



**City of St. Helena  
Library Board of Trustees  
Regular Meeting  
St. Helena Library, 1492 Library Lane, St.  
Helena CA 94574  
Wednesday, August 10, 2022 @ 5:00 PM  
Published: Thursday, August 4, 2022 9:34  
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.**

Page

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 July 13, 2022  
[Minutes Library Board of Trustees - 13 Jul 2022](#)
6. SCHEDULED MATTERS:
  - 6.1. Election of Library Board of Trustee Officers - Terry Wood

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- 6.2. Library of Things Discussion - David Slaby
- 6.3. Report from Friends & Foundation, St. Helena Public Library - Paige Pohlmeier, Friends & Foundation, Executive Director
- 6.4. Review of Library Newsletters for August 2022 - Chris Kreiden 5 - 8
  - [Library Newsletter 2022 August](#)
  - [Library Newsletter Spanish 2022 August](#)
- 6.5. Review of Library Statistics for July 2022 - Chris Kreiden 9 - 13
  - [Library Statistics 2022 July](#)
- 6.6. Review of Monthly Library Operating Expense Report for July 2022- Chris Kreiden 15 - 16
  - [Library Monthly Expense Report July](#)
- 7. ADJOURNMENT

The next regular meeting is scheduled for September 13, 2022 at 5:00 PM, St. Helena Public Library.

This agenda was posted at City Hall, 1572 Railroad Avenue, and at the St. Helena Public Library, 1492 Library Lane, St. Helena on August 4, 2022.



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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.



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

1. **CALL TO ORDER** – Vice Chair David Slaby called the meeting to order at 5:05 PM.
2. **ROLL CALL** – Present were:  
Chair: Terry Wood – late due to technical difficulties  
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  
~~Also present: Paige Pohlers Meek, Friends & Foundation Executive Director~~
3. **PUBLIC FORUM** – No public comment was received.
4. **REPORTS BY STAFF/COMMITTEE:**  
Chris reported:
  - Anna was sorry she couldn't make the meeting. She extends a warm welcome to Suzanne and greetings to all.
  - City Council is expecting to hold their July 26<sup>th</sup> meeting in-person. If they do, all subsequent meetings by the City's boards and commissions will meet in-person unless the decision to do so is changed.
  - A new City Manager will be sworn in at the City Council's July 26<sup>th</sup> meeting. Anil Comelo, who is currently Interim Deputy City Manager in Richmond, has had a 25 year career in public service.
  - Anita Davena, the Library's new Library Assistant II, is expected to start this Thursday.
  - City Council approved a FY22/23 budget at their June 28<sup>th</sup> meeting. Mariah McGuire has been promoted to Senior Librarian, however the Library still has two vacant positions – a Library Associate position and a Librarian position. The Library did receive additional funding for part-time staffing; otherwise the Library's budget is status quo.
  - Summer Reading Program update: 316 kids have signed up for the program and four have reached the goal of reading 100 books. 168 teens have signed up to participate in the teen challenge and 134 adults for their challenge.
5. **CONSENT ITEMS:**
  - 5.1. **Library Board of Trustees Meeting Minutes of June 8, 2022** – Janet moved to approve the minutes. The motion was seconded by Alexandra and approved by all trustees present.
6. **SCHEDULED MATTERS:**

- 6.1. **Trustee introductions and the election of Library Board of Trustees Officers** - Terry Wood – David stated he would like the new trustee to have a chance to be introduced and participate in a meeting before having to vote for Board officers. He hoped all Trustees would think about becoming officers. He made a motion to continue the election to the next meeting of the Library Board. The motion was seconded by Alexandra and approved by all trustees.
- 6.2. **Discussion about St. Helena Library's Library of Things** - David Slaby – Chris thanked Alexandra for her donation of a pair of binoculars and Juliet for donating textile paints. Chris also mentioned that the binoculars donated by David are almost ready to circulate. Three things David would like to see in a Library of Things are seasonal cookie cutters, a sewing machine, and puzzles. Janet mentioned she would like a Ouija board, spirograph, along with puzzles and games. Alexandra also mentioned puzzles and games and thought tennis rackets would be a good addition. Juliet likes the idea of artistic pursuits and presented the idea of calligraphy kits. Terry thought of bobbins and shears for cutting cloth to go with a possible sewing machine. David was interested in ideas on how to acquire items. One thought was to create a list to be included in a newsletter. Mentioned also was Rebecca Wendt's idea from last month about creating an Amazon wishlist and asking for donations. This might be something that Friends & Foundation could help with.
- 6.3. **Report from Friends & Foundation, St. Helena Public Library** - Paige Pohlers Meek – Paige was unable to attend the meeting. David hopes that Trustees will purchase tickets for August 1<sup>st</sup>'s fundraiser at the *Cameo Cinema*. Tickets for this *Book to Film* event include admission to see Truman Capote's *Breakfast at Tiffany's*, popcorn, and wine.
- 6.4. **Review of Library Newsletter for July 2022**- Chris Kreiden – Trustees reviewed the Library's upcoming events.
- 6.5. **Review of Library Statistics for June 2022**- Chris Kreiden – Trustees reviewed the statistics. Chris added that staff has noticed an uptick in new cards; during the month of June 122 new cards were created while May had 85 new cards.
- 6.6. **Review of Monthly Library Operating Expense Report for June 2022** - Chris Kreiden – Trustees reviewed June's Operating Expense Report.
7. **ADJOURNMENT** – Chairperson Terry Wood adjourned the meeting at 5:43 P.M.

The July 13, 2022 regular meeting of the Library Board of Trustees minutes were adopted at the August 10, 2022 Library Board of Trustees meeting.

APPROVED:

ATTEST:

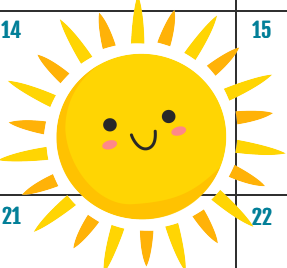
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Terry Wood, Chairperson

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Chris Kreiden, Library Director  
(Staff Liaison)

# AUGUST 2022

| Sunday                                                                                                                                                                                                                                                                                                                                                    | Monday | Tuesday                                                                                                                                   | Wednesday                                                                                                                   | Thursday                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Friday                                                                                    | Saturday                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| <b>Summer Reading FUN is coming to an end!</b><br>Adults and Teens will need to complete their Summer Reading Challenge by September 2nd. Your fabulous prizes are within reach, you can do it!<br>Children have until September 2nd to earn their Chokolatte coupon and until September 31 if they are trying to get on the Readers Hall of Fame Plaque. | 1      | 2<br>Story Time & Craft<br>10:30am                                                                                                        | 3<br>Extreme Science Magic<br>6:00pm<br> | 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 5                                                                                         | 6<br>Bilingual Story Time & Craft - CUENTOS, Y SALTOS<br>2:00pm  |
|                                                                                                                                                                                                                                                                                                                                                           | 7      | 9<br>Special Story Time and a Firetruck!<br>10:30am<br> | 10                                                                                                                          | 11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 12                                                                                        | 13<br>Bilingual Story Time & Craft - CUENTOS, Y SALTOS<br>2:00pm |
| 14<br>                                                                                                                                                                                                                                                                   | 15     | 16<br>Story Time & Craft<br>10:30am<br>Closing at 4:00pm today                                                                            | 17                                                                                                                          | 18<br>Sono Musette<br>5:30pm<br>                                                                                                                                                                                                                                                                                                                                                                             | 19                                                                                        | 20<br>Bilingual Story Time & Craft - CUENTOS, Y SALTOS<br>2:00pm |
| 21                                                                                                                                                                                                                                                                                                                                                        | 22     | 23<br>Story Time & Craft<br>10:30am                                                                                                       | 24                                                                                                                          | 25<br>Cooking Demo w/ Blue Zones<br>5:30pm<br>                                                                                                                                                                                                                                                                                                                                                              | 26<br> | 27<br>Bilingual Story Time & Craft - CUENTOS, Y SALTOS<br>2:00pm |
| 28                                                                                                                                                                                                                                                                                                                                                        | 29     | 30<br>Story Time & Craft<br>10:30am                                                                                                       | 31                                                                                                                          | <b>Artist of the Month: Joan Lincoln</b><br>Fiber Expressions is an enthusiastic group of North Bay fiber artists committed to promoting textile art through sharing techniques and inspiration and organizing workshops, challenges and exhibitions. We are an open group and anyone with an interest in fiber arts or art quilting is welcome to attend. If you would like more information please contact JoAnne Lincoln at <a href="mailto:jklincoln50@gmail.com">jklincoln50@gmail.com</a> |                                                                                           |                                                                  |

## St Helena Public Library

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



### Extreme Science Magic Wednesday, August 3, 6:00pm

We saved the best for last! Our Final Summer Reading Event starts with Xtreme Science. This fast-moving, interactive, upbeat show that mixes entertainment with information. Don O'Brien will entertain and inform with his seemingly magical science experiments! Expect to see a smoke-ring blaster, fire tornado genie cloud in a bottle, laser lighting, flying toilet paper, and much more! After the show there will be playdough and rubber duckie fishing stations set up outside for families to enjoy along with a frozen treat!



### Special Story Time!

**Tuesday, August 9, 10:30am**

Join us for an extra special Story Time. We'll get to meet a real life fire fighter and explore a fire truck up close!



### Sono Musette

**Thursday, August 18, 5:30pm**  
Music in the Library

Featuring Parisian singer Mimi Pirard, SonoMusette authentically recreates the moody and evocative sound of the Paris music scene of the Mid-20th Century. SonoMusette's renditions of these timeless French classics provide a freshness and excitement that is contemporary, yet faithful, to the spirit and tradition of the original artists. Refreshments will be served!



### Bilingual Story Time & Craft - Cuentos y Saltos

**Every Saturday at 2:00pm**

Interactive story time for speakers of Spanish and English, or both. Stories, songs, movement, rhymes, and fingerplays. All ages are welcome.

Disfruta de historias, canciones, movimientos, rimas y juegos con los dedos en español e inglés.



### Plant Slant Cooking Demo

**With Blue Zones Project**  
**Thursday, August 25, 5:30pm**

Blue Zones Project® in Upper Napa Valley invites community members to the St. Helena's Public Library for a "plant slant" cooking demonstration.



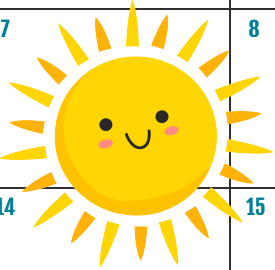
Fiber Expressions Art Quilters Present Birds in Textiles  
Mare Island Art Studios

### Artist Gallery Wall

**Joan Lincoln**

Fiber Expressions is an enthusiastic group of North Bay fiber artists committed to promoting textile art through sharing techniques and inspiration and organizing workshops, challenges and exhibitions. We are an open group and anyone with an interest in fiber arts or art quilting is welcome to attend. If you would like more information please contact JoAnne Lincoln at [jklincoln50@gmail.com](mailto:jklincoln50@gmail.com)

# AGOSTO 2022

| Domingo                                                                                | Lunes | Martes                                                                                                                                          | Miércoles                                                                                                                     | Jueves                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Viernes                                                                                   | Sábado                                           |
|----------------------------------------------------------------------------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|--------------------------------------------------|
|                                                                                        | 1     | 2<br>Cuentos y manualidades<br>10:30am                                                                                                          | 3<br>Mágia de Cienca Extrema<br>6:00pm<br> | 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 5                                                                                         | 6<br>Cuentos Bilingües y manualidades<br>2:00pm  |
| 7<br> | 8     | 9<br>Cuento Especial con un camión de bombero!<br>10:30am<br> | 10                                                                                                                            | 11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 12                                                                                        | 13<br>Cuentos Bilingües y manualidades<br>2:00pm |
| 14                                                                                     | 15    | 16 Cuentos y manualidades<br>10:30am<br><b>HOY Cerraremos a las 4 de la tarde</b>                                                               | 17                                                                                                                            | 18<br>Sono Musette<br>5:30pm<br>                                                                                                                                                                                                                                                                                                                                                                                                                     | 19                                                                                        | 20<br>Cuentos Bilingües y manualidades<br>2:00pm |
| 21                                                                                     | 22    | 23<br>Cuentos y manualidades<br>10:30am                                                                                                         | 24                                                                                                                            | 25<br>Demonstración de cocina con Blue Zones<br>5:30pm<br>                                                                                                                                                                                                                                                                                                                                                                                          | 26<br> | 27<br>Cuentos Bilingües y manualidades<br>2:00pm |
| 28                                                                                     | 29    | 30<br>Cuentos y manualidades<br>10:30am                                                                                                         | 31                                                                                                                            | <b>Artista del Mes: Joan Lincoln</b><br>Fibre Expressions es un grupo entusiasta de artistas de la fibra de North Bay comprometidos con la promoción del arte textil compartiendo técnicas e inspiración y organizando talleres, desafíos y exhibiciones. Somos un grupo abierto y cualquier persona interesada en las artes de la fibra o el <b>acolchado (quilting)</b> artístico puede asistir. Si desea obtener más información, comuníquese con JoAnne Lincoln en <a href="mailto:jclincoln50@gmail.com">jclincoln50@gmail.com</a> |                                                                                           |                                                  |

## St Helena Public Library

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<http://www.shpl.org>



## Magia de la Ciencia Extrema

**miércoles, agosto 3, 6:00pm**

Guardamos lo mejor para el final! Nuestro último evento de lectura de verano comienza con Xtreme Science. Este espectáculo animado, dinámico e interactivo que combina entretenimiento con información. Don O'Brien nos entretendrá e informará con sus experimentos científicos aparentemente mágicos! Espera ver un blaster de anillo de humo, una nube de genio de tornado de fuego en una botella, iluminación láser, papel higiénico volador y mucho más! Después del espectáculo, habrá estaciones de pesca de patitos de plástico y plastilina instaladas afuera para que las familias disfruten junto con una paleta de hielo.



## Cuento Especial!

**martes, agosto 9, 10:30am**

Venga a disfrutar de una hora de cuentos extra especial.

Conoceremos a un bombero y exploraremos de cerca un camión de bomberos!



## Sono Musette

**jueves, agosto 18, 5:30pm**

Música en la biblioteca

Con la cantante parisina Mimi Pirard, SonoMusette recrea auténticamente el sonido malhumorado y evocador de la escena musical parisina de mediados del siglo 20. Las interpretaciones de Sono Musette de estos clásicos franceses atemporales proporcionan una frescura y emoción que es contemporánea, pero fiel, al espíritu y la tradición de los artistas originales. Se servirán bebidas refrescantes!



## Cuentos Bilingües y Manualidades

**Todos los sábados a las 2:00pm**

Disfruta de historias, canciones, movimientos, rimas y manualidades hablando en español e inglés.



## Demonstración de Cocina

**Con Blue Zones Project**

**jueves, agosto 25, 5:30pm**

Blue Zones Project® en Upper Napa Valley invita a los miembros de la comunidad a la Biblioteca Pública de Saint Helena para una demostración de cocina "plant slant" (a base de plantas y vegetales)



Fiber Expressions Art Quilters Present Birds in Textiles  
Mare Island Art Studios

## Artista del mes

**Joan Lincoln**

Fibre Expressions es un grupo entusiasta de artistas de la fibra de North Bay comprometidos con la promoción del arte textil compartiendo técnicas e inspiración y organizando talleres, desafíos y exhibiciones. Somos un grupo abierto y cualquier persona interesada en las artes de la fibra o el **acolchado** (quilting) artístico puede asistir. Si desea obtener más información, comuníquese con JoAnne Lincoln en [jklincoln50@gmail.com](mailto:jklincoln50@gmail.com)

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:8/3/2022

7/1/2022 to 7/31/2022

St. Helena Public Library

|                               | <u>CHARGES</u> | <u>RETURNS</u> | <u>RENEWALS</u> | <u>ON-SHELF<br/>RETURNS</u> |
|-------------------------------|----------------|----------------|-----------------|-----------------------------|
| Adult Book on CD              | 146            | 256            | 7               | 60                          |
| Adult Book on Tape            | 3              | 3              | 0               | 1                           |
| Adult CD Non-English Language | 1              | 2              | 0               | 0                           |
| Adult Compact Disc            | 93             | 180            | 0               | 107                         |
| Adult Digital Audio Book      | 1              | 2              | 0               | 0                           |
| Adult Fiction                 | 941            | 1,434          | 32              | 380                         |
| Adult Non Fiction             | 677            | 1,165          | 13              | 348                         |
| Adult Paperback Book          | 1              | 1              | 0               | 0                           |
| Adult Periodical              | 27             | 22             | 0               | 43                          |
| Blu-Ray - Educational         | 0              | 1              | 0               | 0                           |
| Blu-Ray - Feature Film        | 7              | 16             | 0               | 0                           |
| Blu-Ray - Foreign Language    | 0              | 1              | 0               | 0                           |
| Blu-Ray - Juvenile Feature    | 1              | 2              | 0               | 0                           |
| DVD - Educational             | 90             | 175            | 0               | 33                          |
| DVD - Feature Film            | 1,019          | 1,577          | 33              | 577                         |
| DVD - Foreign Language        | 22             | 32             | 0               | 0                           |
| DVD - Juvenile Educational    | 16             | 13             | 0               | 0                           |
| DVD - Juvenile Feature Film   | 119            | 170            | 3               | 166                         |
| DVD - Juvenile Spanish Lang.  | 1              | 0              | 0               | 0                           |
| Easy Reader                   | 243            | 304            | 13              | 141                         |
| E-book Reader                 | 1              | 2              | 0               | 1                           |
| Juvenile Book on CD           | 26             | 51             | 2               | 27                          |
| Juvenile CD Non-English       | 1              | 3              | 0               | 0                           |
| Juvenile Compact Disc         | 16             | 15             | 1               | 15                          |
| Juvenile Digital Audio Book   | 1              | 1              | 0               | 0                           |
| Juvenile Fiction              | 744            | 1,068          | 13              | 364                         |
| Juvenile Non-Fiction          | 340            | 440            | 5               | 191                         |
| Juvenile Paperback Book       | 97             | 168            | 2               | 71                          |
| Juvenile Spanish              | 67             | 87             | 0               | 25                          |
| Link+ Book                    | 26             | 19             | 0               | 0                           |
| Link+ Media                   | 8              | 4              | 0               | 0                           |
| Mixed Media Kit               | 1              | 4              | 0               | 1                           |
| Musical Instrument            | 6              | 5              | 0               | 0                           |
| Non-Circulating               | 4              | 2              | 0               | 2                           |
| Picture Books (EASY)          | 682            | 918            | 11              | 295                         |
| WiFi Hotspot                  | 4              | 5              | 0               | 0                           |
| Young Adult Book on CD        | 1              | 7              | 0               | 10                          |
| Young Adult CD                | 0              | 2              | 0               | 1                           |
| Young Adult Fiction           | 156            | 259            | 2               | 79                          |
| Young Adult Non-Fiction       | 6              | 11             | 0               | 1                           |
| Young Adult Paperback book    | 14             | 22             | 0               | 21                          |
| <b>TOTAL:</b>                 | <b>5,609</b>   | <b>8,449</b>   | <b>137</b>      | <b>2,960</b>                |
| <b>GRAND TOTAL:</b>           | <b>5,609</b>   | <b>8,449</b>   | <b>137</b>      | <b>2,960</b>                |

| ST. HELENA PUBLIC LIBRARY E-MATERIAL STATISTICS |              |              | July 2022 |             |
|-------------------------------------------------|--------------|--------------|-----------|-------------|
| DIGITAL CIRCULATION                             | THIS YEAR    | LAST YEAR    | PROVIDER  | TOTAL       |
| <b>E-BOOKS</b>                                  |              |              |           |             |
| Hoopla                                          | 107          | 161          | Hoopla    | 840         |
| Overdrive                                       | 580          | 520          | Kanopy    | 342         |
| <b>TOTAL</b>                                    | <b>687</b>   | <b>681</b>   | Overdrive | 1294        |
|                                                 |              |              |           | <b>2476</b> |
| <b>AUDIOBOOKS</b>                               |              |              |           |             |
| Hoopla                                          | 441          | 362          |           |             |
| Overdrive                                       | 619          | 650          |           |             |
| <b>TOTAL</b>                                    | <b>1,060</b> | <b>1,012</b> |           |             |
| <b>MOVIES &amp; TELEVISION</b>                  |              |              |           |             |
| Hoopla                                          | 269          | 159          |           |             |
| Kanopy                                          | 342          | 390          |           |             |
| <b>TOTAL</b>                                    | <b>611</b>   | <b>549</b>   |           |             |
| <b>MUSIC</b>                                    |              |              |           |             |
| Hoopla                                          | 23           | 25           |           |             |
| <b>TOTAL</b>                                    | <b>23</b>    | <b>25</b>    |           |             |
| <b>PERIODICALS</b>                              |              |              |           |             |
| Overdrive                                       | 95           | 100          |           |             |
| <b>TOTAL</b>                                    | <b>95</b>    | <b>100</b>   |           |             |
| <b>TOTAL DIGITAL CIRCULATION</b>                | <b>2,476</b> | <b>2,367</b> |           |             |

## Solano Partner Libraries &amp; St. Helena

## Circulation By Media

Report Printed:8/3/2022

7/1/2021 to 7/31/2021

## St. Helena Public Library

|                               | <u>CHARGES</u> | <u>RETURNS</u> | <u>RENEWALS</u> | <u>ON-SHELF<br/>RETURNS</u> |
|-------------------------------|----------------|----------------|-----------------|-----------------------------|
| Adult Book on CD              | 230            | 304            | 1               | 94                          |
| Adult Book on Tape            | 9              | 12             | 1               | 8                           |
| Adult Compact Disc            | 137            | 222            | 2               | 110                         |
| Adult Digital Audio Book      | 0              | 1              | 0               | 0                           |
| Adult Fiction                 | 906            | 1,377          | 9               | 463                         |
| Adult Non Fiction             | 773            | 1,253          | 9               | 361                         |
| Adult Paperback Book          | 0              | 1              | 0               | 0                           |
| Adult Periodical              | 20             | 21             | 0               | 48                          |
| Blu-Ray - Feature Film        | 5              | 22             | 0               | 0                           |
| Blu-Ray - Juvenile Feature    | 0              | 1              | 0               | 0                           |
| DVD - Educational             | 165            | 211            | 2               | 57                          |
| DVD - Feature Film            | 1,162          | 1,683          | 8               | 473                         |
| DVD - Foreign Language        | 15             | 27             | 0               | 0                           |
| DVD - Juvenile Educational    | 4              | 17             | 0               | 2                           |
| DVD - Juvenile Feature Film   | 266            | 278            | 6               | 154                         |
| DVD - Juvenile Spanish Lang.  | 1              | 2              | 0               | 0                           |
| Easy Reader                   | 359            | 380            | 9               | 95                          |
| Juvenile Book on CD           | 64             | 92             | 1               | 31                          |
| Juvenile Compact Disc         | 26             | 30             | 0               | 10                          |
| Juvenile Digital Audio Book   | 1              | 2              | 0               | 0                           |
| Juvenile Fiction              | 961            | 1,187          | 24              | 458                         |
| Juvenile Non-Fiction          | 437            | 734            | 15              | 207                         |
| Juvenile Paperback Book       | 152            | 176            | 2               | 115                         |
| Juvenile Spanish              | 106            | 107            | 0               | 40                          |
| Link+ Book                    | 44             | 37             | 0               | 1                           |
| Link+ Media                   | 1              | 0              | 0               | 1                           |
| Link+ Media - 1 week          | 2              | 2              | 0               | 0                           |
| Mixed Media Kit               | 3              | 6              | 0               | 2                           |
| Non-Circulating               | 2              | 2              | 0               | 7                           |
| Picture Books (EASY)          | 715            | 876            | 2               | 248                         |
| Video - Juvenile Feature Film | 0              | 1              | 0               | 0                           |
| WiFi Hotspot                  | 2              | 2              | 1               | 0                           |
| Young Adult Book on CD        | 2              | 5              | 0               | 4                           |
| Young Adult CD                | 2              | 2              | 0               | 0                           |
| Young Adult Fiction           | 172            | 262            | 4               | 94                          |
| Young Adult Non-Fiction       | 3              | 15             | 0               | 6                           |
| Young Adult Paperback book    | 38             | 37             | 0               | 23                          |
| <b>TOTAL:</b>                 | <b>6,785</b>   | <b>9,387</b>   | <b>96</b>       | <b>3,112</b>                |
| <b>GRAND TOTAL:</b>           | <b>6,785</b>   | <b>9,387</b>   | <b>96</b>       | <b>3,112</b>                |

## Programs and Attendance for July 2022

### Counting Programs

| Audience                              | Number of<br><b>in-person, onsite</b><br>program sessions | Number of<br><b>in-person, offsite</b><br>program sessions | Number of<br><b>live, virtual</b><br>program sessions | Number of<br><b>pre-recorded</b><br>program sessions |
|---------------------------------------|-----------------------------------------------------------|------------------------------------------------------------|-------------------------------------------------------|------------------------------------------------------|
| Created for Children<br>age 0-5       | 5                                                         |                                                            |                                                       |                                                      |
| Created for Children<br>age 6-11      | 9                                                         |                                                            |                                                       |                                                      |
| Created for Young Adults<br>age 12-18 | 1                                                         |                                                            |                                                       |                                                      |
| Created for Adults<br>age 19+         | 1                                                         |                                                            |                                                       |                                                      |
| Created for everyone<br>all ages      | 1                                                         |                                                            |                                                       |                                                      |

### Counting Attendees

| Audience                              | Attendance at<br><b>in-person, onsite</b><br>program sessions | Attendance at<br><b>in-person, offsite</b><br>program sessions | Attendance at<br><b>live, virtual</b><br>program sessions | Views of<br><b>pre-recorded</b><br>program sessions* |
|---------------------------------------|---------------------------------------------------------------|----------------------------------------------------------------|-----------------------------------------------------------|------------------------------------------------------|
| Created for Children<br>age 0-5       | 102                                                           |                                                                |                                                           |                                                      |
| Created for Children<br>age 6-11      | 94                                                            |                                                                |                                                           |                                                      |
| Created for Young Adults<br>age 12-18 | 10                                                            |                                                                |                                                           |                                                      |
| Created for Adults<br>age 19+         | 13                                                            |                                                                |                                                           |                                                      |
| Created for everyone<br>all ages      | 31                                                            |                                                                |                                                           |                                                      |

# COUNTER FIGURES FOR:

| SUNDAY | MONDAY                      | TUESDAY   | WEDNESDAY | THURSDAY          | FRIDAY            | SATURDAY          |
|--------|-----------------------------|-----------|-----------|-------------------|-------------------|-------------------|
|        |                             |           |           |                   | 1                 | 2                 |
|        |                             |           |           |                   | 347 <del>JA</del> | 168 <del>JA</del> |
|        |                             |           |           |                   | Canada Day (CAN)  |                   |
| 3      | 4                           | 5         | 6         | 7                 | 8                 | 9                 |
|        | HOLIDAY<br>Independence Day | 380<br>Cm | 603<br>MM | 368<br>Cm         | 351<br>Cm         | 217 <del>JA</del> |
| 10     | 11                          | 12        | 13        | 14                | 15                | 16                |
|        | 472<br>Cm                   | 287<br>Cm | 378<br>LA | 366<br>Cm         | 385<br>Cm         | 209<br>km         |
|        |                             |           | Full Moon |                   |                   |                   |
| 17     | 18                          | 19        | 20        | 21                | 22                | 23                |
|        | 359<br>Cm                   | 446<br>Cm | 427<br>LA | 425 <del>JA</del> | 403 <del>JA</del> | 157<br>km         |
| 24     | 25                          | 26        | 27        | 28                | 29                | 30                |
|        | 351<br>Cm                   | 420<br>LA | 350<br>Cm | 421<br>MP         | 499 <del>JA</del> | 232<br>MP         |
| 31     |                             |           |           |                   |                   |                   |

COUNTER COUNTS THOSE COMING AND GOING - VISITORS ARE DIVIDED BY 2

JULY 2022

VISITORS:

257

958

1045

1108

1236

4604 TOTAL



# General Ledger Monthly Operating Expense Rpt



User: Chrisk  
Printed: 8/3/2022 4:22:04 PM  
Period 01 - 02  
Fiscal Year 2023

| Acct Number     | Description                               | Budget            | Encumbered  | YTD Spent        | Available Budget  | % of Budget Available |
|-----------------|-------------------------------------------|-------------------|-------------|------------------|-------------------|-----------------------|
| <b>101</b>      | <b>General Fund</b>                       |                   |             |                  |                   |                       |
| <b>46</b>       | <b>Library</b>                            |                   |             |                  |                   |                       |
| 101-46-00-20-10 | Salary-Regular                            | 395,004.00        | 0.00        | 28,661.44        | 366,342.56        | 92.74                 |
| 101-46-00-20-20 | TempPart Time                             | 49,659.00         | 0.00        | 2,801.02         | 46,857.98         | 94.36                 |
| 101-46-00-20-30 | Overtime                                  | 0.00              | 0.00        | 126.96           | -126.96           | 0.00                  |
| 101-46-00-20-37 | Holiday Pay                               | 2,526.00          | 0.00        | 77.24            | 2,448.76          | 96.94                 |
| 101-46-00-20-40 | FICAMedicare                              | 33,387.00         | 0.00        | 2,433.97         | 30,953.03         | 92.71                 |
| 101-46-00-20-45 | Employer PERS                             | 34,508.00         | 0.00        | 2,519.90         | 31,988.10         | 92.70                 |
| 101-46-00-20-47 | PERS Unfunded Liability                   | 51,577.00         | 0.00        | 0.00             | 51,577.00         | 100.00                |
| 101-46-00-20-55 | Health Insurance                          | 95,530.00         | 0.00        | 3,842.45         | 91,687.55         | 95.98                 |
| 101-46-00-20-61 | Workers Comp                              | 26,893.00         | 0.00        | 0.00             | 26,893.00         | 100.00                |
| 101-46-00-20-65 | SDI                                       | 3,913.00          | 0.00        | 318.34           | 3,594.66          | 91.86                 |
| 101-46-00-20-75 | Deferred Comp                             | 6,961.00          | 0.00        | 160.94           | 6,800.06          | 97.69                 |
| 101-46-00-20-85 | Auto Allowance                            | <u>2,400.00</u>   | <u>0.00</u> | <u>100.00</u>    | <u>2,300.00</u>   | <u>95.83</u>          |
| <b>20</b>       | <b>Salaries &amp; Benefits</b>            | <b>702,358.00</b> | <b>0.00</b> | <b>41,042.26</b> | <b>661,315.74</b> | <b>94.16</b>          |
| 101-46-00-21-10 | Communications                            | 15,000.00         | 0.00        | 0.00             | 15,000.00         | 100.00                |
| 101-46-00-21-15 | Postage                                   | 500.00            | 0.00        | 0.00             | 500.00            | 100.00                |
| 101-46-00-21-22 | Utilities                                 | 60,000.00         | 0.00        | 0.00             | 60,000.00         | 100.00                |
| 101-46-00-21-27 | Equipment Lease Exp                       | 10,000.00         | 0.00        | 0.00             | 10,000.00         | 100.00                |
| 101-46-00-21-45 | Other Contract Services                   | 113,400.00        | 0.00        | 2,778.00         | 110,622.00        | 97.55                 |
| 101-46-00-21-55 | Training & Conference                     | <u>4,000.00</u>   | <u>0.00</u> | <u>0.00</u>      | <u>4,000.00</u>   | <u>100.00</u>         |
| <b>21</b>       | <b>Services</b>                           | <b>202,900.00</b> | <b>0.00</b> | <b>2,778.00</b>  | <b>200,122.00</b> | <b>98.63</b>          |
| 101-46-00-22-07 | Copies                                    | 3,000.00          | 0.00        | 0.00             | 3,000.00          | 100.00                |
| 101-46-00-22-12 | Computer Equipment                        | 4,250.00          | 0.00        | 0.00             | 4,250.00          | 100.00                |
| 101-46-00-22-13 | Office Supplies                           | 1,500.00          | 0.00        | 0.00             | 1,500.00          | 100.00                |
| 101-46-00-22-15 | Special Department Supplies               | <u>1,500.00</u>   | <u>0.00</u> | <u>0.00</u>      | <u>1,500.00</u>   | <u>100.00</u>         |
| <b>22</b>       | <b>Supplies</b>                           | <b>10,250.00</b>  | <b>0.00</b> | <b>0.00</b>      | <b>10,250.00</b>  | <b>100.00</b>         |
| 101-46-00-23-35 | Software Maintenance                      | <u>7,600.00</u>   | <u>0.00</u> | <u>0.00</u>      | <u>7,600.00</u>   | <u>100.00</u>         |
| <b>23</b>       | <b>Maintenance</b>                        | <b>7,600.00</b>   | <b>0.00</b> | <b>0.00</b>      | <b>7,600.00</b>   | <b>100.00</b>         |
| 101-46-00-24-25 | Taxes & Other Charges                     | <u>11,600.00</u>  | <u>0.00</u> | <u>0.00</u>      | <u>11,600.00</u>  | <u>100.00</u>         |
| <b>24</b>       | <b>Taxes, Insurances &amp; Contributi</b> | <b>11,600.00</b>  | <b>0.00</b> | <b>0.00</b>      | <b>11,600.00</b>  | <b>100.00</b>         |
| <b>00</b>       | <b>Administration</b>                     | <b>934,708.00</b> | <b>0.00</b> | <b>43,820.26</b> | <b>890,887.74</b> | <b>95.31</b>          |
| <b>218</b>      | <b>Public Library</b>                     |                   |             |                  |                   |                       |

| Acct Number     | Description                           | Budget            | Encumbered  | YTD Spent       | Available Budget  | % of Budget Available |
|-----------------|---------------------------------------|-------------------|-------------|-----------------|-------------------|-----------------------|
| <b>46</b>       | <b>Foundation Library</b>             |                   |             |                 |                   |                       |
| 218-46-00-26-40 | Furniture & Fixtures                  | <u>1,300.00</u>   | <u>0.00</u> | <u>0.00</u>     | <u>1,300.00</u>   | <u>100.00</u>         |
| <b>26</b>       | <b>Capital</b>                        | <b>1,300.00</b>   | <b>0.00</b> | <b>0.00</b>     | <b>1,300.00</b>   | <b>100.00</b>         |
| <b>00</b>       | <b>Administration</b>                 | <b>1,300.00</b>   | <b>0.00</b> | <b>0.00</b>     | <b>1,300.00</b>   | <b>100.00</b>         |
| <b>219</b>      | <b>CLSA State Library Grant</b>       |                   |             |                 |                   |                       |
| <b>46</b>       | <b>Library</b>                        |                   |             |                 |                   |                       |
| 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>         |
| <b>22</b>       | <b>Supplies</b>                       | <b>1,350.00</b>   | <b>0.00</b> | <b>0.00</b>     | <b>1,350.00</b>   | <b>100.00</b>         |
| <b>00</b>       | <b>Administration</b>                 | <b>1,350.00</b>   | <b>0.00</b> | <b>0.00</b>     | <b>1,350.00</b>   | <b>100.00</b>         |
| <b>380</b>      | <b>Friends and Foundation Library</b> |                   |             |                 |                   |                       |
| <b>46</b>       | <b>Library</b>                        |                   |             |                 |                   |                       |
| 380-46-00-20-20 | TempPart Time                         | 58,729.00         | 0.00        | 5,268.30        | 53,460.70         | 91.03                 |
| 380-46-00-20-37 | Holiday Pay                           | 2,941.00          | 0.00        | 208.85          | 2,732.15          | 92.90                 |
| 380-46-00-20-40 | FICAMedicare                          | <u>4,718.00</u>   | <u>0.00</u> | <u>419.01</u>   | <u>4,298.99</u>   | <u>91.12</u>          |
| <b>20</b>       | <b>Salaries &amp; Benefits</b>        | <b>66,388.00</b>  | <b>0.00</b> | <b>5,896.16</b> | <b>60,491.84</b>  | <b>91.12</b>          |
| 380-46-00-21-10 | Communications                        | <u>2,400.00</u>   | <u>0.00</u> | <u>0.00</u>     | <u>2,400.00</u>   | <u>100.00</u>         |
| <b>21</b>       | <b>Services</b>                       | <b>2,400.00</b>   | <b>0.00</b> | <b>0.00</b>     | <b>2,400.00</b>   | <b>100.00</b>         |
| 380-46-00-22-16 | Library Materials                     | 60,000.00         | 0.00        | 0.00            | 60,000.00         | 100.00                |
| 380-46-00-22-40 | Programming                           | 15,000.00         | 0.00        | 509.00          | 14,491.00         | 96.61                 |
| 380-46-00-22-44 | Elsie, the Library Cat                | <u>500.00</u>     | <u>0.00</u> | <u>0.00</u>     | <u>500.00</u>     | <u>100.00</u>         |
| <b>22</b>       | <b>Supplies</b>                       | <b>75,500.00</b>  | <b>0.00</b> | <b>509.00</b>   | <b>74,991.00</b>  | <b>99.33</b>          |
| <b>00</b>       | <b>Administration</b>                 | <b>144,288.00</b> | <b>0.00</b> | <b>6,405.16</b> | <b>137,882.84</b> | <b>95.56</b>          |
| <b>382</b>      | <b>Martin Estate Trust Library</b>    |                   |             |                 |                   |                       |
| <b>46</b>       | <b>Library</b>                        |                   |             |                 |                   |                       |
| 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>         |
| <b>23</b>       | <b>Maintenance</b>                    | <b>700.00</b>     | <b>0.00</b> | <b>0.00</b>     | <b>700.00</b>     | <b>100.00</b>         |
| <b>00</b>       | <b>Administration</b>                 | <b>700.00</b>     | <b>0.00</b> | <b>0.00</b>     | <b>700.00</b>     | <b>100.00</b>         |
| <b>384</b>      | <b>Tweed Trust Library</b>            |                   |             |                 |                   |                       |
| <b>46</b>       | <b>Library</b>                        |                   |             |                 |                   |                       |
| 384-46-00-22-15 | Special Department Supplies           | 5,000.00          | 0.00        | 0.00            | 5,000.00          | 100.00                |
| 384-46-00-22-16 | Library Materials                     | <u>45,000.00</u>  | <u>0.00</u> | <u>920.40</u>   | <u>44,079.60</u>  | <u>97.95</u>          |
| <b>22</b>       | <b>Supplies</b>                       | <b>50,000.00</b>  | <b>0.00</b> | <b>920.40</b>   | <b>49,079.60</b>  | <b>98.16</b>          |
| <b>00</b>       | <b>Administration</b>                 | <b>50,000.00</b>  | <b>0.00</b> | <b>920.40</b>   | <b>49,079.60</b>  | <b>98.16</b>          |
| Grand Total     |                                       | 1,132,346.00      | 0.00        | 51,145.82       | 1,081,200.18      | 0.9548                |