



**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 12, 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. CALL TO ORDER
2. 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.
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 May 8, 2019 3 - 5
[SHPL Board Minutes Regular Meeting May 8, 2019](#)
6. SCHEDULED MATTERS:
 - 6.1. Update on Library Planning and Visioning - Skip Lane 7 - 8
[Community Flyer 6.20.19 FINAL English Spanish](#)

- 6.2. Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation, Executive Director
- 6.3. Review of Library Statistics for May 2019 - Chris Kreiden 9 - 13
[Library Statistics 2019 May](#)
- 6.4. Review of Library Newsletter for June 2019 - Chris Kreiden 15 - 18
[Library Newsletter 2019 June](#)
- 6.5. Review of Monthly Library Operating Expense Report for May 2019 - Chris Kreiden 19 - 21
[Library Monthly Expense Report 2019 May](#)
7. ADJOURNMENT
The next regular meeting is scheduled for July 10, 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 June 7th, 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, May 8, 2019
Community Meeting Room

1. **CALL TO ORDER** - Library Board Vice Chairperson Terry Wood called the Regular Meeting of the Board of Trustees to order at 5:00 p.m.
2. **ROLL CALL** - Present were Trustees Emily Armstead, Susan Swan, and Lin Weber; 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 reminded Trustees that the City Budget Workshop would take place on May 9th, and said that the proposed library budget has not changed since Trustees reviewed it at the April Board meeting. Chris reported that City Public Works Project Manager Tobias Barr is putting together options for the library's new roof.

Susan reported that she recently had a meeting at the high school with Kate MacMillan, Napa Valley Unified School District Library Coordinator, and Jennifer Baker, NVUSD Communications Media Specialist, at which they recommended that St. Helena consider implementing One Card, a program in which all public school students' school IDs double as public library cards, giving them easy access to library resources. Discussion followed, and Trustees decided that Susan will invite Jennifer to attend the June Board meeting to share NVUSD's One Card experience with Trustees.

In response to a Trustee question about the status of the new website, Chris said that Mariah and Chris are currently receiving training on the new platform and are creating the new site.

5. **CONSENT ITEMS:**

- 5.1 - Library Board of Trustees Meeting Minutes of April 10, 2019 were approved.

6. **SCHEDULED MATTERS:**

6.1- **Update on Library Planning and Visioning - Chris Kreiden** - Chris reported that members of the Stakeholders' Committee, including Anna, Chris, and Maria, toured the Half Moon Bay Library, which Noll and Tam Architects designed. After the tour, the Committee decided on Noll and Tam for the St. Helena project. The City Manager is hoping City Council will approve the contract and scope of work with Noll and Tam at its May 28th meeting. In response to a Trustee question, Chris confirmed that Noll and Tam's schedule includes meetings to receive Trustee and community input on the project.

6.2 - Recommendation to Change the Library's Friday Hours to 10 to 6 (from 2 to 6) and Saturday Hours to 12 to 5 (from 2 to 6) starting June 10, 2019 - Chris Kreiden - Chris reported that library staff made the decision to increase library hours in part because the St. Helena Unified School District/St. Helena Public Library summer collaboration *Breakfast at the Library*, which begins June 10th and goes through mid-August, will necessitate library staff being on hand additional hours on Fridays anyway. The plan is to extend the Friday hours from June 10th on and Saturday hours at least for the summer. Chris explained that one library staff member works full time for the SHUSD so is able to take on additional hours once the public schools close for the summer. *Breakfast at the Library* will be held Monday through Friday starting with a storytime at 10:30, followed by the meal and different activities outdoors afterward. Chris commented that Mariah worked hard to secure the State grant for *Breakfast at the Library* after having seen how successful this collaborative event was in Sonoma.

6.3- Report from Friends & Foundation, St. Helena Public Library - María Stel - María shared that she was pleased that The Friends & Foundation was included in the review of the RFPs for the library, City Hall, and recreation project and said that she enjoyed touring the Half Moon Bay Library designed by Noll and Tam. María also reported that the response to the F&F's April appeal was disappointingly meager. The F&F board is getting ready to work on next year's budget, the board's self evaluation, and María's evaluation. María has been volunteering at the Napa Valley Vintners Association as they prepare for the Napa Valley Wine Auction. The Vintners have been very supportive of the F&F's *Bookmark Napa Valley* fundraiser, so María wants to support them in return. María reminded Trustees that proceeds from Farmstead's corkage fees will go to the F&F throughout the month of June as part of its Corkage for Community program.

6.4 - Review of Library Statistics for April 2019 - Trustees reviewed the April statistics and Chris noted that library attendance was up this year over last year, even with the door counter not working for two days. When discussing the ebook circulation, Chris explained that Hoopla allows for simultaneous users of digital materials while Overdrive checkouts are copy specific, so patrons must wait until a user returns the library's copy of the digital item.

Chris reported that the *Day of the Child/Día del Niño* Carnival was well attended. While only 11 people attended the April 18th poetry workshop, everyone who came had a good time.

6.5 - Review of Library Newsletter for May 2019 - Chris Kreiden - Trustees discussed the upcoming *Salsa Making Contest*, where, for a change, beer and not wine will be served. The first outdoor event of the season will be *Taiko Drumming* on May 30th. Chris reported that planning for the kids, teens, and adult summer reading programs is in full swing. On June 6th, Marvin Humphrey's art exhibit will open. The first *Wild St. Helena* program will take place in June. In answer to Anna's question about library plans for LGBTQ month in June, Chris said Casey has some ideas and plans for displays in mind.

Trustees suggested that the library's new hours be advertised in the next Elsie column in the *St. Helena Star*.

6.4 - Review of Monthly Library Operating Expense Report for April 2019 - Chris Kreiden - Trustees reviewed and briefly discussed the Report.

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

The next regular meeting of the Library Board of Trustees is scheduled for June 12, 2019 at 5:00 pm at the St. Helena Public Library, 1492 Library Lane.

Susan Swan,
Recording Secretary

RE-IMAGINING CIVIC ST. HELENA

**JOIN US JUNE 20TH & 21ST TO LAUNCH ST. HELENA'S
VISIONING OF ITS KEY CIVIC PLACES & FACILITIES**

THE RICHIE BUILDING 1335 MAIN STREET

DAY 1 THURSDAY, JUNE 20TH

- 9:30 AM Drop In & Share
- 4:00 PM "Sustainable Land Planning"
Drew Norton, Sherwood Eng.
San Francisco, CA
- 5:00 PM "Library Trends"
Penny Hummel, Library Consult.
Portland, OR
- 6:00 PM Evening Reception
- 7:00 PM Storefront Closes

DAY 2 FRIDAY, JUNE 21TH

- 11:30 AM Drop In & Share
*Refreshments Served
- 12:30 PM "Trends in Park & Rec Facilities"
Darin Barr, Comm. Rec Planner
Denver, CO
- 1:30 PM "Re-Imagining St. Helena's Civic Spaces"
Noll & Tam Architects / WRT Town Planners
- 4:30 PM Storefront Closes

***You are welcome to drop in at any time the storefront is open!**



NOLL & TAM
ARCHITECTS



PLANIFICACIÓN DE LOS ESPACIOS CÍVICOS DE ST. HELENA

**LOS INVITAMOS EL 20 Y 21 DE JUNIO PARA EL LANZAMIENTO DE
LA VISIÓN SOBRE LAS INSTALACIONES CÍVICAS DE ST. HELENA
EL EDIFICIO RICHIE BLOCK
1335 MAIN STREET**

DIA 1 JUEVES, 20 DE JUNIO

- 9:30 AM Oportunidad de
compartir tus ideas
- 4:00 PM "Planificación viable de
la ciudad de St. Helena"
Drew Norton, Ingenieros
Sherwood Design, SF
- 5:00 PM "Tendencias de la biblioteca"
Penny Hummel, Consultora de
las Instalaciones, Portland, OR
- 6:00 PM Recepción por la noche
- 7:00 PM Taller cierra

DIA 2 VIERNES, 21 DE JUNIO

- 11:30 AM Oportunidad de
compartir tus ideas
*Se proveera comida
- 12:30 PM "Tendencias el las instalaciones de
Parques y Recreación"
Darin Barr, Planificador de Recreación, Denver, CO
- 1:30 PM "Planificación de los espacios cívicos de St. Helena"
Noll & Tam Architects / WRT Urbanistas
- 4:30 PM Taller cierra

***Estas bienvenido a visitar el taller comunitario en cualquier momento que esté abierto!**



NOLL & TAM
ARCHITECTS



Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:6/5/2019

5/1/2019 to 5/31/2019

St. Helena Public Library		<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>ON-SHELF RETURNS</u>
Adult Book on CD		493	690	70	156
Adult Book on Tape		11	10	8	6
Adult CD Non-English Language		1	2	1	0
Adult Compact Disc		257	447	59	163
Adult Digital Audio Book		2	6	0	0
Adult Fiction		1,297	1,917	123	476
Adult Non Fiction		982	1,611	181	474
Adult Paperback Book		1	2	0	0
Adult Periodical		139	104	4	53
Blu-Ray - Feature Film		19	41	0	0
Blu-Ray - Foreign Language		1	2	0	0
Blu-Ray - Juvenile Feature		3	5	0	0
DVD - Educational		315	392	101	63
DVD - Feature Film		2,557	3,236	183	536
DVD - Foreign Language		14	40	2	0
DVD - Juvenile Educational		13	40	8	8
DVD - Juvenile Feature Film		527	651	141	312
DVD - Juvenile Foreign Lang		0	5	0	0
Easy Reader		314	334	93	81
Juvenile Audio Cassette		1	1	1	0
Juvenile Book on CD		96	120	55	35
Juvenile CD Non-English		0	1	1	0
Juvenile Compact Disc		22	32	9	15
Juvenile Fiction		1,001	1,083	349	266
Juvenile Non-Fiction		736	1,046	221	325
Juvenile Paperback Book		129	108	35	28
Juvenile Spanish		133	103	67	62
Link+ Book		37	38	0	9
Link+ Media		11	13	0	2
Link+ Media - 1 week		11	9	0	2
Non-Circulating		1	1	0	4
Picture Books (EASY)		917	1,059	240	323
Video - Juvenile Feature Film		0	2	0	0
Young Adult Book on CD		4	7	1	15
Young Adult CD		1	3	0	4
Young Adult Fiction		87	186	58	60
Young Adult Non-Fiction		9	23	2	1
Young Adult Paperback book		13	29	2	20
TOTAL:	St. Helena Public Library	10,155	13,399	2,015	3,499
GRAND TOTAL:		10,155	13,399	2,015	3,499

ST. HELENA PUBLIC LIBRARY E-MATERIAL STATISTICS				May 2019	FY 18/19
DIGITAL CIRCULATION					
E-BOOKS					
	THIS YEAR	LAST YEAR		PROVIDER	TOTAL
Hoopla	87	6		Hoopla	280
Overdrive	375	194		Kanopy	173
TOTAL	462	200		Overdrive	824
				RB Digital	124
					1401
AUDIOBOOKS					
Hoopla	121	38			
Overdrive	449	215			
TOTAL	570	253			
MOVIES & TELEVISION					
Hoopla	61	22			
Kanopy	173	2			
TOTAL	234	24			
MUSIC					
Hoopla	11	10			
TOTAL	11	10			
PERIODICALS					
RB Digital	124	15			
TOTAL	124	35			
TOTAL DIGITAL CIRCULATION	1,401	522			
SPANISH MATERIALS CIRCULATION					
Year	Charges	Renewals	On Shelf	TOTAL	
2019	217	89	99	405	
2018	183	33	101	317	

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:6/5/2019

5/1/2018 to 5/31/2018

St. Helena Public Library

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>ON-SHELF RETURNS</u>
Adult Book on CD	625	782	56	181
Adult Book on Tape	7	15	2	6
Adult CD Non-English Language	1	3	0	0
Adult Compact Disc	195	399	4	154
Adult Digital Audio Book	1	2	0	0
Adult Fiction	1,392	2,153	121	519
Adult Non Fiction	994	1,731	103	456
Adult Paperback Book	2	4	0	0
Adult Periodical	93	119	10	78
Blu-Ray - Feature Film	3	5	0	0
Blu-Ray - Juvenile Feature	2	3	0	0
DVD - Educational	324	439	48	100
DVD - Feature Film	2,753	3,621	146	632
DVD - Foreign Language	14	34	0	0
DVD - Juvenile Educational	21	44	1	17
DVD - Juvenile Feature Film	536	687	82	286
DVD - Juvenile Spanish Lang.	0	0	0	3
Easy Reader	285	322	64	91
Juvenile Audio Cassette	1	1	0	0
Juvenile Book on CD	109	159	21	75
Juvenile Compact Disc	24	40	10	23
Juvenile Fiction	987	1,184	159	290
Juvenile Non-Fiction	516	883	99	238
Juvenile Paperback Book	55	58	16	22
Juvenile Spanish	127	140	19	61
Link+ Book	25	24	0	7
Link+ Media	7	6	0	0
Link+ Media - 1 week	3	2	0	0
Miscellaneous	1	0	0	0
Mixed Media Kit	0	1	0	0
Non-Circulating	0	0	0	4
Picture Books (EASY)	909	1,298	147	362
Young Adult Book on CD	14	17	1	18
Young Adult CD	0	0	0	4
Young Adult Fiction	140	228	46	62
Young Adult Non-Fiction	3	27	3	0
Young Adult Paperback book	25	30	8	24
TOTAL:	10,194	14,461	1,166	3,713
GRAND TOTAL:	10,194	14,461	1,166	3,713

2019 May						
April 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				1 121/244 May Day Labor Day (Mexico)	2 122/243 National Day of Prayer Holocaust Remembrance Day	3 123/242
				643 LA	742 LA	358 LA
May 2019	5 125/240 First of Ramadan begins at sundown Battle of Puebla Day (Mexico)	6 126/239 891 mm	7 127/238 784 LA	8 128/237 689 LA	9 129/236 870 LA	10 130/235 Mother's Day (Mexico) 542 LA
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						11 131/234 252 Ck
June 2019	12 132/233 Mother's Day	13 133/232 6666 LA	14 134/231 807 LA	15 135/230 857 LA	16 136/229 869 LA	17 137/228 389 LA
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						18 138/227 Armed Forces Day Full Moon 338 Ck
July 2019	19 139/228	20 140/225 Victoria Day (Canada) 624 LA	21 141/224 825 LA	22 142/223 728 LA	23 143/222 770 LA	24 144/221 497 LA
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						25 145/220 388 km
August 2019	26 146/219 holiday	27 147/218 Memorial Day 768	28 148/217 768 LA	29 149/216 855 CR	30 150/215 1024 mm	31 151/214 527 LA
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						

AT-A-GLANCE®

Week 1	1990
Week 2	4028
Week 3	3926
Week 4	3832
Week 5	3174
	<u>16950</u>
Count	8475

May 2019

LIBRARY VISITS:	THIS YEAR:	8475	LAST YEAR:	8317	VOLUNTEER HOURS:	66.75
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CHILDRENS

Onsite Programs:					
Storytime (PS):	Tuesday		Wednesday		
	5/7/2019	10	5/1/2019	10	
	5/14/2019	15	5/8/2019	12	
	5/21/2019	11	5/15/2019	17	
	5/28/2019	21	5/22/2019	9	
			5/29/2019	16	
	Total:		57	64	
Movies:					
</					



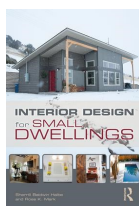
Tuesday, June 4, 5:00 pm

Book Talk with Sherrill Halbe and Rose K.

Mark: *Interior Design for Small Dwellings*

Does Living in a Small Space Mean Living Small?
We don't think so!

Through conscious planning, thoughtful use of materials and some soul-searching one can achieve a rewarding intentional life, even in a small dwelling. Meet authors, Rose K. Mark and Sherrill Baldwin Halbe, and hear about their new book, *Interior Design for Small Dwellings*. This How-To book explains how to design a small space with practical solutions.



Refreshments will be served thanks to Friends & Foundation

Thursday, June 6, 7:00 pm

Marvin Humphrey:

Single Object, Still-Lives, Landscapes and other subjects that grab my attention

Marvin Humphrey is a retired postman that has been painting for 55 years. Marvin began his artist career as a newspaper cartoonist. He and his wife Janice have lived in St. Helena since 1993.



Humphrey paints everyday and views painting as an active form of meditation. It takes concentration, with decisions made along the way. As the work develops, it takes on a life of its own, informing him of the next steps to take. Oftentimes, the end result is different from his original concept.

Refreshments will be served thanks to Friends & Foundation

Thursday, June 13, 7:00 pm

ADVENTURES IN AMAZONIAN BRAZIL

Hear daring tales of the Amazon!

Dr. Floyd Hayes, a professor of biology at Pacific Union College, has traveled to Brazil for the past five years. During each trip he brought several students and taught a class in tropical biology. They searched for plants and animals to learn as much about them as possible, as well as helped build health care facilities and provide water filters for rural communities.



Refreshments will be served thanks to Friends & Foundation.

Thursday, June 27, 7:15 pm

WILD SAINT HELENA

Living with Lions

Join Audubon Canyon's Ranch Dr. Quinton Martins, who will talk on the region's mountain lion population represented by a dozen big cats GPS-tracked by the project, and will offer tips for reducing the risk of conflict with pets and backyard livestock. Come learn how you can coexist with the wildlife in your backyard and become an ambassador for the region's elusive top carnivore.



Refreshments will be served thanks to Friends & Foundation.

NEW SUMMER HOURS! Starting the week of June 10th the library will be open Fridays 10am-6pm and Saturdays 12pm-5pm

Special Programs

Tuesday, June 11, 5:30 pm

MASTER GARDENERS: GROWING HERBS

There are many herbs that can be fun and easy to grow. Some are annuals and some perennials. They can be grown from seeds or cuttings. Learn how to grow some old favorites, easy or more challenging herbs.



June 1st – August 31st

SUMMER READING!



WHETHER YOU ARE A KID, TEEN OR ADULT, WE'VE GOT YOU COVERED! AMAZING PRIZES AWAIT THOSE WHO COMPLETE THEIR READING. TEENS AND ADULTS HAVE THEIR OWN BINGO CARDS AND KIDS GET THEIR OWN BOOKLET.

**Breakfast at the Library for Kids and Teens!
Monday - Friday @ 10:45am**

Join Us on the Front Lawn for Picnics Complete with Games and Breakfast

June 10–August 9



In partnership with SHUSD and the California Library Association, from June 10th to August 9th the library will be serving a healthy, **FREE** breakfast to youth 0 -18 years old. **Any child/teen is eligible, there is no list, no sign up, just show up and enjoy fun activities while you eat!** The food is restricted to this age group only, however adults are also welcome to bring their own food.

KIDS SUMMER READING EVENTS

Teddy Bear Picnic Featuring Magical Moonshine Theater

Monday, June 10, 10:30am



Join us and our teddy bears for the start of our Summer Reading Program! We'll gather on the front lawn and watch Magical Moonshine's newest puppet show, the GunnyWolf.

EXTREME SCIENCE MAGIC

Thursday, June 20, 6:30pm



You'll get hooked on science after seeing this magical science show! Don O'Brien's fast-paced, interactive family show is full of experiments, demonstrations, and fun audience participation to wow the whole family!



Youth Programs



ONGOING FUN!

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 @ 10:30 am

Kids' Matinees:

Wednesdays, 3:00 pm



Movies are shown in the community room.



June 5: **Dumbo**; 1941; Rated G; 1 h 4 m



CHILDREN'S STORYTIMES / CUENTOS PARA PEQUEÑOS

With Ms. Leslie

Tuesdays / Martes

Wednesdays / Miércoles @ 10:30 am



June 12: **Secret Life of Pets**; 2016; Rated PG; 1 h 27 m

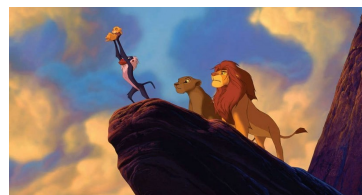
CUENTOS, CANTOS, Y SALTOS

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 use our imagination to create art and crafts. All of these will help your child learn Spanish!

Jueves / Thursday @ 6:00 pm



June 19: **Lion King**; 1994; Rated G; 1 h 29 m



June 26: **Wonder Park**; 2019; Rated PG; 1 h 26 m



LET'S LEGO / AREMOS LEGOS

June 25 @ 3:00 pm



June 2019

Reading Programs The fun starts June 1!



SUN	MON	TUE	WED	THU	FRI	SAT
At Farmstead for the entire month of June all corkage fees will be donated to Friends & Foundation, St. Helena Public Library! So, celebrate graduations, anniversaries, Father's Day and everything else this June by taking a bottle of your favorite wine to enjoy with a delicious meal at Farmstead.						1 4pm Neuroticos Anonimos
2	3  10:30am Bilingual Storytime	4 10:30am Storytime 5:00pm Book Talk: Interior Design for Small Dwellings 	5 10:30am Storytime 3pm Kids Movie: Dumbo	6 6pm Cuentos, Cantos, y Saltos 7pm Artist Reception 	7	8 4pm Neuroticos Anonimos
9	10  10:30am Bilingual Storytime	11 10:30am Storytime 5:30pm Master Gardeners: Growing Herbs 	12 10:30am Storytime 3pm Kids Movie: Secret Life of Pets 5pm Library Board Meeting	13 6pm Cuentos, Cantos, y Saltos 7pm Adventures in Amazonian Brazil 	14 New summer hours begin today! / Nuevas Horas para el verano comienzan hoy!	15 4pm Neuroticos Anonimos
16	17  10:30am Bilingual Storytime	18 10:30am Storytime	19 10:30am Storytime 3pm Kids Movie: Lion King	20 6pm Cuentos, Cantos, y Saltos 6:30pm Extreme Science Magic 	21	22 4pm Neuroticos Anonimos
23 / 30	24  10:30am Bilingual Storytime	25 10:30am Storytime 3:30pm Let's LEGO 	26 10:30am Storytime 3pm Kids Movie: Wonder Park	27 6pm Cuentos, Cantos, y Saltos 7:15pm Wild St. Helena: Living with Lions 	28	29 4pm Neuroticos Anonimos
Red = YOUTH Blue = ADULT Green = SPANISH Purple = EVERYONE		Library Hours Starting June 14th Monday and Fridays: 10:00am–6:00pm Tuesday & Wednesday: 10:00am–7:00pm Thursday: 10:00am–9:00pm Saturday: 12:00–5:00 pm		Sunday: CLOSED St. Helena Public Library 1492 Library Lane		

General Ledger Monthly Operating Expense Rpt



User: Chris
Printed: 06/05/19 10:57:18
Period 01 - 12
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	396,319.12	68,592.88	14.75
101-46-00-20-20	TempPart Time	33,177.00	0.00	15,353.91	17,823.09	53.72
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	31,866.31	6,655.69	17.28
101-46-00-20-45	Employer PERS	34,716.00	0.00	29,245.60	5,470.40	15.76
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	107,114.23	17,063.77	13.74
101-46-00-20-61	Workers Comp	5,173.00	0.00	5,173.44	-0.44	-0.01
101-46-00-20-65	SDI	4,504.00	0.00	3,906.71	597.29	13.26
101-46-00-20-75	Deferred Comp	7,020.00	0.00	4,518.38	2,501.62	35.64
101-46-00-20-85	Auto Allowance	2,400.00	0.00	2,100.00	300.00	12.50
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	773,770.00	0.00	652,062.10	121,707.90	15.73
101-46-00-21-10	Communications	12,300.00	0.00	4,200.37	8,099.63	65.85
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	35,464.80	9,535.20	21.19
101-46-00-21-27	Equipment Lease Exp	9,000.00	0.00	8,187.13	812.87	9.03
101-46-00-21-45	Other Contract Services	122,400.00	26,102.50	87,722.20	8,575.30	7.01
101-46-00-21-55	Training & Conference	<u>6,100.00</u>	<u>0.00</u>	<u>4,588.55</u>	<u>1,511.45</u>	<u>24.78</u>
21	Services	195,300.00	26,102.50	140,194.85	29,002.65	14.85
101-46-00-22-07	Copies	3,000.00	0.00	1,778.10	1,221.90	40.73
101-46-00-22-12	Computer Equipment	52,960.70	8,032.49	35,528.81	9,399.40	17.75
101-46-00-22-13	Office Supplies	2,000.00	0.00	1,424.89	575.11	28.76
101-46-00-22-15	Special Department Supplies	1,000.00	0.00	-669.22	1,669.22	166.92
101-46-00-22-16	Library Materials	<u>5,000.00</u>	<u>0.00</u>	<u>336.04</u>	<u>4,663.96</u>	<u>93.28</u>
22	Supplies	63,960.70	8,032.49	38,398.62	17,529.59	27.41
101-46-00-23-35	Software Maintenance	<u>6,852.20</u>	<u>0.00</u>	<u>6,852.20</u>	<u>0.00</u>	<u>0.00</u>
23	Maintenance	6,852.20	0.00	6,852.20	0.00	0.00
101-46-00-24-25	Taxes & Other Charges	<u>12,000.00</u>	<u>0.00</u>	<u>11,519.46</u>	<u>480.54</u>	<u>4.00</u>
24	Taxes, Insurances & Contributi	12,000.00	0.00	11,519.46	480.54	4.00
101-46-00-26-40	Furniture & Fixtures	25,000.00	0.00	15,828.04	9,171.96	36.69

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Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
26	Capital	25,000.00	0.00	15,828.04	9,171.96	36.69
00	Administration	1,076,882.90	34,134.99	864,855.27	177,892.64	16.52
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	57,742.16	-2,500.16	-4.53
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	4,588.11	2.89	0.06
20	Salaries & Benefits	64,610.00	0.00	64,564.01	45.99	0.07
380-46-00-22-16	Library Materials	56,000.00	10,238.58	45,754.37	7.05	0.01
380-46-00-22-40	Programming	14,000.00	0.00	10,455.04	3,544.96	25.32
380-46-00-22-44	Elsie, the Library Cat	500.00	0.00	120.71	379.29	75.86
22	Supplies	70,500.00	10,238.58	56,330.12	3,931.30	5.58
00	Administration	135,110.00	10,238.58	120,894.13	3,977.29	2.94
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	1,923.71	3,076.29	61.53
384-46-00-22-16	Library Materials	45,000.00	0.00	15,302.98	29,697.02	65.99
22	Supplies	50,000.00	0.00	17,226.69	32,773.31	65.55
00	Administration	50,000.00	0.00	13,994.69	36,005.31	72.01

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
Grand Total		1,271,092.90	44,373.57	1,006,969.09	219,750.24	0.1729