



Agenda: Board of Trustees
May 1, 2025, at 4 pm
Conference Room, Downtown Library

Literacy, Access, & Inclusion

Library Board President – Monica Challenger

- A. Call to Order
- B. Consent Agenda – **Action**
 - Minutes: April 3, 2025
- C. Public Comments and Communications
- D. Foundation Report – Charity Tyler
- E. Friends of the Library Report – Libby Slappey
- F. Board Education: Summer Reading Challenge – Kevin Delecki
- 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
 - **Action:** Budget Amendment for FY25
 - Personnel and Policy Committee – Susie McDermott, Committee Chair
 - No Action
- H. Library Director's Report
- I. Old Business
- J. New Business
 - **Action:** Contract Approval, Purchase Order, and Payment Approval – cost of subscription for circulation/cataloging software and services for the downtown and Ladd Libraries. First year payment in the amount of \$116,000 (\$540,000 total for five years) to Clarivate.
- K. Adjournment

The next Board of Trustees meeting is **June 5, 2025 at 4 pm**, in the Community Room, Ladd 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
April 3, 2025

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

Staff in attendance: Amber McNamara, Jessica Musil, Kevin Delecki, Erin Horst, Todd Simonson, Meredith Crawford, Wes Shirley (in person); Patrick Duggan (via Zoom)

Others: Charity Tyler, Executive Director, Cedar Rapids Public Library Foundation and 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 pm.
- B. Consent Agenda – **Action**
 - Minutes: March 6, 2025
 - Special Event Application

Ms. McClain moved to accept the consent agenda. Ms. Hepworth seconded. The action carried with unanimous approval.
- C. Public Comments and Communications
 - There being none, the meeting continued
- D. Foundation Report – Charity Tyler
 - Ms. Tyler reported. The Westside Library capital campaign has brought in a little over \$7.5 million toward the final goal. Ms. Tyler is working with OPN to develop internal donor recognition including the donor wall. The team continues to have conversations with major gift donors and complete grant applications. She hopes to close out the campaign by the end of the fiscal year.
 - Next week, the Foundation is hosting a donor appreciation event in conjunction with Lion Bridge. Attendees can try the limited brew Library Lager as well as have other drinks and pizza. Proceeds will go toward the Westside Library. Library Lager is available in limited stores and also at Lion Bridge.

M.s Hart joined at 4:06 pm.

- The annual Literary Vines fundraising event on Friday, April 18 is Alice in Wonderland themed. Both maker rooms will be open for demonstrations as well as virtual reality experiences. Images of the Westside Library will be on display in Whipple Auditorium. The Foundation and library are looking forward to another successful event. Upcoming, they will host a Van Vechten Society Brunch in the fall and they are planning a Wise Women Circle event.
 - The Foundation is shifting to donor stewardship in order for campaign donors to understand progress on the new library building project. In addition, there are more requests for the Foundation and Library to speak about the project at various community events now that we're moving into spring and summer.
- E. Friends of the Library Report – Libby Slappey
 - Ms. Slappey reported. The Friends will sell books at Lion Bridge during Houbly Days on Saturday. This will be the first sale during the community event and Ms. Slappey hopes for good weather so the sale can happen outside.
 - Friends are preparing for their big spring sale from Friday, April 11 to Sunday, April 13 at the downtown library. Volunteers are needed for setup shifts and during the sales days.

- The bi-annual Friends and Foundation newsletter will be mailed soon. The newsletter will feature the railroad book donation and its impact, as well as celebrating Francis Woods, an active Friends volunteer who just celebrated her 100th birthday.
- F. Board Education: Urban Libraries Council Teen Consortium Update – Meredith Crawford
- Community Engagement Librarian Meredith Crawford presented an update on the Urban Libraries Council (ULC) Teen Consortium project that started in 2021. Following COVID and working to get programming running again, Ms. Crawford and another staff member provided services to teens in juvenile detention. This work was chosen as a presentation topic at the Public Library Association (PLA) conference in 2022. After the presentation, ULC invited our library, as one of 14, to target youth opportunities for those at risk of incarceration. Prior to the project start, Ms. Crawford spent two days to learn from experts and practitioners on the best approach to assist teens. Regular project support check-ins were also scheduled.
 - The library's first approach was to go to the target population, focusing on the SW side of Cedar Rapids based on criteria, and also address family needs. A portion of the grant money was used to employ an intern who fit the target population as well as use their firsthand knowledge to help plan and benefit others. The plan included expanding summer 2024 programs to specific sites, providing food, a special guest, books, and a STEM activity. While the library was in the right place, the program didn't serve the intended target, and there were issues with the supported employment.
 - Following last summer, the grant participants met again and learned from each other and experts to improve their next approach. This winter, Ms. Crawford connected with IowaBIG students to assist with this coming summer's programming directed toward at-risk youth. Under the guidance of their school mentor, the students are gathering data on social capital and resources and analyzing responses. The plan is to offer three large-scale events this summer and engaging local organizations to draw in teens, such as athletes, music, and art. Although funding has been for a short-term project, Ms. Crawford is thinking of how to continue working with youth long after the grant ends.
 - Ms. Crawford was asked to speak about the project at the National Youth Employment Coalition's 2025 Youth Advisory Council in Minneapolis. While there, she'll also have the opportunity to speak with the other libraries as part of this larger ULC project.
 - Ms. Challenger appreciated that the project uses data and data analysis with the students as it's an important employment skill.
- G. Library Board Committee Reports
- Advocacy Committee – Elisabeth Hepworth, Committee Chair
 - Ms. Hepworth reported. There has been a lot happening at both the state and federal levels, include the executive order to eliminate the Institute for Museum and Library Services (IMLS). The library's advocacy website has information on the core functions of IMLS and funding. Ultimately, without IMLS, states cannot provide the funding which makes up the Enrich Iowa reimbursement program.
 - We had also been watching two house files, which advanced past the first funnel but no action has been taken since. Tomorrow is the end of the second funnel and the legislature is adjourned until Monday. For now, it appears they are off the floor calendar and dead for the session; they may return next year. Items can come back before the session ends on May 2 if money is involved. Ms. Hepworth encouraged anyone to continue discussing concerns with lawmakers. Mr. Elges noted these are not likely to be tacked on to other bills and we'll keep up the fight. Ms. Hart thanked the committee for the great communication to keep people informed through different channels.
 - Ms. McNamara also noted that IMLS funding has stopped and staff were put on leave on Monday. There are a lot of unknowns at this time and we will share more information and talking points for those who wish to advocate. In addition,

Ms. McNamara has been in conversation with other corridor libraries and feel confident libraries will continue as best as possible with the least impact.

- Building Committee – Jade Hart, Committee Chair
 - Ms. Musil noted that the committee will meet with Fehr Graham to review the design so far and answer questions about the Urban Plaza. The pre-bid meeting has been scheduled for the downtown library roof replacement project.
- Finance Committee – Chris Casey, Committee Chair
 - Ms. Casey reported on the February 2025 financials. We do not have anything required an action item at this meeting but Ms. Casey anticipates a budget amendment at the May meeting. Money will move from Operations, our 151 account and Capital Improvement Projects (CIP), which is in our 316 account. Ms. Casey referred the board to the Finance Memo that details the switches.
 - First, we're moving money into different categories within 151 to cover the \$20,000 towards the Facilities Manager's salary for his time to provide Project Management services for the Westside Library project.
 - In 316, we'll see money move into this account to help pay for the roof replacement, which is paid for by the City. Money placed in 316 allows us to roll over money between the fiscal years as the project may have to occur between FY25 and FY26. The Urban Plaza refresh project will be paid for by the Library Foundation so it won't be reflected in the budget.
 - In addition, the City will move money between 151 and 316 to pay for digital materials this fiscal year. The City hired a new bond attorney and an updated opinion states digital material can't be paid for with bonding. That amount will be determined this month.
- Personnel and Policy Committee – Susie McDermott, Committee Chair
 - Ms. McDermott reported. The City is making changes into their employee evaluation process. Instead of an annual review, they are moving to a Continuous Improvement model where employees would have goals to work on throughout the year but have formal quarterly check-ins to discuss goals, needs, and issues with their supervisor. The committee is considering this change for the library director evaluation as well.
 - A discussion was held. Ms. Challenger believes it is a good idea as it provides several opportunities to address issues and needs throughout the year. Ms. McClain has concerns that an on-going may be less formal. Mr. Elges noted there would be required check-ins to prevent informal discussions. He also shared that evaluations are not merit-based as raises are determined in the budget. Already, many board members in regular committees have monthly meetings with open and regular communication with the director. The Personnel and Policy Committee would enforce the formal check-in structure. Ms. Hepworth agrees that it makes sense, especially with Ms. Schmidt's presence in the regular committee meetings. She'd like to see a structure that allows for concerns to be escalated as they come up. Ms. Challenger said the proposed structure would give the full board an opportunity to provide input during the quarterly reviews Ms. Hepworth asked if this was adopted, would it be used for successive directors. Ms. McDermott said yes, it would. Mr. Elges shared that nothing is formalized yet but the committee wanted a direction from the full board before writing out the process. Ms. McClain asked if this process would be more work on the evaluators. Both Mr. Elges and Ms. McDermott do not believe it will add a lot more work and don't intend to make it a cumbersome process.
 - The board seems to agree about the proposed process. The committee will discuss more and bring a formal written structure. Mr. Elges thanked everyone for the questions and feedback.

H. Library Director's Report

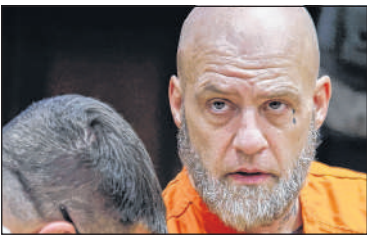
- Ms. McNamara reported for Ms. Schmidt who is in Washington, DC, advocating for libraries as a guest of the American Library Association (ALA).
 - National Library Week is April 6 through April 12. This year, our general focus is saying thank you. Staff will receive a thank you gift from the library, which was generously funded by the Foundation. Stations will be setup in both locations, allowing the community to write notes, thanking staff. We are also sending thank you cards to local representatives, recognizing them for their support of libraries. They will also receive a library lapel pin. The Community Relations team has planned social media posts throughout the week to share stories from advocates. We have some themed days for posts as well including Monday: Right to Read Day; Tuesday: National Library Workers Day; and Thursday: Take Action for Libraries Day. Other highlights will include the Foundation and their Library Lager and Literary Vines events and the Friends along with their Book Sale.
- I. Old Business
- There being no old business, the meeting continued.
- J. New Business
- There being no new business, the meeting continued.
- K. Adjournment
- There being no further business, the meeting adjourned at 5:13 pm.

The next Board of Trustees meeting will be held on Thursday, May 1, 2025, at 4 pm in the Conference Room, Downtown Library

Facing 50 years

Grimes man admits to trying to kill 3 officers

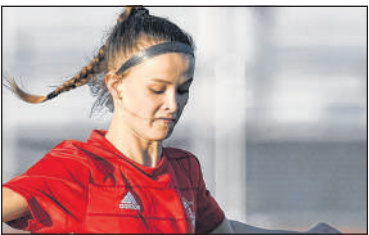
Iowa Today, 2A



Girls' soccer

Maggie Utsinger and Marion are ready to go

Sports, 1B



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Eastern Iowa's independent, employee-owned newspaper

Saturday, April 5, 2025

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\$3.00

Libraries could suffer with closing of federal agency



Mindy Clark of Cedar Rapids is framed through an O in Iowa as she visits the Cedar Rapids Public Library on Friday in southeast Cedar Rapids. (Jim Slosiarek photos/The Gazette)

Iowa's rural libraries most likely to feel squeeze if funding disappears

By Grace Nieland, The Gazette

Federal funding for Iowa library systems — and the public services they support — could be at risk following a presidential directive targeting a federal agency that provides financial support to libraries across the U.S.

The Institute of Museum and Library Services this week placed its entire staff on administrative leave following a March 14 executive order from President Donald Trump demanding the institute wind down operations “to the maximum extent consistent with applicable law.”

Congress established IMLS in 1996 to oversee grant funding for libraries and museums across the country, but the agency now is caught in the crosshairs of Trump's ongoing efforts to slash the federal budget.

The agency is relatively small — around 70 employees — but it is responsible for the disbursement of more than \$250 million in federal funds to libraries and museums nationwide to support special projects and ongoing operations.

Per IMLS data, Iowa received \$2.2 million in federal funding during the last fiscal year. Combined with state matching funds, library systems statewide received about \$3.5 million under the Library Services and Technology Act.

The State Library of Iowa in turn relies on LSTA funding to deliver statewide library development initiatives, meaning any reduction in federal funding could have a significant impact on current and future programming.

LIBRARIES, PAGE 6A



Book shelve Loraine Bennett returns books to the correct locations Friday at the Cedar Rapids Public Library in southeast Cedar Rapids.

CELEBRATE NATIONAL LIBRARY WEEK

National Library Week will be celebrated April 6-12. The weeklong celebration recognizes the role of libraries and library workers in strengthening communities.

The Cedar Rapids Public Library will recognize several celebrations over the week, including:

- Right to Read Day on Monday.
- National Library Workers Day on

Tuesday.

- Take Action for Libraries Day on Thursday.
- Friends of the Cedar Rapids Public Library book sale, which will take place April 11-13 at the Downtown Library.

For more information on National Library Week and the Cedar Rapids Public Library, visit the library's website or social media pages.

What Trump tariffs could mean for Iowa state budget, taxes

Pat Grassley: Iowa can 'absorb' any uncertainty

By Tom Barton, Gazette Des Moines Bureau

DES MOINES — With the second legislative “funnel” deadline of the 2025 Iowa legislative session now behind them, and their workload lightened, Iowa lawmakers now shift their focus to the state budget, school funding and property taxes.

Republican leaders in the Iowa House and Senate said they are carefully monitoring the impact of sweeping tariffs on U.S. imports announced this week by President Donald Trump as they draft the state's budget.

Trump on Wednesday unveiled a 10 percent tariff on all imports, plus reciprocal tariffs on dozens of nations.

LEGISLATURE, PAGE 7A

INSIDE

- Bills that died and survived at the second “funnel”, 7A

What bills affecting Iowa's public universities still are alive?

By Vanessa Miller, The Gazette

Five bills poised to directly affect Iowa's public universities survived the second “funnel” deadline this week of the 2025 legislative session — including one to establish a “Center for Intellectual Freedom” at the University of Iowa and another requiring each campus to create at least one three-year bachelor's degree program.

“The board is also required to conduct a study establishing a policy on tuition guarantee,” Board of Regents state relations officer Carolann Jensen said of House File 440 — which in earlier versions would have done more than study the issue, capping annual in-state tuition increases at 3 percent and then freezing that rate for resident undergraduates for up to four years.

HIGHER ED, PAGE 6A

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NATIONAL VOLUNTEER WEEK APRIL 20TH-26TH

Volunteers help connect our communities.
We just want to say a big
Thank You
to our volunteers!



Libraries/Tiny portion of federal spending

► FROM PAGE 1A

“Libraries are centers of community life ... that provide opportunity to Iowans every single day,” said Sam Helmick, community and access services coordinator at the Iowa City Public Library and president-elect of the American Library Association. “When defunding happens, ... we can no longer provide that same level of service.”

HOW IS IMLS FUNDING USED IN IOWA?

IMLS funding is distributed in several ways across the country, although the lion’s share of its budget goes directly to state library agencies. In Iowa, the State Library uses that funding to support several state-wide programs.

One such program is the IA Shares Delivery Service, a twice-weekly delivery service to every public library in Iowa to support the sharing of materials between libraries.

Through the program, libraries are able to request books they either don’t have or don’t have enough copies of from other libraries. The books are then delivered to the requesting library at no charge, issued to patrons and later returned to the material’s home library.

“It’s one of those behind-the-scenes things that people don’t think about until it’s to the point of, ‘Oh, but I really wanted that one book and now I can’t get it,’” said Cedar Rapids Public Library Director Dara Schmidt. “It’s not flashy, but it’s a basic part of the services we provide.”

Schmidt said the program is particularly helpful for smaller libraries that don’t have the room or budget to keep a large selection of materials on-hand.

Cedar Rapids patrons last year borrowed more



Ashley Lind of Cedar Rapids reads a book as she waits for a friend Friday at the Cedar Rapids Public Library in southeast Cedar Rapids. (Jim Slosiarek/The Gazette)

STATE LAW ALSO A FACTOR

Iowa libraries faced two bills in the Iowa Legislature this year that could have affected their funding and operations.

The first, House Files 880, would have removed state funding from libraries that are members of professional associations that engage in advocacy work such as the American Library Association or Iowa Library Association.

The second, House Files 521, would have removed current obscenity exemptions for public libraries in a move opponents said could have opened libraries up to possible litigation.

Neither made it past the state’s second legislative deadline this week, although they could reappear for debate during next year’s session.

than 300 items from other libraries, for example, while 1,000 Cedar Rapids materials were provided to other Iowa libraries through IA Shares.

Federal funds also support programs such as Brainfuse — a digital library resource that offers assistance with homework help, tutoring and career services — and help cover accreditation and continuing education services for Iowa libraries and their staff.

IMLS funding also can be awarded for specific projects or programs, such as a \$246,000 grant awarded in 2023 for the

State Library to develop a pilot program to help library staff address patrons’ psychological needs.

WHAT HAPPENS WITHOUT THOSE FUNDS?

Public libraries are primarily funded by city and county taxes, but area library leaders still stressed the importance of federal funding.

Without federal support for ongoing programs such as IA Shares, Iowa libraries could be forced to decide if they’d like to pay the cost of those services themselves or if they must instead re-

duce or eliminate them.

The burden of replacing funding for those services would be felt by all public libraries, Schmidt said, but it would hit small, rural libraries particularly hard given their relatively smaller budgets and staffing levels.

“Libraries in Iowa are funded largely through property tax dollars, so the bigger the community, the more dollars you have coming into that system,” she said. “That’s just simple math, but what that means is that (reductions in federal funding) ... will be particularly hard for small libraries who simply don’t have the tax dollars to support those additional services.”

Ely Public Library Director Sarah Sellon echoed that sentiment. She said the Ely library relies on IA Shares to supplement the library’s existing catalog and on LSTA funding more broadly for initiatives such as All Iowa Reads and the summer reading program.

The library also is a part of the Bridges eLibrary program, the e-

book and audiobook buying consortium for Iowa Public Libraries.

The State Library of Iowa facilitates the program and manages the contract on behalf of participating libraries using funds collected from consortium members and from IMLS to make digital materials more accessible and affordable for Iowa libraries.

Without the IMLS funding used to cover the program’s platform fee, that consortium could be at risk.

Further, IMLS funds are tied to matching state funds that support things like the Enrich Iowa program that provides things such as interlibrary loan reimbursement and direct state aid, and Sellon said it’s unclear how the potential elimination of IMLS could affect those programs.

If IMLS funding were to disappear or substantially decline, however, Sellon said the Ely library — which serves a population of roughly 2,300 — would be forced to make some “tough decisions” about what programs and products

it could continue to support on its own.

“I’ve really been thinking about all this, and I’m honestly not exactly sure what we’d do if it came down to it,” she said. “Our budget is small, ... and we can’t do it all (by ourselves).”

HAS EXECUTIVE ORDER ELIMINATED THE IMLS?

Ultimately, Trump’s executive order cannot totally eliminate the IMLS because the agency was established by law. Instead, the order directed the institute to shrink down to its statutory minimum.

Those statutory minimums have yet to be outlined in the public eye, however, and local library leaders fear that the president’s future budget proposals will call on Congress to eliminate the agency altogether.

Congressionally-approved federal funds have been earmarked for IMLS use through September, at which point reauthorization will be required to fund future operations. At its current funding level, IMLS funding accounts for less than 0.05 percent of the federal budget.

Helmick said library leaders and literacy advocates nationwide intend to push congressional leaders to renew their support for IMLS despite Trump’s order. This past week, Helmick visited Washington to meet with Iowa representatives and discuss the importance of public libraries.

Preliminary conversations provided some positive feedback from lawmakers, Helmick said, although they still encouraged all Iowa residents to reach out to their legislators with personal stories of why their public library is important.

“Our representatives are acknowledging that Iowans really care about and love their libraries,” Helmick said. “What I’m hearing from our representatives are Iowa values. Now we’ll have to see if Iowa actions follow.”

Comments: grace.nieland@thegazette.com

Higher ed/Many Republican priorities live on in bills

► FROM PAGE 1A

“The study shall include projections of how much such a policy would increase enrollment at each of the institutions of higher education governed by the board, the technical feasibility of such a policy, the cost of implementation of such a policy, and the results of implementation of similar policies in other states,” according to the amended version of the legislation that Thursday cleared a second key deadline for non-tax policy and spending bills to remain eligible for consideration this session.

An earlier fiscal note from the nonpartisan Legislative Services Agency predicted a tuition cap and freeze — if implemented — could deprive the three universities of \$32.8 million annually once fully implemented in the 2030 budget year.

The regents oversee the UI in Iowa City, Iowa State University in Ames and the University of Northern Iowa in Cedar Falls. Other regent-related bills that survived the funnel deadline include:

HOUSE FILE 516

This proposal — for which regent lobbyists remain undecided — would require at least 80 percent of students accepted to the UI doctor of medicine program and the UI College of Dentistry to be Iowa residents or enrolled in an Iowa-based college or university.

The measure also would require the UI to — among other things — tell lawmakers annually where dentistry and medical college graduates migrate to one year after their graduation.

It would mandate UI Health Care prioritize federal residency positions for those who live in Iowa or got a degree from an Iowa college or university. And it would require UIHC to offer interviews for medical residency posts to applicants specializing in obstetrics, psychiatry, surgery, emergency medicine, neurology, primary care or cardiology and also live in Iowa.

“Do you think we’re already close to 80 percent?” Regent David Barker asked a regent lobbyist Friday when discussing the surviving bills. “Yes,” Chief Government Relations Officer Keith Saunders said.

A fiscal note from the Legislative Services Agency shows the UI colleges of medicine and dentistry reported 70 percent resident enrollment in the 2024 academic year.

Given the difference between in-state and out-of-state tuition for those programs — amounting to an annual \$21,000 gap for medical students and a \$25,000 gap for dental students — the agency projects, should this bill become law, the university to experience a revenue reduction reaching \$2.3 million by 2030.

HOUSE FILE 437

This bill — for which regent

lobbyists have registered in favor — would establish a UI Center for Intellectual Freedom charged with teaching and researching historical ideas, traditions and texts “that have shaped the American constitutional order and society.”

The center could accept and administer private donations and adopt a name of any dominant donor.

The center, according to the bill, should expand the campus’ intellectual diversity, foster civic engagement among faculty and students, collaborate with the other regent campuses and offer at least one credited course on American history and civil government.

An advisory council including no more than one UI employee would head a search for the center’s director and submit a number of finalists to the Board of Regents. The board, rather than the UI president, would pick a director who would be tenure eligible on the UI faculty.

A Legislative Services Agency note determined establishing and maintaining the center would cost about \$1.5 million a year, including \$400,000 a year in salary and benefits for the director.

HOUSE FILE 295

This bill — for which regent lobbyists have registered in favor — addresses a loophole that diversity, equity and inclusion-related legislation

passed last session carved out for Iowa’s public universities.

That 2024 legislation barred the campuses from establishing, maintaining or funding a DEI office or any DEI employees except as required by law or for accreditation standards.

This new bill — known as the “accreditation autonomy act” — bars an accrediting body, such as the Higher Learning Commission, from taking adverse action against a public university for complying with its state law, like the one banning DEI programming.

The bill also provides a remedy — namely authorizing a university to “bring a civil action against the accrediting agency in this state if authorized by the attorney general.”

The Higher Learning Commission — accrediting most of Iowa’s public, private and community colleges — includes among its accreditation standards several addressing diversity. An institution’s processes and activities, for example, must “demonstrate inclusive and equitable treatment of diverse populations.”

HOUSE FILE 401

This measure — for which regent lobbyists have registered in favor — brings legislative authority into classrooms by spelling out general education requirements to include a specific number of English, math, natural and social sciences and humanities courses. It also requires three credit

hours in Western heritage and three in American heritage — covering American history, Iowa history, American government or American literature.

Each of the campuses already have general education requirements — like at the UI, where students have to take courses in communication and literacy; sustainability; natural, quantitative and social sciences; and culture, society and the arts.

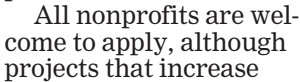
Within its communication and literacy requirement, students must fulfill three “diversity and inclusion” semester hours — an area to be renamed “understanding cultural perspectives.” Courses fulfilling that requirement include “Diversity in American Culture,” “Race, Gender, and Sexuality on Screen,” “Diversity and Power in the U.S.” and “African American History Since the Civil War.”

According to the proposed gen-ed bill, regents should adopt a policy to ensure that courses satisfying gen-ed requirements “do not distort significant historical events or include any curriculum or other material that teaches identity politics or is based on theories that systemic racism, sexism, oppression, or privilege are inherent in the institutions of the United States of America or the State of Iowa.”

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

C.R. moves forward with park improvements

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The workshop is free to all area residents, and registration is not required. Topics covered will include information on the rights and responsibilities of tenants and landlords in Iowa.

Additionally, certain areas of downtown will allow open container alcohol during the event. The Block Party offers beer and wine throughout the event, with the purchase of a wristband and cup. The wristband and cup are now available to purchase online for \$10.

Government Notes is published Mondays and contains updates from area governmental bodies. Grace Nieland, Megan Woolard and Sara Konrad Baranowski contributed.

[illegible]

Business Breakfast Series

Presented by The Gazette

DATA CENTERS IN THE CORRIDOR

A square QR code with a circular logo in the center containing the number 6.

Tuesday, May 6 • 8 a.m.
NewBoCo

**TICKETS \$5 — INCLUDES COFFEE
AND A LIGHT BREAKFAST**

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A logo consisting of several overlapping squares in blue, green, and purple, arranged in a grid-like pattern.

CEORR RAPIDS METRO
**ECONOMIC
ALLIANCE**

The logo for the Better Business Bureau (BBB), featuring a stylized blue flame or leaf shape above the letters BBB.

The logo for Hills Bank, featuring a green stylized 'H' made of three squares.

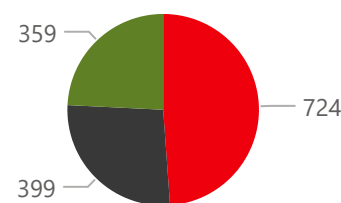
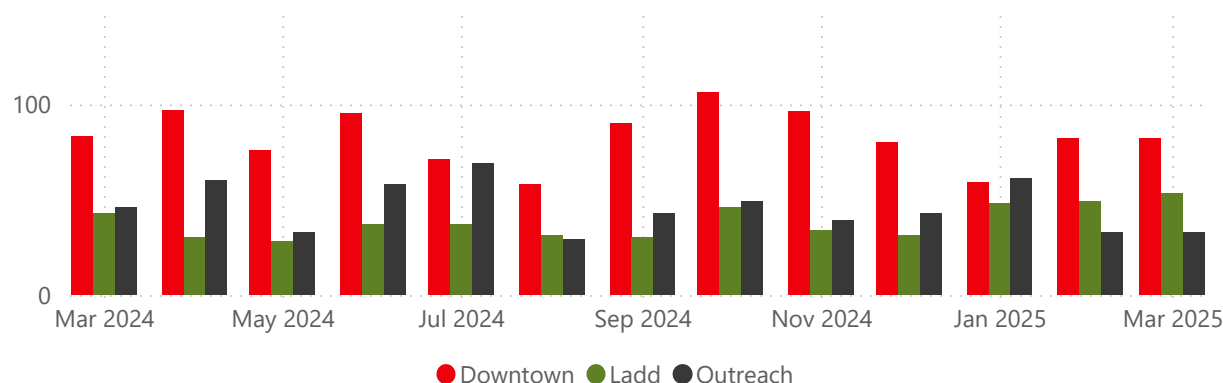
HILLS BANK

NEWBO+CO

We open conversations.

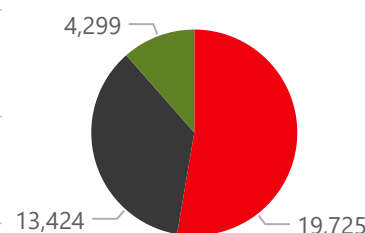
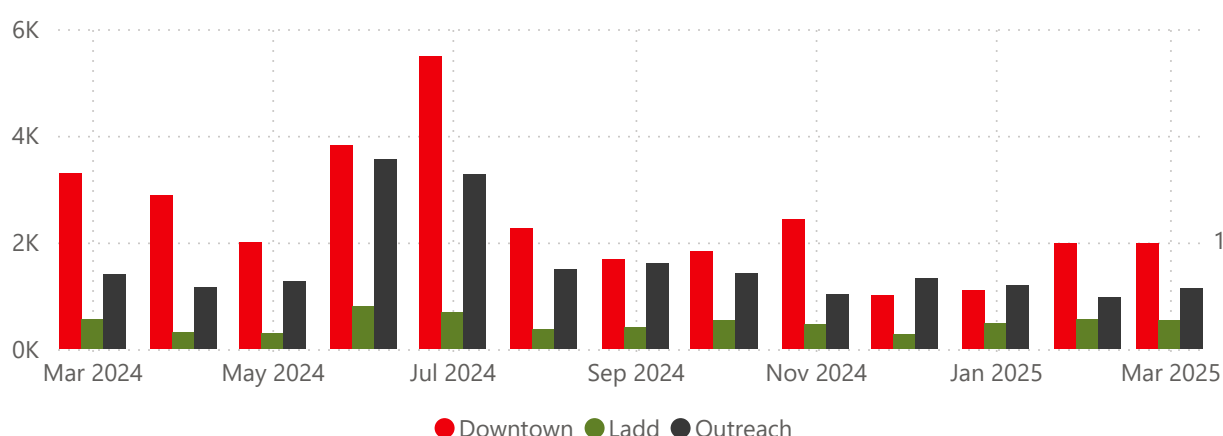
A circular logo with a stylized 'G' inside, representing The Gazette.

Programs



1,482

of Programs



37,448

of Attendees

Programming is starting to wrap up Spring at the library and begin slowing ushering in Summer! Lots of ongoing programs continued, serving hundreds of patrons for early literacy, school aged children, teens, adults, families, and those seeking employment. Our friends from the Linn County Master Gardeners joined us at Ladd all month – always a highlight of the season. We wrapped up our school visits for the year – visiting 291 students from Cedar River Academy at Tayler Elementary and Johnson STEAM Academy SIXTEEN times this school year! Maker Space use continues to be busy as well, averaging about 15 uses per week. In April, the Maker Spaces were empty for less than 16 hours each week, out of 68 open hours (and that doesn't even count the time staff and volunteers spend making things to benefit the library!).

The Opportunity Center continues to find creative ways to serve the patrons on the SW side of Cedar Rapids. Current circumstances have caused a slight downtrend in patrons coming into the Opportunity Center for help, so staff and AmeriCorp members are finding ways to offer virtual services and bring important services out into the community.

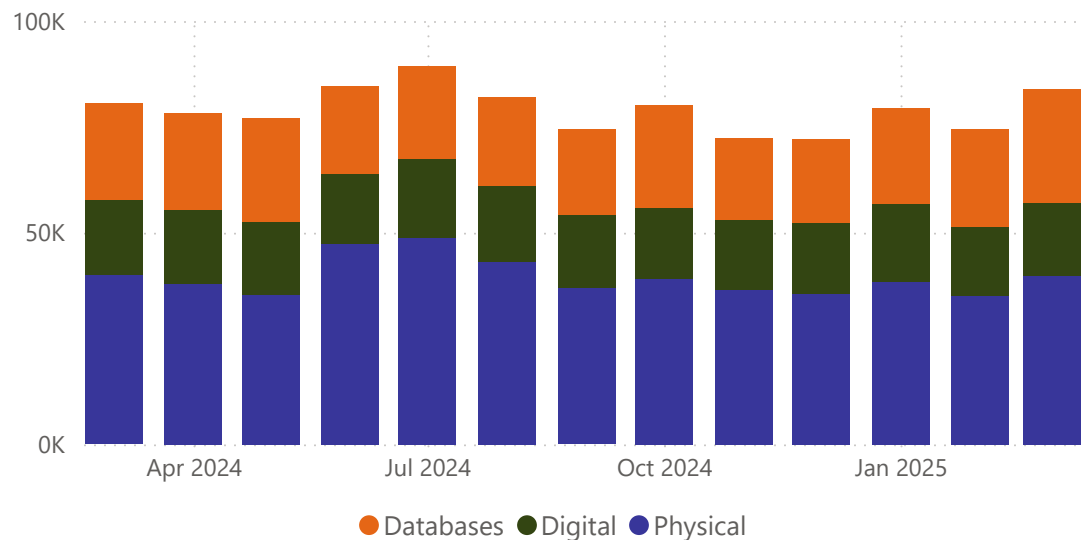
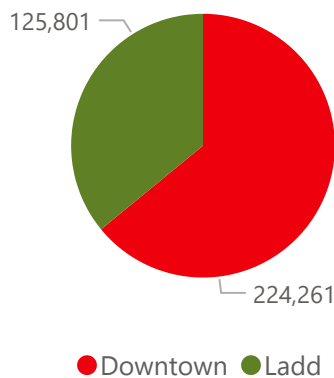
I helped a couple who came into the library celebrating their 38th wedding anniversary today. I assisted them with the setup on a new Kindle Fire tablet the wife had bought as a gift for her husband. They were very grateful for the help and the wife even got a library card while they were here. I let them know about activities the library puts on if they were looking for more things to do as a couple. I thought it was very sweet that they would choose the library as one of the places to include on their special day. - Elysha Holley, Public Service Specialist

A Reading to Dogs volunteer shared this with me: "At last Thursday's program, among the others was a young couple who came for the first time with their baby and adorable 4 year old son. The little boy had a grin on his face each time he carefully returned each book and then chose a new book for the dogs. His mom and dad just beamed. It was rewarding to see them make reading a priority and enjoy their time doing it together as a family. So sweet!" - Jessica Link, Volunteer Supervisor

Borrowing & Collections

198,710 **156,332** **350,062** **3,078** **708,182**
Databases Digital Physical Technology Total

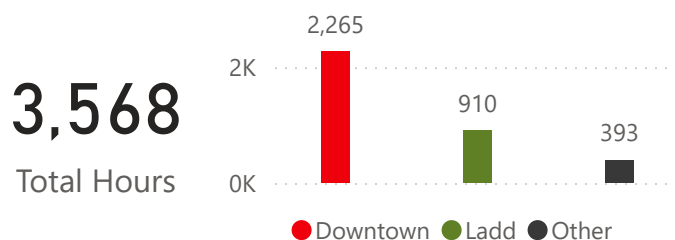
Physical Circulation, by Location



The Materials Department is preparing for the end of the fiscal year and the busy summer season. Last year, the team experimented with more short-term popular checkout options, which was very successful, so that will be expanded for this summer to include more types of materials. We introduced our Tonie collection last summer as well and it has been so well received that we've continually expanded it this year to meet demand. Another 20 Tonies and 10 Launchpads will be added to help with summer entertainment and travel. Discussions continue on how to meet demand for digital materials while balancing the materials budget with physical materials. Cost per use can be a significant factor in these decisions and the pricing on all materials continues to increase. We work with the Metro Library Network to maintain the best quality we can considering all of these variables.

Volunteers

Volunteer Hours



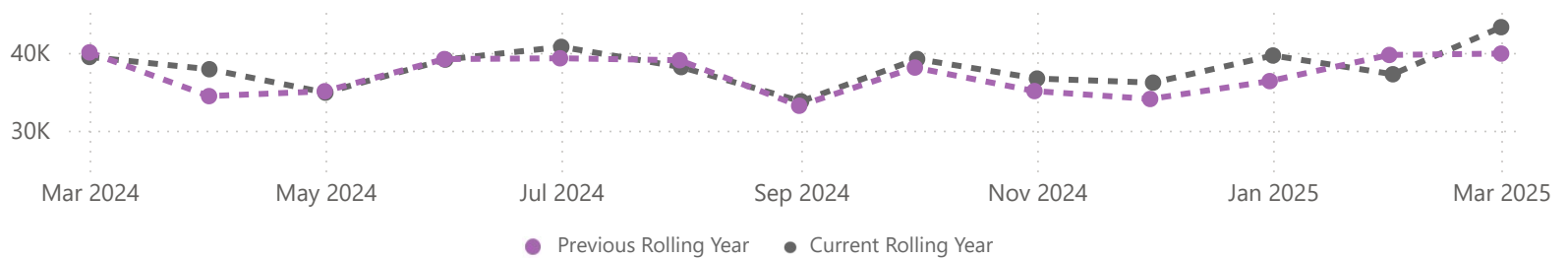
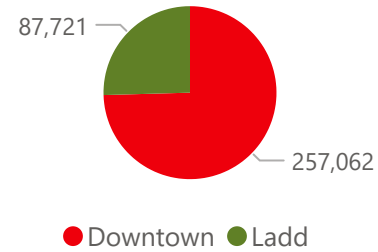
This April 20-27, we celebrated National Volunteer Week and our dedicated Library volunteers. Some quick facts: In 2024, we had 190 volunteers give 4,986 volunteer hours, a \$102,080 value. Two volunteers were awarded a 500 Hours pin for their lifetime hours in service to the Library: Ina Boeke and Sharon Campbell. Volunteer Hours in March: 410.

See quotes from staff about our amazing volunteers at the end of this report!

Visits

344,783

Physical Visits

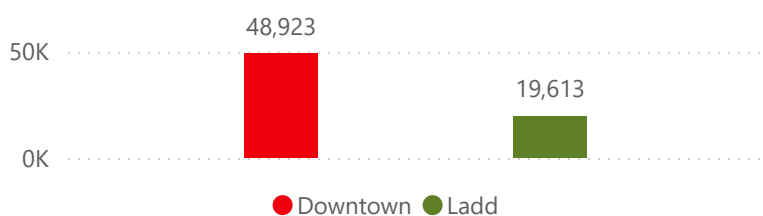


The Public Service Team is excited to welcome several new Public Service Associate positions to the team Downtown. We had an applicant pool of 89 talented individuals. During the screening and interview process, it was clear many of the applicants (who are community members) value the work of the library and were very enthusiastic about the possibility of working at the library. It is always great to see such interest and enthusiasm about the great work we do as a department!

A new patron stopped by to ask about printing some important legal documents. She had trouble at home and at the last place she asked for help. She was amazed that we would figure out how to connect her laptop to our print services. She told me all about her new ventures into painting and writing poetry, and I shared that it's National Poetry Month and we have programs she might enjoy for either of those interests. She was ecstatic that the programs are FREE and she could meet other like-minded people. I gave her the OPEN+ so she could explore upcoming opportunities. She raved about how we are "magical people" and asked to donate to the library because she appreciated the help so much. Even when printing is complicated, it's awesome to build connections and talk about common interests. I also love when people are so impressed by the library's service, because to me this is just what we do--we make a way, and go above and beyond to find success for our patrons. - Alyssa Telecky, Public Service Specialist

Technology Access

PC Uses



170,248

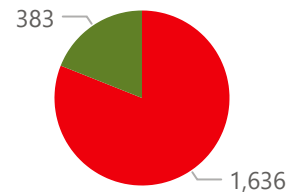
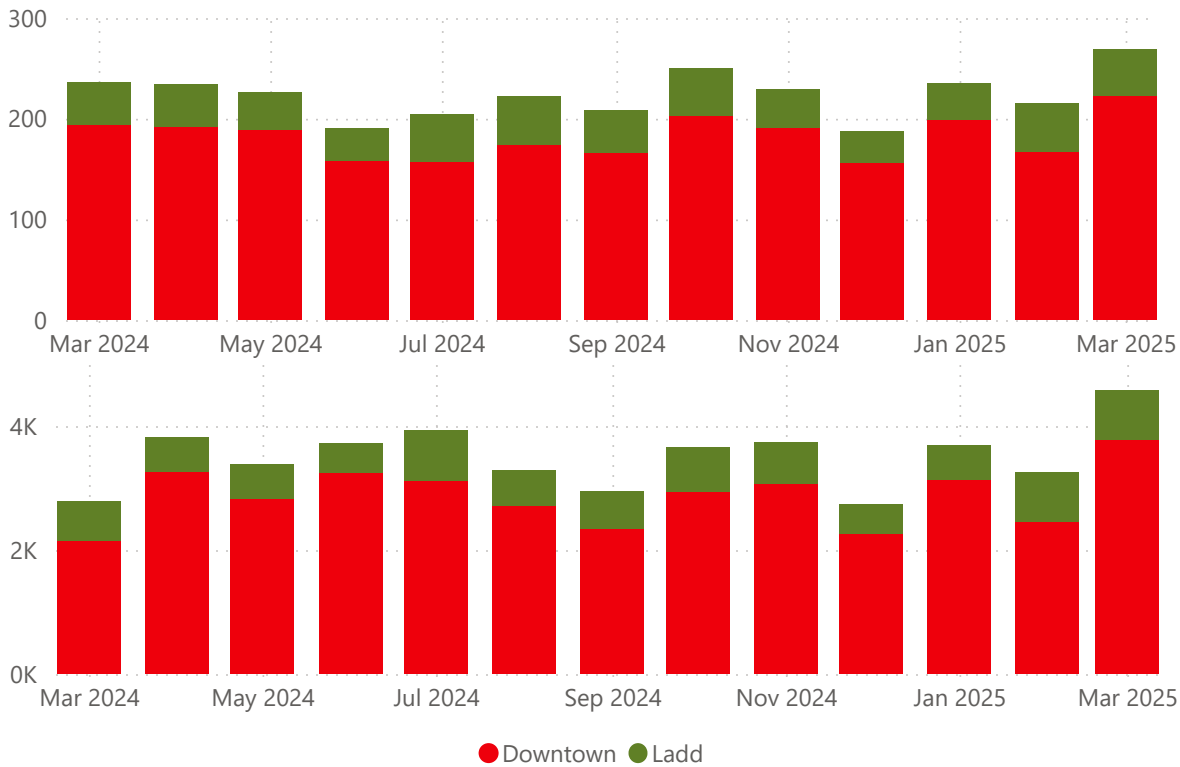
Virtual Visits

83,697

WiFi Sessions

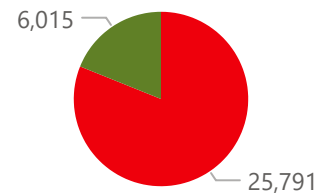
The Technology Solutions team worked with City IT this month to complete an Alertus (active threat) drill in the Downtown building this month. This test was meant to help staff practice in case of an active threat but also test out how well the software works in our buildings. The test was largely successful and gave the team the chance to update some sound settings on the staff computers in public spaces for volume.

Meeting Room Use



2,019

of Reservations



31,806

of Users

The month of March exceeded last month's attendance by a considerable amount, hosting approximately 269 reservations and serving a reported 4576 people for this month. There were several large-scale events and celebrations that accounted for the increase in room use: Kids First Law Center hosted the 14 Under 14 Award Ceremony, McKinley Show Choir made a stop on their Community Tour, Leadership Five Seasons hosted their Youth Graduation, Indivisible had several events with large attendance and The Cedar Rapids Rough Riders High School Hockey Banquet brought nearly 100 people to the library to celebrate the end of the season. Additionally, there was a local author book talk, recitals, practice for collegiate senior recitals and an after-hours event: *A Cozy Night In*, which included crafts, games and a movie in Whipple.

Community Relations is preparing for another summer with a ton of great programs! We are finalizing all of our collateral and printed pieces, and promotion has already begun. We are excited to add a few new items to the list this year, including some pieces designed just for classes or groups. We hope this new addition will make it easier for daycares and summer programmers to ensure their kids are participating in the summer reading challenge.

We are updating our Advocacy Toolkit for the remainder of the year after some changes in local representation. We are also encouraging people to stay active all year by sharing their love of the library with friends, family, and neighbors.

Here are some quotes from staff about our amazing volunteers:

- Volunteers bring a little **sunshine** to the library.
- Our volunteers **serve important roles** within our organization. Without them, we wouldn't be nearly as **efficient**.
- They are always a **positive addition** to the library's atmosphere, and go out of their way to **help patrons**.
- Volunteers **make an enormous difference** in our library and community. They help meet the hugely diverse and complex needs of our patrons by keeping the library **organized, tidy, and friendly**.
- The volunteers **add value** to our library. They are **smiling faces** who have a **commitment to the values** we all share.
- The volunteers are **so consistent and hardworking!** They are constant learners, and **truly care** about the work the library does.
- Many days, the conversations and interactions with volunteers are the **highlight of my day**.
- I appreciate how **dedicated** our volunteers are.

To: Chris Casey, Finance Committee Chair
From: Dara Schmidt
Date: 4/24/2025
Subject: April Meeting Financial Report

March Operations

- 75% of the way through the fiscal year, the Library's revenues are at 78% collected and expenses are 79% spent.

Budget Amendment – Action Required

Approval is being sought for the following changes to the FY25 budget:

- 511100 – Regular Employees - Reallocation of \$32,887.77 to increase total # of FT positions
- 511200 – Temporary/Seasonal Employees - Reduction of \$15,000 for City budget support
- 521105 - External Contracted Labor – Reduction of \$52,887.77 reallocated to 511100 and Transfer
- 531103 – Books and Subscriptions – Increase of \$200,000 for change in interpretation of Bonds
- 521113 – City Finance Dept Services – Reduce \$89,775.00 due to change in billing structure
- 522109 – City Information Tech Services – Reduce \$6,542.59 due to change in billing structure
- 571100 – Transfer Out – Transfer out \$20,000 to Facilities for Project Management

Additional Journal entries will occur in April to move charges from Bonding (316) to Operations (151) in accordance with the new interpretation.

Polaris Contract – Action Required

After completing the Request for Proposal process with a committee of Metro Library Network representatives, the group has selected Polaris from Innovative Interfaces Inc. Our current contract with Polaris is set to expire this year. The new contract includes savings on services we currently have while adding some services to streamline patron communications. This contract will run for 5 years with set rates for the lifetime of the contract. The contract for the first year is \$116,000, and for years two through five is \$106,000 a year, totaling \$540,000 over the five years. The first year's cost is \$10,000 more due to setup fees for the new services.

Library 2025-03-31		Library Operations Summary							L
		Prior FY 2024 Actual	Current FY 2025 Adjusted Budget	Current FY 2025 Actual	Favorable (Unfavorable) Variance	Percent of Budget Received/ Spent	Current Month FY 2025 Actual	Current FY 2025 Adopted Budget	
Account									
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	279,503.60	300,000.00	270,401.94	(29,598.06)	90%	-	300,000.00	-
		380,976.18	415,000.00	367,180.13	(47,819.87)	88%	-	415,000.00	-
Charges for Services									
431006	Printing & Duplicating of Form	23,270.13	25,000.00	24,877.32	(122.68)	100%	2,895.90	25,000.00	-
431012	Dept Charges-External to City	153,152.40	259,792.00	180,759.27	(79,032.73)	70%	21,798.07	259,792.00	-
431201	Library User Fees - Not Fines	26,016.49	10,600.00	28,474.10	17,874.10	269%	1,357.58	10,600.00	-
		202,439.02	295,392.00	234,110.69	(61,281.31)	79%	26,051.55	295,392.00	-
Fines & Forfeits		-	-	-	-	0%	-	-	-
Proceeds of Long Term Liabilities		-	-	-	-	0%	-	-	-
Other Revenue									
461001	Building Rental	26,178.80	43,455.00	30,190.41	(13,264.59)	69%	1,685.31	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	244.33	2,000.00	693.15	(1,306.85)	35%	81.00	2,000.00	-
471005	Other Miscellaneous Revenue	100.00	3,500.00	25.00	(3,475.00)	1%	25.00	3,500.00	-
471007	Cash Over (Under)	(7.71)	-	(6.14)	(6.14)	0%	(6.95)	-	-
		59,208.24	118,955.00	48,040.17	(70,914.83)	40%	1,784.36	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	0%	302,203.33	-	-
		14,718.96	-	302,203.33	302,203.33	0%	302,203.33	-	-
Total Revenues		657,342.40	829,347.00	951,534.32	122,187.32	115%	330,039.24	829,347.00	-
				649,330.99	180,016.01	78%			
Expenditures									
Personal Services									
511100	Regular Employees	3,096,982.21	4,432,751.77	3,313,361.84	1,119,389.93	74.7%	373,086.20	4,399,864.00	32,887.77
511200	Temporary/Seasonal Employees	7,759.50	28,368.40	17,828.00	10,540.40	62.8%	-	43,368.40	(15,000.00)
511300	Overtime	57,386.70	114,773.40	62,312.38	52,461.02	54.3%	6,633.45	114,773.40	-
511400	Other Special Pays	15,085.84	17,158.00	19,137.31	(1,979.31)	111.5%	-	17,158.00	-
512100	Group Insurance	496,444.06	818,207.00	573,865.02	244,341.98	70.1%	65,811.53	818,207.00	-
512200	Social Security Contributions	239,478.70	348,485.00	255,580.00	92,905.00	73.3%	25,280.06	348,485.00	-
512300	Retirement Contribution	303,008.06	431,057.00	323,642.28	107,414.72	75.1%	32,516.67	431,057.00	-
512500	Workers' Compensation	54,590.11	61,747.00	44,541.62	17,205.38	72.1%	4,441.86	61,747.00	-
512600	Other Employee Benefits	9,101.82	3,162.00	8,274.13	(5,112.13)	261.7%	2,996.23	3,162.00	-
		4,279,837.00	6,270,709.57	4,618,542.58	1,652,166.99	73.7%	510,766.00	6,237,821.80	32,887.77
Discretionary Expenses									
521100	Advertising & Marketing	11,156.67	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	110,857.89	72,578.23	36,377.86	36,200.37	50%	4,105.79	125,466.00	(52,887.77)
521107	Legal Services	14,957.49	-	22,848.29	(22,848.29)	0%	2,345.00	-	-
521108	Other Professional Services	908.27	9,523.63	1,552.52	7,971.11	16%	36.00	9,523.63	-
521109	External Banking/Financial Fee	12,694.59	20,700.00	12,344.29	8,355.71	60%	1,252.72	20,700.00	-
521110	Security Services	-	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	31,238.44	3,761.56	89%	-	35,000.00	-
522101	Computer Software Maintenance	189,440.09	222,220.00	203,167.97	19,052.03	91%	8,430.49	222,220.00	-
522102	IT Services - External	26,640.42	75,500.00	30,646.28	44,853.72	41%	3,845.70	75,500.00	-
522104	Building & Grounds Services	11,532.60	15,000.00	18,918.12	(3,918.12)	126%	1,861.44	15,000.00	-

522105	Equip/Furniture/Fixtures Serv	2,861.37	9,000.00	23,680.95	(14,680.95)	263%	684.00	9,000.00	-	Due to change in interpretation of Bond limits
522111	Non-routine Facility Charges	-	-	80.80	(80.80)	0%	80.80	-	-	
523107	Phone Services	22,448.82	35,950.00	23,141.72	12,808.28	64%	2,493.14	35,950.00	-	
524101	Rental of Equip & Vehicles	7,657.20	500.00	-	500.00	0%	-	500.00	-	
525102	Printing, Binding, & Duplicate	9,009.35	15,950.00	14,356.30	1,593.70	90%	2,020.11	15,950.00	-	
531102	Awards & Recognition	-	250.00	-	250.00	0%	-	250.00	-	
531103	Books & Subscriptions	153,156.52	309,171.80	200,593.51	108,578.29	65%	44,464.76	109,171.80	200,000.00	
531105	Cleaning & Janitorial Supplies	247.64	1,250.00	1,420.52	(170.52)	114%	-	1,250.00	-	
531106	Computer Supplies	1,791.96	5,000.00	957.69	4,042.31	19%	70.00	5,000.00	-	
531109	Equipment/Furniture/Fixtures	14,393.48	11,500.00	14,497.87	(2,997.87)	126%	1,561.18	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	12,051.62	15,320.00	9,981.76	5,338.24	65%	3,035.72	15,320.00	-	
531117	Paint Supplies	361.83	-	1,723.89	(1,723.89)	0%	176.61	-	-	
531118	Program Supplies	24,348.37	37,000.00	25,265.87	11,734.13	68%	2,617.44	37,000.00	-	
531119	Shop Supplies	936.10	250.00	1,093.21	(843.21)	437%	109.76	250.00	-	
531120	Sign & Signal Supplies	113.78	-	149.02	(149.02)	0%	-	-	-	
531123	Uniforms	-	1,694.00	-	1,694.00	0%	-	1,694.00	-	
531124	Personal Protective Gear	510.63	-	1,665.09	(1,665.09)	0%	167.15	-	-	
532103	LP Gas	-	-	33.54	(33.54)	0%	-	-	-	
533100	Building & Grounds Supplies	12,816.41	34,241.28	1,303.25	32,938.03	4%	54.65	34,241.28	-	
533101	Equip/Furniture/Fixtures Parts	2,131.46	-	3,467.94	(3,467.94)	0%	289.78	-	-	
542102	Conferences, Training, Travel	17,564.40	23,200.00	15,474.55	7,725.45	67%	811.54	23,200.00	-	
542103	Dues & Memberships	4,060.54	10,000.00	2,627.50	7,372.50	26%	250.00	10,000.00	-	
542106	Licensing Fees	60.00	-	30.00	(30.00)	0%	30.00	-	-	
542108	Postage & Freight	5,404.59	13,500.00	6,102.03	7,397.97	45%	669.41	13,500.00	-	
542111	Mileage Reimbursement	1,326.55	3,000.00	1,648.10	1,351.90	55%	161.14	3,000.00	-	
Other Expenses		717,004.30	799,598.94	713,682.94	85,916.00	89%	81,624.33	852,486.71	(52,887.77)	Removed due to process update
521106	Health Services	374.65	-	469.05	(469.05)	0%	-	-	-	
521113	City Finance Dept Services	57,000.00	-	-	-	0%	-	89,775.00	(89,775.00)	
521114	Administrative Area Charges	225.00	-	-	-	0%	-	-	-	
522107	Routine City Facility Charges	142,685.33	325,603.18	201,488.83	124,114.35	62%	26,750.15	325,603.18	-	
522108	Routine City Fleet Charges	708.11	1,150.00	2,245.84	(1,095.84)	195%	310.28	1,150.00	-	
522109	City Information Tech Services	4,114.80	-	-	-	0%	-	6,542.59	(6,542.59)	
523100	Electricity	162,868.76	243,800.00	163,373.67	80,426.33	67%	21,550.70	243,800.00	-	
523103	Natural Gas	2,079.85	4,500.00	3,167.95	1,332.05	70%	5.89	4,500.00	-	
524100	Rental of Land & Buildings	236,431.54	249,000.00	244,205.17	4,794.83	98%	3,308.75	249,000.00	-	
525104	Liability Insurance	32,457.68	46,866.00	37,648.04	9,217.96	80%	3,905.50	46,866.00	-	
525107	Property Insurance	90,618.64	162,212.00	121,659.03	40,552.97	75%	13,517.67	162,212.00	-	
525108	Vehicle Insurance	866.64	1,500.00	1,125.00	375.00	75%	125.00	1,500.00	-	
532101	Gasoline Fuel	139.36	498.58	287.91	210.67	58%	46.16	498.58	-	
Capital Outlay		730,570.36	1,035,129.76	775,670.49	259,459.27	75%	69,520.10	1,131,447.35	(96,317.59)	
		-	-	-	-	0%	-	-	-	
Debt Service		-	-	-	-	0%	-	-	-	
		-	-	-	-	0%	-	-	-	
Transfers Out		-	-	-	-	0%	-	-	-	
571100	Transfer Out-Inter	-	20,000.00	-	20,000.00	0%	-	-	20,000.00	
571200	Transfer Out-Intra	-	-	302,203.33	(302,203.33)	0%	302,203.33	-	-	
		-	20,000.00	302,203.33	(282,203.33)	1511%	302,203.33	-	20,000.00	
Total Expenditures		5,727,411.66	8,125,438.27	6,410,099.34	1,715,338.93	79%	964,113.76	8,221,755.86	(96,317.59)	
		-	-	-	-	-	-	-	-	
Net Revenues Over / (Under) Expenditures		(5,070,069.26)	(7,296,091.27)	(5,458,565.02)	1,837,526.25	-	(634,074.52)	(7,392,408.86)	96,317.59	



Innovative Interfaces Incorporated ("Clarivate")

789 E. Eisenhower Parkway
Ann Arbor, MI 48108

Order Form:

By signing this Order Form ("Order") you agree to order the Services and /or license the Products subject to the Agreement described below and you certify that you are authorized to enter into this Agreement on behalf of the Client effective as of the date of the last signature below.

Client:	Cedar Rapids Public Library	Authorization by:	Innovative Interfaces Incorporated
Authorization by Client:			
Signature:		Signature:	
	Duly Authorized Signature		
Name:		Name:	Tim McGee
Title:		Title:	VP, Sales Operations
Date Signed:		Date Signed:	April 14, 2025

Q-00798973

Products (Annually Recurring):

Name	Description	Start Date	Contract Term (months)
Polaris Suite for Consortia	Bundle - The Polaris Suite for Consortia includes the Polaris integrated library system, Polaris Hosting, Unlimited Polaris Staff Licenses, 1 ExpressCheck License, and 2 SIP2 Licenses for Polaris.	Upon completion	60
Vega Discover Consortia	Bundle - Vega Discover Consortia Vega Discover Consortia	Upon completion	60
Innovative Mobile Consortia	Bundle - Innovative Mobile Consortia Innovative Mobile Consortia	Upon completion	60

Vega Promote Consortia	Bundle - Vega Promote Consortia Vega Promote Consortia	Upon completion	60
Polaris IPA Outbound Only	Bundle - Polaris IPA Outbound Only Polaris IPA Outbound Only	Upon completion	60
Polaris SMS (Out and In) Consortia	Bundle - Polaris SMS (Out and In) Consortia Polaris SMS (Out and In) Consortia	Upon completion	60
Total Price for Year 1: 106,000.00 USD			

Services (One Time):

Name	Description
Vega Promote Implementation Services (Subs Service)	Vega Promote Implementation Services Vega Promote Implementation Services
Innovative Phone Alerts Implementation Polaris (Subs Service)	Innovative Phone Alerts Implementation Polaris Cloud-based outbound and inbound communication system that helps libraries to efficiently communicate key notices directly with their patrons
Polaris SMS (Out and In) Implementation Consortia (Subs Service)	Polaris SMS (Out and In) Implementation Consortia
Total Price: 10,000.00 USD	

- Start Date for new product(s) being purchased will commence following implementation.
- Statement of Work is attached for Services Orders.
- Payment terms are Net 30. If applicable, fees will be co-termed to align your billing to the same term.

Renewal Term:

For annually recurring products it will auto-renew for consecutive 12-month terms following the expiration of the overall contract term as set out above ("Initial Term") unless either party provides at least 90 (ninety) days' notice of non-renewal before the end of the then current term. During the Initial Term, Innovative will not increase rates for services being renewed, i.e. there will be zero percentage increase over the previous year. However, there will be a maximum percentage of 5% during the Renewal Term.

Product Terms:

GOVERNING LAW & JURISDICTION: State of Iowa

GOVERNING TERMS: The products and services set forth herein are governed by the terms found at <https://clarivate.com/terms-of-business> for:

- The Clarivate Terms;
- The Product/Service Terms for Innovative; and

- If applicable, the Innovative Subscription and Perpetual Software Subscriptions Operational Terms

Additional Information:

Taxes: Except to the extent that you are tax-exempt as to the tax in question, Client will pay all sales, use and other taxes imposed by any applicable laws and regulations as a result of the payments under this agreement, including but not limited to: Canadian Goods and Services Tax ("GST"), Canadian Harmonized Sales Tax ("HST"), Canadian Provincial Sales Tax ("PST") and/or other transaction tax (Collectively "Excise Tax"). When applicable, these tax amounts will be reflected on invoices to Client.

Legal Notice Information

Client Entity: Cedar Rapids Public Library

Client Legal Address: 450 5th Ave SE Cedar Rapids IA United States 52401

Billing Information: Please review your billing address to ensure its accuracy.	Shipping Information: Please confirm the shipping address is accurate.
Cedar Rapids Public Library 450 5th Ave SE Cedar Rapids IA United States 52401	Cedar Rapids Public Library 450 5th Ave SE Cedar Rapids IA United States 52401
<u>Electronic Invoice Recipient(s):</u>	<u>Electronic Renewal Recipient(s):</u>
<p><i>If your subscribing institution requires the use of Purchase Orders, please indicate below.</i></p> <p>Purchase Order #: n/a</p> <p>Billing Information Notes</p>	<p>Tax Registration Number #</p> <p>If tax exempt, please include copy of supporting documentation with signed agreement or email a copy to tax.certificates@clarivate.com</p>
<p><i>Invoices will be emailed to the bill to-contact and renewals will be emailed to the ship-to-contact. If your institution is unable to accept electronic invoices, please check this box:</i></p> <p><input type="checkbox"/></p>	

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