



609 Cayuga Street  
Storm Lake, IA 50588  
712-732-8026  
<https://www.stormlake.lib.ia.us>  
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**Agenda, Monday, September 12, 2022, 4 pm**

**Storm Lake Public Library Board Meeting due to COVID-19, this meeting will be hybrid with social distancing in the meeting room or telephone. Dial in to participate: 1-408-418-9388**

**Access Code: 24570177**

1. Call to Order
2. Disclosure by Library Board Members
3. Approval of Agenda
4. Hear the Public
5. Witter Gallery Report – Julie Steinfeld
6. Board President’s Report – Agreement update
7. Approval of August Minutes
8. Director’s Reports: Calendar, Bar Charts, Ledger, Renovation Progress, New Employee, Staff Sick Leave, October ILA, Friends, Annual Council Visit to Library, Student Library Accounts.
9. Approval of September Bills
10. Approval of Friends’ Reimbursement
11. Library Board Member Requested Items
12. Adjourn – Next Meeting, October 10, 2022, at 4pm

Meeting Protocol

To speak on an agenda item please approach the head of the table when that agenda item is called and upon recognition by the Library Board President, please identify self by stating your name and address.

1. If your issue is not a topic on the agenda, please approach the head of the table under the “Hear the Public” agenda item and upon recognition by the Board President identify yourself by stating your name and address.
2. Please keep your remarks to three (3) minutes or less.
3. If you require accommodation for this meeting including but not limited to translation services, hearing assistance or accessibility please contact the Library Director at least four (4) hours prior to the start of the meeting.

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Library Board Meeting, City of Storm Lake, August 8, 2022, 4:00 p.m. hybrid and telephonic due to the Pandemic

Present: Board President Mary Kay Hudspeth, Jim Eliason, Sarah Freking, Sue Lyngaas, and Barb Wells. Also present, Elizabeth Huff, Library Director.

Board President Hudspeth called the meeting to order at 4:01 p.m.

**Disclosures by Board Members** - None

**Agenda** – Moved by Board Member Wells to approve August 8 Agenda. Seconded by Board Member Freking. Vote all ayes. Motion carried.

**Public Hearing** – None

**Witter Gallery Report** – None. Board President Hudspeth said the Agreement Draft is with City Attorney Havens and more information will be discussed under Agenda #9, Alcohol Policy.

**Approval of Minutes** – Moved by Board Member Freking to approve July Minutes. Seconded by Board Member Wells. Vote all ayes. Motion carried.

**Director's Report** – Board Members had no questions on the Calendar, Bar Charts or Ledger. Library Director noticed a dip in July attendance which may be due to resumed vacation travel after lockdown and an increase in new variant B.a.5 COVID cases. The Summer Reading Bingo Logs ended on August 6, 2022, and there were 28 Blackout Winners. Trustee Eliason visited the pop- up tent library booth at Kids Fest which was successful. The Library Director has one day of vacation remaining and will use it in September or October. The Council set a public hearing for the Library HVAC system on August 15. Board Member Lyngaas asked about the open position and was told there were applications to consider.

**Approval of Bills** – Moved by Board Member Lyngaas to approve August Bills. Seconded by Board Member Wells. Vote all ayes. Motion carried.

**Approval of the No Alcohol Policy** – Board President Hudspeth said the policy change is advice from City Attorney Havens to make the library consistent with the No Alcohol Policy for all City of Storm Lake properties and premises. Moved by Board Member Wells to approve a policy on no alcohol on the library property or its premises. Seconded by Board Member Lyngaas. Vote all ayes. Motion carried.

**Library Board Member Requested Items** – Board Member Lyngaas asked about attending the Public Hearing regarding the HVAC system on August 15. The Library Director encouraged Board attendance.

**Adjournment** – Moved by Board Member Wells to adjourn the meeting at 4:32 pm. Seconded by Board Member Lyngaas. Vote all ayes. Motion carried.

Elizabeth Huff, Library Director - Please note the above is an unapproved draft of minutes and will be approved by the Board of Trustees on September 12, 2022.

- August 9 – Bill Warrant submitted to Tyler Gibbins, City Accountant
- August 9 – Department Head Meeting
- August 10 – Barnes & Noble Sioux City for Bingo Winners Gift Cards
- August 10 – Staff Meeting with Kathryn McKinley
- August 11 – Two clerk job interviews with City Clerk Martinez
- August 11 – Mystery Book Club
- August 11 – Dana Larsen, grant for library
- August 12 – Staff Meeting with Chief Schlessler on AED training
- August 12 – Kirkholm funeral (City of Storm Lake)
- August 13- Library closed, Saturday Witter event with utilities 11AM-Noon
- August 15 – Department Head Meeting
- August 15 – City Hall, pay grade for library positions
- August 15 – City Council Meeting
- August 16 – Closed library in the evening
- August 17 – City Hall, review of pay grade for library positions
- August 18 – Maria Roland, hiring papers at City Hall
- August 18-19 – Prep for annual report to State Library
- August 19 – Sorted Storage Room
- August 22 – Maria Roland, new Library Clerk I began work
- August 22 – Barnes & Noble Sioux City Gift Card and returns
- August 23 – Department Head Meeting
- August 23 – Youth Bingo Blackout winners collect their prizes
- August 24 – Cataloged materials
- August 25 – Prep for annual report to State Library
- August 25 – Veronica McFadden, Trusted Energy
- August 26 – Painted wall in Children Room with staff, Maria Roland
- August 29 – Sorted Storage Room
- August 30 – Department Head Meeting
- August 31 – Facilitated Knit One
- August 31 – Custodian Rita painted second coat in Children's Room
- September 1 – Cataloged materials
- September 2 – Staff time card approvals
- September 3-5 – Closed for Labor Day Weekend
- September 6 – Department Head Meeting
- September 6 – City Council Meeting
- September 7 – Facilitated Knit One
- September 7 – Friends of the Library Meeting
- September 8 – Pre-construction Meeting with Contractor & Architect
- September 9 – Staff Meeting
- September 9 – Board Packet Distribution



Storm Lake, IA

# Detail vs Budget Report

## Account Detail

Date Range: 08/01/2022 - 08/31/2022

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>001 - General Fund</b>								
<b>Revenue</b>								
<a href="#">001-4010-04-4465</a>	BV County Library Contract	0.00	-24,300.00	0.00	0.00	0.00	-24,300.00	-100.00 %
<a href="#">001-4010-04-4765</a>	Library Fines	0.00	-7,177.00	-561.45	-582.79	-1,144.24	-6,032.76	-84.06 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/08/2022	CLPKT03031	04.05.08.2022		CLPKT03031			-129.20	
08/11/2022	CLPKT03043	04.10.08.2022		CLPKT03043			-79.50	
08/16/2022	CLPKT03059	03.15.08.2022		CLPKT03059			-81.25	
08/22/2022	CLPKT03074	03.19.08.2022		CLPKT03074			-83.90	
08/26/2022	CLPKT03089	04.25.08.2022		CLPKT03089			-137.09	
08/31/2022	CLPKT03098	03.30.08.2022		CLPKT03098			-71.85	
<b>Revenue Totals:</b>		<b>0.00</b>	<b>-31,477.00</b>	<b>-561.45</b>	<b>-582.79</b>	<b>-1,144.24</b>	<b>-30,332.76</b>	<b>-96.36 %</b>
<b>Expense</b>								
<a href="#">001-4010-04-6010</a>	Salaries	0.00	156,989.00	11,394.57	11,219.15	22,613.72	134,375.28	85.60 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/10/2022	PYPKT01068	PYPKT01068 - 08102022 ...		PYPKT01068 - 08102022 Payroll - Period 7/2...			5,335.76	
08/22/2022	PYPKT01072	PYPKT01072 - 08242022 ...		PYPKT01072 - 08242022 Payroll - Period 8/8...			5,883.39	
<a href="#">001-4010-04-6040</a>	Overtime	0.00	1,161.00	336.71	202.70	539.41	621.59	53.54 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/10/2022	PYPKT01068	PYPKT01068 - 08102022 ...		PYPKT01068 - 08102022 Payroll - Period 7/2...			66.42	
08/22/2022	PYPKT01072	PYPKT01072 - 08242022 ...		PYPKT01072 - 08242022 Payroll - Period 8/8...			136.28	
<a href="#">001-4010-04-6061</a>	Longevity	0.00	1,200.00	0.00	0.00	0.00	1,200.00	100.00 %
<a href="#">001-4010-04-6240</a>	Meetings & Conferences	0.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00 %
<a href="#">001-4010-04-6310</a>	Repairs/Maintenance Bldg	0.00	9,000.00	206.00	128.75	334.75	8,665.25	96.28 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/15/2022	APPKT00681	46122	78814	RR Repairs	001302 - Wiese Plumbing & Heating, Inc		104.75	
08/15/2022	APPKT00681	July 2022 Library	78769	Entrance Mat Services	001064 - Dennis R Julius		24.00	



**Detail vs Budget Report**

Date Range: 08/01/2022 - 08/31/2022

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">001-4010-04-6371</a>	Electric Service	0.00	13,500.00	0.00	808.80	808.80	12,691.20	94.01 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/01/2022	APPKT00678	June/July 2022	3222	Electric Services	001074 - MidAmerican Energy Company		808.80	
<a href="#">001-4010-04-6372</a>	Refuse & Recycling	0.00	459.00	38.25	38.25	76.50	382.50	83.33 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/15/2022	APPKT00681	July 2022	78799	Garbage Services	002126 - SGS, LLC		38.25	
<a href="#">001-4010-04-6373</a>	Telecommunications	0.00	3,087.06	128.43	120.62	249.05	2,838.01	91.93 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/15/2022	APPKT00681	August 2022	78783	Fax Line & Emergency Line Service	001077 - Long Lines		120.62	
<a href="#">001-4010-04-6375</a>	Gas Service	0.00	7,500.00	122.12	48.25	170.37	7,329.63	97.73 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/15/2022	APPKT00681	June/July 2022	78756	Gas Service	001173 - Alliant Energy		48.25	
<a href="#">001-4010-04-6499</a>	Contractual Services	0.00	16,000.00	5,738.17	190.68	5,928.85	10,071.15	62.94 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/15/2022	APPKT00681	1030649	3282	Copier Maintenance Agreement	001063 - Visual Edge Inc		79.23	
08/15/2022	APPKT00681	1287	3252	Annual Fire Extinguisher Inspection- Less Tax	002043 - Essential Ellison LLC		105.07	
08/15/2022	APPKT00681	July 2022 Homebound Del...	78761	July 2022 Homebound Deliveries	001434 - Beth Ann Dawson McPherran		6.38	
<a href="#">001-4010-04-6502</a>	Library Materials	0.00	37,500.00	2,007.47	5,348.95	7,356.42	30,143.58	80.38 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/15/2022	APPKT00681	0728-53	78785	Subscription Services	001941 - Magazine Subscription Service Agency		2,315.59	
08/15/2022	APPKT00681	2036856153	78759	Books	001957 - Baker & Taylor, Inc		36.48	
08/15/2022	APPKT00681	2036905584	78759	Books	001957 - Baker & Taylor, Inc		14.37	
08/15/2022	APPKT00681	4257419	78760	Books	001274 - Barnes & Noble Booksellers, USA Inc		62.06	
08/15/2022	APPKT00681	502392259	78787	DVDs	001275 - Midwest Tape, LLC		102.70	
08/15/2022	APPKT00681	70313810	78778	Books Returned	001268 - Ingram Library Services, Inc		-14.05	
08/15/2022	APPKT00681	70397674	78778	Books	001268 - Ingram Library Services, Inc		14.05	
08/15/2022	APPKT00681	70440982	78778	Books	001268 - Ingram Library Services, Inc		73.83	
08/15/2022	APPKT00681	70440983	78778	Books	001268 - Ingram Library Services, Inc		18.20	
08/15/2022	APPKT00681	70440984	78778	Books	001268 - Ingram Library Services, Inc		18.88	
08/15/2022	APPKT00681	70440985	78778	Books	001268 - Ingram Library Services, Inc		18.94	
08/15/2022	APPKT00681	B6463793	3240	Books	001009 - Brodart Co.		21.41	
08/15/2022	APPKT00681	CD0649722290856	3269	FY2023 BRIDGES E-Book Subscription	001270 - OverDrive, Inc		2,666.49	

**Detail vs Budget Report**

Date Range: 08/01/2022 - 08/31/2022

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">001-4010-04-6508</a>	Postage/Shipping	0.00	1,000.00	61.19	4.84	66.03	933.97	93.40 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/15/2022	APPKT00681	July 2022 Postage	78767	July 2022 Postage	001272 - Custodian of Petty Cash		4.84	
<a href="#">001-4010-04-6599</a>	Supplies	0.00	8,200.00	184.47	209.70	394.17	7,805.83	95.19 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/15/2022	APPKT00681	35546	3272	Headset	001091 - Rebnord Technologies, Inc		209.70	
<a href="#">001-4010-04-6725</a>	Technology Allocation	0.00	23,800.00	14,788.00	10,799.55	25,587.55	-1,787.55	-7.51 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/01/2022	APPKT00678	35656	3228	FY2023 Computer Rotation	001091 - Rebnord Technologies, Inc		10,799.55	
<b>Expense Totals:</b>		<b>0.00</b>	<b>280,396.06</b>	<b>35,005.38</b>	<b>29,120.24</b>	<b>64,125.62</b>	<b>216,270.44</b>	<b>-77.13 %</b>
<b>001 - General Fund Totals:</b>		<b>0.00</b>	<b>248,919.06</b>	<b>34,443.93</b>	<b>28,537.45</b>	<b>62,981.38</b>	<b>185,937.68</b>	<b>-74.70 %</b>

**172 - Library Misc Memorial Trust Asset**

<a href="#">172-0000-00-1199</a>	Claim on Cash	0.00	0.00	126,478.55	68.94	126,547.49	-126,547.49	0.00 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/08/2022	CLPKT03031	04.05.08.2022		CLPKT03031			94.25	
08/11/2022	CLPKT03043	04.10.08.2022		CLPKT03043			2.00	
08/17/2022	APPKT00684	3282	3282	Visual Edge Inc SEC REI PMT	001063 - Visual Edge Inc		-27.31	
<b>Asset Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>126,478.55</b>	<b>68.94</b>	<b>126,547.49</b>	<b>-126,547.49</b>	<b>0.00 %</b>

**Revenue**

<a href="#">172-4901-04-4300</a>	Interest On Investments	0.00	-25.00	-116.93	0.00	-116.93	91.93	367.72 %
<a href="#">172-4901-04-4440</a>	Open Access	0.00	-80.00	-3.00	-2.00	-5.00	-75.00	-93.75 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/11/2022	CLPKT03043	04.10.08.2022		CLPKT03043			-2.00	
<a href="#">172-4902-04-4440</a>	Enrich Iowa	0.00	-6,000.00	0.00	0.00	0.00	-6,000.00	-100.00 %
<a href="#">172-4903-04-4300</a>	Interest On Investments	0.00	-15.00	-116.93	0.00	-116.93	101.93	679.53 %
<a href="#">172-4903-04-4705</a>	Library Memorial Revenue	0.00	-2,300.00	0.00	-2.50	-2.50	-2,297.50	-99.89 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/08/2022	CLPKT03031	04.05.08.2022		CLPKT03031			-2.50	

**Detail vs Budget Report**

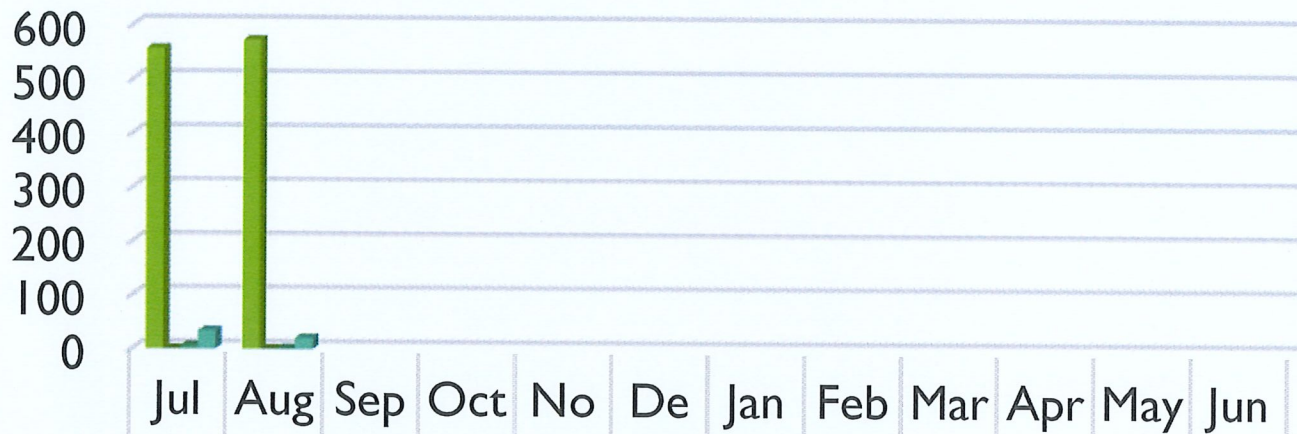
Date Range: 08/01/2022 - 08/31/2022

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
<a href="#">172-4904-04-4300</a>	Interest On Investments	0.00	-15.00	0.00	0.00	0.00	-15.00	-100.00 %	
<a href="#">172-4906-04-4705</a>	Library Memorial Revenue	0.00	-1,100.00	-33.00	-91.75	-124.75	-975.25	-88.66 %	
<b>Post Date</b> 08/08/2022	<b>Packet Number</b> CLPKT03031	<b>Source Transaction</b> 04.05.08.2022	<b>Pmt Number</b>	<b>Description</b> CLPKT03031	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b> -91.75		
		<b>Revenue Totals:</b>	<b>0.00</b>	<b>-9,535.00</b>	<b>-269.86</b>	<b>-96.25</b>	<b>-366.11</b>	<b>-9,168.89</b>	<b>-96.16 %</b>
<b>Expense</b>									
<a href="#">172-4901-04-6499</a>	Contractual Services	0.00	1,600.00	0.00	0.00	0.00	1,600.00	100.00 %	
<a href="#">172-4901-04-6599</a>	Supplies	0.00	750.00	0.00	0.00	0.00	750.00	100.00 %	
<a href="#">172-4902-04-6499</a>	Contractual Services	0.00	2,600.00	0.00	0.00	0.00	2,600.00	100.00 %	
<a href="#">172-4902-04-6599</a>	Supplies	0.00	1,200.00	0.00	0.00	0.00	1,200.00	100.00 %	
<a href="#">172-4903-04-6512</a>	Library Memorial Trust Expense	0.00	2,000.00	184.69	27.31	212.00	1,788.00	89.40 %	
<b>Post Date</b> 08/15/2022	<b>Packet Number</b> APPKT00681	<b>Source Transaction</b> 1007181	<b>Pmt Number</b> 3282	<b>Description</b> Copier Maintenance Agreement	<b>Vendor</b> 001063 - Visual Edge Inc	<b>Project Account</b>	<b>Amount</b> 27.31		
<a href="#">172-4906-04-6512</a>	Library Dohrmann Memorial Trust Expense	0.00	180.00	0.00	0.00	0.00	180.00	100.00 %	
		<b>Expense Totals:</b>	<b>0.00</b>	<b>8,330.00</b>	<b>184.69</b>	<b>27.31</b>	<b>212.00</b>	<b>8,118.00</b>	<b>-97.45 %</b>
		<b>172 - Library Misc Memorial Trust Totals:</b>	<b>0.00</b>	<b>-1,205.00</b>	<b>126,393.38</b>	<b>0.00</b>	<b>126,393.38</b>	<b>-127,598.38</b>	<b>-10,589.08 %</b>
<b>500 - Erma Myers Trust Fund</b>									
<b>Asset</b>									
<a href="#">500-0000-00-1199</a>	Claim on Cash	0.00	0.00	2,910.66	0.00	2,910.66	-2,910.66	0.00 %	
		<b>Asset Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>2,910.66</b>	<b>0.00</b>	<b>2,910.66</b>	<b>-2,910.66</b>	<b>0.00 %</b>
<b>Revenue</b>									
<a href="#">500-4905-04-4300</a>	Interest On Investments	0.00	-40.00	0.00	0.00	0.00	-40.00	-100.00 %	
		<b>Revenue Totals:</b>	<b>0.00</b>	<b>-40.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-40.00</b>	<b>-100.00 %</b>	
		<b>500 - Erma Myers Trust Fund Totals:</b>	<b>0.00</b>	<b>-40.00</b>	<b>2,910.66</b>	<b>0.00</b>	<b>2,910.66</b>	<b>-2,950.66</b>	<b>-7,376.65 %</b>
		<b>Report Total:</b>	<b>0.00</b>	<b>247,674.06</b>	<b>163,747.97</b>	<b>28,537.45</b>	<b>192,285.42</b>	<b>55,388.64</b>	<b>-22.36 %</b>

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund	0.00	248,919.06	34,443.93	28,537.45	62,981.38	185,937.68	
172 - Library Misc Memorial Trust	0.00	-1,205.00	126,393.38	0.00	126,393.38	-127,598.38	
500 - Erma Myers Trust Fund	0.00	-40.00	2,910.66	0.00	2,910.66	-2,950.66	-7,376.65 %
<b>Report Total:</b>	<b>0.00</b>	<b>247,674.06</b>	<b>163,747.97</b>	<b>28,537.45</b>	<b>192,285.42</b>	<b>55,388.64</b>	

## 2022-23 Deposits



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ Fines & Fees	556	572										
■ Donations	0	0										
■ Merchandise	6	1										
■ Dohrman Trust	33	20										

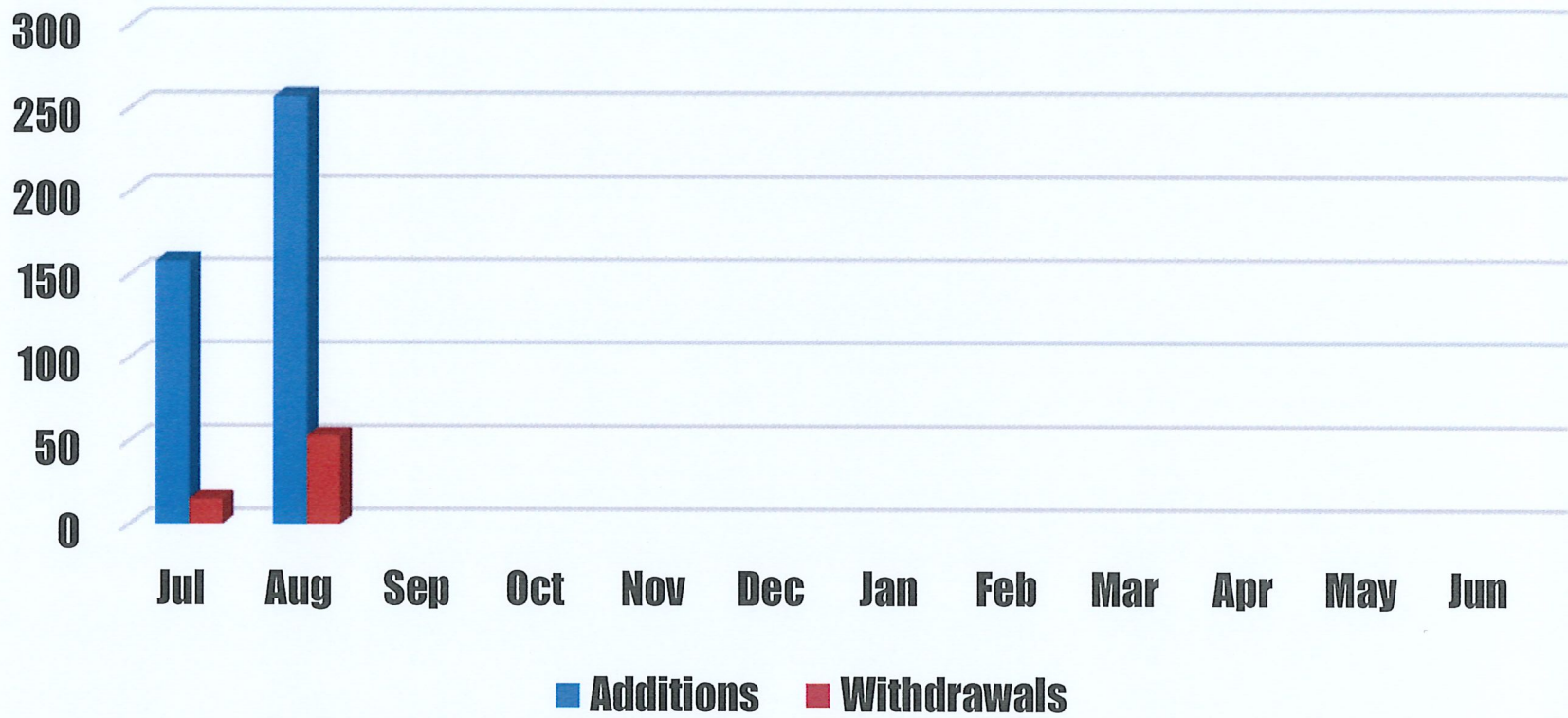
■ Fines & Fees   
 ■ Donations   
 ■ Merchandise   
 ■ Dohrman Trust

# 2022-23 Circulation





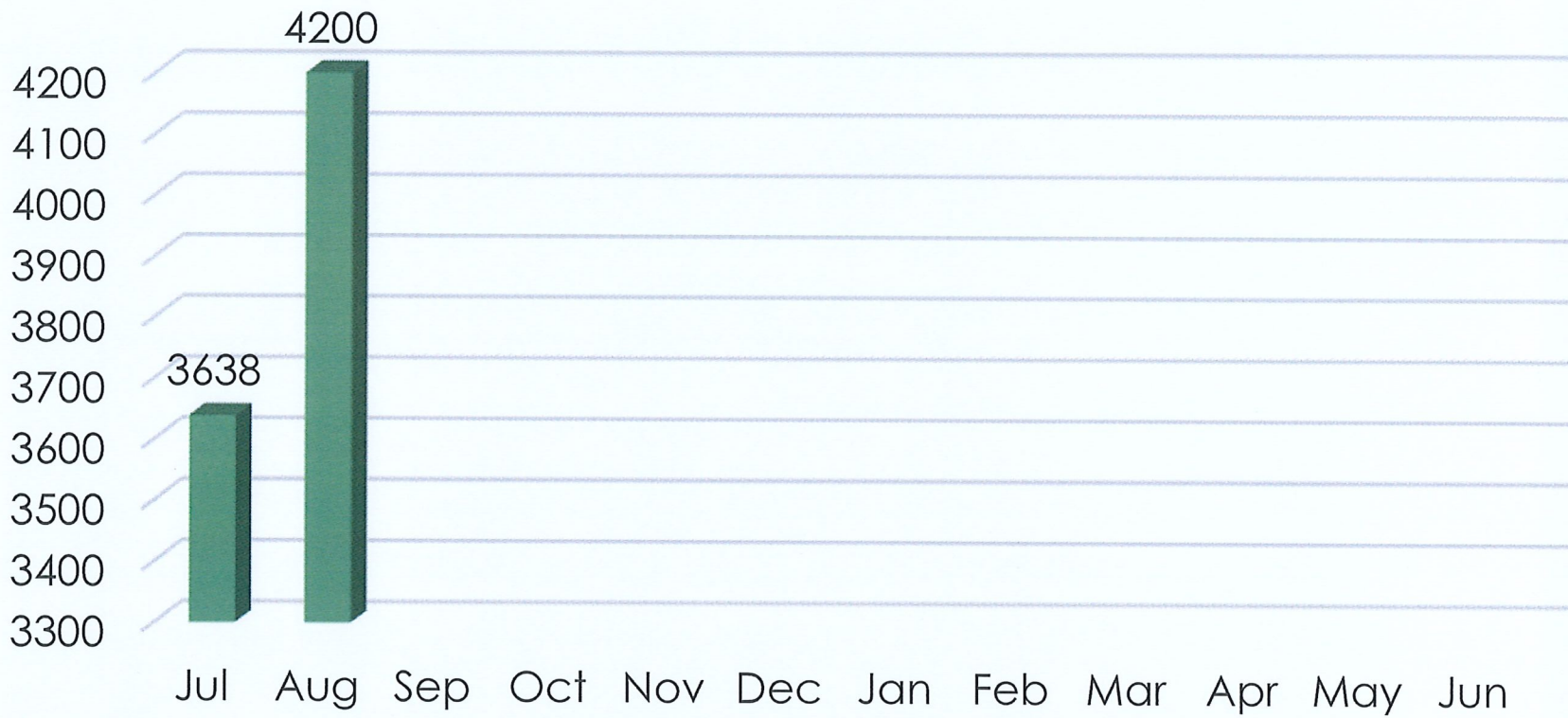
## 2022-23 Collection Development



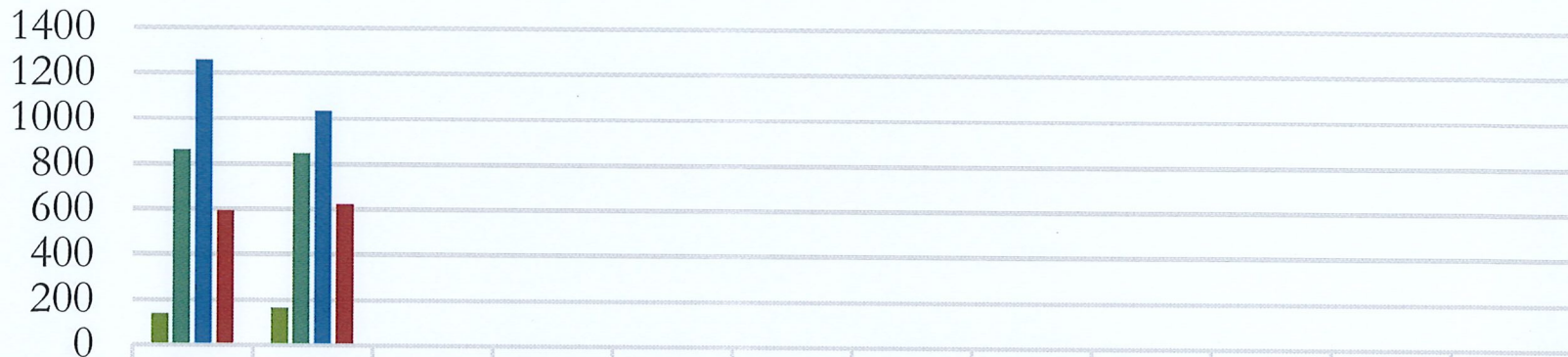




# 2022-23 Attendance



## 2022-23 Digital Use



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Public	137	165										
Bridges	861	846										
WhoFi	1258	1033										
Matomo	593	623										

■ Public   
 ■ Bridges   
 ■ WhoFi   
 ■ Matomo

Please see the follow minutes from the PreCon conference held 9/8/2022 in the Library Meeting room. Please inform Kevin Larsen of any discrepancies of these meeting minutes.

### ☐ NOTICE TO PROCEED

The Owner may issue written Notice to Proceed to the Contractor; any questions should be discussed.

Owner Contracts have been signed and returned. Contracts and PO's are issued from Woodruff

### ☐ EXPLANATION OF CHAIN-OF-COMMAND

Included are routing of shop drawings, catalogs, samples, project reports, scheduling reports, test reports, maintenance instructions, etc.

Chain of command and communication channels will be the same: Woodruff to Architect to Owner and returned in this order

### ☐ COMMUNICATIONS CHANNELS

This is a reminder of the contractually mandated paths for communications among the participants.

SEE ABOVE COMMENTS

### ☐ PROJECT MEETINGS

Scheduling, agenda and attendance at project meetings are discussed.

Meetings will be scheduled for a Biweekly progress meeting when Woodruff begins onsite. Nate to setup time and date with Angela and Owners and send invite

### ☐ DUTIES OF THE OWNER & CONTRACTOR

The general conditions and how the contract is intended to work are briefly reviewed.

Duties of the owner is to be the owner and let Woodruff know if they have an concerns as the job is progressing. Woodruff is responsible for its subs and making sure the project is moving in an efficient manor and make sure Woodruff Personnel and our subs are conscious of where we are working.

### ☐ INSURANCE

Requirements for amounts and types of coverage and submittal of insurance certificates are reviewed.

Owner has Builder's Risk coverage for the project. Woodruff has sent our Insurance to the City and they are in possession of the copy.

### ☐ FINANCING

Evidence of the Owner's ability to meet its financial obligations is given.

City has CBDG funding that runs out May 31, 2023 so it is imperative that we finish the project in April at the latest, earlier the better.

### ☐ SUBMITTALS

Schedules are outlined for submittal of engineering data, shop drawings and operation & maintenance manuals, tests & inspections, and other submittals (including items required, procedures, number of copies and distribution). Contractors are asked to send project representatives an unofficial preliminary copy and to identify specification section with each submittal. Contractors are reminded of their obligations, with respect to shop drawing review and submittal, as well as language of the Contractor's approval stamp.

Submittals will follow this workflow: Sub/Supplier to Woodruff to Angela CMBA to her consultants if need and then back through the chain. We will use Procore for job information

### ☐ PROGRESS PAYMENTS

A schedule of values is established for the work of all trades, as well as procedures for progress payments, including handling of retainage and partial lien waivers, payment for materials on hand and materials stored off site; inspection, insurance, and title for stored materials; any special requirements for government agencies (i.e. the Dept. of Housing and Urban Development or the Federal Housing Administration) or the Construction Lender; scheduling of Consultant's site visits; payroll records, if any, that must be submitted with requisitions.

Woodruff needs to have pay apps to Angela by the 20<sup>th</sup> of the month for time for her to review and send on to the city. Woodruff will get it's first bill in for the RTU unit this month

### ☐ LIST OF SUBCONTRACTORS

A reminder is given that the general conditions may require the Contractor, after award of the contract, to notify the Architect, in writing, of the names of subcontractors or other persons or organizations proposed for portions of the work designated in the bidding requirements; further is the requirement that the Contractor shall not employ any subcontractor about whom the Architect or Owner has any reasonable objection.

Lists of Subs: Midwestern Mechanical, Loews, K&W Electric, Grell Roofing, K&D Paint and Extreme

### ☐ EMPLOYMENT PRACTICES

Any requirements regarding wage rates, etc. are clarified.

Justin indicated that he needs the Section 3 forms ASAP, Nate will produce these from our subs. 3 subs are in process of getting qualified

## UTILITIES

Local regulations vary. Applications for temporary and permanent electric, gas, water and telephone services must usually be made directly by the Owner to the utility furnishing the service; the Owner should be notified in sufficient time for the services to be in place when they are required.

Temp utilities are by the owner, no exterior utilities will be disturbed

## SCHEDULING

Job progress scheduling requirements include frequency of updates, times for submittals and approvals, and dates when owner-furnished equipment and furnishings are required.

Nate will put together schedule and distribute as we get closer to starting the work onsite

## CONTRACT CHANGES & CLARIFICATION

Procedures are set up for handling proposals, request for backup information for change proposals, change orders and construction change directives. Supplemental instructions are developed such as procedures for obtaining interpretations of the contract documents (no changes should be made without appropriate authorization in writing).

Changes will be initiated by Angela CMBA and run through the chain of command. There are 2 RFP's to date, #1 changed the finish date and #2 is in MWM court for a credit to the owner for a smaller size RTU to work with existing electrical conditions

## SECURITY

Job-site security during non-working hours is determined.

Elizabeth Huff Director will unlock and lock up the library so Woodruff will work its normal 7-3:30 hours

## PARKING

Parking areas are designated.

Contractors will use the lot behind Connell Law Firm

## STORAGE

Areas are assigned for temporary storage of equipment and materials; special protection is required for stored materials and equipment.

Woodruff will have a small trailer that we will park in the rear of the library

## PERMITS

Licenses, permits and inspections required by local building authorities are reviewed.

City will issue the no cost permit

## RIGHT-OF-WAY

Restrictions on use of the site, access or availability of rights-of-way; special requirements or cautions regarding adjacent property, protection of trees, etc.  
N/A

## TESTING

The extent of testing laboratory and inspection services is decided, as well as who will be responsible for coordinating and scheduling their services. Routing of reports is also established.

If Woodruff finds any asbestos/lead material during demo the City will involve Impact 7G. Angela to follow up with the state to see if they need to do any inspections. Scott and Chris will do the inspections for the city

## OVERTIME

Notice and scheduling necessary for overtime work are arranged.

Don't feel this will be an issue

## CLEAN-UP

Responsibilities for clean-up and trash removal are assigned.

Woodruff's and it's subs will be responsible for our mess and clean up

## OWNER-FURNISHED EQUIPMENT & FURNISHINGS

Responsibilities for receipt, unloading, handling, storage and security information on mechanical & electrical connections are clarified.

Tim Rebnord will need to have a look above ceiling when we demo it

## CLOSEOUT

Procedures for closing out the project are delineated, including record drawings and other required submissions.

Closeout will follow standard procedure

## PUBLIC RELATIONS

Policies regarding statements to the media, anticipated public interest in the project and restrictions on construction operations and other public relations activities are discussed. Construction sign requirements are determined.

Woodruff to let Dana Larsen know when we start so that he can get out press releases

## SEPARATE CONTRACTS

Their impact on the work of the project is evaluated. Requirements for coordination with other contractors on the site are discussed.

N/A

This is a Section 3 Davis Bacon Wage Project so all protocols must be followed for this type of project.



## September Bills Pending Approval

001-4010-04-6499-0000	CatExpress Subscription	\$112.00 State Library of Iowa
001-4010-04-6499-0000	Rug service	\$24.00 Julius Cleaners
001-4010-04-6499-0000	Homebound Mileage	\$7.62 Beth Dawson
001-4010-04-6502-0000	Books	\$167.96 Ingram
001-4010-04-6502-0000	Books	\$1,199.86 Brodart
001-4010-04-6502-0000	Books	\$747.29 Barnes & Noble
001-4010-04-6502-0000	DVD	\$368.82 Midwest Tapes
001-4010-04-6508-0000	Postage	\$23.07 Custodian of Petty Cash
001-4010-04-6599-0000	Doorbell batteries	\$9.98 Ace Hardware
001-4010-04-6599-0000	Printer toner	\$119.95 Rebnord
172-4903-04-6512-0000	Memorial books	\$37.19 Brodart
172-4903-04-6512-0000	Dorhmann Public Copier	\$26.88 Counsel

**\$ 2,844.62**



## Homebound Delivery Mileage Invoice

Beth Dawson  
 909 Pleasantview Dr.  
 Storm Lake, IA 50588

Date	Description	Total
August 2022	13.6m $\left(\frac{0.564}{m}\right) = \$7.62$	
August		
1	LVM, OP, HBP	5.0
8	OP	1.2
15	OP	1.2
22	OP	1.2
29	LVM, OP, HBP	5.0
		13.6

<sup>7.62</sup>  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-4010-04-6500-0000 <sup>499</sup>



# Invoice #301316

Julius Cleaners  
825 Grand Avenue  
Storm Lake, IA 50588  
(712) 732-5717

## STORM LAKE PUBLIC LIBRARY, .

(712)732-8026

Delivery Charge	8/17/2022	
1 Delivery Charge		2.50
Entrance Mats	8/17/2022	
2 3 X 10		14.00
2 3 X 5		7.50

Subtotal:	24.00
Tax:	0.00
Total:	24.00
Paid:	0.00

Finish: Hanger

Employee: Diane  
Creation: 8/16/2022 8:42:18 AM

**Ready On: Wednesday  
8/17/2022**

brown mats back door opens at 8:30 and  
front door opens at 10  
Thank You For Your Business!



24.00

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-4010-04-6499-0000







**STATE LIBRARY  
OF IOWA**

Storm Lake Public Library  
Attn: Elizabeth Huff  
609 Cayuga  
Storm Lake, Iowa 50588-2239

**INVOICE**

Invoice No. 23-019

Date: 8/8/22

Qty	Description	Unit Price	Total
	<b>FY23 OCLC CatExpress Subscription Fees</b>		
80	FY23 cataloging records ordered from OCLC	\$ 1.40	\$112.00
	FY22 overage on cataloging records ordered from OCLC	\$ 2.73	0
<b>Payment Details</b>			
			<b>TOTAL</b>
			\$112.00

Make checks payable to:

State Library of Iowa  
Attn: Linda Choate  
1112 E Grand Avenue  
Des Moines, IA 50319

112.00  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-420-24-6499  
-0000

Net 30 Days

To insure proper credit to your account, please do not combine with any other payments to the State of Iowa and return a copy of this invoice with your payment.

**THANK YOU!**



# BARNES & NOBLE

One Barnes & Noble Way, Monroe Twp, NJ 08831

Return Service Requested

## INVOICE

8146000410 PRESORT PBPS001 <>



STORM LAKE PUBLIC LIBRARY  
ATTN: TYLER GIBBINS  
609 CAYUGA STREET  
STORM LAKE IA 50588-2239

### REMITTANCE SECTION

Account Number: 6548838  
Invoice Number: 4308569  
Invoice Date: 08/10/22  
Due Date: 09/09/22  
Terms: Net 30 Days  
Amount Enclosed: \$ \_\_\_\_\_



BARNES & NOBLE, INC.  
PO BOX 951610  
DALLAS, TX 75395-1610



Please detach and return above portion with your payment

# BARNES & NOBLE

One Barnes & Noble Way, Monroe Twp, NJ 08831

## INVOICE

**CUSTOMER CONTACT** ACCOUNT NUMBER: 6548838  
SUSAN WILLIAMS Invoice Number: 4308569  
(732)-656-7265 Invoice Date: 08/10/22  
Due Date: 09/09/22  
Store Receipt#: 05005300  
Store Number: 2179  
Purchaser: ELIZABETH HUFF  
Customer PO:  
Terms: Net 30 Days

LINE	ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	DISCOUNT	NET AMOUNT
1	9781442498327	COMPLETE SUMMER I TURNED PRETT	1	35.99	-7.20	28.79
2	9780358306894	WOW IN THE WORLD: WOW IN THE W	1	19.99	0.00	19.99
3	9781250765840	HOME FIELD ADVANTAGE	1	19.99	-4.00	15.99
4	9781534493797	SHE GETS THE GIRL	1	18.99	-3.80	15.19
5	9781338617528	HEARTSTOPPER, VOLUME 3	1	14.99	-3.00	11.99
6	9781338617474	HEARTSTOPPER, VOLUME 2	1	14.99	-3.00	11.99
7	9781338617436	HEARTSTOPPER, VOLUME 1	1	14.99	-3.00	11.99
8	9781641293358	WHAT'S COMING TO ME	1	18.99	-3.80	15.19
9	9780593304860	NEVER COMING HOME	1	18.99	-3.80	15.19
10	9781368068192	SHINJI TAKAHASHI AND THE MARK	1	16.99	-3.40	13.59
11	9781338654585	HUMMINGBIRD	1	17.99	-3.60	14.39
12	9781534483361	GROUNDED FOR ALL ETERNITY	1	18.99	-3.80	15.19
13	9781338617559	HEARTSTOPPER, VOLUME 4	1	14.99	-3.00	11.99
14	9781338206777	WHO WOULD WIN?: BATTLE ROYALE	1	9.99	-2.00	7.99
15	9781338535563	WHO WOULD WIN?: ULTIMATE SHOWD	1	9.99	-2.00	7.99
16	9781338745306	WHO WOULD WIN?: EXTREME ANIMAL	1	4.99	0.00	4.99
17	9781684058655	SONIC THE HEDGEHOG 30TH ANNIVE	1	19.99	-4.00	15.99
18	9780593524220	COUNSELORS	1	17.99	-3.60	14.39
19	9780063157989	ONLY ON THE WEEKENDS	1	18.99	-3.80	15.19
20	9780062835772	GALLANT	1	18.99	-3.80	15.19
21	9781250780867	GIRL WHO FELL BENEATH THE SEA	1	18.99	-3.80	15.19
22	9781250865069	ANATOMY: A LOVE STORY (BARNES	1	18.99	-3.80	15.19
23	9780062854438	YEAR TO THE DAY	1	18.99	-3.80	15.19
24	9781338745313	HONEYS	1	18.99	-3.80	15.19

FREIGHT CHARGE: 0.00  
GROSS AMOUNT: 882.68  
INVOICE DISCOUNT: (135.39)  
NET AMOUNT: 747.29  
TAX AMOUNT: 0.00  
DOWN PAYMENT: 0.00  
**NET AMOUNT DUE: 747.29**

LINE	ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	DISCOUNT	NET AMOUNT
25	9781250803351	TOGETHER WE BURN	1	18.99	-3.80	15.19
26	9781728229454	WILD IS THE WITCH	1	18.99	-3.80	15.19
27	9781338777666	FEELING OF FALLING IN LOVE	1	18.99	-3.80	15.19
28	9781419764646	DAWN OF YANGCHEN: AVATAR, THE	1	19.99	-4.00	15.99
29	9781250879554	THIS VICIOUS GRACE (BARNES & N	1	14.24	0.00	14.24
30	9780593648155	VIOLET MADE OF THORNS (BARNES	1	14.24	0.00	14.24
31	9781728210018	MIDNIGHT GIRLS (BARNES & NOBLE	1	14.24	0.00	14.24
32	9780593644836	AGATHAS (BARNES & NOBLE YA BOO	1	14.24	0.00	14.24
33	9781534493117	SUMMER'S EDGE (BARNES & NOBLE	1	14.99	0.00	14.99
34	9781338629149	FORT	1	17.99	-3.60	14.39
35	9780593178416	DIANA AND THE JOURNEY TO THE U	1	16.99	-3.40	13.59
36	9781368051699	SPIDER-MAN'S SOCIAL DILEMMA	1	16.99	-3.40	13.59
37	9780316316927	ELEPHANT GIRL	1	16.99	-3.40	13.59
38	9781665927222	SKANDAR AND THE UNICORN THIEF	1	18.99	-3.80	15.19
39	9780593180389	MISTY THE CLOUD: A VERY STORMY	1	18.99	-3.80	15.19
40	9780593616024	FIRST DAY CRITTER JITTERS (B&N	1	9.99	0.00	9.99
41	9781585363476	H IS FOR HOOK: A FISHING ALPHA	1	17.95	-3.59	14.36
42	9781419742064	THIS WAY, CHARLIE	1	17.99	-3.60	14.39
43	9780062954473	TWO DOGS	1	18.99	-3.80	15.19
44	9781665911726	LITTLE BEAR	1	16.99	-3.40	13.59
45	9780063063235	DUKE AND I (BRIDGERTON SERIES	1	21.99	-4.40	17.59
46	0841887045315	PROFESSOR T	1	39.99	0.00	39.99
47	0032429345639	I LOVE LUCY: THE COMPLETE SERI	1	39.19	0.00	39.19
48	9781662907203	IOWA BIKE TOWNS	1	19.99	0.00	19.99

747.29

APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-1400-09-6502-0000

13783461

**INVOICE: B6470870**



**Brodart Co.**  
 500 Arch Street  
 Williamsport, PA 17701-7809

DATE	PAGE
08/01/2022	1

Phone: (800) 233-8467

Fax: (800) 999-6799

Bill To Acct No. 145486

Ship To Acct No. 1454861

STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588

STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588

Packing Slip No. 105909868000

Terms: Net Due in 30 Days

Brodart No. Item No. Format	Author Pub Date Publisher	Title	Qty Units	Branch PO No. Order No.	Customer Reference	List Price Discount Net Price	Ext Price Charge Code
126962626 9780063021570 Hardcover	Feuti, Norman 01/05/2021 HarperAlley	Beak & Ally, #1. Unlikely Friends	1 1	05APR2022 1974652		\$12.99 45.0% \$7.14	\$7.14
130644927 9781432894207 Hardcover	Johnstone, William 03/09/2022 Thorndike Press	Blood and Bullets, Large Type	1 1	05APR2022 1974652		\$30.99 0.0% \$34.94	\$34.94 S
128632933 9781534449299 Hardcover Reinforc	Paeff, Colleen 08/31/2021 Margaret K. McEld	The Great Stink : How Joseph Bazalgette Solved London's Poop Pollution Problem, Picture Book	1 1	05APR2022 1974652		\$17.99 21.0% \$14.21	\$14.21
130023418 9781432891176 Hardcover	Johnstone, William 01/05/2022 Thorndike Press	Red River Vengeance, Large Type	1 1	05APR2022 1974652		\$30.99 0.0% \$34.94	\$34.94 S
130644951 9781432894214 Hardcover	Johnstone, William 02/09/2022 Thorndike Press	Savage Sunday, Large Type	1 1	05APR2022 1974652		\$30.99 0.0% \$34.94	\$34.94 S
129120650 9781772782226 Hardcover	Rahman, Bahrām 11/30/2021 Pajama Press	A Sky-Blue Bench, Picture Book	1 1	05APR2022 1974652		\$18.95 12.0% \$16.68	\$16.68
127564195 9781580897167 Hardcover Reinforc	Stewart, Melissa 04/27/2021 Charlesbridge Publ	Summertime Sleepers : Animals That Estivate	1 1	05APR2022 1974652		\$16.99 21.0% \$13.42	\$13.42

PO Number: 05APR2022

Subtotal Quantity: 7  
 Subtotal Units: 7

Item Subtotal: \$156.27

128004282 9781501154553 Hardcover	Ferrer, Ada 09/07/2021 Scribner	Cuba (Winner of the Pulitzer Prize) : An American History	1 1	25MAY2022 1990844		\$32.00 45.0% \$17.60	\$17.60
131030043 9781432895891 Trade Paper	Reid, Taylor Jenkin 04/06/2022 Thorndike Press	Forever, Interrupted, Large Type	1 1	25MAY2022 1990844		\$25.99 0.0% \$29.94	\$29.94 L S
131949497 9780593556481 Trade Paper	Brooks, Geraldine 06/21/2022 Random House La	Horse : A Novel, Large Type	1 1	25MAY2022 1990844		\$30.00 40.0% \$18.00	\$18.00 L

PO Number: 25MAY2022

Subtotal Quantity: 3  
 Subtotal Units: 3

Item Subtotal: \$65.54



13783461



Brodart Co.  
500 Arch Street  
Williamsport, PA 17701-7809

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

INVOICE: B6470870

DATE	PAGE
08/01/2022	2

Brodart No. Item No. Format	Author Pub Date Publisher	Title	Qty Units	Branch PO No. Order No.	Customer Reference	List Price Discount Net Price	Ext Price Charge Code
-----------------------------------	---------------------------------	-------	--------------	-------------------------------	-----------------------	-------------------------------------	-----------------------------

Charge Description	Units	Unit Price	Ext Price
BrodartGuard	2	\$2.20	\$4.40
Cataloging and Processing	10	\$1.09	\$10.90

Total Quantity: 10  
Total Units: 10

Item Total: \$221.81  
C&P Charge: \$15.30

INVOICE TOTAL: \$237.11

ORIGINAL

~~219.11~~

APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-4010-04-6502-0000

<sup>18.00</sup>  
APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 172-4903-04-6512  
-0000

13783461



Brodart Co.  
500 Arch Street  
Williamsport, PA 17701-7809

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

**INVOICE: B6470870**

<b>DATE</b>
08/01/2022

**Include this form with your payment to:**

Brodart Co  
L-3544  
Columbus, OH 43260-0001  
Fed. ID# 23-2248758

*Terms: Net Due in 30 Days*

Total Quantity: 10  
Total Units: 10  
INVOICE TOTAL: \$237.11

Amount Enclosed: \_\_\_\_\_





**Brodart Co.**  
 500 Arch Street  
 Williamsport, PA 17701-7809

DATE	PAGE
08/08/2022	1

Phone: (800) 233-8467

Fax: (800) 999-6799

Bill To Acct No. 145486

Ship To Acct No. 1454861

STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588

STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588

Packing Slip No. 105922660000

Terms: Net Due in 30 Days

Brodart No. Item No. Format	Author Pub Date Publisher	Title	Qty Units	Branch PO No. Order No.	Customer Reference	List Price Discount Net Price	Ext Price Charge Code
131161113 9781538719886 Hardcover	Baldacci, David 07/12/2022 Grand Central Publ	The 6:20 Man : A Thriller, Large Type	1 1	05JUL2022 2007759		\$31.00 45.0% \$17.05	\$17.05
130463418 9780593556672 Trade Paper	Garmus, Bonnie 04/12/2022 Random House La	Lessons in Chemistry : A Novel, Large Type	1 1	05JUL2022 2007759		\$31.00 40.0% \$18.60	\$18.60 L
127614702 9780063061903 Trade Paper	Foley, Lucy (Novel) 03/08/2022 HarperLuxe	The Paris Apartment : A Novel, Large Type	1 1	05JUL2022 2007759		\$30.99 40.0% \$18.59	\$18.59 L
131017756 9780062835161 Trade Paper	Silva, Daniel 07/19/2022 HarperLuxe	Portrait of an Unknown Woman : A Novel, Large Type	1 1	05JUL2022 2007759		\$31.99 40.0% \$19.19	\$19.19 L <i>JG</i>
131158708 9780316445719 Trade Paper	Patterson, James 07/18/2022 Little, Brown and C	Shattered, Large Type	1 1	05JUL2022 2007759		\$30.00 40.0% \$18.00	\$18.00 L
131208349 9780593608098 Trade Paper	McCall Smith, Alex 07/19/2022 Random House La	The Sweet Remnants of Summer : An Isabel Dalhousie Novel, Large Type	1 1	05JUL2022 2007759		\$29.00 40.0% \$17.40	\$17.40 L

PO Number: 05JUL2022

Subtotal Quantity: 6  
 Subtotal Units: 6

Item Subtotal: \$108.83

Charge Description	Units	Unit Price	Ext Price
BrodartGuard	5	\$2.20	\$11.00
Cataloging and Processing	6	\$1.09	\$6.54

*107.18*  
**APPROVED FOR PAYMENT**

*19.19*  
**APPROVED FOR PAYMENT**

Total Quantity: 6  
 Total Units: 6

Item Total: \$108.83  
 C&P Charge: \$17.54

Name \_\_\_\_\_

Name \_\_\_\_\_

INVOICE TOTAL: \$126.37

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. *001-4010-04-6502-0000*

Acc't No. *001-4003-04-6512-0000*

13797277



Brodart Co.  
500 Arch Street  
Williamsport, PA 17701-7809

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

**INVOICE: B6474441**

<b>DATE</b>
08/08/2022

**Include this form with your payment to:**

Brodart Co  
L-3544  
Columbus, OH 43260-0001  
Fed. ID# 23-2248758

*Terms: Net Due in 30 Days*

Total Quantity: 6  
Total Units: 6  
INVOICE TOTAL: \$126.37

Amount Enclosed: \_\_\_\_\_



13797223



**Brodart Co.**  
 500 Arch Street  
 Williamsport, PA 17701-7809

**INVOICE: B6474468**

DATE	PAGE
08/08/2022	1

Phone: (800) 233-8467

Fax: (800) 999-6799

Bill To Acct No. 145486

Ship To Acct No. 1454861

STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588

STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588

Packing Slip No. 105916529000

Terms: Net Due in 30 Days

Brodart No. Item No. Format	Author Pub Date Publisher	Title	Qty Units	Branch PO No. Order No.	Customer Reference	List Price Discount Net Price	Ext Price Charge Code
130557587 9780374603397 Hardcover	Crosley, Sloane 06/07/2022 MCD	Cult Classic : A Novel	1 1	05JUL2022 2007763		\$27.00 45.0% \$14.85	\$14.85
130270946 9780385547345 Hardcover	Garmus, Bonnie 04/05/2022 Doubleday	Lessons in Chemistry : A Novel	1 1	05JUL2022 2007763		\$29.00 45.0% \$15.95	\$15.95
130210218 9781982166793 Hardcover	Serle, Rebecca 03/01/2022 Atria Books	One Italian Summer : A Novel	1 1	05JUL2022 2007763		\$27.00 45.0% \$14.85	\$14.85
130269883 9780063003057 Hardcover	Foley, Lucy (Novel) 02/22/2022 William Morrow	The Paris Apartment : A Novel	1 1	05JUL2022 2007763		\$28.99 45.0% \$15.94	\$15.94
130323799 9780593321447 Hardcover	Mandel, Emily St. J 04/05/2022 Knopf	Sea of Tranquility : A Novel	1 1	05JUL2022 2007763		\$25.00 45.0% \$13.75	\$13.75
130857270 9780525539001 Hardcover	Straub, Emma 05/17/2022 Riverhead Books	This Time Tomorrow : A Novel	1 1	05JUL2022 2007763		\$28.00 45.0% \$15.40	\$15.40

PO Number: 05JUL2022

Subtotal Quantity: 6  
 Subtotal Units: 6

Item Subtotal: \$90.74

128376821 9781939810908 Hardcover	Mohammadi, Hadi 11/02/2021 Elsewhere Editions	In the Meadow of Fantasies, Translation	1 1	25MAY2022 1990844		\$20.00 45.0% \$11.00	\$11.00
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PO Number: 25MAY2022

Subtotal Quantity: 1  
 Subtotal Units: 1

Item Subtotal: \$11.00

13797223



Brodart Co.  
500 Arch Street  
Williamsport, PA 17701-7809

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

INVOICE: B6474468

DATE	PAGE
08/08/2022	2

Brodart No. Item No. Format	Author Pub Date Publisher	Title	Qty Units	Branch PO No. Order No.	Customer Reference	List Price Discount Net Price	Ext Price Charge Code
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Charge Description	Units	Unit Price	Ext Price
Cataloging and Processing	7	\$1.09	\$7.63

Total Quantity: 7  
Total Units: 7

Item Total: \$101.74  
C&P Charge: \$7.63

INVOICE TOTAL: \$109.37

ORIGINAL

109.37

APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-400-04-6502-0000

13797223



Brodart Co.  
500 Arch Street  
Williamsport, PA 17701-7809

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

**INVOICE: B6474468**

<b>DATE</b>
08/08/2022

**Include this form with your payment to:**

Brodart Co  
L-3544  
Columbus, OH 43260-0001  
Fed. ID# 23-2248758

*Terms: Net Due in 30 Days*

Total Quantity: 7  
Total Units: 7  
INVOICE TOTAL: \$109.37

Amount Enclosed: \_\_\_\_\_



Brodart Co.  
500 Arch Street  
Williamsport, PA 17701-7809

DATE	PAGE
08/18/2022	1

Phone: (800) 233-8467

Fax: (800) 999-6799

Bill To Acct No. 145486

Ship To Acct No. 1454861

STORM LAKE PUBLIC LIBRARY  
609 CAYUGA ST  
STORM LAKE IA 50588

STORM LAKE PUBLIC LIBRARY  
609 CAYUGA ST  
STORM LAKE IA 50588

Packing Slip No. 105924452000

Terms: Net Due in 30 Days

Brodart No. Item No. Format	Author Pub Date Publisher	Title	Qty Units	Branch PO No. Order No.	Customer Reference	List Price Discount Net Price	Ext Price Charge Code
128689226 9781525304149 Hardcover	Lebeuf, Darren 09/07/2021 Kids Can Press	My City Speaks, Picture Book	1 1	05APR2022 1974652		\$19.99 45.0% \$10.99	\$10.99

PO Number: 05APR2022

Subtotal Quantity: 1  
Subtotal Units: 1

Item Subtotal: \$10.99

01965085 9780689038624 Hardcover	Katz, Karen 12/01/2004 Little Simon	Baby's Box of Fun : A Karen Katz Lift-the-Flap Gift Set: Where Is Baby's Bellybutton?; Where Is Baby's Mommy?; Toes, Ears, & Nose!, 3 VOLS., Board Book	1 3	05JUL2022 2007763		\$19.99 12.0% \$17.59	\$17.59
06660118 9781416936244 Hardcover	Katz, Karen 10/02/2007 Little Simon	Counting Christmas, Board Book	1 1	05JUL2022 2007763		\$7.99 12.0% \$7.03	\$7.03
107707659 9780385376945 Trade Paper	Park, Barbara 07/22/2014 Random House Bo	Junie B. Jones : Every Single Kindergarten-Book-On-A-Bus Set, 17 VOLS., BKS. 1-17	1 17	05JUL2022 2007763		\$84.83 12.0% \$74.65	\$74.65 L
111566843 9780553509816 Trade Paper	Park, Barbara 07/28/2015 Random House Bo	Junie B. Jones Complete First Grade Collection, 11 VOLS., BKS. 18-28	1 11	05JUL2022 2007763		\$54.89 12.0% \$48.30	\$48.30 L
08897700 9780375849916 Trade Paper	Osborne, Mary Po 09/23/2008 Random House	The Magic Tree House Library, 29 VOLS., BKS. 1-28	1 28	05JUL2022 2007763		\$167.72 12.0% \$147.59	\$147.59 L
119105063 9781524765248 Trade Paper	Osborne, Mary Po 09/12/2017 Random House Bo	Magic Tree House Merlin Missions, 25 VOLS., BKS. 1-25	1 25	05JUL2022 2007763		\$149.75 12.0% \$131.78	\$131.78 L

PO Number: 05JUL2022

Subtotal Quantity: 6  
Subtotal Units: 85

Item Subtotal: \$426.94

126894515 9781338568912 Hardcover	Lloyd, Megan Wag 03/02/2021 GRAPHIX	Allergic : A Graphic Novel	1 1	25MAY2022 1990844		\$24.99 45.0% \$13.74	\$13.74
131731599 9780593607794 Trade Paper	Bohjalian, Chris 06/07/2022 Random House La	The Lioness : A Novel, Large Type	1 1	25MAY2022 1990844		\$30.00 40.0% \$18.00	\$18.00 L
128384433 9781681376073 Trade Paper	Cohen, Joshua 06/22/2021 New York Review	The Netanyahus : An Account of a Minor and Ultimately Even Negligible Episode in the History of a Very Famous Family	1 1	25MAY2022 1990844		\$16.95 12.0% \$14.92	\$14.92 L

PO Number: 25MAY2022

Subtotal Quantity: 3  
Subtotal Units: 3

Item Subtotal: \$46.66



13817826



Brodart Co.  
500 Arch Street  
Williamsport, PA 17701-7809

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

INVOICE: B6479269

DATE	PAGE
08/18/2022	2

Brodart No. Item No. Format	Author Pub Date Publisher	Title	Qty Units	Branch PO No. Order No.	Customer Reference	List Price Discount Net Price	Ext Price Charge Code
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Charge Description	Units	Unit Price	Ext Price
BrodartGuard	83	\$2.20	\$182.60
Cataloging and Processing	89	\$1.09	\$97.01

Total Quantity: 10  
Total Units: 89

Item Total: \$484.59  
C&P Charge: \$279.61

INVOICE TOTAL: \$764.20

ORIGINAL

764.20  
APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-4010-01-6802-0220

13817826



Brodart Co.  
500 Arch Street  
Williamsport, PA 17701-7809

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

**INVOICE: B6479269**

<b>DATE</b>
08/18/2022

**Include this form with your payment to:**

Brodart Co  
L-3544  
Columbus, OH 43260-0001  
Fed. ID# 23-2248758

*Terms: Net Due in 30 Days*

Total Quantity: 10  
Total Units: 89  
INVOICE TOTAL: \$764.20

Amount Enclosed: \_\_\_\_\_



INVOICE

FED-ID INGRAM LIBRARY SERVICES  
 62-1746696 P. O. BOX 502779  
 ST. LOUIS, MO 63150-2779  
 (800) 937-8200

INVOICE	MO.	DAY	YEAR	BATCH
70966189	08	12	2022	321

ORDER ENTRY	ACCOUNT	PAGE	TAX
D506W6EH	2006421	1	6

DUNS 12-159-9042

SOLD TO 2006421 013M M  
 STORMLAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588-2239

SHIP TO 2006421-0000000  
 STORMLAKE PUBLIC LIBRARY  
 M&K CD 1.24  
 609 CAYUGA ST  
 STORM LAKE IA 50588-2239

TERMS: NET 30 EOM  
 WE APPLY 1.5% SERVICE CHARGE TO PAST DUE INVOICES

QUANTITY		T/C	TITLE	UNIT PRICE	% DISC.	UNIT PRICE (AFTER DISC.)	EXTENSION
ORDERED	SHIPPED	AUTHOR					
1	1	ITEMS BELOW FROM P.O. AUTHOR ADULT SO					
5	1	SLAUGHTER GIRL FORGOTTEN	0394 R	28.99	42.5	16.67	16.67
	1	INGRAM 9999999 MYLAR JACKET-TAPED	8899 C	0.99	NET	0.99	0.99
	1	RETAIL 29.98 AVG DISC 42.5% FT WAYN VIA UPS-GROUND PREPAID SHIP DATE 08/12 #610953046 #CTNS		29.98			17.66
		PRODUCT SUBTOTAL				16.67	
		PROCESSING SUBTOTAL				0.99	
							1.58
							19.24

19.24  
**APPROVED FOR PAYMENT**  
 Name \_\_\_\_\_  
 Date \_\_\_\_\_ P.O. # \_\_\_\_\_  
 Acc't No. 001-400-04-6502  
 -0000

\*\* TOTAL \*\* 19.24

----- Cut Along Broken Line -----



IF PREPAID, PLEASE DISREGARD.

IF PAYING BY INVOICE  
 PLEASE RETURN THIS PORTION WITH PAYMENT

OE #

ACCOUNT #

INVOICE #

AMOUNT DUE

INGRAM LIBRARY SERVICES  
 P. O. BOX 502779  
 ST. LOUIS, MO 63150-2779  
 (800) 937-8200

INVOICE DATE





INVOICE

FED-ID INGRAM LIBRARY SERVICES
62-1746696 P. O. BOX 502779
ST. LOUIS, MO 63150-2779
(800) 937-8200

Table with columns: INVOICE, MO., DAY, YEAR, BATCH. Values: 70966191, 08, 12, 2022, 321 LB

Table with columns: ORDER ENTRY, ACCOUNT, PAGE, TAX. Values: D506W6EH, 2006421, 1, 6

DUNS 12-159-9042

SOLD TO 2006421 013M M
STORMLAKE PUBLIC LIBRARY
609 CAYUGA ST
STORM LAKE IA 50588-2239

SHIP TO 2006421-0000000
STORMLAKE PUBLIC LIBRARY
M&K CD 2.90
609 CAYUGA ST
STORM LAKE IA 50588-2239

TERMS: NET 30 EOM
WE APPLY 1.5% SERVICE CHARGE TO PAST DUE INVOICES

Main invoice table with columns: QUANTITY, T/C AUTHOR, TITLE, UNIT PRICE, % DISC., UNIT PRICE (AFTER DISC.), EXTENSION. Includes handwritten '38.43' and 'APPROVED FOR PAYMENT'.

38.43

APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-400-04-6502
-0000

\*\* TOTAL \*\*

38.43

Cut Along Broken Line



IF PREPAID, PLEASE DISREGARD.

IF PAYING BY INVOICE
PLEASE RETURN THIS PORTION WITH PAYMENT

OE #

D506W6EH

ACCOUNT #

2006421

INVOICE #

70966191

AMOUNT DUE

38.43

INGRAM LIBRARY SERVICES
P. O. BOX 502779
ST. LOUIS, MO 63150-2779
(800) 937-8200

INVOICE DATE

08/12/2022





INVOICE

FED-ID INGRAM LIBRARY SERVICES
62-1746696 P. O. BOX 502779
ST. LOUIS, MO 63150-2779
(800) 937-8200

Table with columns: INVOICE, MO., DAY, YEAR, BATCH. Values: 70966190, 08, 12, 2022, 321

Table with columns: ORDER ENTRY, ACCOUNT, PAGE, TAX. Values: D506W6EH, 2006421, 1, 6

DUNS 12-159-9042

SOLD TO 2006421 013M M
STORMLAKE PUBLIC LIBRARY
609 CAYUGA ST
STORM LAKE IA 50588-2239

SHIP TO 2006421-0000000
STORMLAKE PUBLIC LIBRARY
M&K CD 2.55
609 CAYUGA ST
STORM LAKE IA 50588-2239

TERMS: NET 30 EOM
WE APPLY 1.5% SERVICE CHARGE TO PAST DUE INVOICES

Main invoice table with columns: QUANTITY, T/C AUTHOR, TITLE, UNIT PRICE, % DISC., UNIT PRICE (AFTER DISC.), EXTENSION. Includes items like 'STEEL DA CHALLENGE' and 'BROWN SA OVERKILL'.

38.57
APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-4010-04-6502-0000

\*\* TOTAL \*\* 38.57



IF PREPAID, PLEASE DISREGARD.

IF PAYING BY INVOICE
PLEASE RETURN THIS PORTION WITH PAYMENT

INGRAM LIBRARY SERVICES
P. O. BOX 502779
ST. LOUIS, MO 63150-2779
(800) 937-8200

INVOICE DATE 08/12/2022

Form with fields: OE # (D506W6EH), ACCOUNT # (2006421), INVOICE # (70966190), AMOUNT DUE (38.57)



INVOICE

FED-ID INGRAM LIBRARY SERVICES
62-1746696 P. O. BOX 502779
ST. LOUIS, MO 63150-2779
(800) 937-8200

Table with columns: INVOICE, MO., DAY, YEAR, BATCH. Values: 70734271, 07, 29, 2022, 390

Table with columns: ORDER ENTRY, ACCOUNT, PAGE, TAX. Values: D5J69SEH, 2006421, 1, 6

DUNS 12-159-9042

SOLD TO 2006421 013M M
STORMLAKE PUBLIC LIBRARY
609 CAYUGA ST
STORM LAKE IA 50588-2239

SHIP TO 2006421-000000 002
STORMLAKE PUBLIC LIBRARY
M&K CD 1.17
609 CAYUGA ST
STORM LAKE IA 50588-2239

TERMS: NET 30 EOM
WE APPLY 1.5% SERVICE CHARGE TO PAST DUE INVOICES

Main invoice table with columns: QUANTITY, T/C AUTHOR, TITLE, UNIT PRICE, % DISC., UNIT PRICE (AFTER DISC.), EXTENSION. Includes item details for 'BLACK DOG' and 'MYLAR JACKET-TAPED'.

21.73

APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acct No. 001-4010-00-6502
-0000

\*\* TOTAL \*\* 21.73



IF PREPAID, PLEASE DISREGARD.

IF PAYING BY INVOICE
PLEASE RETURN THIS PORTION WITH PAYMENT

Form with fields: OE # (D5J69SEH), ACCOUNT # (2006421), INVOICE # (70734271), AMOUNT DUE (21.73)

INGRAM LIBRARY SERVICES
P. O. BOX 502779
ST. LOUIS, MO 63150-2779
(800) 937-8200

INVOICE DATE 07/29/2022



INVOICE

FED-ID INGRAM LIBRARY SERVICES  
62-1746696 P. O. BOX 502779  
ST. LOUIS, MO 63150-2779  
(800) 937-8200

INVOICE	MO.	DAY	YEAR	BATCH
70734272	07	29	2022	390

ORDER ENTRY	ACCOUNT	PAGE	TAX
D5J69SEH	2006421	1	6

DUNS 12-159-9042

SOLD TO 2006421 013M M  
STORMLAKE PUBLIC LIBRARY  
609 CAYUGA ST  
STORM LAKE IA 50588-2239

SHIP TO 2006421-0000000  
STORMLAKE PUBLIC LIBRARY  
M&K CD 1.28  
609 CAYUGA ST  
STORM LAKE IA 50588-2239

TERMS: NET 30 EOM  
WE APPLY 1.5% SERVICE CHARGE TO PAST DUE INVOICES

QUANTITY		T/C	TITLE	UNIT PRICE	% DISC.	UNIT PRICE (AFTER DISC.)	EXTENSION
ORDERED	SHIPPED	AUTHOR					
1	1	BELOW FROM P.O. AUTHOR ADULT SO					
1	1	COULTER RECKONING	0394 R	9780063004139	28.99	42.5	16.67
1	1	INGRAM 9999999 MYLAR JACKET-TAPED	8899 C	9785552904068	0.99	NET	0.99
	1	RETAIL 29.98 AVG DISC 42.5%					17.66
		FT WAYN VIA UPS-GROUND PREPAIDY					4.44
		SHIP DATE 07/29 #610952464 #CTNS					
		PRODUCT SUBTOTAL					16.67
		PROCESSING SUBTOTAL					0.99
							22.10

22.10  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acct No. 001-400-04-6502  
- 0000

\*\* TOTAL \*\*

22.10



IF PREPAID, PLEASE DISREGARD.

IF PAYING BY INVOICE  
PLEASE RETURN THIS PORTION WITH PAYMENT

INGRAM LIBRARY SERVICES  
P. O. BOX 502779  
ST. LOUIS, MO 63150-2779  
(800) 937-8200

INVOICE DATE 07/29/2022

OE #	D5J69SEH
ACCOUNT #	2006421
INVOICE #	70734272
AMOUNT DUE	22.10





INVOICE

FED-ID INGRAM LIBRARY SERVICES  
 62-1746696 P. O. BOX 502779  
 ST. LOUIS, MO 63150-2779  
 (800) 937-8200

INVOICE	MO.	DAY	YEAR	BATCH
71089855	08	19	2022	390

ORDER ENTRY	ACCOUNT	PAGE	TAX
D582C7EH	2006421	1	6
	PP	6	
	SC	1	

DUNS 12-159-9042

SOLD TO 2006421 013M M  
 STORMLAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588-2239

SHIP TO 2006421-0000000  
 STORMLAKE PUBLIC LIBRARY  
 M&K CD 1.20  
 609 CAYUGA ST  
 STORM LAKE IA 50588-2239

TERMS: NET 30 EOM  
 WE APPLY 1.5% SERVICE CHARGE TO PAST DUE INVOICES

QUANTITY		T/C	TITLE	UNIT PRICE	% DISC.	UNIT PRICE (AFTER DISC.)	EXTENSION
ORDERED	SHIPPED	AUTHOR					
1	1	ITEMS BELOW FROM P.O. AUTHOR ADULT SO					
1	1	PATTERSON 9TH MONTH	0520 R	32.00	42.5	18.40	18.40
1	1	INGRAM 9999999 MYLAR JACKET-TAPED	8899 C	0.99	NET	0.99	0.99
		RETAIL 32.99 AVG DISC 42.5%					
		FT WAYN VIA UPS-GROUND PREPAID					
		SHIP DATE 08/19 #610953363 #CTNS					
		PRODUCT SUBTOTAL 18.40					
		PROCESSING SUBTOTAL 0.99					
		SUBTOTAL 32.99					19.39
		SHIPPING/HANDLING					8.50
		1 WT 2 LBS					
** TOTAL **							27.89

27.89  
**APPROVED FOR PAYMENT**  
 Name \_\_\_\_\_  
 Date \_\_\_\_\_ P.O. # \_\_\_\_\_  
 Acc't No. 001-4010-01-602-0000



IF PREPAID, PLEASE DISREGARD.

IF PAYING BY INVOICE  
 PLEASE RETURN THIS PORTION WITH PAYMENT

INGRAM LIBRARY SERVICES  
 P. O. BOX 502779  
 ST. LOUIS, MO 63150-2779  
 (800) 937-8200

INVOICE DATE 08/19/2022

OE #	<u>D582C7EH</u>
ACCOUNT #	<u>2006421</u>
INVOICE #	<u>71089855</u>
AMOUNT DUE	<u>27.89</u>





26.88  
**APPROVED FOR PAYMENT** **CONTRACT INVOICE**

Invoice Number: 23AR1042898  
 Invoice Date: 08/12/2022

Name \_\_\_\_\_  
 Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 172-4903-04-6512-0000

**Bill To:** City of Storm Lake  
 620 Erie St  
 PO Box 1086  
 Storm Lake, IA 50588  
 USA

**Customer:** City of Storm Lake  
 620 Erie St  
 PO Box 1086  
 STORM LAKE, IA 50588

**PLEASE NOTE THE CHANGE IN PAYMENT REMITTANCE ADDRESS BELOW**

Account No	Payment Terms	Payment Policy	Invoice Total	Balance Due	
CSL-109840-OE	Net 30	see below	\$26.88	<b>\$26.88</b>	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CON14605-CSL-01		\$26.88		01/14/2019	
Remarks					

**Summary:**

Contract base rate charge for the 07/14/2022 to 08/13/2022 billing period \$26.00  
 Contract overage charge for the 07/14/2022 to 08/13/2022 overage period \$0.88\*\*  
 \*\*See overage details below \$26.88

**Detail:**

**Equipment included under this contract**

**Lanier/LANMPC2004**

Number	Serial Number	Base Adj.	Location
CSL-20162	C768RA10364	\$0.00	Storm Lake Public Library 609 Cayuga St STORM LAKE, IA 50588 Meters-Kolby Struchen

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B\W	CON14605-CSL-01	5,544	5,623		79	0	79	\$0.011200	\$0.88
Color	CON14605-CSL-01	173	190		17	260	0	\$0.107500	\$0.00



**Remit To:**  
**COUNSEL**  
**PO Box 706326**  
**Cincinnati, OH 45270-6326**

**CREDIT POLICY**

- Credit card payment accepted by calling 800-888-6186
- Credit cards subject to 3% fee.
- There is a 1.75% monthly fee on all past due balances [21% annually]
- There is a \$35.00 Returned Check Fee.
- Delinquent accounts sent to an outside collection agency will be assessed 35% if the balance is over \$200 and 50% if the balance is under \$200.

Invoice SubTotal	\$26.88
Tax:	\$0.00
Invoice Total	\$26.88
<b>Balance Due:</b>	<b>\$26.88</b>

**Inv#: 23AR1042898**

**NOTE : Any overpayment/credit on account will be applied to the next invoice billed.**

**For immediate payment processing please use the link below:**

<https://paynow.biz/87bcb>



Purchase Order#

(Assigned by Finance Dept. upon approval.)

**Purchase Order**

City of Storm Lake  
 P.O. Box 1086, 620 Erie Street  
 Storm Lake, IA 50588  
 Phone (712)732-8000  
 Fax (712)732-4114  
 www.stormlake.org

**Vendor Information**

Company Storm Lake Public Library

Attn: \_\_\_\_\_

Address 609 Cayuga Street

Address \_\_\_\_\_

City Storm Lake

State Iowa Zip/Postal Code 50588

E-mail \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Requested Purchase Date:

Account #'s:	Amounts:
#1: <input type="text" value="001-4010-04-6508-0000"/>	<input type="text" value="\$ 23.07"/>
#2: <input type="text"/>	<input type="text"/>
#3: <input type="text"/>	<input type="text"/>
#4: <input type="text"/>	<input type="text"/>

Description	Budget Amt.	Quantity	Unit Price	Amount
Beth Dawson, Custodian of Petty Cash, Postage		1	\$23.07	\$23.07

<input type="checkbox"/> Bids/Quotes Attached	Shipping Costs <input type="checkbox"/> Estimated <input checked="" type="checkbox"/> Actual	<b>Total</b>	<b>\$23.07</b>
Department _____	Head Signature _____ Date: <input type="text" value="Sep 12, 2022"/>	Shipping Charges	
		<b>Purchase Order Total</b>	<b>\$23.07</b>

<b>Finance Department Only</b>		<b>Purchase Order</b>
<b>Timeline Approval</b> Date Received: <input type="text"/> Date Returned: <input type="text"/>	Approved Purchase Date <input type="text"/> <input type="checkbox"/> W9 Needed	Date Received: <input type="text"/> Date Returned: <input type="text"/>
<b>Line Item Budget</b> Line Item Budget <input type="text"/> Authorized PO's <input type="text"/> Line Item Authorized <input type="text"/> YTD Expenditures <input type="text"/>	<b>Department Budget</b> Overall Department Budget <input type="text"/> Authorized PO's <input type="text"/> Authorized YTD Budget <input type="text"/> YTD Expenditures <input type="text"/>	
Approved by _____ Date: <input type="text"/>		
<b>Administrative Approval</b>		
Authorized By _____ Date: <input type="text"/>	<input type="checkbox"/> Not Approved <input type="text"/>	<input type="checkbox"/> Approved <b>WITHIN</b> Adopted Budget <input type="text"/> <input type="checkbox"/> Approved <b>OUTSIDE</b> Adopted Budget <input type="text"/>



8/1/2022-8/31/2022

Date	Amount	
8/1/2022		
8/2/2022	\$15.80	Ames/SC/laCity/Org City
8/3/2022		
8/4/2022		
8/5/2022		
8/6/2022		
8/7/2022		
8/8/2022		
8/9/2022	\$3.95	Ames
8/10/2022		
8/11/2022		
8/12/2022		
8/13/2022		
8/14/2022		
8/15/2022		
8/16/2022		
8/17/2022		
8/18/2022		
8/19/2022		
8/20/2022		
8/21/2022		
8/22/2022		
8/23/2022		
8/24/2022		
8/25/2022		
8/26/2022		
8/27/2022		
8/28/2022		
8/29/2022	\$3.32	Cedar Falls
8/30/2022		

Total \$23.07





# Rebnord Technologies, Inc.

210 Sale Barn Rd  
Storm Lake, IA 50588

# Invoice

Date	Invoice #
8/24/2022	35759

**SL Public Library**  
**Elizabeth Huff**  
**609 Cayuga**  
**Storm Lake, IA 50588**

Customer PO
Terms
Due on receipt
Due Date
8/24/2022

Item Code	Description	Quantity	Price Each	Serviced	Amount
Part	Toner for HP Printer	1	119.95		119.95
<p style="font-size: 2em; color: blue;">119.95</p> <p style="font-size: 1.5em; color: red; font-weight: bold;">APPROVED FOR PAYMENT</p> <p>Name _____</p> <p>Date _____ P.O. # _____</p> <p>Acc't No. <u>001-4010-09-6599-0000</u></p>					

<b>Subtotal</b>	\$119.95
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$119.95

A Service Charge of 1.5% per month (\$5 minimum) will be assessed on any balance not paid within 10 days.



THANK YOU FOR SHOPPING AT  
STORM LAKE ACE HARDWARE  
(712) 213-2230

KEEP RECEIPT FOR ALL REFUNDS

KEEP RECEIPT FOR ALL REFUNDS  
NO RETURNS AFTER 60 DAYS

08/25/22 11:37AM JUSTIN 561 SALE

3009743	1	EA	4.99	EA	N
BATTERY ALKLINE 12 VOLT					
3008737	1	EA	4.99	EA	N
BATTERY LTHM 3V 2032					

SUB-TOTAL:\$	9.98	TAX:\$	.00
		TOTAL:\$	9.98
CHARGE AMT:	9.98		



==>> JRNL#H95162 INV#606768/2 <<==  
CUST NO: 5082  
Customer Copy

Name : X  
ELIZABETH HUFF  
Acct: CITY OF STORM LAKE

9.98

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-4010-04-6599-0000

# MIDWEST TAPE

LIBRARIANS  MEDIA SOURCE

P.O. BOX 820 • HOLLAND, OH 43528

PHONE: 1-800-875-2785  
FAX: 1-800-444-6645  
FEDERAL ID#: 37-1499686

## INVOICE

Terms: 30 Days Net

Invoice No.: 502613398  
Invoice Date: 09/01/2022  
Customer: 2000006256  
Delivery: 88807459  
Customer PO:  
Ship Via: United Parcel Service (UPS)  
Page: 1 OF 1

Bill To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Ship To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Qty	UoM	Format	Description	Stock #	OCLC#	Customer Item#	Retail	Price	Extension
1	EA	DVD	ELVIS Widescreen 1D *** Do Not Display Above Item Until: 09/13/2022	15122881	1336494624		34.99	26.24	26.24
1	EA					Product Sub-total:			26.24
Please pay this amount in USD:									26.24

26.24  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-400-04-6802-0800

Remit ACH/wire payments to:

Beneficiary Bank: Key Bank  
Beneficiary Bank Routing Number: 021052053  
Beneficiary Account Name: Midwest Tape LLC  
Beneficiary Account #: 14628438  
Email: AR@midwesttapes.com

Remit check payments to:

Midwest Tape, LLC  
P.O. Box 715733  
Cincinnati, OH 45271-5733



# MIDWEST TAPE

LIBRARIANS  MEDIA SOURCE

P.O. BOX 820 • HOLLAND, OH 43528

PHONE: 1-800-875-2785  
FAX: 1-800-444-6645  
FEDERAL ID#: 37-1499686

## INVOICE

Terms: 30 Days Net

Invoice No.: 502613010  
Invoice Date: 09/01/2022  
Customer: 2000006256  
Delivery: 88804078  
Customer PO:  
Ship Via: United Parcel Service (UPS)  
Page: 1 OF 1

Bill To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Ship To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Qty	UoM	Format Delivery	Description Stock #	OCLC#	Customer Item#	Retail	Price	Extension
1	EA	DVD	LIGHTYEAR Widescreen 1D *** Do Not Display Above Item Until: 09/13/2022 15122878	1336617694		29.99	22.49	22.49
1	EA	DVD	MRS. HARRIS GOES TO PARIS Widescreen 1D *** Do Not Display Above Item Until: 09/06/2022 15190169	1336617748		23.99	17.99	17.99
1	EA	DVD	WHERE THE CRAWDADS SING Widescreen 1D *** Do Not Display Above Item Until: 09/13/2022 15190126	1340125120		30.99	23.24	23.24
3	EA				Product Sub-total:			63.72
					Please pay this amount in USD:			63.72

Remit ACH/wire payments to:

Beneficiary Bank: Key Bank  
Beneficiary Bank Routing Number: 021052053  
Beneficiary Account Name: Midwest Tape LLC  
Beneficiary Account #: 14628438  
Email: AR@midwesttapes.com

Remit check payments to:  
Midwest Tape, LLC  
P.O. Box 715733  
Cincinnati, OH 45271-5733

63.72  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-4910-01-6505  
- 0000

# MIDWEST TAPE

LIBRARIANS MEDIA SOURCE

P.O. BOX 820 • HOLLAND, OH 43528

PHONE: 1-800-875-2785

FAX: 1-800-444-6645

FEDERAL ID#: 37-1499686

## INVOICE

Terms: 30 Days Net

Invoice No.: 502424359  
Invoice Date: 07/22/2022  
Customer: 2000006256  
Delivery: 88746233  
Customer PO:  
Ship Via: United Parcel Service (UPS)  
Page: 1 OF 1

Bill To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Ship To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Qty	UoM	Format Delivery	Description Stock #	OCLC#	Customer Item#	Retail	Price	Extension
1	EA	DVD	LOST CITY, THE Widescreen 1D *** Do Not Display Above Item Until: 07/26/2022 14920391	1322257061		30.99	23.24	23.24
1	EA	DVD	YAKARI: A SPECTACULAR JOURNEY Widescreen 1D 14991692	1311435633		24.99	18.74	18.74
2	EA				Product Sub-total:			41.98
					Please pay this amount in USD:			41.98

41.98

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-100-04-6502-0000

Remit ACH/wire payments to:

Beneficiary Bank: Key Bank  
Beneficiary Bank Routing Number: 021052053  
Beneficiary Account Name: Midwest Tape LLC  
Beneficiary Account #: 14628438  
Email: AR@midwesttapes.com

Remit check payments to:

Midwest Tape, LLC  
P.O. Box 715733  
Cincinnati, OH 45271-5733



# MIDWEST TAPE

LIBRARIANS  MEDIA SOURCE

P.O. BOX 820 • HOLLAND, OH 43528

PHONE: 1-800-875-2785

FAX: 1-800-444-6645

FEDERAL ID#: 37-1499686

## INVOICE

Terms: 30 Days Net

Invoice No.: 502357860  
Invoice Date: 07/07/2022  
Customer: 2000006256  
Delivery: 88729757  
Customer PO:  
Ship Via: United Parcel Service (UPS)  
Page: 1 OF 1

Bill To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Ship To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Qty	UoM	Format Delivery	Description Stock #	OCLC#	Customer Item#	Retail	Price	Extension
1	EA	DVD	JETSONS COMPLETE SERIES, THE Full screen 8D 15038916	99999999		31.99	23.99	23.99
1	EA				Product Sub-total:			23.99
					Please pay this amount in USD:			23.99

23.99  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acct No. 001-4010-046002-0000

**Remit ACH/wire payments to:**

Beneficiary Bank: Key Bank  
Beneficiary Bank Routing Number: 021052053  
Beneficiary Account Name: Midwest Tape LLC  
Beneficiary Account #: 14628438  
Email: AR@midwesttapes.com

**Remit check payments to:**

Midwest Tape, LLC  
P.O. Box 715733  
Cincinnati, OH 45271-5733

# MIDWEST TAPE

LIBRARIANS  MEDIA SOURCE

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PHONE: 1-800-875-2785  
FAX: 1-800-444-6645  
FEDERAL ID#: 37-1499686

## INVOICE

Terms: 30 Days Net

Invoice No.: 502520947  
Invoice Date: 08/11/2022  
Customer: 2000006256  
Delivery: 88773773  
Customer PO:  
Ship Via: United Parcel Service (UPS)  
Page: 1 OF 1

Bill To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Ship To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Qty	UoM	Format	Description	Stock #	OCLC#	Customer Item#	Retail	Price	Extension	
1	EA	DVD	BLACK PHONE, THE Widescreen COLLECTOR'S EDITION 1D *** Do Not Display Above Item Until: 08/16/2022	15122876	1335714144		29.99	22.49	22.49	
1	EA	DVD	BOB'S BURGERS MOVIE, THE Widescreen 1D	15032058	1329337274		29.99	22.49	22.49	
1	EA	DVD	OKJA Widescreen CRITERION COLLECTION 2D	15024235	1315488790		29.99	22.49	22.49	
3	EA		Product Sub-total:							67.47
								67.47		
								APPROVED FOR PAYMENT		
								Please pay this amount in USD:		67.47

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-4010-04-6502-0000

Remit ACH/wire payments to:

Beneficiary Bank: Key Bank  
Beneficiary Bank Routing Number: 021052053  
Beneficiary Account Name: Midwest Tape LLC  
Beneficiary Account #: 14628438  
Email: AR@midwesttapes.com

Remit check payments to:

Midwest Tape, LLC  
P.O. Box 715733  
Cincinnati, OH 45271-5733



# MIDWEST TAPE

LIBRARIANS MEDIA SOURCE

P.O. BOX 820 • HOLLAND, OH 43528

PHONE: 1-800-875-2785  
FAX: 1-800-444-6645  
FEDERAL ID#: 37-1499686

## INVOICE

Terms: 30 Days Net

Invoice No.: 502489280  
Invoice Date: 08/05/2022  
Customer: 2000006256  
Delivery: 88763607  
Customer PO:  
Ship Via: United Parcel Service (UPS)  
Page: 1 OF 1

Bill To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Ship To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Qty	UoM	Format Delivery	Description Stock #	OCLC#	Customer Item#	Retail	Price	Extension
1	EA	DVD	ALI & AVA Widescreen 1D *** Do Not Display Above Item Until: 08/23/2022 15166460	1333457837		19.99	14.99	14.99
1	EA	DVD	DOCTOR WHO EVE OF THE DALEKS & LEGEND OF Widescreen 1D 14988989	1313562439		19.99	14.99	14.99
1	EA	DVD	KOMINSKY METHOD SEASON 1, THE Widescreen 1 1D 12441237	1120772844		19.99	14.99	14.99
3	EA				Product Sub-total:			44.97
								44.97

44.97  
**APPROVED FOR PAYMENT**

Please pay this amount in USD:

44.97

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-400-04-6502-0000

**Remit ACH/wire payments to:**

Beneficiary Bank: Key Bank  
Beneficiary Bank Routing Number: 021052053  
Beneficiary Account Name: Midwest Tape LLC  
Beneficiary Account #: 14628438  
Email: AR@midwesttapes.com

**Remit check payments to:**

Midwest Tape, LLC  
P.O. Box 715733  
Cincinnati, OH 45271-5733

# MIDWEST TAPE

LIBRARIANS MEDIA SOURCE

P.O. BOX 820 • HOLLAND, OH 43528

PHONE: 1-800-875-2785  
FAX: 1-800-444-6645  
FEDERAL ID#: 37-1499686

## INVOICE

Terms: 30 Days Net

Invoice No.: 502548916  
Invoice Date: 08/18/2022  
Customer: 2000006256  
Delivery: 88780574  
Customer PO:  
Ship Via: United Parcel Service (UPS)  
Page: 1 OF 1

Bill To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Ship To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Qty	UoM	Format	Description	Stock #	OCLC#	Customer Item#	Retail	Price	Extension	
1	EA	DVD	HIT THE ROAD Widescreen 1D	14991672	1312349046		19.99	14.99	14.99	
1	EA	DVD	MR. MALCOLM'S LIST Widescreen 1D	15152172	1333223283	*** Do Not Display Above Item Until: 08/23/2022	17.99	13.49	13.49	
1	EA	DVD	VIVO Widescreen 1D	15196889	1335083576		30.99	23.24	23.24	
3	EA		Product Sub-total:							51.72
								51.72		
								APPROVED FOR PAYMENT		
								Please pay this amount in USD:		51.72

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acct No. 001-4010-04-6502-0000

Remit ACH/wire payments to:

Beneficiary Bank: Key Bank  
Beneficiary Bank Routing Number: 021052053  
Beneficiary Account Name: Midwest Tape LLC  
Beneficiary Account #: 14628438  
Email: AR@midwesttapes.com

Remit check payments to:

Midwest Tape, LLC  
P.O. Box 715733  
Cincinnati, OH 45271-5733



# MIDWEST TAPE

LIBRARIANS # MEDIA SOURCE

P.O. BOX 820 • HOLLAND, OH 43528

PHONE: 1-800-875-2785  
FAX: 1-800-444-6645  
FEDERAL ID#: 37-1499686

## INVOICE

Terms: 30 Days Net

Invoice No.: 502584390  
Invoice Date: 08/25/2022  
Customer: 2000006256  
Delivery: 88790343  
Customer PO:  
Ship Via: United Parcel Service (UPS)  
Page: 1 OF 1

Bill To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Ship To:  
STORM LAKE PUBLIC LIBRARY  
ELIZABETH HUFF  
609 CAYUGA STREET  
STORM LAKE, IA 50588  
USA

Qty	UoM	Format	Description	Stock #	OCLC#	Customer Item#	Retail	Price	Extension
1	EA	DVD	1883: A YELLOWSTONE ORIGIN STORY Widescreen PARENTAL ADVISORY 4D *** Do Not Display Above Item Until: 08/30/2022	15195805	1334496399		29.99	22.49	22.49
1	EA	DVD	MINIONS 2: THE RISE OF GRU Widescreen COLLECTOR'S EDITION 1D *** Do Not Display Above Item Until: 09/06/2022	15190165	1336965266		34.99	26.24	26.24
2	EA					Product Sub-total:			48.73
						Please pay this amount in USD:			48.73

48.73

APPROVED FOR PAYMENT

Name \_\_\_\_\_

Date \_\_\_\_\_ P.O. # \_\_\_\_\_

Acc't No. 001-400-04-602-0000

Remit ACH/wire payments to:

Beneficiary Bank: Key Bank  
Beneficiary Bank Routing Number: 021052053  
Beneficiary Account Name: Midwest Tape LLC  
Beneficiary Account #: 14628438  
Email: AR@midwesttapes.com

Remit check payments to:

Midwest Tape, LLC  
P.O. Box 715733  
Cincinnati, OH 45271-5733

