



609 Cayuga Street  
Storm Lake, IA 50588  
712-732-8026  
<https://www.stormlake.lib.ia.us>

**Agenda, Monday, October 9, 2023, 4 pm**  
**Storm Lake Public Library Board Meeting**  
**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
6. Board President – Agreement Study
7. Approval of September Minutes
8. Director’s Reports: Calendar, Bar Chart, Ledger, Renovation/Telehealth, Boilers, CIP, Community Connect Grant, Friends Programs, Banned Book Display, Personnel resource to City Clerk.
9. Approval of October Bills
10. Study Session: Witter Gallery, Sunday Business Hours
11. Approval of Telehealth Room Policy
12. Approval of Friends Credit Card funds
13. Library Board Member Requested Item
14. Trustees Continuing Education
15. Adjourn – Next Meeting, November 13, 2023, 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, September 19, 2023, 4:00 p.m.

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

Board President Hudspeth called the meeting to order at 4:00 p.m.

**Disclosures by Board Members** - None

**Public Hearing** – None

**Agenda Approval** – Moved by Board Member Freking to approve September 19 Agenda. Seconded by Board Member Lyngaas. Vote all ayes. Motion carried.

**Witter Gallery Report** – Gallery’s activity schedule was distributed to the Trustees. Gallery Board Member Clough reported there were bronze statues donated by a Colorado artist which the Gallery wanted to place throughout the city. Jerry Johnson needed to test the Meeting Room digital TV for their programs. The Gallery wants the hallway space currently occupied by a sofa by their bulletin board and across the bathrooms for their display cabinet. The Trustees advised the Fire Chief will be consulted on the hallway space. The Gallery wants to change their business hours from Wednesday to Sunday and be closed on Monday-Tuesday. The Library Director said it was up to the Trustees since they will be paying for the utilities and other expenses for Sunday and extended Gallery hours.

**Agreement Study** – Tabled by Board President.

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

**Director’s Report** – No questions on the Calendar, Bar Charts or Ledger. The HVAC Renovation grant close-out continues. The Library Director zoomed with Delaware State Libraries and Great Plains Telehealth Resource in regard to the Telehealth Room. When the grant closes out then a roof hydrant will be installed. Heating Boilers installation began on Monday by Midwestern Mechanical. Boiler work to be completed by Stanton Electric and Control Systems. The Boiler emergency request affected the CIP budget, so lighting and shelving will be requested again. CIP priority will be the Fire Alarm System which must be replaced. The Library Director will submit a Community Connect Pre-program report and the pilot hot spot-laptop borrowing program has started. Friends are sponsoring Fire Prevention Week Book Drawing, Kids Yoga, Teen Hip Hop dance lessons, Chills and Thrills Street Dance, Family Film Series and Social Worker. There is a Banned Book Display until mid-October.

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

**Study Session – Staffing and Capital Supplementary Request** – Board Member Lyngaas has been concerned about the low staff at the library, especially should there be sick leaves or COVID. She gave a list of sites for advertising

library positions which are free. The Library Director said she will submit it to City Hall. The Library Director said she would be requesting additional staff in the Capital Supplementary Request for consideration by the Budget Committee.

**Study Session – Children and Patrons** – Board President Hudspeth if the Library and Trustees would be interested in citizens in Storm Lake recommending a book on Facebook, similar to bookstore staff recommendations. It was considered a great idea to be put into practice. Dana Larsen, City Hall will be consulted for marketing.

**Library Board Member Requested Items** – none.

**Trustees Continuing Education** – none.

**Adjournment** - Moved by Board Member Lyngaas to adjourn the meeting at 4:55 pm. Seconded by Board Member Eliason. 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 October 9, 2023.

- September 19 – Board Meeting
- September 19 – Wede Locksmith for Telehealth Room and Meeting Room
- September 19 – Stanton Electric consulted for Boiler Room with Midwestern Mechanical
- September 20 – 2<sup>nd</sup> Bill Warrant submitted to Tyler Gibbins, City Accountant
- September 21 – Fire Chief, Julie Steinfeld: hallway display case
- September 21 – Midwestern Mechanical done with boiler installation
- September 21 – Power Solutions resets Fire Alarm Panel
- September 21-22 – Comm Center receives 30 alarm messages during night
- September 22 – Fire Alarm Panel reviewed by Scott Olesen, Chris Chamber, Power Solutions. Brian Oakleaf approved emergency request from existing funds for purchase order.
- September 22 – Comm Center and Fire Chief advised of panel malfunction.
- September 23 – Saturday at library, heavy rains, shifted magazines on shelf
- September 25 – Chris Chambers on leaking roof drainpipes, Victoria shifts nonfiction books away from pipe
- September 25 – New 280 Student Library Accounts exported
- September 25 – Last day for Social Worker
- September 26 – Department Head meeting
- September 26 – Annual report submitted to State Library
- September 26 – Virgil Gaffney installed shelves in janitor's closet
- September 27 – Community Connect Pre-program report submitted to ALA Public Programs
- September 28 – Weeded Biography section
- September 29 – Di Daniels, Salud; Aloha Wilkes, University of Iowa; Community Service Navigators
- September 30 – Kayla Reetz, Kids Yoga Program
- October 2 – Department Head Meeting, City Council Meeting
- October 2 – Community Service Navigators start weekly program
- October 2 – Board Prep Week
- October 3 – Power Solutions hooked electricity to new boilers.
- October 4 – Some staff at Diversity training, Beth on sick leave
- October 4 – Friends Board Meeting
- October 5 – Great Plains Telehealth Consultation, Mary DeVaney (Sioux Falls)
- October 5-6– Virgil Gaffney, Public Works installs Door Counter
- October 6 – Kevin Larsen, Woodruff Construction, north roof drain pipes
- October 6 – Board Packet Distribution
- October 7 – Canceled kids program due to no building heat



## 23-24 Collection Development



■ Additions

145

164

84

■ Withdrawals

7

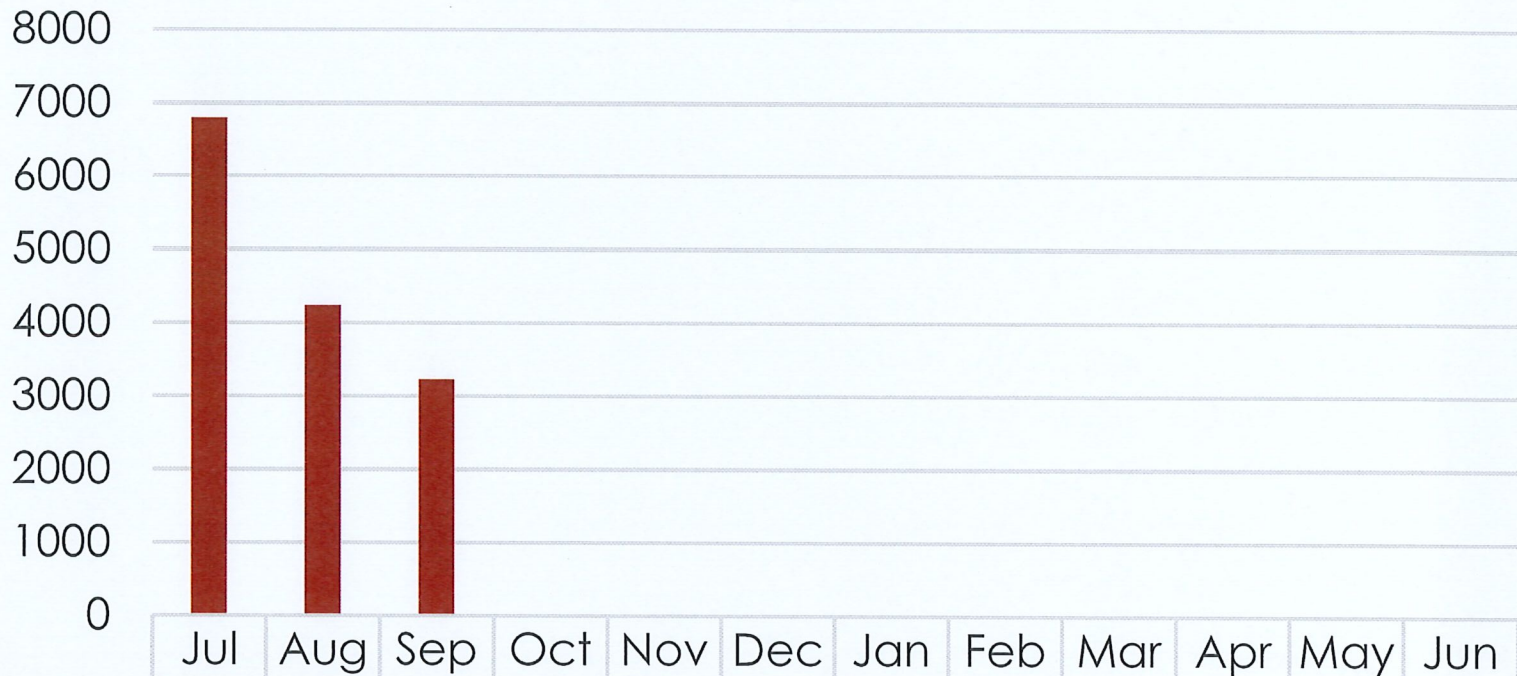
17

101

■ Additions

■ Withdrawals

# 23-24 Attendance



■ Attendance	6791	4241	3230								
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# 23-24 DEPOSITS

■ Fines & Fees   ■ Donations   ■ Merchandise   ■ Dohrman Trust

1000  
900  
800  
700  
600  
500  
400  
300  
200  
100  
0

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ Fines & Fees	486	890	715									
■ Donations	45	1	2									
■ Merchandise	5	3	5									
■ Dohrman Trust			111									

■ Fines & Fees  
■ Donations  
■ Merchandise  
■ Dohrman Trust





# 23-24 Digital Use



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Public	137	139	115									
Bridges	861	724	926									
WhoFi	836	756	861									

Public Bridges WhoFi



Storm Lake, IA

# Detail vs Budget Report

## Account Detail

Date Range: 09/01/2023 - 09/30/2023

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	-1,387.93	-663.65	-2,051.58	-5,125.42	-71.41 %
<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>	
09/05/2023	CLPKT04209	3.01.09.2023		CLPKT04209			-48.90	
09/07/2023	CLPKT04215	03.06.09.2023		CLPKT04215			-103.25	
09/11/2023	CLPKT04224	03.08.09.2023		CLPKT04224			-61.00	
09/13/2023	CLPKT04230	03.12.09.2023		CLPKT04230			-43.35	
09/14/2023	CLPKT04233	03.13.09.2023		CLPKT04233			-46.10	
09/19/2023	CLPKT04247	03.18.09.2023		CLPKT04247			-76.50	
09/21/2023	CLPKT04253	03.20.09.2023		CLPKT04253			-97.20	
09/25/2023	CLPKT04260	03.22.09.2023		CLPKT04260			-26.10	
09/26/2023	CLPKT04266	03.25.09.2023		CLPKT04266			-43.20	
09/28/2023	CLPKT04271	03.27.09.2023		CLPKT04271			-118.05	
<b>Revenue Totals:</b>		<b>0.00</b>	<b>-31,477.00</b>	<b>-1,387.93</b>	<b>-663.65</b>	<b>-2,051.58</b>	<b>-29,425.42</b>	<b>-93.48 %</b>
<b>Expense</b>								
<a href="#">001-4010-04-6010</a>	Salaries	0.00	169,123.73	25,913.36	14,487.56	40,400.92	128,722.81	76.11 %
<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>	
09/06/2023	PYPKT01280	PYPKT01280 - 09062023...		PYPKT01280 - 09062023 Payroll - Period 8...			6,777.33	
09/20/2023	PYPKT01285	PYPKT01285 - 09202023...		PYPKT01285 - 09202023 Payroll - Period 9...			7,710.23	
<a href="#">001-4010-04-6040</a>	Overtime	0.00	2,079.92	737.70	349.91	1,087.61	992.31	47.71 %
<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>	
09/06/2023	PYPKT01280	PYPKT01280 - 09062023...		PYPKT01280 - 09062023 Payroll - Period 8...			70.26	
09/20/2023	PYPKT01285	PYPKT01285 - 09202023...		PYPKT01285 - 09202023 Payroll - Period 9...			279.65	
<a href="#">001-4010-04-6061</a>	Longevity	0.00	1,300.00	350.00	0.00	350.00	950.00	73.08 %
<a href="#">001-4010-04-6240</a>	Meetings & Conferences	0.00	1,500.00	0.00	0.00	0.00	1,500.00	100.00 %

**Detail vs Budget Report**

Date Range: 09/01/2023 - 09/30/2023

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">001-4010-04-6310</a>	Repairs/Maintenance Bldg	0.00	7,000.00	845.75	904.85	1,750.60	5,249.40	74.99 %
<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>	
09/18/2023	APPKT00821	47355	80465	Grid Strainer Installation	001302 - Wiese Plumbing & Heating, Inc		904.85	
<a href="#">001-4010-04-6371</a>	Electric Service	0.00	13,500.00	3,390.74	0.00	3,390.74	10,109.26	74.88 %
<a href="#">001-4010-04-6372</a>	Refuse & Recycling	0.00	459.00	76.50	38.25	114.75	344.25	75.00 %
<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>	
09/05/2023	APPKT00815	August 2023	80411	Garbage Services	002126 - SGS, LLC		38.25	
<a href="#">001-4010-04-6373</a>	Telecommunications	0.00	1,600.00	243.25	122.40	365.65	1,234.35	77.15 %
<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>	
09/18/2023	APPKT00821	September 2023	80447	Fax Line & Emergency Line Service	001077 - Long Lines		122.40	
<a href="#">001-4010-04-6375</a>	Gas Service	0.00	12,500.00	1,995.67	1,152.19	3,147.86	9,352.14	74.82 %
<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>	
09/18/2023	APPKT00821	July/Aug 2023	80421	Gas Service	001173 - Alliant Energy		1,152.19	
<a href="#">001-4010-04-6499</a>	Contractual Services	0.00	16,000.00	5,054.36	295.58	5,349.94	10,650.06	66.56 %
<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>	
09/18/2023	APPKT00821	1034983	4565	Copier Maintenance Agreement	001063 - Visual Edge Inc		89.95	
09/18/2023	APPKT00821	August 2023 Homebound	80424	August 2023 Homebound	001434 - Beth Ann Dawson McPherran		11.46	
09/18/2023	APPKT00821	August 2023 Library	80434	Entrance Mat Services	001064 - Dennis R Julius		27.75	
09/18/2023	APPKT00821	FY2024 OCLC Subscripti...	80458	FY2024 OCLC Subscription	001271 - State Library of Iowa		166.42	
<a href="#">001-4010-04-6502</a>	Library Materials	0.00	50,000.00	6,448.39	5,465.22	11,913.61	38,086.39	76.17 %
<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>	
09/18/2023	APPKT00821	0901-52	80448	Magazines	001941 - Magazine Subscription Service Agen...		1,942.56	
09/18/2023	APPKT00821	2037677630	80423	Books	001957 - Baker & Taylor, Inc		139.22	
09/18/2023	APPKT00821	2037701019	80423	Books	001957 - Baker & Taylor, Inc		12.88	
09/18/2023	APPKT00821	2037725562	80423	Books	001957 - Baker & Taylor, Inc		18.19	
09/18/2023	APPKT00821	37785	80462	Microfilming Services	001004 - The Advantage Companies, LLC		2,622.50	
09/18/2023	APPKT00821	503870690	4553	DVDs	001275 - Midwest Tape, LLC		74.96	
09/18/2023	APPKT00821	504125407	4553	DVDs	001275 - Midwest Tape, LLC		54.72	
09/18/2023	APPKT00821	504161464	4553	DVDs	001275 - Midwest Tape, LLC		128.19	
09/18/2023	APPKT00821	504220557	4553	DVDs Returned	001275 - Midwest Tape, LLC		-22.49	
09/18/2023	APPKT00821	504225621	4553	DVDs	001275 - Midwest Tape, LLC		39.73	
09/18/2023	APPKT00821	504225623	4553	DVDs	001275 - Midwest Tape, LLC		26.24	
09/18/2023	APPKT00821	77189350	80440	Books	001268 - Ingram Library Services, Inc		40.89	
09/18/2023	APPKT00821	77189351	80440	Books	001268 - Ingram Library Services, Inc		21.95	
09/18/2023	APPKT00821	77189352	80440	Books	001268 - Ingram Library Services, Inc		17.30	

**Detail vs Budget Report**

Date Range: 09/01/2023 - 09/30/2023

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">001-4010-04-6502</a>	Library Materials - Continued	0.00	50,000.00	6,448.39	5,465.22	11,913.61	38,086.39	76.17 %
<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>	
09/18/2023	APPKT00821	77311844	80440	Books	001268 - Ingram Library Services, Inc		21.27	
09/18/2023	APPKT00821	77311845	80440	Books	001268 - Ingram Library Services, Inc		24.20	
09/18/2023	APPKT00821	77570286	80440	Books	001268 - Ingram Library Services, Inc		18.57	
09/18/2023	APPKT00821	77570287	80440	Books	001268 - Ingram Library Services, Inc		41.59	
09/18/2023	APPKT00821	77570288	80440	Books	001268 - Ingram Library Services, Inc		20.07	
09/18/2023	APPKT00821	B6643874	4532	Books	001009 - Brodart Co.		200.03	
09/18/2023	APPKT00821	B6650452	4532	Books	001009 - Brodart Co.		22.65	
<a href="#">001-4010-04-6508</a>	Postage/Shipping	0.00	1,000.00	4.73	77.36	82.09	917.91	91.79 %
<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>	
09/18/2023	APPKT00821	August 2023 Postage	80432	Postage	001272 - Custodian of Petty Cash		77.36	
<a href="#">001-4010-04-6599</a>	Supplies	0.00	8,200.00	36.10	499.81	535.91	7,664.09	93.46 %
<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>	
09/18/2023	APPKT00821	241493	4536	Cleaning Supplies	001026 - Central Iowa Distributing, Inc		162.00	
09/18/2023	APPKT00821	252206-0	80443	Supplies	001037 - Iowa Office Supply Inc		123.72	
09/18/2023	APPKT00821	7-80-23	4552	Wall Signs	002161 - Laurens House of Print Ltd		214.09	
<b>Expense Totals:</b>		<b>0.00</b>	<b>284,262.65</b>	<b>45,096.55</b>	<b>23,393.13</b>	<b>68,489.68</b>	<b>215,772.97</b>	<b>-75.91 %</b>
<b>001 - General Fund Totals:</b>		<b>0.00</b>	<b>252,785.65</b>	<b>43,708.62</b>	<b>22,729.48</b>	<b>66,438.10</b>	<b>186,347.55</b>	<b>-73.72 %</b>
<b>172 - Library Misc Memorial Trust</b>								
<b>Asset</b>								
<a href="#">172-0000-00-1199</a>	Claim on Cash	0.00	0.00	136,078.26	3,727.09	139,805.35	-139,805.35	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>	
09/05/2023	APPKT00820	80418	80418	WalMart #01-1526 SEC REI PMT	001153 - WalMart #01-1526		-23.97	
09/07/2023	CLPKT04215	03.06.09.2023		CLPKT04215			3.75	
09/13/2023	CLPKT04230	03.12.09.2023		CLPKT04230			0.30	
09/19/2023	CLPKT04247	03.18.09.2023		CLPKT04247			2.00	
09/20/2023	APPKT00823	4565	4565	Visual Edge Inc SEC REI PMT	001063 - Visual Edge Inc		-35.26	
09/26/2023	CLPKT04266	03.25.09.2023		CLPKT04266			3,668.52	
09/27/2023	CLPKT04270	03.26.09.2023		CLPKT04270			111.75	
<b>Asset Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>136,078.26</b>	<b>3,727.09</b>	<b>139,805.35</b>	<b>-139,805.35</b>	<b>0.00 %</b>
<b>Revenue</b>								
<a href="#">172-4901-04-4300</a>	Interest On Investments	0.00	-25.00	-14.90	0.00	-14.90	-10.10	-40.40 %

**Detail vs Budget Report**

Date Range: 09/01/2023 - 09/30/2023

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">172-4901-04-4440</a>	Open Access	0.00	-80.00	-2,003.00	-3,672.52	-5,675.52	5,595.52	6,994.40 %
<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>	
09/07/2023	CLPKT04215	03.06.09.2023		CLPKT04215			-2.00	
09/19/2023	CLPKT04247	03.18.09.2023		CLPKT04247			-2.00	
09/26/2023	CLPKT04266	03.25.09.2023		CLPKT04266			-3,668.52	
<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	-14.90	0.00	-14.90	-0.10	-0.67 %
<a href="#">172-4903-04-4465</a>	Library Memorial Revenue	0.00	-2,300.00	-44.94	-2.05	-46.99	-2,253.01	-97.96 %
<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>	
09/07/2023	CLPKT04215	03.06.09.2023		CLPKT04215			-1.75	
09/13/2023	CLPKT04230	03.12.09.2023		CLPKT04230			-0.30	
<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="#">172-4906-04-4485</a>	Library Memorial Revenue	0.00	-1,100.00	0.00	-111.75	-111.75	-988.25	-89.84 %
<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>	
09/27/2023	CLPKT04270	03.26.09.2023		CLPKT04270			-111.75	
<b>Revenue Totals:</b>		<b>0.00</b>	<b>-9,535.00</b>	<b>-2,077.74</b>	<b>-3,786.32</b>	<b>-5,864.06</b>	<b>-3,670.94</b>	<b>-38.50 %</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	23.97	23.97	726.03	96.80 %
<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>	
09/05/2023	APPKT00815	August 2023	80418	Foam	001153 - WalMart #01-1526		23.97	
<a href="#">172-4902-04-6499</a>	Contractual Services	0.00	2,600.00	212.80	0.00	212.80	2,387.20	91.82 %
<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	516.36	35.26	551.62	1,448.38	72.42 %
<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>	
09/18/2023	APPKT00821	1055572	4565	Copier Maintenance Agreement	001063 - Visual Edge Inc		35.26	

**Detail vs Budget Report**

Date Range: 09/01/2023 - 09/30/2023

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<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>729.16</b>	<b>59.23</b>	<b>788.39</b>	<b>7,541.61</b>	<b>-90.54 %</b>
	<b>172 - Library Misc Memorial Trust Totals:</b>	<b>0.00</b>	<b>-1,205.00</b>	<b>134,729.68</b>	<b>0.00</b>	<b>134,729.68</b>	<b>-135,934.68</b>	<b>-11,280.89 %</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	2,913.88	0.00	2,913.88	-2,913.88	0.00 %
	<b>Asset Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>2,913.88</b>	<b>0.00</b>	<b>2,913.88</b>	<b>-2,913.88</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>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>2,913.88</b>	<b>0.00</b>	<b>2,913.88</b>	<b>-2,953.88</b>	<b>-7,384.70 %</b>
	<b>Report Total:</b>	<b>0.00</b>	<b>251,540.65</b>	<b>181,352.18</b>	<b>22,729.48</b>	<b>204,081.66</b>	<b>47,458.99</b>	<b>-18.87 %</b>

**Fund Summary**

<b>Fund</b>	<b>Encumbrances</b>	<b>Fiscal Budget</b>	<b>Beginning Balance</b>	<b>Total Activity</b>	<b>Ending Balance</b>	<b>Budget Remaining</b>	<b>% Remaining</b>
001 - General Fund	0.00	252,785.65	43,708.62	22,729.48	66,438.10	186,347.55	
172 - Library Misc Memorial Trust	0.00	-1,205.00	134,729.68	0.00	134,729.68	-135,934.68	
500 - Erma Myers Trust Fund	0.00	-40.00	2,913.88	0.00	2,913.88	-2,953.88	-7,384.70 %
<b>Report Total:</b>	<b>0.00</b>	<b>251,540.65</b>	<b>181,352.18</b>	<b>22,729.48</b>	<b>204,081.66</b>	<b>47,458.99</b>	





## October Bills Pending Approval

001-4010-04-6310-0000	Janitor closet shelf repair	\$77.94	Marcus Lumber
001-4010-04-6310-0000	Janitor closet shelf repair	\$17.89	Ace Hardware
001-4010-04-6310-0000	Alarm re-setting	\$167.79	Power Solutions
001-4010-04-6310-0000	New boiler's electrical system	\$571.75	Power Solutions
001-4010-04-6499-0000	Rug service	\$30.25	Julius Cleaners
001-4010-04-6499-0000	Homebound Mileage	\$10.63	Beth Dawson
001-4010-04-6499-0000	Front Desk Copier	\$89.95	Visual Edge
001-4010-04-6499-0000	Old Vacuum Repair	\$40.00	Vacuum Cleaner Center
001-4010-04-6502-0000	Fire Prevention Week books	\$20.78	Barnes & Noble
001-4010-04-6502-0000	Books	\$11.59	Brodart
001-4010-04-6502-0000	Books	\$179.64	Ingram
001-4010-04-6502-0000	Books	\$162.41	Baker & Taylor
001-4010-04-6502-0000	DVD	\$143.91	Midwest Tapes
001-4010-04-6508-0000	Postage	\$4.43	Custodian of Petty Cash
001-4010-04-6599-0000	Gorilla Tape - Book Drop Room	\$13.99	Ace Hardware
001-4010-04-6599-0000	Duplicate keys	\$8.97	Ace Hardware
001-4010-04-6599-0000	Door Counter box	\$17.80	Stanton Electric
001-4010-04-6599-0000	Door Counter Replacement	\$335.37	Library Store
001-4010-04-6599-0000	Janitor supplies	\$267.00	Central Iowa Distributing
172-4903-04-6512-0000	Dohrman Copier	\$35.86	Visual Edge

**\$2,207.95**



# Invoice

712-200-4160

Residential • Commercial • Agricultural

Please mail your payment to: PO Box 122 Alta, Ia 51002

Date	Invoice #
10/5/2023	101214-1

Terms
Due on receipt

Job Description
Boiler Project

<b>Bill To</b>
Storm Lake Public Library 609 Cayuga St. Storm Lake, IA 50588

**We Offer Sales And Service In The Following Areas:**  
**Electrical, Generators and Electric Motors**  
**Security, Surveillance and Access Control**  
**Networking, IT and Phone Systems**

Quantity	Description	Rate	Amount
1	4 Sq Box 2 1/8" Deep w/ 1/2" & 3/4" KOs	3.77	3.77T
1	4 Sq. Industrial Cover - Blank	1.00	1.00T
30	THHN #12	0.28	8.40T
25	Car Flex 1/2"	1.75	43.75T
2	Car Flex Connector Straight 1/2"	3.25	6.50T
2	Car Flex 90 Connector 1/2"	7.81	15.62T
1	Trip Charge	14.00	14.00
1	10/3/23 Labor - Electrical - BB/GD	467.50	467.50T
	Subtotal		560.54
	Shop Charge	2.00%	11.21T
Job Description: 10/2/23 - Scott called and they are getting new boilers at the Library and Stanton started wiring them in. Due to medical he isn't able to finish the job. Wants us to finish it up. Completion Notes: 10/2/23 - Looked at what was needed to be done. 10/3/23 - Hooked up pumps and sensors.			

Thank you for your business.

<b>Sales Tax (0.0%)</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$571.75</b>

**Credit card payments are accepted & subject to a 3% fee.**  
**There is a 1.5% fee on all past due balances.**



712-200-4160

Residential • Commercial • Agricultural

Please mail your payment to: PO Box 122 Alta, Ia 51002

# Invoice

Date	Invoice #
9/28/2023	101183-1

Terms
Due on receipt

Job Description
Panel Troubles

<b>Bill To</b>
Storm Lake Public Library 609 Cayuga St. Storm Lake, IA 50588

**We Offer Sales And Service In The Following Areas:**  
 Electrical, Generators and Electric Motors  
 Security, Surveillance and Access Control  
 Networking, IT and Phone Systems

Quantity	Description	Rate	Amount
2	Battery - 12V 8AH Sealed AGM	25.25	50.50T
1	Trip Charge	14.00	14.00
1	9/21/23 Fire Alarm Service Call - BB/GD	100.00	100.00T
1	9/22/23 Fire Alarm Service Call - BB/GD	100.00	100.00T
-1	9/21/23 Fire Alarm Service Call - NO CHARGE!	100.00	-100.00T
	Subtotal		164.50
	Shop Charge	2.00%	3.29T
Job Description: 9/22/23 - Scott Olsen called this morning. Said that there was approx 30 Trouble signals sent last night. Completion Notes: 9/21/23 - Reset the panel (no charge). 9/22/23 - Changed batteries			
<p>167.79  <b>APPROVED FOR PAYMENT</b></p> <p>Name _____</p> <p>Date _____ P.O. # _____</p> <p>Acc't No. 001-4210-04-6310-0000</p>			

Thank you for your business.

<b>Sales Tax (0.0%)</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$167.79</b>

Credit card payments are accepted & subject to a 3% fee.  
 There is a 1.5% fee on all past due balances.



MLC Storm Lake  
205 Sala Barn Road  
Storm Lake IA 50588  
712-732-4343

9/22/2023 11:27 AM

BRCH:2000 \*\*\* INVOICE \*\*\*  
CASHIER: CASHSL 2309-284379  
CUST PO: RITA - LIBRARY

ACCT # : 6207  
JOB # : 0  
NAME : CITY OF STORM LAKE

242772 12" WHITE BRACKET  
6 EA @ 12.99 EA 77.94

SUBTOTAL 77.94

SALES TAX GOVERNMENT 0.00% 0.00

TOTAL 77.94

AMT PAID 77.94  
CHANGE DUE 0.00

PAYMENT METHOD(S):  
CHARGE TO ACCT 77.94

77.94  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 001-4010-04-6310-0000

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

09/22/23 1:22PM MAYRA 561 SALE

55852	1	EA	7.99	EA	N
TAPPER BIT 3/16X4 1/2					7.99
56	18	EA	.55	EA	N
NUTS/BOLTS/NAIILS/SCREWS					9.90

SUB-TOTAL:\$ 17.89 TAX: \$ .00

TOTAL: \$ 17.89

CHARGE AMT: 17.89



==> JRNL# I70661 INV#612431/2

CUST NO: 5082

Customer Copy

*17-11-2*

Name : X \_\_\_\_\_  
VIRGIL GAFFEY  
Acct: CITY OF STORM LAKE  
PO#: LIBRARY

17.89

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 001-1010-24-6310-0000

# Home Bound Delivery Mileage Invoice

Beth Dawson  
 909 Pleasantview Dr.  
 Storm Lake, IA. 50588

10.63  
 APPROVED FOR PAYMENT

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

Acc't No. 001-1010-04-6499  
 -0000

Date	Description	Total
Sept 2023		
Sept 5	OP	2.0
Sept 12	OP, LPV, HB	6.0
Sept 19	OP, LPV, HB	6.0
Sept 26	LPV	3.0
	17m (0.625¢/m) = 10.63	
Total		17.0



# Invoice #315653

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

## STORM LAKE PUBLIC LIBRARY,

(712)732-8026

Delivery Charge 9/12/2023

1 Delivery Charge 5.00

Entrance Mats 9/12/2023

2 3 X 10 14.00

3 3 X 5 11.25

Subtotal: 30.25

Tax: 0.00

**Total: 30.25**

Paid: 0.00

Finish: Hanger

Employee: Diane

Creation: 9/11/2023 4:23:06 PM

**Ready On: Tuesday**

**9/12/2023**

brown mats back door opens at  
8:30 and front door opens at  
10

Thank You For Your Business!



30.25

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

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

40.00

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-4060-04-6499  
-0000

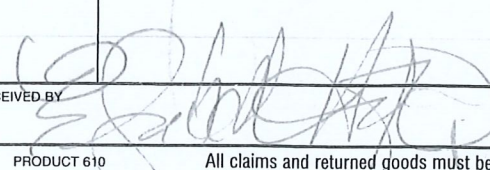
**THE VACUUM CLEANER CENTER**

We Sell & Service Most Brands

125 Grand Ave.

Spencer, Iowa 51301

(712) 262-4384

CUSTOMER'S ORDER NO.		PHONE		DATE		
		712-324-4575		8/31/2023		
NAME						
Storm Lake Public Library						
ADDRESS						
609 Cayuga St						
Storm Lake, Iowa 50588						
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D.	PAID OUT
			X			
QTY.	DESCRIPTION				PRICE	AMOUNT
	Labor Repair on Pro Force 1500 XP					40.00
	tax exempt					
	42-6005255					
RECEIVED BY 					TAX	
					TOTAL	40.00

C PRODUCT 610

All claims and returned goods must be accompanied by this bill.

3749

Thank You





**CONTRACT INVOICE**

Invoice Number: 24AR1121222  
 Invoice Date: 09/12/2023

2309A Chatburn Ave., PO Box 190 Harlan, IA 51537-1818  
 P: 712-755-5101

You can now pay your invoices online  
 at <https://er.visualedge.com/einfo>

**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

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
CSL-109840-OE	30 Days	10/12/2023	\$89.95	<b>\$89.95</b>

Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CON14219-CSL-01		\$89.95		07/27/2018	

Remarks

**Summary:**

Contract base rate charge for the 08/10/2023 to 09/09/2023 billing period	\$85.00
Contract Overage charge for the 08/10/2023 to 09/09/2023 Overage period	\$0.00**
Operational Surcharge	\$4.95
	<b>\$89.95</b>

\*\*See Overage details below

**Detail:**

**Equipment included under this contract**

**Lanier/LANMPC6004**

Number	Serial Number	Base Adj.	Location
CSL-4774	C758M620826	\$0.00	Storm Lake Public Library 609 Cayuga St STORM LAKE, IA 50588 Library

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BW	CON14219-CSL-01	293,100	295,408		2,308	5,000**	0	\$0.009000	\$0.00**
Color	CON14219-CSL-01	108,894	109,680		786	800**	0	\$0.072100	\$0.00**
** Allocated amount from meter group									\$0.00

89.95

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-4050-04-6499-0000

14624407

**INVOICE: B6662679**



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

DATE	PAGE
09/15/2023	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. 106145163000

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
132170523 9781454945444 Hardcover	Mrs. & Mr. MacLeo 10/04/2022 Union Square Kids	How to Eat a Book, Picture Book	1	19JUN2023 2129255		\$18.99 45.0% \$10.44	\$10.44

PO Number: 19JUN2023

Subtotal Quantity: 1  
Subtotal Units: 1

Item Subtotal: \$10.44

Charge Description	Units	Unit Price	Ext Price
Cataloging and Processing	1	\$1.15	\$1.15

Total Quantity: 1  
Total Units: 1

Item Total: \$10.44  
C&P Charge: \$1.15

INVOICE TOTAL: \$11.59

11.59  
~~10.44~~

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 001-4010-04-6502-0820

14624407



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

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

**INVOICE: B6662679**

<b>DATE</b>
09/15/2023

**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: 1  
Total Units: 1  
INVOICE TOTAL: \$11.59

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

# BARNES & NOBLE

One Barnes & Noble Way, Monroe Twp, NJ 08831

Return Service Requested

## INVOICE

0286000781 PRESORT PBPS002 <>



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

### REMITTANCE SECTION

Account Number: 6548838  
Invoice Number: 4468826  
Invoice Date: 09/18/23  
Due Date: 10/18/23  
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: 4468826  
(732)-656-7265 Invoice Date: 09/18/23  
Due Date: 10/18/23  
Store Receipt#: 04005528  
Store Number: 2179  
Purchaser: ELIZABETH HUFF  
Customer PO:  
Terms: Net 30 Days

LINE	ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	DISCOUNT	NET AMOUNT
1	9780395816592	FIREMAN SMALL	1	7.99	-1.60	6.39
2	9781590787212	MOLLY, BY GOLLY!: THE LEGEND O	1	17.99	-3.60	14.39

20.78  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 001-4010-04-6502-8800

FREIGHT CHARGE: 0.00  
GROSS AMOUNT: 25.98  
INVOICE DISCOUNT: (5.20)  
NET AMOUNT: 20.78  
TAX AMOUNT: 0.00  
DOWN PAYMENT: 0.00  
**NET AMOUNT DUE: 20.78**



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	LB
78070326	09	26	2023	311	

ORDER ENTRY	ACCOUNT	PAGE	TAX
D510L9EH	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 1.45  
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	SANDFORD JUDGMENT PREY	0680 R	9780593542811	29.95	42.5	17.22
1	1	INGRAM 9999999 MYLAR JACKET-TAPED	8899 C	9785552904068	0.99	NET	0.99
	1	RETAIL 30.94 AVG DISC 42.5%		SUBTOTAL	30.94		18.21
		FT WAYN VIA UPS-GROUND PREPAID		SHIPPING/HANDLING			9.00
		SHIP DATE 09/26 #610952162 #CTNS		1 WT 2 LBS			
		PRODUCT SUBTOTAL					17.22
		PROCESSING SUBTOTAL					0.99
** TOTAL **							27.21

27.21  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 201-400-01-600-0000



IF PREPAID, PLEASE DISREGARD.

IF PAYING BY INVOICE  
PLEASE RETURN THIS PORTION WITH PAYMENT

OE #	D510L9EH
ACCOUNT #	2006421
INVOICE #	78070326
AMOUNT DUE	27.21

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

INVOICE DATE 09/26/2023



INVOICE

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

INVOICE	MO.	DAY	YEAR	BATCH
78051473	09	25	2023	395

ORDER ENTRY	ACCOUNT	PAGE	TAX
D5XOPOEH	2006421	1	6
	PP	44	
	SC	4	

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 1.35  
609 CAYUGA ST  
STORM LAKE IA 50588-2239

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

QUANTITY		T/C	TITLE	UNIT	%	UNIT PRICE	EXTENSION
ORDERED	SHIPPED	AUTHOR		PRICE	DISC.	(AFTER DISC.)	
1	1	ITEMS BELOW FROM P.O. AUTHOR ADULT SO					
3	1	PATTERSON 12 MONTHS TO LIVE	0520 R	9780316405690	30.00	42.5	17.25
	1	INGRAM 9999999 MYLAR JACKET-TAPED	8899 C	9785552904068	0.99	NET	0.99
	1	RETAIL 30.99 AVG DISC 42.5%		SUBTOTAL	30.99		18.24
		FT WAYN VIA UPS-GROUND PREPAID		SHIPPING/HANDLING			2.78
		SHIP DATE 09/25 #610952092 #CTNS		1 WT 2 LBS			
		PRODUCT SUBTOTAL					17.25
		PROCESSING SUBTOTAL					0.99
** TOTAL **							21.02

21.02  
APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-400-04-6522-0020



IF PREPAID, PLEASE DISREGARD.

IF PAYING BY INVOICE  
PLEASE RETURN THIS PORTION WITH PAYMENT

OE # D5XOPOEH

ACCOUNT # 2006421

INVOICE # 78051473

AMOUNT DUE 21.02

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

INVOICE DATE 09/25/2023



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
78051474	09	25	2023	395

ORDER ENTRY	ACCOUNT	PAGE	TAX
D5XOPOEH	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 1.07  
 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	LEWIS BE	HEIRLOOM -LP	24.99	40.0	14.99	14.99
1	1	INGRAM	9999999 LAMINATED PB COVERS 15	2.06	NET	2.06	2.06
	1		RETAIL 27.05 AVG DISC 40.0%				17.05
			FT WAYN VIA UPS-GROUND PREPAID				2.20
			SHIP DATE 09/25 #610952092 #CTNS				
			PRODUCT SUBTOTAL 14.99				
			PROCESSING SUBTOTAL 2.06				
			SUBTOTAL 27.05				17.05
			SHIPPING/HANDLING 1 WT 1 LBS				2.20
			** TOTAL **				19.25

19.25  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

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



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 09/25/2023

OE #	D5XOPOEH
ACCOUNT #	2006421
INVOICE #	78051474
AMOUNT DUE	19.25



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: 78051475, 09, 25, 2023, 395

Table with columns: ORDER ENTRY, ACCOUNT, PAGE, TAX. Values: D5XOPOEH, 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 0.90
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 items like 'PERCY JACKSON & THE OLYMPIANS' and 'MYLAR JACKET-TAPED'.

14.33
APPROVED FOR PAYMENT

Name \_\_\_\_\_
Date \_\_\_\_\_ P.O. # \_\_\_\_\_
Acc't No. 001-4010-04-10502-0000

\*\* TOTAL \*\* 14.33



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 09/25/2023

Form with fields: OE # (D5XOPOEH), ACCOUNT # (2006421), INVOICE # (78051475), AMOUNT DUE (14.33)





INVOICE

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

INVOICE	MO.	DAY	YEAR	BATCH
78051476	09	25	2023	395

ORDER ENTRY	ACCOUNT	PAGE	TAX
D5XOPOEH	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 1.05  
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	RIORDAN	HEROES OF OLYMPUS BK HEROES	24.99	35.0	16.24	16.24
1	1	INGRAM	9999999 MYLAR JACKET-TAPED	0.99	NET	0.99	0.99
	1		RETAIL 25.98 AVG DISC 35.0%				17.23
			FT WAYN VIA UPS-GROUND PREPAID				2.17
			SHIP DATE 09/25 #610952092 #CTNS				
			PRODUCT SUBTOTAL			16.24	
			PROCESSING SUBTOTAL			0.99	
			SUBTOTAL	25.98			17.23
			SHIPPING/HANDLING				2.17
			1 WT 2 LBS				
** TOTAL **							19.40

19.40

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-4010-01-6502-0000



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 09/25/2023

OE #	D5XOPOEH
ACCOUNT #	2006421
INVOICE #	78051476
AMOUNT DUE	19.40



INVOICE

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

INVOICE	MO.	DAY	YEAR	BATCH	
77829828	09	12	2023	352	LB

ORDER ENTRY	ACCOUNT	PAGE	TAX
D5HOGBEH	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 0.69  
 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	BEATON M	DEAD ON TARGET	0711 R 9781250898647	27.00	42.5	15.53
1	1	INGRAM	9999999 MYLAR JACKET-TAPED	8899 C 9785552904068	0.99	NET	0.99
	1		RETAIL 27.99 AVG DISC 42.4%				16.52
			FT WAYN VIA UPS-GROUND PREPAID				1.72
			SHIP DATE 09/12 #610953444 #CTNS				
			PRODUCT SUBTOTAL 15.53				
			PROCESSING SUBTOTAL 0.99				
			SUBTOTAL 27.99				16.52
			SHIPPING/HANDLING				1.72
			1 WT 1 LBS				
** TOTAL **							18.24

18.24  
 APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-400-04602-0000



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 09/12/2023

OE #	D5HOGBEH
ACCOUNT #	2006421
INVOICE #	77829828
AMOUNT DUE	18.24

# INGRAM

### INVOICE

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

INVOICE	MO.	DAY	YEAR	BATCH
77829827	09	12	2023	352

ORDER ENTRY	ACCOUNT	PAGE	TAX
D5HOGBEH	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  
 609 CAYUGA ST  
 STORM LAKE IA 50588-2239

CD 1.76

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	JANCE J	BLESSING OF THE LOST GIRLS	0394 R 9780063010109	30.00	42.5	17.25	
1	1	ATKINSON	NORMAL RULES DONT APPLY	D800 R 9780385549509	28.00	42.5	16.10	
2	2	INGRAM	9999999 MYLAR JACKET-TAPED	8899 C 9785552904068	0.99	NET	1.98	
	2		RETAIL 59.98 AVG DISC 42.5%				35.33	
			FT WAYN VIA UPS-GROUND PREPAID				4.40	
			SHIP DATE 09/12 #610953444 #CTNS					
			PRODUCT SUBTOTAL 33.35					
			PROCESSING SUBTOTAL 1.98					
				IBCOE 8L1D8 RAZP2 ORD		DT: 04/01/23		
				SUBTOTAL	59.98			
				SHIPPING/HANDLING				
				1 WT 2 LBS				
							** TOTAL **	39.73

39.73

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-420-04-602-0000

# INGRAM

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 09/12/2023

OE #	D5HOGBEH
ACCOUNT #	2006421
INVOICE #	77829827
AMOUNT DUE	39.73



INVOICE

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

INVOICE	MO.	DAY	YEAR	BATCH	LB
77829826	09	12	2023	352	

ORDER ENTRY	ACCOUNT	PAGE	TAX
D5HOGBEH	2006421	1	6
	PP	45	
	SC	3	

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 1.15  
 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					
4	1	PATTERSON 23 1/2 LIES	0520 R	9781538752722	29.00	42.5	16.68
	1	INGRAM 9999999 MYLAR JACKET-TAPED	8899 C	9785552904068	0.99	NET	0.99
	1	RETAIL 29.99 AVG DISC 42.4%					
		FT WAYN VIA UPS-GROUND PREPAID					
		SHIP DATE 09/12 #610953444 #CTNS					
		PRODUCT SUBTOTAL 16.68					
		PROCESSING SUBTOTAL 0.99					
				SUBTOTAL 29.99			17.67
				SHIPPING/HANDLING			2.88
				1 WT 2 LBS			
** TOTAL **							20.55

20.55  
 APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-4210-04-6502-0000



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 09/12/2023

OE #	D5HOGBEH
ACCOUNT #	2006421
INVOICE #	77829826
AMOUNT DUE	20.55



2810 Coliseum Centre Drive • Suite 300 • Charlotte, NC 28217 • USA

**INVOICE #: 2037778994**

REMIT TO:  
 BAKER & TAYLOR • P.O. BOX 277930 • ATLANTA, GA 30384-7930

INVOICE DATE: 09/08/23  
 ACCOUNT #: 207113 L031542 2 B00000  
 ATS #: MOM9284472  
 INVOICE #: 2037778994  
 PAGE: 001



1638 2 MB 0.558 P:1638 / T:10 / S:



STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA ST  
 STORM LAKE IA 50588-2239

BILL TO: ACCOUNT #: 207113 L031542 2 B00000  
 SAN #: 3057275  
 NAME: STORM LAKE PUBLIC LIBRARY  
 ADDRESS: 609 CAYUGA ST  
 STORM LAKE IA 50588

SHIP TO: ACCOUNT #: 207113 L031542 2 000000  
 SAN #: 3057275  
 NAME: STORM LAKE PUBLIC LIBRARY  
 ADDRESS: 609 CAYUGA ST  
 STORM LAKE IA 50588

AMOUNT DUE	AMOUNT ENCLOSED
<b>\$144.17</b>	

▼ KEEP THIS COPY FOR YOUR RECORDS ▼

GST/TAX ID#: 00 00000000000000 SHIPPED FROM: MOMENCE INVOICE #: 2037778994  
 PO#: ACCOUNT #: 207113 L031542 2 B00000

QTY	TITLE	BT ORDER #	CUSTOMER PO #	AUTHOR FUND #	TYPE CUST REF #	ISBN ISBN-10	PUB.	PRICE	DISC. VAS	NET PRICE	EXTENDED PRICE
1	GIRLS GUIDE TO RELATIONSHIPS SEXUALITY A	82998174	090623	AGUIRRE, LEAH	PAP 598241637	9781684039739 1684039738	NEHAR	19.95	5.0%	18.95	18.95
1	AUTISM FAQ EVERYTHING YOU WANTED TO KNOW	82998174	090623	BIEL, JOE	PAP 598242062	9781648411175 1648411177	MICOS	14.95	5.0%	14.20	14.20
1	IF I LIVE	82903591	7192023	BLACKSTOCK, TER	PAP 584581748	9780310332541 0310332540	HRPCR	17.99	40.0%	10.79	10.79
1	AUTISM AND EDUCATION THE WAY I SEE IT WH	82998174	090623	GRANDIN, TEMPLE	PAP 593792842	9781957984070 1957984074	PUBGW	17.95	40.0%	10.77	10.77
1	LGBTQ THE SURVIVAL GUIDE FOR LESBIAN GAY	82998174	090623	MADRONE, KELLY	PAP 598241486	9781631983023 1631983024	FRESI	19.99	5.0%	18.99	18.99
1	WHERE TO START	82998174	090623	MENTAL HEALTH A	HRD 598241956	9780593531402 059353140X	PENGJ	19.99	43.0%	11.39	11.39
1	CULTISH THE LANGUAGE OF FANATICISM	82903591	7192023	MONTELL, AMANDA	HRD 589485403	9780062993151 0062993151	HARPE	30.00	5.0%	28.50	28.50
1	UNIQUELY HUMAN A DIFFERENT WAY OF SEEING	82998174	090623	PRIZANT, BARRY	PAP 598242267	9781982193898 1982193891	SMNPB	18.99	5.0%	18.04	18.04

8 **SUB TOTAL** 131.63  
 USD CURRENCY

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

\_\_\_\_\_



# BAKER & TAYLOR

A Follett Company

2810 Coliseum Centre Drive • Suite 300 • Charlotte, NC 28217 • USA

## INVOICE #: 2037778994

INVOICE DATE: 09/08/23  
ACCOUNT #: 207113 L031542 2 B00000  
ATS #: MOM9284472  
INVOICE #: 2037778994  
PAGE: 002



AMOUNT DUE	AMOUNT ENCLOSED

▼ KEEP THIS COPY FOR YOUR RECORDS ▼

INVOICE #: 2037778994  
ACCOUNT #: 207113 L031542 2 B00000

6 LAMINATE COVERS ON P AT 2.09 = 12.54

VAS 12.54

All claims must be made within 45 days of invoice date. Authorization required for all returns. Not responsible for goods sent uninsured.

REMIT TO:	TERMS:	TOTAL AMOUNT DUE	\$144.17
BAKER & TAYLOR P.O. BOX 277930 ATLANTA, GA 30384-7930	00 NET 30 DAYS AMOUNTS BILLED IN USD		

144.17  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 001-4010-04-6502-0020



2810 Coliseum Centre Drive • Suite 300 • Charlotte, NC 28217 • USA

**INVOICE #: 2037810596**

REMIT TO:  
 BAKER & TAYLOR • P.O. BOX 277930 • ATLANTA, GA 30384-7930

INVOICE DATE: 09/21/23  
 ACCOUNT #: 207113 L031542 2 B00000  
 ATS #: MOM9295758  
 INVOICE #: 2037810596  
 PAGE: 001

P: / T: / S:

BILL TO: ACCOUNT #: 207113 L031542 2 B00000  
 SAN #:   
 NAME: STORM LAKE PUBLIC LIBRARY  
 ADDRESS: 609 CAYUGA  
 STORM LAKE IA 50588



STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA  
 STORM LAKE IA 50588

SHIP TO: ACCOUNT #: 207113 L031542 2 000000  
 SAN #: 3057275  
 NAME: STORM LAKE PUBLIC LIBRARY  
 ADDRESS: 609 CAYUGA  
 STORM LAKE IA 50588

AMOUNT DUE	AMOUNT ENCLOSED
<b>\$18.24</b>	

▼ KEEP THIS COPY FOR YOUR RECORDS ▼

GST/TAX ID#: 00 00000000000000 SHIPPED FROM: MOMENCE PO#: 090623 INVOICE #: 2037810596 ACCOUNT #: 207113 L031542 2 B00000

QTY	TITLE	BT ORDER #	CUSTOMER PO #	AUTHOR FUND #	TYPE CUST REF #	ISBN ISBN-10	PUB.	PRICE	DISC. VAS	NET PRICE	EXTENDED PRICE
1	LEARNING HOW TO LEARN HOW TO SUCCEED IN	82998174	090623	OAKLEY, BARBARA	PAP 598242031	9780143132547 0143132547	PENGU	17.00	5.0%	16.15	16.15

1 SUB TOTAL USD CURRENCY 16.15

1 LAMINATE COVERS ON P AT 2.09 = 2.09 VAS 2.09

STORM LAKE PUBLIC LIBRARY  
 609 CAYUGA  
 STORM LAKE IA 50588

All claims must be made within 45 days of invoice date. Authorization required for all returns. Not responsible for goods sent uninsured.

REMIT TO: BAKER & TAYLOR P.O. BOX 277930 ATLANTA, GA 30384-7930	TERMS: 00 NET 30 DAYS AMOUNTS BILLED IN USD	TOTAL AMOUNT DUE <b>\$18.24</b>
--	---	---------------------------------

18.24

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 001-4010-04-6502-0880



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 \_\_\_\_\_  
 Attn: Storm Lake Public Library  
 Address: 609 Cayuga Street  
 Address \_\_\_\_\_  
 City: Storm Lake  
 State: Iowa Zip/Postal Code: 50588  
 E-mail \_\_\_\_\_  
 Phone Number \_\_\_\_\_  
 Fax Number \_\_\_\_\_

Requested Purchase Date: 10-9-2023

Account #':	Amounts:
#1: <u>001-4010-04-6508</u>	<u>4.43</u>
#2: _____	_____
#3: _____	_____
#4: _____	_____

Description	Budget Amt.	Quantity	Unit Price	Amount
<u>Beth Dawson, Custodian of Petty Cash, Postage</u>		<u>1</u>		<u>4.43</u>

Bids/Quotes Attached   
  Shipping Costs   
 Estimated   
 Actual  
 Department \_\_\_\_\_  
 Head Signature \_\_\_\_\_ Date:

<b>Total</b>	
Shipping Charges	
<b>Purchase Order Total</b>	

**Finance Department Only**

Timeline Approval		Purchase Order	
Date Received: <input type="text"/>	Approved Purchase Date: <input type="text"/>	Date Received: <input type="text"/>	
Date Returned: <input type="text"/>	<input type="checkbox"/> W9 Needed	Date Returned: <input type="text"/>	

Line Item Budget		Department Budget	
Line Item Budget <input type="text"/>		Overall Department Budget <input type="text"/>	
Authorized PO's <input type="text"/>		Authorized PO's <input type="text"/>	
Line Item Authorized <input type="text"/>		Authorized YTD Budget <input type="text"/>	
YTD Expenditures <input type="text"/>		YTD Expenditures <input type="text"/>	

Approved by \_\_\_\_\_ Date:

**Administrative Approval**

Authorized By \_\_\_\_\_  
 Date: 
 Not Approved 
 Approved **WITHIN** Adopted Budget 
 Approved **OUTSIDE** Adopted Budget



9/1/2023-9/30/23

Sep-23

Date	Amount
9/1/2023	
9/2/2023	
9/3/2023	
9/4/2023	
9/5/2023	
9/6/2023	
9/7/2023	
9/8/2023	
9/9/2023	
9/10/2023	
9/11/2023	
9/12/2023	
9/13/2023	
9/14/2023	
9/15/2023	
9/16/2023	
9/17/2023	
9/18/2023	
9/19/2023	
9/20/2023	
9/21/2023	
9/22/2023	\$4.43 Ames-la State
9/23/2023	
9/24/2023	
9/25/2023	
9/26/2023	
9/27/2023	
9/28/2023	
9/29/2023	
9/30/2023	

Total \$4.43

Library - Book Drop Room

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

09/26/23 3:21PM MATT 561 SALE

1906809 1 EA 13.99 EA N  
GORILLA TAPE BLACK 25YD 13.99

SUB-TOTAL:\$ 13.99 TAX: \$ .00

CHARGE AMT: 13.99

TOTAL: \$ 13.99



==>> JRNL# I71455 INV#612495/2  
CUST NO: 5082  
Customer Copy



Name: X \_\_\_\_\_  
ELIZABETH HUFF  
Acct: CITY OF STORM LAKE

13.99

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

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



**CENTRAL IOWA DISTRIBUTING**  
Sanitary Maintenance Supplies & Equipment

**Central Iowa Distributing**

19 South 21st Street  
P.O. Box 891  
Fort Dodge, IA 50501

**INVOICE**

Phone 800-383-6089  
Fax

Page 1/1

**Sold To**

STORM LAKE, CITY OF  
CITY CLERK - CITY HALL  
P.O. BOX 1086  
STORM LAKE IA 50588

**Ship To**

PUBLIC LIBRARY  
712-732-8026 (MISTY)  
609 CAYUGA  
STORM LAKE IA 50588

Customer # <b>0003022</b>	Order Date 09/08/2023	Sales Order # 01000943	Buyer	Customer P/O #	Ship Via CID DELIVER	Salesman 005
Invoice # <b>01000943</b>	Invoice Date 09/13/2023	Ship Date 09/13/23	Freight Terms PREPAID& ADD	Job Number	Terms NET 30 DAYS	

LN	QNTY ORD	QNTY SHIP	QNTY B/O	PRODUCT NUMBER	DESCRIPTION	UOM	NET PRICE	EXTENSION
1	1	1		MPC FRT-12 1065	FRESH BREEZE TB DISINFECT, QT	CS	70.20	\$70.20
2	2	2		KRU 1271	EMBASSY MULTIFOLD TOWEL, WH	CS	39.00	\$78.00
3	1	1		ZEN 491023	METERED NEUTRAZEN BLUE SKY, 100Z	CS	73.80	\$73.80
4	10	10		SMP 73014	P/F VINYL GLOVE (LARGE)	DI	4.50	\$45.00

267.00

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-4010-04-6599-0200

Orders more than 30 days late will have a 1% late fee applied.

Terms & Conditions

Please Remit to:  
Central Iowa Distributing  
PO Box 891  
Fort Dodge, IA 50501

Merchandise	267.00
Freight	0.00
Misc Charges	0.00
Sub Total	267.00
Taxable	0.00
Tax (020)	0.00
<b>TOTAL</b>	<b>\$267.00</b>

**Archive Copy**

Pay By 10/13/2023

Writer: MJ

# INVOICE

INVOICE #:  
**230927-01**  
Page 1  
CUSTOMER #:  
CITY SL

## STANTON ELECTRIC, INC.

PO Box 576  
402 East 4th Street  
Storm Lake, IA 50588  
Phone:712-732-4145 Fax:712-732-9380

Sold To:

CITY OF STORM LAKE  
P.O. BOX 1086  
STORM LAKE, IA 50588

Shipped To:

Invoice Date		Your PO Order #		Payment Terms		Salesperson		Order Source		Shipped Via		
9/27/2023		LIBRARY		Net 15								
Qty	Ship	BO	Item #	Description		Disc	Tax	Price		Amount		
5	5			WIREMOLD 400BAC RACEWAY		0.0%	<input type="checkbox"/>	\$3.56		\$17.80		
Comments: LIBRARY - WIREMOLD RACEWAY - PICKED UP BY VIRG GAFFEY										<b>Subtotal:</b>		\$17.80
										<b>Freight:</b>		\$0.00
										<b>Tax:</b>		\$0.00
										<b>Tax 2:</b>		\$0.00
										<b>Other:</b>		\$0.00
										<b>TOTAL:</b>		\$17.80
										<b>AMOUNT DUE:</b>		\$17.80

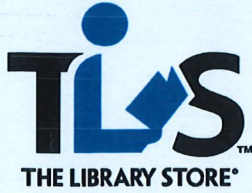
17.80

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

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



112 E. South Street, PO Box 0964  
 Tremont, IL 61568-0964  
 TEL [800] 548-7204  
 FAX [800] 320-7706  
 www.thelibrarystore.com

**Invoice: 653415**

Customer Number: 626326  
 Order Number: 843790  
 Invoice Date: 9/22/2023

**Ship To:**

Elizabeth Huff  
 Storm Lake Public Library  
 609 Cayuga St  
 Storm Lake, IA 50588-2239  
 huff@stormlake.org

**Bill To:**

Elizabeth Huff  
 Storm Lake Public Library  
 609 Cayuga St  
 Storm Lake, IA 50588-2239

Detach and Return with Payment

Remittance Amount: \$335.37

Qty	Item	Item Description	Retail Price	Your Price	Ext Price
1	13-04027	1D Photoelectric Non-Directional People Counter	<del>\$629.52</del>	\$315.95	\$315.95

**You Saved  
 \$313.57!**

Sub-Total: \$315.95  
 Tax: \$0.00  
 Shipping: \$19.42

**Balance Due (USD): \$335.37**

(Net 30 Terms)

Note: Tax laws are constantly changing and, while we're doing our best to keep up with each state's changes, we're not perfect. Please consult your state's specific sales and use tax laws to determine whether any taxes are owed on your purchase.

335.37  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 001-4010-24-6599-0000

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

09/19/23 1:11PM MAYRA 562 SALE

5930193 3 EA 2.99 EA N  
KEYKRAFTER #71 BRASS 8.97

SUB-TOTAL:\$ 8.97 TAX: \$ .00

TOTAL: \$ 8.97

CHARGE AMT: 8.97



==> JRNL# I70027 INV#612369/2

CUST NO: 5082

Customer Copy



Name : X \_\_\_\_\_

ELIZABETH HUFF

Acct: CITY OF STORM LAKE

8.97  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acct No. 001-4210-04-6599-0000



**CONTRACT INVOICE**

Invoice Number: 24AR1137540  
 Invoice Date: 09/19/2023

2309A Chatburn Ave., PO Box 190 Harlan, IA 51537-1818  
 P: 712-755-5101

You can now pay your invoices online  
 at <https://er.visualedge.com/einfo>

**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

Account No	Payment Terms	Due Date	Invoice Total	Balance Due	
CSL-109840-OE	30 Days	10/19/2023	\$35.86	<b>\$35.86</b>	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CON14605-CSL-01		\$35.86		01/14/2019	
Remarks					

**Summary:**

Contract base rate charge for the 08/14/2023 to 09/13/2023 billing period	\$29.00
Contract Overage charge for the 08/14/2023 to 09/13/2023 Overage period	\$1.91 **
Operational Surcharge	\$4.95
	<b>\$35.86</b>

\*\*See Overage details below

**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	6,942	7,095		153	0**	153	\$0.012500	\$1.91**
Color	CON14605-CSL-01	257	258		1	260**	0	\$0.120400	\$0.00**

\*\* Allocated amount from meter group

35.86

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. <sup>172</sup> ~~00~~ - 4903 - 04 - 6512 - 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.: 504389582  
Invoice Date: 09/22/2023  
Customer: 2000006256  
Delivery: 89280813  
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	GEORGE & TAMMY Widescreen 2D 16146787	1393494412		30.99	23.24	23.24
1	EA	DVD	JOYEUX NOEL Widescreen 1D 10142654	71341781		14.99	11.24	11.24
2	EA				Product Sub-total:			34.48
							Please pay this amount in USD:	34.48

34.48

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-400-04-6802-0000

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





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.: 504356467
Invoice Date: 09/14/2023
Customer: 2000006256
Delivery: 89272966
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

Table with columns: Qty, UoM, Format, Delivery, Description, Stock #, OCLC#, Customer Item#, Retail, Price, Extension. Includes rows for ADDAMS FAMILY, THE and ELEMENTAL, and a sub-total row.

27.73

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-4010-04-6502-0020


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.: 504323277  
 Invoice Date: 09/08/2023  
 Customer: 2000006256  
 Delivery: 89263766  
 Customer PO:  
 Ship Via: United Parcel Service (UPS)  
 Page: 1 OF 2

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	BEEETLEJUICE Widescreen 20th anniversary deluxe edition 1D 10230094 234573212		5.99	4.49	4.49
1	EA	DVD	LITTLE MERMAID, THE Widescreen 1D *** Do Not Display Above Item Until: 09/19/2023 15917854 1389834362		29.99	22.49	22.49
1	EA	DVD	POKER FACE SEASON 1 Widescreen 1 3D *** Do Not Display Above Item Until: 09/12/2023 16023693 1390650142		29.99	22.49	22.49
1	EA	DVD	ROCKY V Widescreen & Full screen 1D 11330966 884518197		12.99	9.74	9.74
1	EA	DVD	SUCCESSION SEASON 4 Widescreen 4 3D *** Do Not Display Above Item Until: 09/12/2023 16106473 1391083203		29.99	22.49	22.49
5	EA			Product Sub-total:			81.70

81.70

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. 001-1010-04-6502-0000

## TELEHEALTH ROOM POLICY

The Library Board places concern towards people's safety, health, and wellness. The Storm Lake Public Library provides a Telehealth Room for health-related appointments. The Telehealth Room provides the community members with a quiet, private space for having an online/phone visit with a medical provider. A computer is provided for online appointments. There is no fee for the room use. Use of the Telehealth Room may not interfere with the normal operation of the library.

### **Privacy and Confidentiality**

The ALA Library Bill of Rights states that "All people, regardless of origin, age, background, or views possess a right to privacy and confidentiality in their library use."

- Privacy: user privacy is the right to open inquiry without having the subject of one's interest examined or scrutinized by others.
- Confidentiality: When a library is in possession of personally identifiable information about users and keeps that information private on their behalf.

### **Use of Room**

Telehealth Room may be used for health-related appointments conducted by

- Videoconferencing.
- Still (high quality photo) images.
- Telephone conference.

In permitting the use of the library telehealth room, the Storm Lake Public Library, its Board, the City of Storm Lake, and City agents do not advocate or endorse the viewpoints expressed by any individuals using the facilities.

As a reminder, the appointment of a patient and health care provider are not physically in the same room.

The Storm Lake Public Library provides a location to have a telehealth appointment and is not responsible for any non-HIPPA compliant software used by the patient's health care provider used during my appointment by my telehealth specialist.

### **Reservations**

- Telehealth digital navigator will reserve the room upon request.
- Requests are not considered booked until approved.
- No same day requests are allowed.

### **Cancellations**

Excessive no-shows or cancellations may result in further requests by an individual to be declined. Reservations are considered no-show if the Telehealth Room is not occupied within thirty (30) minutes of the reservation. If necessary, the library reserves the right to change or cancel the reservations.

### **Hours**

The Room is available without charge during regular library hours but not available 30 minutes before closing.

### **Adjournment**

Library staff must be notified when the appointment is adjourned. Deep Freeze software procedure to wipe the appointment from the computer system must be implemented after use. The user must log off properly by clicking restart to allow software to wipe which insures privacy and confidentiality.

### **Equipment**

Use of the library computer is subject to availability and is not guaranteed. When using the library's computer, the patient must use a web-based link such as a patient portal link, to open their appointment link. Patients may use their devices if they choose not to use the library computer.

### **Conduct**

Individuals are responsible for conducting their appointment in an orderly manner, for keeping noise to a reasonable standard, and for safeguarding any City/Library property used in the room. Individuals who fail to comply with the

general requirements and responsibilities for the use of the telehealth room may be suspended for a period determined by the Library Director, and are subject to liability for damages, as set forth herein.

### **Refreshments**

No refreshments of any kind are allowed in the telehealth room.

### **Liability**

The Library, City of Storm Lake and City agents do not assume any liability for groups or individuals attending telehealth appointments in the library, nor the equipment, supplies, materials, or any personal possessions owned by them. Individuals using the facilities acknowledge and agree they are liable for any damage to Library/City equipment or to the room caused by misuse, carelessness or other such acts or omissions. The user will be held responsible for full replacement costs of technology equipment or accessories. The library will not accept replacement technology equipment or accessories purchased by the user.

Patients must use health and safety precautions as the room may not have been cleaned between uses.

Young children in the room must be under close adult supervision.

There are potential risks to this technology, including interruptions, unauthorized access, and technical difficulties, the user and healthcare provider can discontinue the telehealth appointment at any time if it is felt that the videoconferencing connections are not adequate for the situation.

While this room has been designated and designed for enhanced sound and visual privacy, the room is in a public space and complete privacy, especially when entering/exiting the room cannot be guaranteed.

The Storm Lake Public Library, the Library Board, the Library Staff, the City of Storm Lake, and its agents are not responsible for validating patient health insurance information nor liable for validating charges that result from the telehealth visit.

The Storm Lake Public Library, the Library Board, the Library Staff, the City of Storm Lake, and its agents are not responsible for any health provider's fees or bills incurred by using the Telehealth Room. The patient is responsible for their medical bills.

Use of the telehealth room is solely at the discretion of the individual who agrees to make the Storm Lake Public Library, the Library Board, the Library Staff, the City of Storm Lake, and its agents harmless in all matters relating to use.

The user understands the above policy and acknowledgement; and waives litigation against the Storm Lake Public Library, the Library Board, the Library Staff, the City of Storm Lake, its agents and/or related telehealth associates for any reason prior to, during, and at the conclusion of the telehealth room use.

The Telehealth Room Policy was adopted by the Board of Trustees of the Storm Lake Public Library on Month Day, 2023.

DRAFT

