



Ankeny Kirkendall Public Library
BOARD OF TRUSTEES
Thursday, July 17, 2025
Strategic Planning Retreat 3:30 p.m.
Regular Meeting: 6:00 p.m.
Location: Library

STRATEGIC PLANNING RETREAT –& Council Conference Room via Conference Room D

Agenda Item	Discussion Points
II. Discuss Community Survey & Draft Strategic Plan	

REGULAR MEETING AGENDA – Council Chambers

Agenda Item	Discussion Points
I. Call to Order	
II. Public Comment	
III. Approval of Minutes	A. June 19, 2025
IV. Consent Agenda Samuel Mitchel, Director	A. Financials
V. Policy/Procedure Review	A. Presenters Policy
VI. Director's Report – Sam Mitchel	
VII. Department Reports	A. Circulation – Erin Coughlin B. Public Services – Molly Guerra 1. Adult Services – Justin Armbruster 2. Teen Services – Brena Barton 3. Children Services – Kelly Munter, Brittany Burk C. Acquisitions – Evan Anderson
VIII. Committee Reports (Evaluation, Finance, Marketing, Policy, Staffing, etc.)	
IX. Friends of the Library (Update)	
X. Old Business	
XI. New Business	A. Board Officer Elections
XIII. Adjourn	A. Next Meeting: August 21, 2025

KIRKENDALL PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Thursday, July 19, 2025
Regular meeting: 6 p.m.
Location: Library

Present: Miranda Piepho, Heather Stephenson, Nancy Medema, Fred Schuster, Amber Sommerfelt, Gene Lucht
Staff: Sam Mitchel

Topic	Discussion
Call to Order	Schuster called the meeting to order.
Approval of Minutes	Stephenson motioned to approve. Lucht seconded. Approved by all.
Public Comments	
Consent Agenda	Mitchel presented financials. <ul style="list-style-type: none"> • Run rate = 91.6%
Policy/Procedure Review	Presenters Policy <ul style="list-style-type: none"> • Regular 3-year review cycle. • No anticipated changes. • Board thought policy reads well.
Director's Report	
Department Reports	Mitchel presented department reports. <ul style="list-style-type: none"> • Personnel: conducting performance appraisals. Celebrated several anniversaries. Summer intern began work. • Facility: Performed monthly AED inspection. • Misc: <ul style="list-style-type: none"> ○ Military leave training conducted ○ Conducted metro-area Library Director meeting ○ Mitchel met with ATW facilitator ○ Strategic Planning Committee met with ATW facilitator ○ Summer library program kicked off.
Committee Reports (Evaluation, Finance, Marketing, Policy, Staffing, etc.)	Strategic Plan <ul style="list-style-type: none"> • Medema reported – committee met with ATW to review survey. Made a few edits to the questions (removed irrelevant questions).
Friends of the Library (update)	Friends will meet in July. Friends are hosting BINGO on Saturday (June 28).
Old Business	
New Business	Director Evaluation: Committee Creation <ul style="list-style-type: none"> • Meyer, Schuster, and Medema will make up this committee.
Continuing Education	Board agreed to meet for retreat prior to next board meeting (July 17).
Executive Session	
Adjournment	Lucht motioned to adjourn. Next meeting: July 17, 2025

Respectfully submitted, Miranda Piepho, Secretary

City of Ankeny
Ankeny Kirkendall Library
Fiscal Year 2025 Expenditure Report

		FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY25 Budget	As of June 30, 2025	FY 2025 Balance Remaining	% Expended
Personal Services								
Salaries and Wages	4101	627,972.10	677,830.34	720,126.47	723,280.00	703,808.39	19,471.61	97.31%
Overtime Wages	4102	46.86	321.17	147.40	1,000.00	733.60	266.40	73.36%
Temporary Wages	4103	709,232.30	752,179.54	788,424.85	864,000.00	850,193.70	13,806.30	98.40%
Longevity	4109	2,557.59	2,807.58	3,269.10	4,000.00	3,999.84	0.16	100.00%
FICA	4116	100,504.98	108,192.25	113,975.82	122,119.00	116,180.46	5,938.54	95.14%
IPERS	4117	120,765.39	144,774.57	141,638.57	149,609.00	143,006.99	6,602.01	95.59%
Deferred Compensation	4119	5,000.06	5,000.06	5,000.06	5,000.00	5,000.06	(0.06)	100.00%
Employee Insurance	4120	104,591.00	107,940.82	126,673.46	128,911.00	118,495.87	10,415.13	91.92%
Workers Compensation	4122	1,243.00	1,303.00	1,576.00	1,936.00	1,936.00	0.00	100.00%
Total Personal Services		1,671,913.28	1,800,349.33	1,900,831.73	1,999,855.00	1,943,354.91	56,500.09	97.17%
Contractual Services								
Legal and Recording Services	4212	0.00	495.00	765.00	1,000.00	465.00	535.00	46.50%
Financial Services	4214	2,693.41	2,531.33	2,336.87	3,000.00	1,564.12	1,435.88	52.14%
Computer Services	4215	78,070.91	57,108.29	45,727.15	61,100.00	73,499.83	(12,399.83)	120.29%
Waste Management Services	4224	1,004.92	715.54	1,131.46	1,300.00	1,272.26	27.74	97.87%
Land and Tree Services	4227	1,975.35	2,113.05	17,634.51	6,000.00	4,263.60	1,736.40	71.06%
Advertising & Publication	4240	0.00	0.00	200.00	0.00	0.00	0.00	0.00
Communications	4244	5,819.90	10,989.76	9,131.57	10,380.00	10,076.19	303.81	97.07%
Electric Charges	4247	58,142.88	59,856.64	65,217.69	73,000.00	64,206.43	8,793.57	87.95%
General Insurance	4251	60,584.47	69,254.39	78,923.67	122,035.00	122,034.52	0.48	100.00%
Dues, Memberships, and Licenses	4261	35,106.14	46,189.17	57,833.36	61,000.00	60,091.34	908.66	98.51%
Training and Education	4265	1,295.75	1,884.00	2,659.00	3,950.00	2,680.38	1,269.62	67.86%
Travel	4266	49.50	1,365.68	592.32	2,850.00	860.27	1,989.73	30.18%
Meetings and Food	4269	255.60	695.22	599.22	500.00	376.51	123.49	75.30%
Building Maintenance Services	4270	112,584.88	147,228.73	124,323.62	140,000.00	121,988.32	18,011.68	87.13%
Electronic Services	4273	3,734.45	4,953.15	5,932.64	6,000.00	5,740.48	259.52	95.67%
Special Program/Event Services	4292	9,246.50	8,564.80	10,053.10	11,000.00	10,862.14	137.86	98.75%
Postage and Shipping	4296	783.80	2,626.68	2,893.40	4,000.00	4,193.40	(193.40)	104.84%
Refunds	4297	4,871.42	7,231.25	1,975.00	6,000.00	0.00	6,000.00	0.00%
Total Contractual Services		376,219.88	425,417.98	427,929.58	513,115.00	484,174.79	28,940.21	94.36%
Commodities								
Office Supplies	4310	9,339.11	9,930.86	9,618.55	11,000.00	7,774.09	3,225.91	70.67%
Periodicals	4315	7,508.09	8,627.38	8,030.49	9,000.00	8,758.49	241.51	97.32%
Medical and First-Aid Supplies	4333	6.86	0.00	16.78	200.00	134.99	65.01	67.50%
Special Programs/Events Supplies	4343	14,954.59	12,084.72	11,016.64	13,000.00	13,141.76	(141.76)	101.09%
Circulation Materials	4344	19,777.92	10,078.76	12,600.05	20,000.00	12,041.99	7,958.01	60.21%
Library Books/Reference Materials	4345	148,751.34	148,990.58	153,333.18	154,000.00	154,952.70	(952.70)	100.62%
Multimedia Materials	4346	77,659.07	84,263.61	71,877.04	73,000.00	73,953.89	(953.89)	101.31%
On-Line Subscriptions	4347	20,574.04	20,809.28	48,356.39	51,300.00	51,097.91	202.09	99.61%
Safety Equipment	4352	0.00	0.00	0.00	1,800.00	1,790.00	10.00	99.44%
Minor Equipment	4354	16,574.88	6,758.37	6,093.18	10,000.00	7,299.41	2,700.59	72.99%
Building Maintenance Supplies	4380	15,998.79	19,776.81	14,193.16	23,000.00	10,848.71	12,151.29	47.17%
Total Commodities		331,144.69	321,320.37	335,135.46	366,300.00	341,793.94	24,506.06	93.31%
Capital Outlay								
Building Improvements	4420	0.00	0.00	0.00	0.00	0.00	0.00	
Total Capital Outlay		0.00	0.00	0.00	0.00	0.00	0.00	
Debt Service								
Equipment Reserve Payments	4595	0.00	0.00	0.00	0.00	0.00	0.00	
Total Transfers		0.00	0.00	0.00	0.00	0.00	0.00	
Total Expenditures		2,379,277.85	2,547,087.68	2,663,896.77	2,879,270.00	2,769,323.64	109,946.36	96.18%
FTEs		22.85						

City of Ankeny
Ankeny Kirkendall Library
Fiscal Year 2025 Revenue Report

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	As of June 30, 2025	FY 2025 Balance Remaining	% Received
Commissions	3415	467.02	460.20	918.23	0.00	235.64	(235.64)
Lease/Rent Payments	3420	0.00	0.00	0.00	0.00	0.00	0.00
Facility Rental	3422	29,994.15	81,900.53	92,326.08	51,000.00	64,056.04	(13,056.04)
Equipment Rental	3423	0.00	0.00	0.00	0.00	0.00	0.00
County Library Contribution	3503	150,776.00	185,284.00	161,032.00	158,260.00	158,260.00	0.00
Other Local Contributions	3509	5,000.00	0.00	0.00	0.00	0.00	0.00
State Library Open Access	3516	14,629.69	12,130.41	9,209.71	9,651.00	9,651.04	(0.04)
Operating Grants	3517	16,430.18	16,856.61	16,875.07	17,038.00	17,037.73	0.27
Operating Grants	3537	5,000.00	0.00	0.00	0.00	0.00	0.00
Special Program Fees	3615	0.00	0.00	174.68	0.00	5.00	(5.00)
Copy Charges	3691	8,890.05	10,147.84	11,992.39	10,000.00	12,476.61	(2,476.61)
Miscellaneous Service Charges	3699	1,335.51	1,129.05	1,205.18	1,000.00	1,226.48	(226.48)
Salvage Sales	3822	0.00	0.00	0.00	0.00	0.00	0.00
Other Sales	3829	308.00	477.68	436.35	400.00	427.45	(27.45)
Private Contributions	3831	0.00	0.00	564.31	0.00	2,225.00	(2,225.00)
Refunds	3841	0.00	561.52	50.64	0.00	0.00	0.00
Rebates	3842	0.00	358.31	0.00	0.00	0.00	0.00
Other Reimbursements	3849	502.71	81.02	6,469.37	0.00	150.00	(150.00)
Library Fines	3861	20,924.23	19,373.61	18,257.05	16,000.00	18,084.72	(2,084.72)
Lost Materials	3868	4,758.18	3,779.14	4,320.97	4,000.00	4,132.08	(132.08)
Legal Settlement/Damages	3869	2,567.08	2,287.08	2,231.93	2,000.00	2,669.03	(669.03)
Overages/Shortages	3891	74.17	36.53	38.61	0.00	98.06	(98.06)
Miscellaneous Other	3899	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues		261,656.97	334,863.53	326,102.57	269,349.00	290,734.88	(21,385.88)
							107.94%

Director's Report

June 2025

I. Personnel

- Employment Anniversaries
 - Barb Black, Library Associate, 10 years
 - Miranda Cantrell, Library Associate, 10 years
 - Michele Hennessey, Library Associate, 8 years
 - Kristin Guddall, Library Associate, 4 years
 - Sam Mitchel, Director, 11 years

II. Facility

- Monthly AED and fire extinguisher inspections

III. Misc.

- 6/3: Meeting with Whitney Riggs, DMAAC Business Resources Consultant, regarding strategic planning consultant grant funds.
- 6/27: Ankeny Historical Society meeting regarding time capsule
- 6/28: Attended Friends of the Library bingo event as library liaison
- Notary appointments: 6

IV. Marketing/Communication

During the month of June, library staff has utilized the following avenues to market and communicate resources, services, and other information. Relationship building and fostering of opportunities is represented as well.

Resources	Services	Information	Relationship
• Technology Resources and services highlights via Facebook	• June programs, book discussions, author talks, via social media, eNewsletter, lobby digital display, and calendars.	• Library account information to take advantage of summer circulation and program <ul style="list-style-type: none">• Summer Library Programs via eNewsletter• AT&T text notifications issue via eNewsletter• Friends t-shirt fundraiser via eNewsletter• Aurora, summer intern, introduction via eNewsletter• Strategic Planning Community Survey via eNewsletter	• Friends Bingo Event

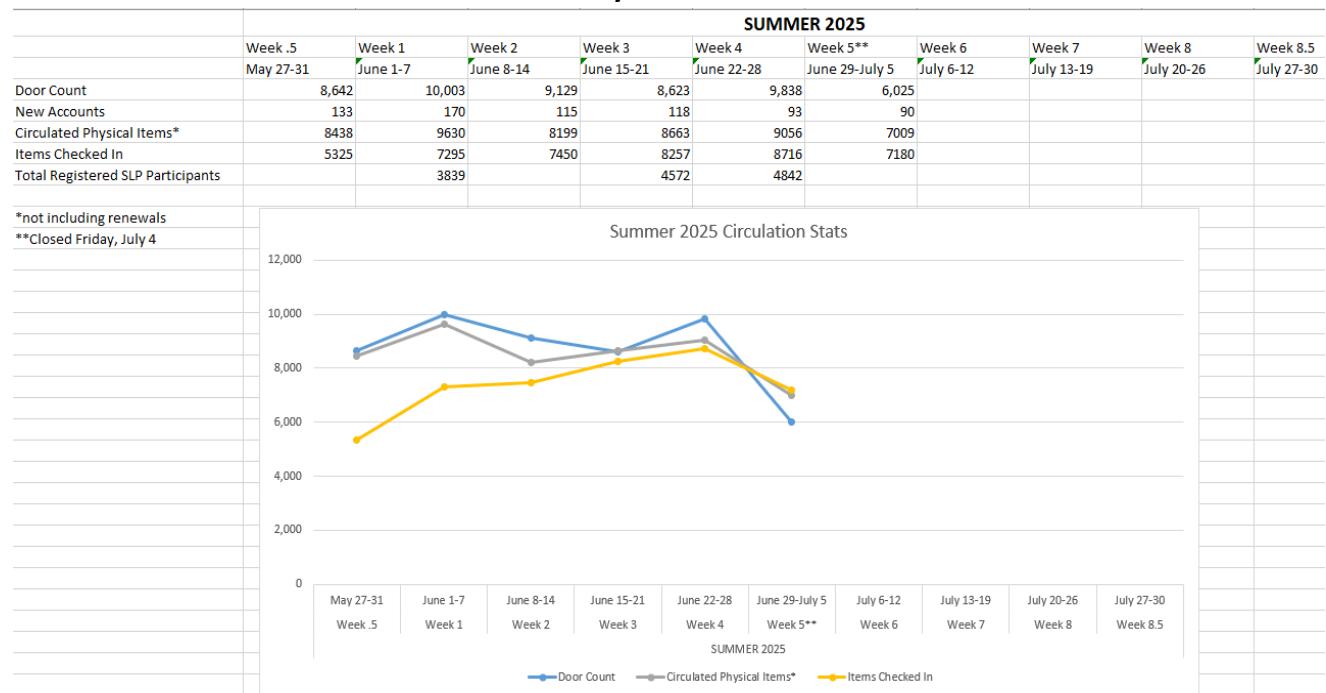
Sam Mitchel

By: Erin Coughlin

Date: 7/2/2025

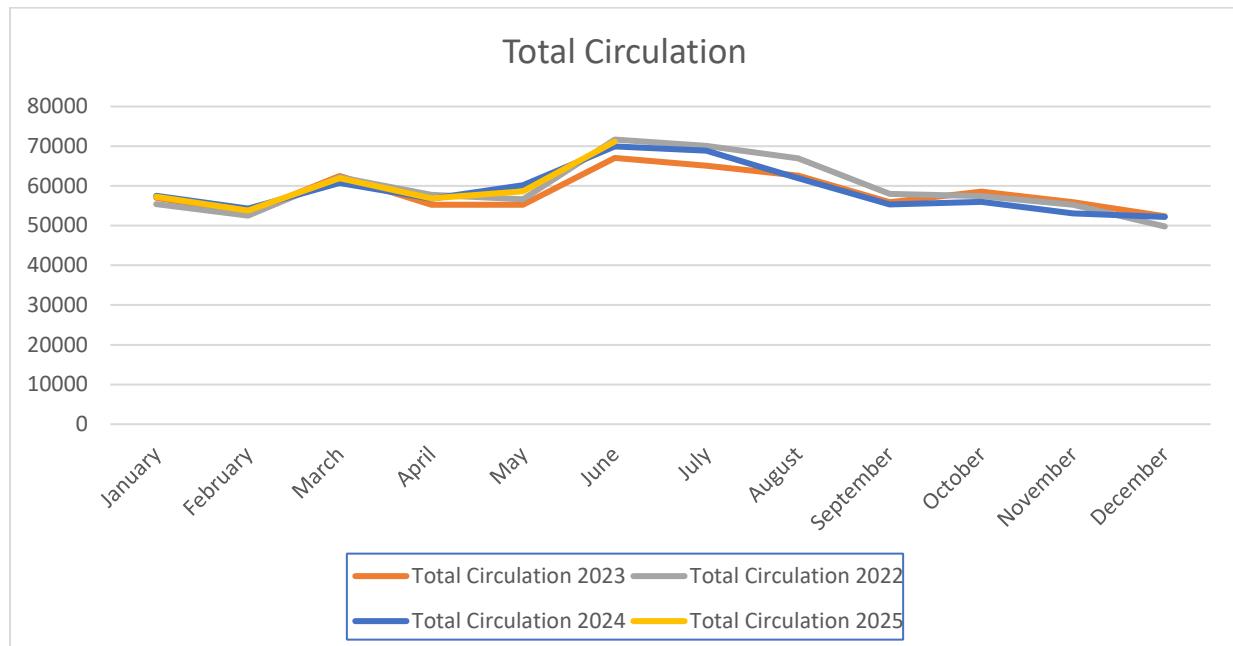
- Our busiest day was June 24, 2025, with 2,201 visitors. We had a Pokémon Club activity for K-5 students followed by a showing of the movie *Detective Pikachu* that day. Mondays and Tuesdays have been the busiest days of the week all summer so far.
- We had 41 volunteers helping during June for a total of just over 272 hours, for an average of 9 hours and 4 minutes/day of volunteer time. I also trained 15 new volunteers in June.
- Circulation Trends: Our overall circulation for FY 25 was up 2%, largely because of our digital increases in audiobooks and magazines. Overall, digital circulation for the year was increased by 27%.
- If there is additional circulation statistics the board members would like highlighted in this report, please email me to let me know. This is a good time of year to adjust my circulation spreadsheet and pull information that you're wanting!
- Completed 2 evaluations this month.
- Goals for July & August
 - Focus on assisting circulation staff as this is our busiest time of the year.
 - Complete 2-3 additional staff evaluations.
 - Research and plan changes for the volunteer program so that volunteers are well-trained and efficient.

Summer 2025 Key Circulations Stats



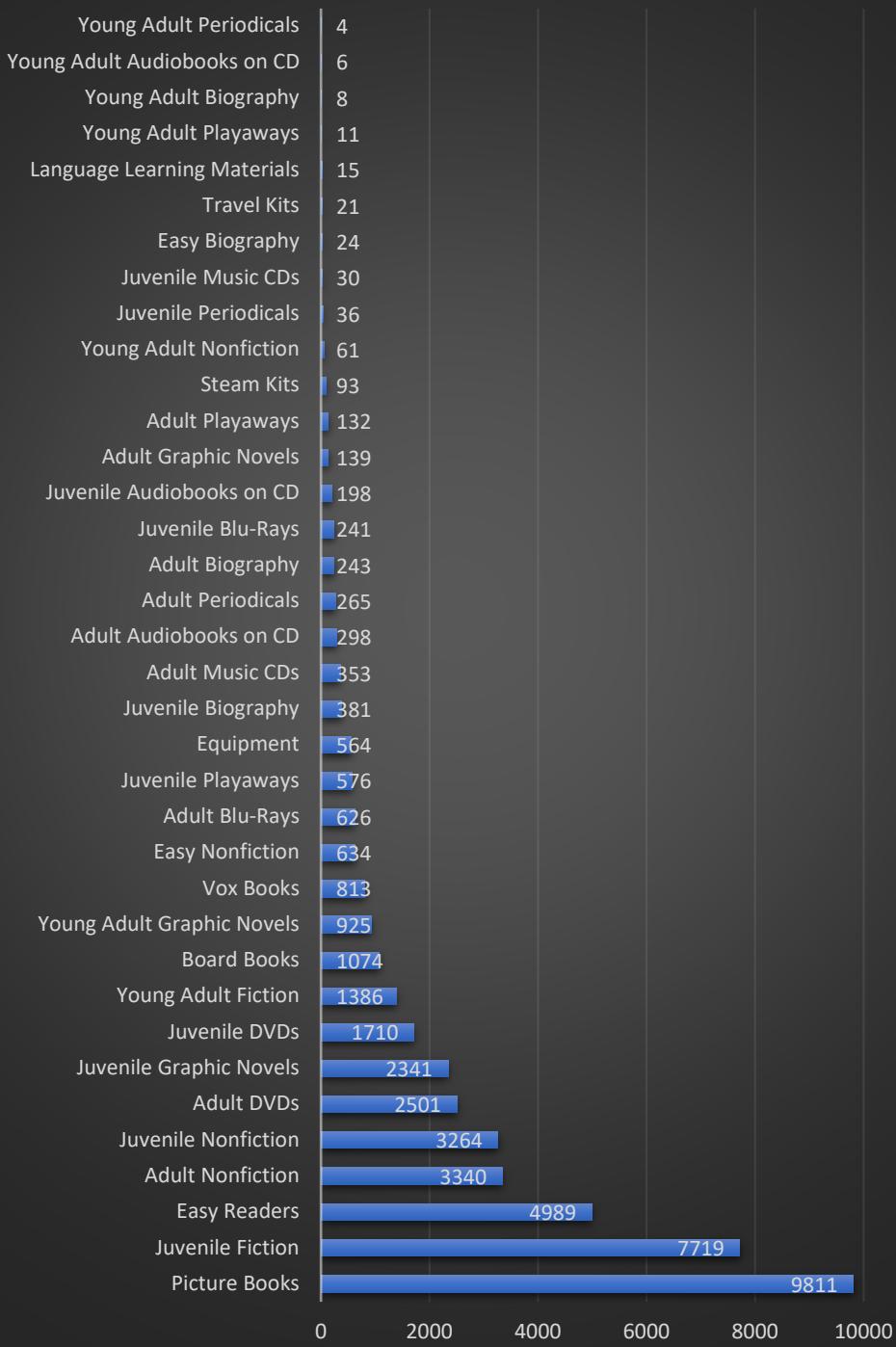
June Circulation Statistics

	June 2025	June 2024	Difference	July 2024 - June 2025	July 2023 - June 2024	Difference
Physical Checkouts & Renewals (including Automatic)						
Books	48136	46816	3%	444865	456439	-3%
Videos	5078	5287	-4%	59106	73580	-20%
Audio	1604	1711	-6%	16647	16689	0%
Magazines & Other	958	936	2%	10919	10996	-1%
Total Print Transactions	55776	54750	2%	531537	557704	-5%
Downloadable Transactions						
Ebooks	5,389	5,564	-3%	65,879	62,357	6%
Audiobooks	8,335	6,158	35%	90,479	68,812	31%
Magazines	1669	495	237%	18,826	6,754	179%
Adventure Pass	71	88	-19%	477	698	-32%
Total Downloadable Transactions	15,464	12,305	26%	175,661	138,621	27%
Total Circulation (Physical + Downloadable)	71,240	67,055	6%	707,198	696,325	2%
Highlights						
Steam kits	93	118	-21%	859	1047	-18%
WiFi Hotspots	0	69	-100%	57	855	-93%
Residency Checkouts (Print Transactions)						
City of Ankeny	47135	47683	-1%	452353	486413	-7%
Rural/Unincorporated Polk County	4659	3917	19%	41733	35829	16%
Open Access	3794	3150	20%	37626	35176	7%
Total Residency Checkouts	55588	54750	2%	531712	557418	-5%
Cardholders						
Basic Access	436	530	-18%	3698	3846	-4%
Temporary	32	15	113%	134	145	-8%
Organization	0	#DIV/0!		1	1	0%
Online	71	53	34%	653	558	17%
Total New Cardholders	539	598	-10%	4486	4550	-1%
Total Active Cardholders	27795					
Visitors	39715	37439	6%	373475	347411	8%



Circulation by Collection

June 2025 Print Checkouts and Renewals





Public Services Report – June 2025

Public Services Summary: (by Molly Guerra)

Highlights:

As you will see and read below, our librarians have been busy and bustling with a full line-up of programs for all ages. Part-time staff at the Children's Desk are welcoming hundreds of families and children a day and providing outstanding service. It is the best time of the year without a doubt!

It was a great privilege to finish my first year as the Public Services Manager. It is helpful to have a year of experience as I plan for FY26. In FY25 the library held 900 programs with 29,864 attendees. That was an increase in attendance of 3,426 library users. The library is lucky to have such a talented and welcoming staff of librarians and associates and our increasing usage reflects that. As the community continues to grow, we will continue to have conversations about how our programming might evolve to serve the growing population and demand.

Accomplishments:

- Observe and learn about Summer Library Program at AKPL.
- Trained Aurora Michael-Caceres at all three service desks.
- Attended Beats and Eats, a community event put on by Parks and Recreations, with Michael Caceres to offer a craft and sign up community members for Summer Library Program.
- Worked closely with librarians as we finalized our FY25 spending.
- Completed one hour of continuing education.

Upcoming Goals:

- Complete five hours of continuing education.
- Listen to AKPL staff and the community in order to understand how I can best serve the library.
- Complete one full-time evaluation and two part-time evaluations.



Public Services Report – June 2025

FY25	June 2025		Year to Date by Age Level		June 2024	
	Programs	Attendees	Programs	Attendees	Programs	Attendees
Early Learners (0-5)	11	2095	284	13261	11	1521
School Age (6-11)	4	319	33	1797	6	1201
Tween/Teen (12-18)	27	457	160	1673	24	265
Adult (18+)	42	521	370	4259	57	428
General Interest	4	529	49	8580	5	238
Monthly Total	88	3921			103	3653
Year to Date of All Program Types	900	29864			1022	26438
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Additional services	June 2025		FY25 Year to Date		June 2024	
Technology Appointments	8		80		6	
Exam Proctoring	7		36		10	
Notary Appointments	75		772		55	
Patron Computer Usage	1951		15966		1800	
Reference Interactions	NA		10422		1062	
Youth Scavenger Hunt	1644		8986		1180	
Storytime To-Go Kits	1000		12700		2000	
Unique Wireless Usage	6045		55786		3067	
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Room Usage	June 2025		FY25 Year to Date		June 2024	
Children/Teen Program Rooms	31		350		26	
City Council Chambers	14		189		31	
Conference Rooms and Lounge B	580		6361		547	
Meeting Rooms (A, B, C, ABC, BC)	83		803		76	
Makerspace	37		429		37	
Off-Site /Virtual / Misc.	10		65		9	
Total Usage	755		8197		726	
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Digital Resources (Included)	June 2025		FY25 Year to Date		June 2024	
Ancestry Library Edition	166		2150		440	
Brainfuse: HelpNow	0		1163		19	
Brainfuse: JobNow / VetNow	0		200		37	
Consumer Reports	490		8374		562	
Heritage Quest	3		1062		150	
Hoopla	1100		11774		1089	
Library Speakers Consortium	927		16471		691	
Lote4Kids	83		355		13	
New York Times Online			6205		525	
Novelist K-8	0		0		--	
Novelist Plus	62		1626		65	
Novelist Select	582		5887		712	
Reference Solutions	8		553		6	
ValueLine	1683		18094		1877	
Digital Resources (Not Included)						
Niche Academy	66		296		21	
Total Usage (Included Only)	5104		73914		6186	



Public Services Report – June 2025

Youth Services Report by Brittany Burk and Kelly Munter

Summary

June FLEW by; each year it seems to go faster than the last. To date we've had **4,931 participants** sign up for the 2025 Summer Library Program and over **1,644** complete our various June scavenger hunts. Our all-time record for sign-ups is 5,100, but our goal for this year is to sign up at least 5,000! Our program attendance numbers were great in June and the library has been such a busy place. **At just the youth events, we saw 2,779 people this month!** Our library intern, Aurora, and the communications intern, Payton, have been a huge help to us this summer. Payton has put hundreds of photos from programs on our shared drive, but here are some of our June highlights!

Sing & Shake at AMP: singing and dancing followed by bubbles



Wesley Waffles Family Concert: 45 minutes of silliness and singing



Pokémon Club: card trading and games followed by the Detective Pikachu movie



Halfway Prize Free Book Giveaway: we gave away over 800 books between June 24 and July 3



Goals: Our biggest goal is to continue providing educational and fun events for families and kids, especially for much greater numbers during the summer months!

- Post more content to our Facebook page, schedule out posts and increase engagement
- Finish formatting the next story stroll book and put it out; work on collective August calendar
- Complete scavenger hunts for summer and start fall
- Plan and research fall programming



Public Services Report – June 2025

Teen Teen Services Report by Brenna Barton

Summary:

- Week 1 – 82
- Week 2 – 92
- Week 3 – 144
- Week 4 – 121
- Week 5 – 18

Total Patrons at events this month: 457 (average of 18)

Number of Technology/Patron Appointments: 0

Total Notary Appointments: 19

Teen Events Overview:

Snack Attack – Homemade Ice Cream and Sorbet

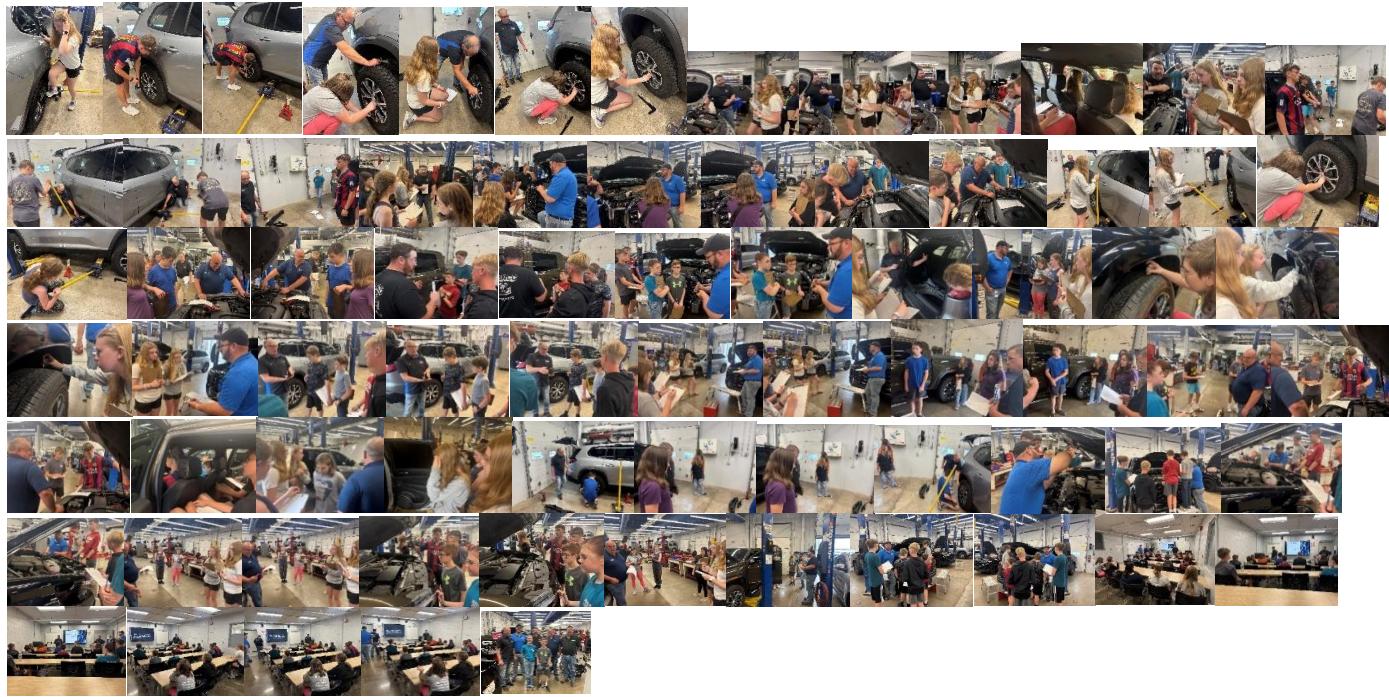


We had 18 attend. This was waitlisted and full by May 20! Sam also brought his ice cream maker from home so they were able to try homemade ice cream that they made versus an ice cream maker!

Fiber and Friends: Teen Craft and Chat

We had 11 attend!

I Wish I Learned: Basic Car Maintenance (at DMACC Building 13)



We had 19 attend. This event was waitlisted by May 29!

DIY Water Bottle and Laptop Stickers



We had 25 attend. This was waitlisted by May 20!

Generation Rx Medication Safety



We had two sisters attend. While it was a smaller crowd, we did have some good discussions about medication safety and best practices for storage and disposal of medicine.

Lemonade and Literature

We had 7 attend to discuss *Sunrise on the Reaping* by Suzanne Collins. This event was waitlisted by May 29!

Reverse Painting on Glass



We had 17 attend. This was waitlisted and full by May 20!

Fiber and Friends: Teen Craft and Chat

We had 10 attend.

Teen Advisory Group (TAG)

We had 7 attend. We made slushies and talked about upcoming fall programming!

Mini Trebuchet and Catapult Building





Public Services Report – June 2025



We had 19 attend. This was waitlisted and full by May 27!

Minecraft Club



We had 17 attend. This event was waitlisted by May 29!

T-Shirt Bags



We had 22 attend. This was waitlisted and full by May 27! We had leftover milk from the ice cream making event so we made some banana and strawberry smoothies too!

Candle Making



We had 36 attend. This event was waitlisted and full by May 23. I had parents reaching out as well asking when we would do this event again!



Public Services Report – June 2025

Fiber and Friends: Teen Craft and Chat

We had 9 attend. I did receive feedback from our part time staff that some of the teens were very rambunctious and disruptive during this event, so we assigned a part-time staff member to welcome the group to the library and regularly monitor their activities.

Alka-Seltzer Rockets



We had 29 attend. This event was waitlisted and full by May 23. We did have some last minute cancellations since it was speculated to rain and this was an indoor/outdoor event, but with walk-ins and the waitlist we filled the event!

Tic-Tac-Toe To Go



We had 23 attend. This event was waitlisted by June 1.

Graphic Novel Book Club

We had 8 attend to discuss *One Piece* by Eiichiro Oda.



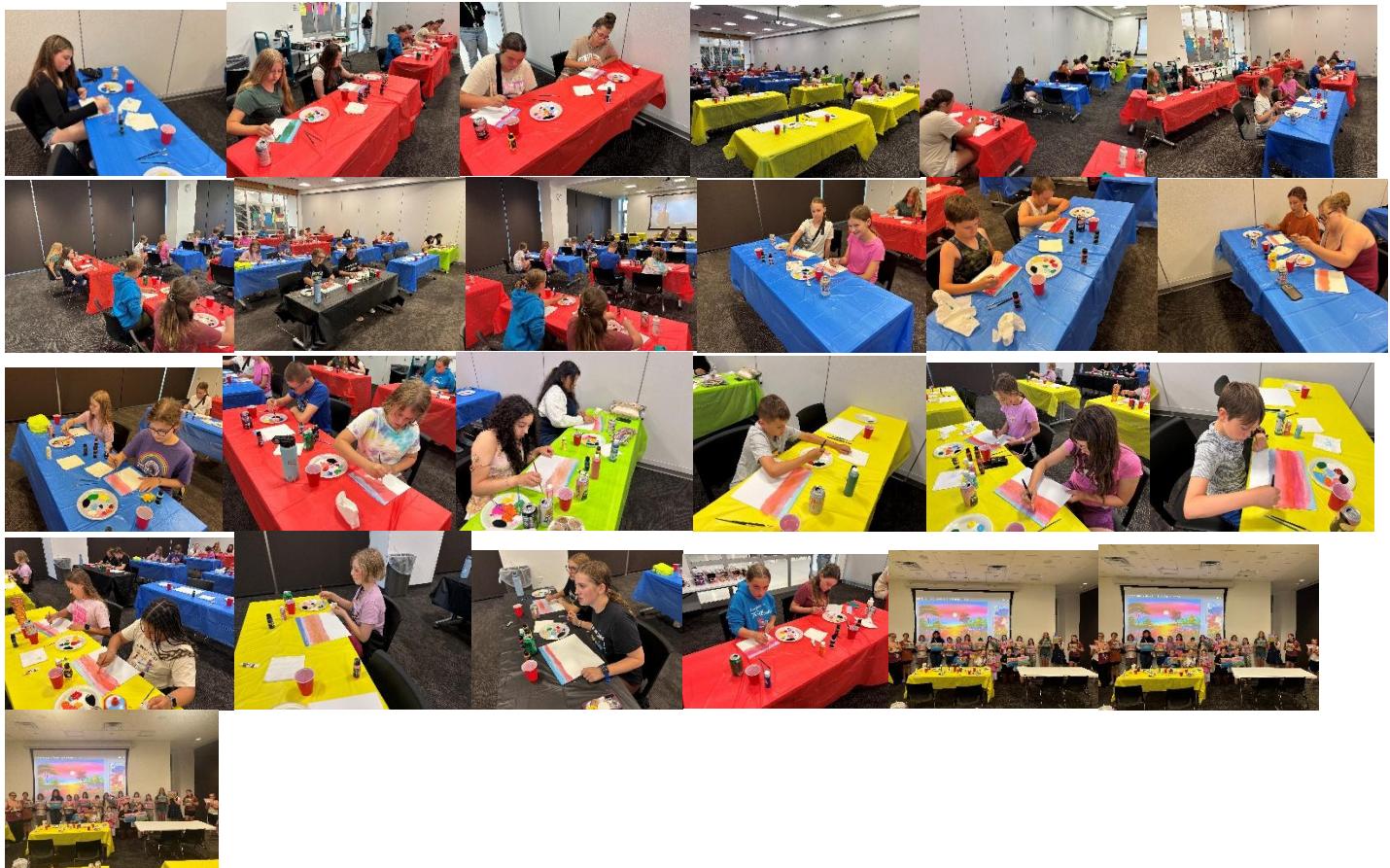
Public Services Report – June 2025

Yoga with Meghan May



We had 11 attend, and some parents participated with their teens.

Late Night at the Library – Paint n' Pops



We had 28 attend. They all seemed to really enjoy the event, and I think that it went well. This was waitlisted and full by May 27!

Cupcake in a Cone





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We had 32 attend. This was waitlisted and full by May 27!

Fiber and Friends: Teen Craft and Chat

We had 9 attend. I introduced the teens to Angie, the part-time staff member that is monitoring the group, and gave them a reminder that Craft and Chat was for crafting and to please be respectful of the space and staff.

Pokémon Club/Detective Pikachu Movie

We had 104 attend this K-5 and Teen event! I thought it went really well and provided teens and youth with a great environment to trade cards and talk Pokémon!

ACOTAR Book Club

We had 4 attend to discuss *A Court of Wings and Ruin* by Sarah J. Maas. We decided to meet to discuss her fourth book in the series, *A Court of Frost and Starlight* and *A Court of Silver Flames* on July 29.

ACHS Book Club

We had 4 attend to discuss *Everyone in my Family has Killed Someone* by Benjamin Stevenson. We decided our next book would be *The Midnight Library* by Matt Haig.

Cloth Bookmark Craft



We had 26 attend. This event was waitlisted by June 5!

Yogurt Parfait



We had 22 attend. This event was waitlisted by June 4!



Night at the Library – Kahoot Trivia Tournament



We had 24 attend. I had seven categories with twenty questions in each category. Some teams won multiple times, but I made sure that everyone got to go home with a prize.

Fiber and Friends: Teen Craft and Chat

We had 18 attend!

Goals:

June was a great month and start to the Summer Library Program! We also had some good participation for the photo scavenger hunt, and I plan to post all of the photos at the end of summer! I did receive feedback from staff that there were several parents that were upset that the teen events filled up (even past the waitlist). For most events, I capped the participation at 20-30 (depending on the activity/space of the room), but can look toward next year budgeting for maybe closer to 40-50 per event in the summer, and maybe doing duplicates of events so that more people can sign up. I did let the staff know that they could tell parents that they could always put their child on the waitlist and show up anyway since we did have no shows at almost all of the events.

1. Finalize the August Calendar
 - a. Continue updating bookmarks and reels for readers advisory
2. Continue prepping upcoming SLP and August events
3. Continue Summer Library Program (SLP) preparations including:
 - a. Working on Canva to make marketing materials
 - b. Purchasing supplies
 - c. Prepping notes/activity plans/hand-outs/etc

I had no frustrations in June 😊

Adult Services Report by Justin Armbruster

OverDrive Checkouts		15,560
Documents Notarized		49
Book a Librarian Appointments		7 (five scheduled, two walk-in)
Reference Transaction		27
Proctored Exams		2

In May, we kicked off our Summer Library Program with two all ages musicians and a hypnotist for teens. The event was a huge success and a massive undertaking. Working with another staff member, we set up a table at the top of the steps leading up to the library to distribute the swag bags for SLP participants. For well over an hour, we had a line that went down the steps and down the sidewalk. We handed out hundreds of bags and spoke to many more. From what I understand, it was highest attendance we've had for a kickoff event. The entire event went very smoothly, especially thanks to the hard work and planning from staff members. Additionally, I have been training myself on the sublimation printer, as well as using Cricut accessories I have not used prior. For instance, I helped a patron use our mug press to put designs on her tumbler.

My goals for June include advertising a couple of special SLP programs, especially Puzzle-Palooza and another event promoting healthy hearing. I would love to see us hit our registration limit for the puzzle program, as



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well as getting at least a dozen attendees for our healthy hearing event. Another goal is looking into starting a silent book club. They have been gaining popularity and I would like to see if it's something our community would enjoy. Often billed as a "book club for introverts," there is no assigned book/author, but participants silently read together in "quiet camaraderie."

In terms of frustrations this month, I did not have any significant ones, other than the PA system buzzing all day.

Acquisitions Report – June 2025

Although the current Fiscal Year concludes in June, and invoices must be submitted by the first payables (June 10th this year) in order for the Council to approve, acquisitions work continues at a steady pace. The start of summer coincides both with the start of our Summer Library Program and increased attendance, as well as the beginning of major summer releases in commercial fiction. As such, we cannot slowdown our efforts to build a collection that continues to meet the needs and interests of our community.

Print Collections	# Added	A/V Collections	# Added
Adult Biography	9	Adult Audio Books	23
Adult Fiction	456	Adult Blu-Rays	16
Adult Graphic Novels	4	Adult DVDs	19
Adult Non-Fiction	120	Adult Music CDs	24
		Adult Playaways	0
Picture books	38		
Board books	5	Juvenile Audio Books	0
Easy Non-fiction	0	Juvenile Blu-rays	4
Easy Readers	15	Juvenile DVDs	5
Vox Books	1	Juvenile Music CDs	1
		Juvenile Playaways	0
Juvenile Biography	1		
Juvenile Fiction	72	Young Adult Audio Books	0
Juvenile Graphic Novels	38	Young Adult Playaways	0
Juvenile Nonfiction	18		
		Totals	92
YA Biography	1		
YA Fiction	28		
YA Graphic Novels	4		
YA Nonfiction	3		
Totals	813		

Twelve Month Comparative Totals

	6/24	7/24	8/24	9/4	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25
Print	767	611	979	900	1013	759	507	800	605	976	718	960
A/V	78	154	140	98	119	85	102	58	116	92	103	115