

**Ames Public Library Board of Trustees
Agenda – December 19, 2019
Dale H. Ross Board Room, 515 Douglas Avenue**

Call to Order 7:00 p.m.

Consent Agenda (Action Item)

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

- 1) Resolution approving donations
- 2) Motion approving minutes of the regular meeting November 21, 2019
- 3) Motion approving payment of claims 11/1/19 – 11/30/19

Public Forum

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

Financial Reports

- 4) Budget Update

Activity Reports

- 5) Assistant City Manager - Schildroth
- 6) Administration – Schofer
- 7) APLFF – Barchman/Myers

Board Education

- 8) Diversity and Inclusion

Trustee Comments

Adjournment

**Next regular meeting: Thursday, January 16, 2020
Ames Public Library: We Connect You to the World of Ideas**

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

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

Donations

**BOARD OF TRUSTEES
AMES PUBLIC LIBRARY
DECEMBER 19, 2019**

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

- 1) From Worldly Goods fundraiser for Project Syles \$322.11
- 2) In memory of Tom Sweeney from Jan and Sharon Haugen \$50.00
- 3) From Donald and Karleene Smith..... \$1,000.00

Roger Kluesner, President

Joanne Marshall, Secretary

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
November 21, 2019**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, November 21, 2019, in the Dale H. Ross Board Room, with Glatz, Kluesner, Looft, Myers, and Raman in attendance. Barchman, Briese, Butler, and Marshall were excused. Director Schofer and Ward Leek were also present.

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

Consent Agenda:

Moved by Myers, seconded by Looft, to approve the following items on the consent agenda:

1. Resolution approving donation:
 - A. In memory of Dave Gostele from
 - Mark and Kim Aarsvold \$25.00
 - Anonymous \$20.00
 - Clayton and Barbara Armstrong \$20.00
2. Minutes of the regular meeting of November 21, 2019
3. Payment of the claims 10/1/19 – 10/31/19

Vote on Motion: 5-0. Approved unanimously. Resolution No. 2019-L027 adopted.

Public Forum: Ward Leek read a letter he had previously sent the Board in opposition of the All Ages Drag Show.

No other public comments.

Financial Reports: Director Schofer reviewed the budget timeline with the Board noting items that may affect the upcoming budget request such as the expansion of the electronic collection, conference attendance, the addition of an adults World Languages collection, strategic planning expenses, and maintenance items. Budget documents will be presented at the December meeting.

Activity Reports:

Assistant City Manager Schildroth was not present.

Administrative Staff Report: Schofer reported that the Annual State Survey was submitted. The Annual Report was finalized. We went through the initial budget PROBE meeting. We are sharing our information with IUPLA (Iowa Urban Public Library Association) and will have information from other libraries across the state to benchmark different areas. Schofer has completed the City Onboarding process and made some good connections. She has attended the Creating the Culture leadership

training and gained some good insight with relevant information to apply to the current strategic planning process focusing on not advocating but empowering staff. She attended the Diversity and Inclusion Symposium at ISU and then was invited by the Mayor to attend another meeting at the Chambers with the City Manager, ISU Vice President of the office of Diversity and Inclusion, some of their staff members, staff from the Octagon, and the Mayor to discuss things the City can do to help with the healing. She attended the Story County Philanthropy luncheon which is good networking. She attended a meeting with Mid Iowa Health Foundation Fellowships. Someone from United Way is going to be a fellow there; they are a strong partner. Schofer discussed the strategy we are using with various teams working on specific parts of the strategic plan. Community, Board, staff, and volunteer engagement are a big part of this strategy. She shared a visual timeline regarding the strategic plan and the progress that has been made to date. Right now everything is on track. Schofer, Barchman, and Butler attended the All Ages Drag Show along with approximately 200 members of the public. There are educational components to the program discussing what drag is and its importance. She did not witness anything inappropriate and does not feel it is in violation of our policies. Staff were present throughout the duration of the teen portion. Ames Police did patrol to make sure there weren't any issues with performers or attendees leaving. There were not any protestors in attendance. She also discussed our background check procedures which presently are to preform background checks on our volunteers that are alone with individuals, not performers who are supervised by staff. We did not receive any Expression-Statement of Concern forms. Policies will continue to be reviewed as scheduled.

APLFF Report: Schofer reported that the Story County Foundation came and did a presentation on how the money works.

The APLFF Board would like to be a part of the strategic planning process.

They plan on having the tickets for the next Author Café available for sale by early December.

Board Education: Schofer presented information on Iowa Future Ready which is a workforce initiative that connects lowans to the training and education required for good-paying jobs. Their goal is to have 70% of lowans in the workforce (ages 25-64) have education and training beyond high school by 2025. Currently 57.6% of lowans have education and training beyond high school.

New Business:

The December Board meeting date was discussed. Glatz will be excused. There is no need to change the date.

Schofer discussed the current FTE (Full-Time Employee) request with the Board. The request to change two Youth Service Assistant position from half-time to three-quarters

time is on the City Council agenda for Tuesday, November 26. This will help to meet the needs in Youth Services including Teen room coverage, program coverage, and

Trustee Comments:

- Looft, Kluesner, Myers, and Raman thanked Schofer for all of her work.

Adjournment:

Moved by Raman, seconded by Glatz, to adjourn at 8:35 pm.

Vote on Motion: 5-0. Motion approved unanimously.

The next regular meeting will be on Thursday, December 19, 2019, at 7:00 p.m., in the Dale H. Ross Board Room, Ames Public Library, 515 Douglas Avenue.

Melissa Johannes, Library Secretary

Joanne Marshall, Board Secretary

Library Claims
November 1, 2019 - November 30, 2019

Administration			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	42,046.82
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$	1,137.49
PAYROLL SUMMARY	LONGEVITY	\$	495.00
PAYROLL SUMMARY	DENTAL INSURANCE	\$	426.06
PAYROLL SUMMARY	IPERS DISABILITY	\$	138.52
PAYROLL SUMMARY	LIFE INSURANCE	\$	74.25
PAYROLL SUMMARY	HEALTH INSURANCE	\$	7,584.10
PAYROLL SUMMARY	MEDICARE FICA	\$	621.59
PAYROLL SUMMARY	FICA	\$	2,657.73
PAYROLL SUMMARY	IPERS	\$	4,123.33
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	151.02
OCT 2019 PRINTING CHRGS	PRINT SHOP SERVICES	\$	21.20
OCT LONG DISTANCE CHARGES	CITY LONG DISTANCE	\$	1.25
SEP 2019 EQUIPMENT CHRGS	FLEET MAINTENANCE	\$	408.35
SEP 2019 EQUIPMENT CHRGS	FLEET REPLACEMENT	\$	2,219.00
PITNEYBOW NEW MACHINE CHG	POSTAGE/FREIGHT	\$	14.34
SEPTEMBER POSTAGE CHARGES	POSTAGE/FREIGHT	\$	2.33
BANK OF AMERICA	TRAVEL/MEETINGS	\$	3.50
BOHLKE, SARAH	CONFERENCES	\$	71.40
LIBRARY EXP CORRECTION	SUBSCRIPTIONS/BOOKS	\$	(421.00)
ONESOURCE	RECRUITING COSTS	\$	70.00
CITY OF AMES UTILITIES	ELECTRIC SERVICE	\$	5,964.59
CENTURYLINK	OUTSIDE PHONE SERVICE	\$	258.20
VERIZON WIRELESS	OUTSIDE PHONE SERVICE	\$	189.84
IA COMMUNICATIONS NETWORK	OUTSIDE PHONE SERVICE	\$	978.00
CITY OF AMES UTILITIES	WATER/SANITARY SEWER	\$	461.59
CHITTY GARBAGE SERVICE IN	WASTE DISPOSAL	\$	190.89
ALLIANT ENERGY/IPL	NATURAL GAS	\$	769.14
BANK OF AMERICA	MAINTENANCE CONTRACTS	\$	5.95
COMFORT SYSTEMS USA MIDWE	MAINTENANCE CONTRACTS	\$	1,008.00
RFID LIBRARY SOLUTIONS	EQUIPMENT REPAIRS	\$	(15,000.00)
RAYS DOORS LLC	EQUIPMENT REPAIRS	\$	120.00
RFID LIBRARY SOLUTIONS	TECHNOLOGY MAINT/SUPPORT	\$	15,000.00
XEROX CORPORATION	RENTALS/LEASES	\$	1,109.54
ABM INDUSTRY GROUPS LLC	NON-CITY SERVICE	\$	7,109.77
CITY LAUNDERING COMPANY	NON-CITY SERVICE	\$	180.10
CH ISSUES	OFFICE SUPPLIES	\$	168.69
LIBRARY EXP CORRECTION	OFFICE SUPPLIES	\$	421.00
OFFICE DEPOT INC	OFFICE SUPPLIES	\$	94.90
STOREY KENWORTHY CO	OFFICE SUPPLIES	\$	31.68
BANK OF AMERICA	OFFICE SUPPLIES	\$	53.33
BANK OF AMERICA	CLEANING SUPPLIES	\$	82.34
GRAINGER INC	EQUIPMENT PARTS/SUPPLIES	\$	25.74
BANK OF AMERICA	EQUIPMENT PARTS/SUPPLIES	\$	474.29

Library Claims
November 1, 2019 - November 30, 2019

BANK OF AMERICA	FOOD	\$	26.28
BANK OF AMERICA	SPECIAL PROJECT SUPPLIES	\$	67.19
Total Administration		\$	81,637.33
Resource Services			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	24,385.22
PAYROLL SUMMARY	LONGEVITY	\$	367.50
PAYROLL SUMMARY	DENTAL INSURANCE	\$	256.24
PAYROLL SUMMARY	IPERS DISABILITY	\$	114.38
PAYROLL SUMMARY	LIFE INSURANCE	\$	57.76
PAYROLL SUMMARY	HEALTH INSURANCE	\$	4,818.18
PAYROLL SUMMARY	MEDICARE FICA	\$	333.68
PAYROLL SUMMARY	FICA	\$	1,426.78
PAYROLL SUMMARY	IPERS	\$	2,336.65
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	29.26
OCT LONG DISTANCE CHARGES	CITY LONG DISTANCE	\$	0.18
SEPTEMBER POSTAGE CHARGES	POSTAGE/FREIGHT	\$	0.46
BAKER & TAYLOR INC	EQUIPMENT PARTS/SUPPLIES	\$	632.49
CRYSTAL CLEAR WATER	EQUIPMENT PARTS/SUPPLIES	\$	8.00
DEMCO INC	EQUIPMENT PARTS/SUPPLIES	\$	1,261.30
MIDWEST TAPE	EQUIPMENT PARTS/SUPPLIES	\$	418.55
BANK OF AMERICA	EQUIPMENT PARTS/SUPPLIES	\$	699.72
MIDWEST TAPE	ELECTRONIC COLLECTION	\$	6,046.72
OVERDRIVE	ELECTRONIC COLLECTION	\$	2,423.58
DES MOINES REGISTER	PERIODICALS	\$	113.40
BAKER & TAYLOR INC	YOUTH COLLECTION	\$	2,543.64
INGRAM LIBRARY SERVICES	YOUTH COLLECTION	\$	1,652.46
AMAZON	YOUTH COLLECTION	\$	798.96
MIDWEST TAPE	YOUTH COLLECTION	\$	614.12
BANK OF AMERICA	YOUTH COLLECTION	\$	46.74
PENWORTHY COMPANY	YOUTH COLLECTION	\$	201.73
LIBRARY IDEAS LLC	YOUTH COLLECTION	\$	383.24
RECORDED BOOKS LLC	AUDIO-VISUAL COLLECTION	\$	111.37
AMAZON	AUDIO-VISUAL COLLECTION	\$	167.48
MIDWEST TAPE	AUDIO-VISUAL COLLECTION	\$	5,975.55
BAKER & TAYLOR INC	ADULT PRINT COLLECTION	\$	11,196.09
IA POETRY ASSOC	ADULT PRINT COLLECTION	\$	9.00
INGRAM LIBRARY SERVICES	ADULT PRINT COLLECTION	\$	580.97
SAGE PUBLICATIONS INC	ADULT PRINT COLLECTION	\$	282.94
AMAZON	ADULT PRINT COLLECTION	\$	530.27
MIDWEST TAPE	ADULT PRINT COLLECTION	\$	31.99
BANK OF AMERICA	ADULT PRINT COLLECTION	\$	699.93
GALE GROUP	ADULT PRINT COLLECTION	\$	42.57
HOLVECK, ROBIN	REFUNDS	\$	39.88
Total Resource Services		\$	71,638.98

Library Claims
November 1, 2019 - November 30, 2019

Youth Services			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	36,856.50
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$	1,656.00
PAYROLL SUMMARY	LONGEVITY	\$	600.00
PAYROLL SUMMARY	DENTAL INSURANCE	\$	345.76
PAYROLL SUMMARY	IPERS DISABILITY	\$	186.12
PAYROLL SUMMARY	LIFE INSURANCE	\$	79.78
PAYROLL SUMMARY	HEALTH INSURANCE	\$	5,679.40
PAYROLL SUMMARY	MEDICARE FICA	\$	545.82
PAYROLL SUMMARY	FICA	\$	2,333.72
PAYROLL SUMMARY	IPERS	\$	3,692.25
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	72.74
OCT LONG DISTANCE CHARGES	CITY LONG DISTANCE	\$	1.40
ANDERSON, MIKE	OUTSIDE PROFESSIONAL SVCS	\$	375.00
NOAH RIEMER PRODUCTIONS	OUTSIDE PROFESSIONAL SVCS	\$	450.00
BANK OF AMERICA	TRAVEL/MEETINGS	\$	15.00
FRANCIS, ROSIE	TRAINING	\$	91.80
BANK OF AMERICA	CONFERENCES	\$	405.72
RASTOGI, TANVI	CONFERENCES	\$	42.84
BANK OF AMERICA	OFFICE SUPPLIES	\$	261.11
BANK OF AMERICA	FOOD	\$	212.21
Total Youth Services		\$	53,903.17
Adult Services			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	35,067.44
PAYROLL SUMMARY	LONGEVITY	\$	407.50
PAYROLL SUMMARY	DENTAL INSURANCE	\$	218.56
PAYROLL SUMMARY	IPERS DISABILITY	\$	110.11
PAYROLL SUMMARY	LIFE INSURANCE	\$	77.02
PAYROLL SUMMARY	HEALTH INSURANCE	\$	3,679.18
PAYROLL SUMMARY	MEDICARE FICA	\$	503.98
PAYROLL SUMMARY	FICA	\$	2,154.90
PAYROLL SUMMARY	IPERS	\$	3,348.85
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	42.10
OCT LONG DISTANCE CHARGES	CITY LONG DISTANCE	\$	6.06
BANK OF AMERICA	OUTSIDE PROFESSIONAL SVCS	\$	162.83
SEPTEMBER POSTAGE CHARGES	POSTAGE/FREIGHT	\$	0.50
BANK OF AMERICA	TRAINING	\$	80.00
BANK OF AMERICA	FOOD	\$	5.78
Total Adult Services		\$	45,864.81
Customer Account Services			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	45,020.63
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$	12,459.90
PAYROLL SUMMARY	LONGEVITY	\$	985.00
IPERS REFUND-SANTIAGO	PAYROLL ADJUSTMENT	\$	(8.18)
PAYROLL SUMMARY	DENTAL INSURANCE	\$	287.54

Library Claims
November 1, 2019 - November 30, 2019

PAYROLL SUMMARY	IPERS DISABILITY	\$	224.53
PAYROLL SUMMARY	LIFE INSURANCE	\$	107.29
PAYROLL SUMMARY	HEALTH INSURANCE	\$	4,654.40
PAYROLL SUMMARY	MEDICARE FICA	\$	824.76
PAYROLL SUMMARY	FICA	\$	3,526.65
PAYROLL SUMMARY	IPERS	\$	5,519.16
IPERS REFUND-SANTIAGO	IPERS	\$	(12.27)
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	157.80
OCT LONG DISTANCE CHARGES	CITY LONG DISTANCE	\$	9.66
AUTOMATED MERCHANT SYSTEM	OUTSIDE PROFESSIONAL SVCS	\$	330.18
SEPTEMBER POSTAGE CHARGES	POSTAGE/FREIGHT	\$	1,799.31
FRIEDRICH, KATIE	TRAVEL/MEETINGS	\$	19.89
VACLAV, CONNIE	TRAVEL/MEETINGS	\$	16.73
BANK OF AMERICA	CONFERENCES	\$	973.41
PLEASANTS, NATHANIEL DAVI	CONFERENCES	\$	171.40
ONESOURCE	RECRUITING COSTS	\$	100.00
UNIQUE MANAGEMENT SERVICE	NON-CITY SERVICE	\$	304.30
BANK OF AMERICA	OFFICE SUPPLIES	\$	(316.70)
Total Customer Account Services		\$	77,155.39
Grand Total:		\$	330,199.68
Roger Kluesner, President	Joanne Marshall, Secretary	Date	

LIBRARY ADMINISTRATION

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2017/18 Actual	2018/19 Actual	2019/20 Adjusted	2020/21 Estimated
Provide quality programs in an efficient and fiscally responsible manner	To serve the community as a:	# of Library visits	508,918	485,929	500,000	505,000
		# of items available for circulation*	329,708	360,634	365,000	370,000
		# of items circulated in millions*	1.22	1.22	1.23	1.27
		Visits per capita**	8.6	8.2	8.5	8.6
	Center for Information Access Hub of community connections	Circulation per capita	20.7	20.7	20.9	21.5
		# of Program Partners	73	120	125	130
		# of public computer & iPad sessions	63,072	62,465	61,000	60,000
		# of people attending programs	67,190	62,693	65,950	68,750
Promote a sense of one community	Heart of discovery and creativity	# of meeting room uses	11,814	12,347	13,000	13,800
		# of people using meeting rooms	83,072	78,464	85,000	91,000
	Place for literacy and lifelong learning	# of Library volunteers	526	511	520	530
		# of volunteer hours	15,866	16,943	18,000	19,000

* Physical and virtual materials

**Per capita based on Ames' population of 58,965 (US Census: 2010)

ISSUES AND FACTORS AFFECTING THE FY 2019/20 AND 2020/21 BUDGETS

- Hired a new Director and Admin Secretary after the Retirement of previous Director
- Funding is included for multiple national and regional conferences. The American Library Association (ALA) annual conference will be held in Chicago in 2020 and 2021 additional staff members are able to attend due to the close proximity. Have staff members assigned to committees and in leadership roles in both National and State Associations. New Director will be building relationships and amplifying Ames accomplishments at the national level.

RECENT ACCOMPLISHMENTS

- FY2019/20 Installed an A/C unit in the Server room when an Energy Audit showed this limited area was triggering the chiller to run more frequently when not needed for the rest of the building. Believe this will result in energy cost savings during summer months moving forward.
- Updated public computers and software to provide much needed access.
- Refreshed teen space with new shelving and paint to create a welcoming environment.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Library Director is acclimating and attending City Onboarding Training and Creating the Culture Leadership Development. She will be joining Rotary and is actively engaging with City of Ames Initiatives like Census 2020, Citizenships Academy; Ames Chamber of Commerce; United Way initiatives and with other community organizations and events.
- The Library is embarking on a heavily staff and community-engaged Strategic Planning process. They are incorporating a total city perspective by utilizing resources from Mary Greeley Hospital; COA Residence Satisfaction Survey best practices; COA GIS for mapping data; and ISU STATCOM for survey design and tabulation. This will provide staff development opportunities, and important community engagement while also promoting fiscal stewardship by not using costly consultants.
- APLFF Novel Idea program to include more mentoring and staff development opportunities.

LIBRARY RESOURCE SERVICES

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2017/18 Actual	2018/19 Actual	2019/20 Adjusted	2020/21 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Curate responsive collections	# of physical items available for circulation*	259,411	256,613	255,000	250,000
		# of virtual items available for circulation	70,297	1,000,000	1,000,000	1,000,000
		# of new items processed	29,212	21,866	20,343	20,000
	Expand access to Library services	% of new items processed within 24 hours	40%	63%	65%	65%
		% of new items processed within one week	98%	100%	100%	100%
	Expand promotion of Library services	Items processed per FTE	6,510	4,169	3,875	3,810
		# of collection items repaired	13,034		20,919	18,000
		# of social media followers	4,578	4,922	5,300	5,800

* Excludes newspapers, magazines, and uncatalogued paperbacks

ISSUES AND FACTORS AFFECTING THE FY 2019/20 AND 2020/21 BUDGETS

- The pilot year of Kanopy, funded by the Ames Public Library Friends foundation (APLFF), was successful. Funding for other electronic resources like Hoopla (eBook, eAudio, movies) has been increased to meet continued demand. The library has access to the vendor's entire collection which has increased from 500K to 850K items since late 2018. Allowing multiple users to access the same title at the same time helps meet patron requests and reduces long hold waits. The library will continue to evaluate our offerings as electronic media platforms and pricing models evolve.

RECENT ACCOMPLISHMENTS

- A new library website was implemented in January 2019. The Resource Services Manager, Community Relations Specialist, and Library Marketing Assistant collaborated with the design firm and representatives from all library workgroups to redesign and upgrade the website, calendar, and room reservation system to meet ADA standards, the City's branding guidelines, and customers' needs for a responsive, intuitive website. Funding for the redesign was provided by APLFF.
- Facilitated non-traditional circulation through custom cataloging and processing of Park Packs, Science, Technology, Engineering, and Math (STEM) kits, and Wi-Fi hot spots.
- Developed procedures and cataloged new juvenile world language collection in five languages.
- Collaborated with the Youth Services workgroup to add a new family TV series in the DVD collection through the re-cataloging and processing of existing material. This distinct collection checks out for 21 days, mirrors the TV series collection in Adult Services, and better meets customers' needs.
- Successfully recruited and hired two new staff that are making an immediate impact on collections and services.

IN-PROGRESS AND UPCOMING ACTIVITIES

- A Library-wide initiative to address collection size is in process. This will address collection size, format, and ensures the collections are maintained at a size that welcomes browsing and ease of use.
- The Resource Services workgroup is partnering with Adult Services to support the development of a world language and welcome collection.
- An in-depth review of marketing and promotions is planned to develop best practices for reaching customers.

LIBRARY YOUTH SERVICES

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2017/18 Actual	2018/19 Actual	2019/20 Adjusted	2020/21 Estimated
Provide quality programs in an efficient and fiscally responsible manner		# of youth/family in-Library programs offered	1,053	999	1,025	1,050
		Youth/family in-Library program attendance	40,317	35,540	38,000	40,000
	Encourage early literacy skill development	# of youth/family outreach programs offered	825	985	1000	1000
		Youth/family outreach program attendance	14,873	15,694	15,750	15,750
	Engage community members	# of teen programs offered	124	177	180	185
		Teen program attendance	2,680	3,102	3,200	3,500
	Enhance strategic partnerships	# of physical youth collection items circulated	615,367	607,351	600,000	592,000
		Circulation per capita (youth population)	77.9	76.9	75.9	74.9
		# participants in summer reading programs	1,801	2,287	2,500	2,750

ISSUES AND FACTORS AFFECTING THE FY 2019/20 AND 2020/21 BUDGETS

- DSA funds were spent to replace select furniture in APL's tween area. In a building that sees an average of over 1300 visitors a day refreshing the furniture is key to providing a welcoming space. We will continue to map out a plan to replace other worn furniture in the entire library with a combination of city, state and APLFF funding.
- The Small Talk research grant project in partnership with ISU Extension has wrapped up. Over 200 families went through the project which paired word tracking devices with curricula about the value of talking with your babies. The library is working out ways to continue offering this critical programming that has been featured in academic journals and at conferences and will be seen as a national model.

Recent accomplishments

- Teen Library Rastogi was selected to for a national Young Adult Library Services Association (YALSA), initiative "Transforming Teen Services, A Train the Trainer Approach" She spent three intensive days with librarians from 20 states and will now lead trainings tailored to the needs of Iowa.
- APL hosted the ILA's Youth Services Kids Matter conference event for over 200 youth services librarians from across Iowa. It featured keynote speakers and multiple break-out sessions on youth development and library best practices.
- Youth Staff participate in training with Child Serve on best practices for programming that is mindful and accommodating to children and families with Autism and Sensory needs.

In-progress and upcoming activities

- Creating welcoming and inclusive spaces with world language collection, partnership with local ESL teachers, language learning programs have been added to the calendar with great response from the community.
- Expand current partnerships with school visits, library card sign-up, book talking, resource sharing.
- New STEM kits are in the works after the first batch has proved popular with kids and families.

LIBRARY ADULT SERVICES

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2017/18 Actual	2018/19 Actual	2019/20 Adjusted	2020/21 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Strengthen relationship with ISU Community	# of adult programs offered	635	642	650	650
		Adult program attendance	9,636	8,357	9,000	9,500
	Advance digital literacy	# of physical adult collection items circulated	520,715	482,143	477,143	415,143
		# of virtual collection items circulated	94,899	130,688	185,000	259,000
	Curate responsive collections and programs	% change in circulation of physical collection materials	-10.5%	-7.4%	-7.2%	-7.2%
		% change in circulation of virtual collection materials	36.9%	37.7%	38.2%	40.0%
	Engage community members	# virtual readers advisory/reference engagements	2,900			
		# of items sent to senior living facilities and homebound	9,272	9,711	10,000	11,000

ISSUES AND FACTORS AFFECTING THE FY 2019/20 BUDGETS

- Customer demand for virtual collection materials continues to require staff evaluation of new digital services, training and promotion of new resources, and additional effort to curate responsive collections within current budget. Demand for ebooks and streaming video content has increased while print circulation has declined.

RECENT ACCOMPLISHMENTS

- Planned for the retirement of a long-term librarian and successfully recruited and hired 2 new librarians who are making an immediate impact on collections and services.
- Have integrated Community Engagement Specialist position into adult services programming work flow resulting in more diverse program offerings, connections with the ISU faculty, staff, and students, and increase in the number of partners by more than 60%.
- Through annual partnership with AARP, more than doubled the availability of free tax preparation appointments which adult services staff schedule providing a valuable resource to more than 200 seniors and people with limited income.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Outreach to seniors and homebound residents has increased with development of 1 on 1 Tech Tutor sessions, staff visits to senior living residents to demonstrate new technology, and deepening relationships with activity directors at local assisted living residences.
- Black Arts & Music Festival, a celebration of African and African American art and performance has, successfully reached a community of artists who wish to participate in the first APL festival in February. Partnerships with ISU, City of Ames, Ames Branch NAACP, Ames Community Arts Council, illustrate the Library's commitment to inclusive programs focused on underrepresented members of our community.
- Programing for 19th Amendment Commemoration will include a series of library-sponsored book discussions, films, and lectures partnerships with League of Women Voters Ames-Story County, Ames History Museum, Carrie Chapman Catt Center of ISU.
- Partnering with COA to host Eco Chats this leading up to the 10th anniversary of Eco Fair in April.
- Developing welcome collections for new to English language and those seeking US Citizenship.

LIBRARY CUSTOMER ACCOUNT SERVICES

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2017/18 Actual	2018/19 Actual	2019/20 Adjusted	2020/21 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Ensure excellent customer service	# of registered Library borrowers	46,868	44,194	45,000	50,000
		New borrowers added	4,448	4,278	4,500	5,000
		# of computer use accounts	660	567	600	625
	Develop welcoming and accessible destinations	# of Bookmobile visitors	12,508	11,649	12,010	12,500
		# of physical items circulated through Bookmobile	50,468	42,602	45,000	46,000
	Expand access to Library services	# of holds processed	134,135	134,425	135,000	136,000
		# of interlibrary loans to other libraries	4,462	5,267	6,300	7,000
		# of interlibrary loan items borrowed for APL customers	1,988	2,116	2,655	2,900
		# of physical items checked in/reshelved	847,604	824,018	805,000	790,000
		# of physical items checked in/reshelved per hour open	232.86	226.38	221.15	217.03
		Fines/fees collected	\$97,117	\$95,281	\$92,000	\$89,000
		# customers participating in fine alternative options	31	39	45	55

ISSUES AND FACTORS AFFECTING THE FY 2019/20 AND 2020/21 BUDGETS

- Fine and fee revenue continues to decrease as customers transition to virtual
- CAS staff have had conversations about fine and fee impacts and opportunities, barriers to service, and best practices providing service and helping to ensure people have access to resources. Decline in fine/fee revenue is likely.
- Evaluating workflow and activity as interlibrary loan continues to be increasingly popular which has corresponding impacts on multiple budget lines and staff time. New Iowa Share State Library materials movement rolling out Fall 2019 may further increase ILL loans but lessen mailing cost

RECENT ACCOMPLISHMENTS

- Worked with HR Interns on internal staff satisfaction survey with 90% participation. Overall, staff engagement and satisfaction with work remains high and has either increased or remained consistent from previous survey in 2016.
- Manager participated on City Safety Team and provided safety tour of the library as well as detailed information about safety measures in relation to city guidelines.
- CAS manager served on the Director Search Committee and helped coordinate staff input and involvement with the successful search for a director – including coordinating staff input sessions during search material creation to ensure staff voices were heard on needs for a new director. Staff participation was over 90%.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Evaluating opportunities to provide library card sign up at events and outreach opportunities.
- Evaluating communication with customers to ensure that our messaging is consistent, positive, and proactive.
- Hotspot demand funded by Direct State Aid continues to be high. Staff is reviewing the best ways to help meet this need.

Library Services
26 - 455/456

	2018/19 Actuals	2019/20 Adopted	2019/20 Adjusted	2020/21 Requested	Percentage Change from Adopted
<i>Activities:</i>					
Administration	1,388,648	1,439,905	1,447,934	1,445,178	0.4%
Resource Services	1,046,445	1,022,732	1,078,562	1,134,689	11.0%
Youth Services	765,787	852,772	861,720	835,276	-2.1%
Adult Services	586,291	635,540	614,127	619,747	-2.5%
Customer Account Services	886,656	940,155	945,991	985,493	4.8%
Total Expenditures	4,673,827	4,891,104	4,948,334	5,020,383	2.6%

Expenditures by Category:

Personal Services	3,222,693	3,446,625	3,370,246	3,451,840	0.2%
Internal Services	141,011	143,071	142,634	147,640	3.2%
Contractual Services	537,269	600,920	646,965	629,634	4.8%
Commodities	159,102	161,365	199,180	164,112	1.7%
Collection Materials	573,268	538,423	588,609	626,457	16.4%
Capital	40,100	-	-	-	
Other Expenditures	384	700	700	700	0.0%
Total Expenditures	4,673,827	4,891,104	4,948,334	5,020,383	2.6%

Funding Sources:

Charges for Services	107,957	105,750	105,750	105,800	0.1%
State of Iowa	55,468	56,000	56,000	56,000	0.0%
Story County	154,241	155,000	155,000	155,000	0.0%
Library Friends Foundation	218,413	219,564	287,256	186,011	-15.3%
Direct State Aid	15,229	-	14,500	14,500	
Donations/Grants	49,362	51,065	29,765	6,121	-88.0%
Total Revenues	600,670	587,379	648,271	523,432	-10.9%
General Fund Support	4,073,157	4,303,725	4,300,063	4,496,951	4.5%
Total Funding Sources	4,673,827	4,891,104	4,948,334	5,020,383	2.6%

Personnel - Authorized FTE	36.50	36.50	37.00	37.00
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Library Administration
2610 - 455

	2018/19 Actuals	2019/20 Adopted	2019/20 Adjusted	2020/21 Requested	Percentage Change from Adopted
<i>Expenditures by Activity:</i>					
Library Administration	1,376,916	1,429,905	1,436,434	1,445,178	1.1%
Library Improvements	9,453	-	-	-	
Library Donation Purchases	2,279	10,000	11,500	-	-100.0%
Total Expenditures	1,388,648	1,439,905	1,447,934	1,445,178	0.4%
<i>Expenditures by Category:</i>					
Personal Services	749,007	775,537	725,709	749,077	-3.4%
Internal Services	126,282	127,814	127,391	132,247	3.5%
Contractual Services	442,611	465,959	508,249	486,124	4.3%
Commodities	57,158	70,595	86,585	77,730	10.1%
Capital	13,590	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,388,648	1,439,905	1,447,934	1,445,178	0.4%
<i>Funding Sources:</i>					
Library Friends Foundation	43,588	63,745	72,031	59,750	-6.3%
Direct State Aid	-	-	3,600	3,600	
Library Donations/Grants	8,465	10,000	11,500	-	-100.0%
Total Revenues	52,053	73,745	87,131	63,350	-14.1%
General Fund Support	1,336,595	1,366,160	1,360,803	1,381,828	1.2%
Total Funding Sources	1,388,648	1,439,905	1,447,934	1,445,178	0.4%
Personnel - Authorized FTE	6.75	6.75	6.75	6.75	

Library Resource Services
2612 - 455

	2018/19 Actuals	2019/20 Adopted	2019/20 Adjusted	2020/21 Requested	Percentage Change from Adopted
<i>Expenditures by Activity:</i>					
Library Resource Services	1,031,754	1,010,732	1,065,301	1,124,428	11.3%
Large Print Books	9,978	10,000	10,261	10,261	2.6%
Library Donation Purchases	4,713	2,000	3,000	-	-100.0%
Total Expenditures	1,046,445	1,022,732	1,078,562	1,134,689	11.0%
<i>Expenditures by Category:</i>					
Personal Services	372,633	404,616	411,129	423,690	4.7%
Internal Services	2,378	2,528	2,479	2,479	-1.9%
Contractual Services	39,060	42,810	41,965	46,733	9.2%
Commodities	32,212	33,655	33,680	34,630	2.9%
Collection Materials	573,268	538,423	588,609	626,457	16.4%
Capital	26,510	-	-	-	
Other Expenditures	384	700	700	700	0.0%
Total Expenditures	1,046,445	1,022,732	1,078,562	1,134,689	11.0%
<i>Funding Sources:</i>					
Library Friends Foundation	93,545	25,718	45,929	40,261	56.6%
Library Donations/Grants	4,713	2,000	3,000	-	-100.0%
Total Revenues	98,258	27,718	48,929	40,261	45.3%
General Fund Support	948,187	995,014	1,029,633	1,094,428	10.0%
Total Funding Sources	1,046,445	1,022,732	1,078,562	1,134,689	11.0%
Personnel - Authorized FTE	5.25	5.25	5.25	5.25	

Library Youth Services
2613 - 455

	2018/19 Actuals	2019/20 Adopted	2019/20 Adjusted	2020/21 Requested	Percentage Change from Adopted
<i>Expenditures by Activity:</i>					
Youth Services	692,684	742,507	740,255	794,155	7.0%
Books for Babies	4,290	4,000	4,000	4,000	0.0%
Project Smyles	32,496	30,000	31,000	31,000	3.3%
Small Talk Program	32,688	71,200	81,200	-	-100.0%
H. Barnes Reading Academy	3,629	5,065	5,265	6,121	20.9%
Total Expenditures	765,787	852,772	861,720	835,276	-2.1%
<i>Expenditures by Category:</i>					
Personal Services	691,639	766,631	768,776	766,779	0.0%
Internal Services	4,282	4,353	4,356	4,461	2.5%
Contractual Services	14,932	37,358	29,758	32,059	-14.2%
Commodities	54,934	44,430	58,830	31,977	-28.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	765,787	852,772	861,720	835,276	-2.1%
<i>Funding Sources:</i>					
Library Friends Foundation	69,933	114,595	140,015	59,500	-48.1%
Direct State Aid	10,731	-	4,000	4,000	
Donations/Grants	36,184	39,065	15,265	6,121	-84.3%
Total Revenues	116,848	153,660	159,280	69,621	-54.7%
General Fund Support	648,939	699,112	702,440	765,655	9.5%
Total Funding Sources	765,787	852,772	861,720	835,276	-2.1%
Personnel - Authorized FTE	7.75	7.75	8.25	8.25	

Library Adult Services
2614 - 455

	2018/19 Actuals	2019/20 Adopted	2019/20 Adjusted	2020/21 Requested	Percentage Change from Adopted
<i>Expenditures by Activity:</i>					
Personal Services	564,886	604,141	570,025	576,835	-4.5%
Internal Services	3,761	3,913	3,916	3,986	1.9%
Contractual Services	11,967	20,906	33,106	31,676	51.5%
Commodities	5,677	6,580	7,080	7,250	10.2%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<i>Total Expenditures</i>	<u>586,291</u>	<u>635,540</u>	<u>614,127</u>	<u>619,747</u>	<u>-2.5%</u>
 <i>Funding Sources:</i>					
Library Friends Foundation	<u>11,347</u>	<u>14,000</u>	<u>26,500</u>	<u>26,500</u>	<u>89.3%</u>
General Fund Support	<u>574,944</u>	<u>621,540</u>	<u>587,627</u>	<u>593,247</u>	<u>-4.6%</u>
<i>Total Funding Sources</i>	<u>586,291</u>	<u>635,540</u>	<u>614,127</u>	<u>619,747</u>	<u>-2.5%</u>
 Personnel - Authorized FTE	 7.00	 7.00	 7.00	 7.00	

Library Customer Account Services
2615 - 455

	2018/19 Actuals	2019/20 Adopted	2019/20 Adjusted	2020/21 Requested	Percentage Change from Adopted
<i>Expenditures by Activity:</i>					
Personal Services	844,528	895,700	894,607	935,459	4.4%
Internal Services	4,308	4,463	4,492	4,467	0.1%
Contractual Services	28,699	33,887	33,887	33,042	-2.5%
Commodities	9,121	6,105	13,005	12,525	105.2%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<i>Total Expenditures</i>	<u>886,656</u>	<u>940,155</u>	<u>945,991</u>	<u>985,493</u>	<u>4.8%</u>
 <i>Funding Sources:</i>					
Library Friends Foundation	-	1,506	2,781	-	-100.0%
Direct State Aid	4,498	-	6,900	6,900	
<i>Total Revenues</i>	<u>4,498</u>	<u>1,506</u>	<u>9,681</u>	<u>6,900</u>	<u>358.2%</u>
General Fund Support	882,158	938,649	936,310	978,593	4.3%
<i>Total Funding Sources</i>	<u>886,656</u>	<u>940,155</u>	<u>945,991</u>	<u>985,493</u>	<u>4.8%</u>
 Personnel - Authorized FTE	 9.75	 9.75	 9.75	 9.75	

**Ames Public Library Circulation Statistics FY20
November 2019**

MATERIALS COMPARISONS	Adult Print	Adult Media	Adult Total	Juvenile Print	Juvenile Media	Young Adult Print	Young Adult Media	Youth Total	Other (Games, Toys)	Physical Item Circ Total	E-audio	E-books	E-mag	E-Video	Virtual Circ Total	Grand Circ Total
Current Month	20,491	14,639	35,130	33,472	8,583	4,063	177	46,295	1,088	82,513	3,538	6,813	810	1,145	12,306	94,819
One Year Ago	20,795	16,877	37,672	32,734	9,260	3,571	225	45,790	1,184	84,646	4,285	4,680	1,040	672	10,677	95,323
Difference	-304	-2,238	-2,542	738	-677	492	-48	505	-96	-2,133	-747	2,133	-230	473	1,629	-504
% Change	-1.5%	-13.3%	-6.7%	2.3%	-7.3%	13.8%	-21.3%	1.1%	-8.1%	-2.5%	-17.4%	45.6%	-22.1%	70.4%	15.3%	-0.5%
Year to Date																
Current Year	113,380	77,800	191,180	186,067	47,227	22,921	1,040	257,255	6,217	454,652	24,928	29,839	4,158	4,865	63,790	518,442
One Year Ago	116,222	88,454	204,676	177,250	53,012	22,820	1,137	254,219	6,122	465,017	21,923	23,358	3,003	2,607	50,891	515,908
Difference	-2,842	-10,654	-13,496	8,817	-5,785	101	-97	3,036	95	-10,365	3,005	6,481	1,155	2,258	12,899	2,534
% Change	-2.4%	-12.0%	-6.6%	5.0%	-10.9%	0.4%	-8.5%	1.2%	1.6%	-2.2%	13.7%	27.7%	38.5%	86.6%	25.3%	0.5%

(Including Hoopla & Kanopy)

LOCATION COMPARISONS	Main Item Total	BKM Item Total	Physical Item Circ Total
Current Month	79,573	2,940	82,513
One Year Ago	81,154	3,492	84,646
Difference	-1,581	-552	-2,133
% Change	-1.9%	-15.8%	-2.5%
Year to Date			
Current Year	434,273	20,379	454,652
One Year Ago	446,091	18,926	465,017
Difference	-11,818	1,453	-10,365
% Change	-2.6%	7.7%	-2.2%

FY19-20 STATE REPORT CATEGORIES	Adult Books	Young Adult Books	Children's Books	E Books	Video	Audio	E-Audio	Maga-zines	E-mag	E-Video	All Other	Total - All Formats
Main Library	19,858	3,941	31,365	6,813	18,230	4,620	3,538	527	810	1,145	1,032	91,879
Bookmobile	376	92	1,867		442	107		0			56	2,940
Current Month	20,234	4,033	33,232	6,813	18,672	4,727	3,538	527	810	1,145	1,088	94,819
Main Library	109,909	21,996	171,153	29,839	98,067	24,298	24,928	3,046	4,158	4,865	5,804	498,063
Bookmobile	2,119	793	13,339		2,910	792		13			413	20,379
Year to Date	112,028	22,789	184,492	29,839	100,977	25,090	24,928	3,059	4,158	4,865	6,217	518,442

Ames Public Library Circulation Statistics FY20

Description	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Adult Fiction	11,162	10,460	9,283	9,444	8,653	0	0	0	0	0	0	0	49,002
Adult Graphic Novels	826	825	564	523	519	0	0	0	0	0	0	0	3,257
Adult Large Print	1,150	1,232	1,155	1,244	1,060	0	0	0	0	0	0	0	5,841
Adult Literacy-Non-Fiction	3	6	5	6	4	0	0	0	0	0	0	0	24
Adult Magazines	554	511	469	449	459	0	0	0	0	0	0	0	2,442
Adult Manga	484	316	361	305	273	0	0	0	0	0	0	0	1,739
Adult Non-Fiction	9,179	8,914	8,434	8,271	7,939	0	0	0	0	0	0	0	42,737
Adult Uncataloged Items	711	821	789	659	718	0	0	0	0	0	0	0	3,698
Book Club Collection	564	532	525	432	493	0	0	0	0	0	0	0	2,546
Subtotal Adult (Print)	24,633	23,617	21,585	21,333	20,118	0	111,286						
Adult Audio Books	1,519	1,527	1,499	1,428	1,273	0	0	0	0	0	0	0	7,246
Adult DVDs + DVD TV series	13,275	13,356	11,971	12,273	11,672	0	0	0	0	0	0	0	62,547
Adult Music CDs	1,268	1,207	1,376	1,455	1,488	0	0	0	0	0	0	0	6,794
CD Language Sets	58	55	45	43	32	0	0	0	0	0	0	0	233
Subtotal Adult (Media)	16,120	16,145	14,891	15,199	14,465	0	76,820						
TOTAL ADULT	40,753	39,762	36,476	36,532	34,583	0	188,106						
Board Books	1,953	2,201	1,965	2,107	1,882	0	0	0	0	0	0	0	10,108
Easy Books	8,526	8,503	8,879	9,712	7,880	0	0	0	0	0	0	0	43,500
Easy Holiday Books	605	717	1,148	1,161	1,290	0	0	0	0	0	0	0	4,921
Easy to Read Fiction	6,148	5,689	5,089	5,172	4,951	0	0	0	0	0	0	0	27,049
Easy to Read Non-Fiction	1,286	1,362	1,409	1,457	1,274	0	0	0	0	0	0	0	6,788
Juvenile Big Books	118	154	203	192	145	0	0	0	0	0	0	0	812
Juvenile Braille Books	0	0	7	6	1	0	0	0	0	0	0	0	14
Juvenile Fiction	9,457	8,087	6,923	6,677	6,275	0	0	0	0	0	0	0	37,419
Juvenile Graphic Novels	3,479	3,010	2,722	2,484	2,430	0	0	0	0	0	0	0	14,125
Juvenile Large Print	51	45	57	32	29	0	0	0	0	0	0	0	214
Juvenile Leveled Reader	0	0	0	0	0	0	0	0	0	0	0	0	-
Juvenile Magazines	143	70	65	45	31	0	0	0	0	0	0	0	354
Juvenile Non-Fiction	4,752	4,973	4,980	4,993	4,907	0	0	0	0	0	0	0	24,605
Juv Reference Collections	1	0	1	0	0	0	0	0	0	0	0	0	2
Juvenile Uncataloged	118	52	79	75	68	0	0	0	0	0	0	0	392
Juvenile World Language	176	228	237	330	233	0	0	0	0	0	0	0	1,204
Parenting Collection	182	203	259	222	199	0	0	0	0	0	0	0	1,065
Parenting Magazine	35	45	26	5	7	0	0	0	0	0	0	0	118
Subtotal Children's (Print)	37,030	35,339	34,049	34,670	31,602	0	172,690						
Young Adult Fiction	3,256	2,711	2,373	2,349	2,302	0	0	0	0	0	0	0	12,991
Young Adult Graphic Novels	794	582	653	643	646	0	0	0	0	0	0	0	3,318
Young Adult Large Print	19	25	16	19	19	0	0	0	0	0	0	0	98
Young Adult Magazines	11	64	14	13	30	0	0	0	0	0	0	0	132
Young Adult Manga	1,213	1,083	718	924	780	0	0	0	0	0	0	0	4,718
Young Adult Non-Fiction	181	160	175	161	194	0	0	0	0	0	0	0	871
Subtotal YA (Print)	5,474	4,625	3,949	4,109	3,971	0	22,128						
Easy to Read Book + CD	319	280	276	298	273	0	0	0	0	0	0	0	1,446
Juvenile Audio Books	930	820	576	704	636	0	0	0	0	0	0	0	3,666
Juvenile Book + CD	366	368	352	384	330	0	0	0	0	0	0	0	1,800
Juvenile DVDs	8,317	8,129	5,937	6,579	6,558	0	0	0	0	0	0	0	35,520
Juvenile Music CDs	476	395	400	409	417	0	0	0	0	0	0	0	2,097
Subtotal Childrens (Media)	10,408	9,992	7,541	8,374	8,214	0	44,529						
Young Adult Audio Books	226	228	203	188	171	0	0	0	0	0	0	0	1,016
Subtotal YA (Media)	226	228	203	188	171	0	1,016						
TOTAL YOUTH	53138	50184	45742	47341	43958	0	240,363						
Adventure Passes	78	65	50	41	36								270
Hotspots	59	46	46	52	35	0	0	0	0	0	0	0	238
Launchpads	139	121	115	111	107	0	0	0	0	0	0	0	593
Video Games	226	208	152	197	177	0	0	0	0	0	0	0	960
Juvenile Educational Games	204	269	229	259	226	0	0	0	0	0	0	0	1,187
Youth Special Collections	514	490	508	593	451	0	0	0	0	0	0	0	2,556
TOTAL OTHER	1,220	1,199	1,100	1,253	1,032	0	5,804						
GRAND TOTAL MATERIAL	95,111	91,145	83,318	85,126	79,573	0	434,273						
Bridges Audio Books	3,655	3,646	3,520	3,601	1,794								16,216
Hoopla Audio Books	1,622	1,518	1,416	1,601	1,531								7,688
Hoopla Music	229	211	172	199	213								1,024
Subtotal Dwnld Audio	5,506	5,375	5,108	5,401	3,538	0	24,928						
Bridges e-Books	3,114	3,026	4,519	2,872	4,572								18,103
Bridges Kindle e-Books	1,830	1,751	1,723	1,642	1,602								8,548
Hoopla Comics	116	94	109	111	102								532
Hoopla e-Books	524	513	540	542	537								2,656
Subtotal Dwnld e-Books	5,584	5,384	6,891	5,167	6,813	0	29,839						
RBDigital e-magazines	766	876	941	765	810								4,158
Subtotal Dwnld e-Mag	766	876	941	765	810	0	4,158						
Bridges Video	4	5	4	3	0								16
Hoopla Movies	248	212	209	208	202								1,079
Hoopla TV	185	189	185	191	202								952
Kanopy Films	462	475	489	651	741								2,818
Subtotal Dwnld Video	899	881	887	1,053	1,145	0	4,865						
TOTAL DOWNLOADABLE	12,755	12,516	13,827	12,386	12,306	0	63,790						

Bookmobile Circulation Statistics FY20

Description	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	FY20
Adult Fiction	127	178	162	170	156	0	0	0	0	0	0	0	793
Adult Graphic Novels	6	12	6	12	4	0	0	0	0	0	0	0	40
Adult Large Print	20	18	18	26	20	0	0	0	0	0	0	0	102
Adult Literacy-Non-Fiction	0	0	0	0	0	0	0	0	0	0	0	0	-
Adult Magazines	1	0	2	1	0	0	0	0	0	0	0	0	4
Adult Manga	3	6	16	9	0	0	0	0	0	0	0	0	34
Adult Non-Fiction	215	207	241	219	187	0	0	0	0	0	0	0	1,069
Adult Uncataloged Items	0	0	0	0	0	0	0	0	0	0	0	0	-
Book Club Collection	8	10	12	16	6	0	0	0	0	0	0	0	52
Subtotal Adult (Print)	380	431	457	453	373	0	2,094						
Adult Audio Books	17	12	11	18	15	0	0	0	0	0	0	0	73
Adult DVDs	139	130	151	268	138	0	0	0	0	0	0	0	826
Adult Music CDs	13	8	19	13	21	0	0	0	0	0	0	0	74
CD Language Sets	7	0	0	0	0	0	0	0	0	0	0	0	7
Subtotal Adult (Media)	176	150	181	299	174	0	980						
TOTAL (ADULT)	556	581	638	752	547	0	3,074						
Board Books	184	127	109	142	71	0	0	0	0	0	0	0	633
Easy Books	610	513	633	515	273	0	0	0	0	0	0	0	2,544
Easy Holiday Books	6	4	14	79	33	0	0	0	0	0	0	0	136
Easy to Read Fiction	798	715	713	761	458	0	0	0	0	0	0	0	3,445
Easy to Read Non-Fiction	29	32	34	33	24	0	0	0	0	0	0	0	152
Juvenile Big Books	0	0	1	0	0	0	0	0	0	0	0	0	1
Juvenile Braille Books	0	0	1	0	0	0	0	0	0	0	0	0	1
Juvenile Fiction	510	458	568	652	402	0	0	0	0	0	0	0	2,590
Juvenile Graphic Novels	441	374	464	525	332	0	0	0	0	0	0	0	2,136
Juvenile Large Print	3	2	0	0	2	0	0	0	0	0	0	0	7
Juvenile Leveled Reader	0	0	0	0	0	0	0	0	0	0	0	0	-
Juvenile Magazines	0	9	0	0	0	0	0	0	0	0	0	0	9
Juvenile Non-Fiction	286	347	370	387	270	0	0	0	0	0	0	0	1,660
Juvenile Ref & Office Coll	0	0	0	0	0	0	0	0	0	0	0	0	-
Juvenile Uncataloged	0	1	2	0	2	0	0	0	0	0	0	0	5
Juvenile World Language	0	16	12	1	0	0	0	0	0	0	0	0	29
Parenting Collection	5	4	5	12	3	0	0	0	0	0	0	0	29
Parenting Magazine	0	0	0	0	0	0	0	0	0	0	0	0	-
Project Smyles Literacy Bag	0	0	0	0	0	0	0	0	0	0	0	0	-
Subtotal Children's (Print)	2,872	2,602	2,926	3,107	1,870	0	13,377						
Young Adult Fiction	80	84	102	143	70	0	0	0	0	0	0	0	479
Young Adult Graphic Novels	38	43	32	25	6	0	0	0	0	0	0	0	144
Young Adult Large Print	0	0	1	2	0	0	0	0	0	0	0	0	3
Young Adult Magazines	0	0	0	0	0	0	0	0	0	0	0	0	-
Young Adult Manga	33	23	29	20	12	0	0	0	0	0	0	0	117
Young Adult Non-Fiction	5	7	16	18	4	0	0	0	0	0	0	0	50
Subtotal YA (Print)	156	157	180	208	92	0	793						
Easy to Read Book + CD	33	25	25	26	14	0	0	0	0	0	0	0	123
Juvenile Audio Books	21	7	20	30	7	0	0	0	0	0	0	0	85
Juvenile Book + CD	45	40	45	67	33	0	0	0	0	0	0	0	230
Juvenile DVDs	459	408	451	462	304	0	0	0	0	0	0	0	2,084
Juvenile Music CDs	40	48	53	24	11	0	0	0	0	0	0	0	176
Subtotal Childrens (Media)	598	528	594	609	369	0	2,698						
Young Adult Audio Books	2	7	6	3	6	0	0	0	0	0	0	0	24
Subtotal YA (Media)	2	7	6	3	6	0	24						
TOTAL (YOUTH)	3,628	3,294	3,706	3,927	2,337	0	16,892						
Hotspots	2	0	0	0	1	0	0	0	0	0	0	0	3
Launchpads	0	2	0	2	3	0	0	0	0	0	0	0	7
Video Games	0	0	0	0	0	0	0	0	0	0	0	0	-
Juvenile Educational Games	1	2	0	4	3	0	0	0	0	0	0	0	10
Youth Special Collections	86	85	92	81	49	0	0	0	0	0	0	0	393
TOTAL OTHER	89	89	92	87	56	0	413						
GRAND TOTAL MATERIAL	4,273	3,964	4,436	4,766	2,940	0	20,379						