



**City of St. Helena
Library Board of Trustees
Regular Meeting
Wednesday, February 10, 2021 @ 5:00 PM**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes.

In accordance with Executive Order N-29-20, and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. We will address the Order in the following ways: Members of the public may not physically attend meetings. Those members of the public wishing to participate must do so remotely via Zoom electronic meetings in the following ways; by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the meeting ID or by calling a listed number and enter the meeting ID. Public comment for Library Board of Trustees meetings will be accepted via email to publiccomment@cityofstheleena.org. All public comments must be emailed by 3:00 PM prior to the meeting. Emailed public comments will not be read out loud but will be publicly available and attached to the on-line Library Board of Trustees agenda.

Please see the end of the agenda for detailed PUBLIC PARTICIPATION instructions.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88341996786>

Or iPhone one-tap :

US: +16699006833,,88341996786# or +12532158782,,88341996786#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or
+1 312 626 6799 or +1 929 205 6099

Webinar ID: 883 4199 6786

International numbers available: <https://us02web.zoom.us/j/kcKmOe5xpG>

Page

1. CALL TO ORDER
2. ROLL CALL
Chairperson: Lin Weber
Vice Chair: Terry Wood
Trustees: Emily Armstead, Skip Lane, David Slaby, Susan Swan, and Rebecca Wendt
City Council Member Liaison: Anna Chouteau
Staff Liaison: Chris Kreiden, Library Director
City staff present at the meeting will be noted in the minutes.

3. PUBLIC FORUM

An opportunity for the public to directly address the Committee on items of interest to the public that are not listed on the agenda. Any person addressing the Committee should provide his or her name and address, and limit comments to four minutes. Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.

4. REPORTS BY STAFF COMMITTEE:

Reports by staff and/or committee on items of general interest. Brief questions for clarification may be posed and answered, and Committee may request that items be placed on a future agenda. Except under certain circumstances, **the Brown Act prohibits any other discussion or action by the Library Board of Trustees.**

5. CONSENT ITEMS:

Members of the Board or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless this is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

5.1. Library Board of Trustees Meeting Minutes of January 13, 2021

5 - 7

[SHPL Board Minutes Regular Meeting January 2021](#)

6. SCHEDULED MATTERS:

6.1. Report from Friends & Foundation, St. Helena Public Library - Paige Pohlers Meek, Friends & Foundation, Executive Director

6.2. Review of Library Statistics for January 2021 - Chris Kreiden, Library Director

9 - 11

[Library Statistics 2021 January](#)

6.3. Review of Monthly Library Operating Expense Report for January 2021 - Chris Kreiden

13 - 14

[Library Monthly Expense Report 2021 January](#)

7. ADJOURNMENT

The next regular meeting is scheduled for March 10, 2021 at 5:00 PM, at a location to be determined.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on February 4, 2021.



Chris Kreiden, Library Director

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact City Hall at (707) 967-2792. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility.

THE CITY OF ST. HELENA ENCOURAGES ONLINE PUBLIC PARTICIPATION IN VIRTUAL LIBRARY BOARD OF TRUSTEES MEETINGS

St. Helena, CA– The City of St. Helena is committed to public participation in City government in a manner that is consistent with guidance provided by the Napa County Public Health Official and Governor Newsom's Executive Order N-25-20. These guidelines relate to social distancing and are intended to protect everyone by limiting the spread of COVID-19 in our community. In adherence to these guidelines, the City of St. Helena will host a Virtual Library Board of Trustees Meeting on Zoom; a free teleconferencing tool that enables users to watch and/or call into the meeting from their computers or phones. This meeting will be open to public and allows for live public comment.

The ZOOM web link, meeting ID, and phone number will be listed at the top of the Library Board of Trustees Meeting Agenda. You will be required to enter the meeting ID, but there will be no password or participant ID.

How to Watch or Listen to Library Board of Trustees Meetings:

1. Watch and Listen on Zoom.us by clicking on the link in the Library Board of Trustees Agenda
2. Listen only by calling the Zoom number listed on the Library Board of Trustees Agenda

Watch Library Board of Trustees Meeting by Joining the Zoom Meeting:

1. By Computer, Tablet, or Smart Phone:

- a. Before joining the virtual Library Board of Trustees Meeting, it is highly encouraged that you download the Zoom App. To sign up for your own free account, visit zoom.us/signup and enter your email address. You will receive an email from Zoom (no-reply@zoom.us). In this email, click Activate Account.
- b. If you are logged into your account, Enter the **Meeting ID** listed on the Library Board of Trustees Agenda. If you have not created an account go to: <https://zoom.us/join> and enter the **Meeting ID**
- c. Select if you would like to connect audio and/or video and tap **Join Meeting**.
- d. For specific instructions for your device, go to: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

1. Listen Only by Telephone:

- a. **Dial** the number listed on the Library Board of Trustees Agenda.
- b. At the prompt, enter the **Meeting ID** provided on the top of the Library Board of Trustees Meeting Agenda and **Press #. A participate ID is not required.**
- c. To disconnect from the meeting, hang up the phone.

Ways to Provide Public Comment:

While attending the virtual Library Board of Trustees Meeting, the public will

have the opportunity to provide live public comment during Public Forum and after each agenda item. When it is the appropriate time for public comment the Chairperson will verbally open public comment. At this time each individual is permitted 4 minutes to speak.

1. Send a Public Comment in by 3:00 PM Prior to the Meeting to:
publiccomment@cityofsthelena.org

The easiest way to provide public comment is to email your public comment. Public comments may be emailed to publiccomment@cityofsthelena.org. Please include in the subject line "COMMENT TO LIBRARY BOARD and the AGENDA ITEM". Any public comment is required to be submitted no later than 2 hours before the scheduled meeting and will be included as an attachment to the agenda. All public comments will be made publicly available and attached to the agenda item and will not be read out loud. All public comments that are received after 3:00 PM will be attached to the agenda the following day.

2. Provide Comment through Zoom meeting from a computer, tablet, or smart phone

This option allows the public to virtually attend the meeting as a muted 'attendee' with no video or screen sharing capabilities. You will be able to see and hear those participating in the meeting, but they will not be able to hear you until the host unmutes you.

If you wish to provide public comment during a specific agenda item or during public forum, you can use the "**raise hand**" feature located in the control panel at the bottom of your screen. The icon is a small blue hand. In Windows you can also use the Alt+Y keyboard shortcut to raise or lower your hand. In Mac you can also use the Option+Y keyboard shortcut to raise or lower your hand.

The host will be notified that you've raised your hand and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. To be removed from the queue, just click the '**raise hand**' button again.

3. Call in to the ZOOM meeting from a cell phone or landline phone only

This option allows the member of the public with the opportunity to verbally participate in public comment.

If you wish to speak during public comment time dial ***9** on your telephone.

The host will be notified that you would like to speak and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. You may press ***9** again if you wish to be removed from the queue.

You will be notified at the end of your statement that you have been muted.

**Minutes of the Regular Meeting of the
St. Helena Public Library Board of Trustees
5:00 PM
Wednesday, January 13, 2020
Via Zoom**

- 1. CALL TO ORDER:** Library Board Chairperson Lin Weber called the Regular Meeting of the Board of Trustees to order at 5:02 p.m.
- 2. ROLL CALL:** Present were Trustees Emily Armstead, David Slaby, Susan Swan, and Rebecca Wendt; Library Director Chris Kreiden; City Council Liaison Anna Chouteau; Friends & Foundation Executive Director Paige Pohlers-Meek; and Former F&F Executive Director Maria Stel.
- 3. PUBLIC FORUM:** No public comments were made.
- 4. REPORTS BY STAFF, COMMITTEES:** Trustees welcomed Paige Pohlers-Meek, the newly hired Executive Director of The Friends & Foundation. Paige introduced herself to Trustees and described her experience working with and raising money for various medical and educational non-profits through the years, most recently as President of the San Mateo Public Library Foundation.

Chris reported that the library was closed from Christmas to New Years. Chris has nothing to report yet on the Wi-Fi upgrade, but told Trustees that electricians have been doing prep work for the library's new generator, which will soon be ready to keep the library powered up during outages.

The Virtual Chicago Beer Tasting event will be held tomorrow, and the 20 participants have picked up their beer samples. The event was a sellout and was open only to those with a St. Helena Public Library card.

Mariah's scheduled craft project for next week is painting a puzzle, to be followed by Screen-Free Fun kits that will include a jigsaw puzzle, deck of cards, a list of games with instructions, and other goodies. Mariah's plan is to have 40 kits available for pick up, limited to one per household.

January 18th will mark the beginning of the St. Helena Public Library's *Winter Reading Challenge*, a "celebration of diversity, harnessing the transformative power of putting yourself in someone else's shoes, and learning about their experiences," intended for people in grades 6 and up. Participants will read three books from a list of pre-selected titles and participate in media activities, including online videos. The *Winter Reading Challenge* will run through March 18th and will close with a raffle for gift certificates. Lin remarked that Mariah's great ideas for projects and events have been and continue to be very instrumental in keeping the SHPL as a community place, even while it is closed. Susan mentioned that high school English teachers are heavily promoting the *Winter Reading Challenge*, and that the dates align perfectly with the current public school quarter/grading period, an added incentive for students to participate. She also mentioned that having to register for the event prior to being given access to the list of books is making some students hesitate to register; Chris said there might be a way to give potential participants a preview of the titles before they register.

5. CONSENT ITEMS:

- 5.1 Library Board of Trustees Meeting Minutes of December 9, 2020** were approved.

6. SCHEDULED MATTERS:

6.1. Report from Friends & Foundation, St. Helena Public Library – María Stel, Friends

& Foundation Executive Director – Maria, giving Trustees her final update before Paige takes the reigns, reported that the F&F's annual appeal has raised \$56,000 to date, which she considers a successful campaign given what we have all been through in the past year. The F&F recently elected one new board member, Andree Bryan, a retired recruiter. One other potential board member lost her house in the recent fires, so feels unable to join the Board right now. Maria has been working with Paige for the past three days and is confident she is leaving the F&F in good hands. Once again, Trustees thanked Maria for everything she has done for the Board and for the library.

6.2. Review of Library Statistics for December 2020 - Chris Kreiden, Library Director -

Trustees briefly reviewed the circ statistics, which are trending the way they have been throughout the library closure. Chris reported that she still has not received word about when the library might open to the public, but she doubts it will be soon, given the recent surge in Napa County COVID cases. Discussion followed about the comparison between 2019 and 2020 circulation, and the confusion in the report because the last digits of the year were cut off when the reports were printed; Page 11 should read 12/1/2019-12/31/2019 and Page 9 should read 12/1/2020-12/31/2020.

Chris informed Trustees that RB Digital is merging with Overdrive, so the library's digital magazines will now appear along with books in the Libby app. Chris is curious to see if the magazine circulation statistics will go up as a result. The RB interface for magazines will stay active for a few months so patrons can transition to Libby.

6.3. Review of Monthly Library Operating Expense Report for December 2020 – Chris Kreiden, Library Director – Trustees briefly reviewed the Report.

6.4. Discussion of Possible Ideas for Trustee Assistance to Library – Terry Wood -

Because Terry was unable to log onto Zoom to join today's meeting, Lin spoke on her behalf. Terry's thought is that Trustees should research and report on the relationships between national/state/local governments and libraries. Susan asked who would receive this report, and what the purpose would be. Emily said she would be hesitant about this initiative because she believes there should be a distinction between what the library board does and how the library functions. Emily emphasized that she applauds Terry but wants to make sure the Board stays true to its original purpose.

Susan suggested revisiting the subcommittee's plan to rework the Library's mission and vision statements, an effort Trustees agreed to set aside when the library closed due to COVID. While Susan feels comfortable collaborating virtually on a Google Doc, Emily and David, the other two members of the subcommittee, both said they believe the collaborative piece is missing over Zoom and that they would prefer to table the project until the subcommittee can meet in person. Discussion followed about the intended purpose of the Library Board of Trustees. Susan said that the role of Trustees has changed during her time on the Board, and that, while the Board was once tasked with approving the library budget, it is now more of an advisory board that makes recommendations to City Council. Lin summed up the Board's current role as that of a citizen committee for a branch of the city, which can

make suggestions that are helpful when City Council hears issues involving the library. Lin said one important role for Trustees is as advocates for the library. If, for example, someone suggested that the City turn the library into a concert hall, Trustees would be informed, outspoken advocates for the library. Anna agreed that because Trustees are informed about the inner workings of the library, they can act as liaisons to communicate and advocate for the library to residents. Lin reminded Trustees that she had presented Trustees' views twice to the City Council when remodeling of the civic buildings was being considered, and when she had shared Trustees' unanimous views about the library remodel with the City Council, it was impactful. Chris said that meeting with the Library Board is helpful to her and to staff because Trustees present their opinions about certain aspects of the library or share input from residents that Chris might be unaware of. Chris also said that trustee input and/or questions help staff think about how they can better advertise library services and events. Maria pointed out that when the City held its visioning workshop, Skip Lane's voice representing Trustees was important to the discussion.

Lin suggested the subcommittee work on a mission statement for the Library Board because she believes it would be good to describe our strengths and relevance. Mission and vision statements for the Library and the Library Board will be agendaized for the next meeting for further discussion and input from all Trustees.

7. ADJOURNMENT. The meeting was adjourned at 6:05 pm.

The January 13, 2021 regular meeting of the Library Board of Trustees minutes were adopted at the February 10, 2021 Library Board of Trustees meeting.

Submitted by:
Susan Swan,
Recording Secretary

APPROVED:

ATTEST:

Lin Weber, Chairperson

Chris Kreiden, Library Director
(Staff Liaison)

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:2/1/2021

1/1/2021 to 1/31/2021

St. Helena Public Library

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>ON-SHELF RETURNS</u>
Adult Book on CD	136	243	1	160
Adult Book on Tape	2	1	0	0
Adult CDROM	1	1	0	0
Adult Compact Disc	35	157	2	120
Adult Digital Audio Book	2	5	0	0
Adult Fiction	616	1,198	30	595
Adult Non Fiction	697	1,249	37	552
Adult Paperback Book	1	2	0	0
Adult Periodical	17	29	1	15
Blu-Ray - Feature Film	16	28	0	0
Blu-Ray - Juvenile Feature	8	9	0	0
DVD - Educational	81	172	9	74
DVD - Feature Film	749	1,444	17	686
DVD - Foreign Language	14	33	2	0
DVD - Juvenile Educational	5	21	0	2
DVD - Juvenile Feature Film	61	212	2	283
DVD - Juvenile Foreign Lang	0	1	0	0
DVD - Juvenile Spanish Lang.	0	0	0	1
Easy Reader	73	167	8	162
Juvenile Book on CD	47	59	4	34
Juvenile Compact Disc	10	21	1	31
Juvenile Digital Audio Book	3	4	0	0
Juvenile Fiction	513	896	60	562
Juvenile Non-Fiction	330	706	41	406
Juvenile Paperback Book	70	99	0	117
Juvenile Spanish	6	13	0	36
Link+ Book	1	0	0	0
Mixed Media Kit	0	2	0	0
Non-Circulating	2	0	0	1
Picture Books (EASY)	384	802	3	708
Video Game	5	8	0	0
WiFi Hotspot	4	6	0	0
Young Adult Book on CD	2	7	0	5
Young Adult CD	0	0	0	1
Young Adult Fiction	79	190	0	92
Young Adult Non-Fiction	18	37	2	0
Young Adult Paperback book	9	19	1	19
TOTAL:	3,997	7,841	221	4,662
GRAND TOTAL:	3,997	7,841	221	4,662

St. Helena Public Library

DIGITAL CIRCULATION	THIS YEAR	LAST YEAR
E-BOOKS		
Hoopla	169	58
Overdrive	573	436
TOTAL	742	494
AUDIOBOOKS		
Hoopla	328	169
Overdrive	587	469
TOTAL	915	638
MOVIES & TELEVISION		
Hoopla	154	48
Kanopy	530	254
TOTAL	684	302
MUSIC		
Hoopla	14	24
TOTAL	14	24
PERIODICALS		
RB Digital*	96	90
Overdrive	6	
TOTAL	102	90
CHILDRENS		
BookFlix	266	
TOTAL	266	-
TOTAL DIGITAL CIRCULATION	2,723	1,548

PROVIDER	TOTAL
Hoopla	665
Kanopy	530
Overdrive	1166
RB Digital	96
BookFlix	266
TOTAL	2723

**RBDigital transitions to Overdrive in 2021*

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:2/1/2021

1/1/2020 to 1/31/2020

St. Helena Public Library	<u>ON-SHELF</u>			
	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>RETURNS</u>
Adult Book on CD	466	638	49	156
Adult Book on Tape	5	8	0	5
Adult CD Non-English Language	0	0	0	1
Adult Compact Disc	173	325	2	134
Adult Digital Audio Book	2	5	0	0
Adult Fiction	1,421	1,992	103	465
Adult Non Fiction	1,175	1,840	100	576
Adult Paperback Book	0	1	0	0
Adult Periodical	83	75	4	57
Blu-Ray - Feature Film	5	14	0	0
DVD - Educational	253	312	83	92
DVD - Feature Film	2,393	3,317	135	716
DVD - Foreign Language	30	77	0	1
DVD - Juvenile Educational	10	9	1	3
DVD - Juvenile Feature Film	405	580	83	275
DVD - Juvenile Spanish Lang.	1	1	0	0
Easy Reader	407	349	45	93
Juvenile Book on CD	75	102	23	41
Juvenile Compact Disc	40	68	8	33
Juvenile Fiction	870	1,009	139	411
Juvenile Non-Fiction	596	682	102	246
Juvenile Paperback Book	97	85	14	36
Juvenile Periodical	1	0	0	0
Juvenile Spanish	131	155	27	52
Link+ Book	39	43	0	9
Link+ Media	14	14	0	1
Link+ Media - 1 week	12	9	0	1
Mixed Media Kit	2	6	0	0
Non-Circulating	0	2	0	5
Picture Books (EASY)	1,045	1,353	109	418
Young Adult Book on CD	8	8	1	5
Young Adult CD	0	0	0	2
Young Adult Fiction	133	183	18	83
Young Adult Non-Fiction	10	19	0	0
Young Adult Paperback book	55	66	0	32
TOTAL:	9,957	13,347	1,046	3,949
GRAND TOTAL:	9,957	13,347	1,046	3,949

General Ledger Monthly Operating Expense Rpt



User: chrisk
Printed: 2/2/2021 6:07:37 PM
Period 01 - 08
Fiscal Year 2021

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	397,871.00	0.00	242,244.65	155,626.35	39.11
101-46-00-20-20	TempPart Time	33,895.00	0.00	19,716.59	14,178.41	41.83
101-46-00-20-30	Overtime	0.00	0.00	97.28	-97.28	0.00
101-46-00-20-37	Holiday Pay	1,724.00	0.00	688.69	1,035.31	60.05
101-46-00-20-40	FICAMedicare	32,762.00	0.00	18,996.44	13,765.56	42.02
101-46-00-20-45	Employer PERS	34,389.00	0.00	19,914.40	14,474.60	42.09
101-46-00-20-47	PERS Unfunded Liability	71,967.00	0.00	71,967.00	0.00	0.00
101-46-00-20-55	Health Insurance	122,083.00	0.00	66,585.35	55,497.65	45.46
101-46-00-20-61	Workers Comp	33,911.00	0.00	23,499.63	10,411.37	30.70
101-46-00-20-65	SDI	3,766.00	0.00	2,156.32	1,609.68	42.74
101-46-00-20-75	Deferred Comp	3,883.00	0.00	197.94	3,685.06	94.90
101-46-00-20-85	Auto Allowance	<u>2,400.00</u>	<u>0.00</u>	<u>1,300.00</u>	<u>1,100.00</u>	<u>45.83</u>
20	Salaries & Benefits	738,651.00	0.00	467,364.29	271,286.71	36.73
101-46-00-21-10	Communications	14,500.00	0.00	8,309.71	6,190.29	42.69
101-46-00-21-15	Postage	500.00	0.00	0.00	500.00	100.00
101-46-00-21-22	Utilities	50,000.00	0.00	26,445.11	23,554.89	47.11
101-46-00-21-27	Equipment Lease Exp	10,000.00	0.00	4,997.00	5,003.00	50.03
101-46-00-21-45	Other Contract Services	104,550.00	39,139.54	55,267.22	10,143.24	9.70
101-46-00-21-55	Training & Conference	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>100.00</u>
21	Services	180,550.00	39,139.54	95,019.04	46,391.42	25.69
101-46-00-22-07	Copies	3,000.00	0.00	689.28	2,310.72	77.02
101-46-00-22-12	Computer Equipment	500.00	0.00	0.00	500.00	100.00
101-46-00-22-13	Office Supplies	1,500.00	0.00	223.09	1,276.91	85.13
101-46-00-22-15	Special Department Supplies	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>100.00</u>
22	Supplies	6,000.00	0.00	912.37	5,087.63	84.79
101-46-00-23-35	Software Maintenance	<u>7,500.00</u>	<u>0.00</u>	<u>6,596.00</u>	<u>904.00</u>	<u>12.05</u>
23	Maintenance	7,500.00	0.00	6,596.00	904.00	12.05
101-46-00-24-25	Taxes & Other Charges	<u>11,500.00</u>	<u>0.00</u>	<u>11,387.39</u>	<u>112.61</u>	<u>0.98</u>
24	Taxes, Insurances & Contributi	11,500.00	0.00	11,387.39	112.61	0.98
00	Administration	944,201.00	39,139.54	581,279.09	323,782.37	34.29
218	Public Library					

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
46	Foundation Library					
218-46-00-26-40	Furniture & Fixtures	<u>1,288.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,288.00</u>	<u>100.00</u>
26	Capital	1,288.00	0.00	0.00	1,288.00	100.00
00	Administration	1,288.00	0.00	0.00	1,288.00	100.00
219	CLSA State Library Grant					
46	Library					
219-46-00-22-12	Computer Equipment	<u>1,350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,350.00</u>	<u>100.00</u>
22	Supplies	1,350.00	0.00	0.00	1,350.00	100.00
00	Administration	1,350.00	0.00	0.00	1,350.00	100.00
380	Friends and Foundation Library					
46	Library					
380-46-00-20-20	TempPart Time	48,743.00	0.00	28,603.26	20,139.74	41.32
380-46-00-20-37	Holiday Pay	2,440.00	0.00	1,686.12	753.88	30.90
380-46-00-20-40	FICAMedicare	<u>3,915.00</u>	<u>0.00</u>	<u>2,317.05</u>	<u>1,597.95</u>	<u>40.82</u>
20	Salaries & Benefits	55,098.00	0.00	32,606.43	22,491.57	40.82
380-46-00-22-16	Library Materials	58,000.00	36,780.38	21,219.62	0.00	0.00
380-46-00-22-40	Programming	15,000.00	0.00	1,662.60	13,337.40	88.92
380-46-00-22-44	Elsie, the Library Cat	<u>500.00</u>	<u>0.00</u>	<u>62.76</u>	<u>437.24</u>	<u>87.45</u>
22	Supplies	73,500.00	36,780.38	22,944.98	13,774.64	18.74
00	Administration	128,598.00	36,780.38	55,551.41	36,266.21	28.20
382	Martin Estate Trust Library					
46	Library					
382-46-00-23-35	Software Maintenance	<u>700.00</u>	<u>0.00</u>	<u>0.00</u>	<u>700.00</u>	<u>100.00</u>
23	Maintenance	700.00	0.00	0.00	700.00	100.00
00	Administration	700.00	0.00	0.00	700.00	100.00
384	Tweed Trust Library					
46	Library					
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	285.71	4,714.29	94.29
384-46-00-22-16	Library Materials	<u>45,000.00</u>	<u>0.00</u>	<u>14,444.92</u>	<u>30,555.08</u>	<u>67.90</u>
22	Supplies	50,000.00	0.00	14,730.63	35,269.37	70.54
00	Administration	50,000.00	0.00	14,730.63	35,269.37	70.54
Grand Total		1,126,137.00	75,919.92	651,561.13	398,655.95	0.354