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, April 11, 2018 @ 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 March 14, 2018 — 3 - 4
SHPL Board Meeting Minutes March 14, 2018

6. SCHEDULED MATTERS:

6.1. Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation, Executive Director

6.2. Review of Library Statistics for February 2018 - Chris Kreiden, Library Director 5 - 6

Library Statistics 2018 February

6.3. Review of Library Statistics for March 2018 - Chris Kreiden 7 - 8

Library Statistics 2018 March

6.4. Review of Library Newsletter for April 2018 - Chris Kreiden 9 - 12

Library Newsletter 2018 April

6.5. Review of Monthly Library Operating Expense Report for March 2018 - Chris Kreiden 13 - 15

Library Monthly Expense Report 2018 March

6.6. Discussion of Shape Committee Recommendations for Library - Chris Kreiden

Please note: Information about the St. Helena Assets Planning Engagement (SHAPE) Committee is available at http://cityofsthelena.org/bc-shape. The Committee's agendas contain links to the recordings of the meetings. The Library was discussed on March 21st and April 4th.

6.7. Discussion of Possible Project Ideas from Library Trustees

7. ADJOURNMENT

The next regular meeting is scheduled for May 9, 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 April 6, 2018.

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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, March 14, 2018
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: Vice Chair Lin Weber; Trustees Emily Armstead, David Slaby, and Terry Wood; Library Director Chris Kreiden; and St. Helena Mayor Alan Galbraith**.**

3. **PUBLIC FORUM –** Mayor Galbraith encouraged all to look at the City's 2018-2028 General Fund Long Range Financial Forecast presented to City Council March 13th by the Finance Director.

4. **REPORTS BY STAFF, COMMITTEE –CONSENT ITEMS:**

Chris reported that the April 10th City Council meeting will include proclamations for National Volunteers Week (April 15-21) and National Library Week (April 8-14). There will also be a library department staff introduction.

Next week Chris will be attending the Public Library Association Conference being held in Philadelphia.

The rewiring of the Library was completed earlier this week. AT&T is working on getting their fiber optic cable to the building.

An internal recruitment for the Outreach Services Librarian position will close on March 15th.

5. **CONSENT ITEMS:**

5.1 – **The Library Board of Trustees Meeting Minutes of February 14, 2018** were approved.

6. SCHEDULED MATTERS:

6.1 – **Review of Library Statistics for February 2018 – Chris Kreiden** – Chris reported that she wasn't able to get the Children's programming statistics in time for this month's packet; the complete programming statistics for February will be part of next month's packet.

6.2 **– Review of Library Newsletter for March 2018 – Chris Kreiden –** This month the Wild St. Helena series continues with Mushrooms. On March 22nd there will be Irish music with the local band Kith and Kin. The Napa County Elections Division will hold a community meeting on March

29th about the Voters Choice Act and how that will be changing the voting process.

In April, Jay Greene will have two Tuesday evening lectures: one on human evolution and the other on the 1906 San Francisco Earthquake. On April 12th the jazz band Charged Particles will perform. Then on April 19th will be the duo PoetryMusic with a multi-media performance. There will also be a poetry night presented with the Robert Louis Stevenson Museum on April 26th.

Lin asked that the Library Board of Trustees meetings appear in the newsletter's calendar.

6.3 – **Review of Library Monthly Operating Expense Report for February 2018 – Chris Kreiden –** The Library Board reviewed the Operating Expense Report for February.

6.4 – **Review of Draft Library Budget for Fiscal Year 2018/12019 – Chris Kreiden –** Chris reported the proposed budget for next fiscal year is very similar to this year's. She is hoping to get new computers for staff and some new equipment for the Public as well. The figures related to salaries and benefits were provided by Finance and Human Resources. David asked what the category "Other Contact Services" covered. Chris directed him to the Expense Detail sheet which showed this information.

6.5 – **Review of Information about Library from EMG's Draft Facility Condition Assessment Report – Chris Kreiden –** The report was reviewed by the Library Board. The need for this assessment and the included appraisal was discussed along with the citywide need for these assessments and evaluations.

6.6 – **Discussion Concerning Napa Valley Wine Library Photographic Exhibits – Chris Kreiden –** The Library has been talking to local photographer Steven Rothfeld about creating an exhibit with more current and diverse members of the Napa Valley wine industry. Chris presented the books Napa Stories and In the Shade of the Vines in which Steven's photographs appear.

6.7 - Discussion of Possible Project Ideas from Library Trustees – There were no suggestions presented.

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

The next regular meeting of the Library Board of Trustees is scheduled for April 11, 2018 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Chris Kreiden,
Library Director

ST. HELENA LIBRARY STATISTICAL REPORT	February 2018	FY 17/18

CIRCULATION		THIS YEAR	LAST YEAR
BOOKS			
	Adult	3,609	3,724
	Juvenile	4,508	5,002
	YA	295	311
	TOTAL	**8,412**	**9,037**
PERIODICALS			
	Adult	110	60
	Juvenile	1	1
	TOTAL	**111**	**61**
AUDIOBOOKS			
	Adult	881	828
	Juvenile	173	160
	YA	16	28
	TOTAL	**1,070**	**1,016**
MUSIC			
	Adult	506	380
	Juvenile	52	70
	TOTAL	**558**	**450**
DVDs			
	Adult	3,926	3,999
	Juvenile	847	1,147
	TOTAL	**4,773**	**5,146**
E-MATERIALS			
	Books	164	154
	Audiobooks	214	129
	Periodicals	49	41
	TOTAL	**427**	**324**
TOTAL CIRCULATION		**15,351**	**16,034**
LIBRARY VISITS		**8,145**	**8,288**
SPANISH CIRCULATION		**390**	**359**

ADULT

Book	Periodical	DVD	Audiobook	Music	TOTAL
3,609	110	3,926	881	506	**9,032**

JUVENILE

Book	Periodical	DVD	Audiobook	Music	TOTAL
4,508	1	847	173	52	**5,581**

YOUNG ADULT

Book	Periodical	DVD	Audiobook	Music	TOTAL
295			16		**311**

LIBRARY VOLUNTEER TOTAL HOURS:	**All Ages**	**91.25**
HOMEWORK HELP:		**40**
JOB HELP:		**7**

HOLDS PLACED	HOLDS FILLED
504	**2073**

February 2018

CHILDRENS

Onsite Programs:

Storytime (PS):

Tuesday		Wednesday	
2/6/2018	18	2/7/2018	16
2/13/2018	20	2/14/2018	32
2/20/2018	15	2/21/2018	24
2/27/2018	14	2/28/2018	22
Total:	***67***		***94***

Bilingual Kids: Spanish Storytime (PS)

2/1/2018	2	
2/8/2018	6	
2/15/2018	4	
2/22/2018	6	
Total:	***0***	***18***

Misc Events:

2/27/2018	Let's Lego	4
	Total:	***4***

Special Events:

2/8/2018	Cat Francisco Storytime	11
2/15/2018	Winter Magic	45
	Total:	***11***

Offsite Programs:

	RIF program	32
	Total:	***32***

Movies:

Enchanted	2/7/2018	6
The Stray	2/14/2018	0
Wonder	2/21/2018	12
Red Dog: True Blue	2/28/2018	2
Total:		***20***

Onsite Class Visits:

	# of Visits	Attendance
Preschool (PS)	0	0
School Age (SA)	7	140
Total:	***7***	***140***

Offsite Class Visits:

	# of Visits	Attendance
Preschool (PS)	12	179
School Age (SA)	19	290
Total:	***31***	***469***

TOTAL CHILDRENS	# of Attendees	**855**
	# of Programs	**58**
Total Childrens ONSITE Programs:	# of Attendees	**354**
	# of Programs	**26**
Total Childrens OFFSITE Programs:	# of Attendees	**501**
	# of Programs	**32**

ADULT

Onsite Programs:

Writer's Club	2/3/2018	4
	2/10/2018	2
	2/17/2018	2
	2/24/2018	2
Jay Greene: Spanish Armada	2/6/2018	26
Jay Greene: Captain Cook Explores Pacific	2/20/2018	18
Wild St. Helena: Skunks	2/27/2018	27
	Total:	***27***

Thursday Programs

Movie Night: Maudie	2/1/2018	9
Art Reception: Cat Francisco	2/8/2018	5
Performance: Sol Flamenco	2/22/2018	56
	Total:	***70***

Offsite Programs:

Total:	***0***

Spanish Adults:

Nueroticos Anonimos	2/3/2018	cancelled
	2/10/2018	3
	2/17/2018	cancelled
	2/24/2018	4
English Conversation Club	2/1/2018	3
	2/8/2018	3
	2/15/2018	3
	2/22/2018	3
	Total:	***19***

TOTAL ADULTS	# of Attendees	**116**
	# of Programs	**16**
Total Adults ONSITE Programs:	# of Attendees	**116**
	# of Programs	**16**
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 | **March 2018** | **FY 17/18**

CIRCULATION		THIS YEAR	LAST YEAR
BOOKS			
	Adult	3,757	4,187
	Juvenile	4,533	5,350
	YA	340	395
	TOTAL	**8,630**	**9,932**
PERIODICALS			
	Adult	124	103
	Juvenile	-	1
	TOTAL	**124**	**104**
AUDIOBOOKS			
	Adult	840	995
	Juvenile	223	216
	YA	18	20
	TOTAL	**1,081**	**1,231**
MUSIC			
	Adult	440	407
	Juvenile	45	52
	TOTAL	**485**	**459**
DVDs			
	Adult	4,563	4,317
	Juvenile	1,161	1,138
	TOTAL	**5,724**	**5,455**
E-MATERIALS			
	Books	223	177
	Audiobooks	263	152
	Periodicals	37	46
	Movies	13	
	TOTAL	**536**	**375**
TOTAL CIRCULATION		**16,580**	**17,556**
LIBRARY VISITS		**9,253**	**9,553**
SPANISH CIRCULATION		**317**	**425**

ADULT

Book	Periodical	DVD	Audiobook	Music	TOTAL
3,757	124	4,563	840	440	**9,724**

JUVENILE

Book	Periodical	DVD	Audiobook	Music	TOTAL
4,533	-	1,161	223	45	**5,962**

YOUNG ADULT

Book	Periodical	DVD	Audiobook	Music	TOTAL
340			18		**358**

LIBRARY VOLUNTEER TOTAL HOURS:	**All Ages**	**91.75**
HOMEWORK HELP:		**42**
JOB HELP:		**0**

HOLDS PLACED	HOLDS FILLED
612	**2302**

March 2018

CHILDRENS

Onsite Programs:

Storytime (PS):

Tuesday		Wednesday	
3/6/2018	15	3/7/2018	16
3/13/2018	20	3/14/2018	18
3/20/2018	24	3/21/2018	18
3/27/2018	25	3/28/2018	19
Total:	***84***		***71***

Movies:

Hedgehogs	3/7/2018	0
Hey Arnold! The Jungle Movie	3/14/2018	0
Ferdinand	3/21/2018	4
Lego DC Superheroes: The Flash	3/28/2018	8
Total:		***12***

Bilingual Kids: Spanish Storytime (PS)

3/1/2018	2
3/8/2018	2
3/15/2018	2
3/22/2018	2
3/29/2018	4
Total:	***12***

Onsite Class Visits:

	# of Visits	Attendance
Preschool (PS)	0	0
School Age (SA)	5	100
Total:	***5***	***100***

Misc Events:

Let's Lego	3/27/2018	2
Total:		***2***

Offsite Class Visits:

	# of Visits	Attendance
Preschool (PS)	10	128
School Age (SA)	14	256
Total:	***24***	***384***

Special Events:

Movie Night: Coco	3/1/2018	31
Total:		***31***

Offsite Programs:

3 RIF programs		121
Total:		***121***

TOTAL CHILDRENS	# of Attendees	**817**
	# of Programs	**51**
Total Childrens ONSITE Programs:	# of Attendees	**312**
	# of Programs	**24**
Total Childrens OFFSITE Programs:	# of Attendees	**505**
	# of Programs	**27**

ADULT

Onsite Programs:

Writer's Club	3/3/2018	3
	3/10/2018	2
	3/17/2018	2
	3/24/2018	cancelled
	3/31/2018	3
Jay Greene: The Rising Sun Seeks Dominance	3/6/2018	24
Author Talk: Bianca Bosker (Cork Dork)	3/14/2018	50
Jay Greene: The Critical Decade	3/20/2018	20
Total:		***104***

Thursday Programs

Art Reception: St. Helena Historical Society	3/8/2018	58
Wild St. Helena: Mushrooms	3/15/2018	28
Irish Music: Kith & Kin	3/22/2018	21
Voters Choice Act Community Meeting	3/29/2018	6
Total:		***113***

Offsite Programs:

Total:		***0***

Spanish Adults:

Nueroticos Anonimos	3/3/2018	6
	3/10/2018	5
	3/17/2018	4
	3/24/2018	3
	3/31/2018	3
English Conversation Club	3/1/2018	3
	3/8/2018	cancelled
	3/15/2018	3
	3/22/2018	3
	3/29/2018	cancelled
Total:		***30***

TOTAL ADULTS	# of Attendees	**247**
	# of Programs	**19**
Total Adults ONSITE Programs:	# of Attendees	**247**
	# of Programs	**19**
Total Adults OFFSITE Programs:	# of Attendees	**0**
	# of Programs	**0**

YOUNG ADULT

Onsite Programs:

Total:	***0***

Offsite Programs:

Total:	***0***

April 2018 Newsletter

St. Helena Public Library

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

Thursday, April 5th, 7:00 pm

Artist Recepton:
Carolynne Gamble

Local artist Carolynne Gamble is a graphic designer and marketing specialist. Serious and silly, *Play On Words* is her new series of artwork exhibited at the St. Helena Library – appropriately where books abound! Words have power. Gamble makes them big on canvas for meaning and impact. As art, they are amplified. Conceptual art is inspiring, and this show, *Play On Words*, is her grand gesture for amusement and whimsy. But don't be *Kerfuffled*. *Play on Words* will surely bring a smile of recognition and even a message of hope.

Refreshments will be provided by Friends & Foundation.

Thursday, April 19th, 7:00 pm

PoetryMusic: Where Words and Music Meet

This duo dedicated to performing poetry that has been set to music and the poetry is sung. This multi-media performance includes an accompanying slide presentation with each poem projected on the screen along with photographic images so that the audience can follow the written word with the poem being sung.

Refreshments will be served

Turn the page for information on our lecture series and our new digital resource!

Thursday, April 12th, 7:00 pm

Enjoy Some Jazz Fusion with
Charged Particles

The group covers a broad spectrum of jazz with an emphasis on fusion. The trio's repertoire blends jazz with elements of Latin, funk, classical, and other musical genres. The band's energy level is always high, even when they are cooking at a volume no louder than a whisper or floating through the melody of a romantic ballad. Each piece they play brims with the fun the players have together and with the admiration they have for each other.

Refreshments provided by Friends & Foundation.

Thursday, April 26th, 7:00 pm

Robert Louis Stevenson Poetry Night

Presented with the RLS Museum

Join the Robert Louis Stevenson Museum in celebrating spoken word and the poetry of Robert Louis Stevenson! An open mic portion will be available to recite a few works and perform new pieces! The evening will highlight several of Robert Louis Stevenson's poems and offer the opportunity for other poets to perform their works. All are invited to listen, perform, and enjoy poetry from the past and the present. Contact the RLS Museum by April 20th for a performance slot!

Refreshments will be served thanks to Friends and Foundation

Features and Lectures

Introducing hoopla!

We are excited to announce hoopla digital: a new digital media service provided to you, our patron, through which you may access and enjoy nearly half a million titles, from six different formats: **Movies, TV, Music Albums, eAudiobooks , eBooks, and Comics/Graphic Novels**. All in one location, from your computer, tablet or Smartphone!

With hoopla, there are no hold lists, no extra apps or accounts needed or special steps to use it.

JAY GREENE:

Tuesday, April 3rd 5:00pm

Last One Standing

Drawing upon his long association with the Institute of Human Origins, Jay Greene will trace the many millions of years of human evolution leading from ancestors in East Africa to our current preeminence on the planet.

Tuesday, April 17th, 5:00pm

The Earth Shook, The Sky Burned

Within hours of Enrico Caruso scoring an operatic triumph, the brash and effervescent city of San Francisco lay in ruins on an April morning in 1906. Soon raging fires consumed the City on the edge of the Pacific. Jay Greene will describe the drama and tragedy of those April days.

Programas en Español

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. Todos los Jueves a las 6:00pm

ARMEMOS LEGOS!
Abril 24
Martes, 3:30 pm

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

Hoopla es un servicio digital con el cual puedes tener acceso y disfrutar de películas, TV, música, novelas gráficas, audio libros y libros digitales. ¡Todo desde la comodidad de tu computadora, tableta o teléfono inteligente! ¡Con Hoopla no hay lista de espera, no hay que abrir cuentas o seguir pasos especiales para usarla!

Neuróticos Anónimos: Voluntad y Apoyo
Todos los sábados
de 4:30 pm a 6:00 pm

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.

Youth Programs

Kids' Matinees: Wednesdays, 3:00 pm

Kids' Matinees are appropriate for all ages and are shown in the Meeting Room!

April 4th:

Monsters at Large

2018; 1 hr. 42 min.; Rated PG

April 11th:

Dorothy and the Wizard of Oz: We're Not in Kansas Anymore

2017; 1 hr. 53min.; Not Rated

April 18th:

Tad, the Lost Explorer and the Secret of King Midas

2017; 55 min.; Rated PG

April 25th:

Sheep & Wolves

2016; 1 hr. 34 min.; Not Rated

Tuesday, April 24th, 3:30 pm

Let's LEGO!

Drop-in and have fun building your own LEGO creations.
Recommended for ages 5 to 14.

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!

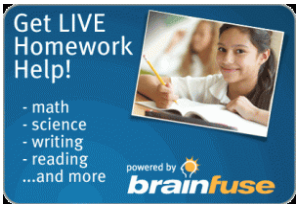
Thursdays, 6:00pm SPANISH STORYTIME (Cuentos para Peques)

Children are invited to come to the Library on Thursday evenings to listen to stories in Spanish and do fun crafts. This is an excellent opportunity for children to be exposed to Spanish stories! All ages are welcome.

Checkout BrainFuse!

Brainfuse provides free online homework help through its HelpNow service. A unique blend of one-to-one homework help, skills building, test preparation, and writing assistance. LIVE tutoring assistance is available daily from 2-9 PM.

Available under the heading Resources for Students at www.shpl.org/kids-teens



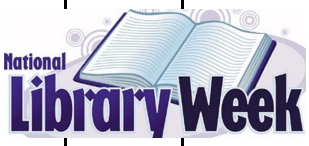
FUN+CREATIVE: *NO EDITING & NO PRESSURE*

OPEN TO ALL AGES!
April 7th, 14th and 21st

Saturdays, 2:30-4:00 pm
in he Library's Community Room

Come and express yourself through writing with no critique or judgement. The topics of the timed writing sessions will be decided by the attendees. Writers will have the chance to read out loud if they choose to or not.

APRIL 2018 Library Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 **10:30am** Storytime **5:00pm** The Last One Standing: Lecture by Jay Greene	4 **10:30am** Storytime **3:00pm** KIDS MOVIE: MONSTERS AT LARGE	5 **6:00pm** Spanish Storytime **7:00pm** Artist Reception: Carolynne Gamble	6	7 **2:30pm** Writer's Club **4:30pm** Neuróticos Anónimos
8 	9	10 **10:30am** Storytime	11 **10:30am** Storytime **3:00pm** KIDS MOVIE: DOROTHY AND THE WIZARD OF OZ: WE'RE NOT IN KANSAS ANYMORE **5:00PM** LIBRARY BOARD MEETING	12 **6:00pm** Spanish Storytime **7:00pm** Jazz Fusion with Charged Particles	13	14 **2:30pm** Writer's Club **4:30pm** Neuróticos Anónimos
15	16	17 **10:30am** Storytime **5:00pm** The Earth Shook, The Sky Burned: Lecture by Jay Greene	18 **10:30am** Storytime **3:00pm** Kids Movie: Tad, the Lost Explorer and the Secret of King Midas	19 **6:00pm** Spanish Storytime **7:00pm** PoetryMusic	20	21 **2:30pm** Writer's Club (last meeting) **4:30pm** Neuróticos Anónimos
22	23	24 **10:30am** Storytime **3:30pm** Let's Lego	25 **10:30am** Storytime **3:00pm** KIDS MOVIE: SHEEP & WOLVES	26 **6:00pm** Spanish Storytime **7:00pm** Robert Louis Stevenson's Poetry Night	27	28 **4:30pm** Neuróticos Anónimos
		1 **10:30am** Storytime	2 **10:30am** Storytime **3:00pm** KIDS MOVIE: PADDINGTON 2	3 **6:00pm** Spanish Storytime	4	5 **4:30pm** Neuróticos Anónimos

APRIL ARTIST:
CAROLYNNE GAMBLE

Legend:

Red=Youth
Blue=Adult
Green=Spanish
Purple=Everyone

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

General Ledger
Monthly Operating Expense Rpt

User: chris
Printed: 04/05/18 15:21:11
Period 01 - 10
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	268,002.52	165,481.48	38.17
101-46-00-20-20	TempPart Time	27,355.00	0.00	415.33	26,939.67	98.48
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	20,737.57	15,111.43	42.15
101-46-00-20-45	Employer PERS	30,559.00	0.00	19,586.15	10,972.85	35.91
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	78,281.05	50,896.95	39.40
101-46-00-20-61	Workers Comp	5,548.00	0.00	2,774.08	2,773.92	50.00
101-46-00-20-65	SDI	3,793.00	0.00	2,465.83	1,327.17	34.99
101-46-00-20-75	Deferred Comp	7,511.00	0.00	3,306.39	4,204.61	55.98
101-46-00-20-85	Auto Allowance	2,400.00	0.00	1,757.14	642.86	26.79
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**	**446,987.06**	**280,348.94**	**38.54**
101-46-00-21-10	Communications	12,300.00	0.00	3,585.94	8,714.06	70.85
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	30,706.44	14,293.56	31.76
101-46-00-21-27	Equipment Lease Exp	8,000.00	0.00	6,239.18	1,760.82	22.01
101-46-00-21-45	Other Contract Services	97,000.00	26,079.25	55,760.20	15,160.55	15.63
101-46-00-21-55	Training & Conference	7,100.00	0.00	4,660.69	2,439.31	34.36
21	**Services**	**169,900.00**	**26,079.25**	**100,952.45**	**42,868.30**	**25.23**
101-46-00-22-07	Copies	3,000.00	0.00	1,502.02	1,497.98	49.93
101-46-00-22-12	Computer Equipment	44,905.00	16,460.70	6,355.75	22,088.55	49.19
101-46-00-22-13	Office Supplies	2,000.00	0.00	1,011.85	988.15	49.41
101-46-00-22-15	Special Department Supplies	1,000.00	0.00	41.62	958.38	95.84
101-46-00-22-16	Library Materials	4,883.00	0.00	4,883.49	-0.49	-0.01
22	**Supplies**	**55,788.00**	**16,460.70**	**13,794.73**	**25,532.57**	**45.77**
101-46-00-23-35	Software Maintenance	1,852.00	1,852.20	0.00	-0.20	-0.01
23	**Maintenance**	**1,852.00**	**1,852.20**	**0.00**	**-0.20**	**-0.01**
101-46-00-24-25	Taxes & Other Charges	11,500.00	0.00	10,970.51	529.49	4.60
24	**Taxes, Insurances & Contributi**	**11,500.00**	**0.00**	**10,970.51**	**529.49**	**4.60**
101-46-00-26-40	Furniture & Fixtures	7,000.00	0.00	4,866.22	2,133.78	30.48

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
26	**Capital**	**7,000.00**	**0.00**	**4,866.22**	**2,133.78**	**30.48**
00	**Administration**	**973,376.00**	**44,392.15**	**577,570.97**	**351,412.88**	**36.10**
218	**Public Library Foundation**					
46	**Library**					
218-46-00-21-45	Other Contract Services	2,000.00	0.00	2,000.00	0.00	0.00
21	**Services**	**2,000.00**	**0.00**	**2,000.00**	**0.00**	**0.00**
218-46-00-22-15	Special Department Supplies	1,200.00	0.00	0.00	1,200.00	100.00
22	**Supplies**	**1,200.00**	**0.00**	**0.00**	**1,200.00**	**100.00**
00	**Administration**	**3,200.00**	**0.00**	**2,000.00**	**1,200.00**	**37.50**
219	**CLSA State Library Grant**					
46	**Library**					
219-46-00-22-16	Library Materials	0.00	0.00	-32.00	32.00	0.00
22	**Supplies**	**0.00**	**0.00**	**-32.00**	**32.00**	**0.00**
219-46-00-23-35	Software Maintenance	7,350.00	0.00	6,696.00	654.00	8.90
23	**Maintenance**	**7,350.00**	**0.00**	**6,696.00**	**654.00**	**8.90**
00	**Administration**	**7,350.00**	**0.00**	**6,664.00**	**686.00**	**9.33**
380	**Friends and Foundation**					
46	**Library**					
380-46-00-20-20	TempPart Time	57,581.00	0.00	61,588.13	-4,007.13	-6.96
380-46-00-20-37	Holiday Pay	4,680.00	0.00	2,610.19	2,069.81	44.23
380-46-00-20-40	FICAMedicare	4,489.00	0.00	4,911.19	-422.19	-9.40
20	**Salaries & Benefits**	**66,750.00**	**0.00**	**69,109.51**	**-2,359.51**	**-3.53**
380-46-00-22-16	Library Materials	56,000.00	14,135.80	43,375.19	-1,510.99	-2.70
380-46-00-22-40	Programming	11,250.00	0.00	7,173.41	4,076.59	36.24
380-46-00-22-44	Elsie, the Library Cat	500.00	0.00	57.25	442.75	88.55
22	**Supplies**	**67,750.00**	**14,135.80**	**50,605.85**	**3,008.35**	**4.44**
00	**Administration**	**134,500.00**	**14,135.80**	**119,715.36**	**648.84**	**0.48**
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	814.43	4,185.57	83.71
384-46-00-22-16	Library Materials	32,275.00	0.00	14,059.56	18,215.44	56.44
22	**Supplies**	**57,275.00**	**0.00**	**14,873.99**	**42,401.01**	**74.03**

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
00	**Administration**	**57,275.00**	**0.00**	**14,873.99**	**42,401.01**	**74.03**
Grand Total		1,175,701.00	58,527.95	720,824.32	396,348.73	0.3371