

Agenda for Solon Library Board Meeting  
Monday, August 28, 2023 @6:30 pm

Call to order

Approval of the agenda

Approval of the minutes

- July 31, 2023

Citizen's Speak

Committee reports

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

Directors Report

Approval of Bills

- August 2023

Review of Foundation report (July and August 2023)

Old Business

- Review Library Staff Job Descriptions

New Business

- Library Clerk position
- Board Continuing Education Suggestion:

**[Intersections Part 1. Buildings. September 21. 6:00-7:00 PM](#)**

The fall series will begin with a discussion of the library's physical facilities. Library buildings are city property, covered under the city's contents and liability insurance. Why then are so many library boards told they are responsible for building maintenance and even capital improvements? We'll cover best practices for working with city administration for improved day-to-day facilities management, as well as bigger building projects. We'll offer clarification of city responsibilities vs library responsibilities and we'll touch on who should have keys to the library.

[Link to Intersections Webinar Series](#)

Register for Part 1 Zoom Webinar:

[https://zoom.us/webinar/register/WN\\_OQguPIZPS4eTIsJW9Turdg](https://zoom.us/webinar/register/WN_OQguPIZPS4eTIsJW9Turdg)

Next Meeting: **Monday, September 25, 2023 at 6:30 pm**

Adjourn

# The Solon Public Library Board

## DRAFT Meeting Minutes July 31, 2023

### Call to Order

The regular meeting of the Solon Public Library Board was called to order by *Sutton* at 6:30 p.m.

### Present

Bill Christensen, March Sutton, Sandy Lawrence, Steve Fisher, Janet Salathiel, Char Cosgrove, Jen Fetzer, Cole Gabriel (City Council Liaison), Liz King (Library Director)

### Absent

None

### Approval of Agenda

The agenda was unanimously approved as distributed. (Sandy/Janet)

### Approval of Minutes

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

- June 26, 2023. (Bill/Janet)

### Citizen's Speak and Correspondence

Citizen's Speak none. Correspondence was a recognition of Library Accreditation

### Committee Reports

- **Building:**

#### Updates:

*Radon* issue is not resolved, but solutions are under consideration.

*Handicap Parking* issue has not made any recent progress,

*New cleaning person* has been hired. Amy Randal is cleaning the Library every Tuesday and Thursday morning and once every weekend.

*Painting* of the meeting room and dinette will begin August 23rd by Lynch Brothers.

- **Finance:** None
- **Johnson County Liaison:** The activities at the annual Johnson County Fair were discussed. It was decided this year, by the regional libraries, that the Johnson County Libraries participation be on Kids Day only.
- **City of Solon Liaison:** Cole spoke about the city hiring a new cleaning person. Also Cole voiced our Library staffing concerns to Cami. He will continue to bring to mind our concerns and the desire to compensate in some manner our part-time employees.

# The Solon Public Library Board

- **Board of Trustees Continuing Education:** Janet watched and recommended the Understanding Disability Webinar that was under suggestions for Continuing Ed.

## **Library Director's Report**

A written report is included in the Board packet. Liz wished to highlight this year's Summer Reading Program. The program received great feedback from the community. She and the staff were very pleased with the change of the program's schedule to June 1 - July 31st. They will continue with this timeline next year. Liz also mentioned that the recent Trivia Night had a full house and great fun was had by all. She also brought to our attention that a whole year's data is completed in WhoFi Calendar program which will be autofilled into the State Annual Survey for FY23..

## **Approval of Bills**

The July 2023 bills were unanimously approved for payment as presented. (Steve/Bill)

## **Review of Foundation Report**

The Foundation Report was distributed and reviewed.

## **Old Business**

None

## **New Business**

- **Review Library Staff Job Descriptions**

The descriptions were reviewed by the Board of Trustees. It was recommended that a Job Description for a Clerk be added to the ones reviewed. This item will be revisited at the next Board Meeting.

- **Board of Trustees Continuing Education:** Items were listed for Board Consideration.

## **Next Month's Agenda**

- Clerk job description.

## **Adjournment**

The meeting was adjourned at 7:20 p.m. (Sandy/Janet)

## **Next Meeting**

Regular Meeting: Monday, August 28, 2023

## **Submitted by**

Char Cosgrove

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**Fwd: FW: Solon Library ADA Parking Lot**

2 messages

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**Scott Kleppe** <scott.kleppe@solon-iowa.com>  
To: Liz King <lking@solon.lib.ia.us>

Sat, Aug 19, 2023 at 4:10 PM

----- Forwarded message -----

From: **Dave Schechinger** <dschechinger@v-k.net>  
Date: Wed, Jun 28, 2023 at 2:24 PM  
Subject: FW: Solon Library ADA Parking Lot  
To: Scott Kleppe <scott.kleppe@solon-iowa.com>

Scott,

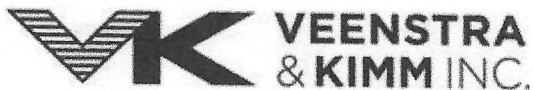
See the attached drawings.

IF we can move the ADA parking to the east, we could save considerable cost (need Kevin O. or someone who can research case law on this). The regulations read as follows:

*Accessible parking spaces must be located on the shortest accessible route of travel to an accessible entrance. Accessible parking spaces and the required accessible route should be located where individuals with disabilities do not have to cross vehicular lanes or pass behind parked vehicles to have access to an accessible entrance. If it is necessary to cross a vehicular lane because, for example, local fire engine access requirements prohibit parking immediately adjacent to a building, then a marked crossing running perpendicular to the vehicular route should be included as part of the accessible route to an accessible entrance.*

If we read this to mean that the accessible route is the one that is feasible or not unreasonably expensive, then perhaps we can shift the ADA spaces to the east and provide a ramp to the sidewalk.

**Dave Schechinger, P.E.**



2600 University Parkway, Suite 1  
Coralville, Iowa 52241  
319-466-1000 (o)  
319-499-5236 (d)  
319-430-2227 (c)

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**From:** Eric Gould <egould@v-k.net>  
**Sent:** Tuesday, June 27, 2023 12:11 PM  
**To:** Dave Schechinger <dschechinger@v-k.net>  
**Cc:** Brian Thomas <bthomas@v-k.net>  
**Subject:** Solon Library ADA Parking Lot

Dave,

Attached are the two options for the city to discuss.

We will need additional survey for option 2. ( I need the sidewalk running along the building and ground shots around the concrete structure behind the sidewalk)

Option one preliminary cost is \$145,200.00.

- 6" pavement for 5 parking stalls.
- Mill 2" of the existing parking lot.
- HMA surface the parking lot to match new ADA stalls.
- Paint all new stalls.

Option 2 preliminary cost is \$7,500.00.

- Use existing parking lot grades.
- Construction of new relocated ADA ramp and stalls.
- Paint new stalls.

Please let me know how the city would like to proceed.

**Eric Gould, P.E.**



2600 University Parkway, Suite 1

Coralville, Iowa 52241  
319-466-1000 (o)  
319-499-5235 (d)

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**Scott Kleppe, CPM**  
**Director of Public Works**  
**City of Solon, Iowa**  
101 N. Iowa Street  
Solon, IA 52333





Plotting: Tuesday, June 27, 2023 11:30:50 AM

ing Lot Topo  
RARY ADA/CADD\DESIGN CAD\DESIGN ADA PARKING LOT OP2

## Director's Report August 2023

In August I attended regular meetings with the City Council, City Department Head Zoom meetings, Solon Public Library Foundation, and the Friends of the Library. I provided a written report for the Quarterly Johnson County Library Directors meeting as I was not able to attend in person. I also attended a Friends of the Library Landscaping committee meeting to discuss future landscaping/outdoor program space plans and continued collaboration with local Master Gardeners. We are very grateful to Deb Gaddis and the Landscape Committee who have transformed the Library gardens this summer. Thank you also to Eli Richardson for watering all of the beautiful new plants during this incredibly hot, dry summer.

Thanks to a grant from Paint Iowa Beautiful sponsored by Diamond Vogel Paint, we were awarded 6 gallons of paint for our Community Meeting Room. The painting project was completed by Lynch Bros. Painting last week. Be sure to come to one of our many programs or reserve the room for a meeting or family gathering to see our updated space!

We are always looking for ways to develop new community partnerships. Adult Services Librarian Alexis has partnered with the Solon Care Center to provide monthly outreach programs for residents including a quarterly Intergenerational Storytime with Youth Services Librarian Lily. We are also partnering with the Solon Women's Club to provide a Mental Health 101 Series of programs. We will co-host a program each quarter providing insight, resources, and coping skills for a variety of mental health conditions. The goal is to educate, destigmatize, and provide information on mental health resources available to our community. In the spirit of facilitating community engagement, Communications Specialist Megan invited several community members to an initial planning meeting to discuss possible community activities on the first Saturday in December to expand the annual Christmas Tree Walk. Lily met with Board President, March Sutton in her role as SCSD Librarian to develop outreach plans and partnership opportunities with each of the school libraries. New Solon Teachers are encouraged to set up a teacher library account and receive a zippered tote bag courtesy of the Friends of the Library. Teen Services Librarian Madison creates displays for our entryway bulletin board to share information and resources about a different topic each month. Alexis continues to add to our Library of Things collection, and Sherri does an excellent job creating detailed MARC records for our catalog to describe each component of these items. All of these activities align with our Strategic Plan goals of meeting the needs of our community

Our 2023 Summer Reading Program ran from June 1, 2023 - July 31, 2023. It included programs and activities for all ages that were well-attended. The most popular programs focused on animals including kittens (127), goats (173), reptiles (79) and dinosaurs (111). We are so grateful for all of the sponsors of our Summer Reading Program and our volunteers. We truly could not do it without this support. I have included a bar graph of our Summer Reading Programs from 2019 to 2023. We are thrilled to see the continued growth in community engagement with this program.



<b>Summer Reading 2023: Find Your Voice</b>	<b># of Readers</b>	<b>Amount</b>	<b>Unit</b>	<b>Codes</b>
Summer Reading - Littles (0-K)	173	93,531	Books	142
Summer Reading - Caregivers	38	2,879	Books	38
Summer Reading - Kids (1st-5th)	304	288,852	Minutes	214
Summer Reading - Teens (6th-12th)	126	190,174	Minutes	194
Summer Reading - Adults (16+ years)	140	725	Books	90

**Total Summer Reading Participation: 781 people = 25% of Solon's Population of 3018**

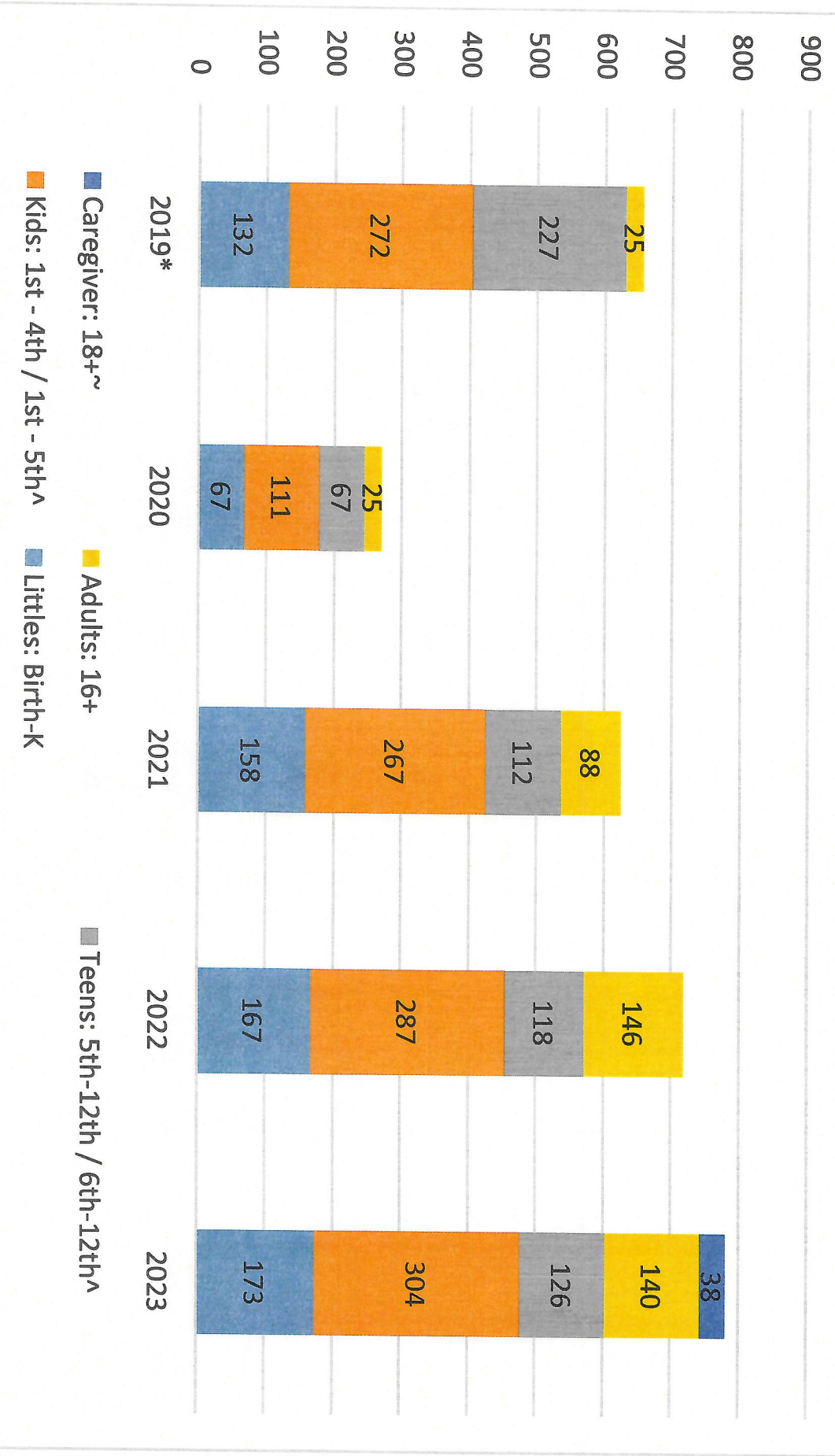
During FY 2023, we had 31 volunteers who gave 416 hours of their time to assist with a variety of library activities including: shelf-reading, preparing storytime kits, making countless bags of frosting, assembling gingerbread houses, assisting at programs, folding summer reading t-shirts, and cleaning toys.

We will close out the month with a Community Spelling Bee and Adult Game Night. September is National Library Card Month, and that means it's time to get a new library card, update/renew your card or simply show us your library card when you visit to enter for a chance to win a S'mores Gift Set. We look forward to welcoming 1st - 8th grade students to our engaging BAM POW programs on Early Out Thursdays starting on September 7th. Teen programming will be available on a variety of days and times to encourage participation. Alexis and Megan will provide a monthly technology program highlighting digital library resources, utilizing our new mobile computer lab, and assisting patrons with a variety of technology topics.

Sincerely,

Liz King  
 Director, Solon Public Library

# Summer Reading Program Participants

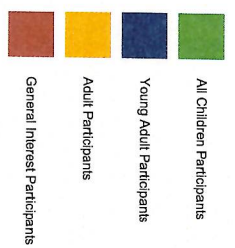
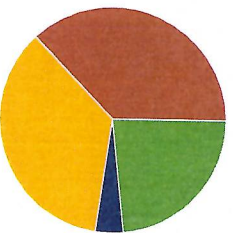
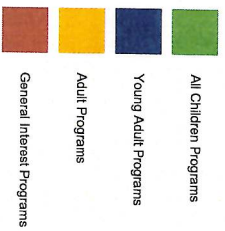
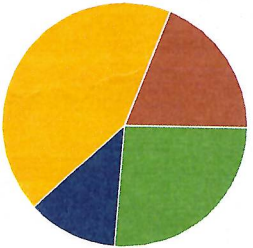


\* 2019 Participation calculated using average 6 slips/reader.  
 ^ 5th Grade moved to Kids in 2022, 6th - 12th Teens.  
 ~2023 Caregiver Category added.

## July

### Overview

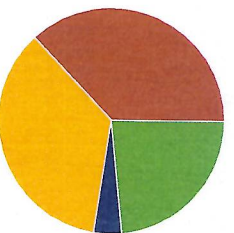
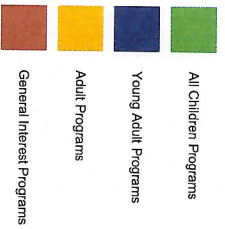
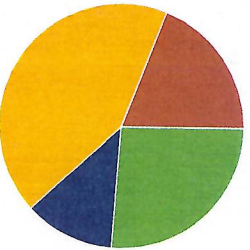
All Children Programs	11	26.19%	All Children Participants	183	23.4%
Young Adult Programs	5	11.9%	Young Adult Participants	31	3.96%
Adult Programs	18	42.86%	Adult Participants	279	35.68%
General Interest Programs	8	19.05%	General Interest Participants	289	36.95%
Total Programs	42		Total Participants	782	



## Year in Review

### Overview

All Children Programs	11	26.19%	All Children Participants	183	23.4%
Young Adult Programs	5	0%	Young Adult Participants	31	0%
Adult Programs	18	0%	Adult Participants	279	0%
General Interest Programs	8	0%	General Interest Participants	289	0%
Total Programs	42		Total Participants	782	



Solon Public Library  
 Program Details for July 2023

	A	B	C	D	F
1	Title	Age	Type	Category	Attendees
2	Adult Game Night	Adult (Ages 19+)	In Person	Adult Programs	10
3	Book Club	Adult (Ages 19+)	In Person	Adult Programs	8
4	Cookbook Club - Local Cookbooks	Adult (Ages 19+)	In Person	Adult Programs	14
5	DIY Night - Clay Gnomes	Adult (Ages 19+)	In Person	Adult Programs	20
6	KNIT LIT	Adult (Ages 19+)	In Person	Adult Programs	5
7	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	19
8	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	23
9	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	17
10	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	22
11	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	15
12	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	10
13	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	17
14	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	23
15	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	22
16				<b>Total Chair Yoga</b>	<b>168</b>
17	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	14
18	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	7
19	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	17
20	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	16
21				<b>Total Coffee &amp; Conversations</b>	<b>54</b>
22				<b>Total Adult Programs</b>	<b>279</b>
23	[Month] Coloring Challenge	General Interest	Passive Program	Family	163
24	Let's Go LEGO!	General Interest	Passive Program	Family	36
25	All Ages Karaoke!	General Interest	In Person	Family	16
26	Fun For All Night	General Interest	In Person	Family	27
27	Iowa Raptor Project	General Interest	In Person	Family	65
28	Meet and Bleat: Goats at the Library	General Interest	In Person	Family	173
29	Music Cafe	General Interest	In Person	Family	8
30	Trivia Night	General Interest	In Person	Adult Programs	31
31				<b>Total General Interest</b>	<b>519</b>
32	Family Storytime	Children (Ages 0-5)	In Person	Storytime	19
33	Lakeview Care for Kids Storytime	Children (Ages 0-5)	In Person	Storytime	31
34	Lakeview Care for Kids Storytime	Children (Ages 0-5)	In Person	Storytime	31
35	Lakeview Care for Kids Storytime	Children (Ages 0-5)	In Person	Storytime	37
36	Storytime: Find Your Mindful Voice	Children (Ages 0-5)	In Person	Storytime	49
37	Storytime: Find Your Musical Voice	Children (Ages 0-5)	In Person	Storytime	49
38	Storytime: Finding Your Sporty Voice	Children (Ages 0-5)	In Person	Storytime	51
39				<b>Total Storytime</b>	<b>267</b>
40	Kids Connect: Chalk Poetry	Children (Ages 6-11)	In Person	BAM POW	21
41	Kids Connect: Make Some Noise!	Children (Ages 6-11)	In Person	BAM POW	24
42	Kids Connect: STEM Crafts	Children (Ages 6-11)	In Person	BAM POW	21
43				<b>Total Kids Connect</b>	<b>66</b>
44	1000 Books Before Kindergarten	Children (Ages 0-5)	Passive Program	Family	8
45				<b>Total Children's Programs</b>	<b>341</b>
46	Teen Tuesday: Craft Day! Kindness Rocks	Young Adult (Ages 12-18)	In Person	Teens	9
47	Teen Tuesday: Game Day	Young Adult (Ages 12-18)	In Person	Teens	7
48	Teen Tuesday: Water Day	Young Adult (Ages 12-18)	In Person	Teens	6
49	Teens Manga Club	Young Adult (Ages 12-18)	In Person	Teens	5
50	Manga Me	Young Adult (Ages 12-18)	Passive Program	Teens	4
51				<b>Total Teen Programs</b>	<b>31</b>



# Patron PC Logins by Day and Hour

Dates: Saturday July 1, 2023 - Monday July 31, 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 Jul 1	0	0	1	0	0	0	1	0	0	0	0	2	0	0	1	0	0	0
Sun Jul 2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Jul 3	0	0	1	2	1	1	0	0	0	0	0	5	1	0	2	0	0	1
Tue Jul 4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wed Jul 5	1	2	0	0	3	0	1	0	0	0	0	7	1	0	3	0	0	1
Thu Jul 6	0	0	0	1	0	0	0	2	6	1	0	10	1	0	6	0	0	2
Fri Jul 7	0	2	1	3	2	9	0	1	0	0	0	18	2	0	9	1	0	3
Sat Jul 8	0	1	1	0	0	0	0	0	0	0	0	2	0	0	1	0	0	0
Sun Jul 9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Jul 10	2	1	0	2	0	0	0	0	0	0	0	5	1	0	2	0	0	1
Tue Jul 11	0	2	2	2	0	1	0	3	0	0	0	10	1	0	3	0	0	1
Wed Jul 12	0	0	1	2	2	3	0	3	2	0	0	13	1	0	3	1	0	1
Thu Jul 13	1	0	1	3	0	2	0	1	0	0	0	8	1	0	3	0	0	1
Fri Jul 14	1	3	3	7	0	0	0	6	0	0	0	20	2	0	7	0	0	3
Sat Jul 15	1	0	0	0	0	1	0	0	0	0	0	2	0	0	1	0	0	0
Sun Jul 16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Jul 17	1	0	2	0	0	1	0	0	0	1	0	5	1	0	2	0	0	1
Tue Jul 18	1	0	1	1	0	0	2	0	0	0	0	5	1	0	2	0	0	1
Wed Jul 19	0	1	1	0	2	0	0	1	0	1	0	6	1	0	2	0	0	1
Thu Jul 20	0	1	3	1	3	2	5	1	1	0	0	17	2	0	5	1	1	2
Fri Jul 21	0	5	5	0	0	0	0	0	0	0	0	10	1	0	5	0	0	2
Sat Jul 22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sun Jul 23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Jul 24	2	1	2	2	0	2	0	1	1	0	0	11	1	0	2	1	2	1
Tue Jul 25	1	0	0	0	0	0	1	0	0	0	0	2	0	0	1	0	0	0
Wed Jul 26	0	0	1	3	0	0	2	5	0	0	0	11	1	0	5	0	0	2
Thu Jul 27	1	1	0	0	2	1	8	3	1	0	0	17	2	0	8	1	1	2
Fri Jul 28	2	2	2	0	0	1	0	0	0	0	0	7	1	0	2	0	0	1
Sat Jul 29	1	1	0	0	0	0	0	0	0	0	0	2	0	0	1	0	0	0
Sun Jul 30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Jul 31	0	3	4	1	1	1	1	1	1	0	0	12	1	0	4	1	1	1
<b>Total</b>	<b>15</b>	<b>26</b>	<b>32</b>	<b>30</b>	<b>16</b>	<b>25</b>	<b>21</b>	<b>28</b>	<b>11</b>	<b>3</b>	<b>0</b>	<b>207</b>						
Average	0.5	0.8	1	1	0.5	0.8	0.7	0.9	0.4	0.1	0							
Minimum	0	0	0	0	0	0	0	0	0	0	0							
Maximum	2	5	5	7	3	9	8	6	6	1	0							
Median	0	0	1	0	0	0	0	0	0	0	0							
Mode	0	0	0	0	0	0	0	0	0	0	0							
Standard Dev	0.7	1.2	1.3	1.5	0.9	1.7	1.7	1.5	1.1	0.3	0							

In July, 163 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



391 ↓ -13.3%

Monthly Sessions



365 ↓ -10.54%

Total Visits



163 ↓ -13.76%

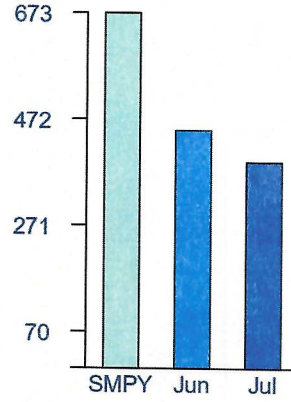
Unique Visitors



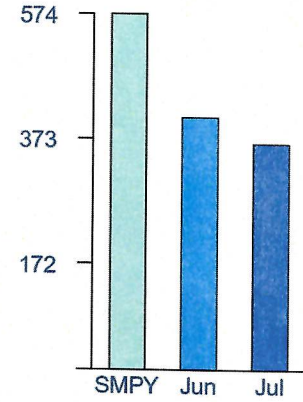
2.24 ↑ 3.7%

Average Return Rate

Total Monthly Session Count

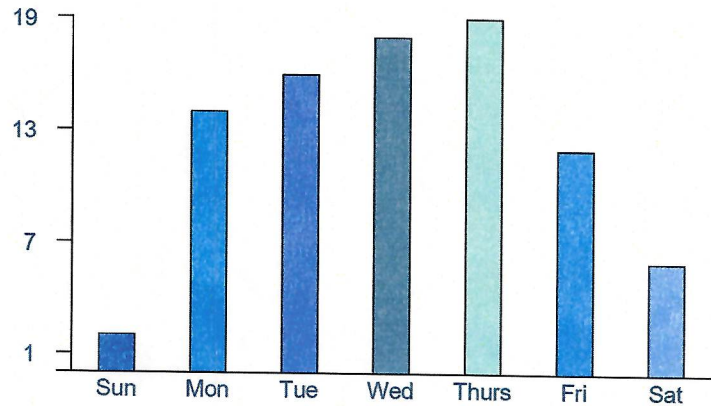


Total Monthly Visits

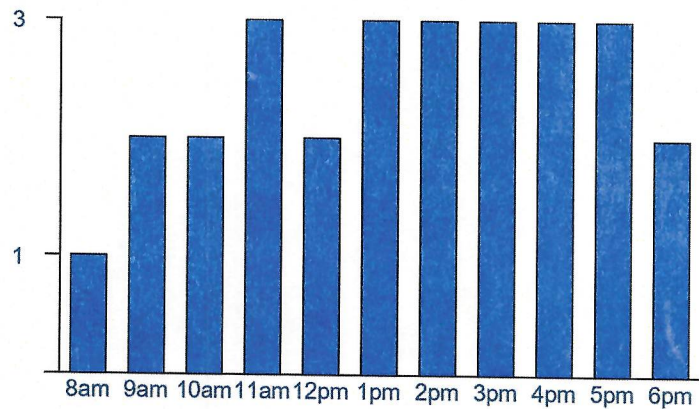


\*SMPY: Same Month Prior Year

Average Daily Visits



Average Peak Hourly



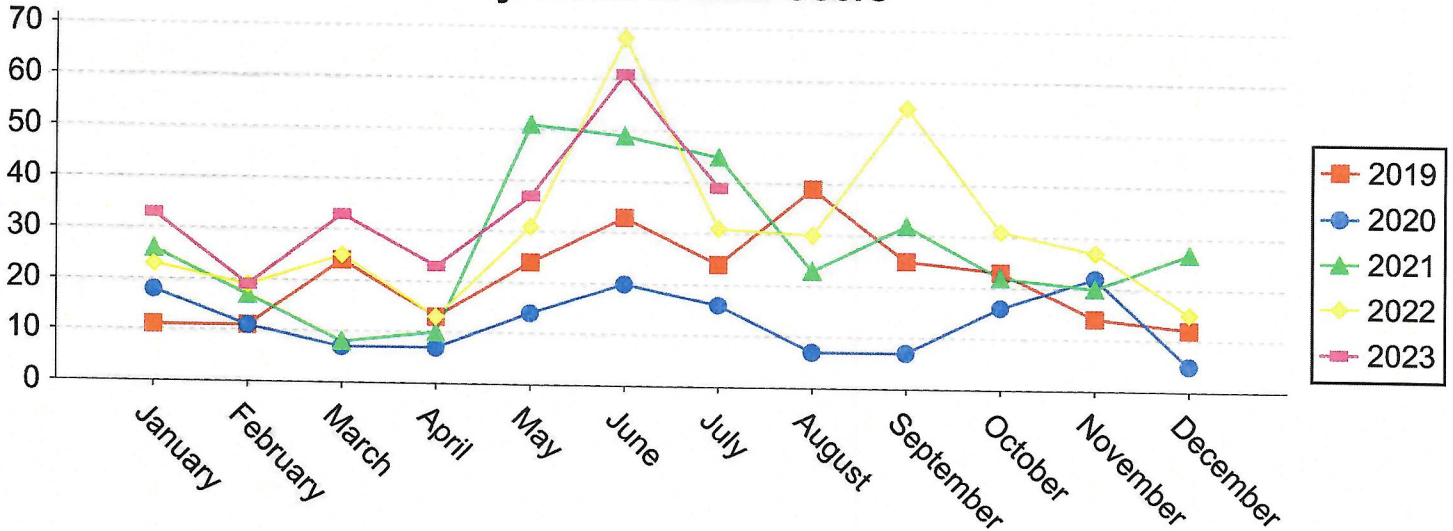


# New Registered Users

## By Month & Year

This report provides the number of new users that have been added per month for the past 4 years and current year-to-date. This report is intended to provide insight into the volume of new users that are being registered.

### Yearly Trend of New Users



Month	2019	2020	(+/-)	2021	(+/-)	2022	(+/-)	2023	(+/-)
January	11	18	63.6%	26	44.4%	23	-11.5%	33	43.5%
February	11	11	0%	17	54.5%	19	11.8%	19	0%
March	24	7	-70.8%	8	14.3%	25	212.5%	33	32%
April	13	7	-46.2%	10	42.9%	13	30%	23	76.9%
May	24	14	-41.7%	51	264.3%	31	-39.2%	37	19.4%
June	33	20	-39.4%	49	145%	68	38.8%	61	-10.3%
July	24	16	-33.3%	45	181.2%	31	-31.1%	39	25.8%
August	39	7	-82.1%	23	228.6%	30	30.4%		
September	25	7	-72%	32	357.1%	55	71.9%		
October	23	16	-30.4%	22	37.5%	31	40.9%		
November	14	22	57.1%	20	-9.1%	27	35%		
December	12	5	-58.3%	27	440%	15	-44.4%		
<b>Totals</b>	<b>253</b>	<b>150</b>	<b>-40.7%</b>	<b>330</b>	<b>120%</b>	<b>368</b>	<b>11.5%</b>	<b>245</b>	<b>-33.4%</b>



**Solon Library Bills for August, 2023**

Starting balance from July 2023 ending balance

Monthly Avg

<b>From Dues, Membership &amp; Magazines (62100)</b>	<b>\$ 804.42</b>		
Zoom inv#212364368	\$ 17.11		
Cricut montly subscription(Visa)	\$ 10.59		
Total Spent	\$ 27.70	\$	100.00
<b>Remaining Balance</b>	<b>\$ 776.72</b>		

<b>From Travel and Conference (62400)</b>	<b>\$ 724.46</b>		
Total Spent	\$ -	\$	62.50
<b>Remaining Balance</b>	<b>\$ 724.46</b>		

<b>From Building Maintenance (63100)</b>	<b>\$ 9,719.13</b>		
\$5,000 allocated for reserve funds	\$ 5,000.00	Hidden balance for reserves	
Solon Heating & Air, A/C Service and replacement of part inv#503311	\$ 156.14		
Professional Window Cleaning, inv#1081	\$ 80.00		
VK Veenstra&Kimm Inc., Engineering services for ADA Review inv#2	\$ 1,153.00		
Amazon, cleaning supplies (Visa)	\$ 19.97		
Amazon, cleaning supplies (Visa)	\$ 26.46		
Lynch Bros. Painting, meeting room and kitchen painting	\$ 2,250.00		
Total Spent	\$ 3,685.57	\$	416.67
<b>Remaining Balance</b>	<b>\$ 1,033.56</b>		

<b>From Org Vehicle/Equipment Maint AC (63320)</b>	<b>\$ 4,613.18</b>		
Google 2TB Storage (Visa)	\$ 106.99		
Google Workspace inv4774819497 (Visa)	\$ 44.94		
Total Spent	\$ 151.93	\$	466.67
<b>Remaining Balance</b>	<b>\$ 4,461.25</b>		

<b>From Utilities (63710)</b>	<b>\$ 6,983.72</b>		
Alliant Energy	\$ 7.90		
Mid-American	\$ 11.44		
Total Spent	\$ 19.34	\$	583.33
<b>Remaining Balance</b>	<b>\$ 6,964.38</b>		

<b>From Telephone/Internet (63730)</b>	<b>\$ 4,733.97</b>		
ICN inv#21868349	\$ 188.00		
Southslope inv#10530418	\$ 175.69		
Total Spent	\$ 363.69	\$	425.00
<b>Remaining Balance</b>	<b>\$ 4,370.28</b>		

<b>From Data Bases (63731)</b>	<b>\$ 1,566.22</b>		
Total Spent	\$ -	\$	208.33
<b>Remaining Balance</b>	<b>\$ 1,566.22</b>		

<b>From Publishing (64140)</b>	<b>\$ 600.00</b>		
Total Spent	\$ -	\$	50.00
<b>Remaining Balance</b>	<b>\$ 600.00</b>		

<b>From Educational Program (64340)</b>	<b>\$ 12,179.81</b>		
Solon Senior Support, July Chair Yoga inv#YogaJUL23	\$ 60.00		
WESTMUSIC, youth program supplies inv#CORA076581	\$ 437.36		
Amazon, Youth Program supplies (Visa)	\$ 74.95		
Amazon, Adult program supplies (Visa)	\$ 6.98		

Amazon, Teen program supplies (Visa)	\$	4.79	
Amazon, Teen program supplies (Visa)	\$	7.72	
Amazon, SRP supplies (Visa)	\$	15.73	
Amazon, Adult program supplies (Visa)	\$	62.37	
Amazon, Adult program supplies (Visa)	\$	15.99	
Amazon, Teen program supplies (Visa)	\$	8.12	
Amazon, Youth Program supplies (Visa)	\$	7.99	
Amazon, Teen program supplies (Visa)	\$	32.65	
Dollar Tree, Youth program supplies (Visa)	\$	54.38	
Dollar Tree, Youth program supplies (Visa)	\$	36.50	
Dollar Tree, Youth program supplies (Visa)	\$	6.63	
HyVee, Youth program supplies (Visa)	\$	52.46	
Niabi Zoo, SRP Prize (Visa)	\$	80.00	
Sam's Mainstreet Market, Teen program supplies (Visa)	\$	3.52	
Zoetic Coffee, Teen program supplies (Visa)	\$	10.00	
Total Spent	\$	978.14	\$ 1,179.17
<b>Remaining Balance</b>	<b>\$</b>	<b>11,201.67</b>	

**From Library Books (65020) \$ 20,624.19**

Baker & Taylor Inv#2037668871	\$	56.45	
Baker & Taylor Inv#2037674107	\$	350.20	
Baker & Taylor Inv#2037680293	\$	37.02	
Baker & Taylor Inv#2037688743	\$	274.80	
Baker & Taylor Inv#2037701457	\$	172.39	
Baker & Taylor Inv#2037706067	\$	46.56	
Junior Library Guild Inv#655770	\$	350.16	
Amazon, 3 Adult books (Visa)	\$	78.95	
Amazon, 1 Adult book (Visa)	\$	15.39	Replacement
Amazon, 2 Adult books (Visa)	\$	41.53	Staff Reference Teen programming
Amazon, 1 Adult book (Visa)	\$	23.08	
Amazon, 1 Adult book (Visa)	\$	10.49	
Amazon, 2 Adult books (Visa)	\$	38.88	
Amazon, 1 Adult book (Visa)	\$	9.00	Replacement
Amazon, 1 Adult book (Visa)	\$	12.95	Replacement
Amazon, 2 Youth books (Visa)	\$	44.98	
Amazon, 1 Youth book (Visa)	\$	10.99	Replacement
Amazon, 1 Youth book (Visa)	\$	5.50	
Amazon, 1 Youth book (Visa)	\$	18.98	Replacement
Amazon, 1 Youth book (Visa)	\$	4.95	
Amazon, 1 Adult book (Visa)	\$	18.40	
Total Spent	\$	1,621.65	\$ 2,000.00
<b>Remaining Balance</b>	<b>\$</b>	<b>19,002.54</b>	

**From Library Video Materials (65030) \$ 4,567.70**

Baker & Taylor inv#T24199750	\$	41.98	
Baker & Taylor inv#H65722790	\$	20.97	
Baker & Taylor inv#H65799300	\$	24.49	
Baker & Taylor inv#H65891380	\$	21.69	
MicroMarketing inv#930588	\$	52.25	
Amazon, 3 DVDs (Visa)	\$	22.09	
Amazon, 1 DVD (Visa)	\$	8.65	
Amazon, 2 DVDs (Visa)	\$	22.57	
Amazon, 1 DVD (Visa)	\$	19.96	
Amazon, 4 DVDs (Visa)	\$	31.57	
Amazon, 2 DVDs (Visa)	\$	14.96	
Total Spent	\$	281.18	\$ 404.17
<b>Remaining Balance</b>	<b>\$</b>	<b>4,286.52</b>	

**From Library Audio Materials (65040) \$ 4,920.28**

Baker & Taylor Inv#2037688743	\$	21.99	
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OverDrive Adv, 7 audiobooks inv#06497CO23271444	\$	428.55	
OverDrive Adv, 6 Ebooks inv#06497CO23271447	\$	271.77	
OverDrive Adv, 1 audiobook inv#06497CO23278028	\$	59.99	
OverDrive Adv, 1 eBook inv#06497CO23295596	\$	26.00	
Total Spent	\$	808.30	\$ 416.67
<b>Remaining Balance</b>	<b>\$</b>	<b>4,111.98</b>	

**From Puzzles, Puppet Kits (65050) \$ 1,200.00**

Amazon, sewing maching carry case, LOT (Visa)	\$	49.99	LOT = Library of Things
Amazon, Video to Digital Converter, LOT (Visa)	\$	159.95	LOT = Library of Things
Amazon, musical instrument and 8 books for Youth kits (Visa)	\$	99.74	
Amazon, musical instrument for Youth kits (Visa)	\$	30.00	
Total Spent	\$	339.68	\$ 100.00
<b>Remaining Balance</b>	<b>\$</b>	<b>860.32</b>	

**From Operating Supplies (65070) \$ 7,955.53**

Amazon, plastic binder dividers (Visa)	\$	11.73	
Office Express, copy paper inv#17156	\$	46.95	
Office Express, 3 remanufactured toner cartridges inv#19759	\$	69.97	
Office Express, 1 remanufactured toner cartridge inv#19850	\$	102.99	
Amazon, 3 staff monthly planners (Visa)	\$	55.32	
Amazon, labels (Visa)	\$	33.05	
Amazon, 100 lanyards (Visa)	\$	45.99	
Amazon, batteries (Visa)	\$	29.91	
Amazon, 36 wrist lanyards (Visa)	\$	30.39	
Brodart Co, spine labels (Visa)	\$	73.05	
DEMCO, bookmarks and book covering supplies inv#7342594 (Visa)	\$	53.59	
Total Spent	\$	552.94	\$ 750.00
<b>Remaining Balance</b>	<b>\$</b>	<b>7,402.59</b>	

**From Postage and Shipping (65080) \$ 900.00**

USPS, prepaid envelopes (Visa)	\$	302.98	
USPS, ILL return (Visa)	\$	4.43	
Total Spent	\$	307.41	\$ 75.00
<b>Remaining Balance</b>	<b>\$</b>	<b>592.59</b>	

**From Supplies (65990) \$ 250.00**

Total Spent	\$	-	\$ 20.83
<b>Remaining Balance</b>	<b>\$</b>	<b>250.00</b>	

**From Office Equipment (67250) \$ 3,733.71**

Amazon, 50 QT cooler (Visa)	\$	51.99	
Amazon, 6 fly swatters (Visa)	\$	11.95	
Amazon, 2-pack VEYOFLY Insect traps (Visa)	\$	39.99	
Amazon, 2 floor register vent covers (Visa)	\$	33.98	
Amazon, 1 certificate frame (Visa)	\$	12.99	
Total Spent	\$	150.90	\$ 333.33
<b>Remaining Balance</b>	<b>\$</b>	<b>3,582.81</b>	

EXPENDITURE REPORT

City of Solon

For the Period: 7/1/2023 to 8/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 001 - GENERAL FUND</b>							
Expenditures							
Dept: 4410 LIBRARY SERVICES							
60100 SALARIES							
61100 FICA SOCIAL SECURITY	226,000.00	226,000.00	34,096.00	8,761.73	0.00	191,904.00	15.1
61300 IPERS	17,300.00	17,300.00	2,602.43	668.78	0.00	14,697.57	15.0
61500 EMPLOYEE GROUP INSURANCE/ANNUI	21,335.00	21,335.00	3,218.68	827.12	0.00	18,116.32	15.1
62100 DUES, MEMBERSHIPS & MAGAZINE S	16,000.00	16,000.00	0.00	0.00	0.00	16,000.00	0.0
62400 TRAVEL AND CONFERENCE	1,200.00	1,200.00	395.69	395.69	0.00	804.31	33.0
63100 BUILDING MAINTENANCE	750.00	750.00	25.54	25.54	0.00	724.46	3.4
63320 ORG VEHICLE/EQUIPMENT MAINT AC	10,000.00	10,000.00	1,558.87	1,303.87	0.00	8,441.13	15.6
63710 UTILITIES	5,600.00	5,600.00	986.82	846.82	0.00	4,613.18	17.6
63730 TELEPHONE/INTERNET	7,000.00	7,000.00	35.62	19.34	0.00	6,964.38	0.5
63731 DATA BASES	5,100.00	5,100.00	729.72	363.69	0.00	4,370.28	14.3
64080 INSURANCE	2,500.00	2,500.00	933.78	933.78	0.00	1,566.22	37.4
64140 PUBLISHING	16,850.00	16,850.00	1,419.28	1,419.28	0.00	15,430.72	8.4
64340 EDUCATIONAL PROGRAM	600.00	600.00	0.00	0.00	0.00	600.00	0.0
65020 LIBRARY BOOKS	14,150.00	14,150.00	1,970.79	1,970.79	0.00	12,179.21	13.9
65030 LIBRARY VIDEO MATERIALS	24,000.00	24,000.00	3,375.81	3,359.81	0.00	20,624.19	14.1
65040 LIBRARY AUDIO MATERIALS	4,850.00	4,850.00	282.30	236.82	0.00	4,567.70	5.8
65050 PUZZELS, PUPPET KITS	5,000.00	5,000.00	79.72	79.72	0.00	4,920.28	1.6
65070 OPERATING SUPPLIES	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0.0
65080 POSTAGE AND SHIPPING	9,000.00	9,000.00	1,044.47	906.34	0.00	7,955.53	11.6
65990 SUPPLIES	900.00	900.00	301.98	301.98	0.00	598.02	33.6
67250 OFFICE EQUIPMENT	250.00	250.00	0.00	0.00	0.00	250.00	0.0
	4,000.00	4,000.00	265.29	265.29	0.00	3,734.71	6.6
<b>LIBRARY SERVICES</b>	<b>393,585.00</b>	<b>393,585.00</b>	<b>53,322.79</b>	<b>22,686.39</b>	<b>0.00</b>	<b>340,262.21</b>	<b>13.5</b>
Expenditures	393,585.00	393,585.00	53,322.79	22,686.39	0.00	340,262.21	13.5
<b>Grand Total Net Effect:</b>	<b>-393,585.00</b>	<b>-393,585.00</b>	<b>-53,322.79</b>	<b>-22,686.39</b>	<b>0.00</b>	<b>-340,262.21</b>	

EXPENDITURE REPORT

City of Solon

Page: 1  
8/25/2023  
11:40 am

For the Period: 7/1/2023 to 8/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 031 - TRUST &amp; AGENCY LIBRARY</b>							
Expenditures							
Dept: 4411 TRUST & AGENCY LIBRARY BLDG TR							
64340 EDUCATIONAL PROGRAM							
65020 LIBRARY BOOKS	500.00	500.00	357.78	357.78	0.00	142.22	71.6
65030 LIBRARY VIDEO MATERIALS	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
65040 LIBRARY AUDIO MATERIALS	500.00	500.00	0.00	0.00	0.00	500.00	0.0
67270 OTHER CAPITAL EQUIPMENT	500.00	500.00	0.00	0.00	0.00	500.00	0.0
67271 CAPITAL EQUIP/MEMORIAL DONATIO	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
	0.00	0.00	3,377.73	3,377.73	0.00	-3,377.73	0.0
TRUST & AGENCY LIBRARY BLDG TR	10,500.00	10,500.00	3,735.51	3,735.51	0.00	6,764.49	35.6
Expenditures	10,500.00	10,500.00	3,735.51	3,735.51	0.00	6,764.49	35.6
Grand Total Net Effect:	-10,500.00	-10,500.00	-3,735.51	-3,735.51	0.00	-6,764.49	

	A	B	C	D	E
1	<b>Solon Public Library Foundation - Solon State Bank</b>				
2	<b>Treasurer's Report</b>				
3	<b>July 26, 2023</b>				
4	Beginning Balance			\$ 20,934.75	
5					
6		Income:			
7			Donation	\$ 125.00	
8					
9		Expenses:			
10			Deposit stamp	\$ 33.44	
11					
12	Ending Balance			\$ 21,026.31	
13	<b>Solon Public Library Foundation - Greenstate</b>				
14	<b>Treasurer's Report</b>				
15	<b>July 26, 2023</b>				
16	Beginning Balance			\$ -	
17					
18		Income:			
19		Expenses:			
20	Ending Balance			\$ -	
21					
22			Savings Balance	\$ 5.54	
23					
24	<b>Solon Public Library Foundation Scholarship Account</b>				
25	<b>Treasurer's Report</b>				
26	<b>July 26, 2023</b>				
27	Beginning Balance			\$ 1,000.00	
28					
29		Income:			
30		Expenses:			
31					
32	Ending Balance			\$ 1,000.00	
33					
34	<b>Solon Public Library Foundation - Community Foundation of Johnson County</b>				
35	<b>Endowment Fund</b>				
36	<b>April 1, 2023 - June 30, 2023</b>				
37	Beginning Balance			\$ 25,135.81	
38					
39	Income/Contrib				
40		Initial Donation from Library Foundation 7/28/2022			
41		Online Donations		\$ 150.00	
42		Interest and Dividends		\$ 136.88	
43	Total Income/Contrib			\$ 286.88	
44					
45	Gain/(Loss)	Unrealized-Gain/ (Loss)		\$ 114.65	
46		Realized-Gain/ (Loss)		\$ 798.36	
47	Total Gain/(Loss)			\$ 913.01	
48					
49	Balance Before Exp.			\$ 26,335.70	4.77%
50					
51	Expenses	Administrative Fee		\$ (77.00)	
52		Online Payment Processing Fee		\$ (5.57)	
53		Investment Mgt. Fee		\$ (21.66)	
54	Total Fund Expenses			\$ (104.23)	
55					
56	Ending Balance			\$ 26,231.47	4.36%
57					
58	<b>Solon Public Library Foundation - Integrity Financial</b>				
59	<b>April 1, 2023 - June 30, 2023</b>				
60	Beginning Balances	Mutual Funds		\$ 71,771.12	
61		Cash, Money Funds and Bank Deposits		\$ 506.83	
62				\$ 72,277.95	
63	Income/Contrib	Long Term Capital Gain Distribution			
64		Dividends			
65		Interest		\$ 0.55	
66	Total Income/Contrib			\$ 507.38	
67	Transactions				
68					
69	Ending Cash Balance			\$ 507.38	
70					
71	Assets	Janus Henderson Balanced Fund - 1827.167 units		\$ 71,094.92	
72		Gain/(Loss)		\$ 3,525.16	
73		Ending Value - Mutual Funds		\$ 74,620.08	
74		Ending Value - Cash		\$ 507.38	
75	Total Value of Assets			\$ 75,127.46	5.67%

	A	B	C	D
1	<b>Solon Public Library Foundation - Solon State Bank</b>			
2	<b>Treasurer's Report</b>			
3	<b>August 23, 2023</b>			
4				
5				
6	Beginning Balance			\$ 21,026.31
7				
8		Income:		
9			Donation-Larry and Judy Greco	\$ 100.00
10				
11				
12		Expenses:		
13			Solon Public Library-CK #1273-Chromebooks and licenses	\$ 3,377.73
14				
15	Ending Balance			\$ 17,748.58
16				
17	<b>Solon Public Library Foundation - Greenstate</b>			
18	<b>Treasurer's Report</b>			
19	<b>August 23, 2023</b>			
20	Beginning Balance			\$ -
21				
22		Income:		\$ -
23				
24		Expenses:		\$ -
25				
26	Ending Balance			
27			Savings Balance	\$ 5.54
28				
29	<b>Solon Public Library Foundation Scholarship Account</b>			
30	<b>Treasurer's Report</b>			
31	<b>August 23, 2023</b>			
32				
33	Beginning Balance			\$ 1,000.00
34				
35		Income:		
36				
37		Expenses:		
38				
39	Ending Balance			\$ 1,000.00
40				

**Portfolio Snapshot**  
Combined Account Portfolio

Solon Public Library Foundation

Period: 7/1/23-7/31/23

**Summary** As of: 7/31/23

**Portfolio Performance**

PORTFOLIO	\$76,940	SELECTED PERIOD (\$)		LAST QUARTER (\$)		YEAR TO DATE (\$)		LAST YEAR (\$)		SINCE START DATE (\$)	
		7/1/23 - 7/31/23	7/1/23 - 7/31/23	Q2,23	7/31/23	7/31/23	2022	2022	8/29/22		
GAIN/LOSS		Beginning Value	75,127	72,278	69,263	0	70,000	70,000			
		Net Contribution	0	0	0	0	0	0			
		Change in Value	1,812	2,850	7,677	-737	6,940	6,940			
Unrealized	\$4,969	Ending Value	76,940	75,127	76,940	69,263	76,940	76,940			
		<b>Return</b>	<b>2.41%</b>	<b>3.94%</b>	<b>11.08%</b>	<b>-1.05%</b>	<b>9.91%</b>				

**Account Performance**

ACCOUNT	START DATE	VALUE (\$)	% OF TOTAL	SELECTED PERIOD (%)	LAST QUARTER (%)	YEAR TO DATE (%)	LAST YEAR (%)	SINCE START DATE (%)
	8/29/22	76,940	100.00	2.41	3.94	11.08	-1.05 <sup>e</sup>	9.91

Accounts are not custodied at Cambridge. The data is provided from various sources, please refer to the disclosure for detail.

Prepared by: Solon Public Library Foundation

Client Reports created on: 8/22/23.

Incomplete if presented without accompanying disclosure pages