



609 Cayuga Street  
Storm Lake, IA 50588  
712-732-8026

<https://www.stormlake.lib.ia.us>

**Agenda, Monday, February 12, 2024, 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. Approval of January Minutes
7. Report: HSB 678 (formerly SSB 3131)
8. Director's Reports: Calendar, Bar Chart, Ledger, Contractors, Continuing Education.
9. Approval of February Bills
10. Work Session: New Five-year goals and forum date
11. Work Session: Bylaws
12. Library Board Member Requested Item
13. Trustees Continuing Education
14. Adjourn – Next Meeting, March 11, 2024, 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.



Storm Lake, IA 50588  
712-732-8026  
www.stormlake.lib.ia.us  
Or visit us on Facebook

Library Board Meeting, City of Storm Lake, January 8, 2024, 4:00 p.m.

Present: Board President Mary Kay Hudspeth, Jim Eliason, and Sue Lyngaas. Also present, Elizabeth Huff, Library Director and Julie Steinfeld, Witter Gallery.

Board President Hudspeth called the meeting to order at 4:05 p.m.

**Disclosures by Board Members** - None

**Public Hearing** – None

**Agenda Approval** – Moved by Board Member Lyngaas to approve January 8 Agenda excluding Item #10 and #12. Seconded by Board Member Eliason. Vote all ayes. Motion carried.

**Witter Gallery Report** – Gallery Board President submitted a January-March calendar of programs. She showed pictures of bronze statues which were donated. The Library Board President assured the gallery, the statue chosen for the Front Lawn of two children reading was wonderful. Gordon Linge will be back for a summer program.

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

**Director's Report** – No questions on the Calendar, Bar Charts or Ledger. The Director summarized the new Staff Lighting due to fire hazard, Grell Roofing repaired a hole and concrete erosion, Wede Lock had switched locks for the Telehealth Room, Boiler Room work is on hold. The Friends raised \$3500 from fundraising and received a \$1000 anonymous gift. Permission was asked for a small portion of the HyVee Receipt fund to go towards program groceries. The Trustees will renew their Library Accreditation for 2025. They will review both Mission Statement and future goals and have a community forum for submission.

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

**Approval of Friends Credit Card Funds** – Moved by Board Member Lyngaas to approve \$1.00 payment to the Friends of the Storm Lake Public Library from credit card funds. Seconded by Board Member Eliason. Vote all ayes. Motion carried.

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

**Adjournment** - Moved by Board Member Lyngaas to adjourn the meeting at 4:30pm. Seconded by Board Member Eliason. Vote all ayes. Motion carried.

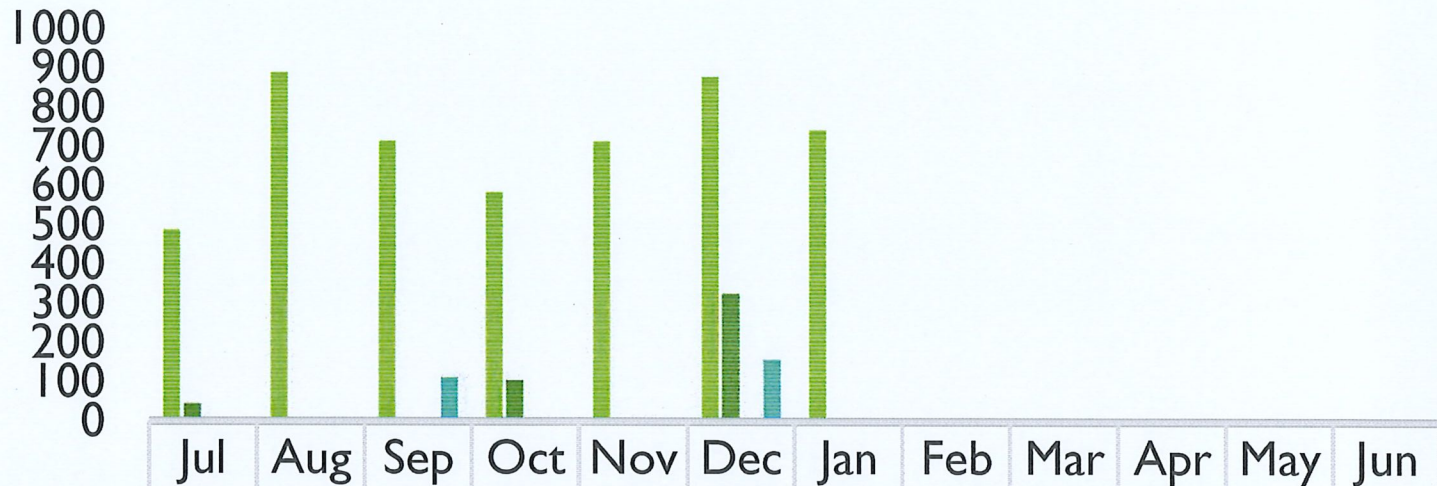
Elizabeth Huff, Library Director - Please note the above is an unapproved draft of minutes and will be approved by the Board of Trustees on February 12, 2024.

- January 9 – Submitted bills to Tyler Gibbins, Staff Accountant
- January 9 – Snow Emergency, Front Library salting and scooping
- January 9 – Webjunction course, AI
- January 9 – Molly Richardson, PIE shared program in March
- January 9-13 – Foundation Directory Browsing
- January 9-11 – Junior Nonfiction Weeding
- January 11 – Closed library with Kathryn
- January 11 – ALA/Capital One surveys submitted
- January 12-13 – Closed, blizzard and Artic Blast
- January 15 – Department Head Meeting
- January 15 – City Council Meeting
- January 16-18 – Closed Library
- January 17 – Facilitated Knit One
- January 18 – TechSoup Webinar: ChatGPT
- January 20 – Payroll approval
- January 22 – Filing and Archiving
- January 23 – Department Head Meeting
- January 23 – Closed library 15 minutes early before freezing rain
- January 24 – Ahlers Law Webinar
- January 25 – State Library Webinars, 9AM to 4PM
- January 26 – Cataloged materials
- January 29 – Filed odd papers
- January 30 – Sick Leave
- January 31 – Facilitated Knit One
- January 31 – National Library Medicine Webinar: Telehealth in libraries
- February 1 – ALA Webinar on AI
- February 1 – Cherokee Public Library and our Front Desk Plexi shields
- February 2 – AI practice, cataloged materials, and Board Meeting prep
- February 3 – Reports
- February 5 – Department Head Meeting
- February 5 – City Council Meeting
- February 6 – ALA Webinar on AI
- February 6-9 – Power Solutions, installation of new fire alarm systems
- February 7 – Facilitated Knit One
- February 7 – Jim Meister, Midwestern Mechanical & Chris Chambers, boilers disabled
- February 8 – FM Controls for no building heat, Power Solutions for Panic Buttons
- February 8 – Facilitated Mystery Book Club
- February 9 – Board Packet Distribution
- February 10 – Saturday at library



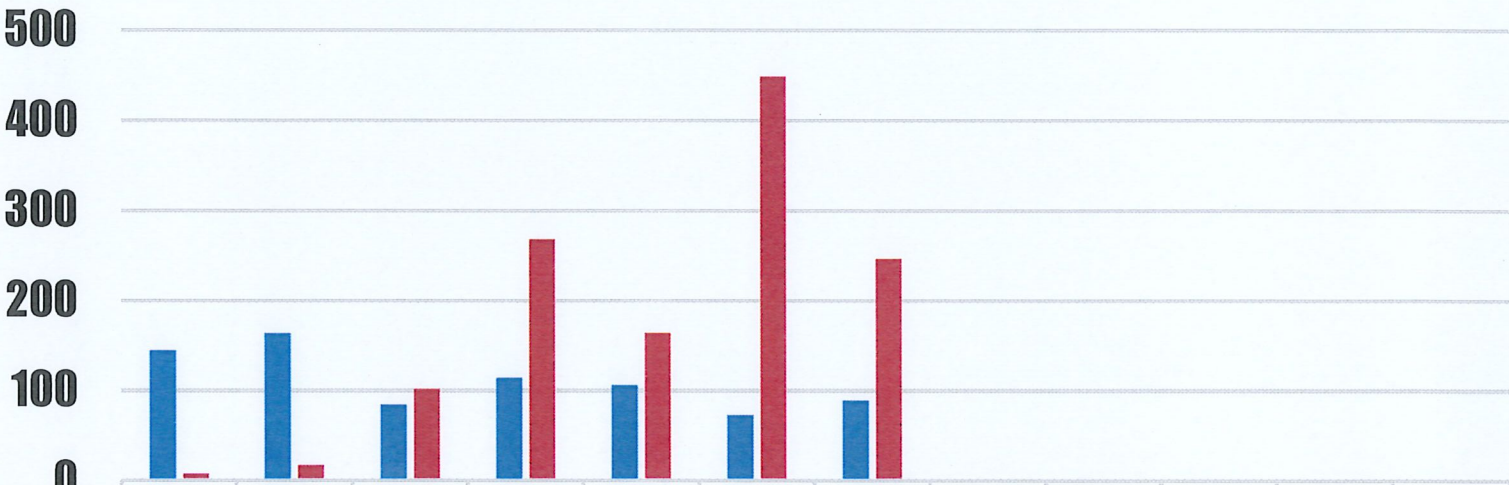
# 23-24 DEPOSITS

■ Fines & Fees   
 ■ Donations   
 ■ Merchandise   
 ■ Dohrman Trust



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<span style="color: #92D050;">■</span> Fines & Fees	486	890	715	583	712	878	741					
<span style="color: #4CAF50;">■</span> Donations	45	1	2	104		326						
<span style="color: #2ECC71;">■</span> Merchandise	5	3	5	2	4		6					
<span style="color: #00BCD4;">■</span> Dohrman Trust			111			157						

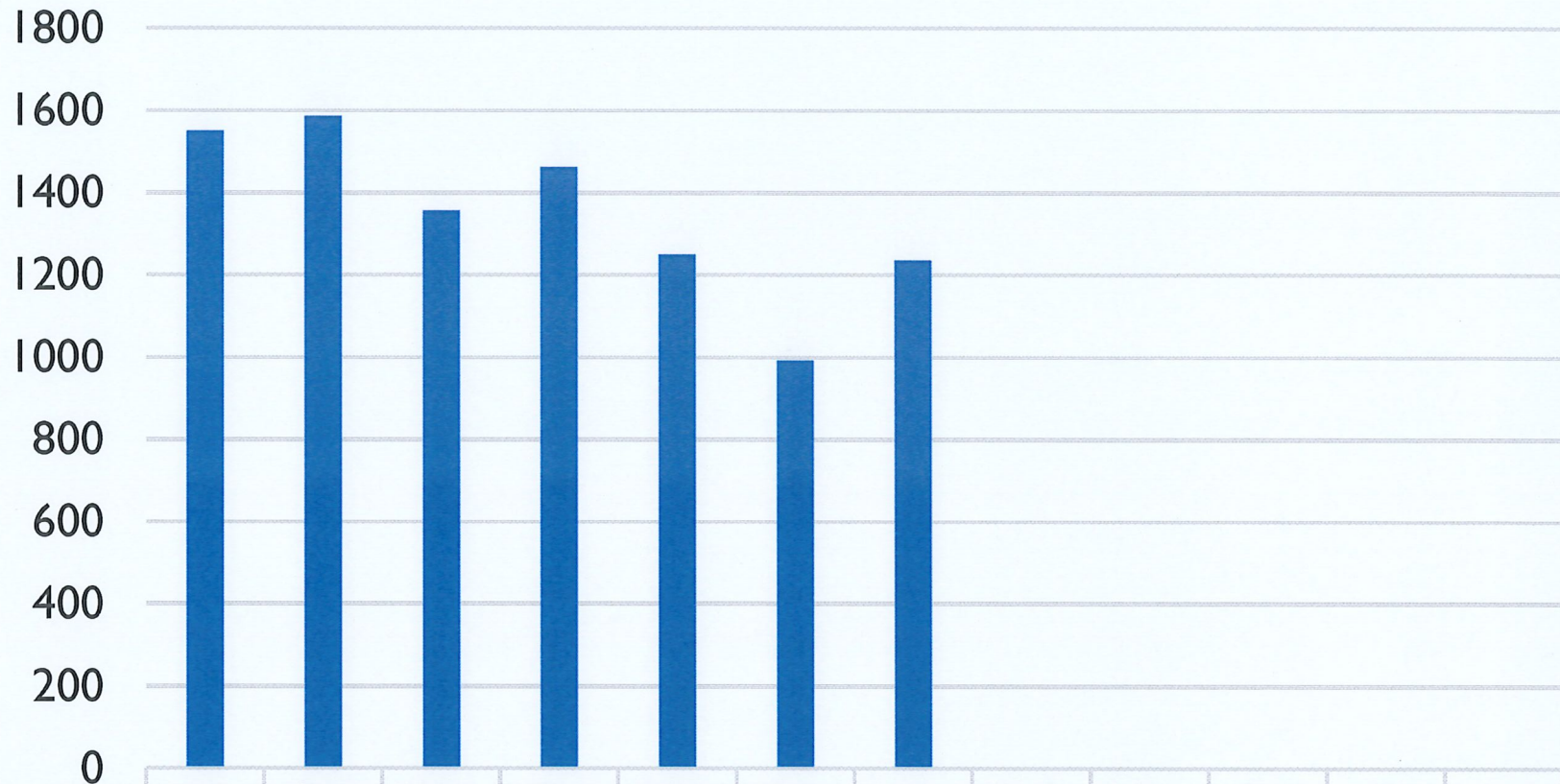
# 23-24 Collection Development



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<b>■ Additions</b>	145	164	84	114	106	73	89					
<b>■ Withdrawals</b>	7	17	101	268	164	449	246					

**■ Additions   ■ Withdrawals**

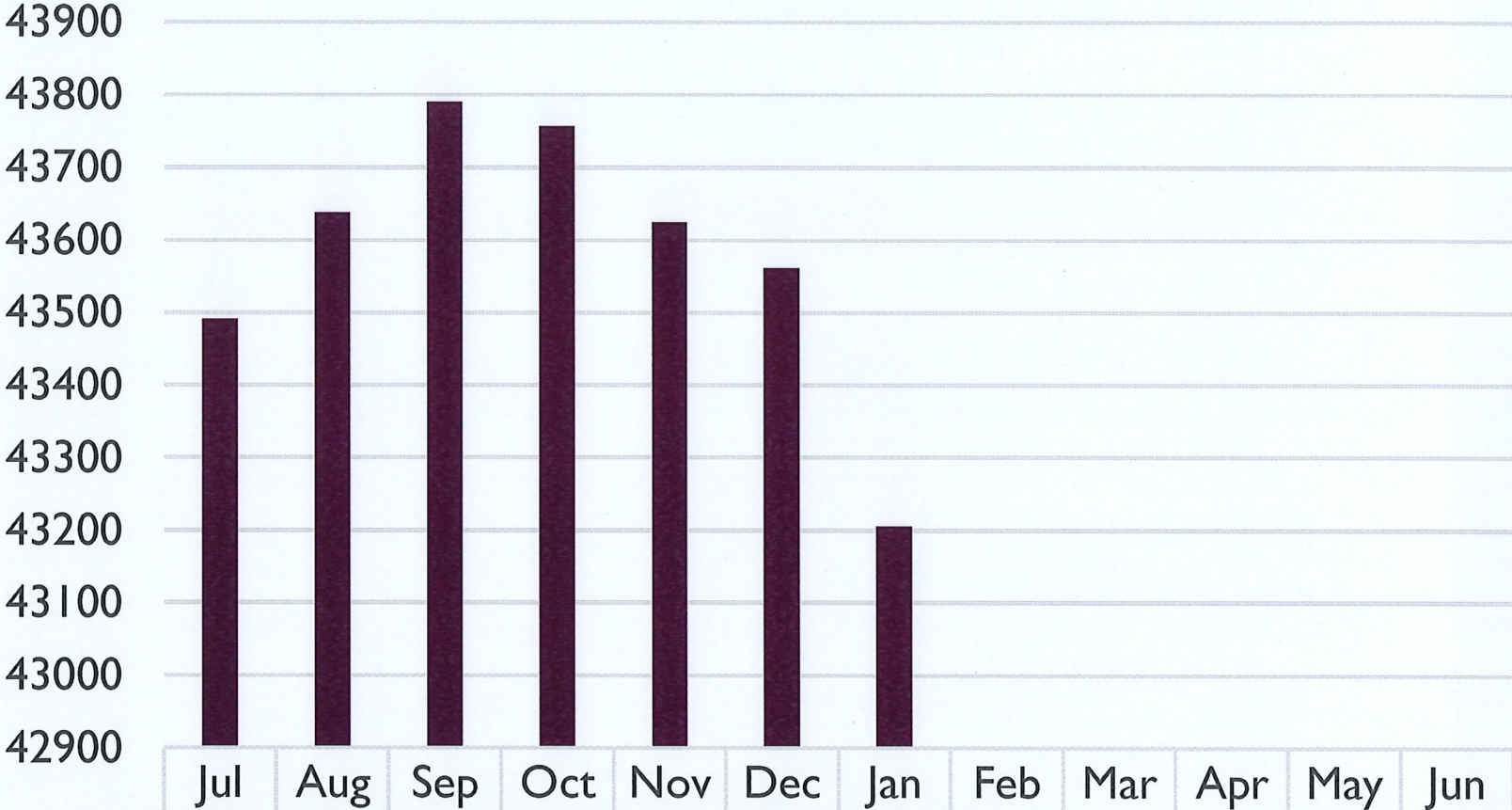
## 23-24 Circulation



■ Apollo

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1551	1587	1357	1463	1250	992	1236					

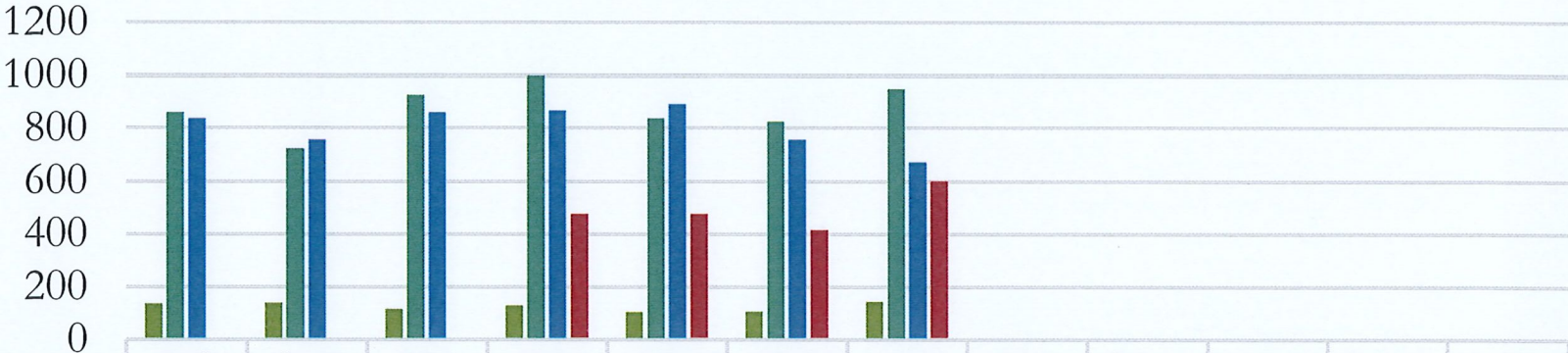
# Holdings



■ Holdings	43491	43638	43790	43757	43625	43562	43205					
------------	-------	-------	-------	-------	-------	-------	-------	--	--	--	--	--



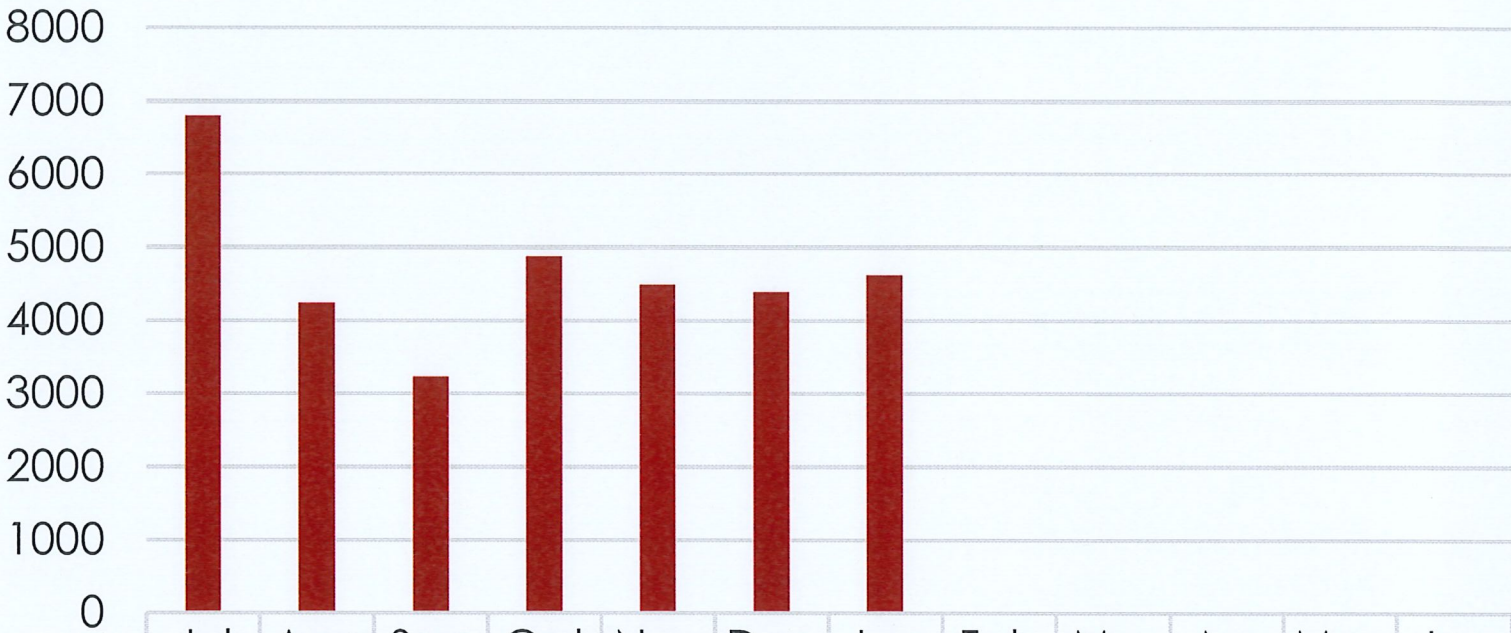
# 23-24 Digital Use



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Public	137	139	115	130	104	106	143					
Bridges	861	724	926	999	838	826	947					
WhoFi	836	756	861	867	891	755	671					
Matomo				473	473	413	600					

Public Bridges WhoFi Matomo

# 23-24 Attendance



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ Attendance	6791	4241	3230	4873	4485	4389	4618					



Storm Lake, IA

# Detail vs Budget Report

## Account Detail

Date Range: 01/01/2024 - 01/31/2024

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	-12,520.65	0.00	-12,520.65	-11,779.35	-48.47 %
<a href="#">001-4010-04-4765</a>	Library Fines	0.00	-7,177.00	-4,171.49	-945.19	-5,116.68	-2,060.32	-28.71 %
<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>
01/02/2024	CLPKT04523	04.29.12.2023		CLPKT04523				-110.10
01/03/2024	CLPKT04526	04.02.01.2024		CLPKT04526				-39.80
01/08/2024	CLPKT04539	03.05.01.2024		CLPKT04539				-172.30
01/09/2024	CLPKT04542	03.08.01.2024		CLPKT04542				-19.00
01/11/2024	CLPKT04549	03.10.01.2024		CLPKT04549				-101.85
01/12/2024	CLPKT04558	03.11.01.2024		CLPKT04558				-42.30
01/18/2024	CLPKT04569	03.17.01.2024		CLPKT04569				-65.10
01/23/2024	CLPKT04581	04.22.01.2024		CLPKT04581				-172.19
01/25/2024	CLPKT04586	04.24.01.2024		CLPKT04586				-53.30
01/29/2024	CLPKT04598	03.26.01.2024		CLPKT04598				-39.45
01/30/2024	CLPKT04599	03.29.01.2024		CLPKT04599				-36.45
01/31/2024	CLPKT04607	03.31.01.2024		CLPKT04607				-93.35
<b>Revenue Totals:</b>		<b>0.00</b>	<b>-31,477.00</b>	<b>-16,692.14</b>	<b>-945.19</b>	<b>-17,637.33</b>	<b>-13,839.67</b>	<b>-43.97 %</b>
<b>Expense</b>								
<a href="#">001-4010-04-6010</a>	Salaries	0.00	169,123.73	88,760.55	13,293.50	102,054.05	67,069.68	39.66 %
<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>
01/10/2024	PYPKT01351	PYPKT01351 - 01102024...		PYPKT01351 - 01102024 Payroll - Period 1...				6,854.65
01/24/2024	PYPKT01356	PYPKT01356 - 01242023...		PYPKT01356 - 01242023 Payroll - Period 1...				6,438.85
<a href="#">001-4010-04-6040</a>	Overtime	0.00	2,079.92	1,692.38	382.17	2,074.55	5.37	0.26 %
<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>
01/10/2024	PYPKT01351	PYPKT01351 - 01102024...		PYPKT01351 - 01102024 Payroll - Period 1...				147.69
01/24/2024	PYPKT01356	PYPKT01356 - 01242023...		PYPKT01356 - 01242023 Payroll - Period 1...				234.48
<a href="#">001-4010-04-6061</a>	Longevity	0.00	1,300.00	350.00	0.00	350.00	950.00	73.08 %

**Detail vs Budget Report**

**Date Range: 01/01/2024 - 01/31/2024**

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<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 %
<a href="#">001-4010-04-6310</a>	Repairs/Maintenance Bldg	0.00	7,000.00	2,837.81	3,604.97	6,442.78	557.22	7.96 %
<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>	
01/15/2024	APPKT00854	231214-01	4915	Staff Room Light Fixtures	001264 - Stanton Electric, Inc		238.26	
01/15/2024	APPKT00854	231229-03	4915	Office Light Replacements	001264 - Stanton Electric, Inc		3,366.71	
<a href="#">001-4010-04-6371</a>	Electric Service	0.00	13,500.00	7,143.48	805.21	7,948.69	5,551.31	41.12 %
<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>	
01/02/2024	APPKT00851	Nov/Dec 2023	4863	Electric Services	001074 - MidAmerican Energy Company		805.21	
<a href="#">001-4010-04-6372</a>	Refuse & Recycling	0.00	459.00	229.50	38.25	267.75	191.25	41.67 %
<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>	
01/02/2024	APPKT00851	December 2023	4869	Garbage Services	002126 - SGS, LLC		38.25	
<a href="#">001-4010-04-6373</a>	Telecommunications	0.00	1,600.00	735.79	123.35	859.14	740.86	46.30 %
<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>	
01/15/2024	APPKT00854	January 2024	80929	Fax Line & Emergency Line Service	001077 - Long Lines		123.35	
<a href="#">001-4010-04-6375</a>	Gas Service	0.00	12,500.00	6,167.18	2,281.58	8,448.76	4,051.24	32.41 %
<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>	
01/15/2024	APPKT00854	Nov/Dec 2023	80904	Gas Service	001173 - Alliant Energy		2,281.58	
<a href="#">001-4010-04-6499</a>	Contractual Services	0.00	16,000.00	8,001.71	1,198.74	9,200.45	6,799.55	42.50 %
<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>	
01/02/2024	APPKT00851	277871	4848	Annual Subscription	001706 - Civic Plus		826.88	
01/15/2024	APPKT00854	11114	4910	Alarm Monitoring Service	001465 - Power Solutions, Inc		240.00	
01/15/2024	APPKT00854	1369800	4921	Copier Maintenance Agreement	001063 - Visual Edge Inc		89.95	
01/15/2024	APPKT00854	171291	80927	Entrance Mat Services	002435 - Kasperbauer Cleaners, Inc		26.50	
01/15/2024	APPKT00854	December 2023 CC Sales	80919	December 2023 CC Sales	001758 - Friends of the Library		1.00	
01/15/2024	APPKT00854	December 2023 Homeb...	80906	December 2023 Homebound Deliveries	001434 - Beth Ann Dawson McPherran		6.55	
01/15/2024	APPKT00854	December 2023 Homeb...	4896	December 2023 Homebound Deliveries	002248 - Kathryn J McKinley		7.86	
<a href="#">001-4010-04-6502</a>	Library Materials	0.00	50,000.00	16,174.33	548.52	16,722.85	33,277.15	66.55 %
<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>	
01/15/2024	APPKT00854	504454167	4903	DVDs	001275 - Midwest Tape, LLC		26.24	
01/15/2024	APPKT00854	504752499	4903	DVDs	001275 - Midwest Tape, LLC		22.49	
01/15/2024	APPKT00854	78203347	80923	Books	001268 - Ingram Library Services, Inc		37.79	
01/15/2024	APPKT00854	78242844	80923	Books	001268 - Ingram Library Services, Inc		26.66	
01/15/2024	APPKT00854	78308157	80923	Books	001268 - Ingram Library Services, Inc		24.94	

**Detail vs Budget Report**

Date Range: 01/01/2024 - 01/31/2024

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	16,174.33	548.52	16,722.85	33,277.15	66.55 %
<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>	
01/15/2024	APPKT00854	78393611	80923	Books	001268 - Ingram Library Services, Inc		27.21	
01/15/2024	APPKT00854	78499234	80923	Books	001268 - Ingram Library Services, Inc		21.33	
01/15/2024	APPKT00854	78499235	80923	Books	001268 - Ingram Library Services, Inc		20.59	
01/15/2024	APPKT00854	78499236	80923	Books	001268 - Ingram Library Services, Inc		12.75	
01/15/2024	APPKT00854	78613723	80923	Books	001268 - Ingram Library Services, Inc		20.43	
01/15/2024	APPKT00854	78613724	80923	Books	001268 - Ingram Library Services, Inc		21.18	
01/15/2024	APPKT00854	78613725	80923	Books	001268 - Ingram Library Services, Inc		39.19	
01/15/2024	APPKT00854	78807452	80923	Books	001268 - Ingram Library Services, Inc		22.19	
01/15/2024	APPKT00854	78807453	80923	Books	001268 - Ingram Library Services, Inc		19.43	
01/15/2024	APPKT00854	78807454	80923	Books	001268 - Ingram Library Services, Inc		22.06	
01/15/2024	APPKT00854	78890604	80923	Books	001268 - Ingram Library Services, Inc		61.02	
01/15/2024	APPKT00854	78890605	80923	Books	001268 - Ingram Library Services, Inc		19.78	
01/15/2024	APPKT00854	79050934	80923	Books	001268 - Ingram Library Services, Inc		22.92	
01/15/2024	APPKT00854	79050935	80923	Books	001268 - Ingram Library Services, Inc		11.79	
01/15/2024	APPKT00854	79570138	80923	Books	001268 - Ingram Library Services, Inc		40.99	
01/15/2024	APPKT00854	B6712051	4880	Books	001009 - Brodart Co.		27.54	
<a href="#">001-4010-04-6508</a>	Postage/Shipping	0.00	1,000.00	138.97	132.00	270.97	729.03	72.90 %
<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>	
01/15/2024	APPKT00854	December 2023 Postage	80914	December 2023 Postage	001272 - Custodian of Petty Cash		132.00	
<a href="#">001-4010-04-6599</a>	Supplies	0.00	8,200.00	2,158.04	224.83	2,382.87	5,817.13	70.94 %
<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>	
01/02/2024	APPKT00851	Nov/Dec 2023	80872	Supplies	001152 - Hy-Vee, Inc		3.83	
01/15/2024	APPKT00854	01004350	4883	Cleaning Supplies	001026 - Central Iowa Distributing, Inc		221.00	
<a href="#">001-4010-08-6727</a>	Capital Improvements Equipment	0.00	0.00	74,410.00	0.00	74,410.00	-74,410.00	0.00 %
<b>Expense Totals:</b>		<b>0.00</b>	<b>284,262.65</b>	<b>208,799.74</b>	<b>22,633.12</b>	<b>231,432.86</b>	<b>52,829.79</b>	<b>-18.58 %</b>
<b>001 - General Fund Totals:</b>		<b>0.00</b>	<b>252,785.65</b>	<b>192,107.60</b>	<b>21,687.93</b>	<b>213,795.53</b>	<b>38,990.12</b>	<b>-15.42 %</b>

**172 - Library Misc Memorial Trust Asset**

<a href="#">172-0000-00-1199</a>	Claim on Cash	0.00	0.00	141,113.64	186.15	141,299.79	-141,299.79	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>	
01/02/2024	CLPKT04523	04.29.12.2023		CLPKT04523			16.00	
01/08/2024	CLPKT04539	03.05.01.2024		CLPKT04539			1.00	
01/17/2024	APPKT00857	4921	4921	Visual Edge Inc SEC REI PMT	001063 - Visual Edge Inc		-35.85	
01/23/2024	CLPKT04581	04.22.01.2024		CLPKT04581			3.00	
01/25/2024	CLPKT04586	04.24.01.2024		CLPKT04586			201.00	

**Detail vs Budget Report**

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
<a href="#">172-0000-00-1199</a>	Claim on Cash - Continued	0.00	0.00	141,113.64	186.15	141,299.79	-141,299.79	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>		
01/30/2024	CLPKT04599	03.29.01.2024		CLPKT04599			1.00		
		<b>Asset Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>141,113.64</b>	<b>186.15</b>	<b>141,299.79</b>	<b>-141,299.79</b>	<b>0.00 %</b>
<b>Revenue</b>									
<a href="#">172-4901-04-4300</a>	Interest On Investments	0.00	-25.00	-47.56	0.00	-47.56	22.56	90.24 %	
<a href="#">172-4901-04-4440</a>	Open Access	0.00	-80.00	-5,680.52	-6.00	-5,686.52	5,606.52	7,008.15 %	
<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>		
01/08/2024	CLPKT04539	03.05.01.2024		CLPKT04539			-1.00		
01/23/2024	CLPKT04581	04.22.01.2024		CLPKT04581			-3.00		
01/25/2024	CLPKT04586	04.24.01.2024		CLPKT04586			-1.00		
01/30/2024	CLPKT04599	03.29.01.2024		CLPKT04599			-1.00		
<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	-47.56	0.00	-47.56	32.56	217.07 %	
<a href="#">172-4904-04-4300</a>	Interest On Investments	0.00	-15.00	0.00	0.00	0.00	-15.00	-100.00 %	
		<b>Revenue Totals:</b>	<b>0.00</b>	<b>-6,135.00</b>	<b>-5,775.64</b>	<b>-6.00</b>	<b>-5,781.64</b>	<b>-353.36</b>	<b>-5.76 %</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	23.97	0.00	23.97	726.03	96.80 %	
<a href="#">172-4902-04-6499</a>	Contractual Services	0.00	2,600.00	462.80	0.00	462.80	2,137.20	82.20 %	
<a href="#">172-4902-04-6599</a>	Supplies	0.00	1,200.00	322.95	0.00	322.95	877.05	73.09 %	
<a href="#">172-4903-04-6512</a>	Library Memorial Trust Expense	0.00	2,000.00	859.84	0.00	859.84	1,140.16	57.01 %	

**Detail vs Budget Report**

Date Range: 01/01/2024 - 01/31/2024

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	72.04	35.85	107.89	72.11	40.06 %
<b>Post Date</b> 01/15/2024	<b>Packet Number</b> APPKT00854	<b>Source Transaction</b> 1412560	<b>Pmt Number</b> 4921	<b>Description</b> Copier Maintenance Agreement	<b>Vendor</b> 001063 - Visual Edge Inc	<b>Project Account</b>	<b>Amount</b> 35.85	
	<b>Expense Totals:</b>	<b>0.00</b>	<b>8,330.00</b>	<b>1,741.60</b>	<b>35.85</b>	<b>1,777.45</b>	<b>6,552.55</b>	<b>-78.66 %</b>
	<b>172 - Library Misc Memorial Trust Totals:</b>	<b>0.00</b>	<b>2,195.00</b>	<b>137,079.60</b>	<b>216.00</b>	<b>137,295.60</b>	<b>-135,100.60</b>	<b>6,154.92 %</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	2,916.59	0.00	2,916.59	-2,916.59	0.00 %
	<b>Asset Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>2,916.59</b>	<b>0.00</b>	<b>2,916.59</b>	<b>-2,916.59</b>	<b>0.00 %</b>
<b>Revenue</b>								
<a href="#">500-4905-04-4300</a>	Interest On Investments	0.00	-40.00	-2.71	0.00	-2.71	-37.29	-93.23 %
	<b>Revenue Totals:</b>	<b>0.00</b>	<b>-40.00</b>	<b>-2.71</b>	<b>0.00</b>	<b>-2.71</b>	<b>-37.29</b>	<b>-93.23 %</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>254,940.65</b>	<b>332,101.08</b>	<b>21,903.93</b>	<b>354,005.01</b>	<b>-99,064.36</b>	<b>38.86 %</b>

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund	0.00	252,785.65	192,107.60	21,687.93	213,795.53	38,990.12	
172 - Library Misc Memorial Trust	0.00	2,195.00	137,079.60	216.00	137,295.60	-135,100.60	
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>254,940.65</b>	<b>332,101.08</b>	<b>21,903.93</b>	<b>354,005.01</b>	<b>-99,064.36</b>	



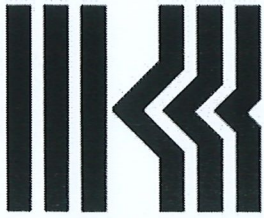


## February Bills Pending Approval

001-4010-04-6499-0000	Homebound Mileage	\$12.07	Beth Dawson
001-4010-04-6499-0000	Area Rugs Cleaning	\$49.22	Kasperbauer Cleaner
001-4010-04-6502-0000	Books	\$141.72	Brodart
001-4010-04-6502-0000	DVD	\$65.97	Midwest Tapes
001-4010-04-6508-0000	Postage	\$12.07	Custodian of Petty Cash
001-4010-04-6599-0000	Area Rug for Front Doorway	\$24.43	Lowes Carpet
001-4010-04-6599-0000	Credit Card Machine Tape	\$5.42	Office Elements
172-4906-04-6512-0000	Dohrman Copier	\$34.94	Visual Edge
172-4906-04-6599-0000	Public Computers - Enrich Iowa	\$3,600.00	Rebnord Technologies
172-4903-04-6512-0000	Memorial Books	\$166.96	Brodart

**\$4,112.80**





KASPERBAUER CLEANERS, INC.  
 P.O. BOX 391  
 CARROLL, IA 51401  
 (712) 792-3852

# Invoice

Invoice #: 170455

Storm Lake Public Library  
 609 Cayuga Street  
 Storm Lake IA 50588

Phone: 7127328026

Fax:

Account: J8026

Date: 12/07/2023

Terms: CHG

Man	Description	QTY	Price	Amount	Delivery	Pick Up
3002	3x10 MAT BROWN	2	9.00	18.00	2	
3502	3x5 MAT BROWN	2	5.75	11.50	2	
4602	4x6 MAT BROWN	1	7.40	7.40	1	
9996	ENERGY COST	1	11.32	11.32	1	

49.22

**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

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

Route:	04
Day:	TH
Stop:	210
Freq:	
Min Charge:	5.50

WE RESERVE THE RIGHT TO CHARGE FOR LOST OR ABUSED GOODS SERVICES FURNISHED PURSUANT TO A SERVICE AGREEMENT

Current	30	60	90
49.22			

Counted By

X \_\_\_\_\_

Sub-Total	48.22
Tax	
Invoice Total	48.22
Previous Balance	1.00
Total Charges	49.22



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

DATE	PAGE
01/05/2024	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. 106212134000

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
133689212 9780063322790 Trade Paper	Jance, Judith A. 09/19/2023 HarperLuxe	Blessing of the Lost Girls : A Brady and Walker Family Novel, Large Type	1 1	26DEC2023 2180448		\$34.00 40.0% \$20.40	L GS \$20.40
134333357 9780593669891 Trade Paper	Grisham, John 10/24/2023 Random House La	The Exchange : After The Firm, Large Type	1 1	26DEC2023 2180448		\$32.00 40.0% \$19.20	L GS \$19.20
133125920 9781639363971 Trade Paper	Griffith, Elisabeth 12/06/2022 Pegasus	Formidable : American Women and the Fight for Equality: 1920-2020	1 1	26DEC2023 2180448		\$19.95 12.0% \$17.56	L RL \$17.56
134826213 9781638088813 Hardcover	Castillo, Linda 10/01/2023 Center Point Publis	The Hidden One : A Kate Burkholder Novel, Large Type	1 1	26DEC2023 2180448		\$40.95 45.0% \$22.52	
134016661 9780593792568 Trade Paper	Sandford, John 10/31/2023 Random House La	Judgment Prey, Large Type	1 1	26DEC2023 2180448		\$32.00 40.0% \$19.20	L GS \$19.20
134021428 9780593792650 Trade Paper	Osman, Richard 10/17/2023 Random House La	The Last Devil to Die : A Thursday Murder Club Mystery, Large Type	1 1	26DEC2023 2180448		\$31.00 40.0% \$18.60	L GS \$18.60
134053591 9780593793046 Trade Paper	Wright, Lawrence 10/17/2023 Random House La	Mr. Texas : A Novel, Large Type	1 1	26DEC2023 2180448		\$31.00 40.0% \$18.60	L JG \$18.60
134053524 9780593793022 Trade Paper	Nesbo, Jo 10/24/2023 Random House La	The Night House : A Novel, Large Type	1 1	26DEC2023 2180448		\$30.00 40.0% \$18.00	L \$18.00
134053443 9780593793220 Trade Paper	Atkinson, Kate 10/03/2023 Random House La	Normal Rules Don't Apply : Stories, Large Type	1 1	26DEC2023 2180448		\$30.00 40.0% \$18.00	L JG \$18.00
133507130 9780593743836 Trade Paper	Woods, Stuart 11/21/2023 Random House La	Obsession, Large Type	1 1	26DEC2023 2180448		\$31.00 40.0% \$18.60	L \$18.60
132817934 9780593678541 Trade Paper	Desmond, Matthew 04/18/2023 Random House La	Poverty, by America, Large Type	1 1	26DEC2023 2180448		\$30.00 40.0% \$18.00	L JG \$18.00
134053370 9780593793015 Trade Paper	Lahiri, Jhumpa 11/21/2023 Random House La	Roman Stories, Large Type	1 1	26DEC2023 2180448		\$29.00 40.0% \$17.40	L JG \$17.40
133918297 9780593587881 Trade Paper	Steel, Danielle 10/24/2023 Random House La	Second Act : A Novel, Large Type	1 1	26DEC2023 2180448		\$31.00 40.0% \$18.60	L \$18.60
134355717 9780593792636 Trade Paper	Groff, Lauren 10/10/2023 Random House La	The Vaster Wilds : A Novel, Large Type	1 1	26DEC2023 2180448		\$30.00 40.0% \$18.00	L \$18.00

14853277

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

INVOICE: B6724082



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

DATE	PAGE
01/05/2024	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
-----------------------------------	---------------------------------	-------	--------------	-------------------------------	-----------------------	-------------------------------------	-----------------------------

PO Number: 26DEC2023

Subtotal Quantity: 14  
Subtotal Units: 14

Item Subtotal: \$262.68

Charge Description	Units	Unit Price	Ext Price
BrodartGuard	13	\$2.30	\$29.90
Cataloging and Processing	14	\$1.15	\$16.10

Total Quantity: 14  
Total Units: 14

Item Total: \$262.68  
C&P Charge: \$46.00

INVOICE TOTAL: \$308.68

ORIGINAL

1166.96

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

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

141.72

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 001-420-04-6502  
- 0000

14853277



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

Bill To Acct : 145486  
STORM LAKE PUBLIC  
LIBRARY

**INVOICE: B6724082**

<b>DATE</b>
01/05/2024

**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: 14  
Total Units: 14  
INVOICE TOTAL: \$308.68

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

# BARNES & NOBLE

One Barnes & Noble Way, Monroe Twp, NJ 08831

Return Service Requested

## INVOICE

1744000355 PRESORT PBPS001 <>



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

### REMITTANCE SECTION

Account Number: 6548838  
Invoice Number: 4506377  
Invoice Date: 01/22/24  
Due Date: 02/21/24  
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: 4506377  
(732)-656-7265 Invoice Date: 01/22/24  
Due Date: 02/21/24  
Store Receipt#: 04006448  
Store Number: 2179  
Purchaser: ELIZABETH HUFF  
Customer PO:  
Terms: Net 30 Days

LINE	ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	DISCOUNT	NET AMOUNT
1	9780063277915	FOX HAS A PROBLEM	1	17.99	-3.60	14.39
2	9780316353229	BIG	2	17.99	0.00	35.98
3	9780593620281	COLLECTORS: STORIES	1	19.99	-4.00	15.99
4	9781524764203	EYES AND THE IMPOSSIBLE	2	19.99	-8.00	31.98

98.34

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acct No. 001 4010-04-6502-0000

FREIGHT CHARGE: 0.00  
GROSS AMOUNT: 113.94  
INVOICE DISCOUNT: (15.60)  
NET AMOUNT: 98.34  
TAX AMOUNT: 0.00  
DOWN PAYMENT: 0.00  
NET AMOUNT DUE: 98.34



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: 2/7/2024

Account #'s:	Amounts:
#1: 001-4010-004-6508-0000	12.07
#2:	
#3:	
#4:	

Description	Budget Amt.	Quantity	Unit Price	Amount
Custodian of Petty Cash, Beth Dawson, Postage		1	12.07	

<input type="checkbox"/> Bids/Quotes Attached    Shipping Costs <input type="checkbox"/> Estimated <input checked="" type="checkbox"/> Actual Department _____ Head Signature _____ Date: _____	<b>Total</b> Shipping Charges _____ <b>Purchase Order Total</b> _____
---	---

**Finance Department Only**

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

<b>Line Item Budget</b> Line Item Budget _____ Authorized PO's _____ Line Item Authorized _____ YTD Expenditures _____	<b>Department Budget</b> Overall Department Budget _____ Authorized PO's _____ Authorized YTD Budget _____ YTD Expenditures _____
--	---

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

**Administrative Approval**

Authorized By _____ Date: _____ <input type="checkbox"/> Not Approved _____	<input type="checkbox"/> Approved <b>WITHIN</b> Adopted Budget _____ <input type="checkbox"/> Approved <b>OUTSIDE</b> Adopted Budget _____
--	---



1/31/2024-1/31/2024

Jan-24

Date	Amount	
1/1/2024		
1/2/2024		
1/3/2024		
1/4/2024		
1/5/2024		
1/6/2024		
1/7/2024		
1/8/2024	\$3.72	Scott Comm College
1/9/2024		
1/10/2024		
1/11/2024		
1/12/2024		
1/13/2024		
1/14/2024		
1/15/2024		
1/16/2024		
1/17/2024		
1/18/2024	\$4.43	NE IA Com Col
1/19/2024		
1/20/2024		
1/21/2024		
1/22/2024		
1/23/2024		
1/24/2024		
1/25/2024		
1/26/2024	\$3.92	U of I/la City
1/27/2024		
1/28/2024		
1/29/2024		
1/30/2024		
1/31/2024		

Total \$12.07



city



STORM LAKE  
509 CAYUGA ST  
STORM LAKE, IA 50588-2396  
(800)275-8777

01/18/2024 10:27 AM

Product	Qty	Unit Price	Price
Library Mail	1		\$4.43
Peosta, IA 52068			
Weight: 1 lb 0.90 oz			
Estimated Delivery Date			
Mon 01/22/2024			
Tracking #:			
9555 1136 9677 4018 4713 79			

Grand Total:	\$4.43
Cash	\$10.03
Change	-\$5.60

Preview your Mail  
Track your Packages  
Sign up for FREE @  
<https://informedelivery.usps.com>

All sales final on stamps and postage.  
Refunds for guaranteed services only.  
Thank you for your business.

Tell us about your experience.  
Go to: <https://postalexperience.com/Pos>  
or scan this code with your mobile device,



or call 1-800-410-7420.

UFN: 188586-0288  
Receipt #: 840-55000325-2-4781342-2  
Clerk: 01

city



STORM LAKE  
509 CAYUGA ST  
STORM LAKE, IA 50588-2396  
(800)275-8777

01/26/2024 02:18 PM

Product	Qty	Unit Price	Price
Library Mail	1		\$3.92
Iowa City, IA 52242			
Weight: 0 lb 7.40 oz			
Estimated Delivery Date			
Mon 01/29/2024			
Tracking #:			
9555 1136 9677 4026 4758 40			

Grand Total:	\$3.92
Cash	\$4.00
Change	-\$0.08

Preview your Mail  
Track your Packages  
Sign up for FREE @  
<https://informedelivery.usps.com>

All sales final on stamps and postage.  
Refunds for guaranteed services only.  
Thank you for your business.

Tell us about your experience.  
Go to: <https://postalexperience.com/Pos>  
or scan this code with your mobile device,



or call 1-800-410-7420.

UFN: 188586-0288  
Receipt #: 840-55000325-2-4798700-2  
Clerk: 01

city



STORM LAKE  
509 CAYUGA ST  
STORM LAKE, IA 50588-2396  
(800)275-8777

01/08/2024

10:34 AM

Duplicate

Product	Qty	Unit Price	Price
Library Mail Bettendorf, IA 52722 Weight: 0 lb 10.30 oz Estimated Delivery Date — Thu 01/11/2024 Tracking #: — 9555 1136 9676 4008 6301 45	1		\$3.72

Grand Total: \$3.72

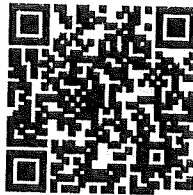
Cash \$3.72

Preview your Mail  
Track your Packages  
Sign up for FREE @  
<https://informedelivery.usps.com>

All sales final on stamps and postage.  
Refunds for guaranteed services only.  
Thank you for your business.

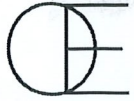
Tell us about your experience.  
Go to: <https://postalexperience.com/Pos>  
or scan this code with your mobile device,

*Tough*



→ or call 1-800-410-7420.

UFN: 188586-0288  
Receipt #: 840-55000325-1-6197911-2  
Clerk: 4



OFFICE ELEMENTS

OFFICE ELEMENTS  
712-255-0181  
1102 HISTORIC 4TH STREET  
SIOUX CITY IA 51101

# INVOICE

INVOICE NUMBER **255988-0**

INVOICE DATE **01/11/24**

ACCOUNT NUMBER **174724**

DEPT NUMBER

BILL TO ADDRESS		SHIP TO ADDRESS			
STORM LAKE PUBLIC LIBRARY 609 CAYUGA ST  STORM LAKE IA 50588 712-732-8026		STORM LAKE PUBLIC LIBRARY 609 CAYUGA ST  STORM LAKE IA 50588			
CUSTOMER PURCHASE ORDER	SALESPERSON	TERMS	ROUTE	PAYCODE	ORDER TAKER
BETH	RYAN PRITCHARD		1	CHARGE	CSKS

ITEM NUMBER	MFG	ITEM DESCRIPTION	UM	ORD QTY	B/O QTY	SHIP QTY	SELL PRICE	EXTEND PRICE
90781283	ICX	PAPER, POS, THRM, 2-1/4X1-1/2	PK	1		1	5.42	5.42

*5.42*  
**APPROVED FOR PAYMENT**

Name \_\_\_\_\_

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

Acc't No. *001-4210-01-6599-0000*

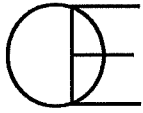
THANK YOU FOR YOUR ORDER.

**Subtotal** 5.42

**Tax**

ALL ACCOUNTS ARE DUE 15 DAYS FROM DATE OF INVOICE. 1 1/2% PER MONTH, 18% ANNUM WILL BE ADDED TO ALL PAST DUE INVOICES.

**Total Due** 5.42



OFFICE ELEMENTS

STATEMENT AS OF 02/01/24

Account Number 174724

Phone Number 712-732-8026

STORM LAKE PUBLIC LIBRARY  
609 CAYUGA ST

STORM LAKE IA 50588

LAST PAYMENT APPLIED ON 09/22/23 CHECK #80443 FOR \$ 123.72

Page 1 of 1

INVOICE NUMBER	INVOICE DATE	REMARKS	CHECK/PO	INVOICE AMOUNT	AMOUNT DUE
255988-0	01/11/24	INVOICE	BETH	5.42	5.42

THANK YOU FOR ORDERING WITH US  
CURRENT ACCOUNTS: INVOICES ARE DUE AND PAYABLE

CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	TOTAL AMOUNT DUE
5.42	.00	.00	.00	5.42

**Remit Payment To:** Office Elements  
1102 Historic 4th Street  
Sioux City, IA 51101  
712-255-0181





# Rebnord Technologies, Inc.

210 Sale Barn Rd  
Storm Lake, IA 50588

# Invoice

Date	Invoice #
1/31/2024	37095

City of Storm Lake  
Tyler Gibbins  
PO Box 1086  
620 Erie St.  
Storm Lake, IA 50588

Customer PO
Terms
Due on receipt
Due Date
1/31/2024

Item Code	Description	Quantity	Price Each	Serviced	Amount
Cubi 12M-027US	3.5 GHz Intel Core i7 10-Core (12th Gen) 16GB 2666 MHz DDR4 RAM Integrated Intel Iris Xe Graphics 512GB M.2 NVMe SSD 2.5 GbE & Gigabit Ethernet Ports Wi-Fi 6E (802.11ax) / Bluetooth 5.2 1 x Thunderbolt 4, 4 x USB 3.2 Gen 2 HDMI 2.0b & DisplayPort 1.4 Outputs VESA 100 x 100mm Compatible Windows 11 Pro Storm Lake Public Library - Public Use - Enrich Iowa	3	1,200.00		3,600.00
<p><i>3600, Enrich Iowa</i></p> <p><b>APPROVED FOR PAYMENT</b></p> <p>Name _____</p> <p>Date _____ P.O. # _____</p> <p>Acc'l No. <u>172-4902-04-6599-0000</u></p>					
<b>Subtotal</b>					\$3,600.00
<b>Sales Tax (0.0%)</b>					\$0.00
<b>Payments/Credits</b>					\$0.00
<b>Balance Due</b>					\$3,600.00

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



**CONTRACT INVOICE**

Invoice Number: 24AR1452698  
 Invoice Date: 01/15/2024

Remit To: Visual Edge IT, Inc  
 L-3737, Columbus, OH 43260-3737

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	02/14/2024	\$34.94	<b>\$34.94</b>	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CON14605-CSL-01		\$34.94		01/14/2019	
Remarks					

**Summary:**

Contract base rate charge for the 12/14/2023 to 01/13/2024 billing period	\$29.00
Contract Overage charge for the 12/14/2023 to 01/13/2024 Overage period	\$0.99**
Operational Surcharge	\$4.95
	<b>\$34.94</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	7,578 *	7,657		79	0**	79	\$0.012500	\$0.99**
Color	CON14605-CSL-01	290 *	329		39	260**	0	\$0.120400	\$0.00**
* Estimated meter reading									\$0.99

34.94

APPROVED FOR PAYMENT

Name \_\_\_\_\_

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

Acc't No. 172-4906-04-6512-0020



# 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.: 505001227

Invoice Date: 02/02/2024

Customer: 2000006256

Delivery: 89429247

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 #	OCCLC#	Customer Item#	Retail	Price	Extension
1	EA	DVD	DUMB MONEY Widescreen 1D 16279963	1407071246		34.99	26.24	26.24
1	EA	DVD	HOLDOVERS, THE Widescreen COLLECTOR'S EDITION 1D 16345466	1410855972		29.99	22.49	22.49
1	EA	DVD	MISSION IMPOSSIBLE DEAD RECKONING PART 1 Widescreen 1D 15994569	1395967791		22.99	17.24	17.24
3	EA				Product Sub-total:			65.97
					Please pay this amount in USD:			65.97

65.97

APPROVED FOR PAYMENT

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

# BYLAWS OF THE LIBRARY BOARD OF TRUSTEES

The following bylaws shall govern the administration and actions of the Storm Lake (Iowa) Public Library Board of Trustees.

## Article I—Number, Appointment, Officers, Term of Office, and Removal of Board Member

The board of the Storm Lake Public Library is made up of five trustees, all of whom live within the city limits of the City of Storm Lake. Each member of the board has been nominated by the mayor and approved by the City Council. The term of service on the board is a period of six years, with the possibility of renewal pending City Council approval. It is possible to be aware of openings on the board by noting openings that are published in the local paper. An application is filled out and presented to the mayor's office at the Storm Lake City Hall.

Officers of the board are a president, vice-president and secretary, elected at the June meeting, to begin a year's term of office on July 1<sup>st</sup>. The president shall serve as chair for meetings of the Board, and fulfill other duties as specified in the Library Handbook. The vice-president will perform any duty which the president is unable to discharge.

Any officer of the board may be removed for cause. Upon recommendation by a 2/3 vote of the other board members, a City Council hearing to discuss the removal shall occur not less than ten (10) days after written notice is given to the board member whose removal is recommended. Cause for removal shall include City Code 2-12-5. Possible reasons include: defrauding or damaging the library, abusing library patrons or staff, repeatedly disrupting library function without good reason, slandering or libeling the library or its staff and failure to attend three (3) or more regular board meeting in a single calendar year.

## Article II—Meetings

Regular meetings of the Board of Trustees will be held on the second Monday of each month at 4:00pm at the Library. All regular meetings are open to the public. Robert's Rules of Order shall govern the parliamentary procedure of the meetings.

Special meetings of the Board may be called at the direction of the president, and shall be called at the written request of two board members, for the transaction of business as stated in the call for the meeting. Except in cases of emergency, at least 48 hours notice shall be given.

### Article III—Quorum

A quorum for the transaction of business at any meeting shall consist of 3 members of the Board present. When necessary, an electronic meeting may be held via conference call in accordance with Iowa Code 21.8.

#### **21.8 Electronic meetings.**

A governmental body may conduct a meeting by electronic means only in circumstances where such a meeting in person is impossible or impractical and only if the governmental body complies with all of the following:

- a. The governmental body provides public access to the conversation of the meeting to the extent reasonably possible.
- b. The governmental body complies with section 21.4. For the purpose of this paragraph, the place of the meeting is the place from which the communication originates or where public access is provided to the conversation.
- c. Minutes are kept of the meeting. The minutes shall include a statement explaining why a meeting in person was impossible or impractical.

A meeting conducted in compliance with this section shall not be considered in violation of this chapter. A meeting by electronic means may be conducted without complying with paragraph "a" of subsection 1 if conducted in accordance with all of the requirements for a closed session contained in section 21.5.

### Article IV--Amendments to the Bylaws

These bylaws may be amended at any regular meeting of the Board by 2/3 majority vote of all members of the Board, provided written notice of the proposed amendment shall have been mailed to all members at least ten days prior to the meeting at which such action is proposed to be taken.

The *Bylaws of the Library Board (Trustees)* was adopted by the Board of Trustees of the Storm Lake Public Library on May 15, 2006. Revised: January 12, 2009. Re-affirmed: January 14, 2013. Re-affirmed December 14, 2015. Revised, March 11, 2019. Revised, August 12, 2019. Revised January 9, 2023.