

Fairfield Public Library
168th Annual Report, FY2020-2021

General Fund

	<u>Actual 19-20</u>	<u>Budget 20-21</u>	<u>Actual 20-21</u>
Funds Available to Library			
City General Fund	466,093	332,875	330,805
4432 · Direct State Aide	3,883	3,870	3,888
4433 · Open Access	3,432	3,670	3,725
4434 · Access Plus (Interlibrary Loans out)	624	810	622
4440 · Interlibrary Loan Fees (in)	700	710	750
4465 · Library Services (Jeff County)	67,500	67,500	60,005
4470 · Town Contracts	5,950	5,425	5,425
4501 · Library Concessions	11,249	10,300	4,465
4502 · Library Fees (Fines, lost & damaged)	8,718	11,700	4,330
Total Funds Available	\$ 568,149	\$ 436,860	\$ 414,014
Disbursements			
Personnel Services			
6010 · Salaries FT	183,139	196,940	189,614
6020 · Salaries PT	72,071	92,893	79,588
6110 · FICA	18,934	22,172	19,787
6130 · IPERS			
6150 · Group Insurance			
6160 · Workers compensation			
6220 · Subscriptions	454	455	454
6230 · Training	280	400	74
6240 · Meetings & conferences	2,091	1,500	149
Total Personnel Services	\$ 276,970	\$ 314,360	\$ 289,666
Services & Commodities			
6310 · Building maintenance & repair	204,353	37,000	38,287
6350 · Operations equipment repair	155	1,000	-
6371 · Electric & Gas expense	27,966	21,500	15,685
6373 · Telecommunications	3,128	3,000	3,203
6408 · Insurance expense	-	-	-
6414 · Printing & publishing	623	1,000	557
6499 · Other contractual services	38,050	39,800	51,054
6502 · Library materials	6,913	6,000	10,147
6506 · Office supplies	7,051	9,000	5,030
6507 · Operating supplies	-	-	-
6508 · Postage and shipping	2,939	4,200	384
Total Services & Commodities	\$ 291,179	\$ 122,500	\$ 124,348
Total Disbursements	\$ 568,149	\$ 436,860	\$ 414,014

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Memorial Fund

	2019-2020	2020-2021
Balance July 1	\$ 448	\$ 6,416
Receipts		
Adopt-an-Author	522	657
Adopt-a-Magazine	169	241
Amazon Smile	151	69
Clerk of Court	-	802
Desk donations	267	223
Disc cleaning	16	26
Free film popcorn donations	469	-
Gifts & memorials	3,806	2,166
Grants - FPL Foundation for library materials	31,750	26,250
Grants - FPL Foundation for Lynda.com	2,500	-
Grants - Paul Praither for library materials	3,000	6,000
Hy-Vee reusable bags program	-	31
Interest income from Endowment Fund	9,361	7,098
Interest income from ISB checking	10	5
Interest income from Passport Account	164	14
Personal Clearing (extra SRP t-shirts)	66	53
Refunds	40	50
Total to account for	\$ 52,738	\$ 50,101
Disbursements		
Adjust balance per 2020 audit	-	1,446
Adjusting entry	-	1
Library materials	45,437	44,076
Movie licensing fees	116	116
Replenish credit card account	770	483
Safe deposit box	-	-
Less disbursements	\$ 46,322	\$ 46,121
Balance June 30	\$ 6,416	\$ 3,980

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Booksale Fund*

	2019-2020	2020-2021
Balance July 1	\$ 11,154	\$ 6,824
Receipts		
Booksale revenue	6,173	2,059
SRP t-shirt sales	95	
Grant: GJCF for laptop computers		3,000
Grant: ALA for Teens & Tweens		3,000
Grant: Alliant Energy for SRP		1,000
Grant: Iowa State Bank for SRP		200
Grant - Walmart for SRP	1,000	1,000
Total to account for	\$ 18,422	\$ 17,083
Disbursements		
Programs & events for Adults	3,345	416
Programs & events for Youth	3,248	2,276
Programs & events for All Ages	362	310
Refurbished ECO Master disc repair machine	1,880	
Dell Rugged Laptops, software, cables		3,323
MobilePrint remote printing, four years		2,615
Staff Wellness, Pandemic Response	2,751	634
Less disbursements	\$ 11,587	\$ 9,574
Balance June 30	\$ 6,835	\$ 7,509

* *This Booksale Fund originated in March 2016 after Friends of the Library dissolved. Trustees approved the use of booksale revenue for expenditures that had been covered by Friends in the past: Library programs and events, and some equipment.*

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Capital Fund

	<u>2019-2020</u>	<u>2020-2021</u>
Balance July 1	\$ 0.84	\$ 0.84
Receipts		
Total to account for	<u>\$ 0.84</u>	<u>\$ 0.84</u>
Disbursements		
Less disbursements	<u>\$ -</u>	<u>\$ -</u>
Balance June 30	<u><u>\$ 0.84</u></u>	<u><u>\$ 0.84</u></u>

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Library Endowment Fund

	2019-2020	2020-2021
Balance July 1	\$ 490,644	\$ 493,248
Receipts		
Interest income: Passport account		19
Stock gain	(937)	56
Mutual funds gain	3,541	11,509
Adjust balance per 2020 audit		1,446
Total to account for	\$ 493,248	\$ 506,278
Disbursements	-	-
Less disbursements	-	-
Balance June 30	\$ 493,248	\$ 506,278

This Endowment Fund originated in January 1955 with the proviso that donations be invested as a permanent endowment fund, and that income be used for purchasing library materials.

The funds are invested in certificates of deposit at local banks. Interest income is regularly deposited into the Memorial Fund and expended for library materials. See the Memorial Fund page of this report: "Interest income from Endowment Fund."

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Cash Reconciliation of All Independent Library Funds

Memorial Fund	\$	3,980	Cash Reconciliation		
Booksale Fund		7,509	ISB checking account	\$	12,477
Capital Fund		1	Passport trust		11,829
Endowment Fund		506,278	Stocks at Edward Jones		1,154
	\$	517,767	Guardian fund (endowment)		35,294
			FNB #42112: Matures 8/08/22		72,500
			FNB #42113: Matures 8/08/23		72,500
			LSB #206138: Matures 10/08/24		31,000
			LSB #206082: Matures 7/21/24		90,000
			LSB #206083: Matures 7/21/24		102,000
			ISB #130602: Matures 10/14/21		90,000
			Outstanding checks		(988)
					<hr/>
			Total	\$	517,767

Rental House
105 West Jefferson
Managed by Rose Kennedy at Village Realty

Balance July 1	\$	10,265
Rental income		9,000
Management fees		(900)
Real estate tax		(2,146)
Maintenance		(3,450)
Balance June 30	\$	12,770

FNB Credit Card Account **\$** **1,460**

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Library Collections

	FY2019-2020		FY2020-2021
Adult Services collections:			
AV equipment available for loan	25		28
Audio cassette	8		8
Biography	1,351		1,367
Blu-ray	832		878
Book on CD	2,032		2,144
CD-ROM	12		12
DVD	11,747		11,535
Energy meters	5		5
Fiction	12,446		12,809
Garden seed packet	240		245
Large type	2,220		2,238
Music CD	3,133		3,175
New reader	231		231
Nonfiction	26,105		26,346
Puzzles	68		-
Reference	1,380		1,605
Youth Services collections:			
Biography	369		388
Juvenile book on CD	289		292
Juvenile DVD	1,228		1,269
Juvenile easy reader	1,021		1,061
Juvenile fiction	3,558		4,252
Juvenile music CD	219		222
Juvenile nonfiction	4,182		4,281
Picture book	5,308		5,209
Toy			6
Young adult book on CD	152		152
Young adult fiction	2,103		2,654
Electronic resources (databases)	50		51
Downloadable audiobooks	27,368		31,079
Downloadable e-books	59,781		57,638
Magazine subscriptions	145		136
Newspaper subscriptions	6		6
TOTAL UNIQUE TITLES	167,614		171,322

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Library Usage - Circulation

BORROWER COUNTS*			
Fairfield adult	3,244	Lockridge juvenile	14
Fairfield juvenile	596	Open Access	312
Rural county adult	723	Packwood adult	33
Rural county juvenile	170	Packwood juvenile	6
Campus student	213	Pleasant Plain adult	11
Campus staff	60	Pleasant Plain juvenile	4
Libertyville adult	51	Vedic City adult	46
Libertyville juvenile	19	Vedic City juvenile	1
Lockridge adult	44	Temporary cards	19
PROGRAMS & TRAFFIC			
2020 Programs offered	822	2021 Programs offered	540
2020 Program attendance	16,189	2021 Program attendance	14,193
2020 Traffic in the building	89,002	2021 Traffic in the building	30,348
CIRCULATION COUNTS		6/30/2020	6/30/2021
Adult Services:			
AV equipment loans	45		291
Biography	510		301
Blu-ray	2,868		458
Book on CD	2,733		1,256
CD-ROM	5		5
DVD	29,322		13,420
Fiction	18,776		12,441
Garden seed packets	76		88
Interlibrary loans (in)	374		421
Large type	1,454		1,015
Music CD	2,101		1,020
New reader	12		3
Nonfiction	14,479		8,457
Reference	184		51
Youth Services:			
Biography	196		172
Juvenile book on CD	269		151
Juvenile DVD	4,008		1,060
Juvenile easy reader	2,744		1,247
Juvenile fiction	7,039		5,129
Juvenile music CD	295		243
Juvenile nonfiction	2,877		2,209
Picture book	13,589		6,946
Young adult book on CD	72		15
Young adult fiction	2,093		1,415
All ages combined:			
Magazines	5,473		2,920
Downloadable audiobooks	7,673		8,137
Downloadable e-books	7,879		8,351
Bridges electronic serials/video	663		580
Database usage	14,777		8,798
Open Access circulation	9,336		3,792
TOTAL CIRCULATION	151,922		90,392
Other library usage:			
Interlibrary loans (out)	467		565
Internet sessions, including Wi-Fi	16,944		5,002
Educational game sessions on youth computers**	2,230		208
Room reservations: Meeting, conference, study	1,589		256

66%
88%
34%

60%

*These figures are estimates, as patron accounts expire and renew continuously throughout the year.

**Youth computers are not connected to the Internet.