

**Ames Public Library Board of Trustees  
Agenda – September 19, 2019  
Dale H. Ross Board Room, 515 Douglas Avenue**

**Call to Order** 7:00 p.m.

**Consent Agenda (Action Item)**

(All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes.)

- 1) Resolution approving donations
- 2) Motion approving minutes of the regular meeting August 15, 2019
- 3) Motion approving payment of claims 8/1/19 – 8/31/19

**Public Forum**

Members of the public who wish to address the Board will be given the opportunity at this time. (Please complete a blue card and hand it to the recording secretary.)

**Activity Reports**

- 4) Administration – Schofer
- 5) APLFF – Barchman/Myers

**Board Education**

- 6) Overview and highlights from a recent Youth Services team training focusing on Autism Spectrum Disorder.

**Trustee Comments**

**Adjournment**

**Next regular meeting: Thursday, October 17, 2019  
Ames Public Library: We Connect You to the World of Ideas  
Website: [www.amespubliclibrary.org](http://www.amespubliclibrary.org) | E-mail: [libraryboard@amespubliclibrary.org](mailto:libraryboard@amespubliclibrary.org)**

Please note that this Agenda may be changed up to 24 hours before the meeting time as provided by Section 21.4(2), Code of Iowa.

**Donations**

**BOARD OF TRUSTEES  
AMES PUBLIC LIBRARY  
September 19, 2019**

Be it resolved that the Board of Trustees, Ames Public Library, accepts the following donations:

- 1) In memory of Ella Marten from
  - Carol and Eric Weber ..... \$40.00
  - Cynthia Marten and Dallas Theis..... \$20.00
- 2) From Kay and Roger Berger in honor of Mark Harris..... \$50.00

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Roger Kluesner, President

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Joanne Marshall, Secretary

**Ames Public Library Board of Trustees  
Minutes of the Regular Meeting  
August 15, 2019**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, August 15, 2019, in the Dale H. Ross Board Room, with Briese, Glatz, Kluesner, Looft, Marshall, Myers, and Raman in attendance. Barchman and Butler were excused. Director Schofer was also present.

**Call to Order:** President Kluesner called the meeting to order at 7:00 p.m.

**Consent Agenda:**

**Moved by Glatz, seconded by Briese, to approve the following items on the consent agenda:**

1. Resolution approving donation:
  - A. In memory of Ella Marten from
    - Mavis Butler..... \$25.00
    - Shirley and Marvin Davis..... \$20.00
    - Catherine Divine-Koch..... \$25.00
    - Ellen Fisher ..... \$50.00
    - Mary Frahm ..... \$20.00
    - Gene and Sue Glass ..... \$30.00
    - Chris Hunziker..... \$100.00
    - Dixie and Alan Jones..... \$25.00
    - Susan and Edward Jones..... \$25.00
    - Kristen Mangels and Murray Buchheit..... \$25.00
    - Cynthia Marten and Dallas Theis ..... \$255.00
    - Susan and Paul Meenan ..... \$24.00
    - Patricia Newman ..... \$25.00
    - Pat and Harriet Patterson ..... \$20.00
    - Jan and Don Payer..... \$25.00
    - Helen and Robert Rod..... 25.00
    - Betsy and Michael Rosenzweig..... \$50.00
    - Olga and Joseph Rosenzweig..... 25.00
    - Linda Watson ..... \$25.00
    - Joan Welch..... \$100.00
    - Glenice Varley and Thomas Wessels..... \$25.00
    - From Mary Howard..... \$100.00

2. Minutes of the regular meeting of July 18, 2019

3. Payment of the claims 7/1/19 – 7/31/19

**Vote on Motion: 7-0. Approved unanimously. Resolution No. 2019-L021 adopted.**

**Public Forum:** None

**Administrative Staff Report:**

A. The Director gave a brief report to the Board.

- The summer reading program is in its final stretch ending August 22nd with the Dance Party Reading Celebration from 6:30 – 8:30 p.m.
- The Harrison Barnes Summer Reading Academy celebration event was held at Reimen garden with Heid, Schofer, and Smyles in attendance along with partners from Story County Reads.
- The annual Hot Dog Dinner Theater was held on August 8th with two sessions featuring magic shows; both sessions were jam packed.
- Schofer went to one of the star parties at McFarland Park that was really cool to see. There is another AEA Starlab on August 18.
- Step into Storybooks is September 28. Each child under the age of five will receive a free book.
- The Wearable Art Exhibit is getting some nice attention and drawing people to different areas of the library.
- Chalk the Walks will take place next Tuesday, August 20. This is generally a passive program but Schofer is going to be more intentional with a “Everyone is Welcome Here” lettering out front, some giant mandala outlines, and some chalk sticks so that it is a bit more accessible to those who may not be able or willing to get down on the ground.
- Logsdon was approached by Ames Historical Museum (formerly Ames Historical Society) colleagues and took the lead on applying for an ALA Traveling Exhibit. The application required quick turn around and several letters of support. Schofer was able to connect with the School Superintendent who also wrote us a letter of support. Schofer agreed to set up a time to follow up on what opportunities there may be for us to partner and collaborate more generally with the Superintendent. We should find out in October if we will be selected for the exhibit.
- Pub Fiction is next Week Thursday August 22; at least 75 tickets have been sold.
- Pridefest is Saturday, September 7. Several informational panels and fun programs for various ages are planned. Library activities are planned from 10:00 a.m. – 2:00 p.m. with outdoor activities 11:00 a.m. – 8:00 p.m. The main stage will be setup outside of the Octagon. Proper permits were obtained. No alcohol is allowed. This is a family friendly event.
- We are working on a poetry celebration with Signal Poetry Sept 13 -15.
- Schofer has been attending chambers events, ribbon cuttings, afterhours, Ames Main Street Meetings, etc. as well as fundraising events such as Food & Brew and Farm to Table meeting various members of the community.
- Schofer has attended Rotary a few times with Beck and has been invited to speak about the library on October 7.

- Schofer had a great meeting with Kresse from United Way and heard more about their efforts including Grade level reading and some plans to do a data portal that we will be able to access.
- We were at the Blast Back to School Event last Friday that draws over 1000 families for free back to school supplies. Schofer and Morton had some APL branded giveaways and issued some library cards on the spot.
- The bookmobile has been doing its regular stops, as well as additional stops at parks for the summer. We had a great spot at the farmers' market last weekend near the petting zoo. When Schofer popped in there were a lot of families reading together on the bus. The bookmobile was also at the National Night Out event last week at Band Shell Park where they did a scavenger hunt for over three hundred people.
- Tuckness moved from Youth Services to Resource Services; that position will be available.
- Quinn is retiring September 6; we will be reviewing applications for this position.
- Two aides were just hired; one just started, the other offer was just accepted.
- Thom, our custodian through the cleaning agency, just lost his daughter in a tragic accident. The visitation was today with the funeral tomorrow.
- Schofer is going to begin a weekly email to all staff to foster communication.
- We are beginning the conversations about strategic planning.
- The annual report planning is also scheduled to be completed in the near future with the goal of having something drafted by September 31.
- The Story County Library Association needs to compile budget information to take to the Story County Board of Supervisors. We are going to ask them to pull a few numbers from their state reports and design something a little more visually friendly to take this year.

**APLFF Report:**

The meeting focused on the final planning of the "Pub Fiction" event. Pub Fiction is a literary pub crawl that will be taking place on Thursday, August 22, benefiting the Ames Public Library Friends Foundation. Participants will dress as literary characters and visit six downtown Ames drinking establishments, all with different themes and exclusive drink specials. This is being advertised through radio ads and flyers.

**Policy Review:**

An Ad Hoc committee met to review the Bylaws. They reviewed relevant State Codes, other Boards' Bylaws, and sought guidance from relevant departments. The Board briefly discussed the pros and cons of the Nominating Committee being appointed in January versus May.

**Moved by Glatz, seconded by Raman, to approve the revisions to the Bylaws as presented. Vote on Motion: 7-0. Approved unanimously. Resolution No. 2019-L022 adopted.**

Staff reviewed relevant state coding, sought guidance from the State Law Librarian, and reviewed relevant Ames Public Library policies including the Conduct in the Library Policy, Display and Exhibit Spaces Policy, and Programs Policy to recommend changes to the Meeting Rooms and Study Rooms Policy.

**Moved by Glatz, seconded by Raman, to approve the revisions to the Meeting Rooms and Study Rooms Policy as presented. Vote on Motion: 7-0. Approved unanimously. Resolution No. 2019-L023 adopted.**

**Trustee Comments:**

- Glatz – busy month listening to that
- Raman – thank you
- Marshall – thank you
- Myers – sounds awesome
- Looft – thank you

**Adjournment:**

**Moved by Myers, seconded by Marshall, to adjourn at 7:33 pm. Vote on Motion: 7-0. Motion approved unanimously.**

The next regular meeting will be on Thursday, September 19, 2019, at 7:00 p.m., in the Dale H. Ross Board Room, Ames Public Library, 515 Douglas Avenue.

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Melissa Johannes, Library Secretary

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Joanne Marshall, Board Secretary

**Library Claims**  
**August 1, 2019 - August 31, 2019**

<b>Administration</b>		
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$ 41,281.96
ACCRUE 6/16-6/30 WAGES	TEMPORARY SALARIES/WAGES	\$ 864.00
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$ 1,244.00
PAYROLL SUMMARY	DENTAL INSURANCE	\$ 426.06
PAYROLL SUMMARY	IPERS DISABILITY	\$ 133.29
PAYROLL SUMMARY	LIFE INSURANCE	\$ 63.25
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 7,584.10
ACCRUE 6/16-6/30 WAGES	MEDICARE FICA	\$ 12.53
PAYROLL SUMMARY	MEDICARE FICA	\$ 607.38
ACCRUE 6/16-6/30 WAGES	FICA	\$ 53.57
PAYROLL SUMMARY	FICA	\$ 2,596.95
PAYROLL SUMMARY	IPERS	\$ 4,014.46
PAYROLL SUMMARY	WORKERS COMPENSATION	\$ 149.18
MAY MESSENGER CHGS	MESSENGER SERVICE	\$ 546.44
JUNE 2019 PRINTING CHRGS	PRINT SHOP SERVICES	\$ 48.00
MAY 2019 PRINTING CHRGS	PRINT SHOP SERVICES	\$ 79.00
JUNE INTERNAL LONG DISTAN	CITY LONG DISTANCE	\$ 5.71
MAY LONG DISTANCE CHGS	CITY LONG DISTANCE	\$ 3.96
	FLEET MAINTENANCE	\$ 1,597.74
	FLEET REPLACEMENT	\$ 2,219.00
LIBRARY REPLACEMENT	TECHNOLOGY REPLACEMENT	\$ 50,000.00
FIRST CLASS SIGNS	OUTSIDE PROFESSIONAL SVCS	\$ 787.90
CORNERSTONE COMMISSIONING	OUTSIDE PROFESSIONAL SVCS	\$ 4,895.80
OXEN TECHNOLOGY	OUTSIDE PROFESSIONAL SVCS	\$ 5,000.00
UNITED PARCEL SERVICE	POSTAGE/FREIGHT	\$ 34.27
MAY POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 4.51
BANK OF AMERICA	CONFERENCES	\$ 1,435.14
BOHLKE, SARAH	CONFERENCES	\$ 758.22
MYERS, CAROLYN	CONFERENCES	\$ 2,460.98
SCHOFER, SHEILA	CONFERENCES	\$ 2,610.97
SCHOFER, SHEILA	DUES/MEMBERSHIPS	\$ 270.00
MC FARLAND CLINIC PC	RECRUITING COSTS	\$ 95.00
ONESOURCE	RECRUITING COSTS	\$ 175.00
MAY 2019 PRINTING CHRGS	RECRUITING COSTS	\$ 4.50
CITY OF AMES UTILITIES	ELECTRIC SERVICE	\$ 14,482.38
CENTURYLINK	OUTSIDE PHONE SERVICE	\$ 242.25
VERIZON WIRELESS	OUTSIDE PHONE SERVICE	\$ 376.84
IA COMMUNICATIONS NETWORK	OUTSIDE PHONE SERVICE	\$ 1,956.00
CITY OF AMES UTILITIES	WATER/SANITARY SEWER	\$ 875.15
CHITTY GARBAGE SERVICE IN	WASTE DISPOSAL	\$ 381.78
ALLIANT ENERGY/IPL	NATURAL GAS	\$ 158.76
DIVISION OF LABOR	MAINTENANCE CONTRACTS	\$ 80.00
COMFORT SYSTEMS USA MIDWE	MAINTENANCE CONTRACTS	\$ 1,008.00
ARCHITECTURAL WALL SYSTEM	STRUCTURAL REPAIRS	\$ 2,975.00
KENS APPLIANCE	EQUIPMENT REPAIRS	\$ 58.00
BANK OF AMERICA	TECHNOLOGY MAINT/SUPPORT	\$ 381.47

**Library Claims**  
**August 1, 2019 - August 31, 2019**

ACTION INFORMATION SYSTEM	TECHNOLOGY MAINT/SUPPORT	\$ 233.33
INFRASCALE INC	TECHNOLOGY MAINT/SUPPORT	\$ 2,592.00
XEROX CORPORATION	RENTALS/LEASES	\$ 3,480.56
RECLASS LIBRARY	RENTALS/LEASES	\$ (1,179.92)
NATIONWIDE OFFICE CLEANER	NON-CITY SERVICE	\$ 15,661.26
CINTAS LOC 22M	NON-CITY SERVICE	\$ 112.05
AMER MARKING INC	OFFICE SUPPLIES	\$ 15.20
OFFICE DEPOT INC	OFFICE SUPPLIES	\$ 277.21
QUILL CORP	OFFICE SUPPLIES	\$ 15.84
STOREY KENWORTHY CO	OFFICE SUPPLIES	\$ 28.94
AMAZON	OFFICE SUPPLIES	\$ 55.98
BANK OF AMERICA	OFFICE SUPPLIES	\$ 279.14
STAPLES BUSINESS ADVANTAG	OFFICE SUPPLIES	\$ 283.68
INTERSTATE ALL BATTERY CE	MINOR COMPUTER EQUIPMENT	\$ 1,672.80
BANK OF AMERICA	MINOR COMPUTER EQUIPMENT	\$ 3,848.36
BANK OF AMERICA	AG/HORT SUPPLIES	\$ 89.82
CAPITAL SANITARY SUPPLY I	CLEANING SUPPLIES	\$ 301.70
BANK OF AMERICA	CLEANING SUPPLIES	\$ 13.44
BANK OF AMERICA	EQUIPMENT PARTS/SUPPLIES	\$ 1,167.68
BANK OF AMERICA	FOOD	\$ 312.55
HY VEE INC	FOOD	\$ 425.42
MAY 2019 PRINTING CHRGS	FOOD	\$ 4.40
BANK OF AMERICA	SPECIAL PROJECT SUPPLIES	\$ 45.00
	<b>Total Administration</b>	<b>\$ 184,774.94</b>
<b>Resource Services</b>		
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$ 21,499.33
PAYROLL SUMMARY	VACATION	\$ 593.07
PAYROLL SUMMARY	DENTAL INSURANCE	\$ 256.24
PAYROLL SUMMARY	IPERS DISABILITY	\$ 83.63
PAYROLL SUMMARY	LIFE INSURANCE	\$ 57.76
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 4,818.18
PAYROLL SUMMARY	MEDICARE FICA	\$ 295.01
PAYROLL SUMMARY	FICA	\$ 1,261.41
PAYROLL SUMMARY	IPERS	\$ 2,029.56
PAYROLL SUMMARY	WORKERS COMPENSATION	\$ 25.81
JUNE INTERNAL LONG DISTAN	CITY LONG DISTANCE	\$ 0.38
MAY LONG DISTANCE CHGS	CITY LONG DISTANCE	\$ 0.19
BAKER & TAYLOR INC	OUTSIDE PROFESSIONAL SVCS	\$ 1,805.00
OCLC INC	OUTSIDE PROFESSIONAL SVCS	\$ 72.04
BOA SHERATON GRAND PHOENX	CONFERENCES	\$ 914.08
BANK OF AMERICA	CONFERENCES	\$ 1,821.00
DORNINK HAWES, ALISSA	CONFERENCES	\$ 57.30
JUNE 2019 PRINTING CHRGS	RECRUITING COSTS	\$ 8.25
BAKER & TAYLOR INC	EQUIPMENT PARTS/SUPPLIES	\$ 655.02
BRODART CO	EQUIPMENT PARTS/SUPPLIES	\$ 48.88
CRYSTAL CLEAR WATER	EQUIPMENT PARTS/SUPPLIES	\$ 8.00
DEMCO INC	EQUIPMENT PARTS/SUPPLIES	\$ 2,711.42



**Library Claims**  
**August 1, 2019 - August 31, 2019**

MIDWEST TAPE	EQUIPMENT PARTS/SUPPLIES	\$ 314.20
BANK OF AMERICA	EQUIPMENT PARTS/SUPPLIES	\$ 1,033.42
ELM USA INC	EQUIPMENT PARTS/SUPPLIES	\$ 30.36
FINDAWAY WORLD LLC	EQUIPMENT PARTS/SUPPLIES	\$ 237.79
BOA SHERATON GRAND PHOENX	PURCHASE CARD CLEARING	\$ (914.08)
MIDWEST TAPE	ELECTRONIC COLLECTION	\$ 11,088.57
OVERDRIVE	ELECTRONIC COLLECTION	\$ 5,304.37
DES MOINES REGISTER	PERIODICALS	\$ 255.15
BAKER & TAYLOR INC	YOUTH COLLECTION	\$ 6,553.52
PERMA BOUND	YOUTH COLLECTION	\$ 16.81
RECORDED BOOKS LLC	YOUTH COLLECTION	\$ 540.77
INGRAM LIBRARY SERVICES	YOUTH COLLECTION	\$ 2,625.59
AMAZON	YOUTH COLLECTION	\$ 3,166.78
MIDWEST TAPE	YOUTH COLLECTION	\$ 4,542.37
BANK OF AMERICA	YOUTH COLLECTION	\$ 1,603.61
FINDAWAY WORLD LLC	YOUTH COLLECTION	\$ 139.98
SAWA BOOKS	YOUTH COLLECTION	\$ 5,495.90
RECORDED BOOKS LLC	AUDIO-VISUAL COLLECTION	\$ 6.95
AMAZON	AUDIO-VISUAL COLLECTION	\$ 636.71
MIDWEST TAPE	AUDIO-VISUAL COLLECTION	\$ 8,143.32
BAKER & TAYLOR INC	ADULT PRINT COLLECTION	\$ 13,645.67
RECORDED BOOKS LLC	ADULT PRINT COLLECTION	\$ 3,450.00
INGRAM LIBRARY SERVICES	ADULT PRINT COLLECTION	\$ 989.61
AMAZON	ADULT PRINT COLLECTION	\$ 2,698.26
INFO USA MARKETING INC	ADULT PRINT COLLECTION	\$ 550.00
MIDWEST TAPE	ADULT PRINT COLLECTION	\$ 174.94
BANK OF AMERICA	ADULT PRINT COLLECTION	\$ 2,029.76
GALE GROUP	ADULT PRINT COLLECTION	\$ 1,643.53
AMAZON	REFUNDS	\$ 47.95
LENAGHAN, BRITTANY	REFUNDS	\$ 44.94
	<b>Total Resource Services</b>	<b>\$ 115,118.31</b>
<b>Youth Services</b>		
ACCRUE 6/16-6/30 WAGES	PERMANENT SALARIES/WAGES	\$ 55.76
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$ 37,842.89
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$ 2,715.00
PAYROLL SUMMARY	DENTAL INSURANCE	\$ 342.74
PAYROLL SUMMARY	IPERS DISABILITY	\$ 183.02
PAYROLL SUMMARY	LIFE INSURANCE	\$ 82.52
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 6,090.88
ACCRUE 6/16-6/30 WAGES	MEDICARE FICA	\$ 0.81
PAYROLL SUMMARY	MEDICARE FICA	\$ 563.07
ACCRUE 6/16-6/30 WAGES	FICA	\$ 3.46
PAYROLL SUMMARY	FICA	\$ 2,407.66
PAYROLL SUMMARY	IPERS	\$ 3,828.64
PAYROLL SUMMARY	WORKERS COMPENSATION	\$ 92.12
JUNE 2019 PRINTING CHRGS	PRINT SHOP SERVICES	\$ 48.40
MAY 2019 PRINTING CHRGS	PRINT SHOP SERVICES	\$ 158.88

**Library Claims**  
**August 1, 2019 - August 31, 2019**

JUNE INTERNAL LONG DISTAN	CITY LONG DISTANCE	\$ 2.07
MAY LONG DISTANCE CHGS	CITY LONG DISTANCE	\$ 1.31
POCKETS FULL OF FUN	OUTSIDE PROFESSIONAL SVCS	\$ 565.00
CASAS, DAVID	OUTSIDE PROFESSIONAL SVCS	\$ 191.03
MANNING, KEVIN J	OUTSIDE PROFESSIONAL SVCS	\$ 225.00
NOAH RIEMER PRODUCTIONS	OUTSIDE PROFESSIONAL SVCS	\$ 770.00
JUNE POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 0.92
HEID, JERRI	DUES/MEMBERSHIPS	\$ 125.00
OFFICE DEPOT INC	OFFICE SUPPLIES	\$ 6.94
QUILL CORP	OFFICE SUPPLIES	\$ 79.89
SAMS CLUB DIRECT COMM ACC	OFFICE SUPPLIES	\$ 208.52
BANK OF AMERICA	OFFICE SUPPLIES	\$ 238.97
HEID, JERRI	OFFICE SUPPLIES	\$ 4.39
SAMS CLUB DIRECT COMM ACC	FOOD	\$ 16.26
BANK OF AMERICA	FOOD	\$ 716.44
LIBRARY	SPECIAL PROJECT SUPPLIES	\$ (386.40)
SCHOLASTIC INC	SPECIAL PROJECT SUPPLIES	\$ 5,145.42
	<b>Total Youth Services</b>	<b>\$ 62,326.61</b>
<b>Adult Services</b>		
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$ 35,958.60
PAYROLL SUMMARY	PAYROLL ADJUSTMENT	\$ (34.77)
PAYROLL SUMMARY	DENTAL INSURANCE	\$ 249.74
PAYROLL SUMMARY	IPERS DISABILITY	\$ 138.57
PAYROLL SUMMARY	LIFE INSURANCE	\$ 82.52
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 4,446.48
PAYROLL SUMMARY	MEDICARE FICA	\$ 509.19
PAYROLL SUMMARY	FICA	\$ 2,177.24
PAYROLL SUMMARY	IPERS	\$ 3,391.22
PAYROLL SUMMARY	WORKERS COMPENSATION	\$ 43.09
MAY 2019 PRINTING CHRGS	PRINT SHOP SERVICES	\$ 42.00
JUNE INTERNAL LONG DISTAN	CITY LONG DISTANCE	\$ 4.82
MAY LONG DISTANCE CHGS	CITY LONG DISTANCE	\$ 6.84
BANK OF AMERICA	OUTSIDE PROFESSIONAL SVCS	\$ 25.66
JUNE POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 2.78
MAY POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 0.92
BANK OF AMERICA	CONFERENCES	\$ 1,766.65
COONEY, CATHY	CONFERENCES	\$ 42.84
BANK OF AMERICA	SPECIAL PROJECT SUPPLIES	\$ 589.00
BANK OF AMERICA	PURCHASE CARD CLEARING	\$ 24.17
	<b>Total Adult Services</b>	<b>\$ 49,467.56</b>
<b>Customer Account Services</b>		
ACC RUE 6/16-6/30 WAGES	PERMANENT SALARIES/WAGES	\$ 441.11
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$ 43,111.66
ACC RUE 6/16-6/30 WAGES	TEMPORARY SALARIES/WAGES	\$ 6,676.67
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$ 14,043.91
IPERS REFUND-BAI,JING	PAYROLL ADJUSTMENT	\$ (109.21)
PAYROLL SUMMARY	DENTAL INSURANCE	\$ 343.84

**Library Claims**  
**August 1, 2019 - August 31, 2019**

PAYROLL SUMMARY	IPERS DISABILITY	\$ 191.75
PAYROLL SUMMARY	LIFE INSURANCE	\$ 107.29
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 5,803.90
ACCRUE 6/16-6/30 WAGES	MEDICARE FICA	\$ 103.21
PAYROLL SUMMARY	MEDICARE FICA	\$ 791.97
ACCRUE 6/16-6/30 WAGES	FICA	\$ 441.30
PAYROLL SUMMARY	FICA	\$ 3,386.34
PAYROLL SUMMARY	IPERS	\$ 5,395.47
IPERS REFUND-BAI,JING	IPERS	\$ (163.90)
PAYROLL SUMMARY	WORKERS COMPENSATION	\$ 183.55
JUNE INTERNAL LONG DISTAN	CITY LONG DISTANCE	\$ 16.28
MAY LONG DISTANCE CHGS	CITY LONG DISTANCE	\$ 11.41
AUTOMATED MERCHANT SYSTEM	OUTSIDE PROFESSIONAL SVCS	\$ 723.03
JUNE POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 1,510.32
MAY POSTAGE CHARGES	POSTAGE/FREIGHT	\$ 1,852.03
FRIEDRICH, KATIE	TRAVEL/MEETINGS	\$ 31.82
CHOATE, ERIKA	TRAVEL/MEETINGS	\$ 28.56
THORNTON, EMILY	TRAVEL/MEETINGS	\$ 8.16
CHELLEW, CAITLYN	TRAVEL/MEETINGS	\$ 3.98
BANK OF AMERICA	DUES/MEMBERSHIPS	\$ 220.00
ONESOURCE	RECRUITING COSTS	\$ 35.00
UNIQUE MANAGEMENT SERVICE	NON-CITY SERVICE	\$ 349.05
OFFICE DEPOT INC	OFFICE SUPPLIES	\$ 685.44
QUILL CORP	OFFICE SUPPLIES	\$ 142.04
BANK OF AMERICA	OFFICE SUPPLIES	\$ 831.15
BANK OF AMERICA	MINOR OFFICE EQUIPMENT	\$ 273.37
BANK OF AMERICA	FOOD	\$ 4.85
BRISENO, TRACY	FOOD	\$ 113.82
	<b>Total Customer Account Services</b>	<b>\$ 87,589.17</b>
	<b>Grand Total:</b>	<b>\$ 499,276.59</b>
<b>Roger Kluesner, President</b>	<b>Joanne Marshall, Secretary</b>	<b>Date</b>