



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library - 1492 Library Lane
Wednesday, May 10, 2023 @ 5:00 PM
Published: Thursday, May 4, 2023 10:57 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: Deborah Claymon Boesch, Alexandra Haslip, Janet Myers, Suzanne Roomian, 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 April 12, 2023
[Minutes Library Board of Trustees 2023 April 12](#)
6. SCHEDULED MATTERS:
 - 6.1. Community outreach by Trustees - Terry Wood
 - 6.2. Open discussion of new Library Board ideas and projects - Terry Wood

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- 6.3. Report from Friends & Foundation, St. Helena Public Library - Ben Hill, Friends & Foundation, Executive Director
- 6.4. Review of Library Newsletter for May 2023 - Chris Kreiden 5 - 8
[Library Newsletter 2023 May - English](#)
[Library Newsletter 2023 May - Spanish](#)
- 6.5. Review of Library Statistics for April 2023 - Chris Kreiden 9 - 11
[Library Statistics 2023 April](#)
- 6.6. Review of Monthly Library Operating Expense Report for April 2023 - Chris Kreiden 13 - 15
[Library Monthly Expense Report 2023 April](#)
7. ADJOURNMENT
The next regular meeting is scheduled for June 14, 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 May 4, 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
St. Helena Library - 1492 Library Lane
Wednesday, April 12, 2023 @ 5:00 PM**

1. **CALL TO ORDER** – Chairperson Terry Wood called the meeting to order at 5:05 PM.
2. **ROLL CALL** – Present were:
Chair: Terry Wood
Vice Chair: David Slaby
Trustees: Alexandra Haslip, Janet Myers, Suzanne Reemian, and Lin Weber
~~City Council Member Liaison: Anna Chouteau~~
Staff Liaison: Chris Kreiden, Library Director
Also present: Ben Hill, Friends & Foundation Executive Director and Gillian Casey.
3. **PUBLIC FORUM** – No public comment was received.
4. **REPORTS BY STAFF/COMMITTEE:**
Chris introduced Ben Hill, the new Executive Director of the Friends and Foundation.

Chris reported:
 - City Council is expected to fill the vacant Library Board position at their April 25th meeting. City Council will also be presenting at the meeting a proclamation for National Library Week which is April 23-29.
 - Library of Things is growing: The Library is now officially circulating puzzles. Two backpacks from California State Parks have been received which include binoculars, a compass, a guide to identify California trees and wildflowers, and another for wildlife. Each backpack also has a California State Parks Pass. The Library will soon have 16 passes that can be checked out.
 - The Library was closed due to a staff shortage from Wednesday, February 8th till 2:00 PM Tuesday February, 14th. Six staff were out with various illnesses and another was on vacation. With only one healthy full-time employee and the limited availability of part-time staff, it wasn't possible to adequately staff the building.
 - Link+ borrowing began again on March 14th.
 - The City has started the budget process. Neither of the two currently unfunded positions are expected to be funded next fiscal year.
5. **CONSENT ITEMS:**
 - 5.1. **Library Board of Trustees Meeting Minutes January 11, 2023** – David moved to approve the minutes. The motion was seconded by Alexandra and approved by all Trustees present.
6. **SCHEDULED MATTERS:**
 - 6.1. **Further discussion of the "Books & Benches" idea** - David Slaby – David mentioned the name change from "Read & Ramble" and thanked Lin for the

suggestion. He described his idea of an art contest with students to create posters or flyers that could be put in windows of Main Street business and asked for help from the Board. Janet and Terry will work with David on the idea.

- 6.2. **"Library of Things" Discussion** - David Slaby – David asked that for the June meeting, Trustees think about items for the collection and how to acquire them. List of categories and collection policy to be discussed at future meeting.
- 6.3. **Open discussion of new Library Board ideas and projects** - Terry Wood – Terry asked Trustees to think of ideas of how to promote the Library without creating more work for staff. Lin suggested reaching out to new residents through realtors and providing information about the Library.
- 6.4. **Report from Friends & Foundation, St. Helena Public Library** - Ben Hill, Friends & Foundation, Executive Director – Ben reported:
 - Bookmark generated \$56,000 after expenses.
 - He is evaluating feedback from a post-event survey.
 - The Friends & Foundation Board is looking for new members.
 - Ben is currently working on a Spring Appeal Letter.
- 6.5. **Review of Library Newsletter for April 2023** - Chris Kreiden – Trustees reviewed the Library's upcoming events. Chris reported there were about 80 attendees at Perry Yan's magic show. Forthcoming events in May include: John McCormick discussing his book *Chinese in Napa Valley* (May 11th) and hula dancing with the Ohana Dance Group (May 18th). Planning for summer reading is underway.
- 6.6. **Review of Library Statistics for January, February, and March 2023** - Chris Kreiden – Trustees reviewed the three months of Library statistics. Chris pointed out the new format for circulation statistics provided by the Library's computer system. She noted that automatic renewals are now included in the monthly stats unlike in the old system. January's numbers were effected by the Library being off-line for almost a week during the switching of systems, at that time patrons were asked to checkout just five items at a time. February included an unexpected closure of almost a week. So far this year, visits are up about 1200 a month on average compared to the same time last year.
- 6.7. **Review of Monthly Library Operating Expense Report for March 2023** - Chris Kreiden – Trustees reviewed March's expense report.

7. **ADJOURNMENT** – Chairperson Terry Wood adjourned the meeting at 5:50 PM.

The April 12, 2023 regular meeting of the Library Board of Trustees minutes were adopted at the May 10, 2023 Library Board of Trustees regular meeting.

APPROVED:

ATTEST:

Terry Wood, Chairperson

Chris Kreiden, Library Director
(Staff Liaison)

MAY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 	2 Vivienne in Paris: Special Story Time 10:30am	3 Spanish Story Time 4:30pm	4 Demostración de Cocina con Blue Zones Project 5:30pm 	5 Meditation Class - Open to All 4:00pm 	6
7	8 	9 Story Time & Crafts 10:30am Defensible Space Around Your Home 4:30pm	10 Spanish Story Time 4:30pm	11 Chinese in Napa Valley 4:30pm	12	13
14 Reception Artist Info Napa Valley College artists from Connie Wright's non-credit visual expression art class present <i>Visual Expressions</i>	15	16 Story Time & Crafts 10:30am Connie Wright & Students Reception 4:30	17 Spanish Story Time 4:30pm	18 Hula Dancing 5:00pm 	19	20
21	22 	23 Story Time & Crafts 10:30am Brain Power - Food, Mood, & Cognition 4:30pm	24 Spanish Story Time 4:30pm	25	26 Summer Reading FUN is here! This year our theme is Find Your Voice. Discover your voice during the Summer Reading Program! All ages are encouraged to sign up for this event and use their voices to share their stories, express themselves, and spark change. Complete a combination of reading and activities to claim your prizes. The program starts May 31st and the program will last through September 2nd. We have reading programs for Adults, Teens and Children! Everyone who completes the program earns a prize! Adults and Teens have the option to participate online. Or you can pick up a booklet at the library.	27
28 	29 Memorial Day Library Closed	30 Story Time & Crafts 10:30am Planting to Attract Monarchs, Butterflies, and Pollinators 4:30pm	31 Spanish Story Time 4:30pm			

St Helena Public Library

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



Demostración de Cocina con Blue Zones Project

jueves 4 de mayo a las 5:30pm

Aprenda cómo aplicar los principios del Blue Zones Project con sus compañeros de la comunidad y nuestro equipo, para obtener opciones de cocina más saludables utilizando verduras, frutas, granos integrales, frijoles y nueces. Llevará a casa consejos para comidas y bocadillos más sabrosos y saludables que a su familia y amigos les encantarán. ¡Únase a nosotros para esta demostración de cocina para aprender a preparar deliciosos platos inspirados en el Blue Zones Project!



Hula Dancing

Thursday, May 18th at 5:00pm

Celebrate Pacific Island Heritage Month with us! Ohana Dance Group of Sacramento will transport us to the enchanting island of Hawaii with music and dance. The Ohana Dance Group is a non-profit, multi-generational hula kula where students honor the Hawaiian culture and music through traditional hula.



Defensible Space Around Your Home

Tuesday, May 9th at 4:30pm

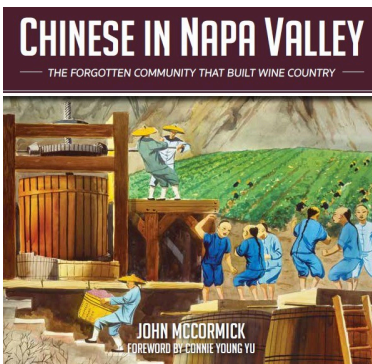
May is Wildfire Awareness Month. Shari Gardner will help you get inspired to Spring into action for your home's defensible space. Discover simple things you can do to make your home safer from wildfire. You can have a beautiful yard that is also fire-wise. Learn about funds available to help with your defensible space. Shari Gardner is the Wildfire Preparedness Director for Napa Fire Wise.



Brain Power - Food, Mood, & Cognition

Tuesday, May 23rd at 4:30pm

Discover the power of the gut brain connection and understand how to use food to support healthy aging. Learn more about how you can protect your brain through all the stages of your life. Taught by Holistic Nutrition Consultant and Educator Mary Sheila Gonnella. She is certified in Ayurveda, Holistic Nutrition, and has taught nutrition at Bauman College, as well as several classes throughout Sonoma and Napa Counties.

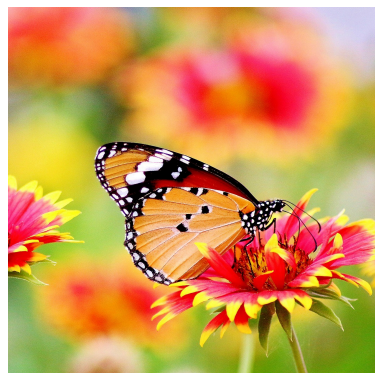


Chinese in Napa Valley

Thursday, May 11th at 4:30pm

Join author John McCormick as he uncovers the forgotten contributions of the Chinese people in California's most famous wine region. This presentation explores the contributions Chinese laborers made, and the hardships they faced, in the Napa Valley from 1870-1900.

Refreshments will be served.



Planting to Attract Monarchs, Butterflies, and Pollinators.

Tuesday, May 30th at 4:30th

UC Master Gardeners will help you learn how to create and maintain a year-round habitat for butterflies and other pollinators in your garden. We will cover plants for nectar and food and other features that will support, feed and to keep our pollinators happy. Invite them in and keep them coming back to visit your home garden.

Events Generously Sponsored by Friends & Foundation

MAYO 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 	2 Vivienne en París: Cuento Especial 10:30am	3 Cuentos en Español 4:30pm	4 Demostración de Cocina con Blue Zones Project 5:30pm	5 Clase de meditación - Abierta a todos (en inglés) 4:00pm 	6
7	8 	9 Cuentos y manualidades 10:30am Defensible Space Around Your Home 4:30pm	10 Cuentos en Español 4:30pm	11 Chinos en el Valle de Napa 4:30pm	12	13
14 Reception Artist Info Los artistas del Napa Valley College de la clase de arte de expresión visual sin créditos de Connie Wright presentan <i>Expresiones Visuales</i>	15	16 Cuentos y manualidades 10:30am Recepción de Connie Wright & Estudiantes 4:30	17 Cuentos en Español 4:30pm	18 Baile Hula 4:30pm 	19	20 
21	22 	23 Cuentos y manualidades 10:30am Brain Power - Alimentación, estado de ánimo y cognición 4:30pm	24 Cuentos en Español 4:30pm	25	26 ¡Ya está aquí la LECTURA DIVERTIDA de verano! Este año nuestro tema es Encuentra tu voz. ¡Descubre tu voz durante el Programa de Lectura de Verano! Animamos a todas las edades a que se apunten a este evento y utilicen sus voces para compartir sus historias, expresarse e impulsar el cambio. Completa una combinación de lectura y actividades para reclamar tus premios. El programa comienza el 31 de mayo y durará hasta el 2 de septiembre. Tenemos programas de lectura para adultos, adolescentes y niños. Todos los que completen el programa ganarán un premio. Adultos y Adolescentes tienen la opción de participar en línea. O puede recoger un folleto en la biblioteca.	27
28 	29 Día de los Caídos Biblioteca Cerrada	30 Cuentos y manualidades 10:30am Plantar para Atraer Monarcas, Mariposas y Polinizadores 4:30pm	31 Cuentos en Español 4:30pm			

St Helena Public Library

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Demostración de Cocina con Blue Zones Project

jueves 4 de mayo a las 5:30pm

Aprenda cómo aplicar los principios del Blue Zones Project con sus compañeros de la comunidad y nuestro equipo, para obtener opciones de cocina más saludables utilizando verduras, frutas, granos integrales, frijoles y nueces. Llevará a casa consejos para comidas y bocadillos más sabrosos y saludables que a su familia y amigos les encantarán. ¡Únase a nosotros para esta demostración de cocina para aprender a preparar deliciosos platos inspirados en el Blue Zones Project!



Espacio Defendible Alrededor de su Casa

martes 9 de mayo a las 4:30pm

Mayo es el mes de alerta de incendios forestales. Shari Gardner le ayudará a inspirarse para la primavera en acción para el espacio defendible de su casa. Cosas simples que usted puede hacer para que su hogar sea más seguro contra incendios forestales. Usted puede tener una hermosa, patio que también es fuego-sabio, Aprenda acerca de los fondos disponibles para ayudar con su espacio defendible Shari Garden es la Directora de Preparación para Incendios Forestales de Napa Fire Wise.



Baile Hula

jueves 18 de mayo a las 5:00pm

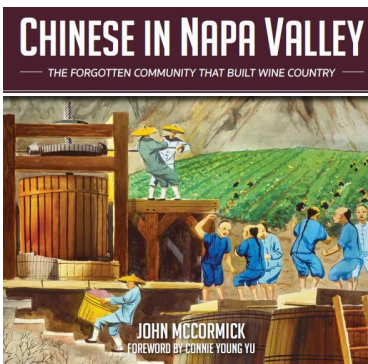
¡Celebra con nosotros el Mes de la Herencia de las Islas del Pacífico! Ohana Dance Group de Sacramento nos transportará a la encantadora isla de Hawai con música y danza. El Ohana Dance Group es un hula kula multigeneracional en el que los alumnos honran la cultura y la música hawaianas a través del hula tradicional.



Brain Power: Alimentación, estado de ánimo y cognición

martes 23 de mayo a las 5:30pm

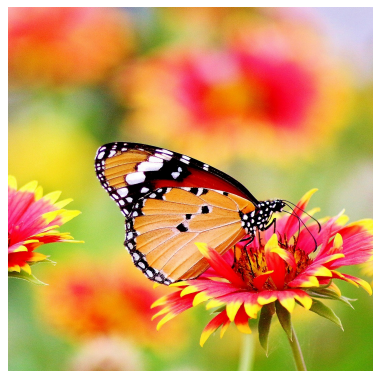
Descubra el poder de la conexión intestino-cerebro y comprenda cómo utilizar los alimentos para favorecer un envejecimiento saludable. Aprenda más sobre cómo puede proteger su cerebro a través de todas las etapas de su vida. La Consultora y Educadora en Nutrición Holística Mary Sheila está certificada en Ayurveda, Nutrición Holística, y ha enseñado nutrición en Bauman College, así como varias clases en todo el condado de Sonoma y Napa. Este evento será en Inglés.



Chinos en el Valle de Napa

jueves 11 de mayo a las 4:30pm

Chinos en el Valle de Napa: La comunidad olvidada que construyó el Valle de Napa. Acompaña al autor John McCormick en su descubrimiento de las contribuciones olvidadas del pueblo chino en la región del vino más famosa de California. Esta presentación explora las contribuciones de los trabajadores chinos y las dificultades a las que se enfrentaron en el valle de Napa entre 1870 y 1900. **Se servirán refrescos.**



Plantar para Atraer Monarcas, Mariposas y Polinizadores

martes 30 de mayo a las 4:30pm

UC Master Gardeners le ayudará a aprender cómo crear y mantener un hábitat durante todo el año para las mariposas y otros polinizadores en su jardín. Cubriremos plantas para néctar y alimento y otras características que apoyarán, alimentarán y mantendrán felices a nuestros polinizadores. Invítelos a entrar y haga que vuelvan a visitar su jardín de casa. Este evento será en inglés.

Eventos Patrocinados Por Friends & Foundation

Item Circulation Statistics

From 4/1/2023 To 4/30/2023

St. Helena Public Library

	Checkouts	Renewals	Transactions
3D Object	7	0	7
Audiobook	168	118	286
Blu-Ray	4	2	6
Book	3156	3650	6806
DVD	848	533	1381
DVD Nonfiction	46	44	90
Kit	1	2	3
Laptop	0	2	2
Large Print	77	48	125
Link+	37	17	54
Lucky Day Book	38	0	38
Lucky Day DVD	43	0	43
Music CD	64	31	95
Pass	1	4	5
Periodical	31	19	50
WiFi Hotspot	5	0	5
Total For 2023:	4526	4470	8996
Total For 2022:	6321	86	6407

DIGITAL CIRCULATION	THIS YEAR	LAST YEAR	PROVIDER	TOTAL
E-BOOKS			Hoopla	753
	126	101	Kanopy	389
	528	484	Overdrive	1134
TOTAL	654	585		2276
AUDIOBOOKS				
	427	356		
	522	513		
TOTAL	949	869		
MOVIES & TELEVISION				
	185	163		
	389	302		
TOTAL	574	465		
MUSIC				
	15	20		
TOTAL	15	20		
PERIODICALS				
	84	74		
TOTAL	84	74		
TOTAL DIGITAL CIRCULATION	2,276	2,013		

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)
Perry Yan Magician	04/05/23	Live, In-person onsite program	all ages	83
Mindfull Meditation	04/07/23	Live, In-person onsite program	adult(ages 19+)	4
Artist Reception	04/11/23	Live, In-person onsite program	adult(ages 19+)	13
Upstage Napa Valley: Stage Kiss Playread	04/13/23	Live, In-person onsite program	all ages	36
RLS Open Poetry Mic	04/20/23	Live, In-person onsite program	all ages	25
Dia Del Nino - Magical Moonshine Theatre	04/25/23	Live, In-person onsite program	all ages	43
Story Time	04/04/23	Live, In-person onsite program	ages 0-5	22
Story Time	04/11/23	Live, In-person onsite program	ages 0-5	17
Spanish Story Time	04/12/23	Live, In-person onsite program	ages 6-11	2
Story Time	04/18/23	Live, In-person onsite program	ages 0-5	14
Spanish Story Time	04/19/23	Live, In-person onsite program	ages 0-5	2
Story Time	04/25/23	Live, In-person onsite program	ages 0-5	14
Preschool for All After Hours Story Time	04/18/23	Live, In-person onsite program	ages 0-5	23
Kindergarten Class Visit	04/05/23	Live, In-person onsite program	ages 6-11	22
4th Grade Class Visit	04/12/23	Live, In-person onsite program	ages 0-5	18

OF VISITS

170

1275

1230

1102

892

TOTAL: 4777

APRIL 2022: 4802

General Ledger Monthly Operating Expense Rpt



User: ChrisK
Printed: 5/3/2023 3:39:51 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	332,250.17	62,753.83	15.89
101-46-00-20-20	TempPart Time	69,659.00	0.00	46,965.60	22,693.40	32.58
101-46-00-20-30	Overtime	0.00	0.00	802.53	-802.53	0.00
101-46-00-20-37	Holiday Pay	2,526.00	0.00	872.28	1,653.72	65.47
101-46-00-20-40	FICAMedicare	33,387.00	0.00	28,611.01	4,775.99	14.30
101-46-00-20-45	Employer PERS	34,508.00	0.00	26,888.46	7,619.54	22.08
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	76,849.00	18,681.00	19.56
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	3,299.10	613.90	15.69
101-46-00-20-75	Deferred Comp	6,961.00	0.00	3,218.90	3,742.10	53.76
101-46-00-20-85	Auto Allowance	<u>2,400.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>400.00</u>	<u>16.67</u>
20	Salaries & Benefits	722,358.00	0.00	552,931.59	169,426.41	23.45
101-46-00-21-10	Communications	15,000.00	0.00	2,487.20	12,512.80	83.42
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	44,349.35	15,650.65	26.08
101-46-00-21-27	Equipment Lease Exp	10,000.00	0.00	3,819.07	6,180.93	61.81
101-46-00-21-45	Other Contract Services	113,400.00	46,380.25	63,436.60	3,583.15	3.16
101-46-00-21-55	Training & Conference	<u>4,000.00</u>	<u>0.00</u>	<u>139.40</u>	<u>3,860.60</u>	<u>96.52</u>
21	Services	202,900.00	46,380.25	114,278.28	42,241.47	20.82
101-46-00-22-07	Copies	3,000.00	0.00	1,433.05	1,566.95	52.23
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	993.62	506.38	33.76
101-46-00-22-15	Special Department Supplies	<u>1,500.00</u>	<u>0.00</u>	<u>415.89</u>	<u>1,084.11</u>	<u>72.27</u>
22	Supplies	10,250.00	0.00	7,050.56	3,199.44	31.21
101-46-00-23-35	Software Maintenance	<u>7,600.00</u>	<u>0.00</u>	<u>-1,291.88</u>	<u>8,891.88</u>	<u>117.00</u>
23	Maintenance	7,600.00	0.00	-1,291.88	8,891.88	117.00
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	685,040.41	223,287.34	23.39
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	43,101.35	15,627.65	26.61
380-46-00-20-37	Holiday Pay	2,941.00	0.00	2,297.35	643.65	21.89
380-46-00-20-40	FICAMedicare	<u>4,718.00</u>	<u>0.00</u>	<u>3,473.06</u>	<u>1,244.94</u>	<u>26.39</u>
20	Salaries & Benefits	66,388.00	0.00	48,871.76	17,516.24	26.38
380-46-00-21-10	Communications	<u>2,400.00</u>	<u>0.00</u>	<u>1,816.23</u>	<u>583.77</u>	<u>24.32</u>
21	Services	2,400.00	0.00	1,816.23	583.77	24.32
380-46-00-22-15	Special Department Supplies	0.00	0.00	219.98	-219.98	0.00
380-46-00-22-16	Library Materials	60,000.00	25,764.76	39,641.77	-5,406.53	-9.01
380-46-00-22-40	Programming	15,000.00	0.00	10,215.68	4,784.32	31.90
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	50,077.43	-342.19	-0.45
00	Administration	144,288.00	25,764.76	100,765.42	17,757.82	12.31
382	Martin Estate Trust Library					
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 Library					
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	808,692.69	271,508.30	0.2356