



President: Kate McCombs (2023)
Vice President: Rachel Backstrom (2025)
Secretary: Megan Warwick (2023)
Member: Andrew Kendall (2023)
Member: Shannon McClintock Miller (2025)

Van Meter Public Library Board of Trustees

Regular Board Meeting

Date: September 15, 2021 Time: 6:00 PM

Place: Van Meter Public Library (505 Grant Street)

Our Mission: The mission of the Van Meter Public Library is to provide access to materials and services for recreational reading and informational needs of the public library customers.

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Consent Agenda
 - A. Minutes of Meeting August 18, 2021
 - B. September Financial Reports
 - C. September Claims
5. Proposed Budget Revision – Discussion and Action
6. Reports
 - A. Director's Report
 - B. President's Report
7. Adjourn

Van Meter Public Library

8/18/2021 Board Meeting Minutes

On August 18th 2021, the Van Meter Public Library Board met at the Van Meter Public Library.

The meeting was called to order at 6:00pm by President McCombs.

In attendance were Backstrom, McCombs, Miller, and Warwick. Kendall was absent. Nancy Studebaker was also in attendance.

President McCombs asked for an approval for the agenda, Miller motioned, Backstrom seconded. Passed unanimously.

President McCombs reviewed the consent agenda; Backstrom motioned to approve, Warwick seconded; passed unanimously.

Discussion Items:

Van Meter Visitor Festival was presented by Backstrom, discussion was held.
Proposed budget revision was presented by Studebaker, discussion was held.
Proposed job descriptions was presented by Studebaker, discussion was held.

Action Items:

Backstrom motioned to approve the Clerk, the Circulation Assistant, and the Programming Assistant job descriptions. Seconded by Miller, passed unanimously.

Having no further business, President McCombs asked for a motion to adjourn. Miller motioned, Warwick seconded. Passed unanimously. Adjured at 6:47 pm.

The next meeting will take place at the Van Meter Public Library on Wednesday, September 15th at 6:00pm.

| FISCAL YEAR 2022 BUDGET REPORT | | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-22 | Feb-22 | Mar-22 | Apr-22 | May-22 | Jun-22 | YTD | |
|--------------------------------|---------------------|--------------------|--------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------------|------------|
| 112 Fund | | | | | | | | | | | | | | | |
| FICA - City Portion | \$ 4,500.00 | \$ 303.88 | \$ 303.88 | | | | | | | | | | | \$ 607.76 | 14% |
| IPERS - City Portion | \$ 5,100.00 | \$ 389.26 | \$ 401.25 | | | | | | | | | | | \$ 790.51 | 16% |
| Group Insurance | \$ 1,000.00 | \$ 36.06 | \$ 36.06 | | | | | | | | | | | \$ 72.12 | 7% |
| Total 112 Budget | \$ 10,600.00 | \$ 729.20 | \$ 741.19 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,470.39 | 14% |
| 182 Fund | | | | | | | | | | | | | | | |
| Wages FT | \$ 45,062.00 | \$ 3,384.62 | \$ 3,384.62 | | | | | | | | | | | \$ 6,769.24 | 15% |
| Wages PT | \$ 11,213.00 | \$ 739.03 | \$ 848.19 | | | | | | | | | | | \$ 1,587.22 | 14% |
| Dues | \$ 75.00 | \$ - | \$ - | | | | | | | | | | | \$ - | 0% |
| Programming | \$ 3,800.00 | \$ 773.65 | \$ - | | | | | | | | | | | \$ 773.65 | 20% |
| Subscriptions | \$ 800.00 | \$ - | \$ - | | | | | | | | | | | \$ - | 0% |
| Training | \$ 150.00 | \$ - | \$ - | | | | | | | | | | | \$ - | 0% |
| Operating & Maintenance | \$ 400.00 | \$ - | \$ 35.60 | | | | | | | | | | | \$ 35.60 | 9% |
| Utilities | \$ 1,400.00 | \$ 87.27 | \$ 84.92 | | | | | | | | | | | \$ 172.19 | 12% |
| Telephone | \$ 800.00 | | \$ 53.80 | | | | | | | | | | | \$ 53.80 | 7% |
| Technology | \$ 4,500.00 | \$ 198.98 | \$ 198.98 | | | | | | | | | | | \$ 397.96 | 9% |
| Other Contractual Services | \$ 1,200.00 | \$ - | \$ 1,100.00 | | | | | | | | | | | \$ 1,100.00 | 92% |
| Library Materials | \$ 8,000.00 | \$ 1,966.79 | \$ 1,605.93 | | | | | | | | | | | \$ 3,572.72 | 45% |
| Office Supplies | \$ 2,600.00 | \$ 41.86 | \$ - | | | | | | | | | | | \$ 41.86 | 2% |
| Total 182 Budget | \$ 80,000.00 | \$ 7,192.20 | \$ 7,312.04 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 14,504.24 | 18% |
| TOTAL LIBRARY DEPT 410 | \$ 90,600.00 | \$ 7,921.40 | \$ 8,053.23 | | | | | | | | | | | \$ 15,974.63 | 18% |

BUDGET REPORT
CALENDAR 8/2021, FISCAL 2/2022

PCT OF FISCAL YTD 16.6%

| ACCOUNT NUMBER | ACCOUNT TITLE | TOTAL BUDGET | MTD BALANCE | YTD BALANCE | PERCENT EXPENDED | UNEXPENDED |
|----------------|---------------------------|--------------|-------------|-------------|------------------|------------|
| 182-410-6010 | WAGES - FULL TIME | 45,062.00 | 3,384.62 | 6,769.24 | 15.02 | 38,292.76 |
| 182-410-6020 | WAGES - PART TIME | 11,213.00 | 848.19 | 1,587.22 | 14.16 | 9,625.78 |
| 182-410-6030 | WAGES - SEASONAL/TEMP | .00 | .00 | .00 | .00 | .00 |
| 182-410-6210 | DUES | 75.00 | .00 | .00 | .00 | 75.00 |
| 182-410-6215 | PROGRAMMING | 3,800.00 | .00 | 773.65 | 20.36 | 3,026.35 |
| 182-410-6220 | SUBSCRIPTION | 800.00 | .00 | .00 | .00 | 800.00 |
| 182-410-6230 | TRAINING | 150.00 | .00 | .00 | .00 | 150.00 |
| 182-410-6311 | OPERATION & MAINTENANCE | 400.00 | 35.60 | 35.60 | 8.90 | 364.40 |
| 182-410-6371 | UTILITIES | 1,400.00 | 84.92 | 172.19 | 12.30 | 1,227.81 |
| 182-410-6373 | TELEPHONE/COMMUNICATIONS | 800.00 | 53.80 | 53.80 | 6.73 | 746.20 |
| 182-410-6408 | INSURANCE | .00 | .00 | .00 | .00 | .00 |
| 182-410-6413 | PAYMENTS - OTHER AGENCIES | .00 | .00 | .00 | .00 | .00 |
| 182-410-6419 | TECHNOLOGY | 4,500.00 | 198.98 | 397.96 | 8.84 | 4,102.04 |
| 182-410-6424 | COMMUNITY INTERSET | .00 | .00 | .00 | .00 | .00 |
| 182-410-6499 | OTHER CONTRACTUAL SERV | 1,200.00 | 1,100.00 | 1,100.00 | 91.67 | 100.00 |
| 182-410-6502 | LIBRARY MATERIALS | 8,000.00 | 1,605.93 | 3,572.72 | 44.66 | 4,427.28 |
| 182-410-6506 | OFFICE SUPPLIES | 2,600.00 | .00 | 41.86 | 1.61 | 2,558.14 |
| 182-410-6511 | MEMORIAL MATERIALS | .00 | .00 | .00 | .00 | .00 |
| 182-910-6910 | TRANSFERS OUT | .00 | .00 | .00 | .00 | .00 |
| 182-999-9999 | PROFIT HANDLER | .00 | .00 | .00 | .00 | .00 |
| | DIFFERENCE | 80,000.00 | 7,312.04 | 14,504.24 | 18.13 | 65,495.76 |
| | PROOF | 80,000.00 | 7,312.04 | 14,504.24 | 18.13 | 65,495.76 |

TREASURER'S REPORT
CALENDAR 8/2021, FISCAL 2/2022

| ACCOUNT TITLE | LAST MONTH END BALANCE | RECEIVED | DISBURSED | CHANGE IN LIABILITY | ENDING BALANCE |
|------------------------|---------------------------|----------|-----------|------------------------|-------------------|
| 182 LIBRARY TRUST FUND | 29,396.33 | 420.38 | 7,312.04 | .00 | 22,504.67 |
| Report Total | 29,396.33 | 420.38 | 7,312.04 | .00 | 22,504.67 |

TREASURER'S REPORT
CALENDAR 8/2021, FISCAL 2/2022

| ACCOUNT TITLE | LAST MONTH END BALANCE | RECEIVED | DISBURSED | CHANGE IN LIABILITY | ENDING BALANCE |
|---------------------------|---------------------------|----------|-----------|------------------------|-------------------|
| 051 LIBRARY BUILDING FUND | 15,678.34 | .00 | .00 | .00 | 15,678.34 |
| Report Total | 15,678.34 | .00 | .00 | .00 | 15,678.34 |

CLAIMS SUMMARY

| | | | | | | |
|----------------------------|--|--|--------------------|-------------------|----------------|--------------|
| Sep-21 Amazon | Acct 6045787810340 SYNCB/AMAZON; PO Box 530958; Atlanta, GA 30353-0958 | | \$ 1,056.81 | 8/10/21 Statement | Materials | 182-410-6419 |
| Sep-21 OverDrive | ARPA | PO Box 72117 Cleveland, OH 44192-0002 | 07/30/21 \$ 280.00 | 06497CO21305713 | Materials | 182-410-6419 |
| Sep-21 Baker & Taylor | Acct L0435962 | PO Box 277930 Atlanta, GA 30384-7930 | 07/31/21 \$ 194.28 | Statement | Materials | 182-410-6419 |
| Sep-21 Baker & Taylor | Acct L4496452 | PO Box 277930 Atlanta, GA 30384-7930 | 07/31/21 \$ 56.39 | Statement | Materials | 182-410-6419 |
| Sep-21 OverDrive | Bridges Content | PO Box 72117 Cleveland, OH 44192-0002 | 08/27/21 \$ 482.22 | CD0649721333227 | Materials | 182-410-6419 |
| Sep-21 Culligan Water Adel | Acct 752089 | 20 Nile Kinnick Dr N Adel, IA 50003-1436 | 08/31/21 \$ 35.85 | | Other Services | 182-410-6499 |

CLAIMS PAY REQUEST

City of Van Meter

Payable To: SYNCB/AMAZON

Date of Statement: 8/10/21

Mailing Address: PO BOX 530958

Amount To Be Paid: \$1,056.81

| Invoice Number | Materials | Programming | Supplies |
|----------------|-----------|-------------|-----------|
| \$ 1,056.81 | \$ 430.81 | \$ 365.13 | \$ 260.87 |
| 434857366366 | \$ 171.35 | | |
| 439854498394 | \$ 112.25 | | |
| 893363655646 | | \$ 16.99 | |
| 448337936938 | | \$ 4.51 | |
| 739634733945 | | \$ 18.25 | |
| 564595347934 | | | \$ 38.56 |
| 855669875886 | \$ 131.98 | | |
| 844633987997 | | \$ 153.45 | |
| 959476378363 | | \$ 119.94 | |
| 463557345545 | | | \$ 197.77 |
| 446457774588 | | | \$ 24.54 |
| 985954346956 | \$ 15.23 | | |
| 776866946859 | | \$ 25.00 | |
| 437547933686 | | \$ 26.99 | |
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Vendor #

Office Use Only

Nancy Studebaker-Barringer



Details for Order #111-6594718-3250622

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: June 18, 2021
Amazon.com order number: 111-6594718-3250622
Order Total: \$78.71

Table with 2 columns: Item Description, Price. Includes shipping address and shipping speed information.

Table with 2 columns: Item Description, Price. Includes shipping address, shipping speed, and a summary of costs (Subtotal, Shipping & Handling, Total before tax, Sales Tax, Total for This Shipment).

Table with 2 columns: Payment Method, Price. Includes payment method details and a summary of costs (Subtotal, Shipping & Handling, Total before tax, Estimated Tax, Grand Total).

To view the status of your order, return to [Order Summary](#) .

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Final Details for Order #111-3259582-8537826

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: June 29, 2021
Amazon.com order number: 111-3259582-8537826
Order Total: \$112.25

Shipped on July 4, 2021

Table with 2 columns: Items Ordered, Price. Includes items like 'Nobody [DVD], Various' and 'The Father, Anthony Hopkins'. Summary section includes Shipping Address, Shipping Speed, and Item(s) Subtotal: \$59.37, Total for This Shipment: \$59.37.

Shipped on July 5, 2021

Table with 2 columns: Items Ordered, Price. Includes items like 'Minari, Alan Kim' and 'RAYA AND THE LAST DRAGON, Kelly Marie Tran'. Summary section includes Shipping Address and Item(s) Subtotal: \$52.88, Shipping & Handling: \$3.07.

VAN METER PUBLIC LIBRARY
505 GRANT ST
VAN METER, IA 50261-7707
United States

Free Shipping: -\$3.07

Total before tax: \$52.88

Sales Tax: \$0.00

Total for This Shipment: \$52.88

Payment information

Payment Method:

Amazon.com Corporate Pay-in-Full Credit Line | Last digits: 0568

Item(s) Subtotal: \$112.25

Shipping & Handling: \$7.47

Promotion applied: -\$7.47

Total before tax: \$112.25

Estimated Tax: \$0.00

Grand Total: \$112.25

Credit Card transactions

Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 6, 2021: \$112.25

To view the status of your order, return to [Order Summary](#) .

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Final Details for Order #111-4702960-3740212

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 22, 2021
Amazon.com order number: 111-4702960-3740212
Order Total: \$131.98

Table with 2 columns: Items Ordered, Price. Includes shipping address and summary for shipment shipped on July 22, 2021.

Table with 2 columns: Items Ordered, Price. Includes shipping address and summary for shipment shipped on July 24, 2021.

| | |
|---|---------|
| 1 of: <i>From Seed to Plant</i> , <i>Gibbons, Gail</i> Sold by: Amazon.com Condition: New | \$15.49 |
| 1 of: <i>Thankful</i> , <i>Spinelli, Eileen</i> Sold by: Amazon.com Condition: New | \$14.50 |
| 1 of: <i>Because of an Acorn: (Nature Autumn Books for Children, Picture Books about Acorn Trees)</i> , <i>Schaefer, Lola M.</i> Sold by: Amazon.com Condition: New | \$13.99 |

| | |
|---|--|
| Shipping Address: Nancy Studebaker VAN METER PUBLIC LIBRARY 505 GRANT ST VAN METER, IA 50261-7707 United States | Item(s) Subtotal: \$106.85 Shipping & Handling: \$8.26 Free Shipping: -\$8.26 ----- Total before tax: \$106.85 Sales Tax: \$0.00 ----- |
| Shipping Speed: FREE Shipping | Total for This Shipment: \$106.85 ----- |

| | |
|--|---|
| Payment information | |
| Payment Method: Amazon.com Corporate Pay-in-Full Credit Line Last digits: 0568 | Item(s) Subtotal: \$131.98 Shipping & Handling: \$10.81 Promotion applied: -\$10.81 ----- Total before tax: \$131.98 Estimated Tax: \$0.00 ----- Grand Total: \$131.98 |
| Credit Card transactions | Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 25, 2021: \$131.98 |

To view the status of your order, return to [Order Summary](#) .

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Final Details for Order #111-9368976-0225810

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: June 25, 2021
Amazon.com order number: 111-9368976-0225810
Order Total: \$175.68

Shipped on July 3, 2021

Table with 2 columns: Items Ordered, Price. Contains 8 rows of book details including titles like 'Four: A Divergent Collection', 'The Torchbearers', and 'Chain of Iron'.

Summary table with 2 columns: Shipping Address, Item(s) Subtotal. Includes shipping details and a total for this shipment of \$105.84.

Shipped on July 4, 2021

Items Ordered

Price

1 of: *Lost Crow Conspiracy (Blood Rose Rebellion, Book 2)* , *Eves, Rosalyn*
Sold by: Warehouse_Department ([seller profile](#))
Condition: New

\$14.50

1 of: *The Darkdeep* , *Condie, Ally*
Sold by: CibaoShopDR ([seller profile](#))
Condition: New

\$10.00

Shipping Address:

Nancy Studebaker
VAN METER PUBLIC LIBRARY
505 GRANT ST
VAN METER, IA 50261-7707
United States

Shipping Speed:

FREE Shipping

| | |
|---------------------------------|----------------|
| Item(s) Subtotal: | \$24.50 |
| Shipping & Handling: | \$1.57 |
| Free Shipping: | -\$1.57 |
| | ----- |
| Total before tax: | \$24.50 |
| Sales Tax: | \$0.00 |
| | ----- |
| Total for This Shipment: | \$24.50 |
| | ----- |

Shipped on July 5, 2021

Items Ordered

Price

1 of: *Cat Kid Comic Club: From the Creator of Dog Man* , *Pilkey, Dav*
Sold by: Amazon.com
Condition: New

\$7.20

1 of: *Winter War Awakening (Blood Rose Rebellion, Book 3)* , *Eves, Rosalyn*
Sold by: StarMarketDirect ([seller profile](#)) | Product question? ([Ask Seller](#))
Condition: New

\$14.98

1 of: *The Beast (The Darkdeep)* , *Condie, Ally*
Sold by: Amazon.com
Condition: New

\$10.67

1 of: *Chain of Gold (1) (The Last Hours)* , *Clare, Cassandra*
Sold by: Amazon.com
Condition: New

\$12.49

Shipping Address:

Nancy Studebaker
VAN METER PUBLIC LIBRARY
505 GRANT ST
VAN METER, IA 50261-7707
United States

Shipping Speed:

FREE Shipping

| | |
|---------------------------------|----------------|
| Item(s) Subtotal: | \$45.34 |
| Shipping & Handling: | \$3.82 |
| Free Shipping: | -\$3.82 |
| | ----- |
| Total before tax: | \$45.34 |
| Sales Tax: | \$0.00 |
| | ----- |
| Total for This Shipment: | \$45.34 |
| | ----- |

Payment information

Payment Method:

Amazon.com Corporate Pay-in-Full Credit Line | Last digits: 0568

Item(s) Subtotal: \$175.68

Shipping & Handling: \$14.48

Promotion applied: -\$14.48

Total before tax: \$175.68

Estimated Tax: \$0.00

Grand Total: \$175.68

Credit Card transactions

Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 6, 2021: \$175.68

To view the status of your order, return to [Order Summary](#) .

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Final Details for Order #111-1938245-2549850

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 16, 2021
Amazon.com order number: 111-1938245-2549850
Order Total: \$4.51

Table with shipping details: Shipped on July 19, 2021. Items Ordered: 1 of: Fityle Set of 18 Pieces Sponge Painting Shapes Kids Geometric Shaped Sponge Stamper for Art Craft Painting - Square, Round, Triangle, Rectangle, Five-Poi. Price: \$4.51. Shipping Address: Nancy Studebaker, VAN METER PUBLIC LIBRARY, 505 GRANT ST, VAN METER, IA 50261-7707, United States. Shipping Speed: Standard Shipping. Total for This Shipment: \$4.51.

Table with payment information: Payment Method: Amazon.com Corporate Pay-in-Full Credit Line | Last digits: 0568. Item(s) Subtotal: \$4.51, Shipping & Handling: \$0.00, Total before tax: \$4.51, Estimated Tax: \$0.00, Grand Total: \$4.51. Credit Card transactions: Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 20, 2021: \$4.51.

To view the status of your order, return to Order Summary .

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Final Details for Order #111-5424861-5567451

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 16, 2021
Amazon.com order number: 111-5424861-5567451
Order Total: \$16.99

| Shipped on July 19, 2021 | |
|--|--|
| Items Ordered | Price |
| 1 of: <i>Monopoly: Star Wars Complete Saga Edition Board Game for Kids Ages 8 & Up</i> Sold by: Atlas Farm and Kennels, Inc. (seller profile) Condition: New | \$16.99 |
| Shipping Address: Nancy Studebaker VAN METER PUBLIC LIBRARY 505 GRANT ST VAN METER, IA 50261-7707 United States | Item(s) Subtotal: \$16.99 Shipping & Handling: \$0.00 ----- Total before tax: \$16.99 Sales Tax: \$0.00 ----- |
| Shipping Speed: Standard Shipping | Total for This Shipment: \$16.99 ----- |

| Payment information | |
|--|--|
| Payment Method: Amazon.com Corporate Pay-in-Full Credit Line Last digits: 0568 | Item(s) Subtotal: \$16.99 Shipping & Handling: \$0.00 ----- Total before tax: \$16.99 Estimated Tax: \$0.00 ----- Grand Total: \$16.99 |
| Credit Card transactions | Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 20, 2021: \$16.99 |

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Final Details for Order #111-6785452-8125827

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 14, 2021
Amazon.com order number: 111-6785452-8125827
Seller's order number: 6892439686
Order Total: \$18.25

| Shipped on July 20, 2021 | |
|---|---|
| Items Ordered | Price |
| 1 of: <i>Duro Paper Bags, Sack Lunch Bags, 4 lb, Brown, 500 Count</i> | \$18.25 |
| Sold by: DeliveryBuddiesUSA (seller profile) | |
| Condition: New | |
| Shipping Address: | Item(s) Subtotal: \$18.25 |
| Nancy Studebaker | Shipping & Handling: \$0.00 |
| VAN METER PUBLIC LIBRARY | ----- |
| 505 GRANT ST | Total before tax: \$18.25 |
| VAN METER, IA 50261-7707 | Sales Tax: \$0.00 |
| United States | ----- |
| Shipping Speed: | Total for This Shipment: \$18.25 |
| Standard Shipping | ----- |

| Payment information | |
|--|---|
| Payment Method: | Item(s) Subtotal: \$18.25 |
| Amazon.com Corporate Pay-in-Full Credit Line Last digits: 0568 | Shipping & Handling: \$0.00 |
| | ----- |
| | Total before tax: \$18.25 |
| | Estimated Tax: \$0.00 |
| | ----- |
| | Grand Total: \$18.25 |
| Credit Card transactions | Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 21, 2021: \$18.25 |

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Final Details for Order #111-6352161-8066617

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: August 7, 2021
Amazon.com order number: 111-6352161-8066617
Order Total: \$25.00

| Shipped on August 9, 2021 | |
|---|--|
| Items Ordered | Price |
| 1 of: <i>My Felt Story - Dress Me Up Felt Set</i> Sold by: My Felt Story (seller profile) Condition: New | \$25.00 |
| Shipping Address: Nancy Studebaker VAN METER PUBLIC LIBRARY 505 GRANT ST VAN METER, IA 50261-7707 United States | Item(s) Subtotal: \$25.00 Shipping & Handling: \$7.11 Free Shipping: -\$7.11 ----- Total before tax: \$25.00 Sales Tax: \$0.00 ----- |
| Shipping Speed: FREE Shipping | Total for This Shipment: \$25.00 ----- |

| Payment information | |
|--|--|
| Payment Method: Amazon.com Corporate Pay-in-Full Credit Line Last digits: 0568 | Item(s) Subtotal: \$25.00 Shipping & Handling: \$7.11 Promotion applied: -\$7.11 ----- Total before tax: \$25.00 Estimated Tax: \$0.00 ----- Grand Total: \$25.00 |
| Credit Card transactions | Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: August 10, 2021: \$25.00 |

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Final Details for Order #111-8991558-1183455

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: August 5, 2021
Amazon.com order number: 111-8991558-1183455
Order Total: \$26.99

Table with shipping details: Shipped on August 9, 2021. Items Ordered: 1 of: novelinks 16 Ounce Clear Plastic Jars Containers With Screw On Lids - Refillable Round Empty Plastic Slime Storage Containers for Kitchen & Household. Price: \$26.99. Shipping Address: Nancy Studebaker, VAN METER PUBLIC LIBRARY, 505 GRANT ST, VAN METER, IA 50261-7707, United States. Shipping Speed: FREE Shipping. Total for This Shipment: \$26.99.

Table with payment information: Payment Method: Amazon.com Corporate Pay-in-Full Credit Line | Last digits: 0568. Item(s) Subtotal: \$26.99, Shipping & Handling: \$8.39, Promotion applied: -\$8.39, Total before tax: \$26.99, Estimated Tax: \$0.00, Grand Total: \$26.99. Credit Card transactions: Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: August 10, 2021: \$26.99.

To view the status of your order, return to Order Summary .

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Final Details for Order #111-7458831-7493020

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 14, 2021
Amazon.com order number: 111-7458831-7493020
Order Total: \$119.94

Shipped on July 25, 2021

Table with 2 columns: Items Ordered, Price. Contains 6 rows of item details including 'The Betrothed', 'Coogam Numbers and Alphabets Flash Cards Set', 'Giant Magnetic Letter Construction', '24pcs Thick 1.4mm Soft Felt Fabric Sheet', 'Paper Lunch Bags', and 'Small Paper Snack Bags'.

Summary table with 2 columns: Shipping Address/Speed, Item(s) Subtotal. Includes shipping details for Nancy Studebaker at VAN METER PUBLIC LIBRARY and a total for this shipment of \$119.94.

Payment information

Payment Method: Item(s) Subtotal: \$119.94

Amazon.com Corporate Pay-in-Full Credit Line | Last digits: 0568

Shipping & Handling: \$17.51

Promotion applied: -\$17.51

Total before tax: \$119.94

Estimated Tax: \$0.00

Grand Total: \$119.94

Credit Card transactions

Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 26, 2021: \$119.94

To view the status of your order, return to [Order Summary](#) .

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Final Details for Order #111-8581158-1162626

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 16, 2021
Amazon.com order number: 111-8581158-1162626
Order Total: \$153.45

Table with shipping date 'Shipped on July 24, 2021'. It lists five items ordered with their prices: Mattel Games UNO Minecraft Card Game (\$6.39), UNO Harry Potter Card Game (\$5.44), Nickelodeon Paw Patrol Pop Up Game (\$12.90), What Do You Meme? Family Edition (\$19.99), and Taco vs Burrito (\$17.99). A summary section includes shipping address, shipping speed (FREE), and a price breakdown showing a total of \$62.71 for this shipment.

Table with shipping date 'Shipped on July 25, 2021'. It lists one item ordered: Briarpatch I SPY Eagle Eye Find-It Game (06120) for \$13.95.

| | |
|---|---------|
| 1 of: <i>Diary of a Wimpy Kid 10 Second Challenge</i> | \$16.92 |
| Sold by: Amazon.com | |
| Condition: New | |
| 1 of: <i>Scrabble Junior Game</i> | \$14.90 |
| Sold by: Amazon.com | |
| Condition: New | |

| | | |
|--------------------------|---------------------------------|----------------|
| Shipping Address: | Item(s) Subtotal: | \$45.77 |
| Nancy Studebaker | Shipping & Handling: | \$3.90 |
| VAN METER PUBLIC LIBRARY | Free Shipping: | -\$3.90 |
| 505 GRANT ST | | ----- |
| VAN METER, IA 50261-7707 | Total before tax: | \$45.77 |
| United States | Sales Tax: | \$0.00 |
| | | ----- |
| Shipping Speed: | | |
| FREE Shipping | Total for This Shipment: | \$45.77 |
| | | ----- |

Shipped on July 25, 2021

| Items Ordered | Price |
|---|---------|
| 1 of: <i>Pete the Cat Groovy Buttons Game , Game</i> | \$14.99 |
| Sold by: Amazon.com | |
| Condition: New | |
| 1 of: <i>Hasbro Gaming Trivial Pursuit: Wizarding World Harry Potter Edition Compact Trivia Game for 2 or More Players, 600 Trivia Questions, Ages 8 and Up (Am</i> | \$19.99 |
| Sold by: Amazon.com | |
| Condition: New | |
| 1 of: <i>Wonder Forge Eric Carle Matching Game For Boys & Girls Age 3 To 5 - A Fun & Fast Animal Memory Game</i> | \$9.99 |
| Sold by: Amazon (seller profile) | |
| Business Price | |
| Condition: New | |

| | | |
|--------------------------|---------------------------------|----------------|
| Shipping Address: | Item(s) Subtotal: | \$44.97 |
| Nancy Studebaker | Shipping & Handling: | \$3.89 |
| VAN METER PUBLIC LIBRARY | Free Shipping: | -\$3.89 |
| 505 GRANT ST | | ----- |
| VAN METER, IA 50261-7707 | Total before tax: | \$44.97 |
| United States | Sales Tax: | \$0.00 |
| | | ----- |
| Shipping Speed: | | |
| FREE Shipping | Total for This Shipment: | \$44.97 |
| | | ----- |

Payment information

| | | |
|--|----------------------|----------|
| Payment Method: | Item(s) Subtotal: | \$153.45 |
| Amazon.com Corporate Pay-in-Full Credit Line Last digits: 0568 | Shipping & Handling: | \$12.07 |
| | Promotion applied: | -\$12.07 |
| | | ----- |
| | Total before tax: | \$153.45 |

Estimated Tax: \$0.00

Grand Total: \$153.45

| | |
|---------------------------------|--|
| Credit Card transactions | Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 26, 2021: \$153.45 |
|---------------------------------|--|

To view the status of your order, return to [Order Summary](#) .

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Final Details for Order #111-9390333-7794612

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 24, 2021
Amazon.com order number: 111-9390333-7794612
Seller's order number: 5709055
Order Total: \$24.54

| Shipped on July 26, 2021 | |
|--|--|
| Items Ordered | Price |
| 1 of: 1.5 x 1 Rectangle Barcode Labels - Pack of 5,000 Labels, 100 Sheets - Inkjet/Laser Printer - Online Labels Sold by: OnlineLabels (seller profile) Condition: New | \$24.54 |
| Shipping Address: Nancy Studebaker VAN METER PUBLIC LIBRARY 505 GRANT ST VAN METER, IA 50261-7707 United States | Item(s) Subtotal: \$24.54 Shipping & Handling: \$0.00 ----- Total before tax: \$24.54 Sales Tax: \$0.00 ----- |
| Shipping Speed: Standard Shipping | Total for This Shipment: \$24.54 ----- |

| Payment information | |
|--|--|
| Payment Method: Amazon.com Corporate Pay-in-Full Credit Line Last digits: 0568 | Item(s) Subtotal: \$24.54 Shipping & Handling: \$0.00 ----- Total before tax: \$24.54 Estimated Tax: \$0.00 ----- Grand Total: \$24.54 |
| Credit Card transactions | Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 27, 2021: \$24.54 |

To view the status of your order, return to [Order Summary](#) .

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Final Details for Order #111-4287399-3051469

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 23, 2021
Amazon.com order number: 111-4287399-3051469
Order Total: \$38.56

Table with shipping details: Shipped on July 24, 2021. Items Ordered: 1 of: Valuetoner Remanufactured Ink Cartridge Replacement for Upgraded HP 61XL 61 XL High Yield for Envy 4500 5530, Deskjet 2540 1056 1510 1000 1010, Office. Price: \$38.56. Shipping Address: Nancy Studebaker, VAN METER PUBLIC LIBRARY, 505 GRANT ST, VAN METER, IA 50261-7707, United States. Shipping Speed: FREE Shipping. Total for This Shipment: \$38.56.

Table with payment information: Payment information. Payment Method: Amazon.com Corporate Pay-in-Full Credit Line | Last digits: 0568. Item(s) Subtotal: \$38.56, Shipping & Handling: \$7.20, Promotion applied: -\$7.20, Total before tax: \$38.56, Estimated Tax: \$0.00, Grand Total: \$38.56. Credit Card transactions: Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 25, 2021: \$38.56.

To view the status of your order, return to Order Summary .

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Final Details for Order #111-1740508-2288268

Paid By: City of Van Meter
Placed By: Nancy Studebaker
Order Placed: July 24, 2021
Amazon.com order number: 111-1740508-2288268
Order Total: \$197.77

Table with shipping status 'Shipped on July 27, 2021', items ordered (toner cartridge, Narnia box set, address labels), shipping address, and a price breakdown table showing subtotal, shipping, and total for this shipment.

Table with shipping status 'Shipped on July 27, 2021', items ordered (LD compatible toner cartridge), shipping address, and a price breakdown table showing subtotal, shipping, and total for this shipment.

Shipping Speed:
FREE Shipping

Total for This Shipment: \$64.98

Payment information

Payment Method:

Amazon.com Corporate Pay-in-Full Credit Line | Last digits: 0568

Item(s) Subtotal: \$197.77
Shipping & Handling: \$14.38
Promotion applied: -\$14.38

Total before tax: \$197.77

Estimated Tax: \$0.00

Grand Total: \$197.77

Credit Card transactions

Amazon.com Corporate Pay-in-Full Credit Line ending in 0568: July 28, 2021: \$197.77

To view the status of your order, return to [Order Summary](#) .

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| | | | | | | | |
|-----------------------|-----------------|---------------------------------------|----------|-----------|-----------------|-----------|--------------|
| Sep-21 OverDrive | ARPA | PO Box 72117 Cleveland, OH 44192-0002 | 07/30/21 | \$ 280.00 | 06497CO21305713 | Materials | 182-410-6419 |
| Sep-21 Baker & Taylor | Acct L0435962 | PO Box 277930 Atlanta, GA 30384-7930 | 07/31/21 | \$ 194.28 | Statement | Materials | 182-410-6419 |
| Sep-21 Baker & Taylor | Acct L4496452 | PO Box 277930 Atlanta, GA 30384-7930 | 07/31/21 | \$ 56.39 | Statement | Materials | 182-410-6419 |
| Sep-21 OverDrive | Bridges Content | PO Box 72117 Cleveland, OH 44192-0002 | 08/27/21 | \$ 482.22 | CD0649721333227 | Materials | 182-410-6419 |

CLAIMS PAY REQUEST

City of Van Meter

Payable To: OverDrive

Mailing Address: PO Box 72117 Cleveland, OH 44192-0002

Date of Invoice: 7/30/2021

Amount: \$280

Memo: ARPA

| |
|-----------------|
| Vendor # |
| Office Use Only |

Purchase Description: Materials

Invoice Number: 06497CO21305713

Account Number: 182-410-6419

Nancy Studebaker-Barringer

| | | |
|-------------|-----------------|---------------|
| Customer ID | Invoice number | Date |
| 6497-1125 | 06497CO21305713 | July 30, 2021 |



OverDrive, Inc.
 One OverDrive Way
 Cleveland, OH 44125
 United States
 Phone: +1 216 573 6886 Fax: +1 216 672 0087
 Email: invoicing@overdrive.com
 US Tax ID number: 34-1522786

Bill to:
 Van Meter Public Library
 505 Grant
 Van Meter, IA 50261-0094

Sold to:
 Van Meter Public Library
 505 Grant
 Van Meter, IA 50261-0094

Payment terms:
 On receipt

Pay directly in Marketplace

- Select one or more invoices and click **Pay invoice(s)**.
- Select your payment method, then click **Pay by bank account** (US accounts only) or **Pay by credit card**.
- Enter the required information. Bank account information will be saved automatically for future use, and credit card information can be optionally saved.
- **Note:** Your saved bank account or credit card information can only be used by you.
- Click **Confirm payment**.

Other payment options

When you make a payment using one of these methods, you must either include a list of invoice numbers and amounts due, or email the information separately to invoicing@overdrive.com.

Pay by check

Please make checks payable in USD to OverDrive, Inc.
 Remittance address:
 PO Box 72117
 Cleveland, OH 44192-0002
 United States

Pay by ACH or wire

If you have a non-U.S. account and want to pay through your bank account, or if you don't want to pay directly in Marketplace, you can pay by ACH or wire. To do so, please visit [OverDrive's banking instructions](#) in Marketplace.

| # | ISBN | Title | Publisher | Format | Lending model | Unit price | Quantity | Cost | Tax rate | Tax amount | Total | Notes |
|---|---------------|------------------------|---|--------|---------------|-------------|----------|-------------|----------|------------|-------------|-------|
| 1 | 9781524798666 | Malibu Rising | Random House Publishing Group | | MA | \$27.50 USD | 1 | \$27.50 USD | 0.00% | \$0.00 USD | \$27.50 USD | |
| 2 | 9781984821447 | Nine Lives | Random House Publishing Group | | MA | \$27.50 USD | 1 | \$27.50 USD | 0.00% | \$0.00 USD | \$27.50 USD | |
| 3 | 9780316420068 | Golden Girl | Little, Brown and Company | | MA | \$65.00 USD | 1 | \$65.00 USD | 0.00% | \$0.00 USD | \$65.00 USD | |
| 4 | 9780593409718 | The Personal Librarian | Penguin Random House Audio Publishing Group | | MA | \$47.50 USD | 1 | \$47.50 USD | 0.00% | \$0.00 USD | \$47.50 USD | |
| 5 | 9780593412510 | The Paper Palace | Penguin Random House Audio Publishing Group | | MA | \$47.50 USD | 1 | \$47.50 USD | 0.00% | \$0.00 USD | \$47.50 USD | |
| 6 | 9781549138348 | Golden Girl | Hachette Book Group | | MA | \$65.00 USD | 1 | \$65.00 USD | 0.00% | \$0.00 USD | \$65.00 USD | |

| Format | Items | Subtotal | Tax amount | Total |
|-----------|-------|--------------|------------|--------------|
| Ebook | 3 | \$120.00 USD | \$0.00 USD | \$120.00 USD |
| Audiobook | 3 | \$160.00 USD | \$0.00 USD | \$160.00 USD |

Total items: 6 **Subtotal:** \$280.00 USD

Tax amount: \$0.00 USD

Total: **\$280.00 USD**

Amount due: **\$280.00 USD**

CLAIMS PAY REQUEST

City of Van Meter

Payable To: Baker & Taylor

Mailing Address: PO Box 277930 Atlanta, GA 30384-7930

Date of Invoice: 7/31/2021

Amount: \$194.28

Memo: Acct L0435962

| |
|-----------------|
| Vendor # |
| Office Use Only |

Purchase Description: Materials

Invoice Number: Statement

Account Number: 182-410-6419

Nancy Studebaker-Barringer

2810 Coliseum Centre Drive • Suite 300 • Charlotte, NC 28217 • USA

2810 Coliseum Centre Drive • Suite 300 • Charlotte, NC 28217

7336 1 MB 0.447 P:7336 / T:23 / S1:0 / S2:0



VAN METER PUBLIC LIBRARY
PO BOX 160
VAN METER IA 50261-0160



VAN METER PUBLIC LIBRARY

SEND PAYMENT TO:

Baker & Taylor
P.O. Box 277930
Atlanta, GA 30384-7930

| ACCOUNT # | STATEMENT DATE | PAGE # |
|-----------|----------------|--------|
| L0435962 | 07/31/21 | 1 |

| ACCOUNT # | STATEMENT DATE | PAGE # |
|-----------|----------------|--------|
| L0435962 | 07/31/21 | 1 |

| ITEM NUMBER | ITEM DATE | NET DUE BY | PURCHASE ORDER CROSS REFERENCE | ITEM AMOUNT | BALANCE |
|--------------|-----------|------------|--------------------------------|-------------|---------|
| COA102925482 | 062121 | 062121 | 30293-MARCH INVOICE | 108.38- | 108.38- |
| 2036009959 | 062821 | 072821 | INSP | 25.45 | 82.93- |
| 2036034952 | 062821 | 072821 | AYAT | 34.03 | 48.90- |
| 2035977064 | 062921 | 072921 | AYAT | 76.14 | 27.24 |
| 2035993215 | 062921 | 072921 | AYAT | 69.95 | 97.19 |
| 2036014497 | 062921 | 072921 | 20213RDJJNF | 136.53 | 233.72 |
| 2036019819 | 063021 | 073021 | 182-410-6502 | 248.39 | 482.11 |
| 2036045152 | 070621 | 080521 | AYAT | 55.59 | 537.70 |
| 2036057740 | 071521 | 081421 | AYAT | 87.81 | 625.51 |
| 2036073935 | 071521 | 081421 | AYAT | 50.88 | 676.39 |

| ITEM NUMBER | ITEM DATE | AMOUNT |
|--------------|-----------|-------------------|
| COA102925482 | 062121 | 108.38- |
| 2036009959 | 062821 | 25.45 |
| 2036034952 | 062821 | 34.03 |
| 2035977064 | 062921 | 76.14 |
| 2035993215 | 062921 | 69.95 |
| 2036014497 | 062921 | 136.53 |
| 2036019819 | 063021 | 248.39 |
| 2036045152 | 070621 | 55.59 |
| 2036057740 | 071521 | 87.81 |
| 2036073935 | 071521 | 50.88 |

previously submitted

PLEASE FORWARD ALL REMITTANCE DETAIL FOR ACH, WIRES & DRAFTS TO:

FAX: 704.998.3314 ATTN: Cash or email DL-ARSupport@baker-taylor.com

QUESTIONS REGARDING YOUR STATEMENT?

CALL 704.998.3399 OR 800.340.5370

PLEASE INCLUDE ACCOUNT # ON CHECK

TO ENSURE PROPER CREDIT RETURN THIS REMITTANCE ADVICE WITH PAYMENT TO THE ADDRESS ABOVE

\$194.28

| CURRENT | 1-30 PAST DUE | 31-60 PAST DUE | 60+ PAST DUE | TOTAL |
|---------|---------------|----------------|--------------|--------|
| 194.28 | 590.49 | 108.38- | 0.00 | 676.39 |

| STATEMENT BALANCE |
|--------------------------|
| \$ 676.39 USD |

KEEP THIS COPY FOR YOUR RECORDS

INVOICE

INVOICE #: 2036045152
 INVOICE DATE: 07/06/21
 ACCOUNT #: 207158 L043596 2 B00000
 ATS #: MOM9535865

PAGE: 001

SHIPPED FROM: MOMENCE
 CUSTOMER SERVICE:
 CREDIT: 800.340.5370/INTL 704.998.3399
 GST/TAX ID#: 42--6037786
 PO#:

BILL TO: ACCOUNT #: 207158 L043596 2 B00000
 SAN #:
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 PO BOX 160
 310 MILL STREET
 VAN METER IA 50261

MAIL TO: NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: 505 GRANT STREET
 VAN METER IA 50261

SHIP TO: ACCOUNT #: 207158 L043596 2 000000
 SAN #: 3057518
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: 505 GRANT STREET
 VAN METER IA 50261

ALL CLAIMS MUST BE MADE WITHIN 45 DAYS OF INVOICE. RETURN AUTHORIZATION REQUIRED. NOT RESPONSIBLE FOR GOODS SENT UNINSURED.

| QTY | TITLE | | AUTHOR | TYPE | ISBN | PUB. | PRICE | DISC. | NET PRICE | EXTENDED PRICE |
|-----|------------------------------|---------------|-----------------|--------------|---------------|-------|-------|-------|-----------|----------------|
| | BT ORDER # | CUSTOMER PO # | FUND # | CUST REF # | ISBN-10 | | | VAS | | |
| 1 | NINE LIVES | | STEEL, DANIELLE | HRD | 9781984821430 | RANDO | 28.99 | 44.0% | 16.23 | 16.23 |
| | 81234404 | AYAT | | 0000000034 | 1984821431 | | | | | |
| 1 | PERSONAL LIBRARIAN | | BENEDICT, MARIE | HRD | 9780593101537 | PENGU | 27.00 | 44.0% | 15.12 | 15.12 |
| | 81246578 | 202104ADULT | | 442553680 | 0593101537 | | | | | |
| 1 | BAD GUYS IN CUT TO THE CHASE | | BLABEY, AARON | PAP | 9781338329520 | SCHOH | 6.99 | 40.1% | 4.19 | 4.19 |
| | 81344866 | 202106CHAPTER | | 453300546 | 1338329529 | | | VA | | |
| 1 | BAD GUYS IN CUT TO THE CHASE | | BLABEY, AARON | PAP | 9781338329520 | SCHOH | 6.99 | 40.1% | 4.19 | 4.19 |
| | 81337033 | 20213RDJJNF | | 452313700 | 1338329529 | | | VA | | |
| 1 | BETRAYED | | CASS, KIERA | HRD | 9780062291660 | HARJU | 19.99 | 44.0% | 11.19 | 11.19 |
| | 81337019 | 20213RDYA | | 452111730 | 0062291661 | | | | | |
| 5 | | | | SUB TOTAL | | | | | | 50.92 |
| | | | | USD CURRENCY | | | | | | |

INVOICE

INVOICE #: 2036045152
 INVOICE DATE: 07/06/21
 ACCOUNT #: 207158 L043596 2 B00000
 ATS #: MOM9535865

PAGE: 002

| | | | | |
|------------------------|----|------|---|------|
| 5 OWNERSHIP LABEL | AT | 0.25 | = | 1.25 |
| 3 SPINE LABEL | AT | 0.25 | = | 0.75 |
| 5 LABEL PROTECTORS | AT | 0.00 | = | 0.00 |
| 3 MYLAR JACKET NON STA | AT | 0.89 | = | 2.67 |
| TOTAL | | | | 4.67 |

TERMS: 00 NET 30 DAYS
 AMOUNTS BILLED IN USD

| | | |
|------------------|-----|-------|
| | VAS | 4.67 |
| TOTAL AMOUNT DUE | | 55.59 |

REMIT TO: BAKER & TAYLOR
 P.O. BOX 277930
 ATLANTA, GA 30384-7930

PLEASE INDICATE INVOICE # ON YOUR REMITTANCE

STATUS REPORT

INVOICE #: 2036045152
 INVOICE DATE: 07/06/21
 ACCOUNT #: 207158 L043596 2 B00000
 ATS #: MOM9535865

PAGE: 001

THE FOLLOWING ITEMS WERE NOT IN STOCK AT THE TIME OF YOUR ORDER. STATUS REPORTS INDICATED ARE BASED ON PUBLISHER SUPPLIED INFORMATION. IF YOU BACKORDERED. THE REMAINING ITEMS WILL BE SHIPPED AS RECEIVED FROM THE PUBLISHER UNTIL YOUR CANCELLATION DATE IS REACHED. INVOICES REPRESENT ITEMS SHIPPED

| QTY | TITLE | BT ORDER # | CUSTOMER PO # | AUTHOR | FUND # | TYPE | CUST REF # | ISBN | ISBN-10 | PUB. | PRICE | DISPOSITION | STATUS | DUE DATE |
|-----|-----------|------------|---------------|-----------------|--------|------|------------|---------------|------------|-------|-------|--------------|--------|----------|
| 1 | INVISIBLE | 81400480 | AYAT | STEEL, DANIELLE | | HRD | 0000000001 | 9781984821584 | 198482158X | RANDO | 28.99 | BACK ORDERED | NP | 01/2022 |

INVOICE

INVOICE #: 2036057740
 INVOICE DATE: 07/15/21
 ACCOUNT #: 207158 L043596 2 B00000
 ATS #: MOM9541852

PAGE: 001

SHIPPED FROM: MOMENCE
 CUSTOMER SERVICE:
 CREDIT: 800.340.5370/INTL 704.998.3399
 GST/TAX ID#: 42--6037786
 PO#:

BILL TO: ACCOUNT #: 207158 L043596 2 B00000
 SAN #:
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 PO BOX 160
 310 MILL STREET
 VAN METER IA 50261

MAIL TO: NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: 505 GRANT STREET
 VAN METER IA 50261

SHIP TO: ACCOUNT #: 207158 L043596 2 000000
 SAN #: 3057518
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: 505 GRANT STREET
 VAN METER IA 50261

ALL CLAIMS MUST BE MADE WITHIN 45 DAYS OF INVOICE. RETURN AUTHORIZATION REQUIRED. NOT RESPONSIBLE FOR GOODS SENT UNINSURED.

| QTY | TITLE | AUTHOR | TYPE | ISBN | PUB. | PRICE | DISC. | NET PRICE | EXTENDED PRICE | | |
|-----|--|---------------|-----------------|-------------------|-----------------------------|-------|-------|-----------|----------------|-------|-------|
| | BT ORDER # | CUSTOMER PO # | FUND # | CUST REF # | ISBN-10 | | VAS | | | | |
| 1 | ITS BETTER THIS WAY 81234404 | AYAT | MACOMBER, DEBBI | HRD 0000000013 | 9781984818782 1984818783 | RANDO | | 27.00 | 44.0% | 15.12 | 15.12 |
| 1 | SHADOW 81261050 | AYAT | PATTERSON, JAME | HRD 0000000001 | 9781538703939 1538703939 | GDCTP | | 31.00 | 44.0% | 17.36 | 17.36 |
| 1 | BONE CODE 81234404 | AYAT | REICHS, KATHY | HRD 0000000029 | 9781982139964 198213996X | SIMON | | 27.00 | 44.0% | 15.12 | 15.12 |
| 1 | CELLIST 81234404 | AYAT | SILVA, DANIEL | HRD 0000000032 | 9780062834867 006283486X | HARPE | | 28.99 | 44.0% | 16.23 | 16.23 |
| 1 | GERONIMO STILTON REPORTER 8 HYPNO TICK T 81337033 | 20213RDJJNF | STILTON, GERONI | HRD 452314016 | 9781545806999 1545806993 | PAPCT | | 9.99 | 44.0% | 5.59 | 5.59 |
| 1 | ANY WAY THE WIND BLOWS 81337019 | 20213RDYA | ROWELL, RAINBOW | HRD 452324386 | 9781250254337 1250254337 | STMAR | | 19.99 | 44.0% | 11.19 | 11.19 |
| 6 | | | | SUB TOTAL | | | | | | | 80.61 |
| | | | | USD CURRENCY | | | | | | | |

INVOICE

INVOICE #: 2036057740
 INVOICE DATE: 07/15/21
 ACCOUNT #: 207158 L043596 2 B00000
 ATS #: MOM9541852

PAGE: 002

| | | | | |
|------------------------|----|------|---|------|
| 6 OWNERSHIP LABEL | AT | 0.25 | = | 1.50 |
| 5 SPINE LABEL | AT | 0.25 | = | 1.25 |
| 6 LABEL PROTECTORS | AT | 0.00 | = | 0.00 |
| 5 MYLAR JACKET NON STA | AT | 0.89 | = | 4.45 |
| TOTAL | | | | 7.20 |

TERMS: 00 NET 30 DAYS
 AMOUNTS BILLED IN USD

VAS 7.20

TOTAL AMOUNT DUE 87.81

REMIT TO: BAKER & TAYLOR
 P.O. BOX 277930
 ATLANTA, GA 30384-7930

PLEASE INDICATE INVOICE # ON YOUR REMITTANCE

INVOICE

INVOICE #: 2036073935
 INVOICE DATE: 07/15/21
 ACCOUNT #: 207158 L043596 2 B00000
 ATS #: MOM9550442

PAGE: 001

SHIPPED FROM: MOMENCE
 CUSTOMER SERVICE:
 CREDIT: 800.340.5370/INTL 704.998.3399
 GST/TAX ID#: 42--6037786
 PO#:

BILL TO: ACCOUNT #: 207158 L043596 2 B00000
 SAN #:
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 PO BOX 160
 310 MILL STREET
 VAN METER IA 50261

MAIL TO: NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: 505 GRANT STREET
 VAN METER IA 50261

SHIP TO: ACCOUNT #: 207158 L043596 2 000000
 SAN #: 3057518
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: 505 GRANT STREET
 VAN METER IA 50261

ALL CLAIMS MUST BE MADE WITHIN 45 DAYS OF INVOICE. RETURN AUTHORIZATION REQUIRED. NOT RESPONSIBLE FOR GOODS SENT UNINSURED.

| QTY | TITLE | | AUTHOR | TYPE | ISBN | PUB. | PRICE | DISC. | NET PRICE | EXTENDED PRICE |
|-----|------------------------------|---------------|-----------------|--------------|---------------|-------|------------------|-------|-----------|----------------|
| | BT ORDER # | CUSTOMER PO # | FUND # | CUST REF # | ISBN-10 | | VAS | | | |
| 1 | MAN WITH THE SILVER | SAAB | SMITH, ALEXANDE | HRD | 9780593316108 | RANDO | 27.00 | 44.0% | 15.12 | 15.12 |
| | 81234404 | AYAT | | 0000000015 | 059331610X | | | | | |
| 1 | BLACK ICE | | THOR, BRAD | HRD | 9781982104122 | SIMON | 28.99 | 44.0% | 16.23 | 16.23 |
| | 81241290 | AYAT | | 0000000002 | 1982104120 | | | | | |
| 1 | LINKED | | KORMAN, GORDON | HRD | 9781338629118 | SCHOH | 17.99 | 44.0% | 10.07 | 10.07 |
| | 81337033 | 20213RDJJNF | | 452317549 | 1338629115 | | | | | |
| 1 | MYSTERIOUS EYE OF THE DRAGON | | STILTON, GERONI | PAP | 9781338687200 | SCHOL | 7.99 | 40.1% | 4.79 | 4.79 |
| | 81337033 | 20213RDJJNF | | 452317607 | 1338687204 | | | | | |
| 4 | | | | SUB TOTAL | | | | | | 46.21 |
| | | | | USD CURRENCY | | | | | | |
| 4 | OWNERSHIP LABEL | AT | 0.25 = | 1.00 | | | | | VAS | 4.67 |
| 4 | SPINE LABEL | AT | 0.25 = | 1.00 | | | | | | |
| 4 | LABEL PROTECTORS | AT | 0.00 = | 0.00 | | | | | | |
| 3 | MYLAR JACKET NON STA | AT | 0.89 = | 2.67 | | | | | | |
| | TOTAL | | | 4.67 | | | | | | |
| | | | | | | | TOTAL AMOUNT DUE | | | 50.88 |

TERMS: 00 NET 30 DAYS
 AMOUNTS BILLED IN USD

REMIT TO: BAKER & TAYLOR
 P.O. BOX 277930
 ATLANTA, GA 30384-7930

PLEASE INDICATE INVOICE # ON YOUR REMITTANCE

STATUS REPORT

INVOICE #: 2036073935
 INVOICE DATE: 07/15/21
 ACCOUNT #: 207158 L043596 2 B00000
 ATS #: MOM9550442

PAGE: 001

THE FOLLOWING ITEMS WERE NOT IN STOCK AT THE TIME OF YOUR ORDER. STATUS REPORTS INDICATED ARE BASED ON PUBLISHER SUPPLIED INFORMATION. IF YOU BACKORDERED. THE REMAINING ITEMS WILL BE SHIPPED AS RECEIVED FROM THE PUBLISHER UNTIL YOUR CANCELLATION DATE IS REACHED. INVOICES REPRESENT ITEMS SHIPPED

| QTY | TITLE | BT ORDER # | CUSTOMER PO # | AUTHOR | FUND # | TYPE | CUST REF # | ISBN | ISBN-10 | PUB. | PRICE | DISPOSITION | STATUS | DUE DATE |
|-----|-------------------|------------|---------------|-----------------|--------|------|------------|---------------|------------|-------|-------|--------------|--------|----------|
| 1 | ATTACK | 81415236 | AYAT | GRIFFIN, W. E. | | HRD | 0000000002 | 9780525541752 | 0525541756 | PENGU | 28.00 | BACK ORDERED | NP | 01/2022 |
| 1 | HORSEWOMAN | 81415236 | AYAT | PATTERSON, JAME | | HRD | 0000000003 | 9780316499774 | 0316499773 | LITTL | 28.00 | BACK ORDERED | NP | 01/2022 |
| 1 | SOMETHING TO HIDE | 81415236 | AYAT | GEORGE, ELIZABE | | HRD | 0000000001 | 9780593296844 | 0593296842 | PENGU | 29.00 | BACK ORDERED | NP | 01/2022 |

CLAIMS PAY REQUEST

City of Van Meter

Payable To: Baker & Taylor

Mailing Address: PO Box 277930 Atlanta, GA 30384-7930

Date of Invoice: 7/31/2021

Amount: \$56.39

Memo: Acct L4496452

| |
|-----------------|
| Vendor # |
| Office Use Only |

Purchase Description: Materials

Invoice Number: Statement

Account Number: 182-410-6419

Nancy Studebaker-Barringer

2810 Coliseum Centre Drive • Suite 300 • Charlotte, NC 28217 • USA

2810 Coliseum Centre Drive • Suite 300 • Charlotte, NC 28217

P: / T: / S1:0 / S2:0



VAN METER PUBLIC LIBRARY
PO BOX 160
VAN METER, IA 50261



VAN METER PUBLIC LIBRARY

SEND PAYMENT TO:

Baker & Taylor
P.O. Box 277930
Atlanta, GA 30384-7930

| ACCOUNT # | STATEMENT DATE | PAGE # |
|-----------|----------------|--------|
| L4496452 | 07/31/21 | 1 |

| ACCOUNT # | STATEMENT DATE | PAGE # |
|-----------|----------------|--------|
| L4496452 | 07/31/21 | 1 |

| ITEM NUMBER | ITEM DATE | NET DUE BY | PURCHASE ORDER CROSS REFERENCE | ITEM AMOUNT | BALANCE |
|-------------|-----------|------------|--------------------------------|-------------|---------|
| 2036014502 | 062821 | 072821 | 20213RDPICBB | 150.67 | 150.67 |
| 2036035140 | 062921 | 072921 | 20213RDER | 31.53 | 182.20 |
| 2036060677 | 071421 | 081321 | 20213RDER | 15.97 | 198.17 |
| 2036048606 | 071521 | 081421 | 20213RDPICBB | 20.16 | 218.33 |
| 2036083127 | 071921 | 081821 | 20213RDPICBB | 20.26 | 238.59 |

| ITEM NUMBER | ITEM DATE | AMOUNT |
|-------------|-----------|------------------|
| 2036014502 | 062821 | 150.67 |
| 2036035140 | 062921 | 31.53 |
| 2036060677 | 071421 | 15.97 |
| 2036048606 | 071521 | 20.16 |
| 2036083127 | 071921 | 20.26 |

previously submitted

PLEASE FORWARD ALL REMITTANCE DETAIL FOR ACH, WIRES & DRAFTS TO:

FAX: 704.998.3314 ATTN: Cash or email DL-ARSupport@baker-taylor.com

QUESTIONS REGARDING YOUR STATEMENT?

CALL 704.998.3399 OR 800.340.5370

PLEASE INCLUDE ACCOUNT # ON CHECK

TO ENSURE PROPER CREDIT RETURN THIS REMITTANCE ADVICE WITH PAYMENT TO THE ADDRESS ABOVE

\$570.39

| CURRENT | 1-30 PAST DUE | 31-60 PAST DUE | 60+ PAST DUE | TOTAL |
|---------|---------------|----------------|--------------|--------|
| 56.39 | 182.20 | 0.00 | 0.00 | 238.59 |

| STATEMENT BALANCE |
|--------------------------|
| \$ 238.59 USD |

Page 45 of 57

KEEP THIS COPY FOR YOUR RECORDS

INVOICE

INVOICE #: 2036060677
 INVOICE DATE: 07/14/21
 ACCOUNT #: 207158 L449645 2 B00000
 ATS #: MOM9542337
 PAGE: 001

SHIPPED FROM: MOMENCE
 CUSTOMER SERVICE:
 CREDIT: 800.340.5370/INTL 704.998.3399
 GST/TAX ID#: 42--6037786
 PO#: 20213RDER

BILL TO: ACCOUNT #: 207158 L449645 2 B00000
 SAN #:
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: PO BOX 160
 VAN METER IA 50261

MAIL TO: NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 EASY ACCOUNT
 310 MILL STREET
 VAN METER IA 50261

SHIP TO: ACCOUNT #: 207158 L449645 2 000000
 SAN #: 3057518 0001
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 EASY ACCOUNT
 310 MILL STREET
 VAN METER IA 50261

ALL CLAIMS MUST BE MADE WITHIN 45 DAYS OF INVOICE. RETURN AUTHORIZATION REQUIRED. NOT RESPONSIBLE FOR GOODS SENT UNINSURED.

| QTY | TITLE | BT ORDER # | CUSTOMER PO # | AUTHOR | FUND # | TYPE | CUST REF # | ISBN | ISBN-10 | PUB. | PRICE | DISC. | NET PRICE | EXTENDED PRICE |
|-----|--|------------|---------------|----------------|--------|--------------|------------|---------------|------------|-------|------------------|-------|-----------|----------------|
| 1 | BIG SHARK LITTLE SHARK AND THE SPOOKY CA | 12746799 | 20213RDER | MEMBRINO, ANNA | | LIB | 452318289 | 9780593302088 | 0593302087 | RANDJ | 14.99 | 20.1% | 11.98 | 11.98 |
| 1 | BIG SHARK LITTLE SHARK AND THE SPOOKY CA | 12746799 | 20213RDER | MEMBRINO, ANNA | | PAP | 452319422 | 9780593302071 | 0593302079 | RANDJ | 4.99 | 40.1% | 2.99 | 2.99 |
| 2 | | | | | | SUB TOTAL | | | | | | | | 14.97 |
| | | | | | | USD CURRENCY | | | | | | | | |
| 2 | OWNERSHIP LABEL | | AT | 0.25 = | | 0.50 | | | | | | | | |
| 2 | SPINE LABEL | | AT | 0.25 = | | 0.50 | | | | | | | | |
| 2 | LABEL PROTECTORS | | AT | 0.00 = | | 0.00 | | | | | | | | |
| | TOTAL | | | | | 1.00 | | | | | | | | |
| | | | | | | | | | | | TOTAL AMOUNT DUE | | 15.97 | |

TERMS: 00 NET 30 DAYS
 AMOUNTS BILLED IN USD

REMIT TO: BAKER & TAYLOR
 P.O. BOX 277930
 ATLANTA, GA 30384-7930

PLEASE INDICATE INVOICE # ON YOUR REMITTANCE

INVOICE

INVOICE #: 2036048606
 INVOICE DATE: 07/15/21
 ACCOUNT #: 207158 L449645 2 B00000
 ATS #: MOM9535623
 PAGE: 001

SHIPPED FROM: MOMENCE
 CUSTOMER SERVICE:
 CREDIT: 800.340.5370/INTL 704.998.3399
 GST/TAX ID#: 42--6037786
 PO#: 20213RDPICBB

BILL TO: ACCOUNT #: 207158 L449645 2 B00000
 SAN #:
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: PO BOX 160
 VAN METER IA 50261

MAIL TO: NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 EASY ACCOUNT
 310 MILL STREET
 VAN METER IA 50261

SHIP TO: ACCOUNT #: 207158 L449645 2 000000
 SAN #: 3057518 0001
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 EASY ACCOUNT
 310 MILL STREET
 VAN METER IA 50261

ALL CLAIMS MUST BE MADE WITHIN 45 DAYS OF INVOICE. RETURN AUTHORIZATION REQUIRED. NOT RESPONSIBLE FOR GOODS SENT UNINSURED.

| QTY | TITLE | | AUTHOR | TYPE | ISBN | PUB. | PRICE | DISC. | NET PRICE | EXTENDED PRICE |
|-----|--|---------------|----------------|--------------|---------------|------------|-------|-------|------------------|----------------|
| | BT ORDER # | CUSTOMER PO # | FUND # | CUST REF # | ISBN-10 | | | VAS | | |
| 1 | STREGA NONA 81337014 | 20213RDPICBB | DEPAOLA, TOMIE | HRD | 9781481487245 | SSCMP | 8.99 | 20.1% | 7.18 | 7.18 |
| 1 | LITTLE BAT IN NIGHT SCHOOL 81337014 | 20213RDPICBB | LIES, BRIAN | SAL | 9780358269847 | HOUGJ | 14.99 | 20.1% | 11.98 | 11.98 |
| 2 | | | | SUB TOTAL | 452312639 | 0358269849 | | | | 19.16 |
| | | | | USD CURRENCY | | | | | | |
| 2 | OWNERSHIP LABEL | AT | 0.25 = | 0.50 | | | | | VAS | 1.00 |
| 2 | SPINE LABEL | AT | 0.25 = | 0.50 | | | | | | |
| 2 | LABEL PROTECTORS | AT | 0.00 = | 0.00 | | | | | | |
| | TOTAL | | | 1.00 | | | | | TOTAL AMOUNT DUE | 20.16 |

TERMS: 00 NET 30 DAYS
 AMOUNTS BILLED IN USD

REMIT TO: BAKER & TAYLOR
 P.O. BOX 277930
 ATLANTA, GA 30384-7930

PLEASE INDICATE INVOICE # ON YOUR REMITTANCE

INVOICE

INVOICE #: 2036083127
 INVOICE DATE: 07/19/21
 ACCOUNT #: 207158 L449645 2 B00000
 ATS #: MOM9552465
 PAGE: 001

SHIPPED FROM: MOMENCE
 CUSTOMER SERVICE:
 CREDIT: 800.340.5370/INTL 704.998.3399
 GST/TAX ID#: 42--6037786
 PO#: 20213RDPICBB

BILL TO: ACCOUNT #: 207158 L449645 2 B00000
 SAN #:
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: PO BOX 160
 VAN METER IA 50261

MAIL TO: NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 EASY ACCOUNT
 310 MILL STREET
 VAN METER IA 50261

SHIP TO: ACCOUNT #: 207158 L449645 2 000000
 SAN #: 3057518 0001
 NAME: VAN METER PUBLIC LIBRARY
 ADDRESS: C/O CITY HALL
 EASY ACCOUNT
 310 MILL STREET
 VAN METER IA 50261

ALL CLAIMS MUST BE MADE WITHIN 45 DAYS OF INVOICE. RETURN AUTHORIZATION REQUIRED. NOT RESPONSIBLE FOR GOODS SENT UNINSURED.

| QTY | TITLE | | AUTHOR | TYPE | ISBN | PUB. | PRICE | DISC. | NET PRICE | EXTENDED PRICE |
|-----|-------------------------|---------------|-----------------|--------------|---------------|-------|-------|-------|-----------|----------------|
| | BT ORDER # | CUSTOMER PO # | FUND # | CUST REF # | ISBN-10 | | | VAS | | |
| 1 | BOO BAA LA LA LA | | BOYNTON, SANDRA | HRD | 9781534452831 | SSCMP | 5.99 | 20.0% | 4.79 | 4.79 |
| | 81337014 | 20213RDPICBB | | 452318942 | 1534452834 | | | | | |
| 1 | IF YOU WERE AN ELEPHANT | | STAUB, LESLIE | SAL | 9781524741341 | PENGJ | 16.99 | 20.1% | 13.58 | 13.58 |
| | 81337014 | 20213RDPICBB | | 452323583 | 1524741345 | | | | | |
| 2 | | | | SUB TOTAL | | | | | | 18.37 |
| | | | | USD CURRENCY | | | | | | |
| 2 | OWNERSHIP LABEL | AT | | | | | | | | 1.89 |
| 2 | SPINE LABEL | AT | | | | | | | | 1.89 |
| 2 | LABEL PROTECTORS | AT | | | | | | | | 0.00 |
| 1 | MYLAR JACKET NON STA | AT | | | | | | | | 0.89 |
| | TOTAL | | | | | | | | | 1.89 |

TERMS: 00 NET 30 DAYS
 AMOUNTS BILLED IN USD

REMIT TO: BAKER & TAYLOR
 P.O. BOX 277930
 ATLANTA, GA 30384-7930

PLEASE INDICATE INVOICE # ON YOUR REMITTANCE

CLAIMS PAY REQUEST

City of Van Meter

Payable To: OverDrive

Mailing Address: PO Box 72117 Cleveland, OH 44192-0002

Date of Invoice: 8/27/2021

Amount: \$482.22

Memo: Bridges Content

| |
|-----------------|
| Vendor # |
| Office Use Only |

Purchase Description: Materials

Invoice Number: CD0649721333227

Account Number: 182-410-6419

Nancy Studebaker-Barringer



INVOICE

| | |
|----------------|-----------------|
| Invoice Number | CD0649721333227 |
| Date | 08/27/2021 |
| Page | 1 of 1 |

One OverDrive Way
 Cleveland OH 44125
 Phone: (216) 573-6886 Fax: (216) 672-0087
 Email: invoicing@overdrive.com

Remittance Address:
 PO Box 72117
 Cleveland, OH 44192-0002

Bill To:
 Van Meter Public Library
 PO Box 160
 Van Meter IA 50261-0094

Sold To:
 Van Meter Public Library
 PO Box 160
 Van Meter IA 50261-0094

| Customer ID | Customer Email | Purchase Order No. | Payment Terms |
|-----------------------------------|----------------------------|--------------------|---------------------|
| 6497-0433 | nstudebaker@vanmeteria.gov | | Upon receipt |
| Description | | Amount Due | |
| FY2022 BRIDGES E-Book Content Fee | | \$482.88 | |
| | | Total | \$482.88 |
| | | Tax Amount | \$0.00 |
| | | Amount Due | \$482.88 USD |

Please make check payable to OverDrive, Inc.

CLAIMS PAY REQUEST

City of Van Meter

Payable To: Culligan Water Adel

Mailing Address: 20 Nile Kinnick Dr N Adel, IA 50003-1436

Date of Invoice: 8/31/2021

Amount: \$35.85

Memo: Acct 752089

| |
|-----------------|
| Vendor # |
| Office Use Only |

Purchase Description: Other Services

Invoice Number:

Account Number: 182-410-6499

Nancy Studebaker-Barringer



120 NILE KINNICK DR N
ADEL, IA 50003
(515) 993-4203 (800) 747-4203
adel@culliganIowa.com
www.CulliganIowa.com

IF PAYING BY CREDIT CARD, PLEASE FILL OUT BELOW

VISA MasterCard American Express Discover PLEASE CHECK BOX TO ENROLL IN AUTOMATIC BILL PAYMENT

CARD NUMBER _____ V. CODE _____

SIGNATURE _____ EX P. DATE _____

DATE: 08/31/2021 PAY THIS AMOUNT: \$35.85 ACCOUNT NUMBER: 752089

PAY BY DATE: SEP 22 AMOUNT PAID \$ _____

ADDRESSEE:


VAN METER PUBLIC LIBRARY
ATT DIRECTOR
505 GRANT ST
VAN METER IA 50261

REMIT PAYMENT TO:

CULLIGAN WATER ADEL
120 NILE KINNICK DR N
ADEL, IA 50003-1436

BALANCE FORWARD
RETURN THIS TOP PORTION WITH YOUR PAYMENT

BRANCH ID: CA-01
CUSTOMER: VAN METER PUBLIC LIBRARY

| | | | | PREVIOUS BALANCE: | \$35.60 | | | | | | |
|---|----------------|--------------------------------|-------------------------------|---|---------|--------------|----------------|------|------------|--------|--------------------------|
| DATE | QUANTITY | DESCRIPTION | REF | AMOUNT | BALANCE | | | | | | |
| 08/13/2021 | -1.00 | PAYMENT | 030466 | -35.60 | 0.00 | | | | | | |
| 08/23/2021 | 2.00 | 5 GAL BOTTLE WATER DELIVER | 800075686 | 13.50 | 13.50 | | | | | | |
| 08/23/2021 | 1.00 | Deposit 5 GAL BOTTLE WATER DEL | 800075686 | 7.00 | 20.50 | | | | | | |
| 08/23/2021 | 1.00 | DELIVERY CHARGE | 800075686 | 2.10 | 22.60 | | | | | | |
| 08/23/2021 | 1.00 | FLAT CUPS | 800075686 | 4.75 | 27.35 | | | | | | |
| 08/31/2021 | 1.00 | COOLER RENTAL | | 8.50 | 35.85 | | | | | | |
|  Service 09/01-09/30 Call us about our Touch-Free and Ice Water Coolers! | | | | | | | | | | | |
| FINANCE CHARGE SCHEDULE <small>ACCOUNTS ARE SUBJECT TO A LATE PAYMENT FINANCE CHARGE</small> | | | | Balance Due \$35.85 | | | | | | | |
| OVER \$ | PERIODIC RATE | ANNUAL RATE | PLEASE PAY NEW BALANCE BEFORE | | | | | | | | |
| 5 | 1.50 % | 18.00 % | SEP 22 | | | | | | | | |
| TO | 0.00 % | 0.00 % | MIN CHARGE 5.00 | | | | | | | | |
| 0-30 | 31-60 | 61-90 | Over 90 | Next Deliveries: 09/21/21 10/19/21 11/16/21 12/16/21 | | | | | | | |
| 35.85 | 0.00 | 0.00 | 0.00 | | | | | | | | |
| CULLIGAN WATER ADEL 120 NILE KINNICK DR N ADEL, IA 50003 (515) 993-4203 (800) 747-4203 <small>SERVICE ADDRESS:</small> | | | | <table border="1"> <tr> <th>CLOSING DATE</th> <th>ACCOUNT NUMBER</th> <th>NAME</th> </tr> <tr> <td>08/31/2021</td> <td>752089</td> <td>VAN METER PUBLIC LIBRARY</td> </tr> </table> | | CLOSING DATE | ACCOUNT NUMBER | NAME | 08/31/2021 | 752089 | VAN METER PUBLIC LIBRARY |
| CLOSING DATE | ACCOUNT NUMBER | NAME | | | | | | | | | |
| 08/31/2021 | 752089 | VAN METER PUBLIC LIBRARY | | | | | | | | | |
| VAN METER PUBLIC LIBRARY ATT DIRECTOR 505 GRANT ST VAN METER IA 50261 | | | | | | | | | | | |

| Proposed FY22 Budget | | | |
|--|---------------------------|----------------------------|---------------------|
| Revisions Submitted to Board for Discussion 8/11/2021 | Current Budget | Proposed Budget | |
| Wages FT | \$ 45,062.00 | \$ 45,062.00 | \$ - |
| Wages PT | \$ 11,213.00 | \$ 21,000.00 | \$ 9,787.00 |
| Dues | \$ 75.00 | \$ - | \$ (75.00) |
| Programming | \$ 3,800.00 | \$ 4,200.00 | \$ 400.00 |
| Subscriptions | \$ 800.00 | \$ 300.00 | \$ (500.00) |
| Training | \$ 150.00 | \$ 150.00 | \$ - |
| Operating & Maintenance | \$ 400.00 | \$ 400.00 | \$ - |
| Utilities | \$ 1,400.00 | \$ 1,400.00 | \$ - |
| Telephone | \$ 800.00 | \$ 800.00 | \$ - |
| Technology | \$ 4,500.00 | \$ 4,500.00 | \$ - |
| Other Contractual Services | \$ 1,200.00 | \$ 1,200.00 | \$ - |
| Library Materials | \$ 8,000.00 | \$ 16,000.00 | \$ 8,000.00 |
| Office Supplies | \$ 2,600.00 | \$ 1,300.00 | \$ (1,300.00) |
| Total Budget | \$ 80,000.00 | \$ 96,312.00 | \$ 16,312.00 |

Wages PT: The proposed budget increases the amount of part-time help significantly.

Part-time Clerks 14 hours per week @ \$11.50 per hour for 52 weeks. (\$8,372)

Part-time Assistant 20 hours per week @ \$15.00 per hour for 40 weeks. (\$12,000)

Dues: I pay my own dues for ILA and ALA

Programming: Increased supplies and materials for increased programming.

Subscriptions: We have deleted all the magazines from the collection (and no one has asked about it:)

Materials: \$5000 of the increase will be off-set by the ARPA grant we received from the State Library. An additional \$3000 will help to develop the children's and teen collections.

Office Supplies: We are fully stocked on most office and library supplies.

Bottom Line: I am recommending we add \$16,312 to our operating budget; \$5,000 of which will be from the ARPA grant. That makes the net change \$11,312.

We ended the last fiscal year with \$36,588.53 in the Library Trust Fund.



Director's Report
 Submitted by Nancy Studebaker, September 15, 2021

| Statistics for August 2021 | This Month 2021 | This Month 2019 | Difference |
|--|------------------------|------------------------|-------------------|
| VISITORS | 215 | 511 | -138% |
| CIRCULATION | | | |
| Books- Adult | 294 | 428 | |
| Books- Teen | 12 | 4 | |
| Books- Juvenile | 70 | 92 | |
| Misc | 1 | 6 | |
| Audio | 36 | 115 | |
| DVD | 183 | 120 | |
| E-Books & Audio Books | 128 | 136 | |
| Total Circulation | 724 | 901 | -24% |
| PROGRAMMING | | | |
| Children's Programs Offered | 0 | 16 | |
| Children's Program Attendance | 0 | 31 | |
| Class Visits to Library | 40 | | |
| Children's Passive Programming Participation | 0 | | |
| Adult Programs Offered | 0 | | |
| Adult Program Attendance | 0 | | |
| Total Attendance | 40 | | |
| OTHER SERVICES | | | |
| Reference Questions | 5 | 64 | |
| Wireless Usage | 73 | 32 | |
| Computer Usage | 2 | 57 | |
| ILL Borrow | 11 | 14 | |
| ILL Lend | 4 | 2 | |

Note: Passive programming includes things such as book give-a-ways and Take-n-Make Crafts.

| | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | FY22 |
|----------------------------------|------------|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------|
| Visitors | 399 | 215 | | | | | | | | | | | 614 |
| Library checkouts | 770 | 596 | | | | | | | | | | | 1366 |
| E-books & e-audiobooks check-out | 167 | 128 | | | | | | | | | | | 295 |
| Total Circulation | 937 | 724 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1661 |
| Programs offered | 5 | 0 | | | | | | | | | | | 5 |
| Programming attendance | 61 | 0 | | | | | | | | | | | 61 |
| Passive program participation | 48 | 0 | | | | | | | | | | | 48 |
| Total Programming | 109 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 109 |
| Library visit schools | 0 | 50 | | | | | | | | | | | 50 |
| Groups/students visit library | 80 | 40 | | | | | | | | | | | 120 |
| Other Outreach | 0 | 0 | | | | | | | | | | | 0 |
| Reading Rewards (books read) | 0 | 0 | | | | | | | | | | | 0 |
| Total Outreach | 80 | 90 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 170 |

The following reflects work accomplished in August 2021

Spaces & Places: The library will be attractive, clean and well maintained.

The re-arranging is complete. We now have a well-defined children’s area and a corner designated for teens. The space looks less cluttered and inviting.





Civic & Community Engagement: The library will have a deep understanding of the community we serve. The library will be a resource for community information. The community will be informed about library services and events.

I attended the school's open house on August 19. While there I spoke to dozens of parents about our Fall Reading Rewards program, Readopoly.

The Van Meter Community Development Corporation's annual meeting provided a chance to meet folks in our community. Out of that meeting came the new section on the library's website which is dedicated to Community Information.

Focus groups will help us determine what the community's expectations are for our library. This is in response to the strategic plan's objective of finding options for community input during 2020 and 2021. I am working with Kaylyn Maher, a graduate student in Communications at Drake University to develop focus groups and other research methods to learn about the community's expectations related to adult services and building facilities. In addition, I have written a grant proposal to fund similar research focused on children's services.

Circulation, Collection Development & Maintenance: The library will maintain a collection of materials which meets the recreational reading and informational needs of our community. The library will focus on increasing the usage of our collection of books, ebooks and other materials. The collection will be well organized and inviting in appearance.

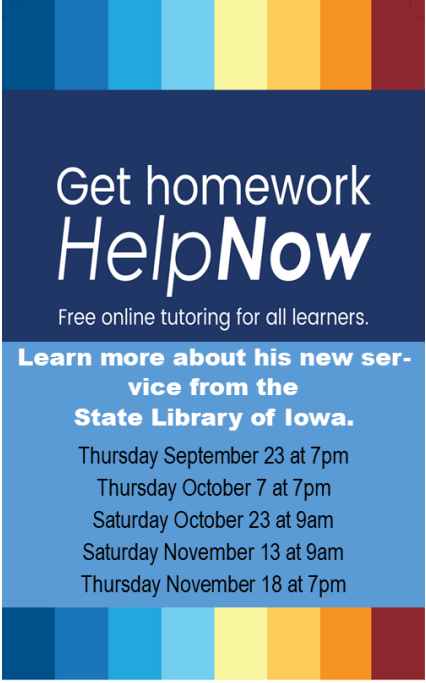
Weeding is an ongoing job, but it is on pause until the end of the year. For the 2018 State Library Survey, the library reported owning 16,750 physical volumes. We have now reduced that number to about half that- 8,466. This is significant progress toward aligning our collection size with the needs of our community. Various organizations place the per-capita recommendation for volumes in a library at 2-4. We still exceed that number significantly. The City's comprehensive plan suggests a collection of 5,240 volume as a target for 2030.

We have brought together many collections to create just ten collections. A "collection" is each sub-section of the library's holdings; Juvenile Fiction, Adult Non-Fiction etc. We had 20 collections when I started. This makes it easier for patrons to find the material they are looking for.

Experiential and Learning Opportunities: The library will provide access to online information resources and in-person learning opportunities.

We offered no programming in August. I worked on planning, prepping and marketing the programs that will kick-off in September.

I am working on marketing Libby and our newest online offerings. I will be offering quick introductions to each several times in the fall.




Get homework
HelpNow

Free online tutoring for all learners.

Learn more about his new service from the
State Library of Iowa.

- Thursday September 23 at 7pm
- Thursday October 7 at 7pm
- Saturday October 23 at 9am
- Saturday November 13 at 9am
- Thursday November 18 at 7pm

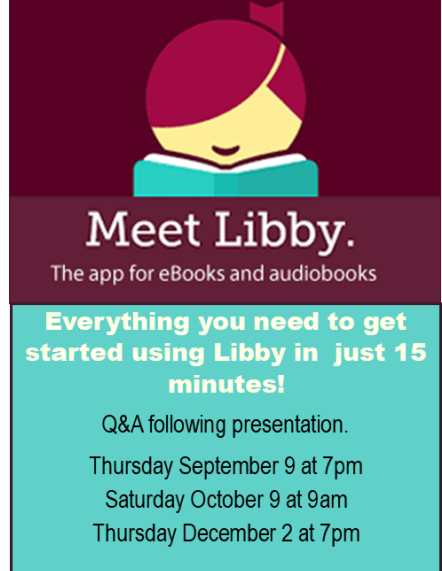


Universal
class

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Q&A.

- Thursday October 14 at 7pm
- Thursday November 4 at 7pm
- Saturday November 6 at 9am



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Q&A following presentation.

- Thursday September 9 at 7pm
- Saturday October 9 at 9am
- Thursday December 2 at 7pm

Administration: The library will be run efficiently and be financially sound.

After five years, Jennifer Bittner resigned her position as Library Assistant effective August 23. Jennifer has provided continuity of service while serving under at least four different Directors.