

## Evansdale Library Board Meeting

July 9, 1992

The meeting was called to order at 7:05 p.m.

Present: Winstead, Fagerlind, Russell, Pritchett, Eldridge, Faas, Thompson,  
Librarian Green

Absent: Cannon, South

A motion to approve last month's minutes was made by Winstead and seconded by Russell.

The following bills were submitted:

John Mardis	(reimburse for purchase of office swivel chair-\$4.00 and typing table for computer - \$2.50)	6.50
Morris Printing Co.	(library cards)	18.50
Perma Bound	(21 books)	222.75
		<u>\$247.75</u>

A motion to approve the bills was made by Fagerlind and seconded by Pritchett.

Circulation

June, 1992

Hours Open	152
Circulation	1,336
County	48
Elk Run	91
Raymond	52
Waterloo	127
Dunkerton	2

People In	543
Evansdale	429
County	15
Elk Run	33
Raymond	14
Waterloo	51
Dunkerton	1

New Cards	35
Evansdale	30
Elk Run	5

New Acquisitions	21
Youth Fiction	20
Youth NonFiction	1

<u>Money Turned In</u>	
Fines	\$2.85
Dup. Cards	1.50
	<u>\$4.35</u>

<u>Videos Checked</u>	
Out	
142	

The Friends of the Library will hold a meeting next month following the regular monthly library board meeting.

A motion was made by Russell and seconded by Thompson to allow our part-time helper to work eight hours per week for the months of July, August, and September. At the October meeting, the board will review the part-time funding.

An authorization/charge application at Venture Store has been signed by Berniece Green, Roberta Winstead, and Kathy Pritchett.

Pritchett will verify if the library can drop the Spirit phone system. Upon verification, a motion was made by Thompson and seconded by Fagerlind to grant expenditure of \$59.00 for cost to hookup and eliminate the Spirit system with a \$35.00 monthly phone service rate.

A motion was made by Thompson and seconded by Fagerlind to close the library during the Good Old Days on Saturday, August 1st.

Pritchett is checking into the cost for flexiglass to cover the map of counties. She will confer with the mayor about hanging it in the hallway and sharing the expense.

A motion for election of officers was made by Winstead and seconded by Fagerlind to retain the same officers (Pres. - Pritchett; V-Pres. - Thompson; Treasurer - Russell; Secretary - Eldridge).

The meeting was adjourned at 8:22 p.m.

*Kathy Pritchett*  
President

*Carsey Eldridge*  
Secretary

CIRCULATION: July, 1992

Hours Open 168  
Circulation 1,372  
County 77  
Elk Run 210  
Raymond 21  
Waterloo 127  
Jesup 2

People In 619  
Evansdale 487  
County 28  
Elk Run 60  
Raymond 5  
Waterloo 37  
Jesup 2

New Cards: 41 - Total  
Evansdale 34  
Elk Run 7

Money Turned In:  
Fines \$ 8.65  
Dup. Cards 1.00  
Copies 1.30  
\$10.95 - Total

NEW ACQUISITIONS:

7 Adult Fiction  
2 Adult Non-Fiction  
20 Youth Fiction  
2 Youth Non-Fiction  
31 - Total Books

1 - Magazine Subscription

VIDEOS CHECKED OUT:

198

OPEN ACCESS:

129 x .80 - \$103.20

BILLS SUBMITTED:

Lorene Rohlf (24 books) \$ 106.96  
(15 - Youth Fiction  
7 - Adult Fiction  
2 - Adult Non-Fiction)

Perma-Bound Books (5 Youth Fiction) 70.50

Baker & Taylor (1 Youth Non-Fiction) 19.84

Main Line Book Co. (1 Youth Non-Fiction) 19.45

National Wild Life Federation (Ranger Rick Magazine) 15.00  
\$ 231.75 - Total

# Evansdale Library Board Meeting

August 13, 1992

The meeting was called to order at 7:07 p.m.

Present: Pritchett, Eldridge, Thompson, Fagerlind, Winstead, South, Faas  
Librarian Green

Absent: Russell, Cannon

A motion to approve last month's minutes was made by Winstead and seconded by Fagerlind.

The following bills were submitted:

Lorene Rohlf	(24 books)	106.96
Perma-Bound Books	(5 books)	70.50
Baker & Taylor	(1 book)	19.84
Main Line Book Co.	(1 book)	19.45
National Wild Life Fed.	(Ranger Rick Magazine)	15.00
		<u>\$231.75</u>

A motion to approve the bills was made by Fagerlind and seconded by Thompson.

## Circulation: July, 1992

Hours Open	168	People In	619	New Cards	41
Circulation	1,372	Evansdale	487	Evansdale	34
County	77	County	28	Elk Run	7
Elk Run	210	Elk Run	60		
Raymond	21	Raymond	5	Vidoes Checked	
Waterloo	127	Waterloo	37	<u>Out</u>	
Jesup	2	Jesup	2	198	
New Acquisitions	31	Money Turned In	10.95	Open Access	
Adult Fiction	7	Fines	8.65	129 x .80 =	\$103.20
Adult Non-Fiction	2	Dup. Cards	1.00		
Youth Fiction	20	Copies	1.30		
Youth Non-Fiction	2				

Thompson will check into available software for the Laser 128 computer. If there is enough software available, the board will initiate a computer club.

September has been selected as fine free month.

Several board members agreed to stay after the meeting to update our inventory list. The last list was done in 1987.

The board sanctioned ordering two copies of best sellers when needed to keep the "reserve list" from exceeding ten names.

Green will write thank you notes to the businesses who made donations to be used for bingo. Pritchett will phone each business and explain why the function was not held.



During the month of October, youth patrons (P-1, 2-3, 4-5, 6-7-8) may sign up for our Halloween books with two books to be drawn for each age category. Board members will select the books and Faas will bring a list of books to choose from at the next meeting. Faas also said she would donate candy again for Halloween.

The secretary will write a letter to the mayor of Raymond expressing concern over lack of representation from his community at our board meetings.

Faas inquired about completing some of our sets of books in the youth section. The Boxcar children books have a high readership and selected as the first choice to complete.

Hook, Fried Green Tomatoes, and Three Men and Little Lady were selected as videos to purchase this month.

A motion to adjourn the meeting was made by South and seconded by Thompson. The meeting was adjourned at 9:10 P.M.

*Kathy Pritchett*  
Kathy Pritchett  
President

*Casey Eldridge*  
Casey Eldridge  
Secretary

Evansdale Library Board Meeting  
September 10, 1992

The meeting was called to order at 7:12 p.m.

Present: Russell, Pritchett, South, Eldridge, Thompson, Librarian Green

Absent: Fagerlind, Winstead, Cannon, Faas

A motion to approve last month's minutes was made by Thompson and seconded by Russell.

The following bills were submitted:

Baker & Taylor	(5 books)	76.72
* Target	(2 videos)	32.94
Joyce Russell	(reimburse for policy brochures)	10.50
Office Products	(money receipt books- our share of city order)	20.97
* Software Excitement	(16 computer programs + joystick)	79.79
* Paid by Purchase Orders		<u>\$220.92</u>

A motion to approve the bills was made by Thompson and seconded by Pritchett.

The treasurer's report gave a balance of 3,557.47 in books and subscriptions, 121.46 in office supplies, 400.00 in education and training, 100.00 in minor equipment, 809.71 in parttime, 100.00 in repairs and 103.20 in open access.

Circulation: August, 1992					
Hours Open	168	People In	557	New Cards	25
Circulation	1,148	Evansdale	399	Evansdale	14
County	53	County	18	Elk Run	1
Elk Run	101	Elk Run	33	County	1
Raymond	72	Raymond	33	Raymond	9
Waterloo	176	Waterloo	73		
Independence	2	Independence	1	Videos Checked	
				Out	
				178	
New Acquisitions	6	Money Turned In		Open Access	
5 Adult Fiction		Fines	4.65		
1 Adult Non-Fiction		Duplicate Cards	2.00		
2 Videos			<u>\$6.65</u>	178 x .80 =	\$142.40

An order will be placed to complete the set of Boxcar children books, three books that are missing from the set of states, and books needed to complete the set of presidents. Volunteers will be needed to put contact paper on the Boxcar books.

Board considering a promotion of the library whereby for each book checked out a nickel will be contributed to our "sister library". Thompson will locate a library in the disaster area of Florida who is in need of assistance. South will verify where and how much a permit would cost for a raffle fundraiser in connection with this promotion.

Larry Palmer confirmed that most Apple equipment is compatible with our computer. Software should be arriving next week for Palmer to preview for use in the computer club. Posters will be put in the schools about starting a computer club with a limit of ten kids in each session.

The meeting adjourned at 9:05 p.m.

*Kathy Pritchett*  
Kathy Pritchett  
President

*Casey Eldridge*  
Casey Eldridge  
Secretary

CIRCULATION: SEPTEMBER, 1992

HOURS OPEN 164  
Circulation 976  
County 11  
Elk Run 65  
Raymond 26  
Waterloo 199

PEOPLE IN 532  
Evansdale 424  
County 5  
Elk Run 24  
Raymond 8  
Waterloo 71

NEW CARDS 22  
Evansdale 18  
Elk Run 2  
Raymond 2

NEW ACQUISITIONS

14 Adult Fiction  
 5 Adult Non-Fiction  
 20 Youth Fiction  
 2 Youth Non-Fiction  
 41 Total

MONEY TURNED IN

Fine Free Month  
 Duplicate Cards 1.25

VIDEOS CHECKED OUT

145

OPEN ACCESS

199 x .80 - \$159.20

BILLS TO TURN IN:

Baker and Taylor (2 invoices)

(26 Books)

\$122.68

55.42

\$178.10 - Total

Walden Books (4 books for Halloween give-a-way)

11.00

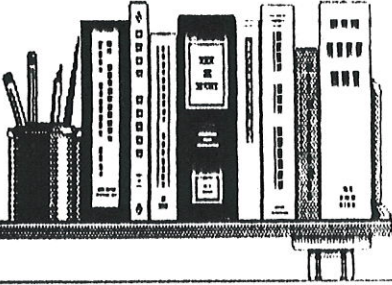
Jewett School ( 6 books for Halloween give-a-way)

19.84



# EVANSDALE PUBLIC LIBRARY

123 N. EVANS ROAD  
EVANSDALE, IOWA 50707  
(319)-232-5367



October 7, 1992

Florida Library Association  
1133 West Morse Blvd.-Suite 201  
Winter Park, Florida 32789-3788

Dear Director:

The Evansdale Library Board has asked me to contact your agency about adopting a library that may have been damaged or destroyed by the recent storms. We realize that from our own experiences the needs of the public library may not receive a top priority rating. If we can help a library in need, feel free to contact us and we will start a project immediately.

Sincerely,



Mike Thompson  
Evansdale Library Board



Evansdale Library Board Meeting  
October 8, 1992

Library

The meeting was called to order at 7:09 p.m.

Present: Thompson, South, Winstead, McCarty, Pritchett, Eldridge  
Absent: Fagerlind, Faas, Russell, Cannon

A motion to approve last month's minutes was made by South and seconded by Thompson.

The following bills were submitted:

Baker & Taylor	(26 books)	\$178.10
Walden Books	(4 books)	11.00
Jewett School	(6 books)	19.84
Reliable	(fax switch)	75.98
		<u>\$284.92</u>

A motion to approve the bills was made by Thompson and seconded by Winstead.

The treasurer's report before deducting the above bills is: \$400.00 in Education Training, \$89.00 in Minor Equipment, \$100.00 in Repairs, \$105.19 in Office Supplies, and \$3305.88 in Books and Subscriptions

Circulation: September, 1992

Hours Open	164
Circulation	976
County	11
Elk Run	65
Raymond	26
Waterloo	199

People In	532
Evansdale	424
County	5
Elk Run	24
Raymond	8
Waterloo	71

New Cards	22
Evansdale	18
Elk Run	2
Raymond	2

New Acquisitions	41
14 Adult Fiction	
5 Adult Non-fiction	
20 Youth Fiction	
2 Youth Non-Fiction	

Money Turned In	
Fine Free Month	
Duplicate cards	1.25

Videos Checked Out	
	145

Open Access	
199 x .80 -	\$159.20

In order to hold cost down, our advertising policy for promoting library usage will mainly consist of posting flyers in the school libraries and on school bulletin boards where available.

During the month of November, high school age and older may sign up for prizes that were donated to the library.

Pat Hines wants to collect money for the Friends of the Library. Board recommended she wait til spring to start collecting.

On November 18th, a workshop in library leadership will be held from 7:00 to 9:30 p.m. at the Cedar Falls Public Library. Advance registration would be appreciated which can be turned in at the Northeast Iowa Regional Library.

Thompson reported the first computer club meeting will be held on October 19th at 6 p.m.

There will be a workshop after the next board meeting to weed books.

The meeting adjourned at 8:25 P.M.

Kathy Pritchett, President

Kathy Pritchett

Casey Eldridge, Secretary

Casey Eldridge

CIRCULATION: OCTOBER, 1992

<u>Hours Open</u>	180	<u>People In</u>	641	<u>New Cards</u>	26
<u>Circulation</u>	1,213	<u>Evansdale</u>	509	<u>Evansdale</u>	20
<u>County</u>	13	<u>County</u>	10	<u>Elk Run</u>	3
<u>Elk Run</u>	134	<u>Elk Run</u>	40	<u>County</u>	2
<u>Raymond</u>	61	<u>Raymond</u>	25	<u>Raymond</u>	1
<u>Waterloo</u>	149	<u>Waterloo</u>	55		
<u>Independence</u>	2	<u>Independence</u>	2		

<u>New Acquisitions</u>	<u>Money Turned In</u>	<u>Videos Checked Out</u>
2 Adult Fiction	Fines \$4.75	118
4 Videos	Duplicate Cards 3.25	
	Total \$8.00	<u>Open Access</u>
		151 x .80 - \$120.80

Bills Submitted - November 12, 1992Office Supplies (31-58.0)

The Library Store, Inc.	\$ 42.00 - Total
(15 book ends)	

Books, Subscriptions, Videos (31-64.0)

Baker & Taylor	\$ 9.70
(2 Adult Fiction)	
* Target	65.84
(4 Videos)	
* Paid by Purchase Order	
	\$ <u>75.54</u> - Total

Evansdale Library Board Meeting  
December 10, 1992

The meeting was called to order at 7:08 p.m.

Present: Pritchett, Thompson, Russell, Eldridge, McCarty, Fagerlind,  
Librarian Green

Absent: Winstead, Faas, South

A motion to approve last month's minutes was made by Russell and seconded by Thompson.

The following bills were submitted:

The Library Store	(15 book ends)	42.00
Baker & Taylor	(24 books)	107.38
Target-paid by purchase order	(4 videos)	65.84
Ben Franklin-paid by purchase order	(contact paper)	9.90
World Almanac	(1993 edition)	8.95
Chelsea House Pub.	(1 book)	19.45
Tab Book Club-paid by purchase order	(16 books)	32.60
Lorene Rohlf	(27 books)	97.00
		<u>\$383.12</u>

A motion to approve the bills was made by Fagerlind and seconded by McCarty.

The treasurer reported the balances of \$2733.86 in books and subscriptions, \$53.29 in office supplies, \$13.02 in minor equipment, and \$100.00 in repair.

Circulation: November, 1992

<u>HOURS OPEN</u>	154	<u>PEOPLE IN</u>	587	<u>NEW CARDS</u>	29
Circulation	904	Evansdale	448	Evansdale	22
County	21	County	11	County	5
Elk Run	92	Elk Run	37	Elk Run	1
Raymond	56	Raymond	18	Raymond	1
Waterloo	101	Waterloo	72		
Independence	1	Independence	1		
<u>NEW ACQUISITIONS</u>	67	<u>MONEY TURNED IN</u>	\$4.15	<u>Videos Checked Out</u>	
Adult Nonfiction	6	Fines	1.40		196
Adult Fiction	16	Duplicate Cards	2.75	<u>OPEN ACCESS</u>	
Youth Nonfiction	3			102 x .80 =	81.60
Youth Fiction	42				

Circulation: October, 1992

<u>HOURS OPEN</u>	180	<u>PEOPLE IN</u>	641	<u>NEW CARDS</u>	26
Circulation	1213	Evansdale	509	Evansdale	20
County	13	County	10	Elk Run	3
Elk Run	134	Elk Run	40	County	2
Raymond	61	Raymond	25	Raymond	1
Waterloo	149	Waterloo	55		
Independence	2	Independence	2		
<u>NEW ACQUISITIONS</u>		<u>MONEY TURNED IN</u>	\$8.00	<u>VIDEOS CHECKED OUT</u>	
Adult Fiction	2	Fines	4.75		118
Videos	4	Duplicate Cards	3.25	<u>OPEN ACCESS</u>	
				151 x .80 =	\$120.80



"New Book" sign will be made for the book rack designated for new books.

In the interest of promoting further reading of books, any of the videos in our collection that are based on a book will be displayed in the video collection area as they are available. Posters promoting reading books are also in consideration for display. Starting in January, promotions will be established to encourage reading.

The library will be closed for the following days during the holidays: Thursday, 24th, Friday, 25th, and Monday, 28th.

A motion was made by Fagerlind and seconded by Thompson to change in the Evansdale Library Code Sec. 17-16 Vacancies the absence from six to three; therefore the code would read "The removal of any trustee permanently from the city or his absence from three (3) consecutive regular meetings of the board, except in case of sickness or temporary absence from the city, without due explanation of absence, shall render his service as a trustee vacant. (Ord. no. 232, SS 2, 2-20-68) This motion will be effective upon official approval from city officials.

A book will be donated to a local Girl Scout troop and promotional material about the library will be enclosed for the whole troop.

A motion was made by Russell and seconded by Thompson to have Librarian Green select three people to serve as substitutes in the library and to provide a two hour orientation with the subs getting paid at minimum wage.

A representative from Northeast Regional Library System will demonstrate at the library how to set up the locator on January 12, 1993 at 1:00 p.m.

A motion was made by Russell and seconded by Fagerlind for the chairman to purchase a three-hole paper punch using the money out of petty cash and not to exceed \$6.00 limit.

A motion to adjourn the meeting at 9:23 p.m. was made by Thompson and seconded by Russell.

Kathy Pritchett  
President

*Kathy Pritchett*

*Casey Eldridge*  
Casey Eldridge  
Secretary



CIRCULATION: December, 1992

Hours Open	146
Circulation	888 (includes 190 Videos)
County	52
Elk Run	82
Raymond	78
Waterloo	69
Independence	4

People In	434
Evansdale	324
County	21
Elk Run	21
Raymond	22
Waterloo	43
Independence	3

New Cards: 11 (all Evansdale)

Money Turned In:

Fines	3.50
Dup. Cards	.25
	<u>3.75</u> - Total

New Acquisitions:

- 5 - Adult Fiction
- 2 - Adult Non-Fiction
- 9 - Youth Fiction
- 8 - Youth Non-Fiction
- 1 - Video

Open Access: 73 x .80 = \$58.40

Bills Submitted - January 14, 1993

Office Supplies - (31-58.0)

A-Plus Office Supplies	\$29.78
(Paper clips, scotch tape, glue, index cards)	

Books & Subscriptions - (31-64.0)

American Media Corp.	\$138.42
(14 books - 8 Youth Fiction & 6 - Youth Non-Fiction)	

R. L. Polk & Co. (City Directory)	105.00
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Baker & Taylor (2 invoices)	84.72
(8 books - 2 Youth Non-Fiction	
5 Adult Fiction	4.81
1 Adult Non-Fiction)	

Venture Stores	21.97
(1 - Youth Fiction Book	
1 - Video)	<u>\$354.92</u> - Total for Books

Circulation: November, 1992

Hours Open	154
Circulation	904
County	21
Elk Run	92
Raymond	56
Waterloo	101
Independence	1

People In	587
Evansdale	448
County	11
Elk Run	37
Raymond	18
Waterloo	72
Independence	1

New Cards	29
Evansdale	22
County	5
Elk Run	1
Raymond	1

<u>New Acquisitions</u>	
Adult Non-Fiction	6
Adult Fiction	16
Youth Non-Fiction	3
Youth Fiction	42
Total	67

<u>Money Turned In</u>	
Fines	\$1.40
Duplicate Cards	2.75
Total	\$4.15

<u>Videos Checked Out</u>	
	196
<u>Open Access</u>	
102 x .80	- 81.60

Bills Submitted - December 10, 1992Office Supplies (31-58.0)

* Ben Franklin Store - Evansdale (contact paper)	\$ 9.90
* Paid by Purchase Order	

Books, Subscriptions, Videos (31-64.0)

World Almanac (1993 World Almanac)	\$ 8.95
Chelsea House Pub. (1 Youth Non-Fiction)	19.45
* Tab Book Club (2 Youth Non-Fiction; 14 Youth Fiction)	32.60
* Paid by Purchase Order	
Lorene Rohlf (1 Adult Non-Fiction; 2 Adult Fiction; 24 Youth Fiction)	97.00
Baker & Taylor (4 Adult Non-Fiction; (X invoices) 14 Adult Fiction; 4 Youth Fiction)	97.68 \$ 255.68

Evansdale Library Board  
Meeting  
January 14, 1993

The meeting was called to order at 7:03 p.m.

Present: McCarty, Callahan, South, Winstead, Fagerlind, Eldridge, Lib. Green  
Absent: Russell, Pritchett, Thompson

A motion to approve last month's minutes was made by Fagerlind and seconded by McCarty.

The following bills were submitted:

A-Plus Office Supplies	(clips, tape, glue, cards)	29.78
R.L. Polk & Co.	(city directory)	105.00
American Media Corp.	(14 books)	138.42
Baker & Taylor	(8 books)	89.53
Venture Stores	(book/video)	21.97
		<u>\$354.92</u>

A motion to approve the bills was made by Winstead and seconded by Fagerlind.

Circulation: December, 1992

Hours Open	146	People In	434	New Cards	
Circulation		Evansdale	324	Evansdale	11
Books	698	County	21	Money Turned In	
Videos	190	Elk Run	21	Fines	3.50
County	52	Raymond	22	Dup. Cards	.25
Elk Run	82	Waterloo	43		<u>3.75</u>
Raymond	78	Independence	3		
Waterloo	69				
Independence	4	Open Access	73 x .80 = \$58.40		

New Acquisitions: 24 5 Adult Fiction 9 Youth Fiction 1 Video  
2 Adult Nonfiction 8 Youth Nonfiction

The representative from Northeastern Iowa Regional could not set up the locator in January but will do it on February 4th.

Mayor Mardis is asking if the library would consider going half on the cost of two grant books the city would like to purchase. The board will make a decision at the next meeting.

On November 27, 1992, Judy Faas submitted a letter of resignation to the mayor. The board welcomed a new trustee, Marlene Callahan, who will complete Judy's term.

A motion was made by Winstead and seconded by South to participate in Partners in Family Reading Program to commence February 1st with a \$25.00 maximum on expenditures for prizes. The book prizes will be distributed as follows: two for preschool; one each for K, 1st, 2nd; two for 3rd and 4th; two for 5th and 6th; two for 7th and 8th.

The Cedar Falls Womens Club is having an used book sale in April and contacted the librarian about donating some books. The board suggested Suzanne should start sorting through our boxes of books to set aside the unwanted books for the club as this would be an expedient way to eliminate them.



Colleen Sheridan would like to start a book club called "Great Book Club". The board would like to see Colleen proceed with the formation of the club and be contacted if we can be of any assistance.

Pat Hines donated \$25.00 to the library.

The board will ask Mike Thompson to write up a note to be put in the Jewett newsletter to advertise our computer club. Another promotion idea was to set up demonstrations in the library.

A motion to adjourn the meeting at 8:30 p.m. was made by South and seconded by McCarty.

Easy Eldridge

Secretary

Kathleen Pritchett

President



Circulation: January, 1993

Hours Open: 166  
 Circulation: 1,188  
 (includes 176 videos)  
 County 103  
 Elk Run 81  
 Raymond 71  
 Waterloo 113  
 Independence 2

People In: 550  
 Evansdale 426  
 County 22  
 Elk Run 30  
 Raymond 29  
 Waterloo 42  
 Independence 1

New Cards: 13  
 Evansdale 12  
 Elk Run 1

Money Turned In:

Fines \$3.25  
 Dup. Cards 1.75  
 \$5.00 - Total

New Acquisitions:

2 - Adult Fiction  
 4 - Adult Non-Fiction  
 19 - Youth Fiction

Open Access:

115 x .80 - \$92.00

February 11, 1993

Bills SubmittedBaker & Taylor

(1 Adult Fiction)

\$14.92

Lorene Rohlf

(3 - Adult Non-Fiction)  
 (10 - Youth Fiction)

80.06

Target

(7 Video Tapes)  
 (1 - Adult Fiction  
 1 - Adult Non-Fiction  
 9 - Youth Fiction)

121.85  
 \$216.83 - Total

Total Balance in Books - \$2,191.89

" " " Office Supplies - \$23.51

" " " Minor Equipment - \$13.02

Evansdale Library Board Meeting  
February 11, 1993

The meeting was called to order at 7:00 p.m.

Present: Thompson, Russell, Eldridge, South, Callahan, Librarian Green  
Absent: Pritchett, McCarty, Winstead, Fagerlind

A motion to approve last month's minutes was made by Russell and seconded by Callahan.

The following bills were submitted:

Target (purchase order)	(11 books and 7 videos)	\$121.85
Baker & Taylor	(1 book)	14.92
Lorene Rohlf	(13 books)	80.06
		<u>\$216.83</u>

A motion to approve the bills was made by South and seconded by Russell.

The treasurer's report showed balances of \$2,191.89 in books and subscriptions, \$23.51 in office supplies, and \$13.02 in minor equipment.

Circulation: January, 1993

Hours Open	166	People In	550	New Acquisitions	
Circulation:	1,188	Evansdale	426	Adult Fiction	2
(includes 176 videos)		County	22	Adult Non-Fiction	4
County	103	Elk Run	30	Youth Fiction	19
Elk Run	81	Raymond	29		<u>25 Total</u>
Raymond	71	Waterloo	42	Open Access	
Waterloo	113	Independence	1	115 x .80 =	\$92.00
Independence	2				
New Cards	13	Money Turned In	5.00		
Evansdale	12	Fines	3.25		
Elk Run	1	Duplicate Cards	1.75		

A holiday is coming up on February 15th for Presidents' Day so the library will be closed.

Larry Palmer has filled out an employee application and now is available to work as a substitute in the library.

Larry would like to expand computer club from programming to print shop, word processor, and locator on computer. He has agreed to hold demonstrations on February 27th at 11:00 p.m. and 12:00 with session one doing a demo on the Lazer and session two doing a demo on the Locator. Publicity will be put in the Home Towner, posters in stores in Elk Run, Raymond, and Evansdale, and each council packet will receive a notice.

A motion to adjourn the meeting at 8:00 p.m. was made by Russell and seconded by Callahan.

*Cossey Eldridge*  
Secretary

*Mike Thompson*  
Vice-Chairperson

CIRCULATION: FEBRUARY, 1993

Hours Open 152  
 Circulation 1,225  
 (includes 181 videos)  
 County 82  
 Elk Run 146  
 Raymond 83  
 Waterloo 82  
 Cedar Falls 3

People In 595  
 Evansdale 440  
 County 25  
 Elk Run 51  
 Raymond 28  
 Waterloo 49  
 Cedar Falls 2

NEW CARDS: 26  
 Evansdale 23  
 Elk Run 2  
 Raymond 1

MONEY TURNED IN:  
 Fines \$3.00  
 Dup. Cards 2.25  
 Total \$5.25

NEW ACQUISITIONS:

OPEN ACCESS - 85 x .80 = \$68.00

12 Adult Fiction  
 3 Adult Non-Fiction  
 11 Youth Fiction  
 2 Youth Non-Fiction  
 1 Video  
 29 Total

March 11, 1993  
Bills Submitted

Lorene Rohlf (16 Books)

\$69.36

5 Adult Fiction  
 3 Adult Non-Fiction  
 7 Youth Fiction  
 1 Youth Non-Fiction

Baker & Taylor (12 Books)

52.82

7 Adult Fiction  
 4 Youth Fiction  
 1 Youth Non-Fiction

Sentimental Productions (1 Video)  
 (50 Years of History)

32.95  
 \$ 155.13

Evansdale Library Board Meeting  
March 11, 1993

The meeting was called to order at 7:00 p.m.

Present: Winstead, Fagerlind, McCarty, Russell, Pritchett, Thompson, Eldridge,  
Librarian Green  
Absent: South, Callahan

A motion to approve last month's minutes was made by Russell and seconded by Fagerlind.

The following bills were submitted:

Lorene Rohlf	(16 books)	\$69.36
Baker & Taylor	(12 books)	52.82
Sentimental Productions	(1 video)	32.95
		<u>\$155.13</u>

A motion to approve the bills was made by Thompson and seconded by McCarty.

As of March 4th, the treasurer reported balances of \$13.93 in parttime, \$370.00 in education and training, \$13.02 in minor equipment, \$100.00 in repairs, \$8.01 in office supplies, \$2401.73 in books and subscriptions, and \$825.60 in open access from July through February.

Circulation: February, 1993

<u>Hours Open</u>	152	<u>People In</u>	595	<u>New Cards</u>	26
<u>Circulation</u>	1,225	<u>Evansdale</u>	440	<u>Evansdale</u>	23
(includes 181 videos)		<u>County</u>	25	<u>Elk Run</u>	2
<u>County</u>	82	<u>Elk Run</u>	51	<u>Raymond</u>	1
<u>Elk Run</u>	146	<u>Raymond</u>	28		
<u>Raymond</u>	83	<u>Waterloo</u>	49		
<u>Waterloo</u>	82	<u>Cedar Falls</u>	2		
<u>Cedar Falls</u>	3				

<u>New Acquisitions</u> 28	<u>Money Turned In</u>	<u>Open Access</u>
12 Adult Fiction	Fines 3.00	85 x .80 = \$68.00
3 Adult Non-Fiction	Duplicate cards 2.25	
11 Youth Fiction	\$5.25	
2 Youth Non-Fiction		
1 Video		

After the fiscal year, the board will invite a speaker from JPTA to explain their program.

The chairman will contact Jim Sixta about getting our fax machine hooked up and check to see if he can locate copies of grant books.

It was decided to set a fee of a nickel a sheet for the computer paper.

A weeding session will be held April 22nd from 7:00 to 9:00 pm. A sale of the withdrawn books will be held on May 1st and the remaining books will be removed from the library.

The library board and tree group ~~committee~~ are considering doing a fundraiser together for the Good Ol' Days.

The meeting adjourned at 8:40 p.m.

President  
Kathy Pritchett  
Secretary  
Casey Eldridge



## Evansdale Library Board Meeting

April 8, 1993

The meeting was called to order at 7:06 p.m.

Present: Callahan, Fagerlind, Winstead, Thompson, Eldridge, Pritchett,  
Librarian Green

Absent: Russell, McCarty, South

A motion to approve last month's minutes was made by Winstead and seconded by Fagerlind.

The following bills were submitted:

Perma-Bound	(69 books)	\$668.40
Hotho & Co.	(17 books)	135.62
Steck-Vaughn Raintree	(10 books)	150.40
Waldenbooks	(21 books)	88.73
Baker & Taylor	( 5 books)	17.71
		<u>\$1060.86</u>

A motion to approve the bills was made by Thompson and seconded by Callahan.

As of April 6, 1993, the following balances were noted: Book and Subscription 2029.77; Petty Cash 0; Office Supplies 6.94; Repairs 100.00; Minor Equipment 13.02.

Circulation: March, 1993

Hours Open	180	People In	768	New Cards	28
Circulation	1,765	Evansdale	562	Evansdale	23
County	46	County	21	Elk Run	4
Elk Run	165	Elk Run	49	Raymond	1
Raymond	116	Raymond	44		
Waterloo	223	Waterloo	87		
Jesup	5			Open Access	187.20
Cedar Falls	4			234 x 80	
LaPorte	2				

New Acquisitions		Money Turned In	12.50	Videos	268
Adult Fiction	2	Fines	7.50		
Adult Nonfiction	5	Duplicate cards	3.00		
Youth Fiction	77	Copies	2.00		
Youth Nonfiction	38				
	<u>122 - Total</u>				

Pritchett took the contracts to Raymond and Elk Run Heights. As of this meeting date, there has been no confirmation.

Librarian Green has been allocated to do a purchase order up to \$200.00 at Publishers Warehouse on a motion made by Fagerlind and seconded by Thompson.

A motion was made by Thompson and seconded by Winstead to raise fee to ten cents a sheet for the computer paper used by the patrons.

A committee has been set up to work on policies dealing with the locator and equipment. Thompson, Callahan, and Eldridge will meet on April 29th to formulate policies.

The meeting adjourned at 8:58 p.m.

*Kathy Pritchett - President*

*Casey Eldridge - Secretary*

CIRCULATION: April, 1993

Hours Open	174
Circulation	1,470 (includes 226 Videos)
County	50
Elk Run	128
Raymond	66
Waterloo	137
Cedar Falls	9
Jesup	1

People In	686
Evansdale	530
County	19
Elk Run	38
Raymond	23
Waterloo	71
Cedar Falls	3
Jesup	2

<u>NEW CARDS:</u>	21
Evansdale	16
Elk Run	2
County	1
Raymond	2

<u>MONEY TURNED IN:</u>	
Fines	5.15
Dup. Cards	2.75
Total	7.90
<u>Open Access:</u>	
147 x .80 -	\$117.60

<u>NEW ACQUISITIONS:</u>	
Adult Fiction	18
Adult Non-Fiction	16
Youth Fiction	29
Youth Non-Fiction	19
Total	82

BILLS SUBMITTED:

OFFICE SUPPLIES: 31-58.0

J. S. Latta (Date Due Slips)

\$ 14.50 - Total

BOOKS & SUBSCRIPTIONS: 31-64.0

Newsweek (magazine - 1 yr.)

\$ 27.56

Perma-Bound Books (4 Youth Fiction)

37.04

Children's Press (3 Youth Non-Fiction)

73.08

World Media Express (12 Youth Easy)

116.40

Baker & Taylor (7 Adult Non-Fiction  
15 Adult Fiction  
1 Youth Non-Fiction  
2 Youth Fiction)

291.83  
\$ 545.91 - Total

NOTE: April, 1993

Publisher's Warehouse  
(9 Adult Non-Fiction  
3 Adult Fiction  
15 Youth Non-Fiction  
11 Youth Fiction)

\$ 208.93

Evansdale Library Board Meeting  
May 13, 1993

The meeting was called to order at 7:45 p.m.

Present: Russell, Pritchett, Callahan, Thompson, Eldridge, South, Librian Green  
Absent: Fagerlind, Winstead, McCarty

A motion to approve last month's minutes was made by Callahan and seconded by Russell.

The following bills were submitted:

J.S. Latta	(date due slips)	14.50
Newsweek	(1 year subscription)	27.56
Perma Bound Books	(4 books)	37.04
Children's Press	(3 books)	73.08
World Media Express	(12 books)	116.60
Baker & Taylor	(25 books)	291.83
		<u>\$545.91</u>

A motion to approve the bills was made by Thompson and seconded by Callahan.

Treasurer's report: Books and Subscriptions \$214.07; Office Supplies \$8.25; Minor Equipment \$13.02; Parttime \$346.14; Education and Training \$370; and Repairs \$100.00

Circulation: April, 1993

Hours Open	174	People In	686	New Cards	21
Circulation	1470	Evansdale	530	Evansdale	16
(includes 226 videos)		County	19	Elk Run	2
County	50	Elk Run	38	County	1
Elk Run	128	Raymond	23	Raymond	2
Raymond	66	Waterloo	71		
Waterloo	137	Cedar Falls	3		
Cedar Falls	9	Jesup	2		
Jesup	1				
New Acquisitions	82	Money Turned In	7.90	Open Access	
18 Adult Fiction		Fines	5.15	147 X .80 =	117.60
16 Adult Nonfiction		Duplicate Cards	2.75		
29 Youth Fiction					
19 Youth Nonfiction					

\$55.00 was made from the book sale held in May. The board is planning to hold another book sale during Good O' Day which will done on July 31st. Weeding sessions have been set for July 8th and July 15th. We will start our July 8th meeting at 6:30 and do some weeding after the meeting. We set the time at 6:30 on July 15th.

The library will be closed on Monday, May 31st, for Memorial Day.

Elk Run Heights and Raymond have signed contracts for usage of our library services for the fiscal year beginning July, 1993.



A fine free month has been established for the month of June.

Committees have been set up for fundraising and grants and for establishing policies. The policies' committee consist of Callahan, Russell, and Pritchett. Their first meeting will be held June 14th at 6:30 p.m. Thompson, South, and Eldridge will serve on the fundraising and grant committee.

The librarian has sent in papers to apply for a summer youth helper.

The board has concurred that a patron cannot bring in their own printer paper to use on the printer.

A motion to buy a screen saver from the city of Evansdale at the cost of \$28.50 was made by South and seconded by Callahan.

The meeting adjourned at 9:03 p.m.

*Kathy Pritchett*

Kathy Pritchett  
President

*Gasey Eldridge*

Gasey Eldridge  
Secretary

CIRCULATION: MAY, 1993

Hours Open 166  
Circulation 1,210  
(includes 165 videos)  
County 23  
Elk Run 127  
Raymond 52  
Waterloo 139  
Cedar Falls 10  
Jesup 1

People In 579  
Evansdale 439  
County 14  
Elk Run 34  
Raymond 19  
Waterloo 70  
Cedar Falls 2  
Jesup 1

Money Turned In:  
Fines \$4.90  
Dup. Cards 1.00  
Copies .50  
\$6.40

NEW CARDS:

Evansdale 15  
County 2  
Total 17

OPEN ACCESS:

150 x .80 - \$120.00

NEW ACQUISITIONS:

9 - Adult Fiction  
2 - Adult Non-Fiction  
3 - Youth Fiction  
5 - Video Tapes

June 10, 1993  
Bills Submitted

National Wildlife Federation  
Ranger Rick Magazine (1 year)

\$ 15.00

Waldenbooks  
(2 Adult Fiction)

25.41

Baker & Taylor (2 invoices)  
(7- Adult Fiction  
2-Adult Non-Fiction  
3-Youth Fiction)

14.43  
64.23

Target  
(5 Video Tapes)

82.29

\$201.36 - Total

Evansdale Library Board Meeting  
June 10, 1993

The meeting was called to order at 7:05 p.m.

Present: Pritchett, Fagerlind, Winstead, Thompson, McCarty, Russell, Eldridge  
Librarian Green  
Absent: Callahan, South

A motion to approve last month's minutes was made by McCarty and seconded by Fagerlind.

The following bills were submitted:

National Wildlife Federation	(Ranger Rick magazine)	15.00
Waldenbooks	(2 books)	25.41
Baker & Taylor	(12 books)	78.66
Target	(5 video tapes)	82.29
		<u>201.36</u>
Office Supplies (reimburse Green for postage to mail books)		19.60
		<u>220.96</u>

A motion to approve the bills was made by Winstead and seconded by Thompson.

Treasurer's report: \$12.71 in books and subscriptions; 0 in office supplies; (-27.85); \$13.02 in minor equipment; \$100.00 in repairs; \$370.00 in education and training

Circulation: May, 1993

Hours Open	166	People In	579	Money Turned in	
Circulation	1,210	Evansdale	439	Fines	4.90
(includes 165 videos)		County	14	Duplicate Cards	1.00
County	23	Elk Run	34	Copies	.50
Elk Run	127	Raymond	19		<u>\$6.40</u>
Raymond	52	Waterloo	70		
Waterloo	139	Cedar Falls	2	New Acquisitions	14
Cedar Falls	10	Jesup	1	Adult Fiction	9
Jesup	1			Adult Nonfiction	2
				Youth Fiction	3
New Cards	17	Open Access		Video Tapes	5
Evansdale	15	150 x .80 =	\$120.00		
County	2				

A fourteen year old has volunteered to do story hour during the summer months in order to earn her service work badge for Girl Scouts. A parent will be required to stay with the children they bring during story hour time.

The loaner typewriter has keys sticking on it. A motion was made by Russell and seconded by Thompson for Bernice to take the typewriter in for repair work with \$35.00 limit set for cost of repair.

The library will have a summer youth worker starting June 14, 1993 who can work up to forty hours for eight weeks.



Open Access money in 1991 - 1992 was \$1017.08 and in 1992 through mid-May was \$839.20. The treasurer will check with the city clerk to determine the funds received prior to 1991.

Librarian Green is taking vacation time during the week of June 21st. A motion was made by Russell and seconded by Fagerlind to have the city clerk to pay the parttime helper out of education and training line item for the week of Green's vacation.

The Open Access Funds have received an increase of \$75,000 in funding so the projection is the funding will run the whole fiscal year. However, each transaction will be at 50¢ instead of 80¢.

Green will promote the Story Spinnies program set up by the state library. The program runs June 1st through August 15th.

Jesup Public Library will hold an open house on June 12, 1993 from 1 to 5 p.m.

Good Ole Days will be July 30 through August 1st. The library will hold a book sale on Saturday, July 31st.

The meeting adjourned at 8:30 p.m.

*Kathy Pritchett*

Kathy Pritchett  
President

*Casey Eldridge*  
Casey Eldridge  
Secretary

CIRCULATION: June, 1993

Hours Open 172  
Circulation 1,623  
(includes 259 videos)  
County 38  
Elk Run 170  
Raymond 75  
Waterloo 107  
Cedar Falls 3  
Independence 5

People In 612  
Evansdale 501  
County 11  
Elk Run 38  
Raymond 14  
Waterloo 44  
Cedar Falls 2  
Independence 1  
La Porte City 1

Money Turned In:  
Duplicate Cards \$2.00  
(Fine-free month)

New Cards: 21  
Evansdale 17  
Elk Run 4

Open Access:  
115 x .80 - \$92.00

New Acquisitions:  
12 - Adult Fiction  
6 - Adult Non-Fiction  
2 - Youth Fiction  
10 - Youth Non-Fiction  
30 - Total

BILLS SUBMITTED: July, 1993

Office Supplies: 31-58.0

A-Plus Office Supplies \$22.50  
(1 case of copy paper)

Books & Subscriptions: 31-64.0

The Summit Group \$31.55  
(3 Adult Non-Fiction)

Lorene Rohlf (2 invoices) \$29.18  
(3 - Adult Non-Fiction 70.38  
12 - Adult Fiction \$99.56 - Total  
1 - Youth Non-Fiction  
2 - Youth Fiction  
18 - Total

Southeastern Book Co. \$126.72  
(9 Youth Non-Fiction)

\$257.83 - Total for books