

Ames Public Library Board of Trustees
Agenda – November 17, 2022
Dale H. Ross Board Room, 515 Douglas Avenue

Call to Order 7:00 p.m.

Consent Agenda (Action Item)

(All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes.)

- 1) Resolution approving Donations
- 2) Motion approving minutes of the regular meeting October 20, 2022
- 3) Motion approving payment of claims 10/1/22 – 10/31/22

Public Forum

Members of the public who wish to address the Board will be given the opportunity at this time. (Please complete a blue card and hand it to the recording secretary prior to the Call to Order.)

Activity Reports

- 4) Assistant City Manager - Schildroth
- 5) Administration – Schofer
- 6) APLFF – Thorbs-Weber/Mitchell-Conway

Board Education

- 7) Advocacy - Schofer

Policy Review

- 8) Petition Policy (Action)
- 9) Expressions of Concern Policy (Discussion)

New Business

- 10) FY23 Budget Amendments and FY24 Proposed Budget (Action)

Trustee Comments

Adjournment

Next regular meeting: Thursday, December 15, 2022
Ames Public Library: We Connect You to the World of Ideas

Website: www.amespubliclibrary.org | E-mail: libraryboard@amespubliclibrary.org

Please note that this Agenda may be changed up to 24 hours before the meeting time as provided by Section 21.4(2), Code of Iowa.

Donations

**BOARD OF TRUSTEES
AMES PUBLIC LIBRARY
NOVEMBER 17, 2022**

Be it resolved that the Board of Trustees, Ames Public Library, accepts the following donations:

- 1) Hugo & Susan Franzen in memory of Dorothy Kizer..... \$50.00
- 2) The Ames Garden Club for gardening books \$28.00

Carolyn Myers, President

Jon Christy, Secretary

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
October 20, 2022**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, October 20, 2022, in the Dale H. Ross Board Room with Johnson, Kluesner, Mitchell-Conway, Myers, Reynolds, and Thorbs-Weber in attendance. Christy, Marcu, and Torres III were excused. Assistant City Manager Schildroth, Director Schofer, Customer Account Services Manager Briseno, Library Operations Coordinator Morton, and citizen Abbott were also in attendance.

Call to Order: President Myers called the meeting to order at 7:00 p.m.

Consent Agenda:

Moved by Thorbs-Weber, seconded by Reynolds, to approve the consent agenda as follows:

1. Motion approving minutes of the regular meeting September 15, 2022
2. Motion approving payment of claims 9/1/22 – 9/30/22

**Vote on Motion: 5-0 (Myers abstained, Christy, Marcu, and Torres III excused).
Approved unanimously.**

Public Forum: None (Abbott just observing)

Activity Reports:

Assistant City Manager: Schildroth gave a report to the Board.

- The annual town budget meeting is scheduled for Tuesday, November 1, 2022 at 6:00 pm in council chambers. There will be a brief presentation and then the public has a chance to ask related questions or bring items to the Council.
- The first in a series of community conversations was held at the Library on October 4th with about fifty people in attendance about suicide prevention. The next session will take place on Monday, November 7, 2022 at the Ames Water Treatment Plant, 1800 E. 13th Street at 6:30 pm on mental health education and resources.
- City Council is having their joint meeting with the Iowa State Student Government on Wednesday, October 26, 2022 at 5:00 pm in the Sun Room at Memorial Union. They have two joint meetings each year, one in the spring and one in the fall, to discuss issues that impact both the University and the City. These meetings are open to the public. Next week they will have a follow-up to the Cyclone Welcome Weekend or 801 day, discuss mental health, have an update on the Climate Action Plan, and discuss student engagement in City initiatives.

Administrative Staff Report: Schofer gave a report to the Board.

- Person in Charge Team just had their first session on Mental Health First Aid training. They will have the second session next week.
- The employee satisfaction survey went out this week. It's done in conjunction with a practicum student and a professor that we have worked with for several years. We'll share back results, likely in December.
- The Repair Café went well. The engaged community volunteers were organized and prepared. Bohlke and Schofer did assist. About twenty-nine volunteers helped about seventy people came with a variety of items to be fixed including mixers, lamps, vacuums, desktop printer, lawnmower, microwaves, jewelry, and quilts.
- The library will serve as a satellite voting site on October 29 and November 5 from 9am to 4pm each day. On November 8 polls will be open from 7am to 8pm. All voting will take place in the auditorium.
- A new Accessibility Team was started this month. Their mission is to make Ames Public Library's spaces and services successfully and independently usable by people of all ages and abilities. The Accessibility Team, Schofer, and Duckett met Jamie Niman, Director of Student Accessibility Services at Iowa State University. They will be doing an introduction/overview of accessibility at our Staff Day on November 11.
- The annual State Survey has been submitted.
- Staff are working on the Library's Annual report and annual budget. Our PROBE meeting is scheduled for November 17.
- There will be a fun author visit next week. A husband and wife team, who are traveling with four kids and a dog in a converted school bus around the county, will be here at 11:00 am on Wednesday October 26. The Ames Public Library Friends Foundation purchased books to be given to students visiting from area classrooms.
- The Ames Public Library Friends Foundation has a new Development Director, Rodriguez, starting next week.
- Junk Mail Migration, a new exhibit with Kristine Roach, is going up. Some pieces will be in the vestibule but one, a map that shows migratory bird patterns across Iowa, will be under the grand staircase. It will be part of a Smithsonian Traveling exhibition so it is exciting to have it first.
- The Programming team may be exploring some display furniture and equipment.
- An email blast was sent to all donors and posted on the APL and APLFF websites in recognition of Friends of Library week. Because of the generosity of donors, the Ames Public Library is able to offer fuller collections, including neat ideas like Park Packs and indispensable tools like Wi-Fi Hotspots. Funds from APLFF enhance Library events by bringing in special presenters and buying supplies like LEGO® bricks and STEM kits.

APLFF Report: Thorbs-Weber gave a report to the Board.

- A fundraising letter will be sent out the week before Thanksgiving.
- The next book sale will be November 17-20.
- The APLFF received a nice donation from a former Ames resident.

- Torres III is no longer able to meet on a, Mitchell-Conway will take his position.

Budget and Finance Committee Report: Reynolds gave a report to the Board.

- Reynolds explained the new budget report. The former staff person in the City's Finance Department that prepared the Board report is no longer there. Johannes will now be preparing a summary report for the Board, so it has a new look.
- The committee reviews finances more closely and has the information available to answer any questions they may have. The summary will be presented to the entire Board. Visual graphs can be added if desired.
- The library has a fairly fixed budget with pretty predictable costs. The biggest areas of note are the contractual expenses are over 25% due to early annual contract payments. Internal expenses are lower because these payments are made at the end of the fiscal year. This is consistent with prior years. No concerns exist.

Board Education: Morton introduced herself to the Board. The Staff Development Team was developed as part of the current Strategic Plan. Briseno and Morton presented an update on the Staff Development Team. They focus on onboarding, training, and refresher activities.

Policy Review:

Investments Policy: Schofer introduced the policy. This policy was reviewed; no changes are recommended.

Moved by Reynolds, seconded by Johnson, to approve the review of the Investments policy as presented.

Vote on Motion: 5-0 (Myers abstained, Christy, Marcu, and Torres III excused). Approved unanimously. Resolution No. 2022-L031 adopted.

Petition Policy: Schofer introduced the policy. This policy will be reviewed by the managers and brought back next month for action. If any citations are available from the state or state library, they may be added. No other changes are expected.

Trustee Comments:

- Mitchell-Conway – the staff development books brought in by Briseno and Morton are interesting.
- Johnson - great training, he appreciates everything tonight, thanks.
- Myers - appreciates all the work they have done for the onboarding and training, it's huge for making new employees feel welcomed and retaining existing employees, so thank you to the staff development team. Myers will not be available next month; Marcu will chair that meeting.
- Thorbs-Weber – thank you to Myers for keeping us on track and running an efficient meeting.
- Reynolds – In 2020 she heard so many people say they were going to do this but then Covid and everything just came to a screeching halt. Tonight's Board training

from the Staff Development Team is a great example of how the library didn't stop but has just continued to adapt and keep moving forward. Thank you for all the work that has continued on the strategic plan despite all the challenges. Thanks to Johannes for all the work with the finances, the finance committee would be lost without her.

- Kluesner – appreciates all the work on the strategic plan, it's great to see all the effort that went into the plan coming in to play. He appreciates Morton stepping up as a leader on the Staff Development Team.

Adjournment:

Moved by Reynolds, seconded by Mitchell-Conway, to adjourn at 7:57 p.m.

**Vote on Motion: 5-0 (Myers abstained, Christy, Marcu, and Torres III excused).
Approved unanimously.**

The next regular meeting will be on Thursday, November 17, 2022, at 7:00 p.m. in the Dale H. Ross Board Room.

Melissa Johannes, Library Secretary

Jon Christy, Board Secretary

Library Claims
October 1, 2022 to October 31, 2022

Administration			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	45,790.60
PAYROLL SUMMARY	DENTAL INSURANCE	\$	517.74
PAYROLL SUMMARY	IPERS DISABILITY	\$	178.92
PAYROLL SUMMARY	LIFE INSURANCE	\$	56.93
PAYROLL SUMMARY	HEALTH INSURANCE	\$	8,989.34
PAYROLL SUMMARY	MEDICARE FICA	\$	651.04
PAYROLL SUMMARY	FICA	\$	2,783.83
PAYROLL SUMMARY	IPERS	\$	4,322.64
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	146.18
MESSENGER SVCS ALLOCATION	MESSENGER SERVICE	\$	1,704.05
SEPTEMBER LONG DISTANCE	CITY LONG DISTANCE	\$	1.07
AUG 2022 EQUIPMENT CHRGS	FLEET MAINTENANCE	\$	2,031.22
AUG 2022 EQUIPMENT CHRGS	FLEET REPLACEMENT	\$	2,173.00
UNITED PARCEL SERVICE	POSTAGE/FREIGHT	\$	20.83
SEPT PKGS DEPT ALLOCATION	POSTAGE/FREIGHT	\$	9.12
SEPT 2022 POSTAGE	POSTAGE/FREIGHT	\$	6.89
BANK OF AMERICA	ADVERTISING	\$	225.00
ONESOURCE	RECRUITING COSTS	\$	35.00
CITY OF AMES UTILITIES	ELECTRIC SERVICE	\$	8,494.66
CENTURYLINK	OUTSIDE PHONE SERVICE	\$	301.50
VERIZON WIRELESS	OUTSIDE PHONE SERVICE	\$	225.89
IA COMMUNICATIONS NETWORK	OUTSIDE PHONE SERVICE	\$	1,038.30
CITY OF AMES UTILITIES	WATER/SANITARY SEWER	\$	443.21
ASPEN WASTE SYSTEM OF IOW	WASTE DISPOSAL	\$	219.90
ALLIANT ENERGY/IPL	NATURAL GAS	\$	373.31
ACI MECHANICAL INC	MAINTENANCE CONTRACTS	\$	1,008.00
DRAINTECH	MAINTENANCE CONTRACTS	\$	170.00
WOODMAN CONTROLS COMPANY	MAINTENANCE CONTRACTS	\$	6,600.00
BANK OF AMERICA	TECHNOLOGY MAINT/SUPPORT	\$	435.00
PREMIER OFFICE EQUIPMENT	RENTALS/LEASES	\$	399.89
XEROX GOVERNMENT SYSTEMS	RENTALS/LEASES	\$	516.00
CITY LAUNDERING COMPANY	NON-CITY SERVICE	\$	156.08
CH ISSUES	OFFICE SUPPLIES	\$	122.51
AMER MARKING INC	OFFICE SUPPLIES	\$	45.90
BANK OF AMERICA	OFFICE SUPPLIES	\$	197.03
STAPLES BUSINESS ADVANTAG	OFFICE SUPPLIES	\$	34.37
BANK OF AMERICA	MINOR OFFICE EQUIPMENT	\$	187.58
BANK OF AMERICA	MINOR COMPUTER EQUIPMENT	\$	112.32
CENT IA DISTRIBUTING INC	CLEANING SUPPLIES	\$	252.00
BANK OF AMERICA	CLEANING SUPPLIES	\$	54.90
BANK OF AMERICA	EQUIPMENT PARTS/SUPPLIES	\$	214.79
BANK OF AMERICA	FOOD	\$	93.18
Total Administration		\$	91,339.72

Library Claims
October 1, 2022 to October 31, 2022

Resource Services			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	28,051.24
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$	924.00
PAYROLL SUMMARY	DENTAL INSURANCE	\$	279.50
PAYROLL SUMMARY	IPERS DISABILITY	\$	129.04
PAYROLL SUMMARY	LIFE INSURANCE	\$	51.98
PAYROLL SUMMARY	HEALTH INSURANCE	\$	5,624.38
PAYROLL SUMMARY	MEDICARE FICA	\$	398.80
PAYROLL SUMMARY	FICA	\$	1,705.29
PAYROLL SUMMARY	IPERS	\$	2,735.28
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	34.77
BAKER & TAYLOR INC	EQUIPMENT PARTS/SUPPLIES	\$	939.81
CRYSTAL CLEAR WATER	EQUIPMENT PARTS/SUPPLIES	\$	18.98
AMAZON	EQUIPMENT PARTS/SUPPLIES	\$	12.86
MIDWEST TAPE	EQUIPMENT PARTS/SUPPLIES	\$	217.51
BANK OF AMERICA	EQUIPMENT PARTS/SUPPLIES	\$	417.36
BANK OF AMERICA	PURCHASE CARD CLEARING	\$	(1.77)
MIDWEST TAPE	ELECTRONIC COLLECTION	\$	15,493.84
OVERDRIVE	ELECTRONIC COLLECTION	\$	9,480.17
KANOPY LLC	ELECTRONIC COLLECTION	\$	1,002.00
ADVANTAGE ARCHIVES LLC	ELECTRONIC COLLECTION	\$	2,050.00
CONSUMERLAB.COM, LLC	ELECTRONIC COLLECTION	\$	824.00
AMAZON	SPECIAL PJCT COLLECTIONS	\$	46.40
BANK OF AMERICA	SPECIAL PJCT COLLECTIONS	\$	24.90
USA TODAY	PERIODICALS	\$	118.80
BAKER & TAYLOR INC	YOUTH COLLECTION	\$	5,169.16
BOUND TO STAY BOUND INC	YOUTH COLLECTION	\$	160.02
INGRAM LIBRARY SERVICES	YOUTH COLLECTION	\$	1,479.48
JUNIOR LIBRARY GUILD	YOUTH COLLECTION	\$	14,296.23
AMAZON	YOUTH COLLECTION	\$	1,948.73
MIDWEST TAPE	YOUTH COLLECTION	\$	1,291.70
BANK OF AMERICA	YOUTH COLLECTION	\$	225.32
FINDAWAY WORLD LLC	YOUTH COLLECTION	\$	52.24
BLACKSTONE PUBLISHING	AUDIO-VISUAL COLLECTION	\$	1,787.97
AMAZON	AUDIO-VISUAL COLLECTION	\$	93.47
MIDWEST TAPE	AUDIO-VISUAL COLLECTION	\$	6,028.82
BAKER & TAYLOR INC	ADULT PRINT COLLECTION	\$	9,720.35
IA POETRY ASSOC	ADULT PRINT COLLECTION	\$	12.75
INGRAM LIBRARY SERVICES	ADULT PRINT COLLECTION	\$	1,792.95
AMAZON	ADULT PRINT COLLECTION	\$	717.21
BANK OF AMERICA	ADULT PRINT COLLECTION	\$	22.98
VALUE LINE PUBLISHING LLC	ADULT PRINT COLLECTION	\$	475.00
Total Resource Services		\$	115,853.52

Library Claims
October 1, 2022 to October 31, 2022

Youth Services			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	42,347.51
PAYROLL SUMMARY	DENTAL INSURANCE	\$	326.46
PAYROLL SUMMARY	IPERS DISABILITY	\$	160.65
PAYROLL SUMMARY	LIFE INSURANCE	\$	81.70
PAYROLL SUMMARY	HEALTH INSURANCE	\$	6,401.08
PAYROLL SUMMARY	MEDICARE FICA	\$	584.81
PAYROLL SUMMARY	FICA	\$	2,500.60
PAYROLL SUMMARY	IPERS	\$	3,997.61
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	50.79
SEP 2022 PRINTING CHARGES	PRINT SHOP SERVICES	\$	469.30
SEPTEMBER LONG DISTANCE	CITY LONG DISTANCE	\$	0.38
BANK OF AMERICA	POSTAGE/FREIGHT	\$	22.10
SEPT 2022 POSTAGE	POSTAGE/FREIGHT	\$	0.57
BANK OF AMERICA	CONFERENCES	\$	693.36
ZIEGLER, DANIELLE	CONFERENCES	\$	155.00
ANDERSON, BRIANNE	CONFERENCES	\$	441.25
ONESOURCE	RECRUITING COSTS	\$	35.00
BANK OF AMERICA	FOOD	\$	377.30
BANK OF AMERICA	SPECIAL PROJECT SUPPLIES	\$	171.80
Total Youth Services		\$	58,817.27
Adult Services			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	35,233.72
PAYROLL SUMMARY	DENTAL INSURANCE	\$	168.82
PAYROLL SUMMARY	IPERS DISABILITY	\$	117.77
PAYROLL SUMMARY	LIFE INSURANCE	\$	64.36
PAYROLL SUMMARY	HEALTH INSURANCE	\$	3,183.06
PAYROLL SUMMARY	MEDICARE FICA	\$	505.08
PAYROLL SUMMARY	FICA	\$	2,159.65
PAYROLL SUMMARY	IPERS	\$	3,326.10
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	42.28
SEPTEMBER LONG DISTANCE	CITY LONG DISTANCE	\$	6.77
SEPT 2022 POSTAGE	POSTAGE/FREIGHT	\$	1.14
BANK OF AMERICA	CONFERENCES	\$	27.03
Total Adult Services		\$	44,835.78
Customer Account Services			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	45,399.10
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$	14,470.26
PAYROLL SUMMARY	LONGEVITY	\$	7.50
PAYROLL SUMMARY	VACATION	\$	1,168.72
PAYROLL SUMMARY	DENTAL INSURANCE	\$	294.64
PAYROLL SUMMARY	IPERS DISABILITY	\$	174.02
PAYROLL SUMMARY	LIFE INSURANCE	\$	89.12
PAYROLL SUMMARY	HEALTH INSURANCE	\$	5,265.66

Library Claims
October 1, 2022 to October 31, 2022

PAYROLL SUMMARY	MEDICARE FICA	\$	860.05
PAYROLL SUMMARY	FICA	\$	3,677.50
PAYROLL SUMMARY	IPERS	\$	5,563.16
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	142.68
SEPTEMBER LONG DISTANCE	CITY LONG DISTANCE	\$	13.46
AUTOMATED MERCHANT SYSTEM	OUTSIDE PROFESSIONAL SVCS	\$	59.70
SEPT 2022 POSTAGE	POSTAGE/FREIGHT	\$	897.45
NEAL, JESSIE	TRAVEL/MEETINGS	\$	7.50
HAMILTON, COLLEEN	TRAVEL/MEETINGS	\$	14.64
REED, ALEXIS	TRAVEL/MEETINGS	\$	4.87
BANK OF AMERICA	CONFERENCES	\$	609.32
MORTON, MARY	CONFERENCES	\$	350.00
UNIQUE MANAGEMENT SERVICE	NON-CITY SERVICE	\$	68.95
Total Customer Account Services		\$	79,138.30
Total:		\$	389,984.59
Carolyn Myers, President	Jon Christy, Secretary		Date



Petition Policy

Section: Library Operations

Approved: 9/16/2010
Reviewed: 2/19/2015, 10/23/2017
Revised: 12/17/2020, 11/17/2022

Ames Public Library does not allow active or passive solicitation of petition signatures on library premises, except in a scheduled meeting or program held in a library meeting room. The term “premises” includes inside and outside areas of library property and the bookmobile.

References

Ames Public Library [Meeting Rooms and Study Rooms Policy](#)
Ames Public Library [Display and Exhibit Spaces Policy](#)
Ames Public Library [Social Media Policy](#)
[Ames Public Library Conduct in the Library Policy](#)

Petition Policy

**BOARD OF TRUSTEES
AMES PUBLIC LIBRARY
NOVEMBER 17, 2022**

Be it resolved that the Board of Trustees, Ames Public Library, approves the revisions to the Petition Policy as presented.

Carolyn Myers, President

Jon Christy, Secretary



Expressions of Concern Policy

Section: Administration

Approved: 3/19/2009
Reviewed: 8/18/2011, 3/19/2015
Revised: 10/23/2017, 1/21/2021, 12/15/2022

Ames Public Library strives to further the Library's mission, "Ames Public Library: We connect you to the world of ideas." The Library's role is to provide opportunities that will allow individuals to freely examine subjects and make their own decisions. While customers are free to reject for themselves what they do not approve of, they cannot exercise this right of censorship to restrict the freedom of access to others.

The Ames Public Library Director and the Board of Trustees are aware that customers may take issue with the inclusion of specific items, programs, or practices, and they welcome the expression of concern by customers. Customer concerns will be dealt with promptly and courteously as detailed in the following process.

Expressions of Concern

- Ames Public Library staff will listen to the concern and direct customers to the appropriate Library staff member.
- The Library staff member will discuss the concern with the individual or group. After discussion with the Library staff member, a customer who requests further action will complete a "Statement of Concern about Library Resources" form, which will be submitted to the Director.
- The Director will contact the customer and may schedule an appointment to discuss the completed "Statement of Concern about Library Resources" form.
- After discussion with the Director, an individual or group seeking further action will have its "Statement of Concern about Library Resources" form considered by the Board of Trustees at a regular meeting. Please note: the Board Meeting will be conducted in open session, as required by Iowa law, and the Statement of Concern Form will be made public.
- At the meeting, the individual or group may present their comments following the procedures outlined in the Ames Public Library "Public Participation" policy. The Director will present a response.
- The Board of Trustees will make a final ruling on the concern and send a written response to the individual or group.

References

This policy has been developed in concert with the American Library Association's [Library Bill of Rights](#) and its [interpretations](#), as well as [The Freedom to Read Statement](#), [Freedom to View Statement](#), and ALA resources on [Intellectual Freedom](#) and [Challenged Resources](#).

Ames Public Library [Collections Policy](#)
Ames Public Library [Programs Policy](#)

Background: The City Manager requested city departments to submit adjustments to the current year's budget (fiscal year 2022/23 or FY23) and initial requests for next year (FY24) by November 10. Schofer, Klein-Hewett and Johannes will meet with the City's Finance Director, Budget Officer, and Assistant City Manager on Thursday, November 17, to review the initial entries and make adjustments per their recommendations.

Notes:

- FY23 expenditures for Customer Account Services (CAS) Library Aides were reduced and expenditures for Administration, Adult Services, and Youth Service interns were shifted to Ames Public Library Friends Foundation (APLFF) funding in order to convert a .5 FTE Adult Services Library Assistant to full-time. This change also created an increase in the Adult Services wages.
- Partial audio-visual collection funding was shifted to the electronic collection to meet community interest and needs. Use of e-audio increased by 15% in FY22.
- APLFF funding will be used in FY24 to update the youth area play structure and interactive wall creating an increase in Youth Services budget. Additional APLFF funding will be used to update/replace some furniture in the Adult Services area also creating an increase.
- First floor carpet replacement is planned in FY24 as part of the capital improvement plan.
- Story County funding is expected to decrease in FY24 as the result of a more equitable divide of county funding between the eleven Story County cities.
- Overall costs of utilities and maintenance and support contracts have increased in cost and is reflected in Commodities totals.
- The overall general fund support request shows an increase of 2.5%, with overall funding increased 4.2% (primarily APLFF funding).
- Schofer will be asking for additional staff.

Requested Action: Administration recommends that the Board of Trustees approve the FY23 Budget Adjustments and initial FY24 Requests.

Library Services 26 - 455/456

	2021/22 Actuals	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	Percentage Change from Adopted
<i>Activities:</i>					
Administration	1,452,074	1,501,922	1,500,695	1,540,501	2.6%
Resource Services	1,164,694	1,254,069	1,275,565	1,278,645	2.0%
Youth Services	749,809	891,986	855,393	976,551	9.5%
Adult Services	545,759	656,942	641,214	714,939	8.8%
Customer Account Services	913,563	1,017,161	984,453	1,032,972	1.6%
Total Expenditures	4,825,899	5,322,080	5,257,320	5,543,608	4.2%

Expenditures by Category:

Personal Services	3,269,206	3,685,832	3,537,506	3,800,377	3.1%
Internal Services	151,484	157,168	158,444	154,224	-1.9%
Contractual Services	564,223	609,051	612,394	612,928	0.6%
Commodities	153,179	186,745	230,342	218,650	17.1%
Collection Materials	641,882	682,534	709,915	681,179	-0.2%
Capital	7,353	-	7,719	75,000	
Other Expenditures	38,572	750	1,000	1,250	66.7%
Total Expenditures	4,825,899	5,322,080	5,257,320	5,543,608	4.2%

Funding Sources:

Charges for Services	16,982	20,000	17,000	18,000	-10.0%
State of Iowa	49,036	50,000	50,000	50,000	0.0%
Story County	176,242	170,000	182,463	145,000	-14.7%
Library Friends Foundation	213,201	268,283	392,809	398,879	48.7%
Direct State Aid	17,996	16,000	17,000	17,500	9.4%
Donations/Grants	9,161	7,000	7,155	5,500	-21.4%
Total Funding Sources	482,618	531,283	666,427	634,879	19.5%

General Fund Support	4,343,281	4,790,797	4,590,893	4,908,729	2.5%
Total Funding Sources	4,825,899	5,322,080	5,257,320	5,543,608	4.2%

Personnel - Authorized FTE 37.00 37.00 37.00 37.00

PROBEXP ranges:

238-2600-456-1000 to 238-2699-456-9999 (Direct State Aid)
 239-2600-456-1000 to 239-2699-456-9999 (Friends Foundation)
 241-2600-456-1000 to 241-2699-456-9999 (Donations)

Operating Budget – FY23 Adjustments and FY24 Requests

**BOARD OF TRUSTEES
AMES PUBLIC LIBRARY
NOVEMBER 17, 2022**

Be it resolved that the Board of Trustees, Ames Public Library, approves adjustments to the operating budget for fiscal year 2022/23 and requests for fiscal year 2023/24 as presented.

Carolyn Myers, President

Jon Christy, Secretary