



BOARD OF TRUSTEES OF THE INDIANOLA PUBLIC LIBRARY

March 14, 2023

5:45 PM

Indianola Public Library - Meeting Room B

Agenda

- 1. Call to Order**
- 2. Public Comment**
- 3. Minutes Approval**
 - A. Feb 14, 2023 Meeting Minutes
- 4. Trustee Continuing Education**
 - A. Library Trustees and Intellectual Freedom [Andy]
- 5. Financial Reports**
 - A. Approve Monthly Claims*
 - B. Review Financial Reports
- 6. Unfinished Business**
 - A. Library Referendum Update
 - B. Capital Improvement Plan Review
- 7. New Business**
 - A. April 9 Building Closure*
 - B. Policy Review: Collection Development*
 - C. Policy Review: Bylaws*
 - D. New Policy: Volunteer Policy*
- 8. Reports**
 - A. Friends of the Library Report
 - B. Director's Report
 - C. Library Statistics
- 9. Agenda Items for Next Meeting**
- 10. Trustee Comments**
- 11. Adjourn**

Indianola Public Library
Board of Trustees Meeting Minutes
February 14, 2023

(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, Randi Malone, and Cyd Dyer.

The meeting was called to order by President Andy Brittingham at 5:30 p.m.

There were no public comments.

The minutes from the January 10, 2023 meeting were approved (motion Tom Smith, second Sally Van Dorin)

Financial Reports:

Monthly Financial Reports and Monthly Claims were reviewed. Monthly Claims and Financial reports were approved (motion by Randi Malone, second Tom Smith).

Unfinished Business:

None.

New Business:

Software conversion delay was discussed (motion by Randi Malone, second Cyd Dyer)

Reports:

Sally Van Dorin provided an update of the Friends of the Indianola Public Library.

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

Library Statistics:

Numbers are up in all areas and continuing to have a great year.

Agenda items for next meeting:

Review capital improvement items.

Trustee comments:

None.

The meeting was adjourned (motion by Randi Malone, second by Emmett Konrad) by Andy Brittingham at 5:42 pm.

Sincerely,

Emmett Konrad
Meeting Secretary



Invoices for Board Meeting

March 14, 2023

Vendor	Amount	Description of services or goods
Amazon	\$4,717.70	Craft supplies, DVDs, unboxed & loot box goodies, books, other materials and supplies
Baker and Taylor	\$3,491.78	Books
Baker and Taylor Entertainment	\$552.22	DVDs
Baker and Taylor Spoken Word	\$87.55	Books on CD
City of Indianola (IMU)	\$943.21	Utilities
Dust Pros	\$1,748.75	Janitorial services and supplies
Innovative	\$18,513.00	ILS Installation
Library Furniture International	\$437.00	Signage
Menards	\$544.67	Shelving for basement
MidAmerican Energy	\$460.45	Natural Gas
Playaway Products	\$409.93	Playaway devices (audiobooks)
Springer Pest Control	\$91.30	Pest management
TRM Disposal	\$112.00	Trash removal
Unique Management	\$130.00	Collection agency (Feb & Mar)
Waste Management	\$16.06	Recycling tote (Feb & Mar)
Wood Roofing Company	\$1,500.00	Repaired leak
Wells Fargo	\$926.53	See statements for details

Total: **\$34,682.15**

Approved

Date

Approved

Date

Budget Summary



Personnel	February	Year-to-Date	YTD Budget	Variance	Budget	% Spent
Salaries	32,937.73	272,048.00	286,010.67	13,962.67	429,016.00	63.41%
Benefits	11,616.72	98,313.05	116,476.00	18,162.95	174,714.00	56.27%
TOTAL	44,554.45	370,361.05	402,486.67	32,125.62	603,730.00	61.35%

Collection	February	Year-to-Date	YTD Budget	Variance	Budget	% Spent
Print	5,837.69	39,243.04	55,546.67	16,303.63	83,320.00	47.10%
Digital	0.00	7,624.93	14,416.67	6,791.74	21,625.00	35.26%
Special	315.60	3,101.82	4,000.00	898.18	6,000.00	51.70%
TOTAL	6,153.29	49,969.79	73,963.33	23,993.54	110,945.00	45.04%

Operations	February	Year-to-Date	YTD Budget	Variance	Budget	% Spent
Repair/Maint	9,622.82	18,294.30	17,554.67	-739.63	26,332.00	69.48%
Operations	9,761.74	80,391.35	78,732.67	-1,658.68	118,099.00	68.07%
TOTAL	19,384.56	98,685.65	96,287.33	-2,398.32	144,431.00	68.07%

CIP	February	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	February	Year-to-Date	YTD Budget	Variance	Budget	% Spent
	70,092.30	519,016.49	598,070.67	79,054.18	897,106.00	57.85%

Revenue | February 2023

Account Number	Account Title	YTD	Budget	% Budget
Revenue				
041-4100-49400	Transfer In--Property Taxes(R)	-98,724.73	-177,094.00	55.74%
041-4100-44700	Library Service Reimbursements(R)	-47,650.00	-80,000.00	59.56%
041-4100-47641	Library Fines(R)	-2,519.54	-3,000.00	83.98%
041-4100-40000	Property Taxes(R)	-310,743.68	-560,000.00	55.48%
041-4100-49000	Transfer In(R)	.00	-1,410.00	0.00%
041-4100-47055	Grants (non-governmental)(R)	-105.50	.00	100.00%
041-4100-45550	Return Check Fees(R)	.00	.00	100.00%
041-4100-44250	FEMA Reimbursement(R)	.00	.00	100.00%
041-4100-43150	Rent--Equipment(R)	.00	.00	100.00%
041-4100-47400	Misc Sales (Copies/Scrap/etc)(R)	.00	.00	100.00%
041-4100-44741	Interlibrary Loan(R)	.00	.00	100.00%
041-4100-45040	Program Fees(R)	.00	.00	100.00%
041-4100-47050	Donations/Contributions(R)	.00	.00	100.00%
041-4100-43100	Rent--Land & Facilities(R)	.00	.00	100.00%
041-4100-47100	Refunds/Reimbursements(R)	-62.83	.00	100.00%
041-4100-47741	Lost/Damaged Property(R)	.00	.00	100.00%
041-4100-47410	Library Cards(R)	.00	.00	100.00%
041-4100-47411	Library Cards--Non-Resident(R)	.00	.00	100.00%
041-4100-44400	State Grants(R)	.00	.00	100.00%
Revenue		-459,806.28	-821,504.00	
041 - LIBRARY FUND		59,210.18	75,602.00	

Expenses | February 2023

Account Number	Account Title	YTD	Budget	% Budget
041 - LIBRARY FUND				
Expenditure				
041-4100-62100	Membership Dues/Subscriptions(E)	510.00	805.00	63.35%
041-4100-61502	Vision Insurance(E)	276.58	455.00	60.78%
041-4100-61599	Workers' Comp Insurance(E)	348.98	360.00	96.93%
041-4100-61501	Dental Insurance(E)	1,837.43	4,243.00	43.30%
041-4100-61300	IPERS(E)	25,681.27	40,497.00	63.41%
041-4100-61430	Employee Assistance Program(E)	252.12	250.00	100.84%
041-4100-63100	Repair/Maint--Bldg/Grounds(E)	18,294.30	26,332.00	69.47%
041-4100-64083	Insurance--Property(E)	5,561.70	5,000.00	111.23%
041-4100-65021	Digital Materials(E)	7,624.93	21,625.00	35.25%
041-4100-61503	HSA Expense(E)	3,490.28	11,500.00	30.35%
041-4100-65070	Materials/Supplies(E)	3,198.94	8,150.00	39.25%
041-4100-64084	Insurance--Boiler/Machinery(E)	602.00	700.00	86.00%
041-4100-61100	FICA(E)	20,145.14	32,819.00	61.38%
041-4100-64082	Insurance--General Liability(E)	4,876.35	4,000.00	121.90%
041-4100-60110	Salary/Wages--Administration(E)	68,995.14	102,646.00	67.21%
041-4100-65020	Library Books & Periodicals(E)	39,243.04	83,320.00	47.09%
041-4100-64990	Misc Contractual(E)	766.97	1,400.00	54.78%
041-4100-65080	Postage(E)	435.20	800.00	54.40%
041-4100-65060	Office Supplies(E)	944.11	3,200.00	29.50%
041-4100-61420	Deferred Comp--457(E)	2,600.00	3,900.00	66.66%
041-4100-61550	Life Insurance/ADD/LTD/STD(E)	2,040.99	3,300.00	61.84%
041-4100-62300	Education/Training(E)	1,402.95	3,600.00	38.97%
041-4100-60130	Salary/Wages--Clerical(E)	203,052.83	326,370.00	62.21%
041-4100-69301	Transfer Out-CIP(E)	.00	38,000.00	0.00%
041-4100-65022	Special Collections(E)	3,101.82	6,000.00	51.69%
041-4100-64020	Advertising & Legal Notices(E)	875.97	2,400.00	36.49%
041-4100-61440	Wellness Program(E)	215.00	1,700.00	12.64%
041-4100-65990	Miscellaneous(E)	414.65	600.00	69.10%
041-4100-63710	Utilities(E)	14,996.76	23,395.00	64.10%
041-4100-67240	Computer Hardware/Software(E)	24,185.45	28,238.00	85.64%
041-4100-64090	Janitorial Services(E)	13,547.53	21,820.00	62.08%
041-4100-61500	Health Insurance(E)	41,425.26	75,690.00	54.73%
041-4100-62700	Mileage(E)	238.00	991.00	24.01%

Expenses | February 2023

Account Number	Account Title	YTD	Budget	% Budget
041-4100-64140	Printing(E)	.00	1,200.00	0.00%
041-4100-65079	Materials/Supplies--Program(E)	7,834.77	11,800.00	66.39%
041-4100-63730	Telephone(E)	.00	.00	100.00%
041-4100-65071	Materials/Supplies--Janitorial(E)	.00	.00	100.00%
041-4100-63400	Repair/Maint--Office Equip(E)	.00	.00	100.00%
041-4100-69621	Transfer Out Info & Tech(E)	.00	.00	100.00%
041-4100-67250	Office Equipment(E)	.00	.00	100.00%
041-4100-69000	Transfer Out(E)	.00	.00	100.00%
041-4100-69825	Transfer Out HRA(E)	.00	.00	100.00%
041-4100-67260	Buildings/Fixed Equipment(E)	.00	.00	100.00%
041-4100-69550	Transfer Out--STD(E)	.00	.00	100.00%
041-4100-67998	FEMA Event #1930(E)	.00	.00	100.00%
041-4100-64190	Computer/Technology Services(E)	.00	.00	100.00%
041-4100-66990	Refund/Reimbursement(E)	.00	.00	100.00%
Expenditure		519,016.46	897,106.00	

Special Library Fund Expenses | February 2023

Account Number	Account Title	YTD	Budget	% Budget
Expenditure				
141-4100-65023	Summer Reading Program Expense(E)	2,101.73	15,000.00	14.01%
141-4100-65070	Materials/Supplies(E)	12,175.11	20,000.00	60.87%
141-4100-65020	Library Books & Periodicals(E)	3,591.08	20,000.00	17.95%
141-4100-65025	Enrich Iowa Expenses(E)	8,100.46	6,000.00	135.00%
141-4100-65024	Friends of the Library Expense(E)	4,752.04	10,000.00	47.52%
141-4100-69000	Transfer Out(E)	.00	.00	100.00%
Expenditure		30,720.42	71,000.00	

Special Library Fund Revenue | February 2023

Account Number	Account Title	YTD	Budget	% Budget
Revenue				
141-4100-44302	Enrich Iowa(R)	-8,630.55	-6,000.00	143.84%
141-4100-47051	Friends of the Library Contrib(R)	-10,699.62	-10,000.00	106.99%
141-4100-45040	Program Fees-Summer Reading(R)	-35.10	-15,000.00	0.23%
141-4100-47050	Donations/Contributions(R)	-6,296.86	-40,000.00	15.74%
141-4100-43000	Interest(R)	-1,523.28	.00	100.00%
Revenue		-27,185.41	-71,000.00	
141 - LIBRARY SPECIAL REVENUE FUND		3,535.01	.00	

IPL's Capital Improvement Plan

FY2023: \$58,000

- Public bathrooms renovations | \$20,000
 - Entryway flooring & Rooms A & B | \$20,000
 - Tuckpointing library exterior | \$18,000
-

FY2024

- Administrative Fire Exit | \$12,000
 - Dividing wall replacement | \$25,000
 - Furniture replacement | \$40,000
 - Ceiling tile replacement | \$10,000
 - Handicap Accessible Door | \$6,000
 - Meeting Room Repair | \$10,000
-

FY2025

- Carpet replacement | \$35,000
 - Circulation desk replacement | \$25,000
 - Chiller replacement & including air handler and condenser | \$136,000
-

FY2026

- Parking lot replacement (asphalt overlay) | \$75,000
 - Roof replacement | \$40,000
-

FY2027

- Security cameras for library exterior and parking lot | \$30,000
 - RFID Tagging & Security Gates | \$65,000
-

-
- Self-checkout stations | \$20,000

FY2028

- Shelving Replacement | \$40,000
- Exterior Dropbox | \$10,000
- Furniture Replacement (teen & children) | \$15,000

MEMO



To: Library Board of Trustees
From: Michele Patrick, Library Director
Date: March 2023
Subject: April 9 Building Closure

I am requesting that we close the building on Sunday, April 9 as an unpaid holiday. We have traditionally been closed on this day.

POLICY: Collection Development

Purpose Statement

The Collection Development Policy exists to guide librarians in the selection of materials and to inform the public about the principals behind collection decisions.

Collection Goals

Materials selected for the collection will meet the current and long-term needs of Indianola and area residents of all ages and abilities for information, education, discovery, and recreation.

Criteria for Selection

The following criteria are considered during the selection process.

1. Merits of a work in relation to the needs and interests of the community
2. Popular demand, particularly concerning books on the bestseller lists for which there is a persistent local demand.
3. Longevity of public interest
4. Representation of a range of subjects and views in varying formats and reading levels
5. Artistic or literary excellence
6. Technical quality
7. Consideration of the work as a whole

Poor quality of materials or inability to endure public usage may disqualify otherwise suitable materials

Budget and physical space may restrict the acquisition of materials.

Purchasing materials does not confer endorsement by the Indianola Public Library or City of Indianola. Individual items that may be controversial or offensive to some users or staff may be selected if their inclusion will contribute to the range of viewpoints in the collection as a whole and the effectiveness of the library's ability to serve the community.

Access

Censorship is an individual matter. While a person may reject materials for themselves and their child(ren), they may not exercise censorship to restrict access to the materials by others.

1. Selection of materials is not restricted by the possibility that children may obtain materials their parents consider inappropriate. Responsibility for children rests solely with their parents or legal guardians.

2. The guiding principles of this policy are the American Library Association's Library Bill of Rights and Freedom to Read Statement.

Responsibility for Selection

1. Responsibility for collection development lies with librarians who apply professional knowledge, experience, and the criteria of this policy.
2. Ultimate responsibility rests with the director who operates within the framework of policies determined by the Library Board of Trustees.

Collection Maintenance

1. To ensure the collection remains up-to-date and relevant to the community's needs, it is the responsibility of assigned librarians to reevaluate the usefulness of materials in the collection.
2. Materials that are badly worn, damaged, or are no longer used will be removed.
3. Materials withdrawn will be recycled, donated, or sold with proceeds benefiting the library.

Public Input

1. Patron suggestions will be considered using the selection criteria.
2. Gifts and donations are subject to these same selection criteria.
3. Any resident of Indianola or rural Warren County who objects to the presence or absence of a work may do so by completing a Statement of Concern About Library Resources form, which may be obtained in person at the library. The director will consider the request and respond to the complainant. If the complainant wishes to appeal the director's decision, they may do so by asking for an appeal to the Library Board of Trustees.

Related Policies

Gifts and Memorials
Bill of Rights Statement
Freedom to Read Statement
Statement of Concerns Form

Adopted 5/00; reviewed; 1/02, reviewed 11/07; reviewed 2/12; reviewed 6/16;
revised 8/20; revised 11/21; revised 12/21

MEMO



To: Library Board of Trustees
From: Michele Patrick, Library Director
Date: March 2023
Subject: Bylaws Change

In review of our bylaws, the State Library advised that we remove the following statement because it violates Iowa's Open Records Law:

In the event there is no quorum for a scheduled monthly meeting, those members able to be present may meet for the sole purpose of approving bills for payment.

As far as I know, we've never used this clause which explains why it's escaped notice, but it does need to be removed from the bylaws.

Indianola Public Library Board of Trustee By-Laws

I. Library Board

According to the requirements of Chapter 14, City Code of Indianola, the Library Board shall consist of seven members. Their powers and duties are outlined in the City Code. It shall be the primary duty of the Board to establish policies and employ a director to implement those policies.

II. Officers

The officers of the Board shall consist of a president, vice president, and a secretary.

They shall be elected annually at the July meeting and shall hold office until their successors are elected and installed.

Officers may succeed themselves in office. The duties of the officers shall be such as are custom by law.

III. Meetings

Regular meetings shall be held monthly. The Board will determine the date and hour. All meetings shall be accordance with the Iowa Open Meetings Law. The library director shall prepare and publicize the monthly agenda.

The meeting place shall be at the library or such other place as the Board may determine. When questions of parliamentary procedure occur, Robert's Rules of Order shall be used.

The president may call a special meeting at any time, provided that notice of said meeting is in accordance with Chapter 21, Code of Iowa.

A quorum, consisting of four or more members, is required. ~~In the event there is no quorum for a scheduled monthly meeting, those members able to be present may meet for the sole purpose of approving bills for payment.~~

IV. Committees

The president may appoint such special committees as may be needed from time to time. Standing committees shall consist of but are not limited to: Personnel and Budget. One Board member shall also be appointed as a representative to the Friends of the Library board.

V. Policies

All policies shall be reviewed at least every three years.

VI. Library Director

The library director shall be the executive director of the policies adopted by the board. Duties and responsibilities shall include, but are not limited to:

- Selecting materials.
- Overseeing maintenance and operation of the physical plant.
- Recruiting, hiring, training, and assigning library staff.
- Informing the board, during monthly meetings, regarding the status of the collection, circulation, finances, physical plant, and other developments concerning the Library.
- Attending the Board meetings, except where the board has granted leave or when the salary and/or competency of the library director is to be discussed.

VII. Amendments

Amendments to the bylaws may be adopted at any regular meeting of the board, provided that notice of proposed changes are given to all members of the board at least five days prior to the meeting.

VIII. Review of Bylaws

The bylaws shall be reviewed at least every three years.

Adopted 4/00; Reviewed 10/04; Revised 10/07; Reviewed 2/12; Reviewed 4/17; Reviewed 12/18; Reviewed 7/21

MEMO



To: Library Board of Trustees
From: Michele Patrick, Library Director
Date: March 2023
Subject: Volunteer Policy

Although we've always had a strong volunteer program, Jacy is working on a formalized approach to recruiting, managing, and recognizing our volunteers. She has drafted a new policy to guide that program.

POLICY: Volunteer Policy

Purpose Statement

The volunteer program is intended to establish a core group of volunteers to assist with large projects which require additional staffing, to be on-call for tasks occurring on an intermittent basis, or to provide regular on-going assistance.

Volunteers will augment basic services but will not replace paid library staff positions. Recruitment, coordination, and supervision of volunteers is the responsibility of the Adult Services Librarian.

Definition

A volunteer is an individual who assists in library programs, services, and operations without expectation or receipt of compensation or benefits. All volunteers must adhere to the following guidelines:

- Volunteers must abide by the policies, procedures, and values of the Indianola Public Library.
- Volunteers must be 14 years or older.
- Volunteers must complete a Volunteer Application to be contacted regarding volunteer opportunities.
- Volunteers fulfilling Court-Directed Community Service must fill out the Court-Directed Community Service Volunteer Application to be contacted regarding volunteer opportunities.

Training for specific tasks will be provided as necessary. Volunteer hours of service may be tracked for statistical purposes.

The Library reserves the right to decline any volunteer or to limit the number of hours a volunteer can work. The Library reserves the right to terminate a volunteer at any time.

Related Policies

IPL Code of Conduct

Confidentiality of Library Records

Registered Sex Offenders

March 2023

Director's Report

Polaris ILS Conversion

We are still on track to go live with our new Integrated Library System on April 13. We are configuring administrative settings, cleaning up records, and engaged in training. Innovative has completed a successful test pull of our data, and we're working on testing that data migration. From April 5-12, we'll be operating in an offline mode where we can check out materials but will be unable to check in, place holds, or pay fines. If all goes well, everything done in the offline mode will be uploaded the morning of April 13, and we'll be back to normal operations when we open at 2 pm that day.

Salary Compensation Study and Plan

The City completed a salary compensation study whose stated goal was to create a classification plan that addressed internal inequity and compared benefits and salaries to other comparable cities in Iowa. As a result of the plan, any employee whose salary was not currently at the minimum of the position's new classification was brought to the minimum.

Of the 11 library employees, eight received some type of increase: the five library assistants' starting salary went from \$14.73 to \$15.63, one receive a very minor raise, and two others received raises to bring them to the minimum. Three staff members' salaries were not changed. These changes went into effect this month, and the library's budget will be adjusted accordingly.

DinoFest

Over 400 people attended DinoFest on March 4th. More than 20 volunteers from Simpson College and the Friends of the Library helped us with this great event.



Circulation



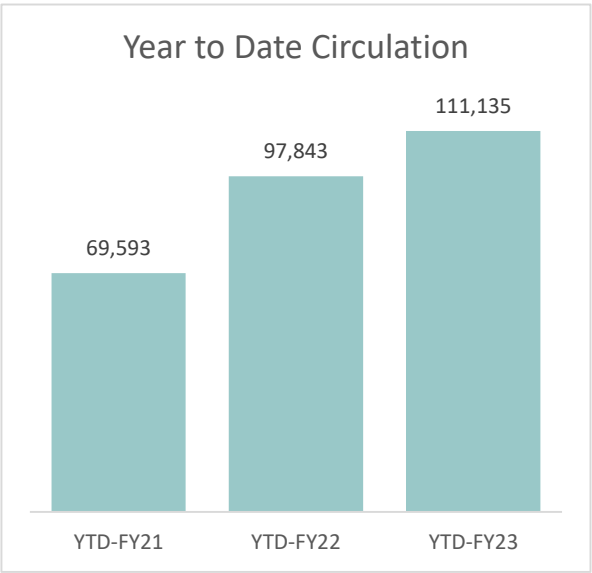
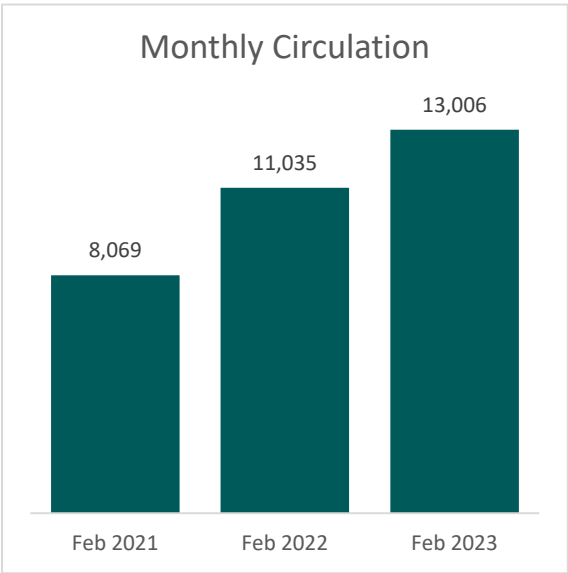
Print	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
Adults	2,105	2,755	3,116	19,216	25,637	28,521
Teens	285	369	360	2,797	4,157	4,194
Children	2,341	3,858	4,333	20,164	33,307	35,233
Total	4,731	6,982	7,809	42,177	63,101	67,948

Entertainment	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
DVDs, CDs, & Video Games	611	811	1,284	5,828	8,861	11,431
Magazines	69	145	154	1,066	1,370	1,433
Audiobooks	95	130	135	947	1,215	1,413
Games & Puzzles	128	321	383	806	2,375	3,399
Library of Things	0	30	61	0	299	519
Total	903	1,437	2,017	8,647	14,120	18,195

Digital	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
Ebooks	1,499	1,594	1,735	11,387	11,981	13,573
Eaudio books	858	984	1,229	6,997	8,250	10,075
Digital Magazines	78	37	83	376	389	550
Streaming Videos	0	1	133	9	2	794
Total	2,435	2,616	3,180	18,769	20,622	24,992

Total	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
	8,069	11,035	13,006	69,593	97,843	111,135

Circulation

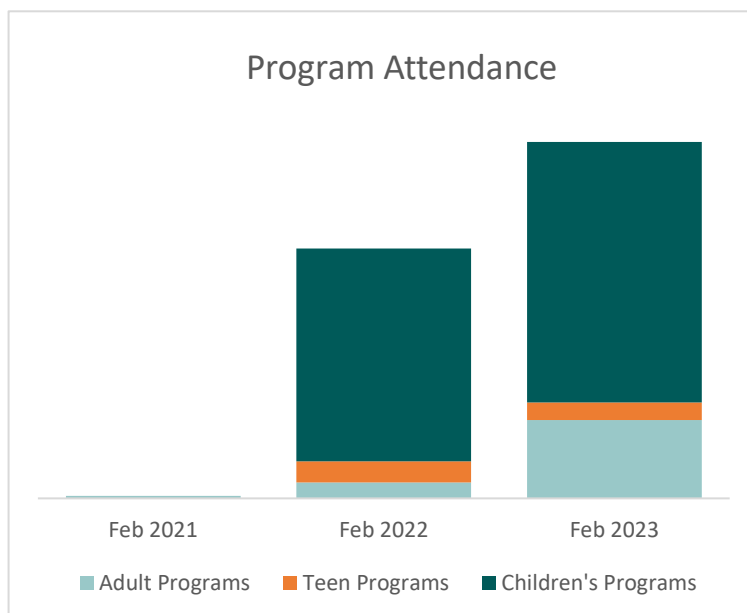


Library Programs



Attendance	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
Adult Programs	8	49	242	89	239	753
Teen Programs	0	66	55	0	445	539
Children's Programs	0	657	805	25	5,537	6,833
Library Meetings	15	20	21	122	159	174
Total Attendance	23	792	1,123	236	6,380	8,299

Number of Programs	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
Adult Programs	1	7	11	8	66	57
Teen Programs	0	6	6	0	51	42
Children's Programs	0	27	35	2	211	244
Total Number	1	40	52	10	328	343



Library Services



User Statistics

	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
New Library Cards	29	64	85	306	532	723
Door Count	2,362	4,479	5,613	20,198	41,355	58,299
In-House Browsing	0	341	330	0	3,612	4,508
Number of Home Deliveries	Not tracked	102	112	Not tracked	41	159
Number of Home Delivery Items	Not tracked	7	11	Not tracked	719	610
Interlibrary Loans (IPL loaned)	12	5	13	113	129	133

Computer Usage

	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
Public Computers	125	197	266	1,370	1,794	2,352
WiFi Sessions	data error	329	622	data error	2,417	5,113
WiFi Unique Users	data error	177	251	data error	1,124	1,990
Mobile App Launches	947	990	1,471	9,194	7,467	12,688
Mobile App Page Views	1,066	1,143	1,641	10,205	8,786	14,102

Public Meeting Room

	Feb 2021	Feb 2022	Feb 2023	YTD-FY21	YTD-FY22	YTD-FY23
Number of Meetings	0	8	13	0	74	85
Meeting Attendance	0	38	77	0	318	540

