

**\*NOTICE OF PUBLIC MEETING\***

Governmental Body : Van Meter Public Library

Date : September 19, 2018

Time/Place : 6:00 PM – 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 information needs of the public library customers.

1. Call to Order
2. Roll Call
3. Emergency Additions and Approval of the Agenda
4. Consent Agenda
  - a. Minutes
  - b. Claims
  - c. Stats
  - d. Finances
5. Discussion Items
  - a. Committee reports
    - i. Volunteer & community outreach – Rachel D.
    - ii. City council & documentation – Molly M.
    - iii. Policy – Erin F.
    - iv. Building – Molly M. & Erin F.
    - v. Fundraising – Megan W.
  - b. Review of chapters 1 and 2 of the Trustee Handbook
  - c. Outreach Policy and Form
  - d. Personnel Policy
6. Action Items
7. Director's report
8. President's report
9. Adjourn

Agenda Item #1 - Call to Order

Sample Motions: The time is six o'clock p.m. on Wednesday, September 19, 2018. I hereby call this meeting of the Van Meter Public Library Board to order.

Agenda Item #2 – Roll Call

Sample Language: Roll call please.

Maguire \_\_\_; Devick \_\_\_; Freeman \_\_\_; Warwick \_\_\_; McCombs \_\_\_;

Agenda Item #3 - Emergency additions and Approval of the Agenda

Submitted for: Action

Recommendation: Approval

Sample Language: At this time are there any additions to the agenda?

Additions:

Sample Motion: Do I hear a motion to approve the agenda?

Board Member \_\_\_\_\_: So moved. Board Member \_\_\_\_\_: Second.

Agenda Item #4 – Consent Agenda

Submitted for: Action

Recommendation: Approval

Sample Language: Please review the Consent Agenda.

Additions:

Sample Motion: Does the Library Board wish to discuss any item on the consent agenda separately? If not, I would entertain a motion to approve a Resolution Adopting the Consent Agenda as it has been presented to us?

Board Member \_\_\_\_\_: So moved. Board Member \_\_\_\_\_: Second.

Agenda Item #5 - Discussion Items

A. Committee reports

- a. Volunteer & community outreach – Rachel D.
- b. City council & documentation – Molly M.
- c. Policy – Erin F.
- d. Building – Molly M. & Erin F.
- e. Fundraising – Megan W.

B. Review of chapters 1 and 2 of the Trustee Handbook

C. Outreach Policy and Form

D. Personnel policy

Agenda Item #6 – Director's Report

Agenda Item #7 – President's Report

Agenda Item #8 – Adjourn

Submitted for: Action

Recommendation: Approval

Sample Motion: With no further business do I hear a motion to adjourn?

Board Member \_\_\_\_\_: So moved. Board Member \_\_\_\_\_: Second.

Sample Language: The meeting is adjourned. Thank you.

Van Meter Public Library

Library Board Minutes – 8/15/18

The Van Meter Public Library Board met on Wednesday, August 15, 2018 at the Van Meter Public Library.

President Maguire called the meeting to order at 6:03 PM. Members present at roll call: Molly Maguire, Megan Warwick, and Erin Freeman, Rachel Devick, and Kate McCombs. Also in attendance was Maryann Mori, Suzanne Lindaman, librarians and board members from other libraries in Dallas County.

Having no emergency additions, President Maguire asked for a motion to approve the Agenda. Moved by Freeman, supported by Devick. Passed unanimously.

After reviewing the Consent Agenda, President Maguire asked for a motion to approve the Consent Agenda. Moved by Freeman, supported by Devick. Passed unanimously.

The meeting began with a presentation by Maryann Mori on the role of a Library Board of Trustee member. We next looked reports from the committees. Devick reported on community outreach - a meeting we had with Renee Martin from the school about the projects the students had proposed for their school projects. Warwick reported that there was no meeting of the Foundation the last month and presented an e-mail from Barb Phillips concerning updates. Maguire reported that her business, Midwest Family Lending, donated \$1,650.00 to the Van Meter Library Foundation.

The times the library will be open on September 29, 2018, during The Van Meter Visitor Festival was discussed. The Festival will begin at 1:00 p.m. and the road will close at noon. Devick made a motion that the library will be open from 10:00 a.m. – 12:00 p.m. on September 29<sup>th</sup> and Freeman seconded. It was passed unanimously. Lindaman proposed to the board that the director acquire a notary stamp to provide that service to the community. Freeman made a motion to have the library pay the \$37 fee to get the stamp and McCombs seconded, it was passed unanimously.

The Library Director's report was given.

Molly Maguire gave her President's report.

Having no further business, President Maguire asked for a motion to adjourn. Moved by Devick, supported by Warwick. Passed unanimously. Adjourned at 8:00 p.m.

Van Meter Public Library  
**Circulation Summary**

Transactions 8/1/2018 through 8/31/2018, VMPL

***Totals for This Period***

Checked out	747
Checked in	764
Renewed	115
Used in-library	15
Fines and charges	\$27.90
Payments collected	\$0.00
Ledger adjustments	(\$27.90)

***As of 9/4/2018, 12:32 pm***

Materials checked out	408
Materials overdue	128
Patrons overdue	53

# Van Meter Public Library Multi-Day Circulation Statistics

Transactions 8/1/2018 through 8/31/2018, VMPL

<b>Date</b>	<b>Out</b>	<b>In</b>	<b>Renew</b>	<b>In-Lib Use</b>	<b>Fines &amp; Charges</b>	<b>Payments</b>	<b>Adjustments</b>	
Wednesday	01-Aug-2018	57	51	2	4			
Thursday	02-Aug-2018	47	19	1				
Friday	03-Aug-2018	18	31	6				
Saturday	04-Aug-2018	12	23					
Sunday	05-Aug-2018							
Monday	06-Aug-2018	40	33	1	2			
Tuesday	07-Aug-2018	29	16		4			
Wednesday	08-Aug-2018	64	29	5				
Thursday	09-Aug-2018	47	10	11				
Friday	10-Aug-2018	42	19	2				
Saturday	11-Aug-2018	19	37	11				
Sunday	12-Aug-2018							
Monday	13-Aug-2018	23	57	3	27.90		-27.90	
Tuesday	14-Aug-2018	39	66	4				
Wednesday	15-Aug-2018	14	18	2				
Thursday	16-Aug-2018	23	32	1				
Friday	17-Aug-2018	10	27	2				
Saturday	18-Aug-2018	7	32					
Sunday	19-Aug-2018							
Monday	20-Aug-2018	31	18	7	2			
Tuesday	21-Aug-2018	11	39	2	1			
Wednesday	22-Aug-2018	27	17	6	1			
Thursday	23-Aug-2018	12	22	1				
Friday	24-Aug-2018	21	23	14				
Saturday	25-Aug-2018	10	38	5	1			
Sunday	26-Aug-2018							
Monday	27-Aug-2018	22	30	3				
Tuesday	28-Aug-2018	27	30	3				
Wednesday	29-Aug-2018	18	9	1				
Thursday	30-Aug-2018	31	15	6				
Friday	31-Aug-2018	38	18	4				
<b>Totals</b>		<b>739</b>	<b>759</b>	<b>103</b>	<b>15</b>	<b>0.00</b>	<b>0.00</b>	<b>-27.90</b>

**BUDGET REPORT**  
**CALENDAR 8/2018, FISCAL 2/2019**

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	38,000.00	3,089.59	6,199.98	16.32	31,800.02
182-410-6020	WAGES - PART TIME	10,500.00	822.36	1,617.80	15.41	8,882.20
182-410-6030	WAGES - SEASONAL/TEMP	.00	.00	.00	.00	.00
182-410-6210	DUES	200.00	.00	216.67	108.34	16.67-
182-410-6215	PROGRAMMING	1,500.00	100.69	944.52	62.97	555.48
182-410-6220	SUBSCRIPTION	800.00	85.96	386.96	48.37	413.04
182-410-6230	TRAINING	150.00	.00	.00	.00	150.00
182-410-6311	OPERATION & MAINTENANCE	400.00	.00	11.61	2.90	388.39
182-410-6371	UTILITIES	1,500.00	95.67	191.52	12.77	1,308.48
182-410-6373	TELEPHONE/COMMUNICATIONS	600.00	64.26	182.25	30.38	417.75
182-410-6408	INSURANCE	.00	.00	.00	.00	.00
182-410-6413	PAYMENTS - OTHER AGENCIES	.00	.00	.00	.00	.00
182-410-6419	TECHNOLOGY	.00	.00	.00	.00	.00
182-410-6424	COMMUNITY INTERSET	1,000.00	.00	.00	.00	1,000.00
182-410-6499	OTHER CONTRACTUAL SERV	2,000.00	.00	.00	.00	2,000.00
182-410-6502	LIBRARY MATERIALS	5,000.00	3,051.25	4,892.14	97.84	107.86
182-410-6506	OFFICE SUPPLIES	2,500.00	145.18	289.87	11.59	2,210.13
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	64,150.00	7,454.96	14,933.32	23.28	49,216.68
	PROOF	64,150.00	7,454.96	14,933.32	23.28	49,216.68

**G/L EXPENSE HISTORY REPORT**  
**FROM 08/2018 TO 8/2018**

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 2/2019 TO 2/2019)				
DATE	JRNL	NAME/OTHER REFERENCE	PO NUMBER	INVOICE	CHECK NO REF/DESCRIPTION	AMOUNT
182-410-6010		WAGES - FULL TIME				
8/10/18	PR0969				PR DT: 8/05/18	1534.39
8/24/18	PR0973				PR DT: 8/19/18	1555.20
		ACCOUNT TOTAL				----- 3,089.59
182-410-6020		WAGES - PART TIME				
8/10/18	PR0969				PR DT: 8/05/18	403.84
8/24/18	PR0973				PR DT: 8/19/18	418.52
		ACCOUNT TOTAL				----- 822.36
182-410-6215		PROGRAMMING				
8/13/18	AP1326	SYNCB/AMAZON	082018		28069 LIB PROGRAMMING & MATERIALS	100.69
		ACCOUNT TOTAL				----- 100.69
182-410-6220		SUBSCRIPTION				
8/13/18	AP1326	STATE LIBRARY OF IOWA	19-182390		28066 FY19 DATABASE SUBSCRIPTION	85.96
		ACCOUNT TOTAL				----- 85.96
182-410-6371		UTILITIES				
8/13/18	AP1326	MIDAMERICAN ENERGY	082018		28051 GAS/ELEC	95.67
		ACCOUNT TOTAL				----- 95.67
182-410-6373		TELEPHONE/COMMUNICATIONS				
8/13/18	AP1326	CENTURY LINK	082018		28020 LIB PHONE LINE/FD FAX LINE	50.65
8/13/18	AP1326	WELLS FARGO CC	082018		28080 LIB POSTAGE	13.61
		ACCOUNT TOTAL				----- 64.26
182-410-6502		LIBRARY MATERIALS				
8/13/18	AP1326	STATE LIBRARY OF IOWA	19-18640		28066 FY19 BRIDGES EBOOK SUBSCRIPTIO	60.00
8/13/18	AP1326	OVERDRIVE INC	19-186401		28059 FY19 BRIDGES EBOOK SUBSCRIPTIO	372.08
8/13/18	AP1326	SYNCB/AMAZON	082018		28069 LIB PROGRAMMING & MATERIALS	2474.17
8/13/18	AP1326	MONTICELLO PUBLIC LIBRARY	082018		28055 BOOKS	20.00
8/13/18	AP1326	HAWKINS MEMORIAL LIB	1028		28032 BOOKS	20.00
8/13/18	AP1326	VILLISCA PUBLIC LIBRARY	VM102		28075 BOOKS	23.00
8/13/18	AP1326	CASCADE PUBLIC LIBRARY	072018		28018 BOOKS	23.00
8/13/18	AP1326	CLERMONT PUBLIC LIBRARY	268214		28021 BOOKS	7.00
8/13/18	AP1326	LENOX PUBLIC LIBRARY	14		28045 BOOKS	10.00
8/13/18	AP1326	KOTHE MEMORIAL LIBRARY	082018		28043 BOOKS	30.00
8/13/18	AP1326	STEAMBOAT ROCK PUBLIC LIB	082018		28067 BOOKS	12.00
		ACCOUNT TOTAL				----- 3,051.25
182-410-6506		OFFICE SUPPLIES				
8/13/18	AP1326	OFFICE DEPOT	21741159		28058 OFFICE SUPPLIES LIB/CITY	136.68
8/13/18	AP1326	CULLIGAN	LIB082018		28022 LIB WATER/COOLER RENTAL	8.50



**G/L EXPENSE HISTORY REPORT**  
FROM 08/2018 TO 8/2018

ACCOUNT NUMBER DATE JRNL	ACCOUNT NAME NAME/OTHER REFERENCE	(FISCAL 2/2019 TO 2/2019) PO NUMBER INVOICE	CHECK NO REF/DESCRIPTION	AMOUNT
182-410-6506	OFFICE SUPPLIES			
	ACCOUNT TOTAL			----- 145.18
			REPORT TOTAL	===== 7,454.96

**TREASURER'S REPORT**  
**CALENDAR 8/2018, FISCAL 2/2019**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
182 LIBRARY TRUST FUND	12,644.73	20.00	7,454.96	.00	5,209.77
Report Total	12,644.73	20.00	7,454.96	.00	5,209.77

**REVENUE REPORT**  
**CALENDAR 8/2018, FISCAL 2/2019**

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECD	UNCOLLECTED
182-410-4440	STATE GRANTS	600.00	.00	.00	.00	600.00
182-410-4470	LIBRARY SERVICE	3,500.00	.00	.00	.00	3,500.00
182-410-4705	DONATIONS - LIBRARY TRUST	500.00	20.00	95.50	19.10	404.50
182-910-4830	TRANSFERS IN	49,050.00	.00	.00	.00	49,050.00
182-950-4300	INTEREST	.00	.00	.00	.00	.00
	DIFFERENCE	53,650.00	20.00	95.50	.18	53,554.50
	PROOF	53,650.00	20.00	95.50	.18	53,554.50

**G/L REVENUE HISTORY REPORT**  
FROM 08/2018 TO 8/2018

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 2/2019 TO 2/2019)	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	
182-410-4705	DONATIONS - LIBRARY TRUST		
8/03/18	RM4744 HALF PRICE BOOKS	26168 LIBRARY DONATIO CASH	20.00
	ACCOUNT TOTAL		----- 20.00
		REPORT TOTAL	===== 20.00



505 Grant Street  
 P.O. Box 160  
 Van Meter, Iowa 50261

Library: 515-996-2435  
 Fax: 515-996-2207

**VAN METER PUBLIC LIBRARY**

**PURCHASE ORDER**

Budget Line Item #'s: 182-410-6502	PURCHASE ORDER #: VMPL
---------------------------------------	---------------------------

V E N D O R	Vendor: Amazon	Address (Street, City, State, Zip) SYNCB/Amazon PO Box 530958 Atlanta, GA 30353	Phone
	Requisitioner:	Ship Via:	
	Shipping Terms:		

Item #:	Description	Qty.:	Unit Price:	Total:
	Library Materials			1497.94
	Programming			301.88

TOTAL COST: 1799.82

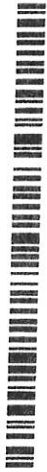
This purchase order is approved and the Requisitioner has permission to purchase the listed items from the preferred vendor.

Department Director Signature: \_\_\_\_\_ Date: 8/29/18

City Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (If Applicable)

Other Comments or Special Instructions:

*White – Vendor Yellow – Department Director Pink – City Clerk Green – Department File*



0

CITY OF VAN METER  
ATTN: ACCOUNTS PAYABLE  
PO BOX 160  
VAN METER IA 50261-0160

24937

8546

Account: 60457 8781 034056 8 Statement Date: 08/10/18 Page: 1 of 18

Account: 60457 8781 034056 8

CITY OF VAN METER
ATTN: ACCOUNTS PAYABLE
PO BOX 160
VAN METER, IA 50261-0160



24937

CITY OF VAN METER
ATTN: ACCOUNTS PAYABLE
PO BOX 160
VAN METER, IA 50261-0160

PLEASE INDICATE ADDRESS CHANGES

PAYMENT ADDRESS

SYNCB/AMAZON
P.O. BOX 530958
ATLANTA, GA 30353-0958

Customer Service Online at amazon.com/creditline
This account is not registered.
The authentication code is: S6GYV865

DUE DATE: 09/05/18

Payments Received

07/12/18 0027996 (2626.22) PAYMENT RECEIVED - THANK YOU

Current Invoices (Details for Current Month's Invoices Enclosed)

Table with columns: Date, Invoice, Original Amount, Due Date, Reference, Date, Invoice, Amount Due. Includes a 'Please Indicate by' checkbox for 'Invoices Paid'.

-Continue-

Account: 60457 8781 034056 8 Statement Date: 08/10/18 Page: 2 of 18

Account: 60457 8781 034056 8

Current Invoices (Details for Current Month's Invoices Enclosed ) (continued)

Date	Invoice	Original Amount	Due Date	Reference	Date	Invoice	Amount Due
					Please Indicate by <input checked="" type="checkbox"/> Invoices Paid		
06/20/18	489834656346	18.98	09/05/18		06/20	489834656346	18.98
06/20/18	666677737693	91.12	09/05/18		06/20	666677737693	91.12
06/22/18	463377889546	83.45	09/05/18		06/22	463377889546	83.45
06/23/18	938487576368	88.25	09/05/18		06/23	938487576368	88.25
06/23/18	588844975944	21.98	09/05/18		06/23	588844975944	21.98
06/23/18	446798646675	55.95	09/05/18		06/23	446798646675	55.95
06/23/18	649988746758	84.01	09/05/18		06/23	649988746758	84.01
06/23/18	446668398383	30.95	09/05/18		06/23	446668398383	30.95
06/24/18	863949589595	68.53	09/05/18		06/24	863949589595	68.53
06/24/18	465638565669	82.84	09/05/18		06/24	465638565669	82.84
07/17/18	484798877637	20.89	10/05/18		07/17	484798877637	20.89
07/19/18	458698984973	21.40	10/05/18		07/19	458698984973	21.40
07/20/18	446664996687	73.19	10/05/18		07/20	446664996687	73.19
07/20/18	755869445334	65.48	10/05/18		07/20	755869445334	65.48
07/20/18	776777987594	14.99	10/05/18		07/20	776777987594	14.99
07/21/18	737575656495	59.21	10/05/18		07/21	737575656495	59.21
07/21/18	987373763973	87.93	10/05/18		07/21	987373763973	87.93
07/21/18	935749479467	91.56	10/05/18		07/21	935749479467	91.56
07/21/18	466375937388	92.53	10/05/18		07/21	466375937388	92.53
07/22/18	733969484463	98.53	10/05/18		07/22	733969484463	98.53
07/22/18	455995775693	98.29	10/05/18		07/22	455995775693	98.29
07/23/18	469877754355	82.38	10/05/18		07/23	469877754355	82.38
07/25/18	458665778348	81.07	10/05/18		07/25	458665778348	81.07
07/25/18	436466777675	17.28	10/05/18		07/25	436466777675	17.28
07/25/18	684847677355	23.38	10/05/18		07/25	684847677355	23.38
07/25/18	777888378583	14.24	10/05/18		07/25	777888378583	14.24
07/25/18	479669884998	8.41	10/05/18		07/25	479669884998	8.41
07/25/18	586374663978	25.97	10/05/18		07/25	586374663978	25.97
07/25/18	448996377444	14.61	10/05/18		07/25	448996377444	14.61
07/25/18	434994869854	4.99	10/05/18		07/25	434994869854	4.99
07/25/18	448966948465	5.69	10/05/18		07/25	448966948465	5.69
07/25/18	469746369459	12.82	10/05/18		07/25	469746369459	12.82
07/25/18	447873978399	49.98	10/05/18		07/25	447873978399	49.98
07/26/18	838397568649	83.53	10/05/18		07/26	838397568649	83.53
07/26/18	436897445536	31.45	10/05/18		07/26	436897445536	31.45
07/26/18	675564677453	27.93	10/05/18		07/26	675564677453	27.93
07/27/18	463546478996	72.54	10/05/18		07/27	463546478996	72.54
07/27/18	567684896635	104.63	10/05/18		07/27	567684896635	104.63
07/27/18	886336588668	28.43	10/05/18		07/27	886336588668	28.43
07/27/18	433888988539	62.19	10/05/18		07/27	433888988539	62.19
07/27/18	468939356638	20.96	10/05/18		07/27	468939356638	20.96
07/27/18	469467933658	19.50	10/05/18		07/27	469467933658	19.50
07/27/18	837438787865	6.98	10/05/18		07/27	837438787865	6.98
07/27/18	474444554438	15.25	10/05/18		07/27	474444554438	15.25
07/27/18	466655795758	62.79	10/05/18		07/27	466655795758	62.79
07/28/18	657937965654	76.70	10/05/18		07/28	657937965654	76.70
07/28/18	445478548584	91.85	10/05/18		07/28	445478548584	91.85
07/29/18	943733663944	78.74	10/05/18		07/29	943733663944	78.74
08/01/18	985594799555	86.12	10/05/18		08/01	985594799555	86.12

-Continue-



Account: 60457 8781 034056 8 Statement Date: 08/10/18 Page: 3 of 18

Account: 60457 8781 034056 8

**Current Invoices (Details for Current Month's Invoices Enclosed) (continued)**

Date	Invoice	Original Amount	Due Date	Reference	Date	Invoice	Amount Due
08/01/18	868768684667	102.52	10/05/18		08/01	868768684667	102.52
08/04/18	445774685867	116.81	10/05/18		08/04	445774685867	116.81
08/06/18	433534959344	20.54	10/05/18		08/06	433534959344	20.54
08/06/18	455858964753	13.66	10/05/18		08/06	455858964753	13.66
08/07/18	499869587797	76.84	10/05/18		08/07	499869587797	76.84

**Unapplied Payments & Credits**

Date	Reference	Original Amount	Description	Date	Reference	Current Amount
05/23/18	744996577365	(17.40)	CR MEMO	05/23	744996577365	(17.40)
05/25/18	468573439984	(33.96)	CR MEMO	05/25	468573439984	(33.96)
07/17/18	458739554535	(28.75)	CR MEMO	07/17	458739554535	(28.75)

*Library materials*  
*Programming*  
1,497.94  
301.88  
\$1,799.82

Current Invoices: \$ 4144.71  
Previously Billed Invoices: \$ 0.00  
Unapplied Payments & Credits: \$ (80.11)

**\$** Send payments to:  
P.O. Box 530958  
Atlanta GA 30353-0958

 For billing/general inquiries:  
PO Box 965055  
Orlando FL 32896

 For Customer Service:  
Call 1-866-634-8381

Account: 60457 8781 034056 8

**PLEASE PAY THIS AMOUNT**  
**\$ 1799.82**  
**DUE BY 09/05/18**

**PLEASE RETURN THIS STUB WITH YOUR PAYMENT**

AMOUNT ENCLOSED \$ \_\_\_\_\_

Retain left hand portion for your records, send right hand portion noting items paid by a  with your payment. If not sending stub, note account number, invoice number and amounts being paid on your check.

If you have unapplied payments and credits, please call us at 866-634-8381 with your instructions to apply. You do not need to contact us if you are paying the total amount now due.

Purchases, returns and payments made just prior to the statement date may not appear until the next month's statement. Any payments received after 5:00 pm ET on any business day or on any day other than a business day, at the address indicated above, will be credited on the next business day. If payment is made at a location other than such address, credit may be delayed.

**Current Invoice Details**

AMAZON  
 PO BOX 530958  
 ATLANTA, GA 30353-0958

CITY OF VAN METER  
 Account : 8781 034056 8  
 Location: 0001

Date of Sale: 05/23/18  
 Invoice: 744996577365  
 P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1	Amazon.com Refund	1.000	EA	(17.4000)	(17.40)
Subtotal: (17.40)		Tax: 0.00		Balance Due: (17.40)	



AMAZON  
 PO BOX 530958  
 ATLANTA, GA 30353-0958

CITY OF VAN METER  
 Account : 8781 034056 8  
 Location: 0001

Date of Sale: 05/25/18  
 Invoice: 468573439984  
 P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1	Amazon.com Refund	1.000	EA	(33.9600)	(33.96)
Subtotal: (33.96)		Tax: 0.00		Balance Due: (33.96)	

AMAZON  
 PO BOX 530958  
 ATLANTA, GA 30353-0958

CITY OF VAN METER  
 Account : 8781 034056 8  
 Location: 0003

Date of Sale: 07/17/18  
 Invoice: 458739554535  
 P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1	Amazon.com Refund	1.000	EA	(28.7500)	(28.75)
Subtotal: (28.75)		Tax: 0.00		Balance Due: (28.75)	

AMAZON  
 PO BOX 530958  
 ATLANTA, GA 30353-0958

CITY OF VAN METER  
 Account : 8781 034056 8  
 Location: 0003

Date of Sale: 07/17/18  
 Invoice: 484798877637  
 P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
B00C7F4KVG	The Sorcerer of the North (Ran	1.000	EA	16.9000	16.90
MISC	SHIPPING AND TAX	1.000	EA	3.9900	3.99
Subtotal: 20.89		Tax: 0.00		Balance Due: 20.89	

*LM*

-Continue-

Account: 60457 8781 034056 8 Statement Date: 08/10/18 Page: 5 of 18

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0003

Date of Sale: 07/19/18  
Invoice: 458698984973  
P.O.:

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1496436490	Believe It: My Journey of Succ	1.000	EA	17.6500	17.65
MISC	SHIPPING AND TAX	1.000	EA	3.7500	3.75
Subtotal: 21.40		Tax: 0.00		Balance Due:	21.40

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0001

Date of Sale: 07/20/18  
Invoice: 446664996687  
P.O.:

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0545208858	The Cloud Searchers (Amulet #3	1.000	EA	8.2500	8.25
0062284320	My Weirdest School #4: Mrs. Me	1.000	EA	15.8900	15.89
1338133969	Hurricane Katrina Rescue (Rang	1.000	EA	17.9900	17.99
0439846838	The Stonekeeper's Curse (Amule	1.000	EA	8.9600	8.96
0061944343	Big Nate: In a Class by Hinsel	1.000	EA	9.2000	9.20
0062343491	Survivors: The Gathering Darkn	1.000	EA	12.9000	12.90
Subtotal: 73.19		Tax: 0.00		Balance Due:	73.19

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0003

Date of Sale: 07/20/18  
Invoice: 755869445334  
P.O.:

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0399257985	Spring According to Humphrey	1.000	EA	11.1100	11.11
060631699X	Mysteries According To Humphre	1.000	EA	16.0000	16.00
0399257977	Imagination According to Humph	1.000	EA	11.1900	11.19
0399241981	The World According to Humphre	1.000	EA	11.1900	11.19
0399245057	Trouble According to Humphrey	1.000	EA	15.9900	15.99
Subtotal: 65.48		Tax: 0.00		Balance Due:	65.48

-Continue-

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0003

Date of Sale: 07/20/18  
Invoice: 776777987594  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1435255119	Friendship According to Humphr	1.000	EA	14.9900	14.99
Subtotal: 14.99		Tax: 0.00		Balance Due: 14.99	

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0001

Date of Sale: 07/21/18  
Invoice: 466375937388  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
B079P978JC	Rampage (BD) YBlu-ray™	1.000	EA	24.9900	24.99
B07BX5J27T	Blockers YBlu-ray™	1.000	EA	19.9600	19.96
B074R4KSTM	Your Name (Blu-ray/DVD Combo)	1.000	EA	17.9900	17.99
B07CF6X8S7	A Quiet Place YBlu-ray™	1.000	EA	19.9600	19.96
B079V992FD	Forever My Girl	1.000	EA	9.6300	9.63
Subtotal: 92.53		Tax: 0.00		Balance Due: 92.53	

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0001

Date of Sale: 07/21/18  
Invoice: 737575656495  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
B007UY9N4S	Despicable Me Presents: Minion	1.000	EA	4.9900	4.99
0399252053	Erak's Ransom (Ranger's Appren	1.000	EA	12.5900	12.59
0399244565	The Icebound Land (Ranger's Ap	1.000	EA	12.8100	12.81
0399244557	The Burning Bridge (Ranger's A	1.000	EA	6.0800	6.08
1501111795	The Forgotten Road (The Broken	1.000	EA	11.9900	11.99
0399250336	The Siege of Macindaw (Ranger'	1.000	EA	10.7500	10.75
Subtotal: 59.21		Tax: 0.00		Balance Due: 59.21	

SHG

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location : 0001			Date of Sale: 07/21/18 Invoice: 935749479467 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0718085825	The House at Saltwater Point (	1.000	EA	22.0100	22.01
148149709X	Price of Duty	1.000	EA	17.9900	17.99
1432848380	Where Shadows Meet: A Romantic	1.000	EA	28.3100	28.31
0399180982	Spinning Silver: A Novel	1.000	EA	14.8900	14.89
1524713082	A Big Day for Baseball (Magic	1.000	EA	8.8100	8.81
Subtotal:	92.01	Tax:	0.00	Total:	92.01
				ALTERNATE TENDER	-0.45
				Balance Due:	91.56

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location : 0001			Date of Sale: 07/21/18 Invoice: 987373763973 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1250104882	The 91-Story Treehouse (The Tr	1.000	EA	9.6600	9.66
0399181253	Cottage by the Sea: A Novel	1.000	EA	17.7000	17.70
1847809766	National Parks of the USA	1.000	EA	21.1000	21.10
1250026903	The 13-Story Treehouse (The Tr	1.000	EA	5.7700	5.77
1250102464	The 65-Story Treehouse (The Tr	1.000	EA	9.6900	9.69
1250142733	Mixed: A Colorful Story	1.000	EA	14.1300	14.13
1250026938	The 52-Story Treehouse (The Tr	1.000	EA	9.8800	9.88
Subtotal:	87.93	Tax:	0.00	Balance Due:	87.93

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location : 0001			Date of Sale: 07/22/18 Invoice: 455995775693 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0670016624	The Last Kids on Earth and the	1.000	EA	10.5300	10.53
1432853066	The Legend of Perley Gates (A	1.000	EA	29.9900	29.99
0425288714	The Last Kids on Earth and the	1.000	EA	11.1900	11.19
0670016616	The Last Kids on Earth	1.000	EA	10.6300	10.63
1693248600	No Justice in Hell (John Hawk)	1.000	EA	35.9500	35.95
Subtotal:	98.29	Tax:	0.00	Balance Due:	98.29

-Continue-

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0001

Date of Sale: 07/22/18  
Invoice: 733969484463  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0399247300	Surprises According to Humphre	1.000	EA	11.1900	11.19
1524739944	Life According to Og the Frog	1.000	EA	16.9900	16.99
0399254137	School Days According to Humph	1.000	EA	14.0900	14.09
0399247327	Summer According to Humphrey	1.000	EA	13.0800	13.08
0606321381	Winter According To Humphrey (	1.000	EA	16.0000	16.00
0399257969	Secrets According to Humphrey	1.000	EA	15.9900	15.99
0399247319	Adventure According to Humphre	1.000	EA	11.1900	11.19
Subtotal: 98.53		Tax: 0.00		Balance Due: 98.53	

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0001

Date of Sale: 07/23/18  
Invoice: 469877754355  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1481409220	The Stolen Chapters (Story Thi	1.000	EA	9.3400	9.34
1481461281	Pick the Plot (Story Thieves)	1.000	EA	9.3000	9.30
1481485741	Worlds Apart (Story Thieves)	1.000	EA	10.4800	10.48
1481461257	Secret Origins (Story Thieves)	1.000	EA	9.9500	9.95
1512414328	Basketball Time! (Bumba Books	1.000	EA	25.3200	25.32
0316412694	The President Is Missing: A No	1.000	EA	17.9900	17.99
Subtotal: 82.38		Tax: 0.00		Balance Due: 82.38	

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0003

Date of Sale: 07/25/18  
Invoice: 434994869854  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0375863354	Alvin Ho: Allergic to Birthday	1.000	EA	4.9900	4.99
Subtotal: 4.99		Tax: 0.00		Balance Due: 4.99	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 436466777675 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0544358627	Bradford Street Buddies: Block	1.000	EA	12.0000	12.00
MISC	SHIPPING AND TAX	1.000	EA	5.2800	5.28
Subtotal: 17.28		Tax: 0.00		Balance Due: 17.28	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 447873978399 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
B00THL8VV8	Romanoff: Storage Container wi	2.000	EA	24.9900	49.98
Subtotal: 49.98		Tax: 0.00		Balance Due: 49.98	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 448966948465 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0375839143	Alvin Ho: Allergic to Girls, S	1.000	EA	5.6900	5.69
Subtotal: 5.69		Tax: 0.00		Balance Due: 5.69	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 448996377444 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0349419191	Someone to Wed (Westcott)	1.000	EA	10.6200	10.62
MISC	SHIPPING AND TAX	1.000	EA	3.9900	3.99
Subtotal: 14.61		Tax: 0.00		Balance Due: 14.61	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0001			Date of Sale: 07/25/18 Invoice: 458665778348 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
B07BF1Z36Z	Isle of Dogs YBlu-ray	1.000	EA	19.9600	19.96
B079ZSSHP2	Annihilation YBlu-ray	1.000	EA	18.2400	18.24
B07B5RFSXV	Tomb Raider (BD) YBlu-ray	1.000	EA	24.9900	24.99
B07CG1QP1C	Hurricane Heist, The YBlu-ray	1.000	EA	17.8800	17.88
Subtotal: 81.07		Tax: 0.00		Balance Due: 81.07	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 469746369459 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0349413630	Someone to Love (Westcott)	1.000	EA	12.8200	12.82
Subtotal: 12.82		Tax: 0.00		Balance Due: 12.82	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 479669884998 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0544873912	Bradford Street Buddies: Sprin	1.000	EA	4.4200	4.42
MISC	SHIPPING AND TAX	1.000	EA	3.9900	3.99
Subtotal: 8.41		Tax: 0.00		Balance Due: 8.41	

0  
SHS



AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 586374663978 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0375970339	Alvin Ho: Allergic to Babies,	1.000	EA	21.1500	21.15
MISC	SHIPPING AND TAX	1.000	EA	4.8200	4.82
Subtotal:					25.97
	Tax:	0.00			
				Balance Due:	25.97

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 684847677355 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0375868313	Alvin Ho: Allergic to Dead Bod	1.000	EA	19.8800	19.88
MISC	SHIPPING AND TAX	1.000	EA	3.5000	3.50
Subtotal:					23.38
	Tax:	0.00			
				Balance Due:	23.38

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/25/18 Invoice: 777888378583 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0349413657	Someone to Hold (Westcott)	1.000	EA	10.2500	10.25
MISC	SHIPPING AND TAX	1.000	EA	3.9900	3.99
Subtotal:					14.24
	Tax:	0.00			
				Balance Due:	14.24

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0001			Date of Sale: 07/26/18 Invoice: 436897445536 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0606368043	Alvin Ho: Allergic To Camping,	1.000	EA	17.2000	17.20
0385369727	Alvin Ho: Allergic to the Grea	1.000	EA	14.2500	14.25
Subtotal: 31.45		Tax: 0.00		Balance Due: 31.45	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0001			Date of Sale: 07/26/18 Invoice: 675564677453 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1503949001	The Extraordinary Life of Sam	1.000	EA	14.9500	14.95
MISC	SHIPPING AND TAX	1.000	EA	12.9800	12.98
Subtotal: 27.93		Tax: 0.00		Balance Due: 27.93	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/26/18 Invoice: 838397568649 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
B073VNT861	PAW Patrol: Pups Save Hallowee	1.000	EA	24.9900	24.99
B01KWLZR2C	Paw Patrol: Pups Save Christma	1.000	EA	9.9600	9.96
B00LN8786M	Paw Patrol: Winter Rescues	1.000	EA	9.9900	9.99
1467705918	Water Can Be . . . (Millbrook	1.000	EA	14.3900	14.39
B00QT4VBTU	Paw Patrol: Marshall & Chase o	1.000	EA	9.8100	9.81
0761362037	A Leaf Can Be . . . (Millbrook	1.000	EA	14.3900	14.39
Subtotal: 83.53		Tax: 0.00		Balance Due: 83.53	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0001			Date of Sale: 07/27/18 Invoice: 433888988539 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0062374508	Clark the Shark: Afraid of the	1.000	EA	9.9800	9.98
0062374524	Clark the Shark Loves Christma	1.000	EA	9.9800	9.98
006227905X	Clark the Shark Dares to Share	1.000	EA	17.2600	17.26
0544368436	Bradford Street Buddies: Backy	1.000	EA	12.9900	12.99
0062192272	Clark the Shark Takes Heart	1.000	EA	11.9800	11.98
Subtotal: 62.19		Tax: 0.00		Balance Due: 62.19	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/27/18 Invoice: 463546478996 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
B00RX73QGI	12 Random Lego Minifigures - B	1.000	EA	24.5500	24.55
B00NHQF6MG	LEGO Classic Large Creative Br	1.000	EA	47.9900	47.99
Subtotal: 72.54		Tax: 0.00		Balance Due: 72.54	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0003			Date of Sale: 07/27/18 Invoice: 466655795758 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0399244549	Ranger's Apprentice (The Ruins	1.000	EA	13.2900	13.29
1619638037	The Leaving	1.000	EA	12.5900	12.59
0525575758	Sharp Objects (Movie Tie-In):	1.000	EA	7.4800	7.48
1481423126	The Contract (Jeter Publishing	1.000	EA	9.8000	9.80
0399244573	The Battle for Skandia (Ranger	1.000	EA	12.7600	12.76
1338109065	Fantastic Beasts and Where to	1.000	EA	6.8700	6.87
Subtotal: 62.79		Tax: 0.00		Balance Due: 62.79	

AMAZON  
 PO BOX 530958  
 ATLANTA, GA 30353-0958

CITY OF VAN METER  
 Account : 8781 034056 8  
 Location: 0003

Date of Sale: 07/27/18  
 Invoice: 468939356638  
 P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1423144643	The Courageous Captain America	1.000	EA	20.9600	20.96
Subtotal: 20.96		Tax: 0.00		Balance Due: 20.96	

AMAZON  
 PO BOX 530958  
 ATLANTA, GA 30353-0958

CITY OF VAN METER  
 Account : 8781 034056 8  
 Location: 0003

Date of Sale: 07/27/18  
 Invoice: 469467933658  
 P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1423143175	The Amazing Spider-Man: An Ori	1.000	EA	19.5000	19.50
Subtotal: 19.50		Tax: 0.00		Balance Due: 19.50	

AMAZON  
 PO BOX 530958  
 ATLANTA, GA 30353-0958

CITY OF VAN METER  
 Account : 8781 034056 8  
 Location: 0003

Date of Sale: 07/27/18  
 Invoice: 474444554438  
 P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
174283728X	The Invincible Iron Man - an O	1.000	EA	15.2500	15.25
Subtotal: 15.25		Tax: 0.00		Balance Due: 15.25	

AMAZON  
 PO BOX 530958  
 ATLANTA, GA 30353-0958

CITY OF VAN METER  
 Account : 8781 034056 8  
 Location: 0001

Date of Sale: 07/27/18  
 Invoice: 567684896635  
 P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0807534137	Houseboat Mystery (The Boxcar	1.000	EA	5.6900	5.69
1938298071	What Do You Do With an Idea?	1.000	EA	12.0600	12.06
0606266844	You Read To Me, I'll Read To Y	1.000	EA	18.4000	18.40
0606266402	Max Has A Fish (Turtleback Sch	1.000	EA	13.5500	13.55
0062279114	Clark the Shark: Lost and Foun	1.000	EA	11.8900	11.89

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1943200009	What Do You Do With a Problem?	1.000	EA	11.0000	11.00
0807572632	Schoolhouse Mystery (The Boxca	1.000	EA	4.5400	4.54
0907555517	The Mystery of the Runaway Gho	1.000	EA	5.9900	5.99
0805089462	Same, Same But Different	1.000	EA	10.4200	10.42
0606266380	Cat Days (Turtleback School &	1.000	EA	11.0900	11.09
Subtotal: 104.63		Tax: 0.00		Balance Due: 104.63	

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0003

Date of Sale: 07/27/18  
Invoice: 837438787865  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1423144651	The Mighty Thor: An Origin Sto	1.000	EA	2.9900	2.99
MISC	SHIPPING AND TAX	1.000	EA	3.9900	3.99
Subtotal: 6.98		Tax: 0.00		Balance Due: 6.98	

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0003

Date of Sale: 07/27/18  
Invoice: 886336588668  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1423142799	The Incredible Hulk: An Origin	1.000	EA	17.9500	17.95
1454913940	Even Superheroes Have Bad Days	1.000	EA	10.4800	10.48
Subtotal: 28.43		Tax: 0.00		Balance Due: 28.43	

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0001

Date of Sale: 07/28/18  
Invoice: 445478548584  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1432851527	The House at Saltwater Point (	1.000	EA	28.4500	28.45
B079P9BWR8	Ready Player One (BD) YBlu-ray	1.000	EA	24.9900	24.99
0062284223	My Weirdest School #1: Mr. Co	1.000	EA	12.7100	12.71
0062284339	My Weirdest School #5: Miss Da	1.000	EA	12.7100	12.71
0399557296	Big Shark, Little Shark (Step	1.000	EA	12.9900	12.99
Subtotal: 91.85		Tax: 0.00		Balance Due: 91.85	

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0001

Date of Sale: 07/28/18  
Invoice: 657937965654  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE	
0062343335	Survivors: The Gathering Darkn	1.000	EA	9.9500	9.95	
0062284282	My Weirdest School #3: Miss Br	1.000	EA	15.8900	15.89	
0062343459	Survivors: The Gathering Darkn	1.000	EA	15.9800	15.98	
0062284258	My Weirdest School #2: Ms. Cud	1.000	EA	15.8200	15.82	
0062343416	Survivors: The Gathering Darkn	1.000	EA	10.4800	10.48	
0062343378	Survivors: The Gathering Darkn	1.000	EA	9.6000	9.60	
Subtotal: 77.72		Tax: 0.00		Total:	77.72	
					ALTERNATE TENDER	- 1.02
					Balance Due:	76.70

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0001

Date of Sale: 07/29/18  
Invoice: 943733663944  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0062366033	Flat Stanley's Worldwide Adven	1.000	EA	4.9900	4.99
0606239367	I Survived The San Francisco E	1.000	EA	14.7500	14.75
0606360670	I Survived The Destruction Of	1.000	EA	14.7500	14.75
0606237445	I Survived The Bombing Of Pear	1.000	EA	14.7500	14.75
0606237410	I Survived The Sinking Of The	1.000	EA	14.7500	14.75
0606237437	I Survived Hurricane Katrina,	1.000	EA	14.7500	14.75
Subtotal: 78.74		Tax: 0.00		Balance Due:	78.74

AMAZON  
PO BOX 530958  
ATLANTA, GA 30353-0958

CITY OF VAN METER  
Account : 8781 034056 8  
Location: 0003

Date of Sale: 08/01/18  
Invoice: 868768684667  
P.O. :

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
B00NHQF6MG	LEGO Classic Large Creative Br	1.000	EA	47.9900	47.99
B06XFYYPQW	LEGO Classic Creative Builder	1.000	EA	29.9800	29.98
B00RX73QGI	12 Random Lego Minifigures - B	1.000	EA	24.5500	24.55
Subtotal: 102.52		Tax: 0.00		Balance Due:	102.52

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0001			Date of Sale: 08/01/18 Invoice: 985594799555 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0761344292	Dino-baseball (Dino-Sports)	1.000	EA	12.8700	12.87
1442449314	A Dog Named Doug	1.000	EA	17.9900	17.99
082259028X	Dino-Soccer (Dino-Sports)	1.000	EA	15.9000	15.90
1467702145	Dino-Swimming (Carolrhoda Pict	1.000	EA	13.9400	13.94
1467702137	Dino-Boarding (Carolrhoda Pict	1.000	EA	14.3900	14.39
1338214438	The Lost Continent (Wings of F	1.000	EA	11.0300	11.03
Subtotal: 86.12		Tax: 0.00		Balance Due: 86.12	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0001			Date of Sale: 08/04/18 Invoice: 445774685867 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0375932321	Babymouse #4: Rock Star	1.000	EA	12.9900	12.99
0375932305	Babymouse #2: Our Hero	1.000	EA	12.9900	12.99
0375932313	Babymouse #3: Beach Babe	1.000	EA	12.9900	12.99
0803733658	Attack of the Ninja Frogs	1.000	EA	11.9400	11.94
0803734697	Dragonbreath #3: Curse of the	1.000	EA	10.7300	10.73
0803733631	Dragonbreath	1.000	EA	10.3600	10.36
0803735251	Dragonbreath #4: Lair of the B	1.000	EA	8.4400	8.44
0375937986	Babymouse #5: Heartbreaker	1.000	EA	12.9900	12.99
0375932291	Babymouse #1: Queen of the Wor	1.000	EA	12.9900	12.99
0803735278	Dragonbreath #5: No Such Thing	1.000	EA	10.3900	10.39
Subtotal: 116.81		Tax: 0.00		Balance Due: 116.81	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958					
CITY OF VAN METER Account : 8781 034056 8 Location: 0001			Date of Sale: 08/06/18 Invoice: 433534959344 P.O. :		
S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1616208775	An American Marriage: A Novel	1.000	EA	14.5500	14.55
MISC	SHIPPING AND TAX	1.000	EA	5.9900	5.99
Subtotal: 20.54		Tax: 0.00		Balance Due: 20.54	

Account: 60457 8781 034056 8 Statement Date: 08/10/18 Page: 18 of 18

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958				
CITY OF VAN METER			Date of Sale: 08/06/18	
Account :	8781 034056 8		Invoice:	455858964753
Location:	0003		P.O.:	

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
0349419213	Someone to Care (Westcott) <i>LM</i>	1.000	EA	13.6600	13.66
Subtotal: 13.66		Tax: 0.00		Balance Due: 13.66	

AMAZON PO BOX 530958 ATLANTA, GA 30353-0958				
CITY OF VAN METER			Date of Sale: 08/07/18	
Account :	8781 034056 8		Invoice:	499869587797
Location:	0001		P.O.:	

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
1492663794	The Lost Queen of Crocker Coun	1.000	EA	13.0000	13.00
B06XFYYPQW	LEGO Classic Creative Builder	1.000	EA	29.9800	29.98
0606229965	Dragon Rider (Turtleback Schoo <i>Profs</i> )	1.000	EA	20.8500	20.85
1338215531	The Griffin's Feather (Dragon	1.000	EA	13.0100	13.01
Subtotal: 76.84		Tax: 0.00		Balance Due: 76.84	





505 Grant Street  
 P.O. Box 160  
 Van Meter, Iowa 50261

Library: 515-996-2435  
 Fax: 515-996-2207

**VAN METER PUBLIC LIBRARY**

**PURCHASE ORDER**

Budget Line Item #'s: 182-410-6373	PURCHASE ORDER #: VMPL
---------------------------------------	---------------------------

V E N D O R	Vendor: Century Link	Address (Street, City, State, Zip) PO Box 91154 Seattle, WA 98111	Phone
	Requisitioner:	Ship Via:	
	Shipping Terms:		

Item #:	Description	Qty.:	Unit Price:	Total:
	Telephone Bill			50.33
	Account #515-996-2435 567			

TOTAL COST: 50.33

This purchase order is approved and the Requisitioner has permission to purchase the listed items from the preferred vendor.

Department Director Signature: \_\_\_\_\_ Date: 8/29 /18

City Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (If Applicable)

Other Comments or Special Instructions:

*White – Vendor Yellow – Department Director Pink – City Clerk Green – Department File*



**CenturyLink™**

Visit centurylink.com

Page 1 of 3

VAN METER PUBLIC  
LIBRARY

Bill Date: Aug 19, 2018

Account Number: 515 996-2435 567

Balance Forward	New Charges	Total Amount Due	Due Date for New Charges
\$50.65	\$50.33	\$100.98	Sep 13, 2018

### Account Summary

Previous Balance			
Charges			50.65
Balance Forward			\$50.65
New Charges			
CenturyLink			50.33
Total New Charges			\$50.33
<b>TOTAL AMOUNT DUE</b>			<b>\$100.98</b>

For questions, call:  
1-800-552-1104

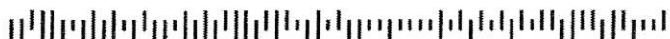
Page  
2

CenturyLink, P O Box 2956, Phoenix, AZ 85062-2956

Please fold, tear here and return this portion with your payment.



**CenturyLink™**



>001177 2054022 0001 008243 10Z

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

Bill Date: Aug 19, 2018  
 Account No: 515 996-2435 567  
 Bill Due Date: Sep 13, 2018  
 Balance Forward: \$50.65  
 New Charges: \$50.33  
**TOTAL AMOUNT DUE: \$100.98**

Amount Enclosed \$ \_\_\_\_\_

CENTURYLINK  
P O BOX 2956  
PHOENIX, AZ 85062-2956



2355151196243520202020567200000506580000100982

01177 2054022 002320 004639 0001/0002



**CenturyLink™**

VAN METER PUBLIC  
LIBRARY

Bill Date: Aug 19, 2018

Account Number: 515 996-2435 567

For questions, call 1-800-552-1104

Page 3

**CENTURYLINK SERVICES**

**FOR YOUR INFORMATION**

**Third-Party Billing Block**

Cramming occurs when unauthorized charges appear on your telephone bill. To help prevent unwanted third party charges on your bill, contact CenturyLink and request, at no charge, a bill block that will prevent some third party charges such as charitable contributions, dial-up Internet by non-CenturyLink companies or other non-telecommunications charges from appearing on your bill.

01177 2054022 002321 004641 0002/0002



505 Grant Street  
 P.O. Box 160  
 Van Meter, Iowa 50261

Library: 515-996-2435  
 Fax: 515-996-2207

**VAN METER PUBLIC LIBRARY**

**PURCHASE ORDER**

Budget Line Item #'s: 182-410-6311	PURCHASE ORDER #: VMPL
---------------------------------------	---------------------------

V E N D O R	Vendor: Culligan Water Adel	Address (Street, City, State, Zip) 120 Nile Kinnick Dr N, Adel, IA 50003	Phone (515) 993-4203
	Requisitioner:	Ship Via:	
	Shipping Terms:		

Item #:	Description	Qty.:	Unit Price:	Total:
	Water Service #752089			8.50

TOTAL COST: 8.50

This purchase order is approved and the Requisitioner has permission to purchase the listed items from the preferred vendor.

Department Director Signature: \_\_\_\_\_ Date: 9/4/18

City Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (If Applicable)

Other Comments or Special Instructions:

*White – Vendor Yellow – Department Director Pink – City Clerk Green – Department File*

# Culligan Water™

of Adel

120 NILE KINNICK DR N  
ADEL, IA 50003  
(515) 993-4203 (800) 747-4203  
adel@culliganiaowa.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		EXP. DATE
DATE	PAY THIS AMOUNT	ACCOUNT NUMBER
08/31/2018	\$8.50	752089
PAY BY DATE: SEP 22		A MOUNT PAID \$

**ADDRESSEE:**

VAN METER PUBLIC LIBRARY  
ATT DOROTHY KNIGHT  
505 GRANT  
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

DATE	QUAN TITY	DESCRIPTION	REF	AMOUNT	BALANCE
08/17/2018	-1.00	PAYMENT	028022	-8.50	0.00
08/31/2018	1.00	COOLER RENTAL		8.50	8.50
				PREVIOUS BALANCE:	\$8.50
				Balance Due	\$8.50

ACCOUNTS ARE SUBJECT TO A LATE PAYMENT FINANCE CHARGE			
<b>FINANCE CHARGE SCHEDULE</b>		PLEASE PAY NEW BALANCE BEFORE	
OVER 5	PORTUGAL RATE 1.50 %	ANNUAL RATE 18.00 %	SEP 22
TO 5	0.00 %	MIN CHARGE 5.00	
0-30	31-60	61-90	Over 90
8.50	0.00	0.00	0.00

Service 09/01-09/30

Next Deliveries: 09/12/18 10/10/18 11/07/18 12/07/18

CULLIGAN WATER ADEL 120 NILE KINNICK DR N ADEL, IA 50003 (515) 993-4203 (800) 747-4203	CLOSING DATE		ACCOUNT NUMBER	NAME
VAN METER PUBLIC LIBRARY ATT DOROTHY KNIGHT 505 GRANT VAN METER IA 50261	08/31/2018		752089	VAN METER PUBLIC LIBRARY



505 Grant Street  
 P.O. Box 160  
 Van Meter, Iowa 50261

Library: 515-996-2435  
 Fax: 515-996-2207

## VAN METER PUBLIC LIBRARY

### PURCHASE ORDER

Budget Line Item #'s: 182-410-6502	PURCHASE ORDER #: VMPL
---------------------------------------	---------------------------

V E N D O R	Vendor: Monticello Community Library	Address (Street, City, State, Zip) 205 E Grand St Monticello, IA 52310	Phone 319-4653354
	Requisitioner:	Ship Via:	
	Shipping Terms:		

Item #:	Description	Qty.:	Unit Price:	Total:
	DVDs			8.00

TOTAL COST: 8.00

This purchase order is approved and the Requisitioner has permission to purchase the listed items from the preferred vendor.

Department Director Signature: \_\_\_\_\_ Date: 8/31/18

City Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (If Applicable)

Other Comments or Special Instructions:

*White – Vendor    Yellow – Department Director    Pink – City Clerk    Green – Department File*



205 E. Grand St  
 Monticello, IA 52310  
 Phone 319-465-3354  
 Fax 319-465-4587

**INVOICE**

DATE: AUGUST 23, 2018

**TO:**  
 Suzanne Lindaman  
 Van Meter Public Library  
 PO Box 160  
 Van Meter, IA 50261

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Prestige DVD	\$4.00	\$4.00
2	Red eye & Dora DVDs	\$2.00	\$4.00
		SUBTOTAL	\$8.00
		SHIPPING & HANDLING	Included
		TOTAL DUE	\$8.00

Make all checks payable to Monticello Public Library  
 If you have any questions concerning this invoice, please contact Michelle Turnis,  
 319-465-3354 michelleturnis@monticello.lib.ia.us

**THANK YOU FOR YOUR BUSINESS!!**



505 Grant Street  
 P.O. Box 160  
 Van Meter, Iowa 50261

Library: 515-996-2435  
 Fax: 515-996-2207

**VAN METER PUBLIC LIBRARY**

**PURCHASE ORDER**

Budget Line Item #'s: 182-410-6373	PURCHASE ORDER #: VMPL
---------------------------------------	---------------------------

V E N D O R	Vendor: Wells Fargo Credit Card	Address (Street, City, State, Zip) PO Box 77066, Minneapolis, MN 55480	Phone
	Requisitioner:	Ship Via:	
	Shipping Terms:		

Item #:	Description	Qty.:	Unit Price:	Total:
	Credit card use			13.13

TOTAL COST: 13.13

This purchase order is approved and the Requisitioner has permission to purchase the listed items from the preferred vendor.

Department Director Signature: \_\_\_\_\_ Date: 9/7/18

City Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (If Applicable)

Other Comments or Special Instructions:

*White – Vendor Yellow – Department Director Pink – City Clerk Green – Department File*





SUB ACCOUNT MEMO STATEMENT

Prepared For	CITY OF VAN METER SUZANNE LINDAMAN
Sub Account Number	4484 6100 0843 3792
Statement Closing Date	09/03/18
Next Statement Date	10/03/18

For 24-Hour Customer Service Call:  
800-231-5511

Inquiries or Questions:  
Wells Fargo SBL PO Box 29482  
Phoenix, AZ 85038-8650

Monthly Spending Limit*	\$500
-------------------------	-------

\*Available funds are subject to the monthly spending limit and the available credit on the control account.

Sub Account Summary

Purchases and Other Charges	+	\$13.13
Cash Advances	+	\$0.00
Credits	-	\$0.00
Statement Total		\$13.13

The transactions detailed reflect activity on this card number only. The company control account has been billed for all transactions. Please refer payment inquiries to your company card administrator or owner.

Sub Account Transactions

Trans	Post	Reference Number	Description		Credits	Charges
08/20	08/21	2444500KT00SK62SW	USPS PO 1891260761	VAN METER IA		2.53
08/28	08/29	2444500L100SFM0R8	USPS PO 1891260761	VAN METER IA		5.06
08/29	08/30	2444500L200TGWSRB	USPS PO 1891260761	VAN METER IA		5.54
09/03	09/03	000000000000COMPC	TOTAL PURCHASES		\$13.13	
			TOTAL		\$13.13	

All transactions detailed above have been billed to the company control account.

Wells Fargo News

Thank you for being a valued Wells Fargo Business Elite Card customer. We want to ensure you receive important information from Wells Fargo about products and services that may affect your banking activity. So please verify that the contact information in your account profile is accurate. To do this, please follow these simple steps: Go to [wellsfargo.com/biz](https://www.wellsfargo.com/biz) and enter your username and password. Select the **Security & Support** menu option and under **Protect Your Accounts** go to **Update Contact Information**. Not enrolled in Online Banking? <https://www.wellsfargo.com/biz/online-banking>

See reverse side for important information.

5596 0006 YTG 1 7 2 180903 0 PAGE 1 of 2 10 3268 1000 ELAA 01DR5596 30081

The transactions detailed on this statement are for informational use only.

Sub Account Number	4484 6100 0843 3792
No Payment is due on this Sub Account	

0000000000000000000044846100084337926

Print address or phone changes:

Work ( )

ELITE CARD PAYMENT CENTER YTG  
PO BOX 77065 29  
MINNEAPOLIS MN 55480-7765

CITY OF VAN METER  
SUZANNE LINDAMAN  
505 GRANT ST  
PO BOX 160  
VAN METER IA 50261-0160  
30081  
MSP 175

# Outreach Policy

Van Meter Public Library  
505 Grant Street, PO Box 160  
Van Meter, IA 50261  
(515) 996-2435



---

## Purpose

The Van Meter Public Library provides a full range of collections and services for people visiting the Library. However, some residents of the community may not be able to visit the Library or use the Library through traditional service methods due to disability, illness, or other long-term conditions. To provide access for these individuals and/or groups, the Van Meter Public Library has established an Outreach Services Policy.

The purpose of the Outreach Policy is to provide Library materials and selected programming to Van Meter residents unable to come to the Library. Individuals, groups, institutions and agencies are eligible for outreach services as outlined in this document if they live in or are located within the boundaries of the City of Van Meter or a contracting city with no library that provides funding to the Van Meter Public Library.

## Service to Homebound Individuals

Homebound service is the selection and delivery, by Library staff or volunteers, of library materials to Van Meter residents or a contracting city who are unable to use the Library facility due to disability, illness, or other long-term conditions. The patron must have an active library card in good standing.

Library staff will provide selected or requested material. The patron will have an opportunity to fill out an information sheet to help choose materials of interest. Library staff will drop-off materials as time allows. Library staff will retrieve materials when due as time allows or at the request of the homebound individual.

## Service to Adults in Group Settings

Outreach service to adults in group settings includes service to local groups holding book clubs in the City of Van Meter or a contracting city. Service must be requested by the group and the library staff will fulfill requests for materials if they are available. Each patron is responsible for only the materials checked out under their name.

## Service to Children

Outreach Service to children is targeted for children in day cares within the city limits of the City of Van Meter and the Van Meter Community School District. Arrangements must be made ahead of time with the library staff regarding scheduled times for outreach.

## Other services

There may be occasions when the library can best serve the community outside the library walls. Other services may be requested, and service may be provided, at the discretion of the library board and library director.

Adopted –

# Homebound Form

Van Meter Public Library  
505 Grant Street, PO Box 160  
Van Meter, IA 50261  
(515) 996-2435



---

## Homebound Service Patron Information *(Please Print)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Reading Preferences *(Please check all that apply)*

- |                                       |   |
|---------------------------------------|---|
| <input type="radio"/> Fiction         | <input type="radio"/> Nonfiction              |
| <input type="radio"/> Christian       | <input type="radio"/> Adventure               |
| <input type="radio"/> Classics        | <input type="radio"/> Animals                 |
| <input type="radio"/> Crime solving   | <input type="radio"/> Arts                    |
| <input type="radio"/> Fantasy         | <input type="radio"/> Biography               |
| <input type="radio"/> Historical      | <input type="radio"/> Cookbooks               |
| <input type="radio"/> Travel          | <input type="radio"/> Do it yourself projects |
| <input type="radio"/> Mysteries       | <input type="radio"/> History                 |
| <input type="radio"/> Romance         | <input type="radio"/> Iowa themed             |
| <input type="radio"/> Science fiction | <input type="radio"/> Poetry                  |
| <input type="radio"/> Western         | <input type="radio"/> Sports                  |

**Who are your favorite authors?**

---

---

**What are some titles of books you've enjoyed reading?**

---

---

**Do you need large print?**       Yes       No

**Do you object to sexual content, violence, or foul language?**    Yes       No

*(we cannot guarantee you won't receive these if you check yes, but we will do our best)*

**Do you have internet access?**       Yes       No

**Would you like to check out magazines?**       Yes       No

*(please ask for a list of current magazines available for checkout)*

**Are you interested in audio books on CD?**       Yes       No

**Are you interested in using an e-reader device?**    Yes       No

**Patron Name & Library ID#** \_\_\_\_\_

**Notes for Staff:**

---

---

---

---

---

---

---

# Van Meter Public Library Director's Report

September 2018

## August Statistics

	2017	2018
Visitors	692	688
Programs	17	15
Programming attendance	102	34
Outreach attendance	92	110
Computer usage	132	76
Wireless usage	N/A	57
Reference questions	102	92
Fax/Scan	2	10
Copy/Print	15	13
Library checkouts	449	747
Renewals	101	115
Materials borrowed from other libraries	9	14
Materials loaned to other libraries	3	5
E-books & e-audiobooks usage	58	58

## Activities

- August is quiet month, after the rush of summer reading and before school starts, here are a few items in the works for fall.
  - The 2<sup>nd</sup> Annual Stuffed Animal Sleepover on October 5<sup>th</sup>.
  - Lori Vicker, a former teacher in Van Meter, will be giving a presentation on orphan trains October 18<sup>th</sup> at 7:00 p.m.
  - Our own Anne Iles will be giving a presentation about pet health the first part of November.