



**City of St. Helena
Library Board of Trustees
Regular Meeting
Wednesday, July 13, 2022 @ 5:00 PM
Published: Thursday, July 7, 2022 11:00 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/83992621132?pwd=Mk5QVFY5ZXJ2eG54Q3YyTIRncHRVUT09>

Passcode: 142191

Or One tap mobile :

US: +16694449171,,83992621132#,,,142191# or +16699006833,,83992621132#,,,142191#

Or Telephone:

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

US: +1 669 444 9171 or +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 +1 646 931 3860 or +1 929 205 6099

Webinar ID: 839 9262 1132

Passcode: 142191

1. CALL TO ORDER
2. ROLL CALL
Chair: Terry Wood
Vice Chair: David Slaby
Trustees: Alexandra Haslip, Janet Myers, Suzanne Roomian, Juliet Valmont, and Lin Weber
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 June 8, 2022 7 - 8
[Minutes Library Board of Trustees - 08 Jun 2022](#)
6. SCHEDULED MATTERS:
 - 6.1. Trustee introductions and the election of Library Board of Trustees Officers - Terry Wood
1. The City of St. Helena *Handbook for Committees, Commissions and Boards* can be found under the Boards and Commissions tab on the City's website or by using this link: https://www.cityofsthelena.org/sites/default/files/fileattachments/boards_and_commissions/page/16221/handbook_for_committees_commissions_and_boards_final.pdf
 - 6.2. Discussion about St. Helena Library's Library of Things - David Slaby
 - 6.3. Report from Friends & Foundation, St. Helena Public Library - Paige Pohlmeier, Friends & Foundation, Executive Director
 - 6.4. Review of Library Newsletter for July 2022- Chris Kreiden 9 - 12
[Library Newsletter 2022 July](#)
[Library Newsletter Spanish 2022 July](#)
 - 6.5. Review of Library Statistics for June 2022- Chris Kreiden 13 - 17
[Library Statistics 2022 June](#)

- 6.6. Review of Monthly Library Operating Expense Report for June 2022 - Chris Kreiden

19 - 21

[Library Monthly Expense Report 2022 June](#)

7. ADJOURNMENT

The next regular meeting is scheduled for August 10, 2022 at 5:00 PM.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on July 7, 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.

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, June 8, 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, Janet Myers, Juliet Valmont, Lin Weber and Rebecca Wendt
City Council Member Liaison: Anna Chouteau
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:
 - Elsie the Library Cat passed away May 17th.
 - City Council has postponed in-person meetings until the end of July.
 - At their Tuesday, June 14th meeting, City Council will be discussing, and possibly approving, a budget for next fiscal year.
 - The Library's three Summer Reading programs began May 31st and will run through September 2nd. This year's theme is *Read Beyond the Beaten Path*. The Kids Program (Toddler – 5th Grade) challenge is to read 100 books. Those that complete the challenge will receive a coupon for a scoop of ice cream from *Chokolatte* and a place on the Readers Hall of Fame Plaque in the Children's Room. Teens Program (Grades 6th – 12th) participants must read six books of at least 150 pages and complete four activities to enter a raffle for Six Flags Discovery Kingdom tickets. Adults Program participants must read five books (one from each of five different categories) along with four activities to receive a 16 oz. mason jar mug and a chance to win one of seven gift cards (Amazon, Cameo Cinema, Gott's Roadside, Model Bakery, Napa Valley Coffee Roasting Company, Station, and Villa Corona). So far over 155 kids have signed up for the Children's Summer Reading program.
 5. **CONSENT ITEMS:**
 - 5.1. **Library Board of Trustees Meeting Minutes of May 11, 2022** – David moved to approve the minutes. The motion was seconded by Alexandra and approved by all trustees present.

6. **SCHEDULED MATTERS:**

- 6.1. **Discussion on the idea of a "Library of Things"** - David Slaby – Chris thanked David for his donation of a pair of binoculars. David reported that he had talked with Napa County Library's Director, who is very enthusiastic about their Library of Things. David asked each trustee to identify at least three items which they would like to see in a Library of Things. Items do not need to be routine things but things people might use sporadically and may not be able to afford or want to own. Napa's most popular items are hotspots and arts & crafts items. David also asked trustees to think about how the items might be acquired. Rebecca suggested creating a list, possibly on Amazon, that patrons or interested individuals could purchase items from.
- 6.2. **Report from Friends & Foundation, St. Helena Public Library** - Paige Pohlers Meek – Paige reported:
- Bookmark brought in close to \$100,000.
 - The next Bookmark will be held on Sunday, February 26th, 2023. The venue has yet to be decided on.
 - *Alila Napa Valley* will again be donating hotel rooms for next year's Bookmark authors.
 - Friends & Foundation is looking for sponsors for the event.
 - *A Book to Film* event is to be held Monday, August 1st at the *Cameo Cinema*. This year's film will be *Breakfast at Tiffany's*.
 - Friends & Foundation is planning one big appeal drive in the Fall with letters going out in September instead of October.
- 6.3. **Review of Library Statistics for May 2022** - Chris Kreiden – Trustees reviewed the statistics. Chris noted that physical circulations are up from May of last year. Digital circulations (not including BookFlix) are about the same when compared year to year.
- 6.4. **Review of Library Newsletter for June 2022** - Chris Kreiden – Trustees reviewed the Library's upcoming events.
- 6.5. **Review of Monthly Library Operating Expense Report for May 2022** - Chris Kreiden – Trustees reviewed the Operating Expense Report.

7. **ADJOURNMENT** – Chairperson Terry Wood adjourned the meeting at 5:32 PM.

The June 8, 2022 regular meeting of the Library Board of Trustees minutes were adopted at the July 13, 2022 Library Board of Trustees meeting.

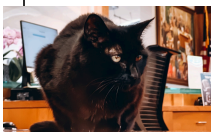
APPROVED:

ATTEST:

Terry Wood, Chairperson

Chris Kreiden, Library Director
(Staff Liaison)

JULY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	July Art Gallery Display: Come see some photos of our beloved Elsie the Library Cat throughout her years at the St. Helena Public Library. Forever in our hearts. 2004-2022				1	2 Bilingual Story Time & Craft - CUENTOS, CANTOS, Y SALTOS 2:00pm
3	4	5 Story Time & Craft 10:30am	6 Biblio Spectacular Magic Show 5:30pm 	7	8	9 Bilingual Story Time & Craft - CUENTOS, CANTOS, Y SALTOS 2:00pm
10	11 	12 Story Time and Craft 10:30am Purpose Workshop with Blue Zones Project 4:00pm	13	14	15	16 Bilingual Story Time & Craft - CUENTOS, CANTOS, Y SALTOS 2:00pm
17	18	19 Story Time & Craft 10:30am	20	21 Camp Ocean 11:00am 	22 Teen Pizza Party 1:00pm 	23 Bilingual Story Time & Craft - CUENTOS, CANTOS, Y SALTOS 2:00pm
24 31	25	26 Story Time and Craft 10:30am Elsie's Memorial 5:30pm 	27	28	29	30 Bilingual Story Time & Craft - CUENTOS, CANTOS, Y SALTOS 2:00pm

St Helena Public Library

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

JULY 2022



Biblio Spectacular Magic Show

Wednesday, July 6, 5:30pm

This interactive show is designed for family audiences and brings the world of books to life with magic. The children don't just watch a show, they become a part of it, making the magic happen all around them.



Teen Pizza Party

Friday, July 22, 1:00pm

Calling all 6th-12th graders! Come to the library for free pizza and a movie! We'll also have our Nintendo Switch available to play!

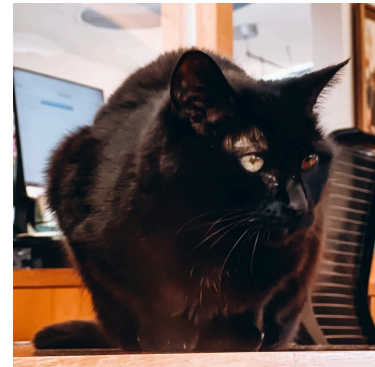


Purpose Workshop with Blue Zones Project

Tuesday, July 12, 4:00pm

What gets you out of bed in the morning? Sure, alarms can wake you, But what motivates your day? What matters most to you?

This interactive session will walk participants through a series of activities to discover or rediscover their gifts, values, and passions.



Elsie the Library Cat's Memorial

Tuesday, July 26, 5:30pm

Come pay tribute to our iconic furry friend. The library will honor our beloved Library Cat, Elsie. We will celebrate Elsie's life with a presentation and refreshments.



Camp Ocean

Thursday, July 21, 11:00am

Mr. Sharky, your snaggle-toothed camp counselor, has planned a fish-fact-filled voyage to the bottom of the sea. Learn the ropes: how to puff like a puffer fish, flounder like a flounder and fence with a swordfish. You'll search for buried treasure and dive into the mysteries of the ocean. All hands on deck as we get underway for a summer of fun with the Traveling Lantern Theater!

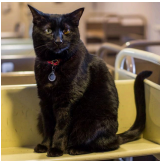
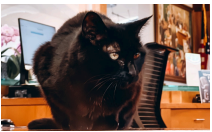


NEW IN THE TEEN ROOM

For grades 6th-12th

We now have a Nintendo Switch available to play in the Teen Room! Come hang out, cool off, and play some games! Check in with a librarian to play. Switch is for in-library use only.

JULIO 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Exhibición de la galería de arte de julio: Venga a ver algunas fotos de nuestra querida Elsie, la gatita de la biblioteca, a lo largo de su presencia en la Biblioteca Pública de St. Helena. Por siempre en nuestros corazones. 2004-2022				1	2 Cuentos Bilingües y manualidades 2:00pm
3	4	5 Cuentos y manualidades 10:30 am	6 Biblio Presentacion de Magia Espectacular 5:30pm 	7	8	9 Cuentos Bilingües y manualidades 2:00pm
10	11	12 Cuentos y manualidades 10:30 am Taller de Proposito con Blue Zones Project 4:00pm	13 	14	15	16 Cuentos Bilingües y manualidades 2:00pm
17	18	19 Cuentos y manualidades 10:30 am	20	21 Campamento Oceano 11:00am 	22 Fiesta de Pizza para jovenes 1:00pm 	23 Cuentos Bilingües y manualidades 2:00pm
24 31	25	26 Cuentos y manualidades 10:30 am Homenaje para Elsie 5:30pm 	27	28	29	30 Cuentos Bilingües y manualidades 2:00pm

St Helena Public Library

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<http://www.shpl.org>



Biblio Presentación de Magia Espectacular

miércoles 6 de julio, 5:30pm

Este es un espectáculo de magia interactivo lleno de diversión que combina prestidigitación, distracción y comedia, todo mientras anima a los niños a aprender buenos hábitos de lectura y el uso de la biblioteca.



Fiesta de Pizza para juvenes

viernes 22 de julio, 1:00pm

¡Llamando a todos los estudiantes de **6° a 12° grado!** ¡Ven a la biblioteca por pizza gratis y una película! ¡También tendremos nuestra Nintendo Switch disponible para jugar!



Taller de Proposito con Blue Zones Project

martes julio 12, 4:00pm

¿Qué te hace levantarte en la mañana? ¡Claro!, las alarmas pueden despertarte, pero ¿qué motiva tu día? ¿Qué es lo que más te importa?

Esta sesión interactiva guiará a los participantes a través de una serie de actividades para descubrir o redescubrir sus dones, valores y pasiones.



Homenaje Postumo para Elsie, la gatita de la biblioteca

martes julio 26, 5:30pm

Ven a rendir homenaje a nuestra icónica amiga peluda. La biblioteca honrará a nuestra querida gatita bibliotecaria, Elsie. Celebraremos la vida de Elsie con una presentación y refrigerios.



Campamento Océano

jueves 21 de julio, 11:00am

El Sr. Sharky, su consejero de campamento de dientes torcidos ha planeado un viaje lleno de datos sobre peces al fondo del mar. Aprenderás a inflarte como un pez globo, flotar como un pez ángel y defenderte como un pez espada. Buscarás tesoros enterrados y te sumergirás en los misterios del océano, e incluso podrías ganar una insignia o dos. ¡Todos manos a la obra mientras nos ponemos en marcha para un verano de diversión!



¡AHORA EN EL TEEN ROOM!

Para grados del 6to a 12vo

¡Ahora tenemos un Nintendo Switch con algunos juegos divertidos para jugar en el Teen Room!

¡Ven a pasar el rato, refrescate y juega algunos juegos! Pregunta a la bibliotecaria que hacer para jugar. Switch es solo para uso en la biblioteca.

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:7/6/2022

6/1/2022 to 6/30/2022

St. Helena Public Library				ON-SHELF
	CHARGES	RETURNS	RENEWALS	RETURNS
Adult Book on CD	163	265	0	58
Adult Book on Tape	5	6	0	2
Adult Compact Disc	95	159	0	81
Adult Fiction	1,038	1,465	15	467
Adult Non Fiction	702	1,178	35	377
Adult Paperback Book	1	2	0	0
Adult Periodical	28	36	0	10
Blu-Ray - Educational	1	2	0	0
Blu-Ray - Feature Film	10	33	0	0
Blu-Ray - Foreign Language	2	3	0	0
DVD - Educational	142	206	0	52
DVD - Feature Film	1,236	1,713	3	504
DVD - Foreign Language	7	24	0	0
DVD - Juvenile Educational	7	22	0	4
DVD - Juvenile Feature Film	106	207	2	114
Easy Reader	411	382	6	70
E-book Reader	1	0	0	0
Juvenile Book on CD	23	46	0	20
Juvenile Compact Disc	20	24	0	11
Juvenile Fiction	1,239	1,383	44	304
Juvenile Non-Fiction	462	814	1	180
Juvenile Paperback Book	228	227	3	47
Juvenile Spanish	106	129	1	36
Link+ Book	29	39	0	4
Link+ Media	2	4	0	0
Miscellaneous	1	2	0	0
Mixed Media Kit	1	5	0	1
Musical Instrument	4	8	0	2
Non-Circulating	0	0	0	5
Picture Books (EASY)	1,026	1,132	14	271
Video - Juvenile Feature Film	0	2	0	0
WiFi Hotspot	6	6	0	0
Young Adult Book on CD	0	4	0	3
Young Adult CD	0	1	0	3
Young Adult Fiction	171	218	4	46
Young Adult Non-Fiction	3	11	0	0
Young Adult Paperback book	15	32	0	13
TOTAL:	7,291	9,790	128	2,685
GRAND TOTAL:	7,291	9,790	128	2,685

ST. HELENA PUBLIC LIBRARY E-MATERIAL STATISTICS			June 2022	
DIGITAL CIRCULATION	THIS YEAR	LAST YEAR	PROVIDER	TOTAL
E-BOOKS				
Hoopla	113	161	Hoopla	700
Overdrive	476	466	Kanopy	342
TOTAL	589	627	Overdrive	1229
				2271
AUDIOBOOKS				
Hoopla	408	336		
Overdrive	631	613		
TOTAL	1,039	949		
MOVIES & TELEVISION				
Hoopla	170	118		
Kanopy	342	367		
TOTAL	512	485		
MUSIC				
Hoopla	9	20		
TOTAL	9	20		
PERIODICALS				
Overdrive	122	66		
TOTAL	122	66		
TOTAL DIGITAL CIRCULATION	2,271	2,147		

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed: 7/6/2022

6/1/2021 to 6/30/2021

St. Helena Public Library

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>ON-SHELF RETURNS</u>
Adult Book on CD	234	338	4	156
Adult Book on Tape	10	4	0	2
Adult CD Non-English Language	1	2	0	0
Adult Compact Disc	90	229	1	145
Adult Digital Audio Book	0	4	0	0
Adult Fiction	888	1,424	4	429
Adult Non Fiction	831	1,369	35	390
Adult Paperback Book	1	1	0	0
Adult Periodical	25	24	0	38
Blu-Ray - Educational	0	2	0	0
Blu-Ray - Feature Film	10	29	0	0
Blu-Ray - Juvenile Feature	2	4	0	0
DVD - Educational	116	197	1	54
DVD - Feature Film	1,162	1,767	12	629
DVD - Foreign Language	10	27	0	0
DVD - Juvenile Educational	8	9	0	6
DVD - Juvenile Feature Film	230	383	1	115
DVD - Juvenile Spanish Lang.	1	0	0	1
Easy Reader	392	331	7	92
Juvenile Book on CD	83	88	1	105
Juvenile Book on Tape	0	1	0	0
Juvenile CD Non-English	0	1	0	0
Juvenile Compact Disc	14	31	0	23
Juvenile Digital Audio Book	1	3	0	0
Juvenile Fiction	1,163	1,282	10	396
Juvenile Non-Fiction	666	955	6	235
Juvenile Paperback Book	203	193	3	77
Juvenile Spanish	80	54	1	22
Link+ Book	20	27	0	7
Link+ Media	3	7	0	2
Link+ Media - 1 week	1	2	0	0
Mixed Media Kit	1	1	0	0
Non-Circulating	0	0	0	1
Picture Books (EASY)	882	1,094	1	291
Video - Juvenile Feature Film	0	1	0	0
WiFi Hotspot	2	3	0	0
Young Adult Book on CD	2	6	0	9
Young Adult CD	0	1	0	0
Young Adult Fiction	178	268	1	90
Young Adult Non-Fiction	5	20	1	1
Young Adult Paperback book	50	65	0	33
TOTAL:	7,365	10,247	89	3,349
GRAND TOTAL:	7,365	10,247	89	3,349

Programs and Attendance for June 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	5			
Created for Children age 6-11	10			
Created for Young Adults age 12-18	1			
Created for Adults age 19+	2			
Created for everyone all ages	1			

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	139			
Created for Children age 6-11	198			
Created for Young Adults age 12-18	8			
Created for Adults age 19+	38			
Created for everyone all ages				

COUNTER FIGURES FOR:

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
			484 Cm	391 mp	341 mp	211 mp
5	6	7	8	9	10	11
	588 Cm	432 LA	468 LA	371 mp	360 LA	251 mp
12	13	14	15	16	17	18
	612 Cm	461 mp	398 LA	433 Cm	450 LA	303 LA
19	20	21	22	23	24	25
	391 Cm	357 mp	349 LA	340 Cm	442 mp	329 LA
Father's Day: June 19th	26	27	28	29	30	
	451 Cm	398 Cm	452 LA	576 mp		

VISITORS

713

1228

1331

1130

938

5340 TOTAL

JUNE 2022. COUNTED COMING & GOING VISITORS IS TOTAL ÷ 2

General Ledger Monthly Operating Expense Rpt



User: ChrisK
Printed: 7/6/2022 6:22:40 PM
Period 01 - 13
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	366,187.51	55,656.94	13.19
101-46-00-20-20	TempPart Time	46,853.63	0.00	36,516.88	10,336.75	22.06
101-46-00-20-30	Overtime	0.00	0.00	1,519.69	-1,519.69	0.00
101-46-00-20-37	Holiday Pay	2,386.74	0.00	1,183.19	1,203.55	50.43
101-46-00-20-40	FICAMedicare	35,340.55	0.00	30,563.45	4,777.10	13.52
101-46-00-20-45	Employer PERS	35,853.06	0.00	31,770.46	4,082.60	11.39
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	91,918.38	31,972.31	25.81
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	3,970.10	746.12	15.82
101-46-00-20-75	Deferred Comp	8,470.99	0.00	3,864.26	4,606.73	54.38
101-46-00-20-85	Auto Allowance	2,400.00	0.00	2,400.00	0.00	0.00
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	641,609.32	143,012.57	18.23
101-46-00-21-10	Communications	15,000.00	0.00	3,360.50	11,639.50	77.60
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	50,373.81	626.19	1.23
101-46-00-21-27	Equipment Lease Exp	9,424.00	0.00	6,742.05	2,681.95	28.46
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	75,643.97	5,743.88	4.52
101-46-00-21-55	Training & Conference	2,250.00	0.00	1,523.97	726.03	32.27
21	Services	204,710.26	45,561.41	137,656.58	21,492.27	10.50
101-46-00-22-07	Copies	3,000.00	0.00	2,519.15	480.85	16.03
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	1,210.29	289.71	19.31
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	10,322.29	-159.29	-1.57
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	813,759.99	159,949.75	15.69
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	54,968.63	52.92	0.10
380-46-00-20-37	Holiday Pay	2,754.64	0.00	2,199.75	554.89	20.14
380-46-00-20-40	FICAMedicare	<u>4,419.65</u>	<u>0.00</u>	<u>4,373.48</u>	<u>46.17</u>	<u>1.04</u>
20	Salaries & Benefits	62,195.84	0.00	61,541.86	653.98	1.05
380-46-00-21-10	Communications	<u>0.00</u>	<u>0.00</u>	<u>1,230.28</u>	<u>-1,230.28</u>	<u>0.00</u>
21	Services	0.00	0.00	1,230.28	-1,230.28	0.00
380-46-00-22-16	Library Materials	70,738.99	16,107.24	56,887.80	-2,256.05	-3.19
380-46-00-22-40	Programming	15,000.00	0.00	9,184.17	5,815.83	38.77
380-46-00-22-44	Elsie, the Library Cat	<u>500.00</u>	<u>0.00</u>	<u>204.22</u>	<u>295.78</u>	<u>59.16</u>
22	Supplies	86,238.99	16,107.24	66,276.19	3,855.56	4.47
00	Administration	148,434.83	16,107.24	129,048.33	3,279.26	2.21
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	898.06	4,101.94	82.04
384-46-00-22-16	Library Materials	<u>45,000.00</u>	<u>0.00</u>	<u>24,898.66</u>	<u>20,101.34</u>	<u>44.67</u>
22	Supplies	50,000.00	0.00	25,796.72	24,203.28	48.41

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
00	Administration	50,000.00	0.00	25,796.72	24,203.28	48.41
Grand Total		1,221,043.98	61,668.65	969,485.20	189,890.13	0.1555