



**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, June 13, 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 May 9, 2018
[SHPL Board Minutes Regular Meeting May 9, 2018](#)
6. SCHEDULED MATTERS:
 - 6.1. Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation, Executive Director

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- 6.2. Review of Library Statistics for May 2018 - Chris Kreiden, Library Director 7 - 8
[Library Statistics 2018 May](#)
- 6.3. Review of Library Newsletter for June 2018 - Chris Kreiden 9 - 12
[Library Newsletter 2018 June](#)
- 6.4. Review of Monthly Library Operating Expense Report for May 2018 - Chris Kreiden 13 - 15
[Library Monthly Expense Report 2018 May](#)
- 6.5. Discussion of the St. Helena Assets Planning Engagement (SHAPE) Committee Final Report - Chris Kreiden

Note: The SHAPE Committee Final Report is part of the June 12, 2018 City Council Agenda which can be found on the City's website or at <https://sthelena.civicweb.net/portal/>

- 6.6. Recommendation to replace tables and chairs in the Library's Wine Library area - Chris Kreiden
- 6.7. Discussion of possible project ideas from Library Trustees
7. ADJOURNMENT
The next regular meeting is scheduled for July 11, 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 June 8, 2018.



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 CFR 35.102-35.104 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, May 9, 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 David Slaby, Susan Swan, and Terry Wood; Library Director Chris Kreiden; Friends & Foundation Executive Director María Stel; and St. Helena Mayor Alan Galbraith.

3. PUBLIC FORUM - There were no public comments this month.

4. REPORTS BY STAFF, COMMITTEE

5. CONSENT ITEMS:

5.1 - **The Library Board of Trustees Meeting Minutes of April 11, 2018** were approved.

6. SCHEDULED MATTERS:

6.1 - **Report of Friends & Foundation, St. Helena Public Library - María Stel, F&F Executive Director** - María reported that, given the St. Helena Assets Planning Engagement (SHAPE) committee's proposals involving the library (discussed in depth at April's library board meeting and available on the [City's website](#)) and some SHAPE committee members' comments that the SHPL is much larger than libraries in towns of comparable size (a claim refuted by the EMG Final Report the committee is working with) the Friends & Foundation Board drafted an official position statement, which María distributed to trustees. The F&F, which is not a city body involved in the library's day-to-day operations but an advocacy and fundraising group that supports the library's educational and cultural programs, materials, and supplemental part-time staffing, states that no library should be rebuilt without involving library trustees, library staff and a library consultant in any master development plan the library rebuild would be part of. The position statement also offers a reminder that the present library building was funded mostly with community donations. St. Helena Public Library has five times the per capita visits and nearly four times the per capita circulation than the state average. The position concludes, "As advocates for the library, Friends & Foundation opposes any action that would diminish its scope or otherwise damage the institution." Trustees discussed the position statement, and suggested that if conversations about relocating the library or having the library share its building with a City department continue, trustees and F&F might draft a joint opposition letter. Skip mentioned that he has

participated in some focus groups working with the SHAPE committee, and that people in his groups were not only surprised to find the library as part of the proposal, they did not support the suggestions. Chris agreed that she has heard nothing but unanimous support for the library. Trustees agreed to see what happens when the final SHAPE committee recommendations go to City Council on June 8th.

María also reported that the F&F has secured Markham Vineyards for its annual fundraiser, *Bookmark Napa Valley*, which will be held on January 27, 2019. Author Lisa Napoli has agreed to be the moderator again next year.

6.2 - Review of Library Statistics for April 2018 - Trustees were pleased to discuss the statistics showing that physical circulations went up significantly from April 2017; books, ebooks, audiobooks, and holds placed were all up over last year. Chris pointed out that St. Helena library patrons check out more audiobooks than they do ebooks. There were over 35 users of *Hoopla*, the new streaming service through which patrons can download ebooks, audiobooks, and some movies, and that patrons who have used *Hoopla* have said positive things about it. Most items can be checked out through *Hoopla* for three weeks, however movies are three days, and *Hoopla* supports the ability to stream content on patrons' TVs. Chris reported that library staff is trying out a new platform called *Kanopy* for streaming documentaries and world cinema. San Francisco and Mill Valley public libraries both provide this service. While circulation increased from last April, library visits went down, perhaps because there was less programming this year, and fewer lectures. The *English Conversation Club* leader was gone for the month of April, and *Neuroticos Anonimos* meetings were cancelled for two weeks due to conflicts on Saturdays. The volunteer who led the *Writers' Club* is no longer in the area but hopes to be back later this year to resume club meetings.

6.3 - Review of Library Newsletter for May 2018 - Chris reported that the summer reading programs for both children and for adults will begin in June. A docent from San Francisco's *Legion of Honor* museum will be here this month to give a presentation on American Post-Impressionists and will be back again in September. *Wild St Helena* will be discussing barn owls this month and river otters next month. The group will not be bringing otters with them, but there will be library events later in the summer that will feature meet and greets with animals.

6.4 - Review of Library Monthly Operating Expense Report for April 2018
- Chris Kreiden - Trustees discussed several categories of April's operating expense report. In response to David's question about the Computer Equipment line item, Chris explained that the wiring has not yet been paid for. The SHPL has not yet connected to the broadband network *Cenic*, but the new cabling has already sped up the connectivity, especially in the children's room.

6.5 – Review of Draft Library Budget Being Presented to St. Helena City

Council May 9, 2018 – Chris Kreiden – Trustees reviewed the library's draft 2019 budget, which has gone to City Council and will likely be approved as is on June 12. Chris did include the stackable wooden chairs she discovered at a recent library conference, which will be very attractive in the public area and are guaranteed for 20 years. Trustees also discussed the increased broadband costs, but Chris explained that the state reimburses the library for part of that cost every year. Trustees had a brief discussion of the new, state-of-the-art self-check machines Chris has seen that are more visually appealing and larger than the current machines. The new models allow the library to post information on upcoming events and enable patrons to renew books, look at their accounts, and receive reading recommendations. Chris included purchase of new self-check machines in the 2019 budget, and is now narrowing down the choices of vendors. Because the software is costly, she is also considering the possibility of leasing the machines rather than buying them. A brief discussion followed about PERS, unfunded liability, workers comp, and the F&F total in the 2019 budget. In response to a trustee question, Chris reported that the digitized *St. Helena Star* will be updated more regularly and that patrons will be able to search all Napa County's newspapers with one search if desired, not just the *Star*.

6.6 – Discussion of Possible Project Ideas from the Library Board of Trustees

Susan reported having seen a camp information event advertised at Albany Public Library and thought a similar event would be a good fit for SHPL. The library could host a camp preview day where parents, young adults, and children could come meet representatives from camps in Napa, Sonoma and the surrounding area to learn about all the opportunities available for summer experiences. Susan also said that Napa College is offering interesting "boot camp" courses this summer in welding and other subjects. She thought it would be a good idea for Napa College, Santa Rosa JC, and other area schools to participate so patrons could be made aware of those opportunities too. *Nimbus, Little Feet*, and other summer programs could have information tables as well. All agreed this event should take place in April or even earlier in the year, but could be a good event for next year. Mayor Galbraith suggested Chris contact the St. Helena Rec Department to see if they offer something similar or if they would be interested in participating.

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

The next regular meeting of the Library Board of Trustees is scheduled for June 13, 2018 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Susan Swan,
Recording Secretary

ST. HELENA LIBRARY STATISTICAL REPORT				May 2018	FY 17/18
CIRCULATION		THIS YEAR		LAST YEAR	
BOOKS		Adult	3,612	3,938	
		Juvenile	4,447	4,575	
		YA	311	381	
		TOTAL	8,370	8,894	
PERIODICALS		Adult	103	137	
		Juvenile	-	-	
		TOTAL	103	137	
AUDIOBOOKS		Adult	879	881	
		Juvenile	206	177	
		YA	37	27	
		TOTAL	1,122	1,085	
MUSIC		Adult	353	461	
		Juvenile	57	56	
		TOTAL	410	517	
DVDs		Adult	4,031	3,922	
		Juvenile	948	1,073	
		TOTAL	4,979	4,995	
E-MATERIALS		Books	204	172	
		Audiobooks	253	194	
		Periodicals	15	44	
		Movies	22	-	
		Music	10	-	
		TOTAL	504	410	
TOTAL CIRCULATION			15,488	16,038	
LIBRARY VISITS			8,317	8,604	
SPANISH CIRCULATION			320	446	

ADULT		Book	3,612	Periodical	103	DVD	4,031	Audiobook	879	Music	353	TOTAL	8,978
JUVENILE		Book	4,447	Periodical	-	DVD	948	Audiobook	206	Music	57	TOTAL	5,658
YOUNG ADULT		Book	311	Periodical	-	DVD	-	Audiobook	37	Music	-	TOTAL	348
LIBRARY VOLUNTEER TOTAL HOURS:		All Ages											78.5
HOMEWORK HELP:													138
JOB HELP:													0

HOLDS PLACED	510	HOLDS FILLED	1971
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May 2018

CHILDRENS

Onsite Programs:

Storytime (PS):	Tuesday	Wednesday
	5/1/2018	6
	5/8/2018	14
	5/15/2018	16
	5/22/2018	17
	5/29/2018	20
Total:	73	80

Bilingual Kids:		Spanish Storytime (PS)	
		5/3/2018	6
		5/10/2018	8
		5/17/2018	4
		5/24/2018	10
		5/31/2018	0
		Total:	0
			28

Misc Events:

5/22/2018	Let's Lego	6
Total:		6

Special Events:

Total: 0

Offsite Programs:

5/3/2018	RIF-Boys & Girls Club	75
5/31/2018	RIF-Boys & Girls Club	180
Total:		255

Movies:

Paddington 2	5/2/2018	4
Peter Rabbit	5/9/2018	6
Maya the Bee 2: The Honey Games	5/16/2018	8
Lego DC SuperHero Girls: Super-Villain High	5/23/2018	0
Early Man	5/30/2018	8
Total:		26

Onsite Class Visits:	# of Visits	Attendance
Preschool (PS)	1	10
School Age (SA)	8	112
Total:	9	122

Offsite Class Visits:	# of Visits	Attendance
Preschool (PS)	16	304
School Age (SA)	34	668
Total:	50	972

TOTAL CHILDRENS	# of Attendees	1562
	# of Programs	82

Total Childrens ONSITE Programs:	# of Attendees	335
	# of Programs	30

Total Childrens OFFSITE Programs:	# of Attendees	1227
	# of Programs	52

ADULT

Onsite Programs:

5/18/2018	Senior Community Meeting	4
Total:		4

Thursday Programs

5/3/2018	Artist Reception: Tim Carl	40
5/10/2018	Robert Louis Stevenson Lecture	28
5/17/2018	WILD St. Helena: Owls	14
5/24/2018	Legion of Honor: Post-Impressionists	8
5/31/2018	Author Talk: Cecelia Setty	7

Total: 97

Spanish Adults:

English Conversation Club	5/3/2018	cancelled
	5/10/2018	cancelled
	5/17/2018	cancelled
	5/24/2018	cancelled
	5/31/2018	cancelled
Neuroticos Anonimos	5/5/2018	3
	5/12/2018	0
	5/19/2018	0
	5/26/2018	4
Total:		7

TOTAL ADULTS	# of Attendees	108
	# of Programs	8

Offsite Programs:

Total: 0

Total Adults ONSITE Programs:	# of Attendees	108
	# of Programs	8

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

YOUNG ADULT

Onsite Programs:

Total: 0

Offsite Programs:

Total: 0

June 2018 Newsletter

St. Helena Public Library

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

Thursday, June 7th, 7:00 pm

ARTIST RECEPTION

Christopher Sullivan: Your Spirit Rocks



Sullivan's art features stunning acrylic impasto posters of hand-painted rocks, leaves and shells that glow in the dark. Sullivan selects rocks from local rivers and beaches. Each rock is uniquely painted with mandalas, mystical symbols, or landscapes.

Christopher Sullivan studied at Oakland's Arts and Crafts College and attended St. Mary's College Honors Program in Art. Christopher lives in Calistoga, where he continues to develop his craft.

Refreshments will be served thanks to Friends & Foundation.

Thursday, June 14th, 6:30 pm

MOVIE NIGHT AT THE LIBRARY:

The Incredibles

Before you go to a theater to see *Incredibles 2* watch the original with us!

Married superheroes Mr. Incredible and Elastigirl are forced to assume mundane lives after all superpowered activities have been banned by the government. Mr. Incredible loves his wife and kids, but longs to return to a life of adventure, and gets the chance when summoned to battle an out-of-control robot. Soon, Mr. Incredible is in trouble, and it's up to his family to save him.

Popcorn will be served!



Tuesday, June 12th, 5:30 pm

JOIN US FOR OUR FIRST MASTER GARDENERS' LECTURE OF THE YEAR!

Easy Care Roses

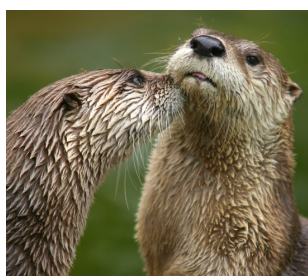
Featuring a discussion about spring and early summer rose care, issues and solutions. Learn about integrated pest management for common pests and diseases and how to keep your roses healthy during our current drought.



Thursday, June 28th, 7:00 pm

WILD St. Helena: River Otters

Ever see river otter pups playing along the shores of local bays? Or underwater video of river otters



catching fish? River otters, among the most charismatic of aquatic mammals, are returning and thriving in Bay Area waters. This is a hopeful sign, since the same habitats that support these charming carnivores

support other local wildlife and us. Megan Isadore, founder and ED of ROEP, will share videos, natural history and insights from the first ever long-term study of river otters in the Bay Area.

Refreshments will be served thanks to Friends & Foundation.

TURN THE PAGE TO LEARN ABOUT OUR SUMMER READING EVENTS!

LIBRARY FUN



Reading Programs

The fun starts June 1st!

The Library is pleased to announce two summer reading programs:

Young Readers:

Our traditional program for children with a theme of "Reading Takes You Everywhere!" For every ten books read (or the equivalent) the reader earns a prize. No one is too young to join in the fun, if a child can't yet read they can be read to. Any young participant who reaches 100 books by the end of summer will join our Reader's Hall of Fame, and parents of the child will be entered in a raffle to win Six Flags tickets!



Adults/Teens:

For those young at heart, the theme for our adult/teen summer reading program is Bingo. Your first three Bingo rows earns you a prize! In addition, every bingo row completed by September 1st, will earn you a raffle ticket for a chance to win \$25 gift cards to each of the following: **Cameo Cinema, Gott's Roadside, Main Street Books, or Napa Valley Coffee Roasting Company**, and our grand prize of two tickets to **Bookmark Napa Valley 2019** which will be held this coming January by Friends & Foundation, St. Helena Public Library. The authors to be highlighted at this event have yet to be announced.

Thank you Friends & Foundation for making it all possible!



June Children's Summer FUN

Monday, June 11th, 10:30am

PIGGIE AND ELEPHANT



Enjoy the silly antics of Elephant and his friend Piggy! Steve Page and Gail Blum will perform six of Mo Willem's Elephant & Piggy books using music, props, and costumes. The show lasts about 35 mins ending with bubbles and balloons for the kids.

The show will be in the back parking lot at the library.

Thursday, June 21st, 6:30pm

VARIETY CIRCUS WITH DREA



Don't miss this side-splitting circus show!

This hilarious interactive circus comedy variety show features talking boots, jumping hats, invisible walls, floating hoops, acrobatic dance, and MAGIC!

Youth Programs

SAVE THE DATE FOR THESE
EXCITING UPCOMING SUMMER
EVENTS:

Reptile Show JNW Reptile Rescue
Thursday July 21 @ 7:00pm



Final Summer Reading Party with
Conventry and Kaluza
Thursday August 2nd @ 6:30pm



ONGOING PROGRAMS

Tuesdays & Wednesdays, 10:30 am:
STORYTIME

Children of all ages are invited to a weekly treat:
listening to story books read aloud and a craft.



Thursdays at 6:00 pm:
SPANISH STORYTIME

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 is an
excellent opportunity for children to be exposed to
Spanish while listening to stories and having lots of
fun!

Fourth Tuesday, June 26th, 3:30 pm:

Drop-In & 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.



KIDS' MATINEES WEDNESDAYS 3:00 PM

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



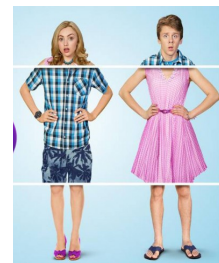
June 6th: **Meet the Robinsons**
2007; 1 hr. 42 min.; Rated G



June 13th: **The Road to El Dorado**
2008; 1 hr. 29 min.; Rated PG



June 20th: **Sherlock Gnomes**
2018; 1 hr. 26 min.; Rated PG



June 27th **The Swap**
2016; 1 hr. 40 mins. ; Rated PG

JUNE 2018						
Sun		Tue	Wed	Thu	Fri	Sat
		10:30am Storytime 	10:30am Storytime 3:00pm KIDS MOVIE: EARLY MAN	6:00pm Spanish Storytime 7:00pm Author Talk with Cecelia Setty	1 Summer Reading Begins! 	2 4:30pm Neuróticos Anónimos
3	4	5 10:30am Storytime	6 10:30am Storytime 3:00pm KIDS MOVIE: MEET THE ROBINSONS  5:00PM LIBRARY BOARD MEETING	7 6:00pm Spanish Storytime 7:00pm Artist Reception: Christopher Sullivan, Your Spirit Rocks! 	8	9 4:30pm Neuróticos Anónimos
10	11 10:30am Piggie and Elephant 	12 10:30am Storytime 5:30pm Master Gardeners: Easy Care Roses 	13 10:30am Storytime 3:00pm KIDS MOVIE: THE ROAD TO EL DORADO 	14 6:00pm Spanish Storytime 6:30pm Movie Night: The Incredibles 	15	16 4:30pm Neuróticos Anónimos
17	18	19 10:30am Storytime	20 10:30am Storytime 3:00pm KIDS MOVIE: SHERLOCK GNOMES 	21 6:00pm Spanish Storytime 6:30pm Variety Circus with Drea 	22	23 4:30pm Neuróticos Anónimos
24	25	26 10:30am Storytime 3:30pm Let's Lego! 	27 10:30am Storytime 3:00pm KIDS MOVIE: THE SWAP 	28 6:00pm Spanish Storytime 7:00pm WILD St. Helena: River Otters 	29	30 4:30pm Neuróticos Anónimos
JUNE ARTIST: CHRISTOPHER SULLIVAN <u>Legend:</u> 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: 06/07/18 15:40:45
Period 01 - 13
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	336,513.72	96,970.28	22.37
101-46-00-20-20	TempPart Time	27,355.00	0.00	964.40	26,390.60	96.47
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	26,079.95	9,769.05	27.25
101-46-00-20-45	Employer PERS	30,559.00	0.00	26,728.06	3,830.94	12.54
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	95,778.33	33,399.67	25.86
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	3,164.16	628.84	16.58
101-46-00-20-75	Deferred Comp	7,511.00	0.00	4,135.11	3,375.89	44.95
101-46-00-20-85	Auto Allowance	2,400.00	0.00	2,157.14	242.86	10.12
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	547,955.95	179,380.05	24.66
101-46-00-21-10	Communications	12,300.00	0.00	4,233.23	8,066.77	65.58
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	37,224.54	7,775.46	17.28
101-46-00-21-27	Equipment Lease Exp	8,000.00	0.00	7,393.45	606.55	7.58
101-46-00-21-30	Professional Contracts	0.00	0.00	0.00	0.00	0.00
101-46-00-21-45	Other Contract Services	97,000.00	26,079.25	71,473.43	-552.68	-0.57
101-46-00-21-55	Training & Conference	<u>7,100.00</u>	<u>0.00</u>	<u>4,679.64</u>	<u>2,420.36</u>	<u>34.09</u>
21	Services	169,900.00	26,079.25	125,004.29	18,816.46	11.08
101-46-00-22-07	Copies	3,000.00	0.00	1,801.46	1,198.54	39.95
101-46-00-22-12	Computer Equipment	44,905.00	16,460.70	27,835.85	608.45	1.35
101-46-00-22-13	Office Supplies	2,000.00	0.00	1,366.20	633.80	31.69
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	<u>4,883.00</u>	<u>0.00</u>	<u>4,883.49</u>	<u>-0.49</u>	<u>-0.01</u>
22	Supplies	55,788.00	16,460.70	35,928.62	3,398.68	6.09
101-46-00-23-35	Software Maintenance	<u>1,852.00</u>	<u>1,852.20</u>	<u>0.00</u>	<u>-0.20</u>	<u>-0.01</u>
23	Maintenance	1,852.00	1,852.20	0.00	-0.20	-0.01
101-46-00-24-25	Taxes & Other Charges	<u>11,500.00</u>	<u>0.00</u>	<u>10,970.51</u>	<u>529.49</u>	<u>4.60</u>
24	Taxes, Insurances & Contributi	11,500.00	0.00	10,970.51	529.49	4.60

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101-46-00-26-40	Furniture & Fixtures	<u>7,000.00</u>	<u>2,792.80</u>	<u>5,065.22</u>	<u>-858.02</u>	<u>-12.26</u>
26	Capital	7,000.00	2,792.80	5,065.22	-858.02	-12.26
00	Administration	973,376.00	47,184.95	724,924.59	201,266.46	20.68
218	Public Library Foundation					
46	Library					
218-46-00-21-45	Other Contract Services	<u>2,000.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>0.00</u>	<u>0.00</u>
21	Services	2,000.00	0.00	2,000.00	0.00	0.00
218-46-00-22-15	Special Department Supplies	<u>1,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,200.00</u>	<u>100.00</u>
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	<u>0.00</u>	<u>0.00</u>	<u>-32.00</u>	<u>32.00</u>	<u>0.00</u>
22	Supplies	0.00	0.00	-32.00	32.00	0.00
219-46-00-23-35	Software Maintenance	<u>7,350.00</u>	<u>0.00</u>	<u>6,696.00</u>	<u>654.00</u>	<u>8.90</u>
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	73,697.76	-16,116.76	-27.99
380-46-00-20-37	Holiday Pay	4,680.00	0.00	2,890.13	1,789.87	38.25
380-46-00-20-40	FICAMedicare	<u>4,489.00</u>	<u>0.00</u>	<u>5,859.01</u>	<u>-1,370.01</u>	<u>-30.52</u>
20	Salaries & Benefits	66,750.00	0.00	82,446.90	-15,696.90	-23.52
380-46-00-22-16	Library Materials	56,000.00	3,836.59	52,163.41	0.00	0.00
380-46-00-22-40	Programming	11,250.00	0.00	8,469.86	2,780.14	24.71
380-46-00-22-44	Elsie, the Library Cat	<u>500.00</u>	<u>0.00</u>	<u>57.25</u>	<u>442.75</u>	<u>88.55</u>
22	Supplies	67,750.00	3,836.59	60,690.52	3,222.89	4.76
00	Administration	134,500.00	3,836.59	143,137.42	-12,474.01	-9.27
384	Tweed Trust					
46	Library					
384-46-00-22-12	Computer Equipment	20,000.00	0.00	20,000.00	0.00	0.00
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	1,181.57	3,818.43	76.37
384-46-00-22-16	Library Materials	<u>32,275.00</u>	<u>0.00</u>	<u>16,220.65</u>	<u>16,054.35</u>	<u>49.74</u>

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
22	Supplies	57,275.00	0.00	37,402.22	19,872.78	34.70
00	Administration	57,275.00	0.00	37,402.22	19,872.78	34.70
Grand Total		1,175,701.00	51,021.54	914,128.23	210,551.23	0.1791