



**City of St. Helena
Library Board of Trustees
Regular Meeting
Wednesday, May 11, 2022 @ 5:00 PM
Published: Thursday, May 5, 2022 10:17 AM**

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.

This meeting will be conducted pursuant to the provisions of Government Code Section 54953 (as amended by AB 361) which authorizes teleconferenced meetings under the Brown Act during certain proclaimed States of Emergency. The Governor of California proclaimed a State of Emergency related to COVID-19 on March 4, 2020. This teleconferenced meeting is necessary so that the City can conduct essential business and is permitted under Government Code 54953 in order to protect public health and safety of attendees.

Consistent with Government Code Section 54953, this meeting will be held via teleconference only, and will not be physically open to the public. Board, Commission and Committee members and staff will teleconference into the meeting by audio and/or video. The meeting will be conducted via Zoom Webinar.

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 meetings will be accepted via email to publiccomment@cityofstheleena.org. All public comments must be emailed by two hours prior to the meeting. Emailed public comments will not be read out loud but will be publicly available and attached to the on-line 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/82404137692>

Or One tap mobile :

US: +16699006833,,82404137692# or +12532158782,,82404137692#

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 +1 929 205 6099 or
+1 301 715 8592 or +1 312 626 6799

Webinar ID: 824 0413 7692

1. CALL TO ORDER
2. ROLL CALL
Chair: Terry Wood
Vice Chair: David Slaby
Trustees: Alexandra Haslip, Janet Myers, Juliet Valmont, Lin Weber 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 April 13, 2022 7 - 8
[Minutes Library Board of Trustees - 13 Apr 2022](#)
6. SCHEDULED MATTERS:
 - 6.1. Discussion on the idea of a "Library of Things" - David Slaby
 - 6.2. Report from Friends & Foundation, St. Helena Public Library - Paige Pohlmeier, Friends & Foundation, Executive Director
 - 6.3. Review of Library Statistics for April 2022- Chris Kreiden 9 - 14
[Library Statistics 2022 April](#)
 - 6.4. Review of Library Newsletter for May 2022- Chris Kreiden 15 - 16
[Library Newsletter 2022 May](#)
 - 6.5. Review of Monthly Library Operating Expense Report for April 2022 - Chris Kreiden 17 - 19
[Library Monthly Expense Report 2022 April](#)
7. ADJOURNMENT
The next regular meeting is scheduled for June 8, 2022 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 May 5, 2022.



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.

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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
City of St. Helena
Library Board of Trustees
Regular Meeting
Wednesday, April 13, 2022 @ 5:00 PM
Via Zoom**

-
1. **CALL TO ORDER** – Chairperson Terry Wood called the meeting to order at 5:00 PM.
 2. **ROLL CALL** – Present were:
Chair: Terry Wood
Vice Chair: David Slaby
Trustees: Alexandra Haslip, Juliet Valmont, Lin Weber, and Rebecca Wendt
Staff Liaison: Chris Kreiden, Library Director
Also present: Paige Pohlers Meek, Friends & Foundation Executive Director
 3. **PUBLIC FORUM** – No public comment was received.
 4. **REPORTS BY STAFF/COMMITTEE:**
Chris reported:
 - All of St. Helena's hotspots are checked out and there is a wait list.
 - The Library's Scrabble board has been welcomed back enthusiastically.
 - The Library is again accepting applications for the Gallery Wall.
 - Library card holders can check out a California State Library Parks Pass. The pass is valid for entry of one passenger vehicle to over two hundred participating state parks. Currently the St. Helena Public Library has one pass which has a wait list. The Library should soon be receiving two more passes from the State.
 - Outreach Services Librarian Mariah McGuire has met with the Blue Zones Project to create a partnership. An event is being planned for May.
 - SPLASH will be acquiring a new library software by the end of the year. Among other features, the Polaris system integrates with LINK+ software, which will save time, and has a friendlier web catalog. Implementation teams are currently being formed.
 - Elizabeth Torres has taken a fulltime position with the Finance Department. Her last day with the Library will be Friday.

David asked that next meeting the idea of a "Library of Things" be agendized. Terry agreed.
 5. **CONSENT ITEMS:**
 - 5.1. **Library Board of Trustees Meeting Minutes of March 9, 2022** – were approved.
 6. **SCHEDULED MATTERS:**

- 6.1. **Discussion and possible recommendation by Library Board of Trustees of a Napa Valley Vine Trail segment through the City of St. Helena** - Lin Weber – April 12, 2022 City Council approved preferred alignment for the St. Helena segment of the Vine Trail. David stated he did not think that the Board should take a position since it does not directly affect the Library. Lin felt that the Board should be aware of what is happening and if the Trail comes to St. Helena, the Library should capitalize on it and people's ability to bike more conveniently to the Library. When appropriate, the topic will come back to the Board for more discussion.
- 6.2. **Discussion and possible recommendation by Library Board of Trustees that the St. Helena City Council approve a mural by Shannon Geis at the St. Helena Public Library** - Paige Pohlers Meek, Friends & Foundation, Executive Director – Paige presented the idea of a mural at the Library. Vote to recommend approval to City Council was unanimous. Final concept and location to be determined by a committee to include Juliet, Rebecca, and Terry, along with Board members from Friends & Foundation, Paige, Chris, and possible library staff.
- 6.3. **Report from Friends & Foundation, St. Helena Public Library** - Paige Pohlers Meek – Paige reported:
 - Bookmark has only a handful of tickets left.
 - The Friends are planning other fundraising events this year, among them a possible movie night during the summer.
- 6.4. **Discussion on serving segments of the community by the Library** - Terry Wood – Terry reported that she and Alexandra had a very positive meeting with staff from the hospital. Staff would be interested in access to digital periodicals since they no longer offer physical copies for patients. Chris apologized for not being able to attend the meeting.
- 6.5. **Review of Library Statistics for March 2022** - Chris Kreiden – Trustees reviewed the statistics for March. Last month's *Fiesta en la Biblioteca* had over fifty attendees, some have visited the Library since.
- 6.6. **Review of Library Newsletter for April 2022** - Chris Kreiden – Trustees reviewed the newsletters for April.
- 6.7. **Review of Monthly Library Operating Expense Report for March 2022** - Chris Kreiden – Trustees reviewed the Operating Expense Report for March.
7. **ADJOURNMENT** – Chairperson Terry Wood adjourned the meeting at 5:41 PM.

The April 13, 2022 regular meeting of the Library Board of Trustees minutes were adopted at the May 11, 2022 Library Board of Trustees meeting.

APPROVED:

ATTEST:

Terry Wood, Chairperson

Chris Kreiden, Library Director
(Staff Liaison)

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:5/4/2022

4/1/2022 to 4/30/2022

St. Helena Public Library	ON-SHELF			
	CHARGES	RETURNS	RENEWALS	RETURNS
Adult Book on CD	150	239	0	79
Adult Book on Tape	3	4	0	1
Adult CD Non-English Language	0	5	0	0
Adult Compact Disc	67	189	0	124
Adult Fiction	984	1,492	6	442
Adult Non Fiction	667	1,279	6	383
Adult Paperback Book	1	3	0	0
Adult Periodical	67	62	0	40
Blu-Ray - Feature Film	13	25	1	0
Blu-Ray - Foreign Language	1	3	0	0
Computer WiFi	3	1	1	0
DVD - Educational	193	259	0	37
DVD - Feature Film	1,221	1,715	0	417
DVD - Foreign Language	12	22	0	0
DVD - Juvenile Educational	7	13	0	1
DVD - Juvenile Feature Film	106	167	11	87
DVD - Juvenile Spanish Lang.	1	0	0	0
Easy Reader	213	226	7	69
Juvenile Book on CD	33	47	0	10
Juvenile CD Non-English	1	2	0	0
Juvenile Compact Disc	13	19	0	10
JUVENILE CORE	2	1	0	1
Juvenile Digital Audio Book	1	3	0	0
Juvenile Fiction	852	1,024	26	334
Juvenile Non-Fiction	399	601	13	221
Juvenile Paperback Book	158	141	0	50
Juvenile Spanish	118	97	1	36
Lab Pass	1	0	0	0
Link+ Book	28	27	0	2
Link+ Media	9	12	0	0
Miscellaneous	0	1	0	0
Mixed Media Kit	0	2	0	1
Musical Instrument	3	3	0	1
Non-Circulating	1	0	0	3
Picture Books (EASY)	852	1,137	14	288
Video - Feature Film	1	1	0	0
Video Game	0	1	0	0
WiFi Hotspot	2	6	0	0
Young Adult Book on CD	0	9	0	15
Young Adult CD	0	3	0	4
Young Adult Fiction	111	193	0	60
Young Adult Non-Fiction	8	15	0	3
Young Adult Paperback book	19	36	0	15
TOTAL:	6,321	9,085	86	2,734
GRAND TOTAL:	6,321	9,085	86	2,734

ST. HELENA PUBLIC LIBRARY E-MATERIAL STATISTICS			April 2022	
DIGITAL CIRCULATION	THIS YEAR	LAST YEAR	PROVIDER	TOTAL
E-BOOKS			Hoopla	640
	Hoopla	101	Kanopy	302
	Overdrive	484	Overdrive	1071
	TOTAL	585	BookFlix	4
		622		2017
AUDIOBOOKS				
	Hoopla	356		
	Overdrive	513		
	TOTAL	869		
		905		
MOVIES & TELEVISION				
	Hoopla	163		
	Kanopy	302		
	TOTAL	465		
		364		
MUSIC				
	Hoopla	20		
	TOTAL	20		
		34		
PERIODICALS				
	Overdrive	74		
	TOTAL	74		
		88		
CHILDRENS				
	BookFlix	4		
	TOTAL	4		
		88		
TOTAL DIGITAL CIRCULATION	2,017	2,101		

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:4/29/2022

4/1/2021 to 4/30/2021

St. Helena Public Library		ON-SHELF			
		CHARGES	RETURNS	RENEWALS	RETURNS
Adult Book on CD		183	308	0	142
Adult Book on Tape		8	10	0	7
Adult CD Non-English Language		1	1	0	0
Adult Compact Disc		73	246	1	144
Adult Digital Audio Book		3	8	0	0
Adult Fiction		782	1,517	13	545
Adult Non Fiction		790	1,482	9	424
Adult Periodical		6	11	0	20
Blu-Ray - Educational		1	2	0	0
Blu-Ray - Feature Film		9	23	0	0
Blu-Ray - Foreign Language		0	1	0	0
Blu-Ray - Juvenile Feature		1	5	0	1
DVD - Educational		153	220	0	43
DVD - Feature Film		1,044	1,566	0	647
DVD - Foreign Language		6	26	0	0
DVD - Juvenile Educational		6	9	0	1
DVD - Juvenile Feature Film		217	266	3	161
DVD - Young Adult Educational		0	1	0	0
Easy Reader		188	281	4	102
Juvenile Book on CD		38	61	0	20
Juvenile Book on Tape		1	1	0	0
Juvenile CD Non-English		2	4	0	0
Juvenile Compact Disc		8	13	1	7
Juvenile Digital Audio Book		3	4	0	0
Juvenile Fiction		552	1,004	20	320
Juvenile Non-Fiction		576	983	21	252
Juvenile Paperback Book		99	150	23	76
Juvenile Spanish		46	68	1	33
Link+ Book		32	39	0	6
Link+ Media		6	6	0	1
Link+ Media - 1 week		1	1	0	0
Mixed Media Kit		1	0	0	2
Non-Circulating		3	4	0	5
Picture Books (EASY)		646	1,090	0	358
WiFi Hotspot		3	3	1	0
Young Adult Book on CD		0	3	0	4
Young Adult CD		0	4	0	2
Young Adult Digital Audio Book		1	1	0	0
Young Adult Fiction		160	297	0	109
Young Adult Non-Fiction		8	26	0	1
Young Adult Paperback book		16	22	0	27
TOTAL:	St. Helena Public Library	5,673	9,767	97	3,460
GRAND TOTAL:		5,673	9,767	97	3,460

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:4/29/2022

4/1/2019 to 4/30/2019

St. Helena Public Library	<u>ON-SHELF</u>			
	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>RETURNS</u>
Adult Book on CD	507	737	45	158
Adult Book on Tape	15	15	4	8
Adult CD Non-English Language	1	3	0	2
Adult Compact Disc	318	525	17	164
Adult Fiction	1,284	1,846	112	538
Adult Non Fiction	945	1,821	130	452
Adult Paperback Book	0	1	0	0
Adult Periodical	76	84	3	66
Blu-Ray - Feature Film	3	3	0	0
Blu-Ray - Juvenile Feature	1	2	0	0
DVD - Educational	319	470	45	101
DVD - Feature Film	2,507	3,553	103	659
DVD - Foreign Language	34	55	3	2
DVD - Juvenile Educational	16	22	9	4
DVD - Juvenile Feature Film	481	682	53	242
DVD - Juvenile Foreign Lang	0	2	0	0
Easy Reader	327	378	66	87
Juvenile Book on CD	66	83	18	27
Juvenile CD Non-English	1	1	0	0
Juvenile Compact Disc	24	39	4	22
Juvenile Fiction	878	1,153	127	302
Juvenile Non-Fiction	599	952	150	277
Juvenile Paperback Book	89	111	12	59
Juvenile Spanish	121	142	6	77
Link+ Book	32	31	0	4
Link+ Media	17	18	0	1
Link+ Media - 1 week	3	2	0	0
Non-Circulating	0	0	0	8
Picture Books (EASY)	797	1,145	130	295
Video - Feature Film	0	1	0	0
Young Adult Book on CD	8	16	1	7
Young Adult CD	1	3	1	4
Young Adult Fiction	103	215	20	67
Young Adult Non-Fiction	11	27	0	0
Young Adult Paperback book	26	38	4	32
TOTAL: St. Helena Public Library	9,610	14,176	1,063	3,665
GRAND TOTAL:	9,610	14,176	1,063	3,665

COUNTER FIGURES FOR:

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 429 MP	2 215 km
				April Fool's Day		
3	4	5	6	7	8	9
439 Cu	458 Cu	367 MP	524 Cu	313 Cu	198 CK	
First Day of Ramadan						
10	11	12	13	14	15	16
386 Cu	454 MP	704 Cu	421 MP	509 MP	180 MP	
Palm Sunday				Good Friday	First Day of Passover, Full Moon	
17	18	19	20	21	22	23
260 Cu	347 MP	453 LA	486 MN	325 MP	140 MP	
Easter				Earth Day		
24	25	26	27	28	29	30
353 Cu	366 MP	431 LA	364 Cu	306 LA	187 km	

APRIL 2022

VISITORS

644

2289

2654

2011

2007

TOTAL: 9605 ÷ 2 =

4802

(no bn sumo) counts out

MARCH COUNT: 4317
APRIL 2019: 8190

Programs and Attendance for April 2022

Counting Programs

Audience	Number of in-person, onsite program sessions	Number of in-person, offsite program sessions	Number of live, virtual program sessions	Number of pre-recorded program sessions
Created for Children age 0-5	Storytimes(4)			
Created for Children age 6-11	Total: 9 - Spanish Storytimes(4), School Visits (3), 123 Andres Concert, Easter Egg Hunt			
Created for Young Adults age 12-18				
Created for Adults age 19+	2 - Stevenson Poetry Night and Upstage Event			
Created for everyone all ages				

Counting Attendees

Audience	Attendance at in-person, onsite program sessions	Attendance at in-person, offsite program sessions	Attendance at live, virtual program sessions	Views of pre-recorded program sessions*
Created for Children age 0-5	105			
Created for Children age 6-11	170			
Created for Young Adults age 12-18				
Created for Adults age 19+	92			
Created for everyone all ages				

MAY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Story Time and Craft 10:30am	4	5	6	7 Bilingual Story Time and Craft 2:00pm
8	9	10 Story Time and Craft 10:30am	11	12 Japanese Taiko Drumming 5:00pm 	13	14 Bilingual Story Time and Craft 2:00pm
15	16 	17 Story Time and Craft 10:30am Jay Greene: Korean War 3:30pm	18	19 Plant-Based Cooking Demo with Culinary Institute 5:30pm 	20	21 Bilingual Story Time and Craft 2:00pm
22	23	24 Story Time and Craft 10:30am	25	26 Family Coaching with Debbi Cossi 5:00pm 	27	28 Bilingual Story Time and Craft 2:00pm
29	30 CLOSED FOR MEMORIAL DAY	31 Story Time and Craft 10:30am	READ BEYOND THE BEATEN PATH Summer Reading Programs start June 1st! Programs for children, teens and adults! Prizes, activities and fun! 			

St Helena Public Library

1492 Library Lane
St. Helena, California 94574 | 707-963-5244
<http://www.shpl.org>



Japanese Taiko Drumming

Thursday, May 12, 5:00pm

Come and learn about the Japanese art of Taiko! Feel the thunderous sounds of the drums vibrating through your body as language, culture, and history combine into an exciting educational experience. You may even get a chance to play the drums yourself!



Jay Greene: The Korean War

Tuesday, May 17, 3:30pm

The "Police action" in Korea (1950-53) has long been known as "the forgotten war", being sandwiched between The Good War and Vietnam. Jay Greene will revive memories of the seesaw Korean War in his talk of May 17.



Plant-Based Cooking Demo with Culinary Institute

May 19, 5:30pm

In partnership with Blue Zones Project® in Upper Napa Valley, we invite community members to a "plant slant" cooking demonstration led by the Culinary Institute of America! Learn how to create this healthy and delicious dish then enjoy sampling the chef's hard work!



Family Coaching with Debbi Cossi

Thursday, May 26, 5:00pm

Do you struggle to get your kids to listen? Do you yell but feel terrible after? Do you sometimes feel overwhelmed? In this presentation you will learn about how your parenting style can affect the way you interact with your kids. You will also learn several tools to try at home right away to lessen power struggles and bring peace back into your home.



Parks Pass

Plan your adventure with the California State Library Parks Pass! The California State Library Parks Pass is valid at 200+ participating state parks. Park for free! Pass entitles bearer to free vehicle day use for one passenger vehicle and the occupants. Please return pass to the library by due date so other visitors can use this free vehicle day pass. 3 week checkout period.



Gallery Wall Artist: Terry Henry

Month of May

Upon my retirement in 2016, I took the opportunity to take art courses at Napa Valley College. This was the beginning of a new journey to fulfill a life long dream to enhance my creative spirit. My subjects have included landscapes, flowers, still lives, animals, images from our travels to places like Moab, Scotland, and Sedona. Most of my work is realistic but I am trying to move toward a more impressionistic style.

General Ledger Monthly Operating Expense Rpt



User: ChrisK
Printed: 5/4/2022 4:50:36 PM
Period 01 - 11
Fiscal Year 2022

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	421,844.45	0.00	297,151.54	124,692.91	29.56
101-46-00-20-20	TempPart Time	46,853.63	0.00	29,460.05	17,393.58	37.12
101-46-00-20-30	Overtime	0.00	0.00	1,033.78	-1,033.78	0.00
101-46-00-20-37	Holiday Pay	2,386.74	0.00	1,109.81	1,276.93	53.50
101-46-00-20-40	FICAMedicare	35,340.55	0.00	24,642.23	10,698.32	30.27
101-46-00-20-45	Employer PERS	35,853.06	0.00	25,672.29	10,180.77	28.40
101-46-00-20-47	PERS Unfunded Liability	71,085.63	0.00	55,905.39	15,180.24	21.35
101-46-00-20-55	Health Insurance	123,890.69	0.00	72,881.93	51,008.76	41.17
101-46-00-20-61	Workers Comp	31,779.93	0.00	15,617.42	16,162.51	50.86
101-46-00-20-65	SDI	4,716.22	0.00	3,197.06	1,519.16	32.21
101-46-00-20-75	Deferred Comp	8,470.99	0.00	3,059.53	5,411.46	63.88
101-46-00-20-85	Auto Allowance	2,400.00	0.00	1,900.00	500.00	20.83
101-46-00-20-89	Chartity Event Reimbursement	0.00	0.00	192.59	-192.59	0.00
20	Salaries & Benefits	784,621.89	0.00	531,823.62	252,798.27	32.22
101-46-00-21-10	Communications	15,000.00	0.00	2,200.71	12,799.29	85.33
101-46-00-21-15	Postage	87.00	0.00	0.00	87.00	100.00
101-46-00-21-22	Utilities	51,000.00	0.00	41,008.85	9,991.15	19.59
101-46-00-21-27	Equipment Lease Exp	9,424.00	0.00	5,866.37	3,557.63	37.75
101-46-00-21-43	Penalties And Fines	0.00	0.00	12.28	-12.28	0.00
101-46-00-21-45	Other Contract Services	126,949.26	45,561.41	63,579.98	17,807.87	14.03
101-46-00-21-55	Training & Conference	2,250.00	0.00	1,042.71	1,207.29	53.66
21	Services	204,710.26	45,561.41	113,710.90	45,437.95	22.20
101-46-00-22-07	Copies	3,000.00	0.00	2,138.49	861.51	28.72
101-46-00-22-12	Computer Equipment	4,250.00	0.00	4,133.00	117.00	2.75
101-46-00-22-13	Office Supplies	1,500.00	0.00	1,066.97	433.03	28.87
101-46-00-22-15	Special Department Supplies	1,413.00	0.00	1,412.30	0.70	0.05
101-46-00-22-16	Library Materials	0.00	0.00	1,047.55	-1,047.55	0.00
22	Supplies	10,163.00	0.00	9,798.31	364.69	3.59
101-46-00-23-35	Software Maintenance	7,600.00	0.00	11,996.00	-4,396.00	-57.84
23	Maintenance	7,600.00	0.00	11,996.00	-4,396.00	-57.84
101-46-00-24-25	Taxes & Other Charges	12,176.00	0.00	12,175.80	0.20	0.00
24	Taxes, Insurances & Contributi	12,176.00	0.00	12,175.80	0.20	0.00

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
00	Administration	1,019,271.15	45,561.41	679,504.63	294,205.11	28.86
218	Public Library Foundation					
46	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>230.16</u>	<u>1,119.84</u>	<u>82.95</u>
22	Supplies	1,350.00	0.00	230.16	1,119.84	82.95
00	Administration	1,350.00	0.00	230.16	1,119.84	82.95
380	Friends and Foundation					
46	Library					
380-46-00-20-20	TempPart Time	55,021.55	0.00	44,728.07	10,293.48	18.71
380-46-00-20-37	Holiday Pay	2,754.64	0.00	2,013.23	741.41	26.91
380-46-00-20-40	FICAMedicare	<u>4,419.65</u>	<u>0.00</u>	<u>3,575.76</u>	<u>843.89</u>	<u>19.09</u>
20	Salaries & Benefits	62,195.84	0.00	50,317.06	11,878.78	19.10
380-46-00-21-10	Communications	<u>0.00</u>	<u>0.00</u>	<u>892.85</u>	<u>-892.85</u>	<u>0.00</u>
21	Services	0.00	0.00	892.85	-892.85	0.00
380-46-00-22-16	Library Materials	70,738.99	22,627.00	46,208.10	1,903.89	2.69
380-46-00-22-40	Programming	15,000.00	0.00	7,405.22	7,594.78	50.63
380-46-00-22-44	Elsie, the Library Cat	<u>500.00</u>	<u>0.00</u>	<u>114.95</u>	<u>385.05</u>	<u>77.01</u>
22	Supplies	86,238.99	22,627.00	53,728.27	9,883.72	11.46
00	Administration	148,434.83	22,627.00	104,938.18	20,869.65	14.06
382	Martin Estate Trust					
46	Library					
382-46-00-23-35	Software Maintenance	<u>700.00</u>	<u>0.00</u>	<u>650.00</u>	<u>50.00</u>	<u>7.14</u>
23	Maintenance	700.00	0.00	650.00	50.00	7.14
00	Administration	700.00	0.00	650.00	50.00	7.14
384	Tweed Trust					
46	Library					
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	713.08	4,286.92	85.74
384-46-00-22-16	Library Materials	<u>45,000.00</u>	<u>0.00</u>	<u>23,557.69</u>	<u>21,442.31</u>	<u>47.65</u>
22	Supplies	50,000.00	0.00	24,270.77	25,729.23	51.46

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
00	Administration	50,000.00	0.00	24,270.77	25,729.23	51.46
Grand Total		1,221,043.98	68,188.41	809,593.74	343,261.83	0.2811