

**Agenda**  
**Ames Public Library Board of Trustees**  
**July 19, 2007 - 7:00 p.m.**  
**Board Room**

**Adoption of Agenda**

**Introductions and Welcome to New Board Member**

**Installation of New Board Member**

**Approval of Minutes**

- May 17, 2007
- June 28, 2007

**Public Forum**

- All meetings of the Board are open to anyone who may wish to observe the proceedings. Non-board members who wish to address the Board will be given the opportunity in the Public Forum, for which time will always be designated within the agenda.

**Consent Agenda**

- Consent Agenda – Action Item (All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Board of Trustee members vote on the motion)
  - Claims
  - Gifts

**Financial Reports**

- Discussion

**Administrative Staff Reports**

- Director's Report
- Staff Reports

**Friends of the Ames Public Library Report** – Sondall Saetveit, Warnick, Hayslett

**Ames Public Library Foundation Report** – Anderson, Ross, Carey

**Policy Review**

- Suspended until completion of Strategic Plan

**Unfinished Business**

- Strategic Planning Update – Weeks

**New Business**

- Budget and C.I.P. Development – Weeks
- Volunteer Program – Bohlke/Qiu

**Trustee Comments**

**Adjournment**

**The next regular meeting is Thursday, August 16, 2007 at 7:00 p.m.**

# Ames Public Library

## Board of Trustees

### Meeting Minutes

May 17, 2007

The Ames Public Library Board of Trustees met in regular session on Thursday, May 17, 2007, in the Library boardroom with Anderson, LeGates, Luckett, Meier, Mungons, Ross, Sondall Saetveit, and Director Weeks in attendance. Krauth and Warnick were absent.

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

**Adoption of Agenda:** Ross presented an amended agenda, which had the addition of Authorization for Consent to Sale of Real Estate under **New Business**. He said the matter was time sensitive and could not wait until the next meeting. Anderson moved and LeGates seconded the motion to approve the amended agenda.

**Approval of Minutes:** Anderson moved and LeGates seconded the motion to approve the March 22, 2007, minutes as presented. Voting aye: Mungons, Sondall Saetveit, Anderson, LeGates and Ross. Meier and Luckett abstained.

Sondall Saetveit moved and Meier seconded the motion to approve the April 12, 2007, minutes as presented. Motion passed unanimously.

Ross said the April 19, 2007, minutes were accepted as submitted, subject to formal approval at the next meeting.

**Public Forum:** none

**Consent Agenda:** Anderson moved and LeGates seconded a motion to approve the consent agenda. Motion passed unanimously.

1. Motion approving 4/11/2007-5/7/2007 claims report.
2. Motion approving gifts:
  - From the estate of Glen Buseman ..... \$5,507.51
  - From Yunus Gul..... Turkish wall hanging
  - From Jerri Heid for Project Smyles ..... \$90.00
3. Motion approving new hires:
  - Carine Nyimi, circulation assistant (temporary) – effective 4/23/07 at \$7.00/hour
4. Motion approving change date of June Board meeting to June 28, 2007.

**Financial Reports:** Weeks said with 83.3% of the fiscal year completed, the Library budget was 80.0% expended. He said the fiscal year ended June 30, 2007. Ross asked what would happen if funds were not expended by the end of the fiscal year. Weeks said the funds do not normally carryover to the next fiscal year; however, due to timing, the painting and lighting monies may need to be carried over. Luckett asked why there were no monthly budget amounts for temp salary benefits. Carey replied that the money was budgeted but not charged to the account until the end of the fiscal year. Luckett asked why the workers comp line was 127.9% spent. Weeks said he thought there were a higher number of claims this year. He said he would verify the reason and get back to the Board. Ross requested setting up a meeting with the City's finance department and the budget and finance committee and the Board president. Luckett asked why periodicals were considered capital. Weeks said it was determined by the City's finance department. Meier moved and Anderson seconded a motion to accept the financial reports. Motion passed unanimously.

**Director's Report:** Weeks reported the conference he attended in Madison about building projects was very good. He thanked the Board for sending him to the conference. He said the fundraising and green building sessions were especially interesting.

Weeks said Building Consultant Anders Dahlgren met with the staff to discuss workspace and programmatic needs. Weeks said Dahlgren may want to hold another meeting with trustees and key informants.

### **Staff Reports:**

Deputy Director: Hayslett said the state librarian reported the legislature closed their session with overall increases in favor of libraries but not as much as they hoped. She said the library services areas did well. Anderson congratulated Hayslett on her nomination for the Central Iowa Library Service Area board president.

Assistant Director: Carey said she had received positive comments regarding the large print move. She said the space reorganization was ahead of schedule and should be completed this fall.

Ross asked Carey to explain the library's use of Unique Management Service to the new trustees. Carey explained how the library contracts with Unique Management Services to collect unpaid fines and materials not returned. She said the referral to Unique Management Services was a last resort, as customers could make payment arrangements and work with the fine alternative program.

Anderson complemented Sarah Bohlke on her review of the volunteer program.

**Friends of the Ames Public Library Report:** Hayslett said the Friends had their annual meeting where they approved next year's budget and renewed some certificates of deposit. She said the Friends' Board had some new, enthusiastic members.

**Foundation Report:** Weeks said the Ames Public Library (APL) Foundation approved an affiliation with the Community Foundation of Greater Story County, which in turn, brings APL Foundation into an affiliation with the Greater Des Moines Community Foundation. Weeks said the Foundation's bylaws were changed to clarify some of the expectations of the Foundation Board. He said the terms were changed so directors could serve a second term. Ross said Gary Botine and Stevin Dahl were appointed as new directors. The Foundation adopted Project Smyles for their next campaign and would act as its official sponsor. Weeks said several committees were formed and the Foundation set a regular meeting schedule of meeting on the third Tuesdays of the odd-numbered months. He said they also approved director's and officer's insurance.

**Policy Review:** Ross explained policy review, a normal monthly activity for the Board, was suspended during strategic planning.

### **Unfinished Business:**

Strategic Planning Goals – Update: Weeks said the committees would be reconvening to review activities and set benchmarks. When a final draft was completed, he would review the plan with community members. It would be brought to the Board for approval in July or August.

### **New Business:**

Board Committee Appointments: Ross made the following committee appointments: Director Evaluation Committee: Ross, Anderson, and Warnick; Budget and Finance Committee: Meier and Luckett; Friends Liaisons, Warnick and LeGates; Arts Advisory Committee: Sondall Saetveit and Krauth; Foundation Liaisons: Ross and Anderson.

Authorization for Consent to Sale of Real Estate – Action Item: Ross explained that Vernon Brown had left his estate to the Library, which included the property at 622 13<sup>th</sup> Street, Ames. He said the City's housing department wished to purchase the property for Habitat for Humanity and the city attorney recommended amending the agenda in order to discuss it at the meeting. He said the City had come forward with an offer of \$20,000.00 to purchase the property from the estate. Carey said the house was uninhabitable and dilapidated and after discussing it with the housing inspector and city attorney, they came to the conclusion that the house would need to be demolished. She recommended having the estate sell the property, rather than the Library. She said the City's offer was contingent on an environmental assessment. Carey said the estate's attorney wanted to ensure the Trustees understood that this was a lower offer than they might receive if the house were put on the market, as it was recently appraised for \$36,000.00. Carey advised the Board that if they accept the property from the estate, they would need to insure the property, possibly pay for demolition, plus sell it. Lockett noted the Board understood the property could have been sold for more money, but they recognized the sale of the property to the City would benefit Habitat for Humanity. Anderson moved and LeGates seconded the motion to authorize Board President Dale Ross to sign the "Consent to Sale of Real Estate" for the real property from the estate of Vernon H. Brown, located at 622 13<sup>th</sup> Street, Ames, Iowa. Motion passed unanimously.

#### **Trustee Comments:**

Meier had no comment.

Lockett said he may miss the June meeting.

Anderson said he would miss the October meeting.

Sondall Saetveit had no comment.

Mungons said he enjoyed being part of the Board of Trustees. He fell in love with libraries as a child, when he visited the library in his home town.

LeGates said she received her master's degree from Drake University. She said she would be out of town for the September Board meeting.

Ross thanked Mungons for his service on the Board of Trustees and wished him the best for the future.

#### **Adjournment**

Mungons moved to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 8:08 p.m.

# Ames Public Library

## Board of Trustees

### Meeting Minutes

June 28, 2007

The Ames Public Library Board of Trustees met in regular session on Thursday, June 28, 2007, in the Library boardroom with Krauth, LeGates, Luckett, Meier, Ross, Warnick, and Director Weeks in attendance. Anderson and Sondall Saetveit were absent.

**Call to Order:** President Ross called the meeting to order at 7:03 p.m.

**Adoption of Agenda:** Luckett moved and Krauth seconded the motion to approve the agenda. Motion passed unanimously.

**Approval of Minutes:** Meier moved and Warnick seconded the motion to approve the April 19, 2007, minutes as presented. Motion passed unanimously.

Ross said approval of the May 17, 2007, minutes was deferred, subject to formal approval at the next meeting.

**Public Forum:** none

**Consent Agenda:** LeGates moved and Warnick seconded a motion to approve the consent agenda. Motion passed unanimously.

1. Motion approving Claims Report 5/1/2007-5/31/2007
2. Gifts
  - In memory of Don Gauger from Barb Gauger.....\$50.00
  - In memory of Don Gauger from Jean Gauger and J. Hiram Roger, Jr.....\$100.00
  - In memory of Leona Sordelet from Matt Besser .....\$20.00
  - From Anonymous .....\$10.00
  - From the Story County Genealogical Society .....\$184.92
  - From the Ames Foundation ..... Painting of Ames Veteran's Memorial by Bill Boon
  - From Leo Lawler..... slat wall displays
  - From Recorded Books..... 57 large print books
3. New Hires
  - Leigh Nelson, circulation assistant (temporary) – effective 6/21/07 at \$7.00/hour
  - Sandra Sells, circulation assistant (temporary) – effective 5/20/07 at \$7.00/hour
  - Ramsey Tesdell, outreach assistant (temporary) – effective 6/16/07 at \$7.00/hour
  - Rehire of Sandra Indvik, circulation assistant (temporary) – effective 6/20/07 at former rate of \$8.05/hour
4. Approve the Interlibrary Loan Contract

**Financial Reports:** Weeks said the budget spending was on track. The collections budget was expended and the lighting and painting projects would be carried over to next fiscal year. Ross asked if the tuck pointing project was completed. Weeks said the final walkthrough was scheduled with the consultant and a final punch list was being prepared. Luckett asked why the worker's comp line was 138.4% spent. Recording Secretary Woo explained the temp salary benefits were budgeted out of the temp salary benefit budget line but expended out of the appropriate budget line. Luckett also asked for an explanation of the types of services provided in the outside professional services line. Weeks said he would get back to the Board with the answer.

**Director's Report:** Weeks reported a reception was held with the Ames Public Library leadership staff and the ISU library faculty. He said they are exploring the possibility of collaborating on the following projects: Interlibrary loan, a leisure reading collection, and advocacy.

Weeks explained two air conditioner compressors had to be repaired for a cost of \$25,000.00. The money came from the painting budget. Weeks said he planned to ask for replacement of the money in the painting budget in the new fiscal year.

Weeks reported Ames Police Department would be making a recommendation for the number of security cameras needed. He discussed security in the teen space. Ross said some libraries hire off-duty police officers for security.

Weeks reported the American Library Association meeting was productive. He said it was his last meeting as a member of the Public Library Association board. Weeks said he attended some good programs and visited Congressman Tom Latham to discuss library issues. Ross said there was a record 28,000+ attendees at the meeting.

Ross asked if the staff was working on a grant for the rain garden project. Carey said the Library's site was not selected by the DNR for a grant. Discussion followed on using re-cycled ground glass for the garden pathway. Weeks said the pathway would be firm, stable and non-skid, the standard for ADA (Americans with Disabilities Act) compliance.

#### **Staff Reports:**

Deputy Director: Hayslett had nothing to add to her report. LeGates asked if there were any book discussion groups in the evenings. Hayslett said "Great Books" was held one Sunday a month and "Let's Talk About It" was held one Tuesday a month. Carey said the Library was collaborating with the Center for Excellence in the Arts and Humanities for book and film discussions this fall.

Assistant Director: Carey said there was a correction on her report where it says, Project Smyles Receives \$44,000.00." It should say \$45,000.00. Ross questioned if the Story County Empowerment grant was renewable. Carey said it was not renewable, but they would be able to apply again next year. Warnick congratulated Carey on the grant. Carey credited staff members Linda Olson, Rae Haws, Tracie Heidt, and Melinda Thach who worked on the grant application.

**Friends of the Ames Public Library Report:** Warnick reported the Friends were on hiatus for the summer. Hayslett said they would meet again at the end of August.

**Foundation Report:** Carey said the project fund drive committee would be sending out the annual campaign letters by the end of July or in early August. Weeks reported the Foundation endowment committee was working on getting the word out about the Foundation. He and Foundation Director Stevin Dahl would be meeting with Stelter Company in Des Moines to discuss promotional ideas. Discussion followed on setting up a web site for the Foundation and sending letters to financial planners.

#### **Policy Review:**

Policy Review Schedule – Action Item: Ross explained policy review, a normal monthly activity for the Board, was suspended during strategic planning. Weeks explained with strategic planning nearing completion the 2007/2008 Policy Review Schedule was submitted for Board approval. Weeks said the staff would try to abide by the schedule, but it may need to be changed in case of emergency. Warnick moved and Meier seconded the motion to approve the Policy Review Schedule as presented. Motion passed unanimously.

## **Unfinished Business:**

Strategic Planning– Update: Weeks said the strategic planning process was in the final stages. The leadership team would meet to review the plan and then it would be presented to the Board. A community meeting would be planned for July or August.

## **New Business:**

Quality One Service Agreement – Action Item: Weeks reported that the part-time custodian quit, which prompted a review of the library's cleaning processes. He said outsourcing the custodial work would eliminate the need to worry about scheduling vacations or training. Weeks said Quality One had the best quote for the work involved. Lockett moved and Krauth seconded the motion to approve the Quality One service agreement as presented. Motion passed unanimously.

Recommend for Purchase Self-Check Units – Action Item: LeGates moved and Warnick seconded a motion to approve the recommendation for purchase of self-check units. Weeks said eight companies submitted bids for the self-check units. IT Systems Administrator Harris said one advantage of the company was its use of high quality off-the-shelf hardware. Carey said the company seems to be very aware of the end-user experience and customer service oriented. Ross said the company could also custom design software. Carey said the proposal was to buy four machines: one for youth services, two to replace the current machines and another one in a yet to be determined location. Since it is a wireless product, it could be moved. Harris said the checkout would be faster than with the current machines. Motion passed unanimously.

Copier Lease Agreement – Action Item: Krauth moved and Warnick seconded a motion to approve the copier lease agreement. Woo explained the Library would be leasing four copiers: two for the public and two for the staff. IT Systems Administrator Harris said the new public copiers were very simple to use and more intuitive than the current copiers. He said the new staff copiers would allow scanning and saving the files to the network. In addition, one copier would have fax capabilities. Weeks said the agreement was reviewed by the city attorney. Motion passed unanimously.

## **Trustee Comments:**

Krauth mentioned she would prefer an earlier meeting time.

Lockett had no comment.

Meier said she saw the Vernon Brown property transfer in the paper and wondered when the Library would receive the settlement from the estate. Carey said the Brown attorney needs to settle the estate.

Warnick asked when Building Consultant Anders Dahlgren return to meet with the trustees. Weeks said his visit may be delayed until September. Ross said it would take time to review the draft report provided by Dahlgren. Warnick said it was nice to see progress.

LeGates said she would miss the July Board meeting.

Ross announced that Dick Seagrave had been appointed to the Library Board by the City Council. Ross reported he moderated a session on technology for trustees at the American Library Association meeting. He said he was reappointed to the Pubic Library Association (PLA) Board for 2007/208 and urged trustees to attend the PLA conference in Minneapolis March 2008.

## **Adjournment**

Krauth moved and Meier seconded the motion to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 8:35 p.m.

# Consent Agenda

**BOARD OF TRUSTEES  
AMES PUBLIC LIBRARY  
July 19, 2007**

Be it resolved that the Board of Trustees, Ames Public Library, approve the consent agenda as presented/amended.

- Claims Report 6/1/2007-6/30/2007
  
- Gifts
  - From anonymous..... \$4.00
  - From M. Burton Drexler..... \$249.00
  - From Connie Underwood..... *Eyewitness Travel Guides: Japan*
  - In honor of Judy Jones from Aaron Jones and Marc and Allison Stitzlein..... \$50.00
  - In memory of Erma D. Erickson and Blanche Glasson  
from Ames Woman's Club ..... \$40.65
  - In memory of Patricia Francis from Colleen Francis and Ben Saturen..... \$25.00
  - In memory of Rozella Harder from Mary J. Hage..... \$15.00

Resolution by \_\_\_\_\_

Seconded by \_\_\_\_\_

Resolution passed/failed by a vote of \_\_\_\_\_

Date \_\_\_\_\_

**Library Claims**  
**6/1/07 - 6/30/07**

<b>Library Administration</b>		
PAYROLL SUMMARY	PERS SALARIES/WAGES	\$ 24,945.76
PAYROLL SUMMARY	VACATION	\$ 235.85
PAYROLL SUMMARY	IPERS DISABILITY	\$ 120.57
PAYROLL SUMMARY	LIFE INSURANCE	\$ 70.79
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 3,169.86
PAYROLL SUMMARY	MEDICARE FICA	\$ 357.86
PAYROLL SUMMARY	FICA	\$ 1,530.14
PAYROLL SUMMARY	IPERS	\$ 1,434.40
PAYROLL SUMMARY	WORKERS COMP	\$ 48.20
MAY INFORMATION SERV CHGS	CITY DATA SERV	\$ 480.93
MAY MESSENGER CHARGES	CITY MESSENGER SERV	\$ 317.43
JUNE INSURANCE CHARGES	INSURANCE & BONDS	\$ 1,594.00
JUNE TELEPHONE BILLING	PHONE OPERATION & MAINT	\$ 231.05
MAY LONG DISTANCE CHGS	LONG DISTANCE	\$ 3.64
BENJAMIN DESIGN COLLABORA	OUTSIDE PROF SERV	\$ 1,227.50
MAY POSTAGE ALLOCATION	POSTAGE/FREIGHT	\$ (791.20)
PITNEY BOWES INC	POSTAGE/FREIGHT	\$ 76.98
UNITED PARCEL SERVICE	POSTAGE/FREIGHT	\$ 49.59
MAY POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 2.09
IA FREEDOM OF INFORMATION	SUBSCRIPTIONS & BOOKS	\$ 40.00
HEUSS PRINTING ALLOCATION	PRINTING OUTSIDE	\$ (52.24)
HEUSS PRINTING INC	PRINTING OUTSIDE	\$ 69.65
DEX MEDIA EAST	ADVERTISING	\$ 176.00
VERNON CO	ADVERTISING	\$ 536.34
CITY OF AMES UTILITIES	ELECTRICITY	\$ 3,265.05
QWEST COMMUNICATIONS	TELEPHONE OUTSIDE	\$ 245.56
QWEST BUSINESS SERVICES	TELEPHONE OUTSIDE	\$ 1,095.24
CITY OF AMES UTILITIES	WATER/SEWER	\$ 255.64
CORBIN SANITATION	WASTE DISPOSAL	\$ 182.59
ALLIANT ENERGY	NATURAL GAS	\$ 19.67
ACCURATE MECHANICAL CO IN	FIXED EQUIPMENT REPAIR	\$ 3,354.00
ELECTRONIC ENGINEERING CO	RENTALS AND LEASES	\$ 35.85
PITNEY BOWES	RENTALS AND LEASES	\$ 792.00
MIDWEST OFFICE TECHNOLOGY	RENTALS AND LEASES	\$ 117.07
CANON FINANCIAL SERVICES	RENTALS AND LEASES	\$ 218.06
DUST TEX SERVICE INC	NON-CITY SERVICE	\$ 55.56
QUALITYONE COMMERCIAL CLE	NON-CITY SERVICE	\$ 1,975.00
STEAMWAY CLEANING & RESTO	NON-CITY SERVICE	\$ 277.08
R & C LANDSCAPE & LAWN CA	NON-CITY SERVICE	\$ 46.00
CH ISSUES	OFFICE SUPPLIES	\$ 23.30
OFFICE DEPOT INC	OFFICE SUPPLIES	\$ 42.28
QUILL CORP	OFFICE SUPPLIES	\$ 131.38
LOCKNET/M HARRIS P-CARD	MINOR OFFICE EQUIPMENT	\$ (480.00)
LOCKNET/M HARRIS P-CARD	MINOR COMPUTER EQUIPMENT	\$ 480.00
REBATE LIB 6-15-07	MINOR COMPUTER EQUIPMENT	\$ (200.00)
PC GUARDIAN/HARRIS P-CARD	MINOR COMPUTER EQUIPMENT	\$ (219.97)
STAPLES/M HARRIS P-CARD	MINOR COMPUTER EQUIPMENT	\$ (1,419.94)
CAPITAL SANITARY SUPPLY I	CLEANING SUPPLIES	\$ 1,071.87
CENT IA DISTRIBUTING INC	CLEANING SUPPLIES	\$ 586.35
HILLYARD/DES MOINES	CLEANING SUPPLIES	\$ 12.40
HILLYARD/DES MOINES	MINOR EQUIPMENT TOOLS	\$ 635.00

**Library Claims**  
**6/1/07 - 6/30/07**

BANK OF AMERICA	PURCHASE CARD CLEARING	\$ 787.73
<b>Total Administration</b>		<b>\$ 49,259.96</b>
<b>Outreach Services</b>		
PAYROLL SUMMARY	PERS SALARIES/WAGES	\$ 14,466.72
PAYROLL SUMMARY	TEMP SALARIES/WAGES	\$ 3,255.95
PAYROLL SUMMARY	IPERS DISABILITY	\$ 97.67
PAYROLL SUMMARY	LIFE INSURANCE	\$ 49.36
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 767.72
PAYROLL SUMMARY	MEDICARE FICA	\$ 255.55
PAYROLL SUMMARY	FICA	\$ 1,092.59
PAYROLL SUMMARY	IPERS	\$ 945.06
PAYROLL SUMMARY	WORKERS COMP	\$ 64.35
JUNE TELEPHONE BILLING	PHONE OPERATION & MAINT	\$ 138.63
MAY LONG DISTANCE CHGS	LONG DISTANCE	\$ 3.43
MAY FLEET SVC & ESCROW	FLEET OPERATING/MAINT	\$ 526.21
MAY FLEET SVC & ESCROW	FLEET REPLACEMENT FUNDS	\$ 1,803.00
MAY POSTAGE ALLOCATION	POSTAGE/FREIGHT	\$ 33.72
MAY POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 2.70
BOHLKE, SARAH	TRAVEL/MEETINGS	\$ 27.80
HEUSS PRINTING ALLOCATION	PRINTING OUTSIDE	\$ 26.12
CITY OF AMES UTILITIES	ELECTRICITY	\$ 45.70
QWEST COMMUNICATIONS	TELEPHONE OUTSIDE	\$ 460.15
VERIZON WIRELESS	TELEPHONE OUTSIDE	\$ 119.10
QWEST BUSINESS SERVICES	TELEPHONE OUTSIDE	\$ 19.32
MIDIOWA NET	COMPUTER MAINT	\$ 12.50
OFFICE DEPOT INC	OFFICE SUPPLIES	\$ 68.44
QUILL CORP	OFFICE SUPPLIES	\$ 13.48
WALDEN FOTO SHOP	OFFICE SUPPLIES	\$ 29.99
SAMS CLUB DIRECT COMM ACC	OFFICE SUPPLIES	\$ 13.08
SIGLER COMPANIES INC	SPECIAL PROJECT SUPPLIES	\$ 405.90
<b>Total Outreach Services</b>		<b>\$ 24,744.24</b>
<b>Collections</b>		
PAYROLL SUMMARY	PERS SALARIES/WAGES	\$ 15,927.37
PAYROLL SUMMARY	TEMP SALARIES/WAGES	\$ 780.15
PAYROLL SUMMARY	IPERS DISABILITY	\$ 105.15
PAYROLL SUMMARY	LIFE INSURANCE	\$ 48.38
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 2,604.80
PAYROLL SUMMARY	MEDICARE FICA	\$ 230.68
PAYROLL SUMMARY	FICA	\$ 986.30
PAYROLL SUMMARY	IPERS	\$ 960.67
PAYROLL SUMMARY	WORKERS COMP	\$ 21.57
MAY PRINTING CHARGES	PRINTING/GRAPHICS	\$ 18.25
JUNE TELEPHONE BILLING	PHONE OPERATION & MAINT	\$ 184.84
MAY LONG DISTANCE CHGS	LONG DISTANCE	\$ 4.07
MAY POSTAGE ALLOCATION	POSTAGE/FREIGHT	\$ 696.34
MAY POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 0.72
MALINOWSKI, MARIANNE	CONFERENCES	\$ 166.20
OFFICE DEPOT INC	OFFICE SUPPLIES	\$ 86.25
QUILL CORP	OFFICE SUPPLIES	\$ 34.00
BAKER & TAYLOR INC	EQUIPMENT PARTS/SUPPLIES	\$ 344.43
CRYSTAL CLEAR WATER	EQUIPMENT PARTS/SUPPLIES	\$ 13.00
DEMCO INC	EQUIPMENT PARTS/SUPPLIES	\$ 1,454.09

**Library Claims**  
**6/1/07 - 6/30/07**

QUILL CORP	EQUIPMENT PARTS/SUPPLIES	\$ 15.11
GAYLORD BROTHERS	EQUIPMENT PARTS/SUPPLIES	\$ 195.22
RESEARCH TECHNOLOGY INTL	EQUIPMENT PARTS/SUPPLIES	\$ 159.95
A M I CORP	EQUIPMENT PARTS/SUPPLIES	\$ 216.33
BANK OF AMERICA	PURCHASE CARD CLEARING	\$ (135.77)
BAKER & TAYLOR INC	PERIODICALS	\$ 63.96
EBSCO SUBSCRIPTION SERVIC	PERIODICALS	\$ 15.40
MEREDITH BOOK GROUP	PERIODICALS	\$ 237.08
THOMSON GALE GROUP	PERIODICALS	\$ 175.97
AMAZON CREDIT PLAN	PERIODICALS	\$ 18.19
MICROMARKETING LLC	PERIODICALS	\$ 432.18
BAKER & TAYLOR INC	JUVENILE	\$ 635.61
AMAZON CREDIT PLAN	JUVENILE	\$ 45.60
MIDWEST TAPE	JUVENILE	\$ 34.98
BOOK FARM INC	JUVENILE	\$ 149.65
PENWORTHY COMPANY	JUVENILE	\$ 323.68
ROSEN PUBLISHING	JUVENILE	\$ 303.05
ABDO PUBLISHING COMPANY	JUVENILE	\$ 925.98
GARETH STEVENS INC	JUVENILE	\$ 1,514.10
BAKER & TAYLOR INC	ADULT REFERENCE	\$ 2,093.34
C W ASSOCIATES	ADULT REFERENCE	\$ 57.78
COUNCIL OF STATE GOVERNME	ADULT REFERENCE	\$ 58.50
EBSCO SUBSCRIPTION SERVIC	ADULT REFERENCE	\$ 165.61
INGRAM LIBRARY SERVICES	ADULT REFERENCE	\$ 56.98
THOMSON GALE GROUP	ADULT REFERENCE	\$ 369.10
AMAZON CREDIT PLAN	ADULT REFERENCE	\$ 109.92
MAYHEM COLLECTIBLES	ADULT REFERENCE	\$ 195.59
IA NATIVE LANDS INC	ADULT REFERENCE	\$ 20.00
BAKER & TAYLOR INC	AUDIO-VISUAL	\$ 88.28
BBC AUDIOBOOKS AMERICA	AUDIO-VISUAL	\$ 1,380.12
RANDOM HOUSE INC	AUDIO-VISUAL	\$ 431.20
RECORDED BOOKS LLC	AUDIO-VISUAL	\$ 343.10
HOLLYWOOD VIDEO	AUDIO-VISUAL	\$ 817.35
AMAZON CREDIT PLAN	AUDIO-VISUAL	\$ 3,659.91
MICROMARKETING LLC	AUDIO-VISUAL	\$ 33.95
BOLINDA PUBLISHING INC	AUDIO-VISUAL	\$ 185.60
BAKER & TAYLOR INC	ADULT COLLECTIONS	\$ 5,656.04
RANDOM HOUSE INC	ADULT COLLECTIONS	\$ 816.00
REGENT BOOK CO INC	ADULT COLLECTIONS	\$ 35.81
INGRAM LIBRARY SERVICES	ADULT COLLECTIONS	\$ 13.17
OXMOOR HOUSE	ADULT COLLECTIONS	\$ 35.61
THOMSON GALE GROUP	ADULT COLLECTIONS	\$ 266.63
AMAZON CREDIT PLAN	ADULT COLLECTIONS	\$ 267.10
MAYHEM COLLECTIBLES	ADULT COLLECTIONS	\$ 134.41
<b>Total Collections</b>		<b>\$ 47,284.63</b>
<b>Programming &amp; Promotions</b>		
PAYROLL SUMMARY	PERS SALARIES/WAGES	\$ 10,043.82
PAYROLL SUMMARY	TEMP SALARIES/WAGES	\$ 303.27
PAYROLL SUMMARY	IPERS DISABILITY	\$ 67.81
PAYROLL SUMMARY	LIFE INSURANCE	\$ 30.16
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 1,044.88
PAYROLL SUMMARY	MEDICARE FICA	\$ 147.76

**Library Claims**  
**6/1/07 - 6/30/07**

PAYROLL SUMMARY	FICA	\$ 631.82
PAYROLL SUMMARY	IPERS	\$ 587.88
PAYROLL SUMMARY	WORKERS COMP	\$ 11.34
JUNE PRINTING CHARGES	PRINTING/GRAPHICS	\$ 24.30
MAY PRINTING CHARGES	PRINTING/GRAPHICS	\$ 224.28
JUNE TELEPHONE BILLING	PHONE OPERATION & MAINT	\$ 92.42
MAY LONG DISTANCE CHGS	LONG DISTANCE	\$ 2.23
SIGLER COMPANIES INC	PRINTING OUTSIDE	\$ 623.00
HYVEE/TAG OVERNIGHT	OFFICE SUPPLIES	\$ (39.37)
QIU, MICHAEL	OFFICE SUPPLIES	\$ 39.37
HYVEE/TAG OVERNIGHT	FOOD & FEED	\$ 39.37
SAMS CLUB DIRECT COMM ACC	FOOD & FEED	\$ 66.16
SHIRTS SUMMER READING PRO	SPECIAL PROJECT SUPPLIES	\$ (55.40)
SUMMER READING TSHIRT REI	SPECIAL PROJECT SUPPLIES	\$ (49.95)
UPSTART	SPECIAL PROJECT SUPPLIES	\$ 912.52
SAMS CLUB DIRECT COMM ACC	SPECIAL PROJECT SUPPLIES	\$ 90.58
BANK OF AMERICA	PURCHASE CARD CLEARING	\$ 410.75
<b>Total Programming &amp; Promotions</b>		<b>\$ 15,249.00</b>
<b>Public Services</b>		
PAYROLL SUMMARY	PERS SALARIES/WAGES	\$ 42,525.08
PAYROLL SUMMARY	IPERS DISABILITY	\$ 287.03
PAYROLL SUMMARY	LIFE INSURANCE	\$ 129.97
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 4,227.40
PAYROLL SUMMARY	MEDICARE FICA	\$ 606.62
PAYROLL SUMMARY	FICA	\$ 2,593.94
PAYROLL SUMMARY	IPERS	\$ 2,445.18
PAYROLL SUMMARY	WORKERS COMP	\$ 49.68
MAY PRINTING CHARGES	PRINTING/GRAPHICS	\$ 9.95
JUNE TELEPHONE BILLING	PHONE OPERATION & MAINT	\$ 462.10
MAY LONG DISTANCE CHGS	LONG DISTANCE	\$ 17.31
MAY POSTAGE ALLOCATION	POSTAGE/FREIGHT	\$ 23.56
MAY POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 6.76
HEUSS PRINTING ALLOCATION	PRINTING OUTSIDE	\$ 26.12
MIDWEST OFFICE TECHNOLOGY	RENTALS AND LEASES	\$ 234.43
CANON FINANCIAL SERVICES	RENTALS AND LEASES	\$ 436.12
WALDEN FOTO SHOP	OFFICE SUPPLIES	\$ 14.25
FAX MACHINE LIB 6-18-07	SPECIAL PROJECT SUPPLIES	\$ (3.50)
FAX MACHINE LIB 6-4-07	SPECIAL PROJECT SUPPLIES	\$ (1.00)
FRIENDS OF AMES PUBLIC LI	SPECIAL PROJECT SUPPLIES	\$ 50.00
AMES PUBLIC LIBRARY FOUND	SPECIAL PROJECT SUPPLIES	\$ 50.00
BANK OF AMERICA	PURCHASE CARD CLEARING	\$ 123.17
<b>Total Public Services</b>		<b>\$ 54,314.17</b>
<b>Circulation</b>		
PAYROLL SUMMARY	PERS SALARIES/WAGES	\$ 15,724.56
PAYROLL SUMMARY	TEMP SALARIES/WAGES	\$ 12,453.38
LIB WORK STUDY REIMB 6-14	ADJUSTMENT	\$ (304.42)
WORK STUDY REIMB LIB 6-18	ADJUSTMENT	\$ (124.83)
PAYROLL SUMMARY	IPERS DISABILITY	\$ 95.75
PAYROLL SUMMARY	LIFE INSURANCE	\$ 55.79
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 2,161.48
PAYROLL SUMMARY	MEDICARE FICA	\$ 400.51
PAYROLL SUMMARY	FICA	\$ 1,712.31

**Library Claims**  
**6/1/07 - 6/30/07**

PAYROLL SUMMARY	IPERS	\$ 1,518.96
DEPT IPERS REFUND/C NYIMI	IPERS	\$ (29.27)
PAYROLL SUMMARY	WORKERS COMP	\$ 251.09
JUNE TELEPHONE BILLING	PHONE OPERATION & MAINT	\$ 231.05
MAY LONG DISTANCE CHGS	LONG DISTANCE	\$ 12.99
LIBRARY MC/VISA CHARGES	OUTSIDE PROF SERV	\$ 93.39
MAY POSTAGE ALLOCATION	POSTAGE/FREIGHT	\$ 37.58
MAY POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 328.82
UNIQUE MANAGEMENT SERVICE	NON-CITY SERVICE	\$ 501.20
PAPER ROLL PRODUCTS	OFFICE SUPPLIES	\$ 223.08
BANK OF AMERICA	PURCHASE CARD CLEARING	\$ 10.94
<b>Total Circulation</b>		<b>\$ 35,354.36</b>
<b>Computer Lab</b>		
PAYROLL SUMMARY	PERS SALARIES/WAGES	\$ 900.88
PAYROLL SUMMARY	IPERS DISABILITY	\$ 6.08
PAYROLL SUMMARY	LIFE INSURANCE	\$ 2.58
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 129.58
PAYROLL SUMMARY	MEDICARE FICA	\$ 12.96
PAYROLL SUMMARY	FICA	\$ 55.44
PAYROLL SUMMARY	IPERS	\$ 51.80
PAYROLL SUMMARY	WORKERS COMP	\$ 0.72
MIDWEST OFFICE TECHNOLOGY	RENTALS AND LEASES	\$ 150.00
CANON FINANCIAL SERVICES	RENTALS AND LEASES	\$ 218.06
<b>Total Computer Lab</b>		<b>\$ 1,528.10</b>
<b>June Total</b>		<b>\$ 227,734.46</b>
Dale Ross, President	Melody Warnick, Secretary	Date:

EXPENSE REPORT SUMMARY FY 2006/2007																	
June 30, 2007																	
12 Months =100.0%																	
	Budget	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Accruals	Y-T-D Total	Current Balance	% Spent
<b>PERSONAL SERVICES</b>																	
Salaries	1,497,828	117,389	121,237	125,366	125,399	125,364	125,365	125,399	125,366	125,398	125,383	125,398	124,536		1,491,600	6,228	99.6%
Temporary Salaries	202,526	8,571	18,583	14,242	13,512	14,666	12,862	13,460	15,843	12,611	14,367	16,035	16,792		171,544	30,982	84.7%
Longevity	5,553	226				2,617				2,710					5,553	0	100.0%
Sick Leave	8,892	8,892													8,892	0	100.0%
Adjustment						(502)			(585)		(525)		(430)		(2,042)	2,042	
Vacation	1,863	1,863											235		2,098	(235)	112.6%
<b>Total Personal Svcs</b>	<b>1,716,662</b>	<b>136,941</b>	<b>139,820</b>	<b>139,608</b>	<b>138,911</b>	<b>142,145</b>	<b>138,227</b>	<b>138,859</b>	<b>140,624</b>	<b>140,719</b>	<b>139,225</b>	<b>141,433</b>	<b>141,133</b>	<b>0</b>	<b>1,677,645</b>	<b>39,017</b>	<b>97.7%</b>
<b>EMPLOYEE BENEFITS</b>																	
Temp Salaries Benefits	29,305														0	29,305	0.0%
IPERS Disability	9,191	764	763	761	760	760	781	779	780	780	781	779	780		9,268	(77)	100.8%
Life Insurance	4,605	354	361	397	393	395	393	395	392	393	394	391	389		4,647	(42)	100.9%
Health Insurance	176,819	13,501	13,866	14,735	14,735	14,735	14,735	14,733	14,518	14,518	14,517	14,026	14,105		172,724	4,095	97.7%
FICA Medicare	21,332	1,932	1,975	1,973	1,963	2,017	1,950	1,967	2,003	1,997	1,982	2,006	2,011		23,776	(2,444)	111.5%
FICA	91,216	8,255	8,455	8,434	8,392	8,624	8,349	8,400	8,567	8,533	8,474	8,586	8,600		101,669	(10,453)	111.5%
IPERS	87,053	7,838	7,846	7,923	7,893	8,108	7,851	7,780	8,016	8,008	7,980	8,027	7,915		95,185	(8,132)	109.3%
Workers Comp	3,542	568	469	346	434	450	429	435	460	425	436	451	448		5,351	(1,809)	151.1%
Flex Benefits	1,004									747					747	257	74.4%
<b>Total Employee Ben</b>	<b>424,067</b>	<b>33,212</b>	<b>33,735</b>	<b>34,569</b>	<b>34,570</b>	<b>35,089</b>	<b>34,488</b>	<b>34,489</b>	<b>34,736</b>	<b>35,401</b>	<b>34,564</b>	<b>34,266</b>	<b>34,248</b>	<b>0</b>	<b>413,367</b>	<b>10,700</b>	<b>97.5%</b>
<b>INTERNAL SERVICES</b>																	
City Data Services	7,540		623	622	623	622	722	721	722	721	721	481	481		7,059	481	93.6%
City Messenger	2,932		185	225	229	199	202	222	209	212	155	206	317		2,361	571	80.5%
Printing	4,542	11	119	263	144	324	37	343	155	95	274	1,487	277		3,529	1,013	77.7%
Insurance & Bonds	18,463		3,192	1,596	1,596	1,596	1,596	1,596	1,596	1,596	1,596	1,596	1,594		19,150	(687)	103.7%
Phone Operation/Maint	16,081	1,339	1,341	1,340	1,341	1,339	1,341	1,338	1,340	1,342	1,339	1,342	1,340		16,082	(1)	100.0%
Long Distance	517		35	40	40	36	37	41	46	46	62	45	43		471	46	91.1%
Fleet Operating/Maint	11,149		1,220	2,511	1,066	203	449	1,896	390	190	1,336	387	526		10,174	975	91.3%
Fleet Replacement	21,636		1,803	1,803	1,803	1,803	1,803	1,803	1,803	1,803	1,803	1,803	1,803		19,833	1,803	91.7%
Computer Replacement	6,746	675	674	675	675	674	675	674	675	675	674				6,746	0	100.0%
Interdepartmental Labor															0	0	
<b>Total Internal Svcs</b>	<b>89,606</b>	<b>2,025</b>	<b>9,192</b>	<b>9,075</b>	<b>7,517</b>	<b>6,796</b>	<b>6,862</b>	<b>8,634</b>	<b>6,936</b>	<b>6,680</b>	<b>7,960</b>	<b>7,347</b>	<b>6,381</b>	<b>0</b>	<b>85,405</b>	<b>4,201</b>	<b>95.3%</b>
<b>CONTRACTUAL</b>																	
Outside Prof Services	31,288	27,966	154	707	851	81	1,261	215	(73)	80	(247)	868	1,320		33,183	(1,895)	106.1%
Postage/Freight	13,443	1,074	135	941	3,090	1,047	1,094	2,033	1,038	106	1,080	1,234	467		13,339	104	99.2%
Travel/Meetings	1,404	63	25	271	129	199	(17)		25	57	38	171	28		989	415	70.4%
Training	2,002	170	40	250	72	836	12	(269)			16	12			1,139	863	56.9%
Conferences	14,081		450	52	1,589	1,870		833	1,248	494	687	1,859	166		9,248	4,833	65.7%
Subscriptions/Books	45			45									40		85	(40)	188.9%
Dues & Memberships	4,602	95	220	155	145	715	110	350	647	250	605	940			4,232	370	92.0%
Printing	1,794			56	144			470			252	14	694		1,630	164	90.9%
Advertising	3,500		321		322	168		352	176	176	200	352	713		2,780	720	79.4%
Recruiting Costs	5,522		68	184	5,386	(116)									5,522	0	100.0%
Insurance	687	687													687	0	100.0%
Electricity	47,362		5,703	6,125	4,798	2,912	3,012	2,515	3,093	2,800	2,858	2,873	3,311		40,000	7,362	84.5%
Phone Operation/Maint	19,410	1,577	1,722	1,670	1,599	1,356	1,693	1,670	1,671	1,671	1,683	1,681	1,939		19,932	(522)	102.7%
Long Distance	20														0	20	0.0%

EXPENSE REPORT SUMMARY FY 2006/2007																	
June 30, 2007																	
12 Months =100.0%																	
	Budget	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Accruals	Y-T-D Total	Current Balance	% Spent
Water/Sewer	3,400		495	272	276	264	259	225	261	247	256	264	256		3,075	325	90.4%
Waste Disposal	2,118		183	182	265		366	182	183	182	183	182	183		2,091	27	98.7%
Natural Gas	9,950		21	19	304	849	1,665	1,975	2,712	1,572	1,086	406	19		10,628	(678)	106.8%
Structural Repair	54,644		576	5,139	5,595		1,546	50	856	44	475	97			14,378	40,266	26.3%
Moveable Equip Repair	1,240			405	85				227			150			867	373	69.9%
Fixed Equip Repair	19,000		107	4,290	357	4,336	368	584	3,538	1,656	311	2,473	3,354		21,374	(2,374)	112.5%
Computer Maintenance	36,425	551	1,831	99	1,830	27,127	12	1,831	105	13	1,818	1,359	13		36,589	(164)	100.5%
Rentals & Leases	19,955	502	2,313	501	2,096	653	2,201	2,246	1,409	1,295	1,373	1,375	2,201		18,165	1,790	91.0%
Contractual Employees	0														0	0	
Other Non-City Services	13,570	339	714	955	964	803	1,068	862	1,623	2,026	2,063	736	2,856		15,009	(1,439)	110.6%
<b>Total Contractual</b>	<b>305,462</b>	<b>33,024</b>	<b>15,078</b>	<b>22,318</b>	<b>29,897</b>	<b>43,100</b>	<b>14,650</b>	<b>16,124</b>	<b>18,739</b>	<b>12,669</b>	<b>14,737</b>	<b>17,046</b>	<b>17,560</b>	<b>0</b>	<b>254,942</b>	<b>50,520</b>	<b>83.5%</b>
<b>COMMODITIES</b>																	
Office Supplies	14,300	1,449	611	1,409	1,025	1,546	740	1,038	1,197	403	953	1,411	680		12,462	1,838	87.1%
Minor Office Equipment	21,065	359		812	19,263	287		76				554	(480)		20,871	194	99.1%
Minor Computer Equip	9,000	(100)			56	831		710		901		5,264	(1,361)		6,301	2,699	70.0%
Ag-Hort Supplies	0														0	0	
Structural Materials	21,532		231		12	32									275	21,257	1.3%
Chemicals/Lab Supplies	0														0	0	
Cleaning Supplies	7,233	260	627	349	1,061	136	791	795	961	7	833	603	1,671		8,094	(861)	111.9%
Equip Parts/Supplies	27,793	612	2,867	4,438	4,412	3,302	719	4,626	628	1,074	918	893	2,398		26,887	906	96.7%
Minor Equipment/Tools	1,230	40	52			182		61	15			20	635		1,005	225	81.7%
Food	3,159		261	211	176	401	18	186	111	514	376	306	105		2,665	494	84.4%
Wearing Apparel	0														0	0	
Special Project Supplies	4,105	(73)	238	153	308	295	42	176	139	712	162	1,343	1,399		4,894	(789)	119.2%
Purchase Card Clearing	0		4,082	52	2,495	(4,931)	1,398	(1,788)	1,550	(992)	4,842	(6,702)	1,198		1,204	(1,204)	
Equipment/Vehicle Fuel	25					5									5	20	20.0%
<b>Total Commodities</b>	<b>109,442</b>	<b>2,547</b>	<b>8,969</b>	<b>7,424</b>	<b>28,808</b>	<b>2,086</b>	<b>3,708</b>	<b>5,880</b>	<b>4,601</b>	<b>2,619</b>	<b>8,084</b>	<b>3,692</b>	<b>6,245</b>	<b>0</b>	<b>84,663</b>	<b>24,779</b>	<b>77.4%</b>
<b>COLLECTION</b>																	
Periodicals	11,500	8,606	245	837	126	9		9			473	278	943		11,526	(26)	100.2%
Juvenile	62,535	2,913	2,927	9,371	4,904	10,477	3,413	6,705	2,936	3,276	4,260	7,096	3,933		62,211	324	99.5%
Adult Reference	40,194	10,788	3,971	10,105	865	453	1,785	312	1,642	814	1,406	4,564	3,127		39,832	362	99.1%
Audio Visual	71,000	2,825	5,826	7,912	8,931	6,716	5,577	5,912	4,634	5,205	6,163	3,632	6,939		70,272	728	99.0%
Adult Collection	116,000	8,002	12,129	14,067	(852)	26,755	8,196	8,975	6,279	5,801	8,537	11,195	7,225		116,309	(309)	100.3%
<b>Total Collection</b>	<b>301,229</b>	<b>33,134</b>	<b>25,098</b>	<b>42,292</b>	<b>13,974</b>	<b>44,410</b>	<b>18,971</b>	<b>21,913</b>	<b>15,491</b>	<b>15,096</b>	<b>20,839</b>	<b>26,765</b>	<b>22,167</b>	<b>0</b>	<b>300,150</b>	<b>1,079</b>	<b>99.6%</b>
<b>OTHER EXPENDITURES</b>																	
Refunds															0	0	
<b>Total Other Expenditures</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GRAND TOTAL</b>	<b>2,946,468</b>	<b>240,883</b>	<b>231,892</b>	<b>255,286</b>	<b>253,677</b>	<b>273,626</b>	<b>216,906</b>	<b>225,899</b>	<b>221,127</b>	<b>213,184</b>	<b>225,409</b>	<b>230,549</b>	<b>227,734</b>	<b>0</b>	<b>2,816,172</b>	<b>130,296</b>	<b>95.6%</b>

<b>2006/07 LIBRARY EXPENSE SUMMARY</b>					
<b>GENERAL AND DONATION FUNDS</b>					
<b>June 30, 2007</b>					
<b>12 Months =100.0%</b>	<b>General</b>	<b>Local</b>	<b>Bequest</b>	<b>Donation</b>	<b>Total</b>
	<b>Fund</b>	<b>Option</b>	<b>Funds</b>	<b>&amp; Grant</b>	<b>Expenses</b>
		<b>Tax</b>		<b>Funds</b>	
<b>PERSONAL SERVICES</b>					
Salaries	1,491,600				1,491,600
Temporary Salaries	171,544		23,673	552	195,769
Longevity	5,553				5,553
Sick Leave	8,892				8,892
Adjustment	(2,042)				(2,042)
Vacation	2,098				2,098
<b>Total Personal Services</b>	<b>1,677,645</b>	<b>0</b>	<b>23,673</b>	<b>552</b>	<b>1,701,870</b>
<b>EMPLOYEE BENEFITS</b>					
IPERS Disability	9,268				9,268
Life Insurance	4,647				4,647
Health Insurance	172,724				172,724
FICA Medicare	23,776		344	8	24,128
FICA	101,669		1,468	34	103,171
IPERS	95,185		1,409	32	96,626
Workers Compensation	5,351		271	6	5,628
Flex Administration	747				747
<b>Total Employee Benefits</b>	<b>413,367</b>	<b>0</b>	<b>3,492</b>	<b>80</b>	<b>416,939</b>
<b>INTERNAL SERVICES</b>					
City Data Services	7,059				7,059
City Messenger	2,361				2,361
Printing	3,529		218	2,022	5,769
Insurance & Bonds	19,150				19,150
Phone Operation/Maintenance	16,082				16,082
Long Distance	471				471
Fleet Operating/Maintenance	10,174				10,174
Fleet Replacement	19,833				19,833
Computer Replacement	6,746				6,746
<b>Total Internal Services</b>	<b>85,405</b>	<b>0</b>	<b>218</b>	<b>2,022</b>	<b>87,645</b>
<b>CONTRACTUAL</b>					
Outside Professional Services	33,183	5,841	7,888	15,225	62,137
Postage/Freight	13,339		76	15	13,430
Travel/Meetings	989		156	535	1,680
Training	1,139			76	1,215
Conferences	9,248			150	9,398
Subscriptions and Books	85				85
Dues & Memberships	4,232				4,232
Printing	1,630		14		1,644
Advertising	2,780		1,806		4,586
Recruiting Costs	5,522			116	5,638
Insurance	687				687
Electricity	40,000				40,000
Phone Operation/Maintenance	19,932			167	20,099
Water/Sewer	3,075				3,075
Waste Disposal	2,091				2,091
Natural Gas	10,628				10,628
Structural Repair	14,378	28,311	526	499	43,714
Moveable Equipment Repair	867				867
Fixed Equipment Repair	21,374				21,374
Computer Maintenance	36,589			7,000	43,589
Rentals & Leases	18,165				18,165
Other Non-City Services	15,009		20,000	2,903	37,912
<b>Total Contractual</b>	<b>254,942</b>	<b>34,152</b>	<b>30,466</b>	<b>26,686</b>	<b>346,246</b>
<b>COMMODITIES</b>					

<b>2006/07 LIBRARY EXPENSE SUMMARY</b>					
<b>GENERAL AND DONATION FUNDS</b>					
<b>June 30, 2007</b>					
<b>12 Months =100.0%</b>					
	<b>General</b>	<b>Local</b>	<b>Bequest</b>	<b>Donation</b>	<b>Total</b>
	<b>Fund</b>	<b>Option</b>	<b>Funds</b>	<b>&amp; Grant</b>	<b>Expenses</b>
		<b>Tax</b>		<b>Funds</b>	
Office Supplies	12,462		153	298	12,913
Minor Office Equipment	20,871		423	4,132	25,426
Minor Computer Equipment	6,301		3,934	1,287	11,522
Structural Materials	275		81		356
Cleaning Supplies	8,094				8,094
Equipment Parts/Supplies	26,887		16		26,903
Minor Equipment & Tools	1,005				1,005
Food	2,665		862	195	3,722
Special Project Supplies	4,894		131	13,370	18,395
Purchase Card Clearing	1,204				1,204
Fuel for Vehicles/Equipment	5				5
<b>Total Commodities</b>	<b>84,663</b>	<b>0</b>	<b>5,600</b>	<b>19,282</b>	<b>109,545</b>
<b>COLLECTION</b>					
Periodicals	11,526				11,526
Juvenile	62,211		19,284	3,754	85,249
Adult Reference	39,832				39,832
Audio Visual	70,272				70,272
Adult Collection	116,309			31,340	147,649
<b>Total Collection</b>	<b>300,150</b>	<b>0</b>	<b>19,284</b>	<b>35,094</b>	<b>354,528</b>
<b>CAPITAL</b>					
Land Improvements			47,477		47,477
Furniture				6,139	6,139
Computer Equipment/Software			23,104	2,759	25,863
Equipment				11,895	11,895
<b>Total Capital</b>	<b>0</b>	<b>0</b>	<b>70,581</b>	<b>20,793</b>	<b>91,374</b>
<b>GRAND TOTAL</b>	<b>2,816,172</b>	<b>34,152</b>	<b>153,314</b>	<b>104,509</b>	<b>3,108,147</b>

<b>2006/07 LIBRARY GENERAL FUND EXPENSE SUMMARY</b>						
<b>June 30, 2007</b>						
<b>12 Months =100.0%</b>						
	<b>2005/06</b>	<b>2006/07</b>	<b>YTD</b>	<b>YTD</b>	<b>Current</b>	<b>%</b>
	<b>Actuals</b>	<b>Budget</b>	<b>2005/06</b>	<b>2006/07</b>	<b>Balance</b>	<b>Spent</b>
<b>PERSONAL SERVICES</b>						
Salaries	1,374,857	1,497,828	1,374,857	1,491,600	6,228	
Temporary Salaries	208,299	202,526	208,299	171,544	30,982	
Longevity	5,852	5,553	5,852	5,553	0	
Sick Leave		8,892		8,892	0	
Adjustment				(2,042)	2,042	
Vacation	6,912	1,863	6,912	2,098	(235)	
<b>Total Personal Services</b>	<b>1,595,920</b>	<b>1,716,662</b>	<b>1,595,920</b>	<b>1,677,645</b>	<b>39,017</b>	<b>97.7%</b>
<b>EMPLOYEE BENEFITS</b>						
Temp Salaries Benefits		29,305			29,305	
IPERS Disability	8,750	9,191	8,750	9,268	(77)	
Life Insurance	3,244	4,605	3,244	4,647	(42)	
Health Insurance	168,881	176,819	168,881	172,724	4,095	
FICA Medicare	22,486	21,332	22,486	23,776	(2,444)	
FICA	96,151	91,216	96,151	101,669	(10,453)	
IPERS	90,020	87,053	90,020	95,185	(8,132)	
Workers Compensation	5,000	3,542	5,000	5,351	(1,809)	
Flex Administration	1,298	1,004	1,298	747	257	
<b>Total Employee Benefits</b>	<b>395,830</b>	<b>424,067</b>	<b>395,830</b>	<b>413,367</b>	<b>10,700</b>	<b>97.5%</b>
<b>INTERNAL SERVICES</b>						
City Data Services	7,204	7,540	7,204	7,059	481	
City Messenger	2,948	2,932	2,948	2,361	571	
Printing	3,610	4,542	3,610	3,529	1,013	
Insurance & Bonds	18,784	18,463	18,784	19,150	(687)	
Phone Operation/Maintenance	16,082	16,081	16,082	16,082	(1)	
Long Distance	491	517	491	471	46	
Fleet Operating/Maintenance	5,779	11,149	5,779	10,174	975	
Fleet Replacement	20,556	21,636	20,556	19,833	1,803	
Computer Replacement	13,481	6,746	13,481	6,746	0	
Interdepartmental Labor	151		151		0	
<b>Total Internal Services</b>	<b>89,086</b>	<b>89,606</b>	<b>89,086</b>	<b>85,405</b>	<b>4,201</b>	<b>95.3%</b>
<b>CONTRACTUAL</b>						
Outside Professional Services	22,867	31,288	22,867	33,183	(1,895)	
Postage/Freight	10,409	13,443	10,409	13,339	104	
Travel/Meetings	1,362	1,404	1,362	989	415	
Training	3,159	2,002	3,159	1,139	863	
Conferences	14,694	14,081	14,694	9,248	4,833	
Subscriptions and Books	35	45	35	85	(40)	
Dues & Memberships	3,978	4,602	3,978	4,232	370	
Printing	2,179	1,794	2,179	1,630	164	
Advertising	3,357	3,500	3,357	2,780	720	
Recruiting Costs	9,405	5,522	9,405	5,522	0	
Insurance		687		687	0	
Electricity	46,870	47,362	46,870	40,000	7,362	
Phone Operation/Maintenance	16,678	19,410	16,678	19,932	(522)	
Long Distance	(17)	20	(17)		20	
Water/Sewer	3,195	3,400	3,195	3,075	325	
Waste Disposal	3,259	2,118	3,259	2,091	27	
Natural Gas	8,546	9,950	8,546	10,628	(678)	
Structural Repair	5,947	54,644	5,947	14,378	40,266	
Moveable Equipment Repair	717	1,240	717	867	373	
Fixed Equipment Repair	16,259	19,000	16,259	21,374	(2,374)	
Computer Maintenance	41,773	36,425	41,773	36,589	(164)	
Rentals & Leases	20,019	19,955	20,019	18,165	1,790	

<b>2006/07 LIBRARY GENERAL FUND EXPENSE SUMMARY</b>						
<b>June 30, 2007</b>						
<b>12 Months =100.0%</b>						
	<b>2005/06</b>	<b>2006/07</b>	<b>YTD</b>	<b>YTD</b>	<b>Current</b>	<b>%</b>
	<b>Actuals</b>	<b>Budget</b>	<b>2005/06</b>	<b>2006/07</b>	<b>Balance</b>	<b>Spent</b>
Contractual Employees		0			0	
Other Non-City Services	24,650	13,570	24,650	15,009	(1,439)	
<b>Total Contractual</b>	<b>259,341</b>	<b>305,462</b>	<b>259,341</b>	<b>254,942</b>	<b>50,520</b>	<b>83.5%</b>
<b>COMMODITIES</b>						
Office Supplies	14,640	14,300	14,640	12,462	1,838	
Minor Office Equipment	4,093	21,065	4,093	20,871	194	
Minor Computer Equipment	8,849	9,000	8,849	6,301	2,699	
Ag-Hort Supplies	260	0	260		0	
Structural Materials	2,622	21,532	2,622	275	21,257	
Chemicals/Lab Supplies	29	0	29		0	
Cleaning Supplies	7,388	7,233	7,388	8,094	(861)	
Equipment Parts/Supplies	24,409	27,793	24,409	26,887	906	
Minor Equipment & Tools	2,122	1,230	2,122	1,005	225	
Food	4,496	3,159	4,496	2,665	494	
Wearing Apparel	221		221		0	
Special Project Supplies	6,625	4,105	6,625	4,894	(789)	
Purchase Card Clearing			0	1,204	(1,204)	
Fuel for Vehicles/Equipment	16	25	16	5	20	
<b>Total Commodities</b>	<b>75,770</b>	<b>109,442</b>	<b>75,770</b>	<b>84,663</b>	<b>24,779</b>	<b>77.4%</b>
<b>COLLECTION:</b>						
Periodicals	9,677	11,500	9,677	11,526	(26)	100.2%
Juvenile	63,731	62,535	63,731	62,211	324	99.5%
Adult Reference	26,782	40,194	26,782	39,832	362	99.1%
Audio Visual	68,847	71,000	68,847	70,272	728	99.0%
Adult Collection	122,266	116,000	122,266	116,309	(309)	100.3%
<b>Total Collection</b>	<b>291,303</b>	<b>301,229</b>	<b>291,303</b>	<b>300,150</b>	<b>1,079</b>	<b>99.6%</b>
<b>OTHER EXPENDITURES</b>						
Refunds	12		12		0	
<b>Total Other Expenditures</b>	<b>12</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>0</b>	
<b>GRAND TOTAL</b>	<b>2,707,262</b>	<b>2,946,468</b>	<b>2,707,262</b>	<b>2,816,172</b>	<b>130,296</b>	<b>95.6%</b>
						<b>% of</b>
						<b>Total</b>
<b>TOTALS BY DIVISION:</b>						
Administration/Support	553,261	723,844	553,261	641,320	82,524	22.80%
Outreach Services	258,621	276,150	258,621	274,235	1,915	9.70%
Collections	589,101	626,773	589,101	627,466	(693)	22.30%
Programming & Promotions	200,883	187,055	200,883	171,340	15,715	6.10%
Public Services	645,632	666,368	645,632	661,687	4,681	23.50%
Circulation Services	405,215	443,775	405,215	418,058	25,717	14.80%
Computer Lab	54,549	22,503	54,549	22,066	437	0.80%
<b>GRAND TOTAL</b>	<b>2,707,262</b>	<b>2,946,468</b>	<b>2,707,262</b>	<b>2,816,172</b>	<b>130,296</b>	<b>100%</b>

<b>Library Donations Report</b>						
<b>Fiscal Year 2006/2007</b>						
<b>Year-to-Date through June 30, 2007</b>						
	<b>Gladys Myers Bequest</b>	<b>Roscoe Marsden Bequest</b>	<b>Verna Thompson Bequest</b>	<b>Herbert Howell Bequest</b>	<b>Other Donations &amp; Grants</b>	<b>Total</b>
Balance @ 6/30/06	742,639.77	124,363.84	406,667.84	195,338.57	100,446.85	1,569,456.87
Interest revenue	36,791.35	6,203.77	17,963.30	9,577.19	6,068.45	76,604.06
Donations/grants					120,248.01	120,248.01
Expenses (see below)	(46,596.72)	(12,009.06)	(75,440.99)	(19,266.87)	(104,508.11)	(257,821.75)
<b>Current balance</b>	<b>732,834.40</b>	<b>118,558.55</b>	<b>349,190.15</b>	<b>185,648.89</b>	<b>122,255.20</b>	<b>1,508,487.19</b>
<b>Less:</b>						
Reserved principal	600,000.00 (1)	100,000.00 (2)			8,276.00 (3)	708,276.00
Reserved interest	68,633.46					68,633.46
Committed funds (see below)	52,629.73	16,590.88	349,190.15	733.13	53,413.72	472,557.61
<b>Balance available for expenditure</b>	<b>11,571.21</b>	<b>1,967.67</b>	<b>0.00</b>	<b>184,915.76</b>	<b>60,565.48</b>	<b>259,020.12</b>
<b>Expense detail:</b>						
Project Smyles	17,854.20	9,466.48			1,796.22	29,116.90
Teen Space	1,365.54					1,365.54
Web development project					13,176.01	13,176.01
Internal printing	218.20				1,971.88	2,190.08
Outside professional services			7,887.50		5,775.00	13,662.50
Postage/freight	75.89					75.89
Travel/meetings					381.35	381.35
Outside printing	14.00					14.00
Advertising	1,730.88		76.49			1,807.37
Telephone					166.98	166.98
Structural repair					499.50	499.50
Computer maintenance					7,000.00	7,000.00
Other non-City services			20,000.00		2,867.50	22,867.50
Minor equipment	257.19				4,132.73	4,389.92
Minor computer equipment	2,240.22	1,419.94			319.95	3,980.11
Food	847.16				194.59	1,041.75
Special project supplies	12.25				13,370.15	13,382.40
Furniture					4,837.64	4,837.64
Computer equipment	21,981.19	1,122.64				23,103.83
Equipment					13,195.95	13,195.95
Land improvements			47,477.00			47,477.00
Furniture						
Youth collection				19,266.87	3,483.53	22,750.40
Adult collection					31,339.13	31,339.13
<b>Total expenses</b>	<b>46,596.72</b>	<b>12,009.06</b>	<b>75,440.99</b>	<b>19,266.87</b>	<b>104,508.11</b>	<b>257,821.75</b>
<b>Committed funds detail:</b>						
Building project			349,190.15			349,190.15
Computer replacements	7,526.81	7,057.36				14,584.17
Strategic planning	5,711.10					5,711.10
Project Smyles	(5,983.14)	9,533.52			12,162.72	15,713.10
Teen Space	5,424.96					5,424.96
Collection materials				733.13		733.13
Books for Babies program					8,965.08	8,965.08
Read-About-It program					411.53	411.53
Wireless project					1,900.02	1,900.02
Web development					1,073.99	1,073.99
Computer training					1,500.00	1,500.00
Local history reading area	39,950.00				4,137.92	44,087.92
Building improvements					9,000.00	9,000.00
Furnishings					11,518.76	11,518.76
Equipment					2,743.70	2,743.70
<b>Total committed funds</b>	<b>52,629.73</b>	<b>16,590.88</b>	<b>349,190.15</b>	<b>733.13</b>	<b>53,413.72</b>	<b>472,557.61</b>
(1) \$600,000 of the Gladys Myers bequest and 20% of the interest earned annually on the bequest were reserved by the Library Board of Trustees on April 10, 1997. The remaining 80% of the interest income may be used for projects and/or acquisitions approved by the Board.						
(2) \$100,000 of the Marsden bequest was reserved by the Library Board of Trustees on June 24, 1999; the interest on this bequest is available for expenditure.						
(3) Reservations of principal in Other Donations are: \$1,000 in the Tommy Feinberg Memorial, \$5,276 in the Gilman Fund, and \$2,000 in the Smith Endowment. Interest earned on the Feinberg and Gilman bequests are to be used for the youth collection; interest earned on the Smith Endowment is to be used to acquire large-print books.						

<b>Library Donations Report - Other Donations</b>													
<b>Fiscal Year 2006/2007</b>													
<b>Year-to-Date through June 30, 2007</b>													
	<b>General</b>	<b>Friends</b>	<b>Foundation</b>	<b>Tommy</b>	<b>Gilman</b>	<b>Smith</b>	<b>Children's</b>	<b>Youth</b>	<b>Books for</b>	<b>Enrich</b>		<b>The Big</b>	
	<b>Donations</b>	<b>Donations</b>	<b>Donations</b>	<b>Feinberg</b>	<b>Fund</b>	<b>Endowment</b>	<b>Theater</b>	<b>Services</b>	<b>Babies</b>	<b>Iowa</b>	<b>RIIF</b>	<b>Read</b>	<b>Total</b>
Balance @ 6/30/06	17,113.21	(20.50)		1,072.36	7,493.89	1,953.59	4,225.00	1,212.50	1,966.63	15,738.79	49,691.38		100,446.85
Interest revenue	6,068.45												6,068.45
Donations/grants	24,920.00	17,119.05	11,000.00					6,600.00	1,000.00	14,342.80	33,039.04	5,840.00	113,860.89
Project Smyles donations	6,387.12												6,387.12
Expenses	(20,374.84)	(18,140.18)	(10,603.65)		(1,714.51)		(560.96)	(5,811.62)	(709.12)	(14,342.80)	(27,757.48)	(4,492.95)	(104,508.11)
<b>Current balance</b>	<b>34,113.94</b>	<b>(1,041.63)</b>	<b>396.35</b>	<b>1,072.36</b>	<b>5,779.38</b>	<b>1,953.59</b>	<b>3,664.04</b>	<b>2,000.88</b>	<b>2,257.51</b>	<b>15,738.79</b>	<b>54,972.94</b>	<b>1,347.05</b>	<b>122,255.20</b>
<b>Less:</b>													
Reserved principal				1,000.00	5,276.00	2,000.00							8,276.00
Committed funds	10,525.04				411.53			4,000.00		14,740.68	23,736.47		53,413.72
<b>Balance available for expenditure</b>	<b>23,588.90</b>	<b>(1,041.63)</b>	<b>396.35</b>	<b>72.36</b>	<b>91.85</b>	<b>(46.41)</b>	<b>3,664.04</b>	<b>(1,999.12)</b>	<b>2,257.51</b>	<b>998.11</b>	<b>31,236.47</b>	<b>1,347.05</b>	<b>60,565.48</b>
<b>Expense detail:</b>													
Project Smyles	632.06									1,164.16			1,796.22
Web development project											13,176.01		13,176.01
Internal printing		556.76			66.00				709.12			640.00	1,971.88
Outside professional services	100.00	4,575.00					500.00					600.00	5,775.00
Travel/meetings												381.35	381.35
Telephone											166.98		166.98
Structural repair											499.50		499.50
Computer maintenance											7,000.00		7,000.00
Other non-City services											2,867.50		2,867.50
Minor equipment	1,085.94	814.25									2,232.54		4,132.73
Minor computer equipment											319.95		319.95
Food							60.96					133.63	194.59
Special project supplies	98.29				498.97					10,034.92		2,737.97	13,370.15
Furniture	4,837.64												4,837.64
Equipment	3,256.28	1,300.95						4,000.00		3,143.72	1,495.00		13,195.95
Youth collection		522.37			1,149.54			1,811.62					3,483.53
Adult collection	10,364.63	10,370.85	10,603.65										31,339.13
<b>Total expenses</b>	<b>20,374.84</b>	<b>18,140.18</b>	<b>10,603.65</b>	<b>0.00</b>	<b>1,714.51</b>	<b>0.00</b>	<b>560.96</b>	<b>5,811.62</b>	<b>709.12</b>	<b>14,342.80</b>	<b>27,757.48</b>	<b>4,492.95</b>	<b>104,508.11</b>
<b>Committed funds detail:</b>													
Project Smyles	6,387.12									5,775.60			12,162.72
Books for Babies program										8,965.08			8,965.08
Read-About-It program					411.53								411.53
Wireless project											1,900.02		1,900.02
Web development											1,073.99		1,073.99
Computer training											1,500.00		1,500.00
Local history reading area	4,137.92												4,137.92
Building improvements											9,000.00		9,000.00
Furnishings								4,000.00			7,518.76		11,518.76
Equipment											2,743.70		2,743.70
<b>Total committed funds</b>	<b>10,525.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>411.53</b>	<b>0.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>14,740.68</b>	<b>23,736.47</b>	<b>0.00</b>	<b>53,413.72</b>

\* Beginning balance includes available balance at 6/30/06 plus outstanding committed funds

<b>Gladys Myers Donation Fund</b>			
<b>Interest Earned per Fiscal Year</b>			
<b>Year-to-Date through June 30, 2007</b>			
			<b>80% available</b>
			<b>for expenditure</b>
	<b>Total interest</b>	<b>20% reserved</b>	<b>or spent over</b>
<b>Fiscal year</b>	<b>revenue</b>	<b>for reinvestment</b>	<b>life of donation</b>
1995/96	7,302.50	1,460.50	5,842.00
1996/97	31,049.09	6,209.82	24,839.27
1997/98	45,429.25	9,085.85	36,343.40
1998/99	41,596.65	8,319.33	33,277.32
1999/00	43,160.74	8,632.15	34,528.59
2000/01	34,541.40	6,908.28	27,633.12
2001/02	27,804.79	5,560.96	22,243.83
2002/03	17,422.07	3,484.41	13,937.66
2003/04	12,266.12	2,453.22	9,812.90
2004/05	17,507.31	3,501.46	14,005.85
2005/06	28,296.05	5,659.21	22,636.84
2006/07	36,791.35	7,358.27	29,433.08
<b>Total</b>	<b>343,167.32</b>	<b>68,633.46</b>	<b>274,533.86</b>



**Investments FY 2006-2007  
Portfolio Management  
Portfolio Summary  
June 30, 2007**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Certificates of Deposit	33,500,000.00	33,500,000.00	33,500,000.00	53.10	224	125	5.275	5.349
Iowa Public Agency Investment Trust	16,662.77	16,662.77	16,662.77	0.03	1	1	4.641	4.705
Commercial Paper Disc. -Amortizing	5,500,000.00	5,418,765.00	5,418,544.29	8.59	203	105	5.277	5.351
Federal Agency Coupon Securities	10,915,000.00	10,806,227.29	10,854,638.53	17.21	684	342	4.658	4.723
Federal Agency Disc. -Amortizing	7,500,000.00	7,420,587.00	7,421,641.67	11.76	227	75	5.180	5.252
Pass Through Securities /PAC/CMO	5,931,994.70	5,825,786.58	5,877,427.07	9.32	817	449	5.882	5.964
<b>Investments</b>	<b>63,363,657.47</b>	<b>62,988,028.64</b>	<b>63,088,914.33</b>	<b>100.00%</b>	<b>357</b>	<b>185</b>	<b>5.215</b>	<b>5.287</b>

Total Earnings	June 30 Month Ending	Fiscal Year To Date	Fiscal Year Ending
Current Year	286,563.38	3,505,595.66	3,505,595.66
Average Daily Balance	67,627,612.21	68,686,322.18	
Effective Rate of Return	5.16%	5.10%	

I certify that these reports are in conformance with the Iowa Public Investment Act.

*Roger J. Wisecup II*  
 Roger J Wisecup II, City Treasurer

**Administration**

1. Record Breaking Year: Circulation hit an all-time high this year at 1,361,888, a 3.9% increase over last year! Youth media made the highest gains, jumping up 10.1% from last year's figures. Bookmobile/Home Delivery made great strides too, increasing 8.8% over last year. Congratulations to all staff for fulfilling APL's mission to connect our community to the world of ideas through books, media, and information services.
2. Supervisory Essentials: Director Art Weeks completed the City of Ames's "Supervisory Essentials" training program for supervisors. This is a six session course that began this past February. It was training in various aspects of staff supervision. The City of Ames, which strongly emphasizes values through its Excellence Through People program, has designed an excellent program for supervisory training.
3. Year-End Financial Reports: Even though the reports are for June 30th, and says that the year is at 100%, this does not include anything paid in July that is for goods and services received in June. Final reports for FY 2006/2007 will be available next month.

**Community Relations**

1. Outside Printing Bid: Community Relations Coordinator Jillian Ocken has submitted a request for bids for outside printing services for 2007-2009. The bid is for stationary, envelopes, business cards, etc. While the amount of our typical purchases falls way below the threshold for mandatory bidding, we do so since there is a potential "conflict of interest" with a local printing house which is owned and operated by a family member of library staff.
2. Strategic Plan: Jillian is designing the presentation of the strategic plan. A sample design will be presented at the board meeting.
3. Borders Book Drive: Watch for a promotion this August with Borders Books and Ames Public Library.

**Technology**

1. Copiers: Four new copiers, approved at the June 28 meeting of the board, will be installed by August 1. IT Manager Mark Harris will help set up an internal network for staff to have direct access to the copiers. One will have fax capabilities.

**DAWN HAYSLETT**

---

**Administration**

- **Direct State Aid Report** – I submitted the Library's annual report on Direct State Aid to the State Library.
- **Friends of the Ames Public Library** –The Friends Board does not meet July. Their next meeting will be August 27<sup>th</sup>.
- **Continuing Education:**
- I attended the final Supervisory Essentials class which was presented by the City's Human Resources on July 12<sup>th</sup>.
- **Presentations and Outside Meetings:**
- I attended the CILSA Board meeting on June 20<sup>th</sup> in Truro and at Story City on July 18<sup>th</sup>.
- I attended the Library Service Area Executive Council meeting at the State Library on July 16<sup>th</sup>.
- I facilitated the Books @ Noon meeting on July 18<sup>th</sup> and led the discussion of "Mistress of the Art of Death" by Ariana Franklin for Chick Lit on June 25<sup>th</sup>.
- The first meeting of the ISU/APL Joint Task Force on the Leisure Reading Collection is scheduled for July 24<sup>th</sup>. APL staff on the task force are; Mike Quinn, Camille Wagaman, Val Donnell, and me. We will be meeting at Parks Library.

**Information Services:**

- Barbe Cobb and Marianne Malinowski are busy installing new furniture pieces for the Iowa and periodical lounges.
- Jan Heuss is finishing up the annual contacts with community groups in preparation for printing the Community Organization Manual for use by the Library and the City Clerk. Volunteer Tim Kovacik has been taking many of the response calls. The goal is to be ready for a new edition by the end of July.
- Lynne Van Valin, Information Desk Library Assistant, retired on June 28<sup>th</sup> after nearly 17 years of service. The Celebrations Committee hosted a reception in her honor on her last day. Several former APL employees came by to wish her well.
- Janet Klaas will be retiring the end of August. Janet has served APL as reference librarian and archivist for 19 years. Janet is the driving force behind the Farwell T. Brown Photographic Archive. She cataloged and annotated the entire collection. Janet was also responsible for several collection areas as well as coordinating the Ames Tribune indexing project. Her position has been posted for current library employees. Applications are due July 23<sup>rd</sup>.
- At our weekly meeting, we have been editing a draft of a comprehensive reference procedures manual. Mike Quinn, Ross Petra, Ann Dobbs, and Jan Heuss developed the draft. We hope to complete this by the end of July.

**Collections:**

- Marianne is currently working with Borders to finalize plans for an APL book drive in August.
- The ISU/APL Joint Task Force on Interlibrary Loan Service met on Thursday, July 5<sup>th</sup>. Wayne Peterson and David Gregory from ISU Parks Library attended the meeting. APL staff in attendance were; Val Donnell, Betty Young, Marianne Malinowski, and me. It was a good beginning discussion.

- Camille and Marianne worked very hard monitoring the spending of materials accounts during the last two weeks of June.
- Joan Anderson, Sue Besco and Marianne are moving forward with the periodicals lounge project. They shifted collections, updated signage, assembled shelving units, etc.
- Adult selectors met to finalize budget allocations for the new fiscal year and to discuss areas that need special attention for collection development.
- Scott and Marianne participated in an audio discussion and presentation about the BCR shared audio collection on June 20th. We're still hoping that the Overdrive consortium will be a possibility for us. If not, the BCR product looked like a good way to get into the downloadable audio market.

**Administration**

- **Vernon Brown Estate:** Paperwork to close the estate has not yet been received.
- **Library Foundation:** Plans are underway for the 2007 annual campaign which will be devoted to Project Smyles. A mass mailing will go out the end of month and will be followed by targeted mailings and a few events. We plan to close the campaign near the beginning of next year.
- **Express Check Machines:** The four new express self check-out units, approved at the June 28 meeting of the Board, should be installed by September 1, dependent upon the delivery schedule of the vendor, Library Automation Technologies. Even though the units are being fully funded with the Ames Public Library Foundation project funds, we have elected to follow city purchasing procedures. Therefore, we worked with the City Purchasing Department to handle the bidding process and will deposit Foundation funds for the City Finance Department to issue payment. Since this expenditure exceeds \$50,000, the purchase requires approval by the City Council.

**Circulation/Outreach/Youth**

- The summer crowds are keeping us all hopping!
- **Debt Collection:** From the July 1 report from Unique Management:  
2017 accounts submitted (x \$8.95=\$18,052.15)  
62% activated  
\$171,405.26 dollars submitted  
\$42,501.49 dollars received  
\$7,893.83 material recovered

**Programming**

- **Ames Convention and Visitors Bureau Grant:** We are pleased to announce the line-up for the upcoming concert series made possible by a grant from the Ames Convention and Visitors Bureau (ACVB). The *Fall for Ames Concert Series* will feature Yawo on Friday, September 28; Robin & Linda Williams & Their Fine Group on Friday, October 19; and the Laura Love Duo on Thursday, November 1. Tickets will be on sale soon. Mike King from Ames Parks and Recreation and I have spent the past few months planning the series and Jillian Ocken has helped develop promotional pieces. Additional sponsors include The *Tribune* and KASI/KCCQ Radio. The ACVB grant program was established to support a wide range of local projects and is funded by 5% of the hotel/motel tax income of the ACVB. APL received \$10,000 to produce a series of concerts.

## **Briefing Paper: Development of 2008-2009 Budget**

---

**Background:** Budget preparation begins in earnest at the beginning of the fall season. Before the budget is presented to the City Manager and City Council, the Library Board reviews staff recommendations on the budget that will set the priorities of the Ames Public Library.

### **Discussion:**

**Capital Improvement Program:** A five-year capital improvement program is submitted to the City Manager each year. This past year, we submitted plans for capital expenditures through the year 2012. We will either validate or adjust this budget based on current needs.

This year, a capital improvement program will be affected by the recommendations of the facility needs consultant hired by the Board. Mr. Dahlgren is expected to submit his report to the Board at the September 20, 2007, meeting. This report will be a dominant factor on how improvements to the existing facility should be handled and what expenses we may expect as we begin to plan for the library's future needs.

**Operating Budget:** The materials acquisition budget continues to be a concern of the Ames Public Library. To maintain accreditation, the expenditures for materials must stay above 10% of the entire operating budget as averaged over a period of three consecutive years. As a high performance library, we should strive for a higher standard. In Iowa, an "A" level library will dedicate 14% of the operating budget toward materials. A budget over 15% is highly desirable to achieve excellence of service.

That said, the number of full time equivalent staff (FTE) is low as compared to libraries of similar activity levels. The balance of personnel costs against the percentage of expenditure toward materials will be a problem to resolve over a multi-year planning period.

**Recommendation:** The Finance Committee should be charged with examining the proposed budget and make recommendations to the full Board.

# PROGRESSION OF BUDGET DEVELOPMENT

## ANNUAL OPERATING BUDGET

Note: The City of Ames is on a July 1- June 30 Fiscal Year  
(Estimation of City Deadlines)

August-Sept	Staff Develops Budget
November	Board Approval of Budget (with Amendments)
Late November Thru Mid December	PROBE Meetings: Finance Dept. Reviews Budget with Department Heads
Early January	City Manager Meets with Department Heads
Late January	City Manager Presents Budget to City Council
February	City Council Reviews City Budget
Early March	Public Hearing on City Budget
Mid March	City Council Approves Budget.
April	Current FY Budget Amendments

# PROGRESSION OF BUDGET DEVELOPMENT

## CAPITAL IMPROVEMENT PROGRAM

Capital Improvements are generally expenditures of \$25,000 or more.

July-August	Staff Develops Five Year CIP
September:	Library Board Approval of CIP
October:	CIP forms due
Early November:	On-site CIP tours by City Manager and Assistant City Manager.
Mid November:	CIP Department Meetings and Final Decisions by City Manager prior to City Council
Late November:	Council issues meetings: CIP reviewed
Mid December:	Corrected CIP sheets returned by departments (If applicable)
Mid January	Proposed CIP (City Manager) to City Council
Mid January	Department Heads present CIP to City Council
Late January	Public Hearing on CIP
Early-Mid February:	CIP Approval

**Circulation Monthly Stats  
June 2007**

<b>COMPARISON</b>	<b>Adult Print</b>	<b>Adult Media</b>	<b>Total Adult Circ</b>	<b>Youth Print</b>	<b>Youth Media</b>	<b>Total Youth Circ</b>	<b>Total Misc</b>	<b>Total Main</b>	<b>Total BKM/Home Del.</b>	<b>Grand Total</b>
Current Month	33,565	35,994	69,559	36,515	16,591	53,106	207	111,662	11,210	122,872
One Year Ago	33,659	35,291	68,950	36,344	13,944	50,288	836	110,072	10,002	120,074
<b>Difference</b>	(94)	703	609	171	2,647	2,818		1,590	1,208	2,798
<b>% Change</b>	-0.3%	2.0%	0.9%	0.5%	19.0%	5.6%		1.4%	12.1%	2.3%
<b>Year to Date</b>										
Current Year	375,226	437,871	813,097	367,078	179,679	546,757	2,034	1,241,396	120,492	1,361,888
One Year Ago	376,761	421,875	798,636	347,206	163,186	510,392	2,094	1,200,423	110,699	1,311,122
<b>Difference</b>	(1,535)	15,996	14,461	19,872	16,493	36,365		40,973	9,793	50,766
<b>% Change</b>	-0.4%	3.8%	1.8%	5.7%	10.1%	7.1%		3.4%	8.8%	3.9%
<b>SPECIAL CIRCULATION</b>	<b>Story County</b>	<b>Gilbert</b>	<b>Open Access</b>	<b>Total Circ</b>	<b>% of Total that is Special</b>			<b>AMES</b>	<b>% of Total Circ that is Ames</b>	
Current Month	6,373	2,089	14,525	22,987	18.7%			98,734	80.4%	
One Year Ago	6,206	1,875	13,106	21,187	17.6%			97,247	81.0%	
<b>Difference</b>	167	214	1,419	1,800				1,487		
<b>% Change</b>	2.7%	11.4%	10.8%	8.5%				1.5%		
<b>Year to Date</b>										
Current Year	66,756	21,863	176,629	265,248	19.5%			1,079,900	79.3%	
One Year Ago	68,968	21,231	164,359	254,558	19.4%			1,042,085	79.5%	
<b>Difference</b>	(2,212)	632	12,270	10,690				37,815		
<b>% Change</b>	-3.2%	3.0%	7.5%	4.2%				3.6%		

**Main Stats  
FY06/07**

Description	Jul-06	Aug-06	Sep-06	Oct-06	Nov-06	Dec-06	Jan-07	Feb-07	Mar-07	Apr-07	May-07	Jun-07	Total
ADULT FICTION	9,430	8,405	7,215	7,119	6,842	7,246	7,473	6,989	8,097	7,262	8,070	9,188	93,336
ADULT NON-FICTION	11,230	10,487	10,189	10,619	10,458	9,443	11,340	10,431	12,755	11,296	10,781	10,471	129,500
ADULT GRAPHIC NOVELS	553	598	410	468	594	517	431	397	537	393	510	578	5,986
ADULT MANGA	1,084	1,285	1,071	745	822	1,061	1,027	798	862	717	922	1,238	11,632
ADULT ILL ITEMS	46	87	69	65	63	46	74	81	68	74	51	57	781
ADULT PAPERBACKS	553	1,487	938	1,188	740	860	890	800	953	953	763	1,340	11,465
NEW FICTION	4,759	4,892	4,464	4,415	4,190	3,915	4,159	3,794	4,206	3,709	4,531	4,416	51,450
NEW NON-FICTION	2,994	2,930	2,688	2,916	2,750	2,672	2,817	2,431	2,686	2,556	3,060	2,926	33,426
PERIODICALS	805	909	916	985	953	953	1,046	961	1,334	1,074	1,105	1,091	12,132
TRAVEL BAGS	69	76	38	33	46	50	60	58	78	60	67	80	715
<b>SUBTOTAL (PRINT)</b>	<b>31,523</b>	<b>31,156</b>	<b>27,998</b>	<b>28,553</b>	<b>27,458</b>	<b>26,763</b>	<b>29,317</b>	<b>26,740</b>	<b>31,576</b>	<b>28,094</b>	<b>29,860</b>	<b>31,385</b>	<b>350,423</b>
NEW MEDIA	283	220	232	179	255	203	193	222	266	231	248	246	2,778
MUSIC CDS	7,588	7,870	7,087	7,286	7,376	8,534	7,781	7,246	8,284	7,044	7,002	7,464	90,562
AUDIO BOOKS ON CD	3,137	3,378	2,882	3,092	3,049	3,002	3,021	2,537	3,261	2,924	3,485	3,397	37,165
AUDIO BOOKS ON TAPE	800	740	694	628	601	544	409	368	470	437	549	482	6,722
THEATRICAL VIDEOS	2,376	2,165	2,012	2,151	2,300	2,466	2,590	2,414	2,643	1,712	1,723	1,819	26,371
NON-THEATRICAL VIDEOS	648	573	577	675	632	507	613	602	591	502	356	404	6,680
THEATRICAL DVDS	17,002	18,519	16,197	15,769	16,671	18,600	19,675	17,680	19,418	16,295	17,852	17,926	211,604
NON-THEATRICAL DVDS	2,087	2,559	2,319	2,510	2,728	2,717	3,214	2,843	3,241	2,537	2,624	2,305	31,684
KITS	881	903	802	812	761	695	678	552	648	574	713	584	8,603
<b>SUBTOTAL (MEDIA)</b>	<b>34,802</b>	<b>36,927</b>	<b>32,802</b>	<b>33,102</b>	<b>34,373</b>	<b>37,268</b>	<b>38,174</b>	<b>34,464</b>	<b>38,822</b>	<b>32,256</b>	<b>34,552</b>	<b>34,627</b>	<b>422,169</b>
ADULT MISC.	105	65	55	106	111	150	122	152	147	166	155	205	1,539
<b>TOTAL (ADULT)</b>	<b>66,430</b>	<b>68,148</b>	<b>60,855</b>	<b>61,761</b>	<b>61,942</b>	<b>64,181</b>	<b>67,613</b>	<b>61,356</b>	<b>70,545</b>	<b>60,516</b>	<b>64,567</b>	<b>66,217</b>	<b>774,131</b>
BIG BOOKS	24	37	46	41	32	17	17	23	47	45	33	31	393
BOARD BOOKS	2,205	2,309	1,988	2,444	1,909	1,741	1,855	1,664	2,523	1,780	1,773	2,006	24,197
EASY	9,141	9,270	9,100	9,162	8,251	6,371	7,371	8,190	8,958	7,314	7,367	8,755	99,250
EASY TO READ	2,798	2,678	2,341	2,237	2,349	1,617	2,153	2,415	2,623	2,323	1,870	2,869	28,273
JUVENILE NON FICTION	4,184	4,027	4,412	4,584	4,264	3,812	4,773	4,555	4,926	4,172	3,885	4,485	52,079
JUVENILE FICTION	6,371	5,731	4,177	4,278	4,652	3,846	3,944	3,847	5,365	4,245	4,224	7,155	57,835
JUVENILE GRAPHIC NOVELS	466	572	449	363	440	445	537	445	599	461	577	769	6,123
PARENTING COLLECTION	68	75	58	65	69	37	62	50	94	91	111	122	902
JUVENILE LARGE PRINT	79	66	43	52	55	36	39	52	60	48	40	55	625
JUVENILE PERIODICALS	126	240	218	200	242	169	278	255	309	221	198	362	2,818
YOUNG ADULT PRINT	2,976	2,471	1,856	2,115	2,056	2,132	1,922	1,767	2,322	1,741	1,878	2,700	25,936
COMIC BOOKS	2	29	2	9	0	18	0	34	0	0	0	4	98
YOUNG ADULT GRAPHIC NOVELS	362	304	227	271	296	340	263	226	367	364	319	461	3,800
MANGA	927	996	709	649	683	794	791	628	755	747	821	1,263	9,763
YOUNG ADULT PERIODICALS	1	3	4	31	79	49	58	17	61	69	38	76	486
YOUTH REFERENCE	33	38	30	0	0	1	7	4	3	1	2	1	120
<b>SUBTOTAL YOUTH (PRINT)</b>	<b>29,763</b>	<b>28,846</b>	<b>25,660</b>	<b>26,501</b>	<b>25,377</b>	<b>21,425</b>	<b>24,070</b>	<b>24,172</b>	<b>29,012</b>	<b>23,622</b>	<b>23,136</b>	<b>31,114</b>	<b>312,698</b>
YOUTH DVDS	8,645	9,445	7,680	8,082	8,786	8,733	9,756	9,017	11,173	8,901	9,289	10,899	110,406
YOUTH VIDEOS	2,095	1,921	1,568	1,857	1,766	1,594	1,396	1,403	1,725	1,191	1,077	1,188	18,781
YOUTH KITS	602	598	451	325	394	305	264	311	444	293	282	414	4,683
YOUTH CDS	1,580	1,766	1,313	1,384	1,451	1,290	1,387	1,155	1,709	1,367	1,273	1,503	17,178
YOUTH SPECIAL COLLECTION	0	0	0	0	0	1	0	0	0	0	0	0	1
YOUTH STORYTELLING	0	2	1	56	37	9	37	25	34	44	55	34	334
TOYS & PUPPETS	87	60	56	266	304	304	313	260	299	251	271	293	2,764
<b>SUBTOTAL YOUTH (MEDIA)</b>	<b>13,009</b>	<b>13,792</b>	<b>11,069</b>	<b>11,970</b>	<b>12,738</b>	<b>12,236</b>	<b>13,153</b>	<b>12,171</b>	<b>15,384</b>	<b>12,047</b>	<b>12,247</b>	<b>14,331</b>	<b>154,147</b>
<b>TOTAL YOUTH</b>	<b>42,772</b>	<b>42,638</b>	<b>36,729</b>	<b>38,471</b>	<b>38,115</b>	<b>33,661</b>	<b>37,223</b>	<b>36,343</b>	<b>44,396</b>	<b>35,669</b>	<b>35,383</b>	<b>45,445</b>	<b>466,845</b>
YOUTH MISC.	163	150	107	0	0	0	0	0	0	0	0	0	420
<b>GRAND TOTAL</b>	<b>109,365</b>	<b>110,936</b>	<b>97,691</b>	<b>100,232</b>	<b>100,057</b>	<b>97,842</b>	<b>104,836</b>	<b>97,699</b>	<b>114,941</b>	<b>96,185</b>	<b>99,950</b>	<b>111,662</b>	<b>1,241,396</b>
<b>SPECIAL CIRCULATION</b>													
RURAL ROUTE STORY CNTY	5,458	5,464	4,689	4,995	5,072	4,702	5,133	5,194	5,571	4,701	5,189	6,079	62,247
GILBERT	1,538	1,406	894	1,204	1,397	1,288	947	816	1,391	1,052	984	1,564	14,481
OPEN ACCESS	13,761	13,874	13,567	14,177	14,394	13,794	15,635	14,902	16,161	15,194	14,714	14,477	174,650
<b>Total Special Circulation</b>	<b>20,757</b>	<b>20,744</b>	<b>19,150</b>	<b>20,376</b>	<b>20,863</b>	<b>19,784</b>	<b>21,715</b>	<b>20,912</b>	<b>23,123</b>	<b>20,947</b>	<b>20,887</b>	<b>22,120</b>	<b>251,378</b>
<b>% Special Circulation</b>	<b>18.98%</b>	<b>18.70%</b>	<b>19.60%</b>	<b>20.33%</b>	<b>20.85%</b>	<b>20.22%</b>	<b>20.71%</b>	<b>21.40%</b>	<b>20.12%</b>	<b>21.78%</b>	<b>20.90%</b>	<b>19.81%</b>	<b>20.25%</b>
AMES	87,061	88,518	77,115	78,493	78,104	76,915	81,191	75,777	90,800	74,295	78,031	88,551	974,851

**Bookmobile Stats  
FY06/07**

Description	Jul-06	Aug-06	Sep-06	Oct-06	Nov-06	Dec-06	Jan-07	Feb-07	Mar-07	Apr-07	May-07	Jun-07	Total
ADULT FICTION	947	713	693	881	697	552	720	642	396	749	649	641	8,280
ADULT NON-FICTION	456	297	494	548	509	382	413	435	391	560	544	511	5,540
ADULT GRAPHIC NOVELS	5	1	9	6	5	0	5	4	3	1	2	0	41
ADULT MANGA	11	4	11	14	18	7	2	0	0	2	0	0	69
ADULT ILL ITEMS	0	0	0	0	0	0	0	0	0	0	0	0	-
ADULT PAPERBACKS	455	401	433	440	410	407	392	409	77	84	410	411	4,329
LITERARY PERKS	0	0	0	0	0	0	0	0	0	0	0	0	-
NEW FICTION	223	171	197	290	224	124	247	160	162	283	306	255	2,642
NEW NON-FICTION	248	171	233	329	330	200	296	225	223	311	295	289	3,150
PERIODICALS	67	47	76	73	79	62	67	65	22	42	69	73	742
TRAVEL BAGS	1	0	0	0	1	1	1	1	3	1	1	0	10
<b>SUBTOTAL (PRINT)</b>	<b>2,413</b>	<b>1,805</b>	<b>2,146</b>	<b>2,581</b>	<b>2,273</b>	<b>1,735</b>	<b>2,143</b>	<b>1,941</b>	<b>1,277</b>	<b>2,033</b>	<b>2,276</b>	<b>2,180</b>	<b>24,803</b>
NEW MEDIA	4	2	3	4	2	4	3	0	3	10	9	2	46
MUSIC CDS	114	47	124	163	134	167	111	81	109	123	106	90	1,369
AUDIO BOOKS ON CD	105	61	83	105	64	48	74	75	68	103	80	130	996
AUDIO BOOKS ON TAPE	72	68	52	40	47	47	51	64	10	94	68	41	654
THEATRICAL VIDEOS	218	115	155	212	164	103	157	128	98	173	133	104	1,760
NON-THEATRICAL VIDEOS	22	20	21	21	42	5	20	17	11	21	8	16	224
THEATRICAL DVDS	773	318	964	1,012	917	652	730	770	682	827	853	879	9,377
NON-THEATRICAL DVDS	57	29	115	87	67	24	76	96	88	85	103	86	913
KITS	35	26	38	24	23	38	42	47	20	34	17	19	363
MEDIA ILL ITEMS	0	0	0	0	0	0	0	0	0	0	0	0	-
<b>SUBTOTAL (MEDIA)</b>	<b>1,400</b>	<b>686</b>	<b>1,555</b>	<b>1,668</b>	<b>1,460</b>	<b>1,088</b>	<b>1,264</b>	<b>1,278</b>	<b>1,089</b>	<b>1,470</b>	<b>1,377</b>	<b>1,367</b>	<b>15,702</b>
ADULT MISC.	5	6	6	6	6	0	11	3	6	12	12	2	75
<b>TOTAL (ADULT)</b>	<b>3,818</b>	<b>2,497</b>	<b>3,707</b>	<b>4,255</b>	<b>3,739</b>	<b>2,823</b>	<b>3,418</b>	<b>3,222</b>	<b>2,372</b>	<b>3,515</b>	<b>3,665</b>	<b>3,549</b>	<b>40,580</b>
BIG BOOKS	0	3	11	19	18	10	25	24	43	29	45	31	258
BOARD BOOKS	758	335	703	890	729	523	689	730	632	855	753	797	8,394
EASY	940	523	985	1,182	1,159	883	1,165	1,117	1,228	1,082	1,386	1,173	12,823
EASY TO READ	608	261	604	644	492	330	538	434	501	652	617	639	6,320
JUVENILE NON FICTION	926	411	899	1,067	856	702	892	885	897	944	929	878	10,286
JUVENILE FICTION	944	328	800	1,056	910	740	825	835	778	1,149	1,111	1,230	10,706
JUVENILE GRAPHIC NOVELS	120	35	147	171	144	85	112	126	134	209	154	183	1,620
PARENTING COLLECTION	3	0	1	14	5	3	4	5	2	8	5	5	55
JUVENILE LARGE PRINT	3	1	2	2	3	1	2	1	2	7	4	8	36
JUVENILE PERIODICALS	2	0	0	2	2	0	0	0	5	5	4	3	23
YOUNG ADULT PRINT	189	84	173	221	223	145	167	178	210	302	273	299	2,464
COMIC BOOKS	4	0	4	12	26	2	2	14	9	4	6	2	85
YOUNG ADULT GRAPHIC NOVELS	13	9	27	32	20	9	9	13	13	20	23	21	209
MANGA	33	15	45	26	46	28	29	11	17	35	65	61	411
YOUNG ADULT PERIODICALS	0	0	0	0	0	0	0	0	0	2	0	0	2
JUVENILE PAPERBACKS	73	46	61	126	48	53	38	45	53	22	47	70	682
YOUTH REFERENCE	0	0	0	0	0	0	0	0	2	1	2	1	6
<b>SUBTOTAL YOUTH (PRINT)</b>	<b>4,616</b>	<b>2,051</b>	<b>4,462</b>	<b>5,464</b>	<b>4,681</b>	<b>3,514</b>	<b>4,497</b>	<b>4,418</b>	<b>4,526</b>	<b>5,326</b>	<b>5,424</b>	<b>5,401</b>	<b>54,380</b>
YOUTH DVDS	1,149	452	1,642	1,848	1,634	1,142	1,422	1,507	1,355	1,774	1,677	1,515	17,117
YOUTH VIDEOS	492	119	506	497	372	280	299	359	316	379	369	324	4,312
YOUTH KITS	26	11	18	51	46	51	55	72	67	66	63	55	581
YOUTH CDS	128	54	105	149	150	175	189	227	252	238	251	235	2,153
YOUTH SPECIAL COLLECTION	0	0	0	0	0	0	0	0	0	0	0	0	-
YOUTH STORYTELLING	4	4	2	2	3	3	7	17	38	22	44	1	147
TOYS & PUPPETS	62	84	112	134	97	76	69	96	120	128	114	130	1,222
<b>SUBTOTAL YOUTH (MEDIA)</b>	<b>1,861</b>	<b>724</b>	<b>2,385</b>	<b>2,681</b>	<b>2,302</b>	<b>1,727</b>	<b>2,041</b>	<b>2,278</b>	<b>2,148</b>	<b>2,607</b>	<b>2,518</b>	<b>2,260</b>	<b>25,532</b>
<b>TOTAL YOUTH</b>	<b>6,477</b>	<b>2,775</b>	<b>6,847</b>	<b>8,145</b>	<b>6,983</b>	<b>5,241</b>	<b>6,538</b>	<b>6,696</b>	<b>6,674</b>	<b>7,933</b>	<b>7,942</b>	<b>7,661</b>	<b>79,912</b>
YOUTH MISC.	0	0	0	0	0	0	0	0	0	0	0	0	-
<b>GRAND TOTAL</b>	<b>10,295</b>	<b>5,272</b>	<b>10,554</b>	<b>12,400</b>	<b>10,722</b>	<b>8,064</b>	<b>9,956</b>	<b>9,918</b>	<b>9,046</b>	<b>11,448</b>	<b>11,607</b>	<b>11,210</b>	<b>120,492</b>
<b>SPECIAL CIRCULATION</b>													
RURAL ROUTE STORY CNTY	310	173	421	500	455	244	492	414	441	380	385	294	4,509
GILBERT	587	199	616	727	731	320	681	776	612	776	832	525	7,382
OPEN ACCESS	182	69	233	266	228	83	136	204	162	229	139	48	1,979
<b>Total Special Circulation</b>	<b>1,079</b>	<b>441</b>	<b>1,270</b>	<b>1,493</b>	<b>1,414</b>	<b>647</b>	<b>1,309</b>	<b>1,394</b>	<b>1,215</b>	<b>1,385</b>	<b>1,356</b>	<b>867</b>	<b>13,870</b>
<b>% Special Circulation</b>	<b>10.48%</b>	<b>8.36%</b>	<b>12.03%</b>	<b>12.04%</b>	<b>13.19%</b>	<b>8.02%</b>	<b>13.15%</b>	<b>14.06%</b>	<b>13.43%</b>	<b>12.10%</b>	<b>11.68%</b>	<b>7.73%</b>	<b>11.51%</b>
AMES	9,036	4,765	9,198	10,788	9,127	7,350	8,459	8,395	7,728	9,838	10,182	10,183	105,049

**Miscellaneous Stats  
FY06/07**

Description	Jul-06	Aug-06	Sep-06	Oct-06	Nov-06	Dec-06	Jan-07	Feb-07	Mar-07	Apr-07	May-07	Jun-07	Total
<b>HOME DELIVERY</b>													
# of Patrons	58	58	59	59	59	56	55	55	55	47	46	45	652
Centers	23	23	23	23	23	21	20	20	20	20	21	21	258
Individual Deliveries Made	36	37	41	44	30	44	34	37	8	38	36	37	422
Additional Individuals serv.	13	8	6	4	7	6	9	8	5	8	11	6	91
<b>GATE COUNT</b>	<b>43,793</b>	<b>43,069</b>	<b>37,470</b>	<b>39,057</b>	<b>33,152</b>	<b>34,192</b>	<b>37,802</b>	<b>33,616</b>	<b>40,462</b>	<b>34,278</b>	<b>38,080</b>	<b>44,030</b>	<b>459,000</b>
<b>PUBLIC COMPUTERS</b>													
Number of Uses								3,566	4,575	4,937	5,152	5,122	23,352
Average Session (minutes)								40	39	37	35	37	188
<b>HOLDS</b>													
Main	9,511	10,114	8,740	11,313	10,518	8,904	9,819	9,363	10,683	11,309	9,844	10,319	120,437
BKM/Hm Delivery	802	293	925	1,586	1,390	572	800	879	791	984	908	1,069	10,999
<b>Total Holds</b>	<b>10,313</b>	<b>10,407</b>	<b>9,665</b>	<b>12,899</b>	<b>11,908</b>	<b>9,476</b>	<b>10,619</b>	<b>10,242</b>	<b>11,474</b>	<b>12,293</b>	<b>10,752</b>	<b>11,388</b>	<b>131,436</b>
<b>INTERLIBRARY LOANS</b>													
Requested	69	90	74	82	56	51	110	70	70	80	61	58	871
Received	52	84	62	70	63	45	83	78	66	75	57	55	790
Loaned	266	315	345	361	321	261	366	328	313	351	268	278	3,773
<b>MEETING ROOM USAGE</b>													
Number of Room Uses	202	123	181	189	188	146	233	200	208	187	188	156	2,201
People	4,257	1,987	3,683	4,349	3,823	2,746	3,568	2,987	3,744	4,064	3,025	3,545	41,778
<b>PROGRAMS</b>													
Adult	33	16	36	29	25	13	29	27	29	39	19	19	314
Children & Family	126	14	75	90	91	74	99	80	94	81	83	97	1,004
Outreach	32	2	2	1	3	1	2	1	1	5	3	17	70
Teen	10	8	3	4	2	3	4	2	4	5	3	4	52
Project Smyles	12	24	28	28	38	39	41	44	47	43	47	37	428
<b>Total Programs</b>	<b>213</b>	<b>64</b>	<b>144</b>	<b>152</b>	<b>159</b>	<b>130</b>	<b>175</b>	<b>154</b>	<b>175</b>	<b>173</b>	<b>155</b>	<b>174</b>	<b>1,868</b>
<b>PROGRAM ATTENDANCE</b>													
Adult	1,031	436	1,760	1,805	424	332	566	595	893	1,788	515	737	10,882
Children & Family	3,169	431	1,664	1,971	1,877	1,336	1,969	1,389	2,008	1,678	1,583	2,925	22,000
Outreach	503	115	181	11	35	8	18	6	4	222	27	641	1,771
Teen	221	198	129	50	27	93	31	64	52	174	17	174	1,230
Project Smyles	180	315	376	370	418	433	531	565	564	607	550	468	5,377
<b>Total Attendance</b>	<b>5,104</b>	<b>1,495</b>	<b>4,110</b>	<b>4,207</b>	<b>2,781</b>	<b>2,202</b>	<b>3,115</b>	<b>2,619</b>	<b>3,521</b>	<b>4,469</b>	<b>2,692</b>	<b>4,945</b>	<b>41,260</b>
<b>Webref</b>	<b>120</b>	<b>124</b>	<b>123</b>	<b>100</b>	<b>137</b>	<b>75</b>	<b>165</b>	<b>143</b>	<b>126</b>	<b>119</b>	<b>125</b>	<b>119</b>	<b>1,476</b>
<b>PAC Usage</b>													
PAC	98,084	96,859	95,779	100,315	101,072	89,170	110,833	100,268	109,675	94,380	98,038	103,652	1,198,125
Community Organizations & Ames Tribune	605	589	575	603	668	510	507	483	483	581	551	618	6,773
<b>Total</b>	<b>98,689</b>	<b>97,448</b>	<b>96,354</b>	<b>100,918</b>	<b>101,740</b>	<b>89,680</b>	<b>111,340</b>	<b>100,751</b>	<b>110,158</b>	<b>94,961</b>	<b>98,589</b>	<b>104,270</b>	<b>1,204,898</b>

### Monthly Stats For Subscription Databases FY06/07

DATABASE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
<b>ReferenceUSA</b>													
Business In-House	96	83	64	55	26	78	93	73	84	62	133	82	<b>929</b>
Business Remote	67	120	67	25	2	50	46	24	23	32	11	19	<b>486</b>
Business Total	163	203	131	80	28	128	139	97	107	94	144	101	<b>1415</b>
Residential In-House	72	52	51	58	21	98	69	63	60	57	107	74	<b>782</b>
Residential Remote	90	32	38	60	23	70	62	28	53	22	28	52	<b>558</b>
Residential Total	162	84	89	118	44	168	131	91	113	79	135	126	<b>1340</b>
Grand Total	325	287	220	198	72	296	270	188	220	173	279	227	<b>2755</b>
<b>Des Moines Register</b>													
In-House	31	2	25	11	1	16	29	4	92	28	4	0	<b>243</b>
Remote	43	26	33	19	32	34	17	6	38	92	29	15	<b>384</b>
Total	74	28	58	30	33	50	46	10	130	120	33	15	<b>627</b>
<b>New York Times</b>													
In-House	3	2	12	3	2	4	10	2	11	7	0	2	<b>58</b>
Remote	119	154	121	184	129	89	203	184	156	171	134	168	<b>1812</b>
Total	122	156	133	187	131	93	213	186	167	178	134	170	<b>1870</b>
<b>Access World News</b>													
In-House	1	14	14	10	14	6	5	9	2	5	1	12	<b>93</b>
Remote	4	0	72	104	51	44	43	17	34	48	40	56	<b>513</b>
Total	5	14	86	114	65	50	48	26	36	53	41	68	<b>606</b>
<b>EBSCOhost</b>													
In-House	174	149	741	578	189	140	1142	447	294	162	87	200	<b>4303</b>
Remote	579	170	789	909	1190	445	1660	1125	1166	758	443	341	<b>9575</b>
Total	753	319	1530	1487	1379	585	2802	1572	1460	920	530	541	<b>13878</b>
<b>Novelist</b>													
In-House	641	581	320	205	366	181	169	436	379	461	507	457	<b>4703</b>
Remote	53	16	153	36	41	0	1	16	2	0	0	0	<b>318</b>
Total	694	597	473	241	407	181	170	452	381	461	507	457	<b>5021</b>
<b>Chilton Online</b>													
In-House	8	9	5	9	8	8	6	7	9	15			<b>84</b>
Remote	94	104	75	119	91	141	110	107	115	116			<b>1072</b>
Total	102	113	80	128	99	149	116	114	124	131	0	0	<b>1156</b>
<b>Heritage Quest</b>													
In-House + Remote	4811	3271	5226	3811	3982	4154	4063	5542	4394	4335	4470	3456	<b>51515</b>
<b>GRAND TOTAL</b>													
	<b>6833</b>	<b>4769</b>	<b>7653</b>	<b>6160</b>	<b>6127</b>	<b>5558</b>	<b>7727</b>	<b>8074</b>	<b>6910</b>	<b>6371</b>	<b>5994</b>	<b>4934</b>	<b>77110</b>
<b>YEAR TO DATE</b>													
	<b>77110</b>												
<b>Bookletters (Pageviews)</b>													
	3371	3803	3338	3197	2393	2384	3332	2583	2425	2234	2174	2373	33607