



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library, 1492 Library Lane, St.
Helena CA 94574
St. Helena Library - 1492 Library Lane
Wednesday, May 10, 2017 @ 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 three minutes.

Page

1. CALL TO ORDER
2. ROLL CALL
Chairperson: Skip Lane
Vice Chair: Lin Weber
Trustees: Emily Armstead, Bob Dye, David Phinney, Susan Swan, and Terry Wood
City Councilmember Liaison: Alan Galbraith
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 five 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, 2017
[SHPL Board Minutes Regular Meeting April 12, 2017](#)
6. SCHEDULED MATTERS:
 - 6.1. Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation Executive Director

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|------|---|---------|
| 6.2. | Review of Library Newsletter for May 2017 - Chris Kreiden, Library Director
Library Newsletter 2017 - May | 7 - 14 |
| 6.3. | Review of Library Statistics for April 2017 - Chris Kreiden
Library Statistics 2017-April | 15 - 16 |
| 6.4. | Review of Library Monthly Operating Expense Report for April 2017 - Chris Kreiden
Library Monthly Expense Report 2017-April | 17 - 23 |
| 6.5. | Review of the Proposed Library Budget for Fiscal Year 2017/18 Presented at May 2, 2017 City Council Budget Workshop - Chris Kreiden
Proposed Library Budget 2017/18 Presented at May 2 Budget Workshop | 25 - 31 |
| 6.6. | Discussion of Possible Project Ideas from Library Board of Trustees | |
| 7. | ADJOURNMENT | |
| | The next regular meeting is scheduled for June 14, 2017 at 5PM, St. Helena Public Library. | |

This agenda was posted at City Hall, 1480 Main Street, and at the St. Helena Public Library, 1492 Library Lane, St. Helena on May 5, 2017.

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 of the Regular Meeting of the
St. Helena Public Library Board of Trustees
5:00 PM
Wednesday, April 12, 2017
Community Meeting Room

1. CALL TO ORDER -

2. ROLL CALL - Library Board Chairperson Skip Lane called the Regular Meeting of the Board of Trustees to order at 5:00 p.m. Present were: Trustees Emily Armstead, Bob Dye, Dave Phinney, Susan Swan, Lin Weber, and Terry Wood; Library Director Chris Kreiden; Friends & Foundation Executive Director María Stel; and St. Helena Mayor Alan Galbraith.

3. PUBLIC FORUM - There were no public comments.

4. REPORTS BY STAFF, COMMITTEE -

5. CONSENT ITEMS:

5.1 - Library Board of Trustees Meeting Minutes of March 8, 2017 were approved.

6. SCHEDULED MATTERS:

6.1 - Report of Friends & Foundation, St. Helena Public Library - María Stel, F&F Executive Director - María informed Trustees about upcoming library board effectiveness training workshops put on by the California Public Library Advocates, an organization María belongs to. The CPLA is also offering workshops for non-members. María will be part of the workshop being held on April 22nd at the Mill Valley Library. While CPLA workshops are generally geared toward library trustees, María will share her knowledge and experience with the general public about how to put on a fundraising event. She will talk about *Bookmark Napa Valley*, the annual fundraising event she and the Friends & Foundation put on to benefit the St. Helena Public Library. María also mentioned that the F&F hopes to ramp up its fundraising efforts, so is seeking members who are good at soliciting funds. María also reported that one of the prizes for the upcoming summer's Adult Summer Reading Program will be two tickets to *Bookmark Napa Valley 2018*. Chris explained to Trustees that there will be three summer reading programs this summer: the traditional Summer Reading Program for kids, another program for teens, and a program for adults.

6.2 - Review of Library Newsletter for April 2017- Chris explained that next month's *Wild St. Helena* program will feature Raptors instead of Bats, because the Bats presenter accidentally double booked. All agreed it would be nice to have the bats closer to Halloween. Mari Martinez is very excited about the *St. Helena ROCKS!* event planned for April 18th, during the public schools' Spring Break. Mari's husband has collected exquisite rocks, and Leslie has been cleaning them in preparation for the activity, which will involve kids decorating them and displaying them around the library. There will be a Sing-Along & pinwheel making activity on Thursday, April 20th. That same day, at 6:30 pm, the library and the Master Gardeners will collaborate on a *Succulent and Seed*

Swap. Chris reported that the Master Gardeners will host a number of programs at the library, including a program about bees during the summer, possibly partnering with *Wild St. Helena*. Chris reported that 2,937 library patrons have requested the library's online newsletter be emailed to them every month. In response to a question from Terry Wood, Chris reported that the library re-subscribed to a number of print versions of magazines that the library had been getting only digitally through the online "newsstand" *Zinio*. Chris explained that many Library patrons enjoy coming in to the library and thumbing through the print magazines, and that when patrons ask for the print version of a given periodical, so far staff has added it back.

6.3 - Review of Library Statistics for February 2017 - Trustees reviewed February statistics. In response to a question from Susan about low attendance at the Spanish story times in February and March, Chris said staff is not sure why attendance has gone down, but they have speculated that the weather might have been a contributing factor and perhaps also the political climate. Staff is looking at different day/time options for the Spanish story time because 6 pm on Thursday evenings might not be convenient for families.

6.4 - Review of Library Statistics for March 2017 - Trustees reviewed March library statistics.

6.5 - Review of Library Monthly Operating Expense Report for March - Chris Kreiden - Susan asked about the \$0 balance in the Wood Trust category, and Chris explained that the Wood Trust funds are now with the F&F, which is holding and monitoring them, but that the category will show up on the expense report for a while longer. Discussion followed about the City Manager being in charge of City departments and Department heads, including the library and the library director. The role of the library board has become more advisory with the City Manager form of governance.

6.6 - Review of Draft Library Budget for Fiscal Year 2017/18 - Chris Kreiden - Trustees reviewed the draft 2017/2018 budget. Chris explained that it is just a draft, in part because the City has not yet received all relevant information and figures. The 2017/2018 budget will not make use of Ryan and Martin Trust funds because the parameters of spending those funds align with Wood and Tweed Trust parameters, in terms of percentage amounts allowed, more research and time is needed to ensure the library will not overspend these funds. Chris reported that the current cabling in the library is outdated, and must be replaced. The library will be receiving enough from the CENIC grant discussed in past months, which the City will match, to cover the cost of this \$40,000 upgrade. Trustees reviewed the draft budget and Chris pointed out that while the SPLASH consortium costs have gone up, SPLASH will now include delivery service which will be cheaper than with NorthNet. As a result, SHPL will not be using NorthNet delivery service, reducing that cost. The SHPL will also begin using LinkPlus, a service that will enable patrons to request books from libraries outside our SPLASH consortium, including libraries in Sonoma and Marin counties and college libraries throughout California. In response to a question, Chris explained that the City is no longer the fiscal agency for the online calendar, *NapaValley Now*, but staff does use it for marketing, and to

put the calendar of events on the website. There was a brief discussion of the annual St. Helena Star microfilm charge. Chris explained that the Napa Library is looking into a shared portal for all Napa County digitized papers so patrons could choose to search either *The Napa Valley Register*, *The St. Helena Star*, *The Weekly Calistogan*, or all three publications. The hosting charge will remain as an annual fee regardless. Chris met with April Mitts and Interim City Manager Larry Pennell to go over the draft budget. There will be an all-day budget workshop May 2nd at the St. Helena fire station to go over the City's 2017/2018 budget as a whole and each City department's budget. Chris pointed out that one part-time library employee has been budgeted to the General Fund, because her job description does not justify F&F funding. This move will keep the amount the library will be requesting from the F&F for 2017-2018 the same.

6.7 - Update from Strategic Planning Committee - Bob Dye, Library Trustee - Bob reported that the committee has been working well with the manager of the Stonebridge complex. The manager will be going door to door to advertise an upcoming event, so will take the survey with her and encourage Stonebridge residents to respond to the survey questions and return the survey to her. Bob reported that the Hunts Grove manager so far has not agreed to help with the survey, but he is still working on reaching Hunts Grove residents. Once the committee members review the responses they receive from these two complexes, they will determine if they need to go to another group for e.g., The Rianda House, for additional input.

6.8 - Discussion of Possible Project Ideas from Library Board of Trustees - Trustees reviewed the event calendars on a few Bay Area libraries' websites, many of which were similar to events already going on SHPL, and will be on the lookout for additional events that would be a good fit for St. Helena. Susan stated that she is happy about the Succulent & Seed Swap planned this month, which is similar to the Produce Swap she had seen advertised at the Albany Library and Community Center.

7. ADJOURNMENT. The meeting was adjourned at 5:42 pm.

The next regular meeting of the Library Board of Trustees is scheduled for May 10, 2017 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Susan Swan,
Recording Secretary

May 2017 Newsletter

St. Helena Public Library

Programs made possible by Friends & Foundation, St. Helena Public Library

CELEBRATE ASIAN-PACIFIC AMERICAN HERITAGE MONTH



Thursday, May 4th, 7:00 pm

RECEPTION & TALK "Visions of Thailand"

Photography by David Alosi,
Juan Diaz, Maureen Kelly,
& Arturo Ramos



In May we will have a special exhibition by four photographers/friends/travelers who brought their four sets of eyes on a trip to Thailand. These various images explore modern day Thailand, and invite the viewer to explore how different people see and experience different things while in the same place. Refreshments will be served.

Alosi, Diaz, Kelly, and Ramos were brought together by a photography course taught by Professor Ron Zak. They share a common interest in photography and a desire to expand their knowledge of other cultures, religions, and customs.

Thursday, May 11th, 7:00 pm

WILD St. Helena: Raptors in Rehab Presented by Carol Poole, Wildlife Rescue Center of Napa County

Birds of prey such as hawks, falcons, and owls are a key factor to the continued health of our watershed. Join Carol Poole, of Wildlife Rescue Center of Napa County (WRCNC), for an exploration of native raptor species and her experiences rehabbing, reuniting, and releasing raptors in Napa County. Learn more about WRCNC at www.napawildliferescue.org.



 Come and meet Maddie,
a LIVE red-tailed hawk!

Thursday, May 18th, 6:30 pm



Japanese Taiko Drumming Presented by Kristy Oshiro



Come and learn about the Japanese art of taiko! Feel the thunderous sounds of the drums vibrating through your body as language, culture, and history combine into an exciting educational experience. You will even get a chance to play the

drums yourself!

The event will be held outside, weather permitting; refreshments will be served.



Kristy Oshiro is a professional taiko artist based in the Sacramento and San Francisco Bay Area. She started playing taiko at age 9 in Kona, Hawai'i with Kona Daifukuji Taiko. She is currently the Artistic Director of the Tsubaki Ensemble and the Creative Director of Placer Ume Taiko.

Thursday, May 25th, 7:00 pm

Rad Women Worldwide Author Talk with Kate Schatz



Come meet the inspiration behind our March Library exhibit, "RAD Women." Join us for a special talk by Kate Schatz, author of the acclaimed *Rad American Women A-Z*. The recently published *Rad Women Worldwide* tells fresh, engaging, and inspiring tales of perseverance and success by pairing well-researched and riveting biographies with powerful and expressive portraits. Featuring an array of diverse figures from Hatshepsut to Malala Yousafzai, this trailblazing book is a compelling addition to women's history. Refreshments will be served.

Kate Schatz is a feminist writer, educator, and editor from Alameda, CA.



Adult Summer Reading Program

Last year SHPL had our first Adult Summer Reading Program. This year there will be a new twist—Bingo! To complete the program, pick up a bingo card at the library starting on June 1st, and turn it in by September 1st to win prizes!

Summer Book Bingo



Prizes include \$25 gift cards to Main Street Books, Cameo Cinema, Gott's Roadside, and Napa Valley Coffee Roasting Company

Grand Prize!

Our grand prize will be tickets for two to the third annual Bookmark Napa Valley, which will be held in January 2018. These tickets (**valued at \$300**) have been generously provided by Friends & Foundation, St. Helena Public Library.

ST. HELENA PUBLIC LIBRARY
FRIENDS&FOUNDATION



BOOKMARK
NAPA VALLEY
BENEFITING SAINT HELENA
PUBLIC LIBRARY

Also look for our Kids and Teen Summer Reading Programs for younger readers!

Save the Date! First day of Summer Reading

Thursday, June 1st, 6:30 pm

Bingo Night

To celebrate the start of our Summer Reading Program we will have a Bingo Night on Thursday, June 1st. There will be fun and prizes! For teens and adults, although younger children can participate with some help. On the same night, you can pick up a bingo card and start on our Summer Reading Program!



Lea acerca de los Programas en Español

*¡Traiga a toda la familia a estos programas divertidos en la biblioteca!
Estos programas serán presentados en inglés.*

Jueves, 11 de mayo a las 7:00 pm

St. Helena Salvaje: Rapaces en Rehabilitación

Presentado por Carol Poole, Centro de Rescate de Vida Silvestre en el Condado de Napa



Aves de caza como los halcones, los gavilanes y los búhos son vitales para la continua buena salud de los sistemas de agua. Ven a escuchar a Carol Poole, del Centro de Rescate de Vida Silvestre del Condado de Napa para una exploración de las especies de rapaces nativas del área y sobre su experiencia con la rehabilitación, reunión y liberación de estas hermosas aves. ¡Además, ven a conocer a Maddie, una gavián de cola roja! Esta presentación será en inglés.

Jueves, 18 de mayo a las 6:30 pm

Tambores Japoneses: Taiko

Presentado por Kristy Oshiro



¡Ven y aprende sobre los tambores japoneses, Taiko! Siente los miles de sonidos de los tambores vibrando a través de tu cuerpo mientras la cultura, lenguaje e historia se mezclan para crear una gran experiencia educativa. ¡Además, tendrás la oportunidad de tocar los tambores! Si el clima lo permite, este evento se hará en el estacionamiento de la biblioteca. Bebidas serán servidas.

Kristy Oshiro es una artista profesional de Taiko en el área Sacramento y norte de la Bahía. Kristy comenzó a tocar los tambores a la edad de los 9 años en Kona, Hawai'i con el Kona Daifukuji Taiko. Ella es actualmente la Directora del Conjunto Tsubaki y la Directora Creativa de Placer Ume Taiko.



¡Separe la Fecha!



La biblioteca tendrá tres programas de lectura de verano disponibles para niños, adolescentes y adultos. Recoja un registro de lectura de la biblioteca para ganar premios y para los niños, échelé un vistazo a nuestro calendario de eventos para programas llenos de diversión durante todo el verano.



Programa de Lectura de Verano para Adultos



Premios incluyen certificados de \$25 para Main Street Books, Cameo Cinema, Gott's Roadside y el Napa Valley Roasting Company. El premio mayor serán boleros para dos para Bookmark Napa Valley (valorado en \$300) el cual ocurrirá en enero del 2018.

 May 2017 Library Calendar						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2 10:30am Storytime	3 10:30am Storytime 3:00pm KIDS MOVIE: Tangled: Before Ever After	4 6:00pm Spanish Storytime 7:00pm RECEPTION & TALK: Visions of Thailand , Photography by David Alosi, Juan Diaz, Maureen Kelly, & Arturo Ramos 	5	6
7	8	9 10:30am Storytime	10 10:30am Storytime 3:00pm KIDS MOVIE: Monster Trucks	11 6:00pm Spanish Storytime 7:00pm LECTURE: WILD St. Helena: Raptors in Rehab , Presented by Carol Poole Wildlife Rescue Center of Napa County 	12	13
14 	15	16 10:30am Storytime	17 10:30am Storytime 3:00pm KIDS MOVIE: Arctic Adventure: On Frozen Pond	18 6:00pm Spanish Storytime 6:30pm Japanese Taiko Drumming , Presented by Kristy Oshiro 	19	20
21	22	23 10:30am Storytime 4:00pm: Let's LEGO! 	24 10:30am Storytime 3:00pm KIDS MOVIE: A Cowgirl's Story	25 6:00pm Spanish Storytime 7:00pm Rad Women Worldwide , Author Talk with Kate Schatz 	26	27
28	29 LIBRARY CLOSED  Memorial DAY	30 10:30am Storytime	31 10:30am Storytime 3:00pm KIDS MOVIE: A Mermaid's Tale	1 6:00pm Spanish Storytime 6:30pm TEEN & ADULT SUMMER READING PROGRAMS BEGIN: Bingo Night! 	2	3
MAY'S ART EXHIBIT Visions of Thailand LEGEND: Red=Youth, Blue=Adults Purple=All Ages, Green=Spanish			LIBRARY HOURS Monday: 10:00am-6:00pm Tuesday & Wednesday: 10:00am-7:00pm Thursday: 10:00am-9:00pm Friday & Saturday: 2:00-6:00 pm Sunday: CLOSED		ST. HELENA PUBLIC LIBRARY 1492 Library Lane, 94574 707-963-5244 www.shpl.org	

YOUTH PROGRAMS

Summer 2017—May Edition

Programs made possible by Friends & Foundation, St. Helena Public Library

PROGRAMS FOR THE WHOLE FAMILY

Thursday, May 11th, 7:00 pm

WILD St. Helena: Raptors in Rehab

Presented by Carol Poole,
Wildlife Rescue Center of Napa County

Birds of prey such as hawks, falcons, and owls are a key factor to the continued health of our watershed. Join Carol Poole, of Wildlife Rescue Center of Napa County (WRCNC), for an exploration of native raptor species and her experiences rehabbing, reuniting, and releasing raptors in Napa County. Learn more about WRCNC at: www.napawildliferescue.org.



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The event will be held outside, weather permitting; refreshments will be served.

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SUMMER READING PROGRAM: SAVE THE DATES!

JUNE

June 1st— Celebrate the start of Summer Reading with BINGO



June 12th - Elephant & Piggie



June 29th – Celebrate Caribbean Heritage Month with Fenix Drum & Dance



JULY

July 4th: Happy Independence Day!

July 6th— Xtreme Science Magic



July 13th— WILD St. Helena: Iconic Cats



July 20th— Sterling the Bubblesmith



AUGUST

August 10th - Join us for our End of Summer Party!



August 31st— Hula Mai Hawaiian Dancers



PRIZES!

CHECK OUT PAGE 3!:
TEEN SUMMER READING

Kids On-Going Programs

*May Kids' Matinees:
Wednesdays, 3:00 pm*

Kids' Matinees are appropriate for all ages and are shown in the Meeting Room! Enjoy these new releases!



May 3rd: **Tangled:
Before Ever After**
2017; rated PG; 55 minutes.

May 10th:
Monster Trucks
2017; rated PG; 104 minutes.



May 17th:
**Arctic Adventure:
On Frozen Pond**
2017; rated PG; 87 minutes.



May 24th:
A Cowgirl's Story
2017; rated PG; 95 minutes.



May 31st:
A Mermaid's Tale
2016; rated G; 95 minutes.



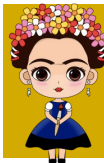
Don't forget to pick up your
Summer Reading Program
reading log in the Children's Room
after June 1st!

Tuesdays & Wednesdays, 10:30 am:

Children of all ages are invited to a weekly treat: listening to story books read aloud. The magic of books is instilled here!



Thursdays at 6:00 pm:
SPANISH STORYTIME
(Cuentos para Peques)



Children are invited to come to the library on Thursday evenings to listen to stories in Spanish and do fun crafts. All ages are welcome. This will be an excellent opportunity for children to be exposed to Spanish while listening to wonderful stories and having lots of fun!

Fourth Tuesday, May 23rd, 4:00 pm:

Let's LEGO!

Have fun building your own LEGO creation, which will be exhibited in the Children's Room until the next Let's LEGO meeting.

Recommended for ages 5 to 14.



Teen Summer Reading Program



Join our first **EVER!** Summer Reading Program just for **TEENS**
Pick up your bingo card at the Library starting on June 1st.
Turn your card in by September 1st to win prizes!

PRIZES!

Grand prize is a \$50 gift card for the Cameo Cinema!!!



Summer Reading Kickoff!

Thursday, June 1st, 6:30 pm

Bingo Night

To celebrate the start of our Summer Reading Program we will have a Bingo Night on Thursday, June 1st. There will be fun and prizes! For teens and adults, although younger children can participate with some help. On the same night, you can pick up a bingo card and start on our Summer Reading Program!



En Español

Jueves, 11 de mayo a las 7:00 pm

St. Helena Salvaje: Rapaces en Rehabilitación

Presentado por Carol Poole, Centro de Rescate de



Vida Silvestre en el Condado de Napa

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Eventos de Verano



1 de junio – Celebra el comienzo del Programa de Lectura de Verano con un bingo a las 6:30 pm. Niños podrán participar en el bingo con la ayuda de sus padres o guardianes.

12 de junio - Elephant & Piggie (Piggy & Elefante)

29 de junio - Mes de la Herencia Caribeña con Fenix Drum & Dance

4 de julio– Biblioteca cerrada por Día de la Independencia de los E.U.

6 de julio– Ciencia Extrema

13 de julio– St. Helena Salvaje: Gatos Icónicos

20 de julio– Show de burbujas

10 de agosto– Fiesta del fin de verano

31 de agosto– Show de bailarines Hawaiianos



Todos los jueves a las 6:00 pm:
CUENTOS PARA PEQUES
CUENTOS EN ESPAÑOL

Siembra la semilla del éxito en el desarrollo de tus hijos. Todos los niños están invitados a venir a la biblioteca los jueves en la tarde a escuchar cuentos en español y hacer manualidades. Para todas las edades.



¡ARMEMOS LEGOS!

Cuarto martes del mes
23 de mayo, 4:00 pm

¿Te encantan los Legos? Ven con toda tu familia a construir cosas maravillosas. La biblioteca tendrá los legos y ¡tú traes tu entusiasmo y creatividad! Las creaciones se pondrán en exhibición en la biblioteca durante todo el mes hasta el siguiente jueves de legos. Recomendable para niños de 5 a 14 años.



ST. HELENA LIBRARY STATISTICAL REPORT

April 2017

FY 16/17

CIRCULATION	THIS YEAR	LAST YEAR
BOOKS		
Adult	3,607	4,560
Juvenile	4,572	5,200
YA	355	372
TOTAL	8,534	10,132
PERIODICALS		
Adult	231	203
Juvenile	-	
TOTAL	231	203
AUDIOBOOKS		
Adult	919	1,055
Juvenile	203	258
YA	16	28
TOTAL	1,138	1,341
MUSIC		
Adult	435	423
Juvenile	55	83
TOTAL	490	506
DVDs		
Adult	3,999	4,842
Juvenile	1,069	1,375
TOTAL	5,068	6,217
E-MATERIALS		
Books	145	151
Audiobooks	162	129
Periodicals	79	92
TOTAL	386	372
TOTAL CIRCULATION	15,847	18,771
LIBRARY VISITS	8,476	9,749
SPANISH CIRCULATION	422	391

ADULT					
Book	Periodical	DVD	Audiobook	Music	TOTAL
3,607	231	3,999	919	435	9,191
JUVENILE					
Book	Periodical	DVD	Audiobook	Music	TOTAL
4,572	-	1,069	203	55	5,899
YOUNG ADULT					
Book	Periodical	DVD	Audiobook	Music	TOTAL
355			16		371

LIBRARY VOLUNTEER TOTAL HOURS: All Ages 92

HOMEWORK HELP: 366

JOB HELP: 0

HOLDS PLACED	HOLDS FILLED
470	2028

April 2017

CHILDRENS

Onsite Programs:

Storytime (PS):	Tuesday	Wednesday
	4/4/2017	4/5/2017
	15	8
	4/11/2017	4/12/2017
	27	15
	4/18/2017	4/19/2017
	37	22
	4/25/2017	4/26/2017
	27	18
Total:	106	63

Bilingual Kids:	Spanish Storytime (PS)
	4/6/2017
	0
	4/13/2017
	0
	4/20/2017
	0
	4/27/2017
	0
Total:	0

Misc Events:
Lego Club
4/25/2017
0
Total:
0

Special Events:
St. Helena Rocks!
4/18/2017
50
Sing-Along & Pinwheels!
4/20/2017
32
Total:
50

Offsite Programs:

RIFF @ Boys and Girls Club	4/26/2017	190
Total:		190

Movies:		
Robo-Dog: Airborne	4/5/2017	7
Swan Princess: Royally Undercover	4/12/2017	0
Sing	4/19/2017	35
Bigger Fatter Liar	4/26/2017	5
Total:		47

Onsite Class Visits:	# of Visits	Attendance
Preschool (PS)	0	0
School Age (SA)	3	56
Total:	3	56

Offsite Class Visits:	# of Visits	Attendance
Preschool (PS)	12	125
School Age (SA)	15	264
Total:	27	389

TOTAL CHILDRENS	# of Attendees	901
	# of Programs	47

Total Childrens ONSITE Programs:	# of Attendees	322
	# of Programs	19

Total Childrens OFFSITE Programs:	# of Attendees	579
	# of Programs	28

ADULT

Onsite Programs:

Lecture: Spanning the Golden Gate	4/18/2017	30
Total:		30

Thursday Programs		
Artist: Yosemite in Every Season, Jennifer School	4/6/2017	25
Lecture: WILD St. Helena, Beavers	4/13/2017	34
Succulent & Seed Swap	4/20/2017	20
Robert Louis Stevenson Poetry Night	4/27/2017	29
Total:		108

Offsite Programs:

Total:	0
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Spanish Adults:

English Conversation Club	4/6/2017	Cancelled
	4/13/2017	Cancelled
	4/20/2017	Cancelled
	4/27/2017	4
Total:		4

TOTAL ADULTS	# of Attendees	142
	# of Programs	9

Total Adults ONSITE Programs:	# of Attendees	142
	# of Programs	9

Total Adults OFFSITE Programs:	# of Attendees	0
	# of Programs	0

YOUNG ADULT

Onsite Programs:

Total:	0
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Offsite Programs:

Total:	0
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General Ledger Monthly Operating Expense Rpt



User: Jenniferw
Printed: 05/04/17 14:12:58
Period 01 - 10
Fiscal Year 2017

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	408,630.00	0.00	330,659.11	77,970.89	19.08
101-46-00-20-20	TempPart Time	0.00	0.00	0.00	0.00	0.00
101-46-00-20-30	Overtime	0.00	0.00	0.00	0.00	0.00
101-46-00-20-37	Holiday Pay	0.00	0.00	0.00	0.00	0.00
101-46-00-20-40	FICAMedicare	31,673.00	0.00	25,557.41	6,115.59	19.31
101-46-00-20-45	Employer PERS	72,421.00	0.00	68,366.64	4,054.36	5.60
101-46-00-20-50	Employee PERS	0.00	0.00	0.00	0.00	0.00
101-46-00-20-55	Health Insurance	129,037.00	0.00	96,433.32	32,603.68	25.27
101-46-00-20-61	Workers Comp	30,173.00	0.00	23,313.20	6,859.80	22.73
101-46-00-20-65	SDI	3,636.00	0.00	3,006.75	629.25	17.31
101-46-00-20-71	Unemployment	6,600.00	0.00	0.00	6,600.00	100.00
101-46-00-20-75	Deferred Comp	8,424.00	0.00	3,708.09	4,715.91	55.98
101-46-00-20-85	Auto Allowance	2,400.00	0.00	1,957.14	442.86	18.45
101-46-00-20-89	Chartity Event	599.00	0.00	150.00	449.00	74.96
	Reimbursement					
101-46-00-20-96	Education	<u>500.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>
	Reimbursement					
20	Salaries & Benefits	694,093.00	0.00	553,651.66	140,441.34	20.23
101-46-00-21-05	Advertising	0.00	0.00	0.00	0.00	0.00
101-46-00-21-10	Communications	6,000.00	0.00	4,278.07	1,721.93	28.70
101-46-00-21-15	Postage	500.00	0.00	0.00	500.00	100.00
101-46-00-21-22	Utilities	39,000.00	0.00	27,173.49	11,826.51	30.32
101-46-00-21-27	Equipment Lease	8,015.00	0.00	6,240.86	1,774.14	22.14
	Exp					
101-46-00-21-30	Professional	0.00	0.00	0.00	0.00	0.00
	Contracts					
101-46-00-21-43	Penalties And Fines	0.00	0.00	0.00	0.00	0.00
101-46-00-21-45	Other Contract	71,758.00	17,782.62	46,449.36	7,526.02	10.49
	Services					
101-46-00-21-55	Training & Conference	<u>3,100.00</u>	<u>0.00</u>	<u>1,973.57</u>	<u>1,126.43</u>	<u>36.34</u>
21	Services	128,373.00	17,782.62	86,115.35	24,475.03	19.07
101-46-00-22-07	Copies	3,500.00	0.00	1,791.48	1,708.52	48.81
101-46-00-22-12	Computer	6,450.00	0.00	6,369.09	80.91	1.25
	Equipment					
101-46-00-22-13	Office Supplies	1,000.00	0.00	898.14	101.86	10.19
101-46-00-22-15	Special Department	1,000.00	0.00	359.55	640.45	64.05
	Supplies					
101-46-00-22-16	Library Materials	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	11,950.00	0.00	9,418.26	2,531.74	21.19
101-46-00-23-11	Maint Office Equip	0.00	0.00	0.00	0.00	0.00
101-46-00-23-35	Software	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Maintenance					
23	Maintenance	0.00	0.00	0.00	0.00	0.00

GL - Monthly Operating Expense Rpt (05/04/2017 - 2:12 PM)

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Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101-46-00-24-25	Taxes & Other Charges	<u>10,651.00</u>	<u>0.00</u>	<u>10,685.97</u>	<u>-34.97</u>	<u>-0.33</u>
24	Taxes, Insurances & Contributi	10,651.00	0.00	10,685.97	-34.97	-0.33
101-46-00-26-40	Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
26	Capital	0.00	0.00	0.00	0.00	0.00
00	Administration	845,067.00	17,782.62	659,871.24	167,413.14	19.81
218	Public Library Foundation					
46	Library					
218-46-00-21-05	Advertising	0.00	0.00	0.00	0.00	0.00
218-46-00-21-45	Other Contract Services	0.00	0.00	0.00	0.00	0.00
218-46-00-21-55	Training & Conference	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
21	Services	0.00	0.00	0.00	0.00	0.00
218-46-00-22-15	Special Department Supplies	0.00	0.00	0.00	0.00	0.00
218-46-00-22-16	Library Materials	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	0.00	0.00	0.00	0.00	0.00
00	Administration	0.00	0.00	0.00	0.00	0.00
219	CLSA State Library Grant					
46	Library					
219-46-00-21-05	Advertising	0.00	0.00	0.00	0.00	0.00
219-46-00-21-10	Communications	0.00	0.00	0.00	0.00	0.00
219-46-00-21-15	Postage	0.00	0.00	0.00	0.00	0.00
219-46-00-21-27	Equipment Lease Exp	0.00	0.00	0.00	0.00	0.00
219-46-00-21-30	Professional Contracts	0.00	0.00	0.00	0.00	0.00
219-46-00-21-45	Other Contract Services	0.00	0.00	0.00	0.00	0.00
219-46-00-21-52	Facility Rental	0.00	0.00	0.00	0.00	0.00
219-46-00-21-53	Memberships & Publications	0.00	0.00	0.00	0.00	0.00
219-46-00-21-55	Training & Conference	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
21	Services	0.00	0.00	0.00	0.00	0.00
219-46-00-22-07	Copies	0.00	0.00	0.00	0.00	0.00
219-46-00-22-12	Computer Equipment	0.00	0.00	0.00	0.00	0.00
219-46-00-22-13	Office Supplies	0.00	0.00	0.00	0.00	0.00
219-46-00-22-15	Special Department Supplies	0.00	0.00	0.00	0.00	0.00
219-46-00-22-16	Library Materials	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	0.00	0.00	0.00	0.00	0.00
219-46-00-23-11	Maint Office Equip	0.00	0.00	0.00	0.00	0.00

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
219-46-00-23-30	Maint	0.00	0.00	0.00	0.00	0.00
219-46-00-23-35	BuildingsGrounds Software Maintenance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
23	Maintenance	0.00	0.00	0.00	0.00	0.00
219-46-00-24-25	Taxes & Other Charges	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
24	Taxes, Insurances & Contributi	0.00	0.00	0.00	0.00	0.00
219-46-00-26-30	Capital Equipment	0.00	0.00	0.00	0.00	0.00
219-46-00-26-40	Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
26	Capital	0.00	0.00	0.00	0.00	0.00
219-46-00-29-99	Transfer to other Funds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
29	Transfers	0.00	0.00	0.00	0.00	0.00
00	Administration	0.00	0.00	0.00	0.00	0.00
220	Napa Valley Now Fund					
46	Library					
220-46-00-21-05	Advertising	0.00	0.00	0.00	0.00	0.00
220-46-00-21-10	Communications	0.00	0.00	0.00	0.00	0.00
220-46-00-21-15	Postage	0.00	0.00	0.00	0.00	0.00
220-46-00-21-27	Equipment Lease Exp	0.00	0.00	0.00	0.00	0.00
220-46-00-21-30	Professional Contracts	0.00	0.00	0.00	0.00	0.00
220-46-00-21-45	Other Contract Services	0.00	0.00	0.00	0.00	0.00
220-46-00-21-52	Facility Rental	0.00	0.00	0.00	0.00	0.00
220-46-00-21-53	Memberships & Publications	0.00	0.00	0.00	0.00	0.00
220-46-00-21-55	Training & Conference	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
21	Services	0.00	0.00	0.00	0.00	0.00
220-46-00-22-07	Copies	0.00	0.00	0.00	0.00	0.00
220-46-00-22-12	Computer Equipment	0.00	0.00	0.00	0.00	0.00
220-46-00-22-13	Office Supplies	0.00	0.00	0.00	0.00	0.00
220-46-00-22-15	Special Department Supplies	0.00	0.00	0.00	0.00	0.00
220-46-00-22-16	Library Materials	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	0.00	0.00	0.00	0.00	0.00
220-46-00-23-11	Maint Office Equip	0.00	0.00	0.00	0.00	0.00
220-46-00-23-30	Maint	0.00	0.00	0.00	0.00	0.00
220-46-00-23-35	BuildingsGrounds Software Maintenance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
23	Maintenance	0.00	0.00	0.00	0.00	0.00
220-46-00-24-25	Taxes & Other	0.00	0.00	0.00	0.00	0.00

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
	Charges					
24	Taxes, Insurances & Contributi	0.00	0.00	0.00	0.00	0.00
220-46-00-26-30	Capital Equipment	0.00	0.00	0.00	0.00	0.00
220-46-00-26-40	Furniture & Fixtures	0.00	0.00	0.00	0.00	0.00
26	Capital	0.00	0.00	0.00	0.00	0.00
220-46-00-29-99	Transfer to other Funds	0.00	0.00	0.00	0.00	0.00
29	Transfers	0.00	0.00	0.00	0.00	0.00
00	Administration	0.00	0.00	0.00	0.00	0.00
380	Friends and Foundation					
46	Library					
380-46-00-20-10	Salary-Regular	0.00	0.00	0.00	0.00	0.00
380-46-00-20-20	TempPart Time	76,241.00	0.00	65,852.86	10,388.14	13.63
380-46-00-20-30	Overtime	0.00	0.00	0.00	0.00	0.00
380-46-00-20-37	Holiday Pay	6,265.00	0.00	2,840.28	3,424.72	54.66
380-46-00-20-40	FICAMedicare	6,312.00	0.00	5,255.07	1,056.93	16.74
380-46-00-20-45	Employer PERS	0.00	0.00	0.00	0.00	0.00
380-46-00-20-55	Health Insurance	0.00	0.00	0.00	0.00	0.00
380-46-00-20-75	Deferred Comp	0.00	0.00	0.00	0.00	0.00
20	Salaries & Benefits	88,818.00	0.00	73,948.21	14,869.79	16.74
380-46-00-21-30	Professional Contracts	0.00	0.00	0.00	0.00	0.00
380-46-00-21-45	Other Contract Services	0.00	0.00	0.00	0.00	0.00
380-46-00-21-53	Memberships & Publications	0.00	0.00	0.00	0.00	0.00
380-46-00-21-55	Training & Conference	0.00	0.00	0.00	0.00	0.00
21	Services	0.00	0.00	0.00	0.00	0.00
380-46-00-22-15	Special Department Supplies	0.00	0.00	0.00	0.00	0.00
380-46-00-22-16	Library Materials	34,583.00	0.00	34,570.40	12.60	0.04
380-46-00-22-41	Youth Programs	4,000.00	0.00	2,384.54	1,615.46	40.39
380-46-00-22-42	Spanish Language Programs	4,000.00	0.00	2,471.48	1,528.52	38.21
380-46-00-22-43	Adult Programs	2,550.00	0.00	2,824.85	-274.85	-10.78
380-46-00-22-44	Elsie, the Library Cat	1,045.00	0.00	57.64	987.36	94.48
22	Supplies	46,178.00	0.00	42,308.91	3,869.09	8.38
380-46-00-24-08	Agreements	0.00	0.00	0.00	0.00	0.00
380-46-00-24-25	Taxes & Other Charges	0.00	0.00	0.00	0.00	0.00
24	Taxes, Insurances & Contributi	0.00	0.00	0.00	0.00	0.00
380-46-00-26-40	Furniture & Fixtures	0.00	0.00	0.00	0.00	0.00
26	Capital	0.00	0.00	0.00	0.00	0.00

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
00	Administration	134,996.00	0.00	116,257.12	18,738.88	13.88
381	Ryan Library Trust					
46	Library					
381-46-00-22-12	Computer Equipment	0.00	0.00	0.00	0.00	0.00
381-46-00-22-16	Library Materials	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	0.00	0.00	0.00	0.00	0.00
381-46-00-23-35	Software Maintenance	<u>7,000.00</u>	<u>0.00</u>	<u>7,009.00</u>	<u>-9.00</u>	<u>-0.13</u>
23	Maintenance	7,000.00	0.00	7,009.00	-9.00	-0.13
00	Administration	7,000.00	0.00	7,009.00	-9.00	-0.13
382	Martin Estate Trust					
46	Library					
382-46-00-21-45	Other Contract Services	0.00	0.00	0.00	0.00	0.00
382-46-00-21-53	Memberships & Publications	0.00	0.00	0.00	0.00	0.00
382-46-00-21-55	Training & Conference	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
21	Services	0.00	0.00	0.00	0.00	0.00
382-46-00-22-16	Library Materials	<u>1,400.00</u>	<u>0.00</u>	<u>1,400.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	1,400.00	0.00	1,400.00	0.00	0.00
00	Administration	1,400.00	0.00	1,400.00	0.00	0.00
383	Dr Wood Trust					
46	Library					
383-46-00-20-20	TempPart Time	0.00	0.00	0.00	0.00	0.00
383-46-00-20-37	Holiday Pay	0.00	0.00	0.00	0.00	0.00
383-46-00-20-40	FICAMedicare	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
20	Salaries & Benefits	0.00	0.00	0.00	0.00	0.00
383-46-00-21-30	Professional Contracts	0.00	0.00	0.00	0.00	0.00
383-46-00-21-45	Other Contract Services	0.00	0.00	0.00	0.00	0.00
383-46-00-21-52	Facility Rental	0.00	0.00	0.00	0.00	0.00
383-46-00-21-53	Memberships & Publications	0.00	0.00	0.00	0.00	0.00
383-46-00-21-55	Training & Conference	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
21	Services	0.00	0.00	0.00	0.00	0.00
383-46-00-22-15	Special Department Supplies	0.00	0.00	0.00	0.00	0.00
383-46-00-22-16	Library Materials	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	0.00	0.00	0.00	0.00	0.00

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
383-46-00-24-25	Taxes & Other Charges	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
24	Taxes, Insurances & Contributi	0.00	0.00	0.00	0.00	0.00
383-46-00-26-40	Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
26	Capital	0.00	0.00	0.00	0.00	0.00
00	Administration	0.00	0.00	0.00	0.00	0.00
384	Tweed Trust					
46	Library					
384-46-00-20-10	Salary-Regular	0.00	0.00	0.00	0.00	0.00
384-46-00-20-20	TempPart Time	0.00	0.00	0.00	0.00	0.00
384-46-00-20-30	Overtime	0.00	0.00	0.00	0.00	0.00
384-46-00-20-37	Holiday Pay	0.00	0.00	0.00	0.00	0.00
384-46-00-20-40	FICAMedicare	0.00	0.00	0.00	0.00	0.00
384-46-00-20-45	Employer PERS	0.00	0.00	0.00	0.00	0.00
384-46-00-20-50	Employee PERS	0.00	0.00	0.00	0.00	0.00
384-46-00-20-55	Health Insurance	0.00	0.00	0.00	0.00	0.00
384-46-00-20-61	Workers Comp	0.00	0.00	0.00	0.00	0.00
384-46-00-20-65	SDI	0.00	0.00	0.00	0.00	0.00
384-46-00-20-75	Deferred Comp	0.00	0.00	0.00	0.00	0.00
384-46-00-20-85	Auto Allowance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
20	Salaries & Benefits	0.00	0.00	0.00	0.00	0.00
384-46-00-21-15	Postage	0.00	0.00	0.00	0.00	0.00
384-46-00-21-30	Professional	0.00	0.00	0.00	0.00	0.00
	Contracts					
384-46-00-21-45	Other Contract	12,459.00	50.68	12,408.32	0.00	0.00
	Services					
384-46-00-21-53	Memberships & Publications	0.00	0.00	0.00	0.00	0.00
384-46-00-21-55	Training & Conference	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
21	Services	12,459.00	50.68	12,408.32	0.00	0.00
384-46-00-22-15	Special Department	5,000.00	0.00	1,496.50	3,503.50	70.07
	Supplies					
384-46-00-22-16	Library Materials	<u>64,257.00</u>	<u>14,647.54</u>	<u>26,872.11</u>	<u>22,737.35</u>	<u>35.39</u>
22	Supplies	69,257.00	14,647.54	28,368.61	26,240.85	37.89
384-46-00-24-08	Agreements	0.00	0.00	0.00	0.00	0.00
384-46-00-24-25	Taxes & Other Charges	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
24	Taxes, Insurances & Contributi	0.00	0.00	0.00	0.00	0.00
384-46-00-26-40	Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
26	Capital	0.00	0.00	0.00	0.00	0.00
384-46-00-29-99	Transfer to other Funds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
29	Transfers	0.00	0.00	0.00	0.00	0.00

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
00	Administration	81,716.00	14,698.22	40,776.93	26,240.85	32.11
592	Equipment Replacement Fund					
46	Library					
592-46-00-22-12	Computer Equipment	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	0.00	0.00	0.00	0.00	0.00
00	Administration	0.00	0.00	0.00	0.00	0.00
733	Capital Project Planning					
46	Library					
733-46-00-21-05	Advertising	0.00	0.00	0.00	0.00	0.00
733-46-00-21-30	Professional Contracts	0.00	0.00	0.00	0.00	0.00
733-46-00-21-55	Training & Conference	<u>0.00</u>	<u>0.00</u>	<u>-12.14</u>	<u>12.14</u>	<u>0.00</u>
21	Services	0.00	0.00	-12.14	12.14	0.00
733-46-00-22-12	Computer Equipment	0.00	0.00	0.00	0.00	0.00
733-46-00-22-13	Office Supplies	0.00	0.00	0.00	0.00	0.00
733-46-00-22-15	Special Department Supplies	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	0.00	0.00	0.00	0.00	0.00
733-46-00-23-00	Capital Projects Budget	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
23	Maintenance	0.00	0.00	0.00	0.00	0.00
733-46-00-26-30	Capital Equipment	0.00	0.00	0.00	0.00	0.00
733-46-00-26-40	Furniture & Fixtures	0.00	0.00	0.00	0.00	0.00
733-46-00-26-60	Capital Imp Buildings	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
26	Capital	0.00	0.00	0.00	0.00	0.00
00	Administration	0.00	0.00	-12.14	12.14	0.00
Grand Total		1,070,179.00	32,480.84	825,302.15	212,396.01	0.1985

Proposed Library Budget 2017/18 - Presented May 2, 2017

LIBRARY - 4600 BUDGET SUMMARY						
			FY 14/15	FY 15/16	FY 16/17	FY 16/17
			Actual	Actual	Adopted	Adjusted
Library Expenses By Fund					Estimated	Year End
FUND	DEPT					Proposed
101	4600	General Fund	1,040,972	799,320	842,177	845,067
218	4600	PLF State Grant	438	10,353	-	-
219	4600	CLSA State Grant	114,956	9,391	-	-
220	4600	Napa Valley Now	10,968	-	-	-
380	4600	Friends and Foundation	88,896	142,493	135,000	134,995
381	4600	Ryan Library Trust	-	7,040	7,000	7,009
382	4600	Martin Trust	1,325	8,982	1,400	1,400
384	4600	Tweed Trust	15,286	78,936	59,328	81,716
Total Expenses			\$ 1,272,840	\$ 1,056,515	\$ 1,044,905	\$ 1,070,178

			FY 14/15	FY 15/16	FY 16/17	FY 16/17
			Actual	Actual	Adopted	Adjusted
Library Expense Summary					Estimated	Year End
						Proposed
Salary			647,572	471,420	491,136	491,136
Benefits			319,830	288,978	291,926	291,926
Capital Equipment			-	-	-	-
Communications			6,860	5,687	6,000	6,000
Computer Equipment			-	7,040	6,450	6,450
Contracts			73,945	89,639	82,327	84,217
Dept supplies/services			31,940	35,182	33,100	33,095
Equipment/Software Maintenance			16,160	11,948	15,015	15,024
Library Materials			133,021	101,253	77,852	100,240
Training/Conference			3,018	2,629	2,100	3,100
Utilities			40,494	42,740	39,000	39,000
Total Expenses			\$ 1,272,840	\$ 1,056,515	\$ 1,044,905	\$ 1,070,178

Proposed Library Budget 2017/18 - Presented May 2, 2017

		LIBRARY - 4600					
		BUDGET					
Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-46-00-20-10	Salary-Regular	495,030	393,073	408,630	408,630	408,630	431,107
101-46-00-20-20	Temp/Part Time	110,601	-	-	-	-	30,734
101-46-00-20-30	Overtime	475	-	-	-	-	-
101-46-00-20-37	Holiday Pay	4,128	-	-	-	-	584
101-46-00-20-40	FICA/Medicare	46,417	29,210	31,673	31,673	31,673	33,953
101-46-00-20-45	Employer PERS	76,355	85,210	72,421	72,421	72,421	75,930
101-46-00-20-50	Employee PERS	4,493	-	-	-	-	-
101-46-00-20-55	Health Insurance	129,618	106,410	129,037	129,037	129,037	129,178
101-46-00-20-61	Workers Comp	43,313	42,681	30,173	30,173	30,173	7,618
101-46-00-20-65	SDI	4,648	3,573	3,636	3,636	3,636	3,772
101-46-00-20-71	Unemployment	4,967	7,492	6,600	6,600	6,600	-
101-46-00-20-75	Deferred Comp	4,528	4,327	8,424	8,424	8,424	7,511
101-46-00-20-85	Auto Allowance	2,633	2,410	2,400	2,400	2,400	2,400
101-46-00-20-89	Charity Event Reimbursement	-	-	750	750	750	-
101-46-00-20-96	Education Reimbursement	-	500	500	500	500	500
20	Salaries & Benefits	927,208	674,885	694,244	694,244	694,244	723,287
101-46-00-21-05	Advertising	375	-	-	-	-	-
101-46-00-21-10	Communications	3,125	5,687	6,000	6,000	6,000	12,300
101-46-00-21-15	Postage	226	446	500	500	500	500
101-46-00-21-22	Utilities	40,494	42,740	39,000	39,000	39,000	45,000
101-46-00-21-27	Equipment Lease Exp	-	8,001	8,015	8,015	8,015	8,000
101-46-00-21-45	Other Contract Services	56,941	44,815	69,868	71,758	71,758	97,000
101-46-00-21-55	Training & Conference	75	2,149	2,100	3,100	3,100	6,100
21	Services	101,236	103,838	125,483	128,373	128,373	168,900
101-46-00-22-07	Copies	-	3,665	3,500	3,500	3,500	3,000
101-46-00-22-12	Computer Equipment	-	-	6,450	6,450	6,450	47,000
101-46-00-22-13	Office Supplies	1,887	1,529	1,000	1,000	1,000	2,000
101-46-00-22-15	Special Department Supplies	605	1,146	1,000	1,000	1,000	1,000
101-46-00-22-16	Library Materials	-	63	-	-	-	-
22	Supplies	2,492	6,402	11,950	11,950	11,950	53,000
101-46-00-23-11	Maint Office Equip	5,492	1,991	-	-	-	-
101-46-00-23-35	Software Maintenance	3,010	1,955	-	-	-	-
23	Maintenance	8,502	3,946	-	-	-	-
101-46-00-24-25	Taxes & Other Charges	-	10,248	10,500	10,500	10,500	11,500
24	Taxes, Insurances & Contributi	-	10,248	10,500	10,500	10,500	11,500
101-46-00-26-40	Furniture & Fixtures	1,534	-	-	-	-	7,000
26	Capital	1,534	-	-	-	-	7,000
Grand Total		1,040,972	799,320	842,177	845,067	845,067	963,687
101	General Fund	1,040,972	799,320	842,177	845,067	845,067	963,687
218	Public Library Foundation						
218-46-00-21-05	Advertising	-	-	-	-	-	-
218-46-00-21-45	Other Contract Services	-	10,353	-	-	-	-
218-46-00-21-55	Training & Conference	388	-	-	-	-	-
21	Services	388	10,353	-	-	-	-

Proposed Library Budget 2017/18 - Presented May 2, 2017

LIBRARY - 4600 BUDGET							
Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
218-46-00-22-15	Special Department Supplies	50	-	-	-	-	3,200
22	Supplies	50	-	-	-	-	3,200
Grand Total		438	10,353	-	-	-	3,200
218	Public Library Foundation	438	10,353	-	-	-	3,200
219	CLSA State Library Grant						
219-46-00-21-05	Advertising	-	-	-	-	-	-
219-46-00-21-10	Communications	3,735	-	-	-	-	-
219-46-00-21-15	Postage	-	-	-	-	-	-
219-46-00-21-27	Equipment Lease Exp	3,974	-	-	-	-	-
219-46-00-21-30	Professional Contracts	-	-	-	-	-	-
219-46-00-21-45	Other Contract Services	1,948	9,526	-	-	-	-
219-46-00-21-53	Memberships & Publications	99	-	-	-	-	-
219-46-00-21-55	Training & Conference	359	-	-	-	-	-
21	Services	10,114	9,526	-	-	-	-
219-46-00-22-07	Copies	3,049	-	-	-	-	-
219-46-00-22-12	Computer Equipment	-	-	-	-	-	-
219-46-00-22-13	Office Supplies	3,872	(136)	-	-	-	-
219-46-00-22-15	Special Department Supplies	3,511	-	-	-	-	-
219-46-00-22-16	Library Materials	85,886	-	-	-	-	-
22	Supplies	96,319	(136)	-	-	-	-
219-46-00-23-11	Maint Office Equip	5,259	-	-	-	-	-
219-46-00-23-30	Maint Buildings/Grounds	-	-	-	-	-	-
219-46-00-23-35	Software Maintenance	2,400	-	-	-	-	7,350
23	Maintenance	7,659	-	-	-	-	7,350
219-46-00-26-30	Capital Equipment	-	-	-	-	-	-
219-46-00-26-40	Furniture & Fixtures	864	-	-	-	-	-
26	Capital	864	-	-	-	-	-
Grand Total		114,956	9,391	-	-	-	7,350
219	CLSA State Library Grant	114,956	9,391	-	-	-	7,350
220	Napa Valley Now						
220-46-00-21-05	Advertising	-	-	-	-	-	-
220-46-00-21-45	Other Contract Services	10,500	-	-	-	-	-
21	Services	10,500	-	-	-	-	-
220-46-00-22-15	Special Department Supplies	468	-	-	-	-	-
22	Supplies	468	-	-	-	-	-
Grand Total		10,968	-	-	-	-	-
220	Napa Valley Now	10,968	-	-	-	-	-
380	Friends and Foundation						
380-46-00-20-20	Temp/Part Time	35,316	74,923	76,241	76,241	76,241	54,329
380-46-00-20-37	Holiday Pay	1,438	3,424	6,265	6,265	6,265	6,468
380-46-00-20-40	FICA/Medicare	2,812	7,166	6,312	6,312	6,312	6,203
20	Salaries & Benefits	39,565	85,513	88,817	88,817	88,817	67,000

Proposed Library Budget 2017/18 - Presented May 2, 2017

LIBRARY - 4600 BUDGET							
Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
380-46-00-21-45	Other Contract Services	-	1,126	-	-	-	-
380-46-00-21-55	Training & Conference	2,196	480	-	-	-	-
21	Services	2,196	1,606	-	-	-	-
380-46-00-22-15	Special Department Supplies	-	2,742	-	-	-	-
380-46-00-22-16	Library Materials	47,134	41,548	34,583	34,583	34,583	56,000
380-46-00-22-40	Programming	-	-	-	-	-	11,250
380-46-00-22-41	Youth Programs	-	3,840	4,000	4,000	4,000	-
380-46-00-22-42	Spanish Language Programs	-	4,630	4,000	4,000	4,000	-
380-46-00-22-43	Adult Programs	-	2,461	3,000	2,550	2,550	-
380-46-00-22-44	Elsie, the Library Cat	-	155	600	1,045	1,045	-
22	Supplies	47,134	55,375	46,183	46,178	46,178	67,250
Grand Total		88,896	142,493	135,000	134,995	134,995	134,250
380	Friends and Foundation	88,896	142,493	135,000	134,995	134,995	134,250
381	Ryan Library Trust						
381-46-00-22-12	Computer Equipment	-	7,040	-	-	-	-
22	Supplies	-	7,040	-	-	-	-
381-46-00-23-35	Software Maintenance	-	-	7,000	7,000	7,009	-
23	Maintenance	-	-	7,000	7,000	7,009	-
381	Ryan Library Trust	-	7,040	7,000	7,000	7,009	-
382	Martin Estate Trust						
382-46-00-21-45	Other Contract Services	1,325	8,982	-	-	-	-
21	Services	1,325	8,982	-	-	-	-
382-46-00-22-16	Library Materials	-	-	1,400	1,400	1,400	-
22	Supplies	-	-	1,400	1,400	1,400	-
Grand Total		1,325	8,982	1,400	1,400	1,400	-
382	Martin Estate Trust	1,325	8,982	1,400	1,400	1,400	-
384	Tweed Trust						
384-46-00-20-20	Temp/Part Time	584	-	-	-	-	-
384-46-00-20-37	Holiday Pay	-	-	-	-	-	-
384-46-00-20-40	FICA/Medicare	45	-	-	-	-	-
20	Salaries & Benefits	629	-	-	-	-	-
384-46-00-21-15	Postage	-	-	-	-	-	-
384-46-00-21-45	Other Contract Services	3,232	14,837	12,459	12,459	12,459	-
384-46-00-21-53	Memberships & Publications	1,085	-	-	-	-	-
384-46-00-21-55	Training & Conference	-	-	-	-	-	-
21	Services	4,317	14,837	12,459	12,459	12,459	-
384-46-00-22-15	Special Department Supplies	13	4,456	5,000	5,000	5,000	5,000
384-46-00-22-16	Library Materials	-	59,642	41,869	64,257	64,257	52,275
22	Supplies	13	64,099	46,869	69,257	69,257	57,275
384-46-00-23-35	Software Maintenance	-	-	-	-	-	-
23	Maintenance	-	-	-	-	-	-

Proposed Library Budget 2017/18 - Presented May 2, 2017

LIBRARY - 4600 BUDGET							
Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
384-46-00-2408	Agreements	-	-	-	-	-	-
384-46-00-24-25	Taxes & Other Charges	10,327	-	-	-	-	-
24	Taxes, Insurances & Contributi	10,327	-	-	-	-	-
Grand Total		15,286	78,936	59,328	81,716	81,716	57,275
384	Tweed Trust	15,286	78,936	59,328	81,716	81,716	57,275
Grand Total		\$ 1,272,840	\$ 1,056,515	\$ 1,044,905	\$ 1,070,178	\$ 1,070,187	\$ 1,165,762

Proposed Library Budget 2017/18 - Presented May 2, 2017

LIBRARY - 4600 EXPENSE DETAIL						
Description	Object Code	Funding Source				Total Budgeted
Communications	2110	101	380	381	384	
Telephones		2,500	-	-	-	2,500
Broadband Fees		9,800	-	-	-	9,800
TOTAL - Communications	2110	\$ 12,300	\$ -	\$ -	\$ -	\$ 12,300
Equipment Lease	2127	101	380	381	384	
Copiers		8,000	-	-	-	8,000
TOTAL - Equipment Lease	2127	\$ 8,000	\$ -	\$ -	\$ -	\$ 8,000
Copies	2207	101	380	381	384	
Copies made with leased copiers		3,000	-	-	-	3,000
TOTAL - Copies	2207	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
Other Contract Services	2145	101	380	381	384	
SPLASH (Automation/Databases)		81,000	-	-	-	81,000
NorthNet Consortium		3,000	-	-	-	3,000
OCLC On-Line cataloging		3,400	-	-	-	3,400
Library Security System		3,100	-	-	-	3,100
3M Self-Check Maintenance		4,200	-	-	-	4,200
LibraryAware (NextReads/Emails)		1,100	-	-	-	1,100
Napa Valley Now		1,200	-	-	-	1,200
TOTAL - Other Contract Services	2145	\$ 97,000	\$ -	\$ -	\$ -	\$ 97,000
Training & Conference	2155	101	380	381	384	
Training/Mileage		500	-	-	-	500
CLA Membership		600	-	-	-	600
Northnet Training		1,000	-	-	-	1,000
PLA Conference		3,000	-	-	-	3,000
Conferences		1,000	-	-	-	1,000
TOTAL - Training & Conference	2155	\$ 6,100	\$ -	\$ -	\$ -	\$ 6,100
Computer Equipment	2212	101	380	381	384	
Useful (Public Computers)		5,000	-	-	-	5,000
GoPrint (Public Computers)		1,000	-	-	-	1,000
Broadband Upgrades		40,000	-	-	-	40,000
Marin IT/Spam Filter		500	-	-	-	500
Miscellaneous Equipment		500	-	-	-	500
TOTAL - Computer Equipment	2212	\$ 47,000	\$ -	\$ -	\$ -	\$ 47,000
Special Department Supplies	2215	101	380	381	384	
Supplies for Processing Material (Labels, cases, barcodes, etc.)		-	-	-	5,000	5,000

Proposed Library Budget 2017/18 - Presented May 2, 2017

LIBRARY - 4600 EXPENSE DETAIL						
Description	Object Code	Funding Source				Total Budgeted
Library Cards		1,000	-	-	-	1,000
TOTAL - Special Department Supplies	2215	\$ 1,000	\$ -	\$ -	\$ 5,000	\$ 6,000
Library Materials	2216	382	380	381	384	
Print, Audiovisual, Downloadable		-	56,000	-	50,775	106,775
St. Helena Star Microfilm		-	-	-	1,500	1,500
TOTAL - Library Materials	2216	\$ -	\$ 56,000	\$ -	\$ 52,275	\$ 108,275
Software Maintenance	2335	101	380	381	219	
Brainfus/Online Homework Help		-	-	-	5,500	5,500
Mango Languages		-	-	-	1,500	1,500
AtoZ Database		-	-	-	350	350
TOTAL - Software Maintenance	2335	\$ -	\$ -	\$ -	\$ 7,350	\$ 7,350