



**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, December 13, 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. 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 November 8, 2017
[SHPL Board Minutes Regular Meeting November 8, 2017](#)
6. SCHEDULED MATTERS:
 - 6.1. Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation, Executive Director

3 - 5

- 6.2. Review of Library Newsletter for December 2017 - Chris Kreiden, Library Director 7 - 10
[Library Newsletter 2017 December](#)
- 6.3. Review of Library Statistics for October 2017 - Chris Kreiden 11 - 12
[Library Statistics 2017 October](#)
- 6.4. Review of Library Statistics for November 2017 - Chris Kreiden 13 - 14
[Library Statistics 2017 November](#)
- 6.5. Review of Library Monthly Operating Expense Report for November 2017 - Chris Kreiden 15 - 16
[Library Monthly Expense Report 2017 November](#)
- 6.6. Discussion of the Idea of Automatic Renewals for Library Materials or Going Fine-Free - Chris Kreiden
- 6.7. Discussion of Possible Project Ideas from Library Trustees
- 7. ADJOURNMENT
The next regular meeting is scheduled for January 10, 2018 at 5:00 pm, 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 December 8, 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, November 8, 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 5:02 p.m. Present were: Vice Chair Lin Weber; Trustees Emily Armstead, David Slaby, Susan Swan and Terry Wood; Library Director Chris Kreiden; and Friends & Foundation Executive Director María Stel.

3. PUBLIC FORUM - There were no public comments.

4. REPORTS BY STAFF, COMMITTEE - In response to a trustee question about how the library fared during the recent fires and smoke, Chris reported that, while she was unable to drive to St. Helena from her home until Saturday, other employees came in and some worked extra hours to keep the library open, even when the power was off. The library did close early one day, and the *Skunks* event was cancelled, but the library opened early on Friday and Saturday. Some employees who had been evacuated from their homes came to work, and María came in to help shelve books. The electric doors had to be propped open during the powerless days, but, staff reported that patronage was very good during the days of fires and smoke and that people were happy and surprised to find the library open. The *Skunks* event has been rescheduled for February. The timing of Jay Greene's three-part lecture series on Russia had to be shuffled, but a good number of people came to all three events. In response to a trustee question about Mari Martinez's replacement, Chris explained that the job recruitment has been reopened because an appropriate candidate wasn't found. The Outreach Services position no longer requires an MLS, just Spanish fluency. Susan reported that the September 26th League of Women's Voters drive at St. Helena High School, led by Robyn Orsini, was a smash success, and that the League representatives registered many students who will be voting age in the next election, and students who are 16 and older pre-registered. The League will return in the Spring to register even more students. Lin commented on a negative review of the library she saw on Yelp. After discussion about responding to the comment, Emily found the review and realized it had been posted in 2010 and had since been updated.

5. CONSENT ITEMS:

5.1 - The Library Board of Trustees Meeting Minutes of September 13, 2017 were approved.

6. SCHEDULED MATTERS:

6.1 - Report of Friends & Foundation, St. Helena Public Library - María Stel, F&F Executive Director - María distributed an ALA article on trustees

advocating for libraries. She reported that St. Helenan Ralph Dewer made a significant contribution to the F&F. The annual appeal letter went out just as the fires hit, so the response numbers have been low. Last year at this time the F&F had received 171 gifts totaling \$25,000. This year to date the F&F has received 102 gifts totaling \$21,000. *Bookmark Napa Valley*, the F&F's January fundraising event, has received \$27,000 in sponsorships and sold 18 tickets, even before the invitations have gone out. The official invitations will be mailed after Thanksgiving.

6.2 - Review of Library Newsletter for November 2017- Susan mentioned that Mari emailed her newsletters and flyers every month for display at the high school, and asked if someone could take task this on now. Chris will make sure the high school receives the newsletter and flyers every month. Trustees reviewed the November newsletter and commented on the popularity of the *WILD St. Helena* events. Seventy-three people attended the September *Bats* event, making it the most-attended September program.

6.3 - Review of Library Statistics for September 2017 - Trustees discussed the good attendance at the *Neuroticos Animos* get-togethers. All agreed it is an important offering. Trustees noted lack of attendance at the Spanish Story Time in September. Discussion followed about changing the time/day of the storytime, but Chris pointed out that it is dependent on the hours of the part-time employee who leads it. Chris said that staff is looking at other options to boost attendance. Chris explained that there were no October statistics in this month's packet because she was out of town attending the CLA conference and was unable to gather the statistics in time for the mailing.

6.4 - Review of Library Monthly Operating Expense Report for October 2017 - Chris Kreiden -Terry Wood reported that a neighbor asked her why the library hours haven't expanded after voters approved the tax increase. Discussion followed about residents not being aware that a chunk of the City's Measure D funding was allocated to the Upper York Creek Dam removal. Chris reported that the City is working on policies for how Measure D funds will be used. In response to a trustee question about CLSA funds still showing up on the monthly ledger even though the State no longer offers these funds, Chris explained that this amount is CLSA reserves from years back, but that the leftover balance is almost depleted. Trustees discussed the \$20,000 in Tweed Funds that the library is using to enhance the cable wiring and the firewall. These funds were pulled from the Tweed Trust, which were to be allocated for materials in the library's 2017-2018 budget, before the decision to fund the Upper York Creek Dam removal with General Fund monies was made. In response to a trustee question, Chris reported that other librarians whose libraries have implemented the upgraded Internet access for which the cable and firewall upgrades are being done report that the quick connection is wonderful. Chris also attended a CLA session about libraries eliminating fines, and automatically renewing items that are not on hold. Discussion followed about collecting or not collecting overdue fines. Patrons who do not have Internet cannot renew items as easily as patrons who do, which some people believe is unfair. Overdue fines go into the City's general fund, not directly to the library. Trustees asked Chris to put the issue of whether to recommend

elimination of library fines and/or to implement automatic renewals on the December Library Board agenda.

6.5 – Review of St. Helena Public Library’s completed California Public Library Survey 2016/2017 – Chris Kreiden – Trustees reviewed and discussed the California Public Library Survey that Chris submitted in October. In response to a trustee question, Chris explained that the State uses the data to study and compare California libraries. People who are interested in seeing how St. Helena Public Library compares to other libraries in California can visit the State Library website. Maria mentioned that St. Helena Library’s circulation per capita is higher than most libraries’ circulation. Chris added that the number of programs offered at SHPL has been going up, along with attendance. Discussion followed about the number of patrons using the digital St. Helena Star. The viewing count doesn’t seem to be accurate, but it is definitely being used quite a bit.

6.6 – Discussion of Possible Project Ideas from the Library Board of Trustees
– No ideas were discussed this month.

7. ADJOURNMENT. The meeting was adjourned at 5:45 pm.

The next regular meeting of the Library Board of Trustees is scheduled for December 13, 2017 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Susan Swan,
Recording Secretary

December 2017 Newsletter

St. Helena Public Library

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

Tuesday, December 5th, 5:00 pm

Cathedrals: Spirituality in Glass and Stone **By Jay Greene**

A Slideshow and Talk

During the High Middle Ages in Europe there emerged a new ecclesiastical architecture we call Gothic cathedrals, which united the genius of imagination with the skills of stonemasons and glassmakers, along with dozens of other crafts, to celebrate Christian worship and express civic pride. Their soaring beauty took decades to create and many have outlasted the ravages of war.



Thursday, December 7th, 7:00 pm

Artist Reception: **Ricky Lee**

St. Helena Public Library welcomes new artist Ricky Lee in his first art exhibit! Lee interacts with the world differently and uses his paints to express himself through vibrant colors and abstracts.

Refreshments will be served.



Sunday January 28th, 4:30 pm

Thursday, December 14th, 7:00 pm

Poetry Talk: **Bob Winters**



Local poet Bob Winters presents a reading from his newest book, *Another Revolution*, and a holiday story from his memoir, *Not Quite Kosher*. Winters welcomes other poets to an open mic!

Winters has published over 18 books in the past years. He's won awards for his non-fiction work as well as for his poetry.

A perfect gift
for the reader
in your life.

BookMark Napa Valley **Presented by Friends and Foundation**

Bookmark Napa Valley is a celebration that benefits Friends & Foundation. When you join us at Bookmark Napa Valley, you support the hundreds of programs provided by the Library such as early literacy, Summer Reading, and cultural and educational experiences for all ages. Please join us for great food, wine and conversation with four entertaining authors.

More information can be found at <http://supportshlibrary.org>.



**The library will be closed December 25th, 26th
and January 1st—Happy Holidays!**



Programas en Español

Manualidades

Diciembre 19th, 20th, & 21st
Martes, Miércoles, & Jueves, 2:00—4:00



Si sus niños están en casa estas vacaciones de invierno por que no traerlos a la biblioteca para que creen manualidades inspiradas en los días festivos.

¡Gratis, no se requiere inscripción!

La Biblioteca estará cerrada los días Diciembre 25, 26 y Enero 1



CUENTOS PARA PEQUES

CUENTOS EN ESPAÑOL

Todos los Jueves a las 6:00 pm



Todos los niños están invitados a venir a la biblioteca los jueves en la tarde a escuchar cuentos en español y hacer manualidades.

Neuróticos Anónimos: Voluntad y Apoyo

Todos los sábados de 4:30 pm a 6:00

Si usted es una de las muchas personas que sufre de depresión y ansiedad u otras enfermedades emocionales, esta es la oportunidad para recibir apoyo y al fin sentir alivio. ¡Estamos aquí para ti!

No necesita registrarse.



CLUB DE CONVERSACIÓN EN INGLÉS

Jueves, 6:00 pm

Practique inglés con nuestros facilitadores todos los jueves a las 6:00pm. Esto no es una clase de inglés. Para aprender más sobre clases de inglés llame al UpValley Family Center al 707.963.1919 y al Napa Valley College Upper Valley Campus al 707.967.2900.



¿Te encantan los Legos? Ven con toda tu familia a construir cosas maravillosas.





Youth Programs



December 19th, 20th, & 21st
Tuesday, Wednesday, & Thursday,
2:00—4:00 pm:
HOLIDAY DROP-IN CRAFTS

While the kids are home on Winter Break, why not bring them to the Library's Children's Room to create some fun holiday-inspired crafts.



Free, no registration required!

Kids' Matinees:
Wednesdays, 3:00 pm



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

December 6th:

Saving Christmas

2017; 88 min.; Not Rated



December 13th:

Despicable Me 3

2017; 90 min.; Rated PG

December 20th:

Santa Stole Our Dog

2017; 94 min.; Not Rated



December 27th:

Despicable Me 2

2013; 99 min.; Rated PG

Tuesdays & Wednesdays, 10:30 am:
STORYTIME

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



Thursdays, 6:00pm
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 stories!

December 19th, 20th and 21st
Tuesday, Wednesday, & Thursday, 3:00 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.



The Library will be closed on December 25th and 26th and also on January 1st!



December 2017 Library Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30		2
				Writers Group will resume January 6th!		4:30 Neuróticos Anónimos
3	4	5	6	7	8	9
		10:30am Storytime 5:00pm Cathedrals Slideshow and talk by Jay Greene 	10:30am Storytime 3:00pm KIDS MOVIE: SAVING CHRISTMAS	6:00pm Spanish Storytime 7:00pm Art Reception: Ricky Lee 	4:30 Neuróticos Anónimos	
10	11	12	13	14	15	16
		10:30am Storytime  <i>Happy Hanukkah</i>	10:30am Storytime 3:00pm KIDS MOVIE: DESPICABLE ME 3	6:00pm Spanish Storytime 7:00pm Poetry Talk: Bob Winters 	4:30 Neuróticos Anónimos	
17	18	19	20	21	22	23
		10:30am Storytime 2pm-4pm Drop-In Crafts  3:00pm: Let's Lego	10:30am Storytime 2pm-4pm Drop-In Crafts 3:00pm: Let's Lego 3:00pm KIDS MOVIE: SANTA STOLE OUR DOG 	2pm-4pm Drop-In Crafts 3:00pm: Let's Lego 6:00pm Spanish Storytime		4:30 Neuróticos Anónimos
24	25	26	27	28	29	30
	LIBRARY CLOSED	LIBRARY CLOSED 	10:30am Storytime 3:00pm KIDS MOVIE: DESPICABLE ME 2	6:00pm Spanish Storytime 		4:30 Neuróticos Anónimos
 December Artist: Ricky Lee 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				October 2017		FY 17/18	
CIRCULATION		THIS YEAR		LAST YEAR			
BOOKS	Adult	3,255	4,158				
	Juvenile	4,322	5,960				
	YA	266	293				
	TOTAL	7,843	10,411				
PERIODICALS							
AUDIOBOOKS	Adult	97	63				
	Juvenile	1	5				
	TOTAL	98	68				
MUSIC							
DVDs	Adult	422	486				
	Juvenile	67	83				
	TOTAL	489	569				
E-MATERIALS							
TOTAL CIRCULATION	Books	207	193				
	Audiobooks	102	179				
	Periodicals	24	50				
	TOTAL	333	422				
LIBRARY VISITS							
SPANISH CIRCULATION							
TOTAL CIRCULATION		14,136	18,945				
LIBRARY VISITS		7,183	9,459				
SPANISH CIRCULATION		316	450				

October 2017				FY 17/18		
ADULT						
Book	Periodical	DVD	Audiobook	Music	TOTAL	
3,255	97	3,515	747	422	8,036	
JUVENILE						
Book	Periodical	DVD	Audiobook	Music	TOTAL	
4,322	1	941	146	67	5,477	
YOUNG ADULT						
Book	Periodical	DVD	Audiobook	Music	TOTAL	
266			24		290	
LIBRARY VOLUNTEER TOTAL HOURS:			All Ages		72.5	
HOMEWORK HELP:					87	
JOB HELP:					0	

HOLDS PLACED	385
HOLDS FILLED	1586

October 2017

CHILDRENS

Onsite Programs:

Storytime (PS):	Tuesday	Wednesday
	10/3/2017	15
	10/10/2017	0
	10/17/2017	18
	10/24/2017	14
	10/31/2017	18
Total:	65	52

Bilingual Kids:	Spanish Storytime (PS)
	10/5/2017
	10/12/2017
	10/19/2017
	10/26/2017
Total:	0

Misc Events:

Let's Lego	10/24/2017	6
Total:	6	

Special Events:

Total: 0

Offsite Programs:

RIF - Boys & Girls Club	130
Total:	130

Movies:

Batman vs Two-Face	10/4/2017	4
Monster Island	10/11/2017	0
Swallows and Amazons	10/18/2017	0
Mune: Guardian of the Moon	10/25/2017	0
Total:	4	

Onsite Class Visits:	# of Visits	Attendance
Preschool (PS)	0	0
School Age (SA)	5	88
Total:	5	88

Offsite Class Visits:	# of Visits	Attendance
Preschool (PS)	6	70
School Age (SA)	11	209
Total:	17	279

TOTAL CHILDRENS	# of Attendees	635
	# of Programs	41

Total Childrens ONSITE Programs:	# of Attendees	226
	# of Programs	23

Total Childrens OFFSITE Programs:	# of Attendees	409
	# of Programs	18

ADULT

Onsite Programs:

Writers' Club	10/7/2017	3
	10/14/2017	cancelled
	10/21/2017	3
	10/28/2017	3
Lecture: Russia part 1	10/3/2017	48
Lecture: Russia part 2 - fire effected	10/17/2017	20
Lecture: Russia part 3 - fire effected	10/25/2017	22
Author Talk: Diane Covington-Carter	10/24/2017	6
Total:	105	

Thursday Programs

Artist: Marvin Humphrey	10/5/2017	40
Lecture: WILD St. Helena - Skunks	10/12/2017	cancelled
Concert: Los Gui'achis	10/19/2017	20
Day of the Dead Altar Workshop	10/26/2017	24
Total:	84	

Offsite Programs:

Total: 0

Spanish Adults:

Neuroticos Anonimos	10/7/2017	12
	10/14/2017	4
	10/21/2017	8
	10/28/2017	8
English Conversation Club	10/5/2017	3
	10/12/2017	cancelled
	10/19/2017	cancelled
	10/26/2017	cancelled
Total:	35	

TOTAL ADULTS	# of Attendees	224
	# of Programs	20

Total Adults ONSITE Programs:	# of Attendees	224
	# of Programs	20

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

YOUNG ADULT

Onsite Programs:

Total: 0

Offsite Programs:

Total: 0

ST. HELENA LIBRARY STATISTICAL REPORT					November 2017					FY 17/18				
CIRCULATION					THIS YEAR					LAST YEAR				
BOOKS	Adult	3,801	4,073											
	Juvenile	5,054	5,761											
	YA	329	364											
	TOTAL	9,184	10,198											
PERIODICALS														
	Adult	104	70											
	Juvenile													
	TOTAL	104	70											
AUDIOBOOKS														
	Adult	751	949											
	Juvenile	165	232											
	YA	31	27											
	TOTAL	947	1,208											
MUSIC														
	Adult	536	397											
	Juvenile	48	83											
	TOTAL	584	480											
DVDs														
	Adult	4,073	4,537											
	Juvenile	1,073	1,300											
	TOTAL	5,146	5,837											
E-MATERIALS														
	Books	251	148											
	Audiobooks	204	123											
	Periodicals	45	66											
	TOTAL	500	337											
TOTAL CIRCULATION					16,465					18,130				
LIBRARY VISITS					7,833					8,656				
SPANISH CIRCULATION					450					398				
ADULT														
	Book	3,801	104	751	536									
	DVD	4,073												
	Audiobook													
JUVENILE														
	Book	5,054	-	165	48									
	DVD													
YOUNG ADULT														
	Book	329		31										
	DVD													
	Music													
LIBRARY VOLUNTEER TOTAL HOURS:										All Ages 81				
HOMEWORK HELP:										60				
JOB HELP:										0				
HOLDS PLACED					489					HOLDS FILLED 2092				

November 2017

CHILDRENS

Onsite Programs:

Storytime (PS):	Tuesday	Wednesday	
		11/1/2017	17
	11/7/2017	11/8/2017	18
	11/14/2017	11/15/2017	18
	11/21/2017	11/22/2017	15
	11/28/2017	11/29/2017	15
Total:	81	83	

Bilingual Kids:

Spanish Storytime (PS)		
11/2/2017	5	
11/9/2017	5	
11/16/2017	5	
11/30/2017	7	
Total:	22	0

Misc Events:

Let's Lego	11/28/2017	5
Total:	5	

Special Events:

Day of the Dead Crafts	11/1/2017	12
Drum Circle	11/16/2017	8
Total:	12	

Offsite Programs:

RIF - Hunt's Grove		32
Total:	32	

Movies:

The Emoji Movie	11/1/2017	5
Cars 2	11/8/2017	8
Cars 3	11/15/2017	8
Nut Job 2: Nutty by Nature	11/22/2017	0
Leap!	11/29/2017	8
Total:	29	

Onsite Class Visits:

	# of Visits	Attendance
Preschool (PS)	0	0
School Age (SA)	7	121
Total:	7	121

Offsite Class Visits:

	# of Visits	Attendance
Preschool (PS)	12	154
School Age (SA)	10	199
Total:	22	353

TOTAL CHILDRENS

# of Attendees	738
# of Programs	51

Total Childrens ONSITE Programs:

# of Attendees	353
# of Programs	28

Total Childrens OFFSITE Programs:

# of Attendees	385
# of Programs	23

ADULT

Onsite Programs:

Writer's Club	11/4/2017	3
	11/18/2017	3
Lecture: A Night with Jekyll & Hyde	11/7/2017	12
Lecture: Rembering Vietnam	11/15/2017	30
Total:	48	

Thursday Programs

Artist: Greg de Lucca	11/2/2017	22
Author: Beth Lincoln	11/9/2017	28
Author: Krista Van Laan	11/30/2017	22
Total:	72	

Offsite Programs:

Total:	0	
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Spanish Adults:

Neuroticos Anonimos	11/4/2017	8
	11/18/2017	8
	11/25/2017	5
English Conversation Club	11/2/2017	cancelled
	11/9/2017	3
	11/16/2017	3
	11/23/2017	cancelled
	11/30/2017	3
Total:	30	

TOTAL ADULTS

# of Attendees	150
# of Programs	15

Total Adults ONSITE Programs:

# of Attendees	150
# of Programs	15

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: 12/05/17 15:32:13
Period 01 - 05
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	154,308.29	279,175.71	64.40
101-46-00-20-20	TempPart Time	27,355.00	0.00	0.00	27,355.00	100.00
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	11,932.82	23,916.18	66.71
101-46-00-20-45	Employer PERS	30,559.00	0.00	11,120.87	19,438.13	63.61
101-46-00-20-47	PERS Unfunded Liability	48,788.00	0.00	49,661.00	-873.00	-1.79
101-46-00-20-55	Health Insurance	129,178.00	0.00	44,648.93	84,529.07	65.44
101-46-00-20-61	Workers Comp	5,548.00	0.00	1,387.04	4,160.96	75.00
101-46-00-20-65	SDI	3,793.00	0.00	1,403.88	2,389.12	62.99
101-46-00-20-75	Deferred Comp	7,511.00	0.00	1,807.23	5,703.77	75.94
101-46-00-20-85	Auto Allowance	2,400.00	0.00	957.14	1,442.86	60.12
101-46-00-20-96	Education Reimbursement	500.00	0.00	0.00	500.00	100.00
20	Salaries & Benefits	727,336.00	0.00	277,227.20	450,108.80	61.88
101-46-00-21-10	Communications	12,300.00	0.00	2,097.82	10,202.18	82.94
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	14,958.63	30,041.37	66.76
101-46-00-21-27	Equipment Lease Exp	8,000.00	0.00	3,032.12	4,967.88	62.10
101-46-00-21-45	Other Contract Services	97,000.00	70,000.00	10,140.95	16,859.05	17.38
101-46-00-21-55	Training & Conference	6,100.00	0.00	1,152.00	4,948.00	81.11
21	Services	168,900.00	70,000.00	31,381.52	67,518.48	39.98
101-46-00-22-07	Copies	3,000.00	0.00	939.96	2,060.04	68.67
101-46-00-22-12	Computer Equipment	27,000.00	0.00	6,138.09	20,861.91	77.27
101-46-00-22-13	Office Supplies	2,000.00	0.00	615.51	1,384.49	69.22
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	0.00	0.00	4,883.49	-4,883.49	0.00
22	Supplies	33,000.00	0.00	12,577.05	20,422.95	61.89
101-46-00-24-25	Taxes & Other Charges	11,500.00	0.00	0.00	11,500.00	100.00
24	Taxes, Insurances & Contributi	11,500.00	0.00	0.00	11,500.00	100.00
101-46-00-26-40	Furniture & Fixtures	7,000.00	0.00	0.00	7,000.00	100.00
26	Capital	7,000.00	0.00	0.00	7,000.00	100.00
00	Administration	947,736.00	70,000.00	321,185.77	556,550.23	58.72

GL - Monthly Operating Expense Rpt (12/05/2017 - 3:32 PM)

Page 1

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
218	Public Library Foundation					
46	Library					
218-46-00-22-15	Special Department Supplies	<u>3,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,200.00</u>	<u>100.00</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					
219-46-00-23-35	Software Maintenance	<u>7,350.00</u>	<u>0.00</u>	<u>6,346.00</u>	<u>1,004.00</u>	<u>13.66</u>
23	Maintenance	7,350.00	0.00	6,346.00	1,004.00	13.66
00	Administration	7,350.00	0.00	6,346.00	1,004.00	13.66
380	Friends and Foundation					
46	Library					
380-46-00-20-20	TempPart Time	57,581.00	0.00	32,929.05	24,651.95	42.81
380-46-00-20-37	Holiday Pay	4,680.00	0.00	1,223.18	3,456.82	73.86
380-46-00-20-40	FICAMedicare	<u>4,489.00</u>	<u>0.00</u>	<u>2,612.69</u>	<u>1,876.31</u>	<u>41.80</u>
20	Salaries & Benefits	66,750.00	0.00	36,764.92	29,985.08	44.92
380-46-00-22-16	Library Materials	56,000.00	34,119.82	23,889.21	-2,009.03	-3.59
380-46-00-22-40	Programming	11,250.00	0.00	3,384.00	7,866.00	69.92
380-46-00-22-44	Elsie, the Library Cat	<u>0.00</u>	<u>0.00</u>	<u>28.12</u>	<u>-28.12</u>	<u>0.00</u>
22	Supplies	67,250.00	34,119.82	27,301.33	5,828.85	8.67
00	Administration	134,000.00	34,119.82	64,066.25	35,813.93	26.73
384	Tweed Trust					
46	Library					
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	445.89	4,554.11	91.08
384-46-00-22-16	Library Materials	<u>32,275.00</u>	<u>0.00</u>	<u>7,078.10</u>	<u>25,196.90</u>	<u>78.07</u>
22	Supplies	57,275.00	0.00	7,523.99	49,751.01	86.86
00	Administration	57,275.00	0.00	7,523.99	49,751.01	86.86
Grand Total		1,149,561.00	104,119.82	399,122.01	646,319.17	0.5622