



**City of St. Helena
Library Board of Trustees
Regular Meeting
St. Helena Library, 1492 Library Lane, St.
Helena CA 94574
St. Helena Library - 1492 Library Lane
Wednesday, May 8, 2019 @ 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 four minutes.

Page

1. ROLL CALL
Chairperson: Skip Lane
Vice Chair: Terry Wood
Trustees: Emily Armstead, Rebecca Martin, David Slaby, Susan Swan, and Lin Weber
City Councilmember Liaison: Anna Chouteau
Staff Liaison: Chris Kreiden, Library Director
City staff present at the meeting will be noted in the minutes.
2. CALL TO ORDER
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 four minutes. Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.
4. REPORTS BY STAFF COMMITTEE:
Reports by staff and/or committee on items of general interest. Brief questions for clarification may be posed and answered, and Committee may request that items be placed on a future agenda. Except under certain circumstances, **the Brown Act prohibits any other discussion or action by the Library Board of Trustees.**
5. CONSENT ITEMS:
Members of the Board or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless this is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)
 - 5.1. Library Board of Trustees Meeting Minutes of April 10, 2019
[SHPL Board Minutes Regular Meeting April 10, 2019](#)
6. SCHEDULED MATTERS:
 - 6.1. Update on Library Planning and Visioning - Chris Kreiden
 - 6.2. Recommendation to Change the Library's Friday Hours to 10 to 6 (from

3 - 6

2 to 6) and Saturday Hours to 12 to 5 (from 2 to 6) starting June 10, 2019 - Chris Kreiden

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

6.4. Review of Library Statistics for April 2019 - Chris Kreiden 7 - 11
[Library Statistics 2019 April](#)

6.5. Review of Library Newsletter for May 2019 - Chris Kreiden 13 - 16
[Library Newsletter 2019 May](#)

6.6. Review of Monthly Library Operating Expense Report for April 2019 - Chris Kreiden 17 - 19
[Library Monthly Expense Report 2019 April](#)

7. ADJOURNMENT

The next regular meeting is scheduled for June 12, 2019 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 May 3, 2019.



Chris Kreiden, Library Director

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact City Hall at (707) 967-2792. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility.

Minutes of the Regular Meeting of the
St. Helena Public Library Board of Trustees
5:00 PM
Wednesday, April 10, 2019
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 Terry Wood; Trustees Emily Armstead, Rebecca Martin, and Susan Swan; Library Director Chris Kreiden; Friends & Foundation Executive Director Maria Stel; and City Council Liaison Anna Chouteau.

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

- 4. REPORTS BY STAFF, COMMITTEE** - Chris reported that the City Council delivered the *National Library Week* proclamation at the previous night's City Council meeting. The resolution to update the schedule of fines and fees to eliminate ILL fees, overdue fines, and meeting room-use fees for non-profit groups was approved at the previous City Council meeting and went into effect on April 2nd. While SHPL is now officially fine free, Solano County Library is still testing and has not yet turned off the feature that adds fines for St. Helena patrons; staff is deleting them individually until the system catches up.

Chris also informed the board that the new self-check machines are up and running. The new machines do not require patrons to scan materials, just to place them on the pad, if the items have been RFID tagged by Solano County or Benicia. Patrons also do not need to have their library card with them to check out materials; they may just type in their library card number or scan their account from their phone.

SHPL has received two grants in the past month, the first for \$500 to fund a *Dia de los Ninos* event on April 30th which will start at 3:30 and have a bilingual story time. The party will include booths and games from different cultures around the world. The second grant is for \$5,000 from the State Library for SHPL to participate in the summer *Lunch at the Library* program, which Mariah is calling *Brunch at the Library*. The event is a collaboration between the St. Helena Unified School District and the library. The SHUSD will provide the food, and the SHPL will organize the event and activities and provide the location. *Brunch at the Library* will be held when SHUSD schools are on their summer schedule, from mid-June to mid August. The grant may not be used to feed the adults accompanying children, but the library may provide food and coffee for adults. The library's grant funds will be used to purchase anything needed for setup, including chairs, and any materials needed for the programs the library will present.

The City's annual budget workshop will be held May 9th. Chris informed Trustees that Tobias Barr, the City's Public Works Project Manager, is currently looking into options for the library's new roof and might come present his ideas to the Board at next month's meeting. Chris reported that he has been looking into slate roofs and solar panels, among other options. Trustees and Anna presented and discussed several alternatives for the replacement roof.

5. CONSENT ITEMS:

5.1 - Library Board of Trustees Meeting Minutes of March 13, 2019 were approved.

6. SCHEDULED MATTERS:

6.1 - Report from Friends & Foundation - Maria Stel - Maria was excited to report that, after having tried for five years to secure a spot for the Friends & Foundation on the list of organizations that benefit from Farmstead's donation of corkage proceeds, she finally secured this coming June as the Friends & Foundation's month! For the entire month of June, the F&F will receive a portion of the corkage fee Farmstead charges on each bottle of wine customers bring in to drink with their meal.

Maria stated that she and Jack Stuart, the F&F Chair, are committed to raising and providing money targeted toward renovations at the library that result from the much-discussed Planning and Visioning for the library.

Maria also reported that the F&F has three new Board members, each bringing experience and enthusiasm to the organization.

Maria informed Trustees that even though Markham Vineyards was recently sold, the contract for next year's *Bookmark Napa Valley* has been signed, so the venue will remain the same next year.

The next meeting of the F&F board will be in May.

6.2 - Update on Library Planning and Visioning - Skip Lane - Skip reported that the planning and visioning committee met last week, reviewed eight proposals, eliminated two, and divvied up the remaining six among committee members for reference checking. Interviews of the six contenders will be held all day Wednesday of next week. Skip shared that reviewing the proposals in an effort to choose one is "quite a process." Library renovation is particularly complicated because architects say it is more difficult to update an existing structure than starting a new structure from scratch. Skip asked Trustees to come up with their ideas for changes to the library. Discussion and ideas followed, including Trustees' desire for more access to and use of the outdoor space, especially behind the children's room. City Manager Mark Prestwich is hoping the contract approval will go forward at the first City Council meeting in May. City Councilmember Mary Koberstein has joined the planning and visioning

committee. Trustees held a brief discussion about an Adams Street property idea presented at the previous night's City Council meeting, and Trustees expressed their hope that Adams Street discussions will not slow down the RFP work.

- 6.3 - Review of Library Statistics March 2019 - Chris Kreiden** - Chris shared her comparison of total physical and digital circulation statistics for March 2018 (12,793 items circulated) and March 2019 (12,696 items circulated). She also reported that the door count for this year compared to last year is off by about 300 patrons, which is about the same for each of the last few months and is probably attributable to the Catholic School classes no longer coming in during the week due to the school's closure.

In response to Susan's request for clarification about why returns are higher than charges, Chris said she cannot pinpoint exactly what the system is picking up as returns, but that it is likely a combination of items being returned that were charged, overdue or lost, and those that were on-shelf returns (those returned by patrons but never checked out or items returned by staff to trigger holds by our patrons or those at other libraries).

Trustees reviewed and discussed the attendance numbers at the March programs. Chris said the Drawing Workshop was well attended and staff is looking into offering more art programs.

- 6.4 - Review of Library Newsletter for April 2019 - Chris Kreiden** - Chris reported that the first Monday bilingual story time took place. A brief discussion of the interactive story time format followed. Chris said that patrons called to sign up for the April 18th Poetry Workshop the day after the April newsletter was sent out, so staff is anticipating a good turnout.

Staff is working on securing prizes and judges for the May 9th Salsa Making Contest. Chris presented information about the May 16th Legion of Honor docent talk on the De Young Museum's current exhibit *Monet: The Late Years*, the May 23rd author talk with local authors Christina Julian, Rina Faletti, and Teri Stevens discussing their latest book *She's Got This: Essays on Standing Strong and Moving On*, and the Taiko Japanese Drumming on May 30th, which will be held outside.

- 6.4 - Discussion of Monthly Library Operating Expense Report for March 2019 - Chris Kreiden** - Trustees went over the March expenses, and Chris answered questions about different line items in the Report.

- 6.5 - Review of Proposed Fiscal Year 2019/20 Budget for the Library - Chris Kreiden** - Chris told Trustees that the draft 2019-2020 budget is basically the same as the current-year budget, but that it does not include funding for computer equipment or furniture. Chris reminded Trustees that the library purchased furniture this year and reupholstered existing furniture, and connected to the new broadband. In response to a Trustee question, Chris explained that the cost of implementing the new website is included in next year's budget, and that implementation is set to begin. Discussion

followed about various line items in the draft budget. Susan asked about the cost and use of *Homework Help* and *JobNow* platforms, which offers users live interactive help on homework or job searching. Chris said the *Homework Help* usage went down this year but that *JobNow!* usage went up. Chris will send Susan flyers to advertise *Homework Help* at the high school.

Chris reported that the library has received applications from four excellent candidates for the Program Assistant position, so that position will soon be filled.

Trustees reviewed with new City Councilmember Anna Chouteau the reason behind the Friends & Foundation paying a portion of the cost of part-time library staff, and explained that when the drastic City budget cuts occurred four years ago, the library staff, the library board, and the Friends & Foundation knew that one of the most important services the library provides is the staff and the work the staff does, including making it possible to keep the library open the number of hours the community desires, so the Friends & Foundation stepped in to help the City fund the part-time staff. The F&F also provided a larger grant that year to help offset the significant library budget cuts. Discussion followed about the budget crunch and the effect it had on the library's hours, including the beginning of the library's closure on Sundays. Trustees also discussed the use of the Tweed Trust funds, and Chris also explained the structure and parameters of the Tweed Trust.

7. ADJOURNMENT. The meeting was adjourned at 5:55 pm.

The next regular meeting of the Library Board of Trustees is scheduled for May 8, 2019 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Susan Swan,
Recording Secretary

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:5/1/2019

4/1/2019 to 4/30/2019

St. Helena Public Library

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>ON-SHELF RETURNS</u>
Adult Book on CD	507	737	45	158
Adult Book on Tape	15	15	4	8
Adult CD Non-English Language	1	3	0	2
Adult Compact Disc	318	525	17	164
Adult Fiction	1,284	1,846	112	538
Adult Non Fiction	945	1,821	130	452
Adult Paperback Book	0	1	0	0
Adult Periodical	76	84	3	66
Blu-Ray - Feature Film	3	3	0	0
Blu-Ray - Juvenile Feature	1	2	0	0
DVD - Educational	319	470	45	101
DVD - Feature Film	2,507	3,553	103	659
DVD - Foreign Language	34	55	3	2
DVD - Juvenile Educational	16	22	9	4
DVD - Juvenile Feature Film	481	682	53	242
DVD - Juvenile Foreign Lang	0	2	0	0
Easy Reader	327	378	66	87
Juvenile Book on CD	66	83	18	27
Juvenile CD Non-English	1	1	0	0
Juvenile Compact Disc	24	39	4	22
Juvenile Fiction	878	1,153	127	302
Juvenile Non-Fiction	599	952	150	277
Juvenile Paperback Book	89	111	12	59
Juvenile Spanish	121	142	6	77
Link+ Book	32	31	0	4
Link+ Media	17	18	0	1
Link+ Media - 1 week	3	2	0	0
Non-Circulating	0	0	0	8
Picture Books (EASY)	797	1,145	130	295
Video - Feature Film	0	1	0	0
Young Adult Book on CD	8	16	1	7
Young Adult CD	1	3	1	4
Young Adult Fiction	103	215	20	67
Young Adult Non-Fiction	11	27	0	0
Young Adult Paperback book	26	38	4	32
TOTAL:	9,610	14,176	1,063	3,665
GRAND TOTAL:	9,610	14,176	1,063	3,665

ST. HELENA PUBLIC LIBRARY E-MATERIAL STATISTICS				April 2019	FY 18/19
DIGITAL CIRCULATION					
E-BOOKS					
	THIS YEAR	LAST YEAR		PROVIDER	TOTAL
Hoopla	39	20		Hoopla	258
Overdrive	366	169		Kanopy	153
TOTAL	405	189		Overdrive	751
				RB Digital	109
					1271
AUDIOBOOKS					
Hoopla	131	25			
Overdrive	385	276			
TOTAL	516	301			
MOVIES & TELEVISION					
Hoopla	70	24			
Kanopy	153	N/A			
TOTAL	223	24			
MUSIC					
Hoopla	18	0			
TOTAL	18	-			
PERIODICALS					
RB Digital	109	37			
TOTAL	109	37			
TOTAL DIGITAL CIRCULATION	1,271	551			

SPANISH MATERIALS CIRCULATION				
Year	Charges	Renewals	On Shelf	TOTAL
2019	194	14	122	330
2018	210	19	91	320

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:5/1/2019

4/1/2018 to 4/30/2018

St. Helena Public Library

ON-SHELF

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>RETURNS</u>
Adult Book on CD	546	832	63	189
Adult Book on Tape	12	15	3	8
Adult CD Non-English Language	2	3	0	0
Adult Compact Disc	254	455	18	202
Adult Digital Audio Book	1	5	0	0
Adult Fiction	1,463	2,014	110	527
Adult Non Fiction	1,034	1,806	158	477
Adult Paperback Book	1	2	0	0
Adult Periodical	99	107	0	77
Blu-Ray - Feature Film	1	2	0	0
Blu-Ray - Juvenile Feature	0	2	0	0
DVD - Educational	278	450	51	98
DVD - Feature Film	2,823	3,961	199	668
DVD - Foreign Language	27	56	7	0
DVD - Juvenile Educational	25	39	11	14
DVD - Juvenile Feature Film	608	841	46	314
Easy Reader	320	340	37	134
Juvenile Audio Cassette	0	1	0	0
Juvenile Book on CD	100	163	31	43
Juvenile Compact Disc	53	59	5	19
Juvenile Fiction	1,064	1,268	162	378
Juvenile Non-Fiction	601	859	155	271
Juvenile Paperback Book	53	64	12	33
Juvenile Spanish	115	83	13	37
Link+ Book	26	26	0	6
Link+ Media	7	9	0	5
Link+ Media - 1 week	2	3	0	2
Miscellaneous	0	0	1	0
Mixed Media Kit	1	2	0	0
Non-Circulating	0	1	0	6
Picture Books (EASY)	1,039	1,352	79	383
Young Adult Book on CD	6	14	2	13
Young Adult CD	0	0	0	2
Young Adult Fiction	148	206	25	72
Young Adult Non-Fiction	17	30	5	1
Young Adult Paperback book	31	38	3	21
TOTAL:	10,757	15,108	1,196	4,000
GRAND TOTAL:	10,757	15,108	1,196	4,000

2019 April						
March 2019	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		1 9/27/24 April Fools' Day	2 9/27/23	3 9/27/22	4 9/27/21	5 9/27/20
		X	928 LA	724 OMA	298 - stopped working LA	? 337 Cb
April 2019	7	8	9	10	11	12
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	7 9/2/28	8 9/2/27	9 9/2/26	10 10/2/25	11 10/1/24	12 10/2/23
		1108 LA	861 LA	847 LA	1207 LA	430 LA
May 2019	14	15	16	17	18	19
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	14 10/4/261 Palm Sunday	15 10/5/260	16 10/6/259	17 10/7/258	18 10/8/257	19 10/9/256 Good Friday Passover begins at sundown Full Moon
		1190 OMA	754 LA	605 LA	739 LA	472 LA
June 2019	21	22	23	24	25	26
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	21 11/1/254 Easter	22 11/2/253 Earth Day Easter Monday (Canada)	23 11/3/252	24 11/4/251 Administrative Professionals Day	25 11/5/250	26 11/6/249
		772 LA	717 LA	672 LA	735 mm	331 LA
July 2019	28	29	30			
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	28 11/8/247 Eastern Orthodox Easter	29 11/9/246	30 12/0/245			
		716 LA	1044 LA			

Week 1	2287
Week 2	4806
Week 3	4025
Week 4	3482
Week 5	1780
	16380
Count	8190

April 2019

LIBRARY VISITS:	THIS YEAR:	8190*	LAST YEAR:	7861	VOLUNTEER HOURS:	76.25
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*Door counter malfunctioned for 2 days

CHILDRENS

Onsite Programs:				
Storytime (PS):	Tuesday		Wednesday	
	4/2/2019	18	4/3/2019	16
	4/9/2019	12	4/10/2019	11
	4/16/2019	17	4/17/2019	10
	4/23/2019	15	4/24/2019	12
	4/30/2019	8		
	Total: 70		49	
Bilingual Kids:				
Bilingual Storytime (Monday)	Spanish Storytime (Thurs Eve)			
	4/8/2019	4	4/4/2019	Cancelled
	4/15/2019	4	4/11/2019	7
	4/22/2019	6	4/18/2019	8
	4/29/2019	4	4/25/2019	5
Total: 18		20		
Misc Events:				
4/23/2019	Let's Lego	17		
Total:		17		
Special Events:				
4/30/2019	Dia del Niño Carnival		50	
			Total:	50
Offsite Programs:				
4/4/2019	RIF: Boys & Girls Club St. Helena		82	
4/25/2019	RIF: Boys & Girls Club Calistoga		65	
			Total:	147

Movies:		
Mary Poppins	4/3/2019	4
Wreck It Ralph	4/10/2019	0
Ralph Breaks the Internet	4/17/2019	0
Pokemon: Power	4/24/2019	4
Total:		8
Onsite Class Visits:		
	# of Visits	Attendance
Preschool (PS)	0	0
School Age (SA)	3	54
Total:		3 54
Offsite Class Visits:		
	# of Visits	Attendance
Preschool (PS)	8	111
School Age (SA)	11	233
Total:		19 344
TOTAL CHILDRENS		
	# of Attendees	777
	# of Programs	46
Total Childrens ONSITE Programs:		
	# of Attendees	286
	# of Programs	25
Total Childrens OFFSITE Programs:		
	# of Attendees	491
	# of Programs	21

ADULT

Onsite Programs:					
4/9/2019 Jay Greene: Railroad Building 15					
4/23/2019 Jay Greene: Cinqante Ans 23					
Total: 38					
Thursday Programs					
4/4/2019 Movie: Mary Poppins Returns 5					
4/11/2019 Upstage Napa: War of the Worlds 84					
4/18/2019 Poetry Workshop with Susan Wooldridge 11					
4/25/2019 Robert Lewis Stevenson Poetry Night 24					
Total: 124					
Offsite Programs:					
Total: 0					
Spanish Adults:					
Neuróticos Anónimos					
4/6/2019 3					
4/13/2019 2					
4/20/2019 2					
4/27/2019 2					
Total: 9					
TOTAL ADULTS					
# of Attendees 171					
# of Programs 6					
Total Adults ONSITE Programs:					
# of Attendees 171					
# of Programs 6					
Total Adults OFFSITE Programs:					
# of Attendees 0					
# of Programs 0					

YOUNG ADULT

Onsite Programs:					
Total: 0					
Offsite Programs:					
Total: 0					

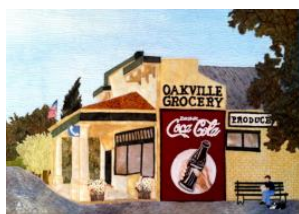
May 2018 Newsletter

St. Helena Public Library

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

Thursday, May 2, 7:00 p.m.

ARTIST RECEPTION: FIBER EXPRESSIONS "JOURNEY ALONG HWY 29"



Journey with us along Highway 29 through the heart of the Napa Valley and see some iconic views of the valley, together with less familiar landmarks, all interpreted in stunning textile art. Experience Napa Valley from its ranching days

and pre-prohibition wineries to the celebrated wineries of today and share a glass of wine with friends in 'A Toast to Friendship'. Fiber Expressions is an enthusiastic group of North Bay fiber artists committed to promoting textile art through sharing techniques and inspiration and organizing workshops, challenges and exhibitions.

Refreshments will be served.

Thursday, May 16, 7:00 p.m.

LEGION OF HONOR LECTURE: MONET - THE LATE YEARS



Monet's radical late works redefined the master of Impressionism as a forebear of modernism. Come watch this multi-media presentation and see how Monet was inspired by the variety of elements making up his own garden at Giverny.

This lecture focuses on the series that Monet invented, and just as important, reinvented, in this setting.

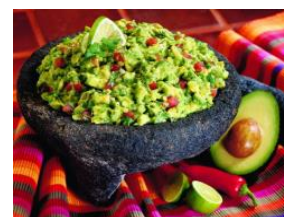
Refreshments will be provided by Friends & Foundation

Thursday, May 9, 7:00 p.m.

SALSA-MAKING CONTEST

For salsa makers and eaters alike!

Bring your favorite homemade salsa to be judged and shared. The program will include a presentation on how to make your own fresh salsa with local ingredients. **Pick up a registration packet at the front desk or on our website to enter your salsa.** Beer and other cold beverages will be available to cool down your tongue—as needed!



Refreshments will be served thanks to Friends & Foundation and Azteca Market.

Thursday, May 23, 7:00 p.m.

Learn to Write Your Truth: Author Talk with Christina Julian, Rina Faletti and Teri Stevens

As we celebrate mothers this month join three local authors as they discuss their newest book, *She's Got This! Essays on Standing Strong and Moving On!* Contributors of the newly released anthology will read essays from this inspired book, followed by a discussion on how to mine personal experiences and turn them into powerful prose. Be it for publication, inner growth, or because you have a story that years to be told, this as an evening you won't want to miss.



Refreshments provided by Friends & Foundation

Don't miss Taiko Drumming and our lecture series on the next page!

Thursday, May 30, 6:30 p.m.

TAIKO DRUMMING

Come learn about the Japanese art of taiko!

Feel the thunderous sounds of the drums vibrating through your body as language, culture, and history combine into an exciting educational experience. You will even get a chance to play the drums yourself! Weather permitting, this event will be outside in the back parking lot.



Summer Reading

It's Almost That Time Again!

June 1st kicks off our Summer Reading Program for Kids, Teens and Adults!

We Have Awesome Prizes for Everyone!



Lectures

Tuesday, May 7, 5:30 p.m.

MASTER GARDENERS:

SMALL SPACE GARDENING



Learn from Master Gardeners how to maximize the use of your small garden areas. With careful planning and plant choices, you can create a lush and beautiful garden on a patio, deck, or small garden space. Come get some new ideas and share your experiences and successes.

Tuesday, May 14, 5:00 p.m.

NATURE LECTURE:

THE DANCING GREBES OF CLEAR LAKE



For nearly a decade, Dr. Floyd Hayes, ornithologist and professor of biology at Pacific Union College, has studied and monitored western and Clark's grebes in Clear Lake, California. Contracted by the Redbud Audubon Society, Hayes has focused on monitoring the breeding success of grebes, documenting nesting disturbances, deploying warning signs and buoys around the perimeter of nesting colonies, and educating the public about various threats to the grebes' reproductive success and how to reduce those threats.

We will be closed on May 27 for Memorial Day

 Youth Programs 	
ONGOING PROGRAMS	
 Bilingual Storytime With Casey and Connie Join us for bilingual story time (English and Español). Parents and children will enjoy stories and songs! Monday/Lunes @ 10:30am	 Kids' Matinees: Wednesdays, 3:00 p.m. <i>Movies are shown in the community room.</i>
 STORYTIMES / CUENTOS PARA PEQUES Tuesdays and Wednesdays @ 10:30 a.m.	The Kid Who Would Be King  May 1: 2017; 1 hr. 44 min.; Rated PG
CUENTOS, CANTOS, Y SALTOS Leeremos, cantaremos y nos moveremos leyendo y contando historias. ¡También usaremos nuestra imaginación para crear arte! ¡Todo esto aprendiendo español! We will read, sing and move! We will also make arts and crafts. All of these will help your child learn Spanish! Jueves / Thursday @ 6:00 p.m.	A Dog's Way Home  May 8: 2019; 1 hr. 37 min.; Rated PG
LET'S LEGO / AREMOS LEGOS May 28 @ 3:00 p.m. 	Lego Movie 2: The Second Part  May 15: 2019; 1 hr. 29 min.; Rated PG
	Nancy Drew and the Hidden Staircase  May 22 2019; 1hr. 47m. ; Rated PG
	How to Train Your Dragon: Hidden World  May 29: 2019, 1 hr. 44 min.; Rated PG



SUN	MON	TUE	WED	THU	FRI	SAT
			1 10:30am Storytime 3pm Kids Movie: The Kid Who Would Be King	2 6pm Cuentos, Cantos, y Saltos 7pm Artist Reception: Fiber Expressions – Journey Along Hwy 29	3	4 4pm Neuroticos Anonimos
5	6 10:30am Bilingual Storytime	7 10:30am Storytime 5:30pm Small Space Gardening	8 10:30am Storytime 3pm Kids Movie: A Dog's Way Home 5pm Library Board Meeting	9 6pm Cuentos, Cantos, y Saltos 7pm Salsa Contest	10	11 4pm Neuroticos Anonimos
12	13 10:30am Bilingual Storytime	14 10:30am Storytime 5:00pm Dancing Grebes	15 10:30am Storytime 3pm Kids Movie : Lego Movie 2	16 6pm Cuentos, Cantos, y Saltos 7pm Legion of Honor- Monet the Late Years	17	18 4pm Neuroticos Anonimos
19	20 10:30am Bilingual Storytime	21 10:30am Storytime	22 10:30am Storytime 3pm Kids Movie: Nancy Drew and the Hidden Staircase	23 6pm Cuentos, Cantos, y Saltos 7pm Author Talk: Learn to Write Your Truth	24	25 4pm Neuroticos Anonimos
26	27 CLOSED Memorial Day	28 10:30am Storytime	29 10:30am Storytime 3pm Kids Movie: How to Train Your Dragon: Hidden World	30 6pm Cuentos, Cantos, y Saltos 6:30pm Taiko Drumming	31	
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 707-963-5244 www.shpl.org	

General Ledger Monthly Operating Expense Rpt



User: Chris
Printed: 05/02/19 13:23:19
Period 01 - 11
Fiscal Year 2019

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	464,912.00	0.00	361,415.91	103,496.09	22.26
101-46-00-20-20	TempPart Time	33,177.00	0.00	13,971.38	19,205.62	57.89
101-46-00-20-37	Holiday Pay	2,885.00	0.00	681.40	2,203.60	76.38
101-46-00-20-40	FICAMedicare	38,522.00	0.00	29,059.85	9,462.15	24.56
101-46-00-20-45	Employer PERS	34,716.00	0.00	26,679.20	8,036.80	23.15
101-46-00-20-47	PERS Unfunded Liability	55,783.00	0.00	55,783.00	0.00	0.00
101-46-00-20-55	Health Insurance	124,178.00	0.00	97,002.63	27,175.37	21.88
101-46-00-20-61	Workers Comp	5,173.00	0.00	3,880.08	1,292.92	24.99
101-46-00-20-65	SDI	4,504.00	0.00	3,553.67	950.33	21.10
101-46-00-20-75	Deferred Comp	7,020.00	0.00	4,087.73	2,932.27	41.77
101-46-00-20-85	Auto Allowance	2,400.00	0.00	1,900.00	500.00	20.83
101-46-00-20-96	Education Reimbursement	500.00	0.00	0.00	500.00	100.00
20	Salaries & Benefits	773,770.00	0.00	598,014.85	175,755.15	22.71
101-46-00-21-10	Communications	12,300.00	0.00	3,860.13	8,439.87	68.62
101-46-00-21-15	Postage	500.00	0.00	31.80	468.20	93.64
101-46-00-21-22	Utilities	45,000.00	0.00	32,294.41	12,705.59	28.23
101-46-00-21-27	Equipment Lease Exp	9,000.00	0.00	7,446.96	1,553.04	17.26
101-46-00-21-45	Other Contract Services	122,400.00	29,065.00	84,545.96	8,789.04	7.18
101-46-00-21-55	Training & Conference	6,100.00	0.00	4,588.55	1,511.45	24.78
21	Services	195,300.00	29,065.00	132,767.81	33,467.19	17.14
101-46-00-22-07	Copies	3,000.00	0.00	1,595.79	1,404.21	46.81
101-46-00-22-12	Computer Equipment	52,960.70	394.00	35,528.81	17,037.89	32.17
101-46-00-22-13	Office Supplies	2,000.00	0.00	889.86	1,110.14	55.51
101-46-00-22-15	Special Department Supplies	1,000.00	0.00	-739.33	1,739.33	173.93
101-46-00-22-16	Library Materials	5,000.00	0.00	336.04	4,663.96	93.28
22	Supplies	63,960.70	394.00	37,611.17	25,955.53	40.58
101-46-00-23-35	Software Maintenance	1,852.20	0.00	6,852.20	-5,000.00	-269.95
23	Maintenance	1,852.20	0.00	6,852.20	-5,000.00	-269.95
101-46-00-24-25	Taxes & Other Charges	12,000.00	0.00	11,519.46	480.54	4.00
24	Taxes, Insurances & Contributi	12,000.00	0.00	11,519.46	480.54	4.00
101-46-00-26-40	Furniture & Fixtures	30,000.00	0.00	15,602.27	14,397.73	47.99

GL - Monthly Operating Expense Rpt (05/02/2019 - 1:23 PM)

Page 1

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
26	Capital	30,000.00	0.00	15,602.27	14,397.73	47.99
00	Administration	1,076,882.90	29,459.00	802,367.76	245,056.14	22.76
219	CLSA State Library Grant					
46	Library					
219-46-00-21-55	Training & Conference	0.00	0.00	0.00	0.00	0.00
21	Services	0.00	0.00	0.00	0.00	0.00
219-46-00-23-35	Software Maintenance	7,500.00	0.00	6,773.00	727.00	9.69
23	Maintenance	7,500.00	0.00	6,773.00	727.00	9.69
00	Administration	7,500.00	0.00	6,773.00	727.00	9.69
380	Friends and Foundation					
46	Library					
380-46-00-20-20	TempPart Time	55,242.00	0.00	52,543.37	2,698.63	4.89
380-46-00-20-37	Holiday Pay	4,777.00	0.00	2,233.74	2,543.26	53.24
380-46-00-20-40	FICAMedicare	4,591.00	0.00	4,190.40	400.60	8.73
20	Salaries & Benefits	64,610.00	0.00	58,967.51	5,642.49	8.73
380-46-00-22-16	Library Materials	56,000.00	1,490.91	42,602.04	11,907.05	21.26
380-46-00-22-40	Programming	14,000.00	0.00	8,007.51	5,992.49	42.80
380-46-00-22-44	Elsie, the Library Cat	500.00	0.00	120.71	379.29	75.86
22	Supplies	70,500.00	1,490.91	50,730.26	18,278.83	25.93
00	Administration	135,110.00	1,490.91	109,697.77	23,921.32	17.71
382	Martin Estate Trust					
46	Library					
382-46-00-22-16	Library Materials	1,600.00	0.00	452.00	1,148.00	71.75
22	Supplies	1,600.00	0.00	452.00	1,148.00	71.75
00	Administration	1,600.00	0.00	452.00	1,148.00	71.75
384	Tweed Trust					
46	Library					
384-46-00-21-45	Other Contract Services	0.00	0.00	-3,232.00	3,232.00	0.00
21	Services	0.00	0.00	-3,232.00	3,232.00	0.00
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	1,838.16	3,161.84	63.24
384-46-00-22-16	Library Materials	45,000.00	0.00	13,602.36	31,397.64	69.77
22	Supplies	50,000.00	0.00	15,440.52	34,559.48	69.12
00	Administration	50,000.00	0.00	12,208.52	37,791.48	75.58

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
Grand Total		1,271,092.90	30,949.91	931,499.05	308,643.94	0.2428