



GRINNELL LIBRARY BOARD REGULAR SESSION MEETING
MONDAY, DECEMBER 22, 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

1. Call to Order:

___ Fenner ___ Guenther ___ 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. The board 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 November 20, 2025, regular board meeting.
- B. Approve Minutes from the November 20, 2025, special board meeting.

5. Communications:

- A. October and November 2025 GPCF Fund Statements

6. Report of Director:

- A. November Statistics
- B. Annual Report

7. Committee Reports:

- A. Building & Grounds
- B. Finance and Salary
 - 1. Met to discuss proposed FY27 budget
- C. Personnel

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, 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.

D. Long Range Planning

E. Policy

8. Financial Report and Approve Bills Payable

A. January Bills

9. Contracts:

10. Business:

A. Consider a proposal for public art from City of Grinnell Communications Director Adrienne Hardin.

B. Consider approval of Sara Sharkey for a page position, Sophie Baechtel for a circulation clerk position and moving Emily Lof from circulation clerk to adult programming library assistant.

C. Consider approval of pay rates for Sara Sharkey, Sophie Baechtel, and Emily Lof.

D. Consider approval of adding \$1,100 to the library budget to include library staff in the city's clothing allowance.

E. Consider approval of the proposed FY27 budget.

11. Trustee Continuing Education:

12. Adjourn:

A. Next Board Meeting is January 28, 2026, at 5:15pm

Minutes of the Drake Community Library Board of Trustees
November 20, 2025
Drake Community Library Board Room
Meeting also made available via Zoom from the online City Agenda Center

Roll Call: XFenner XGuenther XHammond(arrived 5:03) XLindley(arrive 5:09)
XMcFee XPagliai XSaunders

Others present: XDevig XNeal XSnow

President Pagliai called the meeting to order at 5:01pm.

Public Comments: None

Approval of Agenda:

McFee moved and Guenther seconded approval of the agenda.

Roll call vote: XFenner XGuenther XHammond XLindley XMcFee XPagliai XSaunders

Approval of Minutes:

Saunders moved and Fenner seconded approval of October 22, 2025, Board Meeting minutes.

Roll call vote:

XGuenther XFenner XHammond XLindley XMcFee XPagliai XSaunders

Communications:

The FY25 GPCF Endowment fund reports were reviewed.

Report of the Director:

1. Endowment Guidance-Neal shared information from meeting with Nicole Bru-Behrens at GPCF
2. October Statistics
3. Building & Grounds report- new security cameras installed; McFee motioned and Fenner seconded approval for the Building & Grounds committee to explore installation of handicap accessibility parking and entrance to the library on the north side of the building

Roll call vote:

XGuenther XFenner XHammond XLindley XMcFee XPagliai XSaunders

Committee Reports:

1. Building & Grounds- Lee reported on meeting with MCG about security cameras.
2. Finance & Salary- no report
3. Personnel: No report
4. Long Range Planning- no report
5. Policy- Saunders and Fenner reported on edits and input towards the Security Camera Policy

Financial Report and Approval of Bills:

1. Financials were reviewed. Lindley moved and Hammond seconded the approval of bills payable in December.

Roll call vote:

_X_Guenther _X_Fenner _X_Hammond _X_Lindley X_McFee _X_Pagliai _X_Saunders

Business:

1. Saunders moved and Fenner seconded approval of repairs to the lift by Arbon.

Roll call vote:

_X_Guenther _X_Fenner _X_Hammond _X_Lindley X_McFee _X_Pagliai _X_Saunders

2. Fenner moved and Saunders seconded approval of the Security Camera Policy.

Roll call vote:

_X_Guenther X_Fenner _X_Hammond _X_Lindley X_McFee _X_Pagliai _X_Saunders

3. Fenner moved and Saunders seconded approval of placing a community fridge outside the west entrance with Grinnell Organizing Collective taking responsibility for all aspects of the management.

Roll call vote:

_X_Guenther X_Fenner _X_Hammond _X_Lindley X_McFee _X_Pagliai _X_Saunders

Contracts:

1. Mcfee moved and Hammond seconded the motion to approve the yearly contract with SirsiDynix once the corrected amount is invoiced.

Roll call vote:

_X_Guenther _X_Fenner _X_Hammond _X_Lindley X_McFee _X_Pagliai _X_Saunders

Trustee Continuing Education: See special meeting agenda for 6:00pm.

Meeting adjourned by unanimous consent at 5:48 p.m.

Next regular meeting is December 22, 2025, at 5:15p.m.

Theresa Pagliai
Library Board President

Karen Neal, Director
Recording Secretary

Minutes of the Drake Community Library Board of Trustees
November 20, 2025
Drake Community Library Board Room

Roll Call: XFenner XGuenther XHammond Lindley XMcFee XPagliai XSaunders
Others present: XSnow XNeal

President Pagliai called the meeting to order at 6:00pm. The board watched Trustee Continuing Education from the State Library: *The Top Five: Self-Evaluation of the Library Board's Core Functions*.

Meeting adjourned by unanimous consent at 7:30 p.m.

Next regular meeting is December 22, 2025, at 5:15p.m.

Theresa Pagliai
Library Board President

Karen Neal, Director
Recording Secretary

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

Fund Activity Summary

	<u>Oct 2025</u>	<u>Jul 2025</u>
Beginning Balance	1,808,492.97	1,716,696.36

Additions to Fund

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	5,747.83	6,183.97
Investment Revenue	29,705.29	125,524.57
Totals	35,453.12	131,708.54

Disbursements

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	1,596.36	6,049.29
Other Expenses	0.54	6.42
Totals	1,596.90	6,055.71

Net Change	\$33,856.22	\$125,652.83
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Ending Balance	\$1,842,349.19	\$1,842,349.19
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Fund Financial Information

Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Cash, Checking, & Savings	5,999.99
Investments	1,836,349.20
Total	1,842,349.19

Outstanding Fund Liabilities

No outstanding liabilities for the fund

Fund Activity Detail

Donations

<u>Date</u>	<u>Donor Description</u>	<u>Amount</u>
10/9/2025	Brown, Nancy E.	350.00
10/10/2025	Guenther, Emily	25.00
10/21/2025	Neal, Karen	0.38
	Online Donation-Processing Fee Donation	
10/21/2025	Neal, Karen	15.00
	Online Donation	
10/23/2025	Tabbert, Russell and Barbara	727.45
10/23/2025	Maly, Allan and Nancy	25.00
10/23/2025	Clayton Farms Inc.	100.00
10/27/2025	Elfenbein, Caleb and Tina	15.00
10/29/2025	Andelson, Jonathan and Stein, Karin	200.00
10/30/2025	Brown, Barbara	15.00
10/30/2025	Ellis, Donnette	15.00
10/30/2025	Trimmer, Elizabeth	30.00
10/30/2025	Knight, R. Cecilia	30.00
10/31/2025	Adelberg, Arnold and Harriet	1,000.00
10/31/2025	Schuchmann, Mary	2,000.00
10/31/2025	Copeman, Darwin G. and M. Jeanette	1,000.00
10/31/2025	Guenther, Arlene	50.00
10/31/2025	Dobbs, Elizabeth	150.00
Total Donations		5,747.83

Grants Awarded

No grants awarded in the statement period

Statement of Activity

Drake Community Library Endowment Fund Board Endowed
October 01, 2025 through October 31, 2025

Fund Activity Summary

	<u>Oct 2025</u>	<u>Jul 2025</u>
Beginning Balance	1,551,292.00	1,472,763.67
Additions to Fund		
<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Investment Revenue	25,486.26	107,696.49
Totals	25,486.26	107,696.49
Disbursements		
<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	1,227.30	4,909.20
Totals	1,227.30	4,909.20
 Net Change	 \$24,258.96	 \$102,787.29
 Ending Balance	 \$1,575,550.96	 \$1,575,550.96

Fund Financial Information

Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Investments	1,575,550.96
Total	1,575,550.96

Outstanding Fund Liabilities

No outstanding liabilities for the fund

Fund Activity Detail

Donations

No donations in the statement period

Grants Awarded

No grants awarded in the statement period

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

Fund Activity Summary

	<u>Nov 2025</u>	<u>Jul 2025</u>
Beginning Balance	1,842,349.19	1,716,696.36
Additions to Fund		
<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	3,865.00	10,048.97
Investment Revenue	11,337.81	136,862.38
Totals	15,202.81	146,911.35
Disbursements		
<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	1,558.70	7,607.99
Other Expenses	0	6.42
Totals	1,558.70	7,614.41
 Net Change	 \$13,644.11	 \$139,296.94
 Ending Balance	 \$1,855,993.30	 \$1,855,993.30

Fund Financial Information

Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Cash, Checking, & Savings	25.00
Investments	1,855,968.30
Total	1,855,993.30

Outstanding Fund Liabilities

No outstanding liabilities for the fund

Fund Activity Detail

Donations

<u>Date</u>	<u>Donor Description</u>	<u>Amount</u>
11/10/2025	Guenther, Emily	25.00
11/17/2025	Britton, George and JoAnn	500.00
11/17/2025	Renaissance Charitable	200.00
11/21/2025	Sandquist, Joshua and Kelly VDADX Shares: 26	500.00
11/24/2025	Loew, Rebecca	50.00
11/24/2025	Leggett, Russelle Jones	1,000.00
11/25/2025	Elfenbein, Caleb and Tina	15.00
11/30/2025	Mertens, Mike and Shari	25.00
11/30/2025	Menary, Jeffrey and Renee	50.00
11/30/2025	Redenius, Montie and Suzanne	100.00
11/30/2025	Eisenman, Marie	500.00
11/30/2025	Moore, Thomas and Emily	200.00
11/30/2025	Neal, MD, Rebecca R.	200.00
11/30/2025	Gross, Dan and Jan	500.00
Total Donations		3,865.00

Grants Awarded

No grants awarded in the statement period

Statement of Activity

Drake Community Library Endowment Fund Board Endowed
November 01, 2025 through November 30, 2025

Fund Activity Summary

	<u>Nov 2025</u>	<u>Jul 2025</u>
Beginning Balance	1,575,550.96	1,472,763.67
Additions to Fund		
<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Investment Revenue	9,706.70	117,403.19
Totals	9,706.70	117,403.19
Disbursements		
<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	1,227.30	6,136.50
Totals	1,227.30	6,136.50
 Net Change	 \$8,479.40	 \$111,266.69
 Ending Balance	 \$1,584,030.36	 \$1,584,030.36

Fund Financial Information

Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Investments	1,584,030.36
Total	1,584,030.36

Outstanding Fund Liabilities

No outstanding liabilities for the fund

Fund Activity Detail

Donations

No donations in the statement period

Grants Awarded

No grants awarded in the statement period

Borrower Type Circulation

November 2025

Btype Group		Current Month	SMPY	YTD	Previous YTD
Residents	Area Resident	2,706	2,949	15,905	17,218
	Open Access Borrower	214	210	1,566	1,120
	Grinnell College Student	83	357	498	1,187
	Youth	395	357	2,733	2,338
	Open Access Youth	36	9	122	50
	Courtesy Card (replaces Pay Card)	0	0	0	0
	3,434	3,882	20,824	21,913	
Book Delivery	Adult Homebound	40	55	463	251
	Youth Book Baskets	91	87	347	497
	131	142	810	748	
Education and Special Loans	Educator	288	266	1,809	2,059
	Interlibrary Loan	58	54	242	250
	Large Print	30	10	123	147
	376	330	2,174	2,456	
Total		3,941	4,354	23,808	25,117

Item Type Circulation

November 2025

Itype Group		Current Month	SMPY	YTD	Previous YTD
Books	Adult Book	1,647	1,759	9,599	9,730
	Teen Book	199	210	1,262	1,353
	Children's Book	1,865	1,818	11,566	11,393
Total Books		3,711	3,787	22,427	22,476
Audiovisual	Adult Audio	29	30	239	219
	Adult Video	81	110	539	687
	Teen Audio	1	2	8	13
	Children's Audio	9	11	70	36
	Children's Video	41	67	251	410
Total Audiovisual		7,583	7,794	1,107	1,365
Miscellaneous Physical Formats	Periodicals	27	17	104	153
	Equipment	22	25	129	97
	Multimedia Kits	13	4	83	79
	Interlibrary Loan	24	22	179	173
Total Miscellaneous		86	68	495	502
Total Physical Item Circ		11,380	11,649	24,029	24,343
Bridges eBooks	Bridges eBooks	815	780	3,980	4,298
	Bridges eAudiobooks	944	836	4,985	4,346
	Bridges eMagazines	274	236	1,336	851
Total Bridges Circ		2,033	1,852	10,301	9,495
Total Circulation		13,413	13,501	34,330	33,838

Additional Services

November 2025

Service Type	Current Month	SMPY	YTD	Previous YTD
Adventure Pass (Bookings)	4	0	52	27
Ancestry Library Edition	0	22	87	1,184
Beanstack (Active Users)	36	26	375	340
Craft and Hobby (Views)	0	0	7	0
Freegal (Downloads & Streams)	348	369	2,233	865
Heritage Quest	0	0	4	0
Subscription Services Kanopy (Plays)	135	204	601	898
Library Speakers Cons. (Views)	1,204	703	5,605	3,231
Mango Languages	70	40	225	229
Mometrix (Replaces Brainfuse)	0	6	9	105
Niche Academy	16	3	261	93
Reference Solutions (Searches)	0	8	29	20
	1,813	1,381	9,488	6,992
Document Services Coin-Op Pages Printed	484	640	2,921	3,676
Faxes Sent	16		61	0
Black and White Pages Copied	827		3,796	0
Color Pages Copied	188		563	0
	1,515	640	7,341	3,676
Adult Logins	276	396	1,687	2,173
Kids Logins	307	228	1,742	1,446
Computers Guest Passes Distributed	29	27	252	255
In-House Catalog Uses	331	238	2,096	2,062
Wi-Fi Sessions	964		4,439	1,844
	1,907	889	10,216	7,780
Archive In-Person Visits	3	1	18	23
Email Reference	0	2	4	43
Phone Reference	0	2	0	10
	3	5	22	76
Total	5,238	2,910	27,045	18,448

Meeting Rooms

November 2025

Category	Current Month	SMPY	YTD	Previous YTD
Bookings	94		370	31
Attendance	877		3,168	610

Programs Offered

November 2025

Type	Current Month	SMPY	YTD	Previous YTD
Children	16	16	102	115
Teen	2	1	11	14
Adult	8	11	38	51
All Ages/ Passive	1	1	8	10
Total	27	29	159	190

Program Participation

November 2025

Type	Current Month	SMPY	YTD	Previous
Children	339	260	3,003	3,084
Teen	4	3	41	61
Adult	53	119	293	377
All Ages/ Passive	74	59	107	224
Total	470	441	3,444	3,746

Door Count

November 2025

	Current Month	SMPY	YTD	Previous YTD
Door Count	4,067	4,121	23,246	23,828

In 2025, Drake Community Library turned the page on an exciting new chapter as we began putting our five-year Strategic Plan—adopted in 2024—into action. This work was energized by the Drake Community Library Board Endowed Designated Fund, created through last year’s transformative gift from the Marilyn Peery Estate. Thanks to this remarkable support, ideas that once lived only on paper began taking shape throughout the library.

Resource Access and Digital Empowerment

With Peery funding, we partnered with Library Market to envision and design a new library website—one that promises a smoother, more intuitive patron experience, greater accessibility, and stronger connections to the community we serve. Behind the scenes, staff also began reimagining our physical collections, planning new layouts and face-out displays that make it easier for patrons to stumble upon their next great read or resource.

Inclusive Services & Access

In the Teen Area, staff reconfigured existing shelving for full ADA compliance and added end caps to create more face-out displays. These changes opened up the space, making it more accessible, welcoming, and inviting for teens to explore and discover.

Operational Excellence and Innovation

Meanwhile, our commitment to behind-the-scenes excellence continued to grow. By expanding our use of CollectionHQ, we tapped into powerful data-driven insights that help us shape a collection that truly reflects—and anticipates—the needs and interests of our community.



Income

City of Grinnell	\$1,093,539
Poweshiek County	\$30,213
Friends of DCL	\$19,504
Fees	\$8,117
State of Iowa	\$5,433
Gifts & Grants*	\$17,548

*Gift & Grant income is the amount from our gift/grant accounts in FY2025.



Expenditures

Wages & Benefits	\$497,509
Roof Repair	\$293,752
Contractual Services	\$84,448
Building & Equipment	\$82,757
Collection & Databases	\$75,310
Utilities	\$46,000
Programming	\$7,700



Library Usage

Cardholders: **8,380** Visits to the Library: **62,670**
 Computer Use: **8,100** Wi-Fi Sessions: **10,146**
 Meeting Room Meeting Room
 Events: **1,111** Attendance: **10,939**



Circulation

Physical items: 55,804
 Bridges/Libby: 23,336

Total Circulation: 79,140



Programs

Offsite Programs: **95** events with **3,172** attendees
 Onsite Programs: **273** events with **4,172** attendees



Library Consortium Views
9,773



DVD Circulation
2,195



Eaudiobooks
10,860



Ancestry Library Edition
1,950



Ebooks
10,096



Mango Languages
432



Emagazines
2,380



Pages Printed
9,489



Kanopy Film
1,698



Equipment:
 Wi-Fi Hotspots &
 Energy Toolkits
227



Grinnell, IA

My Detail vs Budget Report

Account Detail

Date Range: 11/20/2025 - 12/22/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003 - LIBRARY - GENERAL FUND								
Revenue								
003-3.410.1.4766	LIBRARY - FEES, MISC	0.00	-7,000.00	-8,084.13	-425.53	-8,509.66	1,509.66	21.57%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
11/25/2025	CLPKT09761	R00661377		11-25-25 LIBRARY LIBRARY - FEES, MISC 11...			-133.78	
12/12/2025	CLPKT09883	R00662721		LIBRARY DEPOSIT - FEES & MISC LIBRARY -...			-259.70	
12/12/2025	CLPKT09890	R00662722		LIBRARY DEPOSIT - FEES & MISC LIBRARY -...			-32.05	
003-3.410.2.4470	LIBRARY - COUNTY CONTRIBUTION	0.00	-30,212.00	-7,555.00	0.00	-7,555.00	-22,657.00	-74.99%
003-3.410.4.4790	LIBRARY - TRANS IN (INTERNAL)	0.00	-701,423.00	-213,457.83	-58,507.30	-271,965.13	-429,457.87	-61.23%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
11/28/2025	GLPKT13759	8132		MONTHLY LIBRARY TRANSFER			-58,507.30	
Revenue Totals:		0.00	-738,635.00	-229,096.96	-58,932.83	-288,029.79	-450,605.21	-61.01%
Expense								
003-4.410.1.6010	LIBRARY - SALARIES	0.00	248,581.00	88,406.61	21,095.58	109,502.19	139,078.81	55.95%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
11/28/2025	PYPKT01125	PYPKT01125 - 11.11.202...		PYPKT01125 - 11.11.2025 - 11.25.25 - Pay ...			15,126.33	
12/15/2025	PYPKT01133	PYPKT01133 - 11.26.25 -...		PYPKT01133 - 11.26.25 - 12.10.25 - Pay 12...			5,969.25	
003-4.410.1.6020	LIBRARY - PT/SEASONAL SALARIES	0.00	253,365.00	88,584.76	19,248.84	107,833.60	145,531.40	57.44%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
11/28/2025	PYPKT01125	PYPKT01125 - 11.11.202...		PYPKT01125 - 11.11.2025 - 11.25.25 - Pay ...			9,617.00	
12/15/2025	PYPKT01133	PYPKT01133 - 11.26.25 -...		PYPKT01133 - 11.26.25 - 12.10.25 - Pay 12...			9,631.84	
003-4.410.1.6180	LIBRARY - HSG/REFER/HIRING INCENTIVES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
003-4.410.1.6186	LIBRARY - PRE-EMP TESTING & OTHER CKS	0.00	400.00	359.00	0.00	359.00	41.00	10.25%
003-4.410.1.6210	LIBRARY - DUES/MBRPS/SUBS	0.00	1,450.00	0.00	370.00	370.00	1,080.00	74.48%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
12/22/2025	APPKT01505	10846	126611	MBRSH (KN)	017800 - IOWA LIBRARY ASSOCIATION		230.00	

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account		Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003-4.410.1.6210		LIBRARY - DUES/MBRPS/SUBS - Continued	0.00	1,450.00	0.00	370.00	370.00	1,080.00	74.48%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/22/2025	APPKT01505	10851	126611	MBRSHP (LM)	017800 - IOWA LIBRARY ASSOCIATION		30.00		
12/22/2025	APPKT01505	10866	126611	MBRSHP (TP)	017800 - IOWA LIBRARY ASSOCIATION		30.00		
12/22/2025	APPKT01505	10916	126611	MBRSHP (MS)	017800 - IOWA LIBRARY ASSOCIATION		80.00		
003-4.410.1.6220		LIBRARY - MTG & CONF REGISTRATION	0.00	930.00	753.00	0.00	753.00	177.00	19.03%
003-4.410.1.6230		LIBRARY - MILEAGE/MTG EXPENSES	0.00	620.00	885.62	0.00	885.62	-265.62	-42.84%
003-4.410.2.6310		LIBRARY - REP/MTNCE BLDG	0.00	7,500.00	592.09	50.48	642.57	6,857.43	91.43%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	1RLW-96DM-66WG	126442	LIGHTS	002581 - AMAZON CAPITAL SERVICES		50.48		
003-4.410.2.6332		LIBRARY - REP/MTNCE EQUIP	0.00	7,500.00	6,749.42	0.00	6,749.42	750.58	10.01%
003-4.410.2.6371		LIBRARY - UTILITIES	0.00	46,000.00	19,477.23	3,240.11	22,717.34	23,282.66	50.61%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	11.10.25 DRAKE	126441	UTILITIES	018200 - ALLIANT ENERGY		3,240.11		
003-4.410.2.6373		LIBRARY - TELEPHONE	0.00	5,212.00	2,474.94	491.64	2,966.58	2,245.42	43.08%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	11.15.25 DRAKE	126511	TELEPHONE	002707 - MAHASKA COMMUNICATIONS GRO...		406.35		
12/02/2025	APPKT01493	6129434777	126579	WIRELESS SVC	001441 - VERIZON WIRELESS		76.96		
12/22/2025	APPKT01505	735626	126610	NETWORK SVC (NOV 2025)	098028 - IOWA COMMUNICATIONS NETWORK		8.33		
003-4.410.2.6414		LIBRARY - PRINTING AND COPIES	0.00	600.00	0.00	0.00	0.00	600.00	100.00%
003-4.410.2.6428		LIBRARY - MISC CONTRACT WORK	0.00	130,296.00	43,101.87	9,124.38	52,226.25	78,069.75	59.92%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	301965	126542	PEST CONTROL	032300 - SCHENDEL PEST CONTROL CO		52.04		
12/01/2025	APPKT01462	40171945	126437	COPIER LEASE	002445 - ACCESS SYSTEMS LEASING		817.53		
12/01/2025	APPKT01462	40624457	126437	COPIER LEASE	002445 - ACCESS SYSTEMS LEASING		899.28		
12/01/2025	APPKT01462	524513	126522	SPRINKLER INSP	001650 - MIDWEST ALARM SERVICES		378.48		
12/01/2025	APPKT01462	843661-H	126488	IT SERVICES	099591 - HEARTLAND BUSINESS SYSTEMS, LLC		4,189.65		
12/01/2025	APPKT01462	872342	126477	CLEANING SVC (NOV)	002628 - GIBSON, DEREK		1,790.00		
12/01/2025	APPKT01462	OCT-25 DRAKE	126452	MOWING	001317 - SHUTTS, BRAD		110.00		
12/22/2025	APPKT01505	2025-7981-1	126609	WOWBRARY SPONSORSHIP	099719 - INTERACTIVE SCIENCES, INC		500.00		
12/22/2025	APPKT01505	6147112	126614	PLACEMENTS	002669 - UNIQUE MANAGEMENT SERVICES		12.40		

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account		Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003-4.410.2.6428		LIBRARY - MISC CONTRACT WORK - Continued	0.00	130,296.00	43,101.87	9,124.38	52,226.25	78,069.75	59.92%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/22/2025	APPKT01505	81472	126607	MONTHLY MIN	002042 - ELM USA, INC.		25.00		
12/22/2025	APPKT01505	92273534	126608	BOOKS	095001 - INGRAM LIBRARY SERVICES		350.00		
003-4.410.2.6506		LIBRARY - OFFICE SUPPLIES	0.00	5,500.00	2,226.97	467.65	2,694.62	2,805.38	51.01%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	6048209213	126546	PAPER & SUPPLIES	002678 - STAPLES		170.32		
12/01/2025	APPKT01462	7728524	126465	PROCESSING SUPPLIES	008700 - DEMCO		285.85		
12/22/2025	APPKT01505	1D33949A	126613	FISH WATER	099853 - TREVIPAY - WALMART		7.14		
12/22/2025	APPKT01505	1HLR-JFHJ-3FYT	126603	BOOKS/SUPPLIES	002581 - AMAZON CAPITAL SERVICES		4.34		
003-4.410.2.6507		LIBRARY - PROG OPER SUPPLIES	0.00	900.00	414.19	0.00	414.19	485.81	53.98%
003-4.410.2.6508		LIBRARY - POSTAGE & SHIPPING	0.00	1,300.00	12.00	478.41	490.41	809.59	62.28%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
11/21/2025	APPKT01476	11.21.25	126431	ENVELOPES	020085 - US POSTAL SERVICE		474.42		
12/22/2025	APPKT01505	14HT-D3HD-3CYC	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		3.99		
003-4.410.2.6513		LIBRARY - MISC SUPPLIES	0.00	2,200.00	906.59	525.40	1,431.99	768.01	34.91%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/22/2025	APPKT01505	C417062	126605	ICE MELT	005030 - CAPITAL SANITARY SUPPLY		50.30		
12/22/2025	APPKT01505	C417186	126605	SUPPLIES	005030 - CAPITAL SANITARY SUPPLY		475.10		
003-4.410.2.6521		LIBRARY - PROG CHILDREN	0.00	2,310.00	1,272.12	0.00	1,272.12	1,037.88	44.93%
003-4.410.2.6522		LIBRARY - PROG CHILDREN'S	0.00	2,310.00	1,350.93	0.00	1,350.93	959.07	41.52%
003-4.410.2.6523		LIBRARY - PROGRAM YOUNG ADULT	0.00	1,150.00	28.72	48.28	77.00	1,073.00	93.30%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/22/2025	APPKT01505	1RYX-94RF-6TJ3	126603	SUPPLIES	002581 - AMAZON CAPITAL SERVICES		48.28		
003-4.410.3.6763		LIBRARY - EBOOKS/ADULT	0.00	1,840.00	698.31	466.07	1,164.38	675.62	36.72%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/22/2025	APPKT01505	06497CO25373314	126612	AUDIO & EBOOKS	002016 - OVERDRIVE, INC.		466.07		
003-4.410.3.6765		LIBRARY - BOOKS/CHILDREN	0.00	6,531.00	2,515.76	240.74	2,756.50	3,774.50	57.79%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	1LWD-QCCF-4Q1Y	126442	BOOKS	002581 - AMAZON CAPITAL SERVICES		8.79		

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
003-4.410.3.6765	LIBRARY - BOOKS/CHILDREN - Continued	0.00	6,531.00	2,515.76	240.74	2,756.50	3,774.50	57.79%	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	92153680	126495	BOOKS	095001 - INGRAM LIBRARY SERVICES		10.59		
12/11/2025	APPKT01500	7001952734	126594	BOOKS	099759 - VISA		61.23		
12/11/2025	APPKT01500	7001971364	126594	BOOKS	099759 - VISA		10.20		
12/22/2025	APPKT01505	14HT-D3HD-479T	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		11.99		
12/22/2025	APPKT01505	1T13-GL76-4JG3	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		137.94		
003-4.410.3.6766	LIBRARY - BOOKS/YOUNG ADULTS	0.00	2,250.00	1,012.41	83.51	1,095.92	1,154.08	51.29%	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	1LWD-QCCF-4Q1Y	126442	BOOKS	002581 - AMAZON CAPITAL SERVICES		6.94		
12/11/2025	APPKT01500	7001952734	126594	BOOKS	099759 - VISA		6.75		
12/11/2025	APPKT01500	7001971364	126594	BOOKS	099759 - VISA		3.75		
12/22/2025	APPKT01505	1KN7-6DWX-6KY4	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		18.57		
12/22/2025	APPKT01505	1T13-GL76-4JG3	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		47.50		
003-4.410.3.6768	LIBRARY - PERIODICALS	0.00	2,500.00	352.36	72.60	424.96	2,075.04	83.00%	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/22/2025	APPKT01505	12.22.25	126615	SUB	099610 - USA TODAY		44.00		
12/22/2025	APPKT01505	2601719	126606	BOOKLIST READER	009720 - EBSCO INFORMATION SERVICES		28.60		
003-4.410.3.6769	LIBRARY - AUDIO VISUAL	0.00	400.00	90.78	0.00	90.78	309.22	77.31%	
003-4.410.3.6770	LIBRARY - AV/YOUTH	0.00	400.00	63.17	0.00	63.17	336.83	84.21%	
003-4.410.3.6771	LIBRARY - EBOOKS/YOUTH	0.00	1,590.00	191.44	374.87	566.31	1,023.69	64.38%	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/22/2025	APPKT01505	06497CO25392189	126612	AUDIO & EBOOKS	002016 - OVERDRIVE, INC.		352.45		
12/22/2025	APPKT01505	06497CP25375708	126612	AUDIO & EBOOKS	002016 - OVERDRIVE, INC.		22.42		
		Expense Totals:	0.00	738,635.00	262,520.29	56,378.56	318,898.85	419,736.15	-56.83%
003 - LIBRARY - GENERAL FUND Totals:		0.00	0.00	33,423.33	-2,554.27	30,869.06	-30,869.06	0.00%	

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
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011 - UTILITY FRANCHISE - GEN Revenue

011-3.690.4.4065	OTHER GOVT - FRANCHISE FEES	0.00	-1,063,500.00	-426,190.51	0.00	-426,190.51	-637,309.49	-59.93%
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011-3.910.4.4830	TRANSFER IN	0.00	-1,730,652.00	-2,233,553.36	-751,351.76	-2,984,905.12	1,254,253.12	72.47%
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
12/12/2025	GLPKT13887	8145		FROM 360			-67,000.00
12/12/2025	GLPKT13887	8145		FROM 366			-284,351.39
12/12/2025	GLPKT13887	8145		FROM 376			-0.37
12/12/2025	GLPKT13887	8145		FROM 381			-400,000.00

Revenue Totals:	0.00	-2,794,152.00	-2,659,743.87	-751,351.76	-3,411,095.63	616,943.63	22.08%
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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%
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011-4.690.2.6428	UTIL FRANCH - MISC CONT	0.00	30,766.00	1,991.35	398.27	2,389.62	28,376.38	92.23%
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
12/01/2025	APPKT01462	12.01.25	126440	DEC LEASE - GARC	000739 - AHRENS PARK FOUNDATION		398.27

011-4.690.3.6725	UTIL FRANCH - POLICE CAP PROJ	0.00	105,339.00	111,702.68	0.00	111,702.68	-6,363.68	-6.04%
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011-4.690.3.6726	UTIL FRANCH - FIRE/EMS CAP PROJ	0.00	47,000.00	35,483.00	2,880.00	38,363.00	8,637.00	18.38%
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
12/01/2025	APPKT01462	INV15571	126467	GEAR (BJ 512)	089056 - ED M FELD EQUIPMENT CO., INC.		2,880.00

011-4.690.3.6727	UTIL FRANCH - LIBRARY CAP PROJ	0.00	25,000.00	14,235.87	2,888.88	17,124.75	7,875.25	31.50%
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Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
12/01/2025	APPKT01462	1VWY-J197-6P11	126442	BOOKS	002581 - AMAZON CAPITAL SERVICES		21.73
12/01/2025	APPKT01462	1XFH-6W6F-4TFP	126442	BOOKS	002581 - AMAZON CAPITAL SERVICES		35.75
12/01/2025	APPKT01462	2039294929	126447	BOOKS	001700 - BAKER & TAYLOR -ENT #5103		482.98
12/01/2025	APPKT01462	2039294932	126447	BOOKS	001700 - BAKER & TAYLOR -ENT #5103		227.62
12/01/2025	APPKT01462	2039294934	126447	BOOKS	001700 - BAKER & TAYLOR -ENT #5103		193.00
12/01/2025	APPKT01462	91924610	126495	BOOKS	095001 - INGRAM LIBRARY SERVICES		434.18
12/22/2025	APPKT01505	14HT-D3HD-3CYC	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		58.92
12/22/2025	APPKT01505	1DX3-FH67-39LW	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		26.76
12/22/2025	APPKT01505	1HLR-JFHJ-3FYT	126603	BOOKS/SUPPLIES	002581 - AMAZON CAPITAL SERVICES		66.71
12/22/2025	APPKT01505	1JL1-M43P-6133	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		9.90
12/22/2025	APPKT01505	1KN7-6DWX-3LL3	126603	BOOKS	002581 - AMAZON CAPITAL SERVICES		20.00
12/22/2025	APPKT01505	91328649	126608	BOOKS	095001 - INGRAM LIBRARY SERVICES		63.99
12/22/2025	APPKT01505	92153681	126608	BOOKS	095001 - INGRAM LIBRARY SERVICES		125.55

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
011-4.690.3.6727	UTIL FRANCH - LIBRARY CAP PROJ - Continued	0.00	25,000.00	14,235.87	2,888.88	17,124.75	7,875.25	31.50%	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/22/2025	APPKT01505	92315620	126608	BOOKS	095001 - INGRAM LIBRARY SERVICES		59.28		
12/22/2025	APPKT01505	92315621	126608	BOOKS	095001 - INGRAM LIBRARY SERVICES		787.42		
12/22/2025	APPKT01505	92480903	126608	BOOKS	095001 - INGRAM LIBRARY SERVICES		243.84		
12/22/2025	APPKT01505	B7111321	126604	BOOKS	003700 - BRODART CO		31.25		
011-4.690.3.6728	UTIL FRANCH - PARKS CAP PROJ	0.00	14,000.00	21,409.75	482.54	21,892.29	-7,892.29	-56.37%	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/01/2025	APPKT01462	61501	126536	DAVIS PARK - ENGINEERING	000927 - RDG PLANNING & DESIGN		482.54		
011-4.690.3.6729	UTIL FRANCH - POOL CAP PROJ	0.00	29,000.00	17,260.57	0.00	17,260.57	11,739.43	40.48%	
011-4.690.3.6730	UTIL FRANCH - LAND PURCH	0.00	0.00	636,547.00	0.00	636,547.00	-636,547.00	0.00%	
011-4.910.5.6911	UTIL FRANCH - TRANS OUT	0.00	3,172,382.54	1,225,224.00	600,266.12	1,825,490.12	1,346,892.42	42.46%	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
12/12/2025	GLPKT13887	8145		TO 362			8,672.12		
12/12/2025	GLPKT13887	8145		TO 373			470,000.00		
12/12/2025	GLPKT13887	8145		TO 363			21,594.00		
12/12/2025	GLPKT13887	8145		TO 368			100,000.00		
		Expense Totals:	0.00	3,423,487.54	2,063,879.22	606,915.81	2,670,795.03	752,692.51	-21.99%
		011 - UTILITY FRANCHISE - GEN Totals:	0.00	629,335.54	-595,864.65	-144,435.95	-740,300.60	1,369,636.14	-217.63%

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
103 - LIBRARY FUND STATE - GEN								
Revenue								
103-3.410.2.4442	LIBRARY STATE REVENUES	0.00	-5,435.00	-3,314.48	0.00	-3,314.48	-2,120.52	-39.02%
Revenue Totals:		0.00	-5,435.00	-3,314.48	0.00	-3,314.48	-2,120.52	-39.02%
Expense								
103-4.410.3.6767	BOOKS	0.00	4,935.00	0.00	0.00	0.00	4,935.00	100.00%
103-4.410.3.6769	AUDIO VISUAL	0.00	500.00	0.00	0.00	0.00	500.00	100.00%
Expense Totals:		0.00	5,435.00	0.00	0.00	0.00	5,435.00	-100.00%
103 - LIBRARY FUND STATE - GEN Totals:		0.00	0.00	-3,314.48	0.00	-3,314.48	3,314.48	0.00%

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
167 - LIBRARY GIFTS - SPEC REV								
Revenue								
167-3.410.2.4700	CONTRIBUTIONS	0.00	-25,000.00	-559.97	-1,850.00	-2,409.97	-22,590.03	-90.36%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
11/25/2025	CLPKT09752	R00661379		11-25-25 LIBRARY CONTRIBUTIONS JEFFE...			-300.00	
11/25/2025	CLPKT09752	R00661380		11-25-25 LIBRARY CONTRIBUTIONS BETTY...			-1,030.00	
11/25/2025	CLPKT09761	R00661378		11-25-25 LIBRARY CONTRIBUTIONS 11-25-...			-20.00	
12/12/2025	CLPKT09890	R00662723		LIBRARY DEPOSIT - CONTRIBUTIONS CONT...			-500.00	
167-3.410.4.4300	INTEREST EARNED	0.00	-850.00	-11.96	0.00	-11.96	-838.04	-98.59%
167-3.410.4.4305	INT EARNED - IPAIT	0.00	-3,850.00	-2,642.07	-350.69	-2,992.76	-857.24	-22.27%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
11/28/2025	GLPKT13811	8141		AUG 2025 IPAIT INT			-350.69	
Revenue Totals:		0.00	-29,700.00	-3,214.00	-2,200.69	-5,414.69	-24,285.31	-81.77%
Expense								
167-4.410.3.6721	FURNITURE AND FIXTURES	0.00	0.00	16,888.72	0.00	16,888.72	-16,888.72	0.00%
167-4.410.3.6769	MISC SUPPLIES & MATERIALS	0.00	25,000.00	32,589.19	1,552.13	34,141.32	-9,141.32	-36.57%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
12/01/2025	APPKT01462	11G6-JHQT-4YCX	126442	DOLL HOUSE	002581 - AMAZON CAPITAL SERVICES		214.55	
12/04/2025	APPKT01496	INV-474979-R	126193	VALSOFT IRELAND LIMITED Reversal	099848 - VALSOFT IRELAND LIMITED		-6,750.00	
12/04/2025	APPKT01495	INV--474979	126588	LIBRARY SOFTWARE	099848 - VALSOFT IRELAND LIMITED		6,750.00	
12/11/2025	APPKT01500	50039065800	126594	LEARNING TOYS	099759 - VISA		660.79	
12/22/2025	APPKT01505	14HT-D3HD-4J3V	126603	FURNITURE & TOYS (CA)	002581 - AMAZON CAPITAL SERVICES		667.30	
12/22/2025	APPKT01505	1RYX-94RF-3HGR	126603	WHEELS	002581 - AMAZON CAPITAL SERVICES		9.49	
Expense Totals:		0.00	25,000.00	49,477.91	1,552.13	51,030.04	-26,030.04	104.12%
167 - LIBRARY GIFTS - SPEC REV Totals:		0.00	-4,700.00	46,263.91	-648.56	45,615.35	-50,315.35	-1,070.54%
Report Total:		0.00	624,635.54	-519,491.89	-147,638.78	-667,130.67	1,291,766.21	-206.80%

Account Summary

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003 - LIBRARY - GENERAL FUND								
Revenue								
003-3.410.1.4766	LIBRARY - FEES, MISC	0.00	-7,000.00	-8,084.13	-425.53	-8,509.66	1,509.66	21.57%
003-3.410.2.4470	LIBRARY - COUNTY CONTRIBUTION	0.00	-30,212.00	-7,555.00	0.00	-7,555.00	-22,657.00	-74.99%
003-3.410.4.4790	LIBRARY - TRANS IN (INTERNAL)	0.00	-701,423.00	-213,457.83	-58,507.30	-271,965.13	-429,457.87	-61.23%
Revenue Totals:		0.00	-738,635.00	-229,096.96	-58,932.83	-288,029.79	-450,605.21	-61.01%
Expense								
003-4.410.1.6010	LIBRARY - SALARIES	0.00	248,581.00	88,406.61	21,095.58	109,502.19	139,078.81	55.95%
003-4.410.1.6020	LIBRARY - PT/SEASONAL SALARIES	0.00	253,365.00	88,584.76	19,248.84	107,833.60	145,531.40	57.44%
003-4.410.1.6180	LIBRARY - HSG/REFER/HIRING INCENTIVES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
003-4.410.1.6186	LIBRARY - PRE-EMP TESTING & OTHER CKS	0.00	400.00	359.00	0.00	359.00	41.00	10.25%
003-4.410.1.6210	LIBRARY - DUES/MBRPS/SUBS	0.00	1,450.00	0.00	370.00	370.00	1,080.00	74.48%
003-4.410.1.6220	LIBRARY - MTG & CONF REGISTRATION	0.00	930.00	753.00	0.00	753.00	177.00	19.03%
003-4.410.1.6230	LIBRARY - MILEAGE/MTG EXPENSES	0.00	620.00	885.62	0.00	885.62	-265.62	-42.84%
003-4.410.2.6310	LIBRARY -REP/MTNCE BLDG	0.00	7,500.00	592.09	50.48	642.57	6,857.43	91.43%
003-4.410.2.6332	LIBRARY - REP/MTNCE EQUIP	0.00	7,500.00	6,749.42	0.00	6,749.42	750.58	10.01%
003-4.410.2.6371	LIBRARY - UTILITIES	0.00	46,000.00	19,477.23	3,240.11	22,717.34	23,282.66	50.61%
003-4.410.2.6373	LIBRARY - TELEPHONE	0.00	5,212.00	2,474.94	491.64	2,966.58	2,245.42	43.08%
003-4.410.2.6414	LIBRARY - PRINTING AND COPIES	0.00	600.00	0.00	0.00	0.00	600.00	100.00%
003-4.410.2.6428	LIBRARY - MISC CONTRACT WORK	0.00	130,296.00	43,101.87	9,124.38	52,226.25	78,069.75	59.92%
003-4.410.2.6506	LIBRARY - OFFICE SUPPLIES	0.00	5,500.00	2,226.97	467.65	2,694.62	2,805.38	51.01%
003-4.410.2.6507	LIBRARY - PROG OPER SUPPLIES	0.00	900.00	414.19	0.00	414.19	485.81	53.98%
003-4.410.2.6508	LIBRARY - POSTAGE & SHIPPING	0.00	1,300.00	12.00	478.41	490.41	809.59	62.28%
003-4.410.2.6513	LIBRARY - MISC SUPPLIES	0.00	2,200.00	906.59	525.40	1,431.99	768.01	34.91%
003-4.410.2.6521	LIBRARY - PROG CHILDREN	0.00	2,310.00	1,272.12	0.00	1,272.12	1,037.88	44.93%
003-4.410.2.6522	LIBRARY - PROG CHILDREN'S	0.00	2,310.00	1,350.93	0.00	1,350.93	959.07	41.52%
003-4.410.2.6523	LIBRARY - PROGRAM YOUNG ADULT	0.00	1,150.00	28.72	48.28	77.00	1,073.00	93.30%
003-4.410.3.6763	LIBRARY - EBOOKS/ADULT	0.00	1,840.00	698.31	466.07	1,164.38	675.62	36.72%
003-4.410.3.6765	LIBRARY - BOOKS/CHILDREN	0.00	6,531.00	2,515.76	240.74	2,756.50	3,774.50	57.79%
003-4.410.3.6766	LIBRARY - BOOKS/YOUNG ADULTS	0.00	2,250.00	1,012.41	83.51	1,095.92	1,154.08	51.29%
003-4.410.3.6768	LIBRARY - PERIODICALS	0.00	2,500.00	352.36	72.60	424.96	2,075.04	83.00%
003-4.410.3.6769	LIBRARY - AUDIO VISUAL	0.00	400.00	90.78	0.00	90.78	309.22	77.31%
003-4.410.3.6770	LIBRARY - AV/YOUTH	0.00	400.00	63.17	0.00	63.17	336.83	84.21%
003-4.410.3.6771	LIBRARY - EBOOKS/YOUTH	0.00	1,590.00	191.44	374.87	566.31	1,023.69	64.38%
Expense Totals:		0.00	738,635.00	262,520.29	56,378.56	318,898.85	419,736.15	56.83%
003 - LIBRARY - GENERAL FUND Totals:		0.00	0.00	33,423.33	-2,554.27	30,869.06	-30,869.06	

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account Summary

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	-426,190.51	0.00	-426,190.51	-637,309.49	-59.93%
011-3.910.4.4830	TRANSFER IN	0.00	-1,730,652.00	-2,233,553.36	-751,351.76	-2,984,905.12	1,254,253.12	72.47%
	Revenue Totals:	0.00	-2,794,152.00	-2,659,743.87	-751,351.76	-3,411,095.63	616,943.63	22.08%
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	1,991.35	398.27	2,389.62	28,376.38	92.23%
011-4.690.3.6725	UTIL FRANCH - POLICE CAP PROJ	0.00	105,339.00	111,702.68	0.00	111,702.68	-6,363.68	-6.04%
011-4.690.3.6726	UTIL FRANCH - FIRE/EMS CAP PROJ	0.00	47,000.00	35,483.00	2,880.00	38,363.00	8,637.00	18.38%
011-4.690.3.6727	UTIL FRANCH - LIBRARY CAP PROJ	0.00	25,000.00	14,235.87	2,888.88	17,124.75	7,875.25	31.50%
011-4.690.3.6728	UTIL FRANCH - PARKS CAP PROJ	0.00	14,000.00	21,409.75	482.54	21,892.29	-7,892.29	-56.37%
011-4.690.3.6729	UTIL FRANCH - POOL CAP PROJ	0.00	29,000.00	17,260.57	0.00	17,260.57	11,739.43	40.48%
011-4.690.3.6730	UTIL FRANCH - LAND PURCH	0.00	0.00	636,547.00	0.00	636,547.00	-636,547.00	0.00%
011-4.910.5.6911	UTIL FRANCH - TRANS OUT	0.00	3,172,382.54	1,225,224.00	600,266.12	1,825,490.12	1,346,892.42	42.46%
	Expense Totals:	0.00	3,423,487.54	2,063,879.22	606,915.81	2,670,795.03	752,692.51	21.99%
	011 - UTILITY FRANCHISE - GEN Totals:	0.00	629,335.54	-595,864.65	-144,435.95	-740,300.60	1,369,636.14	

Account Summary

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
103 - LIBRARY FUND STATE - GEN								
Revenue								
103-3.410.2.4442	LIBRARY STATE REVENUES	0.00	-5,435.00	-3,314.48	0.00	-3,314.48	-2,120.52	-39.02%
	Revenue Totals:	0.00	-5,435.00	-3,314.48	0.00	-3,314.48	-2,120.52	-39.02%
Expense								
103-4.410.3.6767	BOOKS	0.00	4,935.00	0.00	0.00	0.00	4,935.00	100.00%
103-4.410.3.6769	AUDIO VISUAL	0.00	500.00	0.00	0.00	0.00	500.00	100.00%
	Expense Totals:	0.00	5,435.00	0.00	0.00	0.00	5,435.00	100.00%
	103 - LIBRARY FUND STATE - GEN Totals:	0.00	0.00	-3,314.48	0.00	-3,314.48	3,314.48	

My Detail vs Budget Report

Date Range: 11/20/2025 - 12/22/2025

Account Summary

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
167 - LIBRARY GIFTS - SPEC REV								
Revenue								
167-3.410.2.4700	CONTRIBUTIONS	0.00	-25,000.00	-559.97	-1,850.00	-2,409.97	-22,590.03	-90.36%
167-3.410.4.4300	INTEREST EARNED	0.00	-850.00	-11.96	0.00	-11.96	-838.04	-98.59%
167-3.410.4.4305	INT EARNED - IPAIT	0.00	-3,850.00	-2,642.07	-350.69	-2,992.76	-857.24	-22.27%
	Revenue Totals:	0.00	-29,700.00	-3,214.00	-2,200.69	-5,414.69	-24,285.31	-81.77%
Expense								
167-4.410.3.6721	FURNITURE AND FIXTURES	0.00	0.00	16,888.72	0.00	16,888.72	-16,888.72	0.00%
167-4.410.3.6769	MISC SUPPLIES & MATERIALS	0.00	25,000.00	32,589.19	1,552.13	34,141.32	-9,141.32	-36.57%
	Expense Totals:	0.00	25,000.00	49,477.91	1,552.13	51,030.04	-26,030.04	-104.12%
	167 - LIBRARY GIFTS - SPEC REV Totals:	0.00	-4,700.00	46,263.91	-648.56	45,615.35	-50,315.35	
	Report Total:	0.00	624,635.54	-519,491.89	-147,638.78	-667,130.67	1,291,766.21	

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
003 - LIBRARY - GENERAL FUND	0.00	0.00	33,423.33	-2,554.27	30,869.06	-30,869.06	
011 - UTILITY FRANCHISE - GEN	0.00	629,335.54	-595,864.65	-144,435.95	-740,300.60	1,369,636.14	
103 - LIBRARY FUND STATE - GEN	0.00	0.00	-3,314.48	0.00	-3,314.48	3,314.48	
167 - LIBRARY GIFTS - SPEC REV	0.00	-4,700.00	46,263.91	-648.56	45,615.35	-50,315.35	
Report Total:	0.00	624,635.54	-519,491.89	-147,638.78	-667,130.67	1,291,766.21	

Drake Community Library Wage Approval/New Hire

Job Title: Library Page

Effective Date: January 2026

Hourly Wage: \$10.00

Employee: Sara Sharkey

Is a new hire into a vacant position

Job Title: Circulation Clerk

Effective Date: January 2026

Hourly Wage: \$16.63

Employee: Sophie Baechtel

Is a new hire into a vacant position

Job Title: Adult Programming Library Assistant

Effective Date: December 29, 2025

Hourly Wage: \$30.34

Employee: Emily Lof

Being promoted from Circulation Clerk

Employees shall have the option of insuring under this same plan their family or dependents and, if this option is exercised, the City shall pay seventy percent (70%) towards the increased premium required by family coverage. The City shall deduct from employees' monthly wages any balance over and above 70% per month contributed by the City towards family coverage.

If an employee retires from the City of Grinnell and provides a 30-day notice to the City of Grinnell, the provisions of Section 4 I[c] are applicable. The employee shall also have the option of using the equivalent amount of sick leave pay as described in Section 4 I[c] to pay for continuing health insurance premiums if said employee is eligible for said insurance under COBRA continuation coverage, or until age 65 as set out in the Iowa Code Chapter 509A.13. The City shall not be required to pay for health insurance premiums except as required under COBRA or Chapter 509A.13 of the Iowa Code. If the employee dies or reaches the age of 65 before the full amount in the fund has been used for medical insurance premiums, the balance of the fund shall revert to a beneficiary as designated by the employee. Medical insurance payments shall be issued only to the company that is selected by the City of Grinnell as the Employer's Plan and shall be determined to be the same option (individual or family) as held by the employee on the date of termination of service.

B. LIFE INSURANCE.

The City will provide a term life insurance policy with a death benefit of \$20,000 for individual full-time employees under a group life insurance plan as approved by the City Council. Employees will be notified at least 10 working days prior to any change in insurance company or insurance coverage.

C. UNIFORMS.

A clean uniform, in good repair, must be worn during working hours. It is important for employees to present a professional business-like image to the public.

The City will issue an initial uniform and equipment to newly hired full-time employees who are required to wear uniforms after 90 days of employment. The style and type of uniform issued will be determined by the City. Employees are allowed a yearly amount for replacement of uniforms as established by the City. If the cost to replace the uniform exceeds the annual amount established by the City, the employee will be responsible for the additional.

Shorts of a style approved by the City may be worn at the discretion of the Supervisor, as weather dictates.

D. CLOTHING ALLOWANCE

1. WATER, WASTEWATER, CEMETERY, PARKS AND STREET DEPARTMENTS:

After employment of 90 days, each full-time employee shall be allocated \$200 per fiscal year to be used for the replacement of work-related clothes, clothing purchased by the City, or to reimburse the employee for the purchase of jeans (up to the \$30 maximum specified in the

paragraph below). If an employee works in two departments, they only receive the allowance for one full-time employee.
Employees may purchase jeans but are limited to \$30 maximum reimbursement amount. They must provide a receipt to the city offices in order to receive reimbursement. Sales tax will not be reimbursed.

2. ADMINISTRATIVE, RECREATION, PUBLIC SERVICES AND POLICE OFFICE PERSONNEL:

After employment of 90 days, each full-time employee shall receive \$200 per fiscal year to be used for the replacement of work-related clothes and for clothing purchased by the city. Permanent part-time office personnel shall receive \$100 per fiscal year to be used for the replacement of work-related clothes and for clothing purchased by the city. They must be employed by the city for 90 days before being eligible.
The city shall pay the cost of placing the CITY OF GRINNELL logo emblem and the employee's name on the clothing.

All purchases of clothing must be approved by the City Manager or Department Supervisor. All clothing orders will be placed through the administrative offices with the exception of the police and fire departments. All clothing orders shall be paid directly for by the city unless the employee goes over their allowable amount. Then the employee will be required to provide payment to the administrative offices.

No carryover amounts are allowed.

No employee shall be paid directly by the city for any unused clothing allowance for any reason.

No newly hired employee shall be eligible for the clothing allowance until said employee has completed ninety (90) days of employment.

E. SAFETY EQUIPMENT

Employer is required to provide safety equipment needed.

If an employee is required to wear safety shoes, they may receive a reimbursement up to \$125.00 per fiscal year.

F. RESIDENCE - HOUSING STIPEND

Effective January 1, 2019, a full-time employee will be entitled to a \$2,000.00 housing stipend provided the employee both owns and resides at a residence within the corporate city limits of Grinnell. A full-time employee renting within the corporate city limits of Grinnell will be entitled to a \$1,000.00 housing stipend. In order to receive the stipend, the employee must: (1) be an employee of the City of Grinnell for at least twelve (12)

Drake Community Library Proposed Budget Line Item Detail- FY27				
	Income	Amount	Amount of increase/decrease from FY25 Total	Rationale
003-3.410.1.4766	FEES, MISC.	\$8,400.00	\$ 1,400.00	Averaged FY24-FY25 with amount budgeted for FY26
003.3-410.2.4470	COUNTY	\$30,220.00		
103.3-410-3-6767	Est. State Income	\$5,400.00		
003.3.410.4.4766	Est. Contracting Cities	\$8,714.00		
003-4.410.1.6180	Employee Housing Allowance	\$5,000.00		
003-4.410.1.6181	Clothing Allowance	\$1,100.00	\$ 1,100.00	Includes library staff in the city clothing allowance program. Currently library staff pay for work clothing with personal funds.
003-4.410.1.6186	Pre-employment expenses	\$800.00	\$ 400.00	Price of Occupational Medicine has risen
003-4.410.1.6210	Dues /Memberships	\$1,685.00	\$ 235.00	3% increase in ILA dues and add an ALA organizational membership for ordering.
003-4.410.1.6220	Meeting Registrations	\$960.00	\$ 30.00	3% increase
003-4.410.1.6230	Mileage	\$640.00	\$ 20.00	3% increase
003-4.410.2.6310	Rep/Maint Building	\$10,000.00	\$ 2,500.00	Increase to FY23 level before available Capital Improvement Money in 2024
003-4.410.2.6332	Rep/Maint Equip	\$7,500.00		
003-4.410.2.6371	Utilities	\$45,500.00	\$ 500.00	
003-4.410.2.6373	Telephone & ICN Fee	\$5,212.00		MCG- \$426/mo ICN- \$8.00/mo
003-4.410.2.6409	General Insurance	\$39,000.00	?	
003-4.410.2.6414	Printing	\$600.00		
003-4.410.2.6428	Misc Contractual:			
	Adobe	\$360.00		
	Access Systems	\$10,330.00	\$ 490.20	Contract increases each year, ends 2/15/28
	Acornhost	\$155.00		Domain Name for https://grinnell.lib.ia.us/obituaries/
	Arbon	\$2,504.00		
	AVG	\$525.00		
	Avanan			
	Back Flow Prevention	\$490.00	\$ (265.00)	Averages the price from the last 2 years
	Bluehost	\$95.00		Domain name for https://www.drakelibrary.org/
	Brad's Mowing	\$1,200.00	\$ 200.00	This contract will go out for bid in 2026
	BT CATS	\$0.00	\$ (2,250.00)	Subscription no longer available
	Ingram	\$2,100.00	\$ 2,100.00	Replaces BTCats- receive robust MARC records. Ingram is a pay as we go model
	Collection HQ	\$6,750.00	\$ 6,750.00	Collection Management Software-
	Convergent Technologies	\$300.00		
	Custodial Services	\$23,730.00	\$ 1,130.00	5% inflation increase, amount hasn't changed since 2011
	Elm	\$300.00		
	Groovix-Open Sense	\$3,540.25		
	HBS	\$49,689.12	\$ 14,689.00	7% annual increase in contract
	Horizon	\$27,000.00	\$ 1,000.00	Yearly increase, contract ends in early 2028 ; Plan to search for an alternative ILS
	JP Gardening	\$1,600.00		
	Keeper	\$0.00	\$ (360.00)	
	Library Market-Website Annual Fee	\$2,000.00	\$ 2,000.00	New website went live October 2025
	Library Market-Calendar An	\$1,500.00	\$ 1,500.00	New calendar systems streamlines with website. Replaced Who-Fi
	Library Thing For Lib.	\$0.00	\$ (1,652.00)	Current contract ended ; service available for free from Horizon
	Wowbrary	\$500.00		Weekly newsletter
	Midwest Alarm	\$1,787.00		
	Minitex	\$0.00	\$ (594.00)	Subscription no longer available
	Ingram	\$350.00	\$ 350.00	Replaces Minitex
	NeoGov	\$0.00	\$ (930.00)	City ended subscription
	Schendel Pest	\$854.00	\$ 79.00	Inflation increase
	SEI	\$750.00		
	Snow Removal	\$800.00		
	UMS	\$0.00	\$ (180.00)	Changing to a company with the city
	Verizon-2 phones	\$923.00		One phone manages the hotspots and the other is the directors.
	Window Washing	\$700.00	\$ 24.00	3% inflation increase
	Woodman Controls	\$5,000.00	\$ 19.00	Maintenance agreement
		=		
	Misc Contractual total:	\$145,832.37	\$ 26,750.00	
003-4.410.2.6506	Office Supplies	\$5,500.00		
003-4.410.2.6507	Prog/Adult	\$1,000.00	\$ 100.00	Inflation Increase, number of prorams and attendance is up
003-4.410.2.6508	Postage & Shipping	\$1,000.00	\$ (300.00)	decrease
003-4.410.2.6513	Misc Supplies/Custodial	\$2,200.00		
003-4.410.5.6521	Prog/Child -summer	\$2,500.00	\$ 190.00	Inflation Increase
003-4.410.2.6522	Prog/Child-school year	\$2,500.00	\$ 190.00	Inflation Increase
003-4.410.2.6523	Prog/Young Adult	\$1,450.00	\$ 250.00	Inflation Increase, number of programs and attendance is up
003-4-410-3-6762	Computer	see UF		
003-4-410-3-6763	Ebooks/Adult	\$2,000.00	\$ 160.00	Inflation Increase, circ is strong
003-4-410-3-6765	Books/Child	\$6,925.00	\$ 394.00	Inflation Increase + replace withdrawn items ; Library Journal predicts that library materials will increase 5.5-6.5% in 2026
003-4-410-3-6766	Books/YA	\$2,400.00	\$ 150.00	Inflation Increase ; Library Journal predicts that library materials will increase 5.5-6.5% in 2026
003-4-410-3-6767	Books/Adult	see CLN		
003-4-410-3-6768	Periodicals	\$2,500.00		
003-4-410-3-6769	AV/Adult	\$400.00		
003-4-410-3-6770	AV/Youth	\$400.00		
003-4-410-3-6771	Ebooks/Youth	\$1,690.00	\$ 100.00	Inflation Increase ; Library Journal predicts that library materials will increase 5.5-6.5% in 2026
			\$ -	
	Est. State INCOME			Estimate: Open Access/ILL Reimbursement: \$2086 Direct State Aid: \$ 3,314
	State 103-4-410-3-6767 Books	\$4,100.00		
	State 103-4-410-3-6769 AV	\$1,300.00		
	167-4-410-3-6769 Misc. Supplies & Materials (Contribution Expenditure)	\$100,000.00		Board voted to start each year with this account at \$100,000 with the disbursement from the Peery fund.
	CAPITAL LOAN NOTE-Library			
	011-4-690-3-6727 Books (adult-\$19,000 and LP-\$4,000), & (\$10,000)Computers	\$33,000.00	\$ 1,500.00	Inflation Increase ; Library Journal predicts that library materials will increase 5.5-6.5% in 2026

This is a draft document