



**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, September 11, 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: Lin Weber
Vice Chair: Terry Wood
Trustees: Emily Armstead, Skip Lane, David Slaby, Susan Swan, and Rebecca Wendt
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 August 14, 2019 3 - 6
[SHPL Board Minutes Regular Meeting August 14, 2019](#)
6. SCHEDULED MATTERS:
 - 6.1. Update on Library Planning and Visioning - Skip Lane 7 - 10

*Note: Video of the Special City Council meeting of August 26, 2019 concerning Re-Imagine Civic St. Helena is available by going to the City of St. Helena's website or clicking this link:
<https://sthelena.civicweb.net/document/33773?splitscreen=true&media=true>

City Council Chosen Site Options 8.26.19

- | | | |
|------|--|---------|
| 6.2. | Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation, Executive Director
Friends & Foundation Annual Report 2018-19 | 11 - 15 |
| 6.3. | Discussion about Future Library Board of Trustee Election Procedures - Chris Kreiden | |
| 6.4. | Discussion about Library Staff Parking - Chris Kreiden
Library Staff Parking Survey with Results | 17 - 18 |
| 6.5. | Review of Library Statistics for August 2019 - Chris Kreiden, Library Director
Library Statistics 2019 August | 19 - 24 |
| 6.6. | Review of Library Newsletter for September 2019 - Chris Kreiden
Library Newsletter 2019 September | 25 - 28 |
| 6.7. | Review of Final Library Operating Expense Report for Fiscal Year 2018/19 - Chris Kreiden
Library Expense Report Fiscal Year 2018-19 | 29 - 31 |
| 6.8. | Review of Monthly Library Operating Expense Report for August 2019 - Chris Kreiden
Library Monthly Expense Report 2019 August | 33 - 34 |
| 7. | ADJOURNMENT
The next regular meeting is scheduled for October 9, 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 September 6, 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, August 14, 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 Board Vice Chairperson Terry Wood; Trustees Emily Armstead, David Slaby, Susan Swan, Rebecca Wendt, and Lin Weber; Library Director Chris Kreiden; 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 mold remediation and other repairs to her office have been completed and that she has moved back in. Chris also reported that, with the exception of the upstairs rooms where the Historical Society has its offices, the library maintained a comfortable temperature during the recent hot spell. St. Helena Public Works Superintendent Glenn Price is addressing the upstairs situation.

Chris reported that City Council approved a request for proposal (RFP) to replace the library roof with a closing date of September 11, 2019, but Anna added that the reroofing is on hold until City Council makes a decision about the visioning proposals that Noll & Tam Architects has submitted.

Chris informed Trustees that the new library website will go live in mid-September. She said it looks good behind the scenes, but that staff has decided to launch it after Mariah, the lead on the new site, returns from vacation, in case they encounter any unforeseen glitches.

Forty-three children in the Summer Reading Program have already completed the 100-book reading goal; 435 children signed up for the Program and have until the end of September to complete their 100 books. Fifty teens picked up bingo cards to complete for the teen Program, and while staff has only received a handful of completed cards, they expect that teens will come in at the last minute with their cards filled out. Seventy adults picked up flyers for the adult reading challenge, and 12 have already filled them out; completed adult cards are due by the end of August.

5. CONSENT ITEMS:

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

6. SCHEDULED MATTERS:

- 6.1 - Election of Library Board of Trustees Chairperson and Vice Chair -**
Trustees elected Lin Weber Chair and Terry Wood Vice Chair. In response to observations Emily made about the voting process, Trustees asked Chris to put discussion of voting procedures on the September agenda.
- 6.2 - Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation Executive Director -** Maria was not able to attend the meeting this month, so will update Trustees about the F&F in September.
- 6.3 - Update on Library Planning and Visioning - Skip Lane -** Skip reported that at its most recent meeting, the Visioning Steering Committee broke up into three subgroups to discuss the options Noll & Tam have proposed for the library, city hall, and rec department revisioning, after which each subgroup chose its preferred option. Trustees reviewed and briefly discussed the three different proposals. Skip said the Steering Committee unanimously chose one proposal, which he said harkens back to the City's 2008 Visioning Statement. While Trustees reviewed the Noll & Tam proposals, Chris noted that the current library has 12,700 feet of available public space (not including upstairs storage areas not used by the public). Chris said the proposals discuss the possibility of additional space for the children's area and the teen space, plus a meeting room for 60 people and two smaller meeting rooms. Discussion followed about the concept of a civic plaza outside of the library, where City Hall will be built, the RLS Museum's future location, and the structural issues discovered in the library's upstairs area. Skip said there remain a lot of unanswered questions, such as how a new City hall would be configured, and what would be done with the remainder of the City-owned Adams Street property. Anna mentioned that the SHAPE Committee discussed the many different properties the City owns and discovered that they all need work. City Council is hoping to obtain enough community consensus to start narrowing the revisioning options. Anna stated that there is not enough parking near City Hall if it remains where it is, and that City Council would prefer to hold its meetings at City Hall rather than at Vintage Hall. The City currently pays annual rent to the St. Helena Unified School District for use of the Vintage Hall board room for its meetings. Anna also pointed out that the visioning proposals do not include the police station, and that there has been discussion about what to do with the current city hall property if City Hall relocates. Trustees discussed the upcoming special City Council meeting on August 26th, where City Council will elicit community feedback about the Noll & Tam proposals.

Chris summarized the results of the 482 responses to the online community outreach survey Noll & Tam posted eliciting St. Helenans' thoughts about a variety of issues, including library services and the role the SHPL plays in St. Helena. Results showed that for most respondents, lending of books and media is the most important, followed by children's programming, and then as a place for quiet study and community gathering. Trustees wondered if people are seeing libraries as they have

always seen them and not “thinking outside the box” about the resources and services the library provides and could provide.

6.4 - Discussion of Library Lane Parking Restrictions - Lin Weber - Lin told Trustees that an SHPL employee had informed her that the library does not have a sufficient number of parking spaces to accommodate the library employees, and that staff is forced to park on the street and move their cars during their shift to avoid being ticketed after three hours. Chris explained that there are 12 spaces in the parking lot, including one disabled spot and one spot that is reserved for an employee of the year. Trustees discussed several ways to ameliorate the situation. Chris said she had talked to fulltime staff and most don't think parking is a big issue. A parking pass for library employees would be the easiest solution, but City Council would have to approve that solution, and it might open up the issue so that all City employees would want exemption from parking restrictions. Emily suggested Chris ask staff via a survey if they think parking is a problem, and also obtain quantitative data as to whether staff are receiving parking tickets, not finding nearby parking spaces, etc.

6.5 - Review of Library Statistics for July 2019 - Chris Kreiden - Chris reported that the library served 375 breakfasts in July as part of the state-funded *Breakfast at the Library* program put on in partnership with the St. Helena Unified School District. Both library and school district staff believe the program was a great success, and both are considering offering the program again next year.

Trustees discussed the statistics, which show that library visits increased by over 100 from July 2018.

Chris remarked that adding extra opening hours on Fridays has been very successful, and while not as many people have taken advantage of Saturday's expanded hours, patrons have said they are thankful the library has added additional earlier hours.

6.6 - Review of Library Newsletter for August 2019 - Chris Kreiden - Trustees reviewed the newsletter, which included a blurb about the well-attended author talk by Allen Sakin that was taking place simultaneously with the Board meeting, and the upcoming *Downtown Abbey* trivia and wine pairing night. Chris explained that the Spanish *Wild St. Helena* presenter had to cancel, so in its place, *Napa Wildlife Rescue's* John Comiksy will present an overview of the organization's work with a focus on barn owls. In response to a Trustee's question, Chris explained that August 6th's 3D Printing Workshop was a full program, and that the participants included three members of the library staff, who were able to learn a few things about using 3D printers.

Chris gave Trustees a preview of September's programs, which include an artist reception featuring the *Silverado Handweavers and Spinners* on September 5, which will include weaving and spinning demonstrations; a

Master Gardeners discussion on September 10th about growing succulent plants; a *Mariachi Jalisco* performance on September 12th; and an *Upstage Napa Valley* theater event featuring the play *Doctor's Residence* on September 19th. The Great Library Bake Off will take place on September 26th; and the popular Jay Greene will present *Julia Morgan & Bernard Maybeck: The Spirit of California Architecture* on September 24th.

6.7 - Review of Monthly Library Operating Expense Report for July 2019 -
Chris Kreiden - Trustees reviewed and briefly discussed the report.

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

The August 14, 2019 regular meeting of the Library Board of Trustees minutes were adopted at the September 11, 2019 Library Board of Trustees meeting.

Submitted by:
Susan Swan,
Recording Secretary

APPROVED:

ATTEST:

Lin Weber, Chairperson

Chris Kreiden, Library Director
(Staff Liaison)



Existing Parking: 12 lot + 29 street
Parking Req'd: 83

LIBRARY LANE .9 acre parcel

- City Hall building renovation ~ 12,700 sf
- 8,500 sf Department Offices
 - 4,200 sf Council Chamber
 - Museum remains



Existing Parking: 20 lot + 7 RR Ave.
Parking Req'd: 150-160

LYMAN PARK

- New Library ~ 2 Story Bldg (20-24K)
- 15,000 sf Library space
 - (1-2) 60-seat classrooms, cafe, or MP Rm (75 @tables) ~ 1st flr
 - Roof deck



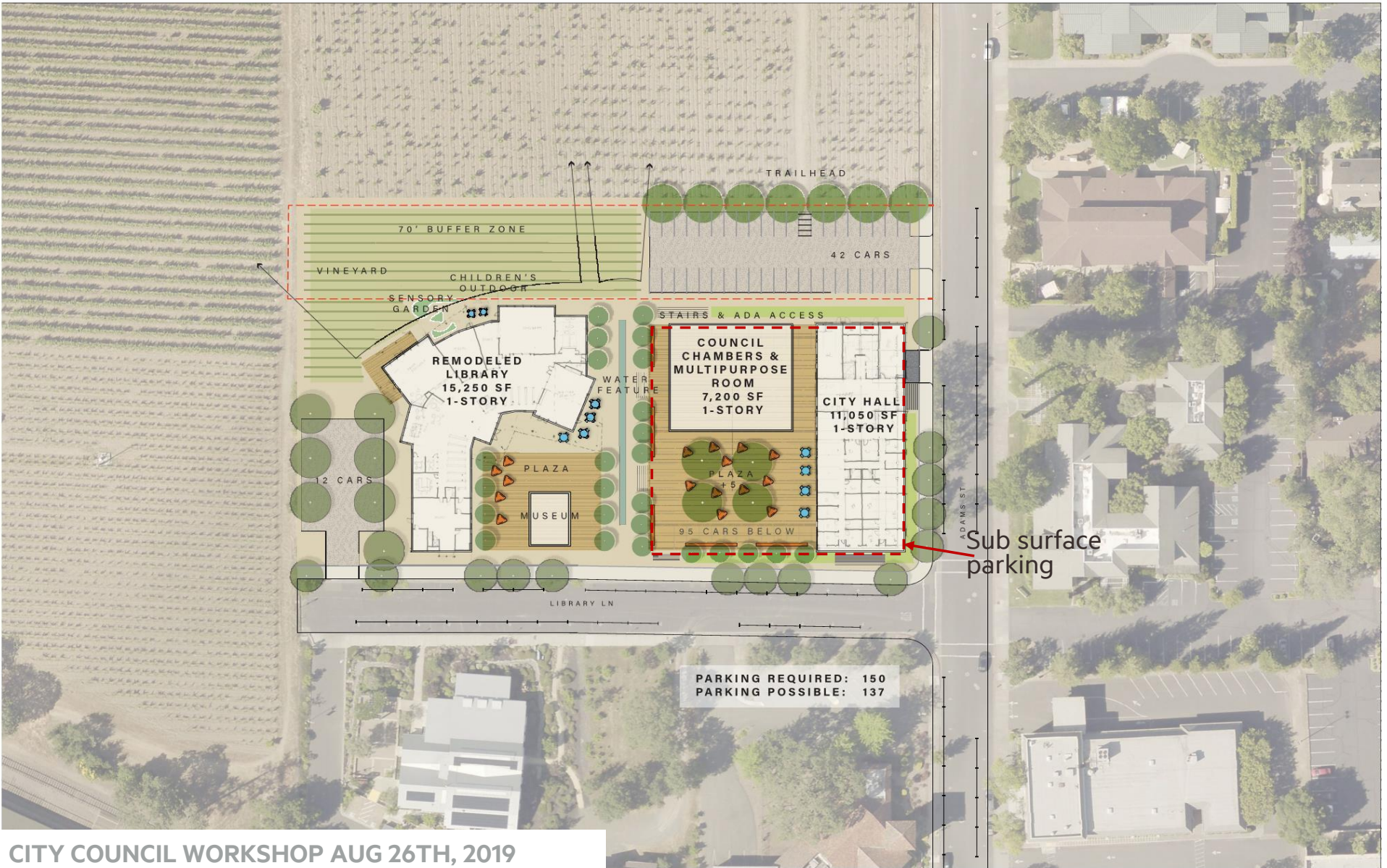
Existing Parking: 155.
Parking Req'd: 40-100

CRANE PARK

- A 5000-12000sf Park & Rec Program space
- B Alternate building site

OPTION 1B

Status Quo - Swap Library and City Hall



CITY COUNCIL WORKSHOP AUG 26TH, 2019

Option 3A-1

Option 3A-1



CITY COUNCIL WORKSHOP AUG 26TH, 2019

70' BUFFER ZONE

VINEYARD

TRAILHEAD

37 CARS

CITY HALL
11,050 SF
1-STORY

LAWN

COUNCIL CHAMBERS & MULTIPURPOSE ROOM
7,200 SF
1-STORY

LIBRARY
15,250 SF
2-STORY

SPLASH PAD

PLAZA

60 CARS

ADAMS ST

LIBRARY LN

All surface parking

PARKING REQUIRED: 180
PARKING POSSIBLE: 97

CITY COUNCIL WORKSHOP AUG 26TH, 2019

ST. HELENA PUBLIC LIBRARY FRIENDS&FOUNDATION

Annual Report 2018-2019

BOARD OF DIRECTORS

Jack Stuart, Chair
Linnea Pearson, Vice-Chair
Amanda Granados, Treasurer
Jan Darter, Secretary
Ilse Chun
Carol Gruetzner
John Heflebower
Annelise Lawson
Leslie Moreland
Janet Myers
Laura Symon
Jodine Whisten

Emeriti

Polly Keegan
Dan Whitehurst

Executive Director
Maria Criscione Stel

A MESSAGE FROM OUR BOARD OF DIRECTORS

One of our favorite books published this year was *The Library Book* by Susan Orlean. More than the story of the fire that devastated the Los Angeles Public Library in 1986, it is an ode to libraries past and present. Ms. Orlean hails libraries as beloved institutions providing more than just books- they are “an essential part of the heart, mind and soul” of our communities, welcoming and free to all. While the City of St. Helena pays for most of the wonderful staff and the physical space, with funds raised from our generous individual and corporate donors, Friends & Foundation is able to provide books, DVDs, magazine and newspaper subscriptions, and digital materials to enhance our collections and support for hundreds of free educational and cultural programs for our community. Take a look at the astounding number of library users and programs from just this past year:



546 CHILDREN'S
PROGRAMS

9,090
ATTENDEES

139 ADULT AND
FAMILY
PROGRAMS

1,630
ATTENDEES

LIBRARY VISITS

98,276

CIRCULATION

148,830

*“A library outranks any other one thing a community
can do to benefit its people.”
Andrew Carnegie*

WHERE YOUR SUPPORT WENT

Last year, the library hosted 10,720 attendees at 685 programs, all free to the community. Most programs were held at the library, but our librarians also made hundreds of classroom visits to inspire local schoolchildren's imaginations. These programs offer something for everyone: music, art, dance, wildlife education, teddy bear picnic, comic book drawing class and homemade salsa making contest, just to name a few.

Your gifts to Friends & Foundation also helped the library purchase nearly 4,000 items to enhance its collection of English and Spanish books, books on tape, large print books, DVDs, and magazine and periodical subscriptions. This year 148,830 items were checked out of our library!



Comic book drawing class



Salsa-making contest



Teddy bear picnic

Every dollar you donate to Friends & Foundation helps make St. Helena Public Library one of the best small libraries in America!

Thank you to our generous donors

In-kind donors

Meadowood Napa Valley
Opus One Winery

\$10,000 +

Napa Valley Vintners

\$5,000 to \$9,999

Chappellet Winery
Alan and Sarah Galbraith
E. & J. Gallo
Bob and Evalyn Trinchero
Trinchero Family Estates
Turley Family Fund

\$3,000 to \$4,999

Anonymous
Dann and Susan Boeschen
Community Projects, Inc.

\$1,000 to \$2,999

Anonymous
Anonymous
Bruce and Martha Atwater
Andy and Betty Beckstoffer
Cakebread Cellars
Coppola Family
The Crescent Porter Hale Foundation
David and Anita Cummings
E.R. Sawyer Jewelers, Inc.
ETS Laboratories
Jeff and Rebecca Feeney
First American Title Company of Napa
Amanda Granados and Adam Hillman
Dirk and Charlie Hampson
John Heflebower
Johnson Family Fund
Peter and Willinda McCrae
David and Leslie Moreland
Janet Myers
Patina, Palladium & Pennyweight
David and Linnea Pearson
David and Jennifer Risher
Rotary Club of Saint Helena
Shafer Vineyards
David Slaby
Paul and Mary Slawson
Spottswode Estate Vineyard & Winery
Mary Stuard
Jack and Loraine Stuart

\$500 to \$999

Karen Aldoroty, 55 Degrees
Betty Ann Carlin
Ana Canales
Jan Darter
Julie Dickson
Jeff and Kim Farmer
Jule Grant
Kim Hill
Ashley Jambois
Tor and Susan Kenward
Beverly Kinney and Tom Rinaldi
Tom and Lise Lawson
John and Betsie Miklos
Marie Oliver
Michael and Jan Praisner
Libby Shafer
Scott and Mary Joann Snowden
Tim and Maria Stel
Joel and Lisa Toller
Howard and Lyndal Walker
James B. Watson
Bob and Jodine Whisten
Dan and Kathleen Whitehurst
Carole Williams
Sally Wood

\$100 to \$499

Leo and Margot Ainsworth
John and Linda Alioto
Antonia Allegra
Anne Anderson
Anonymous
Anonymous
Anonymous
Michael and Leslie Baggish
Stephanie Beaurain
Theo Becker
Rick and Patricia Berry
Martha Bothwell
Craig and Nancy Branigan
Barbara Bratt
Bruce and Mary Cakebread
Lynmari Calabi
Oliver and Karen Caldwell
Jim and Linda Cantrell
Byron and Nancy Carniglia
William Casey
Mr. and Mrs. Chadwick
Molly Chappellet

\$100 to \$499

Laurie Claudon
 Dominique and Gail Clavel
 Christopher Cole
 Bob Cook and Paula Brooks
 Richard and Arlene Corsetti
 Judith Crichton
 Darcy and Fred Croshaw
 Karen Dahl
 Daisy Clothing Boutique
 Tom and Cara Davies
 Jill Davis
 Thomas DeWitt
 Sandie and Addie Dickson
 Missy Doran
 Deborah Doyle
 Phoebe Ellsworth
 Tom and Terry Faherty
 Don and Joan Farrar
 Federated Women of Upper Napa Valley
 Barbara and Jim Fetherston
 Robert Fong
 Don and Dianne Fraser
 Carol Frizzell
 David and Nancy Garden
 DeWitt Garlock
 Pat and Julie Garvey
 Randy Gnagy
 Jay Greene
 Carol and Klaus Gruetzner
 Chuck and Ellen Haas
 Ted Habte-Gabr
 Allison Hackett
 Hall Coin Laundries
 Mariam Hansen
 Jeff and Debbie Hansen
 Lester Hardy and Janet Pagano
 Robert Hecox
 Hal and Selene Hensler
 Donna Hinds
 Michael and Stephanie Honig
 Scott and Wendy Hopgood
 Linda Hudson
 Bernie and Jamie Hurley
 Julie Jenanyan
 Rick and Elaine Jones
 Padget Kaiser
 Polly Keegan
 Carolyn Kelperis
 Clare Kirkconnell and Doug Barr
 Bruce and Pam Krell
 Erin Lail
 Karen Lane
 Skip Lane
 Thomas and Barbara Latour
 Lou and Nancy Lavigne

\$100 to \$499

John and Diane Livingston
 William Martin and Cathy Corison
 Tom and Martha May
 Kathleen McKeown
 Robert McCaffrey
 Joe McCrary and Susan Leick
 Oleta McGrath
 Della McNeill and Steven Borden
 Melinda Mendelson
 Roger Meuter
 Anthony and Ellie Micheli
 Tim Mondavi
 John and Jennifer Muhlner
 Janet Myers
 Richard Nagler
 Napa Bookmine
 Donald and Barbara Niemann
 Walter Nirenberg and Dory Culver
 Marie Nola
 Polly Ogden
 Sue and Stephen Parry
 John and Jerri Patton
 Ariana Peju
 Jane Pepe and Jeff Adams
 Robert and Sylvia Pestoni
 Paula Peterson
 Thomas Pollock and Eileen Tabios
 Stan and Ada Press
 Holly and David Racker
 Jorge Rey-Prada
 Tom and Gayle Rimerman
 Michaela Rodeno
 Charles Royer
 John Sales
 Ronald Sharples
 Suzanne Shepanek
 Michael and Shifflett
 Richard and Barbara Shurtz
 Joan Smith
 Laureen Smith
 Julie Spencer
 Mary Stephenson and Lawrence Papale
 Wendy Strachan
 Sunshine Foods
 Scott and Laura Symon
 Nena Talcott
 Donald and Peggy Thomas
 Mike and Ann Thomas
 Angela Thompson
 David Tillay
 Clay and Barbara Timon
 Dolores Torrigino
 Don and Joan Trauner
 Marsha and John Tully
 Sloan and Priscilla Upton

\$100 to \$499

Maria and Jose Luisjuan Vazquez
 Cynthia Voth
 Paula Young
 John Watanabe and Cindy Pawlcyn
 Joan Westgate
 Jim Wickesberg and Cort Schwanebeck
 Judy and Craig Wolcott
 Barry and Alice Zacherle
 David and Sherlyn Zumwalt

\$1 to \$99

Ester Akersloot
 Allan and Peah Armstrong
 Craig and Debra Austin
 Janie Beach
 Jean Bianchini
 Tiny Boak
 John and Judy Boyle
 Dale and Cynthia Brown
 Patricia Brown
 Ron and Esther Brunswick
 Jeannine Burns
 Merwyn Burrous
 Delma Butler
 Paul and Nancy Caffo
 Jeanne Chapman
 Lorraine Chase
 Anne Marie Clifford
 Catherine Coniff
 Elizabeth Couse
 Nick and Marilyn Coy
 Mora Cronin
 Dinah James Cross
 Dauna Currie
 Alicia Cutting
 Judith Devolder
 Sheraton Downie
 John and Rita Dunn
 David Ernst
 Marsha Evans
 Norma Ferriz
 Therese Frey
 Claudia Gambill
 Nancy Gates
 Judith Greene
 Paul and Suzanne Griffin
 Ardys Grindheim
 Susan Groom
 Thomas and Anneliese Haas
 Allison Hackett
 Joanna Hatch
 Maria and Rene Haug
 Auty and Christine Hayne
 Mary Hegwood
 Helen Hendrick
 Denise Henquet-Sprengers

\$1 to \$99

Carlene Hogan
 Marjorie Hoyer-Smith
 Marvin and Janice Humphrey
 Jerry and Michelle Hyde
 Sharon James
 Randle and MaryLee Johnson
 Anne Kaiser
 Maureen Kelly
 Duncan and Nancy Kelso
 David Kernberger
 Ellen Kieval
 Mary King
 Walter and Donna Kuntz
 Diana Lavagnino
 Whitney and Diane Le Blanc
 Harold and Ivy Lewis
 Sheila Mannix
 Sanda Manuila
 Paul and Les Martin
 Holly Mason and Peter McClory
 Betty McGraw
 Maxine Mendoza
 Larry and Elayne Merla
 Nancy Morrell
 John and Siena O'Connell
 Maureen Olen
 Eloise Pena
 Elia Pena de Rubio
 Susan Pilsbury
 Carol Putnam
 Anne and Bill Putnam
 Ethel Ramos
 Jackie Rhodes
 Juan and Lidia Rios
 Holly Rogers
 Lorraine Ruston and Bob Forrest
 Bill Ryan
 Saint Helena Junior Women's Club
 Deborah Schlesinger
 Tera Scott
 Susan Shay
 Hampton and Anne Sides
 Cathy Small
 Carol Spencer
 Diane Stremel
 Louise Switzer
 Robert and Harolyn Thompson
 John and Bonnie Thoreen
 Alonso Villa
 Jane Wallace
 Kim Walsh
 Ralph Warner
 Olavi and Carolyn Weir
 John and Sandra York
 Ron and Karyn Yost
 Stevenson and Barbara Yost

STAFF PARKING SURVEY

How often do you find yourself parking on the street (either Adams or Library Lane)?

- Every time I work.
- Every other time I work.
- Sometimes but not all the time.
- Rarely.

Do you feel parking for staff is an issue?

Please rate on a scale from 0 (low) to 10 (high). [5 being: It's an issue but we can wait till after we know what happens with Re-imagine St. Helena.]

0 ----- 5 ----- 10
(not an issue) (major issue)

Thank you for taking this survey, do you have any additional comments?

STAFF PARKING SURVEY – RESULTS FROM 9 OUT OF 12 EMPLOYEES

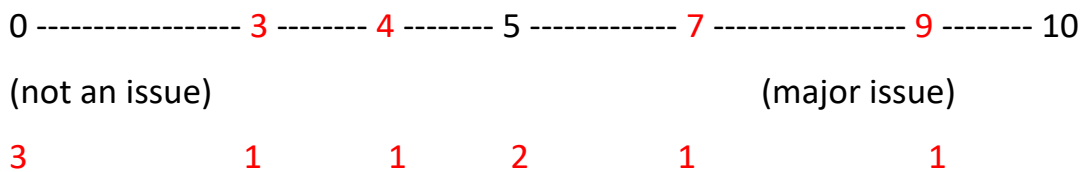
How often do you find yourself parking on the street (either Adams or Library Lane)? RESULTS

- Every time I work.
- Every other time I work. 2
- Sometimes but not all the time. 2
- Rarely. 4

["Usually walk to work. But when I don't, parking lot is often full when I come to work at 2."] 1

Do you feel parking for staff is an issue?

Please rate on a scale from 0 (low) to 10 (high). [5 being: It's an issue but we can wait till after we know what happens with Re-imagine St. Helena.]



Thank you for taking this survey, do you have any additional comments?

"Not just for staff but some of our patrons have had to park far too."

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:9/4/2019

8/1/2019 to 8/31/2019

St. Helena Public Library

ON-SHELF

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>RETURNS</u>
Adult Book on CD	494	646	98	154
Adult Book on Tape	9	9	2	10
Adult CD Non-English Language	1	1	1	0
Adult Compact Disc	395	645	72	164
Adult Digital Audio Book	4	12	0	0
Adult Fiction	1,369	2,081	145	540
Adult Non Fiction	1,075	1,673	244	412
Adult Paperback Book	2	4	0	0
Adult Periodical	117	90	8	95
Blu-Ray - Feature Film	2	8	0	0
DVD - Educational	301	440	114	97
DVD - Feature Film	2,345	3,233	189	619
DVD - Foreign Language	20	44	0	0
DVD - Juvenile Educational	16	29	3	12
DVD - Juvenile Feature Film	622	764	114	281
DVD - Juvenile Spanish Lang.	1	0	0	0
Easy Reader	378	374	59	87
Juvenile Book on CD	90	131	47	33
Juvenile CD Non-English	1	2	0	0
Juvenile Compact Disc	29	42	17	14
Juvenile Digital Audio Book	1	1	0	0
Juvenile Fiction	939	1,237	347	302
Juvenile Non-Fiction	646	873	165	247
Juvenile Paperback Book	99	132	43	70
Juvenile Periodical	1	1	0	0
Juvenile Spanish	162	142	75	78
Link+ Book	43	49	0	9
Link+ Media	11	15	0	4
Link+ Media - 1 week	8	9	0	1
Mixed Media Kit	1	2	0	0
Non-Circulating	1	2	0	3
Picture Books (EASY)	1,020	1,366	225	410
Video - Juvenile Foreign Lang	0	1	0	0
Young Adult Book on CD	7	13	2	3
Young Adult CD	1	2	0	1
Young Adult Fiction	126	229	51	66
Young Adult Non-Fiction	9	20	0	0
Young Adult Paperback book	37	57	5	46
TOTAL:	10,383	14,379	2,026	3,758
GRAND TOTAL:	10,383	14,379	2,026	3,758

ST. HELENA PUBLIC LIBRARY E-MATERIAL STATISTICS				August 2019		FY 19/20	
DIGITAL CIRCULATION							
E-BOOKS							
		THIS YEAR	LAST YEAR				
Hoopla		81	21				
Overdrive		374	231				
TOTAL		455	252				
AUDIOBOOKS							
Hoopla		137	63				
Overdrive		404	310				
TOTAL		541	373				
MOVIES & TELEVISION							
Hoopla		79	38				
Kanopy		301	77				
TOTAL		380	115				
MUSIC							
Hoopla		12	1				
TOTAL		12	1				
PERIODICALS							
RB Digital		109	27				
TOTAL		109	27				
TOTAL DIGITAL CIRCULATION				1,497		768	

SPANISH MATERIALS CIRCULATION				
Year	Charges	Renewals	On Shelf	TOTAL
2019	262	107	122	491
2018	245	23	132	400

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:9/4/2019

8/1/2018 to 8/31/2018

St. Helena Public Library

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>ON-SHELF RETURNS</u>
Adult Book on CD	577	902	52	150
Adult Book on Tape	9	10	2	2
Adult CD Non-English Language	2	4	0	0
Adult Compact Disc	229	447	20	219
Adult Digital Audio Book	1	2	0	0
Adult Fiction	1,457	2,181	101	561
Adult Non Fiction	1,092	1,862	109	567
Adult Paperback Book	0	1	0	0
Adult Periodical	79	77	0	80
Blu-Ray - Feature Film	4	15	0	0
DVD - Educational	401	483	69	88
DVD - Feature Film	2,822	3,706	115	669
DVD - Foreign Language	33	68	0	0
DVD - Juvenile Educational	28	49	5	3
DVD - Juvenile Feature Film	613	886	58	313
DVD - Juvenile Foreign Lang	1	1	0	0
DVD - Juvenile Spanish Lang.	0	0	0	1
Easy Reader	472	514	34	96
Juvenile Audio Cassette	2	3	0	1
Juvenile Book on CD	146	208	21	76
Juvenile CD Non-English	0	2	0	0
Juvenile Compact Disc	21	54	10	40
Juvenile Digital Audio Book	6	11	0	0
Juvenile Fiction	1,190	1,488	208	328
Juvenile Non-Fiction	535	734	51	283
Juvenile Paperback Book	108	101	7	55
Juvenile Periodical	0	0	1	0
Juvenile Spanish	117	129	13	55
Link+ Book	35	39	0	6
Link+ Media	10	10	0	3
Link+ Media - 1 week	4	4	0	0
Miscellaneous	0	0	1	0
Mixed Media Kit	2	3	0	0
Non-Circulating	1	0	0	4
Picture Books (EASY)	1,166	1,412	98	386
Video - Info/Educ/Recreation	0	1	0	0
Young Adult Book on CD	6	14	2	7
Young Adult CD	1	1	0	4
Young Adult Fiction	144	251	30	81
Young Adult Non-Fiction	15	23	3	0
Young Adult Paperback book	24	32	3	34
TOTAL:	11,353	15,728	1,013	4,112
GRAND TOTAL:	11,353	15,728	1,013	4,112

2019 August							
July 2019	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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					1 213/152 935 LA	2 214/151 610 LA	3 215/150 376 Cb
August 2019	4 218/149	5 217/148 Civic Holiday (Canada) 1027 OAA	6 218/147 823 LA	7 219/146 739 LA	8 220/145 686 LA	9 221/144 433 LA	10 222/143 378 AH
September 2019	11 223/142 (Eid) al Adha begins at sundown	12 224/141 564 LA	13 225/140 619 LA	14 226/139 846 LA	15 227/138 Full Moon 1051 LA	16 228/137 498 LA	17 229/136 295 AH
October 2019	18 230/135	19 231/134 665 LA	20 232/133 687 LA	21 233/132 732 LA	22 234/131 805 LA	23 235/130 514 AH	24 236/129 353 Cb
November 2019	25 237/128	26 238/127 614 LA	27 239/126 688 LA	28 240/125 698 LA	29 241/124 790 LA	30 242/123 562 LA	31 243/122 First of Muharram begins at sundown 357 Cb

Week 1	1921
Week 2	4086
Week 3	3873
Week 4	3756
Week 5	3709
	17345
Count	8673

Adult Programming - August 2019

Tuesday Programs:

Onsite

3D Printing Workshop	8/6/2019	15
Master Gardners: Seed Saving	8/13/2019	5
Author: Allen Salkin Method to the Madness	8/14/2019	37
Total:		57

Thursday Programs:

Onsite

Artist: Jesus Garcia	8/1/2019	32
Film: American Creed	8/8/2019	10
WILD St Helena: Owls	8/22/2019	28
Trivia: Downton Abbey & Wine	8/29/2019	28
Total:		98

Reoccurring Programs:

Tuesday - English/Spanish Conversation Club

8/6/2019	4
8/13/2019	8
8/20/2019	6
8/27/2019	3
Total:	21

Total: 0

Offsite Programs:

Total: 0

Total ONSITE Programs:	# of Attendees	176
	# of Programs	11

Total OFFSITE Programs:	# of Attendees
	# of Programs

TOTAL ADULTS:	# of Attendees	176
	# of Programs	11

Library Visits	2019	8673
	2018	9251

Volunteer Hours	74.25
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Childrens Programming - August 2019

Storytime:

Monday - Bilingual (PS)		Tuesday (PS)		Wednesday (PS)		Thursday - Spanish 6pm (SA)	
8/5/2019	6	8/6/2019	8	8/7/2019	12	8/1/2019	10
8/12/2019	2	8/13/2019	15	8/14/2019	10	8/8/2019	9
8/19/2019	2	8/20/2019	16	8/21/2019	12	8/15/2019	6
8/26/2019	0	8/27/2019	14	8/28/2019	6	8/22/2019	7
						8/29/2019	5
Total: 10		Total: 53		Total: 40		Total: 37	

Movie:

Movies (SA)

Missing Link	8/7/2019	0
Pokemon Detective Pikachu	8/14/2019	0
Ugly Dolls	8/21/2019	0
A Dog's Journey	8/28/2019	6
Total:		6

Offsite Programs:

Location

RIF: Boys & Girls Club: St Helena	8/1/2019	57
RIF: Hunts Grove	8/29/2019	17
Total:		74

Events:

Preschool (PS)

Total: 0	

School Age (SA)

Magician Perry Yan	8/15/2019	55
Total:		55

Class Visits:

Onsite

	# of visits	Attendance
Preschool (PS)	0	0
School Age (SA)	0	0
Total:	0	0

Offsite

	# of visits	Attendance
Preschool (PS)	3	75
School Age (SA)	0	0
Total:	3	75

Total ONSITE Programs:	# of Attendees	201
	# of Programs	22

Total OFFSITE Programs:	# of Attendees	149
	# of Programs	5

TOTAL CHILDREN'S:	# of Attendees	350
	# of Programs	27



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

Thursday, September 5, 7:00 pm

ARTIST RECEPTION:



The Silverado Handweavers and Spinners Guild promotes the fiber arts tradition of handweaving and spinning. Their members have a diverse array of interests which include spinning, weaving, tapestry, dyeing, felting, knitting, crochet, and

basketmaking. They employ fibers of all kinds in their work: sheep's wool, cotton, tencel and even exotic fibers such as yak and camel. Stop by to see weaving and spinning demonstrations!

Refreshments will be served thanks to Friends & Foundation

Thursday, September 12, 7:00 pm

LATINO HERITAGE CELEBRATION:



The library is pleased to invite you to a cultural celebration night featuring the Bay Area's premier mariachi group, Mariachi Jalisco. We'll enjoy music

from Mexico and Latin America, along with traditional food and drink. Join us in the parking lot for an evening of fun and celebration! Mariachi Jalisco was founded in 1987, and has since become one of Bay Area's renowned mariachi groups. They can be heard playing the traditional mariachi repertoire, allowing their audiences to experience the rich cultures of Mexico and Latin America.

Refreshments will be served thanks to Friends & Foundation

Thursday, September 19, 6:30 pm

**UPSTAGE NAPA VALLEY PRESENTS:
DOCTOR'S RESIDENCE**



Enjoy a night of theater at the library! Doctor's Residence was written by local playwright, Richard Uhlig. This play is a humorous memoir of growing up in a small rural Kansas town, where his father was the local doctor.

Wine and appetizers will be served.

Special thanks to Friends & Foundation

Thursday, September 26, 7:00 pm

The Great Library Bake Off



Do you have what it takes to be the library's Star Baker? There are four categories to choose from: cakes, cookies, pastries, and breads; you can't go wrong! We'll provide the professional judges; you provide the goods! **Pick up a registration packet at the**

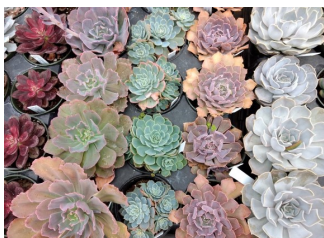
library to enter, registration forms are due September 23. Good luck contestants! Voting opens up to the general public at 7:00pm, don't miss your chance to vote for your favorite baked good!

TURN THE PAGE FOR MASTER GARDENERS, CASCADA DE FLORES AND JAY GREENE!

LECTURES

Tuesday, September 10, 5:30 pm

Master Gardeners: Growing Succulent Plants

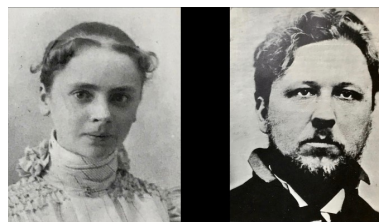


Most are easy to grow and fun to share. Learn about some different kinds and how their fun shapes and colors can combine into beautiful living bouquets. Bring some to share or trade; everyone will go home with some starts of these fun and easy plants.

Tuesday , September 24, 5:00 pm

Jay Greene Presents:

**Julia Morgan & Bernard Maybeck:
The Spirit of California architecture**



Motivated by the flourishing Arts and Crafts Movement and the destruction caused by the great earthquake and fire in San Francisco, two young architects began their careers and soon left their mark on the public buildings and residences we take joy in today.

CHILDREN / NIÑOS

Tuesday, September 17, 4:30 pm

Cascada de Flores: The Treasures of Aquiles



Poor Aquiles! His pueblo is barren with no dance, music, or song. So, he sets out on an adventure with his favorite suitcase. Along the way, he learns to sing from a bee, the joy of rhythm from a horse, and to play from a man with a big mustache. Aquiles' suitcase turns into a treasure chest: filled with new found stories, songs, games, dances and rhymes and he brings it back to his pueblo. Come join him in his adventure! Sing, dance and play with Cascada de Flores! This free family show is in ENGLISH and SPANISH, and is highly participatory. All ages are welcome!

martes el 17 de septiembre, 4:30 pm

Cascada de Flores: Los Tesoros de Aquiles



¡Pobre Aquiles! En su pueblo no hay baile, música o canción. Así que se embarca en una aventura con su maleta favorita. En el camino aprende a cantar de una abeja, el ritmo alegre de un caballo y a jugar de un hombre con un gran bigote. La maleta de Aquiles se convierte en un cofre del tesoro: lleno de nuevas historias, canciones, juegos, bailes y rimas; que a su regreso comparte con su pueblo. ¡Ven y únete a la aventura! ¡Canta, baila y juega con Cascada de Flores! Este es un espectáculo familiar gratuito que se presenta en inglés y español y requiere de tu participación.

Youth Programs

Cascada de Flores: The Treasures of Aquiles
Tuesday / Martes, September 17, 4:30 pm



In this bilingual and participatory program, Cascada de Flores will tell the story of Aquiles through lively music and dance. For all ages!

En este programa participativo bilingüe, Cascada de Flores contará cuentos de Aquiles a través de música movida y bailes.

Kids' Matinees:

Wednesdays, 3:00 pm

Movies are shown in the Meeting Room.



September 4th: **Secret Life of Pets 2**
 2019; 1 hr. 26 min.; Rated PG

ONGOING FUN!



Bilingual Storytime with /
Cuentos Bilingües con
 Casey
Monday / Lunes
@ 10:30 am

STORYTIMES /
CUENTOS PARA PEQUES
Tuesdays / Martes &
Wednesdays / Miercoles
@ 10:30 am



SPANISH STORYTIME /
CUENTOS PARA PEQUES
EN ESPAÑOL

Thursdays / Jueves @
6:00 pm

LET'S LEGO /
ARMEMOS LEGOS

September 24 @ 3:00 pm



September 11th: **Lego DC Batman: Family Matters**
 2019; 1 hr. 12 min.; Not Rated



September 18th: **Descendants 3**
 2019; 1 hr. 46 min.; Rated TV-G



September 25th: **Aladdin**
 2019; 2 hr. 8 min.; Rated PG

September 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2 CLOSED	3 10:30am Storytime	4 10:30am Storytime 3:00pm Kids Movie: The Secret Life of Pets 2 Walk & Roll To School Kick-Off	5 6:00pm Cuentos, Cantos y Saltos 7:00pm Artist Reception with Silverado Handweavers & Spinners	6	7
8	9 10:30am Bilingual Storytime	10 10:30am Storytime 5:30pm Master Gardeners: Growing Succulent Plants	11 10:30am Storytime 3:00pm Kids Movie: Lego DC Batman: Family Matters 5:00pm LIBRARY BOARD MEETING Walk & Roll To School	12 6:00pm Cuentos, Cantos y Saltos 7:00pm Latino Heritage Celebration	13	14
15	16 10:30am Bilingual Storytime	17 10:30am Storytime 4:30pm Cascada de Flores: The Tresures of Aquiles	18 10:30am Storytime 3:00pm Kids Movie: Descendants 3 Walk & Roll To School	19 6:00pm Cuentos, Cantos y Salto 6:30pm Upstage Napa Valley Presents: Doctor's Residence	20	21
22	23 10:30am Bilingual Storytime	24 10:30am Storytime 3:00pm Let's Lego! 5:00pm History with Jay Greene: Spirt of California	25 10:30am Storytime 3:00pm Kids Movie: Aladdin 2019 Walk & Roll To School	26 6:00pm Cuentos, Cantos y Saltos 7:00pm The Great Library Bake Off	27	28
29	30 10:30am Bilingual Storytime	The St. Helena Active Transportation & Sustainability Committee Presents WALK AND ROLL TO SCHOOL MONTH September 4 – October 2 Bike, walk, skate, roll, or carpool with friends to school!				
 Red = YOUTH Blue = ADULT Green = SPANISH Purple = EVERYONE		LIBRARY HOURS Monday and Friday: 10:00am - 6:00pm Tuesday and Wednesday: 10:00am - 7:00pm Thursday: 10:00am - 9:00pm Saturday: 12:00pm - 5:00pm Sunday: CLOSED		ST. HELENA PUBLIC LIBRARY 1492 Library Lane St. Helena CA 94574 707-963-5244 www.shpl.org		

FISCAL YEAR 2018/19 - FINAL

General Ledger Monthly Operating Expense Rpt



User: chris
Printed: 09/04/19 15:43:03
Period 01 - 15
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	448,673.56	16,238.44	3.49
101-46-00-20-20	TempPart Time	33,177.00	0.00	27,958.26	5,218.74	15.73
101-46-00-20-37	Holiday Pay	2,885.00	0.00	746.79	2,138.21	74.11
101-46-00-20-40	FICAMedicare	38,522.00	0.00	36,069.45	2,452.55	6.37
101-46-00-20-45	Employer PERS	34,716.00	0.00	33,067.02	1,648.98	4.75
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	122,367.05	1,810.95	1.46
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	4,435.92	68.08	1.51
101-46-00-20-75	Deferred Comp	7,020.00	0.00	5,164.36	1,855.64	26.43
101-46-00-20-85	Auto Allowance	2,400.00	0.00	2,400.00	0.00	0.00
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	741,838.85	31,931.15	4.13
101-46-00-21-10	Communications	12,300.00	0.00	9,736.71	2,563.29	20.84
101-46-00-21-15	Postage	500.00	0.00	488.60	11.40	2.28
101-46-00-21-22	Utilities	45,000.00	0.00	43,890.52	1,109.48	2.47
101-46-00-21-27	Equipment Lease Exp	9,000.00	0.00	9,010.16	-10.16	-0.11
101-46-00-21-45	Other Contract Services	122,400.00	0.00	98,167.27	24,232.73	19.80
101-46-00-21-55	Training & Conference	<u>6,100.00</u>	<u>0.00</u>	<u>4,691.91</u>	<u>1,408.09</u>	<u>23.08</u>
21	Services	195,300.00	0.00	165,985.17	29,314.83	15.01
101-46-00-22-07	Copies	3,000.00	0.00	2,268.94	731.06	24.37
101-46-00-22-12	Computer Equipment	52,960.70	0.00	44,555.77	8,404.93	15.87
101-46-00-22-13	Office Supplies	2,000.00	0.00	1,878.80	121.20	6.06
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>3,282.15</u>	<u>1,717.85</u>	<u>34.36</u>
22	Supplies	63,960.70	0.00	51,316.44	12,644.26	19.77
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	20,982.20	4,017.80	16.07

GL - Monthly Operating Expense Rpt (09/04/2019 - 3:43 PM)

Page 1

FISCAL YEAR 2018/19 - FINAL

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
26	Capital	25,000.00	0.00	20,982.20	4,017.80	16.07
00	Administration	1,076,882.90	0.00	998,494.32	78,388.58	7.28
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	56,711.68	0.00	56,711.68	0.00	0.00
380-46-00-20-37	Holiday Pay	2,448.06	0.00	2,448.06	0.00	0.00
380-46-00-20-40	FICAMedicare	5,340.26	0.00	5,340.26	0.00	0.00
20	Salaries & Benefits	64,500.00	0.00	64,500.00	0.00	0.00
380-46-00-22-16	Library Materials	57,246.00	0.00	57,364.84	-118.84	-0.21
380-46-00-22-40	Programming	12,754.00	0.00	11,793.17	960.83	7.53
380-46-00-22-44	Elsie, the Library Cat	500.00	0.00	120.71	379.29	75.86
22	Supplies	70,500.00	0.00	69,278.72	1,221.28	1.73
00	Administration	135,000.00	0.00	133,778.72	1,221.28	0.90
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	3,527.24	1,472.76	29.46
384-46-00-22-16	Library Materials	45,000.00	0.00	19,814.63	25,185.37	55.97
22	Supplies	50,000.00	0.00	23,341.87	26,658.13	53.32
00	Administration	50,000.00	0.00	20,109.87	29,890.13	59.78

FISCAL YEAR 2018/19 - FINAL

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
Grand Total		1,270,982.90	0.00	1,159,607.91	111,374.99	0.0876

AUGUST 2019 REPORT

General Ledger Monthly Operating Expense Rpt



User: chris
Printed: 09/04/19 15:57:17
Period 01 - 03
Fiscal Year 2020

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
101	General Fund					
46	Library					
101-46-00-20-10	Salary-Regular	476,090.00	0.00	69,806.44	406,283.56	85.34
101-46-00-20-20	TempPart Time	36,933.00	0.00	2,652.88	34,280.12	92.82
101-46-00-20-37	Holiday Pay	1,774.00	0.00	65.55	1,708.45	96.30
101-46-00-20-40	FICAMedicare	39,000.00	0.00	5,586.39	33,413.61	85.68
101-46-00-20-45	Employer PERS	37,983.00	0.00	5,659.00	32,324.00	85.10
101-46-00-20-47	PERS Unfunded Liability	67,016.00	0.00	64,674.07	2,341.93	3.49
101-46-00-20-55	Health Insurance	122,720.00	0.00	15,369.66	107,350.34	87.48
101-46-00-20-61	Workers Comp	24,889.00	0.00	1,466.40	23,422.60	94.11
101-46-00-20-65	SDI	4,477.00	0.00	703.06	3,773.94	84.30
101-46-00-20-75	Deferred Comp	7,371.00	0.00	645.97	6,725.03	91.24
101-46-00-20-85	Auto Allowance	2,400.00	0.00	300.00	2,100.00	87.50
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	821,153.00	0.00	166,929.42	654,223.58	79.67
101-46-00-21-10	Communications	11,300.00	0.00	189.15	11,110.85	98.33
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	0.00	45,000.00	100.00
101-46-00-21-27	Equipment Lease Exp	10,000.00	0.00	1,156.43	8,843.57	88.44
101-46-00-21-45	Other Contract Services	102,550.00	0.00	2,300.62	100,249.38	97.76
101-46-00-21-55	Training & Conference	<u>6,500.00</u>	<u>0.00</u>	<u>499.00</u>	<u>6,001.00</u>	<u>92.32</u>
21	Services	175,850.00	0.00	4,145.20	171,704.80	97.64
101-46-00-22-07	Copies	3,000.00	0.00	197.93	2,802.07	93.40
101-46-00-22-12	Computer Equipment	6,500.00	0.00	3,582.00	2,918.00	44.89
101-46-00-22-13	Office Supplies	2,000.00	0.00	0.00	2,000.00	100.00
101-46-00-22-15	Special Department Supplies	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>100.00</u>
22	Supplies	12,500.00	0.00	3,779.93	8,720.07	69.76
101-46-00-23-35	Software Maintenance	<u>9,100.00</u>	<u>0.00</u>	<u>1,494.00</u>	<u>7,606.00</u>	<u>83.58</u>
23	Maintenance	9,100.00	0.00	1,494.00	7,606.00	83.58
101-46-00-24-25	Taxes & Other Charges	<u>13,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,000.00</u>	<u>100.00</u>
24	Taxes, Insurances & Contributi	13,000.00	0.00	0.00	13,000.00	100.00
00	Administration	1,031,603.00	0.00	176,348.55	855,254.45	82.91
380	Friends and					

AUGUST 2019 REPORT

Acct Number	Description	Budget	Encumbered	YTD Spent	Available Budget	% of Budget Available
46	Foundation Library					
380-46-00-20-20	TempPart Time	55,654.00	0.00	13,176.15	42,477.85	76.32
380-46-00-20-37	Holiday Pay	2,673.00	0.00	177.72	2,495.28	93.35
380-46-00-20-40	FICAMedicare	<u>4,462.00</u>	<u>0.00</u>	<u>1,021.59</u>	<u>3,440.41</u>	<u>77.10</u>
20	Salaries & Benefits	62,789.00	0.00	14,375.46	48,413.54	77.11
380-46-00-22-16	Library Materials	57,711.00	23,985.99	6,014.01	27,711.00	48.02
380-46-00-22-40	Programming	14,000.00	0.00	2,174.38	11,825.62	84.47
380-46-00-22-44	Elsie, the Library Cat	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>100.00</u>
22	Supplies	72,211.00	23,985.99	8,188.39	40,036.62	55.44
00	Administration	135,000.00	23,985.99	22,563.85	88,450.16	65.52
384	Tweed Trust					
46	Library					
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	120.96	4,879.04	97.58
384-46-00-22-16	Library Materials	<u>45,000.00</u>	<u>0.00</u>	<u>5,554.02</u>	<u>39,445.98</u>	<u>87.66</u>
22	Supplies	50,000.00	0.00	5,674.98	44,325.02	88.65
00	Administration	50,000.00	0.00	5,674.98	44,325.02	88.65
Grand Total		1,216,603.00	23,985.99	204,587.38	988,029.63	0.8121