



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library - 1492 Library Lane
Wednesday, April 12, 2023 @ 5:00 PM
Published: Thursday, April 6, 2023 11:03 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, Vacant, 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 January 11, 2023
[Minutes Library Board of Trustees - 11 Jan 2023](#)
6. SCHEDULED MATTERS:
 - 6.1. Further discussion of the "Books & Benches" idea - David Slaby
 - 6.2. "Library of Things" Discussion - David Slaby

3 - 4

- 6.3. Open discussion of new Library Board ideas and projects - Terry Wood
- 6.4. Report from Friends & Foundation, St. Helena Public Library - Ben Hill,
Friends & Foundation, Executive Director
- 6.5. Review of Library Newsletter for April 2023 - Chris Kreiden 5 - 8
[English Library Newsletter 2023 April](#)
[Spanish Library Newsletter 2023 April](#)
- 6.6. Review of Library Statistics for January, February, and March 2023 - 9 - 19
Chris Kreiden
[Library Statistics 2023 January](#)
[Library Statistics 2023 February](#)
[Library Statistics 2023 March](#)
- 6.7. Review of Monthly Library Operating Expense Report for March 2023 - 21 - 23
Chris Kreiden
[Library Monthly Expense Report 2023 March](#)
7. ADJOURNMENT
The next regular meeting is scheduled for May 10, 2023 at 5:00 PM, St. Helena
Public Library.

This agenda was posted at City Hall, 1088 College Avenue, and at the St.
Helena Public Library, 1492 Library Lane, St. Helena on April 6, 2023.



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, January 11, 2023 @ 5:00 PM
St. Helena Library - 1492 Library Lane

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, Suzanne Roomian, 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:
 - Besides two minor leaks at the Library's front entryway, there were no additional leaks noted during the recent storms.
 - Migration to the Polaris ILS system is complete. Staff is dealing with various issues related to moving to new software however its expected that all will be resolved soon. Link+ integration is expected in March.
 - The hospital's Cancer Center now has a library card for each of its patient iPads.
5. **CONSENT ITEMS:**
 - 5.1. **Library Board of Trustees Meeting Minutes of November 9, 2022** – David moved to approve the minutes. This was seconded by Janet and the motion was approved by all Trustees.
6. **SCHEDULED MATTERS:**
 - 6.1. **Discussion about the idea of a "Main Street Stroll & Read"** – David Slaby – David described his idea of walking and reading St. Helena's Main Street utilizing the fourteen benches located there. Trustees expressed interest in the idea, which could promote the Library, reading, exercise, Main Street businesses, and community. David asked that the Board think about a name for the concept. Partners to implement and promote the idea could include Chamber of Commerce, the City's Parks & Recreation Department, Blue Zones Project and Rianda House. Lin came up with "Read & Ramble" as a possible name. Suzanne mentioned an Instagram campaign idea, "Be Caught Reading," that could help promote David's idea along with reading in general. Adding benches near the Library and down to the river was suggested. Paige thought this concept could be connected with other programs like buddy walks and English as a second language. A map with bench locations could be handed out and also put online. Trustees asked that this item be put on next month's agenda.

- 6.2. **Report from Friends & Foundation, St. Helena Public Library** – Paige Pohlers Meek, Friends & Foundation, Executive Director – Paige reported:
- About twenty glass Elsie ornaments were sold during the past holiday season. About forty ornaments are left for next year.
 - Woodhouse Chocolate donated \$500 from the sale of chocolate Elsie's during the month of October.
 - December's rare and valuable book sale at the Library brought in over \$2000.
 - Bookmark will be held on Sunday, February 26th at Tre Posti. This year there is room for only 150 seats. Up to 50 seats have already been sold. Carolyn Johnson, an award-winning journalist who in the past anchored the news for KGO-TV/ABC7 in San Francisco, is this year's moderator. Also new this year will be a "Fund a Need" benefiting the Children's Area.
 - A dance, done in partnership with the City's Parks & Recreation Department non-profit, is being planned for either September or October. Originally planned for April, it was decided to postpone because of other events happening at that time.
- 6.3. **Review of Library Newsletter for January 2023** - Chris Kreiden – Trustees reviewed the Library's upcoming events. Chris noted the new Spanish Storytime on Wednesday evenings. Upcoming events in February include: a Loteria, Upstage Napa Valley's *The Last Romance*, a Children's Tea Party, and an event focused on chocolate.
- 6.4. **Review of Library Statistics for November 2022** - Chris Kreiden – Trustees reviewed the Library's November statistics. The increase in visitor numbers when compared to the same time last year was noted.
- 6.5. **Review of Library Statistics for December 2022** - Chris Kreiden – Trustees reviewed the statistics for December. It was noted that December's digital circulations were up almost 600 from 2021. The streaming movie service Kanopy has seen a significant leap in use.
- 6.6. **Review of Monthly Library Operating Expense Report for December 2022** - Chris Kreiden – Chris apologized and shared a copy of the correct expense report for December 2022. The report included with the agenda was for December 2021; when Chris ran the report she neglected to check for which fiscal year.

7. **ADJOURNMENT** – Chairperson Terry Wood adjourned the meeting at 5:40 PM.

The January 11, 2023 regular meeting of the Library Board of Trustees minutes were adopted at the April 12, 2023 Library Board of Trustees regular meeting.

APPROVED:

ATTEST:

Terry Wood, Chairperson

Chris Kreiden, Library Director
(Staff Liaison)

APRIL 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Monthly Meditation Class: Whether you are new to meditation or have been practicing for a while, join us for this opportunity to sit with others in a supportive, comfortable environment. The session will begin with a brief period of quiet sitting, followed by a short discussion of mindfulness principles and meditation practice. We will then have a 20 minute guided meditation, led by Dr. Specterman, a local mindfulness therapist.						1 Peeps available for the Literary Peep Show While supplies last! 
2	3	4 Story Time & Crafts 10:30am	5 Magician Perry Yan 4:00pm 	6	7 Meditation Class 4:00pm 	8
9	10 	11 Story Time & Crafts 10:30am Barbara Carton Artist Reception 4:30pm	12 Spanish Story Time 4:30pm	13 Upstage Napa Valley Presents: Stage Kiss Playread 4:30pm 	14	15 Deadline to bring in your Peep Display! 
16	17 Voting Begins 	18 Story Time & Crafts 10:30am	19 Spanish Story Time 4:30pm	20 Stevenson Open Mic Poetry Night 5:30pm 	21	22
23 30	24 	25 Story Time & Crafts 10:30am Día del Niño - Day of the Child with Magical Moonshine Theater 4:30pm	26 Spanish Story Time 4:30pm	27	28  Peep Show Winners Announced!	29

St Helena Public Library

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



Literary Peeps Contest

Create a literary themed diorama using Peeps! Pick up Peeps here while supplies last or use your own. Use your imagination or ideas you find online to create a Peeps display focused on a literary theme. Whether it's a book cover, scene, book adaptation, library, book characters. Shoe boxes make the perfect display container! Starting **April 1st**, there will be peeps available to pick up while supplies last. Bring in your display no later than **April 15th**. Voting will open to the public from the **17th to the 27th**. There will be three winners! A people's choice, staff choice, and most creative!



Magician Perry Yan

Wednesday, April 5th, 4:00pm

Perry's magic show is a unique combination of sleight of hand & clean comedy. Perry is a family entertainer, which means that both Kids and Adults will have a wonderful experience throughout the show. Perry incorporates plenty of clean comedy to keep you laughing while his sleight of hand magic will leave you in awe! Plenty of audience participation.



Artist Reception for Barbara Carton

Tuesday, April 11th, 4:30pm

Napa Valley of the Moon
"I started Photography in 1979 on my first "manual" camera. I later learned the darkroom equipment to develop & print my own images. In 2005, I published 14 of my first as "Scripture Pictures" online. All these images are taken in Napa County."
Refreshments will be served.



Upstage Napa Valley: Stage Kiss Playread

Thursday, April 13th, 4:30pm

When estranged lovers are cast as romantic leads in a 1930's melodrama, the line between offstage and onstage begins to blur. Pulitzer Prize finalists Sarah Ruhl brings her unique mix of humor and intelligence to the world of romantic comedy. The play asks us to consider what is real, both in love and art.
Refreshments will be served.



Stevenson Open Mic Poetry Night

Thursday, April 20th, 5:30pm

Join the Library and the RLS Museum in celebrating spoken word and the poetry of Robert Louis Stevenson! An open mic portion will be available to recite a few works and perform new pieces! The evening will highlight several of Robert Louis Stevenson's poems and offer the opportunity for other poets to perform their works. All members of the public are invited to listen, perform, and share in this globally appreciated form of art! Contact the RLS Museum for a guaranteed performance slot! **Refreshments will be served.**



Día del Niño With Magical Moonshine Theater

Tuesday, April 25th, 4:30pm

Celebrate day of the child with us as we are entertained by the bilingual puppet show, The Golden Armadillo by Magical Moonshine Theater. This participatory play has the audience members up and helping with the puppets, playing parts and "getting dramatic" in Spanish and English, right on the spot! No previous experience needed. Fun for the whole family!
Refreshments will be served.

Events Sponsored by Friends & Foundation

ABRIL 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Clase mensual de meditación: Tanto si eres nuevo en la meditación como si llevas tiempo practicándola, únete a nosotros en esta oportunidad de sentarte con otros en un ambiente cómodo y de apoyo. La sesión comenzará con un breve período de silencio, seguido de un breve debate sobre los principios de la atención plena y la práctica de la meditación. A continuación tendremos una meditación guiada de 20 minutos, dirigida por el Dr. Specterman, un terapeuta local de mindfulness.						1 20 cajas de Peeps disponibles para el Peep Show literario Hasta que se acaben 
2	3	4 Cuentos y Manualidades 10:30am	5 Mago Perry Yan 4:00pm 	6	7 Clase de Meditación 4:00pm 	8
9	10 	11 Cuentos y Manualidades 10:30am Recepción de la artista Barbara Carton 4:30pm	12 Cuentos en Español 4:30pm	13 Upstage Napa Valley Presenta: Stage Kiss Playread 4:30pm 	14	15 Último día para traer su Peep Display! 
16	17  Votación Comienza	18 Cuentos y Manualidades 10:30am	19 Cuentos en Español 4:30pm	20 Stevenson Open Mic Noche de Poesía 5:30pm 	21	22
23 30	24 	25 Cuentos y Manualidades 10:30am Día del Niño con Magical Moonshine Theater 4:30pm	26 Cuentos en Español 4:30pm	27	28  Se anunciarán los ganadores del Peep Show	29

St Helena Public Library

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<http://www.shpl.org>



Concurso Literario de Peeps

¡Crea un diorama de temática literaria con Peeps! Recoge Peeps aquí hasta que se acaben las existencias o utiliza los tuyos propios. Usa tu imaginación o las ideas que encuentres en Internet para crear una exhibición de Peeps centrada en un tema literario. Ya sea la portada de un libro, una escena, la adaptación de un libro, una biblioteca o los personajes de un libro. Las cajas de zapatos son el recipiente perfecto. A partir del **1 de abril**, habrá Peeps disponibles para recoger hasta agotar existencias. Entregue su obra antes del **15 de abril**. La votación estará abierta al público del **17 al 27 de abril**. Habrá tres ganadores. El del público, el del personal y el más creativo.



Mago Perry Yan

miércoles 5 de abril, 4:00pm

El espectáculo de magia de Perry es una combinación única de juegos de manos y comedia limpia. Perry es un artista familiar, lo que quiere decir que tanto los niños como los adultos tendrán una experiencia maravillosa durante todo el espectáculo. Perry incluye mucha comedia limpia para mantenerte riendo mientras su magia de manos te dejará asombrado. Mucha participación del público.



Recepción de la Artista Barbara Carton - Napa Valle de la Luna

martes, 11 de abril, 4:30pm

Napa Valle de la Luna
"Empecé a fotografiar en 1979 con mi primera cámara "manual". Más tarde aprendí el equipo de cuarto oscuro para revelar e imprimir mis propias imágenes. En 2005, publiqué 14 de mis primeras como "Scripture Pictures" en línea. Todas estas imágenes están tomadas en el condado de Napa". **Se servirán refrescos.**



Upstage Napa Valley: Lectura de la obra Stage Kiss

martes 14 de marzo 4:30pm

Cuando unos amantes separados son elegidos como protagonistas románticos de un melodrama de los años 30, la línea que separa lo que está fuera del escenario de lo que está dentro empieza a difuminarse. Sarah Ruhl, finalista del Premio Pulitzer, aporta su mezcla única de humor e inteligencia al mundo de la comedia romántica. **Se servirán refrescos.**

Stevenson Open Mic Noche de Poesía

jueves 20 de abril, 5:30pm

Participa con la Biblioteca y el Museo Robert Louis Stevenson en la celebración de la palabra hablada y la poesía de Robert Louis Stevenson. Una parte de micrófono abierto estará disponible para recitar algunas obras y realizar nuevas piezas! La velada destacará varios poemas de Robert Louis Stevenson y ofrecerá la oportunidad a otros poetas de interpretar sus obras. Todo el público está invitado a escuchar, interpretar y compartir esta forma de arte apreciada en todo el mundo. Contacte el Museo RLS para obtener una entrada garantizada. **Se servirán refrescos.**

Día del Niño con Magical Moonshine Theater

martes 25 de abril, 4:30pm

Celebra el día del niño con nosotros mientras nos entretiene el espectáculo bilingüe de marionetas, El Armadillo de Oro de Magical Moonshine Theater. En esta obra participativa, los miembros del público se levantan y ayudan con las marionetas, interpretando papeles y "poniéndose dramáticos" en español e inglés, ¡justo en el momento! No se necesita experiencia previa. Diversión para toda la familia. **Se servirán refrescos.**



Eventos Patrocinados por Friends & Foundation

Item Circulation Statistics

From 1/1/2023 To 1/31/2023

St. Helena Public Library

	Checkouts	Renewals	Transactions
Audiobook	112	59	171
Blu-Ray	2	1	3
Book	2743	989	3732
DVD	702	151	853
DVD Nonfiction	81	13	94
Large Print	85	10	95
Lucky Day Book	40	0	40
Lucky Day DVD	28	0	28
Music CD	37	6	43
Passes	1	1	2
Periodicals	26	9	35
WiFi Hotspot	0	4	4
Total For Organization:	3857	1243	5100
Totals for January 2022:	6384	186	6570

DIGITAL CIRCULATION		THIS YEAR	LAST YEAR
E-BOOKS			
	Hoopla	153	94
	Overdrive	619	554
	TOTAL	772	648
AUDIOBOOKS			
	Hoopla	503	323
	Overdrive	633	562
	TOTAL	1,136	885
MOVIES & TELEVISION			
	Hoopla	144	145
	Kanopy	657	336
	TOTAL	801	481
MUSIC			
	Hoopla	16	7
	TOTAL	16	7
PERIODICALS			
	Overdrive	87	82
	TOTAL	87	82
TOTAL DIGITAL CIRCULATION		2,812	2,103

Program name	Program Date	Format (select the cell and choose from the dropdown)	Target age (choose from dropdown)	Attendance (For Recorded Programs indicate Views at 30 Days)
Mindfulness	01/05/23	Live, In-person onsite program	adult(ages 19+)	10
Christine Olivo	01/12/23	Live, In-person onsite program	adult(ages 19+)	36
Christina Julian	01/19/23	Live, In-person onsite program	all ages	64
Bob Winters	01/23/23	Live, In-person onsite program	adult(ages 19+)	35
Story Time	01/03/23	Live, In-person onsite program	ages 0-5	27
Story Time	01/10/23	Live, In-person onsite program	ages 0-5	23
Kindergarten Class Visit	01/11/23	Live, In-person onsite program	ages 6-11	18
4th Grade Class Visit	01/11/23	Live, In-person onsite program	ages 6-11	14
Story Time	01/17/23	Live, In-person onsite program	ages 0-5	15
Story Time	01/24/23	Live, In-person onsite program	ages 0-5	21
Story Time	01/31/23	Live, In-person onsite program	ages 0-5	24
Spanish Story Time	01/11/23	Live, In-person onsite program	ages 6-11	6
Spanish Story Time	01/18/23	Live, In-person onsite program	ages 6-11	2
Spanish Story Time	01/25/23	Live, In-person onsite program	ages 6-11	0
Playdough Party	01/05/23	Live, In-person onsite program	ages 0-5	14
Wellness of Tea	01/27/23	Live, In-person onsite program	adult(ages 19+)	20

COUNTER FIGURES FOR:

OF VISITORS:

985

1033

1114

1315

454

TOTAL: 4901

JANUARY 2023						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
	61050 On	462 On	487 On	327 On	174 MP	
8	9	10	11	12	13	14
	344 MP	362 On	400 MP	446 On	294 MP	221 MP
15	16	17	18	19	20	21
	452 Martin Luther King Jr. Day	545 On	398 MP	532 AD MP	488 MP	266 MP
22	23	24	25	26	27	28
	600 On	450 On	422 MP	503 MP	353 On	302 MP
29	30	31				
	388 On	521 LA				

JANUARY 2022: 3315

Item Circulation Statistics

From 2/1/2023 To 2/28/2023

St. Helena Public Library

	Checkouts	Renewals	Transactions
Audiobook	99	74	173
Blu-Ray	2	0	2
Book	2348	2599	4947
DVD	576	413	989
DVD Nonfiction	35	46	81
Kits	1	1	2
Laptop	3	1	4
Large Print	80	58	138
Lucky Day Book	32	2	34
Lucky Day DVD	48	0	48
Music CD	16	19	35
Passes	3	2	5
Periodicals	45	14	59
WiFi Hotspot	1	0	1
Total For February 2023:	3289	3229	6518
Total for February 2022:	5212	77	5289

DIGITAL CIRCULATION	THIS YEAR	LAST YEAR
E-BOOKS		
Hoopla	122	114
Overdrive	515	438
TOTAL	637	552
AUDIOBOOKS		
Hoopla	418	316
Overdrive	562	507
TOTAL	980	823
MOVIES & TELEVISION		
Hoopla	170	158
Kanopy	590	404
TOTAL	760	562
MUSIC		
Hoopla	8	9
TOTAL	8	9
PERIODICALS		
Overdrive	91	58
TOTAL	91	58
TOTAL DIGITAL CIRCULATION	2,476	2,004

Program name	Program Date	Format (select the cell and choose from the dropdown)	Target age (choose from dropdown)	Attendance (For Recorded Programs indicate Views at 30 Days)
Story Time	02/07/23	Live, In-person onsite program	ages 0-5	21
Spanish Story Time	02/08/23	Live, In-person onsite program	ages 6-11	4
Story Time	02/21/23	Live, In-person onsite program	ages 0-5	25
Story Time	02/28/23	Live, In-person onsite program	ages 0-5	13
Kindergarten Class Visit	02/01/23	Live, In-person onsite program	ages 6-11	18
4th Grade Class Visit	02/08/23	Live, In-person onsite program	ages 6-11	14
Preschool Visit	02/22/23	Live, In-person offsite program	ages 6-11	12
Upstage Napa Valley: The Last Romance	02/16/23	Live, In-person onsite program	all ages	69
Chocolate Discovery Class with CIA	02/23/23	Live, In-person onsite program	adult(ages 19+)	25
Loteria Family Game Night	02/28/23	Live, In-person onsite program	all ages	26
Mindfulness Meditation	02/05/23	Live, In-person onsite program	adult(ages 19+)	10

OF VISITORS!

828

4

5/9

911

49

TOTAL: 3807

February 2022: 3090

[illegible]

Item Circulation Statistics

From 3/1/2023 To 3/31/2023

St. Helena Public Library

	Checkouts	Renewals	Transactions
3D Object	2	0	2
Audiobook	148	134	282
Blu-Ray	4	3	7
Book	3878	3307	7185
DVD	1043	454	1497
DVD Nonfiction	72	61	133
Kit	2	0	2
Laptop	2	1	3
Large Print	86	76	162
Link+	26	0	26
Lucky Day Book	42	0	42
Lucky Day DVD	64	0	64
Music CD	64	40	104
Pass	0	5	5
Periodical	14	29	43
WiFi Hotspot	3	0	3
Totals for 2023:	5450	4110	9560
Totals for 2022:	6111	113	6224

DIGITAL CIRCULATION	THIS YEAR	LAST YEAR
E-BOOKS		
Hoopla	161	119
Overdrive	525	492
TOTAL	686	611
AUDIOBOOKS		
Hoopla	406	384
Overdrive	594	504
TOTAL	1,000	888
MOVIES & TELEVISION		
Hoopla	129	185
Kanopy	453	367
TOTAL	582	552
MUSIC		
Hoopla	7	37
TOTAL	7	37
PERIODICALS		
Overdrive	100	86
TOTAL	100	86
TOTAL DIGITAL CIRCULATION	2,375	2,174

Program name	Program Date	Format (select the cell and choose from the dropdown)	Target age (choose from dropdown)
Primary School After Hours Library Visit	03/07/23	Live, In-person onsite program	ages 6-11
Spanish Story Time	03/01/23	Live, In-person onsite program	ages 6-11
Spanish Story Time	03/08/23	Live, In-person onsite program	ages 0-5
Story Time	03/14/23	Live, In-person onsite program	ages 0-5
Spanish Story Time	03/15/23	Live, In-person onsite program	ages 6-11
Story Time	03/21/23	Live, In-person onsite program	ages 0-5
Spanish Story Time	03/22/23	Live, In-person onsite program	ages 6-11
Story Time	03/28/23	Live, In-person onsite program	ages 0-5
Spanish Story Time	03/29/23	Live, In-person onsite program	ages 6-11
4th Grade Class Visit	03/01/23	Live, In-person onsite program	ages 6-11
Kindergarten Class Visit	03/08/23	Live, In-person onsite program	ages 6-11
Milas Preschool Visit	03/29/23	Live, In-person offsite program	ages 0-5
Mindfulness Meditation	03/03/23	Live, In-person onsite program	adult(ages 19+)
Women in Music	03/09/23	Live, In-person onsite program	adult(ages 19+)
Silverado Handweavers Art Reception	03/14/23	Live, In-person onsite program	all ages
Blue Zones Cooking Demo	03/16/23	Live, In-person onsite program	adult(ages 19+)
Sanando con la Primavera	03/21/23	Live, In-person onsite program	adult(ages 19+)
123 Andres - Children's Music Group	03/28/23	Live, In-person onsite program	ages 6-11
Children's Tea Party	03/23/23	Live, In-person onsite program	ages 6-11

COUNTER FIGURES FOR:

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
			520 wp	524 wp	476 mm	236 wp
			8	9	10	11
			500 wp	560 wp	410 wp	212 wp
			15	16	17	18
			497 wp	437 wp	411 wp	204 wp
			22	23	24	25
			480 wp	524 wp	383 wp	217 wp
			29	30	31	
			497 wp	465 wp	Closed	

* COUNTS
INCOMING &
OUTGOING

MARCH 2023

OF VISITORS

878

1412

1132

1300

1003

TOTAL: 5725

MARCH 2022: 4317

General Ledger Monthly Operating Expense Rpt



User: ChrisK
Printed: 4/5/2023 4:34:22 PM
Period 01 - 11
Fiscal Year 2023

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	395,004.00	0.00	301,606.53	93,397.47	23.64
101-46-00-20-20	TempPart Time	69,659.00	0.00	42,150.26	27,508.74	39.49
101-46-00-20-30	Overtime	0.00	0.00	646.83	-646.83	0.00
101-46-00-20-37	Holiday Pay	2,526.00	0.00	791.78	1,734.22	68.65
101-46-00-20-40	FICAMedicare	33,387.00	0.00	25,857.39	7,529.61	22.55
101-46-00-20-45	Employer PERS	34,508.00	0.00	24,217.30	10,290.70	29.82
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	69,164.10	26,365.90	27.60
101-46-00-20-61	Workers Comp	26,893.00	0.00	31,174.54	-4,281.54	-15.92
101-46-00-20-65	SDI	3,913.00	0.00	3,019.20	893.80	22.84
101-46-00-20-75	Deferred Comp	6,961.00	0.00	2,897.01	4,063.99	58.38
101-46-00-20-85	Auto Allowance	<u>2,400.00</u>	<u>0.00</u>	<u>1,800.00</u>	<u>600.00</u>	<u>25.00</u>
20	Salaries & Benefits	722,358.00	0.00	503,324.94	219,033.06	30.32
101-46-00-21-10	Communications	15,000.00	0.00	2,416.04	12,583.96	83.89
101-46-00-21-15	Postage	500.00	0.00	46.66	453.34	90.67
101-46-00-21-22	Utilities	60,000.00	0.00	33,221.00	26,779.00	44.63
101-46-00-21-27	Equipment Lease Exp	10,000.00	0.00	3,429.34	6,570.66	65.71
101-46-00-21-45	Other Contract Services	113,400.00	46,380.25	57,808.60	9,211.15	8.12
101-46-00-21-55	Training & Conference	<u>4,000.00</u>	<u>0.00</u>	<u>-148.70</u>	<u>4,148.70</u>	<u>103.72</u>
21	Services	202,900.00	46,380.25	96,772.94	59,746.81	29.45
101-46-00-22-07	Copies	3,000.00	0.00	1,283.19	1,716.81	57.23
101-46-00-22-12	Computer Equipment	4,250.00	0.00	4,208.00	42.00	0.99
101-46-00-22-13	Office Supplies	1,500.00	0.00	938.11	561.89	37.46
101-46-00-22-15	Special Department Supplies	<u>1,500.00</u>	<u>0.00</u>	<u>344.20</u>	<u>1,155.80</u>	<u>77.05</u>
22	Supplies	10,250.00	0.00	6,773.50	3,476.50	33.92
101-46-00-23-35	Software Maintenance	<u>7,600.00</u>	<u>0.00</u>	<u>-2,636.88</u>	<u>10,236.88</u>	<u>134.70</u>
23	Maintenance	7,600.00	0.00	-2,636.88	10,236.88	134.70
101-46-00-24-25	Taxes & Other Charges	<u>11,600.00</u>	<u>0.00</u>	<u>12,071.86</u>	<u>-471.86</u>	<u>-4.07</u>
24	Taxes, Insurances & Contributi	11,600.00	0.00	12,071.86	-471.86	-4.07
00	Administration	954,708.00	46,380.25	616,306.36	292,021.39	30.59
218	Public Library					

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
46	Foundation Library					
218-46-00-26-40	Furniture & Fixtures	<u>1,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,300.00</u>	<u>100.00</u>
26	Capital	1,300.00	0.00	0.00	1,300.00	100.00
00	Administration	1,300.00	0.00	0.00	1,300.00	100.00
219	CLSA State Library Grant					
46	Library					
219-46-00-22-12	Computer Equipment	<u>1,350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,350.00</u>	<u>100.00</u>
22	Supplies	1,350.00	0.00	0.00	1,350.00	100.00
00	Administration	1,350.00	0.00	0.00	1,350.00	100.00
380	Friends and Foundation Library					
46	Library					
380-46-00-20-20	TempPart Time	58,729.00	0.00	39,097.79	19,631.21	33.43
380-46-00-20-37	Holiday Pay	2,941.00	0.00	2,088.50	852.50	28.99
380-46-00-20-40	FICAMedicare	<u>4,718.00</u>	<u>0.00</u>	<u>3,150.80</u>	<u>1,567.20</u>	<u>33.22</u>
20	Salaries & Benefits	66,388.00	0.00	44,337.09	22,050.91	33.22
380-46-00-21-10	Communications	<u>2,400.00</u>	<u>0.00</u>	<u>1,416.13</u>	<u>983.87</u>	<u>40.99</u>
21	Services	2,400.00	0.00	1,416.13	983.87	40.99
380-46-00-22-15	Special Department Supplies	0.00	0.00	41.18	-41.18	0.00
380-46-00-22-16	Library Materials	60,000.00	25,764.76	31,507.39	2,727.85	4.55
380-46-00-22-40	Programming	15,000.00	0.00	8,922.00	6,078.00	40.52
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>
22	Supplies	75,500.00	25,764.76	40,470.57	9,264.67	12.27
00	Administration	144,288.00	25,764.76	86,223.79	32,299.45	22.39
382	Martin Estate Trust					
46	Library					
382-46-00-23-35	Software Maintenance	<u>700.00</u>	<u>0.00</u>	<u>800.00</u>	<u>-100.00</u>	<u>-14.29</u>
23	Maintenance	700.00	0.00	800.00	-100.00	-14.29
00	Administration	700.00	0.00	800.00	-100.00	-14.29
384	Tweed Trust					
46	Library					
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	605.85	4,394.15	87.88
384-46-00-22-16	Library Materials	<u>45,000.00</u>	<u>0.00</u>	<u>21,481.01</u>	<u>23,518.99</u>	<u>52.26</u>
22	Supplies	50,000.00	0.00	22,086.86	27,913.14	55.83
00	Administration	50,000.00	0.00	22,086.86	27,913.14	55.83

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
Grand Total		1,152,346.00	72,145.01	725,417.01	354,783.98	0.3079