

Agenda for Solon Library Board Meeting  
Monday, April 29, 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

- March 25, 2024
- Special Meeting April 15, 2024

Citizen's Speak

Shana L. Stuart: Space Assessment/Utilization Report for Solon Public Library

Committee reports

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

Directors Report

Approval of Bills

- April 2024

Review of Foundation report (March and April 2024)

Old Business

- Directors Evaluation Process/Timeline

New Business

- Policy Review: Display Policy (New policy)
- Seasonal Library Clerk Position
- FY24 Budget Amendment
- Board Continuing Education Suggestion:

**Lunch with the State Library (May 2024): ALL about ILL**

Thursday, May 23, 12:15 p.m. - 12:45 p.m.

[Click to Register in IA Learns](#)

This month's Lunch with the State Library is ALL about ILL... That is to say, entirely about interlibrary loan (ILL). Tom Keyser and Dori Buls will take us through some best practices and tips and tricks for in-state ILLs using SILO and IA Shares, and out-of-state ILLs using OCLC.

Next Meeting: **Monday, May 20, 2024 at 6:30 pm**

**PLEASE NOTE Date Change due to Memorial Day Holiday on Monday, 5/27/24**

Adjourn

# The Solon Public Library Board

## DRAFT Meeting Minutes March 25, 2024

### Call to Order

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

### Present

Bill Christensen, Janet Salathiel, Char Cosgrove,  
Matthew Hanes, Steve Fisher, Liz King (Library Director)

### Absent

Sandy Lawrence, Cole Gabriel (City Liaison)

### Approval of Agenda

The agenda was unanimously approved as corrected ( V. Firmer-Oraiz not able to attend meeting) (Char/Jen)

### Approval of Minutes

The minutes of the previous meeting were unanimously approved as corrected. (Amount of CD 12,347.47). (Steve/Janet)

### Citizen's Speak and Correspondence

Citizen speak: none

### Committee Reports

- **Building:**

*Parking Lot Lights:* E&J lowered the placement of the photocell that controls the exterior of the building. This correction allows the cell to capture enough light to turn off the parking lot lights in the morning.

- **Finance:** None

- **Johnson County Liaison:** No report

- **City of Solon Liaison:** No report

- **Board of Trustees Continuing Education:** . Bill reported on watching a continuing education program pertaining to the interaction of Libraries in regards to politics and education. Janet was able to watch a program concerning cyber security. They both were able to watch the March 14th Lunch with the State Librarian.

### Library Director's Report

# The Solon Public Library Board

A written report is included in the Board packet. Liz highlighted the information that was included in the packet concerning the usage of federal funds allocated to the State of Iowa. The Library Services and Technology Act or LSTA was used to support programs used in Iowa Libraries.

## **Approval of Bills**

The bills for March 2024 were unanimously approved. (Matthew/Jen)

## **Review of Foundation Report**

The Foundation Report was reviewed.

## **Old Business**

- No report.

## **New Business:**

- **Action on Library CD** A special meeting will be needed to make a decision on the CD at Solon State Bank. The CD is maturing April 14, 2024. (Char/Steve)
- **Directors Evaluation Process/Timeline.**  
An overview of the process was discussed.
- **Board of Trustees Continuing Education:** Items were listed for Board Consideration

## **Next Month's Agenda**

- **Library Director Review**

## **Adjournment**

The meeting was adjourned at 7:10 p.m. (Jen/Steve)

## **Next Meeting**

Regular Meeting: Monday, April 29, 2024 at 6:30 p.m.

## **Submitted by**

Char Cosgrove

# The Solon Public Library Board

## DRAFT Special Meeting Minutes April 15, 2024

### Call to Order

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

### Present

Sandy Lawrence, Bill Christensen, Janet Salathiel, Char Cosgrove, Jen Fetzer, Matthew Hanes, Steve Fisher, Liz King (Library Director)

### Absent

Cole Gabriel (City Liaison)

### Approval of Agenda

The agenda was unanimously approved (Bill/ Janet)

### New Business

**Action on Maturing Library CD:** It was discussed and decided to keep the CD at Green State Bank. The CD for \$110,535.51 will be switched to a 23 Month special at 4.50%. (Bill/Char)

### Adjournment

The meeting was adjourned at 6:50 p.m. (Jen/Steve)

### Next Meeting

Regular Meeting: Monday, April 29, 2024 at 6:30 p.m.

### Submitted by

Char Cosgrove

Dear Liz, Alexis, Lily, Madison,  
Megan, Sherri, & Erika,

Thank you all so much for all  
that you do. We feel very grateful  
to have such a wonderful  
library.

Happy National Library  
Week!

**THANK YOU  
SO MUCH.**

The Sassmans  
Jenny, Trent, Ellie,  
Graham & Benji

Dear librarians,

Thank you for working here and making me feel comfortable. I love how

kid friendly this

library is for all, story time, ginger

bread making, tea time, coloring, and games. I

also love your books.

Books are fun & interesting.

I will always love this library!

- Ellie Sassman



**UnityPoint Health**  
**St. Luke's Foundation**

810 1st Avenue NE, 2nd Floor  
 Cedar Rapids, Iowa 52402  
 office (319) 369-7716

April 12, 2024

Solon Public Library  
 320 W Main St  
 Solon, IA 52333

Dear Friends,

Thank you for your donation of Large Print Novels (100 at \$15 each) valued by you at \$1,500.00.

Your support and confidence in our organization and the services we provide is greatly appreciated. St. Luke's Foundation depends on donors like you to help us support UnityPoint Health-Cedar Rapids in giving the health care we'd like our loved ones to receive.

Because of you and your commitment to our dedicated team members, our organization continues to provide life-saving care, close to home, benefiting our entire community and beyond.

On behalf of everyone at St. Luke's Foundation, thank you again. Together we are making a difference for St. Luke's patients and their families.

If you have any questions, please call me at (319) 369-7716.

Sincerely,

Julie Coppock  
 Sr. Development Director  
 St. Luke's Foundation

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**ST. LUKE'S FOUNDATION GIFT RECEIPT – PLEASE KEEP FOR TAX PURPOSES**

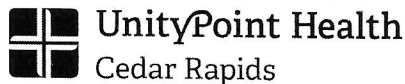
Receipt #1000187687

Gift Date: 4/9/2024

Gift: Large Print Novels (100 at \$15 each)

Gift Designation: Rehabilitation Services *(Funds are used for areas of greatest need within the Physical Medicine & Rehabilitation (PM&R) program.)*

*Since you received no goods or services in return for your contribution, your entire gift is tax deductible as provided by law. Please retain this letter for your records.*



## Director's Report April 2024

In April I attended regular meetings with the City Council and the Friends of the Library. The Foundation meeting was canceled due to scheduling conflicts. The Friends of the Library Citywide Garage Sale Registration Fundraiser is ongoing from April 8 - May 20. They will provide the garage sale listing and map by Thursday, May 30th, and they will be hosting a sale in our Meeting Room on Friday 5/31 & Saturday 6/1. The Foundation scholarship committee reviewed seven applications for the two \$500 Don Ochs Scholarships which will be awarded at the SHS Awards Ceremony on Sunday April 28, 2024. The recipients will be invited to the Foundation meeting in May.

I submitted a renewal request including my transcript for continuing education requirements (at least 45 hours CE hours) to the State Library of Iowa. My Public Library Director Gold Endorsement has been renewed until 4/30/2027. I completed the State Library of Iowa paperwork for Enrich Iowa that is made up of three distinct programs: Open Access, ILL Reimbursement, and Direct State Aid, which is the funding awarded for meeting public library standards.

During National Library Week/Month, we are recognizing all of our volunteers and expressing our gratitude for each person's contribution to our library. This includes our Board of Trustees, The Friends of the Library, Foundation members, Teen Advisory Board, and our regular weekly volunteers at the Library. I included some notes from our patrons in support of National Library Week in our Correspondence. Thank you to Mayor Dan O'Neil for reading the National Library Week Proclamation at the April 3rd City Council Meeting.

Lily hosts Baby Time each Tuesday morning in April which provides a wonderful opportunity for littles and their caregivers to sing songs, learn rhymes, and make new friends. We also continue to welcome our friends from the Good Earth School every other Friday afternoon. The April Local Libraries LIT virtual author event with Virginia Sole-Smith was held on April 18th. Alexis continues to build our partnership with the Solon Retirement Village with regular book deliveries and programs. In March she engaged residents in a rousing game of balloon hockey and in April she hosted a musical therapist to provide an opportunity to sing, play instruments and enjoy music. These outreach activities bring the library experiences to our community members who are not able to visit our space.

Madison hosted a hybrid Lotus Lanterns Program for Teens and Adults. The Korean Spirit and Culture Promotion Project (KSCPP) joined the program via Zoom. Participants learned about Korean culture including the lotus lantern festival and learned how to make a traditional lotus lantern. We also received several books on Korean culture, be sure to look for them on our new non-fiction shelf. At our final Fun for All Night of the season, we welcomed 81 people to gym games and a showing of Wish. We look forward to welcoming the community back to this program at the community center in September.

Our ALA Libraries Transforming Communities (LTC) Accessibility Grant funds have been put to excellent use. We purchased a Meeting OWL to improve the virtual Zoom experience. This device improves the sound and visual quality of all Zoom sessions and will enhance the experience for our patrons who choose to connect to programs from home. We partnered with City Administrator Cami to incorporate the OWL at City Council meetings. Public Works Director Scott arranged with JDM Concrete to complete the necessary sidewalk leveling and replacement to create two new ADA accessible parking spaces at the library. The work will be completed before the end of May and just in time for the library to be a polling place in the June 4, 2024 elections.



Megan is collaborating with Recreation Director Brodie to publish the Summer Activity Guide, the sixth installment of this community publication. In her role as Technology Specialist, Megan continues to perform regular updates and maintenance on all of our technology devices which includes: 10 patron desktop computers, 8 patron laptops, 6 staff desktop computers and 5 staff laptops, and 15 Chromebooks, along with printers and troubleshooting internet functionality. She discovered that our router was no longer functioning properly and needed to be replaced. To minimize staff/patron disruption, Megan came in on a Sunday evening to replace the router, switch, internet amplifiers, and installed new software that will allow her to monitor all of these new devices. She also works with WhoFi on a regular basis to optimize the use of this state-funded interface that allows us to monitor internet usage, host our online activity calendar and schedule all of our meeting spaces.

Sherri continues to catalog all of our new items in a timely manner to ensure that our patrons have new items to choose from each time they visit the library. She provided training on the inventory process within our catalog management system. Each collection manager is in the process of completing inventory with the goal of completion by the end of May. Sherri has also optimized the process for deleting weeded items, providing a checklist of deleted items that have been removed from our VERSO system and the SILO Interlibrary Loan system. This is a very detail oriented activity and accuracy is important. Sherri has done an exceptional job keeping up with our collection weeding. The checklist is used by our volunteers to double check that all items are on the list, and then they line out the items that will be donated to other non-profit organizations. UnityPoint Health St. Luke's Foundation was the grateful recipient of many of our weeded Large Print books that they will provide for their patients' use. Their thank you letter was included in Correspondence for this month.

Looking ahead to May, our programming staff are finalizing the Summer Reading Program schedule that will run from June 1 - July 31. The theme this year is "Read, Renew, Repeat!" and will include engaging activities and prizes for patrons of all ages (birth through adult). We will be hosting a Kick-off Party on Thursday, May 31st at 5:30 pm. Join us outside the Library to enjoy popcorn, activities, a foam party and pick up your summer reading materials to get started.

Summer reading programs are so important for keeping our patrons engaged while developing a lifelong love of reading and learning. We were thrilled to learn that the Solon Beef Days Committee approved a grant to the Library in the amount of \$2,300! They also fully funded the grant request from our partner, Solon Senior Support, for our twice weekly Chair Yoga program! We are very grateful to all of our community partners who help to support our Summer Reading Program along with other Library activities and projects throughout the year. In addition to our Friends of the Library and our Foundation, the Solon Women's Club is another champion of the Library and provides generous donations each year. We are so proud to serve in a community that values a thriving public library!

Sincerely,

Liz King  
Director, Solon Public Library

	A	B	C	E	F
1	Title	Age	Type	Category	In-person Attendees
2	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	19
3	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	17
4	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	18
5	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	16
6	Video Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	16
7	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	17
8	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	17
9	Chair Yoga	Adult (Ages 19+)	In Person	Adult Programs	20
10				<b>Total Chair Yoga</b>	<b>140</b>
11	Coffee Craft & Conversations	Adult (Ages 19+)	In Person	Adult Programs	12
12	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	11
13	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	10
14	Coffee & Conversations	Adult (Ages 19+)	In Person	Adult Programs	12
15				<b>Total Coffee &amp; Conversations</b>	<b>45</b>
16	Adult Game Night	Adult (Ages 19+)	In Person	Adult Programs	5
17	Book Club: Hang the Moon by Jeanette Walls	Adult (Ages 19+)	In Person	Adult Programs	8
18	Cookbook Club: Meatless Meals	Adult (Ages 19+)	In Person	Adult Programs	11
19	DIY Night: Shower Steamers	Adult (Ages 19+)	In Person	Adult Programs	12
20	KNIT LIT: A Deadly Yarn	Adult (Ages 19+)	In Person	Adult Programs	4
21	Local Libraries LIT: Grace M. Cho	Adult (Ages 19+)	Live Virtual	Adult Programs	0
22	Master Gardeners: Cacti & Succulents	Adult (Ages 19+)	In Person	Adult Programs	26
23	Solon Retirement Village Outreach: Balloon Hockey	Adult (Ages 19+)	In Person	Off Site	13
24	Tech Talk: Zoom	Adult (Ages 19+)	In Person	Adult Programs	2
25				<b>Total Adult Attendees</b>	<b>266</b>
26	Saturday Storytime	Children (Ages 0-5)	In Person	Storytime	17
27	Storytime: Everyday Water	Children (Ages 0-5)	In Person	Storytime	27
28	Storytime: Playing with Water	Children (Ages 0-5)	In Person	Storytime	33
29	Storytime: Protecting Our Waters	Children (Ages 0-5)	In Person	Storytime	29
30	Storytime: Water Cycles	Children (Ages 0-5)	In Person	Storytime	37
31				<b>Total Storytime</b>	<b>143</b>
32	BAM POW: Build It! Build-a-Car	Children (Ages 6-11)	In Person	BAM POW	35
33	BAM POW: Make It! Kaleidoscopes	Children (Ages 6-11)	In Person	BAM POW	33
34	BAM POW: Play It! DIY "Guess Who"	Children (Ages 6-11)	In Person	BAM POW	31
35				<b>Total BAM POW</b>	<b>99</b>
36	Drawing Club	Children (Ages 6-11)	In Person	Drawing Club	26
37	Drawing Club	Children (Ages 6-11)	In Person	Drawing Club	25
38	Drawing Club	Children (Ages 6-11)	In Person	Drawing Club	20
39				<b>Total Drawing Club</b>	<b>71</b>
40	1000 Books Before Kindergarten	Children (Ages 0-5)	Passive Program	Family	4
41	March Coloring Challenge	General Interest	Passive Program	Family	137
42	Fun For All Night	General Interest	In Person	Off Site	59
43	Let's Go LEGO!	General Interest	Passive Program	Family	25
44	Maker's Space: Drop in to Create!	General Interest	In Person	Family	11
45	March Mammal Madness Brackets	General Interest	Passive Program	Family	26
46	Anime Adventures	Young Adult (Ages 12-18)	In Person	Teens	8
47	CATS: Trivia	Young Adult (Ages 12-18)	In Person	Teens	6
48	Sticky Note Debate	Young Adult (Ages 12-18)	Passive Program	Teens	15
49	Switch & Social	Young Adult (Ages 12-18)	In Person	Teens	13
50	Switch & Social	Young Adult (Ages 12-18)	In Person	Teens	18
51	Switch & Social	Young Adult (Ages 12-18)	In Person	Teens	9
52	Teen Advisory Board Meeting	Young Adult (Ages 12-18)	In Person	Teens	4
53	Teen Hot Cocoa and Conversations	Young Adult (Ages 12-18)	In Person	Teens	15
54	Teen Library Book Bundle	Young Adult (Ages 12-18)	Passive Program	Teens	2
55				<b>Total Teen Attendees</b>	<b>90</b>

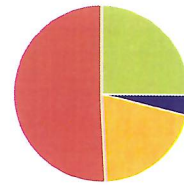
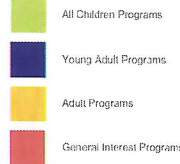
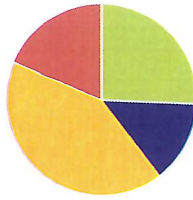
# Solon Public Library

## July, 2023 - March, 2024

### July

#### Overview

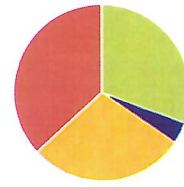
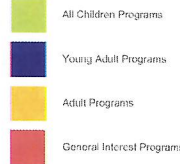
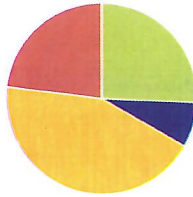
All Children Programs	11	25.58%	All Children Participants	341	25%
Young Adult Programs	6	13.95%	Young Adult Participants	52	3.81%
Adult Programs	18	41.86%	Adult Participants	279	20.45%
General Interest Programs	8	18.6%	General Interest Participants	692	50.73%
<b>Total Programs</b>	<b>43</b>		<b>Total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



### August

#### Overview

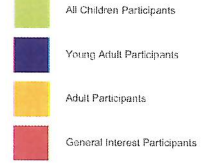
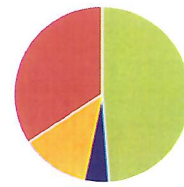
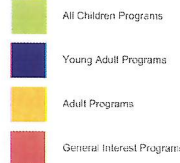
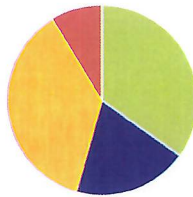
All Children Programs	10	25.64%	All Children Participants	277	30.47%
Young Adult Programs	3	7.69%	Young Adult Participants	36	3.96%
Adult Programs	17	43.59%	Adult Participants	261	28.71%
General Interest Programs	9	23.08%	General Interest Participants	335	36.85%
<b>Total Programs</b>	<b>39</b>		<b>Total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



### September

#### Overview

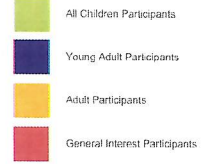
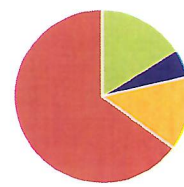
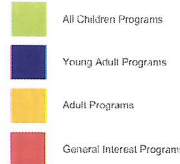
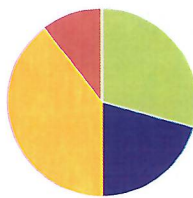
All Children Programs	16	34.78%	All Children Participants	954	48.85%
Young Adult Programs	9	19.57%	Young Adult Participants	87	4.45%
Adult Programs	17	36.96%	Adult Participants	244	12.49%
General Interest Programs	4	8.7%	General Interest Participants	668	34.2%
<b>Total Programs</b>	<b>46</b>		<b>Total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



### October

#### Overview

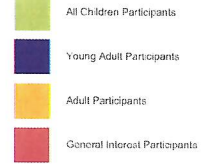
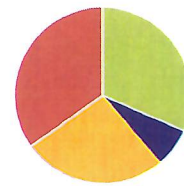
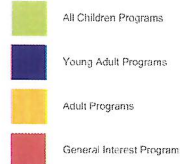
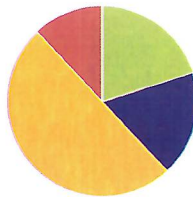
All Children Programs	17	29.31%	All Children Participants	356	15.98%
Young Adult Programs	12	20.69%	Young Adult Participants	117	5.25%
Adult Programs	23	39.66%	Adult Participants	307	13.78%
General Interest Programs	6	10.34%	General Interest Participants	1448	64.99%
<b>Total Programs</b>	<b>58</b>		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



### 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%
<b>Total Programs</b>	<b>50</b>		<b>Total Participants</b>	<b>960</b>	



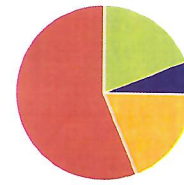
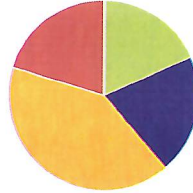
# Solon Public Library

## July, 2023 - March, 2024

### December

#### Overview

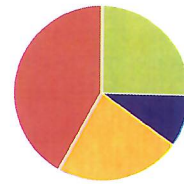
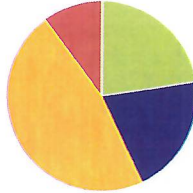
All Children Programs	8	18.18%	All Children Participants	211	18.84%
Young Adult Programs	9	20.45%	Young Adult Participants	69	6.16%
Adult Programs	18	40.91%	Adult Participants	210	18.75%
General Interest Programs	9	20.45%	General Interest Participants	630	56.25%
Total Programs	44		Total Participants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



### January

#### Overview

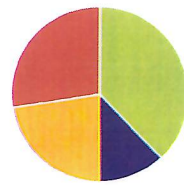
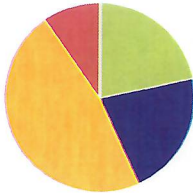
All Children Programs	11	22.45%	All Children Participants	184	25.21%
Young Adult Programs	10	20.41%	Young Adult Participants	70	9.59%
Adult Programs	23	46.94%	Adult Participants	170	23.29%
General Interest Programs	5	10.2%	General Interest Participants	306	41.92%
Total Programs	49		Total Participants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



### February

#### Overview

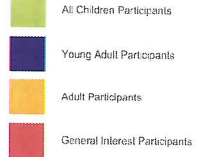
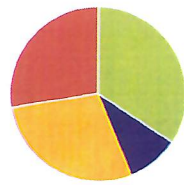
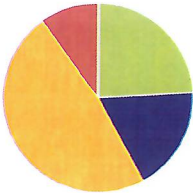
All Children Programs	11	21.57%	All Children Participants	324	37.67%
Young Adult Programs	11	21.57%	Young Adult Participants	105	12.21%
Adult Programs	24	47.06%	Adult Participants	194	22.56%
General Interest Programs	5	9.8%	General Interest Participants	237	27.56%
Total Programs	51		Total Participants	860	



### March

#### Overview

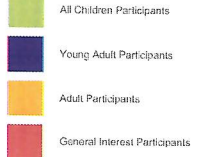
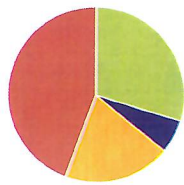
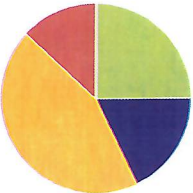
All Children Programs	12	24%	All Children Participants	317	34.05%
Young Adult Programs	9	18%	Young Adult Participants	90	9.67%
Adult Programs	24	48%	Adult Participants	266	28.57%
General Interest Programs	5	10%	General Interest Participants	258	27.71%
Total Programs	50		Total Participants	931	



### Year in Review

#### Overview

All Children Programs	106	24.65%	All Children Participants	3265	29.53%
Young Adult Programs	78	18.14%	Young Adult Participants	696	6.3%
Adult Programs	189	43.95%	Adult Participants	2186	19.77%
General Interest Programs	57	13.26%	General Interest Participants	4908	44.4%
Total Programs	430		Total Participants	11055	



Solon Public Library March 2024 Monthly Statistics

4/25/2024

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
2	Items Cataloged	248	180	303	181	243	265	165	218	221				2024
3	Items Deleted	22	28	145	435	475	294	38	254	209				1900
4	Patron Computer Use	207	242	328	410	394	322	291	391	342				2927
5	Interlibrary Loan - BORROWED	79	73	49	62	74	48	71	70	55				581
6	Interlibrary Loan - LENDED	34	48	38	34	26	20	61	46	39				346
7	Community ZOOM Meeting Room	3	2	4	3	1	1	2	3	3				22
8	Public Use of Community Meeting Room	6	9	14	14	9	12	9	11	17				101
9	Website Visits	1925	2037	1785	2001	2051	1844	2212	2003	2202				18060
10	Bridges: Number of Checkouts	1336	1384	1302	1287	1261	1219	1423	1319	1336				11867
11	Bridges: Number of Users	267	259	240	255	266	251	281	277	272				2368
12	Kanopy: Videos Streamed	23	27	36	17	22	21	48	53	23				270
13	Kanopy: Users	109	110	113	119	119	126	131	134	136				1097
14	Facebook Followers	1525	1528	1551	1560	1567	1587	1596	1611	1638				14163
15	Facebook Posts	63	67	60	63	53	56	67	66	76				571
16	Instagram Followers	569	569	579	578	579	581	580	581	579				5195
17	Instagram Posts	63	59	41	46	59	61	53	81	82				545
18	Newsletter Subscribers	1563	1563	1588	1611	1608	1613	1621	1634	1637				14438
19	Notary Appointments	4	6	2	0	0	5	4	2	1				24
20	YouTube Followers	56	57	58	58	59	59	61	61	62				531
21	YouTube Views	475	349	258	523	281	192	204	198	186				2666
22	Number of Items repaired	35	51	23	49	39	21	29	15	15				277
23	\$ Value Saved	\$ 563.77	\$ 932.32	\$ 414.32	\$ 864.33	\$ 664.24	\$ 379.67	\$ 608.45	\$ 282.15	\$ 329.27				\$ 5,038.52
24	Monthly Circulation	5499	4227	3476	3651	3555	3354	3695	3537	3869				37476
25	Monthly Door Count	7074	5877	5353	5651	5398	5153	4691	5501	5968				55135
26	Reference Questions	56	60	45	28	55	56	37	45	40				483
27	Teen Reading Challenge Submissions	23	5	44	22	11	15	7	10	6				143
28	<b>Outreach</b>													
29	Spartan Early Childhood Center - Visits													0
30	Solon Independent Living Visits	1	1	0	1	0	1	0	1	0				6
31	Solon Retirement Village Visits	1	1	2	2	2	2	1	3	3				19
32	Solon School Holds Delivered	0	0	0	0	1	0	1	0	0				4

# Patron PC Logins by Day and Hour

Dates: Friday March 1, 2024 - Sunday March 31, 2024 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
Fri Mar 1	1	0	2	1	0	1	0	1	2	0	0	7	1	0	2	0	0	1
Sat Mar 2	2	0	0	2	3	0	0	0	0	0	0	7	1	0	3	0	0	1
Sun Mar 3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Mar 4	0	0	0	0	0	0	1	3	0	0	0	4	0	0	3	0	0	0
Tue Mar 5	0	2	0	1	0	0	3	2	1	0	0	9	1	0	3	0	0	1
Wed Mar 6	0	0	1	0	0	0	2	4	2	0	0	9	1	0	4	0	0	1
Thu Mar 7	0	0	1	0	8	18	17	3	1	0	0	48	4	0	18	1	0	7
Fri Mar 8	0	0	1	1	2	0	1	1	0	0	0	6	1	0	2	0	0	1
Sat Mar 9	3	5	0	3	2	0	1	0	0	0	0	14	1	0	5	0	0	2
Sun Mar 10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Mar 11	0	0	0	0	3	1	0	0	0	0	0	4	0	0	3	0	0	1
Tue Mar 12	1	3	0	2	4	2	8	5	0	1	0	26	2	0	8	2	0	3
Wed Mar 13	0	2	0	0	0	1	1	0	2	0	0	6	1	0	2	0	0	1
Thu Mar 14	0	0	2	1	0	0	1	2	0	0	0	6	1	0	2	0	0	1
Fri Mar 15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sat Mar 16	0	0	2	0	0	0	0	2	0	0	0	4	0	0	2	0	0	1
Sun Mar 17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Mar 18	0	0	0	0	0	0	2	1	0	0	0	3	0	0	2	0	0	1
Tue Mar 19	0	4	4	0	0	1	2	5	2	0	0	18	2	0	5	1	0	2
Wed Mar 20	0	1	0	1	2	2	8	6	3	1	0	24	2	0	8	1	0	3
Thu Mar 21	0	0	1	1	9	19	13	6	0	1	0	50	5	0	19	1	0	7
Fri Mar 22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sat Mar 23	0	4	1	0	0	0	0	3	0	0	0	8	1	0	4	0	0	1
Sun Mar 24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon Mar 25	0	0	0	1	0	0	2	0	0	0	0	3	0	0	2	0	0	1
Tue Mar 26	0	2	0	0	0	0	1	5	0	1	0	9	1	0	5	0	0	2
Wed Mar 27	0	0	0	1	1	1	1	5	5	2	3	0	2	0	5	1	0	2
Thu Mar 28	0	0	0	0	3	23	18	3	1	0	0	48	4	0	23	0	0	8
Fri Mar 29	0	0	1	0	0	0	4	0	0	0	0	5	1	0	4	0	0	1
Sat Mar 30	1	5	0	0	0	0	0	0	0	0	0	6	1	0	5	0	0	2
Sun Mar 31	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>8</b>	<b>28</b>	<b>16</b>	<b>15</b>	<b>37</b>	<b>69</b>	<b>92</b>	<b>56</b>	<b>14</b>	<b>7</b>	<b>0</b>	<b>342</b>						
Average	0.3	0.9	0.5	0.5	1.2	2.2	3	1.8	0.5	0.2	0							
Minimum	0	0	0	0	0	0	0	0	0	0	0							
Maximum	3	5	4	3	9	23	18	6	3	3	0							
Median	0	0	0	0	0	0	1	1	0	0	0							
Mode	0	0	0	0	0	0	0	0	0	0	0							
Standard Devi.	0.7	1.6	0.9	0.8	2.2	5.9	4.8	2.1	0.8	0.6	0							

# STATE LIBRARY OF IOWA

Public Library Director Endorsement

Liz King

Endorsement has been renewed and is valid through  
4/30/2027.

**Michael Scott**

State Librarian

**Samantha Bowers**

CE Consultant

**Solon Library Bills for April, 2024**

Starting balance from Expenditure Report dated 4/18/2024

		Monthly Avg
<b>From Dues, Membership &amp; Magazines (62100)</b>	<b>\$ (135.12)</b>	
Friends of the Grimes Public Library, Adventure Pass software subscription	\$ 225.00	
Zoom inv#INV249989374 (Visa)	\$ 17.11	
Cricut monthly subscription order#128115570(Visa)	\$ 10.59	
Solon Economist Annual Subscription	\$ 55.00	
Total Spent	\$ 307.70	\$ 100.00
<b>Remaining Balance</b>	<b>\$ (442.82)</b>	
<b>From Travel and Conference (62400)</b>	<b>\$ 691.56</b>	
State Library of Iowa, Pop YS Conference registration (Visa)	\$ 175.00	Reimbursed by SPL Foundation Staff Development Grant
Employee travel reimbursement, book pickup, Conference travel	\$ 211.72	
Total Spent	\$ 386.72	\$ 62.50
<b>Remaining Balance</b>	<b>\$ 304.84</b>	
<b>From Building Maintenance (63100)</b>	<b>\$ (5,126.51)</b>	
\$5,000 allocated for reserve funds	\$ 5,000.00	Hidden balance for reserves
Amazon, Fuller Brush floor sweeper (Visa)	\$ 79.99	
E & J Electric, Inc., photo cell adjustment inv#16860	\$ 100.00	
Office Express, 4 gallons liquid hand soap refills inv#55124	\$ 75.99	
Amazon, urinal screens (Visa)	\$ 25.87	
Total Spent	\$ 281.85	\$ 416.67
<b>Remaining Balance</b>	<b>\$ (10,408.36)</b>	
<b>From Org Vehicle/Equipment Maint AC (63320)</b>	<b>\$ (2,585.77)</b>	
Amazon, Ubiquiti UniFi wireless access point restocking fee (Visa)	\$ 20.73	Original cost \$138.21, item returned with \$117.48 Credit
Amazon, TP-Link VPN Router (Visa)	\$ 59.99	
Amazon, TP Link 24 port switch (Visa)	\$ 259.99	
Amazon, 2 TP-Link PoE Adapters (Visa)	\$ 23.98	
Amazon, 3 TP-Link wireless access points, Omada Hardware controller (Visa)	\$ 339.64	
Google LLC, Google Workspace inv#4944855521 (Visa)	\$ 44.94	
Total Spent	\$ 749.27	\$ 466.67
<b>Remaining Balance</b>	<b>\$ (3,335.04)</b>	
<b>From Utilities (63710)</b>	<b>\$ 5,024.52</b>	
Alliant Energy	\$ 65.37	
Mid-American	\$ 111.97	
Total Spent	\$ 177.34	\$ 583.33
<b>Remaining Balance</b>	<b>\$ 4,847.18</b>	
<b>From Telephone/Internet (63730)</b>	<b>\$ 1,982.17</b>	
ICN inv#693051	\$ 188.00	
Southslope inv#10705784	\$ 175.64	
Total Spent	\$ 363.64	\$ 425.00
<b>Remaining Balance</b>	<b>\$ 1,618.53</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>\$ 3,744.96</b>	
Yumei's Asian Market & Anime, Teen program supplies (Employee Reim.)	\$ 8.67	
Gloria Hartley, Speaker's Fee-Music Therapy inv#402202401	\$ 125.00	
Antelope Lending Library, Speaker's Fee-Nature Therapy inv#4112401	\$ 125.00	
Judith Leavitt, Speaker's Fee-Talking Tea Program, inv#5042401	\$ 100.00	
Solon Senior Support, March Chair Yoga inv#YogaMAR24	\$ 60.00	
Amazon, Youth program supplies (Visa)	\$ 7.99	



Amazon, Teen program supplies (Visa)	\$	87.99	
Amazon, Youth program supplies (Visa)	\$	61.83	
Amazon, Youth program supplies (Visa)	\$	14.99	
Amazon, Youth program supplies, 4 beanbag chairs (Visa)	\$	479.96	
Amazon, Youth program supplies, 1 beanbag chair (Visa)	\$	119.99	
Amazon, Teen program supplies (Visa)	\$	17.61	
Blick, Youth program supplies (Visa)	\$	37.40	
Dairy Queen, Teen program supplies (Visa)	\$	20.00	
Sam's Mainstreet Market, Teen program supplies (Visa)	\$	8.54	
Staples, Youth program supplies (Visa)	\$	39.98	
Total Spent	\$	1,314.95	\$ 1,179.17
<b>Remaining Balance</b>	<b>\$</b>	<b>2,430.01</b>	

<b>From Library Books (65020)</b>	<b>\$</b>	<b>3,906.82</b>	
Baker & Taylor Inv#2038154679	\$	70.62	
Baker & Taylor Inv#2038169162	\$	745.95	
Baker & Taylor Inv#2038176253	\$	196.57	
Baker & Taylor Inv#2038181683	\$	44.88	
Baker & Taylor Inv#2038190286	\$	266.08	
Baker & Taylor Inv#2038190781	\$	53.35	
Baker & Taylor Inv#2038194382	\$	60.54	
Baker & Taylor Inv#2038203088	\$	68.21	
Baker & Taylor Inv#2038217283	\$	32.31	\$100.88 Credit applied to this invoice
Baker & Taylor Inv#2038219549	\$	101.43	
Baker & Taylor Inv#2038224724	\$	60.39	
Cengage Learning Inc/Gale Inv#84210577	\$	123.54	
Center Point Large Print Inv#2092490	\$	129.96	
Amazon, 1 Adult book (Visa)	\$	32.41	
Amazon, 1 Adult book (Visa)	\$	17.46	
Amazon, 1 Adult book (Visa)	\$	16.99	
Amazon, 1 Adult book (Visa)	\$	19.99	
Amazon, 2 Adult books (Visa)	\$	31.98	
Amazon, 1 Adult book (Visa)	\$	19.95	
Amazon, 1 Adult book (Visa)	\$	13.48	Romance
Daydreams Comics, 2 Youth books (Visa)	\$	20.78	
Daydreams Comics, 2 Youth books (Visa)	\$	23.98	
Pediment, 2 Youth books (Visa)	\$	73.80	
Total Spent	\$	2,224.65	\$ 2,000.00
<b>Remaining Balance</b>	<b>\$</b>	<b>1,682.17</b>	

<b>From Library Video Materials (65030)</b>	<b>\$</b>	<b>1,908.49</b>	
Baker & Taylor inv#H68597300	\$	18.19	
Amazon, 1 DVD series (Visa)	\$	19.99	
Amazon, 1 DVD (Visa)	\$	19.96	
Amazon, 1 DVD (Visa)	\$	14.95	
Amazon, 1 DVD (Visa)	\$	19.98	
Total Spent	\$	93.07	\$ 404.17
<b>Remaining Balance</b>	<b>\$</b>	<b>1,815.42</b>	

<b>From Library Audio Materials (65040)</b>	<b>\$</b>	<b>1,809.29</b>	
Baker & Taylor Inv#2038169162	\$	21.99	
Baker & Taylor Inv#2038176253	\$	22.00	
Baker & Taylor Inv#2038190286	\$	20.32	
Baker & Taylor Inv#2038203088	\$	21.99	
Baker & Taylor Inv#2038219549	\$	19.24	
Total Spent	\$	105.54	\$ 416.67
<b>Remaining Balance</b>	<b>\$</b>	<b>1,703.75</b>	

**From Puzzles, Puppet Kits (65050) \$ (23.79)**

Total Spent	\$	-	\$ 100.00
<b>Remaining Balance</b>	<b>\$</b>	<b>(23.79)</b>	

<b>From Operating Supplies (65070)</b>	<b>\$</b>	<b>3,122.52</b>	
Office Express, 2 stamp refills inv#55124	\$	16.85	

Amazon, computer screen cleaner (Visa)	\$	8.99	
Amazon, staff monthly planner (Visa)	\$	8.27	
Amazon, 1000 plastic bags for HOLDS (Visa)	\$	34.99	
CID, 1 case toilet cleaner inv#02000818	\$	74.04	
DEMCO, book processing supplies (Visa)	\$	119.60	
Total Spent	\$	262.74	\$ 750.00
<b>Remaining Balance</b>	<b>\$</b>	<b>2,859.78</b>	

<b>From Postage and Shipping (65080)</b>	<b>\$</b>	<b>65.16</b>	
USPS, ILL Return (Visa)	\$	5.32	
USPS, ILL Return (Visa)	\$	4.62	
USPS, ILL Return (Visa)	\$	5.32	
Storey Kenworthy, library portion of city checks inv#PINV1163141	\$	147.53	
Total Spent	\$	162.79	\$ 75.00
<b>Remaining Balance</b>	<b>\$</b>	<b>(97.63)</b>	

<b>From Supplies (65990)</b>	<b>\$</b>	<b>198.64</b>	
The Eat Shop, staff in-service snacks (Visa)	\$	57.00	
Kurthcakes, volunteer appreciation cupcakes, invoice	\$	129.40	
Total Spent	\$	186.40	\$ 20.83
<b>Remaining Balance</b>	<b>\$</b>	<b>12.24</b>	

**From Office Equipment (67250) \$ 2,841.61**

Total Spent	\$	-	\$ 333.33
<b>Remaining Balance</b>	<b>\$</b>	<b>2,841.61</b>	

**Trust and Agency (ALA Grant) \$ 8,814.00**

ALA LTC Accessible Small & Rural Libraries Grant

Total Spent	\$	-
<b>Remaining Balance</b>	<b>\$</b>	<b>8,814.00</b>

EXPENDITURE REPORT

City of Solon

For the Period: 7/1/2023 to 4/30/2024

	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	226,000.00	226,000.00	177,600.51	8,548.48	0.00	48,399.49	78.6
61100 FICA SOCIAL SECURITY	17,300.00	17,300.00	13,555.51	652.49	0.00	3,744.49	78.4
61300 IPERS	21,335.00	21,335.00	16,765.43	806.96	0.00	4,569.57	78.6
61500 EMPLOYEE GROUP INSURANCE/ANNUI	16,000.00	16,000.00	57.00	0.00	0.00	15,943.00	0.4
62100 DUES, MEMBERSHIPS & MAGAZINE S	1,200.00	1,200.00	1,335.12	0.00	0.00	-135.12	111.3
62400 TRAVEL AND CONFERENCE	750.00	750.00	58.44	-348.93	0.00	691.56	7.8
63100 BUILDING MAINTENANCE	10,000.00	10,000.00	15,126.51	0.00	0.00	-5,126.51	151.3
63320 ORG VEHICLE/EQUIPMENT MAINT AC	5,600.00	5,600.00	8,185.77	0.00	0.00	-2,585.77	146.2
63710 UTILITIES	7,000.00	7,000.00	2,152.82	177.34	0.00	4,847.18	30.8
63730 TELEPHONE/INTERNET	5,100.00	5,100.00	3,481.47	363.64	0.00	1,618.53	68.3
63731 DATA BASES	2,500.00	2,500.00	1,327.76	0.00	0.00	1,172.24	53.1
64080 INSURANCE	16,850.00	16,850.00	2,111.61	0.00	0.00	14,738.39	12.5
64140 PUBLISHING	600.00	600.00	650.80	0.00	0.00	-50.80	108.5
64340 EDUCATIONAL PROGRAM	14,150.00	14,150.00	10,367.64	956.49	0.00	3,782.36	73.3
65020 LIBRARY BOOKS	24,000.00	24,000.00	20,093.18	959.52	0.00	3,906.82	83.7
65030 LIBRARY VIDEO MATERIALS	4,850.00	4,850.00	2,929.38	175.62	0.00	1,920.62	60.4
65040 LIBRARY AUDIO MATERIALS	5,000.00	5,000.00	3,190.71	16.49	0.00	1,809.29	63.8
65050 PUZZELS, PUPPET KITS	1,200.00	1,200.00	1,223.79	0.00	0.00	-23.79	102.0
65070 OPERATING SUPPLIES	9,000.00	9,000.00	5,951.52	712.63	0.00	3,048.48	66.1
65080 POSTAGE AND SHIPPING	900.00	900.00	982.37	147.53	0.00	-82.37	109.2
65990 SUPPLIES	250.00	250.00	51.36	0.00	0.00	198.64	20.5
67250 OFFICE EQUIPMENT	4,000.00	4,000.00	1,158.39	0.00	0.00	2,841.61	29.0
<b>LIBRARY SERVICES</b>	<b>393,585.00</b>	<b>393,585.00</b>	<b>288,357.09</b>	<b>13,168.26</b>	<b>0.00</b>	<b>105,227.91</b>	<b>73.3</b>
Expenditures	393,585.00	393,585.00	288,357.09	13,168.26	0.00	105,227.91	73.3
<b>Grand Total Net Effect:</b>	<b>-393,585.00</b>	<b>-393,585.00</b>	<b>-288,357.09</b>	<b>-13,168.26</b>	<b>0.00</b>	<b>-105,227.91</b>	

EXPENDITURE REPORT

City of Solon

For the Period: 7/1/2023 to 4/30/2024

	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	0.00	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>0.00</b>	<b>0.00</b>	<b>5,263.07</b>	<b>49.9</b>
<b>Expenditures</b>	<b>10,500.00</b>	<b>10,500.00</b>	<b>5,236.93</b>	<b>0.00</b>	<b>0.00</b>	<b>5,263.07</b>	<b>49.9</b>
<b>Grand Total Net Effect:</b>	<b>-10,500.00</b>	<b>-10,500.00</b>	<b>-5,236.93</b>	<b>0.00</b>	<b>0.00</b>	<b>-5,263.07</b>	

**Solon Public Library Foundation - Solon State Bank  
Treasurer's Report  
March 27, 2024**

Beginning Balance		\$ 18,794.38
Income:		
	Donation-King	\$ 20.00
		\$ -
		\$ -
		\$ -
Expenses:		
	Transfer fo Scholarship account	\$ 1,000.00
Ending Balance		<u>\$ 17,814.38</u>

**Solon Public Library Foundation - Greenstate  
Treasurer's Report  
February 28, 2024**

Beginning Balance		\$ -
Income:		
Expenses:		
	Savings Balance	<u>\$ 5.54</u>

**Solon Public Library Foundation Scholarship Account  
Treasurer's Report  
February 28, 2024**

Beginning Balance		\$ 1,000.00
Income:		
	Transfer from main account	\$ 1,000.00
Expenses:		
Ending Balance		<u>\$ 2,000.00</u>

# Portfolio Snapshot

Solon Public Library Foundation

Combined Account Portfolio

Summary As of: 2/29/24

Portfolio Performance

Period: 2/1/24-2/29/24

PORTFOLIO **\$83,714**

	SELECTED PERIOD (\$)	LAST QUARTER (\$)	YEAR TO DATE (\$)	LAST YEAR (\$)	SINCE START DATE (\$)
	2/1/24 - 2/29/24	Q4,23	2/29/24	2023	8/29/22
GAIN/LOSS					
Beginning Value	81,393	72,608	79,876	69,263	0
Net Contribution	0	0	0	0	70,000
Change in Value	2,321	7,269	3,838	10,614	13,714
Unrealized	\$10,928	79,876	83,714	79,876	83,714
Ending Value	83,714	79,876	83,714	79,876	83,714
Return	2.85%	10.01%	4.80%	15.32%	12.61%

## Account Performance

ACCOUNT	START DATE	VALUE (\$)	% OF TOTAL	SELECTED PERIOD (%)	LAST QUARTER (%)	YEAR TO DATE (%)	LAST YEAR (%)	SINCE START DATE (%)
XXXXXX	8/29/22	83,714	100.00	2/1/24 - 2/29/24	Q4,23	2/29/24	2023	12.61
					10.01	4.80	15.32	

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

Created on: 3/25/24.

Incomplete if presented without accompanying disclosure pages

**Solon Public Library Foundation - Solon State Bank  
Treasurer's Report  
April 25, 2024**

Beginning Balance		\$ 17,814.38
Income:		
	Deposit Fundraiser	\$ 1,150.00
		\$ -
		\$ -
Expenses:		
	Transfer fo Scholarship account	\$ -
Ending Balance		<u>\$ 18,964.38</u>

**Solon Public Library Foundation - Greenstate  
Treasurer's Report  
February 28, 2024**

Beginning Balance		\$ 5.54
Income:		
Expenses:		
	Savings Balance	<u>\$ 5.54</u>

**Solon Public Library Foundation Scholarship Account  
Treasurer's Report  
February 28, 2024**

Beginning Balance		\$ 2,000.00
Income:		
	\$	-
Expenses:		
	Ck. # 1112 Jamison Grimm	\$ 1,000.00
	Ck. #1113 Kate Richards	
Ending Balance		<u>\$ 1,000.00</u>

**Holdings by Investor**  
 Combined Account Portfolio

Solon Public Library Foundation

As of: 4/17/24

**Solon Public Library Foundation**

Account Name: SOLON PUBLIC LIBRARY FOUNDATION 320 W MAIN ST SOLON IA 52333-9504

Account Number:

Account Type: Exempt Organization

ASSET	TICKER	ASSET TYPE	MGT. NAME	QUANTITY	PRICE (\$)	VALUE (\$)
INSURED BANK DEPOSIT PROGRAM		CASH OR EQUIVALENTS	CAMBFDJC	509.28	1.00	509.28
JANUS HENDERSON - BALANCED CL I	JBALX	BLEND	JANUS FUNDS	1,881.80	43.66	82,159.21
<b>Account Total:</b>						<b>\$82,668.49</b>
<b>Solon Public Library Foundation Total:</b>						<b>\$82,668.49</b>

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

Created on: 4/18/24

Incomplete if presented without accompanying disclosure pages





Statement of Activity  
 Solon Public Library Foundation Education Endowment Fund  
 January 01, 2024 through March 31, 2024

<b>Beginning Balance</b>	<b>\$27,885.52</b>
<b><u>Income</u></b>	
Donations	\$0
Interest and Dividends	\$120.65
Realized Gain - Loss	\$196.87
Unrealized Gain - Loss	\$1,347.14
<b>Total Fund Income</b>	<b>\$1,664.66</b>
<b><u>Expenses</u></b>	
Administrative Fee	\$79.76
Investment Mgmt Fee	\$23.83
Online Payment Processing	\$0
<b>Total Fund Expenses</b>	<b>\$103.59</b>
<b>Ending Balance</b>	<b>\$29,446.59</b>

**Activity Detail**

**Donations**

<u>Date</u>	<u>Donor</u>	<u>Amount</u>
n/a	n/a	\$n/a
<b>Total Donations</b>		<b>\$0.00</b>

**Grants**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
n/a	n/an/a	\$n/a
<b>Total Grants</b>		<b>\$0.00</b>



**About Displays**

The Library has a display case inside the main library to provide a space for self-expression, local organization highlights, and for visitors to view and enjoy. The case is equipped with lockable glass doors, and flexible shelving that may be arranged for different types of displays.

The Library has a community bulletin board outside the front entry to provide a space for community events to be viewed by visitors. The bulletin board is enclosed and locked.

The Library may also display patron art throughout the library space.

The display case is available for public and library use. Displays using this space should meet one or more of these purposes:

- To display high quality original art by artists from Solon and local areas
- To highlight a theme, program, or services provided at the Library
- To build inclusion, diversity, equity, and access into our community
- To inform patrons of current issues, events or other subjects of public interest

The community bulletin board is available for public and library use. Signs or posters should meet one or more of these purposes:

- To highlight a resource, or non-profit organization in the Solon area
- To build inclusion, diversity, equity, and access into our community
- To inform visitors of current issues or events of public interest

**Display Case Application Process**

Interested individuals or groups can complete an application for displaying a collection in the display case. *This is an application only; Library staff will review applications.*

- **Library displays receive first consideration in scheduling.**
- Scheduling is based on availability.
- Displays are scheduled on a monthly rotation, with some flexibility.

**Display & Community Bulletin Board Guidelines**

- All displays/posters/art must meet existing state and federal laws on obscenity, libel, defamation of character, and invasion of privacy.
- The Library does not accept responsibility for ensuring that all points of view are represented in any single display/poster.
- The Library assumes no liability for theft, loss, damage, or destruction of items left for display.
- Community bulletin board postings are added as space allows for a maximum of 3 weeks.

	A	B	M	N	O	P	Q
	FY24 Budget Amendment Analysis		Estimated	Est. Change from	FY24 Budget Amendment	FY24 Net Change	NOTES
		FY24 Budget	FY24 YTD Actual	FY24 Budget			
1	<b>FY24 Budget Amendment Analysis</b>						
2							
3	60100 Salaries	\$ 226,000	\$ 221,100.51	\$ 4,899.49			
4	61100 FICA Social Security	\$ 17,300	\$ 16,816.01	\$ 483.99			Estimate \$8,700/pay period 7.5% of pay
5	61300 PERS	\$ 21,335	\$ 20,800.39	\$ 534.61			9.2% of pay
6	61500 Employee Group Insurance	\$ 16,000	\$ 16,000.00	\$ -			Estimate \$16,000 annual expense
7	62100 Dues, Memberships & Mag	\$ 1,200	\$ 1,647.82	\$ (447.82)			
8	62400 Travel & Conference	\$ 750	\$ 545.16	\$ 204.84			
9	63100 Building Maintenance	\$ 10,000	\$ 20,732.37	\$ (10,732.37)	\$ 14,000.00	\$ 4,000.00	Radon \$7000, \$5000 to reserves
10	63320 Org Vehicle/Equipment	\$ 5,600	\$ 9,335.04	\$ (3,735.04)			
11	63710 Utilities	\$ 7,000	\$ 2,690.16	\$ 4,309.84			
12	63730 Telephone/Internet	\$ 5,100	\$ 4,595.11	\$ 504.89			
13	63731 Data Bases	\$ 2,500	\$ 2,750.76	\$ (250.76)			
14	64080 Insurance	\$ 16,850	\$ 16,404.45	\$ 445.55			Insurance bill: 14,292.84 per Cami 4/22/24
15	64140 Publishing	\$ 600	\$ 650.80	\$ (50.80)			
16	64340 Educational Program	\$ 14,150	\$ 14,150.00	\$ -			
17	65020 Library Books	\$ 24,000	\$ 24,000.20	\$ (0.20)			
18	65030 Library Video	\$ 4,850	\$ 4,850.45	\$ (0.45)			
19	65040 Library Audio	\$ 5,000	\$ 5,000.01	\$ (0.01)			
20	65050 Puzzles, Puppet Kits	\$ 1,200	\$ 1,223.79	\$ (23.79)			
21	65070 Operating Supplies	\$ 9,000	\$ 8,974.21	\$ 25.79			
22	65080 Postage	\$ 900	\$ 1,165.16	\$ (265.16)			
23	65990 Supplies	\$ 250	\$ 237.76	\$ 12.24			
24	67250 Office Equipment	\$ 4,000	\$ 3,658.39	\$ 341.61			
25	Totals	\$ 393,585	\$ 397,329	\$ (3,743.55)		4000	