

Agenda for Solon Library Board Meeting
Monday, May 22, 2023 @6:30 pm

Join Zoom Meeting:

Topic: SPL Board of Trustees Meeting

Time: May 22, 2023 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

- April 24, 2023

Citizen's Speak

Staff Report: Youth Services Librarian, Lily Smith

Committee reports

- Building
- Finance
- Johnson County Liaison
- City Liaison
- Board of Trustees Continuing Education

Directors Report

Approval of Bills

- May 2023

Review of Foundation report (April 2023)

Old Business

- Discussion and action on CD maturing on 5/30/23

New Business

- Staff and Board email transition from State sponsored Silo at mail system
- Board Continuing Education Suggestion:
 - All Iowa Reads Virtual Author Visits [All Iowa Reads](#)
 - FY22 State Library Statistics: [Iowa Public Library](#)

Closed Session Director Evaluation

Next Meeting: **Monday, June 26, 2023 at 6:30 pm**

Adjourn

The Solon Public Library Board

DRAFT Meeting Minutes

April 24, 2023

Call to Order

The regular meeting of the Solon Public Library Board was called to order by *Sutton* at 6:28 p.m.

Present

Sandy Lawrence, March Sutton, Janet Salathiel, Charlene Cosgrove, Cole Gabriel, (City Council Liaison), Liz King (Library Director) Also Present: City Administrator Cami Rasmussen

Absent

Bill Christensen, Jennifer Fetzer, Steve Fisher

Approval of Agenda

The agenda was unanimously approved after a motion to add a CD discussion to New Business.
Sandy/Janet

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.
Sandy/Janet

Citizen's Speak and Correspondence

No citizen's speak or correspondence was received by the board.

Committee Reports

- **Building:** Liz was able to bring attention to the Library's parking lot issue with Scott Kleppe at the weekly City Department Head meeting. Scott Kleppe will contact the city engineer and look at the situation.
- **Finance:** None
- **Johnson County Liaison:** None
- **City of Solon Liaison:** Cole was able to report that the budget has had its final reading and will soon be given to the City Council for approval.
- **Board of Trustees Continuing Education:**
The Keys to the City - Char Cosgrove

Library Director's Report

A written report was included in the Board packet.

Approval of Bills

The Bills were unanimously approved as presented.

Char/Janet

Review of Foundation Report

No report was available pending the Foundation Meeting scheduled on April 26, 2023

Old Business

- **City Employee Handbook:** Liz provided a copy to each of the Board Members of her requests to the Personnel Committee for the Employee Handbook submitted to City Administrator Cami Rasmussen in May 2022 and the changes to be recommended to City Council by the Personnel Committee. Liz also shared a copy of her Five-year staffing analysis for the Library that was provided to Cami and the Personnel Committee. The Board advocated for part-time benefits (Holiday pay and pro-rated benefits) to Cami and Cole to ensure we can retain our talented staff and are able to recruit qualified applicants as openings occur.
- **FY24 Budget:** Covered by Cole Gabriel's committee report
- **Director Evaluation Process/Timeline:** Liz provided a copy of her FY23 Goals and Accomplishments to each Board Member. Each Board Member will complete the Director Evaluation Form and provide it to Sandy Lawrence by Sunday, May 14. Sandy will compile all of the responses for the Director Evaluation Discussion at the May meeting.

New Business

- **Volunteer Policy:** The Board reviewed and approved the Volunteer Policy
Sandy/Char
- **CD Maturing in May 2023:** The Board discussed options for the CD funds maturing on May 30, 2023. Jen Fetzer provided information via email on rates at local banks and credit unions. Cami will look into the city depository levels at the two institutions with the best rates. The Board will vote on the plan at the May meeting.
- **Edge Technology Assessment:** Board reviewed the technology analysis completed by Megan Richardson.
- **FY23 Budget update:** Liz shared that upon review of remaining funds in the FY23 Budget, no Budget Amendment will be necessary to cover the cost of the sidewalk improvement project.
- **Board Continuing Education Suggestions:** Items were listed for Board consideration

Next Month's Agenda

Solon Library Director Evaluation

Maturing CD

Adjournment

The meeting was adjourned at 7:27pm

(Sandy/Janet)

Next Meeting

Regular Meeting: Monday, May 22, 2023

Submitted by

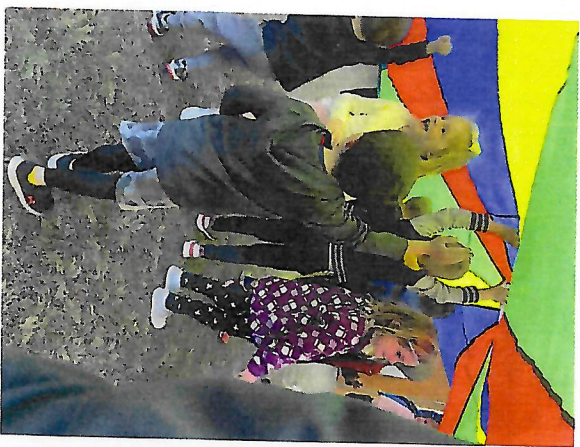
Char Cosgrove

Thank You



From

PKC!



Thank you for letting us go under your parachute.

Thanks for letting us go under your air balloon

9101 D E N
9101

Thank you for letting us go under the parachute. K W N

Thanks for getting out the parachute. B B S C

Thanks for letting us get under that big tent

Thanks for letting us go under the parachute C O P R

Thanks for having the parachute

Thanks for teaching us how to sing

Thank you for having us at the library.

R Y K e h

I liked all your fun books.

I liked the books! P F F F

Thank you for reading us books.

K O L L F N

Thanks for reading us a book. G M O F R

Thank you for inviting us

Thank you for getting out the parachute. Y R Z

Thank you for letting us go under the tent! C C

EVERY N F N O K

Director's Report May 2023

In May I attended regular meetings with the City Council, the Friends of the Library, and will attend the Solon Public Library Foundation scheduled for 5/30/23. City Administrator Cami Rasmussen has implemented weekly Department Head Zoom meetings on Mondays. This is an excellent opportunity for collaboration with the other City Departments and learning about upcoming events. The Friends of the Library will provide the garage sale listing and map by Thursday, June 1st, and they will be hosting a sale in our Meeting Room on Friday 6/2 & Saturday 6/3. The Friends will help us provide an auction item for the annual Firefighters' Breakfast. We will put together an assortment of Library merchandise and materials to help with the fundraiser. I attended the SHS Awards Night to assist with presenting the Foundation's Don Ochs Scholarships to Seniors Brody Robert Cash and Nora Dibble. We have invited the two recipients to our May 30 Foundation Board Meeting.

The quarterly Johnson County Library Directors Meeting was held at Coralville Public Library where our main focus was planning for the Johnson County Fair in July. It was decided that we will staff a Johnson County Libraries Table near the ICPL Bookmobile on Kid's Day (Tuesday, July 25) instead of staffing the table each day of the fair. We will hand out tote bags with the slogan: "Johnson County Libraries Are For Everyone" along with a bookmark promoting each of our libraries. I also attended a Directors Roundtable Session led by SE District Consultant Becky Heil at Williamsburg Public Library to collaborate on Productive Partnerships. These networking and educational opportunities are so valuable and allow me to visit other local libraries to gather fresh ideas.

We received notification from the State Library of Iowa on May 9, 2023 that our Tier 3 Accreditation Application has been approved and will be in place until June 30, 2026. This accomplishment was an incredible team effort that started with the development of our new Strategic Plan and included gathering information from Staff and Board members to meet all of the requirements for the highest level of state funding.

May programming included a month of food-themed Storytimes. We hosted all of our school age friends at our "May the 4th Be With You" afterschool Star Wars themed activities. We wrapped up the year of afterschool programming on Thursday, May 18th. The final weeks of May will be spent hosting classes at the library and delivering our Summer Reading Program materials to students in Pre-K - High School. These summer reading backpacks represent months of work by our programming staff members (Alexis, Lily, and Madison), countless hours by our dedicated volunteers to help us fill the bags, and the financial sponsorship of the Solon Women's Club for the bright orange drawstring bags.

Megan and Brodie published the Summer Activity Guide for our community to highlight fun activities to do all summer long in Solon. Sherri and Madison completed 2 hours of cross-training on cataloging activities the first weekend of May. Alexis provided READsquared training at our Staff Meeting to ensure we are all ready to start logging slips and handing out prizes on

June 1st. Alexis's DIY night painting class engaged 20 adults who each left with a beautiful rendition of a starry night.

Outreach/Community Engagement

Monthly Newsletter Link: [May Newsletter](#)

Subscribers: 1529

Monthly book delivery to Solon Independent Living and Solon Retirement Village

Monthly Book Selection for Lakeview Elementary Teacher

Teen Reading Challenge (2023 Calendar year ongoing) 5 teens 27 submissions

Middle and High School Book Drop Off (FY23 ongoing) 13 books delivered

June is all about Summer Reading Fun! The theme this year is "Find Your Voice" and will include engaging activities and prizes for patrons of all ages (birth through adult). We will kick off the season with our all ages FOAM party on Monday, June 5th. We look forward to seeing everyone at the Library this summer!

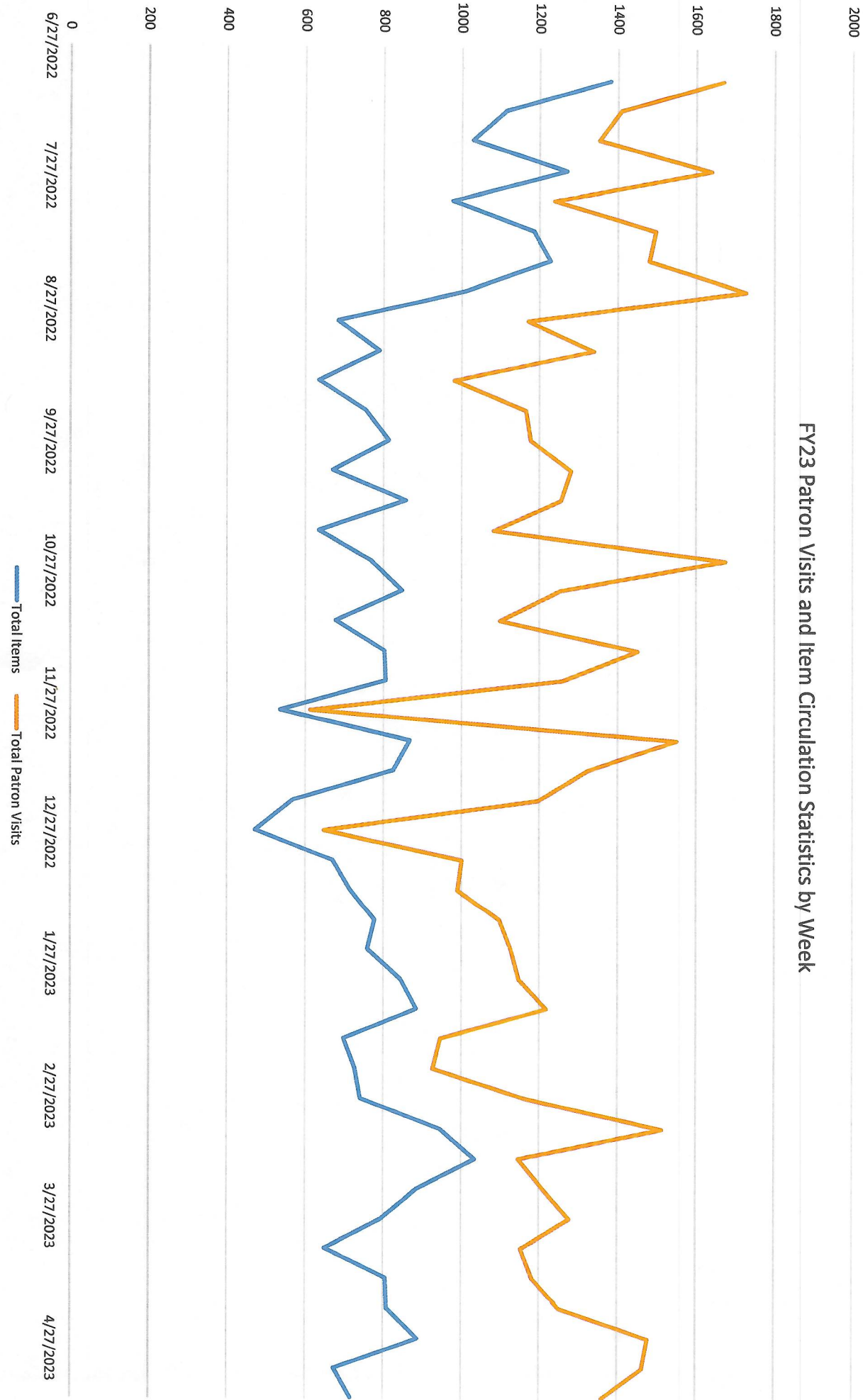
Sincerely,

Liz King

Director, Solon Public Library

Solon Public Library

FY23 Patron Visits and Item Circulation Statistics by Week



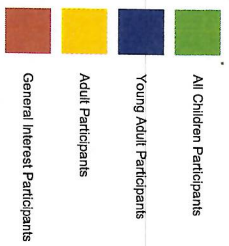
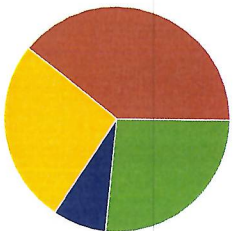
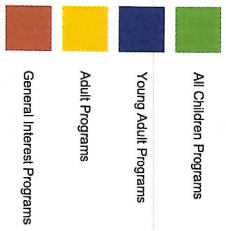
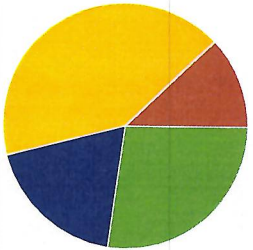
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	FY23 Library Metrics														
2		FY22 Totals	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY23 Totals
3	Item Circulation	39067	4790	5340	3187	2829	3834	3261	3320	2866	3254	3014	2953		38648
4	Patron Visits	41025	6067	7128	5131	4919	5428	5362	5276	3895	4528	4851	5575		58160
5	ILL items borrowed	608	48	79	52	60	56	50	50	48	80	77	44		644
6	ILL items lent	257	27	17	21	21	18	10	20	17	12	19	31		213
7	Virtual Meeting Room	23	0	0	1	4	3	3	1	2	4	4	4		26
8	Community Meeting Room	169	11	13	14	18	17	16	12	13	15	12	7		148
9	Notary Appointments	72	3	4	5	6	6	2	2	1	1	3	2		35
10	Cybrarian Computer Uses	1964	187	241	271	259	321	300	298	270	286	300			2733
11	Public Relations/Social Media														
12	Website Visits	22064	4480	1948	1955	1790	2185	2256	1751	2181	1550	1972	1863		23931
13	Facebook Posts	749	52	60	61	66	62	56	53	48	55	75	73		661
14	Facebook Followers	13081	1167	1179	1336	1350	1366	1376	1391	1395	1414	1432	1451		14857
15	Instagram Followers	5277	489	501	513	514	522	524	524	596	531	539	553		5806
16	Instagram Posts	522	39	58	66	50	61	52	63	33	30	43	51		546
17	YouTube Subscribers	278	29	31	32	41	41	43	43	45	45	45	51		446
18	YouTube Channel views	1365	240	415	176	558	327	152	170	234	139	181	170		2762
19	Newsletter Subscribers	17244	1476	1485	1492	1487	1500*	1504	1511	1508	1523	1521	1529		15036
20	Databases														
21	Bridges Users	2190	205	228	218	218	219	219	228	230	220	246	227		2458
22	Bridges Downloads	10441	1066	1318	1026	1082	1158	1010	1099	1177	1076	1191	1111		12314
23	Kanopy Users	522	85	86	89	90	92	92	23	24	97	98	101		877
24	Kanopy Streams	399	25	15	22	31	16	46	35	53	54	30	36		363
25	Items Cataloged	2085	180	205	201	188	284	115	147	172	153	245	219		2109
26	Items Deleted	3469	61	831	275	520	325	117	68	89	407	44	215		2952
27	Items Repaired	269	8	31	30	31	23	17	13	23	47	22	20		265
28	Cost savings	\$5,074.98	\$101.92	\$565.36	\$ 522.96	\$ 589.01	\$ 560.13	\$ 325.62	\$211.72	\$ 517.94	\$ 949.74	\$ 472.59	\$ 432.07		\$ 5,249.06
29															
30															

*43.9% open ratel

Year in Review

Overview

All Children Programs	118	27.25%	All Children Participants	2752	26.5%
Young Adult Programs	81	16.63%	Young Adult Participants	799	6.63%
Adult Programs	182	37.89%	Adult Participants	2740	24.17%
General Interest Programs	52	10.85%	General Interest Participants	4095	36.72%
Total Programs	433		Total Participants	10386	



Solon Public Library
 April 2023 Program Details

	A	B	F	G
1	Title	Age	Category	Attendance
2	Adult Game Night	Adult (Ages 19+)	Adult Programs	4
3	Book Club	Adult (Ages 19+)	Adult Programs	8
4	Chair Yoga	Adult (Ages 19+)	Adult Programs	18
5	Chair Yoga	Adult (Ages 19+)	Adult Programs	18
6	Chair Yoga (Video Recording)	Adult (Ages 19+)	Adult Programs	14
7	Chair Yoga	Adult (Ages 19+)	Adult Programs	19
8	Chair Yoga	Adult (Ages 19+)	Adult Programs	15
9	Chair Yoga	Adult (Ages 19+)	Adult Programs	22
10	Chair Yoga	Adult (Ages 19+)	Adult Programs	20
11	Chair Yoga	Adult (Ages 19+)	Adult Programs	22
12			Total Chair Yoga	148
13	Coffee & Conversations	Adult (Ages 19+)	Adult Programs	13
14	Coffee & Conversations	Adult (Ages 19+)	Adult Programs	15
15	Coffee & Conversations	Adult (Ages 19+)	Adult Programs	15
16	Coffee & Conversations + Craft	Adult (Ages 19+)	Adult Programs	14
17			Total Coffee & Conversations	57
18	Cookbook Club - Bread	Adult (Ages 19+)	Adult Programs	5
19	DIY Night: Flower Pens	Adult (Ages 19+)	Adult Programs	3
20	KNIT LIT	Adult (Ages 19+)	Adult Programs	5
21	Local Libraries Lit - Esmã© Weijun Wang	Adult (Ages 19+)	Adult Programs	0
22	Trivia Night	General Interest	Adult Programs	21
23			Total Adult Programs	251
24	Baby Time	Children (Ages 0-5)	Baby Time	9
25	Baby Time	Children (Ages 0-5)	Baby Time	11
26	Baby Time	Children (Ages 0-5)	Baby Time	12
27	Baby Time	Children (Ages 0-5)	Baby Time	0
28			Total Baby Time	32
29	Lakeview Storytime Group 1	Children (Ages 0-5)	Storytime	37
30	Lakeview Storytime Group 2	Children (Ages 0-5)	Storytime	34
31	Storytime: Everyday Things That Go!	Children (Ages 0-5)	Storytime	23
32	Storytime: In the Air	Children (Ages 0-5)	Storytime	27
33	Storytime: On & Under Water	Children (Ages 0-5)	Storytime	21
34	Storytime: Vehicles at Work	Children (Ages 0-5)	Storytime	34
35			Total Storytime	176
36	BAM POW: Make It! DIY Puzzles	Children (Ages 6-11)	BAM POW	37
37	BAM POW: Play It! Garden BINGO	Children (Ages 6-11)	BAM POW	47
38	BAM POW: Build It! LEGOs	Children (Ages 6-11)	BAM POW	27
39	BAM POW: Watch It! Epic [PG]	Children (Ages 6-11)	BAM POW	67
40			Total BAM POW	178
41	1 000 Books Before Kindergarten	Children (Ages 0-5)	Family	6
42	[Month] Coloring Challenge	General Interest	Family	151
43	Fun For All Night	General Interest	Family	81
44	Gardening: Starting Seeds	General Interest	Family	11
45	Let's Go LEGO!	General Interest	Family	17
46			Total Family Programs	266
47	CATS: Group Games	Young Adult (Ages 12-18)	Teens	18
48	CATS: Kahoot	Young Adult (Ages 12-18)	Teens	9
49	CATS: Midwestern Day	Young Adult (Ages 12-18)	Teens	15
50	CATS: Movie day! Detective Pikachu [PG]	Young Adult (Ages 12-18)	Teens	24
51	CATS: Your Space	Young Adult (Ages 12-18)	Teens	6
52	CATS: Your Space	Young Adult (Ages 12-18)	Teens	13
53	CATS: Your Space	Young Adult (Ages 12-18)	Teens	11
54	CATS: Your Space	Young Adult (Ages 12-18)	Teens	12
55	Manga Me	Young Adult (Ages 12-18)	Teens	2
56			Total Teen Programs	110

Patron PC Logins by Day and Hour

Dates: Saturday April 1, 2023 - Sunday April 30, 2023 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 Apr 1	0	1	0	0	0	0	2	0	0	0	0	0	3	0	0	2	0	1
Sun Apr 2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Apr 3	1	0	1	0	0	0	0	0	1	0	1	0	4	0	0	1	0	1
Tue Apr 4	0	0	0	1	0	0	0	3	0	0	0	0	4	0	0	3	0	1
Wed Apr 5	0	0	0	1	0	2	3	2	1	0	0	0	9	1	0	3	0	1
Thu Apr 6	0	1	0	1	5	15	8	11	0	0	0	41	4	0	15	1	0	5
Fri Apr 7	1	0	0	0	0	0	3	0	0	0	0	4	0	0	3	0	0	1
Sat Apr 8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sun Apr 9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Apr 10	0	1	0	0	0	0	1	0	0	2	1	0	5	1	0	2	0	1
Tue Apr 11	0	1	0	1	1	0	0	0	1	1	0	5	1	0	1	0	0	1
Wed Apr 12	0	0	0	3	2	0	2	0	2	0	0	9	1	0	3	0	0	1
Thu Apr 13	0	0	0	0	9	9	2	0	1	1	0	22	2	0	9	0	0	4
Fri Apr 14	0	0	1	1	1	0	2	0	0	0	0	5	1	0	2	0	0	1
Sat Apr 15	0	1	1	0	0	0	0	0	0	0	0	2	0	0	1	0	0	0
Sun Apr 16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Apr 17	0	0	0	2	0	0	2	3	3	1	0	11	1	0	3	0	0	1
Tue Apr 18	0	0	0	2	1	1	2	1	1	0	0	8	1	0	2	1	0	1
Wed Apr 19	2	0	0	2	0	0	2	1	1	1	0	9	1	0	2	1	0	1
Thu Apr 20	0	0	0	0	6	10	2	12	0	1	0	31	3	0	12	0	0	4
Fri Apr 21	0	0	0	1	0	0	3	1	0	0	0	5	1	0	3	0	0	1
Sat Apr 22	3	1	0	0	1	4	2	6	0	0	0	17	2	0	6	1	0	2
Sun Apr 23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Apr 24	1	0	0	0	0	0	4	6	0	2	0	13	1	0	6	0	0	2
Tue Apr 25	2	0	1	0	0	0	2	5	0	2	0	12	1	0	5	0	0	2
Wed Apr 26	1	1	0	0	0	0	1	1	2	0	0	6	1	0	2	0	0	1
Thu Apr 27	0	0	0	0	3	14	17	8	8	1	0	51	5	0	17	1	0	6
Fri Apr 28	1	1	0	1	0	0	6	0	0	0	0	9	1	0	6	0	0	2
Sat Apr 29	1	2	2	1	0	5	2	2	2	0	0	15	1	0	5	1	2	2
Sun Apr 30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	13	10	6	17	29	62	69	60	22	12	0	300						
Average	0.4	0.3	0.2	0.6	1	2.1	2.3	2	0.7	0.4	0							
Minimum	0	0	0	0	0	0	0	0	0	0	0							
Maximum	3	2	2	3	9	15	17	12	8	2	0							
Median	0	0	0	0	0	0	2	0	0	0	0							
Mode	0	0	0	0	0	0	0	0	0	0	0							
Standard Dev	0.8	0.5	0.5	0.8	2.1	4.2	3.3	3.3	1.6	0.6	0							

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In April, 150 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



382 ↑ 0.79%

Monthly Sessions



348 ↓ -2.79%

Total Visits



150 ↓ -7.98%

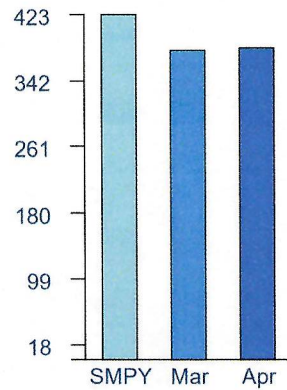
Unique Visitors



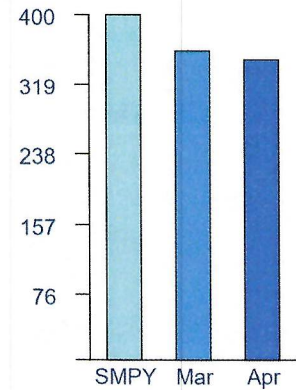
2.32 ↑ 5.45%

Average Return Rate

Total Monthly Session Count

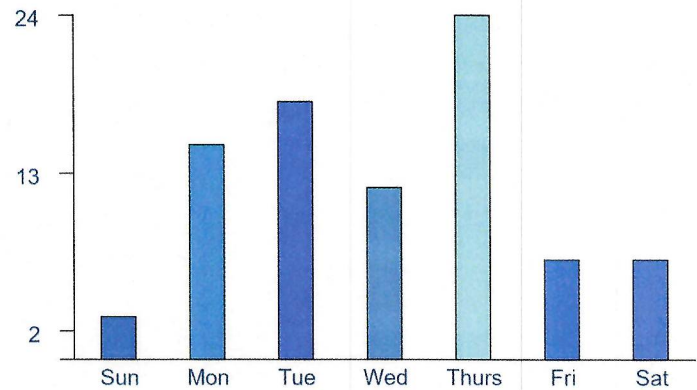


Total Monthly Visits

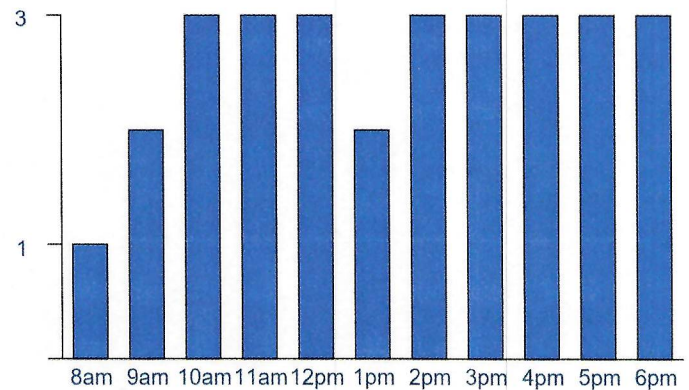


*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly



Average Usage

04/01/2023 - 04/30/2023

Date

Filter



Apply

Busiest Hour

11

Least Busy

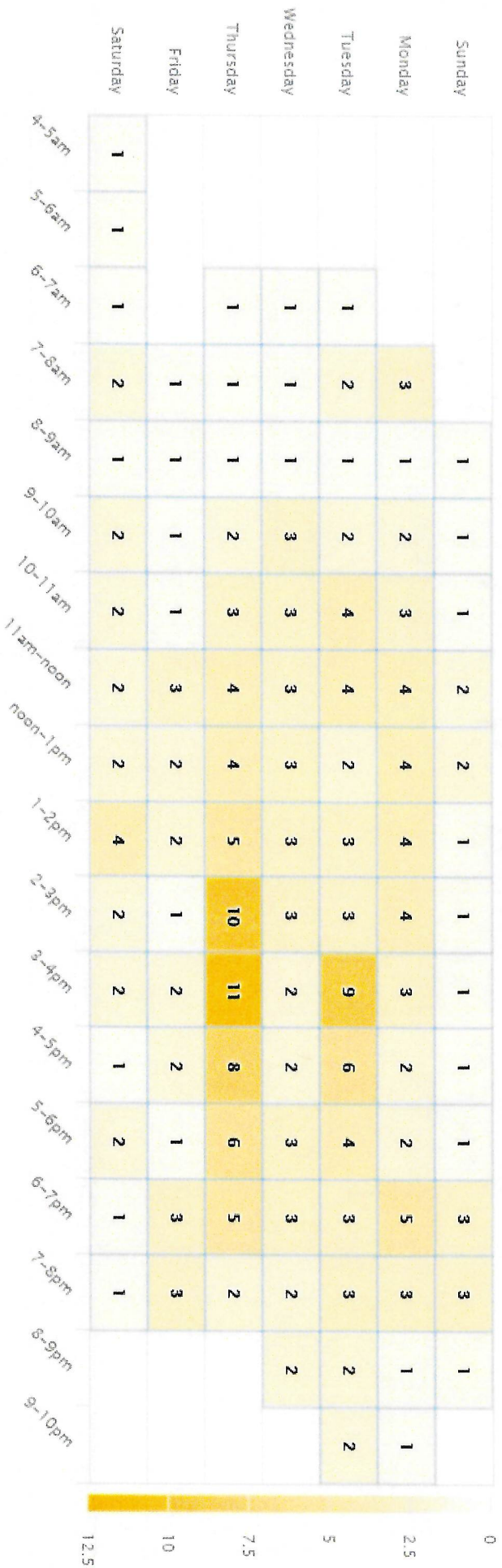
1

Hourly Average

3

Thursdays at 3 PM

Saturdays at 4 AM



Summer 2023 Activity Guide



Solon Recreation & Nature Area

With an ideal location just off of Racine Ave, you can enjoy all that we have to offer at SRNA!

- Basketball Courts
- Picnic Shelter
- Sand Volleyball Court
- Splash Pad
- Tennis/Pickleball Courts
- Timber Dome Rentals
- Soccer Fields
- Walking Trail
- Disc Golf
- Wildlife

Solon Area Garage Sales

The Friends of the Solon Public Library host the annual Solon Area Garage Sales the first weekend of June. Register your sale to be on the official list and map!

Friday, June 2nd and Saturday, June 3rd
\$10 in-town, \$5 rural

Details are available at the Library and on our website.

Registration Opens: 4/10 | Deadline: 5/22

Farmers Market

The Solon Farmer's Market is located at Mushroom Park on the corner of Main St and Market St.

Vendors will be set up on the south side parking lot. Visit the market before Music on Main!

Wednesdays 4-6:30 PM from June-October

If you would like to become a vendor, please visit <https://solon-iowa.com/242/Solon-Farmers-Market>

Splash Pad

Opening Memorial Day Weekend
(Weather Permitting)

At Solon Recreation & Nature Area

Open 10:00 AM - 8:00 PM Daily

Fun For All Night

The second Saturday of the Month is Fun For All Night with Solon Public Library & Solon Recreation.

June 10: Yard Games @ 7:30 PM, & Outdoor Movie *The Emperor's New Groove* [G] @ 8:30 PM

July 8: Yard Games @ 7:30 PM, & Outdoor Movie *Coco* [PG] @ 8:30 PM

August 12: Yard Games @ 7 PM, & Outdoor Movie *Abominable* [PG] @ 8 PM

At Solon Public Library (Summer)

FREE

For all ages!

No Registration Necessary

In case of weather we'll move inside to the Library meeting room.

Summer Reading Kick-Off

Join us for a FOAM PARTY as we kick off the start of Summer Reading at the Library!

Mon, June 5 from 2-4 PM

At Solon Public Library

FREE

All Ages

No Registration Necessary



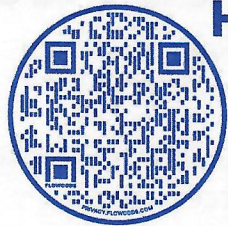
How to Register for Solon Recreation Activities

Online: <https://secure.rec1.com/IA/solon-ia/catalog> Or scan the QR Code to the right.

In-Person: Visit the Solon Community Center, 313 S. Iowa St, Solon, IA

Email: recreation@solon-iowa.com

Phone: 319-624-2499



How to Register for Solon Public Library Activities

Online: <https://www.solon.lib.ia.us> or scan the QR Code to the left.

In-Person: Visit the Solon Public Library, 320 W. Main St, Solon, Iowa

Phone: 319-624-2678 or **Email:** staff@solon.lib.ia.us

Library Hours: Mon-Thurs 9 AM to 7 PM, Fri-Sat 9 AM to 5 PM

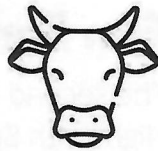
Solon Beef Days

Enjoy this community wide celebration with music, parade, carnival games, and great food!

Friday, July 21 - Saturday, July 22

Main Street, Solon, Iowa

Learn more about the events at:
<https://beefdays.com/>



Tennis Camp

This program is in need of a paid coach. Contact the Recreation Department to apply.

July 24th-28th

\$25

Ages: 4-5, 7-10 & 11-14

Registration Opens: 4/24 | Deadline: 6/1



Adult Sand Volleyball

Teams of four will compete against each other at our sand volleyball court at the SRNA

Dates: TBD

Registration: Check Recreation Website for Details

Fall Recreation Registration

Online registration for Fall Soccer, Flag Football, etc. will open late Summer. Check Recreation website for details.

Looking for more programs and events? Visit us online (links above) for each department's full calendar. There's something for everyone in Solon.

Solon Public Library and Solon Recreation

Summer 2023

Summer Reading Program

The summer reading program is for everyone! We have programs for all readers, from babies to kids to teens and adults. We also have a variety of programs throughout the summer for everyone. Pick up a calendar, and program brochure to plan your summer adventures at the Library.

Slips can be turned in: June 1-July 31

Solon Public Library

FREE

For All Ages

No Registration Necessary



Music Cafe with CARTHA

FIND YOUR VOICE through music. What does music mean to you? Join us in the meeting room to listen to performers, talk about what music means to you, and how it effects your life.

June 5 @ 12 PM, July 14 @ 1 PM, and

Aug 22 @ 6:30 PM

Solon Public Library

FREE

No Registration Necessary



Solon Library Bills for May, 2023

Starting balance from Expenditure Report dated 5/19/23

		Monthly Avg
From Dues, Membership & Magazines (62100)	\$ (507.29)	
Consumer Reports Subscription (Visa)	\$ 52.43	
Iowa Outdoors Magazine Subscription invoice	\$ 22.00	
Freepik Company, Flaticon annual subscription (Visa)	\$ 99.00	
Total Spent	\$ 173.43	\$ 70.83
Remaining Balance	\$ (680.72)	
From Travel and Conference (62400)	\$ (217.52)	
Staff travel to book mending course at Coralville PL	\$ 9.17	
Total Spent	\$ 9.17	\$ 62.50
Remaining Balance	\$ (226.69)	
From Building Maintenance (63100)	\$ (7,566.77)	
\$5,000 allocated for reserve funds	\$ 5,000.00	Hidden balance for reserves
Amazon, Bissell sweeper (Visa)	\$ 39.99	
Total Spent	\$ 39.99	\$ 416.67
Remaining Balance	\$ (12,606.76)	
From Org Vehicle/Equipment Maint AC (63320)	\$ (3,323.13)	
HP Techsoup, 5 refurbished desktop computers (Visa)	\$ 1,475.00	
Amazon, headset with microphone (Visa)	\$ 21.88	
Amazon, 2 TP-Link USB WiFi Adapter (Visa)	\$ 33.98	
Total Spent	\$ 1,530.86	\$ 466.67
Remaining Balance	\$ (4,853.99)	
From Utilities (63710)	\$ 6,210.00	
Alliant Energy	\$ 0.19	
Mid-American	\$ 60.69	
Total Spent	\$ 60.88	\$ 750.00
Remaining Balance	\$ 6,149.12	
From Telephone/Internet (63730)	\$ 1,592.84	
ICN inv#670486	\$ 188.00	
Southslope	\$ 173.96	
Total Spent	\$ 361.96	\$ 425.00
Remaining Balance	\$ 1,230.88	
From Data Bases (63731)	\$ 1,172.24	
EBSCO, Novelist Plus inv#1000201237-1	\$ 383.00	
Transparent Language database renewal	\$ 540.00	
Tumbleweed Press, Tumblebooks renewal inv#113573	\$ 500.00	
Total Spent	\$ 1,423.00	\$ 208.33
Remaining Balance	\$ (250.76)	
From Publishing (64140)	\$ (187.00)	
Total Spent	\$ -	\$ 50.00
Remaining Balance	\$ (187.00)	
From Educational Program (64340)	\$ 1,117.40	\$ 1,179.17
Zoom inv#199502849 (Visa)	\$ 17.11	
Solon Senior Support, April Chair Yoga inv#YogaAPR23	\$ 60.00	
Copyworks, summer reading logs and brochures inv#80054	\$ 769.40	
Annie Jones, Adult DIY Paint Night speaker fee and supplies inv#509202301	\$ 175.04	
Casey's General Store, Teen program supplies (Visa)	\$ 23.33	Approved in April bills
Casey's General Store, Teen program supplies (Visa)	\$ 27.16	Approved in April bills
Amazon, Adult program supplies (Visa)	\$ 116.81	
Amazon, Youth program supplies (Visa)	\$ 109.43	
Amazon, Youth program supplies (Visa)	\$ 11.99	
Amazon, Youth program supplies (Visa)	\$ 29.99	
Amazon, Youth program supplies (Visa)	\$ 13.98	
Amazon, Youth program supplies (Visa)	\$ 38.25	
Amazon, SRP Prizes (Visa)	\$ 150.89	
Amazon, Adult program supplies (Visa)	\$ 25.17	
Amazon, Adult program supplies (Visa)	\$ 106.82	

Amazon, Youth program supplies (Visa)	\$	26.99	
Amazon, Youth program supplies (Visa)	\$	118.92	
Amazon, Adult program supplies (Visa)	\$	57.82	
Amazon, Youth program supplies (Visa)	\$	82.97	
Amazon, Youth program supplies (Visa)	\$	22.99	
Amazon, Youth program supplies (Visa)	\$	28.46	
Amazon, Teen program supplies (Visa)	\$	36.98	
Amazon, Adult program supplies (Visa)	\$	4.99	
Amazon, SRP supplies (Visa)	\$	29.28	
Amazon, Teen program supplies (Visa)	\$	25.99	
Amazon, Teen program supplies (Visa)	\$	19.94	
Amazon, Adult program supplies (Visa)	\$	153.18	
Amazon, Youth program supplies (Visa)	\$	354.16	
Amazon, Youth program supplies (Visa)	\$	120.44	
Amazon, Youth program supplies (Visa)	\$	31.00	
Amazon, Youth program supplies (Visa)	\$	117.96	
Dollar Tree, Youth program supplies (Visa)	\$	37.10	
Sam's Mainstreet Market, Teen program supplies (Visa)	\$	10.00	
Total Spent	\$	2,954.54	\$ 1,179.17
Remaining Balance	\$	(1,837.14)	

From Library Books (65020)	\$	2,534.78	
Baker & Taylor Inv#2037451979	\$	208.25	
Baker & Taylor Inv#2037468197	\$	222.46	
Baker & Taylor Inv#2037491271	\$	41.30	\$315.97 Baker & Taylor Credits
Baker & Taylor Inv#2037495762	\$	24.74	
Baker & Taylor Inv#2037499813	\$	21.35	
Baker & Taylor Inv#2037508300	\$	95.04	
EastWest Books inv#ARU0354044	\$	209.91	
Know Buddy Resources inv#ARU0353853	\$	489.70	
Lakeview Books inv#ARU0353715	\$	225.90	
Lookout Books inv#ARU0343828	\$	470.24	
MidAmerica Books inv#565275	\$	104.75	
MidAmerica Books inv#565245	\$	221.50	
Willow Lane Education inv#ARU035917	\$	177.94	
Center Point Large Print annual subscription inv#2016163	\$	1,689.84	
Ely Public Library, ILL book replacement inv#ILL 3573541	\$	10.99	
Amazon, 1 book (Visa)	\$	12.99	
Amazon, 1 book (Visa)	\$	19.57	
Amazon, 2 books (Visa)	\$	31.97	
Amazon, 4 books (Visa)	\$	42.95	
Amazon, 1 book (Visa)	\$	17.49	
Amazon, 1 book (Visa)	\$	22.20	
Amazon, 1 book (Visa)	\$	17.99	
Amazon 11 books (Visa)	\$	193.70	
Amazon, 16 books (Visa)	\$	357.48	
Amazon, 4 books (Visa)	\$	77.21	
Amazon, 1 book (Visa)	\$	23.17	
Total Spent	\$	5,030.63	\$ 1,875.00
Remaining Balance	\$	(2,495.85)	

From Library Video Materials (65030)	\$	878.30	
Baker & Taylor Inv#H64852920	\$	20.97	
Baker & Taylor Inv#H64892530	\$	39.18	
Baker & Taylor Inv#H65071860	\$	20.97	
Baker & Taylor Inv#T24185210	\$	20.99	
MicroMarketing inv#920359	\$	37.47	
MicroMarketing inv#920646	\$	34.98	
Amazon, 1 DVD (Visa)	\$	19.96	
Amazon, 4 DVDs (Visa)	\$	49.35	
Amazon, Bose Speakers for Media Cart (Visa)	\$	149.00	
Amazon, 1 DVD set (Visa)	\$	19.77	
Total Spent	\$	412.64	\$ 404.17
Remaining Balance	\$	465.66	

From Library Audio Materials (65040)	\$	771.07	
Baker & Taylor Inv#2037451979	\$	22.00	
Baker & Taylor Inv#2037468197	\$	22.00	
Baker & Taylor Inv#2037495762	\$	68.75	
MicroMarketing inv#921426	\$	13.49	

OverDrive, 6 audio books inv# 06497CO23147521	\$	326.37	
OverDrive, 6 Ebooks inv# 0649723147520	\$	220.47	
Total Spent	\$	673.08	\$ 416.67
Remaining Balance	\$	97.99	
From Puzzles, Puppet Kits (65050)			
From Puzzles, Puppet Kits (65050)	\$	563.29	
Amazon, Library of Things (LOT) tote (Visa)	\$	20.91	
Amazon, Library of Things Radon Detector (Visa)	\$	149.99	
Amazon, Library of Things storage box (Visa)	\$	27.98	
Amazon, Library of Things, cable straps (Visa)	\$	6.99	
Amazon, LOT sewing machine, steamer, headset w microphone (Visa)	\$	252.33	
Amazon, 3 year protection plan for sewing machine (Visa)	\$	21.99	
Total Spent	\$	480.19	\$ 100.00
Remaining Balance	\$	83.10	
From Operating Supplies (65070)			
From Operating Supplies (65070)	\$	(1,266.12)	
DEMCO, book processing supplies inv#7300152	\$	115.81	
DEMCO, book processing supplies inv#7301940	\$	53.17	
Office Express, monthly planner inv#4290	\$	12.79	
Amazon, labels (Visa)	\$	31.68	
Amazon, 4-pack label maker tape refills (Visa)	\$	11.98	
Amazon, monthly planner, wipes (Visa)	\$	20.79	
ILA/IASL Award Supplies invoice	\$	18.00	
Total Spent	\$	264.22	\$ 541.67
Remaining Balance	\$	(1,530.34)	
From Postage and Shipping (65080)			
From Postage and Shipping (65080)	\$	349.33	
Total Spent	\$	-	\$ 75.00
Remaining Balance	\$	349.33	
From Supplies (65990)			
From Supplies (65990)	\$	170.02	
Alexis Kurth-Kurthcakes, volunteer appreciation cupcakes inv#042420231	\$	117.00	
Target, volunteer appreciation thank you cards (Visa)	\$	25.66	
Total Spent	\$	142.66	\$ 20.83
Remaining Balance	\$	27.36	
From Office Equipment (67250)			
From Office Equipment (67250)	\$	1,619.91	\$ 333.33
DEMCO, book support bases, magazine holders inv#7301940	\$	152.03	
Amazon, paper towel holder (Visa)	\$	14.99	
Amazon, tube key squeezer (Visa)	\$	7.99	
Amazon, 6 surge protectors, 2 battery back-up surge protectors (Visa)	\$	172.87	
Amazon, 1 battery back-up surge protector (Visa)	\$	53.19	
Amazon, 3 sets acoustics tile, 4 64GB thumb drives (Visa)	\$	99.96	
Amazon, 5 pack classroom headphones (Visa)	\$	37.97	
VERVOR button maker (Visa)	\$	86.99	
Cricut Machine (Visa)	\$	602.61	
Total Spent	\$	1,228.60	\$ 333.33
Remaining Balance	\$	391.31	
Trust & Agency			
CDW 15 Samsung Chromebooks, 15 subscription licenses inv#NHXJ949	\$	3,424.44	Mobile Computer Lab (SPL Foundation Fundraiser)

EXPENDITURE REPORT

City of Solon

For the Period: 7/1/2022 to 5/31/2023

	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	172,440.66	7,619.39	0.00	42,546.34	80.2
61100 FICA SOCIAL SECURITY	16,447.00	16,447.00	13,157.81	581.41	0.00	3,289.19	80.0
61300 IPERS	20,295.00	20,295.00	16,010.56	719.26	0.00	4,284.44	78.9
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	1,357.28	165.61	0.00	-507.28	159.7
62400 TRAVEL AND CONFERENCE	750.00	750.00	967.52	35.00	0.00	-217.52	129.0
63100 BUILDING MAINTENANCE	10,000.00	10,000.00	17,566.77	211.81	0.00	-7,566.77	175.7
63320 ORG VEHICLE/EQUIPMENT MAINT AC	5,600.00	5,600.00	8,923.13	0.00	0.00	-3,323.13	159.3
63710 UTILITIES	9,000.00	9,000.00	2,850.88	60.88	0.00	6,149.12	31.7
63730 TELEPHONE/INTERNET	5,100.00	5,100.00	3,681.12	173.96	0.00	1,418.88	72.2
63731 DATA BASES	2,500.00	2,500.00	1,327.76	0.00	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	787.00	0.00	0.00	-187.00	131.2
64340 EDUCATIONAL PROGRAM	14,150.00	14,150.00	13,032.60	1,878.72	0.00	1,117.40	92.1
65020 LIBRARY BOOKS	22,500.00	22,500.00	19,965.22	3,341.75	0.00	2,534.78	88.7
65030 LIBRARY VIDEO MATERIALS	4,850.00	4,850.00	3,971.70	345.53	0.00	878.30	81.9
65040 LIBRARY AUDIO MATERIALS	5,000.00	5,000.00	4,228.93	697.18	0.00	771.07	84.6
65050 PUZZELS, PUPPET KITS	1,200.00	1,200.00	636.71	0.00	0.00	563.29	53.1
65070 OPERATING SUPPLIES	6,500.00	6,500.00	7,766.12	324.51	0.00	-1,266.12	119.5
65080 POSTAGE AND SHIPPING	900.00	900.00	550.67	3.47	0.00	349.33	61.2
65990 SUPPLIES	250.00	250.00	79.98	0.00	0.00	170.02	32.0
67250 OFFICE EQUIPMENT	4,000.00	4,000.00	2,380.09	449.76	0.00	1,619.91	59.5
LIBRARY SERVICES	380,078.00	380,078.00	291,682.51	16,608.24	0.00	88,395.49	76.7
Expenditures	380,078.00	380,078.00	291,682.51	16,608.24	0.00	88,395.49	76.7
Grand Total Net Effect:	-380,078.00	-380,078.00	-291,682.51	-16,608.24	0.00	-88,395.49	

EXPENDITURE REPORT

City of Solon

For the Period: 7/1/2022 to 5/31/2023

	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	96.56	0.00	0.00	403.44	19.3
64990 MISC. CONTRACT WORK	0.00	0.00	77.27	0.00	0.00	-77.27	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	-173.83	0.00	0.00	10,326.17	1.7
Expenditures	10,500.00	10,500.00	173.83	0.00	0.00	10,326.17	1.7
Grand Total Net Effect:	-10,500.00	-10,500.00	-173.83	0.00	0.00	-10,326.17	

Solon Public Library Foundation - Solon State Bank
Treasurer's Report
April 26, 2023

Beginning Balance		\$		20,152.46	
Income:					
	Put a Bid On It Fundraiser	\$		1,510.00	
Expenses:					
	ck. #1245 Sandy Phillips-Luminary supplies	\$		149.95	
	ck. #1246 VOID	\$		-	
	ck. #1247 Anne Kent- Put a Bid On It supplies and \$10 change fund reimburse	\$		70.26	
Ending Balance		\$		21,442.25	

Solon Public Library Foundation - Greenstate

Savings Balance	\$		5.54
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Solon Public Library Foundation Scholarship Account

Ending Balance	\$		2,000
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Solon Public Library Foundation - Community Foundation of Johnson County
Endowment Fund

January 1, 2023 through March 31, 2023

Beginning Balance		\$		23,978.62	
<u>Income/Contrib</u>					
	Initial Donation from Library Foundation 7/28/2022				
	Online Donations	\$		75.00	
	Interest and Dividends	\$		101.93	
Total Income/Contrib		\$		176.93	
<u>Gain/(Loss)</u>					
	Unrealized-Gain/ (Loss)	\$		465.39	
	Realized-Gain/ (Loss)	\$		613.07	
Total Gain/(Loss)		\$		1,078.46	
Balance Before Exp.		\$		25,234.01	5.24%
<u>Expenses</u>					
	Administrative Fee	\$		(73.96)	
	Online Payment Processing Fee	\$		(3.09)	
	Investment Mgt. Fee	\$		(21.15)	
Total Fund Expenses		\$		(98.20)	
Ending Balance		\$		25,135.81	4.83%

Solon Public Library Foundation - Integrity Financial

3/1-3/31/23

Beginning Balances		\$		70,309.39	
	Mutual Funds				
	Cash, Money Funds and Bank Deposits	\$		506.68	
		\$		70,816.07	
<u>Income/Contrib</u>					
	Long Term Capital Gain Distribution				
	Dividends				
	Interest	\$		0.15	
Total Income/Contrib		\$		506.83	
<u>Transactions</u>					
Ending Cash Balance		\$		506.83	
Assets					
	Janus Henderson Balanced Fund - 1827.167 units	\$		70,493.78	
	Gain/(Loss)	\$		1,277.34	
	Ending Value - Mutual Funds	\$		71,771.12	
	Ending Value - Cash	\$		506.83	
Total Value of Assets		\$		72,277.95	2.53%