



West Branch Public Library
300 N Downey St
PO Box 460
West Branch, IA 52358

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Board of Trustees Meeting

May 14, 2025, 6:30pm

West Branch Public Library Community Room

Online Attendance is available at <https://us02web.zoom.us/j/84510234590>, by phone at 1-312-626-6799, or by a Zoom application on mobile device with meeting code 845 1023 4590.

Roll Call

Approve agenda

Approve minutes
April 9

Open Forum

Financial condition report and approval of expenditures
April 2025
May 2025 in progress

Director's Report

Discuss/approve appointing Christine Humrichouse to the Library Board of Trustees

Discuss/approve Library Staff Salaries for FY 2026

Discuss/approve 2025 Strategic Plan

Next meeting
Next meeting June 11 @ 6:30pm

Adjourn

Staff

Library Director: Jessica Schafer
Public Services Librarian: Kat Korsmo • Programming Librarian: Mary Buol

Board of Trustees

Lizabeth Osborne, President • Seth Goodspeed, Vice President • Annika Pettitt, Secretary
Lisa Kofoed • Erin Monaghan • Holly Wasion

WEST BRANCH PUBLIC LIBRARY
Board of Trustees Meeting Minutes
<https://us02web.zoom.us/j/84510234590>

April 9, 2025

Meeting commenced at: 6:33

Roll Call

Present:

- Jessie Schafer (Director)
- Annika Pettitt (Secretary)
- Lizabeth Osborne (President)
- Lisa Kofoed (Trustee)
- Holly Waison (Trustee)
- Erin Monaghan (Trustee)
- Seth Goodspeed (Vice President)

Absent:

Meeting Agenda and Minutes:

On a motion by Trustee Waison the agenda for the meeting was unanimously approved.

On a motion by Trustee Kofoed and seconded by Trustee Minaghan the March 2025 minutes were unanimously approved

Open Forum:

The bills discussed last meeting did not move through the Iowa State Legislature. However, the staff is still monitoring the impact of loss of federal funding for the State Library.

Jessie described a resource that explains where that federal funding goes at the State Library. Inter library loan, certification, and other programs would be impacted.

Trustee Monaghan inquired about whether Jessie monitors grant opportunities through non-federal programs. She does pay attention but given her other current duties hasn't had much time to follow through. She mentioned that may be a good option for the Friends group to pursue.

Financial Condition Report:

Jessie answered a few questions about the differences in purchases between adult, youth and electronic books.

On a motion by Trustee Goodpseed and seconded by Trustee Osborne the proposed changes to the Internet Policy were approved.

Director's Report:

See meeting packet for additional notes

Additions to the Packet:

- The board suggested a few additional places/ways to advertise the Tee/Tea Time Event

Discuss/approve revision to Internet Policy

On a motion by Trustee Monaghan and seconded by Trustee Waison the proposed changes to the Internet Policy were approved.

Discuss/approve review of Laptop Policy

On a motion by Trustee Goodspeed and seconded by Trustee Pettitt the proposed changes to the Laptop Policy were approved.

Discuss recruitment of potential board members

Next meeting May 14 @ 6:30pm

The meeting was adjourned at 7:14

April 2025					
Type	Number	Category	Payee	Amount	Invoice #
Dues/Memberships	031-5-4-410-6210				
			Subtotal	\$ -	
Travel/Conference	031-5-4-410-6240		MILEAGE REIMBURSEMENT - Jessie Schafer (Cedar Co Libraries	\$ 32.90	
			Subtotal	\$ 32.90	
Building Maintenance	031-5-4-410-6310		OASIS - repair two light fixtures	\$ 164.22	8307
			AMAZON - paper towels	\$ 34.99	
			AMAZON - turtle supplies	\$ 6.68	
			DONAHUE'S CARPET CLEANING - library carpet cleaning	\$ 575.04	10688
			WEBSTAUANT STORE - table legs for teen room booth (paid b	\$ 104.26	
			WALMART - turtle tank light	\$ 6.98	
			AMAZON - turtle supplies, garden hose nozzle	\$ 19.98	
			Subtotal	\$ 912.15	
Utilities	031-5-4-410-6371		ALLIANT	\$ 490.38	4-4-2025
			Subtotal	\$ 490.38	
Telephone	031-5-4-410-6373		LIBERTY	\$ 239.17	4-1-2025
			Subtotal	\$ 239.17	
Janitorial Services	031-5-4-410-6409		MOPPY MO'S	\$ 402.50	1148
			Subtotal	\$ 402.50	
Advertisement/Legal	031-5-4-410-6414				
			Subtotal	\$ -	
Technology services	031-5-4-410-6419		GOOGLE - email and file storage (paid by credit card)	\$ 36.00	5215952373
			Subtotal	\$ 36.00	
Contract Payments	031-5-4-410-6498				
			Subtotal	\$ -	
Office Supplies	031-5-4-410-6506		AMAZON - paper trays	\$ 5.29	
			QUILL - copy paper	\$ 42.99	4492055
			Subtotal	\$ 48.28	
Postage and Shipping	031-5-4-410-6508		PITNEY BOWES - postage refill	\$ 100.00	
			Subtotal	\$ 100.00	
Programs	031-5-4-410-6599	SLP	AMAZON - tag chains	\$ 32.78	
			iREAD - program supplies and prizes	\$ 705.26	304796
		Youth	AMAZON - space program supplies	\$ 103.71	
			AMAZON - Peeps contest prizes	\$ 60.24	
			WALMART - Peeps, program snacks, program prizes	\$ 89.27	
			Subtotal	\$ 991.26	
Office Equipment	031-5-4-410-6725		LEAF - copier lease	\$ 142.02	18171581
			EO JOHNSON - printing charges	\$ 214.84	INV1735881
			Subtotal	\$ 356.86	
Capital Improvements	031-5-4-410-6761				
			Subtotal	\$ -	
Materials	031-5-4-410-6770	Adult	AMAZON	\$ -	
			BAKER & TAYLOR	\$ 808.52	
		Youth	AMAZON - incl story box supplies	\$ 244.53	
			AMAZON - refund	\$ (3.93)	14KK-RLTV-KP7T
			BAKER & TAYLOR	\$ 284.66	
		Electronic	KANOPIY - streaming video	\$ 22.00	446776
			OVERDRIVE - ebooks	\$ 111.97	06497CO25096002
			OVERDRIVE - ebooks	\$ 38.49	06497CO25123529
			OVERDRIVE - audiobooks	\$ 467.86	06497CO25096002
			OVERDRIVE - audiobooks	\$ 102.99	06497CO25123529
		DVD	AMAZON	\$ 117.13	
		Video Games	AMAZON	\$ 43.85	
		Newspaper	Tipton Conservative	\$ 46.00	
			Subtotal	\$ 2,284.07	
			Total	\$ 5,893.57	

May 2025					
Type	Number	Category	Payee	Amount	Invoice #
Dues/Memberships	031-5-4-410-6210				
			Subtotal	\$ -	
Travel/Conference	031-5-4-410-6240				
			Subtotal	\$ -	
Building Maintenance	031-5-4-410-6310		HD SUPPLY - toilet paper	\$ 56.74	862570447
			VINICIO HERNANDEZ - interior painting	\$ 2,250.00	875252
			Subtotal	\$ 2,306.74	
Utilities	031-5-4-410-6371		ALLIANT	\$ -	
			Subtotal	\$ -	
Telephone	031-5-4-410-6373		LIBERTY	\$ 239.17	5-1-2025
			Subtotal	\$ 239.17	
Janitorial Services	031-5-4-410-6409		MOPPY MO'S	\$ 455.00	1151
			Subtotal	\$ 455.00	
Advertisement/Legal	031-5-4-410-6414		WEST BRANCH COMMUNITY SCHOOLS - SLP ad in The Bear	\$ 75.00	
			Subtotal	\$ 75.00	
Technology services	031-5-4-410-6419		AMAZON - replacement patron desktop	\$ 949.05	
			GOOGLE - email and file storage (paid by credit card)	\$ 36.00	5238150555
			Subtotal	\$ 985.05	
Contract Payments	031-5-4-410-6498			\$ -	
			Subtotal	\$ -	
Office Supplies	031-5-4-410-6506				
			Subtotal	\$ -	
Postage and Shipping	031-5-4-410-6508			\$ -	
			Subtotal	\$ -	
Programs	031-5-4-410-6599		AMAZON - dinosaur supplies	\$ 73.75	
			Subtotal	\$ 73.75	
Office Equipment	031-5-4-410-6725		Leaf - copier lease	\$ 142.02	18331291
			Subtotal	\$ 142.02	
Capital Improvements	031-5-4-410-6761				
			Subtotal	\$ -	
Materials	031-5-4-410-6770	Adult	AMAZON	\$ 186.29	
			BAKER & TAYLOR	\$ 191.03	
		Youth	AMAZON	\$ 139.91	
			AMAZON - credit	\$ (17.47)	1WQC-931V-1LFX
			BAKER & TAYLOR	\$ 26.75	
		Electronic	KANOPY - streaming video	\$ 71.00	450920
			OVERDRIVE - ebooks	\$ 4.48	06497CP25138331
			OVERDRIVE - ebooks	\$ 124.99	06497CO25145041
			OVERDRIVE - audiobooks	\$ 489.73	06497CO25145041
		DVD	AMAZON	\$ -	
			WALMART	\$ -	
		Newspaper	WEST BRANCH TIMES - 1 year subscription	\$ 38.00	04-22-2025
				\$ -	
			Subtotal	\$ 1,254.71	
			Total	\$ 5,531.44	

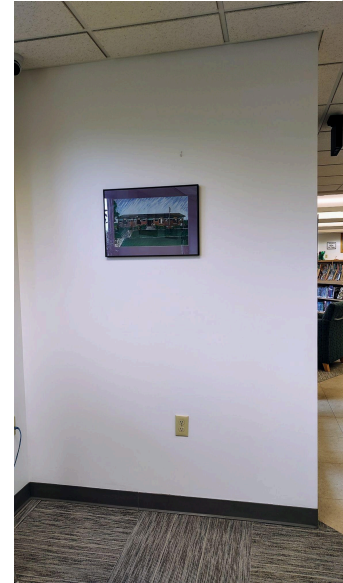
West Branch																
Type	July	August	September	October	November	December	January	February	March	April	May	June	Budgeted	Expended	Remaining \$	Average
Full-Time Salaries	\$ 7,321.76	\$ 10,982.64	\$ 7,321.76	\$ 7,321.76	\$ 7,321.76	\$ 7,321.76	\$ 11,113.86	\$ 7,452.98	\$ 7,452.98	\$ 7,452.98	\$ -	\$ -	\$ 96,498.00	\$ 81,064.24	\$ 15,433.76	\$ 8,053.94
Part-Time Salaries	\$ 1,621.80	\$ 2,183.55	\$ 127.50	\$ 165.00	\$ 330.00	\$ 945.00	\$ 2,288.00	\$ 1,450.00	\$ 1,575.00	\$ 1,575.00	\$ -	\$ -	\$ 24,804.00	\$ 12,260.85	\$ 12,543.15	\$ 885.57
Dues/Memberships - 6210	\$ -	\$ -	\$ 60.00	\$ 100.00	\$ -	\$ -	\$ 185.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 360.00	\$ 345.00	\$ 15.00	\$ 32.00
Travel and Conference - 6240	\$ -	\$ 79.00	\$ -	\$ -	\$ 44.22	\$ 22.51	\$ -	\$ -	\$ -	\$ 32.90	\$ -	\$ -	\$ 600.00	\$ 178.63	\$ 421.37	\$ 24.64
Building Maintenance - 6310	\$ -	\$ 1,326.21	\$ 125.25	\$ 277.83	\$ 136.87	\$ 581.54	\$ 108.52	\$ 296.25	\$ 23.71	\$ 912.15	\$ 2,306.74	\$ -	\$ 14,000.00	\$ 6,095.07	\$ 7,904.93	\$ 373.23
Utilities - 6371	\$ 601.31	\$ 695.36	\$ 661.67	\$ 525.14	\$ 526.52	\$ 450.02	\$ 674.59	\$ 687.93	\$ 537.82	\$ 490.38		\$ -	\$ 9,900.00	\$ 5,850.74	\$ 4,049.26	\$ 602.00
Telephone - 6373	\$ 238.39	\$ 238.72	\$ 238.72	\$ 239.02	\$ 239.02	\$ 239.02	\$ 239.11	\$ 239.11	\$ 239.11	\$ 239.17	\$ 239.17	\$ -	\$ 2,868.00	\$ 2,628.56	\$ 239.44	\$ 238.77
Janitorial Expense - 6409	\$ 385.00	\$ 455.00	\$ 350.00	\$ 402.50	\$ 420.00	\$ 367.50	\$ 280.00	\$ 472.50	\$ 367.50	\$ 402.50	\$ 455.00	\$ -	\$ 5,785.00	\$ 4,357.50	\$ 1,427.50	\$ 402.50
Advertisement/Legal - 6414	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00	\$ -	\$ 200.00	\$ 75.00	\$ 125.00	\$ -
Technology Services - 6419	\$ 121.99	\$ 36.00	\$ 321.83	\$ 36.00	\$ 35.75	\$ 4,942.11	\$ 191.63	\$ 36.00	\$ 36.00	\$ 36.00	\$ 985.05	\$ -	\$ 6,500.00	\$ 6,778.36	\$ (278.36)	\$ 110.31
Contract Payments - 6498	\$ -	\$ 1,870.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 129.00	\$ -	\$ -	\$ -	\$ -	\$ 2,400.00	\$ 1,999.00	\$ 401.00	\$ 374.00
Office Supplies - 6506	\$ -	\$ 51.22	\$ 53.41	\$ 55.22	\$ 91.61	\$ 34.88	\$ 104.08	\$ 62.65	\$ 61.99	\$ 48.28	\$ -	\$ -	\$ 2,000.00	\$ 563.34	\$ 1,436.66	\$ 50.29
Postage and Shipping - 6508	\$ 144.52	\$ 143.60	\$ 77.37	\$ 100.00	\$ -	\$ 351.27	\$ 100.00	\$ 77.37	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ 1,500.00	\$ 1,194.13	\$ 305.87	\$ 93.10
Programs (Misc) - 6599	\$ 545.10	\$ 57.80	\$ 60.12	\$ -	\$ 71.44	\$ -	\$ 164.80	\$ 412.16	\$ 374.67	\$ 991.26	\$ 73.75	\$ 495.00	\$ 6,200.00	\$ 3,246.10	\$ 2,953.90	\$ 146.89
Office Equipment - 6725	\$ 451.08	\$ 142.02	\$ 142.02	\$ 331.14	\$ 142.02	\$ 142.02	\$ 279.40	\$ 142.02	\$ 142.02	\$ 356.86	\$ 142.02	\$ -	\$ 3,000.00	\$ 2,412.62	\$ 587.38	\$ 241.66
Capital Improvements - 6761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -
Collections - 6770	\$ 1,892.18	\$ 1,597.95	\$ 2,071.41	\$ 1,655.92	\$ 1,526.00	\$ 1,244.91	\$ 1,211.48	\$ 1,574.62	\$ 1,077.58	\$ 2,284.07	\$ 1,254.71	\$ -	\$ 23,100.00	\$ 17,390.83	\$ 5,709.17	\$ 1,748.69
Library Account total	\$ 13,323.13	\$ 19,859.07	\$ 11,611.06	\$ 11,209.53	\$ 10,885.21	\$ 16,642.54	\$ 16,940.47	\$ 13,032.59	\$ 11,988.38	\$ 14,921.55	\$ 5,531.44	\$ 495.00	\$ 201,215.00	\$ 146,439.97	\$ 54,775.03	\$ 13,377.60
Operating (non-collections)	\$ 4,109.19	\$ 7,278.48	\$ 2,217.89	\$ 2,231.85	\$ 2,037.45	\$ 8,075.87	\$ 4,615.13	\$ 4,004.99	\$ 3,457.82	\$ 5,184.50	\$ 4,276.73				\$ 33,792.01	
Liability Insurance	\$ -	\$ 7,086.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,040.00	\$ 7,086.73	\$ (2,046.73)	\$ 7,086.73
FICA	\$ 684.21	\$ 1,007.24	\$ 569.90	\$ 572.76	\$ 585.39	\$ 636.65	\$ 1,025.29	\$ 681.11	\$ 690.67	\$ -	\$ -	\$ -	\$ 12,023.00	\$ 6,453.22	\$ 5,569.78	\$ 537.77
IPERS	\$ 844.26	\$ 1,238.62	\$ 691.16	\$ 691.16	\$ 691.16	\$ 769.99	\$ 1,260.88	\$ 840.44	\$ 852.24	\$ -	\$ -	\$ -	\$ 14,836.00	\$ 7,879.91	\$ 6,956.09	\$ 656.66
Group Insurance	\$ 1,581.18	\$ 1,581.18	\$ 1,581.18	\$ 1,581.18	\$ 1,581.18	\$ 1,581.18	\$ 1,583.34	\$ 1,582.25	\$ 1,582.25	\$ -	\$ -	\$ -	\$ 14,074.00	\$ 14,234.92	\$ (160.92)	\$ 1,186.24
Self Funded Insurance	\$ 201.84	\$ 201.84	\$ 201.84	\$ 201.84	\$ 201.84	\$ 201.84	\$ 201.84	\$ 201.84	\$ 201.84	\$ -	\$ -	\$ -	\$ 1,908.00	\$ 1,816.56	\$ 91.44	\$ 151.38
Workers' Comp	\$ 61.40	\$ 18.40	\$ 18.40	\$ 18.40	\$ 18.40	\$ 18.40	\$ 18.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220.00	\$ 171.80	\$ 48.20	\$ 14.32
General Fund total	\$ 1,844.42	\$ 1,801.42	\$ 1,801.42	\$ 1,801.42	\$ 1,801.42	\$ 1,801.42	\$ 1,803.58	\$ 1,784.09	\$ 1,784.09	\$ -	\$ -	\$ -	\$ 16,202.00	\$ 16,223.28	\$ (21.28)	\$ 1,351.94
Library Total Expenditures	\$ 15,167.55	\$ 21,660.49	\$ 13,412.48	\$ 13,010.95	\$ 12,686.63	\$ 18,443.96	\$ 18,744.05	\$ 14,816.68	\$ 13,772.47	\$ 14,921.55	\$ 5,531.44	\$ 495.00	\$ 249,316.00	\$ 184,083.11	\$ 99,024.90	\$ 13,555.27
Total Annual Income																
Type	July	August	September	October	November	December	January	February	March	April	May	June	Budgeted	Received	Remaining \$	Average
General Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 226,587.00	\$ -	\$ 226,587.00	\$ -
Interest Income	\$ -	\$ 276.75	\$ 488.55	\$ -	\$ 248.97	\$ 754.59	\$ -	\$ -	\$ 747.30	\$ -	\$ -	\$ -	\$ 300.00	\$ 2,516.16	\$ (2,216.16)	\$ 209.68
Rural Library Assistance	\$ -	\$ -	\$ 14,367.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,792.00	\$ 14,367.01	\$ 10,424.99	\$ 1,197.25
State Library Funding	\$ -	\$ -	\$ -	\$ 1,827.85	\$ -	\$ 922.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,600.00	\$ 2,750.59	\$ (150.59)	\$ 229.22
Private Contributions	\$ 430.15	\$ 26.70	\$ 11.35	\$ 65.26	\$ 5.05	\$ 715.75	\$ 50.00	\$ 11.45	\$ 312.30	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 1,628.01	\$ 1,371.99	\$ 135.67
Fines	\$ -	\$ 52.00	\$ -	\$ 102.29	\$ 119.00	\$ 25.00	\$ -	\$ -	\$ 42.50	\$ -	\$ -	\$ -	\$ 400.00	\$ 340.79	\$ 59.21	\$ 28.40
Misc Revenues	\$ 95.00	\$ 121.55	\$ 110.20	\$ 305.74	\$ 77.80	\$ 148.50	\$ 17.40	\$ 87.80	\$ 140.40	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,104.39	\$ (104.39)	\$ 92.03
Library Total Income	\$ 525.15	\$ 477.00	\$ 14,977.11	\$ 2,301.14	\$ 450.82	\$ 2,566.58	\$ 67.40	\$ 99.25	\$ 1,242.50	\$ -	\$ -	\$ -	\$ 258,679.00	\$ 22,706.95	\$ 235,972.05	\$ 1,892.25
Total Investments																
Type	July	August	September	October	November	December	January	February	March	April	May	June				
Enlow Building Funds	\$ 11,229.94	\$ 11,353.56	\$ 11,353.56	\$ 11,353.56	\$ 11,602.53	\$ 11,602.53	\$ 11,602.53	\$ 11,602.53	\$ 11,602.53	\$ -	\$ -	\$ -				
Hansen Donation CD	\$ 59,319.25	\$ 60,397.57	\$ 60,885.05	\$ 60,885.05	\$ 60,885.05	\$ 61,638.56	\$ 61,638.56	\$ 61,638.56	\$ 62,384.81	\$ -	\$ -	\$ -				
Krouth Principal	\$ 54,637.71	\$ 55,391.01	\$ 56,130.31	\$ 56,130.31	\$ 56,130.31	\$ 56,800.92	\$ 56,800.92	\$ 56,800.92	\$ 57,464.79	\$ -	\$ -	\$ -				
Krouth Interest Fund	\$ 25,613.69	\$ 25,966.83	\$ 26,313.41	\$ 26,313.41	\$ 26,313.41	\$ 26,627.79	\$ 26,627.79	\$ 26,627.79	\$ 26,939.01	\$ -	\$ -	\$ -				
Krouth Money Market	\$ 8,522.32	\$ 8,523.39	\$ 8,524.46	\$ 8,524.46	\$ 8,524.46	\$ 8,525.54	\$ 8,525.54	\$ 8,525.54	\$ 8,526.59	\$ -	\$ -	\$ -				
Margery Gray Estate	\$ 16,353.25	\$ 16,355.29	\$ 16,357.35	\$ 16,357.35	\$ 16,357.35	\$ 16,359.41	\$ 16,359.41	\$ 16,359.41	\$ 16,361.43	\$ -	\$ -	\$ -				
Library Total Investment	\$ 175,676.16	\$ 177,987.65	\$ 179,564.14	\$ 179,564.14	\$ 179,813.11	\$ 181,554.75	\$ 181,554.75	\$ 181,554.75	\$ 183,279.16	\$ -	\$ -	\$ -				

April 2024					
Type	Number	Category	Payee	Amount	Invoice #
Dues/Memberships	031-5-4-410-6210				
			Subtotal	\$ -	
Travel/Conference	031-5-4-410-6240				
			Subtotal	\$ -	
Building Maintenance	031-5-4-410-6310		Johnson Controls (fire monitoring dialer repair)	\$ 2,248.84	51752482
			Amazon (cleaning supplies)	\$ 34.38	3FDT
			Subtotal	\$ 2,283.22	
Utilities	031-5-4-410-6371		Alliant	\$ 425.39	I-STMT 4-1-2024
			Subtotal	\$ 425.39	
Telephone	031-5-4-410-6373		Liberty	\$ 238.39	I-STMT 4-1-2024
			Subtotal	\$ 238.39	
Janitorial Services	031-5-4-410-6409		Moppy Mo's	\$ 402.50	1084
			Subtotal	\$ 402.50	
Advertisement/Legal	031-5-4-410-6414				
			Subtotal	\$ -	
Technology services	031-5-4-410-6419		Google Workspace (email and storage for wbpl.org) - CC	\$ 32.12	4943403561
			Subtotal	\$ 32.12	
Contract Payments	031-5-4-410-6498				
			Subtotal	\$ -	
Office Supplies	031-5-4-410-6506		Amazon (office/mending supplies)	\$ 28.98	W37H
			Subtotal	\$ 28.98	
Postage and Shipping	031-5-4-410-6508				
			Subtotal	\$ -	
Programs	031-5-4-410-6599	SLP	iREAD (Illinois Library Association)	\$ 98.78	276990
			Pellet.com - paid by credit card	\$ 109.45	21589
		Youth	Walmart (prizes and supplies)	\$ 51.76	1655107951
			Subtotal	\$ 259.99	
Office Equipment	031-5-4-410-6725		Leaf (copier lease)	\$ 142.02	16311219
			Subtotal	\$ 142.02	
Capital Improvements	031-5-4-410-6761				
			Subtotal	\$ -	
Materials	031-5-4-410-6770	Adult	Amazon	\$ 19.58	
			Baker & Taylor	\$ 403.55	2038154415
		Youth	Amazon	\$ 26.81	
			Baker & Taylor	\$ 144.88	2038154415
		Electronic	Kanopy	\$ 69.00	394917
			Overdrive (ebooks)	\$ 60.00	06497CO24078795
			Overdrive (audiobooks)	\$ 473.54	093699, 06497CO24078795
		DVD	Amazon	\$ 90.62	
			Walmart	\$ -	
		Newspaper	Tipton Conservative	\$ 44.00	1157
			Subtotal	\$ 1,331.98	
			Total	\$ 5,144.59	

Library Facilities

• Building/Grounds

- Vinicio Hernandez has already finished painting the interior of the library! It only took them two Saturdays and had minimal impact on staff time, as they moved almost everything themselves.. Some of the walls were very dirty and damaged and we're thrilled with the results. It really brightens up the space.
- Lynch's planned to work on the library drainage tiling last month and had flags placed on the grounds, but they got pulled away on other emergency projects. We continue to give them repeated reminders to do the library work.
- Work on outside planted areas will begin soon! Peggy Tucker has been working on plans and will begin with the Poplar Street side of the building. We're going to try to get the umbrellas out soon, too.



Technology/IT

- I have purchased the replacement computer for patron PC #3, and Mainstay will pick it up soon for software installation.

Library Staff/Services

• Programs

- **Space Stations at the Library** was great! The Iowa Children's Museum set up several activity areas and we had a good turnout of almost 40 people.
- **Tea/Tee Time** hasn't drawn much interest. We are going to try branching out with our marketing and Mary is going to announce the theme/activity beforehand to see if we can drum up more interest.
- **Book Discussion:** We had a fun discussion of *Vera Wong's Unsolicited Advice for Murderers* by Jesse Q. Sutanto! It was a much lighter book than some of the serious ones we've been reading lately.
- **After Hours Movie Night** didn't draw a crowd in April, only 3 people came for *A Complete Unknown*.
- Our **Peep Diorama contest** went even better than we'd hoped! We got so many creative entries and people put a lot of time into their dioramas.


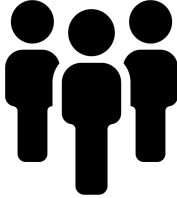
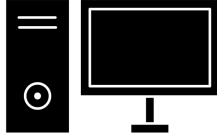



• Staff

- I attended the Library Directors Roundtable at Iowa City Public Library. This is a chance for our district consultant from the State Library, Becky Heil, to do some training and for library directors to network and share ideas. The theme this year was Assess, Adapt, Act and it was about assessing library programs, staff, and plans. I got some tips that will help with staff evaluations in the future.

Upcoming Library Events/Activities

- **Storytime** - Fridays @ 10:15am
- **Early Out** - Wednesdays @ 2:00pm on early release days
- **STEAM with Ms. Howard** - Wednesday, May 21 at 5-7pm
- **WBPL Book Discussion** - every 3rd Tuesday (May 20) at 7pm
 - Next book: *Distant Sons* by Tim Johnston or any other All Iowa Reads book!
- **Tea/Tee Time** - First and third Monday at 1:30pm
 - Crafts, games, and social fun for adults 18 and over!
- **Make It OK** to talk about Mental Health: time/date TBA!
- **Summer Library Program** signup starts on May 27!

April 2025			
Circulation  2265 March: 2392 Apr 2024: 2300	Visitors  1502 March: 1359 Apr 2024: 1267	Computer Use  370 sessions 270 hours Mar: 279, 221 hrs Apr 2024: 230 170 hours	Program Attendance  466 March: 403 Apr 2024: 365

Are there any other stats you'd like to see every month? Let me know and if it's something we track, I can include it in my reports!

Memo



To: Library Board of Trustees

From: Jessie Schafer, Director

Date: 5/14/2025

Re: Discuss/Approve appointing Christine Humrichouse to the Library Board of Trustees

Background

The Library Board of Trustees has one current vacancy due to Deb Kauffman-Watson's resignation and another term will be expiring on June 30th. Library trustees and staff have been recruiting potential board members by word of mouth, posters, and postings on the library website and social media. So far this is the only application we have received.

Once approved by the existing board members, the application will be submitted to city council for mayoral approval.

Information

See attached application.

Recommendation

Recommend approving Christine Humrichouse for the Library Board of Trustees.



Advisory Board/Commission
Application Form

Individuals serving on boards or commissions play an important role in advising the City Council on matters of West Branch.

When a vacancy occurs, an announcement of that vacancy will be posted. No sooner than two weeks later the Mayor and City Council will review all applications. The appointment will be made at a formal City Council meeting. Appointees serve as unpaid volunteers.

This application is a public document and as such it or the information it contains may be reproduced and distributed. This application will remain active for two years and you will automatically be considered for any vacancy occurring during that time.

Board or Commission Public Library Board Today's Date 7-7-25

(Please print)

Name: Christine Humrichouse Address: 218 N. Downey St.

Phone: (home) cell Phone: (cell) 319-210-4038

Email: Christine@homeforthewildsoul.com

Do you live within the corporate city limits of West Branch? ☒ Yes ☐ No

How long have you been a resident of West Branch? 27 years + 4 in Springdale

Occupation: pastor Employer: WB Friends Church

Optional Questions (use the back if necessary)

What experience and/or skills do you have that might qualify you to serve on this board / commission?

Over 27 years, I have served 4 churches with
responsibility for: church libraries; educational programming
for all ages; outreach, communications & building oversight.

What contributions do you feel you can make to this board / commission?

I bring a passion for the essential place of public libraries
in our society; a commitment to serving the community;
as well as skills in communication/promotion.

Thank you for your interest! We will contact you after your application has been reviewed.

Memo



To: Library Board of Trustees
From: Jessie Schafer, Director
Date: 5/14/2025
Re: Discuss/Approve Library Staff Salaries for FY 2026

Background

The Library Board and West Branch City Council approved the FY26 budget proposal which included up to a 4.5% raise for library staff, to account for inflation and potential merit raises.

The current Social Security Cost-of-Living-Adjustment is 2.4%. The city of West Branch has a merit raise system that allows for 0-6% wage increases based on performance. The library board maintains authority over library staff salaries, but it is good practice to keep in mind what other city employees receive.

Information

- The library director position received a salary increase on January 1, halfway through the current budget, based on possible legislation from the Department of Labor. The law was repealed before it took effect, but the library board and city council voted to keep the raise for the Library Director and Parks & Recreation Director. Because I received a significant raise halfway through a budget cycle, I am not suggesting a further raise for myself for FY26.
- I am suggesting a 2.1% merit raise on top of the 2.4% COLA for Kat Korsmo, for the total 4.5% raise. Her evaluation went well and she continues to meet or exceed expectations for her job. We have identified some goals for future improvement but she handles the myriad tasks thrown at her well.
- Mary Buol, the new Programming Librarian, has only worked at the library for 5 months. While I am happy with her performance and will be performing a six-month check-in evaluation on expectations, it is not customary to offer a significant raise less than a year into a job with the city. This was communicated to her at the time of hire.
- Becky Knoche is considered seasonal/temporary part-time, so the city office provides no instruction on raises. I suggest a 2.4% raise as a reward for going above and beyond to help us when we were short-staffed in the fall. She is unlikely to work the total amount of hours budgeted for, so this raise is well within our budget.

See table below.

Staff	FY2025 Salary (current)	COLA only 2.4%	COLA + raise 4.5%	Proposal	
Jessica Schafer Library Director	\$ 58,700	\$ 60,108	\$ 61,341	\$ 58,700	(no change)
Kat Korsmo Public Services Librarian	\$ 38,188.80	\$ 39,105.33	\$ 39,907.30	\$ 39,907.30	
Mary Buol Programming Librarian	\$ 20,800	\$ 21,299.20	\$ 21,736	\$ 20,800	(no change)
Becky Knoche On-Call Library Assistant	\$ 1,440	\$ 1,474.56	\$ 1,504.80	\$ 1,474.56	(this is as needed, not a guaranteed yearly total)
	\$15/hr	\$ 15.36/hr	\$ 15.68/hr	\$ 15.36/hr	
Total	\$ 119,128.80	\$ 121,987.89	\$ 124,489.60	\$ 120,811.86	

Recommendation

Recommendation is approval of 4.5% salary increase for Kat, 2.4% increase for Becky, and no change for Mary and Jessie.

Memo



To: Library Board of Trustees
From: Jessie Schafer, Director
Date: 5/14/2025
Re: Discuss/Approve 2025 Strategic Plan

Background

One of the standards for accreditation is that the library must have a written plan. Our existing strategic plan was written in 2021 and covers January 2022 through December 2024. The below statement is provided by the state library for what is required:

The Iowa Public Library Standards include a standard on planning, which states: *"The library has a current written plan. A plan is a current document that projects up to **5 years into the future** and outlines the **library's goals and objectives to meet the community's needs**. Developing a plan involves the library staff and board, as well as public input. The plan should be reviewed and updated annually by the library board including an evaluation of the library's progress toward the plan's goals and objectives. To meet this standard, the plan must."*

To meet this standard, the plan must:

- Be current at the time of submission
- Address community needs based on community data
- Contain a mission statement, which describes the library's purpose in the community
- Include goals and measurable objectives

For the last two strategic plans, we have used a revised version of a guide called Planning for Results, which is provided by the State Library. In 2018 and 2021, the library board and volunteers did extensive community research, including interviews and focus groups to gain information from the community.

In speaking with our State Library District Consultant, Becky Heil, she did not feel we needed to do the entire process again this year. Our community data is only three years old, which is still within the target of updating a plan every five years given by the state. The State Library is currently without a State Librarian, so all accreditations have been extended. The city of West Branch is also looking at long range planning, so we may be able to tap into that community visioning process in the near future. For these reasons, we opted for a strategic plan covering only 2025, and it will be reassessed at the end of the timeline.

In October 2024, library staff, trustees, and community stakeholders met with Becky and identified several goals for the library's new strategic plan. Stemming from this discussion, the library director consulted with staff and created objectives for each of the goals.

Information

The new Strategic Plan, including the library's mission, goals, objectives, and timeline, as well as more background information, can be found on subsequent pages.

Recommendation

Recommend approving the 2025 Strategic Plan.



Strategic Plan

April 2025

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THANK YOU

The West Branch Public Library's Strategic Plan was made possible using input from the library board of trustees, staff members, and community stakeholders.

Library Board of Trustees

- Lizabeth Osborne, President
- Seth Goodspeed, Vice President, County Representative
- Annika Pettitt, Secretary
- Lisa Kofoed
- Deb Kauffman-Watson
- Erin Monaghan
- Holly Wasion

Library Staff

- Jessica Schafer, Library Director
- Kat Korsmo, Public Services Librarian
- Mary Buol, Programming Librarian

City Staff and Community Members

- Adam Kofoed
- Heidi Van Auken
- Madison Conley
- Adrienne Howard
- Kathy Fait
- John Fuller

Facilitator

- Becky Heil

MISSION STATEMENT

The mission statement of the West Branch Public Library is as follows:

The West Branch Public Library provides resources and opportunities for all people and groups in the community to connect, learn, and celebrate diversity.

The Mission Statement of the library is the primary goal of the library. All goals and objectives provided here within try to meet and ensure success of the mission.

BACKGROUND AND DATA

The West Branch Public Library's Strategic Plan is created to guide the library staff and board of trustees in what direction the library should be headed. It describes the correlation between community interests and library services and provides a measurable timeline for meeting its goals and objectives.

The plan is required by the State of Iowa in conjunction with the state's library accreditation process. The requirement states that the library has a written plan not to exceed 5 years into the future. It must outline the library's goals and objectives to meet the community's needs. It must also be reviewed annually.

The library began the strategic planning process in early 2024. The library director and staff researched recent census data, attended meetings with city leaders and business owners, and analyzed library usage and circulation trends. In-depth focus group discussions were held less than five years ago, prior to the 2021 Strategic Plan, and the responses from these sessions were also considered.

In October 2024, Becky Heil of the State Library of Iowa facilitated a community input session with the library board and staff, and stakeholders were invited from throughout the community.

Some highlights from that community planning session are included below.

Changes in the Library

- Due to changing priorities in the city, the library budget was reduced by \$30,000 last year. One full-time position was cut from the library, and open hours were reduced.
- Visits and computer usage have been increasing since reopening after COVID.
- No on-staff IT person.
- Reference questions and technology help are going up.
- Attendance at programs has been low; people often say they don't know about programs and scheduling is an issue. There's always something else going on in the community.
- No staff time for beautification projects, building maintenance gets priority.
- The library often has willing volunteers and could work to utilize them better.
- Hearing about staff cuts, some patrons feel like they are a burden to the library and have been looking elsewhere instead of utilizing the library's services. The library needs to deal with the perception of the lack of staff.

Changes in the Community

- Housing issues in West Branch have improved, but more progress is needed.
- Transportation around West Branch and to Iowa City is difficult. There is no public transportation, and the trailer court is a significant distance from downtown.
- Small tax base and other financial limitations are still an issue.
- There are increasing divisions in the community, especially regarding longstanding families vs those who have recently moved into the area; Us vs. Them mentality.
- It is still hard to get involved in the community.
- There is a general lack of social inclusion, especially for new residents.
- Social media could be better utilized throughout the community.
- Organizations need to make connections and foster partnerships.
 - The library could work with Main Street West Branch since they have some programs in place like welcome bags for new residents.
- The Voices of West Branch Facebook group has a wide reach and could be used as an avenue for outreach.
- It seems like the best way to connect with citizens is to reach out directly.

Demographic changes

Becky highlighted a few of the demographic trends found in the ISU document "Data for Decision Makers."

- Between 2010 and 2020 the population of West Branch increased by 8.1%. Cedar County saw a 0% increase in population during the same time period.
- The City of West Branch, compared to Cedar County, had a higher percentage of young people and a lower percentage of older people in 2020.
- The median household income in West Branch is less than the median household income of Cedar County.
- There is a higher percentage of individuals 25 and older with a Bachelor's degree or higher in West Branch compared to Cedar County.
- Families with children tend to have a higher rate of poverty than families without children.
- Poverty rates for female-only households grew from 8% to 38% from 2010-2020.

GOALS AND OBJECTIVES

Goal 1: Parents and caregivers experiencing poverty will find a sense of community and be supported by having a safe and comfortable space.

- Objective 1.** In the fall/winter 2025, the Programming Librarian will work with other staff to host 2 programs which are geared toward single parents and provide programming for their children during the adult event.

As discussed in the community planning session, families with children and especially families with a single female parent tend to experience very high rates of poverty in the community. By offering a program during a time when their children are also participating in a program, we hope to provide an opportunity for single moms (or other caregivers) to interact with fellow members of the community and find some information or enrichment for themselves. Possible programs could include yoga, self-care, cooking, or other light educational classes.

Potential partners include West Branch Parks & Recreation, local yoga instructors, and meditation teachers.

Goal 2: The library will partner with other community organizations to provide mutual support and share information about programs and resources that benefit members of the community in need.

- Objective 1.** By October 2025, the library will establish a Community Resource Center in the front foyer, containing information and free resources for individuals in need.

The community bulletin boards were very messy and contained many outdated postings, making it hard for patrons to tell the difference between resources, ads, and events. By separating resources into a specific area, it will make it easier for patrons to find information relevant to their needs. The new area will include wayfinding signage so patrons can maintain privacy when searching for resources.

Potential partners include Main Street West Branch, West Branch Food Pantry, other community aid organizations.

- Objective 2.** The library will work to increase attendance at adult programs throughout the year by improving signage in public areas around the community.

It was discussed in our community input session that community members, especially newcomers, don't know about things happening in West Branch. By improving physical signage around town, the library hopes to reach more of these newcomers and inform them about library programs.

Potential partners include the City Office, Main Street West Branch headquarters, churches, post office, Jack & Jill, The Serving Café, Main Street Sweets, and other area businesses that have space for public postings.

- Objective 3.** By July 2025, the library will add a "Resources for Seniors" section to the website, highlighting library services, programs, and other resources from around the community that will be of special interest to seniors.

Currently the website contains specialized pages targeting specific user groups. There is one broad page for adults, but specific pages for children, teens, business owners, remote workers, community groups, and visitors to the area. Adding a page targeting seniors will help increase awareness of our programs.

Goal 3: Community members of all ages will be encouraged to connect with others and share diverse areas of interest.

- Objective 1. The library will host biweekly “Tea/Tee Time” programs geared toward adults and providing a social outlet and chance to explore a variety of new topics each session.**

A repeated theme among community members is a lack of social opportunities in West Branch. This came up in 2021 and again during our discussions with the community in 2024. Besides the restaurants and bars, there aren’t many places to go to socialize with friends or new people, and very little without the expectation to spend money. This new, regularly scheduled program will provide opportunity to explore a variety of topics from travel, cooking, and specialized interests, to games and crafts, in a very low-key environment with plenty of time for socializing.

- Objective 2. The programming librarian will work to include sensory elements in storytimes and children’s activity areas at least 6 times in 2025.**

It was mentioned in our community input session that individuals with special needs are often forgotten when planning programs. The library will work to include individuals with sensory needs when planning programs and include sensory activities in storytimes throughout the year. The themed activities in the children’s area will also include sensory elements throughout the year.

Goal 4: The library will participate in the city-wide strategic planning process.

- Objective 1. The library will work with city officials and participate in the city-wide strategic planning process as it unfolds.**

The city is in the early stages of working on a new comprehensive plan with the University of Iowa. The library director and staff will follow the process and participate in community input sessions so that the library may be included in the city’s visioning. The current library strategic plan will be reassessed when more is known about the city’s planning process.

TIMELINE

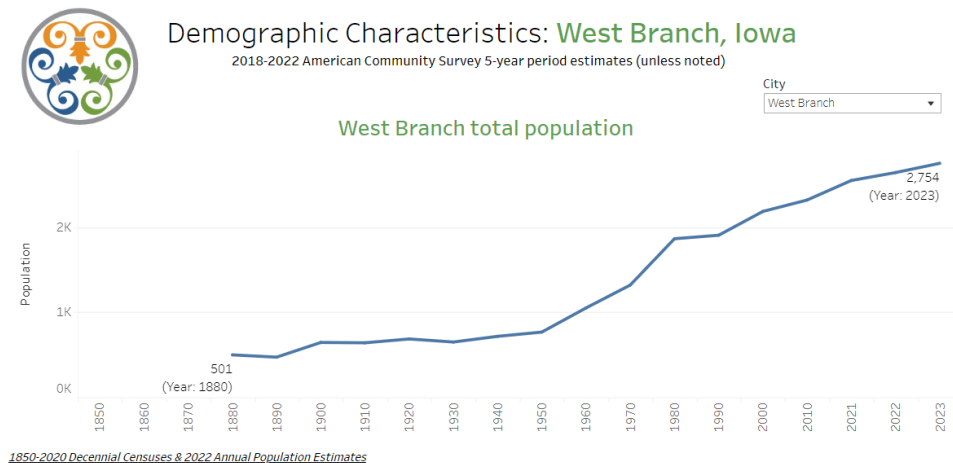
Year	Month	Objective
2025	January	Tea/Tee Time
	February	Sensory storytime/activity Tea/Tee Time
	March	Tea/Tee Time
	April	Sensory storytime/activity Tea/Tee Time
	May	Tea/Tee Time
	June	Sensory storytime/activity Tea/Tee Time
	July	Add Resources for Seniors to website Tea/Tee Time
	August	Sensory storytime/activity Tea/Tee Time
	September	Single parent program held Tea/Tee Time
	October	Establish Community Resource Center in foyer Sensory storytime/activity Tea/Tee Time
	November	Single parent program held Tea/Tee Time
	December	Sensory storytime/activity Tea/Tee Time

APPENDIX A

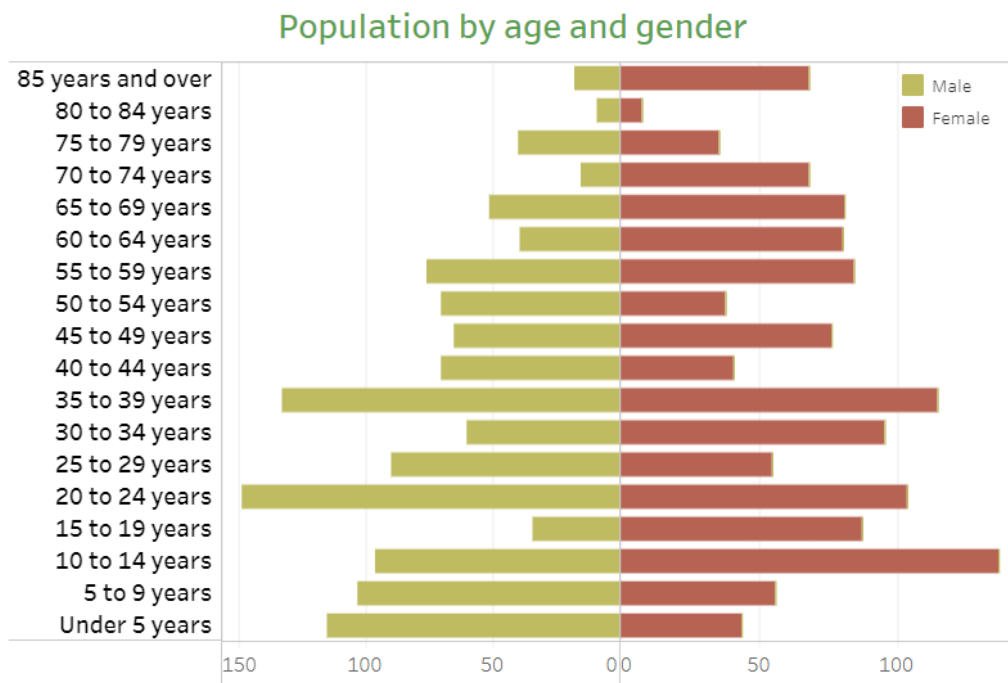
Below you will find some more detailed community input and research based on available statistics on West Branch and Cedar County. Much of this data was discussed in the planning session and utilized in the formation of the objectives.

Demographic Highlights

- **Growth:** West Branch has grown and is continuing to grow. There are new developments going up around the city, and they have different income levels. Some of the new construction residences are single-family homes, but there are also duplexes and condos.



- **Population by age:** There is a fairly even distribution of ages, including many people (especially women) over 60. This reinforces feedback the city has received about more need for senior activities.
 - **Veterans:** 7.8% of residents are veterans (6.5% state rate), so that is a group the library may want to continue to consider.



- **Ethnicity:** West Branch is not very diverse. Even compared to Iowa as a whole (which is not a very diverse state), West Branch is not ethnically diverse.
 - **Language spoken at home:** 1.2% of West Branch residents speak a language other than English at home, and Spanish (0.5%) has roughly the same rate as other Indo-European languages (0.6%). It might not be a wise use of funds to duplicate materials in many languages in our collection, because there isn't any usage.
 - That said, West Branch residents do want to embrace cultural diversity. In the 2021 information gathering session, celebrating diversity was identified as one of the goals and continues to receive a lot of support.

Race and Hispanic Origin

	Estimate	Percent
Total population	2,503	
White alone	2,385	95.3%
Black or African American alone	27	1.1%
American Indian and Alaska Native alone	0	0.0%
Asian alone	28	1.1%
Native Hawaiian and Other Pacific Islander alone	0	0.0%
Some other race alone	0	0.0%
Two or more races	63	2.5%
Hispanic or Latino origin	98	4.1%
White alone not Hispanic or Latino	2,301	91.9%

Language Spoken at Home

1.2% ± 1.0%

Language Other Than English Spoken at Home in West Branch city, Iowa

9.0% ± 0.3%

Language Other Than English Spoken at Home in Iowa

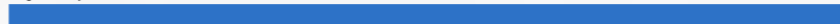
S1601 | 2022 American Community Survey 5-Year Estimates

Types of Language Spoken at Home

in West Branch city, Iowa

[Share / Embed](#)

English only - 98.8%



Spanish - 0.5%



Other Indo-European languages - 0.6%



Asian and Pacific Islander languages - 0.0%



Other languages - 0.2%

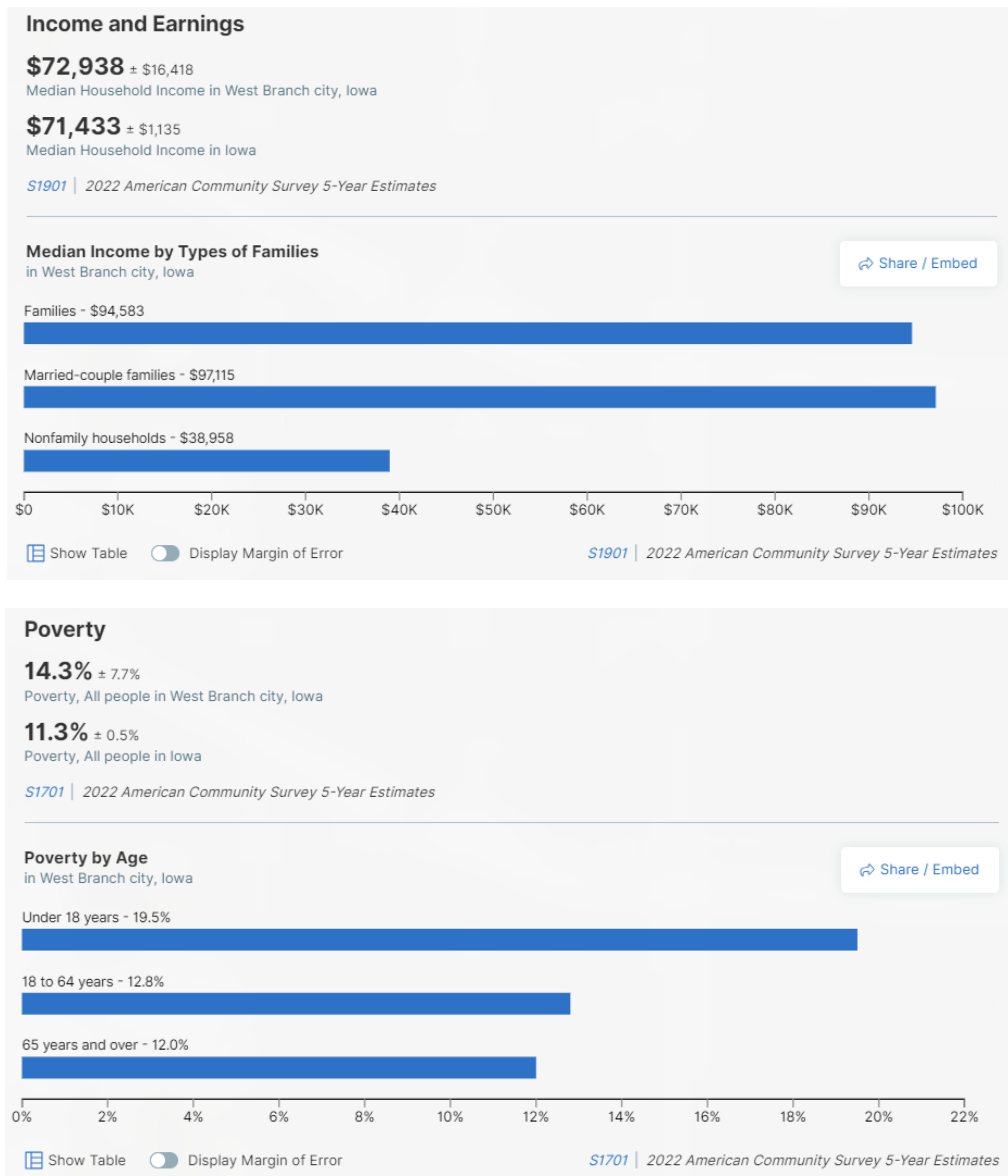


0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100% 110%

☒ Show Table ☐ Display Margin of Error

S1601 | 2022 American Community Survey 5-Year Estimates

- **Income:** There are a wide range of income levels in West Branch. While the median income in West Branch is in line with the rest of the state, there is a significant difference between married, two-income families and nonfamily households. Nonfamily households make less than half of a married family household.
 - **Poverty:** The poverty level is also higher in West Branch than the rest of the state.
 - The board has already mentioned the income gap in West Branch and ways that the library can serve lower income families.



- **Community partners:** Main Street West Branch has a full-time executive director, Parks & Recreation went from 2 staff to none back to full-time director.
 - The library also receives support from the Lions Club and Kiwaniskj

APPENDIX B

The following table was compiled from community interviews conducted in 2021. Many of the points identified are still relevant a few years later.

Within the table, you'll find a listing of main points and sub points within each. The number associated with each item is how many interviews mentioned that point (17 total). A single interview likely gave multiple main points and sub points. If someone listed multiple sub-points within a main point, those sub points were each counted once for that interview, but the main point was only counted once for that interview. In other words, each number is how many interviews total mentioned that point.

1. What are your wishes or aspirations for the West Branch community? Where would you like us to be in 5, 10, 20 years? If you have a dream of what the community could be, what do you see?

Aspirations, Needs, & Wants	Main Point	Sub Point
82.35%	14 Main Street/Businesses	
		7 Eating/dining - more options
		6 Drug Store/Pharmacy
		5 Grocery Store - improvements
		4 Hardware Store
		3 Retail
		2 Entertainment
		2 Promotion - More
		2 Toy/gift shop
		1 Accountant
		1 Antique Store - additional
		1 Attorney
		1 Bakery
		1 Bigger Farmer's Market
		1 Clothing Store - additional
		1 Deli/Sandwich
		1 Destination for out of Towners
		1 Growing thriving
		1 Italian Restaurant
		1 Local Owners
		1 Movie Theater
		1 Open Regularly
		1 Outdoor seating

			1	Owners involved in community
			1	Reputation as great place to live
			1	Revitalization of East Downtown
			1	Small/Historic Stores
			1	Somewhere for kids while parents shop
			1	Thrift Store
76.47%	13	Growth		
			4	More interactivity of people moving in
			4	Younger families
			3	More Families
			3	Mix of age groups
			2	Larger Tax Base
			1	Has to be sustainable
			1	Planning for it
52.94%	9	Splash Pad/Pool		
41.18%	7	Housing		
			6	Affordable
			3	Apartment/Condo Style
35.29%	6	Rec Center		
			1	Ability to use School Facilities without cost
			1	Combined with new Library
29.41%	5	Social Events (not bar)		
29.41%	5	Trails		
			3	More Trails
			2	Interconnected trails
			2	Nature Trail - longer/continuance
			1	Hard surface trails - not gravel
			1	Kids w/o license cant get to Casey's now
			1	Parks connected
			1	Riding Trails
17.65%	3	Assisted Living		
11.76%	2	Library Expansion		
	2	More collaboration between entities		
	2	Small town Charm		
	2	Streets		

			1	Better Street Conditions
			1	Improved County Line Road
5.88%	1	Ambulance Service In Town		
	1	Communication - need better methods		
	1	Community Building - Meeting, Seniors, Meals on Wheels		
	1	Dog Park		
	1	Downtown Infrastructure		
			1	More investment in the downtown
			1	More physical changes from CDG involvement
			1	Streetscaping
	1	Expanded Mentality - not small town		
	1	Expanded Food Pantry		
	1	Food Support for Kids		
	1	More connectedness		
	1	More Diversity		
	1	Pocket Parks		
	1	Public/Private Partnerships		
	1	Sidewalks		
	1	Truck Route through Town not in Downtown		

2. Thinking about those wishes or aspirations for the community, what do you think the community has - strengths and opportunities - to make those dreams come true?

Strengths / Opportunities	Main Point		Sub Point	
70.59%	12	Schools		
			7	New Investment good
			2	Good Size
			1	In-house daycare

			1	Pre-K program
58.82%	10	Local Businesses		
			5	Good Stores Currently
			2	Available Space
			1	Balanced history with modern amenities
			1	Close together and distinct
			1	Defined Downtown
			1	Owners with ties to the community
			1	Support one another
			1	Young business owners
	10	Small Town Charm		
			4	Can ask for help and receive it
			4	Know Your neighbors
			2	Safe
			1	Included in events
			1	Interconnect jobs and community
47.06%	8	Organizations		
			4	Fire Department
			3	Local Service Groups
	8	National Park/Presidential Library		
			1	Brings Others In
			1	Federal funding for local jobs
			1	Renovation will bring people in
41.18%	7	Public Library		
			1	Library Meeting Space
			1	Programming
35.29%	6	Growth		
			5	Potential for Growth
29.41%	5	Proximity to Iowa City/Corridor		
23.53%	4	Parks & Recreation		
			1	Parks
			1	Pickleball
17.65%	3	Historic		
11.76%	2	Activities for Youth - Soccer/Baseball		

	2	Churches		
	2	Community Events - Christmas Past, Hoover's Hometown Days		
	2	I-80		
5.88%	1	Physical Downtown Organization		
			1	Close and comfortable
			1	No major traffic
	1	Golf Course		
	1	Hoover Nature Trail		
	1	Many Volunteers		
	1	Scattergood		
			1	Brings in new families
			1	Community uses facilities
	1	Town Hall		

3. Now on the opposite side, what weaknesses, challenges, or threats does the community have to consider or overcome to make those wishes, aspirations, and dreams come true.

Weaknesses/ Threats	Main Point		Sub Point	
52.94%	9	Small/Old Town Mentality		
			6	Won't accept change, growth
			2	People don't want to spend money for change
			2	Sometimes not inclusive of new people
			1	Entities do things separately
			1	Growth too fast for some
			1	No place for groups to come together
			1	Too particular in what we want
47.06%	8	Businesses		
			4	More - quantity/types
			3	Expensive to maintain historic buildings
			3	Hard to generate sales
			2	Too close to other options (IC or Quad Cities)
			1	Amazon hurt small business

			1	Greater Involvement
			1	Open Storefronts
			1	Taxes turn away some businesses
35.29%	6	Housing		
			3	High cost
			1	On outskirts of town - don't keep people downtown
			1	Some have poor upkeep
			1	Streets too small
23.53%	4	Diversity		
			1	Promote/Celebrate diversity/holidays
	4	Too small of tax base		
			1	All improvements will cost money
			1	Finances too stressed
			1	Have to plan shared resources
17.65%	3	Resident characteristics		
			1	Less involvement from younger/new residents
			1	Hard to find volunteers/active members
			1	Internal Disagreements
			1	Less connection with commuters
			1	No large donors
	3	Trails		
			1	Developments don't have to add trailways
			1	Nature trail connections difficult
			1	Not connected to other trail system
11.76%	2	Creek Flooding		
	2	Lack of Jobs		
			1	Have to drive into IC/CR for many jobs
			1	Need something to draw and keep people in town during the day
	2	Pandemic		
			1	People don't need to go to work anymore
	2	Restriction in physical area of town		
			1	I-80 hard boundary
	2	Streets		
			1	Constricting framework
			1	Poor Conditions

5.88%	1	Aging infrastructure		
	1	Better Method for Communication		
	1	Changes in Health Care - might lose clinic		
	1	Current TIF Situation		
	1	Johnson/Cedar Boundary problematic		
	1	Lack of large wealth/donors		
	1	Noise from I-80		
	1	More traffic through National Park		
	1	Others don't realize how close to IC we are		
	1	Out of town building owners		
	1	Plan for how community develops		