

**Fort Dodge Public Library
Board of Trustees
Meeting Agenda
Monday, February 24, 2025
Board Room
3:30 p.m.**

- I. Call to Order/Determination of Quorum
- II. Agenda Approval
- III. Approval of Minutes
- IV. Comments/Questions from the Public
- V. Bills & Financial Reports
- VI. Communications/Board Education
 - a. Employee Introduction: Full-Time LA IIs
 - b. Enrich Iowa Report
- VII. Committee Reports
 - a. FDPL Foundation Board
- VIII. Director's Report
- IX. Old Business
 - a. Revised FY26 Budget Review
- X. New Business
 - a. Digitization of the Messenger Agreement
 - b. BEACON Consortium Agreement (FY26-FY27)
- XI. Adjournment

Next Meeting: Monday, March 24, 2025 3:30 p.m.

Fort Dodge Public Library Board of Trustees

Meeting Minutes

January 27, 2025

I. Call to order/Roll Call

President Merrily Dixon called to order the regular meeting of the Fort Dodge Public Library Board of Trustees at 3:33 p.m. on January 27, 2025 at the Fort Dodge Public Library.

The following persons were present: Rita Schmidt (Director), Alexis Powers (Staff), Laurie Hotz (Youth Services Librarian), Erika Earp (Adult Services Librarian), Merrily Dixon, Brittney Hindman, and Deb Kelleher.

II. Approval of Agenda

A motion to approve the agenda was made by Kelleher and seconded by Hindman. Motion carried.

III. Approval of Minutes

A motion to approve the December meeting minutes was made by Hindman and seconded by Kelleher. Motion carried.

IV. Comments/Questions from the Public

V. Bills and Financial Reports

- A. Kelleher moved payments in the amount of \$5,659.60 to be approved in the Gift and Memorial Accounts. Hindman seconded. Motion carried.
- B. Hindman moved payments in the amount of \$22,333.56 to be approved in the City Funds Accounts. Kelleher seconded. Motion carried.

VI. Communications/Board Education

- a. Employee Introduction - Department Heads (Laurie & Erika)
 - 1. Laurie discussed the various duties and services that she heads in the Children's Dept. highlighting the crafts, open houses, and summer reading programs.
 - 2. Erika discussed the various duties and services that she heads in the Adult/Reference Dept. highlighting answering reference questions, helping patrons on the computers, and planning programs for adults year-round.
- b. WorkDay Learning (CE Platform)
<https://wd5.myworkday.com/wday/authgwy/stateofiowa/login.html?redirect=n>
- c. State Library Continuing Education YouTube Website:
<https://www.youtube.com/c/statelibraryofiowacontinuingeducation>

VII. Committee Reports

- o Friends of the Library – The Brown Bag Briefings for April are being scheduled. The Book sale will be May5th-10th. 4 member's terms expire in June.

VIII. Director's Report

Budget

- The City is facing a projected general fund deficit of approximately \$400,000.00 next fiscal year. The city manager has floated the idea of not replacing eight full-time positions that will be vacant as of July 1, 2025, including our youth services librarian.

- Schmidt requested the library budget workshop be moved to Feb 3rd to prepare for discussion of the youth services librarian position ramifications.
- Schmidt filed E-Rate form 471 on January 15th.

Programming/Services

- Notary services are now available to the public.
- Storytime has begun. There are also Saturday Craft Days in the Children's Dept through Feb 1st. The Winter Art Contest has begun.
- The after-hours mini golf program had 11 attendees.
- A waterless snow globe program is scheduled for Feb 1st.

Building

- Two new cameras will be installed in the north and south west corners of the building by IFC.
- SEI has submitted a quote for cellular monitoring of the security system. Schmidt has also requested IFC to submit a quote.

Personnel

- Shaina Sheeder began January 6th. She is doing great so far.
- Schmidt hopes to begin advertising the Youth Services Librarian position mid-February. The goal is to have the position start May 1st.

Trustees

- Continuing Education Opportunities:
 - ILOC – Evening Keynote Speaker Kevin Unrath: Evaluating Your Library's Value Beyond Cost-Benefit Analysis
Thursday, January 30, 2025 6:00 p.m. - 7:00 p.m.
<https://www.statelibraryofiowa.gov/index.php/libraries/training-consulting/continuing-education/special-events/iloc/schedule>
 - Open Meetings & Records: Compliance is the Law
Tuesday, February 25, 2025 10:00 a.m. – 11:00 a.m.
<https://wd5.myworkday.com/wday/authgwy/stateofiowa/login.html?redirect=n>

IX. Old Business

X. New Business

XI. Adjournment

Kelleher moved a motion to adjourn. Seconded by Hindman. The motion carried. The meeting was adjourned at 4:29 p.m.

**FDPL Memorial Account
Ending February 28, 2025**

	Beginning Balance	February Income	February Expense	YTD Expense	Remaining Balance	% Expended
Accounts						
Children's Programming	6,405.19	6,000.00	407.26	6,770.37	11,997.93	36%
Adult Programing	1,172.50		35.94	671.17	1,136.56	37%
YA Programming	1,749.06	375.00		14.38	2,124.06	1%
Magazine/Newspapers	(2,080.96)	6,500.00	883.48	6,182.11	3,535.56	64%
General Donations & Gifts	2,877.45	249.61	141.37	3,807.82	2,985.69	56%
Donation Box	4,122.18	2.50		646.00	4,124.68	14%
Vend Print	10,488.99			834.52	10,488.99	7%
Meeting Room	2,789.36			-	2,789.36	0%
Lost & Paid/Processing Fees	2,123.44	56.95	285.18	1,825.73	1,895.21	49%
Interlibrary Loan	3,873.54			43.99	3,873.54	1%
Library Cards	32.00	7.00		464.55	39.00	92%
Administrative Programming	629.55			-	629.55	0%
Ann Smeltzer Charitable Trust	10,932.67		834.76	1,472.29	10,097.91	13%
Maxine Hillesland Trust	57,025.19			10,209.31	57,025.19	15%
Dolores Schermer Estate	4,035.30		750.00	5,632.12	3,285.30	63%
	106,175.46	13,191.06	3,337.99	38,574.36	116,028.53	25%
Scharfenberg Monies	715,420.27			-	715,420.27	0%

Fort Dodge Public Library
Gift Memorial - Checks for Approval

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Vendor#</u>	<u>Amount</u>	<u>Line Item</u>
4972	2/14/2025	WellsFargoVisa# 3327,2989,4739 adult & ch prg, Register sub 3/2026	070440	\$ 1,065.81	\$35.94 Adult Prg, \$407.26 Ch Prg (Friends), \$622.61 magazines
4973	2/24/2025	Center Point Publishing book kit	016050	\$ 479.40	Smeltzer
4974	2/24/2025	Ingram gifts/memorials, L&P, book kit	056900	\$ 781.91	\$141.37 general gifts, \$355.36 Smeltzer \$285.18 L&P
4975	2/24/2025	Friends of Grime Public Library Adventure Pass software/website	130293	\$ 750.00	Schermer
4976	2/24/2025	WT Cox DM Register sub. through 3/2027	130268	\$ 260.87	magazines (Friends)
				\$ 3,337.99	

Accounts Payable Invoice Report

G/L Date Range 02/01/25 - 02/28/25

Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 747 - ACCESS SYSTEMS									
2025-00000822	copier lease	Edit		02/10/2025	03/25/2025	02/24/2025			330.44
			Vendor 747 - ACCESS SYSTEMS Totals			Invoices	1		\$330.44
Vendor 2348 - AMAZON CAPITAL SERVICES									
1XXP-PTD1-7FFJ	patron bags	Edit		02/03/2025	03/03/2025	02/24/2025			87.36
4504849-9878611	misc office supp	Edit		02/13/2025	03/12/2025	02/24/2025			154.07
			Vendor 2348 - AMAZON CAPITAL SERVICES Totals			Invoices	2		\$241.43
Vendor 16150 - CENTRAL IOWA DISTRIBUTING, INC									
01017699	misc bldg supp	Edit		02/06/2025	03/08/2025	02/24/2025			67.00
01017840	misc bldg supp	Edit		02/11/2025	03/13/2025	02/24/2025			18.00
01018011	replacement wand	Edit		02/14/2025	03/16/2025	02/24/2025			24.00
			Vendor 16150 - CENTRAL IOWA DISTRIBUTING, INC Totals			Invoices	3		\$109.00
Vendor 130515 - FORT DODGE FIBER									
FDF020125	internet services	Edit		02/01/2025	03/17/2025	02/24/2025			55.00
			Vendor 130515 - FORT DODGE FIBER Totals			Invoices	1		\$55.00
Vendor 40455 - FRONTIER COMMUNICATIONS									
2025-00000824	line charge	Edit		02/07/2025	03/03/2025	02/24/2025			74.29
			Vendor 40455 - FRONTIER COMMUNICATIONS Totals			Invoices	1		\$74.29
Vendor 72499 - MENARDS INC									
25411	misc bldg supp	Edit		01/29/2025	02/28/2025	02/24/2025			6.98
			Vendor 72499 - MENARDS INC Totals			Invoices	1		\$6.98
Vendor 73975 - MIDAMERICAN ENERGY									
563285716	electricity charges	Edit		02/13/2025	03/07/2025	02/24/2025			2,266.20
			Vendor 73975 - MIDAMERICAN ENERGY Totals			Invoices	1		\$2,266.20
Vendor 88000 - PITNEY BOWES, INC.									
1026972135	postage machine svc agreement	Edit		02/18/2025	03/20/2025	02/24/2025			77.40
			Vendor 88000 - PITNEY BOWES, INC. Totals			Invoices	1		\$77.40
Vendor 88500 - PLUMB SUPPLY									
S100833053.001	filters 24x24x2	Edit		01/23/2025	02/25/2025	02/24/2025			358.47
S100839518.001	toilet module	Edit		01/27/2025	02/25/2025	02/24/2025			204.25
S100839518.002	toilet module	Edit		01/29/2025	02/25/2025	02/24/2025			612.74
			Vendor 88500 - PLUMB SUPPLY Totals			Invoices	3		\$1,175.46
Vendor 637 - PROSHIELD									
062740	annual extinguisher inspection, 2 recharges & 9 replacements	Edit		02/14/2025	02/25/2025	02/24/2025			1,773.45
			Vendor 637 - PROSHIELD Totals			Invoices	1		\$1,773.45
Vendor 130076 - TODAY'S BUSINESS SOLUTIONS, INC.									
127262	quarterly fax charges	Edit		01/28/2025	02/27/2025	02/24/2025			84.32
			Vendor 130076 - TODAY'S BUSINESS SOLUTIONS, INC. Totals			Invoices	1		\$84.32
Vendor 2253 - WOODRIVER ENERGY LLC									
436055	#6323	Edit		02/18/2025	03/05/2025	02/24/2025			1,415.16

Accounts Payable Invoice Report

G/L Date Range 02/01/25 - 02/28/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 2253 - WOODRIVER ENERGY LLC Totals						Invoices	1		\$1,415.16
Grand Totals						Invoices	17		\$7,609.13

ENRICH IOWA REPORT | FISCAL YEAR 2024

Uses & Impacts of Enrich Iowa Funding to Iowa Libraries for Open Access, Interlibrary Loan Reimbursement, and Direct State Aid Library Programs

The State Library of Iowa annually administers funding appropriated by the Iowa Legislature to libraries in Iowa. Enrich Iowa consists of three programs to aid libraries in offering improved service to Iowans:

- **OPEN ACCESS** enables Iowans to check out physical materials at participating libraries, providing them with direct access to more materials and information resources.
- **INTERLIBRARY LOAN REIMBURSEMENT** provides Iowans with equal access to library resources by supporting loans of materials among all types of libraries.
- **DIRECT STATE AID** improves public library services and reduces inequities among communities.

This report is submitted to the Iowa Legislature and Governor in accordance with Iowa Code Section 8A.209.

FY24 ENRICH IOWA FUNDING

PROGRAM	AMOUNT
Open Access	\$900,000
Interlibrary Loan	\$464,823
Direct State Aid	\$1,100,000
TOTAL APPROPRIATION	\$2,464,823

ITEMS BORROWED IN FY24

Open Access
2,537,632

Interlibrary Loan
380,960

Brenda Hall, Interim State Librarian

Find out more at

www.StateLibraryofIowa.gov

OPEN ACCESS

Open Access provides Iowans with direct access to more library materials and information resources. It enables eligible customers to go to participating libraries and directly check out physical materials.

As a result, Iowans have greater access to more library resources, more choices in library service, and the convenience of using a library where they work, shop, or visit. The state reimburses the loaning library a small amount for each item checked out to offset expenses.

LIBRARY IMPACT: 495 Iowa libraries (public and academic) participated in the Open Access program in FY24.

INTERLIBRARY LOAN REIMBURSEMENT

Interlibrary Loan Reimbursement provides Iowa citizens with equal access to library resources by encouraging and supporting the loaning of materials among all types of libraries. If a library does not own a book a local patron needs, the library can borrow it through interlibrary loan. Libraries are reimbursed with state funding to help offset costs.

LIBRARY IMPACT: 545 Iowa libraries (public and non-public) participated in the Interlibrary Loan Reimbursement program in FY24.

DIRECT STATE AID

Direct State Aid provides financial support to public libraries from state funds, with the goal of moving library service in Iowa closer to the ideal envisioned by library customers, librarians, and government officials.

Public libraries are required to submit a report on how they used the Direct State Aid money distributed to their library, which is reflected in the accompanying table featuring high-level categories on how the funding was spent.

LIBRARY IMPACT: Since 2014, Direct State Aid funding has helped lead to a **20.1 percent increase** in the number of accredited libraries in Iowa. In FY24, **468 public libraries** (out of 543) in Iowa received Direct State Aid funding.

2024 ACCREDITED LIBRARIES

Libraries renew their accreditation status on a three-year cycle.

Congratulations to the 170 libraries below that renewed their status in 2024!

ACKLEY	COON RAPIDS	HARLAN	NORA SPRINGS	SIOUX CITY
ALBIA	CORALVILLE	HARTLEY	NORTH EN-	SLATER
ALDEN	CORNING	HOLSTEIN	GLISH	SLOAN
ALTA	COULTER	HOPKINTON	NORWALK	SOLO
ALTOONA	CRESTON	HUDSON	OAKLAND	SPENCER
ANITA	CRYSTAL LAKE	HUMBOLDT	OELWEIN	SPIRIT LAKE
ANKENY	CUMBERLAND	HUMESTON	OLIN	ST. ANSGAR
ARLINGTON	DE SOTO	INDEPENDENCE	ONAWA	STACYVILLE
ASHTON	DENVER	JANESVILLE	OSAGE	STANHOPE
ATLANTIC	DUBUQUE	JEWELL	OSKALOOSA	STORM LAKE
AVOCA	DUBUQUE	KEYSTONE	OSSIAN	SUMNER
BAGLEY	COUNTY	KNOXVILLE	OXFORD JUNC-	SWISHER
BANCROFT	DUMONT	LA PORTE CITY	TION	TIFFIN
BATTLE CREEK	DUNKERTON	LAKE CITY	PARKERSBURG	TRURO
BAXTER	EARLHAM	LAKE PARK	PATON	URBANDALE
BELLE PLAINE	ELDON	LAKE VIEW	PELLA	VAN METER
BETTENDORF	ELK HORN	LAKOTA	PLEASANTVILLE	VENTURA
BLAKESBURG	ELKADER	LANSING	POCAHONTAS	VICTOR
BLOOMFIELD	EMMETSBURG	LAURENS	POLK CITY	VINTON
BONAPARTE	EXIRA	LE CLAIRE	RADCLIFFE	WATERLOO
BONDURANT	FAIRBANK	LE GRAND	REINBECK	WAUKEE
BURT	FAIRFIELD	LOHRVILLE	REMSEN	WAUKON
CARLISLE	FAYETTE	LOST NATION	RICHLAND	WEBSTER CITY
CEDAR FALLS	FENTON	LOWDEN	RINGSTED	WELLMAN
CEDAR RAPIDS	FERTILE	MANCHESTER	ROCK VALLEY	WELLSBURG
CHARITON	FONTANELLE	MARION	ROCKWELL	WESLEY
CHEROKEE	FORT ATKINSON	MCGREGOR	ROLAND	WEST BEND
CHURDAN	FREDERICKS-	MELBOURNE	SALEM	WEST LIBERTY
CLARINDA	BURG	MILFORD	SANBORN	WEST POINT
CLARION	GARNER	MITCHELLVILLE	SCOTT COUNTY	WEST UNION
CLARKSVILLE	GRAND JUNC-	MONONA	SCRANTON	WILTON
CLERMONT	TION	MORNING SUN	SHELL ROCK	WINFIELD
CLINTON	GREENE	MOUNT VER-	SIDNEY	WINTHROP
COLFAX	GREENFIELD	NON	SIGOURNEY	
COLUMBUS	GRIMES	NEW HAMPTON	SILVER CITY	
JUNCTION	GUTTENBERG	NEWELL	SIOUX CENTER	

DIRECT STATE AID FY24 Funding Spent by Category

CATEGORY	AMOUNT SPENT
Collections	\$569,019
Technology	\$142,710
Programming	\$121,603
Personnel	\$95,962
Furniture	\$77,800
Other	\$60,445
Capital Projects	\$32,462
TOTAL DISTRIBUTED	\$1,100,000

DIRECT STATE AID FUNDING FORMULA

The funding formula for **Direct State Aid** is based on three tiers of public library accreditation standards. Funding increases with greater compliance to standards, providing an incentive for libraries to improve service.



TIER 3

Highest Funding Level
Accredited Library
419 Public Libraries*



TIER 2

Middle Funding Level
18 Public Libraries*



TIER 1

Lowest Funding Level
35 Public Libraries*

*In FY24, out of 543 public libraries in Iowa; 75 public libraries were not eligible for Direct State Aid funding.



State Library of Iowa
www.StateLibraryofIowa.gov

Director's Report – February 2025

Budget

- Included in this month's board packet is our (hopefully) final revised budget request for FY26. After several meetings with HR and the city manager, I have managed to trim our budget for next year by approximately \$51,000.00.

Programming/Services

- LocalHop has been chosen as the new pass reservation system vendor for the Iowa Adventure Pass program. They haven't given us a date as to when it will be ready for use but I am hoping it will be sometime in April.
- After discussing our options with Advantage Archives, I have decided to move forward with digitizing the rest of the Messenger on microfilm. Those years that are now in the public domain will be added to our existing site. Advantage will create a separate site for those years still covered by copyright. That website will only be accessible inside the Library. We will use funds from the Foundation as well as monies being donated by Roger Natte for the project.
- The State Library has expanded the IAShared program to include courier service to most of the colleges and universities in Iowa.
- Earlier this month I signed the agreement to continue our participation in the Bridges eLibrary consortium for FY26. Our cost will be \$6,269.04 (Foundation monies) for FY26.
- Children's Department Programming
 - Storytime attendance has been slow this month due to illness and bad weather but we are hoping it picks up soon.
 - The Spring Open House has been tentatively scheduled for Thursday, March 20th.
 - The children's summer reading program theme for 2025 is "Love to Read".
- Adult Department Programming
 - We will be hosting storyteller August Green on Monday, March 24th from 6:00-7:00.
 - Helen Miller will be here Saturday, March 29th from 10:00-11:00 to discuss and sign copies of her recently released autobiography.
 - The adult and teen summer reading program theme for 2025 is "Level Up at Your Library".

Building

- Proshield Fire & Security was here recently to inspect our fire extinguishers. Nine of our 16 extinguishers had to be replaced this time.
- We are considering purchasing a commercial backpack vacuum for the building. This would allow our custodian to vacuum up ice melt and leaves without having to worry about plugging up/damaging our brush vacuum and could be used to vacuum off the tops and bottoms of our bookshelves.

Personnel

- The advertisement for our Youth Services Librarian position was posted Wednesday, February 19th. We will be accepting applications through the first week of March. My goal is to have someone hired and ready to start by the first week of May.

Miscellaneous

- We have received the BEACON Consortium bi-annual member agreement for FY26-FY27. It will need to be approved and then signed by myself and the board president. There have been no substantial changes to it since we signed it for FY24-FY25.

Reminder: CE Opportunity

Open Meetings & Records: Compliance is the Law

Tuesday, February 25, 2025 10:00 a.m. – 11:00 a.m.

<https://wd5.myworkday.com/wday/authgwy/stateofiowa/login.html?redirect=n>

Description: Public library boards are subject to Iowa's Open Records and Open Meetings laws. In this session, representatives from the Iowa Public Information Board (IPIB) will provide an overview of the legal requirements and best practices for boards to comply with these laws in order to maintain transparency. The session will cover such topics as compliance with posting of meetings, public comment, requests for records, how and when library boards can go into closed sessions, and avoiding legal pitfalls.

Fort Dodge Public Library – January 2025

Circulation

2025: 6,323

2024: 5,512

Gate Count

2025: 4,636

2024: 3,853

Internet Computers Use

Total Number of Logins: 505

Total Time Used: 17 days 11 hours 25 minutes

Average Time Used: 50 minutes

Public WiFi Use

Number of Unique Users: 22

Total Session Count: 79

Total Time Used: 303 hours

Avg. Session Time: 3 hours 50 minutes

Library Programs - Adults

Number of Programs: 4

Total Participation: 36

LSC Programs: 2

LSC Views: 1,120

Library Programs - Teens

Number of Programs: 1

Total Participation: 2

Library Programs - Children

Number of Programs: 16

Total Participation: 797

Adventure Pass Use

Paused – Reservation Software Vendor Closed

Hoopla Usage

New Patrons: 22

Unique Patrons: 190

Circulations: 925

Avg. Circls/Patron: 4.9

Avg. Circ Price: \$2.39

Amount Spent: \$2,206.83

ScanEZ Usage

Total Number of Jobs: 243

Total Number of Pages: 1,547

Scan to Copy: 879 pages (\$93.70)

Scan to Fax: 169 pages (\$39.50)

Scan to Email: 497 pages (no charge)

Scan to Smart Phone: 1 page (no charge)

Scan to USB: 1 page (no charge)

Total Payments: \$133.20

Ending February 28, 2025

FDPL Foundation Fund

	YTD Budget	February Expense	YTD Expense	Beginning Balance	Remaining Balance	% Expended
Accounts						
228 Advertising	5,313.22	150.00	2,494.24	2,968.98	2,818.98	47%
248 Adult Programming	11,152.67	72.90	1,791.75	9,433.82	9,360.92	16%
___ Young Adult Programming	4,200.80	164.30	733.01	3,632.09	3,467.79	17%
260 Technology	60,425.20		16,800.19	43,625.01	43,625.01	28%
268 Audio/Visual Materials	15,225.71		-	15,225.71	15,225.71	0%
278 Staff Development	5,279.51		2,882.85	2,396.66	2,396.66	55%
301 Building Supplies	2,901.69	51.00	1,559.82	1,392.87	1,341.87	54%
321 Operating Supplies	2,223.87	115.84	1,143.72	1,195.99	1,080.15	51%
610 Adult Materials	73,667.20	1,381.78	9,602.87	65,446.11	64,064.33	13%
620 Children Materials	46,135.50		-	46,135.50	46,135.50	0%
640 Young Adult Materials	21,483.81	253.51	6,151.97	15,585.35	15,331.84	29%
Fawkes Monies	31,049.31		4,009.06	27,040.25	27,040.25	13%
	279,058.49	2,189.33	47,169.48	234,078.34	231,889.01	17%

FDPL-F Deardorf

	YTD Budget	February Expense	YTD Expense	Beginning Balance	Remaining Balance	% Expended
Accounts						
510 Adult Materials	22,544.95		22,487.87	57.08	57.08	100%
520 Children's Materials	9,205.02		8,828.15	376.87	376.87	96%
540 Young Adult Materials	42.83		-	42.83	42.83	0%
568 Adult Audio/Visual Materials	39,674.89		8,321.61	31,353.28	31,353.28	21%
570 Childrens' Audio/Visual Materials	7,494.62		17.67	7,476.95	7,476.95	0%
Children's Department Enhancement	1,540.07		-	1,540.07	1,540.07	0%
Public Access Computers	312.12		402.12	-	-	100%
Games Programs Project	30.58		-	30.58	30.58	0%
FD Writers' Workshop	1,823.30		601.81	1,221.49	1,221.49	33%
Public Art Monies	9,489.66		3,624.68	5,864.98	5,864.98	38%
	92,158.04	-	44,283.91	47,964.13	47,964.13	48%

FDPL-F AXY Fdn Grant

	YTD Budget	February Expense	YTD Expense	Beginning Balance	Remaining Balance	% Expended
Accounts						
670 AXY Grant	4,657.46		249.90	4,407.56	4,407.56	5%
	4,657.46	-	249.90	4,407.56	4,407.56	5%

GENERAL FUND

	Budget	MTD	YTD	% Received
Revenues	912,553	5,659	470,137	51.52%
GENERAL REVENUES				
(41005) PROPERTY TAX, PUBLIC LIBRARY	554,508	4,740	302,765	54.60%
(43915) WEBSTER CO- LIBRARY	142,000	0	75,272	53.01%
(44810) LIBRARY CHARGES, FEES	5,000	440	4,166	83.33%
(46010) INTEREST - LIBRARY	1,500	479	4,661	310.76%
(47148) MISC REVENUE	-	0	534	
(49110) LIBRARY EMPL BENEFITS REIMB	209,545		82,739	39.48%
	Budget	MTD	YTD	% Expended
Expenses	912,553	69,664	497,918	54.56%
PERSONNEL SERVICES	805,153	61,278	438,331	54.44%
(6100) ALL PERSONAL SERV	595,608	44,365	321,899	54.05%
(6129) FICA CONTRIB	36,929	2,671	19,432	52.62%
(6130) MEDICARE CONTRIBUTION	8,637	625	4,545	52.62%
(6131) CITY CONTRIB FOR IPERS	55,478	4,188	30,364	54.73%
(6137) GROUP INSURANCE	108,501	9,430	62,091	57.23%
CONTRACTUAL SUPPLIES & SVCS	94,900	7,080	53,772	56.66%
(6207) PROFESSIONAL FEES	1000	208	694	69.39%
(6249) POSTAGE	1,500	0	1,000	66.67%
(6251) FREIGHT	150	0	46	30.42%
(6259) MAINTENANCE CONTRACTS	23,000	1,659	14,337	62.33%
(6264) EQUIPMENT-REPAIR/MAINTENANCE	10,000	1,171	3,550	35.50%
(6268) INTERNET SERVICES	3,000	55	1,635	54.48%
(6271) TELEPHONE SERVICE	800	74	519	64.93%
(6277) TRAVEL MEALS LODGING	450	0	0	0.00%
(6281) GAS/ELECTRICITY COMBINED	55,000	3,914	31,991	58.17%
COMMODITIES	12,500	1,306	5,816	46.52%
(6301) BUILDING SUPPLIES	7,500	729	2,763	36.84%
(6321) OPERATING/VEHICLE SUPPLIES	5,000	577	3,053	61.05%

CAPITAL PROJECTS	Budget	MTD	YTD	% Expended/Received
BUILDING FUND				
Revenues				
(46024) BOND PROCEEDS	550,000	0	0	
Expenses				
(6431) BUILDING RENOVATION	586,693	-	30,080	5.13%
PUBLIC LIBRARY STATE GRANT				
Revenues				
(43377) STATE GRANT, PUBLIC LIBRARY	3,000	0	3,361	112.05%
Expenses				
(6480) BOOKS, ADULT	3,000	3,242	3,242	108.06%
ENRICH IOWA FUNDS				
Revenues				
(43379) ENRICH IOWA GRANT	7,000	0	7,653	109.32%
Expenses				
(6480) BOOKS, ADULT	7,000	7580	7,580	108.29%

Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Adopted Budget	2025 Actual Amount	2026 Department
Fund 002 - Library General						
REVENUE						
Department 31 - LIBRARY						
Division 4110 - LIBRARY SERVICES						
Property Taxes						
41005	PROPERTY TAX	503,228.32	522,169.05	554,508.00	302,764.51	517,973.00
	Property Taxes Totals	\$503,228.32	\$522,169.05	\$554,508.00	\$302,764.51	\$517,973.00
Fees & Services						
44810	LIBRARY CHARGES FEES	5,193.32	6,266.29	5,000.00	4,166.32	5,000.00
	Fees & Services Totals	\$5,193.32	\$6,266.29	\$5,000.00	\$4,166.32	\$5,000.00
Miscellaneous						
45020	LIBRARY FINES FORFEITURES	2,025.21	1,007.97	.00	.00	.00
47148	MISC REVENUE	.00	.00	.00	534.03	.00
49110	EMPLOYEE BENEFITS REIMBURSEMENT	201,524.66	204,348.93	209,545.00	82,738.61	207,956.00
	Miscellaneous Totals	\$203,549.87	\$205,356.90	\$209,545.00	\$83,272.64	\$207,956.00
Grants						
Local Grants						
43915	WEBSTER CO- LIBRARY	139,712.40	142,829.04	142,000.00	75,272.43	150,000.00
	Local Grants Totals	\$139,712.40	\$142,829.04	\$142,000.00	\$75,272.43	\$150,000.00
	Grants Totals	\$139,712.40	\$142,829.04	\$142,000.00	\$75,272.43	\$150,000.00
Use Of Money						
46010	INTEREST	4,481.37	8,848.76	1,500.00	4,661.43	1,500.00
	Use Of Money Totals	\$4,481.37	\$8,848.76	\$1,500.00	\$4,661.43	\$1,500.00
	Division 4110 - LIBRARY SERVICES Totals	\$856,165.28	\$885,470.04	\$912,553.00	\$470,137.33	\$882,429.00
	Department 31 - LIBRARY Totals	\$856,165.28	\$885,470.04	\$912,553.00	\$470,137.33	\$882,429.00
	REVENUE TOTALS	\$856,165.28	\$885,470.04	\$912,553.00	\$470,137.33	\$882,429.00
EXPENSE						
Department 31 - LIBRARY						
Division 4110 - LIBRARY SERVICES						
Personnel Services						
6100	ALL PERSONNEL SERVICES	537,728.56	556,062.27	595,608.00	344,488.19	575,874.24
6129	CITY CONTRIB FOR FICA	32,512.56	33,678.99	36,929.00	20,792.30	35,704.89
6130	CITY CONTRIB FOR MEDICARE	7,603.73	7,876.52	8,637.00	4,862.72	8,351.35
6131	CITY CONTRIB FOR IPERS	49,593.21	52,172.40	55,478.00	32,496.80	54,013.72
6137	GROUP INSURANCE	111,815.16	110,621.02	108,501.00	66,841.22	109,884.29
	Personnel Services Totals	\$739,253.22	\$760,411.20	\$805,153.00	\$469,481.23	\$783,828.49
Contractual Supplies & Svcs						
6207	PROFESSIONAL FEES	1,345.23	1,328.28	1,000.00	693.90	1,000.00
6249	POSTAGE	1,000.00	1,000.00	1,500.00	1,000.00	1,500.00
6251	FREIGHT	70.00	45.39	150.00	45.63	.00
6259	MAINTENANCE CONTRACTS	16,185.37	24,302.49	23,000.00	14,336.52	21,000.00

Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Adopted Budget	2025 Actual Amount	2026 Department
Fund 002 - Library General						
EXPENSE						
Department 31 - LIBRARY						
Division 4110 - LIBRARY SERVICES						
Contractual Supplies & Svcs						
6264	EQUIPMENT-REPAIR/MAINTENANCE	4,350.37	3,286.16	10,000.00	3,550.21	7,500.00
6268	INTERNET SERVICES	3,271.87	2,998.80	3,000.00	1,634.50	700.00
6271	TELEPHONE SERVICE	716.16	779.14	800.00	519.40	900.00
6277	TRAVEL MEALS LODGING	213.54	104.41	450.00	.00	.00
6281	GAS/ELECTRICITY COMBINED	58,842.77	49,255.03	55,000.00	31,991.40	55,000.00
	Contractual Supplies & Svcs Totals	\$85,995.31	\$83,099.70	\$94,900.00	\$53,771.56	\$87,600.00
Commodities						
6301	BUILDING & HOUSE SUPPLIES	5,356.83	5,889.89	7,500.00	2,762.95	7,000.00
6321	OPERATING SUPPLIES	2,862.30	3,226.09	5,000.00	3,052.57	4,000.00
	Commodities Totals	\$8,219.13	\$9,115.98	\$12,500.00	\$5,815.52	\$11,000.00
Division 4110 - LIBRARY SERVICES Totals		\$833,467.66	\$852,626.88	\$912,553.00	\$529,068.31	\$882,428.49
Department 31 - LIBRARY Totals		\$833,467.66	\$852,626.88	\$912,553.00	\$529,068.31	\$882,428.49
EXPENSE TOTALS		\$833,467.66	\$852,626.88	\$912,553.00	\$529,068.31	\$882,428.49
Fund 002 - Library General Totals						
REVENUE TOTALS		\$856,165.28	\$885,470.04	\$912,553.00	\$470,137.33	\$882,429.00
EXPENSE TOTALS		\$833,467.66	\$852,626.88	\$912,553.00	\$529,068.31	\$882,428.49
Fund 002 - Library General Totals		\$22,697.62	\$32,843.16	\$0.00	(\$58,930.98)	\$0.51

Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Adopted Budget	2025 Actual Amount	2026 Department
Fund 003 - Scarfenburger						
	REVENUE					
	Department 31 - LIBRARY					
	Division 4119 - SCHARFENBURGER					
	Use Of Money					
46010	INTEREST	13,879.18	27,484.10	6,000.00	12,583.62	6,000.00
	Use Of Money Totals	\$13,879.18	\$27,484.10	\$6,000.00	\$12,583.62	\$6,000.00
	Division 4119 - SCHARFENBURGER Totals	\$13,879.18	\$27,484.10	\$6,000.00	\$12,583.62	\$6,000.00
	Department 31 - LIBRARY Totals	\$13,879.18	\$27,484.10	\$6,000.00	\$12,583.62	\$6,000.00
	REVENUE TOTALS	\$13,879.18	\$27,484.10	\$6,000.00	\$12,583.62	\$6,000.00
	EXPENSE					
	Department 31 - LIBRARY					
	Division 4119 - SCHARFENBURGER					
	Transfers Out					
6657	TRANSFER TO CAPITAL TYPE FUNDS	.00	.00	.00	.00	550,000.00
	Transfers Out Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$550,000.00
	Division 4119 - SCHARFENBURGER Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$550,000.00
	Department 31 - LIBRARY Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$550,000.00
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$550,000.00
	Fund 003 - Scarfenburger Totals					
	REVENUE TOTALS	\$13,879.18	\$27,484.10	\$6,000.00	\$12,583.62	\$6,000.00
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$550,000.00
	Fund 003 - Scarfenburger Totals	\$13,879.18	\$27,484.10	\$6,000.00	\$12,583.62	(\$544,000.00)

Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Adopted Budget	2025 Actual Amount	2026 Department
Fund 167 - Library Memorial Fund						
REVENUE						
Department 31 - LIBRARY						
Division 4116 - LIBRARY MEMORIAL						
Miscellaneous						
47180	CONTRIBUTIONS	69,656.41	63,227.00	35,000.00	44,498.97	40,000.00
	Miscellaneous Totals	\$69,656.41	\$63,227.00	\$35,000.00	\$44,498.97	\$40,000.00
Division 4116 - LIBRARY MEMORIAL	Totals	\$69,656.41	\$63,227.00	\$35,000.00	\$44,498.97	\$40,000.00
Department 31 - LIBRARY	Totals	\$69,656.41	\$63,227.00	\$35,000.00	\$44,498.97	\$40,000.00
	REVENUE TOTALS	\$69,656.41	\$63,227.00	\$35,000.00	\$44,498.97	\$40,000.00
EXPENSE						
Department 31 - LIBRARY						
Division 4116 - LIBRARY MEMORIAL						
Capital Outlay						
6419	OTHER CAPITAL EQUIPMENT	64,311.84	56,291.95	35,000.00	34,966.37	40,000.00
	Capital Outlay Totals	\$64,311.84	\$56,291.95	\$35,000.00	\$34,966.37	\$40,000.00
Division 4116 - LIBRARY MEMORIAL	Totals	\$64,311.84	\$56,291.95	\$35,000.00	\$34,966.37	\$40,000.00
Department 31 - LIBRARY	Totals	\$64,311.84	\$56,291.95	\$35,000.00	\$34,966.37	\$40,000.00
	EXPENSE TOTALS	\$64,311.84	\$56,291.95	\$35,000.00	\$34,966.37	\$40,000.00
Fund 167 - Library Memorial Fund	Totals					
	REVENUE TOTALS	\$69,656.41	\$63,227.00	\$35,000.00	\$44,498.97	\$40,000.00
	EXPENSE TOTALS	\$64,311.84	\$56,291.95	\$35,000.00	\$34,966.37	\$40,000.00
Fund 167 - Library Memorial Fund	Totals	\$5,344.57	\$6,935.05	\$0.00	\$9,532.60	\$0.00

Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Adopted Budget	2025 Actual Amount	2026 Department
Fund	301 - Library Enrich Iowa					
	REVENUE					
	Department 31 - LIBRARY					
	Division 4114 - ENRICH IOWA FUNDS					
	Grants					
	State Grants					
43379	ENRICH IOWA GRANT	7,725.74	7,763.96	7,000.00	7,580.09	7,000.00
	State Grants Totals	\$7,725.74	\$7,763.96	\$7,000.00	\$7,580.09	\$7,000.00
	Grants Totals	\$7,725.74	\$7,763.96	\$7,000.00	\$7,580.09	\$7,000.00
	Division 4114 - ENRICH IOWA FUNDS Totals	\$7,725.74	\$7,763.96	\$7,000.00	\$7,580.09	\$7,000.00
	Department 31 - LIBRARY Totals	\$7,725.74	\$7,763.96	\$7,000.00	\$7,580.09	\$7,000.00
	REVENUE TOTALS	\$7,725.74	\$7,763.96	\$7,000.00	\$7,580.09	\$7,000.00
	EXPENSE					
	Department 31 - LIBRARY					
	Division 4114 - ENRICH IOWA FUNDS					
	Capital Outlay					
6480	BOOKS ADULT	7,816.31	7,746.58	7,000.00	7,580.09	7,000.00
	Capital Outlay Totals	\$7,816.31	\$7,746.58	\$7,000.00	\$7,580.09	\$7,000.00
	Division 4114 - ENRICH IOWA FUNDS Totals	\$7,816.31	\$7,746.58	\$7,000.00	\$7,580.09	\$7,000.00
	Department 31 - LIBRARY Totals	\$7,816.31	\$7,746.58	\$7,000.00	\$7,580.09	\$7,000.00
	EXPENSE TOTALS	\$7,816.31	\$7,746.58	\$7,000.00	\$7,580.09	\$7,000.00
	Fund 301 - Library Enrich Iowa Totals					
	REVENUE TOTALS	\$7,725.74	\$7,763.96	\$7,000.00	\$7,580.09	\$7,000.00
	EXPENSE TOTALS	\$7,816.31	\$7,746.58	\$7,000.00	\$7,580.09	\$7,000.00
	Fund 301 - Library Enrich Iowa Totals	(\$90.57)	\$17.38	\$0.00	\$0.00	\$0.00

Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Adopted Budget	2025 Actual Amount	2026 Department
Fund 302 - Library Capital						
REVENUE						
Department 31 - LIBRARY						
Division 4110 - LIBRARY SERVICES						
Transfers In						
49001	TRANSFER FROM GENERAL TYPE FUNDS	.00	.00	.00	.00	550,000.00
	Transfers In Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$550,000.00
Other						
46024	BOND PROCEEDS	.00	.00	550,000.00	.00	.00
	Other Totals	\$0.00	\$0.00	\$550,000.00	\$0.00	\$0.00
	Division 4110 - LIBRARY SERVICES Totals	\$0.00	\$0.00	\$550,000.00	\$0.00	\$550,000.00
	Department 31 - LIBRARY Totals	\$0.00	\$0.00	\$550,000.00	\$0.00	\$550,000.00
	REVENUE TOTALS	\$0.00	\$0.00	\$550,000.00	\$0.00	\$550,000.00
EXPENSE						
Department 31 - LIBRARY						
Division 4110 - LIBRARY SERVICES						
Capital Outlay						
6431	BUILDING RENOVATION	6,500.00	6,613.10	586,693.00	30,079.61	586,693.00
	Capital Outlay Totals	\$6,500.00	\$6,613.10	\$586,693.00	\$30,079.61	\$586,693.00
	Division 4110 - LIBRARY SERVICES Totals	\$6,500.00	\$6,613.10	\$586,693.00	\$30,079.61	\$586,693.00
	Department 31 - LIBRARY Totals	\$6,500.00	\$6,613.10	\$586,693.00	\$30,079.61	\$586,693.00
	EXPENSE TOTALS	\$6,500.00	\$6,613.10	\$586,693.00	\$30,079.61	\$586,693.00
	Fund 302 - Library Capital Totals					
	REVENUE TOTALS	\$0.00	\$0.00	\$550,000.00	\$0.00	\$550,000.00
	EXPENSE TOTALS	\$6,500.00	\$6,613.10	\$586,693.00	\$30,079.61	\$586,693.00
	Fund 302 - Library Capital Totals	(\$6,500.00)	(\$6,613.10)	(\$36,693.00)	(\$30,079.61)	(\$36,693.00)

Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Adopted Budget	2025 Actual Amount	2026 Department
Fund 303 - Library State Grant						
REVENUE						
Department 31 - LIBRARY						
Division 4112 - PUBLIC LIBRARY STATE GRANT						
Grants						
State Grants						
43377	STATE GRANT PUBLIC LIBRARY	3,148.85	3,468.37	3,000.00	3,241.87	3,000.00
	State Grants Totals	\$3,148.85	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	Grants Totals	\$3,148.85	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	Division 4112 - PUBLIC LIBRARY STATE GRANT	\$3,148.85	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	Totals	\$3,148.85	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	Department 31 - LIBRARY Totals	\$3,148.85	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	REVENUE TOTALS	\$3,148.85	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
EXPENSE						
Department 31 - LIBRARY						
Division 4112 - PUBLIC LIBRARY STATE GRANT						
Capital Outlay						
6480	BOOKS ADULT	3,158.07	3,468.37	3,000.00	3,241.87	3,000.00
	Capital Outlay Totals	\$3,158.07	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	Division 4112 - PUBLIC LIBRARY STATE GRANT	\$3,158.07	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	Totals	\$3,158.07	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	Department 31 - LIBRARY Totals	\$3,158.07	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	EXPENSE TOTALS	\$3,158.07	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
Fund 303 - Library State Grant Totals						
	REVENUE TOTALS	\$3,148.85	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
	EXPENSE TOTALS	\$3,158.07	\$3,468.37	\$3,000.00	\$3,241.87	\$3,000.00
Fund 303 - Library State Grant Totals		(\$9.22)	\$0.00	\$0.00	\$0.00	\$0.00
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$950,575.46	\$987,413.47	\$1,513,553.00	\$538,041.88	\$1,488,429.00
	EXPENSE GRAND TOTALS	\$915,253.88	\$926,746.88	\$1,544,246.00	\$604,936.25	\$2,069,121.49
	Net Grand Totals	\$35,321.58	\$60,666.59	(\$30,693.00)	(\$66,894.37)	(\$580,692.49)

Partnership Proposal

Prepared For:
Fort Dodge Public Library

Contact Information:
Rita Schmidt
rschmidt@fortdodgeiowa.org
(515) 573-8167

Address:
424 Central Ave.
Fort Dodge, IA,

Prepared By:
Advantage Archives

Contact Information:
Larry Eckhardt
larry@advantagearchives.com

Address:
1025 33rd Ave, SW
Cedar Rapids, IA
52404

Delivered: Mar 20, 2024 10:57 AM
Valid Until: Jun 30, 2025
Terms: Net 30 Days

Proposed Project:

Fort Dodge Digitization 1925-2020

Scope Of Work:

Digitize Fort Dodge Messenger microfilm 1925-2020 and add up to 1978 on <https://fortdodge.advantage-preservation.com> and build host and maintain a new website accessible through Fort Dodge Public Library IP Range with entire collection available to keyword search within the library walls.

Service	Details	Qty	Price	Adj.	Total
"AA+" Package - The Advantage Access Plus Plan For Microfilm Digitization	Fort Dodge Messenger Jan 1969 - Dec 1982 Dec 1986 - Dec 2019 Film @ Fort Dodge Public Library	341	\$ 200.00	\$ 0.00	\$ 68,200.00
"AA+" Package - The Advantage Access Plus Plan For Microfilm Digitization	Fort Dodge Messenger Jan 1925 - Dec 1968 Jan 1983 - Nov 1986 Film @ Advantage Vault	232	\$ 200.00	\$ 0.00	\$ 46,400.00

Questions?

Contact Larry Eckhardt at
larry@advantagearchives.com

Total List Price: \$ 114,600.00

Adjustments Applied: \$ 0.00

Total Investment: \$ 114,600.00

Partnership Agreement:

Your signature below indicates acceptance of this proposal to Fort Dodge Digitization 1925-2020 for the Fort Dodge Public Library, and that you agree to the terms and conditions herein.

Terms & Conditions:

Payment terms are net thirty (30) days from the date of the invoice. Invoice will be sent at the completion of each phase of the project.

By signing this quote, you acknowledge that you agree to the terms and conditions. Any details not included in writing in this quotation are not binding upon either party. If the source materials are in a condition unknown or undisclosed by the client at the time of quotation, it will be voided and a new estimate will be issued to more accurately outline the Scope Of Work for this project.

Advantage Preservation strictly adheres to Federal Copyright Law and will not digitally reproduce any content that is not in the Public Domain without written permission from the rights holder.

We trust that you will find our quote satisfactory and look forward to working with you. Please contact us should you have any question at 1-855-303-2727

Accepted By: _____ On ____/____/____

Authorized Representative Of Fort Dodge Public Library

Return To:

About Advantage Archives

Advantage Archives builds strong, community-based partnerships to provide free online access to local history, making it discoverable and easily accessible to anyone, anywhere, at any time, on any device, allowing communities to understand and connect to their past in a meaningful way. Together we provide the community the means to explore, discover, learn from, connect with, and share the stories of the people, places, and events that shaped their community.

Our partners' Community History Archives are intended to serve as a “portal to the past,” allowing local primary source documents to provide an account of history as told by the individuals who witnessed it. The foundation of our business model is simply "partnerships matter," and our mission is to be a good partner. We believe that a good partner shares responsibilities and contributes their fair share to the collective effort. Once the project is funded and brought to fruition, we take it upon ourselves to ensure that there are no additional or ongoing costs that might become a burden to our partner institutions. This includes the costs associated with storage, hosting, bandwidth, development, and maintenance of the Community History Archives. The Community History Archives are fully supported for free by Advantage and do not require a subscription, seat license, annual support contract, or any other ongoing costs or expenses to the institution or members of the community. Our commitment to providing these services free of charge enables the institution, in turn, to offer free and open access to the community.

Advantage's digitization center and preservation labs are housed within our 80,000-square-foot records management and archival storage facility in Cedar Rapids, Iowa. We are proud partners with libraries, museums, historical societies, cultural organizations, educational institutions, and city, county, and state-level agencies across the country and have earned their trust. Our partners appreciate the collaborative approach we take, our ability to customize solutions to work within current budget constraints or project requirements, and the experience and knowledge we bring in handling and converting historical and at-risk documents. We have the privilege of collaborating with these communities to create practical online access to historical content that was previously impractical for the community to physically access, burdensome to utilize as a research tool, or would otherwise be lost to the erosion of time. By digitally transforming these collections, these records become instantly available to patrons and community members—bringing the past to the present and making it a vibrant part of community engagement and learning.

The Community Partnership Team

Larry Eckhardt - Partnership Manager

Larry has been in the historical newspaper archiving industry since 2005 and has been active in building meaningful community-based partnerships with hundreds of libraries and institutions across the country to provide free access to local history. Larry takes believes in creating strategic solutions that go beyond digitization with a focus on using the Community History Archive platform as an outreach and engagement tool. When not at work, Larry enjoys spending time with his two sons, daughter-in-law, and his two granddaughters.

Grant Kaestner - Partnership Manager

Grant has been in the cultural heritage preservation industry for over 12 years. Combining his love of technology with his love of history, Grant works with public libraries, college and university libraries, historical societies, genealogical societies, and publishers across the United States and Canada, providing institutions with a long-term preservation model (Microfilm) as well as a user-friendly access model (Digitization). Grant takes a collaborative approach with the partner on each project assuring the outcome both he and his partners want and expect.

Brady Donohue - Director Of Outreach & Engagement

Brady graduated from Mount Mercy University in Cedar Rapids, IA, with a degree in Marketing and Operations Management. At Mount Mercy, Brady was a pitcher on the baseball team. Brady works to build partnerships with leaders to provide communities with free digital access to local history. When not at work, Brady enjoys boating and jet skiing at Lake of the Ozarks, golfing, and spending time with his chocolate and black labs, Charli and Murry.

Tanner Lohaus - Director of Identity and Messaging

Tanner works to provide Advantage's partners with cohesive branding, from copy writing to graphics, to best ensure a successful partnership. Tanner attended the University of Northern Iowa, where he played basketball. He finished his education at Mount Mercy University and was a pitcher on the baseball team, and graduated with a Bachelor's Degree in Graphic Design. When not at work, Tanner enjoys golfing and spending time with his black lab, Charlie. He is also an avid fan of all sports, whiskey, and reading sci-fi/fantasy books.

Chris Donohue - Founder and Chief Financial Officer, CPA

Chris has been the Chief Financial Officer at Advantage Archives since 2010. He has over 28 years of business experience from manufacturing, insurance, and document imaging industries. He is a Simpson College alum, graduating in 1994 and receiving his Bachelor of Arts degree in Accounting. Chris was a member of the baseball team and served as team captain his senior year. When not at work, Chris spends time with his wife and three children, and is an avid runner having completed a marathon last year, and is currently in training for a half marathon in October.

Jeffrey Kiley - Founder and Chief Executive Officer

Jeff is the Co-Founder and Chief Executive Officer of Advantage Archives. He was born and raised in Cedar Rapids, Iowa where he still resides with his family. Jeff has a passion for local history. He has been in the imaging and preservation industry for over 20 years. On those rare summer afternoons in the warmer months that Jeff is not in the office, he can be found on the lake or river with a fishing pole in his hand, and his family by his side.



BEACON CONSORTIUM BI-ANNUAL MEMBER AGREEMENT (FY26 - FY27)

The Beacon Consortium is for the members of NILC (North Iowa Libraries Collaborating) to share an automation system. This organization was formed to benefit all participating libraries.

The members will participate according to the Terms of Agreement as laid out below.

CONSORTIUM RESPONSIBILITIES

- To provide the administration of the shared automation system – this includes development of the formula, collection of library payments to the group and payment of all bills to TLC.
- To assist with initial training to new librarians in the Beacon system.
- To manage all updates to the Beacon system.
- To extract data from TLC software and submit to SILO.
- To assist with troubleshooting technical issues with TLC software.
- To send notice of support payment due in **April** of each year to each NILC member library.

MEMBER RESPONSIBILITIES

- To follow the Bylaws as voted on by the membership.
- To return this completed agreement indicating participation in the Beacon Consortium for the next **two years**.
- To submit this form signed by the library director and the board president/school board president.
- To provide fair notice of intent to leave the consortium as outlined in this agreement.
- To provide payment of BEACON support by **September 1** of each year.

FEES

- Each library's fees shall be calculated according to the formula agreed to by the membership.
- These fees will be presented to each library through invoices delivered in **April** of each calendar year and must be paid by **September 1** (unless notice of circumstance or hardship are sent to the treasurer or board chair).

CONSORTIUM WITHDRAWAL

- If a Member library decides to withdraw, they shall provide **written notice by Friday, April 4, 2025**, to the board chair. This is to avoid budgeting conflicts with unpaid invoices and consortium service contracts.
- As each library is a custodian of their patron records, all data must be removed from the consortium upon withdrawal from the consortium. Libraries terminating their membership with NILC will be charged a fee for the removal of their records by the catalog vendor. [Fee is \$600 per location, subject to change]

Approved 01.19.2023

Updated 10.14.2025

Members must return this completed agreement indicating their participation in the Beacon Consortium for the next **two years**. Agreements will be mailed in January of odd numbered years.

This agreement must be signed and returned by **Friday, April 4, 2025**, to the board chair.

Address – NILC, 416 State Street, Garner, IA 50438

This form must be signed by the library director and the board president/school business manager

LIBRARY NAME _____ CITY _____

PHONE _____ E-MAIL _____

LIBRARY DIRECTOR

SIGNED _____

PRINTED _____

DATE _____

LIBRARY BOARD PRESIDENT OR SCHOOL BUSINESS MANAGER

SIGNED _____

PRINTED _____

DATE _____