

Public Meeting Notice and Agenda

PERRY PUBLIC LIBRARY BOARD OF TRUSTEES

will hold a meeting on

Thursday, June 10, 2021 at 8 a.m.

THIS MEETING WILL BE HELD ELECTRONICALLY.

PUBLIC INPUT CAN BE PROVIDED BY GOING TO THIS WEB ADDRESS:

By computer, tablet, or phone:

Join Zoom Meeting

<https://us02web.zoom.us/j/83265854249?pwd=RFpwS1dkZnM4bk1lMjJxd2x5Sm8yZz09>

Meeting ID: 832 6585 4249

Passcode: 50220

Dial by your location +1 312 626 6799 US (Chicago)

**The format of this meeting is due to the
State Public Health Emergency Declaration regarding Covid-19
and will be conducted pursuant to
Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds
dated March 19, 2020.**

1. Roll Call
2. Approval of Agenda
3. Approval of May 13, 2021 Meeting Minutes
4. Approval of Financial Statements: Gift Claims and City of Perry Library Line Items
5. Unfinished Business:
 - a. Reopening Plan
6. New Business
 - a. Library Board of Trustees By-laws
 - b. Circulation Policies – Use of the Library’s Collection, Library Cards, and Group Library Cards
 - c. Special Project – Update to the Security Camera Systems
7. Board Education – Strategic Planning – Maryann Mori, State Library Consultant
8. Librarian Report
9. Open Forum
10. Next Regularly Scheduled Meeting is on July 8, 2021 at 8 a.m.
11. Adjourn

This meeting was held electronically at the Perry Public Library.

Following the Governor’s Emergency Public Health declaration in response to the current COVID-19 situation, this meeting was held electronically. Public access to the meeting was obtained by one of the following methods.

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**The format of this meeting is due to the
State Public Health Emergency Declaration regarding Covid-19
and will be conducted pursuant to
Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds
dated March 19, 2020.**

The Perry Public Library Board of Trustees met in regular session on Thursday, May 13, 2021 at 8 a.m.

Note: This meeting was entirely conducted electronically.

Board members Mark Miller, Margaret Ruggle, Heather Karolus, Rosa Gonzalez, and Kendall Rathje were present. Library Director Mary Murphy and Deputy Director Misty VonBehren were also present. We welcome back Kendall Rathje as a Trustee.

Board President Mark Miller called the meeting to order.

Agenda – Heather Karolus moved to approve the agenda with Rosa Gonzalez seconding the motion. MCU.

Minutes – Margaret Ruggle moved, and Rosa Gonzalez seconded a motion to approve the minutes of the March 11, 2021 meetings. MCU.

Financial Statements – Updated Gift Fund bills were presented with deposits and expenses explained. Heather Karolus moved, and Rosa Gonzalez seconded a motion to approve checks #6046 - #6062 in the amount of \$3,542.59 from the Gift Fund and the City of Perry Library Fund Status Report. MCU.

Unfinished Business:

Reopening – On May 12, 2021, Dallas County Health Department reported that the 14-day positivity rate in our zip code is zero. They also reported that 37 % of the population in Dallas County are fully vaccinated with 46 % of the population receiving at least one dose of the Covid-19 vaccine. Of the remaining 54 % of the population unvaccinated, the latest

figures from U.S. Census Bureau report in 2019 that 27.4 % of the population of Dallas County is under the age of 18. Using these figures, that leaves 26.6 % of the population of Dallas unvaccinated. From the interactions with patrons, most volunteer that they have been fully vaccinated. With the number of Covid-19 cases stabilized and vaccine readily availability, the library will stop quarantining materials returned to the library. Over the next couple of weeks, we will be reopening the North entrance. We will also shift back more furniture in the library. It is still a balance between opening more and our ability to clean and sanitize public surfaces. The Library is cleaned thoroughly in the morning by a Maintenance employee before the building is opened to the public. Another Maintenance employee comes at 1 p.m. to wipe down all patron touchable surfaces including the bathrooms. At 4:45-5:15 p.m., Library staff take turns in wiping down all patron surfaces. Library staff are responsible for the circulation desk and their own work areas. As for returning to our full hours of operation, we will be monitoring library use in the evenings as summer approaches.

New Business:

Meeting Room Policy – Heather Karolus moved to approve the proposed policy as written with Kendall Rathje seconding. MCU.

Sales in the Library Policy – Margaret Ruggle moved to approve the proposed policy as written with Rosa Gonzalez seconding. MCU.

Friends of the Perry Public Library Policy – Heather Karolus moved to approve the proposed policy as written with Rosa Gonzalez seconding. MCU.

Signage Policy – Heather Karolus move to approve the proposed policy with Margaret Ruggle seconding. MCU.

Librarian's Report:

The Library has been getting a more traffic and they come in bunches rather than a steady stream, so it has been a little hectic behind the circulation desk. Patrons are being compliant with wearing masks and social distancing,

Registration for the Children, Teen, and Adult Summer Library Programs started on May 3rd and it has been stronger than we saw last year. Reading can start at the time of registration, but programs will not start until the week of June 7th. At this time, all but one program will be virtual using the Zoom software. The one in-person program is planned as an outdoor demonstration on barbecuing at Bett and Bev's for an Adult Summer program in late June.

Two more Little Libraries will be added using the rest of the CARES Act funding. They will be placed at the Perry Elementary School and at the Perry Middle School. The Little libraries are ordered and will be shipped on May 13, 2021. These are refurbished newspaper vending units. Ours will be painted royal blue. Books have been ordered and are arriving. I am hopeful that we will get to launch both Little Libraries before the school year ends. The plan is to check on the Little Libraries at the schools three times per week and replenish the inventory as needed. In addition to the CARES Act Funding, I applied for a United Way Equity Challenge grant to help in purchasing more books.

May is Little Free Libraries month and we are celebrating all our Little Libraries. With the addition of the two new Little Libraries, the library will have 11 Little Libraries in the community. We have 4 at Perry Nursing homes, the former Rowley Campus – now called Eden Acres and King’s Gardens, the Lutheran Home, Spring Valley Living, and Pearl Valley, one at the Hamlin Bell Apartments (senior living), one at the Dallas County Hospital, one at the McCreary Center, one at the Perry Perk, and our original one which is now located at Fareway.

I was asked to organize a Vaccine Clinic for the City of Perry Employees. We were fortunate enough to open the registration up to employees and their spouses. The first Vaccine Clinic was on April 14 with the second clinic on May 12. Perry HyVee Pharmacist Quynh was most helpful and efficient.

This week the State Library of Iowa announced that they would be giving out noncompetitive grants up to a maximum of \$5,000 per library under the American Recovery Plan Act (ARPA). They also sent out an ARPA grant list of allowable items, please see following document. Because the ARPA funding is federal funds, purchases of computer, hotspots, routers, modems or technology require Children's Internet Protection Act (CIPA) compliance which is putting on censoring controls on the machines. The Perry Public Library has a history of not censoring access to information.

Board Education – Library Policy

The library board establishes policies to govern the library. These policies serve as a blueprint for effective library operation, underscore the library's service philosophy and ensure that customers receive consistent service. The policies are reviewed regularly to help guarantee that they remain timely. In Iowa, one of the accreditation standards requires every library policy to be reviewed at least once every three years. The Board reviews all policies for their adherence to generally accepted best practices in an ever-evolving world of library services.

The next normally scheduled meeting is on Thursday, June 10, 2021 at 8 a.m. in the library’s small meeting room or may be held electronically depending on the Covid-19 situation. The public is always welcome.

Meeting adjourned.

Respectfully submitted, Mary K. Murphy, Library Director

Register Report

5/7/2021 through 6/7/2021

6/7/2021

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Date	Num	Description	Memo	Category	Amount
BALANCE 5/6/2021					32,746.49
5/10/2021	DEP	Deposit	Cash Register	Donation Income	16.16
5/24/2021	DEP	Deposit	Cash Register	Donation Income	21.95
6/7/2021	DEP	Deposit	Cash Register	PPLF	2,100.00
6/7/2021	6064	S Wells Fargo Visa	Fiction	Materials:Adults	-52.97
			DVDs	Materials:Videos	-317.95
			Children's Books	Materials:Children's ...	-146.17
			Adventure Pass	Materials:Adventure ...	-125.00
			HotSpot	Materials:HotSpot	-114.70
			Subscriptions	Materials:Subscripti...	-17.98
				Programming	-263.37
			ALA Membership	Professional Develo...	-148.00
			Fb Boosts	Marketing Services	-113.00
6/7/2021	6065	S Wells Fargo Visa		Children's Activities	-96.00
				Children's Activities	-31.13
6/7/2021	6076	Spring Valley Hone...		Farmers' Market Out...	-250.00
6/7/2021	6073	Blank Park Zoo	Adventure Pass	Materials:Adventure ...	-250.00
6/7/2021	6066	Scholastic	May Bills	Materials:Children's ...	-90.69
6/7/2021	6067	Grey House Publis...	Invoice # 967524 & #967523	Materials:Adults	-312.00
6/7/2021	6068	S Cengage Learning ...	Large Print	Materials:Adults	-24.69
			Large Print	Materials:Adults	-24.74
			Large Print	Materials:Adults	-220.91
6/7/2021	6063	Recorded Books	#76724909	Materials:Streaming	-14.95
6/7/2021	6069	Center Point Large...	#1847542 Large Print	Materials:Books	-29.21
6/7/2021	6070	Penworthy	Inv. 0572043-IN	Materials:Children's ...	-135.44
6/7/2021	6071	S Baker & Taylor		Materials:Adults	-303.72
				Materials:Adults	-97.96
				Materials:ebooks	-104.93
				Materials:Adults	-158.89
				Materials:Adults	-39.71
				Materials:Adults	-30.09
				Materials:Adults	-40.86
6/7/2021	6072	S Ingram Library Ser...	Fiction	Materials:Adults	-556.26
			NF	Materials:Adults	-17.25
				Materials:Children's ...	-118.11
			Fiction	Materials:Adults	-74.16
				Materials:Young Adult	-10.92
				Materials:Children's ...	-262.27
6/7/2021	6074	Fareway	Kids in the Kitchen	Children's Activities	-35.47
6/7/2021	6075	OverDrive, Inc.	May 2021 Bill	Materials:Streaming	-14.95
6/7/2021	6077	Misty Von Behren	Movie Pass Prizes	Teen Summer Librar...	-60.00
6/7/2021	6078	Mary K. Murphy	Programming	Children's Summer ...	-24.08
5/7/2021 - 6/7/2021					-2,590.42
BALANCE 6/7/2021					30,156.07
TOTAL INFLOWS					2,138.11
TOTAL OUTFLOWS					-4,728.53
NET TOTAL					-2,590.42

Banking Summary

5/7/2021 through 6/7/2021

6/7/2021

Page 1

Category	5/7/2021- 6/7/2021
INCOME	
Donation Income	38.11
PPLF	2,100.00
TOTAL INCOME	2,138.11
EXPENSES	
Children's Activities	162.60
Children's Summer Library Program 2021	24.08
Farmers' Market Outreach	250.00
Marketing Services	113.00
Materials	
Adults	1,954.21
Adventure Pass	375.00
Books	29.21
Children's All Other	262.27
Children's Books	490.41
ebooks	104.93
HotSpot	114.70
Streaming	29.90
Subscriptions	17.98
Videos	317.95
Young Adult	10.92
TOTAL Materials	3,707.48
Professional Development	148.00
Programming	263.37
Teen Summer Library Program 2021	60.00
TOTAL EXPENSES	4,728.53
OVERALL TOTAL	-2,590.42

City of Perry
Perry Public Library Fund Status Report June 7, 2021

Account Number	Account Title	Total Budget	YTD		Pct Expended
			Expended	YTD Balance	
General Fund					
001-410-6010	WAGES	\$181,648.00	\$173,756.42	\$7,891.58	96%
001-410-6020	WAGES - PT	\$54,500.00	\$43,035.42	\$11,464.58	79%
001-410-6240	TRAVEL AND CONFERENCE	\$1,000.00	\$1,039.98	(\$39.98)	104%
001-410-6310	REPAIR & MAINTENANCE BLDG	\$1,000.00	\$993.67	\$6.33	99%
001-410-6371	UTILITIES	\$32,000.00	\$24,890.87	\$7,109.13	78%
001-410-6373	TELEPHONE	\$4,500.00	\$4,364.00	\$136.00	97%
001-410-6408	INSURANCE TORT/GENERAL	\$6,330.00	\$7,267.00	(\$937.00)	115%
001-410-6413	CONTRACT SERVICES	\$16,000.00	\$13,052.02	\$2,947.98	82%
001-410-6414	PRINTING	\$0.00	\$0.00	\$0.00	0%
001-410-6490	CONSULTANT & PROFESSIONAL	\$9,500.00	\$8,048.32	\$1,451.68	85%
001-410-6506	OFFICE SUPPLY	\$5,000.00	\$8,398.63	(\$3,398.63)	168%
001-410-6508	POSTAGE & SHIPPING	\$2,500.00	\$774.37	\$1,725.63	31%
				\$28,357.30	
Benefit Fund					
112-410-6110	SOCIAL SECURITY	\$18,065.00	\$15,446.98	\$2,618.02	86%
112-410-6130	IPERS	\$22,292.00	\$19,136.88	\$3,155.12	86%
112-410-6150	PREMIUMS HEALTH INSURANCE	\$66,526.00	\$64,996.79	\$1,529.21	98%
112-410-6152	PREMIUMS/LIFE/DISABILITY	\$1,055.00	\$967.45	\$87.55	92%
112-410-6154	PREMIUMS/DENTAL/VISION	\$0.00	\$0.00	\$0.00	0%
112-410-6155	ADMIN. FEES FOR SELF FUNDED	\$0.00	\$0.00	\$0.00	0%
112-410-6160	WORKERS COMPENSATION	\$303.00	\$214.97	\$88.03	71%
Capital Fund					
121-410-6721	CAP OUTLAY-FURN/FIXTURES	\$72,135.00	\$43,201.43	\$28,933.57	60%
121-410-6725	CAP OUTLAY-OFFICE EQUIP	\$10,000.00	\$9,976.66	\$23.34	100%
121-410-6770	CAP OUTLAY - LIBRARY	\$40,000.00	\$39,737.92	\$262.08	99%
122-410-6750	CAPITAL/BUILDING	\$29,000.00	\$9,179.89	\$19,820.11	32%
Gift Fund					
167-410-6520	MISCELLANEOUS	\$45,000.00	\$10,629.21	\$34,370.79	24%
167-410-6770	CAPITAL/BOOKS	\$25,200.00	\$8,312.70	\$16,887.30	33%
	LIBRARY TOTAL	\$643,554.00	\$507,421.58	\$136,132.42	79%

Bylaws of the Perry Public Library Board of Trustees

I. Name and Purpose

A. The name shall be the Perry Public Library Board of Trustees, hereafter referred to as the Board.

B. The Board will comply with the *Code of Iowa* in all questions of library law and governance and will further comply with the regulations set forth in the city's library ordinance. The Board's specific powers and duties are set forth in Chapter 22 of the *Code of Ordinances, Perry, Iowa*.

II. Board Meetings

A. The Board shall meet on the second Thursday of every month at 8:00 a.m. in the Perry Public Library's conference room.

B. A quorum shall consist of 3 members (from its total membership of 5 trustees).

C. The Board shall comply with Iowa's Open Meetings law by printing and publicly posting a copy of its agenda 24 hours prior to the meeting.

D. The Board shall record its proceedings as minutes and shall keep copies of the minutes available for public inspection.

E. The director of the Perry Public Library shall be present and participating at each meeting of the Board.

F. The Board will conduct its meetings according to parliamentary procedure as detailed in the latest edition of Robert's Rules of Order.

III. Officers and Committees

A. Officers shall be Board president and secretary. The Board president shall be elected annually at the July meeting. The Library director shall serve as the secretary.

B. The president shall preside at all meetings, appoint all committees, and generally perform all duties associated with the office. The secretary shall record all proceedings of the Board.

C. Any appointed committee shall act in an advisory capacity and shall report its recommendations to the full Board.

IV. Major Functions

A. Hire and evaluate the library director.

B. Set salaries and benefits for the library's personnel.

- C. Participate in the budget process and secure adequate financial support for the library's operations and services.
- D. Engage in planning for the library's future.
- E. Ensure library director and staff participation in training and continuing education.
- F. Participate in Board training and educational opportunities.
- G. Ensure the library's involvement in State Library and Library Service Area initiatives.

V. Amendments

- A. These bylaws may be amended at any meeting of the Board with a quorum present, by a unanimous vote of the members present.

Use of the Library's Collections

The lending services of the Perry Public Library will be available free of charge.

The use of the Library or its services may be restricted for groups or individuals whose demands would cause curtailment of services to the general public.

The use of the Library or its services may be denied or limited for due cause. Such cause may be failure to return library materials or to pay penalties, destruction of library property, disturbance of other patrons, or any other objectionable conduct on library premises.

Service will not be denied or abridged because of age, religious, racial, social, economic, or political status.

Revised June 10, 2021

Library Cards

Any resident of Perry, resident in the unincorporated areas of Dallas County, resident in cities contracting with the Perry Public Library, and resident in any community participating in Iowa's Open Access program may obtain a library card free of charge with satisfactory proof of residence and additional I.D. A valid library card is required for borrowing purposes.

To obtain a valid library card, an eligible borrower fills out an application form whereby they agree to obey all rules and regulations of the Library. The application includes:

- a full written signature
- permanent home address
- driver's license number or governmental ID number
- birth date
- telephone number

You are required to furnish one form of photo identification and one form of proof of residential address to validate application information.

Documents accepted (but not limited to) by the Perry Public Library to verify Photo Identification:

Driver's license	Passport
Government issued ID	Military ID
School ID card	Work ID/nametag

Documents accepted (but not limited to) by the Perry Public Library to verify a Current Correct Residential Address:

Mail with your name and address postmarked during the current month or previous month.

OR

Statements dated during the current month or previous month from the following list:

Bank statement	Telephone bill
Lease agreement	Water bill
Utility bill	

Children under the age of 14 must have a parent or guardian sign their application card with acceptable identification for the parent or guardian. Parents and legal guardians are responsible for determining when a library card should be provided to their children.

Minor children ages 14 or older may obtain a library card provided they have acceptable identification. This card can only check out Dvds with a G-rating only.

Library cards are issued with the expectation that the recipient will be financially responsible for all charges he or she incurs. In the case of minor children, the parent or legal guardian shall be held responsible. Borrowing privileges will be suspended in any situation where a patron is unwilling or unable to accept this responsibility.

To check out library materials, patrons must present their library card, a valid photo I.D. or confirm registration information. In addition, patrons may have their photos taken and placed on their account for quick identification to checkout.

Each patron is responsible for library material checked out with their library card.

After a patron receives their library card, they will have probationary period of 60 days where they may check out two (2) print materials and two (2) audio-visual library materials.

Library cards are issued for one year. At the end of the year, the card may be renewed after registration information is verified.

Replacement fee for a library card is \$2.00.

Reviewed and Revised June 10, 2021

Group Library Cards

Special types of library cards may be issued to educators, institutions, temporary residents, and homebound patrons that participate in the Library's Outreach program. The Perry Public Library offers Group Library Cards for use by representatives of businesses and non-profit organizations within the Perry city limits such as churches, schools, daycare centers, preschools, homeschool parents, group homes, and nursing homes.

Group Card Guidelines:

1. Group Cards are issued in the name of the organization with a main contact person listed that will be responsible for its use within the organization and for any fees that may occur.
2. The individual applying for the group card must complete a Group Card Application and present it along with their valid photo ID, proof of address, and proof of current employment of the organization that the card will be used for.
3. Group Cards are good for one year. To renew, current proof of employment or affiliation with the institution/organization is required.
4. Adults applying for a Group Card or renewing/replacing an existing card will need to pay all fines owed on their personal account.
5. No late fines will be assessed. Patrons will be responsible for lost or damaged items.
6. The Library reserves the right to restrict or limit high demand items such as new fiction, audiobooks, and books on popular topics.
7. Group Cards cannot be used to borrow materials via interlibrary loan.

Homebound Cards Guidelines:

1. The purpose of the Homebound card is to provide home delivery of library materials, through the use of volunteers or library staff if volunteers are not available, to Perry library patrons who are unable to visit the library facilities due to long-term physical disability or illness.
2. Homebound delivery service is a free service.
3. No late fees will be assessed. Patrons will be responsible for lost or damaged items.

Temporary Resident Library Cards Guidelines:

1. Temporary Resident Library Cards are available for patrons who are visitors from out-of-state or abroad living in the Perry area for less than 6 months.
2. To open an account, an individual must complete a library card application. Applicants must present a photo ID.
3. Temporary card holders must abide by the same rules as regular card holders.
4. A maximum of five (5) items may be checked out on the card.

Reviewed June 2021

Statistics – Report at meeting.

Registration for the Children, Teen, and Adult Summer Library Programs started on May 3rd and it has been stronger than we saw last year – Adults, 86; Teens, 14; Children's, 225. Reading can start at the time of registration, but programs will not start until the week of June 7th. At this time, all but one program will be virtual using the Zoom software. The one in-person program will be planning is an outdoor demonstration on BBQing at Bett and Bev's for an Adult Summer program in late June.

The two school Little Libraries have arrived, and we are fine-tuning the shelf inside the Little Library to try and prevent books from falling in the bottom of the Little Library. The costs associated with these two Little Libraries are shown on the table on the following page. All the CARES Act funding has been used. These Little Libraries will be placed at the Perry Elementary School and at the Perry Middle School. The Little libraries are ordered and will be shipped on May 13, 2021. These are refurbished newspaper vending units, painted royal blue. Books have arrived. The plan is to check on the Little Libraries at the schools three times per week and replenish the inventory as needed. In addition to the CARES Act Funding, I applied for a United Way Equity Challenge grant to help in purchasing more books (\$5,000).

We applied for a DMACC Intern to work with Director Murphy, Deputy Director Misty VonBehren, and Children's Librarian Suzanne Kestel. Please find attached a summary of Job Expectations for this intern. Today we met with our intern Emma McFarland for the first time.

Just to keep you informed about ongoing grants:

CARES Act : \$12,400 to make books more accessible during the pandemic to elementary, middle, and high school students.

United Way-Equity Challenge Grant: Requested \$5,000. We will be notified on 6/15/21.

Continuing of CARES Act grant goals and objectives.

4RKids: \$500 for a Little Library at the Library for 2-5 year olds.

ARPA Grant through the State Library of Iowa: Requesting \$5,000, application due June 15, 2021: Upgrade to Security Camera system, see attached.

Perry Public Library

Job Expectations

- Grant Applications, Grant Management
- Grant Report -- Evaluation of Renovation Project Survey: Create Survey, Compute Result, Written Summary for Grantors
- Project Management
- Project Marketing Plan: Create, Implement, Measure Effectiveness

Expectations:

- 1) Keep track of time
- 2) Grant Application: writing, edit, review, submit
- 3) Create survey, compile results, report findings: to measure results from 2020 Renovation
- 4) Little Libraries – placement of School Little Libraries, checking on them, stocking with books
- 5) Marketing plan for Little Libraries => Target Audience : Product, Price, Place, and Promotion
- 6) Develop marketing plan promotion, flyers, in-library take-aways, social media, website
- 7) Little Library for Library for 2-5 year olds, Order Little Library and books
- 8) Educate staff about marketing plan for Little Libraries

Perry Public Library

Marketing and Promotions Component

Job Expectations

- Evaluate social media platforms and determine locations of where to promote and to what demographic.
- Develop weekly social media engagements.
- Create content in Canva following library style guidelines.
- Evaluate in house marketing locations and determine proper placement for maximum impact.
- Create takeaways promoting Adventure Pass or other services.
- Develop displays throughout the library highlighting different topics and subject areas on a weekly basis.
- Prepare a checklist for staff on marketing strategies.
- Perform other duties as assigned.

Books for School Students

May 26, 2021

CARES Grant

Date	Vendor	Item	Amount
4/22/21	Etsy	Little Libraries -2	817.88
5/11/21	Scholastic, Inc.	Books	1113.24
5/7/21	Ingram Library System	Books	639.76
5/4/21	Amazon	Books	16.94
5/4/21	Amazon	Books	55.71
5/7/21	Amazon	Books	395.64
5/5/21	First Book	Books	142.95
5/6/21	First Book	Books	353.25
5/6/21	Amazon	Books	114.45
5/8/21	Amazon	Books	494.45
5/8/21	Amazon	Books	135.00
5/9/21	Amazon	Books	1152.45
Total			5431.72

Drees Co.
 609 N. Carroll Street
 PO Box 585
 Carroll, IA 51401
 Phone: (712) 792-2863
 Fax: (712) 792-2869



QUOTE

Quote No. 2871
 Quote Prepared by:
 MONTE CRICHTON
 (712) 830-5741
 mcrichton@dreesco.com

TO CITY OF PERRY
 1102 WILLIS AVENUE
 PO BOX 545
 PERRY, IA 50220
 (515) 465-2481
 john.anderson@perryia.org; barry.chayet@perryia.org

QUOTE DATE	VALID THRU	FOR	PAYMENT TERMS	PAGE
5/27/2021	9/2/2021	NEW CAMERAS	Monthly Progress Payments Final Payment Due upon Completion	1

PRICE TO INSTALL 18 NORTHERN VISION CAMERAS AND NVR. INCLUDES PULLING NEW CAT5 CABLE TO ALL CAMERAS.

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
1	18 NORTHERN DOME CAMERAS 4MP IP CAMERAS 32 CHANNEL NVR 12TB MOUNTING BRACKETS CAT 5 CABLE AND ENDS LABOR	11,281.00	11,281.00*

TOTAL 11,281.00

All material is guaranteed. All work to be completed in a workmanlike manner according to standard practices. Any alternation or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. The above material remains the property of Drees Co. until payment is made in full.

Acceptance of Quote: _____ Date: _____