



**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, August 9, 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 Slaby, 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. 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. 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.
5. CONSENT ITEMS:
Members of the Board or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless this is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)
 - 5.1. Library Board of Trustees Meeting Minutes of July 12, 2017
[SHPL Board Minutes Regular Meeting July 12, 2017](#)
6. SCHEDULED MATTERS:
 - 6.1. Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation Executive Director

3 - 4

- 6.2. Review of Library Newsletter for August 2017 - Chris Kreiden, Library Director 5 - 8
[Library Newsletter 2017-August](#)
- 6.3. Review of Library Statistics for July 2017 - Chris Kreiden 9 - 10
[Library Statistics 2017-July](#)
- 6.4. Review of Fiscal Year 2016/17 Library Monthly Operating Expense Report for July 2017 - Chris Kreiden 11 - 17
[FY16-17 Monthly Expense Report Library 2017-July](#)
- 6.5. Review of Fiscal Year 2017/18 Library Monthly Operating Expense Report for July 2017 - Chris Kreiden 19 - 25
[FY17-18 Monthly Expense Report Library 2017-July](#)
- 6.6. Discussion of Strategic Planning Results - Bob Dye, Library Trustee 27 - 34
[SHPL Strategic Plan Questionnaire v3](#)
[SHPL Strategic Questionnaire - Stonebridge Appts](#)
- 6.7. Discussion of Possible Project Ideas from Library Trustees
7. ADJOURNMENT
The next regular meeting is scheduled for September 13, 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 August 4, 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, July 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 Bob Dye, David Slaby, Lin Weber, and Terry Wood; Library Director Chris Kreiden; and Outreach Services Librarian and Volunteer Coordinator Mari Martinez.

3. PUBLIC FORUM - There were no public comments.

4. REPORTS BY STAFF, COMMITTEE -

5. CONSENT ITEMS:

5.1 - The Library Board of Trustees Meeting Minutes of June 14, 2017 were approved.

6. SCHEDULED MATTERS:

6.1 - Elect a new Library Board of Trustees Chairperson and Vice-Chairperson - Skip Lane was re-elected Chairperson. Lin Weber was re-elected as Vice-Chair. The nominations were made by Terry Wood and seconded by Bob Dye.

6.2 - Report of Friends & Foundation, St. Helena Public Library - María Stel, F&F Executive Director - Maria was absent due to a Friends & Foundation meeting.

6.3 - Review of Library Newsletter for July 2017- Trustees reviewed and discussed the July newsletter. The high percentage of Children's events was noted and discussed. There was a question about the purchasing of the movies shown and about the Library's movie license. There was excitement about the partnership between the Library and the Napa Valley Writers' Conference. Terry mentioned that in Walnut Creek they have docents that come from museums to give presentations about current special exhibitions. Mari said that she would look into if it was possible to bring these to St. Helena.

6.4 - Review of Library Statistics for June 2017 - Trustees reviewed and discussed the June statistics.

6.5 - Review of Library Monthly Operating Expense Report for June 2017 - Chris Kreiden - Trustees reviewed June's expense report. There was a question about Unemployment still being at 100%. There was also a

question about the overage for Part-time staff funded by the Friends and Foundation grant.

6.6 – Discussion of Strategic Planning Results – Bob Dye, Library Trustee and Committee Chair – Due to the absence of two trustees, it was decided to postpone the discussion of this item till the next meeting. There was a question asked about how the survey was done and why the Stonebridge Apartments were selected. Bob mentioned that the questionnaire has now also been given to the Upper Valley Family Centers and also to Rianda House.

6.7 – Discussion of Possible Project Ideas from the Library Board of Trustees
– There were no ideas presented at this time.

7. ADJOURNMENT. The meeting was adjourned at 5:35 pm.

The next regular meeting of the Library Board of Trustees is scheduled for August 9, 2017 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Chris Kreiden,
Staff Liaison



August 2017 Newsletter

St. Helena Public Library

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

Thursday, August 3rd, 5:00 pm

Reception Art from the Boys & Girls Club

The St. Helena Clubhouse of the Boys & Girls Clubs of St. Helena and Calistoga will present a special exhibit on the gallery wall for the month of August. The artwork will feature the children of the club, and on August 3rd we will have a reception with the club kids! **The Boys & Girls Clubs** of St. Helena and Calistoga provide all young people a safe, positive, and unique place to develop their natural talents and inspire them to achieve their full potential. Accessible and affordable for all kids. Available when kids need them the most: after school and throughout the summer. They proudly serve more than 3,000 Up Valley youth annually!



BOYS & GIRLS CLUBS
of ST. HELENA AND CALISTOGA

Thursday, August 10th, 6:30 pm

End of Summer Party! Magical Moonshine Theatre

Before you head back to school, join us for this end of summer celebration! Magical Moonshine Theatre will present "Chanticleer the Rooster," a Canterbury tale about a rooster who is caught by the flattering fox . . . but foxes can be fooled as well. Assisting the beloved Chanticleer is a wise ant, as well as the pig, sheep, goat, dog, hen, and farmer. Medieval costumes and live music make for a delightful and interactive family program.



Thursday, August 24th, 7:00 pm

Book & Magazine Publishing Uncorked Presented by Christina Julian



Join local author and columnist Christina Julian as she dives deep into the world of publishing. Whether you are a budding novelist looking to score an agent and publisher, or a writer with eyes on article assignments for regional and national publications, Christina will have a conversation on all things publishing with fellow author and host Lisa Mattson. The discussion and Q&A will be prefaced by a short reading by Julian from her recently released novel, *The Dating Bender*. **Christina Julian** does the dance as a wine and food writer by day, novelist by night. The August 2017 release of *The Dating Bender* marks her fiction debut.

Thursday, August 17th, 7:00 pm

Great Women Film Directors Presented by David Garden, Jr.



Join us for a tribute to female film directors from the silent era to today, presented by David Garden, Jr. From Alice Guy-Blache 1896 (Gaumont Studios) to Katherine Bigelow (First Female Directing Oscar 2009), Garden will explore the mostly forgotten history of women in the director's chair. This lecture will feature film clips, biographic notes, stills, taped interviews, and anecdotes.

Thursday, August 31st, 6:30 pm: Traditional Hawaiian Dancing & Music

Aloha! No need to go to the Hawaiian Islands this summer—the library is bringing traditional Hawaiian dances and songs that will tell us the history of the Hawaiian people and of important events in the Hawaiian culture. This unique program will be held outside. Bring your blankets or chairs for the back lawn. Chairs will also be provided; refreshments will be served!



August is here!

A NOTE FROM
Library Director Chris Kreiden



Even if you haven't started yet, there is still time for Summer Reading, a little Library Bingo and the chance to win some cool prizes. By reading a "bingo!" and entering our raffle, one lucky adult reader will receive two tickets to Friends & Foundation's third annual Bookmark Napa Valley in January, an evening featuring acclaimed authors, great food and fine wine. Other prizes include \$25 gift certificates to a number of local businesses. Teen readers have their own prizes including a \$50 gift certificate to a night at the movies and more. Why not make your "beach read" count! Pick up a reading bingo card at the Library or print one from our website (go to 2017 Summer Reading under the Events tab).



Though our Summer Reading Programs aren't concluded till September 1st, join us at 6:30 pm on August 10th for the Library's End of Summer Party. Magical Moonshine Theatre will be present and will perform a production of Chanticleer the Rooster. Come see medieval costumes and live, ancient music (including a version of "Old MacDonald Had a Farm" from 1710!). Join us again on August 31st and travel to the beautiful islands of Hawaii with Hula Mai.

*Our programs are made possible
due to the generous support of*

**ST. HELENA PUBLIC LIBRARY
FRIENDS&FOUNDATION**

We want to acknowledge Friends & Foundation, St. Helena Public Library whose annual grants don't just provide the Library's summer fun and prizes, they also help provide the fun throughout the year. These grants are made possible thanks to the generous contributions made by our community to Friends & Foundation. We look forward to presenting many more entertaining and enlightening programs in the coming months. If you would like to keep up to date you can sign up to receive our newsletter (or event notifications) in your email inbox, simply go to our website (www.shpl.org) and click on the newsletter tab under Events. We hope to see you and your reading bingo cards soon!

Acompáñenos en Nuestros Eventos

*¡Traiga a toda la familia a estos divertidos
eventos en la biblioteca!
Estos programas serán presentados en inglés.
Traducción podría ser facilitada.*

Jueves, 10 de agosto a las 6:30 pm

Teatro Magical Moonshine



¡Antes que regreses a la escuela, únete a nuestra celebración del fin de verano! El Teatro Magical Moonshine presentará "El Gallo Chanticleer," una historia de un gallo que es atrapado por zorro alagador . . . pero zorros también pueden ser engañados. Asistiendo al amado gallo esta la hormiga sabia, juntos a otros amigos incluyendo el puerquito, la oveja, la cabraita, el perro, la gallina y el granjero. Atuendos medievales y música avivarán este programa familiar e interactivo.

Jueves, 31 de agosto a las 6:30 pm



Bailes y Música Tradicional Hawaiana Presentado por Hula Mai

¡Aloha! No tienes que llegar hasta Hawái este verano para vivir la magia de los bailes y la música tradicional Hawaiana. ¡La biblioteca lo traerá a ti! Este programa único contará la historia de las personas Hawaianas e ilustrará eventos importantes de la historia de Hawái a través de hula. Este programa se hará afuera. Te invitamos a traer tus manteles o sillas para sentarse sobre el césped. Sillas serán proveídas y refrescos serán servidos. Este programa es posible gracias a Friends & Foundation, St. Helena Public Library.

Ongoing Youth Programs

WEEKLY SUMMER FUN

Summer schedule will end the week before the first day of school. Last Drop-in Craft will be August 8th, last Let's Lego will be August 10th.

SPANISH STORYTIME / CUENTOS PARA PEQUES

Thursdays @ 6:00 pm



STORYTIMES

Tuesdays and Wednesdays
@ 10:30 am

DROP-IN CRAFTS

Tuesdays @ 3:00 pm



MOVIE MATINEES

Wednesdays @ 3:00 pm



LET'S LEGO / ARMEMOS LEGOS

Thursdays @ 3:00 pm



August Kids' Matinees: Wednesdays, 3:00 pm

Movies will be shown in the Meeting Room.



August 2nd:
The Boss Baby
2017; rated PG;
97 minutes.

August 9th:
**Smurfs:
The Lost Village**
2017; rated PG;
90 minutes.



August 16th:
**Diary of a Wimpy Kid:
The Long Haul**
2017; rated PG;
91 minutes.

August 23rd:
Treasure Hounds
2017; rated PG;
88 minutes.



August 30th:
Hope Dances
2017; not rated;
90 minutes.

August 2017 Library Calendar						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31 10:30am LAST Monday Spanish Storytime	1 10:30am Storytime 3:00pm: Drop-in Crafts	2 10:30am Storytime 3:00pm KIDS MOVIE: <i>The Boss Baby</i>	3 3:00pm: Let's LEGO! 5:00pm Reception for Boys & Girls Club 6:00pm Spanish Storytime	4  BOYS & GIRLS CLUBS of ST. HELENA AND CALISTOGA	5
6	7	8 10:30am Storytime 3:00pm: LAST of the Summer – Drop-in Crafts	9 10:30am Storytime 3:00pm KIDS MOVIE: <i>Smurfs: The Lost Village</i>	10 3:00pm: LAST of the Summer – Let's LEGO! 6:00pm Spanish Storytime 6:30pm END OF SUMMER PARTY: Magical Moonshine Theatre presents "Chanticleer the Rooster"	11 	12
13	14	15 10:30am Storytime	16 10:30am Storytime 3:00pm KIDS MOVIE: <i>Diary of a Wimpy Kid: The Long Haul</i>	17 6:00pm Spanish Storytime 7:00pm Great Women Film Directors, presented by David Garden, Jr.	18	19
20	21 Keep an eye out for the Solar Eclipse! 	22 10:30am Storytime	23 10:30am Storytime 3:00pm KIDS MOVIE: <i>Treasure Hounds</i>	24 6:00pm Spanish Storytime 7:00pm Book & Magazine Publishing Uncorked, presented by Christina Julian	25	26
27	28	29 10:30am Storytime	30 10:30am Storytime 3:00pm KIDS MOVIE: <i>Hope Dances</i>	31 6:00pm Spanish Storytime 6:30pm Traditional Hawaiian Dancing & Music, presented by Hula Mai 	1	2
AUGUST EXHIBIT: Art from the Boys & Girls Club 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	

ST. HELENA LIBRARY STATISTICAL REPORT

July 2017

FY 17/18

CIRCULATION	THIS YEAR	LAST YEAR
BOOKS		
Adult	4,072	4,615
Juvenile	4,918	6,158
YA	443	574
TOTAL	9,433	11,347
PERIODICALS		
Adult	174	153
Juvenile	-	-
TOTAL	174	153
AUDIOBOOKS		
Adult	875	1,095
Juvenile	239	360
YA	16	29
TOTAL	1,130	1,484
MUSIC		
Adult	482	433
Juvenile	98	138
TOTAL	580	571
DVDs		
Adult	4,115	4,805
Juvenile	1,051	2,019
TOTAL	5,166	6,824
E-MATERIALS		
Books	233	171
Audiobooks	213	128
Periodicals	80	45
TOTAL	526	344
TOTAL CIRCULATION	17,009	20,723
LIBRARY VISITS	8,357	9,388
SPANISH CIRCULATION	507	541

ADULT					
Book	Periodical	DVD	Audiobook	Music	TOTAL
4,072	174	4,115	875	482	9,718
JUVENILE					
Book	Periodical	DVD	Audiobook	Music	TOTAL
4,918	-	1,051	239	98	6,306
YOUNG ADULT					
Book	Periodical	DVD	Audiobook	Music	TOTAL
443			16		459

LIBRARY VOLUNTEER TOTAL HOURS: All Ages 104.5

HOMEWORK HELP: 1

JOB HELP: 1

HOLDS PLACED	HOLDS FILLED
491	2185

FISCAL YEAR 2016/17

General Ledger
Monthly Operating
Expense Rpt

User: chris
Printed: 08/03/17 12:43:04
Period 14 - 14
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	408,998.65	-368.65	-0.09
101-46-00-20-20	TempPart Time	0.00	0.00	-415.33	415.33	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	31,609.70	63.30	0.20
101-46-00-20-45	Employer PERS	72,421.00	0.00	72,768.91	-347.91	-0.48
101-46-00-20-47	PERS Unfunded Liability	0.00	0.00	0.00	0.00	0.00
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	118,236.38	10,800.62	8.37
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	3,718.79	-82.79	-2.28
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	4,547.16	3,876.84	46.02
101-46-00-20-85	Auto Allowance	2,400.00	0.00	2,400.00	0.00	0.00
101-46-00-20-89	Chartity Event Reimbursement	599.00	0.00	150.00	449.00	74.96
101-46-00-20-96	Education Reimbursement	<u>500.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>
20	Salaries & Benefits	694,093.00	0.00	665,827.46	28,265.54	4.07
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	5,393.84	606.16	10.10
101-46-00-21-15	Postage	500.00	0.00	259.75	240.25	48.05
101-46-00-21-22	Utilities	39,000.00	0.00	41,006.18	-2,006.18	-5.14
101-46-00-21-27	Equipment Lease Exp	8,015.00	0.00	8,853.36	-838.36	-10.46
101-46-00-21-30	Professional Contracts	0.00	0.00	0.00	0.00	0.00
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 Services	71,758.00	750.58	64,309.45	6,697.97	9.33
101-46-00-21-55	Training & Conference	<u>3,100.00</u>	<u>0.00</u>	<u>2,078.34</u>	<u>1,021.66</u>	<u>32.96</u>
21	Services	128,373.00	750.58	121,900.92	5,721.50	4.46
101-46-00-22-07	Copies	3,500.00	0.00	2,652.03	847.97	24.23
101-46-00-22-12	Computer Equipment	6,450.00	0.00	6,439.09	10.91	0.17
101-46-00-22-13	Office Supplies	1,000.00	0.00	988.65	11.35	1.14
101-46-00-22-15	Special Department Supplies	1,000.00	0.00	766.63	233.37	23.34
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	10,846.40	1,103.60	9.24
101-46-00-23-11	Maint Office Equip	0.00	0.00	0.00	0.00	0.00
101-46-00-23-35	Software Maintenance	0.00	0.00	0.00	0.00	0.00

GL - Monthly Operating Expense Rpt (08/03/2017 - 12:43 PM)

Page 1

FISCAL YEAR 2016/17

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
23	Maintenance	0.00	0.00	0.00	0.00	0.00
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	750.58	809,260.75	35,055.67	4.15
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>

FISCAL YEAR 2016/17

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
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
219-46-00-23-30	Maint	0.00	0.00	0.00	0.00	0.00
	BuildingsGrounds					
219-46-00-23-35	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
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
	BuildingsGrounds					
220-46-00-23-35	Software	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Maintenance					

FISCAL YEAR 2016/17

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
23	Maintenance	0.00	0.00	0.00	0.00	0.00
220-46-00-24-25	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
220-46-00-26-30	Capital Equipment	0.00	0.00	0.00	0.00	0.00
220-46-00-26-40	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
220-46-00-29-99	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
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	81,809.29	-5,568.29	-7.30
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	3,248.94	3,016.06	48.14
380-46-00-20-40	FICAMedicare	6,312.00	0.00	6,507.02	-195.02	-3.09
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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
20	Salaries & Benefits	88,818.00	0.00	91,565.25	-2,747.25	-3.09
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	<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
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	32,582.56	2,000.44	5.78
380-46-00-22-40	Programming	0.00	0.00	0.00	0.00	0.00
380-46-00-22-41	Youth Programs	4,000.00	0.00	3,486.98	513.02	12.83
380-46-00-22-42	Spanish Language Programs	4,000.00	0.00	3,889.67	110.33	2.76
380-46-00-22-43	Adult Programs	2,550.00	0.00	2,524.85	25.15	0.99
380-46-00-22-44	Elsie, the Library Cat	<u>1,045.00</u>	<u>0.00</u>	<u>113.23</u>	<u>931.77</u>	<u>89.16</u>
22	Supplies	46,178.00	0.00	42,597.29	3,580.71	7.75
380-46-00-24-08	Agreements	0.00	0.00	0.00	0.00	0.00
380-46-00-24-25	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

FISCAL YEAR 2016/17

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
380-46-00-26-40	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	134,996.00	0.00	134,162.54	833.46	0.62
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

FISCAL YEAR 2016/17

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
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
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 Contracts	0.00	0.00	0.00	0.00	0.00
384-46-00-21-45	Other Contract Services	12,459.00	50.68	12,408.32	0.00	0.00
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
384-46-00-22-12	Computer Equipment	0.00	0.00	0.00	0.00	0.00
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	3,243.50	1,756.50	35.13
384-46-00-22-16	Library Materials	<u>64,257.00</u>	<u>829.46</u>	<u>54,105.49</u>	<u>9,322.05</u>	<u>14.51</u>
22	Supplies	69,257.00	829.46	57,348.99	11,078.55	16.00
384-46-00-23-35	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
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>

FISCAL YEAR 2016/17

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
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
00	Administration	81,716.00	880.14	69,757.31	11,078.55	13.56
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	1,630.72	1,021,577.46	46,970.82	0.0439

FISCAL YEAR 2017/18

General Ledger
Monthly Operating
Expense Rpt

User: chris
Printed: 08/03/17 13:01:18
Period 02 - 02
Fiscal Year 2018

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	433,484.00	0.00	28,184.52	405,299.48	93.50
101-46-00-20-20	TempPart Time	27,355.00	0.00	0.00	27,355.00	100.00
101-46-00-20-30	Overtime	0.00	0.00	0.00	0.00	0.00
101-46-00-20-37	Holiday Pay	2,371.00	0.00	0.00	2,371.00	100.00
101-46-00-20-40	FICAMedicare	35,849.00	0.00	2,177.18	33,671.82	93.93
101-46-00-20-45	Employer PERS	30,559.00	0.00	1,985.68	28,573.32	93.50
101-46-00-20-47	PERS Unfunded Liability	48,788.00	0.00	49,661.00	-873.00	-1.79
101-46-00-20-50	Employee PERS	0.00	0.00	0.00	0.00	0.00
101-46-00-20-55	Health Insurance	129,178.00	0.00	7,678.21	121,499.79	94.06
101-46-00-20-61	Workers Comp	5,548.00	0.00	0.00	5,548.00	100.00
101-46-00-20-65	SDI	3,793.00	0.00	256.15	3,536.85	93.25
101-46-00-20-71	Unemployment	0.00	0.00	0.00	0.00	0.00
101-46-00-20-75	Deferred Comp	7,511.00	0.00	297.72	7,213.28	96.04
101-46-00-20-85	Auto Allowance	2,400.00	0.00	157.14	2,242.86	93.45
101-46-00-20-89	Chartity Event Reimbursement	0.00	0.00	0.00	0.00	0.00
101-46-00-20-96	Education Reimbursement	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>100.00</u>
20	Salaries & Benefits	727,336.00	0.00	90,397.60	636,938.40	87.57
101-46-00-21-05	Advertising	0.00	0.00	0.00	0.00	0.00
101-46-00-21-10	Communications	12,300.00	0.00	276.78	12,023.22	97.75
101-46-00-21-15	Postage	500.00	0.00	0.00	500.00	100.00
101-46-00-21-22	Utilities	45,000.00	0.00	0.00	45,000.00	100.00
101-46-00-21-27	Equipment Lease Exp	8,000.00	0.00	0.00	8,000.00	100.00
101-46-00-21-30	Professional Contracts	0.00	0.00	0.00	0.00	0.00
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 Services	97,000.00	6,720.52	541.98	89,737.50	92.51
101-46-00-21-55	Training & Conference	<u>6,100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,100.00</u>	<u>100.00</u>
21	Services	168,900.00	6,720.52	818.76	161,360.72	95.54
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	27,000.00	0.00	0.00	27,000.00	100.00
101-46-00-22-13	Office Supplies	2,000.00	0.00	0.00	2,000.00	100.00
101-46-00-22-15	Special Department Supplies	1,000.00	0.00	0.00	1,000.00	100.00
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	33,000.00	0.00	0.00	33,000.00	100.00
101-46-00-23-11	Maint Office Equip	0.00	0.00	0.00	0.00	0.00
101-46-00-23-35	Software Maintenance	0.00	0.00	0.00	0.00	0.00

FISCAL YEAR 2017/18

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
23	Maintenance	0.00	0.00	0.00	0.00	0.00
101-46-00-24-25	Taxes & Other Charges	<u>11,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,500.00</u>	<u>100.00</u>
24	Taxes, Insurances & Contributi	11,500.00	0.00	0.00	11,500.00	100.00
101-46-00-26-40	Furniture & Fixtures	<u>7,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,000.00</u>	<u>100.00</u>
26	Capital	7,000.00	0.00	0.00	7,000.00	100.00
00	Administration	947,736.00	6,720.52	91,216.36	849,799.12	89.67
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	3,200.00	0.00	0.00	3,200.00	100.00
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	3,200.00	0.00	0.00	3,200.00	100.00
00	Administration	3,200.00	0.00	0.00	3,200.00	100.00
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>

FISCAL YEAR 2017/18

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
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
219-46-00-23-30	Maint	0.00	0.00	0.00	0.00	0.00
	BuildingsGrounds					
219-46-00-23-35	Software	<u>7,350.00</u>	<u>5,000.00</u>	<u>1,346.00</u>	<u>1,004.00</u>	<u>13.66</u>
	Maintenance					
23	Maintenance	7,350.00	5,000.00	1,346.00	1,004.00	13.66
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	7,350.00	5,000.00	1,346.00	1,004.00	13.66
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	0.00	0.00	0.00	0.00	0.00
	Exp					
220-46-00-21-30	Professional	0.00	0.00	0.00	0.00	0.00
	Contracts					
220-46-00-21-45	Other Contract	0.00	0.00	0.00	0.00	0.00
	Services					
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	0.00	0.00	0.00	0.00	0.00
	Equipment					
220-46-00-22-13	Office Supplies	0.00	0.00	0.00	0.00	0.00
220-46-00-22-15	Special Department	0.00	0.00	0.00	0.00	0.00
	Supplies					
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
	BuildingsGrounds					
220-46-00-23-35	Software	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Maintenance					

FISCAL YEAR 2017/18

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
23	Maintenance	0.00	0.00	0.00	0.00	0.00
220-46-00-24-25	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
220-46-00-26-30	Capital Equipment	0.00	0.00	0.00	0.00	0.00
220-46-00-26-40	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
220-46-00-29-99	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
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	57,581.00	0.00	5,390.52	52,190.48	90.64
380-46-00-20-30	Overtime	0.00	0.00	0.00	0.00	0.00
380-46-00-20-37	Holiday Pay	4,680.00	0.00	163.46	4,516.54	96.51
380-46-00-20-40	FICAMedicare	4,489.00	0.00	424.90	4,064.10	90.53
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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
20	Salaries & Benefits	66,750.00	0.00	5,978.88	60,771.12	91.04
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	<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
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	56,000.00	0.00	0.00	56,000.00	100.00
380-46-00-22-40	Programming	11,250.00	0.00	200.00	11,050.00	98.22
380-46-00-22-41	Youth Programs	0.00	0.00	0.00	0.00	0.00
380-46-00-22-42	Spanish Language Programs	0.00	0.00	0.00	0.00	0.00
380-46-00-22-43	Adult Programs	0.00	0.00	0.00	0.00	0.00
380-46-00-22-44	Elsie, the Library Cat	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
22	Supplies	67,250.00	0.00	200.00	67,050.00	99.70
380-46-00-24-08	Agreements	0.00	0.00	0.00	0.00	0.00
380-46-00-24-25	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

FISCAL YEAR 2017/18

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
380-46-00-26-40	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	134,000.00	0.00	6,178.88	127,821.12	95.39
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>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
00	Administration	0.00	0.00	0.00	0.00	0.00
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>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
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

FISCAL YEAR 2017/18

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
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
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
384-46	Tweed Trust 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 Contracts	0.00	0.00	0.00	0.00	0.00
384-46-00-21-45	Other Contract Services	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00
384-46-00-22-12	Computer Equipment	20,000.00	0.00	0.00	20,000.00	100.00
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	0.00	5,000.00	100.00
384-46-00-22-16	Library Materials	<u>32,275.00</u>	<u>1,950.39</u>	<u>65.00</u>	<u>30,259.61</u>	<u>93.76</u>
22	Supplies	57,275.00	1,950.39	65.00	55,259.61	96.48
384-46-00-23-35	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
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>

FISCAL YEAR 2017/18

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
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
00	Administration	57,275.00	1,950.39	65.00	55,259.61	96.48
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>0.00</u>	<u>0.00</u>	<u>0.00</u>
21	Services	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00
Grand Total		1,149,561.00	13,670.91	98,806.24	1,037,083.85	0.9022

SHPL Strategic Plan Questionnaire

1. Do you currently use the St. Helena Public Library?

YES:

- a. How often do you visit the Library?
- ☐ More than once per week
 - ☐ About once per week
 - ☐ Other: _____
 - ☐ About once per month
 - ☐ Only occasionally
- b. Do the current hours of M 10-6, T & W 10-7, Th 10-9, F & Sat 2-6, and Sun Closed meet your needs?
- If yes, when do you use the Library most?
 - If not, could you share with us why?
- a. What brings you to the Library? (Choose all that apply)
- ☐ Books
 - ☐ DVDs
 - ☐ Audio books
 - ☐ Computer, Internet & printer access
 - ☐ Lectures & presentations
 - ☐ Kids & family programs
 - ☐ Other programs (e.g. music, art)
 - ☐ Other (e.g. study, read)
- b. What could the Library do to better serve your needs and interests?

NO:

- c. Why don't you use the Library?
- ☐ I'm not interested
 - ☐ I'm too busy
 - ☐ The Library's days or hours don't work for me
What times would be best for you? _____
 - ☐ Other: _____
- d. What programs and services would bring you to the Library?

SHPL Strategic Plan Questionnaire

2. If you have children:

- Please provide their ages: _____
- Do your children use the Library?

YES:

- a. How often do they visit the Library?
- ☐ More than once per week
 - ☐ About once per week
 - ☐ Other:
 - ☐ About once per month
 - ☐ Only occasionally
- b. Do the current hours of M 10-6, T & W 10-7, Thu 10-9, F & Sat 2-6, and Sun Closed meet their needs?
- If yes, when do they use the Library most?
 - If not, could you share with us why?
- a. What brings them to the Library? (Choose all that apply)
- ☐ Books
 - ☐ DVDs
 - ☐ Audio books
 - ☐ Other (e.g. playing, studying):
 - ☐ Computer, Internet & printer access
 - ☐ Kids & family programs
 - ☐ Other programs (e.g. music, art)
- b. What programs and services could the Library improve or add to better serve their needs and interests?

NO:

- c. Why don't they use the Library?
- ☐ They're not interested
 - ☐ They're too busy, or I'm too busy to take them
 - ☐ The Library's days or hours don't work for them
What times would be best? _____
 - ☐ Other: _____
- d. What could the Library add that would convince them to start using it?

SHPL Strategic Plan Questionnaire

3. Please identify and rank) the 3 most important services that the Library provides or could provide for you and your family (1 being the most important):

- | | |
|--|--|
| ____ Printed materials | ____ Support for students |
| ____ DVDs | ____ Computer, Internet & printer access |
| ____ Audio books | ____ Children's and family programs |
| ____ Downloadable books | ____ Lectures & presentations |
| ____ Downloadable audio | ____ Other programs |
| ____ Is there any other service or program that is important to you that is not listed above? If so, share it with us and rank it (or them) along with the services above: | |
-

4. How do you most often find out about Library services and programs? (choose all that apply)

- | | | |
|---|--|---|
| ☐ Library website | ☐ Library email blast | ☐ Library flyers |
| ☐ Library newsletter | ☐ News media | ☐ Word of mouth |
| ☐ Social Media (e.g. Library's Twitter & Facebook) | | |
| ☐ | | |

5. Are you satisfied overall with the Library?

e. Yes

f. No

Please tell us why?

If we have follow up questions about what the community needs from the Library, would you be interested in helping us? If so, please contact us at:

Email: xxx@shpl.org

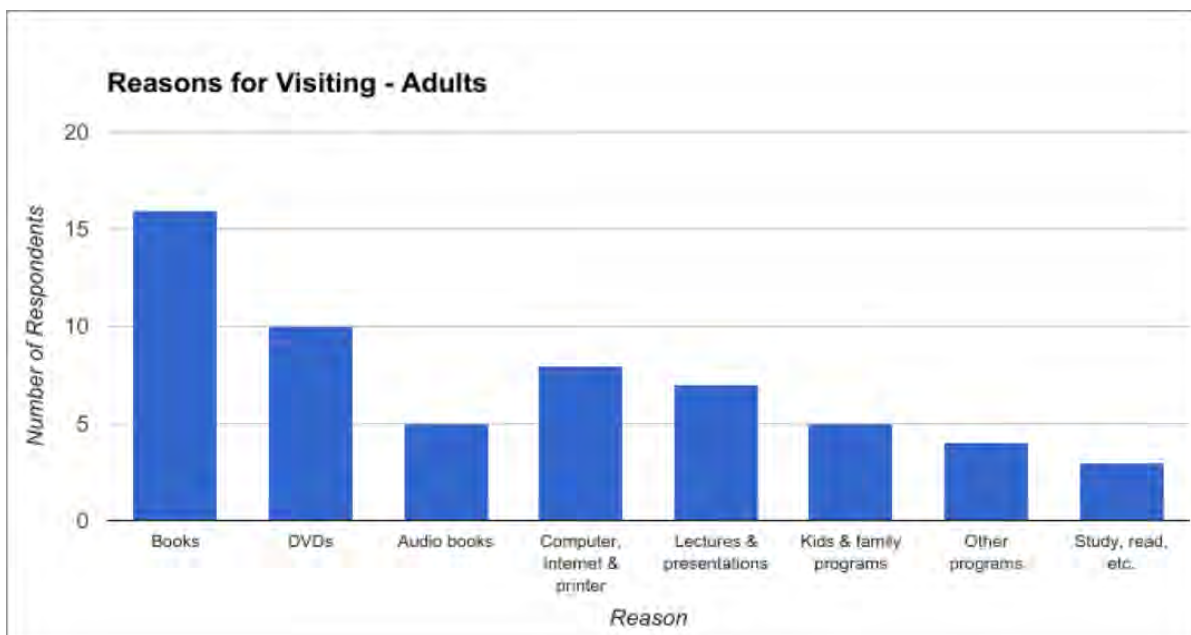
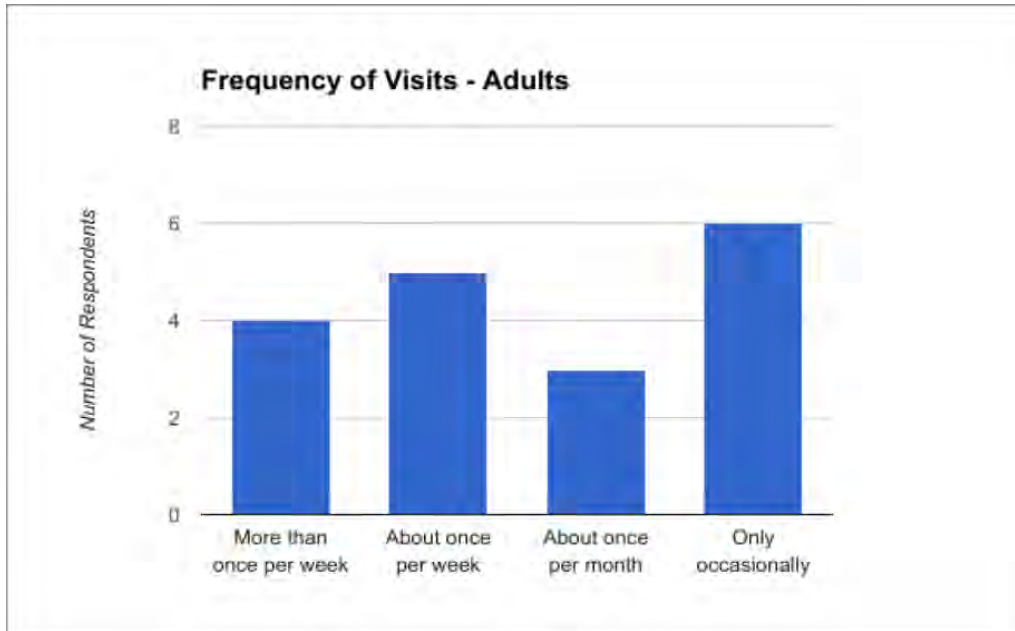
Telephone: (707) 999-9999

Thank you very much for participating in our survey!
We look forward to seeing you at the St. Helena Public Library.

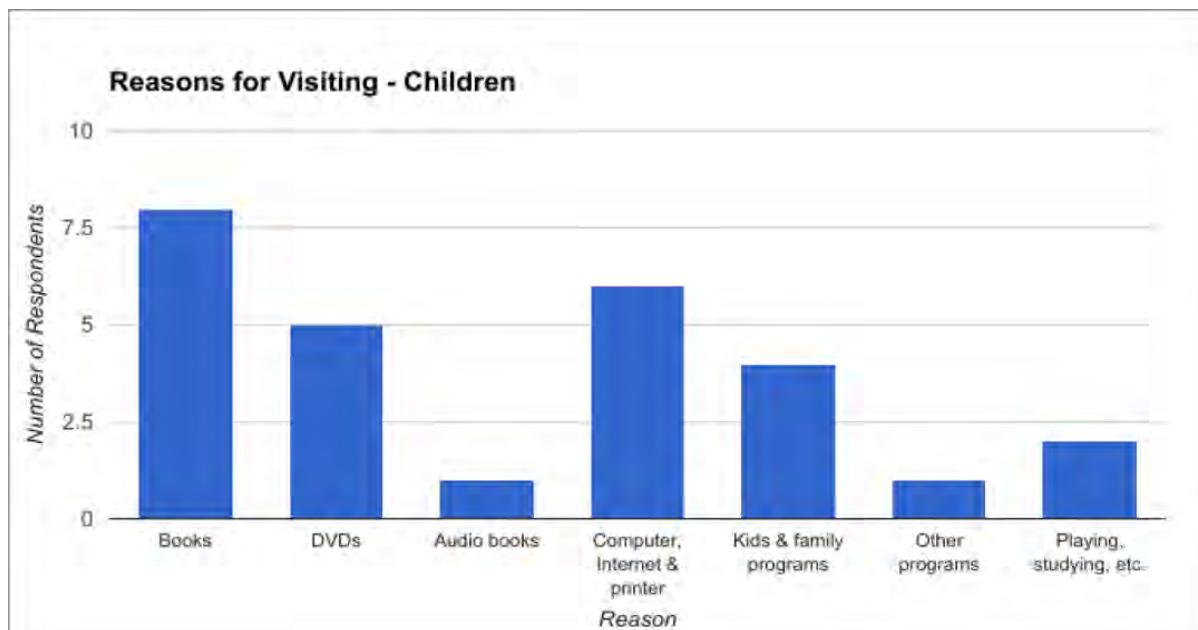
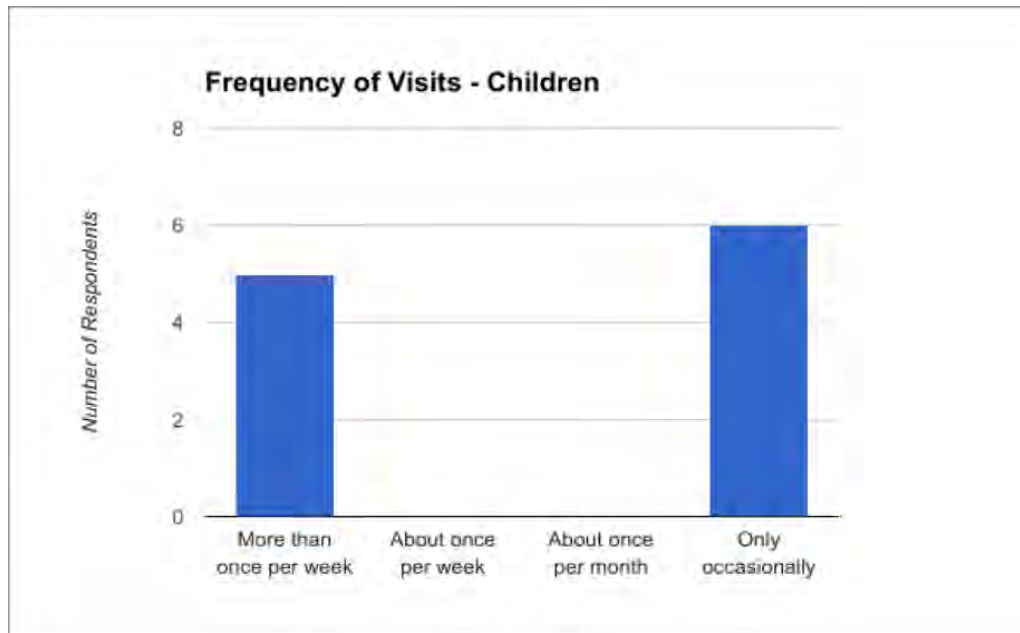
SHPL Strategic Plan Questionnaire Stonebridge Apartments Responses

Total number of responses: 18

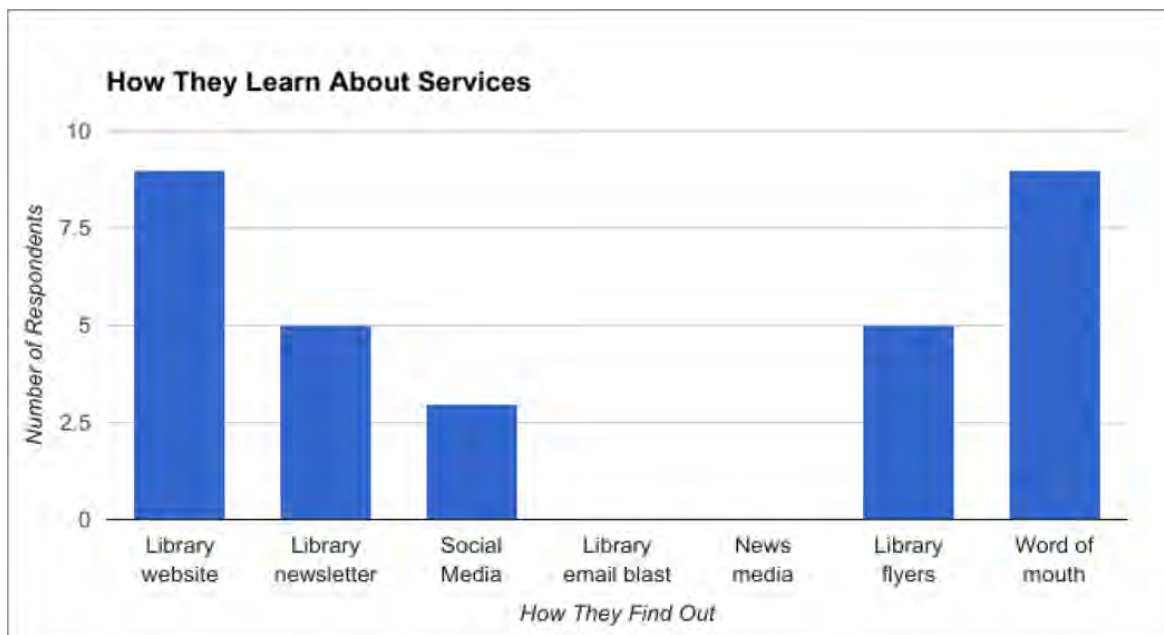
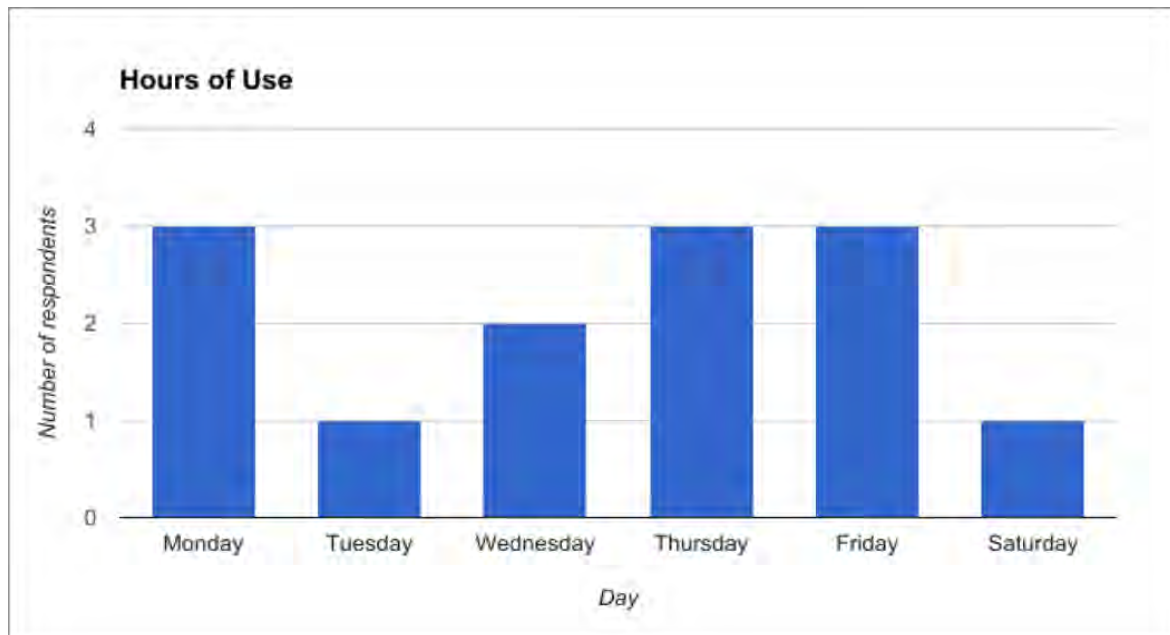
All responses were positive, which means that we did not get information from those who do NOT use the Library.



**SHPL Strategic Plan Questionnaire
Stonebridge Apartments Responses**



SHPL Strategic Plan Questionnaire
Stonebridge Apartments Responses



SHPL Strategic Plan Questionnaire
Stonebridge Apartments Responses

