



GRINNELL LIBRARY BOARD REGULAR SESSION MEETING  
WEDNESDAY, SEPTEMBER 24, 2025, AT 5:15 PM  
IN THE LIBRARY'S ALAN & JEAN JONES BOARD ROOM AND VIA  
ZOOM

Join Zoom Meeting

<https://zoom.us/j/97381569601?pwd=OXgU8Jb0OhMMHvahsELEcPymulC93p.1>

TENTATIVE AGENDA

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**1. Call to Order**

\_\_\_ Guenther \_\_\_ Fenner \_\_\_ Hammond \_\_\_ Lindley \_\_\_ McFee \_\_\_ Pagliai  
\_\_\_ Saunders Others present: \_\_\_ Devig \_\_\_ Neal \_\_\_ Snow

**2. Inquiries: Public Comment**

Visitors may address the Council/Board at this time; however, comments will be limited to 2 minutes. As per Iowa's Open Meetings Law, Council/Board can only listen during public comments and cannot take any action on items that are not posted on the agenda. Council may take issues under advisement and if needed refer them to a department head, Mayor's committee, or add them to a future agenda.

**3. Approve Agenda**

**4. Approval of the Minutes**

A. Approve minutes from the regular board meeting, August 27, 2025.

**5. Communications**

A. June and July GPCF Fund Statements

**6. Report of Director**

A. Building and Grounds Report

B. August Statistics

**7. Committee Reports**

A. Building and Grounds - Letter sent to city.  
Finance and Salary  
Personnel  
Long Range Planning  
Policy - Behavior Policy

**8. Financial Report and Approve Bills Payable**

A. Approve payment to Advantage Archive-digitization of 3 county newspapers.

*Any person with a disability who requires a modification or accommodation in order to participate in the meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the City Council during the meeting, should contact the City Clerk, (641) 236-2600 or [adevig@grinnelliowa.gov](mailto:adevig@grinnelliowa.gov), no fewer than two business days prior to the meeting to enable the City of Grinnell to make reasonable arrangements to assure accessibility or language assistance for the meeting.*

- B. Approve invoices for S&S
- C. Bills payable in October 2025

**9. Business**

- A. Approve Behavior Policy

**10. Contracts**

- A. None

**11. Continuing Education**

- A. Library Assistant Amy Wilhelm will share about UMS and the Archive.

**12. Adjourn**

- A. Next meeting is October 22, 2025.

**Minutes of the Drake Community Library Board of Trustees**  
**August 27, 2025**  
**Drake Community Library Board Room**  
**Meeting also made available via Zoom from the online City Agenda Center**

**Roll Call:** *\_X\_Fenner \_X\_Guenther \_X\_Hammond \_X\_Lindley \_X\_McFee \_X\_Pagliai \_X\_Saunders*  
Others present: *\_X\_Devig \_X\_Neal \_X\_Snow*

President Pagliai called the meeting to order at 5:15pm.

**Public Comments:** There were 2 public comments.

**Approval of Agenda:**

Linley moved and Fenner seconded approval of the agenda.

**Roll call vote:** *\_X\_Fenner \_X\_Guenther \_X\_Hammond X\_Lindley \_X\_McFee \_X\_Pagliai \_X\_Saunders*

**Approval of Minutes:**

Saunders moved and Guenther seconded approval of July 30, 2025, Board Meeting minutes

**Roll call vote:**

*\_X\_Guenther \_X\_Fenner X\_Hammond \_X\_Lindley X\_McFee \_X\_Pagliai \_X\_Saunders*

**Communications:**

No communications to review

**Report of the Director:**

1. July Statistics were discussed
2. Building and Grounds Update
3. October 6<sup>th</sup> is tentative website launch date
4. Discussed how many patrons we send to collections in a year

**Committee Reports:**

1. Building & Grounds- no report
2. Finance & Salary- no report
3. Personnel: no report
4. Long Range Planning- no report
5. Policy- no report

**Financial Report and Approval of Bills:**

1. Financials were reviewed including approval of HBS and BTCats invoices.  
Lindley moved and Hammond seconded the approval of paying the HBS invoice.

**Roll call vote:**

*\_X\_Guenther \_X\_Fenner \_X\_Hammond \_X\_Lindley X\_McFee \_X\_Pagliai \_X\_Saunders*

2. Guenther moved and Fenner seconded the approval of paying the BTCats invoice.

**Roll call vote:**

X\_Guenther X\_Fenner X\_Hammond X\_Lindley X\_McFee X\_Pagliai X\_Saunders

3. Lindley moved and Hammond seconded the approval of bills payable in August.

**Roll call vote:**

X\_Guenther X\_Fenner X\_Hammond X\_Lindley X\_McFee X\_Pagliai X\_Saunders

**Business:**

1. Fenner moved and Saunders seconded approval of the changes to the Behavior Policy.

**Roll call vote:**

X\_Guenther X\_Fenner X\_Hammond  \_Lindley X\_McFee X\_Pagliai X\_Saunders

**Contracts:**

1. Guenther moved and Fenner seconded the motion to approve a 1-year contract with CollectionHQ and payment of the invoice.

**Roll call vote:**

X\_Guenther  \_X\_Fenner X\_Hammond X\_Lindley X\_McFee X\_Pagliai X\_Saunders

**Trustee Continuing Education:**

1. Neal presented a report on the archive and its status.

Meeting adjourned by unanimous consent at 6:45 p.m.

Next regular meeting is September 24, 2025, at 5:15p.m.

Theresa Pagliai  
Library Board President

Karen Neal, Director  
Recording Secretary

**Statement of Activity**  
**Drake Community Library Endowment Fund Board Endowed**  
**July 01, 2025 through July 31, 2025**

**Fund Activity Summary**

	<u>Jul 2025</u>	<u>Jul 2025</u>
<b>Beginning Balance</b>	1,472,763.67	1,472,763.67

**Additions to Fund**

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Investment Revenue	22,696.37	22,696.37
<b>Totals</b>	<b>22,696.37</b>	<b>22,696.37</b>

**Disbursements**

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	1,227.30	1,227.30
<b>Totals</b>	<b>1,227.30</b>	<b>1,227.30</b>

<b>Net Change</b>	\$21,469.07	\$21,469.07
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<b>Ending Balance</b>	\$1,494,232.74	\$1,494,232.74
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## Fund Financial Information

### Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Investments	1,494,232.74
<b>Total</b>	<b>1,494,232.74</b>

### Outstanding Fund Liabilities

No outstanding liabilities for the fund

**Statement of Activity**  
**Drake Community Library Endowment Fund**  
**July 01, 2025 through July 31, 2025**

**Fund Activity Summary**

	<u>Jul 2025</u>	<u>Jul 2025</u>
<b>Beginning Balance</b>	1,716,696.36	1,716,696.36

**Additions to Fund**

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	55.38	55.38
Investment Revenue	26,445.46	26,445.46
<b>Totals</b>	<b>26,500.84</b>	<b>26,500.84</b>

**Disbursements**

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	1,482.51	1,482.51
Other Expenses	0.54	0.54
<b>Totals</b>	<b>1,483.05</b>	<b>1,483.05</b>

<b>Net Change</b>	<b>\$25,017.79</b>	<b>\$25,017.79</b>
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<b>Ending Balance</b>	<b>\$1,741,714.15</b>	<b>\$1,741,714.15</b>
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## Fund Financial Information

### Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Investments	1,741,714.15
<b>Total</b>	<b>1,741,714.15</b>

### Outstanding Fund Liabilities

No outstanding liabilities for the fund

**Statement of Activity**  
**Drake Community Library Endowment Fund Board Endowed**  
**June 01, 2025 through June 30, 2025**

**Fund Activity Summary**

	<u><b>Jun 2025</b></u>	<u><b>Jul 2024</b></u>
<b>Beginning Balance</b>	1,421,130.52	1,292,287.69

**Additions to Fund**

<u><b>Activity</b></u>	<u><b>Period Total</b></u>	<u><b>YTD Total</b></u>
Donations	0	62,639.41
Investment Revenue	52,710.06	145,759.49
<b>Totals</b>	<b>52,710.06</b>	<b>208,398.90</b>

**Disbursements**

<u><b>Activity</b></u>	<u><b>Period Total</b></u>	<u><b>YTD Total</b></u>
Administrative Fee Expense	1,076.91	12,922.92
Distributions	0	15,000.00
<b>Totals</b>	<b>1,076.91</b>	<b>27,922.92</b>

<b>Net Change</b>	<b>\$51,633.15</b>	<b>\$180,475.98</b>
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<b>Ending Balance</b>	<b>\$1,472,763.67</b>	<b>\$1,472,763.67</b>
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## Fund Financial Information

### Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Investments	1,472,763.67
<b>Total</b>	<b>1,472,763.67</b>

### Outstanding Fund Liabilities

No outstanding liabilities for the fund

**Statement of Activity**  
**Drake Community Library Endowment Fund**  
**June 01, 2025 through June 30, 2025**

**Fund Activity Summary**

	<u>Jun 2025</u>	<u>Jul 2024</u>
<b>Beginning Balance</b>	1,654,448.19	1,503,622.15
<b>Additions to Fund</b>		
<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	2,235.38	74,339.10
Investment Revenue	61,359.35	169,561.88
<b>Totals</b>	<b>63,594.73</b>	<b>243,900.98</b>
<b>Disbursements</b>		
<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	1,341.76	15,798.63
Distributions	0	15,000.00
Other Expenses	4.80	28.14
<b>Totals</b>	<b>1,346.56</b>	<b>30,826.77</b>
 <b>Net Change</b>	 <b>\$62,248.17</b>	 <b>\$213,074.21</b>
 <b>Ending Balance</b>	 <b>\$1,716,696.36</b>	 <b>\$1,716,696.36</b>

## Fund Financial Information

### Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Cash, Checking, & Savings	7,000.23
Investments	1,709,696.13
<b>Total</b>	<b>1,716,696.36</b>

### Outstanding Fund Liabilities

No outstanding liabilities for the fund

## Fund Activity Detail

### Donations

<u>Date</u>	<u>Donor</u> <u>Description</u>	<u>Amount</u>
6/10/2025	Guenther, Emily	25.00
6/21/2025	Neal, Karen Online Donation-Processing Fee Donation	0.38
6/21/2025	Neal, Karen Online Donation	15.00
6/21/2025	Marzluff, Elaine Online Donation	180.00
6/25/2025	Elfenbein, Caleb and Tina	15.00
6/30/2025	Britton, George and JoAnn	2,000.00
<b>Total Donations</b>		<b>2,235.38</b>

### Grants Awarded

No grants awarded in the statement period



# Greater Poweshiek Community Foundation

*We Grow Community Through Giving*

## June 2025

Library Endowment Total: **\$243,932.69**

Bd Endowed (Peery Gift) Total: **\$1,472,763.67**

**Grand Total: \$1,716,696.36**

## July 2025

Library Endowment Total: **\$247,481.41**

Bd Endowed (Peery Gift) Total: **\$1,494,232.74**

**Grand Total: \$1,741,714.15**

## Additional Services

August 2025

Service Type	Current Month	SMPY	YTD	Previous YTD
Adventure Pass (Bookings)	13	14	30	24
Ancestry Library Edition	37	474	51	484
Beanstack (Active Users)	115	124	248	278
Craft and Hobby (Views)	0	0	2	0
Freegal (Downloads & Streams)	840	88	1,138	164
Heritage Quest	0	0	0	0
Kanopy (Plays)	66	200	225	419
Library Speakers Cons. (Views)	741	833	1,636	1,185
Mango Languages	45	30	56	78
Mometrix (Replaces Brainfuse)	1	3	7	3
Niche Academy	36	24	98	60
Reference Solutions (Searches)	13	12	22	12
	<b>1,907</b>	<b>1,802</b>	<b>3,513</b>	<b>2,707</b>
Coin-Op Pages Printed	567	816	1,152	1,464
Faxes Sent	16		16	0
Black and White Pages Copied	935		935	0
Color Pages Copied	80		80	0
	<b>1,598</b>	<b>816</b>	<b>2,183</b>	<b>1,464</b>
Adult Logins	364	487	742	941
Kids Logins	387	346	829	729
Guest Passes Distributed	50	55	109	102
In-House Catalog Uses	557	471	994	1,048
Wi-Fi Sessions	881		1,637	1,844
	<b>2,239</b>	<b>1,359</b>	<b>4,311</b>	<b>4,664</b>
In-Person Visits	2	3	5	12
Email Reference	1	9	2	16
Phone Reference	0	2	0	4
	<b>3</b>	<b>14</b>	<b>7</b>	<b>32</b>
<b>Total</b>	<b>5,747</b>	<b>3,977</b>	<b>10,007</b>	<b>8,835</b>

## Meeting Rooms

August 2025

Category	Current Month	SMPY	YTD	Previous YTD
Bookings	71	13	124	17
Attendance	506	204	825	245

## Programs Offered

August 2025

Type	Current Month	SMPY	YTD	Previous YTD
Children	13	12	52	51
Teen	1	2	5	10
Adult	6	10	12	16
All Ages	0	0	6	6
<b>Total</b>	<b>20</b>	<b>24</b>	<b>75</b>	<b>83</b>

## Program Participation

August 2025

Type	Current Month	SMPY	YTD	Previous
Children	183	201	1,394	1,629
Teen	5	6	28	49
Adult	53	89	85	131
All Ages	0	0	0	95
<b>Total</b>	<b>241</b>	<b>296</b>	<b>1,507</b>	<b>1,904</b>

## Door Count

August 2025

	Current Month	SMPY	YTD	Previous YTD
Door Count	4,798	4,500	9,935	9,235

# Borrower Type Circulation

August 2025

Btype Group		Current Month	SMPY	YTD	Previous YTD
Residents	Area Resident	3,259	3,575	6,875	7,765
	Open Access Borrower	350	205	680	480
	Grinnell College Student	121	187	209	366
	Youth	673	603	1,527	1,236
	Open Access Youth	49	13	76	21
	Courtesy Card (replaces Pay Card)	0	0	0	0
	<b>4,452</b>	<b>4,583</b>	<b>9,367</b>	<b>9,868</b>	
Book Delivery	Adult Homebound	100	61	195	106
	Youth Book Baskets	19	103	84	184
	<b>119</b>	<b>164</b>	<b>279</b>	<b>290</b>	
Education and Special Loans	Educator	270	273	1,014	1,327
	Interlibrary Loan	53	48	106	103
	Large Print	29	10	42	20
	<b>352</b>	<b>331</b>	<b>1,162</b>	<b>1,450</b>	
<b>Total</b>		<b>4,923</b>	<b>5,078</b>	<b>10,808</b>	<b>11,608</b>

# Item Type Circulation

August 2025

Itype Group		Current Month	SMPY	YTD	Previous YTD
Books	Adult Book	1,919	2,013	3,977	4,085
	Teen Book	319	297	654	629
	Children's Book	2,414	2,261	5,581	5,634
<b>Total Books</b>		<b>4,652</b>	<b>4,571</b>	<b>10,212</b>	<b>10,348</b>
Audiovisual	Adult Audio	71	36	129	93
	Adult Video	93	164	237	377
	Teen Audio	0	3	1	4
	Children's Audio	16	3	39	7
	Children's Video	61	116	109	213
<b>Total Audiovisual</b>		<b>9,545</b>	<b>9,464</b>	<b>515</b>	<b>694</b>
Miscellaneous Physical Formats	Periodicals	24	36	44	79
	Equipment	27	16	57	33
	Multimedia Kits	16	29	52	46
	Interlibrary Loan	39	47	77	90
<b>Total Miscellaneous</b>		<b>106</b>	<b>128</b>	<b>230</b>	<b>248</b>
<b>Total Physical Item Circ</b>		<b>14,303</b>	<b>14,163</b>	<b>10,957</b>	<b>11,290</b>
Bridges eBooks	Bridges eBooks	780	866	1,617	1,854
	Bridges eAudiobooks	1,018	857	2,033	1,737
	Bridges eMagazines	238	141	481	277
<b>Total Bridges Circ</b>		<b>2,036</b>	<b>1,864</b>	<b>4,131</b>	<b>3,868</b>
<b>Total Circulation</b>		<b>16,339</b>	<b>16,027</b>	<b>15,088</b>	<b>15,158</b>

Advantage Archives, LLC

1025 33rd Ave SW  
Cedar Rapids, IA 52404

# Invoice

Date	Invoice #
8/31/2025	43231

Bill To
Drake Community Library attn: Karen Neal 930 Park Street Grinnell, IA 50112

Ship To
Drake Community Library attn: Karen Neal 930 Park Street Grinnell, IA 50112

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30		8/31/2025		P25-07-37	
Quantity	Item Code	Description			Price Each	Amount
19	23-3000	Archive Plus Plan for Preservation Microfilming			380.00	7,220.00
		Montezuma Record/Republican 7/7/2004-12/31/2008, 7/5/2012-6/27/2024				
		Poweshick County Chronicle 1/4/2012-12/26/2018				
					<b>Total</b>	\$7,220.00

7220.00  
 - 4813.00 - grant  
 -----  
 2407.00 - total  
 DCL Pay

# S & S Plumbing, Heating & Air Conditioning, LLC

550 E South St  
Marengo IA 52301

Drake Community Library  
930 Park Street  
Grinnell, IA 50112-2016

Date

Invoice #

8/20/2025

2021-6845

P.O. No.	Terms	Due Date	Account #	Project
	Net 30	9/19/2025		

Qty	Description	Rate	Amount
5	Service on 4/30/2025 WTA-23 Find freon leak ERV1 Command reset for unit to run 4 hours a day instead of 24 hours. Supply temp in alert Woodman Controls will reset parameters. HUM-1 Needs descaled HP15 Currently working WTW-1 Recheck later 1st stage compressor. DHU Dehumidifier for archive room LABOR	113.00	565.00
3	Service on 5/13/2025 WTA-23 Pressurized with nitrogen found leaks at access valves, Ordered new valves to be installed at a later date. HUM-1 unit Used Lime-A-Way to descale the unit. LIME-A-WAY SOLUTION FOR DESCALEING	7.35	22.05
5	LABOR	113.00	565.00
3.5	Service on 7/1/2025 Worked on WTA - 23 unit Returned with access replacement vales. LABOR	113.00	395.50

Subtotal

Sales Tax (0.0%)

Payments/Credits

Total

Balance Due

Phone #	Fax #	E-mail
3196425259	319-642-5559	ssplumbchris@netins.net

# S & S Plumbing, Heating & Air Conditioning, LLC

550 E South St  
Marengo IA 52301

Drake Community Library  
930 Park Street  
Grinnell, IA 50112-2016

Date

Invoice #

8/20/2025

2021-6845

P.O. No.	Terms	Due Date	Account #	Project
	Net 30	9/19/2025		

Qty	Description	Rate	Amount
-1.5	LABOR - credit	113.00	-169.50
	Service on 7/14/2025		
	Finished the work on WTA-23 and now is up and running		
1	1/2" ODS COPPER BRAZE TEE W/ ACCESS VALVE #A31138	46.98	46.98
1	1/8" ODS X 3/16" ACCESS VALVE #A31736	24.96	24.96
1	1/4" TUBE SERVICE VALVE #B10-736	9.20	9.20
2	SILVER SOLDER / SIL-FOS PER STICK	20.69	41.38
6	LABOR	113.00	678.00

	<b>Subtotal</b>	<b>\$2,178.57</b>
	Sales Tax (0.0%)	<b>\$0.00</b>
	Payments/Credits	<b>\$0.00</b>
	<b>Total</b>	<b>\$2,178.57</b>
	<b>Balance Due</b>	<b>\$2,178.57</b>

Phone #                      Fax #                                      E-mail  
3196425259                      319-642-5559                                      ssplumbchris@netins.net

2% Monthly Service Charge on all Overdue Accounts.  
3% charge on all debit and/or credit card payments.  
THANK YOU!

# S & S Plumbing, Heating & Air Conditioning, LLC

550 E South St  
Marengo IA 52301

Drake Community Library  
930 Park Street  
Grinnell, IA 50112-2016

<b>Date</b>	<b>Invoice #</b>
9/17/2025	2021-7059

P.O. No.	Terms	Due Date	Account #	Project
Dave	Net 30	10/17/2025		

Qty	Description	Rate	Amount
2	Work performed on WTA - 23 unit On 8/13/2025 Found circulation motor and belle end was bad. Ordered a new one. LABOR	113.00	226.00
1	On 8/26/2025 Mounted new motor into the wheel at S&S shop Installed the new motor and wheel on WTA - 23 BLOWER MOTOR GST 14S572-01	919.13	919.13
3.5	LABOR	113.00	395.50

<table style="width: 100%;"> <tr> <td style="width: 33%;">Phone #</td> <td style="width: 33%;">Fax #</td> <td style="width: 33%;">E-mail</td> </tr> <tr> <td>3196425259</td> <td>319-642-5559</td> <td>ssplumbchris@netins.net</td> </tr> <tr> <td colspan="3" style="text-align: center; padding-top: 10px;">                     2% Monthly Service Charge on all Overdue Accounts.                      3% charge on all debit and/or credit card payments.                      THANK YOU!                 </td> </tr> </table>			Phone #	Fax #	E-mail	3196425259	319-642-5559	ssplumbchris@netins.net	2% Monthly Service Charge on all Overdue Accounts. 3% charge on all debit and/or credit card payments. THANK YOU!			<b>Subtotal</b>	<b>\$1,540.63</b>
			Phone #	Fax #	E-mail								
			3196425259	319-642-5559	ssplumbchris@netins.net								
			2% Monthly Service Charge on all Overdue Accounts. 3% charge on all debit and/or credit card payments. THANK YOU!										
				<b>Sales Tax (0.0%)</b>	<b>\$0.00</b>								
	<b>Payments/Credits</b>	<b>\$0.00</b>											
	<b>Total</b>	<b>\$1,540.63</b>											
	<b>Balance Due</b>	<b>\$1,540.63</b>											

# S & S Plumbing, Heating & Air Conditioning, LLC

550 E South St  
Marengo IA 52301

Drake Community Library  
930 Park Street  
Grinnell, IA 50112-2016

Date

Invoice #

9/10/2025

2021-7060

P.O. No.	Terms	Due Date	Account #	Project
Dave	Net 30	10/10/2025		

Qty	Description	Rate	Amount
1	TOP GASKET 160698	142.63	142.63
1	SHIPPING CHARGES FOR ALL MATERIALS LISTED	29.00	29.00
3	LABOR	113.00	339.00

	<b>Subtotal</b>	<b>\$2,026.08</b>
	Sales Tax (0.0%)	<b>\$0.00</b>
	Payments/Credits	<b>\$0.00</b>
	<b>Total</b>	<b>\$2,026.08</b>
	<b>Balance Due</b>	<b>\$2,026.08</b>

Phone #                      Fax #                                      E-mail  
3196425259                      319-642-5559                                      ssplumbchris@netins.net

2% Monthly Service Charge on all Overdue Accounts.  
3% charge on all debit and/or credit card payments.

THANK YOU!

# S & S Plumbing, Heating & Air Conditioning, LLC

550 E South St  
Marengo IA 52301

Drake Community Library  
930 Park Street  
Grinnell, IA 50112-2016

Date	Invoice #
9/10/2025	2021-7060

P.O. No.	Terms	Due Date	Account #	Project
Dave	Net 30	10/10/2025		

Qty	Description	Rate	Amount
4	Work performed on the Dri - Steam Vapormist On 7/15/2025 Performed a maintenance for the heating season. Disassembled and cleaned found some parts needed to be replaced. Ordered the parts. LABOR	113.00	452.00
3	On 8/13/2025 There was quite a bit of calcium built up on the DriSteam unit, did some more cleaning while there for another project. LABOR	113.00	339.00
1	On 8/22/2025 Used the needle gun on water reservoir calcium build up, while there working on another project LABOR	113.00	113.00
2	On 8/26/2025 Installed following parts on the Dri-Steam unit. Test ran once reassembled and ready for winter / humidification use. HEATING ELEMENT 208V - 3KW 409600-003	169.70	339.40
1	GASKET 309750-004	37.45	37.45
1	LEVEL PROBE 406303-106	187.79	187.79
1	PROBE HOUSING 308500	46.81	46.81

Phone #                      Fax #                      E-mail 3196425259                      319-642-5559                      ssplumbchris@netins.net			Subtotal
			Sales Tax (0.0%)
			Payments/Credits
			Total
			Balance Due



Grinnell, IA

# My Detail vs Budget Report

## Account Detail

Date Range: 08/28/2025 - 09/24/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>003 - LIBRARY - GENERAL FUND</b>								
<b>Revenue</b>								
<a href="#">003-3.410.1.4766</a>	LIBRARY - FEES, MISC	0.00	-7,000.00	-6,301.92	-684.86	-6,986.78	-13.22	-0.19%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/03/2025	CLPKT09135	R00655081		09-03-25 LIBRARY LIBRARY - FEES, MISC 09...			-360.25	
09/03/2025	CLPKT09136	R00655082		09-03-25 LIBRARY LIBRARY - FEES, MISC C...			-78.76	
09/17/2025	CLPKT09239	R00656417		09-17-25 LIBRARY LIBRARY - FEES, MISC 09...			-227.86	
09/17/2025	CLPKT09242	R00656418		09-17-25 LIBRARY LIBRARY - FEES, MISC JE...			-17.99	
<a href="#">003-3.410.2.4470</a>	LIBRARY - COUNTY CONTRIBUTION	0.00	-30,212.00	0.00	-7,555.00	-7,555.00	-22,657.00	-74.99%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/17/2025	CLPKT09242	R00656419		09-17-25 LIBRARY LIBRARY - COUNTY CON...			-7,555.00	
<a href="#">003-3.410.4.4790</a>	LIBRARY - TRANS IN (INTERNAL)	0.00	-701,423.00	-46,666.51	-48,442.81	-95,109.32	-606,313.68	-86.44%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/29/2025	GLPKT12881	8063		MONTHLY LIBRARY TRANSFER			-48,442.81	
<b>Revenue Totals:</b>		<b>0.00</b>	<b>-738,635.00</b>	<b>-52,968.43</b>	<b>-56,682.67</b>	<b>-109,651.10</b>	<b>-628,983.90</b>	<b>-85.15%</b>
<b>Expense</b>								
<a href="#">003-4.410.1.6010</a>	LIBRARY - SALARIES	0.00	248,581.00	26,155.60	21,418.27	47,573.87	201,007.13	80.86%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/29/2025	PYPKT01061	PYPKT01061 - 08/11/25 - ...		PYPKT01061 - 08/11/25 - 08/25/25 - Pay 8...			14,848.17	
09/15/2025	PYPKT01074	PYPKT01074 - 08.26.25 - ...		PYPKT01074 - 08.26.25 - 09.10.25 - Pay 9/...			6,570.10	
<a href="#">003-4.410.1.6020</a>	LIBRARY - PT/SEASONAL SALARIES	0.00	253,365.00	29,220.88	20,259.01	49,479.89	203,885.11	80.47%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/29/2025	PYPKT01061	PYPKT01061 - 08/11/25 - ...		PYPKT01061 - 08/11/25 - 08/25/25 - Pay 8...			9,771.77	
09/15/2025	PYPKT01074	PYPKT01074 - 08.26.25 - ...		PYPKT01074 - 08.26.25 - 09.10.25 - Pay 9/...			10,487.24	
<a href="#">003-4.410.1.6180</a>	LIBRARY - HSG/REFER/HIRING INCENTIVES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
<a href="#">003-4.410.1.6186</a>	LIBRARY - PRE-EMP TESTING & OTHER CKS	0.00	400.00	359.00	0.00	359.00	41.00	10.25%

**My Detail vs Budget Report**

Date Range: 08/28/2025 - 09/24/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">003-4.410.1.6210</a>	LIBRARY - DUES/MEMBERSHIPS	0.00	1,450.00	0.00	0.00	0.00	1,450.00	100.00%
<a href="#">003-4.410.1.6220</a>	LIBRARY - MTG REGISTRATIONS	0.00	930.00	0.00	0.00	0.00	930.00	100.00%
<a href="#">003-4.410.1.6230</a>	LIBRARY -MILEAGE & MTG EXP	0.00	620.00	72.94	0.00	72.94	547.06	88.24%
<a href="#">003-4.410.2.6310</a>	LIBRARY -REP/MTNCE BLDG	0.00	7,500.00	432.09	0.00	432.09	7,067.91	94.24%
<a href="#">003-4.410.2.6332</a>	LIBRARY - REP/MTNCE EQMT	0.00	7,500.00	0.00	0.00	0.00	7,500.00	100.00%
<a href="#">003-4.410.2.6371</a>	LIBRARY - UTILITIES	0.00	46,000.00	11,972.60	0.00	11,972.60	34,027.40	73.97%
<a href="#">003-4.410.2.6373</a>	LIBRARY - TELEPHONE	0.00	5,212.00	999.93	491.75	1,491.68	3,720.32	71.38%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/02/2025	APPKT01358	6121966139	125996	WIRELESS SVC	001441 - VERIZON WIRELESS		76.90	
09/05/2025	APPKT01395	08.15.25 DRAKE	126007	TELEPHONE	002707 - MAHASKA COMMUNICATIONS GRO...		406.35	
09/24/2025	APPKT01412	729812	126033	NETWORK SVC (AUG 2025)	098028 - IOWA COMMUNICATIONS NETWORK		8.50	
<a href="#">003-4.410.2.6414</a>	LIBRARY - PRINTING AND COPIES	0.00	600.00	0.00	0.00	0.00	600.00	100.00%
<a href="#">003-4.410.2.6428</a>	LIBRARY - MISC CONTRACT WORK	0.00	130,296.00	17,760.96	7,711.08	25,472.04	104,823.96	80.45%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/02/2025	APPKT01358	820057-H	125941	MONTHLY IT	099591 - HEARTLAND BUSINESS SYSTEMS, LLC		3,999.60	
09/02/2025	GLPKT12942	8074		09.02.25 HBS CORRECTION			2,387.00	
09/05/2025	APPKT01395	09.05.25	126001	SUB	001229 - ACORN HOST		155.40	
09/05/2025	APPKT01395	39942962	126000	COPIER LEASE	002445 - ACCESS SYSTEMS LEASING		899.28	
09/05/2025	APPKT01395	JUL-25 DRAKE	126004	MOWING	001317 - SHUTTS, BRAD		220.00	
09/24/2025	APPKT01412	6143183	126037	PLACEMENTS	002669 - UNIQUE MANAGEMENT SERVICES		24.80	
09/24/2025	APPKT01412	79297	126031	MONTHLY MIN	002042 - ELM USA, INC.		25.00	
<a href="#">003-4.410.2.6506</a>	LIBRARY - OFFICE SUPPLIES	0.00	5,500.00	1,612.65	170.35	1,783.00	3,717.00	67.58%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/05/2025	APPKT01395	1XHV-Q91N-LGWW	126003	LAMINATION	002581 - AMAZON CAPITAL SERVICES		112.00	
09/24/2025	APPKT01412	6040813928	126036	SUPPLIES	002678 - STAPLES		58.35	
<a href="#">003-4.410.2.6507</a>	LIBRARY - PROG OPER SUPPLIES	0.00	900.00	395.00	0.00	395.00	505.00	56.11%

**My Detail vs Budget Report**

Date Range: 08/28/2025 - 09/24/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">003-4.410.2.6508</a>	LIBRARY - POSTAGE & SHIPPING	0.00	1,300.00	0.00	0.00	0.00	1,300.00	100.00%
<a href="#">003-4.410.2.6513</a>	LIBRARY - MISC SUPPLIES	0.00	2,200.00	302.94	112.02	414.96	1,785.04	81.14%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/05/2025	APPKT01395	04127	126008	PROG & ART SUPPLIES	036590 - WALMART - CAPITAL ONE		3.28	
09/24/2025	APPKT01412	1LFN-X1WJ-YDT7	126026	VACUUM	002581 - AMAZON CAPITAL SERVICES		108.74	
<a href="#">003-4.410.2.6521</a>	LIBRARY - PROG CHILDREN	0.00	2,310.00	1,234.48	0.00	1,234.48	1,075.52	46.56%
<a href="#">003-4.410.2.6522</a>	LIBRARY - PROG CHILDREN'S	0.00	2,310.00	591.07	245.96	837.03	1,472.97	63.76%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/05/2025	APPKT01395	04127	126008	PROG & ART SUPPLIES	036590 - WALMART - CAPITAL ONE		21.90	
09/05/2025	APPKT01395	1GK1-JGHT-HR14	126003	PROG SUPPLIES	002581 - AMAZON CAPITAL SERVICES		209.17	
09/05/2025	APPKT01395	1X6H-Y4P4-D1GM	126003	BOOKS & SUPPLIES	002581 - AMAZON CAPITAL SERVICES		14.89	
<a href="#">003-4.410.2.6523</a>	LIBRARY - PROGRAM YOUNG ADULT	0.00	1,150.00	5.06	3.64	8.70	1,141.30	99.24%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/05/2025	APPKT01395	04127	126008	PROG & ART SUPPLIES	036590 - WALMART - CAPITAL ONE		3.64	
<a href="#">003-4.410.3.6763</a>	LIBRARY - EBOOKS/ADULT	0.00	1,840.00	47.67	513.69	561.36	1,278.64	69.49%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/24/2025	APPKT01412	06497CO25282397	126035	AUDIO & EBOOKS	002016 - OVERDRIVE, INC.		513.69	
<a href="#">003-4.410.3.6765</a>	LIBRARY - BOOKS/CHILDREN	0.00	6,531.00	958.33	524.84	1,483.17	5,047.83	77.29%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/15/2025	APPKT01405	7001873599	126018	BOOKS	099759 - VISA		63.15	
09/24/2025	APPKT01412	1XM9-7W4D-VVN7	126026	BOOKS	002581 - AMAZON CAPITAL SERVICES		125.83	
09/24/2025	APPKT01412	2039270659	126028	BOOKS	000562 - BAKER & TAYLOR L530345		63.29	
09/24/2025	APPKT01412	90252413	126032	BOOKS	095001 - INGRAM LIBRARY SERVICES		-10.92	
09/24/2025	APPKT01412	90360935	126032	BOOKS	095001 - INGRAM LIBRARY SERVICES		283.49	
<a href="#">003-4.410.3.6766</a>	LIBRARY - BOOKS/YOUNG ADULTS	0.00	2,250.00	440.80	183.55	624.35	1,625.65	72.25%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/05/2025	APPKT01395	13TM-KFJG-FTLK	126003	BOOKS & SHELVING	002581 - AMAZON CAPITAL SERVICES		7.79	
09/05/2025	APPKT01395	1X6H-Y4P4-D1GM	126003	BOOKS & SUPPLIES	002581 - AMAZON CAPITAL SERVICES		8.78	
09/24/2025	APPKT01412	1XM9-7W4D-VVN7	126026	BOOKS	002581 - AMAZON CAPITAL SERVICES		158.53	
09/24/2025	APPKT01412	90360935	126032	BOOKS	095001 - INGRAM LIBRARY SERVICES		8.45	

**My Detail vs Budget Report**

Date Range: 08/28/2025 - 09/24/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">003-4.410.3.6768</a>	LIBRARY - PERIODICALS	0.00	2,500.00	65.98	9.69	75.67	2,424.33	96.97%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/24/2025	APPKT01412	09.24.25	126038	SUB	099610 - USA TODAY		9.69	
<a href="#">003-4.410.3.6769</a>	LIBRARY - AUDIO VISUAL	0.00	400.00	72.00	0.00	72.00	328.00	82.00%
<a href="#">003-4.410.3.6770</a>	LIBRARY - AV/YOUTH	0.00	400.00	12.90	50.27	63.17	336.83	84.21%
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/05/2025	APPKT01395	1G19-6LWF-H3Y9	126003	BOOKS	002581 - AMAZON CAPITAL SERVICES		6.67	
09/05/2025	APPKT01395	1X6H-Y4P4-D1GM	126003	BOOKS & SUPPLIES	002581 - AMAZON CAPITAL SERVICES		43.60	
<a href="#">003-4.410.3.6771</a>	LIBRARY - EBOOKS/YOUTH	0.00	1,590.00	0.00	0.00	0.00	1,590.00	100.00%
<b>Expense Totals:</b>		<b>0.00</b>	<b>738,635.00</b>	<b>92,712.88</b>	<b>51,694.12</b>	<b>144,407.00</b>	<b>594,228.00</b>	<b>-80.45%</b>
<b>003 - LIBRARY - GENERAL FUND Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>39,744.45</b>	<b>-4,988.55</b>	<b>34,755.90</b>	<b>-34,755.90</b>	<b>0.00%</b>

**My Detail vs Budget Report**

Date Range: 08/28/2025 - 09/24/2025

Account Name Encumbrances Fiscal Budget Beginning Balance Total Activity Ending Balance Budget Remaining % Remaining

**011 - UTILITY FRANCHISE - GEN Revenue**

[011-3.690.4.4065](#) OTHER GOVT - FRANCHISE FEES 0.00 -1,063,500.00 -168,515.99 0.00 -168,515.99 -894,984.01 -84.15%

[011-3.910.4.4830](#) TRANSFER IN 0.00 -1,730,652.00 0.00 -2,233,553.36 -2,233,553.36 502,901.36 29.06%

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
09/15/2025	GLPKT13028	8079		FROM 316			-588,809.36
09/15/2025	GLPKT13028	8079		FROM 319			-249,419.00
09/15/2025	GLPKT13028	8079		FROM 381			-500,000.00
09/15/2025	GLPKT13028	8079		FROM 363			-727,847.00
09/15/2025	GLPKT13028	8079		FROM 376			-167,478.00

Revenue Totals: 0.00 -2,794,152.00 -168,515.99 -2,233,553.36 -2,402,069.35 -392,082.65 -14.03%

**Expense**

[011-4.690.2.6421](#) UTIL FRANCH - CONS & PROF FEES 0.00 0.00 25.00 0.00 25.00 -25.00 0.00%

[011-4.690.2.6428](#) UTIL FRANCH - MISC CONT 0.00 30,766.00 796.54 398.27 1,194.81 29,571.19 96.12%

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
09/02/2025	APPKT01358	09.02.25	125893	SEPT LEASE - GARC	000739 - AHRENS PARK FOUNDATION		398.27

[011-4.690.3.6725](#) UTIL FRANCH - POLICE CAP PROJ 0.00 105,339.00 71,998.54 14,382.04 86,380.58 18,958.42 18.00%

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
09/02/2025	APPKT01358	818512-H	125941	NEW COMPUTERS - PD	099591 - HEARTLAND BUSINESS SYSTEMS, LLC		12,715.92
09/02/2025	APPKT01358	822393-H	125941	NEW COMPUTERS - PD	099591 - HEARTLAND BUSINESS SYSTEMS, LLC		1,666.12

[011-4.690.3.6726](#) UTIL FRANCH - FIRE/EMS CAP PROJ 0.00 47,000.00 0.00 0.00 0.00 47,000.00 100.00%

[011-4.690.3.6727](#) UTIL FRANCH - LIBRARY CAP PROJ 0.00 25,000.00 7,862.30 3,026.75 10,889.05 14,110.95 56.44%

Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
09/02/2025	APPKT01358	807422-CRD	125941	LIBRARY CREDIT	099591 - HEARTLAND BUSINESS SYSTEMS, LLC		-150.00
09/02/2025	APPKT01358	807422-H	125941	COMPUTER SETUP - LIBRARY & PD	099591 - HEARTLAND BUSINESS SYSTEMS, LLC		3,802.50
09/02/2025	GLPKT12942	8074		09.02.25 HBS CORRECTION			-1,899.50
09/05/2025	APPKT01395	AF4646C	126005	MONITOR	020940 - CDW GOVERNMENT		429.00
09/15/2025	APPKT01405	68188308	126018	BOOKS	099759 - VISA		138.08
09/24/2025	APPKT01412	13W1-PFVC-VRK1	126026	BOOKS	002581 - AMAZON CAPITAL SERVICES		176.60
09/24/2025	APPKT01412	1GWF-V6DL-JR1W	126026	BOOKS	002581 - AMAZON CAPITAL SERVICES		7.67
09/24/2025	APPKT01412	2039252942	126027	BOOKS	001700 - BAKER & TAYLOR -ENT #5103		110.96
09/24/2025	APPKT01412	2039270327	126027	BOOKS	001700 - BAKER & TAYLOR -ENT #5103		15.96
09/24/2025	APPKT01412	2039270742	126027	BOOKS	001700 - BAKER & TAYLOR -ENT #5103		433.85
09/24/2025	APPKT01412	89652798	126032	BOOKS	095001 - INGRAM LIBRARY SERVICES		40.67

**My Detail vs Budget Report**

Date Range: 08/28/2025 - 09/24/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
<a href="#">011-4.690.3.6727</a>	UTIL FRANCH - LIBRARY CAP PROJ - Continued	0.00	25,000.00	7,862.30	3,026.75	10,889.05	14,110.95	56.44%	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
09/24/2025	APPKT01412	90171374	126032	BOOKS	095001 - INGRAM LIBRARY SERVICES		-121.96		
09/24/2025	APPKT01412	988936	126034	BOOKS	095203 - MICRO MARKETING LLC		22.39		
09/24/2025	APPKT01412	B7051113	126030	BOOKS	003700 - BRODART CO		20.53		
<a href="#">011-4.690.3.6728</a>	UTIL FRANCH - PARKS CAP PROJ	0.00	14,000.00	5,387.50	2,792.25	8,179.75	5,820.25	41.57%	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
09/02/2025	APPKT01358	4762	125907	PLAYGROUND MULCH	001495 - BILL MILLER WOOD PRODUCTS, INC.		2,792.25		
<a href="#">011-4.690.3.6729</a>	UTIL FRANCH - POOL CAP PROJ	0.00	29,000.00	2,722.76	0.00	2,722.76	26,277.24	90.61%	
<a href="#">011-4.690.3.6730</a>	UTIL FRANCH - LAND PURCH	0.00	0.00	636,547.00	0.00	636,547.00	-636,547.00	0.00%	
<a href="#">011-4.910.5.6911</a>	UTIL FRANCH - TRANS OUT	0.00	3,172,382.54	0.00	1,225,224.00	1,225,224.00	1,947,158.54	61.38%	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
09/15/2025	GLPKT13028	8079		TO 002 VETS MONUMENT			100,000.00		
09/15/2025	GLPKT13028	8079		TO 001 GEN SUBSIDY			750,000.00		
09/15/2025	GLPKT13028	8079		TO 368 BROAD ST			375,000.00		
09/15/2025	GLPKT13028	8079		TO 130 CDBG CLOSEOUT			224.00		
		<b>Expense Totals:</b>	<b>0.00</b>	<b>3,423,487.54</b>	<b>725,339.64</b>	<b>1,245,823.31</b>	<b>1,971,162.95</b>	<b>1,452,324.59</b>	<b>-42.42%</b>
		<b>011 - UTILITY FRANCHISE - GEN Totals:</b>	<b>0.00</b>	<b>629,335.54</b>	<b>556,823.65</b>	<b>-987,730.05</b>	<b>-430,906.40</b>	<b>1,060,241.94</b>	<b>-168.47%</b>

**My Detail vs Budget Report**

Date Range: 08/28/2025 - 09/24/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>103 - LIBRARY FUND STATE - GEN</b>								
<b>Revenue</b>								
<a href="#">103-3.410.2.4442</a>	LIBRARY STATE REVENUES	0.00	-5,435.00	0.00	0.00	0.00	-5,435.00	-100.00%
<b>Revenue Totals:</b>		<b>0.00</b>	<b>-5,435.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-5,435.00</b>	<b>-100.00%</b>
<b>Expense</b>								
<a href="#">103-4.410.3.6767</a>	BOOKS	0.00	4,935.00	0.00	0.00	0.00	4,935.00	100.00%
<a href="#">103-4.410.3.6769</a>	AUDIO VISUAL	0.00	500.00	0.00	0.00	0.00	500.00	100.00%
<b>Expense Totals:</b>		<b>0.00</b>	<b>5,435.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,435.00</b>	<b>-100.00%</b>
<b>103 - LIBRARY FUND STATE - GEN Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>

**My Detail vs Budget Report**

Date Range: 08/28/2025 - 09/24/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
<b>167 - LIBRARY GIFTS - SPEC REV</b>									
<b>Revenue</b>									
<a href="#">167-3.410.2.4700</a>	CONTRIBUTIONS	0.00	-25,000.00	-180.00	0.00	-180.00	-24,820.00	-99.28%	
<a href="#">167-3.410.4.4300</a>	INTEREST EARNED	0.00	-850.00	-11.96	0.00	-11.96	-838.04	-98.59%	
<a href="#">167-3.410.4.4305</a>	INT EARNED - IPAIT	0.00	-3,850.00	-318.09	-846.93	-1,165.02	-2,684.98	-69.74%	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
08/29/2025	GLPKT12943	8073		AUG 2025 IPAIT INT			-846.93		
		<b>Revenue Totals:</b>	<b>0.00</b>	<b>-29,700.00</b>	<b>-510.05</b>	<b>-846.93</b>	<b>-1,356.98</b>	<b>-28,343.02</b>	<b>-95.43%</b>
<b>Expense</b>									
<a href="#">167-4.410.3.6721</a>	FURNITURE AND FIXTURES	0.00	0.00	3,575.73	55.99	3,631.72	-3,631.72	0.00%	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
09/05/2025	APPKT01395	13TM-KFJG-FTLK	126003	BOOKS & SHELVING	002581 - AMAZON CAPITAL SERVICES		55.99		
<a href="#">167-4.410.3.6769</a>	MISC SUPPLIES & MATERIALS	0.00	25,000.00	1,146.74	250.00	1,396.74	23,603.26	94.41%	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
09/24/2025	APPKT01412	25034	126029	MBRSHP	099124 - BLANK PARK ZOO		250.00		
		<b>Expense Totals:</b>	<b>0.00</b>	<b>25,000.00</b>	<b>4,722.47</b>	<b>305.99</b>	<b>5,028.46</b>	<b>19,971.54</b>	<b>-79.89%</b>
		<b>167 - LIBRARY GIFTS - SPEC REV Totals:</b>	<b>0.00</b>	<b>-4,700.00</b>	<b>4,212.42</b>	<b>-540.94</b>	<b>3,671.48</b>	<b>-8,371.48</b>	<b>-178.12%</b>
		<b>Report Total:</b>	<b>0.00</b>	<b>624,635.54</b>	<b>600,780.52</b>	<b>-993,259.54</b>	<b>-392,479.02</b>	<b>1,017,114.56</b>	<b>-162.83%</b>

### Account Summary

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>003 - LIBRARY - GENERAL FUND</b>								
<b>Revenue</b>								
<a href="#">003-3.410.1.4766</a>	LIBRARY - FEES, MISC	0.00	-7,000.00	-6,301.92	-684.86	-6,986.78	-13.22	-0.19%
<a href="#">003-3.410.2.4470</a>	LIBRARY - COUNTY CONTRIBUTION	0.00	-30,212.00	0.00	-7,555.00	-7,555.00	-22,657.00	-74.99%
<a href="#">003-3.410.4.4790</a>	LIBRARY - TRANS IN (INTERNAL)	0.00	-701,423.00	-46,666.51	-48,442.81	-95,109.32	-606,313.68	-86.44%
<b>Revenue Totals:</b>		<b>0.00</b>	<b>-738,635.00</b>	<b>-52,968.43</b>	<b>-56,682.67</b>	<b>-109,651.10</b>	<b>-628,983.90</b>	<b>-85.15%</b>
<b>Expense</b>								
<a href="#">003-4.410.1.6010</a>	LIBRARY - SALARIES	0.00	248,581.00	26,155.60	21,418.27	47,573.87	201,007.13	80.86%
<a href="#">003-4.410.1.6020</a>	LIBRARY - PT/SEASONAL SALARIES	0.00	253,365.00	29,220.88	20,259.01	49,479.89	203,885.11	80.47%
<a href="#">003-4.410.1.6180</a>	LIBRARY - HSG/REFER/HIRING INCENTIVES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
<a href="#">003-4.410.1.6186</a>	LIBRARY - PRE-EMP TESTING & OTHER CKS	0.00	400.00	359.00	0.00	359.00	41.00	10.25%
<a href="#">003-4.410.1.6210</a>	LIBRARY - DUES/MEMBERSHIPS	0.00	1,450.00	0.00	0.00	0.00	1,450.00	100.00%
<a href="#">003-4.410.1.6220</a>	LIBRARY - MTG REGISTRATIONS	0.00	930.00	0.00	0.00	0.00	930.00	100.00%
<a href="#">003-4.410.1.6230</a>	LIBRARY - MILEAGE & MTG EXP	0.00	620.00	72.94	0.00	72.94	547.06	88.24%
<a href="#">003-4.410.2.6310</a>	LIBRARY - REP/MTNCE BLDG	0.00	7,500.00	432.09	0.00	432.09	7,067.91	94.24%
<a href="#">003-4.410.2.6332</a>	LIBRARY - REP/MTNCE EQMT	0.00	7,500.00	0.00	0.00	0.00	7,500.00	100.00%
<a href="#">003-4.410.2.6371</a>	LIBRARY - UTILITIES	0.00	46,000.00	11,972.60	0.00	11,972.60	34,027.40	73.97%
<a href="#">003-4.410.2.6373</a>	LIBRARY - TELEPHONE	0.00	5,212.00	999.93	491.75	1,491.68	3,720.32	71.38%
<a href="#">003-4.410.2.6414</a>	LIBRARY - PRINTING AND COPIES	0.00	600.00	0.00	0.00	0.00	600.00	100.00%
<a href="#">003-4.410.2.6428</a>	LIBRARY - MISC CONTRACT WORK	0.00	130,296.00	17,760.96	7,711.08	25,472.04	104,823.96	80.45%
<a href="#">003-4.410.2.6506</a>	LIBRARY - OFFICE SUPPLIES	0.00	5,500.00	1,612.65	170.35	1,783.00	3,717.00	67.58%
<a href="#">003-4.410.2.6507</a>	LIBRARY - PROG OPER SUPPLIES	0.00	900.00	395.00	0.00	395.00	505.00	56.11%
<a href="#">003-4.410.2.6508</a>	LIBRARY - POSTAGE & SHIPPING	0.00	1,300.00	0.00	0.00	0.00	1,300.00	100.00%
<a href="#">003-4.410.2.6513</a>	LIBRARY - MISC SUPPLIES	0.00	2,200.00	302.94	112.02	414.96	1,785.04	81.14%
<a href="#">003-4.410.2.6521</a>	LIBRARY - PROG CHILDREN	0.00	2,310.00	1,234.48	0.00	1,234.48	1,075.52	46.56%
<a href="#">003-4.410.2.6522</a>	LIBRARY - PROG CHILDREN'S	0.00	2,310.00	591.07	245.96	837.03	1,472.97	63.76%
<a href="#">003-4.410.2.6523</a>	LIBRARY - PROGRAM YOUNG ADULT	0.00	1,150.00	5.06	3.64	8.70	1,141.30	99.24%
<a href="#">003-4.410.3.6763</a>	LIBRARY - EBOOKS/ADULT	0.00	1,840.00	47.67	513.69	561.36	1,278.64	69.49%
<a href="#">003-4.410.3.6765</a>	LIBRARY - BOOKS/CHILDREN	0.00	6,531.00	958.33	524.84	1,483.17	5,047.83	77.29%
<a href="#">003-4.410.3.6766</a>	LIBRARY - BOOKS/YOUNG ADULTS	0.00	2,250.00	440.80	183.55	624.35	1,625.65	72.25%
<a href="#">003-4.410.3.6768</a>	LIBRARY - PERIODICALS	0.00	2,500.00	65.98	9.69	75.67	2,424.33	96.97%
<a href="#">003-4.410.3.6769</a>	LIBRARY - AUDIO VISUAL	0.00	400.00	72.00	0.00	72.00	328.00	82.00%
<a href="#">003-4.410.3.6770</a>	LIBRARY - AV/YOUTH	0.00	400.00	12.90	50.27	63.17	336.83	84.21%
<a href="#">003-4.410.3.6771</a>	LIBRARY - EBOOKS/YOUTH	0.00	1,590.00	0.00	0.00	0.00	1,590.00	100.00%
<b>Expense Totals:</b>		<b>0.00</b>	<b>738,635.00</b>	<b>92,712.88</b>	<b>51,694.12</b>	<b>144,407.00</b>	<b>594,228.00</b>	<b>80.45%</b>
<b>003 - LIBRARY - GENERAL FUND Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>39,744.45</b>	<b>-4,988.55</b>	<b>34,755.90</b>	<b>-34,755.90</b>	

My Detail vs Budget Report

Date Range: 08/28/2025 - 09/24/2025

Account Summary

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>011 - UTILITY FRANCHISE - GEN</b>								
<b>Revenue</b>								
<a href="#">011-3.690.4.4065</a>	OTHER GOVT - FRANCHISE FEES	0.00	-1,063,500.00	-168,515.99	0.00	-168,515.99	-894,984.01	-84.15%
<a href="#">011-3.910.4.4830</a>	TRANSFER IN	0.00	-1,730,652.00	0.00	-2,233,553.36	-2,233,553.36	502,901.36	29.06%
	<b>Revenue Totals:</b>	<b>0.00</b>	<b>-2,794,152.00</b>	<b>-168,515.99</b>	<b>-2,233,553.36</b>	<b>-2,402,069.35</b>	<b>-392,082.65</b>	<b>-14.03%</b>
<b>Expense</b>								
<a href="#">011-4.690.2.6421</a>	UTIL FRANCH - CONS & PROF FEES	0.00	0.00	25.00	0.00	25.00	-25.00	0.00%
<a href="#">011-4.690.2.6428</a>	UTIL FRANCH - MISC CONT	0.00	30,766.00	796.54	398.27	1,194.81	29,571.19	96.12%
<a href="#">011-4.690.3.6725</a>	UTIL FRANCH - POLICE CAP PROJ	0.00	105,339.00	71,998.54	14,382.04	86,380.58	18,958.42	18.00%
<a href="#">011-4.690.3.6726</a>	UTIL FRANCH - FIRE/EMS CAP PROJ	0.00	47,000.00	0.00	0.00	0.00	47,000.00	100.00%
<a href="#">011-4.690.3.6727</a>	UTIL FRANCH - LIBRARY CAP PROJ	0.00	25,000.00	7,862.30	3,026.75	10,889.05	14,110.95	56.44%
<a href="#">011-4.690.3.6728</a>	UTIL FRANCH - PARKS CAP PROJ	0.00	14,000.00	5,387.50	2,792.25	8,179.75	5,820.25	41.57%
<a href="#">011-4.690.3.6729</a>	UTIL FRANCH - POOL CAP PROJ	0.00	29,000.00	2,722.76	0.00	2,722.76	26,277.24	90.61%
<a href="#">011-4.690.3.6730</a>	UTIL FRANCH - LAND PURCH	0.00	0.00	636,547.00	0.00	636,547.00	-636,547.00	0.00%
<a href="#">011-4.910.5.6911</a>	UTIL FRANCH - TRANS OUT	0.00	3,172,382.54	0.00	1,225,224.00	1,225,224.00	1,947,158.54	61.38%
	<b>Expense Totals:</b>	<b>0.00</b>	<b>3,423,487.54</b>	<b>725,339.64</b>	<b>1,245,823.31</b>	<b>1,971,162.95</b>	<b>1,452,324.59</b>	<b>42.42%</b>
	<b>011 - UTILITY FRANCHISE - GEN Totals:</b>	<b>0.00</b>	<b>629,335.54</b>	<b>556,823.65</b>	<b>-987,730.05</b>	<b>-430,906.40</b>	<b>1,060,241.94</b>	

## Account Summary

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>103 - LIBRARY FUND STATE - GEN</b>								
<b>Revenue</b>								
<a href="#">103-3.410.2.4442</a>	LIBRARY STATE REVENUES	0.00	-5,435.00	0.00	0.00	0.00	-5,435.00	-100.00%
	<b>Revenue Totals:</b>	<b>0.00</b>	<b>-5,435.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-5,435.00</b>	<b>-100.00%</b>
<b>Expense</b>								
<a href="#">103-4.410.3.6767</a>	BOOKS	0.00	4,935.00	0.00	0.00	0.00	4,935.00	100.00%
<a href="#">103-4.410.3.6769</a>	AUDIO VISUAL	0.00	500.00	0.00	0.00	0.00	500.00	100.00%
	<b>Expense Totals:</b>	<b>0.00</b>	<b>5,435.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,435.00</b>	<b>100.00%</b>
	<b>103 - LIBRARY FUND STATE - GEN Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

## Account Summary

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>167 - LIBRARY GIFTS - SPEC REV</b>								
<b>Revenue</b>								
<a href="#">167-3.410.2.4700</a>	CONTRIBUTIONS	0.00	-25,000.00	-180.00	0.00	-180.00	-24,820.00	-99.28%
<a href="#">167-3.410.4.4300</a>	INTEREST EARNED	0.00	-850.00	-11.96	0.00	-11.96	-838.04	-98.59%
<a href="#">167-3.410.4.4305</a>	INT EARNED - IPAIT	0.00	-3,850.00	-318.09	-846.93	-1,165.02	-2,684.98	-69.74%
	<b>Revenue Totals:</b>	<b>0.00</b>	<b>-29,700.00</b>	<b>-510.05</b>	<b>-846.93</b>	<b>-1,356.98</b>	<b>-28,343.02</b>	<b>-95.43%</b>
<b>Expense</b>								
<a href="#">167-4.410.3.6721</a>	FURNITURE AND FIXTURES	0.00	0.00	3,575.73	55.99	3,631.72	-3,631.72	0.00%
<a href="#">167-4.410.3.6769</a>	MISC SUPPLIES & MATERIALS	0.00	25,000.00	1,146.74	250.00	1,396.74	23,603.26	94.41%
	<b>Expense Totals:</b>	<b>0.00</b>	<b>25,000.00</b>	<b>4,722.47</b>	<b>305.99</b>	<b>5,028.46</b>	<b>19,971.54</b>	<b>79.89%</b>
	<b>167 - LIBRARY GIFTS - SPEC REV Totals:</b>	<b>0.00</b>	<b>-4,700.00</b>	<b>4,212.42</b>	<b>-540.94</b>	<b>3,671.48</b>	<b>-8,371.48</b>	
	<b>Report Total:</b>	<b>0.00</b>	<b>624,635.54</b>	<b>600,780.52</b>	<b>-993,259.54</b>	<b>-392,479.02</b>	<b>1,017,114.56</b>	

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003 - LIBRARY - GENERAL FUND	0.00	0.00	39,744.45	-4,988.55	34,755.90	-34,755.90	
011 - UTILITY FRANCHISE - GEN	0.00	629,335.54	556,823.65	-987,730.05	-430,906.40	1,060,241.94	
103 - LIBRARY FUND STATE - GEN	0.00	0.00	0.00	0.00	0.00	0.00	
167 - LIBRARY GIFTS - SPEC REV	0.00	-4,700.00	4,212.42	-540.94	3,671.48	-8,371.48	
<b>Report Total:</b>	<b>0.00</b>	<b>624,635.54</b>	<b>600,780.52</b>	<b>-993,259.54</b>	<b>-392,479.02</b>	<b>1,017,114.56</b>	

## **Drake Community Library Behavior Policy**

Drake Community Library is open to all members of the public. Library users are expected to respect the rights of others and to use the library for its intended purposes.

The Library Director and designated staff have the responsibility and authority to determine when behavior violates this policy and to enforce it appropriately.

Any behavior that is disruptive, interferes with library use, or endangers public safety is prohibited on library property. Examples include, but are not limited to:

### **Illegal or Unsafe Activities**

- Violation of any local, state, or federal law.
- Smoking or vaping, including electronic cigarettes, inside the library or on library grounds.
- Vandalism or deliberate damage to library materials, equipment, furniture, or facilities.
- Theft of library materials or personal property.
- Accessing internet sites prohibited by law.
- Possession, use, or consumption of alcohol or controlled substances, or being under the influence of such substances, on library grounds.
- Use of open flames or ignition of any flame, including matches, lighters, or candles, inside the library or on library grounds.

### **Disruptive or Inappropriate Conduct**

- Harassment, threats, or abusive behavior toward others.
- Loud, boisterous, or disruptive behavior.
- Inappropriate language, including abusive, vulgar, or indecent speech.
- Inappropriate dress (shirts and shoes are required).
- Displaying or distributing obscene, offensive, or indecent images or language.
- Remaining in the library without authorization after closing.
- Soliciting, panhandling, or distributing unauthorized materials.
- Use of sports equipment (e.g., skateboards, rollerblades) inside the library.
- Eating or drinking in areas not designated for these activities. Only covered drinks are permitted throughout the library. Food is allowed only during meetings or library-

sponsored events in the Caulkins Community Room, Story Room, or other spaces designated by library staff.

### **Youth Spaces**

- The children’s collection may be browsed by all ages. The Children’s Area, including its seating, equipment, and activities, is reserved for youth ages 0–17 and their parents or caregivers.
- The teen collection may be browsed by all ages. The Teen Area, including its seating, equipment, and activities, is reserved for youth ages 12–18.

Violations of this policy may result in loss of library privileges.

**Revised 11/10**

**Revised 01/14**

**Reviewed 01/17**

**Reviewed 06/18**

**Revised 06/21**

**Revised 08/25**

**Revised 09/25**

Draft