



BOARD OF TRUSTEES OF THE INDIANOLA PUBLIC LIBRARY

November 8, 2022

5:45 PM

Indianola Public Library - Meeting Room B

Agenda

- 1. Call to Order**
- 2. Public Comment**
- 3. Agenda Approval**
- 4. Minutes Approval**
 - A. Oct. 11, 2022 Meeting Minutes*
- 5. Trustee Continuing Education**
 - A. Trustee Handbook Ch. 14: Public Library Standards
- 6. Financial Reports**
 - A. Approve Monthly Claims*
 - B. Review Financial Reports
- 7. Unfinished Business**
 - A. Library Referendum Update
- 8. New Business**
 - A. Policy Review: Bed Bug Policy*
 - B. Policy Review: Library Cards Policy*
- 9. Reports**
 - A. Director's Report
 - B. Library Statistics
 - C. Friends of the Library Report
- 10. Agenda Items for Next Meeting**
- 11. Trustee Comments**
- 12. Adjourn**

Indianola Public Library
Board of Trustees Meeting Minutes
October 11, 2022

(This meeting was held remotely using Zoom and in person. The meeting was made open to the public via reserved space at the IPL as well as a public comment form).

Present: Library Director Michele Patrick, Andy Brittingham, Sally Van Dorin, Tom Smith, Emmett Konrad, and Colleen Willmott.

The meeting was called to order by President Andy Brittingham at 5:45 p.m.

There were no public comments.

An agenda was approved (motion Sally Van Dorin, second Tom Smith).

The minutes from the September 13, 2022 meeting were approved (motion Tom Smith, second Sally Van Dorin)

Trustee Continuing Education:

Reviewed Chapter 13: Library Law and Legal Matters.

Financial Reports:

Monthly Financial Reports and Monthly Claims were reviewed. Financial reports were approved (motion by Sally Van Dorin, second Tom Smith)

Unfinished Business:

Michele updated the board on the Library Referendum.

New Business:

Holiday Closings for 2023 was reviewed (motion by Tom Smith, second by Sally Van Dorin)

The Integrated Library System is in need of renewal. The library staff committee recommended switching to a new system as bugs of the current system were not worked out. The migration fee will come out of the reserves and the software budget will need to be increased next fiscal year (motion by Sally Van Dorin, Tom Smith).

The revised fee schedule - circulation policy was reviewed (motion by Colleen Willmot, second by Sally Van Dorin).

Reports:

Indianola Public Library meeting was held in September. Annual meeting is November 15.

Director's Report – director's report was reviewed.

Library Statistics:

Statistics last FY was best on record. This year is on track to exceed.

Agenda items for next meeting:

None.

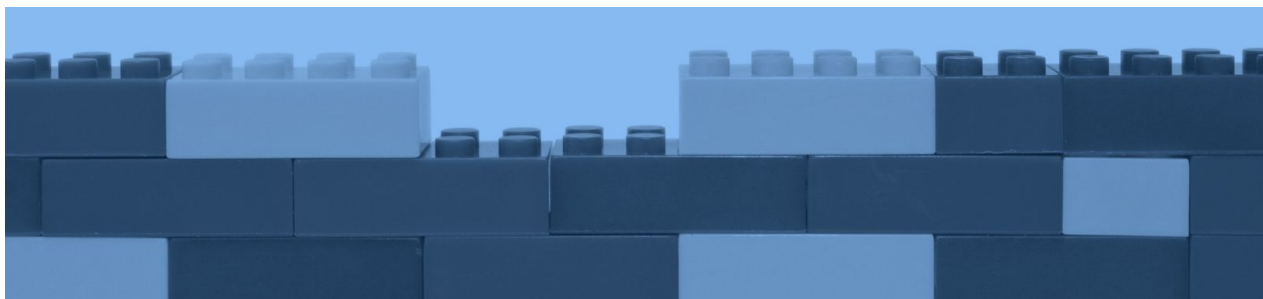
Trustee comments:

None.

The meeting was adjourned by Andy Brittingham at 6:25 pm.

Sincerely,

Emmett Konrad
Meeting Secretary



Chapter 14: Public Library Standards

The State Library of Iowa administers the **Standards and Accreditation Program** for Iowa public libraries. This is a voluntary program intended to encourage the ongoing development of quality public library service in Iowa. ***In Service to Iowa: Public Library Standards*** is the manual for the program and can be found on the State Library website.

The Standards program is designed to provide libraries with a tool to identify strengths and areas for improvement. It is also used to document the condition of public library service in Iowa, as the guideline for determining **Direct State Aid** funding (money awarded to public libraries for meeting standards) and to ensure that the State Library meets statutory requirements.

How Standards Work

Direct State Aid funding through the **Enrich Iowa Program** is awarded to any library reaching Tier 1 status or higher. Achievement of standards falls into three distinct Tier Levels: Tiers 1, 2, 3, with Tier 3 being full library accreditation. Currently there are 85 standards within categories such as Library Governance, Library Management, Library Personnel, Library Collections, and more. The funding awarded is based on the Tier level achieved.

Every three years, participating libraries are asked to report on progress toward meeting standards and/or achieving accreditation by completing an application. Providing supporting documentation is also required to accompany the application. Eligibility is based on **Iowa Code 256.57(4)** and **Iowa Administrative Code 286-3.2(2)**.

To be an eligible participant, a library must:

- ❖ Be established as a municipal library by city ordinance or as a county library at least two years previous in accordance with **Iowa Code 336**. A copy of the ordinance must be on file at the State Library.
- ❖ Use **Direct State Aid** funds to improve library services

- ❖ Use **Direct State Aid** fund to supplement, not supplant, any other funding received by the library
- ❖ Participate in the **Open Access** and **Interlibrary Loan Reimbursement** programs
- ❖ Submit a completed **Annual Survey** for the most current fiscal year
- ❖ Submit a completed **Direct State Aid** report for the most current fiscal year
- ❖ Have a current accreditation application on file and meet the following standards:
 - **Tier 1:** To reach Tier 1 status the library must meet all 29 required Tier 1 standards.
 - **Tier 2:** To reach Tier 2 status the library must meet all 29 required Tier 1 standards **plus** an additional 12 standards required at Tier 2.
 - **Tier 3:** (The highest achievement level in the **Accreditation** program.) To reach Tier 3 status the library must meet all standards marked as Tier 1, Tier 2, and Tier 3 at the “minimum required to meet standard” **and** meet 20 of the remaining 38 optional standards.
 - **Note:** A library unable to meet all Tier 1 requirements will be considered **Tier 0** and is ineligible for **Direct State Aid** funding, regardless of how many Tier 2 or Tier 3 standards are met.

If your library participates in the **Standards and Accreditation** program, all trustees should be familiar with the manual and be aware of the standards that impact the work of the board. The category “Library Governance” in the Standards specifically applies to standards regarding library boards. Note that many board-related standards are required at a Tier 1 level, which underscores the vital role of library boards in the success of the library. The category on “Library Management” covers director duties but also includes information that affects trustees.

State Library Consultants are available to assist boards in understanding the program and the importance of participation.



Invoices for Board Meeting

November 8, 2022

Vendor	Amount	Description of services or goods
Amazon	\$800.01	Craft supplies, DVDs, unboxed & loot box goodies, books, other materials and supplies
Baker and Taylor	\$6,151.45	Books
Baker and Taylor Entertainment	\$85.36	DVDs
Baker and Taylor Spoken Word	\$269.88	Books on CD
Baker Group	\$64,883.00	Boiler installation (CIP)
Brodart	\$2,563.06	Seed catalog (\$383.33- grant, \$2179.73 memorial funds)
City of Indianola (IMU)	\$1,222.52	Utilities
Dust Pros	\$1,522.00	Janitorial services and supplies (overlooked 1 for Oct)
Iowa Poetry Association	\$12.75	Lyrical Iowa subscription
Library Furniture International	\$593.00	Signage for teen shelves
Menards	\$38.32	Materials for parade float
MidAmerican Energy	\$39.09	Natural Gas
Michele Patrick	\$227.06	Mileage and expenses to Distaster Preparedness workshop in Johnston and ILA conference in Coralville
Springer Pest Control	\$91.30	Pest management
TRM Disposal	\$106.00	Trash removal
Unique Management	\$65.00	Collection agency
Waste Management	\$8.03	Recycling tote
Wood Roofing Company	\$1,262.61	Repaired leak
Wells Fargo	\$1,831.58	See statements for details

Total: **\$81,772.02**

Approved

Date

Approved

Date

Budget Summary



Personnel	October	Year-to-Date	YTD Budget	Variance	Budget	% Spent
Salaries	32,267.31	143,956.10	143,005.33	-950.77	429,016.00	33.55%
Benefits	12,738.63	51,127.45	58,238.00	7,110.55	174,714.00	29.26%
TOTAL	45,005.94	195,083.55	50,310.83	6,159.78	603,730.00	32.31%

Collection	October	Year-to-Date	YTD Budget	Variance	Budget	% Spent
Print	9,895.08	22,962.03	27,773.33	4,811.30	83,320.00	27.56%
Digital		5,624.93	7,208.33	1,583.40	21,625.00	26.01%
Special	418.66	2,085.00	2,000.00	-85.00	6,000.00	34.75%
TOTAL	10,313.74	30,671.96	36,981.67	6,309.71	110,945.00	27.65%

Operations	October	Year-to-Date	YTD Budget	Variance	Budget	% Spent
Repair/Maint	835.55	5,716.56	8,777.33	3,060.77	26,332.00	21.71%
Operations	6,056.51	57,508.86	39,366.33	-18,142.53	118,099.00	48.70%
TOTAL	6,892.06	63,225.42	48,143.67	-15,081.75	144,431.00	48.70%

Capital Improvement	October	Year-to-Date			Budget	% Spent
Tuckpointing					18,000.00	0.00%
Bathroom Upgrades					20,000.00	0.00%
Flooring: Entry & Mtg Rooms						
TOTAL	0.00	0.00			38,000.00	0.00%

TOTAL	October	Year-to-Date	YTD Budget	Variance	Budget	% Spent
	62,211.74	288,980.93	149,517.67	-139,463.26	897,106.00	32.21%

Capital Improvement Plan (FY22)

	October	Year-to-Date	Budget	% Spent
Lighting	60	19,491	30,000	64.97%
Boiler	0	5,250	60,000	8.75%
TOTAL CIP	60.00	24,741.00	90,000	27.49%

Revenue Report | October 2022

Account Number	Account Title	YTD	Budget	Variance	% Budget
041 - LIBRARY FUND					
041-4100-40000	Property Taxes(R)	(272,367.82)	(560,000.00)	(287,632.18)	48.64%
041-4100-44700	Library Service Reimbursements(R)	(47,650.00)	(80,000.00)	(32,350.00)	59.56%
041-4100-47100	Refunds/Reimbursements(R)	(62.83)	0.00	62.83	100.00%
041-4100-47641	Library Fines(R)	(1,495.27)	(3,000.00)	(1,504.73)	49.84%
041-4100-49400	Transfer In--Property Taxes(R)	(86,536.24)	(177,094.00)	(90,557.76)	48.86%
Total: Revenue		(408,112.16)	(820,094.00)	(411,981.84)	
Total: 041 - LIBRARY FUND		(408,112.16)	(820,094.00)	(411,981.84)	
Total:		(408,112.16)	(820,094.00)	(411,981.84)	

Expense Report | October 2022

Account Number	Account Title	YTD	Budget	Variance	% Budget
041 - LIBRARY FUND					
041-4100-60110	Salary/Wages--Administration(E)	34,862.98	102,646.00	67,783.02	33.96%
041-4100-60130	Salary/Wages--Clerical(E)	109,093.14	326,370.00	217,276.86	33.43%
041-4100-61100	FICA(E)	10,655.95	32,819.00	22,163.05	32.47%
041-4100-61300	IPERS(E)	13,589.40	40,497.00	26,907.60	33.56%
041-4100-61420	Deferred Comp--457(E)	1,300.00	3,900.00	2,600.00	33.33%
041-4100-61430	Employee Assistance Program(E)	252.12	250.00	(2.12)	100.85%
041-4100-61440	Wellness Program(E)	115.00	1,700.00	1,585.00	6.76%
041-4100-61500	Health Insurance(E)	21,293.24	75,690.00	54,396.76	28.13%
041-4100-61501	Dental Insurance(E)	787.47	4,243.00	3,455.53	18.56%
041-4100-61502	Vision Insurance(E)	144.00	455.00	311.00	31.65%
041-4100-61503	HSA Expense(E)	1,879.56	11,500.00	9,620.44	16.34%
041-4100-61550	Life Insurance/ADD/LTD/STD(E)	873.90	3,300.00	2,426.10	26.48%
041-4100-61599	Workers' Comp Insurance(E)	236.81	360.00	123.19	65.78%
041-4100-62100	Membership Dues/Subscriptions(E)	0.00	805.00	805.00	0.00%
041-4100-62300	Education/Training(E)	825.00	3,600.00	2,775.00	22.92%
041-4100-62700	Mileage(E)	36.25	991.00	954.75	3.66%
041-4100-63100	Repair/Maint--Bldg/Grounds(E)	5,716.56	26,332.00	20,615.44	21.71%
041-4100-63710	Utilities(E)	9,683.77	23,395.00	13,711.23	41.39%
041-4100-64020	Advertising & Legal Notices(E)	506.70	2,400.00	1,893.30	21.11%
041-4100-64082	Insurance--General Liability(E)	4,876.35	4,000.00	(876.35)	121.91%
041-4100-64083	Insurance--Property(E)	5,561.70	5,000.00	(561.70)	111.23%
041-4100-64084	Insurance--Boiler/Machinery(E)	602.00	700.00	98.00	86.00%
041-4100-64090	Janitorial Services(E)	6,672.66	21,820.00	15,147.34	30.58%
041-4100-64140	Printing(E)	0.00	1,200.00	1,200.00	0.00%
041-4100-64990	Misc Contractual(E)	359.75	1,400.00	1,040.25	25.70%
041-4100-65020	Library Books & Periodicals(E)	22,962.03	83,320.00	60,357.97	27.56%
041-4100-65021	Digital Materials(E)	5,624.93	21,625.00	16,000.07	26.01%

Expense Report | October 2022

Account Number	Account Title	YTD	Budget	Variance	% Budget
041-4100-65022	Special Collections(E)	2,085.00	6,000.00	3,915.00	34.75%
041-4100-65060	Office Supplies(E)	483.77	3,200.00	2,716.23	15.12%
041-4100-65070	Materials/Supplies(E)	2,273.93	8,150.00	5,876.07	27.90%
041-4100-65080	Postage(E)	207.61	800.00	592.39	25.95%
041-4100-65990	Miscellaneous(E)	237.00	600.00	363.00	39.50%
041-4100-67240	Computer Hardware/Software(E)	23,029.70	28,238.00	5,208.30	81.56%
041-4100-69301	Transfer Out-CIP(E)	0.00	38,000.00	38,000.00	0.00%
Total: Expenditure		286,828.28	885,306.00	598,477.72	
Total: 041 - LIBRARY FUND		286,828.28	885,306.00	598,477.72	
Total:		286,828.28	885,306.00	598,477.72	

Library Special Revenue | October 2022

Account Number	Account Title	YTD	Budget	Variance	% Budget
141 - LIBRARY SPECIAL REVENUE FUND					
141-4100-43000	Interest(R)	(579.08)	0.00	579.08	100.00%
141-4100-44302	Enrich Iowa(R)	0.00	(6,000.00)	(6,000.00)	0.00%
141-4100-45040	Program Fees-Summer Reading(R)	(35.10)	(15,000.00)	(14,964.90)	0.23%
141-4100-47050	Donations/Contributions(R)	(2,174.75)	(40,000.00)	(37,825.25)	5.44%
141-4100-47051	Friends of the Library Contrib(R)	(5,251.05)	(10,000.00)	(4,748.95)	52.51%
Total: Revenue		<u>(8,039.98)</u>	<u>(71,000.00)</u>	<u>(62,960.02)</u>	
141-4100-65020	Library Books & Periodicals(E)	1,184.43	20,000.00	18,815.57	5.92%
141-4100-65023	Summer Reading Program Expense(E)	2,050.23	15,000.00	12,949.77	13.67%
141-4100-65024	Friends of the Library Expense(E)	2,881.54	10,000.00	7,118.46	28.82%
141-4100-65025	Enrich Iowa Expenses(E)	0.00	6,000.00	6,000.00	0.00%
141-4100-65070	Materials/Supplies(E)	4,619.00	20,000.00	15,381.00	23.10%
Total: Expenditure		<u>10,735.20</u>	<u>71,000.00</u>	<u>60,264.80</u>	
Total: 141 - LIBRARY SPECIAL REVENUE FUND		<u>2,695.22</u>	<u>0.00</u>	<u>(2,695.22)</u>	
Total:		<u>2,695.22</u>	<u>0.00</u>	<u>(2,695.22)</u>	

MEMO

To: Library Board of Trustees
From: Michele Patrick, Library Director
Date: Nov. 8, 2022
Subject: Bed Bug Policy

Recommendation: No suggested changes.

Bed Bug Prevention and Treatment Policy

The Indianola Public Library is committed to a proactive approach for the detection and prevention of bed bugs. The Library will ensure that:

- Ongoing monitoring is in place to ensure prompt and appropriate response;
- Proactive measures are taken to reduce the risk to staff and patrons;
- A licensed pest control company is contracted to work in the library facility.

Professional inspection and preventive treatment of the library space by qualified professionals is performed quarterly. If anything more than the random, isolated bed bug is reported, a trained sniffer dog and handler will be brought in to inspect the entire building. In addition, library staff routinely check all items for damages, including insect damage. Each incidence will be evaluated on a case-by-case basis. Actions and remediation will depend on the findings. Items determined or suspected to be impacted will be either be treated or discarded at the Library Director's discretion.

Patrons are asked to voluntarily suspend checkout of Library materials if they are experiencing a bed bug infestation in their home. Patrons are also asked not to use the book drop for materials with signs of bed bugs. Instead, patrons should seal the item in an air-tight bag, return it at the circulation desk, and notify a staff member.

When the presence of bed bugs or bug damage is identified, the items and contaminated area will be quarantined, inspected, and treated. If there is evidence that items on loan to a patron may have been returned with insects that are known to be damaging to library materials, the patron will be notified.

Adopted 1/20

MEMO



To: Library Board of Trustees
From: Michele Patrick, Library Director
Date: Nov. 8, 2022
Subject: Change to Library Card Policy

Recommendation: Eliminate replacement card fees.

While new library cards are free, we charge \$1.00 for replacement cards. Because of the dollar fee, rather than replace their lost card, patrons often opt to have staff manually look up their library accounts. Eliminating this fee would save staff time with minimal cost to the library (library cards cost 27 cents each).

POLICY: Library Cards

A library card allows users to check out materials from the library. Patrons are not required to have a library card to use a public computer, access the library's wifi, participate in library programs, or use library services.

Residency Requirements:

To receive a library card, patrons must live within the corporate city limits of Indianola, be a rural resident of Warren County or live in a city/town whose library belongs to the State Library's Open Access program. Fees apply for anyone not meeting these criteria.

Exceptions: Simpson College students, regardless of their permanent address, can receive a library card. The expiration date is set for the end of the school year and can be renewed every year as long as they are enrolled at Simpson College. Temporary cards may be issued at the discretion of the library director. Patrons issued temporary cards may check out five items at a time.

Receiving a Card:

To receive a library card, patrons must complete a registration form online or in person and provide proof of identity in person. Acceptable proof includes a photo id along with identification with their current address preprinted on it. Examples of such identification are: driver's license, bills, magazines, etc.

If a patron is under age 16, a parent/guardian must read through and sign the privacy flyer to be sure they are informed and understand the limitations they and the library staff have regarding their child's account. The child must be present and must sign the registration slip as well as the parent.

Once a card has been issued, cardholders may check out materials from any part of the library.

DELETE: Patrons will be issued the first card at no cost; lost or missing cards will be replaced for a charge of \$1.00. **New wording:** Library cards are issued at no cost.

Library cards must be updated every two years. Records not used for four years will expire and be deleted from the system.

Cardholder Responsibilities:

Registered borrowers must present their library card or a digital representation to check out materials. Identification with current address pre-printed on it may be used.

Cardholders are responsible for all items checked out on their cards and the payment of fines or fees incurred for those items. Materials may be returned when the library building is closed in the outside drop box.

Related Policies: Policy for Service with Other Cities and Fees for Non-Resident Cards].

Adopted 8/99; Revised 12/03; Revised 01/04; Revised 02/07; Revised 02/14; Revised 4/17; Revised 12/18; Revised 5/19; Revised 6/19; Revised 6/21

November 2022

Director's Report

Trunk or Treat

The library held another successful Trunk or Treat this year with approximately 700 attendees. In addition to each department giving away treats, the library served over 500 hot dogs that night. Sally even made her debut as a library dino!



Trustee Workshop

The State Library will be sponsoring a county-wide library trustee training on Tuesday, Dec. 6th at the Milo Public Library, 100 Main St.

There will be a potluck dinner at 5:30 with the Milo Library providing their famous ham balls. The training will be from 6:00 – 7:30 pm on the topic of intellectual freedom, censorship, and confidentiality. All library trustees in Warren County are invited.





Indianola Public Library

Serving Indianola since 1884

annual report

FY-2022



Library Collections

Collections

The library strives to provide a diverse collection for all ages. In addition to books, the library offers games, puzzles, DVDs, video games, audio books, family history materials, ebooks, digital magazines, streaming videos, and a variety of objects in the Library of Things.



Record Circulation

The library had the **highest circulation in its 138 year history** in FY-22 with a record 154,636 checkouts.

Game & Puzzle Collection

The game and puzzle collection continues to gain in popularity. Circulation increased 148% in FY-22 over FY-21.

148%
circulation increase

A graphic showing the text '148%' in large yellow font, with 'circulation increase' below it. A light blue arrow points upwards, indicating growth.

Library of Things

The Library of Things collection includes items such as wifi hot spots, a radon detector, telescope, and an ice cream maker. Checkouts for the Library of Things quadrupled over last year.

Kanopy Streaming Videos

The Kanopy streaming video service was added to the library's digital resources in FY22, allowing patrons to stream documentaries, award-winning movies, and children's educational shows for free.

180,084
Number of items

A graphic showing the number 180,084 in large orange font, with the text 'Number of items' below it. A yellow sun-like icon is to the right.

139,226
ebooks

39,097
physical items

Collection Size

The library's collection included 180,084 items in FY-22. This is an ever-shifting collection in which less popular collections make room for more in-demand collections.

Due to space limitations, the library's in-house collection always remains around 40,000 items.

Popularity

Although digital materials make up the largest portion of the library's collection, patrons prefer physical items. **Books check out three times as often as ebooks.**

Physical

77% of checkouts

Usage

Physical items account for **77%** of checkouts

23% of checkouts



Library Services

Services Offered

The library offers many free services to patrons, including test proctoring, research assistance, and computer help.

Community Partnerships

In partnership with community organizations, the library houses a small food pantry, and a diaper donation box.

Seed Library

The Seed Library was added to the collection this year with more than 175 different types of fruit and vegetable seeds available for free. Patrons can donate seeds back to the Seed Library at harvest.



Subscription Boxes

Originally started when the building was closed, the popularity of subscription boxes have prompted this service to continue. Librarians hand-pick books based on patrons' preferences.

Home Delivery

Library volunteers delivered 1,190 books to Indianola residents who are homebound as part of the library's long-running Home Delivery Service.

Local History Research

The library's resources include access to Indianola newspapers from 1850-present and a variety of local history research resources. The library's early historical records are digitized and available through the library's website.

Personalized Help

Librarians answered 5,616 questions in FY-22 -- from "what was the average rainfall last year" to "how do you pronounce the word rancid"

Ask us!

5,616

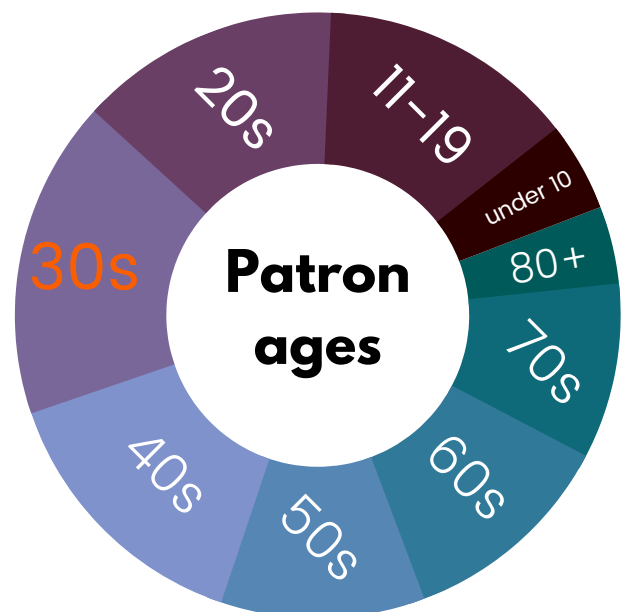
Questions answered

Adventure Passes

With the library's Adventure Pass program, family passes to the Blank Park Zoo, Science Center, Children's Museum, and Botanical Gardens can be checked out to Indianola residents.

7,975
Library Card Holders

Although library patrons span all age groups, those in their 30s are the largest group of library patrons. Combined with patrons in their 20s, they make up 30% of all library users.





Library Programs

Record Program Attendance

The library held 476 programs in FY-22 with a **record attendance of 11,959**.



In addition to programs held in the library building, the library does extensive outreach, holding programs in every Indianola elementary school, along with the middle school, high school, Victory Christian Academy, and many of the preschools in the community.

Saturday storytimes and playdates were added in FY-22, fulfilling a strategic goal of adding more weekend programming for young families.

11,595



Program Attendance

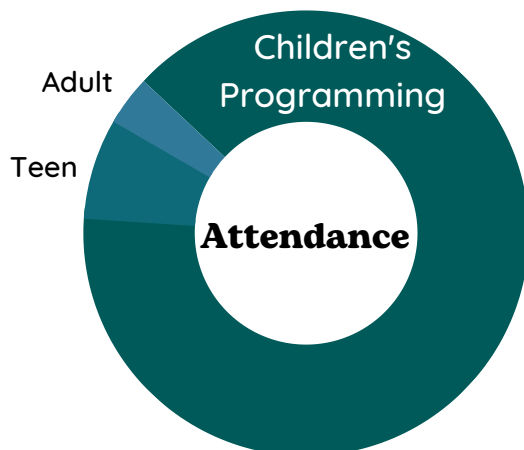
Children and families make up 89% of all library program attendees.

Most popular programs in FY-22

Children: Dinofest

Teens: Boba and Paint

Adults: Puzzle Competition



67,905



Door count

The number of people entering the library in FY-22 was 67,905, a 72% increase over FY-21. June was the busiest month at the library with a door count of 10,024.

Online Presence

15,264

iapp page views

36,892

website hits

The library's mobile app continues to be popular with 2,031 unique users and 15,264 page views. The most popular feature of the app is the events page.

The library also reaches out on social media through TikTok, Instagram, and Facebook.



Make and Take Programs

Craft kits for kids continued to be popular in the aftermath of COVID. The library gave away 4,675 make and take kits for kids.

Storywalk

Started as a response to COVID restrictions, a storywalk along the library's sidewalk was installed in FY-21. Due its continued popularity, the storywalk continued in FY-22 with 30 different stories featured throughout the year.



Library Building



207 North B St.

Built in 1984, the library building is 10,650 sq. feet, the smallest library of its peers in Iowa.

It is a one-story building with one program/meeting room and a partial basement. Its defining feature is a skylight that divides the building to create an atrium.

The building is open seven days a week for a total of 52 hours each week.

Open
7
days a week

Library Staff

Library staff includes five full-time librarians, three of whom have master's degrees in library science, and six part-time library clerks.



FY22 Building Expenses

Utilities	\$21,987
Janitorial Services	20,326
Insurance	9,017
Repairs	7,118
Routine Maintenance	4,406
HVAC Maintenance	3,504
Landscaping and Lawn Care	1,258

Total: \$67,616

10 ^{surprising} Things AT YOUR LIBRARY

1 Hotspots, tools, yard games & more

The "Library of Things" features dozens of useful and fun items patrons can check out with a library card.

2 LIVE homework help

Thanks to state funding, the library offers live homework help, tutoring, and writing assistance through Brainfuse.



3 Food for the hungry

In partnership with Helping Hand, IPL hosts a small refrigerator filled with free food for those who need it.

4 Mobile printing

Patrons can print from home using a mobile app and pick up their copies at the library.



5 Homebound delivery

Volunteers deliver books to homebound residents and nursing homes.

6 Family passes to the Zoo, Science Center & more

Residents can check out family passes to the Science Center, Botanical Gardens, Blank Park Zoo, and the Des Moines Children's Museum

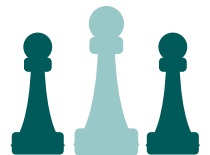


7 Seed Library

The library now has a seed library with over 175 different flower and vegetable seeds to choose from. And all of them are free!

8 Games

The library has over 350 games & puzzles - perfect for family game night!



9 Test proctoring

We offer free test proctoring services for students and adult learners.

10 Subscription boxes

You can sign up for a personalized subscription box of great reads and fun goodies.



Circulation



Print	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
Adults	3,090	3,178	3,575	10,962	13,724	15,488
Teens	430	410	466	1,530	2,706	2,580
Children	3,386	3,999	4,316	11,554	18,712	19,170
Total	6,906	7,587	8,357	24,046	35,142	37,238

Entertainment	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
DVDs, CDs, & Video Games	1,081	1,093	1,422	3,916	4,698	6,129
Magazines	205	176	176	678	729	767
Audiobooks	186	170	222	592	651	777
Games & Puzzles	110	246	359	414	1,163	1,665
Library of Things	0	30	72	0	131	291
Total	1,582	1,715	2,251	5,600	7,372	9,629

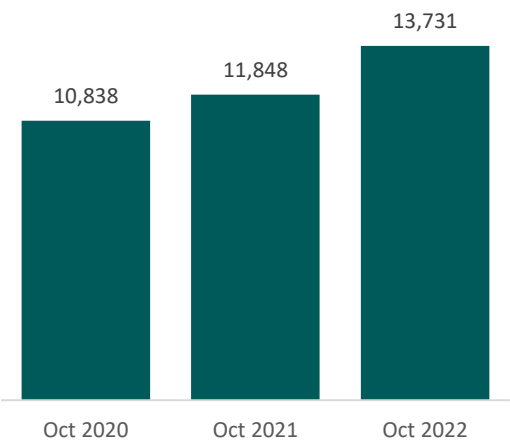
Digital	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
Ebooks	1,425	1,428	1,720	5,498	5,886	6,765
Eaudio books	870	1,069	1,298	3,593	4,095	4,952
Digital Magazines	54	49	69	179	188	249
Streaming Videos	1	0	36	3	0	312
Comics	NA	NA	10	NA	NA	26
Total	2,350	2,546	3,123	9,273	10,169	12,278

Total	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
	10,838	11,848	13,731	38,919	52,683	59,145

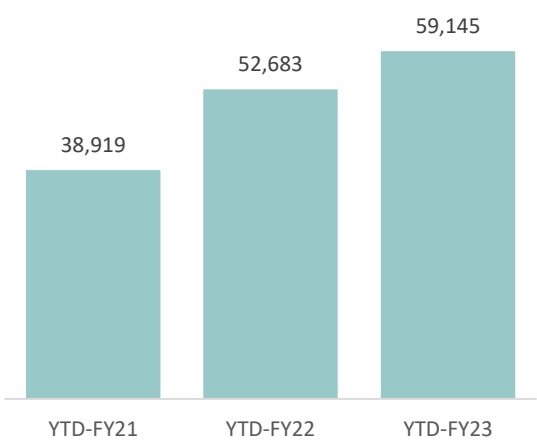
Circulation



Monthly Circulation



Year to Date Circulation

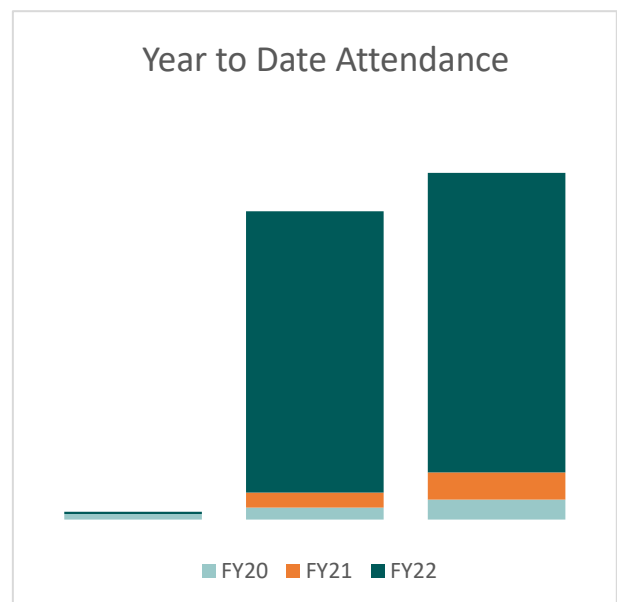
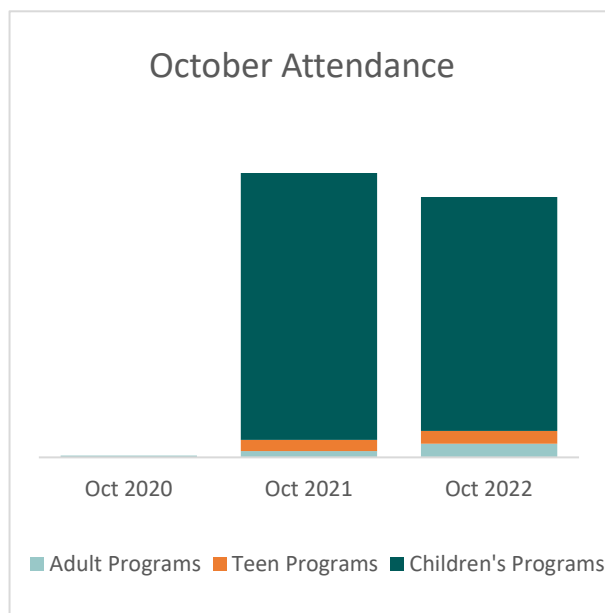


Library Programs



Attendance	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
Adult Programs	12	46	99	60	132	218
Teen Programs	0	79	92	0	164	299
Children's Programs	0	1,922	1,685	25	3,093	3,294
Library Meetings	16	16	19	57	58	73
Total Attendance	28	2,063	1,895	142	3,447	3,884

Number of Programs	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
Adult Programs	1	7	7	5	44	27
Teen Programs	0	8	8	0	24	20
Children's Programs	0	49	39	2	98	98
Total Attendance	1	64	54	7	166	145



Library Services



User Statistics	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
New Library Cards	42	57	140	137	312	430
Door Count	4,126	5,597	6,554	14,730	23,214	35,672
In-House Browsing	0	341	722	0	2,285	2,727
Number of Home Deliveries	Not tracked	5	5	Not tracked	19	26
Number of Home Delivery Items	Not tracked	119	74	Not tracked	442	343
Interlibrary Loans (IPL loaned)	15	12	20	55	59	73

Computer Usage	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
Public Computers	205	212	322	585	943	1,230
WiFi Sessions	data error	358	622	data error	1,071	2,656
WiFi Unique Users	data error	165	266	data error	466	1,039
Mobile App Launches	730	838	1,576	3,084	3,683	6,592
Mobile App Page Views	788	1,015	1,714	3,405	4,300	7,339

Public Meeting Room	Oct 2020	Oct 2021	Oct 2022	YTD-FY21	YTD-FY22	YTD-FY23
Number of Meetings	0	13	12	0	41	33
Meeting Attendance	0	17	94	0	140	225

