



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library, 1492 Library Lane, St.
Helena CA 94574
Wednesday, October 15, 2025 @ 5:00 PM**

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.

Members of the public and other parties are welcome to email their comments to the Staff Liaison Mara Strickler at mstrickler@cityofstheleena.gov. All public comments must be received three hours prior to the meeting. All other public comments received after the deadline will be attached to the item the next business day or soon thereafter. Public comments will not be read out loud but will be publicly available and attached to the online agenda.

Page

1. CALL TO ORDER

2. ROLL CALL

Chair: ~~Deborah Claymon Boesch~~

Vice Chair: Gillian Casey

Trustees: Courtenay Fletcher, Jonathan Furuta, Dana Johnson, Juana Navarro, Jack Stuart

Youth Advisory Member: Jacob Zuniga

Staff Liaison: Mara Strickler, Deputy Director of Community Services - Library

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.

3.1.

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, City Librarian

[FFSHPL Report to SHPLBOT 2025 10 15 Meeting](#)

3 - 4

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.**

4.1.

CEQA Determination: Not a CEQA project

5 - 12

Prepared By: Mara Strickler, City Librarian

[CCBoardReport 2025-September](#)

[2025.10 Print English](#)

[2025.10 Print Spanish](#)

[2526 Monthly Expense Report Library 10.6.25](#)

[09 California Public Libraries Survey Fiscal 2026 answers](#)

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 9/10/25

13 - 14

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, City Librarian

[25.09.10 DRAFT Library Board Meeting Minutes](#)

6. SCHEDULED MATTERS:

6.1. Review of Summer Library Program

15

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, City Librarian

[Summer Library Program 2025](#)

6.2. Review of 2425 Fiscal Report

16 - 18

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, City Librarian

[Annual Expense Report 10062025](#)

6.3. Discussion of Library as it Relates to the Sale of City Properties

CEQA Determination: Not a CEQA project

Prepared By: Mara Strickler, City Librarian

7. ADJOURNMENT

The next regular meeting is scheduled for November 12, 2025 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 October 10, 2025.

Mara Strickler, Deputy Director of Community Services - Library

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.

FRIENDS&FOUNDATION ST. HELENA PUBLIC LIBRARY

Report on behalf of the Board of Directors of Friends & Foundation, St. Helena Public Library

St. Helena Public Library Board of Trustees Board: Wednesday, October 15, 2025

Friends & Foundation Purpose and Practice

Friends & Foundation, St. Helena Public Library (FFSHPL) is a public charity that benefits the St. Helena Public Library through fundraising and advocacy. The organization gathers and stewards donations, and makes grants that enhance the Library's capacity beyond what is paid for by municipal allocations. The Foundation's aim is to add to the lives of all who use Library, now and in the future. The City Librarian and others in Library Leadership are our guides regarding what is needed. Much of our funding is restricted in how it can be used. We review and refine our own operations for professionalism and efficiency. Donations are gratefully received. Learn more at www.shplfoundation.org

Board of Directors FY26

Officers: Lisa Camp, President; Kate Clavijo, Treasurer; Paige Pohlers Meek, Secretary

Directors at-large: Nathan Anulo; Rhonda Diaz Caldewey; Jason Daniels; Laura Levy Shatkin; Zia Wesley

Grants to Benefit the Library

Grateful for contributions from our community that enable us to do so, Friends & Foundation are excited to issue the following grants in fiscal year that ends in June 2026:

- Annual Support Grants: \$140,000 for established categories of expenses such as program costs, printed materials, digital services, tech materials, hourly staff who enable the Library to stay open into the evening and on Saturdays.
- Harris Opportunity Grants: two grants per year, for up to \$10,000 total. For one-time unbudgeted same-year expenses, each to be announced when awarded. This new grant type is funded by the Rosalie Harris Trust.

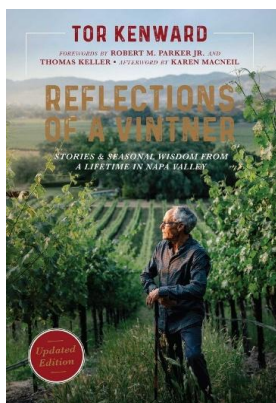
In response to input from City Librarian Mara Strickler, we are shaping Library Staff Learning Grants that are intended to begin in the fiscal year that ends June 2027. Such grants reflect the importance and value of cultivating the knowledge and skills of Library personnel.

In future years, Friends & Foundation looks forward to dialogue with Library Leadership regarding when and how the Library will best benefit from Major Grants that would ensure long-term success for the Library.

Select Current Activities

- Autumn Ticketed Event: Thursday, November 13, from 5:30 to 7:30 PM, come for a reception and conversation between Tor Kenward and Andy Beckstoffer. The occasion is the release of Tor's revised best-selling memoir, *Reflections of a Vintner: Stories and Seasonal Wisdom from a Lifetime in Napa Valley*

FRIENDS&FOUNDATION ST. HELENA PUBLIC LIBRARY



Do you have questions or comments for the Foundation? Are you curious about service on the Board of Directors?

I'd love to hear from you.

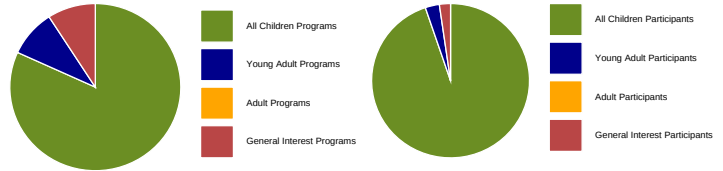
Yo hablo un poco de español.

Deanna M. Griffin, Executive Director

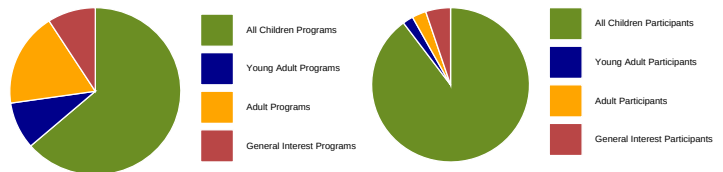
deanna.griffin@shplfoundation.org | 707 804 9675

St. Helena Public Library
July, 2025 - September, 2025

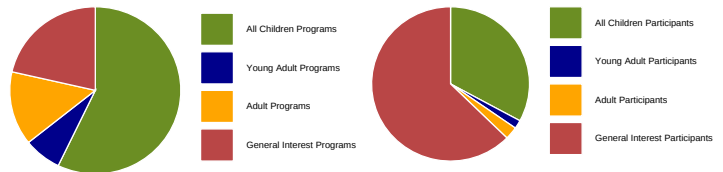
July					
Overview					
All Children Programs	9	81.82%	All Children Participants	458	94.82%
Young Adult Programs	1	9.09%	Young Adult Participants	14	2.9%
Adult Programs	0	0%	Adult Participants	0	0%
General Interest Programs	1	9.09%	General Interest Participants	11	2.28%
Total Programs	11		Total Participants	483	



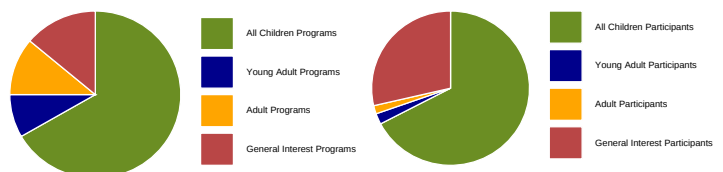
August					
Overview					
All Children Programs	7	63.64%	All Children Participants	247	89.82%
Young Adult Programs	1	9.09%	Young Adult Participants	6	2.18%
Adult Programs	2	18.18%	Adult Participants	8	2.91%
General Interest Programs	1	9.09%	General Interest Participants	14	5.09%
Total Programs	11		Total Participants	275	



September					
Overview					
All Children Programs	8	57.14%	All Children Participants	186	32.92%
Young Adult Programs	1	7.14%	Young Adult Participants	10	1.77%
Adult Programs	2	14.29%	Adult Participants	15	2.65%
General Interest Programs	3	21.43%	General Interest Participants	354	62.65%
Total Programs	14		Total Participants	565	



Year in Review					
Overview					
All Children Programs	24	66.67%	All Children Participants	891	67.35%
Young Adult Programs	3	8.33%	Young Adult Participants	30	2.27%
Adult Programs	4	11.11%	Adult Participants	23	1.74%
General Interest Programs	5	13.89%	General Interest Participants	379	28.65%
Total Programs	36		Total Participants	1323	



OCTOBER 2025

ST. HELENA PUBLIC LIBRARY

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Marvin Humphrey Artist Reception 4:30pm 	3	4
6	7 Story Time 10:30am Seed Harvesting 4:00pm 	8	9	10	11
13	14 Story Time 10:30am	15 Graphic Novel Book Club 3:00pm  Library Board Meeting 5:00pm	16	17	18 Library Hours for Harvest Festival 10:00am - 3:00pm
20	21 Story Time 10:30am  The Traditions of the Mishewal Wappo Tribe 4:00pm	22	23	24	25 Ofrenda Making Workshop 1:00pm 
27	28 Story Time 10:30am	29	30 Books on Wine 5:00pm 	31  Halloween Fun House for Children	

St Helena Public Library

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

Library Hours

Monday - Friday
10:00 a.m. - 6:00 p.m.

Saturday
12:00 p.m. - 5:00 p.m.

Sunday
Closed

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Marvin Humphrey Artist Reception

Thursday, October 2nd
4:30 p.m. - 5:30 p.m.

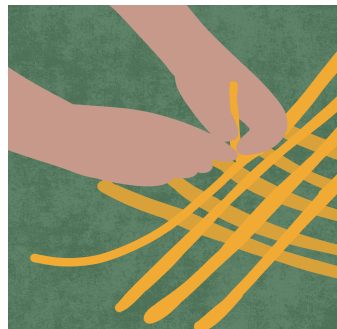
A painting should relate to the pleasures of seeing; be it the enjoyment one gets from viewing a beautiful scene outdoors, an object or objects, or anything which connects positively with the brain.



Seed Harvesting

Tuesday, October 7th
4:00 p.m. - 5:00 p.m.

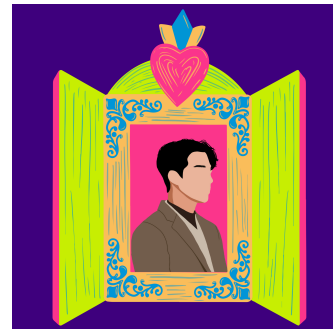
Lauren Muscatine from Napa County Seed Library will guide us through seed harvesting. Seed saving is vital to preserving cultural traditions, the health of the environment, and sustaining communities by producing next season's harvest. Join us!



The Traditions of the Mishewal Wappo Tribe

Tuesday, October 21st
4:00 p.m. - 5:00 p.m.

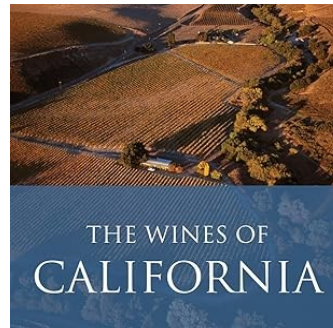
Join the library for a hands-on cultural demonstration of artifacts and their uses by Tektek, a descendant of the first peoples of the Napa Valley.



Ofrenda Making Workshop

Saturday, October 25
1:00 p.m. - 3:00 p.m.

Guest artist Yadira L. Cazares from Art-X-Course will conduct this guided workshop that will guide through making your own ofrenda. Please bring any small 1 inch - 5 inch items that hold memories to add to your ofrenda. Photographs, small toys, and replicas of items work perfectly. Paint, paper, glue, scissors, brushes will be provided. Program is for adults. Registration Required.



Books on Wine

Wednesday, October 30th
5:00 p.m.

The Napa Valley Wine Library Association Presents Books on Wine with Elaine Chukan Brown, AKA Hawk Wakawaka. Includes Book Sales and Signing with the author.



Halloween Fun House for Children

October 31st - November 1st
During regular Library hours

We've gone all out for our Halloween Fun House! Come explore our very own Halloween Land in the meeting room.

Events Supported by the Friends & Foundation of the St. Helena Public Library

octubre 2025

BIBLIOTECA PÚBLICA DE ST. HELENA

lunes	martes	miércoles	jueves	viernes	sábado
		1	2 Recepción del artista Marvin Humphrey 4:30pm 	3	4
6	7 Cuentos y Manualidades 10:30am Cosecha de semillas 4:00pm 	8	9	10	11
13	14 Cuentos y Manualidades 10:30am	15 Club de novelas gráficas 3:00pm  Library Board Meeting 5:00pm	16	17	18 Horario de la biblioteca durante Harvest Festival 10:00am - 3:00pm
20	21 Cuentos y Manualidades 10:30am Las tradiciones de la tribu Mishewal Wappo 4:00pm 	22	23	24	25 Crea un altar 1:00pm 
27	28 Cuentos y Manualidades 10:30am	29	30 Libros sobre vino 5:00pm 	31  Casa de diversión de Halloween para niños	

St Helena Public Library

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

Horario de la biblioteca

lunes - viernes
10:00 a.m. - 6:00 p.m.

sábado
12:00 p.m. - 5:00 p.m.

domingo
cerrado

myLIBRO

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aplicación!



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línea para hacer
tareas con una
combinación de
ayuda personalizada,
preparación de
exámenes y asistencia
en la escritura.



Recepción del artista Marvin Humphre

jueves 2 de octubre
4:30 p.m. - 5:30 p.m.

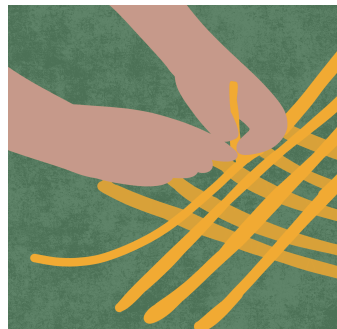
Una pintura debe estar relacionada con el placer de ver; ya sea el disfrute que se obtiene al contemplar un hermoso paisaje al aire libre, un objeto u objetos, o cualquier cosa que conecte positivamente con el cerebro.



Cosecha de semillas

martes 7 de octubre
4:00 p.m. - 5:00 p.m.

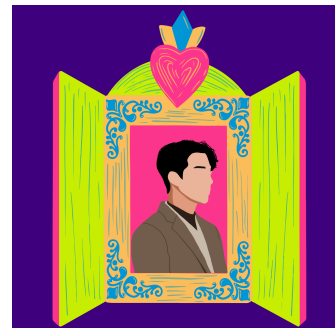
Lauren Muscatine, de la Biblioteca de Semillas del Condado de Napa, nos guiará en la cosecha de semillas. La conservación de semillas es fundamental para preservar las tradiciones culturales, la salud del medio ambiente y el sostenimiento de las comunidades mediante la producción de la cosecha de la próxima temporada.



Las tradiciones de la tribu Mishewal Wappo

martes 21 de octubre
4:00 p.m. - 5:00 p.m.

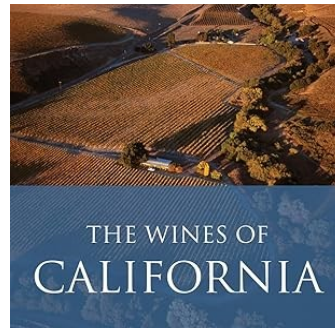
Acompañe a la biblioteca en una demostración cultural práctica de artefactos y sus usos a cargo de Tektek, descendiente de los primeros pueblos del valle de Napa.



Crea un altar

sábado 25 de octubre
1:00 p.m. - 3:00 p.m.

La artista Yadira L. Cazares, de Art-X-Course, dirigirá este taller guiado en el que aprenderás a crear tu propia ofrenda, un altar en miniatura hecho a mano con objetos que la persona fallecida amaba en vida, para conmemorar a tus seres queridos. **Es necesario registrarse. El programa es para adultos.**



Libros sobre vino

miércoles 30 de octubre
5:00 p.m.

La Asociación de Bibliotecas del Vino del Valle de Napa presenta libros sobre vino con Elaine Chukan Brown, también conocida como Hawk Wakawaka. Incluye venta de libros y firma de libros con la autora.



Casa de diversión de Halloween para niños

31 de octubre y 1 de noviembre
Durante el horario usual de la biblioteca

Hemos puesto todo nuestro entusiasmo en nuestro Salón de Halloween. Ven a explorar nuestra propia Tierra de Halloween en la sala de juntas.

Con el apoyo de los Amigos y la Fundación de la Biblioteca Pública de St. Helena

General Ledger Monthly Operating Expense Rpt



User: mstrickler@shpl.org
Printed: 10/6/2025 8:51:04 PM
Period 01 - 13
Fiscal Year 2026

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	423,151.00	0.00	118,558.99	304,592.01	71.98
101-46-00-20-20	TempPart Time	74,144.00	0.00	18,150.96	55,993.04	75.52
101-46-00-20-30	Overtime	3,500.00	0.00	0.00	3,500.00	100.00
101-46-00-20-37	Holiday Pay	2,840.00	0.00	377.91	2,462.09	86.69
101-46-00-20-40	FICAMedicare	39,273.00	0.00	10,234.83	29,038.17	73.94
101-46-00-20-45	Employer PERS	37,152.00	0.00	9,123.13	28,028.87	75.44
101-46-00-20-47	PERS Unfunded Liability	48,737.00	0.00	0.00	48,737.00	100.00
101-46-00-20-55	Health Insurance	130,744.00	0.00	29,978.96	100,765.04	77.07
101-46-00-20-61	Workers Comp	37,156.00	0.00	37,644.47	-488.47	-1.31
101-46-00-20-65	SDI	5,078.00	0.00	1,383.08	3,694.92	72.76
101-46-00-20-75	Deferred Comp	8,301.00	0.00	1,310.37	6,990.63	84.21
101-46-00-20-85	Auto Allowance	2,400.00	0.00	700.00	1,700.00	70.83
101-46-00-20-96	Education Reimbursement	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>100.00</u>
20	Salaries & Benefits	813,976.00	0.00	227,462.70	586,513.30	72.06
101-46-00-21-10	Communications	9,500.00	0.00	2,091.10	7,408.90	77.99
101-46-00-21-15	Postage	500.00	0.00	0.00	500.00	100.00
101-46-00-21-22	Utilities	70,000.00	0.00	10,969.73	59,030.27	84.33
101-46-00-21-27	Equipment Lease Exp	10,000.00	0.00	463.95	9,536.05	95.36
101-46-00-21-45	Other Contract Services	110,000.00	0.00	14,500.77	95,499.23	86.82
101-46-00-21-53	Memberships & Publications	1,000.00	0.00	0.00	1,000.00	100.00
101-46-00-21-55	Training & Conference	<u>7,000.00</u>	<u>0.00</u>	<u>-1,200.00</u>	<u>8,200.00</u>	<u>117.14</u>
21	Services	208,000.00	0.00	26,825.55	181,174.45	87.10
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	5,000.00	0.00	0.00	5,000.00	100.00
101-46-00-22-13	Office Supplies	1,500.00	0.00	91.30	1,408.70	93.91
101-46-00-22-15	Special Department Supplies	6,200.00	0.00	251.25	5,948.75	95.95
101-46-00-22-16	Library Materials	<u>2,400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,400.00</u>	<u>100.00</u>
22	Supplies	18,100.00	0.00	342.55	17,757.45	98.11
101-46-00-23-11	Maint Office Equip	5,600.00	0.00	0.00	5,600.00	100.00
101-46-00-23-35	Software Maintenance	<u>9,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,000.00</u>	<u>100.00</u>
23	Maintenance	14,600.00	0.00	0.00	14,600.00	100.00
101-46-00-24-25	Taxes & Other Charges	<u>12,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>12,500.00</u>	<u>100.00</u>

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
24	Taxes, Insurances & Contributi	12,500.00	0.00	0.00	12,500.00	100.00
00	Administration	1,067,176.00	0.00	254,630.80	812,545.20	76.14
380	Friends and Foundation Library					
46	TempPart Time	60,000.00	0.00	18,201.38	41,798.62	69.66
380-46-00-20-20	Holiday Pay	2,710.00	0.00	515.02	2,194.98	81.00
380-46-00-20-40	FICAMedicare	4,797.00	0.00	1,431.79	3,365.21	70.15
20	Salaries & Benefits	67,507.00	0.00	20,148.19	47,358.81	70.15
380-46-00-21-10	Communications	2,093.00	0.00	160.04	1,932.96	92.35
21	Services	2,093.00	0.00	160.04	1,932.96	92.35
380-46-00-22-16	Library Materials	60,400.00	0.00	13,253.87	47,146.13	78.06
380-46-00-22-40	Programming	0.00	0.00	8,259.65	-8,259.65	0.00
380-46-00-22-41	Youth Programs	5,000.00	0.00	0.00	5,000.00	100.00
380-46-00-22-42	Spanish Language Programs	2,500.00	0.00	535.00	1,965.00	78.60
380-46-00-22-43	Adult Programs	2,500.00	0.00	0.00	2,500.00	100.00
22	Supplies	70,400.00	0.00	22,048.52	48,351.48	68.68
380-46-00-23-35	Software Maintenance	10,000.00	0.00	0.00	10,000.00	100.00
23	Maintenance	10,000.00	0.00	0.00	10,000.00	100.00
00	Administration	150,000.00	0.00	42,356.75	107,643.25	71.76
382	Martin Estate Trust Library					
46	Software Maintenance	936.00	0.00	0.00	936.00	100.00
23	Maintenance	936.00	0.00	0.00	936.00	100.00
00	Administration	936.00	0.00	0.00	936.00	100.00
384	Tweed Trust Library					
46	Library Materials	52,000.00	0.00	6,813.07	45,186.93	86.90
384-46-00-22-16						
22	Supplies	52,000.00	0.00	6,813.07	45,186.93	86.90
00	Administration	52,000.00	0.00	6,813.07	45,186.93	86.90
Grand Total		1,270,112.00	0.00	303,800.62	966,311.38	0.7608

Category	FieldName	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Library Staff	Total number of volunteers													13
Library Staff	Total hours volunteered in the reporting year	118	98	PENDING										216
Library Services	Library Visits	5805	5197	5535										16537
Library Services	Reference Transactions	471	506	402										1379
Library Services	Total Circulation of all physical items	10312	9786	9084										29182
Library Services	Circulation of Children's Materials	5000	4604	4271										13875
Library Services	Circulation of Non English Materials	268	167	148										583
Library Services	Circulation of internet-enabled devices	2	0	4										6
Library Services	Circulation of hotspots	3	4	5										12
Library Services	Circulation of all other Physical Items	46	50	43										139
Library Services	ILL Loans to others	1226	1283	1251										3760
Library Services	ILL Loans received from others	2746	2748	2822										8316
Library Services	eBook Circulation	851	1059	898										2808
Library Services	eSerial Circulation	389	413	455										1257
Library Services	eAudio Circulation	1490	1241	1149										3880
Library Services	eVideo Circulation	849	910	740										2499
Library Services	Total eMaterial Circulation	3579	3623	3242										10444
Library Services	Total Circulation of Materials	13891	13409	12326										39626
Library Services	Annual Uses of Public Internet Computers	400	368	357										1125
Library Services	Virtual Visits to the library website	5458	5321	5372										16151
Library Services	Wireless Sessions Per Year	1273	1448	1736										4958



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library, 1492 Library Lane, St.
Helena CA 94574
Wednesday, September 10, 2025 @ 5:00 PM**

1. **CALL TO ORDER**

2. **ROLL CALL**

Chair: Deborah Claymon Boeschon

Vice Chair: ~~Gillian Casey~~

Trustees: Courtenay Fletcher, Jonathan Furuta, Dana Johnson, Juana Navarro, Jack Stuart

Youth Advisory Member: Jacob Zuniga

Staff Liaison: Mara Strickler, Deputy Director of Community Services – Library;

Ashley Sylvester, Parks & Recreation Manager

Staff: Enedina Guerrero, Library Assistant.

3. **PUBLIC FORUM**

Executive Director, Deanna M. Griffin, of the Friends & Foundation, St. Helena Public Library gave an update of the current activities of the Foundation.

4. **UPDATES FROM STAFF AND FUTURE AGENDA ITEMS:**

4.1. The Deputy Director of Community Services reported the following:

- A summary of the monthly expense report.
- A summary of library use for the month prior.
- A summary of volunteer hours.
- A highlight of programs in September.
- An update on staffing.
- A brief update on the formal name of the Library.
- A brief update on the status of the billboard at the corner of Library Lane and Adams.
- A brief follow-up to questions regarding the mural on the exterior of the Library building.

5. **CONSENT ITEMS:**

5.1. **Library Board of Trustees Meeting Minutes of 8/13/25**

Board Member Johnson made a motion to approve the minutes at 5:25:23 PM. Board Member Fletcher seconded the motion.

6. **SCHEDULED MATTERS:**

6.1. **Community Emergency Response and the Public Library**

The Deputy Director of Community Services gave an overview of how the Library functions and responds during a variety of community emergencies. Board members discussed the information presented and Executive Director, Deanna M. Griffin, of the Friends & Foundation, St. Helena Public Library made a public comment.

6.2. **Napa County MOU**

The Deputy Director of Community Services briefed the Board on the ending of the Integrated Library System partnership the Library has with Solano County and the start of a partnership with Napa County.

6.3. **Review and Revise Work Plan and Subcommittee Assignments**

The Board revised the Work Plan Draft and Subcommittee Assignments. Board Member Johnson made a motion at 5:51:55 PM to approve the Work Plan Draft. Board Member Fletcher seconded the motion.

7. **ADJOURNMENT**

Chair Claymon Boeschen adjourned the meeting at 6:00:42 PM.

APPROVED:

ATTEST:

Deborah Claymon Boeschen
Chair, Library Board

Mara Strickler
Deputy Director of Community Services

SUMMER at the LIBRARY 2025



39,590
total checkouts

73% Physical Items

10% e-Books/Magazines

17% e-Video/Audio

614
people signed up for the
summer reading challenge

386
kids

124
teens

104
adults



17,069
library visits

From June to August
the library averaged
nearly **200** visitors daily!

33
programs



24
programs

1,463
attendees

KIDS

2
programs

20
attendees

TEENS

7
programs

153
attendees

ADULTS

Did you know?

Community volunteers contributed **326**
hours of service to the Library this summer.
Thank you to all our volunteers!



St. Helena Public Library

Visit us online!
shpl.org

General Ledger Monthly Operating Expense Rpt



User: mstrickler@shpl.org
Printed: 10/6/2025 8:26:37 PM
Period 01 - 13
Fiscal Year 2025

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	442,011.25	0.00	406,640.43	35,370.82	8.00
101-46-00-20-20	TempPart Time	73,386.60	0.00	60,323.17	13,063.43	17.80
101-46-00-20-30	Overtime	0.00	0.00	3,151.08	-3,151.08	0.00
101-46-00-20-37	Holiday Pay	2,669.10	0.00	1,720.50	948.60	35.54
101-46-00-20-40	FICAMedicare	38,391.15	0.00	36,111.59	2,279.56	5.94
101-46-00-20-45	Employer PERS	45,116.40	0.00	30,445.04	14,671.36	32.52
101-46-00-20-47	PERS Unfunded Liability	45,401.25	0.00	38,682.00	6,719.25	14.80
101-46-00-20-55	Health Insurance	107,895.90	0.00	95,494.68	12,401.22	11.49
101-46-00-20-61	Workers Comp	34,871.55	0.00	41,830.71	-6,959.16	-19.96
101-46-00-20-65	SDI	4,317.60	0.00	4,477.39	-159.79	-3.70
101-46-00-20-75	Deferred Comp	7,141.05	0.00	2,768.30	4,372.75	61.23
101-46-00-20-85	Auto Allowance	<u>2,520.00</u>	<u>0.00</u>	<u>1,900.00</u>	<u>620.00</u>	<u>24.60</u>
20	Salaries & Benefits	803,721.85	0.00	723,544.89	80,176.96	9.98
101-46-00-21-10	Communications	11,960.00	0.00	17,632.08	-5,672.08	-47.43
101-46-00-21-15	Postage	520.00	0.00	70.89	449.11	86.37
101-46-00-21-22	Utilities	83,200.00	0.00	54,000.48	29,199.52	35.10
101-46-00-21-27	Equipment Lease Exp	10,400.00	0.00	2,293.72	8,106.28	77.95
101-46-00-21-45	Other Contract Services	80,830.26	17,162.64	76,766.97	-13,099.35	-16.21
101-46-00-21-55	Training & Conference	<u>7,000.00</u>	<u>0.00</u>	<u>5,617.16</u>	<u>1,382.84</u>	<u>19.75</u>
21	Services	193,910.26	17,162.64	156,381.30	20,366.32	10.50
101-46-00-22-07	Copies	3,120.00	0.00	0.00	3,120.00	100.00
101-46-00-22-12	Computer Equipment	4,576.00	0.00	1,951.49	2,624.51	57.35
101-46-00-22-13	Office Supplies	1,560.00	0.00	1,351.42	208.58	13.37
101-46-00-22-15	Special Department Supplies	<u>6,240.00</u>	<u>0.00</u>	<u>4,276.58</u>	<u>1,963.42</u>	<u>31.47</u>
22	Supplies	15,496.00	0.00	7,579.49	7,916.51	51.09
101-46-00-23-35	Software Maintenance	<u>8,300.00</u>	<u>0.00</u>	<u>4,322.19</u>	<u>3,977.81</u>	<u>47.93</u>
23	Maintenance	8,300.00	0.00	4,322.19	3,977.81	47.93
101-46-00-24-25	Taxes & Other Charges	<u>13,161.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,161.00</u>	<u>100.00</u>
24	Taxes, Insurances & Contributi	13,161.00	0.00	0.00	13,161.00	100.00
00	Administration	1,034,589.11	17,162.64	891,827.87	125,598.60	12.14
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>1,365.00</u>	<u>0.00</u>	<u>36.64</u>	<u>1,328.36</u>	<u>97.32</u>
26	Capital	1,365.00	0.00	36.64	1,328.36	97.32
00	Administration	1,365.00	0.00	36.64	1,328.36	97.32
219	CLSA State Library Grant					
46	Library					
219-46-00-22-12	Computer Equipment	<u>1,404.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,404.00</u>	<u>100.00</u>
22	Supplies	1,404.00	0.00	0.00	1,404.00	100.00
00	Administration	1,404.00	0.00	0.00	1,404.00	100.00
380	Friends and Foundation Library					
46	Library					
380-46-00-20-20	TempPart Time	61,665.45	0.00	62,448.18	-782.73	-1.27
380-46-00-20-37	Holiday Pay	3,088.05	0.00	2,873.42	214.63	6.95
380-46-00-20-40	FICAMedicare	<u>4,953.90</u>	<u>0.00</u>	<u>4,997.09</u>	<u>-43.19</u>	<u>-0.87</u>
20	Salaries & Benefits	69,707.40	0.00	70,318.69	-611.29	-0.88
380-46-00-21-10	Communications	<u>2,496.00</u>	<u>0.00</u>	<u>1,600.40</u>	<u>895.60</u>	<u>35.88</u>
21	Services	2,496.00	0.00	1,600.40	895.60	35.88
380-46-00-22-16	Library Materials	62,400.00	41,858.91	59,529.81	-38,988.72	-62.48
380-46-00-22-40	Programming	<u>15,600.00</u>	<u>0.00</u>	<u>14,727.38</u>	<u>872.62</u>	<u>5.59</u>
22	Supplies	78,000.00	41,858.91	74,257.19	-38,116.10	-48.87
380-46-00-23-35	Library Databases	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>100.00</u>
23	Maintenance	10,000.00	0.00	0.00	10,000.00	100.00
00	Administration	160,203.40	41,858.91	146,176.28	-27,831.79	-17.37
382	Martin Estate Trust Library					
46	Library					
382-46-00-23-35	Software Maintenance	<u>936.00</u>	<u>0.00</u>	<u>800.00</u>	<u>136.00</u>	<u>14.53</u>
23	Maintenance	936.00	0.00	800.00	136.00	14.53
00	Administration	936.00	0.00	800.00	136.00	14.53
384	Tweed Trust Library					
46	Library					
384-46-00-22-16	Library Materials	<u>52,000.00</u>	<u>5,223.53</u>	<u>56,453.50</u>	<u>-9,677.03</u>	<u>-18.61</u>
22	Supplies	52,000.00	5,223.53	56,453.50	-9,677.03	-18.61
00	Administration	52,000.00	5,223.53	56,453.50	-9,677.03	-18.61

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
Grand Total		1,250,497.51	64,245.08	1,095,294.29	90,958.14	0.0727