



Agenda: Board of Trustees
July 3, 2025, at 4 pm
Conference Room, Downtown Library

Access, Connection, & Service

Library Board President – Monica Challenger

- A. Call to Order
- B. Consent Agenda – **Action**
 - Minutes: June 5, 2025
 - Special Event Application
- C. Public Comments and Communications
- D. Foundation Report – Charity Tyler
- E. Friends of the Library Report – Libby Slappey
- F. Board Education: Strategic Plan – Dara Schmidt
- G. Library Board Committee Reports
 - Advocacy Committee – Elisabeth Hepworth, Committee Chair
 - No Action
 - Building Committee – Jade Hart, Committee Chair
 - No Action
 - Finance Committee – Chris Casey, Committee Chair
 - No Action
 - Nominating Committee – Susie McDermott, Committee Chair
 - **Action:** Slate of Officers
 - Personnel and Policy Committee – Susie McDermott, Committee Chair
 - **Action:** Policy 1.00 Mission Statement
 - **Action:** Policy 2.00 Collection Development
 - **Action:** Policy 2.05 Programming and Partnerships
 - **Action:** Policy 3.01 Library Cards and Customer Privileges
 - **Action:** Policy 3.05 Internet and Computer Usage
 - **Action:** Policy 4.00 Library as Place
- H. Library Director's Report
- I. Old Business
- J. New Business
- K. Adjournment

The next Board of Trustees meeting is **August 7, 2025 at 4 pm**, in the Conference Room, Downtown Library.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact Jessica Musil, Library Administrative Assistant, at 319.261.7323 or email musilj@crlibrary.org as soon as possible but no later than 48 hours before the meeting.

DRAFT Meeting Minutes
Cedar Rapids Public Library
Board of Trustees
June 5, 2025

Board members in attendance: [President] Monica Challenger, [Vice President] Jeremy Elges, Chris Casey, Ana McClain, Susie McDermott, Jade Hart (in person); Elisabeth Hepworth, Rafael Jacobo (via Zoom)

Board members unable to attend: Hassan Selim

Staff in attendance: Dara Schmidt, Amber McNamara, Jessica Musil, Kevin Delecki, Erin Horst (in person); Todd Simonson (via Zoom)

Others: Libby Slappey, President, Friends of the Cedar Rapids Public Library (in person)

- A. Call to Order
 - Ms. Challenger called the meeting to order at 4:01 pm.
- B. Consent Agenda – **Action**
 - Minutes: May 1, 2025

Ms. Casey moved to accept the consent agenda. Ms. McDermott seconded. The action carried with unanimous approval.
- C. Public Comments and Communications
 - There being none, the meeting continued
- D. Foundation Report – Charity Tyler
 - Ms. Schmidt reported for Ms. Tyler. She is very excited about how the capital campaign is going for the new Westside Library. The Foundation is close to an announcement with the last major donors and looks forward to sharing good news soon.
- E. Friends of the Library Report – Libby Slappey
 - Ms. Slappey reported. This Saturday is the first Farmers Market sale of the summer. Friends will host eight total sales starting in June through September.
 - The Friends are asking for more children's books. They posted on social media and sent an email for this request. In response, one local organization will host a children's book drive in June with their employees.
 - Ms. Slappey shared more stories about the wide reach of their Amazon sales including an update on the donated railroad collection. Most recently, they sold one book from the collection to a buyer in North Carolina for \$200.

Ms. Hart joined the meeting at 4:09 pm

- The Friends are preparing a payment toward their contribution for the capital campaign.
 - Ms. McClain asked how well the Houbby Day sale was, hosted at Lion Bridge Brewery. Ms. Slappey will look up the information and report back. She said it was a cold and windy day so many people came in for a drink and to browse books.
- F. Board Education: Strategic Plan Update – Amber McNamara
 - Ms. McNamara reported on the last strategic initiative of the current plan, which ends this fiscal year. The initiative, under Access, is to 'create infrastructure to welcome new community members and provide access to community resources. The staff committee started work at the end of 2024 with a pause in February.
 - At the beginning, the committee researched other libraries to understand what has been successful in other areas. They specifically reviewed Hartford Public Library's The American Place welcome center as well as their We Belong Here toolkit and strategies to develop a welcoming and inclusive library. The toolkit was designed for any library to replicate a similar model in their respective space. Libraries are a natural place for a

welcome center to exist. The committee also reviewed resources from the American Library Association (ALA) and the City of Cedar Rapids's own Gateway to Growth project, which identified priorities to be a welcoming community. The project involved major organizations to help people to reach their full potential, such as economic development, and created Welcoming Week, online resources, and more. In addition, the committee also identified local organizations so as we move into developing a Welcome Center, we can utilize their expertise or reach their populations.

- The committee had three main recommendations. The first is to develop a Welcome Center, a physical space, within the Westside Library, just outside the Opportunity Center. The goal is to select furniture with flexibility and mobility so we can easily adapt to future needs and changes in resources. The second is to challenge assumptions through surveys. The committee didn't feel we could adequately understand community needs. This summer, we'll survey individuals during outreach events and through community partners to understand what types of resources people have needed or heard what others need. This will help develop the Welcome Center and other resources available for our community. And the third recommendation was to develop a Vision for the Future. While the committee has concluded its work, the idea was to create a statement to ensure any future work, changes or updates stay true to the intention of being inclusive to everyone and embrace community members. This vision will complement and inform the library's overall mission, vision, and strategic plan. It's strictly an internal guidepost.
- Ms. Challenger asked if there is a plan to survey community partners to identify their gaps. Yes, we have a specific survey for organizations as well. In addition, we'll ask people if they are interested in follow-up conversations on how we can supplement each other.

G. Library Board Committee Reports

- Advocacy Committee – Elisabeth Hepworth, Committee Chair
 - Ms. Hepworth reported. In the past month, the Foundation hosted a beam signing event for staff and donors at the Westside Library. It had great turnout and celebrated an exciting milestone, showcasing progress on the project.
- Building Committee – Jade Hart, Committee Chair
 - Ms. Hart reported. The Westside Library project continues to go well with structural steel and masonry walls going up. Contractors will start pouring concrete in the basement as well as first floor areas in June prior to preparing the future Sandberg Lane. Fixtures, Furniture, and Equipment (FFE) meetings are starting and will meet every other week to make furniture, shelving, and finishes selections.
 - The downtown library's Urban Plaza project also continues. Library staff received the bid document set with pricing that remains in budget. Although the project is paid for by the Foundation, it's considered a Capital Improvement Project (CIP) and must go through the three required City Council readings. City Facilities identified extra money to increase the budget to \$230,000, which adds a contingency budget. In addition, library staff are working with a public art restoration specialist from UNI to help identify care needs for the Regeneration sculpture within the construction area during the work phase and general restoration after. They will also provide guidance on Generations at Ladd Library, and help with restoration needs before it moves to the new Westside Library.
- Finance Committee – Chris Casey, Committee Chair
 - Ms. Casey reported on the April 2025 financials. We're 83% of the way through the fiscal year with 82% of revenues collected and 84% of expenses are spent. Expenses are trending a bit high, primarily in tuition reimbursements, and others are trending lower. We may need to move funds between line items to cover any overages. Ms. Casey reminded the board that in our Operations (151 account), we can't roll over funds. However, we can use funds from 7010 to cover over spending as 60% of the funds are unrestricted. The Finance Committee is not

concerned and will provide updates as they are available. An example of a possible transfer of funds is to pay for the new mobile wall in Beems Auditorium based on timing issues.

- Ms. Casey also shared that Ms. Schmidt with the committee about the costs and cost-sharing amongst the Metro Library Network (MLN). The MLN MOU, which will be voted on later in the meeting, outlines how the libraries will work together and share costs. The MLN works through relationships and sharing resources for discounts. Ms. Casey appreciates that our library collaborates with the City and MLN libraries to be fiscally responsible.
- Nominating Committee – Monica Challenger, President
 - Ms. Challenger noted that a committee has formed and will make a recommendation to vote on the slate of officers at the July meeting. Traditionally, a President and Vice President serve for two one-year terms.
- Personnel and Policy Committee – Susie McDermott, Committee Chair
 - **Action:** Policy 1.00 Mission Statement. Ms. McDermott reported that the committee made a recommended change to the Mission and Vision statements. The proposed mission is: Welcome to All; and the proposed vision is: My library champions discovery, builds connections, and strengthens community. The committee, using feedback from the strategic planning process, felt the statements encompassed best what the library does in a few words. The committee also intentionally used 'my' instead of 'we' in the vision as the community is invested in the library. Mr. Elges noted a mission and vision statement are intended to be easily remembered and more helpful as a touchstone.

Ms. Schmidt brought a discussion forward of a word choice in the Vision Statement. Ms. Challenger asked if the word 'discovery' should be replaced by 'curiosity'. The intention behind 'discovery' is the act of finding/discovering something for yourself while in the library; whereas, 'curiosity' signifies more about critical thought and encouraging people to delve further into areas of interest. Use of 'curiosity' also resonated with Ms. Schmidt because while at a recent conference, a speaker said 'We replaced curiosity with fear and that is why we no longer have civil discourse.' The board agreed that the word choice discussion should go back to committee with a recommendation at the next board meeting. The action item has been tabled for now.

Ms. Schmidt also shared that the committee may need to update the Guiding Principles. Two days after the committee met, HF856 was signed into law and is effective on July 1. The law essentially disallows, cities and other public entities, from engaging in DEI activities; concerns are centered around Section 1e of the law, which notes entities cannot promote DEI related items as the official position of the entity. Equity is a Guiding Principle. Ms. Schmidt has requested more information from the City Attorney will discuss it with the committee. There does not seem to be a consequence if the word remains, other than we will be told to change it. Ms. Schmidt's preference is get clarification before making changes. Mr. Elges noted that appropriations tied to the bill starts July 1 but it is effective immediately. Ms. Challenger asked if there are ways to keep the intention. Ms. Schmidt believes so but would like to see what the City Attorney says.

- **Action:** Strategic Plan. The board reviewed the draft strategic plan in the packet. It currently has draft vision language and will be updated to align with the final language adopted in Policy 1.00. This plan came from feedback from staff, trustees, and the community, and was honed down to reflect major themes. Ms. Schmidt will work with senior managers to develop timelines, goals, and

operational plans to enact the plan. The plan has three strategic priorities – Access, Connection, and Service – with initiatives under each. Access focuses on ensuring everyone can experience the power of the library; Connection is fostering meaningful relationships between people, ideas, and resources; and Service is to support the library as a thriving institution, now and into the future.

After the plan was written, Ms. Schmidt was at the conference and reflected on changing one initiative: Ensure the Library is safe and welcoming for all. At the conference, library directors had a deep discussion about safety of libraries. As much as we want to have safe work environments for our staff, safety is not something we should try to achieve as an organization. The words and concepts in a library should challenge and not make people feel safe. We are also a public building and invites various levels of friction – what is comfortable for one person may not be comfortable for another and while being welcoming to one may feel unwelcome to another. This goal as written may not be achievable although parts of this are very important. Ms. Schmidt suggested that this goal should be replaced with: Ensure the Library offers the opportunity for dignity, autonomy, and enjoyment. A discussion was held on safety and how it can be defined by others in many different ways. The suggested replacement allows everyone's experiences to be valid – giving everyone the choice for dignity, autonomy, and enjoyment for their physical presence in the library, use of the collection, and attendance in programs.

Ms. Schmidt read through the plan. The general consensus is that the plan is well-written and encompasses many important areas to pursue in the next two to three years. Some grammatical feedback was provided. The trustees agreed to move forward approving the plan with replacing the first bullet point until Access and other typos. A revised final copy will come back to the board at the July meeting.

Ms. Hart moved to accept the revised strategic plan. Ms. McDermott seconded. The action carried with unanimous approval.

H. Library Director's Report

- Ms. Schmidt appreciates the board's ongoing support for continuing education. She just returned from the Urban Library Council's (ULC) CEO Roundtable for library directors across the United States and Canada in urban areas. She had great conversations with peers that brought back considerations on the strategic plan, as previously discussed about safety. She is also processing a presentation that noted it takes 20-30 years to come back from pandemic and its after effects on society, such as civil discourse, mental health, education, etc. We will need to figure out how to exist as a public entity in this changing landscape. A professor at the University of Toronto, who is the chair of civil discourse after 47-day closure of the university after protests, has thought-provoking perspectives on fear as well as civil discourse is the ability to think out loud together. Based on his research, until we can figure out how to do that again, we won't do well to move forward with community challenges, such as a pandemic and political division. The challenges to overcome the discourse are: technology, significant generational gaps in communication, and fear. Ms. Schmidt also heard a presentation by New York Public Library on how much reading for pleasure supports mental health and libraries re-embracing readers advisory. She also shared the Chair of Social Prescribing for Canadian Health System's presentation on connecting medical resources with social resources. The challenge is with medical providers embracing and understanding that community supports impact people to seek on-going healthcare. An example is that those that received supports to care for their pets when seeking treatment were more likely to undergo the treatment.

- Ms. Schmidt passed around a social impact report by the Toronto Public Library. They have 12-point measures in four areas – emotional impact, intellectual impact, social impact, and creative impact – and ways to measure them all with collections, programs, spaces, staff, and technology. We won't try to replicate this but we can learn some interesting things from the report and learn from our existing systems.
- I. Old Business
- There being no old business, the meeting continued.
- J. New Business
- FY26 Calendar. The FY26 board meeting calendar was reviewed. All of the board meetings will be on the first Thursday of the month with exception to the January 2026 meeting. It will take place one week later on January 8 due to falling on New Year's Day.
 - **Action:** MLN MOU FY26. This is a renewal of the MOU, which was signed in 2020. Ms. Schmidt noted there are not significant changes and the document outlines how the partnership currently operates. The dates of the agreement are aligned with the ILS contract, which is the largest expense that the libraries share, so all libraries are committed to paying their respective shares. There is an out clause for the libraries; however, there are no concerns that a library will drop from the agreement because it is financially beneficial to share resources. This document re-affirms for another five years the existing partnership between Cedar Rapids, Marion, and Hiawatha public libraries. Ms. Hart asked if other libraries have expressed interest in joining the MLN, which is possible based on the agreement. Ms. Schmidt noted that other Linn County libraries have not but want the possibility to remain open.
- Mr. Elges moved to accept the MLN MOU. Ms. Casey seconded. The action carried with unanimous approval.*
- **Action:** Purchase Order and Payment Approval – cost of Microsoft license for staff and patron computers. \$52,307.94 total for three years to IT Outlet. This quote came after Finance Committee and was not discussed there. Microsoft offers discounts for their products. However, they recently changed public libraries' designation from educational institution to non-profit licensing. Previously, the agreement was under \$50,000 and now it's over the threshold, requiring board approval. This would allow Microsoft products on both staff and patron computers. Ms. McClain asked if the library has considered moving to Google products. We investigated this in the past – we're too large of an entity and we'd have to pay Google Business. In addition, there are concerns about network safety under Google as well as being able to offer Microsoft products to patrons.
- Ms. Hart moved to accept the purchase order and payment approval to IT Outlet for \$52,307.94. Mr. Elges seconded. The action carried with unanimous approval.*
- K. Adjournment
- There being no further business, the meeting adjourned at 5:43 pm.

The next Board of Trustees meeting will be held on Thursday, July 3, 2025, at 4 pm in the Conference Room, Downtown Library



Special Event Application

This application must be submitted for special events requiring alcohol at least **60 days** prior to the date of the event. An approved certificate of liability (including additional documentation if required) must be received 30 days prior to the event date. Events requesting alcohol are subject to Board of Trustees approval and guidelines in the Board Policy 3.08 – Special Event Alcohol Use. Board meetings are held the first Thursday of each month at 4 p.m.

Please return the completed application to: Cedar Rapids Public Library, 450 Fifth Avenue SE, Cedar Rapids, Iowa 52401; email events@crlibrary.org.

Name of Contact Person: Jody Josten

Name of Organization: Feed Iowa First

Address: 1506 10th Street SE

Phone: 3199301582

Email: Jody@Feediowa1st.com

Name of Event: Global Graze

Date of Event: September 12th

Location of Event: LivingLearning Roof ☐

Time of event start: 5 pm

End: 8pm

Setup start: 12 pm (if needed)

Cleanup end: 9 pm

What type of audience is this intended for: Stakeholders, community leaders, funders, foot

Number of attendees/participants: 150-200

Will there be a fee to attend? Yes ☐

Will you serve alcohol at the event? Yes ☐

Who holds the liquor license for your event? The Map Room

Applicants Signature:

Date: 6/4/2025

Applicants Printed Name and Title/Organization: Jody Josten

Feed Iowa First

Title game tonight

Win launches Liberty into final against Urbandale, 1B



The Gazette



Eastern Iowa's independent, employee-owned newspaper

Friday, June 6, 2025

Chance of storms. H 79 L 58 **7B** | www.thegazette.com | ©The Gazette

\$2.50

Affordable housing planned near library



Construction crews work on the new Cedar Rapids Westside Library on Wednesday in southwest Cedar Rapids. (Nick Rohlman/The Gazette)

Funds from recent land sale will support development of C.R.'s newest library

By Grace Nieland, The Gazette

CEDAR RAPIDS — A proposed 192-unit affordable housing development in southwest Cedar Rapids aims to complement and support the ongoing construction of the city's new Westside Library.

Carmel, Ind.-based developer Pedcor Investments recently finalized its purchase of roughly 12.3 acres of land between Edgewood Road and 20th Avenue SW from the Cedar Rapids Public Library Foundation.

The development — dubbed The Atheneum — will include a mix of one-, two- and three-bedroom apartments, said Pedcor Investments Senior Vice President of Development Michael Byron, for an overall investment of approximately \$38 million.

Atheneum is a word with Greek roots that re-



This rendering shows the type of housing being proposed for a new development near the new Westside Library in Cedar Rapids. (Pedcor Investments)

fers to a building or room where books, periodicals and/or newspapers are kept for ready use.

This site “makes sense for an apartment community because it’s so conveniently located,” Byron

said. “With all the amenities and grocery stores and everything else around there, it feels like things are growing around that site. The Westside Library going in right there is just kind of the icing on top.”

Byron said the apartments will be reserved for residents making no more than 60 percent of the area’s median household income with monthly rents

► **LIBRARY, PAGE 8A**

Marion adds no-cost permit for natural landscaping

Marion now outlines guidelines for ‘natural or naturalistic landscaping,’ removing gray area in city code

By Bailey Cichon, The Gazette

The city of Marion has updated its city code relating to weeds and natural landscaping.

Ordinance No. 25-05 amends Chapter 324 of the Marion Code, adding a natural or naturalistic landscape policy and permits.

Seth Staashelm, Marion Parks and Recreation director, said the change tackles a gray area that existed in the city’s enforcement of noxious weed abatement. Previously, it would be up to a city official conducting a property inspection to determine whether it had natural landscaping

or violated city code relating to noxious weeds. “We want to get rid of the discretion and just make it black and white because ... we are firm believers in the prairie, but we really shouldn’t be opinion-based as government officials,” Staashelm said.

Marion residents

may replace lawns with native landscaping that is planned, managed and maintained. The change requires residents to submit a permit application in order to “switch” to a native landscape that includes grasses that exceed or

► **MARION, PAGE 7A**



Seth Staashelm
Marion Parks and Recreation Department

Reynolds signs bill reducing unemployment insurance tax for businesses

Bill was criticized by Dems as putting Iowa workers at risk

By Maya Marchel Hoff,
Gazette-Lee Des Moines Bureau

PLEASANT HILL — Iowa businesses will see a \$1.2 billion reduction in unemployment insurance taxes over the next five years under legislation signed by Republican Gov. Kim Reynolds.

The governor signed Senate File 607 at US Erectors, a steel erection company in Pleasant Hill on Thursday, surrounded by US Erectors employees, state lawmakers and officials.

Reynolds, who initially proposed the legislation as a priority during her Condition of the State address in January, said the tax reduction will save Iowa businesses money that they can reinvest in their employees.

“This bill streamlines Iowa’s unemployment insurance tax system right, bringing overdue reform to how we support our workforce and how we support the businesses that create jobs across our state, while most importantly, keeping the fund healthy and sustainable for the long term,” Reynolds said.

Starting July 1, the legislation will cut the taxable wage base in half and lower unemployment taxes to a maximum rate of 5.4 percent on wages up to about \$19,000 per employee, as opposed to the current 7 percent on wages up to about \$38,000.

The bill also will reduce the number of tax tables, effectively cutting overall tax categories, and encourage businesses to reinvest savings in their employees.

► **REYNOLDS, PAGE 7A**

UI Health Care aims to lease former Steindler space in I.C.

By Vanessa Miller, The Gazette

IOWA CITY — A few months after the 75-year-old Steindler Orthopedic Clinic in March vacated its longtime home in east Iowa City for a new 100,000-square-foot clinic and surgery center in North Liberty, University of Iowa Health Care is eyeing Steindler’s old digs as a new home for its Department of Family and Community Medicine.

In preparing to move this year, Steindler in 2022 sold the 33,900-square-foot medical clinic and office building at 2751 Northgate Dr., for \$11 million to a Kansas City-based buyer. With UIHC now undertaking a systemwide renovation and expansion — involving, among other things, a new \$525.6 million orthopedic hospital in North Liberty just two miles from Steindler’s new site — officials hope to use the Northgate vacancy to move family and

► **UIHC, PAGE 8A**

Library/Expected to open next year

► FROM PAGE 1A

expected to range from \$970 for a one-bedroom unit to roughly \$1,350 for a three-bedroom.

In addition to the residential units, preliminary site plans also call for a dog park, playground and clubhouse equipped with a community room and computer center. The clubhouse also will house an on-site leasing and management team, Byron said.

The project timeline is contingent on the company applying and receiving Iowa Finance Authority tax credits for which Pedcor will apply this fall. If unsuccessful this cycle, Byron said the plan would be to reapply in the future.

LAND SALE ONE FUNDING STREAM FOR LIBRARY

The Pedcor site is part of a larger 27-acre parcel previously purchased by the Cedar Rapids Public Library Foundation for development of the new Westside Library, which is currently under construction to replace the existing Ladd Library.

Library Director Dara Schmidt said the foundation was only able to buy the land for the library if it bought all 27 acres, so it did so with the intent to divide the land after the initial purchase and resell the extra acreage.

The foundation had a preference for projects that would positively contribute to housing and/or community development, Schmidt said, and the Pedcor project emerged as a positive fit.

“The foundation was very conscientious about wanting to make sure that whoever did buy that second parcel would be complementary to the neighborhood and to the library,” Schmidt said. “As everyone knows, affordable housing has been an issue in Cedar Rapids for forever, so we were thrilled to have” Pedcor step forward.

The Cedar Rapids City Council last fall approved the necessary rezoning to allow for residential development on the site, and the sale of the property was finalized in late May.

Pedcor paid approximately \$2.6 million for



Construction crews work on the Cedar Rapids Westside Library on Wednesday in southwest Cedar Rapids. (Nick Rohlman/The Gazette)



Renderings give a sense of the design of the planned westside Cedar Rapids Public Library, which will be near the corner of Edgewood Road and 20th Avenue SW in Cedar Rapids. (OPN Architects)

the land, and Schmidt said those funds will be funneled back to support the ongoing Westside Library development. Construction on the roughly \$25 million library project began last fall, and the facility is expected to open in late 2026.

The new library will measure roughly 40,000 square feet, compared to 28,405 square feet at the Ladd building. Schmidt said the increased footprint will allow for expanded material storage, as well as additional meeting rooms and programming space.

The facility was laid out to offer increased accessibility features for



Rendering of the view into the city park from the children's area of the new Westside Cedar Rapids Public Library city park looking north. (City of Cedar Rapids)

patrons with disabilities, she added, as well as connections to walking trails and sidewalks for pedestrian use. Visitors also will be able to access a new city park to be built adjacent to the

library.

The city of Cedar Rapids previously allocated \$6 million in American Rescue Plan Act funding to the Westside project, and the Linn County Board of Supervisors

Westside library project

The Cedar Rapids Public Library is working toward building a new \$25 million westside library to replace the Ladd Library.



Source: City of Cedar Rapids Gazette graphic

allocated \$4 million in ARPA funds.

Additional funding comes from the recent Pedcor sale, as well as the foundation's ongoing \$10 million capital campaign. That campaign is supported by charitable donations, Schmidt explained, and library leaders expect to meet their fundraising goal this summer.

“It's been moving and humbling, really” to see the charitable sup-

port thus far, Schmidt said. “It feels like we're getting that stamp of approval where people (in the community) are saying ‘Yes, I believe in you and what you are trying to do, and it's important to me too.’”

To support the capital campaign or keep updated on the Westside Library project, visit crlibrary.org/westside.

Comments: grace.nieland@thegazette.com

UIHC/Regents to consider request next week

► FROM PAGE 1A

community medicine off the main UIHC hospital complex.

“The building would serve as both a primary care clinic, including hosting the entire family medicine residency program, and as the home for the academic, research, education and administrative staff of the Department of Family and Community Medicine,” according to a lease request going before the Board of Regents next week.

In relocating the entire Department of Family and Community Medicine, about 125 full-time employees would shift from the main campus to east Iowa City.

In April, the board agreed to let the university enter into a separate lease for a neighboring 58,000-square-foot office



University of Iowa Health Care is seeking Board of Regents approval to rent the former Steindler Orthopedic Clinic, 2751 Northgate Dr. in Iowa City, pictured above in October 2021. The building would become the new home for UIHC's Department of Family and Community Medicine. (Jim Slosiarek/The Gazette)

building at 2610 Northgate Dr. for its Center for Disabilities and Development — which must relocate so UI can raze its longtime home along Hawkins Drive to prepare for a new inpatient tower.

“The building would be across the street from the new UI Health Care Center for Disabilities

and Development lease, approved by the board in April 2025, and other UI Health Care clinics,” officials wrote in this month's regent request to lease the old Steindler space. “It is located adjacent to an exit off Interstate 80 and has excellent surface parking and building access for patients, faculty and staff.”

LEASE, UPGRADE EXPENSES

As proposed, the university — for the initial 10-year lease — would pay \$21.44 per square foot, amounting to \$726,816 in the first year, after which the rate would increase 2 percent annually, according to board documents.

At that incline, UIHC would pay a total of nearly \$8 million over the decade — with the agreement allowing for three more five-year extensions, “making the building available to UI Health Care for the next 25 years.”

By the 25th year, the base rent would reach \$1.2 million — not including other expenses such as real estate taxes, building insurance, and maintenance costs, which the university has agreed to cover.

The landlord and UI officials will jointly design renovations and a building addition — with UIHC anticipating \$7 per square foot in operation and maintenance costs a year.

“The building was recently a medical clinic facility, so extensive renovations are not needed to occupy the space,” UIHC officials said in their request for lease approval.

Upgrades that are necessary for the facility — boasting 43 clinical exam rooms and a lab — focus on Joint Commission and graduate medical education compliance requirements, along with information technology updates and finishes.

Renovation costs are expected to reach \$2.4 million — with the landlord contributing an additional \$845,000 in

upgrades.

“UI Health Care would pay for the renovation costs upon substantial completion of the improvements,” according to the board request. “All renovations would be done over the next few months, and the building is targeted to be occupied later this fall.”

Per a 20-year lease the board approved in April for the nearby Northgate property — offering four five-year renewal options — UIHC will pay a base rent of \$1.7 million for the first five years, with rate hikes every five years after that.

The university also will pay \$198,370 to operate and maintain the facility and cover \$35 million to \$40 million in renovations.

Comments: (319) 339-3158; vanessa.miller@thegazette.com



Strategic Plan

FY 2026-2027



// This strategic plan outlines our priorities for the coming years, shaped by the voices of our community, staff, Trustees, and partners. //

Executive SUMMARY

At the Cedar Rapids Public Library, we believe in the power of welcome. Our mission, *Welcome to All*, is the foundation of everything we do. Our vision—*My library champions discovery, builds connections, and strengthens community*—guides us toward a future where everyone can thrive.

This strategic plan outlines our priorities for the coming years, shaped by the voices of our community, staff, Trustees, and partners. It is a roadmap to ensure the library continues to serve as a dynamic, responsive, and forward-thinking institution.

We have identified **three strategic priorities** that will guide our work: Access, Connection, and Service. By removing barriers and creating inviting, welcoming spaces, we ensure that everyone can engage with the library's resources. Through strong partnerships and a focus on essential literacies, we connect people to the support and knowledge they need to grow. And by investing in our staff, advocating for sustainability, and demonstrating our impact, we ensure the library remains a vital, trusted institution now and into the future.

With your continued support, the Cedar Rapids Public Library is ready to meet the moment—welcoming all, connecting many, and serving with purpose.



Mission:
Welcome to all.

Vision:
My library
champions discovery,
builds connections, and
strengthens community.



“Every one, young and old, should feel at liberty
to come here freely every day in the year.”

– Harriet A. Wood, Librarian

From the Cedar Rapids Public Library Annual Report, 1907

Strategic Priorities



Access:

Ensure everyone can experience the power of the library.

- Ensure the library offers the opportunity for dignity, autonomy, and enjoyment.
- Adjust to financial realities.
- Promote a collection that represents our community.
- Build on Opportunity Center success to expand and refine workforce development offerings.

Connection:

Foster meaningful relationships between people, ideas, and resources.

- Embrace the span of essential literacy (ex: early, health, digital, economic, etc.) and offer tailored supports based on community need.
- Meet community partners where they are to enhance support for those in crisis.
- Prepare for a new building as part of a cohesive library system with two branches with unique services and populations.
- Build relationships with the library and our community.

Service:

Support the library as a thriving institution, now and into the future.

- Highlight the value of the library and its role in the community.
- Inspire our staff champions to be experts in our library and our field.
- Advocate for our future.





Acknowledgements

This plan is a result of broad input and thoughtful feedback from our community, staff, Trustees, and partners. We are tremendously thankful to the teams of people who shared their ideas, hopes, and visions for the future.



Phone: (319) 261-7323
website: CRLibrary.org
email: info@CRLibrary.org

Board of Trustees
Monica Challenger,
President

Jeremy Elges,
Vice President

Chris Casey

Jade Hart

Elsabeth Hepworth

Rafael Jacobo

Ana McClain

Susan McDermott

Hassan Selim

To: Chris Casey, Finance Committee Chair
From: Dara Schmidt
Date: 6/16/2025
Subject: June Committee Meeting Financial Report

May Operations

Revenues

- Revenues – Currently 90% received 92% through the year. Will meet budget as long as Donations/Contributions budgeted amount is received.

Expenses

- Total expenses for fund 151 is 93% or \$7.68M spent of budgeted \$8.29M, 92% of the way through the year.
- With end of the year transfers covering moved materials costs, will watch carefully and make any necessary transfers to stay within budget.

No concerns for spending or staying within budget for 7010 or 316.

151

General Fund - Library

Note - The adjusted budget is to track amendment requests that will be submitted to City Council. Requests are not approved until approved by Council by resolution as part of budget amendment process.

2025-05-31		Current FY			Percent of	Current Month	Current FY	
	Prior FY	2025	Current FY	Favorable	Budget	FY	2025	Budget
Account	2024	Adjusted	2025	(Unfavorable)	Received/	2025	Adopted	Change
	Actual	Budget	Actual	Variance	Spent	Actual	Budget	
Revenues								
Taxes								
	-	-	-	-	0%	-	-	-
Licenses & Permits								
	-	-	-	-	0%	-	-	-
Intergovernmental Revenue								
422001 State Operating	101,472.58	115,000.00	96,778.19	(18,221.81)	84%	-	115,000.00	-
423000 Local Govt Grants and Reimb	281,376.80	300,000.00	270,401.94	(29,598.06)	90%	-	300,000.00	-
	382,849.38	415,000.00	367,180.13	(47,819.87)	88%	-	415,000.00	-
Charges for Services								
431006 Printing & Duplicating of Form	28,812.65	25,000.00	31,176.66	6,176.66	125%	3,003.80	25,000.00	-
431012 Dept Charges-External to City	191,662.54	259,792.00	224,226.20	(35,565.80)	86%	21,769.10	259,792.00	-
431201 Library User Fees - Not Fines	33,506.45	10,600.00	36,693.90	26,093.90	346%	1,301.95	10,600.00	-
	253,981.64	295,392.00	292,096.76	(3,295.24)	99%	26,074.85	295,392.00	-
Fines & Forfeits								
	-	-	-	-	0%	-	-	-
Proceeds of Long Term Liabilities								
	-	-	-	-	0%	-	-	-
Other Revenue								
461001 Building Rental	35,550.20	43,455.00	35,059.82	(8,395.18)	81%	1,066.21	43,455.00	-
471001 Postage / Handling	7.00	-	-	-	0%	-	-	-
471002 Contributions & Donations	32,685.82	70,000.00	17,137.75	(52,862.25)	24%	-	70,000.00	-
471003 Sale of Inventory	284.33	2,000.00	910.65	(1,089.35)	46%	100.00	2,000.00	-
471005 Other Miscellaneous Revenue	100.00	3,500.00	25.00	(3,475.00)	1%	-	3,500.00	-
471007 Cash Over (Under)	(19.11)	-	(9.74)	(9.74)	0%	(0.30)	-	-
	68,608.24	118,955.00	53,123.48	(65,831.52)	45%	1,165.91	118,955.00	-
Transfers In								
483001 Operating Transfer In - Inter	14,718.96	-	-	-	0%	-	-	-
483002 Operating Transfer In - Intra	-	302,203.33	302,203.33	-	100%	-	-	302,203.33
	14,718.96	302,203.33	302,203.33	-	100%	-	-	302,203.33
Total Revenues	720,158.22	1,131,550.33	1,014,603.70	(116,946.63)	90%	27,240.76	829,347.00	302,203.33
Expenditures								
Personal Services								
511100 Regular Employees	3,793,191.21	4,422,251.77	4,060,689.15	361,562.62	92%	382,183.94	4,399,864.00	22,387.77
511200 Temporary/Seasonal Employees	7,759.50	28,368.40	17,828.00	10,540.40	63%	-	43,368.40	(15,000.00)
511300 Overtime	70,623.56	125,273.40	73,609.91	51,663.49	59%	4,675.07	114,773.40	10,500.00
511400 Other Special Pays	15,085.84	17,158.00	19,137.31	(1,979.31)	112%	-	17,158.00	-
512100 Group Insurance	620,154.59	818,207.00	705,876.62	112,330.38	86%	66,199.80	818,207.00	-
512200 Social Security Contributions	287,777.44	348,485.00	306,604.48	41,880.52	88%	25,599.44	348,485.00	-
512300 Retirement Contribution	364,649.09	431,057.00	389,220.92	41,836.08	90%	32,893.47	431,057.00	-
512500 Workers' Compensation	65,568.78	61,747.00	53,512.13	8,234.87	87%	4,523.87	61,747.00	-

General Fund - Library

Council by resolution as part of budget amendment process.

2025-05-31		Prior FY 2024	Current FY 2025 Adjusted	Current FY 2025	Favorable (Unfavorable)	Percent of Budget Received/	Current Month FY 2025	Current FY 2025 Adopted	Budget
512600	Other Employee Benefits	7,479.31	3,162.00	10,813.41	(7,651.41)	342%	238.99	3,162.00	-
		5,232,289.32	6,255,709.57	5,637,291.93	618,417.64	90%	516,314.58	6,237,821.80	17,887.77
Discretionary Expenses									
521100	Advertising & Marketing	11,784.17	5,000.00	5,970.29	(970.29)	119%	-	5,000.00	-
521104	Consulting & Technical Service	7,550.00	10,000.00	-	10,000.00	0%	-	10,000.00	-
521105	External Contracted Labor	119,877.29	72,578.23	45,688.40	26,889.83	63%	4,719.46	125,466.00	(52,887.77)
521107	Legal Services	15,374.45	-	22,848.29	(22,848.29)	0%	-	-	-
521108	Other Professional Services	2,430.89	9,523.63	1,568.45	7,955.18	16%	15.93	9,523.63	-
521109	External Banking/Financial Fee	14,928.98	20,700.00	14,732.73	5,967.27	71%	1,235.06	20,700.00	-
521110	Security Services	31.23	5,000.00	348.77	4,651.23	7%	-	5,000.00	-
521115	Other Inter Department Charges	-	-	975.00	(975.00)	0%	-	-	-
522100	Computer Hardware	38,013.66	35,000.00	31,556.79	3,443.21	90%	318.35	35,000.00	-
522101	Computer Software	193,563.04	222,220.00	465,232.18	(243,012.18)	209%	28,110.00	222,220.00	-
522102	IT Services - External	31,835.06	75,500.00	36,507.73	38,992.27	48%	4,366.45	75,500.00	-
522104	Building & Grounds Services	17,553.60	15,000.00	24,019.92	(9,019.92)	160%	202.50	15,000.00	-
522105	Equip/Furniture/Fixtures Serv	3,386.37	9,000.00	37,394.85	(28,394.85)	415%	12,697.00	9,000.00	-
522111	Non-routine Facility Charges	-	-	80.80	(80.80)	0%	-	-	-
523102	Landfill Fees	-	-	169.44	(169.44)	0%	-	-	-
523107	Phone Services	27,435.10	35,950.00	28,229.36	7,720.64	79%	2,594.50	35,950.00	-
524101	Rental of Equip & Vehicles	947.20	500.00	-	500.00	0%	-	500.00	-
525102	Printing, Binding, & Duplicate	11,733.05	15,950.00	16,583.57	(633.57)	104%	2,050.25	15,950.00	-
531102	Awards & Recognition	-	250.00	14.56	235.44	6%	14.56	250.00	-
531103	Books & Subscriptions	167,367.78	309,171.80	202,434.71	106,737.09	65%	2,707.36	109,171.80	200,000.00
531105	Cleaning & Janitorial Supplies	285.22	1,250.00	1,536.94	(286.94)	123%	116.42	1,250.00	-
531106	Computer Supplies	2,173.26	5,000.00	1,202.28	3,797.72	24%	244.59	5,000.00	-
531109	Equipment/Furniture/Fixtures	16,171.47	11,500.00	71,577.52	(60,077.52)	622%	55,652.16	11,500.00	-
531110	Photography Supplies	-	300.00	-	300.00	0%	-	300.00	-
531114	Miscellaneous Supplies	-	2,000.00	-	2,000.00	0%	-	2,000.00	-
531116	Office Supplies	14,952.60	15,320.00	11,468.40	3,851.60	75%	753.97	15,320.00	-
531117	Paint Supplies	975.09	-	2,710.00	(2,710.00)	0%	280.79	-	-
531118	Program Supplies	34,729.09	37,000.00	26,811.24	10,188.76	72%	1,161.81	37,000.00	-
531119	Shop Supplies	1,240.49	250.00	1,484.47	(1,234.47)	594%	259.07	250.00	-
531120	Sign & Signal Supplies	113.78	-	622.99	(622.99)	0%	36.43	-	-
531123	Uniforms	-	1,694.00	-	1,694.00	0%	-	1,694.00	-
531124	Personal Protective Gear	567.97	-	1,827.04	(1,827.04)	0%	105.20	-	-
532103	LP Gas	-	-	33.54	(33.54)	0%	-	-	-
532105	Other Fuel	-	-	12.48	(12.48)	0%	12.48	-	-
533100	Building & Grounds Supplies	13,594.74	34,241.28	1,344.47	32,896.81	4%	-	34,241.28	-
533101	Equip/Furniture/Fixtures Parts	2,359.81	-	3,637.15	(3,637.15)	0%	169.21	-	-
533102	Vehicle & Rolling Equip Parts	-	-	12.99	(12.99)	0%	-	-	-
542102	Conferences, Training, Travel	29,038.08	23,200.00	18,417.00	4,783.00	79%	926.80	23,200.00	-
542103	Dues & Memberships	4,060.54	10,000.00	2,627.50	7,372.50	26%	-	10,000.00	-
542106	Licensing Fees	60.00	-	60.00	(60.00)	0%	-	-	-
542108	Postage & Freight	9,435.93	13,500.00	7,537.21	5,962.79	56%	1,224.19	13,500.00	-
542111	Mileage Reimbursement	1,603.60	3,000.00	1,986.83	1,013.17	66%	181.51	3,000.00	-

General Fund - Library

Council by resolution as part of budget amendment process.

2025-05-31		Prior FY 2024	Current FY 2025 Adjusted	Current FY 2025	Favorable (Unfavorable)	Percent of Budget Received/	Current Month FY 2025	Current FY 2025 Adopted	Budget
Other Expenses		795,173.54	999,598.94	1,089,265.89	(89,666.95)	109%	120,156.05	852,486.71	147,112.23
521106	Health Services	374.65	-	469.05	(469.05)	0%	-	-	-
521113	City Finance Dept Services	78,375.00	-	-	-	0%	-	89,775.00	(89,775.00)
521114	Administrative Area Charges	225.00	-	-	-	0%	-	-	-
522107	Routine City Facility Charges	206,269.52	325,603.18	260,675.91	64,927.27	80%	30,991.95	325,603.18	-
522108	Routine City Fleet Charges	708.11	1,150.00	2,245.84	(1,095.84)	195%	-	1,150.00	-
522109	City Information Tech Services	5,657.85	-	-	-	0%	-	6,542.59	(6,542.59)
523100	Electricity	194,371.79	243,800.00	196,404.35	47,395.65	81%	14,362.69	243,800.00	-
523103	Natural Gas	2,591.36	4,500.00	3,927.50	572.50	87%	-	4,500.00	-
524100	Rental of Land & Buildings	249,860.54	249,000.00	250,986.42	(1,986.42)	101%	3,355.00	249,000.00	-
525104	Liability Insurance	43,663.19	46,866.00	45,459.04	1,406.96	97%	3,905.50	46,866.00	-
525107	Property Insurance	124,600.63	162,212.00	148,694.37	13,517.63	92%	13,517.67	162,212.00	-
525108	Vehicle Insurance	1,191.63	1,500.00	1,375.00	125.00	92%	125.00	1,500.00	-
532101	Gasoline Fuel	183.92	498.58	325.96	172.62	65%	37.49	498.58	-
		908,073.19	1,035,129.76	910,563.44	124,566.32	88%	66,295.30	1,131,447.35	(96,317.59)
Capital Outlay									
554000	Vehicles, Equipment, Software	-	-	39,997.00	(39,997.00)	0%	39,997.00	-	-
		-	-	39,997.00	(39,997.00)	0%	39,997.00	-	-
Debt Service									
		-	-	-	-	0%	-	-	-
Transfers Out									
571100	Transfer Out-Inter	-	20,000.00	-	20,000.00	0%	-	-	20,000.00
571200	Transfer Out-Intra	-	302,203.33	302,203.33	-	100%	-	-	302,203.33
		-	322,203.33	302,203.33	20,000.00	94%	-	-	322,203.33
Total Expenditures		6,935,536.05	8,612,641.60	7,979,321.59	633,320.01	93%	742,762.93	8,221,755.86	390,885.74
Net Revenues Over / (Under) Expenditures		(6,215,377.83)	(7,481,091.27)	(6,964,717.89)	516,373.38		(715,522.17)	(7,392,408.86)	(88,682.41)

Our Mission, Vision and Values

Mission Statement: Who we are

~~We connect people to information, experiences, and services that enhance their quality of life so our community can learn, enjoy, and thrive.~~

Welcome to all.

Vision Statement: What we do

~~We are a beacon of literacy to all who seek knowledge and understanding. We are compassionate navigators to the information, resources, and entertainment you seek. We are your library.~~

My library champions discovery, builds connections, and strengthens community.

Guiding Principles

Intellectual Freedom: We are committed to the free and open exchange of ideas. We facilitate your access to information free of judgment.

"Having the freedom to read and the freedom to choose is one of the best gifts my parents ever gave me." – Judy Blume

Privacy: We protect your information and your right to privacy.

"Privacy is essential to the exercise of free speech, free thought, and free association. Lack of privacy and confidentiality chills people's choices, thereby suppressing access to ideas." – American Library Association

Equity: Our Library is for everyone. You are welcome here.

"We contribute to a more just society in which all community members can realize their full potential." – Urban Libraries Council

Core Values

We serve enthusiastically

- We have a people-first attitude
- We take initiative
- We go the extra mile

We Find a Way

- We are problem solvers
- We listen and learn
- We explore creative alternatives

We Team Up

- We are open and approachable
- We value relationships
- We serve with generous intent

Adopted: 01/26/89

Revised: 01/27/94, 06/04/98, 08/04/05, 04/07/11, 05/03/18, [7/3/2025](#)

Reviewed: 2013, 08/06/2015, 10/7/2021

Collection Development

This policy functions as a general guide for the development of a robust collection that allows the Cedar Rapids Public Library to champion discovery, build connections, and strengthen community~~fulfill its mission to connect people to information, experiences, and services that enhance their quality of life so our community can learn, enjoy, and thrive.~~ Our collection is a tool in the library's work to be welcoming to all. a beacon of literacy to all who seek knowledge and understanding and to be~~compassionate navigators to the information, resources and entertainment our community seeks.~~

SELECTION PHILOSOPHY

Materials for the library collection are chosen to serve the informational, educational, and recreational needs of the community. The primary goal of selection is to provide the best possible collection with the financial resources available and according to community standards. Collections are broad, current, and popular, not archival or comprehensive. The decision to purchase any item for the collection is usually based on *demand or anticipated need*.

- **Selection based on demand:** We believe that the library patron is an important part of the selection process. An individual request from a patron for a title is usually honored if the request conforms to the guidelines outlined in this policy statement. The library has opportunities for patrons to suggest collection items through our website, via email, and in person at library locations. Suggestions regarding services and other aspects of library operations are also encouraged.
- **Selection based on need:** Some materials are chosen for the purpose of updating and developing specific subject areas. Materials added in this manner are selected from reviews, availability lists, vendors' catalogs, bibliographies, and local experts. The library staff is constantly gathering information concerning the needs of library users by means of surveys, circulation statistics, interlibrary loan requests, and patron input. Follow-up studies are conducted on those items or subject areas for which demand is constant.

The library strives to present materials representing multiple sides of an issue in a neutral, unbiased manner. The existence of a particular viewpoint in the collection is an expression of the library's policy of intellectual freedom, not an endorsement of that particular point of view. The library provides service to all within the framework of its rules and regulations and does not knowingly discriminate in its materials selection on the basis of race, creed, gender identity, sexual orientation, occupation, or financial position.

The Cedar Rapids Public Library endorses the LIBRARY BILL OF RIGHTS, the STATEMENT ON LABELING, the LABELS AND RATING SYSTEMS, the FREEDOM TO READ STATEMENT and the FREEDOM TO VIEW STATEMENT of the American Library Association, which have been included in this manual and are intended to be part of this policy statement.

RESPONSIBILITY FOR MATERIALS SELECTION

The responsibility for materials selection and the development of the library collection rests with the director, who works under the authority of and in accordance with the policies of the Board of Trustees. The library Materials department carries out the actual selection of materials.

Materials may be available in a variety of formats and/or languages based on community need. Factors governing the choice of material include anticipated use, storage requirements, ease of access, cost, and the format of earlier editions. When all other factors are equal, ease of access by the public should be the primary consideration.

SELECTION GUIDELINES

Collection Development staff use their training, knowledge and expertise along with the following general criteria to select materials for the collection:

- Relevance to interests and needs of the community
- Extent of publicity, critical review and current or anticipated demand
- Current or historical significance of the author or subject
- Local significance of the author or subject
- Relevance to the existing collection's strengths and weaknesses
- Reputation and qualifications of the author, publisher or producer, with preference generally given to titles vetted in the editing and publishing industry
- Suitability of format to library circulation and use
- Date of publication
- Price, availability and library materials budget

Weeding of the collection is an ongoing process directly related to collection development. Materials that are worn, damaged, outdated, duplicated, or no longer used may be removed from the collection. Other factors taken into consideration are frequency of use, community interest, and availability of other material on the subject. Materials removed from the collection are given to the Friends of the Library for book sales, discarded based on condition, or used in other ways for library programs and services

Gifts of books, periodicals, and other materials are encouraged with the understanding that they will be included in the collection only if they are in formats currently in use for the public and if they meet the criteria for selection outlined in this policy. The Materials Manager will decide where and how long gift materials will be kept. Gift items not used in the collection will be given to the Friends of the Library for book sales, discarded based on condition, or used in other ways for library programs and services. Each gift donor will sign a gift waiver to receive recognition and a receipt. For more information, see the separate policy statement "Gifts and Memorials."

Memorials are welcomed. If cash donations are made for materials in a person's name, it is helpful if a subject is also named so the funds will be expended appropriately. Direct donations of books or other materials are accepted under the provisions of the separate policy statement "Gifts and Memorials."

Minors are not restricted in the use of the library. Responsibility for the reading, viewing, and listening habits of minors rests with parents and caregivers. Selection of materials is not restricted by the possibility that minors might obtain materials their parents consider inappropriate. The library does not discriminate on the basis of age in the use of its resources.

Adopted: 06/30/88

Revised: 10/29/92, 12/02/99, 12/04/03, 08/04/05, 02/01/07, 2/2013, 09/2015, 4/2019,
12/02/2021, 07/03/2025

Reviewed: 2013, 2/1/2024

Programming and Partnership Policy

The Library supports its mission ~~of connecting people to information, experiences, and services that enhance their quality of life so our community can learn, enjoy, and thrive~~ to champion discovery, build connections, and strengthen community by developing and presenting programs that provide additional opportunities for information, learning, and entertainment.

Programming is an integral component of library service that:

- Expands the Library's role as a community resource
- Provides opportunities for lifelong learning
- Introduces people to Library resources
- Provides entertainment
- Expands the visibility of the library
- Encourages participation in civic life

Ultimate responsibility for programming at the Library rests with the Library Director, who administers under the authority of the Board of Trustees. The Library Director, in turn, delegates the authority for program management to the Programming Manager, who oversees this responsibility through the Programming Team and designated staff.

The Programming Team utilizes Library staff expertise, collections, services, technology, and facilities in developing and delivering programming. The Library's staff use the following criteria in making decisions about program topics, speakers, and accompanying resources:

- Alignment with library mission, vision, values and strategic goals
- Community needs and interests
- Availability of program space
- Treatment of content for intended audience
- Presentation quality
- Presenter background/qualifications in content area
- Budget
- Historical or educational significance
- Connection to other community programs, exhibitions or events
- Relation to Library collections, resources, exhibits and programs

In addition, the Library draws upon other community resources in developing programs and actively partners with other community agencies, organizations, educational and cultural institutions, and individuals to develop and present co-sponsored public programs. Professional performers and presenters that reflect specialized or unique expertise may be hired for Library programs; performers and presenters will not be excluded from consideration because of their origin, background, or views, or because of possible controversy. Library staff who present programs do so as part of their regular job and are not hired as outside contractors for programming.

When considering a partnership with an organization or individual for a program or service, the Library will first look to partners in the service area and will prioritize library resources and commitment based on the information below:

Partnership Consideration Filter

	Access	Strategic Fit	Level of Impact	Quality of Service	Brand	Capacity
1	Minimal improvement in reach to target population; provided other places in the City; difficult to scale for relevant population	Weak alignment with strategic priorities	Minimal impact on patron experience	Unknown, mixed or questionable record of service to participants and past partners	Possibly negative press; partner strength is uncertain	Requires us to develop skills that are not relevant or devote resources we don't have
2	Some improvement in reach to target population	Some alignment with strategic priorities; has defined goals	Some impact on patron experience	Promising record of success; have heard some good things from past partner	Uncertain or no effect on brand; stable partner	Free to patrons but no identified funding, space, staff available
3	Reaches target population who would otherwise not receive the service	Promising record of success; have heard some good things from past partner	Noticeable improvement in patron experience	Significant record of success; multiple good references from past partners	Likely positive press or other attention; strong partner	Free to patrons and funding, space, staff identified
4	Reaches hard to reach population (e.g. homeless, at-risk teens); significant demand and not provided elsewhere in City; scale is possible for relevant population	Ideal fit; cuts across multiple priorities; goals are aligned	Will transform patron experience in relevant area	Outstanding track record of success documented by experts; past partners rave about experience	Articles written about it or a topic at conferences that position CRPL as a leader in the library field	Free to patrons and CRPL has time, funding, staff, space & desire to devote those to partnership

All Library programs are open to the public. The Library's philosophy of open access to information and ideas extends to Library programming, and the library does not knowingly discriminate through its programming. Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants. Program topics, speakers and resources are not excluded from programs because of possible controversy.

Registration may be required for planning purposes or when space is limited. Programs may be held on site at any Library building or off site through community partners and outreach. Any sales of products at Library programs must be approved by the Library. Programs are not used for commercial, religious, or partisan purposes or the solicitation of business.

External organizations or individuals partnering with the Library on programs must coordinate marketing efforts with the Library's Community Relations Department.

Adopted: 9/2/2021

Revised: 3/7/2024; 7/03/2025

Library Cards and Customer Privileges

Library cards are issued to allow patrons to champion discovery, build connections, and strengthen community~~connect to information, experiences, and services that enhance their quality of life so our community can learn, enjoy and thrive.~~

The library offers two types of cards to visitors: a Metro Card and a Quick Card.

The full-service Metro Card is offered to Cedar Rapids residents and property owners. Library cards and services are funded primarily through property tax allocation. Metro card customers have access to the full range of library services offered by the Metro Library Network.

In addition, library cards are issued without a direct charge to residents of unincorporated areas of Linn County by virtue of a contract with the Linn County Board of Supervisors. Residents of incorporated cities that contract with the library for services and Open Access participants as defined through the State Library of Iowa with a photo I.D. and proof of address also receive Metro Cards.

Any visitor to a physical library location can be issued a Quick Card, allowing access to library computers and limited access to library collections. These cards are available to people without a current photo I.D. or proof of address as well as to those without a physical address.

Other limited-use cards may be issued on a temporary basis as needed at the discretion of the Library Director or designee.

Adopted: 01/25/90

Revised: 10/31/91, 05/02/96, 12/02/99, 06/05/03, 10/02/04, 06/05/08, 9/01/11, 8/01/13, 6/6/19,
5/2/2024, [7/3/2025](#)

Reviewed: 11/2015, 4/7/2022

Internet and Computer Usage

The mission of the Cedar Rapids Public Library is to champion discovery, build connections, and strengthen community.~~connect people to information, experiences, and services that enhance their quality of life so our community can learn, enjoy, and thrive.~~ We do that by providing the public with timely access to information through a wide variety of materials, appropriate technology, and a well-trained staff. A goal of the CRPL is to enhance its existing collection in size and depth and provide opportunities for any citizen who wishes to explore the Internet at the library.

The Internet is an unregulated medium. It offers access to a wealth of material that is personally, professionally, and culturally enriching to individuals of all ages, but it also allows access to some material that may be offensive, disturbing and/or illegal.

The library cannot control or monitor the vast amount of material accessible from computers and the Internet. As with printed material, not all sources provide accurate, complete or current information. It is the responsibility of individual users to evaluate the validity of all information found.

The Cedar Rapids Public Library assumes no responsibility for information accessed while using the public computers. Library staff will not control or endorse specific information found on the public computers. Staff cannot control the availability, accuracy, or currency of information links that may change rapidly and unpredictably. Library users accept the risk that websites may include explicit or otherwise offensive material. It is the user's responsibility (or that of the parent or guardian) to determine what is appropriate. Library staff respect the privacy and intellectual freedom of all patrons in accordance with our guiding principles, and will only intervene if content is believed to be illegal or violate Library or City policy.

The library affirms the right and responsibility of parents or guardians to guide, determine, and monitor their children's use of library materials and resources. Parents or guardians, not the library or its staff, are responsible for the information selected and/or accessed by their children.

The library will manage the use of the Internet in a manner consistent with all the library's policies, including Behavior and Unattended Children, which are available to view at any time through the library's website. Failure to use the Internet appropriately and responsibly, as defined in the Computer Usage Rules and Regulations agreed to at sign-on will result in suspension of computer use privileges and possibly library privileges.

Adopted: 11/07/96

Revised: 06/06/03, 07/05/07, 11/2015, 10/03/2019, [7/3/2025](#)

Reviewed: 2013, 11/2022, 2/6/2025

The Library As Place: A Value Statement

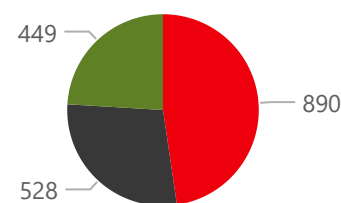
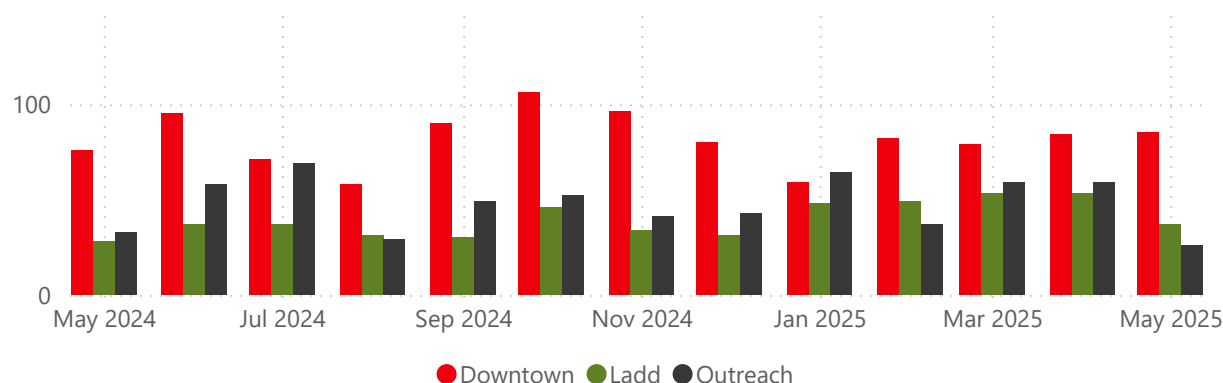
The Cedar Rapids Public Library ~~is seeks to be a beacon of literacy to all who seek knowledge and understanding~~welcome to all. Our library buildings are the main platform where we champion discovery, build connections, and strengthen community~~connect people to information, experiences, and services that enhance their quality of life so our community can learn, enjoy, and thrive~~. We prize our facilities and are determined to sustain them as a legacy for future generations.

Adopted: 2/2011

Reviewed: 2013, 11/2015, 9/2022, 5/2/2024

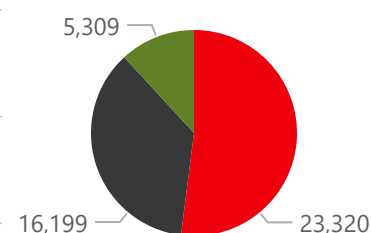
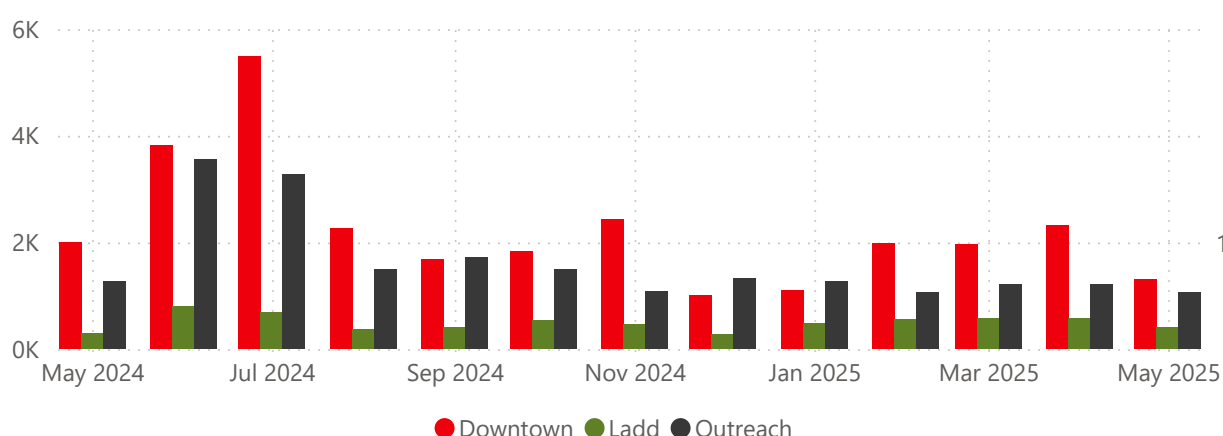
Revised: 01/02/2020 07/03/2025

Programs



1,867

of Programs



44,828

of Attendees

Programming is FULLY in to Summer programs and events! The first few weeks of summer have been very popular, seeing large crowds at programs like the Summer Kickoff Party, Mikayla Oz Magic, and Cat Café. Our weekly programs have continued their ongoing popularity as well. The library continues to make a concerted push out into the community during the summer, reaching hundreds of people each week in the City Parks, at preschools and daycares, at the Juvenile Detention and Diversion Services building and in Senior Living Facilities. We also continue our work of reaching patrons through the Opportunity Center and the Maker Spaces, seeing nearly a hundred patrons each week between the two initiatives.

The Summer Reading Challenge is also going strong, with 686 readers reading nearly a half-million minutes already (as of June 26). The first year of the Mega Readers program, focusing on daycares and preschools, has also started strong, with 14 locations enrolling nearly 700 children.

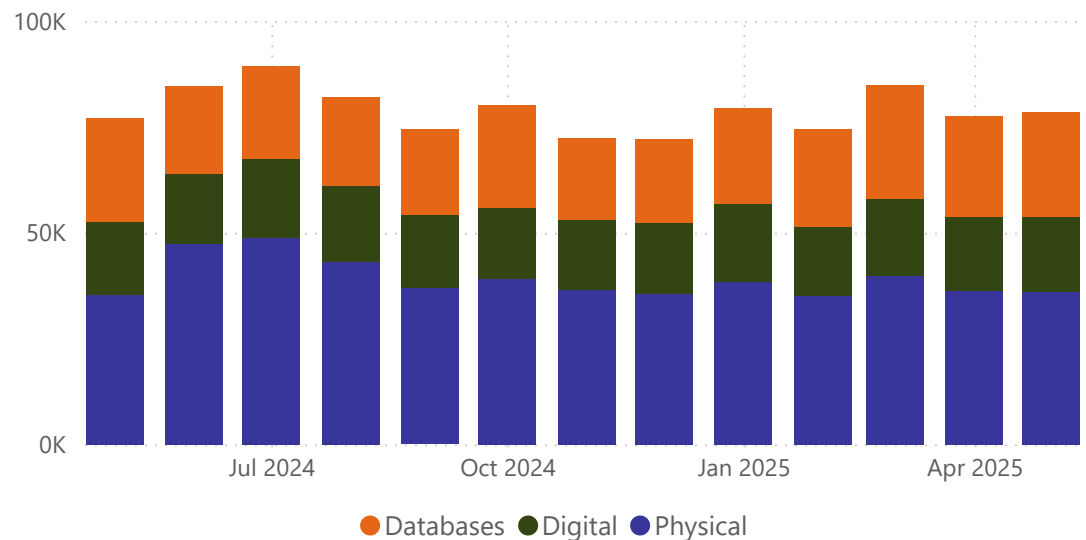
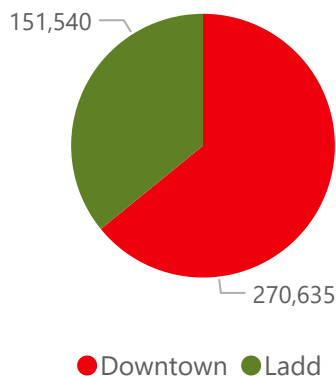
I had a patron come in with a list of books he wanted to search for, to read to his wife who has dementia. He got this list through Mercy Hospital's dementia care team. They are books with straightforward storylines and easier to process for patients with memory loss. I found most of the books in our system, and shared the list with the public service team for future use. I chatted with the patron about books he and his wife have been reading. I was encouraged by his positive energy, and by the way our library works together with other organizations to serve all kinds of people. - Alyssa Telecky, Patron Services Specialist

During the Summer Reading Challenge kickoff at Ladd, a patron noticed the summer QuickPicks that had just been put on display and was thrilled to find three books that she had really been wanting to read. She couldn't believe that we had them all in since all three are popular titles currently. She showed them to her young children and told them that their mom had found some great books to read this summer too, which just shows how the Summer Reading Challenge is fun for all ages! - Elizabeth Gardner, Public Service Associate

Borrowing & Collections

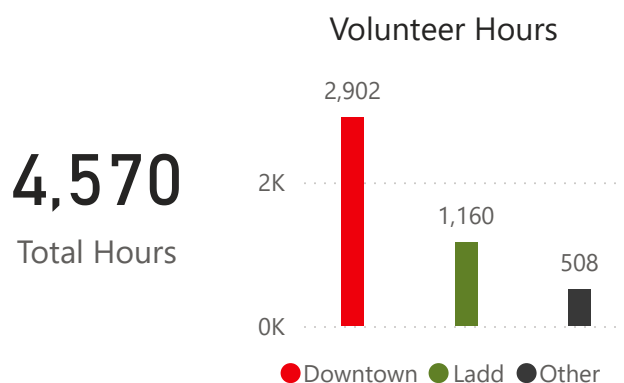
247,169 **192,069** **422,175** **3,558** **864,971**
Databases Digital Physical Technology Total

Physical Circulation, by Location



The Materials team has been wrapping up the fiscal year purchasing. We typically receive enormous shipments of any backordered materials in the last few weeks of the fiscal year and this June hasn't been any different. The team set up our QuickPick displays of adult, teen, and children's materials at the start of the summer reading program and the response has been very enthusiastic. These are collections of the highest demand titles that check out for 10 days instead of the usual 21 days. This was the first year we've tried this with children's materials and the display table has already been cleared out multiple times this summer. We'll plan for an expansion of this collection for next summer.

Volunteers

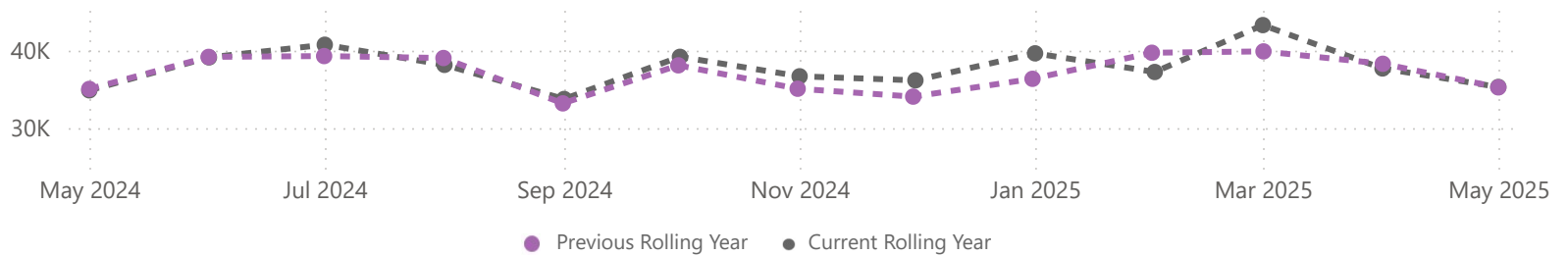
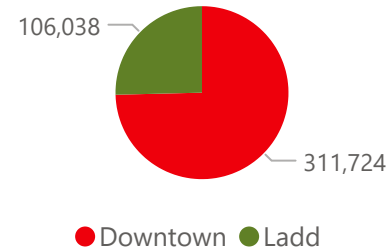


As Summer Reading hits full swing, our Volunteer Corps volunteers are busy helping with programs and activities. The members of the Volunteer Corps assist with programs and events. This might include helping with crafts, assisting with a plant swap, providing demonstrations of home repair projects at the Maker Fest, handing out prizes at the summer reading kickoff event, and so much more. In the first six months of 2025, over 25 volunteers have given a total of over 138 hours as part of our Volunteer Corps. These volunteers help make our programs possible and support our staff in provided exceptional programming for the community. Volunteer Hours in May: 496

Visits

417,762

Physical Visits

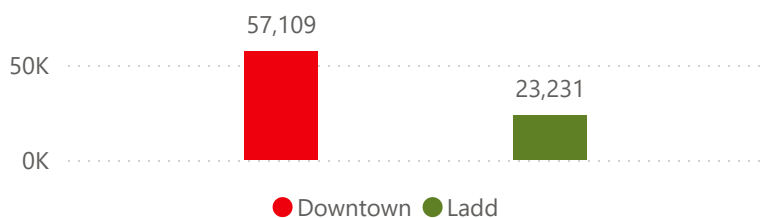


We are close to the halfway point for summer. The Public Service Team has been doing a phenomenal job of supporting our programming department in promoting our fantastic Summer Reading Challenge. Staff have eagerly encouraged patrons of all ages to participate in the challenge as well as attend many of the library events. Additionally with the city holding many events at Greene Square this summer, this has provided staff a great opportunity to promote other city services and engage with other city department staff. Finally, staff have been doing an exceptional job at establishing relationships with our youth population. Traditional behavior challenges that come with summer have been overall low and this is in large part to initial connections staff are making and setting up the individuals for success in our spaces. Overall a great summer start for Public Service!

At a recent birthday party for a kid in my neighborhood, one of the moms who lives close to me was talking with me about the library. She told me her child was involved in a Code Adam Downtown a few weeks ago and while she was terrified, she said the professionalism of the staff brought her a lot of comfort and helped her stay calm. She complimented us on the fast and calm response and said the library did a great job. - Erin Horst, Materials Manager

Technology Access

PC Uses



210,479

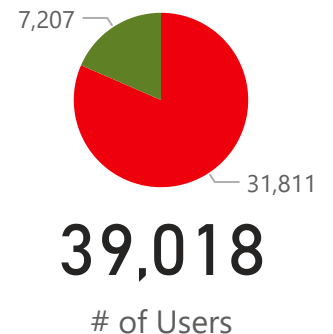
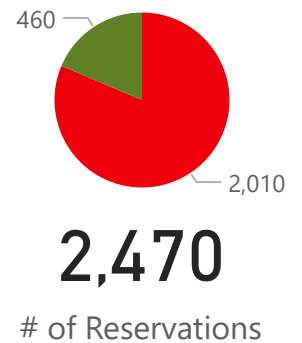
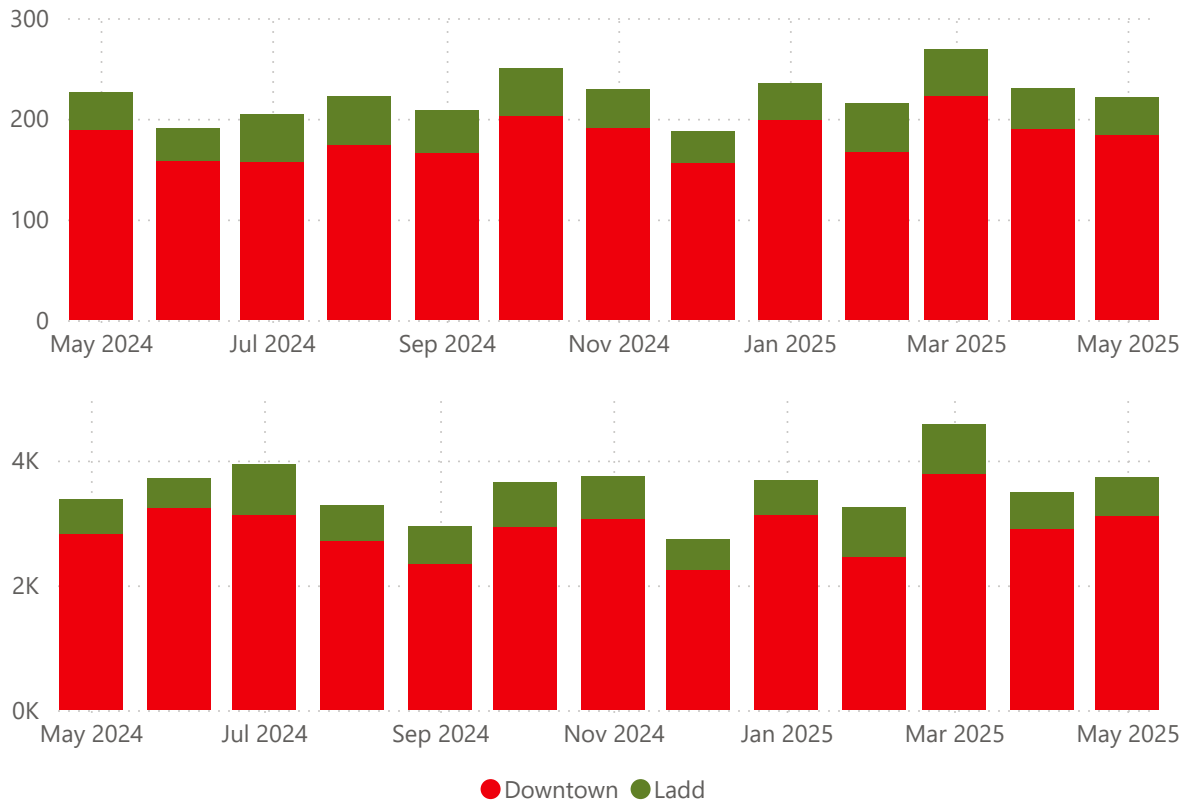
Virtual Visits

102,449

WiFi Sessions

The Technology Solutions completed a major cleanout of old unusable hardware with the help of Jessica Musil. These materials can't be disposed of in the regular trash or recycling receptacles and need special handling, so cleanups happen every few years to make the specialized recycling worth the work. This session included the old staff computers that were recently replaced. The team has also working on updating Windows on all of the computers.

Meeting Room Use



In May, we served about 3,721 patrons with 221 reservations. The momentum leading up to summer was not lost on the reservations side of the library. Several noteworthy events were facilitated by the City: The Make It Okay weekly speakers, presenting for Mental Health Awareness Month and the Public Works quarterly meeting. Ladd hosted a RIVA AmeriCorps Member Focus Group and Vocational Rehab meetings.

Regular business for non profits and local businesses as well as life events all took place at the library in ways that align with prior months.

Community Relations has had a blast so far this summer sharing the story of the Summer Reading Challenge. Our intern, Ella, has been helping our team amp up our social media presence and has done a great job getting the entire staff involved. If you haven't yet, check out some of our Instagram Reels to see what we've been up to. Our team has had fun visiting programs at both locations and area parks, capturing footage and gathering stories about the summer fun. We also identified a local daycare that is participating in our new Mega Readers program who will allow us to follow along with them on their summer reading journey. We look forward to telling their story!

We spent June working on the visual pieces of the Strategic Plan. This includes the print piece that will be available for stakeholders as well as the digital version for download. We also worked alongside our friends in the Materials Department to update some signage in the Downtown Library in an effort to assist with hold pickup. The new signs help explain the process of how the holds system works. We will monitor to see how this new signage works for patrons and if it has any impact on our holds process.

I've known a regular patron for some time, and when I first met him, he was homeless. I recently ran into him, and although I knew he completed the KPACE Program and was employed, I got to see pictures of his apartment (with his own paint choices) and hear about saving for a car and traveling to Florida to visit his daughter. I remember an earlier conversation when he was discussing being at Kirkwood and his sobriety. He said, "Amazing what you can do with a roof over your head." - Meredith Ash, Community Engagement Librarian