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

			2018-2019	1				
Acct #	Story City Expenses	-	Budget	м	onth to date	Year to date	<u>Budget</u> remaining	<u>% of funds</u> Remaining
		ć	42,495.00		3,285.89		<u>u</u>	
001-4410-6010 001-4410-6020	Salaries: Full Time Salaries: Part-time	\$ \$	42,495.00 57,000.00	\$ \$	4,282.63			
001-4410-6020	FICA/Medicare	ې \$	7,615.00	ې \$	4,282.05			
			•	\$ \$	685.74			
001-4410-6130	IPERS	\$	9,395.00		547.54			
001-4410-6150	Insurance - Group Health	\$	4,425.00	\$	547.54			
001-4410-6230 001-4410-6320	Travel/Training Building/Grounds	\$ \$	1,500.00 5,370.00	\$ \$	- 160.00			
	-	ې \$	250.00		100.00			
001-4410-6350	Equipment repair/Maint.			\$	55.60			
001-4410-6371	Utilities Talaakaa	\$	1,800.00	\$				
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							
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					
				\$	11,832.39			
Deposits to: **		\$	168,000.00					
001-4410-1-4580	General Fund	\$	4,000.00	\$	211.80			
001-4410-1-4470	General Fund	\$	21,500.00					
031-4410-2-4705	Donations	\$	5,000.00					
031+4410-4-4300	Interest on Deposits	\$	3,000.00	\$	728.87			
	Total Deposits							
B. Trust Fund Dep	osits/Balance							
031-	Trust in General Fund	\$	377,416.93	\$	11,709.64	\$ 389,126.57		
031-4410-2-4404	Local Grant							
	ASB Savings Account			\$	2,062.96			
031-0950-4-4300	Interest (CD's)							
Library Trust Expe	nses			1				
031-4410-6230	Travel & Training							
031-4410-6320	Building & Grounds							1
031-4410-6490	Professional Services			İ				1
031-4410-6507	Misc. Operating							
031-4410-6727	Capital Equipment							1
031-4410-6672	Books					\$ 5,000.00		
031-4410-6798	Capital Project					. ,		
	Total Library Trust Exp					\$ 5,000.00		
						, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		1
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Bertha Bartlett Public Library P L - July 2018

Acct #	<u>Gilbert Expenses</u>	<u>Budget</u>	<u>N</u>	<u>Month to</u> date	Year to date	<u>Budget</u> remaining	<u>% of funds</u> <u>Remainin</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					
	Total Gilbert Exp.	\$ 44,000.00	\$	3,572.65	\$-	\$0.00	
	Gilbert Reserve		\$	10,844.63			
033-4410-4-4300	Interest on Deposit		\$	26.98			
033-4410-4-4441	Local Reimbursement						
033-4410-2-4705	Donation from private						
033-4410-4-4799	Misc. Receipts						
	Total Gilbert Inc.						
			-		<u> </u>		
<u> </u>			-				

Bertha Bartlett Public Llbrary 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		
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 Ill. 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		
001-4410-6773	Visa	08/09/18		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		Programming -SRP incentive
033-4410-6772	Visa	08/09/18		Books (award books
033-4410-6772	Ingram	07/23/18		· · · · · · · · · · · · · · · · · · ·
033-4410-6772	Ingram	07/25/18		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		
		00,22,10		
	Total - Gilbert		\$716.32	

Bertha Bartlett Public Library

July 2018 Statistics

	Jul. 17	Jul. 18	Aug. 17	Sept 17	Oct. 17	Nov. 17	Dec. 17	Jan. 18	Feb. 18	Mar. 18
City	2855	2817	2712	2506	2341	2500	1985	2647	2528	2833
County	404	569	374	324	297	325	338	517	293	510
Other	826	1058	881	762	762	722	571	687	658	764
Gilbert	315	475	312	232	265	219	193	215	258	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
PATRONS				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

						,						
Attendance - adults	80	49	0	3	6	52	28	69		55	23	29
Programs - StoryX	0	0	0		2	5	7	7		3	6	4
Attendance - children	0	0	0	1	9	48	68	85		34	72	39
Attendance - adults	0	0	0		5	13	14	20		7	16	9
Programs - Teen/Tweens	3	5	0		2	2	1	1		2	1	1
Attendance - teens	26	39	0	2	1	32	9	27		28	24	9
Attendance - adults	0	6	0		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	0	3		22	0	0
Attendance - adults	36	62	34	6	1	35	33	48		36	38	43
Total Programs	21	19	5	2	4	23	23	3		16	26	24
Total Attendance	529	289	34	23	8	196	209	371		301		216
Gilbert Programs	13	10	1		5	6	4	5		1	7	3
Attendance	146	245	16	g	4	76	52	52		3	78	45
Attendance - Adults	49	69	3	2	4	22	13	16		2	16	9
Hours - Gilbert	68.25	70.5	78.75	6	4	65.5	66	61		65.25	56	66.5
Total People	484	704	352	27	1	250	238	197		217	286	282
People/hour	7.1	10	4.46	4	2	3.8	3.6	3.2		3.3	5.1	4.2
Gilbert Site Circ.	562	859	475	35	1	358	306	289		344	236	465
Hours - Story City	211		231	2	1	244	227	220		231	220	257
Total People	3310		3461	306	9	3948	2779	2452		3005	2722	3105
People/Hour	15.7		15	13	9	16.2	12.2	11.2		14.3	12.38	12.1
<u>CARDS</u>												
Issued - Story City	27		24		8	10	15	10		9	15	10
Issued - Gilbert	2		8		5	4	1	0		0	4	2
Withdrawn	42		0		0	0	0	0		0	0	0
renewed - Story City	16		17		9	11	15	12		14	27	42
renewed - Gilbert	12		5		8	3	1	1	Γ	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	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	22	15	12	5	9	11	15	22

			irdens' Non				
Have y	ou ever	visited R	eiman Gardens?	•			
	No		Do not know/u	nsure	Been awhile		Never heard of
	Yes		Yes, more than	a year			
Age:	<20s	40s		Zip code			
	20s	50s					
	30s	60s		Any children in	home under 18?	P:	Y N
		70+					
Do you					in gardening, sci		
	Garden	ning	Science	Education	None	Other _	
What is	s the big	gest bar	rier for visiting?				
	Cost		Location/distar	nce Time A	vailable	Lack of	interest
	Transp	ortation	Other_				
Does so	omeone	in the h	ousehold work f	or or attend low	a State Universit	γ?	
	Yes/wc	ork	Yes/student	No			
Have y			ur advertisemen	its?			
	Facebo	ok	Radio	Television	Around campus	5	CyRide Buses
	Magazi	ne	Newspaper	Other			
Are you	u interes	ted in jc	ining our email l	list?			

Bertha Bartlett Public Library FY18 Direct State Aid Form

Direct State Aid

Due: July 31, 2018

BERTHA BARTLETT PUBLIC LIBRARY Library STORY CITY City: Name of person completing this Kolleen Taylor form: Telephone (515) 733-2685 Number: E-mail address: 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:

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

Amount Spent:

Description:

Total Amount Spent (must be \$2,291.51 equal to amount received): 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, Yes but did not replace local funding. Certification (Required) I certify the information in this form is true and correct to the Yes

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 <u>http://www.statelibraryofiowa.org/go/oa</u>

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 <u>scott.dermont@iowa.gov</u>, 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	
A6	Ainsworth - Contracting City	
A7	Akron - Akron Public Library	
A8	Albert City - Albert City Public Library	
A9	Albia - Carnegie-Evans Public Library	
A10	Albion - Albion Municipal Library	
A11	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	
A20	Alton - Alton Public Library	
A21	Altoona - Altoona Public Library	
A22	Ames - Ames Public Library	1,191
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	1 200
	subtotal)	1,209

1,439

1,439

B Libraries

B1	Badger - Badger Public Library		
B2	Bagley - Bagley Public Library		
B3	Baldwin - Contracting City		
B 4	Balltown - Contracting City		
B5	Bancroft - Bancroft Public Library		
B6	Barnes City - Contracting City		
B 7	Barnum - Contracting City		
B 8	Batavia - Batavia Public Library		
B9	Battle Creek - Battle Creek Public Library		
B 10	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		
B 40	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		
	Subtotal of all B libraries (Click Save to calculate	1,458	1,453
	subtotal)	1,70	1,433

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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
- C50 Colo Colo Public Library
- C51 Columbus City Contracting City
- C52 Columbus Junction Columbus Jct Public Library

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- 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)

D Libraries

- 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
- D9 Decorah Decorah Public Library
- D10 Dedham Contracting City
- D11 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 0 subtotal)

E - F Libraries

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

- E1 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
- E6 Eddyville Eddyville Public Library
- E7 Edgewood Edgewood Public Library
- E8 Elberon Elberon Public Library
- E9 Eldon Eldon Public Library
- E10 Eldora Eldora Public Library
- E11 Elgin Elgin Public Library
- E12 Elk Horn Elk Horn Public Library

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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
E19	Ellsworth Community College - Osgood Library
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
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
F9	Fenton - Fenton Public Library
F10	Ferguson - Contracting City
F 11	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
F 17	Fort Atkinson - Fort Atkinson Public Library
F 18	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

Subtotal of all E - F libraries (Click Save to calculate subtotal)

1,121

940

937

1,119

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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 0 subtotal)

0

H Libraries

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

H1 Halbur - Contracting City

H2 Hamburg - Hamburg Public Library

11.5	Transpoor Transpoor Tubrie Endary		
H4	Hancock - Contracting City		
Н5	Hanlontown - Kinney Memorial Library		
H6	Hansell - Contracting City		
H7	Harcourt - Harcourt Public Library		
H8	Hardy - Contracting City		
H9	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	368
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		
I2	Independence - Independence Public Library		
13	Indian Hills Community College - Centerville - Library		·
I4	Indian Hills Community College - Ottumwa - Library		

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- I5 Indianola Indianola Public Library
- I6 Inwood Inwood Public Library

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Hampton - Hampton Public Library

I7	Ionia - Ionia Community Library		
18	Iowa City - Iowa City Public Library		
I9	Iowa Falls - Robert W. Barlow Memorial Lib		
	Iowa Lakes Community College - Emmetsburg - Library		
	Iowa Lakes Community College - Estherville - Library		
	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	
J 4	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		
K8	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

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

- 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

L56	Lytton - Lytton Public Library		
	Subtotal of all L libraries (Click Save to calculate subtotal)	0	0
ML	ibraries		
	bt 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		`
M7	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		

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M38 Melrose - Contracting City

M39 Melvin - Melvin Public Library

M40 Menlo - Menlo Public Library

M41 Meriden - Contracting City

- M42 Merrill Merrill Public Library
- M43 Meservey Meservey Public Library
- M44 Middletown Contracting City
- M45 Miles Contracting City
- M46 Milford Milford Memorial Library
- M47 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
- M70 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

N - O Libraries

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

66

- N1 Nashua Nashua Public Library
- N2 Nemaha Contracting City
- N3 Neola Contracting City
- N4 Nevada Nevada Public Library
- N5 New Albin New Albin Public Library
- N6 New Hampton New Hampton Public Library

196

41

- 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
- O1 Oakland Eckels Memorial Library
- O2 Oakland Acres Contracting City
- O3 Oakville Contracting City
- O4 Ocheyedan Ocheyedan Public Library
- O5 Odebolt Field-Carnegie Public Library
- O6 Oelwein Oelwein Public Library
- O7 Ogden Leonard A. Good Community Library 14
- O8 Okoboji Contracting City
- O9 Olds Contracting City
- O10 Olin Olin Public Library
- O11 Ollie Contracting City
- O12 Onawa Onawa Public Library
- O13 Onslow Contracting City
- O14 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
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- O23 Otho Contracting City
- O24 Ottumwa Ottumwa Public Library
- O25 Oxford Oxford Public Library
- O26 Oxford Junction Wregie Memorial Library

O27	27 Oyens - Contracting City	
	Subtotal of all N - O libraries (Click Save to calculate subtotal)	80

P-R Libraries

- 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 Perry Perry Public Library
- P13 Peterson Kirchner French Memorial Library
- P14 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
- 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		
R 20	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		
R 26	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
- S28 Simpson Coll Dunn Library
- 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

S52 Stanhope - Stanhope Public Library

- 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
- S59 Storm Lake Storm Lake Public Library
- S60 Story City Bertha Bartlett Public Library
- S61 Stout Contracting City
- S62 Stratford Stratford Public Library
- S63 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 subtotal) 10

22

14

T-V Libraries

- 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
- T8 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
- T16 Traer Traer Public Library
- T17 Treynor Contracting City
- T18 Tripoli Tripoli Public Library
- T19 Truro Truro Public Library
- U1 Udell Contracting City
- U2 Underwood Contracting City

- 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
- U10 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

356

W - Z Libraries

Do not include Interlibrary Loan (SILO) amounts on 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 Memorial Library
- 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
- W21 Webster City Kendall Young Library
- W22 Wellman Wellman-Scofield Public Library
- W23 Wellsburg Wellsburg Public Library

0

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
	Subtotal of all W - Z libraries (Click Save to	717	371
	calculate subtotal)	717	3/1
	·		

Verification

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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):

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
E-mail	kolleen@storycity.lib.ia.	us kolleen@storycity.lib.ia.us
Phone	(515) 733-2685	(515) 733-2685
I certify that the above information is true and correct to the best of my knowledge.	Yes	Yes

9,222