

Agenda for Solon Library Board Meeting  
Monday, February 26, 2024 @6:30 pm

**Zoom Invite:** <https://us02web.zoom.us/j/85236336252>

**Meeting ID: 852 3633 6252**

Call to order

Approval of the agenda

Approval of the minutes

- January 26, 2024

Citizen's Speak

Elections: Vice President

Committee reports

- Building: Parking Lot lights, Monthly meetings with Scott Kleppe
- Finance
- Johnson County Liaison
- City Liaison
- Board of Trustees Continuing Education

Directors Report

Approval of Bills

- February 2024

Review of Foundation reports (N/A, Foundation to meet 2/28/24)

Old Business

- FY25 Budget update

New Business

- Policy Review: Copyright Policy (2021), Basement Use Policy (2021)
- Review and possible approval of Bid for ALA Accessibility Grant Parking Lot project
- Board Continuing Education Suggestion:

**Lunch with the State Library (March 2024): Specialized Consulting**  
**Thursday, March 14, 12:15 p.m. - 12:45 p.m.**

Join Mandy Easter (Law Librarian), Janeé Jackson-Doering (Youth Services), and Tom Keyser (IHDC) to learn more about how they support libraries! We'll also hear from Scott Dermont (Enrich Iowa) and Sam Bouwers (Continuing Ed & Endorsement). Join us in this whirlwind tour of the State Library's specialized consulting support.

[Register in IA Learns for this Webinar](#)

If you cannot attend the live session, it will be recorded and available through IA Learns within the next month.

Next Meeting: **Monday, March 25, 2024 at 6:30 pm**

Adjourn

# The Solon Public Library Board

## DRAFT Meeting Minutes January 29, 2024

### Call to Order

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

### Present

Sandy Lawrence, Jen Fetzer, Steve Fisher, Janet Salathiel, Char Cosgrove, Matthew Hanes, Cole Gabriel (City Liaison), Liz King (Library Director)

### Absent

Bill Christensen

### Approval of Agenda

The agenda was unanimously approved as revised. (Char/Janet)

### Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed. (Steve/Jen)

### Citizen's Speak and Correspondence

Citizen speak: None

Correspondence: A letter was received from Daniel Tearse. Daniel sent an update and thanks for supporting this year's National Honors Society's project 'Winter Gear for Kids'

Library Space Utilization Grant: The Library Space Assessment Coordinator, Shanna Stewart spoke to the board about her gathering of information. She had spent the day touring the building and making measurements and gathering information. After speaking with the staff, the director and the board she will then write a report which will be presented at a later date.

Statement of Inclusion: Madison presented a revised statement for the board to consider. After some discussion of paragraph placement it was voted on favorably. (Jen/Matthew)

Elections: The slate of officers: President - Sandy Lawrence and Secretary - Char Cosgrove. The Vice President position is put on hold. (Janet/Steve)

### Committee Reports

- **Building:**

*Radon update:* The remediation is successful. The levels are now below EPA Action Levels. It is recommended to test every two years.

*Parking Lot update:* There was nothing new reported.

- **Finance:** The CD that matured on January 2, 2024 was renewed at Greenstate. The \$157,000 CD was renewed for 12 months at 5.35%. The next CD to mature is 4/14/24 at Solon State Bank for \$110,000. A decision will be made in March.

# The Solon Public Library Board

- **Johnson County Liaison:** Steve Fisher has taken this position.
- **City of Solon Liaison:** Cole reported that it is budget season and things are progressing.
- **Board of Trustees Continuing Education:** Sandy reported on the ILOC seminar. Char watched a video Check it Out/January 2024 it was concerning recommendations for new children to young adult books.

## Library Director's Report

A written report is included in the Board packet.

## Approval of Bills

The December 2023 bills were unanimously approved for payment as presented. (Char/Jen).  
The January 2024 bills were unanimously approved for payment as presented. (Steve/Janet)

## Review of Foundation Report

The Foundation Report was reviewed.

## Old Business

- **FY25 Budget:** Budget discussions are progressing.
- **Statement of Inclusion:** Reported earlier in meeting.

## New Business

- **CD to Mature 1/2/24** This was discussed during the Finance Report
- **Board of Trustees Continuing Education:** Items were listed for Board Consideration

## Next Month's Agenda

- CD Maturing

## Adjournment

The meeting was adjourned at 7:30 p.m. (Janet/Matthew)

## Next Meeting

Regular Meeting: Monday, February 26, 2024 at 6:30 p.m.

## Submitted by

Char Cosgrove

February 20

Dear Director

I am writing to compliment  
two staff members, Lily  
and Alex, who organized  
the sewing class on  
February 19. They were  
very knowledgeable,  
supportive, and welcoming

They are the wonderful  
representatives of your  
library

Margaret Honnelly

## Director's Report February 2024

In February I attended regular meetings with the City Council, the Friends of the Library, and the Solon Public Library Foundation. I also attended the quarterly meeting of the Johnson County Library Directors held at Swisher Public Library. Lily and I attended the February Beef Days Committee Meeting where they presented a grant request for our Summer Reading Program kick-off celebration event. We celebrated staff member Megan Richardson's 5-year anniversary with Solon Public Library with a plaque presentation by the Mayor at the second City Council meeting in February. We were joined by representatives from all three of our boards to congratulate Megan and thank her for her service.

The Friends of the Library Book Sale will be on Saturday, March 2nd from 8 am - 12 noon. The Foundation's Don Ochs Scholarship application was provided to the high school and has been posted on our website. The deadline for the applications is Monday, March 18. The Foundation's third annual silent art auction will open on Monday, February 26 and close at 2:00 pm on March 16th. Proceeds from the sale will help to start a fund to replace the dividing wall in the Library meeting room. Items will be on display in the community meeting room and the large glass display case. We are so grateful for the donations from our generous community that support the Friends and Foundation fundraising efforts.

Our Winter Library Challenge concluded on January 31, 2024. The level of engagement with this program increases each year and accomplishes our goal of encouraging patrons to come enjoy the Library during the cold winter months.

<b>Winter Library Challenge</b>	<b>2023</b>	<b>2024</b>	<b>Increase</b>
Total Patrons Registered	120	171	+51
Total Patrons Who Completed Level 1 (4 Event Codes)	105	134	+29
Highest Level Earned	Level 9	Level 6	
Total Prizes Given	165	242	+77
Total Event Codes Entered	756	1030	+274

In February we celebrated the love of reading with our Blind Date with a Book program. Patrons from 3rd grade through adults enjoyed finding new favorite books and the opportunity to rate their "book date". We celebrated Black History Month by highlighting items in our collections for all ages and interests. Lily shared a Grant Wood themed Intergenerational Storytime at the Solon Care Center. Alexis and Lily hosted a Sewing 101 program (rescheduled from January due to winter weather) for teens and adults where each of the participants had an opportunity to learn basic machine sewing techniques and produce either a pillow or an apron to take home. Madison and the Teen Advisory Board presented CATS programs on finger puppets, music production and a bonus movie day on Leap Year. Our partnership with GFWC Solon Women's

Club continues with the second installment of our Mental Health 101 Series. The National Alliance on Mental Illness (NAMI) of Johnson County provided an informative presentation "In Our Own Voices". The next program in this series will be in April.

Each Tuesday morning, sounds of songs, laughter, and stories can be heard from Storytime with Lily. Every Tuesday afternoon, Madison welcomes our teens to Switch & Social. They have created engaging weekly youth programming for Thursday Early Out days and ensure everyone feels welcome and included in the fun. Evenings are filled with Alexis's DIY nights, Solon Book Club discussions, and Game Nights. Megan ensures the whole community is aware of all the opportunities at the Library via multiple communication methods. Be sure to check out our new Spring Activity Guide and monthly calendar. Sherri works diligently each week to catalog our new materials so there are always new items to attract lifelong learners. We all look forward to our time interacting with patrons at the circulation desk and assisting them with finding the perfect library resource or program to attend.

Our programming team is also hard at work planning our upcoming Summer Reading Program. The theme this year is Read, Renew, Repeat. More details to be shared soon. We continue to explore new partnership opportunities for engaging summer activities.

Looking ahead to March, Alexis is presenting the annual March Mammal Madness program with all new animal match-ups. Be sure to get your mammal brackets turned in by March 9th. Our newest staff member Erika will be starting a weekly Drawing Program on Wednesday afternoons for 4th-8th graders. For spring break week we're having a Teen Hot Cocoa & Conversation program and a Maker's Space: Drop In to Create! Program for all-ages to make use of our button maker, sewing machine, Cricut, and more. At the end of the month, we will partner with local Master Gardeners for an educational program about cultivating succulents.

On Friday, March 22nd we will be closed for a Staff In-Service Day. We will work on projects in the morning and host United Action for Youth (UAY) for an afternoon of training on Trauma Informed Care/Relationships, Positive Youth Development, Culture building, and Youth Brain Development. We have invited library staff from our neighboring small libraries to attend and learn along with us.

Sincerely,

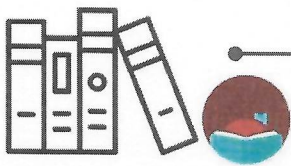
Liz King  
Director, Solon Public Library



# Annual Report Fiscal Year 2023

July 2022 - June 2023

The primary focus of Fiscal Year 2023 was the development of our Strategic Plan and completing our State Library of Iowa Tier 3 Accreditation renewal. Our Strategic Plan provides a road map to focus our efforts and create a proactive approach to community growth and changes in demographics.

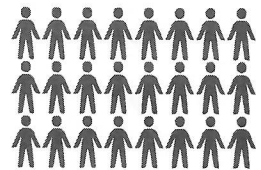


### 73,900 Check-Outs

Number of Library materials, physical and downloadable, that were checked out by patrons.

### 3,694 Cardholders

Number of patrons in Solon, rural Johnson County, and surrounding areas.



### Free WiFi Around the Clock

Community members utilized our free Wi-Fi 5,229 times over the 12-month period.



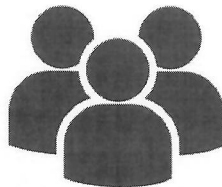
### Digital Access



Community members logged onto our Patron Computers 3,526 times. You visited our website 26,281 times for Digital Storytime, our online catalog, eBooks, and other resources.

### Library Programs

We held 447 in-person Library programs with 10,290 attendees.



## 2023 Summer Reading

June-July 2023

We had 641 youth, and 178 adults join our summer reading program.



### Reading Totals

- 167 Littles (0-K) read 12,232 Books
- 304 Kids (1st-5th) read 288,852 minutes
- 126 Teens (6th-12th) read 190,174 minutes
- 178 Adults read 725 books



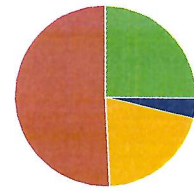
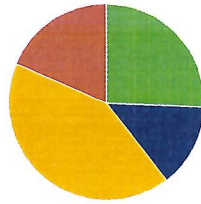
# Solon Public Library

## July, 2023 - January, 2024

### July

#### Overview

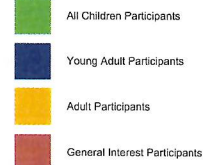
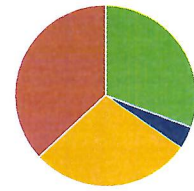
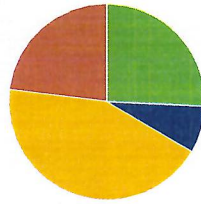
All Children Programs	11	25.58%	All Children Participants	341	25%
Young Adult Programs	6	13.95%	Young Adult Participants	52	3.81%
Adult Programs	18	41.86%	Adult Participants	279	20.45%
General Interest Programs	8	18.6%	General Interest Participants	692	50.73%
Total Programs	43		Total Participants	1364	



### August

#### Overview

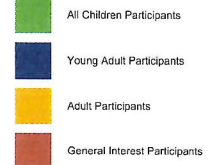
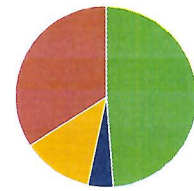
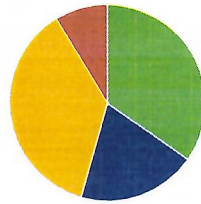
All Children Programs	10	25.64%	All Children Participants	277	30.47%
Young Adult Programs	3	7.69%	Young Adult Participants	36	3.96%
Adult Programs	17	43.59%	Adult Participants	261	28.71%
General Interest Programs	9	23.08%	General Interest Participants	335	36.85%
Total Programs	39		Total Participants	909	



### September

#### Overview

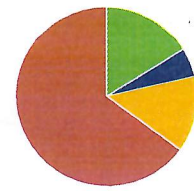
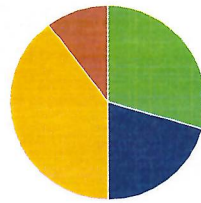
All Children Programs	16	34.78%	All Children Participants	954	48.85%
Young Adult Programs	9	19.57%	Young Adult Participants	87	4.45%
Adult Programs	17	36.96%	Adult Participants	244	12.49%
General Interest Programs	4	8.7%	General Interest Participants	668	34.2%
Total Programs	46		Total Participants	1953	



### October

#### Overview

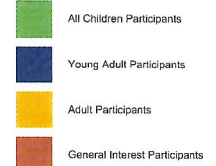
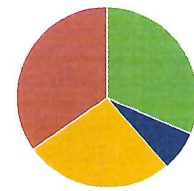
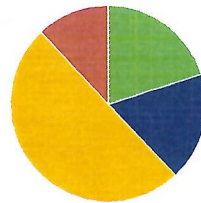
All Children Programs	17	29.31%	All Children Participants	356	15.98%
Young Adult Programs	12	20.69%	Young Adult Participants	117	5.25%
Adult Programs	23	39.66%	Adult Participants	307	13.78%
General Interest Programs	6	10.34%	General Interest Participants	1448	64.99%
Total Programs	58		Total Participants	2228	



### November

#### Overview

All Children Programs	10	20%	All Children Participants	301	31.35%
Young Adult Programs	9	18%	Young Adult Participants	70	7.29%
Adult Programs	25	50%	Adult Participants	255	26.56%
General Interest Programs	6	12%	General Interest Participants	334	34.79%
Total Programs	50		Total Participants	960	





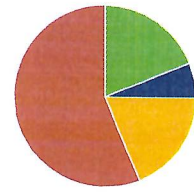
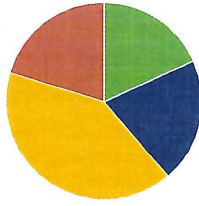
# Solon Public Library

## July, 2023 - January, 2024

### December

#### Overview

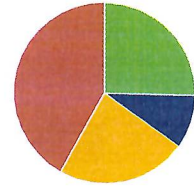
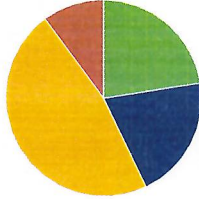
All Children Programs	8	18.18%	All Children Participants	211	18.84%
Young Adult Programs	9	20.45%	Young Adult Participants	69	6.16%
Adult Programs	18	40.91%	Adult Participants	210	18.75%
General Interest Programs	9	20.45%	General Interest Participants	630	56.25%
<b>Total Programs</b>	<b>44</b>		<b>Total Participants</b>	<b>1120</b>	



### January

#### Overview

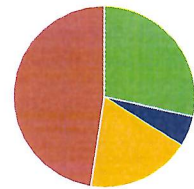
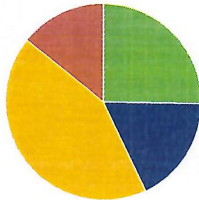
All Children Programs	11	22.45%	All Children Participants	184	25.21%
Young Adult Programs	10	20.41%	Young Adult Participants	70	9.59%
Adult Programs	23	46.94%	Adult Participants	170	23.29%
General Interest Programs	5	10.2%	General Interest Participants	306	41.92%
<b>Total Programs</b>	<b>49</b>		<b>Total Participants</b>	<b>730</b>	



### Year in Review

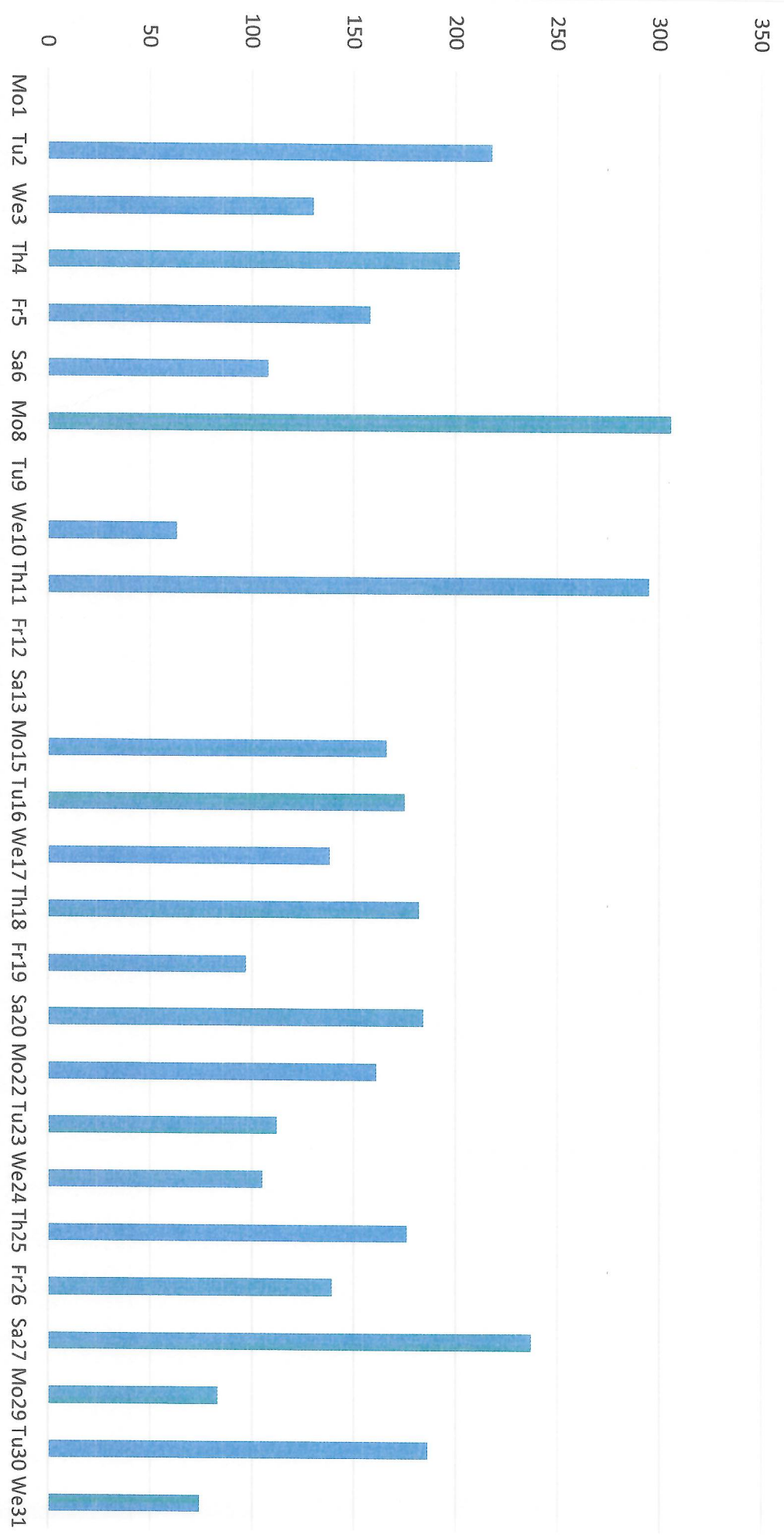
#### Overview

All Children Programs	83	25.23%	All Children Participants	2624	28.32%
Young Adult Programs	58	17.63%	Young Adult Participants	501	5.41%
Adult Programs	141	42.86%	Adult Participants	1726	18.63%
General Interest Programs	47	14.29%	General Interest Participants	4413	47.64%
<b>Total Programs</b>	<b>329</b>		<b>Total Participants</b>	<b>9264</b>	



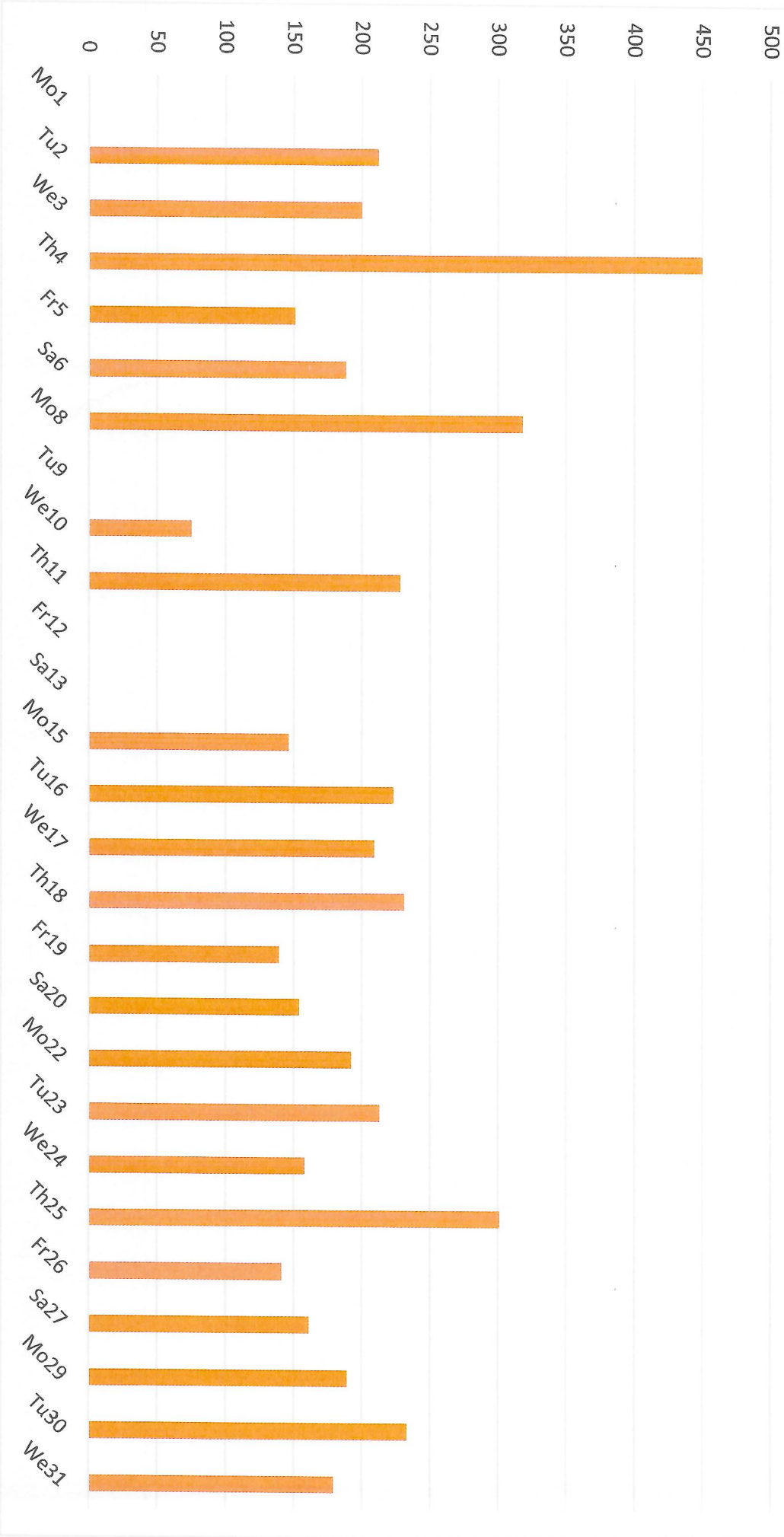
	A	B	C	E	F	G
1	Title	Age	Type	Category	In-person Attendees	Virtual Attendees
2	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	12	0
3	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	7	0
4	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	5	0
5	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	8	0
6				<b>Total Coffee &amp; Conversations</b>	<b>32</b>	
7	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	17	0
8	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	13	0
9	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	3	0
10	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	9	0
11	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	11	0
12	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	9	0
13	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	12	0
14	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	16	0
15				<b>Total Chair Yoga</b>	<b>90</b>	
16	DIY Night: Yarn Gnomes	Adult (Ages 19+)	Passive Program	Adult Programs	12	0
17	Adult Game Night	Adult (Ages 19+)	In Person	Adult Programs	6	0
18	Book Club: The Rosie Project	Adult (Ages 19+)	Combo in Person / Live Virtual	Adult Programs	6	2
19	Cookbook Club: Snacks and Appetizers	Adult (Ages 19+)	In Person	Adult Programs	6	0
20	KNIT LIT	Adult (Ages 19+)	In Person	Adult Programs	5	0
21	Radon Awareness	Adult (Ages 19+)	In Person	Adult Programs	9	0
22	Tech Talk: Basics of Instagram	Adult (Ages 19+)	In Person	Adult Programs	2	0
23	Trivia Night	General Interest	In Person	Adult Programs	24	0
24				<b>Total Adult Attendance</b>	<b>70</b>	
25	1000 Books Before Kindergarten	Children (Ages 0-5)	Passive Program	Family	11	0
26	Storytime: Astronauts	Children (Ages 0-5)	In Person	Storytime	29	0
27	Storytime: Moon	Children (Ages 0-5)	In Person	Storytime	28	0
28	Storytime: Planets	Children (Ages 0-5)	In Person	Storytime	17	0
29	Storytime: Stars	Children (Ages 0-5)	In Person	Storytime	17	0
30				<b>Total Storytime</b>	<b>91</b>	
31	BAM POW: Make It - Paper Airplane Laun	Children (Ages 6-11)	In Person	BAM POW	47	0
32	BAM POW: Play It - Board Games	Children (Ages 6-11)	In Person	BAM POW	35	0
33				<b>Total BAM POW</b>	<b>82</b>	
34	January Coloring Challenge	General Interest	Passive Program	Family	106	0
35	Let's Go LEGO!	General Interest	Passive Program	Family	5	0
36	Winter Library Challenge	General Interest	Passive Program	Family	171	0
37	CATS: Mario Kart Tournament	Young Adult (Ages 12-18)	In Person	Teens	13	0
38	CATS: No Bake Recipes	Young Adult (Ages 12-18)	In Person	Teens	8	0
39	Sticky Note Debate	Young Adult (Ages 12-18)	Passive Program	Teens	8	0
40	Switch & Social	Young Adult (Ages 12-18)	In Person	Teens	2	0
41	Switch & Social	Young Adult (Ages 12-18)	In Person	Teens	12	0
42	Switch & Social	Young Adult (Ages 12-18)	In Person	Teens	13	0
43	Teen Advisory Board Meeting	Young Adult (Ages 12-18)	In Person	Teens	3	0
44	Teen Hot Cocoa & Conversations	Young Adult (Ages 12-18)	In Person	Teens	8	0
45	Teen Library Book Bundle	Young Adult (Ages 12-18)	Passive Program	Teens	3	0
46				<b>Total Teens Attendance</b>	<b>70</b>	

### Solon Public Library Circulation Count by Day January 2024



Library closed due to extreme winter weather on Tuesday, January 9, Friday, January 12, and Saturday January 13

### Solon Public Library Door Count TOTAL by Day January 2024



Library closed due to extreme winter weather Tuesday, January 9, Friday January 12, and Saturday January 13

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	Monthly Statistic	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
1	Items Cataloged	248	180	303	181	243	265	165						1585
2	Items Deleted	22	28	145	435	475	294	38						1437
3	Patron Computer Use	207	242	328	410	394	322	291						2194
4	Interlibrary Loan - BORROWED	79	73	49	62	74	48	71						456
5	Interlibrary Loan - LENDED	34	48	38	34	26	20	61						261
6	Community ZOOM Meeting Room	3	2	4	3	1	1	2						16
7	Public Use of Community Meeting Room	6	9	14	14	9	12	9						73
8	Website Visits	1925	2037	1785	2001	2051	1844	2212						13855
9	Bridges: Number of Checkouts	1336	1384	1302	1287	1261	1219	1423						9212
10	Bridges: Number of Users	267	259	240	255	266	251	281						1819
11	Kanopy: Videos Streamed	23	27	36	17	22	21	48						194
12	Kanopy: Users	109	110	113	119	119	126	131						827
13	Facebook Followers	1525	1528	1551	1560	1567	1587	1596						10914
14	Facebook Posts	63	67	60	63	53	56	67						429
15	Instagram Followers	569	569	579	578	579	581	580						4035
16	Instagram Posts	63	59	41	46	59	61	53						382
17	Newsletter Subscribers	1563	1563	1588	1611	1608	1613	1621						11167
18	Notary Appointments	4	6	2	0	0	5	4						21
19	YouTube Followers	56	57	58	58	59	59	61						408
20	YouTube Views	475	349	258	523	281	192	204						2282
21	Number of items repaired	35	51	23	49	39	21	29						247
22	\$ Value Saved	\$ 563.77	\$ 932.32	\$ 414.32	\$ 864.33	\$ 664.24	\$ 379.67	\$ 608.45						\$ 4,427.10
23	Monthly Circulation	5499	4227	3476	3651	3555	3354	3695						29868
24	Monthly Door Count	7074	5877	5353	5651	5398	5153	4691						42898
25	Reference Questions	56	60	45	28	55	56	37						373
26	TRC Submissions	23	5	44	22	11	15	7						128
27														
28	<b>Outreach</b>													
29	Spartan Early Childhood Center - Visits													0
30	Solon Independent Living Visits	1	1	0	1	0	1							4
31	Solon Retirement Village Visits	1	1	2	2	2	2							13
32	Solon School Holds Delivered					1		1						2

# Patron PC Logins by Day and Hour

Dates: Monday January 1, 2024 - Wednesday January 31, 2024 Times: 9:00am to 7:00pm

Date	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	7pm	Total	Average	Maximum
Monday January 1, 2024	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Tuesday January 2, 2024	1	5	0	6	0	1	2	1	1	0	0	17	1.5	6
Wednesday January 3, 2024	0	0	1	1	0	1	0	4	2	0	0	9	0.8	4
Thursday January 4, 2024	0	0	0	0	5	23	21	2	1	0	0	52	4.7	23
Friday January 5, 2024	0	0	0	0	1	1	1	3	0	0	0	6	0.5	3
Saturday January 6, 2024	0	1	1	0	1	2	2	0	0	0	0	7	0.6	2
Sunday January 7, 2024	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Monday January 8, 2024	0	1	0	0	0	1	0	1	1	0	0	4	0.4	1
Tuesday January 9, 2024	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Wednesday January 10, 2024	0	0	0	0	2	2	0	0	2	0	0	6	0.5	2
Thursday January 11, 2024	0	0	0	0	2	0	4	1	0	0	0	7	0.6	4
Friday January 12, 2024	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Saturday January 13, 2024	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Sunday January 14, 2024	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Monday January 15, 2024	0	0	1	4	0	0	4	2	0	0	0	11	1.0	4
Tuesday January 16, 2024	0	1	0	1	0	0	4	0	2	0	0	8	0.7	4
Wednesday January 17, 2024	0	0	0	1	0	0	1	2	1	0	0	5	0.5	2
Thursday January 18, 2024	0	0	0	3	1	2	9	12	1	1	0	29	2.6	12
Friday January 19, 2024	0	0	0	1	0	1	4	0	0	0	0	6	0.5	4
Saturday January 20, 2024	0	1	1	0	0	2	0	0	0	0	0	4	0.4	2
Sunday January 21, 2024	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Monday January 22, 2024	0	0	1	0	3	0	1	4	1	1	0	11	1.0	4
Tuesday January 23, 2024	0	0	0	0	0	1	1	1	1	0	0	4	0.4	1
Wednesday January 24, 2024	0	0	0	0	1	0	1	5	2	0	0	9	0.8	5
Thursday January 25, 2024	0	0	0	0	10	19	17	6	3	2	0	57	5.2	19
Friday January 26, 2024	0	1	0	0	1	0	1	0	0	0	0	3	0.3	1
Saturday January 27, 2024	1	0	1	0	0	0	1	0	0	0	0	3	0.3	1
Sunday January 28, 2024	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
Monday January 29, 2024	0	1	0	0	0	0	3	3	2	1	0	10	0.9	3
Tuesday January 30, 2024	0	2	0	0	0	0	6	3	1	0	0	12	1.1	6
Wednesday January 31, 2024	1	0	0	0	0	2	1	4	0	2	0	11	1.0	4
<b>Total</b>	<b>3</b>	<b>13</b>	<b>6</b>	<b>18</b>	<b>27</b>	<b>58</b>	<b>84</b>	<b>54</b>	<b>21</b>	<b>7</b>	<b>0</b>	<b>291</b>	<b>1.0</b>	<b>19</b>
Average	0.1	0.4	0.2	0.6	0.9	1.9	2.7	1.7	0.7	0.2	0.0			
Maximum	1	5	1	6	10	23	21	12	3	2	0			

Report Summary • Total: 291 • Minimum: 1 • Maximum: 23 • Range: 22

CYBRARIAN® View

*Patron Computers  
291*

**Solon Library Bills for February, 2024**

Starting balance from Expenditure Report dated 2/19/24

		Monthly Avg
<b>From Dues, Membership &amp; Magazines (62100)</b>	<b>\$ 309.61</b>	
Zoom inv#INV238162641 (Visa)	\$ 17.11	
Cricut monthly subscription order#122951194(Visa)	\$ 10.59	
Total Spent	\$ 27.70	\$ 100.00
<b>Remaining Balance</b>	<b>\$ 281.91</b>	
<b>From Travel and Conference (62400)</b>	<b>\$ 695.77</b>	
Employee Travel for Outreach	\$ 3.14	
United Action for Youth, Half Day Staff Training March 22, 2024	\$ 350.00	
Total Spent	\$ 353.14	\$ 62.50
<b>Remaining Balance</b>	<b>\$ 342.63</b>	
<b>From Building Maintenance (63100)</b>	<b>\$ (5,029.74)</b>	
\$5,000 allocated for reserve funds	\$ 5,000.00	Hidden balance for reserves
Professional Window Cleaning, LLC, Outside + Entry inv#3013	\$ 80.00	
E&J Electric, Inc., replaced outside photo cell inv#16823	\$ 185.64	
Sam's Mainstreet Market, floor cleaner (Visa)	\$ 7.19	
Total Spent	\$ 272.83	\$ 416.67
<b>Remaining Balance</b>	<b>\$ (10,302.57)</b>	
<b>From Org Vehicle/Equipment Maint AC (63320)</b>	<b>\$ (2,449.62)</b>	
Google LLC, Google Workspace inv#4900906232 (Visa)	\$ 44.94	
Total Spent	\$ 44.94	\$ 466.67
<b>Remaining Balance</b>	<b>\$ (2,494.56)</b>	
<b>From Utilities (63710)</b>	<b>\$ 6,508.81</b>	
Alliant Energy	\$ 622.63	
Mid-American	\$ 257.25	
Total Spent	\$ 879.88	\$ 583.33
<b>Remaining Balance</b>	<b>\$ 5,628.93</b>	
<b>From Telephone/Internet (63730)</b>	<b>\$ 2,531.99</b>	
ICN Account Credit applied	\$ -	
Southslope inv#10348909	\$ 179.49	
Total Spent	\$ 179.49	\$ 425.00
<b>Remaining Balance</b>	<b>\$ 2,352.50</b>	
<b>From Data Bases (63731)</b>	<b>\$ 1,172.24</b>	
Total Spent	\$ -	\$ 208.33
<b>Remaining Balance</b>	<b>\$ 1,172.24</b>	
<b>From Publishing (64140)</b>	<b>\$ (50.80)</b>	
Total Spent	\$ -	\$ 50.00
<b>Remaining Balance</b>	<b>\$ (50.80)</b>	
<b>From Educational Program (64340)</b>	<b>\$ 6,860.99</b>	
Sam's Mainstreet Market, Adult program supplies (Employee Reimbursement)	\$ 10.29	
Amazon, Youth program supplies (Visa)	\$ 62.34	
Amazon, Teen program supplies (Visa)	\$ 6.99	
Amazon, Youth program supplies (Visa)	\$ 135.87	
Amazon, Youth program supplies (Visa)	\$ 25.37	Split cost of Pillows
Amazon Adult program supplies (Visa)	\$ 25.36	Split cost of Pillows
Blick, Youth program supplies (Visa)	\$ 187.72	
FunExpress, Youth program supplies, order# 729754605 (Visa)	\$ 157.45	
HyVee, Teen program supplies (Visa)	\$ 10.99	
Sam's Mainstreet Market, Teen program supplies (Visa)	\$ 2.39	
Sam's Mainstreet Market, Teen program supplies (Visa)	\$ 9.40	
Subway, Teen program supplies (Visa)	\$ 10.00	

Yumei's Asian Market & Anime (Visa)	\$	8.66	
iREAD, Summer Reading Supplies (SRP) (Visa)	\$	280.10	
Total Spent	\$	932.93	\$ 1,179.17
<b>Remaining Balance</b>	<b>\$</b>	<b>5,928.06</b>	
<b>From Library Books (65020)</b>	<b>\$</b>	<b>7,660.66</b>	
Baker & Taylor Inv#2038040267	\$	66.92	
Baker & Taylor Inv#2038040292	\$	682.10	
Baker & Taylor Inv#2038056964	\$	195.07	
Baker & Taylor Inv#2038059346	\$	149.64	
Baker & Taylor Inv#2038065173	\$	60.18	
Baker & Taylor Inv#2038082767	\$	631.61	
Baker & Taylor Inv#2038094570	\$	260.83	
Amazon, 1 Adult book (Visa)	\$	23.92	
Amazon, 1 Adult book (Visa)	\$	15.24	
Amazon, 4 Youth books (Visa)	\$	65.98	
Amazon, 1 Adult book (Visa)	\$	18.79	
Amazon, 1 Adult book (Visa)	\$	11.99	
Amazon, 3 Adult books (Visa)	\$	40.14	
Amazon, 1 Adult book (Visa)	\$	21.35	
Amazon, 1 Adult book (Visa)	\$	16.00	Replacement Copy
Total Spent	\$	2,259.76	\$ 2,000.00
<b>Remaining Balance</b>	<b>\$</b>	<b>5,400.90</b>	
<b>From Library Video Materials (65030)</b>	<b>\$</b>	<b>2,421.49</b>	
Baker & Taylor Inv#H68049670	\$	24.49	
Amazon, 1 DVD (Visa)	\$	13.97	
Amazon, 1 DVD (Visa)	\$	5.99	
Amazon, 3 DVDs (Visa)	\$	17.50	Replacements
Amazon, 1 digital copy of series (Visa)	\$	11.19	Added to Amazon Firestick
Amazon, 1 DVD (Visa)	\$	24.99	
Amazon, 2 DVDs (Visa)	\$	39.92	
Amazon, 1 DVD (Visa)	\$	12.69	
Amazon, 1 DVD (Visa)	\$	19.96	
Total Spent	\$	170.70	\$ 404.17
<b>Remaining Balance</b>	<b>\$</b>	<b>2,250.79</b>	
<b>From Library Audio Materials (65040)</b>	<b>\$</b>	<b>3,081.66</b>	
Baker & Taylor Inv#2038056964	\$	21.99	
Baker & Taylor Inv#2038082767	\$	24.74	
Overdrive Advantage, 9 audiobooks inv#06497CO24044938	\$	614.97	
Overdrive Advantage, 10 Ebooks inv#06497CO24044940	\$	419.98	
Amazon, 1 audiobook CD (Visa)	\$	39.99	
Total Spent	\$	1,121.67	\$ 416.67
<b>Remaining Balance</b>	<b>\$</b>	<b>1,959.99</b>	
<b>From Puzzles, Puppet Kits (65050)</b>	<b>\$</b>	<b>31.74</b>	
Amazon, replacement Wilton decorating tip (Visa)	\$	9.67	
Total Spent	\$	9.67	\$ 100.00
<b>Remaining Balance</b>	<b>\$</b>	<b>22.07</b>	
<b>From Operating Supplies (65070)</b>	<b>\$</b>	<b>4,170.99</b>	
Amazon, labels, laminating supplies (Visa)	\$	43.41	
Amazon, hefty trash bags (Visa)	\$	15.99	
Ace Hardware, potting soil (Visa)	\$	23.98	
ALDI, cleaning and general supplies (Visa)	\$	11.53	
DEMCO, bookmarks, cataloging supplies inv#7425223 (Visa)	\$	109.70	
Total Spent	\$	204.61	\$ 750.00
<b>Remaining Balance</b>	<b>\$</b>	<b>3,966.38</b>	
<b>From Postage and Shipping (65080)</b>	<b>\$</b>	<b>412.99</b>	
USPS, postage paid envelopes (City visa)	\$	266.16	
USPS, ILL return postage (Visa)	\$	4.43	
USPS, 2 ILL returns postage (Visa)	\$	9.24	
Total Spent	\$	279.83	\$ 75.00



<b>Remaining Balance</b>	<b>\$ 133.16</b>	
<b>From Supplies (65990)</b>	<b>\$ 198.64</b>	
Total Spent	\$ -	\$ 20.83
<b>Remaining Balance</b>	<b>\$ 198.64</b>	
<b>From Office Equipment (67250)</b>	<b>\$ 2,874.25</b>	
Total Spent	\$ -	\$ 333.33
<b>Remaining Balance</b>	<b>\$ 2,874.25</b>	
<b>Trust and Agency (ALA Grant)</b>	<b>\$ 8,814.00</b>	ALA LTC Accessible Small & Rural Libraries Grant
Total Spent	\$ -	
<b>Remaining Balance</b>	<b>\$ 8,814.00</b>	

EXPENDITURE REPORT

City of Solon

For the Period: 7/1/2023 to 2/29/2024

	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	143,262.77	7,909.43	0.00	82,737.23	63.4
61300 IPERS	17,300.00	17,300.00	10,934.56	603.59	0.00	6,365.44	63.2
61500 EMPLOYEE GROUP INSURANCE/ANNUI	21,335.00	21,335.00	13,524.00	746.64	0.00	7,811.00	63.4
62100 DUES, MEMBERSHIPS & MAGAZINE S	16,000.00	16,000.00	57.00	0.00	0.00	15,943.00	0.4
62400 TRAVEL AND CONFERENCE	1,200.00	1,200.00	890.39	0.00	0.00	309.61	74.2
63100 BUILDING MAINTENANCE	750.00	750.00	54.23	0.00	0.00	695.77	7.2
63320 ORG VEHICLE/EQUIPMENT MAINT AC	10,000.00	10,000.00	14,844.90	0.00	0.00	-4,844.90	148.4
63710 UTILITIES	5,600.00	5,600.00	8,049.62	0.00	0.00	-2,449.62	143.7
63730 TELEPHONE/INTERNET	7,000.00	7,000.00	1,371.07	879.88	0.00	5,628.93	19.6
63731 DATA BASES	5,100.00	5,100.00	2,747.50	179.49	0.00	2,352.50	53.9
64080 INSURANCE	2,500.00	2,500.00	1,327.76	0.00	0.00	1,172.24	53.1
64140 PUBLISHING	16,850.00	16,850.00	2,111.61	0.00	0.00	14,738.39	12.5
64340 EDUCATIONAL PROGRAM	600.00	600.00	650.80	267.60	0.00	-50.80	108.5
65020 LIBRARY BOOKS	14,150.00	14,150.00	7,289.10	60.00	0.00	6,860.90	51.5
65030 LIBRARY VIDEO MATERIALS	24,000.00	24,000.00	16,339.34	350.64	0.00	7,660.66	68.1
65040 LIBRARY AUDIO MATERIALS	4,850.00	4,850.00	2,428.51	34.94	0.00	2,421.49	50.1
65050 PUZZELS, PUPPET KITS	5,000.00	5,000.00	1,918.34	42.33	0.00	3,081.66	38.4
65070 OPERATING SUPPLIES	1,200.00	1,200.00	1,168.26	0.00	0.00	31.74	97.4
65080 POSTAGE AND SHIPPING	9,000.00	9,000.00	4,829.01	358.69	0.00	4,170.99	53.7
65990 SUPPLIES	900.00	900.00	753.17	0.00	0.00	146.83	83.7
67250 OFFICE EQUIPMENT	250.00	250.00	51.36	0.00	0.00	198.64	20.5
	4,000.00	4,000.00	1,125.75	0.00	0.00	2,874.25	28.1
<b>LIBRARY SERVICES</b>	<b>393,585.00</b>	<b>393,585.00</b>	<b>235,729.05</b>	<b>11,433.23</b>	<b>0.00</b>	<b>157,855.95</b>	<b>59.9</b>
Expenditures	393,585.00	393,585.00	235,729.05	11,433.23	0.00	157,855.95	59.9
<b>Grand Total Net Effect:</b>	<b>-393,585.00</b>	<b>-393,585.00</b>	<b>-235,729.05</b>	<b>-11,433.23</b>	<b>0.00</b>	<b>-157,855.95</b>	

EXPENDITURE REPORT

City of Solon

For the Period: 7/1/2023 to 2/29/2024

	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	500.00	500.00	577.19	0.00	0.00	-77.19	115.4
65020 LIBRARY BOOKS	5,000.00	5,000.00	219.01	18.97	0.00	4,780.99	4.4
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	1,063.00	0.00	0.00	2,937.00	26.6
67271 CAPITAL EQUIP/MEMORIAL DONATIO	0.00	0.00	3,377.73	0.00	0.00	-3,377.73	0.0
<b>TRUST &amp; AGENCY LIBRARY BLDG TR</b>	<b>10,500.00</b>	<b>10,500.00</b>	<b>5,236.93</b>	<b>18.97</b>	<b>0.00</b>	<b>5,263.07</b>	<b>49.9</b>
Expenditures	10,500.00	10,500.00	5,236.93	18.97	0.00	5,263.07	49.9
<b>Grand Total Net Effect:</b>	<b>-10,500.00</b>	<b>-10,500.00</b>	<b>-5,236.93</b>	<b>-18.97</b>	<b>0.00</b>	<b>-5,263.07</b>	

	A	G	H	I	J	K	L	M
	Category	FY23 Budget	FY23 Actual	FY24 Budget	FY25 Request	Dollar Change	% Change	Notes
1								
2	60100 Salaries	\$ 214,987	\$ 195,266	\$ 226,000	\$ 244,232	\$ 18,232	8.1%	6.7% Using 3.7% COLA + up to 3 % Merit increase estimate
3	61100 FICA Social Security	\$ 16,447	\$ 14,900	\$ 17,300	\$ 18,684	\$ 1,384	8.0%	Using 7.65% of salaries for estimate
4	61300 PERS	\$ 20,295	\$ 18,165	\$ 21,335	\$ 23,056	\$ 1,721	8.1%	Using 9.44% of salaries for estimate
5	61500 Employee Group Insurance	\$ 21,174	\$	\$ 16,000	\$ 15,245	\$ (755)	-4.7%	Estimate of 5% increase in Health Benefits
6	62100 Dues, Memberships & Mag	\$ 850	\$ 1,628	\$ 1,200	\$ 1,200	\$ -	0.0%	Newspapers, Magazines, ALA, ILLA memberships, Zoom, Cricut, Movie Licenses
7	62400 Travel & Conference	\$ 750	\$ 988	\$ 750	\$ 750	\$ -	0.0%	
8	63100 Building Maintenance	\$ 10,000	\$ 18,390	\$ 10,000	\$ 10,000	\$ -	0.0%	\$5000 for reserves, assuming \$8000 ADA parking lot work accomplished FY24
9	63320 Org Vehicle/Equipment	\$ 5,600	\$ 10,480	\$ 5,600	\$ 5,600	\$ -	0.0%	Technology expenses: 3 patron computers, software licenses
10	63710 Utilities	\$ 9,000	\$ 2,884	\$ 7,000	\$ 3,000	\$ (4,000)	-57.1%	Electricity savings with Solar panels
11	63730 Telephone/Internet	\$ 5,100	\$ 4,232	\$ 5,100	\$ 4,500	\$ (600)	-11.8%	Current actual monthly expense: \$370/month
12	63731 Data Bases	\$ 2,500	\$ 2,751	\$ 2,500	\$ 2,850	\$ 350	14.0%	Increase in State Library Bridges Consortium contribution
13	64080 Insurance	\$ 13,425	\$ 20,616	\$ 24,121	\$ 27,740	\$ 3,619	15.0%	Estimated 15% increase in Insurance from FY24 revised budget
14	64140 Publishing	\$ 600	\$ 787	\$ 600	\$ 600	\$ -	0.0%	
15	64340 Educational Program	\$ 14,150	\$ 19,532	\$ 14,150	\$ 14,150	\$ -	0.0%	
16	65020 Library Books	\$ 22,500	\$ 26,329	\$ 24,000	\$ 24,000	\$ -	0.0%	
17	65030 Library Video	\$ 4,850	\$ 4,578	\$ 4,850	\$ 4,850	\$ -	0.0%	DVDs, Kanopy, add HOOPLA (\$750)
18	65040 Library Audio	\$ 5,000	\$ 4,950	\$ 5,000	\$ 5,000	\$ -	0.0%	Audio CDs and continue Overdrive Advantage purchases
19	65050 Puzzles, Puppet Kits	\$ 1,200	\$ 1,170	\$ 1,200	\$ 1,200	\$ -	0.0%	Building Library of Things collection, puppet kits, puzzles
20	65070 Operating Supplies	\$ 6,500	\$ 8,188	\$ 9,000	\$ 9,000	\$ -	0.0%	Consumables for daily library operation, printer toner price increases
21	65080 Postage	\$ 900	\$ 554	\$ 900	\$ 600	\$ (300)	-33.3%	Reduced based on FY22 & FY23 actuals
22	65990 Supplies	\$ 250	\$ 223	\$ 250	\$ 250	\$ -	0.0%	
23	67250 Office Equipment	\$ 4,000	\$ 3,664	\$ 4,000	\$ 3,500	\$ (500)	-12.5%	Reduced based on FY22 & FY23 actuals
24	Totals	\$ 380,078	\$ 360,275	\$ 400,856	\$ 420,007	\$ 19,151	4.8%	
25		4.0%		5.5%	\$ 19,151			

### EXHIBIT A

#### FISCAL YEAR 2025 LIBRARY FUNDING FORMULA

<b>Total proposed revenue for FY2025:</b>	\$ <u>420,007</u>
<b><u>Minus</u> Anticipated Fines, Fees and Sales:</b>	\$ <u>1,500</u>
<b><u>Minus</u> Anticipated Other 28E Agreements (If applicable):</b>	\$ <u>0</u>
<b><u>Minus</u> Anticipated Cable Chargeback (If applicable):</b>	\$ <u>0</u>
<b><u>Equals</u> Real Estate Property Tax Askings:</b>	\$ <u>418,507</u>
Percentage circulation attributable to County residents:	
FY 2021:	<u>% 46</u>
FY 2022:	<u>% 46</u>
FY 2023:	<u>% 45</u>
<b><u>Times</u> the three-year average circulation percentage of County residents:</b>	<u>% 46</u>
<b><u>Equals</u> County portion of tax askings for FY 2025:</b>	\$ <u>192,513</u>

**Solon Public Library**  
**Library Copyright Policy**

**About Library Copyright Policy**

The purpose of this policy is to recognize the rights of copyright holders and the rights of patrons to use Library materials and equipment. The Library will not knowingly allow violation of the law either by staff or by the public.

**Fair Use and Copyright in the Library**

1. The Library shall consider Fair Use Doctrine (Title 17 United States Code, Section 107) or Creative Commons factors when evaluating patron and staff use of materials for the purposes of copyright.
2. The Library assumes no legal responsibility for enforcement of copyright.
3. The Library assumes neither liability nor responsibility for patrons' actions.
4. The Library will make a reasonable effort to inform patrons about the limits which the law places on reproduction and performance of copyrighted material.
5. Under copyright law, illegal duplication or sharing of copyrighted materials is prohibited. Copyrighted materials may include, but are not limited to, all printed matter, audio recordings, video recordings, computer software, databases, and digital files that are owned or licensed by the Library, obtained through interlibrary loan, or downloaded from the Internet. Warnings will be posted on or near all public equipment capable of reproducing print, audio, video, and visual materials.
6. Library materials are for personal use only unless public performance rights have been obtained. Groups using playback equipment in the meeting rooms will need to acknowledge that they have obtained permission from the copyright holder and will be notified that the Library is not liable for any potential violations.

**DRAFT Solon Public Library  
Basement Use Policy**

**About Library Basement Use Policy**

Due to the lack of sprinklers and/or inadequate exits, the fire department has determined that the library basement should not be used for anything except storage. Time spent in this area should be limited.

**Safety Considerations:**

- For fire safety, the door leading to the basement stairway should be kept closed at all times.
- The door to the electrical room in the basement should also be closed to limit dust accumulation.
- Access to the basement must be approved by library staff and will not be encouraged when the library is not open.
- Access to the basement by non-library staff will be recorded in a log kept at the circulation desk.

**Storage Considerations:**

The Solon Public Library Board has determined that there is limited space for the storage of items in the basement. Future storage requests will be re-evaluated by the Library Board on a regular basis, with space needs of the library as the first priority.

**Current Library storage in the basement:**

- Janitorial supplies
- Trash and Recycling cans
- Office supplies
- Adult and Youth craft and program supplies
- Seasonal Display items
- Storage for collection items not currently being circulated (for example: duplicate copies and seasonal items)
- Future use: Laundry equipment for cleaning library puppets and towels

**Other Groups with current Basement Storage:**

- Friends of the Library (Donations for all sales, donation sorting area, Grant Wood and other Friends merchandise)
- The SPL Foundation Board (Art Auction items)
- The Solon Women's Club (club historical materials and supplies for Beef Days and Book Babies)
- The City of Solon (old furniture, files, and some recycling)
- School District of Solon (emergency supplies tub)
- The Solon History Committee (historical records, binders, and files)
- Jack Neuzil's Dinosaurs (Traveling collection)

**Basement Key Holders:**

- Library Director
- Library Staff
- Scott Kleppe, Director Public Works
- Friends of the Library
- Southslope
- Iowa Communications Network (ICN)



Liz King <lking@solon.lib.ia.us>

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## Fwd: Bid from JDM Concrete, LLC

2 messages

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Scott Kleppe <scott.kleppe@solon-iowa.com>

Thu, Feb 8, 2024 at 9:22 AM

To: Liz King <lking@solon.lib.ia.us>

Liz,

I met with JDM Concrete yesterday. We discussed how to do this yet make the sidewalk not look too pieced together. We both decided to replace all sidewalk from the newer segment to the end of the parking lot frontage plus replace the slab where the picnic table is and tie everything together. Attached is their bid plus the area it encompasses. What do you think? This is a very GOOD bid!

Scott

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

From: **JDM Concrete, LLC** <jdmconcretelc@yahoo.com>

Date: Thu, Feb 8, 2024 at 7:27 AM

Subject: Bid from JDM Concrete, LLC

To: Scott Kleppe <scott.kleppe@solon-iowa.com>

Good morning Scott,

I have attached the bid for the concrete work at the Solon Public Library. Please feel free to contact Danelle at 319-541-8371 or by email a jdmconcretelc@yahoo.com if you have any questions or concerns. Thank you and we are looking forward to hearing back from you and discussing your project further!

To better serve our customers we are now accepting credit card payments, in addition to cash and checks, there is a 4.5% service fee charged on all credit/debit card payments. In order to make a payment via credit card, you must notify Danelle, so the invoice can be sent in a different format.

Best Regards,

*Danelle Marin*

**JDM Concrete, LLC**

**Cell: 319-541-8371**

**Email: jdmconcretelc@yahoo.com**

**Website: www.jdmconcretelc.com**

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**Scott Kleppe, CPM**

**Director of Public Works**

**City of Solon, Iowa**

101 N. Iowa Street

Solon, IA 52333

**ph. 319-624-3755**

**fax 319-624-2122**

**Cell 319-631-5071**

Visit our website at [www.solon-iowa.com](http://www.solon-iowa.com)



# CONCRETE BID

JDM Concrete, LLC

3684 Johnston Way NE  
 North Liberty, Iowa 52317  
 (319)541-8371

City of Solon

ATTN: Scott Kleppe

101 North Iowa Street

Solon, Iowa 52333

Job Location: City of Solon Public Library

BID #:	5129	Date:	2/8/2024	
Description	Price	Quantity	Total	
Remove/Placement 6" PCC Service Walk 8' X 59'	7.75	472.00	3658.00	
Curb Wall 59'	34.00	59.00	2006.00	
Remove/Placement 4" PCC Service Walk 7' X 4'	6.75	28.00	189.00	
Removal of Pad 6' X 15'	2.00	90.00	180.00	
Install New 4" PCC Picnic Table Pad 6' X 6'	5.75	36.00	207.00	
Compact Sub Base	525.00	1.00	525.00	
Grading	175.00	2.00	350.00	
Trucking	110.00	2.00	110.00	
Back Fill with Existing Dirt	0.00	1.00	0.00	
<p><b>****ALL PRIVATE UTILITIES MUST BE LOCATED BY THE PROPERTY OWNER/MANAGEMENT****</b></p>				
<p>Note: Our estimates include the cost of concrete, labor, skid-loader work, 3' O.C. rebar and curing compound. Re-bar dialed into existing concrete. Thank you for your interest in our company and we hope to hear from you soon. You can reach us by phone at (319)541-8371 or by e-mail at <a href="mailto:jdmconcretelc@yahoo.com">jdmconcretelc@yahoo.com</a>.</p>		Subtotal	7225.00	
		Taxes		
		Discount		
		Bid Total	7225.00	



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SOLON LIBRARY ADA  
CITY OF SOLON, IOWA



PARKING LOT - ADA