

Agenda for Solon Library Board Meeting
Monday, November 28, 2022 @6:30 pm

Join Zoom Meeting:

Topic: SPL Board of Trustees Meeting

Time: November 28, 2022 6:30 PM Central Time (US and Canada)

<https://us02web.zoom.us/j/85465232547>

Meeting ID: 854 6523 2547

Call to order

Approval of the agenda

Approval of the minutes

- October 24, 2022

Citizen's Speak

Committee reports

- Building
- Finance
- Johnson County Liaison
- City Liaison

Directors Report

Approval of Bills

- November 2022

Review of Foundation report

Old Business

- City Employee Handbook
- Strategic Plan: Goal Setting Meeting with Becky Heil: Sunday, December 11th, 2 - 5 pm
- 2023 Accreditation

New Business

- FY24 Budget
- Feedback on Joint Library Boards Annual Meeting
- Legislators Reception: Monday, December 5, 5:30 - 6:30 pm at ICPL
- Review Board of Trustees By-Laws (last reviewed August 2020)
- Pre-approve December Bills in lieu of December Board Meeting
- Volunteer Opportunity: Noon Year's Eve Event: Saturday, December 31st 11:00 am - 1:00 pm.
RSVP to Alexis Kurth akurth@solon.lib.ia.us

- Board Continuing Education Suggestion:
 - It's (Not) Going According to Plan: Panel Discussion on Disaster Preparedness Planning in Libraries: Tuesday, November 29 at 9:30 a.m.

[Disaster Planning Discussion Link](#)

- Boardroom Series 2022 (November) | Policy Watch: Policies Lost and Found: Wednesday, November 30 at 6:00 p.m.

[Boardroom 2022 \(November\) Series Link to IA Learns](#)

Next Meeting: Goal Setting Meeting with Becky Heil: **Sunday, December 11, 2022 at 2:00 pm**

Regular Board of Trustees Meeting: **Monday, January 30, 2023 at 6:30 pm**

Adjourn

The Solon Public Library Board

Meeting Minutes

October 24, 2022

Call to Order

The regular meeting of the Solon Public Library Board was called to order by *Sutton* at 7:30 p.m.

Present

Sandy Lawrence, Jackie Nemecek, March Sutton, Bill Christensen, Jennifer Fetzer, Liz King (Library Director)

A resignation from the Library Board was accepted from Laurie Neuerburg.

Absent

None

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

The minutes of the previous meeting were unanimously approved as corrected. (Jackie Nemecek was absent, typo with Bill Christensen's name)

Citizen's Speak and Correspondence

A thank you note was received from Katie Shanahan for the Library's assistance in helping with a gift for her father.

Committee Reports

- **Building:** Liz met with City officials to clarify the difference in the bid amount and the final bill for the sidewalk improvements. There was also a discussion about clarifying how the City will communicate regarding future building projects/maintenance. There is an opportunity to apply for a Paint Iowa Beautiful grant that would pay for paint for a specific project. Since the building is 20 years old with its original paint, Liz has applied for a grant with the intention of painting the community meeting room first. There will be some plumbing issues (traps) that will be addressed soon.
- **Johnson County Liaison:** None
- **Finance:** None
- **City of Solon Liaison:** The City has advertised the library staff positions and the Board of Trustees positions. By January 1 we will have three open Board positions.

Library Director's Report

A written reports was included in the Board packet.

Approval of Bills

The bills were unanimously approved as presented. (Laurie/Jackie)

Review of Foundation Report

The Foundation budget was reviewed.

Old Business

- **City Employee Handbook**
The meeting has been postponed, so no report
- **Strategic Plan**
The Board received a summary of the first community meeting held 10/7/22. The follow-up community meeting will be on November 13.
- **2023 Accreditation**
No update

New Business

- **Review Collection Development Policy**
A discussion of the draft policy was held. There were a few minor changes. A motion was made to accept the Collection Development Policy with the changes suggested. Motion was approved unanimously. (Laurie/Jackie)
- **Initial FY24 Budget**
Information is not yet available from the City.
- **Board Continuing Education Suggestions**
Items were listed for Board consideration.

Next Month's Agenda

- **City Employee Handbook**
- **Strategic Plan**
- **2023 Accreditation**
- **FY24 Budget**

Adjournment

The meeting was adjourned at 8:35p.m.

Next Meeting

Regular Meeting: Monday, November 28, 2022

Submitted by

Sandra Lawrence

Director's Report November 2022

In November I attended regular meetings with the City Council, the Friends of the Library, and the Solon Public Library Foundation. The Friends's Ron Ikan Memorial Book Sale was a success. They held elections in November and Susan Scott is their new President. All other Board positions remain the same. The Friends annual Holiday Puzzle sale will be on Saturday, December 3rd from 8:00 am - noon at the Library. The Foundation "Light up the Holidays" luminaries fundraiser has begun. They will have a table at the Festival of Trees at SUMC's Family Life Center, and are accepting orders through December 10th. Please click the Library Luminaries button on our website for more information.

On Sunday, November 13th, we hosted our second Community Focus Group as part of the Library's Strategic Planning Process. Our Southeast District Consultant, Becky Heil, summarized the information from the first meeting as a starting point for selecting the top community needs and possible Library Service Responses. I provided a brief presentation of community demographics and current Library resources, services and programs. Becky will be compiling this information in preparation for our December 11th meeting with the Board of Trustees to create our Library Goals.

The Solon Women's Club is sponsoring their annual Holiday Tree and Wreath Decorating Contest and Silent Auction at the library. We are happy to be hosting the event and sharing the festive decorations with our community. The proceeds from the silent auction will support our Summer Reading Program. The library is a collection site for Toys for Tots. Be sure to drop off your donations before December 5. We will also be participating in the Community Festival of Trees again this year.

I hosted our quarterly Johnson County Public Libraries Directors meeting on November 8 in our Community Meeting Room. Plans were discussed for the annual Johnson County Legislators Reception to be held on Monday, December 5th from 5:30 - 6:30 pm at the Iowa City Public Library. The theme this year will be Intellectual Freedom from the perspective of Youth Librarians. Each Board member is invited to attend this gathering of fellow Johnson County Library Board members and our Legislators to build community connections.

We have been focused on interviewing for staff openings this past month. We are thrilled to announce that Lily Smith will be joining our team as our new Youth Services Librarian in early December. Lily's pronouns are They/Them/Theirs, and they have been working in and around libraries since 7th grade. They bring a passion for making each individual feel welcome and a love of sharing the library with patrons of all ages. We will be interviewing for our Teen Services position at the end of this month and hope to have the new person in place before Jake leaves to go back to school to pursue a teaching career in secondary social studies. I am so thankful for each member of our amazing Library Staff who have all taken on additional responsibilities during this time of transition and the interview committee members who have helped guide the selection process for our new team members.

Monthly Newsletter Link: [November Newsletter](#)

Subscribers: 1500

43.9% open rate!

Outreach

Solon Independent Living 1 visit 54 books

2022 Teen Reading Challenge (Ongoing) 26 Teens, 120 Responses 4 Completed Challenges

Library-to-School Holds 2

Looking to December, Alexis has designed an engaging Winter Library Challenge which will begin December 1 and run through January 31. The whole goal of this program is to encourage patrons to experience all there is to borrow, learn, and do at our library. For each activity you choose, there will be a secret code to record. Four codes equals a full slip which earns you a small prize and entry for a grand prize. Be sure to watch for our special insert in the Solon Economist on December 1st. There is literally something for everyone! I encourage you to challenge yourself and win this WINter! We will be hosting our annual Gingerbread House Workshops in person on December 6th and as take home kits available that week. We are also busy preparing for our Noon Year's Eve celebration event on Saturday, December 31st. Volunteers are invited to come help with all the fun activities.

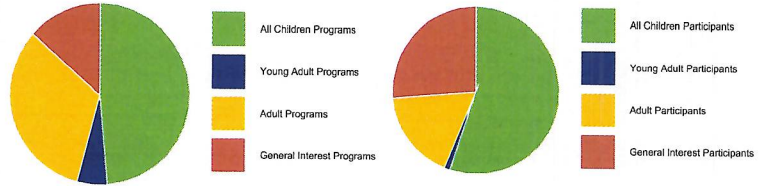
As we all take a moment to share our gratitude for the blessings in our lives, we want to thank the Board of Trustees, Friends of the Library, and the Foundation for their support of our library. We wish each member of our community a very Happy Thanksgiving.

Sincerely,

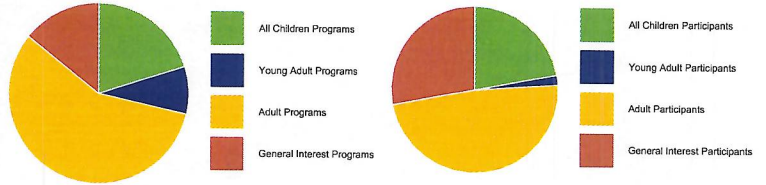
Liz King

Director, Solon Public Library

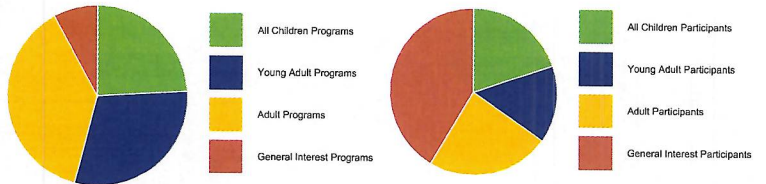
July					
Overview					
All Children Programs	18	48.65%	All Children Participants	599	55.06%
Young Adult Programs	2	5.41%	Young Adult Participants	12	1.1%
Adult Programs	12	32.43%	Adult Participants	189	17.37%
General Interest Programs	5	13.51%	General Interest Participants	288	26.47%
Total Programs	37		Total Participants	1088	



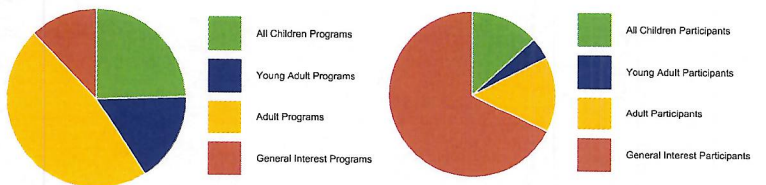
August					
Overview					
All Children Programs	7	20%	All Children Participants	152	21.97%
Young Adult Programs	3	8.57%	Young Adult Participants	13	1.88%
Adult Programs	20	57.14%	Adult Participants	333	48.12%
General Interest Programs	5	14.29%	General Interest Participants	194	28.03%
Total Programs	35		Total Participants	692	



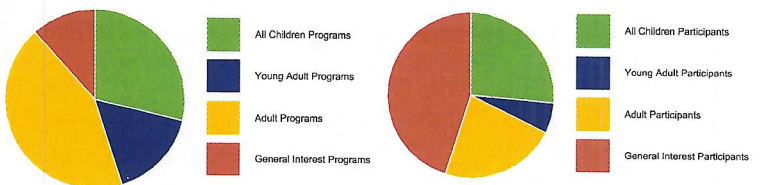
September					
Overview					
All Children Programs	12	24%	All Children Participants	237	19.82%
Young Adult Programs	15	30%	Young Adult Participants	177	14.8%
Adult Programs	19	38%	Adult Participants	286	23.91%
General Interest Programs	4	8%	General Interest Participants	496	41.47%
Total Programs	50		Total Participants	1196	



October					
Overview					
All Children Programs	12	24.49%	All Children Participants	212	13.21%
Young Adult Programs	8	16.33%	Young Adult Participants	68	4.24%
Adult Programs	23	46.94%	Adult Participants	237	14.77%
General Interest Programs	6	12.24%	General Interest Participants	1088	67.79%
Total Programs	49		Total Participants	1605	



Year in Review					
Overview					
All Children Programs	49	28.65%	All Children Participants	1200	26.2%
Young Adult Programs	28	11.7%	Young Adult Participants	270	4.41%
Adult Programs	74	29.82%	Adult Participants	1045	17.64%
General Interest Programs	20	8.19%	General Interest Participants	2066	21.35%
Total Programs	171		Total Participants	4581	

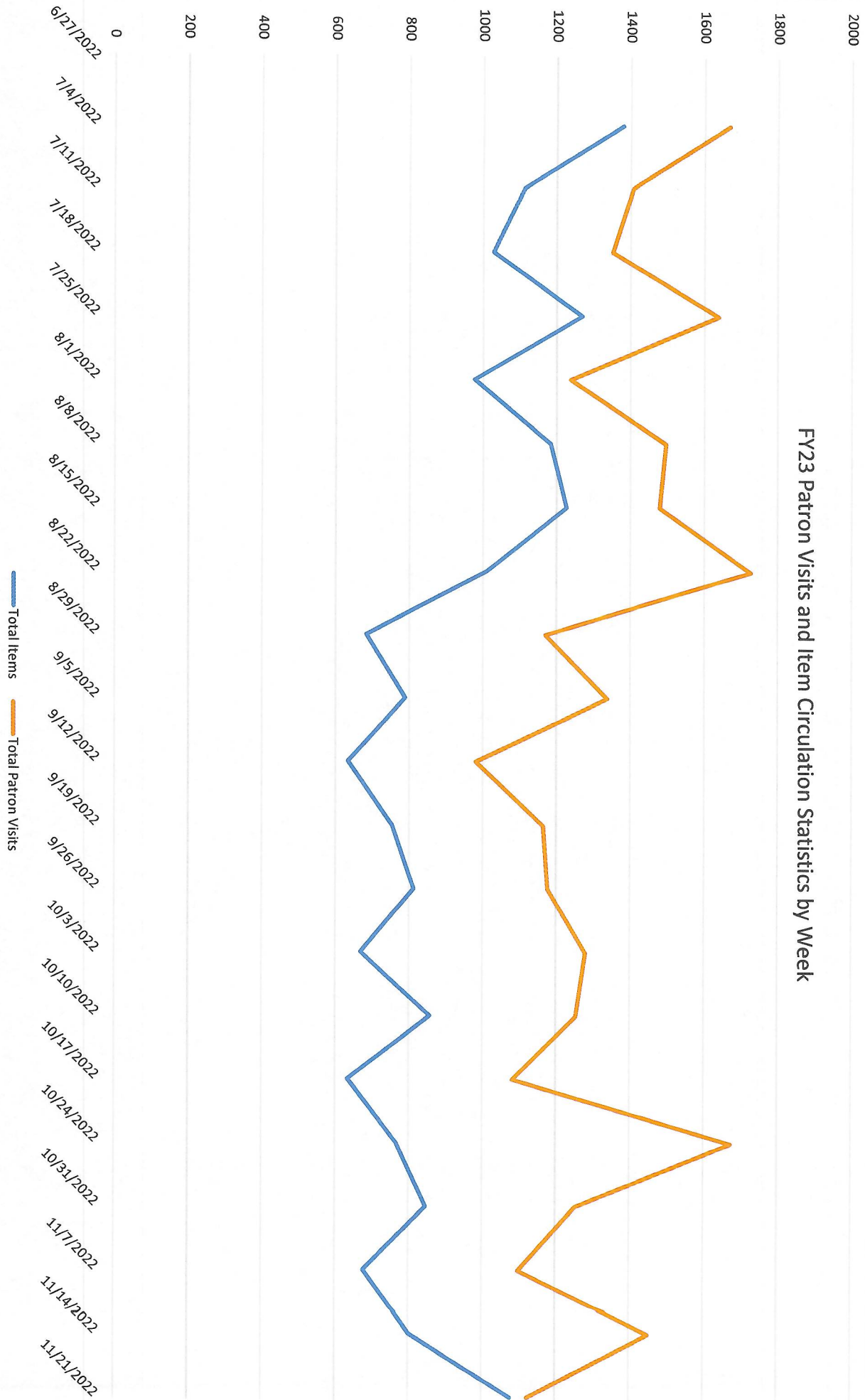


Solon Public Library October 2022 Program Summary

	A	B	C	D	E	F	H	I
1	Title	Age	Type	Platform	Site	Category	In-person	Virtual
2	Adult Game Night	Adult (Ages 19+)	In Person		On Site	Adult Programs	8	0
3	Book Club	Adult (Ages 19+)	Combo in Person / Live Vir		On Site	Adult Programs	8	1
4								
5	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	19	0
6	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	21	0
7	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	18	0
8	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	17	0
9	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	25	0
10	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	19	0
11	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	19	0
12	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	18	0
13	Chair Yoga	Adult (Ages 19+)	In Person		On Site	Adult Programs	17	0
14						Total Participation	173	
15	Coffee & Conversations	Adult (Ages 19+)	In Person		On Site	Adult Programs	13	0
16	Coffee & Conversations	Adult (Ages 19+)	In Person		On Site	Adult Programs	10	0
17	Coffee & Conversations	Adult (Ages 19+)	In Person		On Site	Adult Programs	12	0
18	Coffee & Conversations	Adult (Ages 19+)	In Person		On Site	Adult Programs	13	0
19						Total Participation	48	
20	Cookbook Club	Adult (Ages 19+)	In Person		On Site	Adult Programs	9	0
21	DIY Night	Adult (Ages 19+)	In Person		On Site	Adult Programs	9	0
22	Family History	Adult (Ages 19+)	In Person		On Site	Adult Programs	8	0
23	Family History	Adult (Ages 19+)	In Person		On Site	Adult Programs	9	0
24	Family History	Adult (Ages 19+)	In Person		On Site	Adult Programs	7	0
25	KNIT LIT	Adult (Ages 19+)	In Person		On Site	Adult Programs	5	0
26	Local Libraries Lit - Ann Patchett	Adult (Ages 19+)	Live Virtual	Other	Virtual	Adult Programs	0	0
27	Trivia Night	Adult (Ages 19+)	Combo in Per:	Zoom	On Site	Family	19	0
28								
29	1 000 Books Before Kindergarten	Children (Ages 0-5)	Passive Program		Passive		3	0
30								
31	Fall Baby Time	Children (Ages 0-5)	In Person		On Site	Baby Time	10	0
32	Fall Baby Time	Children (Ages 0-5)	In Person		On Site	Baby Time	17	0
33	Fall Baby Time	Children (Ages 0-5)	In Person		On Site	Baby Time	8	0
34	Fall Baby Time	Children (Ages 0-5)	In Person		On Site	Baby Time	9	0
35						Total Participation	44	
36	Storytime - Red Apples	Children (Ages 0-5)	In Person		On Site	Story time	17	0
37	Storytime - Yellow Leaves	Children (Ages 0-5)	In Person		On Site	Story time	16	0
38	Storytime - Brown Bears	Children (Ages 0-5)	In Person		On Site	Story time	21	0
39	Storytime - Orange Jack-O-Lanterns	Children (Ages 0-5)	In Person		On Site	Story time	26	0
40						Total Participation	80	
41	BAM POW - Make It: Masks	Children (Ages 6-11)	In Person		On Site	BAM POW	31	0
42	BAM POW - Play It: Halloween BINGO	Children (Ages 6-11)	In Person		On Site	BAM POW	57	0
43	BAM POW - Build It: Construction Challenge	Children (Ages 6-11)	In Person		On Site	BAM POW	45	0
44						Total Participation	133	
45	Community Focus Group	General Interest	In Person		On Site	Adult Programs	13	0
46	Family Fun Night	General Interest	In Person		Off Site	Family	20	0
47	Great Pumpkin Decorating Contest	General Interest	In Person		Passive	Family	46	0
48	Trunk or Treat	General Interest	In Person		Off Site	Family	1009	0
49	October Coloring Challenge	General Interest	Passive Program		Passive	Family	43	0
50	October Let's Go LEGO! - Halloween Fun!	General Interest	Passive Program		Passive		10	0
51								
52	October Manga Me	Young Adult (Ages 12-18)	Passive Program		Passive	Teen Program	5	0
53	Teen Kahoot	Young Adult (Ages 12-18)	In Person		On Site	Teen Program	6	0
54	Teen Outdoor Games	Young Adult (Ages 12-18)	In Person		On Site	Teen Program	10	0
55	Teen: Chopped	Young Adult (Ages 12-18)	In Person		On Site	Teen Program	9	0
56	Your Space	Young Adult (Ages 12-18)	In Person		On Site	Teen Program	11	0
57	Your Space	Young Adult (Ages 12-18)	In Person		On Site	Teen Program	10	0
58	Your Space	Young Adult (Ages 12-18)	In Person		On Site	Teen Program	10	0
59	Your Space	Young Adult (Ages 12-18)	In Person		On Site	Teen Program	12	0
60						Total Participation	73	

Solon Public Library

FY23 Patron Visits and Item Circulation Statistics by Week



Patron PC Logins by Day and Hour

Dates: Saturday October 1, 2022 - Monday October 31, 2022 Times: 9:00am to 7:00pm

Date	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	7pm	Total	Avg	Min	Max	Med	Mode	Std Dev
Sat Oct 1	0	0	1	0	0	0	0	5	0	0	0	6	1	0	0	0	0	2
Sun Oct 2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Oct 3	0	1	3	1	0	0	2	2	2	0	0	11	1	0	3	1	0	1
Tue Oct 4	0	0	1	0	0	0	3	0	0	0	0	4	0	0	3	0	0	1
Wed Oct 5	0	0	1	1	0	0	3	5	0	0	0	10	1	0	5	0	0	2
Thu Oct 6	0	3	0	0	0	13	4	2	1	1	0	24	2	0	13	1	0	4
Fri Oct 7	0	2	2	0	3	1	2	2	0	0	0	12	1	0	3	1	0	1
Sat Oct 8	0	1	1	1	4	0	0	2	0	0	0	9	1	0	4	0	0	1
Sun Oct 9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Oct 10	0	0	0	1	0	1	3	0	2	0	0	7	1	0	3	0	0	1
Tue Oct 11	1	0	0	0	1	1	1	3	0	1	0	8	1	0	3	1	1	1
Wed Oct 12	0	0	0	1	0	1	2	4	0	0	0	8	1	0	4	0	0	1
Thu Oct 13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fri Oct 14	0	0	0	0	0	1	1	0	0	0	0	2	0	0	1	0	0	0
Sat Oct 15	0	0	2	0	0	1	1	0	0	0	0	4	0	0	2	0	0	1
Sun Oct 16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Oct 17	2	2	0	0	1	0	1	1	2	0	0	9	1	0	2	1	0	1
Tue Oct 18	0	0	1	0	0	0	0	1	1	0	0	3	0	0	1	0	0	1
Wed Oct 19	2	0	0	0	0	1	2	3	3	0	0	11	1	0	3	0	0	1
Thu Oct 20	0	0	0	0	1	16	16	2	2	1	0	36	3	0	16	0	0	6
Fri Oct 21	2	0	0	0	0	0	0	1	0	0	0	3	0	0	2	0	0	1
Sat Oct 22	0	0	5	1	2	3	0	0	0	0	0	11	1	0	5	0	0	2
Sun Oct 23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Oct 24	1	0	2	0	0	1	2	1	0	0	0	7	1	0	2	0	0	1
Tue Oct 25	1	1	0	0	0	1	0	4	3	1	0	11	1	0	4	1	0	1
Wed Oct 26	1	0	0	0	0	0	5	5	3	0	0	14	1	0	5	0	0	2
Thu Oct 27	1	2	1	1	5	24	8	1	0	0	0	43	4	0	24	1	1	7
Fri Oct 28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sat Oct 29	1	1	0	0	0	2	0	1	0	0	0	5	1	0	2	0	0	1
Sun Oct 30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Oct 31	1	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0
Total	13	13	20	7	17	67	61	40	18	3	0	259						
Average	0.4	0.4	0.6	0.2	0.5	2.2	2	1.3	0.6	0.1	0							
Minimum	0	0	0	0	0	0	0	0	0	0	0							
Maximum	2	3	5	1	5	24	16	5	3	1	0							
Median	0	0	0	0	0	0	1	1	0	0	0							
Mode	0	0	0	0	0	0	0	0	0	0	0							
Standard Dev	0.7	0.8	1.1	0.4	1.2	5.3	3.2	1.5	1	0.3	0							

October

In October, 211 unique patrons used your library WiFi. On average, these patrons visited to use the WiFi on just under 3 individual days.



Change from prior month
485 ↓ **-5.46%**

Monthly Sessions



448 ↓ **-3.45%**

Total Visits



211 ↓ **-5.8%**

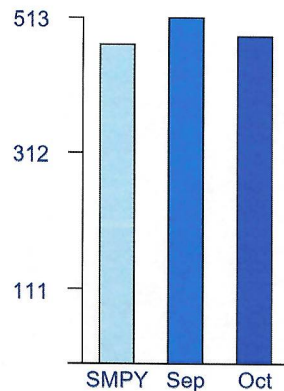
Unique Visitors



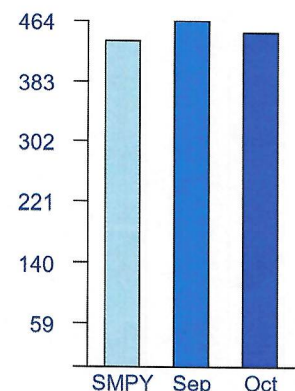
2.12 ↑ **2.42%**

Average Return Rate

Total Monthly Session Count

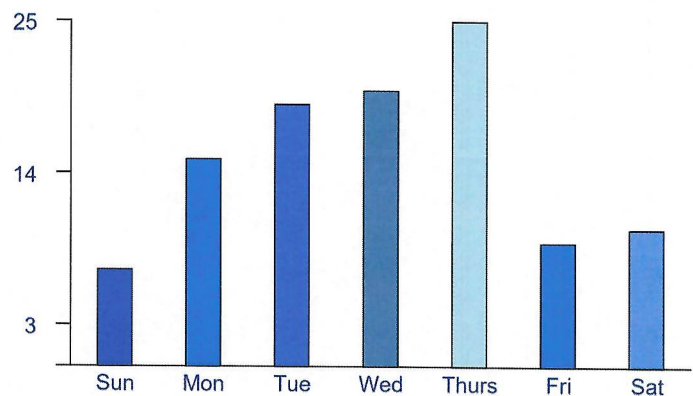


Total Monthly Visits

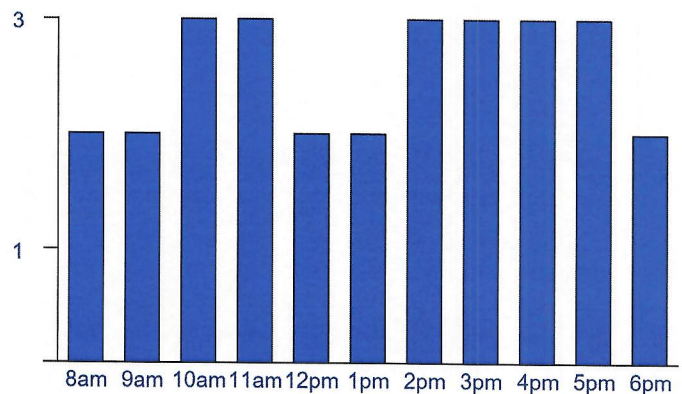


*SMPY: Same Month Prior Year

Average Daily Visits



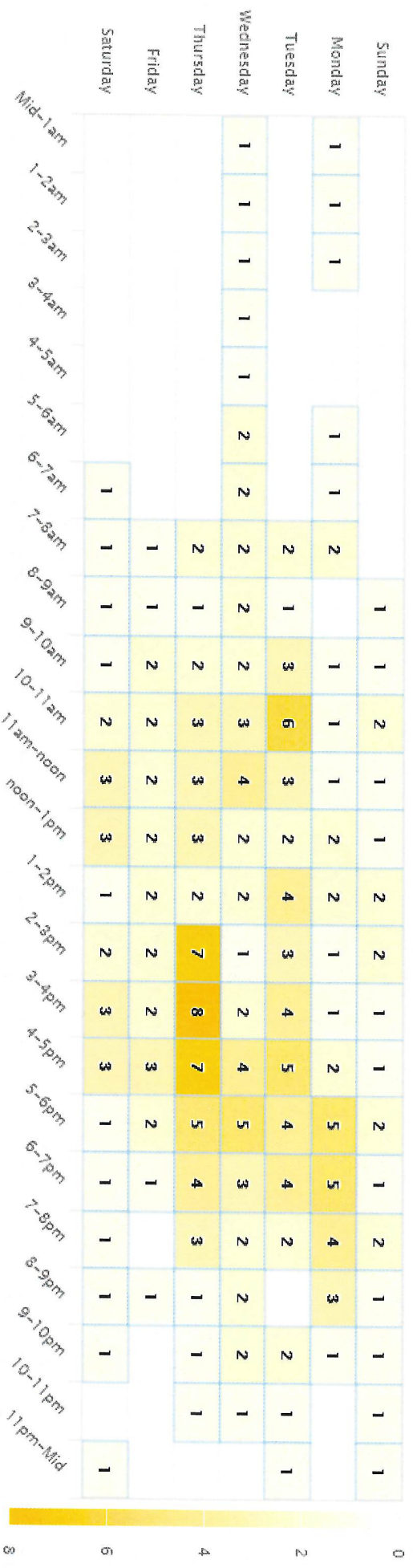
Average Peak Hourly



Average Usage

10/01/2022 - 10/31/2022

Busiest Hour	Least Busy	Hourly Average
8	1	2
Thursdays at 3 PM	Saturdays at 6 AM	



10/01/2022 - 10/31/2022

Solon Library Bills for November , 2022

Starting balance from Expenditure Report dated 11/23/22

			Monthly Avg
From Dues, Membership & Magazines (62100)	\$ 286.12		
ALA Membership (Visa)	\$ 118.00		
Total Spent	\$ 118.00	\$	70.83
Remaining Balance	\$ 168.12		
 From Travel and Conference (62400)	 \$ (171.50)		
Total Spent	\$ -	\$	62.50
Remaining Balance	\$ (171.50)		
 From Building Maintenance (63100)	 \$ (6,429.52)		
\$5,000 allocated for reserve funds	\$ 5,000.00		Hidden balance for reserves
Total Spent	\$ -	\$	416.67
Remaining Balance	\$ (11,429.52)		
 From Org Vehicle/Equipment Maint AC (63320)	 \$ (795.01)		
Amazon, HDMI display cable (Visa)	\$ 7.59		
Amazon, Anker 4-port USB data hub (Visa)	\$ 16.19		
Total Spent	\$ 23.78	\$	466.67
Remaining Balance	\$ (818.79)		
 From Utilities (63710)	 \$ 8,899.67		
Alliant Energy	\$ 12.26		
Mid-American	\$ 60.68		
Total Spent	\$ 72.94	\$	750.00
Remaining Balance	\$ 8,826.73		
 From Telephone/Internet (63730)	 \$ 3,719.43		
ICN inv#21868349	\$ 188.00		
Southslope inv#10348909	\$ 151.03		
Total Spent	\$ 339.03	\$	425.00
Remaining Balance	\$ 3,380.40		
 From Data Bases (63731)	 \$ 1,172.24		
Total Spent	\$ -	\$	208.33
Remaining Balance	\$ 1,172.24		
 From Publishing (64140)	 \$ 600.00		
Copyworks, Winter Library Challenge flyers inv#77537	\$ 580.00		
Woodward Community Media, Youth Services Ad, Survey Ad, inv#49516	\$ 92.00		
Total Spent	\$ 672.00	\$	50.00
Remaining Balance	\$ (72.00)		

From Educational Program (64340)	\$ 7,356.92	\$ 1,179.17
Zoom inv#172945668 (Visa)	\$ 16.04	
Zoetic Gift Card (Employee Reimbursement)	\$ 10.00	
Eat Shop Gift Card (Employee Reimbursement)	\$ 20.00	
Sam's Mainstreet Market, program prizes (Employee Reimbursement)	\$ 6.05	
HyVee, adult program supplies (Employee Reimbursement)	\$ 68.72	
Wilson's Orchard, program prizes (Employee Reimbursement)	\$ 20.60	
Walmart, adult program supplies (Employee Reimbursement)	\$ 14.73	
Jeanne St. Christian, Speaker's fee Family History program inv#1	\$ 100.00	
Lily Smith, Substitute Storytime November inv#StoryNOV22	\$ 216.00	
Amazon, teen program supplies (Visa)	\$ 10.99	
Amazon, WLC program supplies (Visa)	\$ 4.99	
Amazon, Trivia prize (Visa)	\$ 25.00	
Amazon, adult program supplies (Visa)	\$ 10.00	
Amazon, gingerbread supplies (Visa)	\$ 6.99	
Amazon, youth program supplies (Visa)	\$ 11.79	
Aldi, gingerbread supplies (Visa)	\$ 7.96	
Aldi, gingerbread supplies (Visa)	\$ 32.76	
Dairy Queen, teen program supplies (Visa)	\$ 10.00	
Fun Express, youth program supplies (Visa)	\$ 53.96	
JoAnn, gingerbread supplies (Visa)	\$ 77.51	
Amazon, scratch off stickers WLC supplies (Visa)	\$ 109.99	
Sam's Mainstreet Market, teen program supplies (Visa)	\$ 44.26	
Target, gingerbread supplies (Visa)	\$ 20.18	
Target, gingerbread supplies (Visa)	\$ 20.64	
Target, gingerbread supplies (Visa)	\$ 48.23	
Target, gingerbread supplies (Visa)	\$ 11.94	
Target, gingerbread supplies (Visa)	\$ 12.80	
Walgreens, gingerbread supplies (Visa)	\$ 19.65	
Total Spent	\$ 1,011.78	\$ 1,179.17
Remaining Balance	\$ 6,345.14	

From Library Books (65020)	\$ 12,647.30
Baker & Taylor Inv#2037073585	\$ 41.55
Baker & Taylor Inv#2037090970	\$ 464.73
Baker & Taylor Inv#2037094017	\$ 173.95
Baker & Taylor Inv#2037101121	\$ 38.19
Baker & Taylor Inv#2037128917	\$ 358.07
Baker & Taylor Inv#2037134817	\$ 91.49
Baker & Taylor Inv#2037147432	\$ 193.96
Baker & Taylor Inv#2037150736	\$ 111.12
Cengage Learning Inv#79520526	\$ 28.69
Cengage Learning Inv#79646718	\$ 28.69
Amazon, 5 books (Visa)	\$ 85.16
Amazon, 1 book (Visa)	\$ 14.12
Amazon, 1 book (Visa)	\$ 16.84
Amazon, 1 book (Visa)	\$ 7.50
Amazon, 1 book (Visa)	\$ 23.99

Amazon, 1 book (Visa)	\$	17.99		
Thrift Books, 2 books (Visa)	\$	14.57		
Thrift Books, 1 book (Visa)	\$	9.40		
Thrift Books, 1 book (Visa)	\$	17.32		
Total Spent	\$	1,737.33	\$	1,875.00
Remaining Balance	\$	10,909.97		
From Library Video Materials (65030)	\$	3,545.09		
Baker & Taylor inv#H62699150	\$	11.89		
Baker & Taylor inv#H62827130	\$	40.58		
Baker & Taylor inv#H62915090	\$	55.97		
Baker & Taylor inv#H62985080	\$	20.99		
Baker & Taylor inv#H63004330	\$	4.19		
MicroMarketing inv#906255	\$	20.98		
Amazon, 1 DVD (Visa)	\$	24.19		
Amazon, 1 DVD (Visa)	\$	13.99		
Amazon, 2 DVDs (Visa)	\$	10.97		
Total Spent	\$	203.75	\$	404.17
Remaining Balance	\$	3,341.34		
From Library Audio Materials (65040)	\$	3,222.16		
Baker & Taylor Inv#2037094017	\$	52.25		
Baker & Taylor Inv#2037128917	\$	22.00		
Amazon, 2 audiobooks (Visa)	\$	58.57		
Amazon, 1 audiobooks (Visa)	\$	29.30		
Total Spent	\$	132.82	\$	416.67
Remaining Balance	\$	3,089.34		
From Puzzles, Puppet Kits (65050)	\$	626.51		
Amazon, memory card Library of Things (Visa)	\$	8.27		
Total Spent	\$	8.27	\$	100.00
Remaining Balance	\$	618.24		
From Operating Supplies (65070)	\$	1,452.74		
DEMCO, book tape, inv#7208504 (Visa)	\$	65.00		
Storey Kenworthy, copy paper inv#PINV1046758	\$	40.99		
Staples, wite-out (Visa)	\$	5.82		
Total Spent	\$	111.81	\$	541.67
Remaining Balance	\$	1,340.93		
From Postage and Shipping (65080)	\$	696.02		
Open Access book return to Canada (Visa)	\$	26.05		
Total Spent	\$	26.05	\$	75.00
Remaining Balance	\$	669.97		
From Supplies (65990)	\$	170.02		
Total Spent	\$	-	\$	20.83
Remaining Balance	\$	170.02		

From Office Equipment (67250) \$ 2,448.93 \$ 333.33

Total Spent \$ - \$ 333.33
Remaining Balance \$ 2,448.93

EXPENDITURE REPORT

City of Solon

For the Period: 7/1/2022 to 11/30/2022

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 001 - GENERAL FUND							
Expenditures							
Dept: 4410 LIBRARY SERVICES							
60100 SALARIES	214,987.00	214,987.00	86,156.87	12,244.42	0.00	128,830.13	40.1
61100 FICA SOCIAL SECURITY	16,447.00	16,447.00	6,574.80	933.76	0.00	9,872.20	40.0
61300 IPERS	20,295.00	20,295.00	7,950.39	1,155.89	0.00	12,344.61	39.2
61500 EMPLOYEE GROUP INSURANCE/ANNUI	21,174.00	21,174.00	0.00	0.00	0.00	21,174.00	0.0
62100 DUES, MEMBERSHIPS & MAGAZINE S	850.00	850.00	563.88	76.98	0.00	286.12	66.3
62400 TRAVEL AND CONFERENCE	750.00	750.00	921.50	24.00	0.00	-171.50	122.9
63100 BUILDING MAINTENANCE	10,000.00	10,000.00	16,590.50	680.98	0.00	-6,590.50	165.9
63320 ORG VEHICLE/EQUIPMENT MAINT AC	5,600.00	5,600.00	6,395.01	2,036.39	0.00	-795.01	114.2
63710 UTILITIES	9,000.00	9,000.00	173.27	72.94	0.00	8,826.73	1.9
63730 TELEPHONE/INTERNET	5,100.00	5,100.00	1,719.60	339.03	0.00	3,380.40	33.7
63731 DATA BASES	2,500.00	2,500.00	1,327.76	393.98	0.00	1,172.24	53.1
64080 INSURANCE	13,425.00	13,425.00	0.00	0.00	0.00	13,425.00	0.0
64140 PUBLISHING	600.00	600.00	0.00	0.00	0.00	600.00	0.0
64340 EDUCATIONAL PROGRAM	14,150.00	14,150.00	6,793.08	1,091.69	0.00	7,356.92	48.0
65020 LIBRARY BOOKS	22,500.00	22,500.00	9,852.70	3,961.69	0.00	12,647.30	43.8
65030 LIBRARY VIDEO MATERIALS	4,850.00	4,850.00	1,304.91	275.94	0.00	3,545.09	26.9
65040 LIBRARY AUDIO MATERIALS	5,000.00	5,000.00	1,777.84	610.42	0.00	3,222.16	35.6
65050 PUZZELS, PUPPET KITS	1,200.00	1,200.00	573.49	125.97	0.00	626.51	47.8
65070 OPERATING SUPPLIES	6,500.00	6,500.00	5,047.26	330.30	0.00	1,452.74	77.7
65080 POSTAGE AND SHIPPING	900.00	900.00	203.98	15.80	0.00	696.02	22.7
65990 SUPPLIES	250.00	250.00	79.98	29.98	0.00	170.02	32.0
67250 OFFICE EQUIPMENT	4,000.00	4,000.00	1,543.70	104.89	0.00	2,456.30	38.6
LIBRARY SERVICES	380,078.00	380,078.00	155,550.52	24,505.05	0.00	224,527.48	40.9
Expenditures	380,078.00	380,078.00	155,550.52	24,505.05	0.00	224,527.48	40.9
Grand Total Net Effect:	-380,078.00	-380,078.00	-155,550.52	-24,505.05	0.00	-224,527.48	

EXPENDITURE REPORT

City of Solon

Page: 1
11/23/2022
7:50 am

For the Period: 7/1/2022 to 11/30/2022	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 031 - TRUST & AGENCY LIBRARY							
Expenditures							
Dept: 4411 TRUST & AGENCY LIBRARY BLDG TR							
64340 EDUCATIONAL PROGRAM	500.00	500.00	0.00	0.00	0.00	500.00	0.0
65020 LIBRARY BOOKS	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
65030 LIBRARY VIDEO MATERIALS	500.00	500.00	0.00	0.00	0.00	500.00	0.0
65040 LIBRARY AUDIO MATERIALS	500.00	500.00	0.00	0.00	0.00	500.00	0.0
67270 OTHER CAPITAL EQUIPMENT	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
TRUST & AGENCY LIBRARY BLDG TR	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00	0.0
Expenditures	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00	0.0
Grand Total Net Effect:	-10,500.00	-10,500.00	0.00	0.00	0.00	-10,500.00	

**Solon Public Library Foundation - Solon State Bank
Treasurer's Report
November 16, 2022**

Beginning Balance		\$ 20,937.01
Income:		
	Ck #1242 -Thank to Betty Croy family-Woodward Community Media	\$ (25.00)
Expenses:		
	Stamps Ck. #1210	
Ending Balance		\$ 20,912.01

**Solon Public Library Foundation - Greenstate
Treasurer's Report
November 16, 2022**

Beginning Balance

\$ -

Income:

Expenses:

Ending Balance

\$ -

Savings Balance

\$ 5.54

**Solon Public Library Foundation Scholarship Account
Treasurer's Report
November 16, 2022**

Beginning Balance

\$ 1,000.00

Income:

Expenses:

Ending Balance

\$ 1,000.00

Solon Public Library Foundation - Community Foundation of Johnson County
Endowment Fund
July 28, 2022 through October 31, 2022

Beginning Balance		\$	-	
<u>Income/Contrib</u>				
	Initial Donation from Library Foundation 7/28/2022	\$	25,000.00	
	Interest and Dividends	\$	100.56	
Total Income/Contrib		\$	25,100.56	
<u>Gain/(Loss)</u>				
	Unrealized-Gain/ (Loss)	\$	(1,238.41)	
	Realized-Gain/ (Loss)	\$	(228.57)	
Total Gain/(Loss)		\$	(1,466.98)	
Balance Before Exp.		\$	23,633.58	-5.47%
<u>Expenses</u>				
	Administrative Fee	\$	(54.49)	
	Investment Mgt. Fee	\$	(18.98)	
Total Fund Expenses		\$	(73.47)	
Ending Balance		\$	23,560.11	-5.76%

**SOLON PUBLIC LIBRARY
STRATEGIC PLANNING
Community Meeting #1
October 9, 2022**

Becky started the meeting by asking participants to introduce themselves with a story about their connection with a library. She explained they were all chosen as a representative of a particular group and she asked them to keep those residents in mind as they worked. She talked about the process of The Public Library Association's Planning models and stated they would be using a combination of the 2008 version "Strategic Planning for Results" and the 2021 version "Strategic Planning for Public Libraries." She emphasized they would not be talking about the library at this first meeting, but would be envisioning a future for the City of Solon. The group started by listing their aspirations/visions for the city. Then participants considered the strengths and weaknesses of the City of Solon. This led to a list of "needs", which will form the basis for the next meeting, to determine the "library service responses" as outlined in the Strategic Planning for Results model.

OUTCOMES

ASPIRATIONS/VISIONS

Bike lanes
Curb, gutter, sidewalks everywhere
Things for teens to do
Solon History Center
Swimming Pool
Good communication from city
Things for middle schoolers to do
Outstanding traffic control
City events that bring people together
Outside space for schools
Consumer science classes for young adults
College/university extension classes in town
Better Infrastructure: water, sewer,
Activities for everyone-ice skating, roller skating, community theatre, movies,
Affordable, quality childcare
Children's museum with hands on activities
Dog parks
Affordable housing
Newspaper (or other form of community information)
Community center
Farmer's market
Close knit community
Welcoming to all (especially diverse newcomers)
Industry
Great library
Skate park
Lots of green spaces that are accessible to all
A wide variety of small, local businesses

STRENGTHS

+

Newspaper
Growing tax base
Growing population
Good schools
Good library
Increasing diversity in local businesses
Dog park
Nature and recreation opportunities: walking and biking trails, tennis courts, ball diamonds, soccer fields, Lake McBride
Quality childcare
Active churches
Restaurants
Medical services: pharmacy, dentist, physical therapy, clinic, vet,
First responders and fire department
Care Center
Stoplights
Grocery store
Safe community
Senior support services
Tourism
Strong music and arts programs
Strong athletics programs
Walkable
Downtown parking
High School Fine Arts Center

NEEDS OR NEW CONDITIONS

Need more things to do in order to build community (that aren't food related): block parties, Christmas market, farmer's market,
Not enough childcare
Volunteer city council with not enough time or knowledge
Need more paid city staff
More affordable housing, especially rentals
Too small of a tax base, need more industry to grow
More diversity of small/local businesses
Improve road safety and traffic flow
Improved infrastructure: water, sewer, sidewalks,
Better use of fine arts center
Need urgent care clinic
More parks and green space
Need to better understand (and be aware of) state priorities, in order to better the relationship between the city and the state
Sustainability
More law enforcement
Mental health facilities
Need improved communication city wide: school, city, organizations, services, churches, businesses,
Need a way to welcome newcomers to the community
Find a way to keep our close-knit community

PLA STRATEGIC PLANNING FOR RESULTS c2008

SERVICE RESPONSES

Be an Informed Citizen: Local, National, and World Affairs

Residents will have the information they need to support and promote democracy; fulfill their civic responsibilities at the local, state, and national levels; and fully participate in community decision-making.

Build Successful Enterprises: Business and Non-profit Support

Business owners and non-profit organization directors and their managers will have the resources they need to develop and maintain strong, viable organizations.

Celebrate Diversity: Cultural Awareness

Residents will have programs and services that promote appreciation and understanding of their personal heritage and the heritage of others in the community.

Connect to the Online World: Public Internet Access

Residents will have high-speed access to the digital world with no unnecessary restrictions or fees to ensure that everyone can take advantage of the ever-growing resources and services available through the Internet.

Create Young Readers: Early Literacy

Children from birth to age five will have programs and services designed to ensure that they will enter school ready to learn to read, write, and listen.

Discover Your Roots: Genealogy and Local History

Residents and visitors will have the resources they need to connect the past with the present through their family histories and to understand the history and traditions of the community.

Express Creativity: Create and Share Content

Residents will have the services and support they need to express themselves by creating original print, video, audio, or visual content in a real-world or online environment.

Get Facts Fast: Ready Reference

Residents will have someone to answer their questions on a wide array of topics of personal interest.

Know Your Community: Community Resources and Services

Residents will have a central source for information about the wide variety of programs, services, and activities provided by community agencies and organizations.

Learn to Read and Write: Adult, Teen, and Family Literacy

Adults and teens will have the support they need to improve their literacy skills in order to meet their personal goals and fulfill their responsibilities as parents, citizens, and workers.

Make Career Choices: Job and Career Development

Adults and teens will have the skills and resources they need to identify career opportunities that suit their individual strengths and interests.

Make Informed Decisions: Health, Wealth, and Other Life Choices

Residents will have the resources they need to identify and analyze risks, benefits, and alternatives before making decisions that affect their lives.

Satisfy Curiosity: Lifelong Learning

Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives.

Stimulate Imagination: Reading, Viewing, and Listening For Pleasure

Residents who want materials to enhance their leisure time will find what they want when and where they want them and will have the help they need to make choices from among the options.

Succeed in School: Homework Help

Students will have the resources they need to succeed in school.

Understand How to Find, Evaluate, and Use Information: Information Fluency

Residents will know when they need information to resolve an issue or answer a question and will have the skills to search for, locate, evaluate, and effectively use information to meet their needs.

Visit a Comfortable Place: Physical and Virtual Spaces

Residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.

Welcome to the United States: Services for New Immigrants

New immigrants will have information on citizenship, English Language Learning (ELL), employment, public schooling, health and safety, available social services, and any other topics they need to participate successfully in American life.

**Solon Public Library
Strategic Planning
Community Meeting #2
November 13, 2022**

Attendees:

Becky Heil, State Library of Iowa
Liz King, Director
Bob King
Dawn Posekany
Art Tellin
Sandy Hanson
Marilyn Hanson
Melissa Meisterheim
Cora Sutton
Kaleb Burkum
Jackie Nemecek, Board
Megan Richardson, staff

Becky Heil reviews meeting objectives, agenda, and outcomes from the October 9th meeting.

Liz King presents SPL Facts and Data.

Largest population is 10-14 yr olds.

Resources, programs, services, provided by the Library.

Becky Heil: Strategic Planning for Results
Goals and Objectives

Dawn: **Visit a Comfortable Place:** a place that people gather and enjoy together (sense of community)

Bob: **Know your community,** community resources and services

Jackie: rural residents would like info where they can get services that will come to their area.

Bob: **Satisfy Curiosity: Lifelong learning,** education, participate and grow in the community

Marilyn: **Build successful enterprise,** bring in industry

Jackie: **create young learners** (science, tech, math, reading, writing) birth to 5

Becky: also pull into lifelong learning?

Bob: start a habit at a young age that the library is a place to go for learning

Megan: **be an informed citizen** (know the events, communication from all area)

Art: what is the library doing for seniors? Why not more? While Sandy is doing all the senior programming? Growing senior needs?

Sandy: we spoke with Cami to get a community center going, but Cami suggested a senior center would be best. Without her/city help. Can we combine the senior center with the library and the history center? Have displays, speakers, history, for seniors.

Jackie: fits under "**visit a comfortable space**"

Becky: fits into a close knit community.

Marilyn: why can't we use the basement? (Liz explained)

Art: Library expansion? (Visit a comfortable space)

Dawn: **Celebrating Diversity**, introduce diversity (age as well) involve seniors with younger programs.

Bob: Welcome newcomers to the community.

Liz: **Career choices** (10-14 yr old group)

Jackie: **Discover your roots** (thinking of rural residents) Solon used to be a community of Czech (some Irish) there are century farms, farms turned their traditional family farms into business opportunities (Kroul Farms, Dan & Debbie's) old churches, schools, natural resources, (broader than genealogy)

Bob: understand the history, share with newcomers, welcome them into community

Sandy: Cami suggested a senior coordinator/library staff person to do senior programs.

Ideas

Melissa: exposure to the arts. Utilizing the CFA.

Dawn: Is the staff transportable - go to the kids? The lobby of the CFA for kids activities?

Jackie: is it the library's job to pay for these items?

Becky: This is a great opportunity to look at the need for funding, work study? Interns? Until the community agrees the need for funding is there - it's not going to happen.

Jackie: Social worker.

Bob: the library is the hub of the community - make it explicit and stated by the city?

Jackie: include it in the intro to the long range plan.

Sandy: senior center, get the Board of Supervisors to support and see it as an extension of their senior center in Iowa City since it isn't accessible to the solon seniors.

Jackie: all of the new homes being built in the city limits and just outside of limits. (over 300)

We're talking about a lot of new people looking for resources, facilities, and programs.

Cora: businesses that are affordable, clothing, needs, like Stuff, Etc?

Becky: Panels? Local small businesses, City admin share details, small business admin on how to start a businesses.

Bob: No chamber of commerce or main street organizations

Liz: inspire 10-14 yr olds different avenues of learning, ideas for future, options, navigate?

Kaleb: career fair?

Megan: combine local business with career fair and learning?

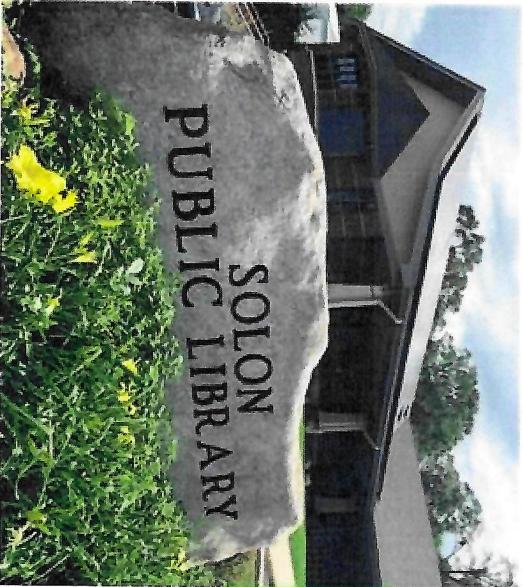
Voting

Top Three

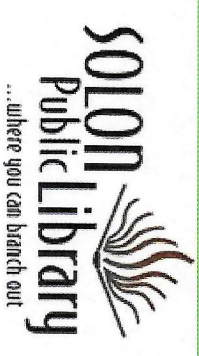
Celebrate Diversity

Know Your Community

Visit a Comfortable Place



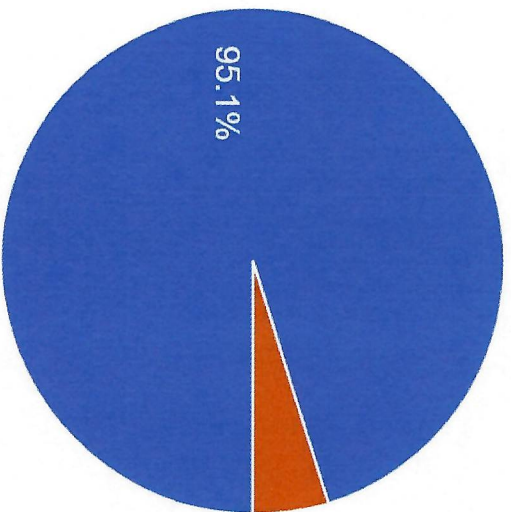
Solon Public Library Survey



September - November 2022

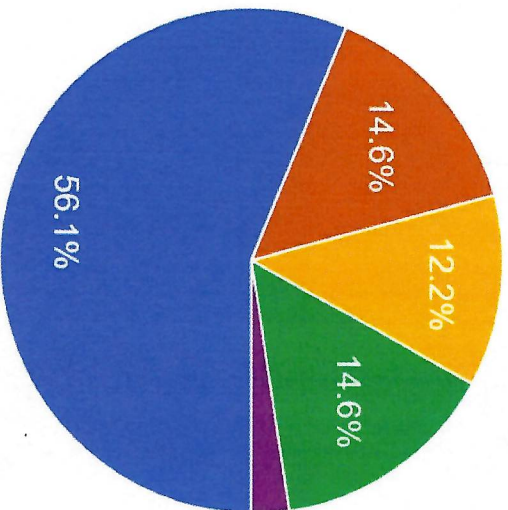
Have you visited the Solon Public Library in the past 6 months?

41 responses



- Yes
- No

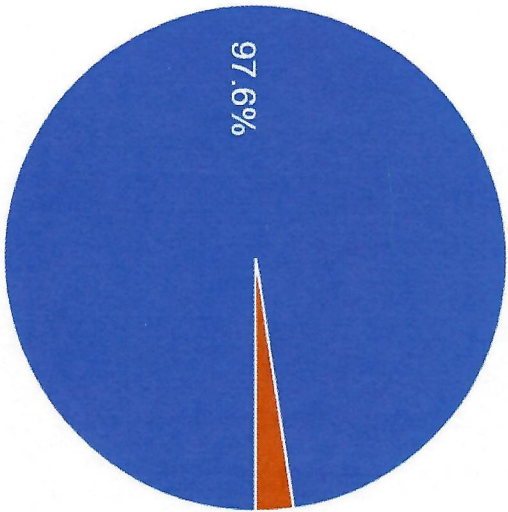
On average, how frequently do you visit the Solon Public Library?
41 responses



- Frequently (3 times a month or more)
- Regularly (1 or 2 times a month)
- Occasionally (5 to 10 times a year)
- Infrequently (1 to 4 times a year)
- Rarely or never (I haven't visited the library in more than a year)

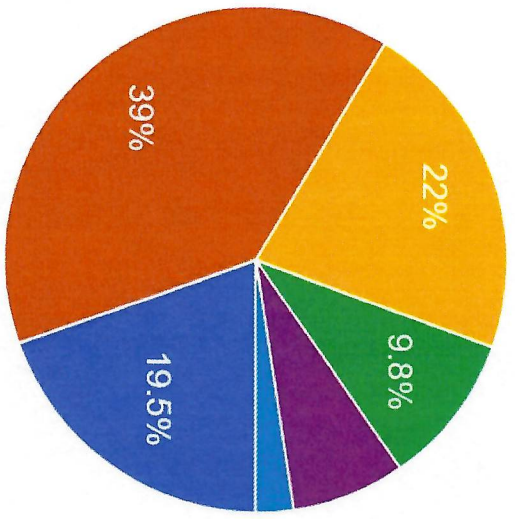
Do you have personal internet access?

41 responses



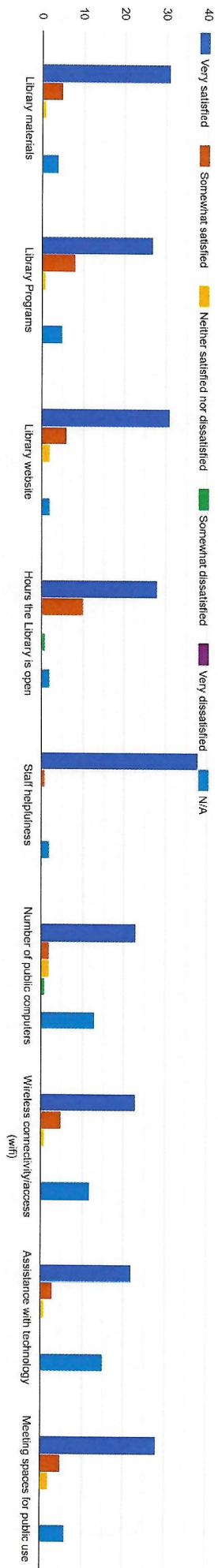
- Yes
- No

How often have you used the Library's website (www.solon.lib.ia.us) in the last month?
41 responses



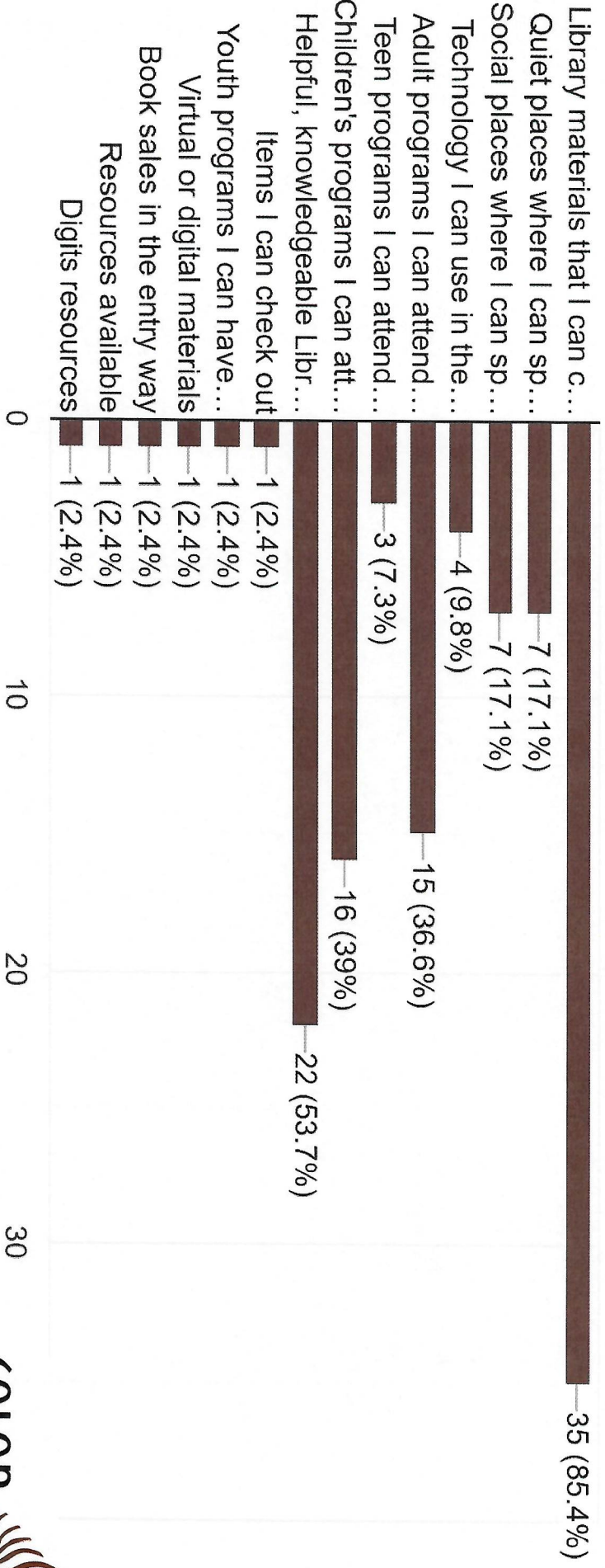
- I have not visited the website in the past month
- 1 - 2 times
- 3 - 5 times
- 6 - 9 times
- 10 - 12 times
- More than 12 times

Rate the following library services. Mark N/A for any you do not use.

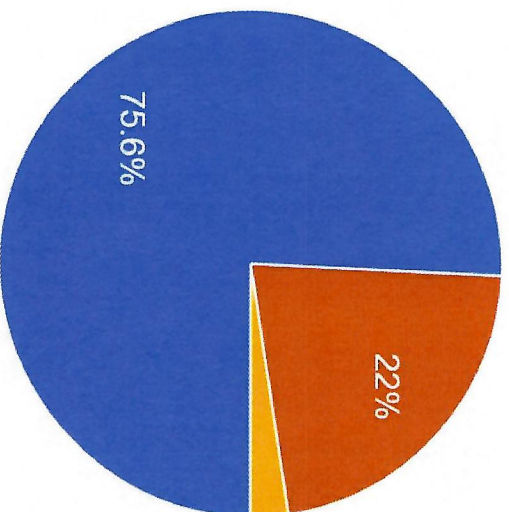


Please check the top three Library services that matter the most to you.

41 responses

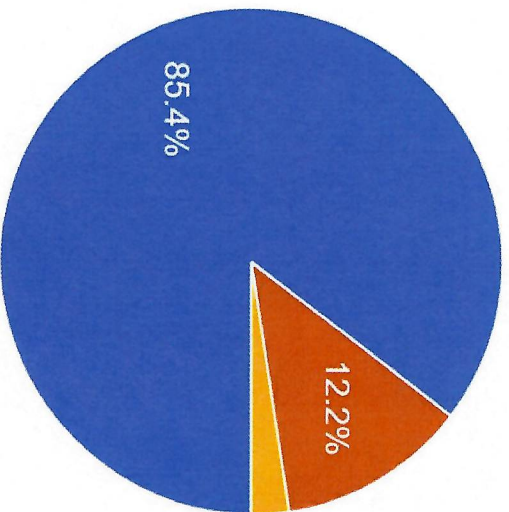


Please complete the following sentence. The Solon Public Library is ...
41 responses



- essential to the quality of life in our community
- very important to the quality of life in our community
- somewhat important to the quality of life in our community
- not very important to the quality of life in our community
- not at all important to the quality of life in our community

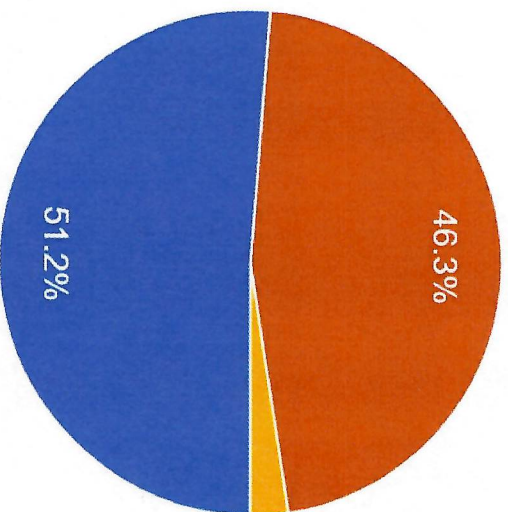
How would you rate your overall satisfaction with the Solon Public Library's services?
41 responses



- Very satisfied ★★★★★
- Somewhat satisfied ★★★★★
- Neither satisfied nor dissatisfied ★★ ★
- Somewhat dissatisfied ★★ ★
- Very dissatisfied ★

Where do you live?

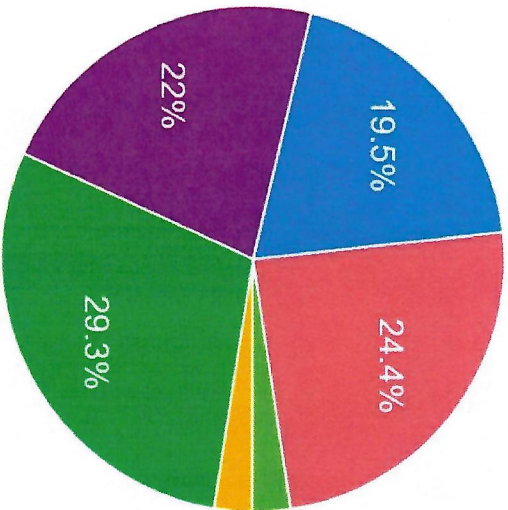
41 responses



- City of Solon (inside city limits, pay city water bill)
- Rural Johnson County (outside Solon city limits)
- Mount Vernon Iowa

What is your age group?

41 responses



- Under 18 years of age
- 18 - 24 years
- 25 - 34 years
- 35 - 44 years
- 45 - 54 years
- 55 - 64 years
- 65 - 74 years
- 75 - 84 years
- 85 years of age or older

Is there anything else you would like to share with us to help us build our new strategic plan?

More engaging and interesting adult programs for active people ages 65 and older. Solon Library seems to offer many programs for kids, teens, young adults and middle age adults. Sadly, Solon Library does not appear to offer near enough programs and activities for community members over age 65.

It is so hard getting adults to attend programs, but I'd like to see more for us.

Expanded ebook and other digital media

I love that the library got solar panels and had a meeting about the process and results. I also love the library of things. Our library is such a fantastic resource for Solon!!

Nothing at this time, I am very satisfied.

There are so many things I love and appreciate about Solon's library. A few of them include great hours, great access to books, friendly staff, engaging children's programs, children's books that celebrate inclusivity and diversity, always new books, useful community events such as garage sale and Halloween costume sale, and so much more!

My only request is that Baby hour be longer than 6 weeks. It would be so nice if it continued on through the winter months, as it is nice to get out of the house in a baby friendly environment, without having to drive far. My baby enjoys the program so much, as do I!

The only reason why I don't come as much as I used to is because of the pandemic. I haven't been back for a while. I plan to start using it again a lot more very soon.

I know that you can't shelve every possible book out there but it's rare for me to find what I need here. I know that inter library loans are an option sometimes but I've also got a membership at the IC library and they usually have it if you don't.

Wish there could be Sunday afternoon open hours!

Joint Meeting - Sunday, October 23, 2022

Attending -

Foundation:	Library Board:	Friends:
Anne Kent-Miller	Sandy Lawrence	John Lamantia
Sandy Phillips	Bill Christenson	Barb Duncan
Bob King	Jen Fetzer	Wayne Wurtzer
Kris Brown	March Sutton	and Library Director, Liz King

The Foundation hosted the meeting this year. Liz King welcomed the group.

Recap of Foundation activities for the year:

- Held the first annual Art Auction which proved very successful. The proceeds are directed toward the purchase of a Computer Lab for the library. Plans are to hold the second annual Art Auction to overlap the Friends March book sale.
- Invested funds with Integrity Financial and the Johnson County Community Foundation.
- Will continue to offer two \$500 scholarships for highschool seniors. In 2023 will add an additional scholarship for library staff to encourage participation in continuing education opportunities.
- Planning the sale of luminaries during the Christmas festivities on Dec. 3rd. Registration forms will be available for additional pickup times. Theme is: Light Up the Holidays!

Recap of Library Board plans and projects:

- The Solar Panels have been providing great savings on the library electric bills. The board is pleased with the results.
 - The front sidewalk had to be redone according to county recommendations. The ADA requirements had been updated in 2016 and the angle of the sidewalk was not compliant. The library was not permitted to be a voting site until this change was made. Luckily the city felt it was important and they paid for the replacement of the sidewalk.
 - The Library Board is looking for three new members: one from the city and two rural representatives.
 - The Library Board is currently working on updating the library's long range plan. The community can respond to an online survey and there will be several focus groups to help evaluate the needs of the community.
- Along with this long range plan, accreditation papers are also due in February of 2023.

Recap of the Friends of the Library activities:

- Recently, long time Friends member and president, Lisa Haugland stepped down as her family has moved to Tiffin. She will be missed!
- The Friends had a much easier end of 2022 as fundraising events can now be held in the library. Kudos to the Friends for working out alternatives as they held their garage sale outside this past year. The puzzle sale was held in the front lobby.
- John, who serves as the Friends treasurer, provided numbers showing income from their various sales.
- Barb reminded us that we can contribute to the Friends through the Amazon Smile program.
- A special book sale is scheduled for November 12th, from 8 to noon, featuring a large donation from the family of Ron Ikan.
- The landscaping “baton” has been passed on from Paul and Bestsy Saupe to Deb Gaddis and several master gardeners.

Comments from the Library Director:

- Liz described the community focus groups which will talk about the strengths and challenges of the Solon community. Then smaller groups will narrow down the list of challenges and talk about how the library may be able to help. Becky Heil, from the State Library is assisting with this process.
- There will be some changes in library staff with Cassie, our Youth Services Librarian leaving in October and Jake, the Teen Services staff member leaving in December. We wish them well.
- Liz described the library participation in Trunk or Treat. The library is also planning a New Year’s Eve Party on Saturday, Dec. 31st from 11:30 - 12:30 with a balloon drop.
- Liz is looking for volunteers to help make gingerbread houses on Sat. afternoon, Dec. 3rd.

We closed the afternoon with a brief discussion on land available for school expansion, a possible community center and future growth of the library.