

Public Meeting Notice and Agenda

PERRY PUBLIC LIBRARY BOARD OF TRUSTEES

will hold a meeting on

Thursday, June 8, 2023 at 8 a.m.

THIS MEETING WILL BE HELD IN PERSON

1. Roll Call
2. Approval of Agenda
3. Approval of May 11, 2023 Meeting Minutes
4. Approval of Financial Statements: Gift Fund Claims and City of Perry Library Line Items
5. Unfinished Business
 - a. Library Director Search
6. New Business
 - a. Perry Public Library Foundation Request
7. Board Education
8. Librarian Report
9. Open Forum
10. Next Regularly Scheduled Meeting is on July 13, 2023 at 8 a.m.
11. Adjourn

The Perry Public Library Board of Trustees met in regular session on Thursday, May 11, 2023, at 8 a.m.
Note: This meeting was held in-person at the Perry Public Library.

Board members Kendall Rathje, Mark Miller, Margaret Ruggle, and Heather Karolus were present. Library Director Mary Murphy, Deputy Library Director Misty VonBehren, and Friends of the Perry Public Library President Kathy Miller were also present.

Library Board President Mark Miller called the meeting to order.

Agenda – Heather Karolus moved to approve the agenda with Kendall Rathje seconding the motion. MCU.

Minutes – Maggie Ruggle moved to approve the emailed minutes from the April 13, 2023, meeting and Kendall Rathje seconded the motion. MCU.

Financial Statements – Gift Fund receipts and payments were presented with receipts totaling \$4,986.56 and checks #6412 - #6437, totaling \$10,646.10. The City of Perry Library Fund Status Report was reviewed. Heather Karolus moved to approve the financial reports with Maggie Ruggle seconding the motion. MCU.

Unfinished Business:

Director Search – The advertisement for the Library Director was reviewed by the subcommittee along with where the ads will be placed.

New Business:

Wiese Foundation Request – Heather Karolus moved to request \$35,000 from the Wiese Foundation with Maggie Ruggle seconding. MCU.

Board Education – How the Friends of the Perry Public Library help the library with expenses and volunteering. All the current fundraisers were discussed.

Librarian's Report

Review of statistics

We received the Bock Grant of \$2,000 for the KidsFest 2023 on April 24th. The plans are being finalized. All Perry residents with water bills should have received a promotional flyer in their May bill. This event will include the foam blaster that was very popular last year, the bubbles stations, STEM IOTV trailer, STEM hands on discovery stations, a dunk tank, and new cone interactive station, as well the the petting zoo and HUP's Loteria, and Dallas County Health Department's Hopscotch. The Fire Department will again cook lunch consisting of a pork loin sandwich or hot dog with a bag of chips, a bottle of water, and granola bar or cookie – all for \$1.

May the 4th Be with You Scavenger Hunt for Tweens and Teens – May 4

Tweens and teens ages 8 and up are invited to solve the clues in Our May the 4th Be with You Scavenger Hunt! This self-directed event will be open from 10:00 am to 8:00 pm. Your Star Wars trivia knowledge better be pretty good to conquer this hunt, because Miss Laura is an expert. May the Force be with you!

Hometown Heritage at the Carnegie Library Presents: How Education Has Changed Panel Discussion – May 4

As we look back through the Perry High School yearbooks, it's easy to see the differences between how students, their hairstyles, their clothes, and the school have changed over the years. It's not as easy to flip through yearbooks and understand how education in Perry has changed. Join Perry Educators for a panel discussion on Thursday, May 4, from 6:00 pm to 7:00 pm at the Carnegie Library Museum. The "How Education Has Changed: Panel Discussion" will include a panel of educators made up of Randy Marzen, past Perry teacher and current principal of Perry Elementary School; Trist Cohea, current Perry High School teacher; and Becky Reuter, Pat Mundy, and Jolene Niemeyer, a long-time teacher sat Perry Elementary school who recently retired from teaching. They will share their experience and expertise as school personnel who have lived through it all.

Hometown Heritage at the Carnegie Library Presents: Historical Craft Perfume Tins – May 6

Need a Mother's Day gift? Come to the Carnegie Library Museum in May to create perfume lotion tins with Trista.

Special Library Hours: Perry Public Library and Carnegie Library Museum Close at 2:00 pm – May 6

The Perry Public Library and the Carnegie Library Museum will have special hours on Saturday, May 6. Both buildings will be open from 10:00 am to 2:00 pm. They will close at 2:00 pm on that day to accommodate the Perry High School Prom Grand March on Railroad Street.

May Grab and Go Adult Craft – Free DIY Spring Garland Craft Kit

May's Grab and Go Adult Craft will spread spring cheer throughout your home! These classic, wool ball garland banners are cheerful and versatile decorations. Beginning May 1st, adult patrons can bring home a Free DIY Spring Garland Craft Kit from the Perry Public Library. This craft kit includes materials and instructions for making one Spring Garland of your own. This May Craft is free, courtesy of the Perry Public Library, and available while supplies last.

May Grab and Go Kid's Craft – Free DIY Craft Kit

Kids looking for a creative project to enjoy at home can come into the Perry Public Library in May to grab a Free DIY Kit. The kit includes material and instructions to create your own DIY project! This May Craft is free, courtesy of the Perry Public Library, and available while supplies last.

Hometown Heritage at the Carnegie Library Presents: History of Perry Schools Exhibit – April 15 to May 31

Come view the Carnegie Library Museum's newest free exhibit, available beginning April 15. The History of Perry Schools Exhibit features historical pictures of schools, teachers, students, and events. In addition, the exhibit displays Perry school yearbooks dating from 1914 to 2008. Come take a walk through the rich history of Perry schools! This exhibit is free and open to the public.

May Craft Club: Woven Bookmarks – May 30

The May craft will merge your love of reading and crafting! May Craft Club meets on Tuesday, May 30 from 6:00 pm to 8:00 pm in the Library Community Room. Participants will be weaving their own bookmarks. All are welcome, but space is limited, and registration is required. A \$5 materials fee is due at the time of registration to reserve your spot. Please register by Monday, May 22nd. For questions, call 515-465-3569. To register, visit the library.

Safety Message: Wear appropriate clothing and personal protective equipment (PPE) for your job. Pay attention to your surroundings and identify potential safety hazards. Report any unsafe conditions or accidents immediately. Always be compliant to all safety rules.

The next normally scheduled meeting is on Thursday, June 8, 2023, at 8 a.m. in the library's Community Room (aka the large meeting room). The public is always welcome.

Heather Karolus moved to adjourn the meeting with Rosa Gonzalez seconding the motion. MCU. Meeting adjourned.

Respectfully submitted, Mary K. Murphy, Library Director

Register Report
5/6/2023 through 6/2/2023

6/2/2023

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Date	Num	Description	Category	Amount
BALANCE 5/5/2023				14,845.40
5/8/2023	DEP	S Deposit	Gifts And Memorials	200.00
			Gifts And Memorials	110.70
5/15/2023	DEP	S Deposit	Friends Donation	3,000.00
			Room Maintenance	25.00
			Gifts And Memorials	12.55
5/19/2023	6440	Ivette Drahos	Summer Library Progra...	-125.00
5/23/2023	DEP	Deposit	Donation Income	5.30
5/30/2023	DEP	Depsoit	Gifts And Memorials	25.40
6/2/2023	6441	S Wells Fargo Visa	Programming	-840.58
			Marketing Services	-12.85
			Materials:Videos	-277.40
			Materials:Adults	-252.01
			Materials:HotSpot	-304.43
			Materials:Streaming	-5.98
			Materials:Adventure Pass	-125.00
6/2/2023	6442	Wells Fargo Visa	Programming	-324.36
6/2/2023	6443	Wells Fargo Visa	Programming	-466.10
6/2/2023	6444	S Ingrams Library Se...	Materials:Adults	-462.10
			Materials:Adults	-35.62
			Materials:Children's Boo...	-23.92
			Materials:Replacements	-206.51
			Materials:Audiobooks	-135.33
			Materials:Young Adult	-28.43
6/2/2023	6445	S Baker & Taylor	Materials:Adults	-16.50
			Materials:Adults	-131.23
			Materials:Adult All Other	-42.32
			Materials:Adults	-58.66
			Materials:Replacements	-23.24
6/2/2023	6446	S Cengage Learning ...	Materials:Large Print	-202.07
			Materials:Large Print	-53.23
6/2/2023	6451	Creative Product S...	Programming	-127.15
6/2/2023	6452	Toby KID Klauenb...	Programming	-340.00
6/2/2023	6453	ISU Insect Zoo	Programming	-297.50
6/2/2023	6454	Iowa Library For Th...	Programming	-50.00
6/2/2023	6455	Dallas County Con...	Programming	-50.00
6/2/2023	6456	Raccoon River Pet ...	Programming	-50.00
6/2/2023	6448	Ben's Five And Dime	Programming	-46.38
6/2/2023	6447	Hoopla	Materials:e materials	-1,094.03
6/2/2023	6449	Hometown Heritage	Credit Debit Card Rev t...	-75.00
6/2/2023	6450	City Of Perry	Credit Debit Card Reve...	-163.05
6/2/2023	6460	Raccoon Valley Ra...	Marketing Services	-372.30
6/2/2023	6457	Sue Brickner	Mileage	-35.57
6/2/2023	6458	Ethan Winey	Mileage	-170.30
6/2/2023	6459	Laura Pieper	Mileage	-9.49
6/2/2023	6461	Kathy Miller	Craft Club Expense	-56.66
6/2/2023	6462	Misty VonBehren	Summer Library Progra...	-100.00
6/2/2023	6463	Mary K. Murphy	KisdsFest 2023	-317.74
6/2/2023	DEP	Deposit	PPLF	2,100.00
5/6/2023 - 6/2/2023				-2,029.09

Register Report
5/6/2023 through 6/2/2023

Date	Num	Description	Category	Amount
BALANCE	6/2/2023			12,816.31
		TOTAL INFLOWS		5,478.95
		TOTAL OUTFLOWS		-7,508.04
		NET TOTAL		-2,029.09

Banking Summary
5/6/2023 through 6/2/2023

Category	5/6/2023-6/2/2023
INCOME	
Donation Income	5.30
Friends Donation	3,000.00
Gifts And Memorials	348.65
PPLF	2,100.00
Room Maintenance	25.00
TOTAL INCOME	5,478.95
EXPENSES	
Craft Club Expense	56.66
Credit Debit Card Rev to HH	75.00
Credit Debit Card Revenue to City Hall	163.05
KidsFest 2023	317.74
Marketing Services	385.15
Materials	
Adult All Other	42.32
Adults	956.12
Adventure Pass	125.00
Audiobooks	135.33
Children's Books	23.92
e materials	1,094.03
HotSpot	304.43
Large Print	255.30
Replacements	229.75
Streaming	5.98
Videos	277.40
Young Adult	28.43
TOTAL Materials	3,478.01
Mileage	215.36
Programming	2,592.07
Summer Library Program 2023	225.00
TOTAL EXPENSES	7,508.04
OVERALL TOTAL	-2,029.09

City of Perry
Perry Public Library and Hometown Heritage at the Carnegie Library Museum
Fund Status Report
June 2, 2023

Account Number	Account Title	Total Budget	YTD Balance		Expen
General Fund					
001-410-6010	WAGES	\$212,397.00	\$210,435.09	\$1,961.91	99%
001-410-6020	WAGES - PT	\$61,000.00	\$58,962.38	\$2,037.62	97%
001-410-6240	TRAVEL AND CONFERENCE	\$1,000.00	\$1,211.90	(\$211.90)	121%
001-410-6310	REPAIR & MAINTENANCE BLDG	\$1,000.00	\$767.29	\$232.71	77%
001-410-6371	UTILITIES	\$32,000.00	\$24,297.12	\$7,702.88	76%
001-410-6373	TELEPHONE	\$4,500.00	\$3,588.79	\$911.21	80%
001-410-6408	INSURANCE TORT/GENERAL	\$9,485.00	\$9,485.88	(\$0.88)	100%
001-410-6413	CONTRACT SERVICES	\$16,000.00	\$11,955.50	\$4,044.50	75%
001-410-6490	CONSULTANT & PROFESSIONAL	\$10,000.00	\$5,644.26	\$4,355.74	56%
001-410-6506	OFFICE SUPPLY	\$5,000.00	\$4,360.81	\$639.19	87%
001-410-6508	POSTAGE & SHIPPING	\$1,000.00	\$479.63	\$520.37	48%
001-410-6725	CAPITAL/OFFICE	\$10,000.00	\$9,770.00	\$230.00	98%
				\$22,423.35	
Benefit Fund					
112-410-6110	SOCIAL SECURITY	\$20,217.00	\$19,432.91	\$784.09	96%
112-410-6130	IPERS	\$25,811.00	\$23,349.31	\$2,461.69	90%
112-410-6150	PREMIUMS HEALTH INSURANCE	\$74,415.00	\$65,278.36	\$9,136.64	88%
112-410-6152	PREMIUMS/LIFE/DISABILITY	\$1,249.00	\$1,066.96	\$182.04	85%
112-410-6160	WORKERS COMPENSATION	\$534.00	\$439.13	\$94.87	82%
Capital Funds					
121-410-6721	CAP OUTLAY-FURN/FIXTURES	\$20,090.00	\$17,714.53	\$2,375.47	88%
121-410-6725	CAP OUTLAY-OFFICE EQUIP	\$13,086.00	\$12,058.05	\$1,027.95	92%
121-410-6770	CAP OUTLAY - LIBRARY	\$40,000.00	\$42,127.22	(\$2,127.22)	105%
122-410-6750	CAPITAL/BUILDING	\$35,150.00	\$28,990.42	\$6,159.58	82%
122-410-6751	CAPITAL BLDG/CARNEGIE	\$60,000.00	\$58,559.00	\$1,441.00	98%
Gift Fund					
167-410-6520	MISCELLANEOUS	\$45,000.00	\$44,067.02	\$932.98	98%
167-410-6770	CAPITAL/BOOKS	\$25,200.00	\$10,537.98	\$14,662.02	42%
HH at CLM Funds					
178-410-6020	WAGES - PART TIME	\$25,694.00	\$21,982.91	\$3,711.09	86%
178-410-6110	FICA	\$1,966.00	\$1,681.66	\$284.34	86%
178-410-6120	MEDICARE	\$0.00	\$0.00	\$0.00	0%
178-410-6130	IPERS	\$2,426.00	\$1,829.18	\$596.82	75%
178-410-6310	BUILDING REPAIR/MAINT	\$16,000.00	\$15,945.17	\$54.83	100%
178-410-6371	UTILITIES	\$7,000.00	\$5,230.85	\$1,769.15	75%
178-410-6373	TELEPHONE/COMMUNICATIONS	\$1,600.00	\$1,151.24	\$448.76	72%
178-410-6408	INSURANCE	\$5,883.00	\$6,915.88	(\$1,032.88)	118%
LIBRARY TOTAL		\$784,703.00	\$719,316.43	\$65,386.57	92%