc. Receipts	\$ -	\$ 1,528.00	\$ 1,528.00	(Tekipee reimbursement for Property Taxes)	
			Total	\$ 569,350.42		
Library Trust Expenses						
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					
031-4410-6672	Books					
031-4410-6798	Capital Project		\$ 120,000.00	???		
	Total Library Trust Exp		\$ 120,000.00	\$ -	\$ -	

Bertha Bartlett Public Library

June 2020 bills

Code	Written To	Date	Amount	Comments/Mileage @ .58/mile
001-4410-6150	Wellmark	06/03/20	\$381.54	Health Insurance - Kolleen
001-4410-6230	Maria Hartt	06/10/20	\$69.32	Travel - mileage
001-4410-6320	Amazon Capital Services	06/22/02	\$117.46	
001-4410-6320	Early Bird Window Washin	06/12/20	\$60.00	Window washing
001-4410-6320	IPI (Iowa Prison Ind.)	06/11/20	\$599.60	Hand sanitizer dispensers & sanitizer
001-4410-6371	Chitty Garbage Service	06/01/20	\$30.00	Trash
001-4410-6371	Black Hills Energy	06/23/20	\$49.10	Gas - heat
001-4410-6373	Aureon	06/01/20	\$389.14	Telephone
001-4410-6490	Computer Resource Specialists	06/06/20	\$624.86	new line for computers, switched network
001-4410-6490	Sam Sirna	06/26/20	\$225.00	Technical help analyzing computers, moving
001-4410-6500	Amazon Capital Services	06/22/20	\$170.72	SRP supplies
001-4410-6500	Brent Allan Entertainment	06/05/20	\$375.00	Programming
001-4410-6500	Maria Hartt	06/10/20	\$18.91	Programming
001-4410-6500	Visa	06/08/20	\$40.00	Programming
001-4410-6502	Amazon Capital Services	06/22/20	\$337.57	Computer components
001-4410-6502	Dell Marketing	06/02/20	\$1,512.58	2 new staff computers
01-4410-6502	Dell Marketing	06/22/20	\$3,352.32	New Server
001-4410-6502	Dell Marketing	06/22/20	\$129.52	Keyboards/Mice
01-4410-6502	Visa	06/22/20	\$93.00	Server software & new Adobe software
001-4410-6505	Demco	06/04/20	\$501.37	Cataloguing materials
01-4410-6505	Amazon Capital Services	06/22/20	\$69.35	Cataloguing materials
001-4410-6506	Access Systems	06/22/20	\$132.95	Copier Lease
001-4410-6506	Visa	06/08/20	\$37.61	Zoom charge & special mailing
001-4410-6772	Amazon Capital Services	06/22/20	\$245.36	Books
001-4410-6772	Cengage	05/21/20	\$69.75	Books
001-4410-6772	Cengage	04/22/20	\$47.23	Books
001-4410-6770	Des Moines Register	06/25/20	\$341.00	Yearly newspaper subscription
001-4410-6772	Center Point Large Print	04/01/20	\$88.68	LP books
001-4410-6772	Baker & Taylor	05/18/20	\$63.22	Books
001-4410-6772	Baker & Taylor	05/26/20	\$179.13	Books
001-4410-6772	Baker & Taylor	06/02/20	\$149.11	Books
001-4410-6772	Baker & Taylor	06/08/20	\$40.96	001-4
001-4410-6772	Baker & Taylor	06/10/20	\$462.28	Books
001-4410-6772	Baker & Taylor	06/22/20	\$96.56	Books
001-4410-6772	Ingram	05/28/20	\$284.80	Books
001-4410-6772	Ingram	06/10/20	\$171.15	Books
001-441-6772	Ingram	06/11/20	\$462.79	Books
001-4410-6772	Ingram	06/17/20	\$265.31	Books
	TOTAL - Story City		\$12,284.25	
	Gilbert Bills			
033-4410-6230	Maria Hartt	06/10/20	\$69.31	Travel - mileage
033-4410-6230	Kolleen Taylor	06/23/20	\$31.32	Extra trips - deliveries
033-4410-6490	IPI (Iowa Prison Industries)	06/11/20	\$149.90	Hand sanitizer dispenser & sanitizer
033-4410-6490	Amazon Capital Services	06/22/20	\$144.44	Plexiglass for circ desk
033-4410-6500	Amazon Capital Services	06/22/20	\$98.20	Programming

Bertha Bartlett Public Library
June 2020 bills

033-4410-6500	Maria Hartt	06/10/20	\$17.83	SRP supplies
033-4410-6500	Visa	06/08/20	\$30.00	Programming
033-4410-6500	Brent Allan Entertainment	06/05/20	\$375.00	SRP program
033-4410-6500	Waukee Public Library	06/19/20	\$10.95	Doll for SRP
033-4410-6507	Amazon Capital Services	06/22/20	\$374.00	Chair for Young Adult area
033-4410-6772	Maria Hartt	06/10/20	\$2.54	Books
033-4410-6772	Amazon Capital Services	06/22/20	\$81.74	Books
033-4410-6772	Ingram	05/28/20	\$57.55	Books
033-4410-6772	Ingram	06/10/20	\$85.73	Books
033-4410-6772	Ingram	06/11/20	\$29.87	Books
033-4410-6772	Baker & Taylor	06/02/20	\$14.56	Books
033-4410-6772	Baker & Taylor	06/08/20	\$10.19	Books
033-4410-6772	Baker & Taylor	06/17/20	\$29.44	Books
	Total - Gilbert		\$1,612.57	

Approved on this day _____ by _____

Bertha Bartlett Public Library
2019-2020 Statistics Comparison

	Jul. 18	July 19	Aug. 18	Aug. 19	Sept. 18	Sept. 19	Oct. 2018	Oct. 2019	Nov. 18	Nov. 19	Dec. 18	Dec. 19	Jan. 19
City	2817	3029	2505	2600	2381	2461	2398	2528	2141	2063	2138	1886	2414
County	569	641	453	419	379	412	445	515	364	486	333	332	455
Other	1058	953	904	954	956	912	1027	1008	851	880	977	1016	1139
Gilbert	475	388	423	343	300	270	368	331	357	229	261	165	266
Total	4919	5011	4285	4316	4016	4055	4238	4382	3713	3658	3709	3399	4274
Open Access	1058	953	904	954	956	912	1027	1008	851	880	977	1016	1139
Adult	1396	1455	1409	1365	1254	1188	1319	1394	1174	1208	1261	1183	1425
Young Adult	318	335	245	291	225	183	204	221	153	141	137	178	180
Juvenile	2190	2079	1749	1779	1606	1740	1796	1833	1547	1507	1552	1233	1637
Video	9	0	14	8	13	5	12	4	18	5	11	2	3
DVD	766	848	637	672	675	742	694	675	594	563	560	546	775
Audio	9	20	19	7	18	14	14	9	5	18	11	25	24
CD	33	39	18	17	20	12	7	7	19	24	20	38	29
CD book	113	138	98	96	82	85	89	115	94	125	75	126	91
Magazines	39	60	60	49	51	37	51	56	39	28	31	27	49
Puzzles	25	27	19	24	45	34	36	58	53	31	29	24	49
Puppets	20	9	15	7	21	11	8	10	14	6	10	8	5
Other	1	1	2	1	6	4	8	0	3	2	12	9	7
Total	4919	5011	4285	4316	4016	4055	4238	4382	3713	3658	3709	3399	4274
E-books	310	320	348	336	352	324	336	320	314	319	408	330	363
Downloaded Audio	315	372	296	343	283	327	288	337	270	319	249	307	278
Ref.? Asked	127	158	103	112	93	103	131	161	107	140	118	114	130
Ref.? Answered	127	158	103	112	93	103	131	161	107	140	118	114	130
Reference-Gilbert	44	58	54	59	53	32	50	39	37	25	41	20	32
PATRONS													
Programs - children	19	7	2	0	13	13	11	11	8	13	8	8	7
Attendance - children	133	131	59	0	171	132	138	129	86	155	79	91	49
Attendance - adults	49	53	20	0	47	47	44	40	40	61	54	46	30
Programs - StoryX	0	0	0	0	5	5	5	3	3	3	4	0	3
Attendance - children	0	0	0	0	45	45	56	27	29	24	44	0	40
Attendance - adults	0	0	0	0	5	8	14	8	6	9	12	0	9
Programs - Teen/Tweens	5	6	0	0	2	2	2	2	1	1	1	1	1
Attendance - teens	39	51	0	0	29	14	35	24	13	8	26	23	15
Attendance - adults	6	9	0	0	2	2	2	4	1	2	2	2	1
Programs - Adult	6	5	7	6	5	7	6	5	7	13	5	5	5
Attendance - children	1	0	0	2	0	0	0	0	0		0	0	0
Attendance - adults	62	32	42	39	34	49	37	27	36	234	34	36	35
Total Programs	19	18	9	6	25	22	24	21	18	27	18	14	15

Bertha Bartlett Public Library
2019-2020 Statistics Comparison

Total Attendance	289	277	121	41	333	241	326	259	211	498	251	198	179
Gilbert Programs	10	7	3	2	6	5	5	7	5	5	4	4	4
Attendance	245	210	35	32	73	62	67	71	76	57	55	48	37
Attendance - Adults	69	61	9	9	27	28	23	24/2T	0	23	16	11	11
Hours - Gilbert	70.5	72.5	78	73	64	64	72.5	78	62	56.5	60.5	54.5	50.5
Total People	704	554	489	403	388	384	378	428	324	224	244	189	237
People/hour	10	7.6	6.3	5.52	6.1	6	5.2	5.5	5.2	4.9	4	3.5	4.3
Gilbert Site Circ.	859	626	654	581	508	507	662	559	569	350	400	336	373
Hours - Story City	218	221	235	228	217	220	246	247	228	224	218	222.5	237
Total People	3398	3778	3375	3229	3048	3122	3717	3636	2533	3613	2488	2355	2534
People/Hour	15.6	17	14.4	14.2	14.1	14.2	15.1	14.7	11.1	16.2	11.4	10.6	11
<u>CARDS</u>													
Issued - Story City	17	12	14	4	16	22	10	5	6	10	6	9	7
Issued - Gilbert	11	4	3	0	0	3	8	1	4	1	2	0	1
Withdrawn	15	0	31	0	0	0	0	0	1045	0	0	0	0
renewed - Story City	14	12	7	13	14	3	9	8	8	1	5	5	9
renewed - Gilbert	12	4	7	3	6	1	5	7	4	1	2	2	6
Meeting Room Library	15	12	1	2	13	10	14	14	10	16	10	10	12
Meeting Room Other	4	2	5	4	3	9	7	8	3	8	4	9	8
Computer Use	641	681	753	461	575	402	955	430	755	481	877	547	661
Test Proctoring	0	2	0	4	0		0		0	0	0	0	0
Interlibrary Loans Requested	8	15	12	12	6	5	12	16	10	24	18	9	11
Interlibrary Loans Sent	22	33	24	25	22	29	19	31	14	4	16	31	32
Book Club Sets	2	0	4	2	2	4	2	3	1	3	2	2	4
Microfilm Use	0	0	2	0	0	0	0	0	2	0		0	0
Gilbert Computer use	47	37	37	26	25	28	39	23	29	29	26	25	11
In House Use - Gilbert		58	70	64	27	30	34	58		37		22	28

In House Use - Story City

Bertha Bartlett Public Library
2019-2020 Statistics Comparison

Jan. 20	Feb. 19	Feb. 20	Mar. 19	Mar. 20	Apr. 20	Apr. 20	May 19	1-May	June 19
2073	2510	2003	2607	2539	600	600	2297	590	3137
413	431	391	375	380	74	74	453	180	537
937	920	887	1170	1003	240	240	742	372	1246
219	255	226	252	250	74	74	268	134	426
3642	4116	3507	4404	4172	988	988	3760	1276	5346
937	920	887	1170	1003	74	74	742	372	1246
1391	1298	1133	1388	1460	391	391	1277	469	1368
150	196	214	202	240	71	71	195	123	354
1358	1779	1411	1834	1640	366	366	1409	509	2448
3	4	4	2	1	2	2	3	2	2
523	689	530	770	587	96	96	668	120	901
5	19	9	18	12	6	6	20	0	28
8	8	17	9	8	1	1	3	1	32
118	44	114	87	132	35	35	104	26	125
43	10	23	20	34	9	9	62	20	54
25	54	35	63	39	10	10	12	6	23
7	12	3	10	2	1	1	7	0	10
11	3	14	1	17					1
3642	4116	3507	4404	4172	988	988	3760	1276	5346
429	315	350	342	382	484	484	367	530	358
398	228	347	279	376	387	387	337	368	328
136	86	82	134	136	150	150	109	114	86
136	86	82	134	136	150	150	109	114	86
25	29	36	45	39			36	36	56
11	9	10	9	4	0	0	10	4	6
105	56	78	64	36	0	0	69	8	207
22	36	18	43	12	0	0	35	7	116
0	3	0	6	1	0	0	5	0	0
0	18	0	89	4	0	0	51	0	0
0	6	0	17	2	0	0	11	0	0
2	1	2	0	0	0	0	2	0	5
20	7	11	6	0	0	0	32	0	58
4	1	2	0	0	0	0	4	0	9
6	6	6	8	3	1	1	5	1	7
0	0	0	19	0	0	0	0	0	7
42	44	43	80	17	9	9	32	8	46
19	19	18	22	8	0	0	22	5	18

Bertha Bartlett Public Library
2019-2020 Statistics Comparison

193	168	148	310	70	0	0	234	23	447
6	4	4	5	4			6	4	9
69	50	53	55	46	0	0	70	8	260
19	13	16	19	14	0	0	22	7	84
67.5	54.5	65	66	60	293	293	71.5	55.5	71.5
259	224	222	288	182	N/A	N/A	223	62	614
3.9	4.1	3.4	4.4	3	52	52	3.9	1.1	8.6
434	436	399	442	418	293	293	454	274	684
235	216	227	235.5	213	147	147	223	147	208
2379	2266	2631	3025	2020	35	35	3076	89	4198
9.8	10.5	11.6	12.8	10.1	N/A	N/A	13.8	0.6	20.2
6	6	11	4	9			9	1	12
2	1	1	4	1			0	1	5
0	1	0	0	2			0	0	0
14	5	12	11	13			8	1	20
4	6	0	4	4			7	1	11
14	10	11	11	4	0	0	12	0	10
4	7	11	17	4	0	0	4	0	5
472	585	521	748	279	0	0	676	0	775
0	0	0	0	0	0	0	1	0	1
22	9	19	12	24	0	0	10	0	11
34	26	23	19	20	0	0	18	2	29
3	4	1	5	3	0	0	3	0	1
0	1	0	1	0	0	0	1	0	1
25	18	8	19	7	0	0	14	0	10
	3	25	31	33	0	0	35	0	38

2020-2021 Proposed Gilbert Library Budget

A Branch of the Bertha Bartlett Public Library

			Budget	Budget	Budget	Budget	Proposed
			FY 16-17	FY 17-18	FY 18-19	FY 19-20	Budget
							FY 20-21
Revenues							
Interest							
Local Reimbursement			\$ 40,000.00	\$ 44,000.00	\$ 44,000.00	\$ 44,000.00	\$48,000.00
Donation							
Misc. Receipts							
TOTAL				\$ 44,000.00	\$ 44,000.00	\$ 44,000.00	\$48,000
				Year 1	Year 2	Year 3 (Contract)	
Expenditures							
Salaries, Full			\$ 13,312.00	\$ 13,712.00	\$ 14,165.00	\$ 15,437.00	\$ 15,900.00
Salaries, Part			\$ 13,000.00	\$ 13,390.00	\$ 14,000.00	\$ 14,490.00	\$ 14,925.00
FICA			\$ 1,566.00	\$ 2,073.00	\$ 2,230.00	\$ 2,289.00	\$ 2,350.00
IPERS			\$ 2,350.00	\$ 2,421.00	\$ 2,515.00	\$ 2,825.00	\$ 2,800.00
Insurance, Health			\$ 1,423.00	\$ 1,800.00	\$ 1,475.00	\$ 1,480.00	\$ 1,480.00
Travel & Training			\$ 956.00	\$ 1,200.00	\$ 1,000.00	\$ 700.00	\$ 500.00
Insurance, General							
Professional Services			\$ 168.00	\$ 250.00	\$ 250.00	\$ -	\$ -
Programming			\$ 800.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 350.00
Technology			\$ 100.00	\$ 500.00	\$ 500.00	\$ 393.00	\$ -
Minor Equipment			\$ 50.00	\$ 100.00	\$ 100.00		
Cataloging Supplies			\$ 700.00	\$ 700.00	\$ 750.00	\$ 250.00	\$ 100.00
Office Supplies			\$ 500.00	\$ 500.00	\$ 500.00	\$ 150.00	\$ 150.00
Misc. Operating Supplies			\$ 50.00	\$ 50.00	\$ 50.00	\$ 36.00	\$ -
Capital Equipment			\$ -	\$ -		\$ -	
Magazines			\$ 75.00	\$ 100.00	\$ 25.00		\$ 100.00
Books			\$ 1,700.00	\$ 2,404.00	\$ 2,140.00	\$ 1,800.00	\$ 2,045.00
Video			\$ 350.00	\$ 900.00	\$ 400.00	\$ 250.00	\$ 400.00
Online Licensing/Databases			\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
Transfer Out: General Fund			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
TOTAL			\$ 40,000.00	\$ 44,000.00	\$ 44,000.00	\$ 44,000.00	\$ 44,000.00

E. Balance

Bertha Bartlett Public Library

PROPOSED Budget for 2020-2021

Bertha Bartlett Public Library - Story City Budget

Story City		FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Salaries, Full		\$ 40,154.00	\$ 41,134.00	\$ 42,495.00	\$ 47,086.00	\$ 48,498.00
Salaries, Part		\$ 50,200.00	\$ 51,500.00	\$ 57,000.00	\$ 54,000.00	\$ 59,750.00
FICA		\$ 6,786.00	\$ 7,087.00	\$ 7,615.00	\$ 7,750.00	\$ 8,270.00
IPERS		\$ 8,009.00	\$ 8,272.00	\$ 8,765.00	\$ 9,564.00	\$ 10,180.00
Insurance, Health		\$ 4,285.00	\$ 5,400.00	\$ 4,425.00	\$ 4,600.00	\$ 4,800.00
Travel/Training		\$ 752.00	\$ 1,300.00	\$ 1,500.00	\$ 1,300.00	\$ 902.00
Building/Grounds		\$ 7,111.00	\$ 8,000.00	\$ 6,000.00	\$ 10,000.00	\$ 5,000.00
Equipment Repair/Main't		\$ 248.00	\$ 250.00	\$ 250.00		
Utilities		\$ 1,387.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,900.00
Telephone		\$ 3,121.00	\$ 4,187.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
Insurance, General		\$ 2,125.00	\$ 2,830.00	\$ 2,500.00	\$ 2,300.00	\$ 2,100.00
Professional Services		\$ 2,464.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,800.00
Miscellaneous			\$ 100.00	\$ 100.00	\$ 100.00	
Programming		\$ 1,578.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,000.00
Building Supplies		\$ 684.00	\$ 600.00	\$ 750.00	\$ 750.00	\$ 700.00
Technology		\$ 2,432.00	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00	\$ 1,500.00
Cataloging Supplies		\$ 572.00	\$ 1,700.00	\$ 1,700.00	\$ 1,800.00	\$ 1,000.00
Office Supplies		\$ 2,140.00	\$ 2,700.00	\$ 2,700.00	\$ 3,050.00	\$ 1,000.00
Miscellaneous Oper. Supplies		\$ 143.00				\$ 200.00
Postage/Petty Cash		\$ 900.00	\$ 1,000.00	\$ 1,000.00	\$ 1,100.00	\$ 800.00
Capital Equipment						
Magazines		\$ 1,851.00	\$ 1,500.00	\$ 1,600.00	\$ 1,700.00	\$ 1,500.00
Audio		\$ 796.00	\$ 1,000.00	\$ 1,000.00	\$ 1,300.00	\$ 1,000.00
Books		\$ 13,558.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 8,500.00
Video		\$ 1,907.00	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,000.00
Online Licensing/Databases		\$ 1,440.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,300.00
Capital Projects						
TOTAL		\$ 154,643.00	\$ 162,360.00	\$ 168,000.00	\$ 175,000.00	\$ 168,500.00