



**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, December 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 Council Member 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 November 13, 2019
[Library Board Minutes 2019 November](#)
6. SCHEDULED MATTERS:
 - 6.1. Drafting of a Letter to the St. Helena City Council from the Library Board of Trustees Pertaining to the Debate Related to Library Location

3 - 6

Options as Presented During Re-imagining Civic St. Helena
Discussions - Lin Weber

- 6.2. Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation, Executive Director
- 6.3. Review of Library Statistics for November 2019 - Chris Kreiden 7 - 12
[Library Statistics 2019 November](#)
- 6.4. Review of Library Newsletter for December 2019 and Upcoming Library Events - Chris Kreiden 13 - 17
[Library Newsletter 2019 December](#)
[January 2020 Calendar](#)
- 6.5. Review of Monthly Library Operating Expense Report for November 2019 - Chris Kreiden 19 - 20
[Library Monthly Expense Report 2019 November](#)
7. ADJOURNMENT
The next regular meeting is scheduled for January 8, 2020 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 December 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, November 13, 2019
Community Meeting Room

1. CALL TO ORDER -

- 2. ROLL CALL** - Library Board Chairperson Lin Weber called the Regular Meeting of the Board of Trustees to order at 5:00 p.m. Present were Board Vice Chair Terry Wood; Trustees Emily Armstead, Skip Lane, David Slaby, Susan Swan, and Rebecca Wendt; Library Director Chris Kreiden; City Council Liaison Anna Chouteau; and Friends & Foundation Executive Director María Stel.

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

- 4. REPORTS BY STAFF, COMMITTEE** - Chris introduced the new website, which is now up and running. Trustees reviewed the redesigned website's interface, which is much easier to navigate.

Chris informed Trustees that staff applied for and received a mental health initiative grant from the California State Library to acquire Wellness Kits, packages that include books and other resources on a theme to help adults and children guide themselves or others through difficult times. The library received eight adult kits and 12 children's kits, two in Spanish. The children's kit is a backpack that holds books, a stuffed animal, and a scarf, and the adult resources and books are in a tote bag. These kits will be on the library's website, in the catalog, and available for check out as soon as staff processes them.

Chris reported that at its November 12th meeting, City Council approved going ahead with repairing the flat part of the library roof. Chris also reported that the HVAC units being replaced are being shipped and should arrive around November 19th.

Susan shared an article she had found about public libraries offering free access to the well-known Great Courses free through Hoopla. Chris confirmed that St. Helena Public Library patrons have access to Great Courses through Hoopla. Trustees decided that, in her next column in *The St. Helena Star*, Elsie will tell her readers about the Great Courses and the other exceptional digital resources available through Hoopla, Kanopy, and Libby.

5. CONSENT ITEMS:

- 5.1- Library Board of Trustees Meeting Minutes of September 11, 2019 were approved with one correction:** Maria clarified that the Turley Family donated \$5,000 to Children's Services in 2018, and that Leslie is still making use of this generous donation to purchase items for the Children's Room.

6. SCHEDULED MATTERS:

- 6.1- Report from Friends & Foundation, St. Helena Public Library - Maria Stel, Friends & Foundation Executive Director** - Maria informed Trustees that the Friends & Foundation has secured its third author for the January 26th *Bookmark Napa Valley* fundraiser, completing the author panel. The panel will be made up of Daniel Handler, aka Lemony Snicket, Mark Arax, and Julian Guthrie. The F&F has received \$46,000 in sponsorships so far, down from last year's \$52,000, but last year was higher than normal, possibly because it was the 40th anniversary of the library. Maria also said that the F&F sent out sponsorship solicitation letters just before the latest round of power outages, which might have affected the number of responses it received. Maria said patrons may buy tickets on the website or use the form available at the library to order tickets without a fee. Lin told Trustees she has written an article about the event for *St. Helena Living*, which comes out during the first week of December. Maria reminded Trustees about Christopher Olivier, the special guest who spoke at last year's *Bookmark Napa Valley* about what the library has meant to him, and who inspired many on-the-spot donations. This year's young speaker will be middle schooler Taylor Buchanan, who has recently published a novel.
- 6.2 - Update on Library Planning and Visioning - Skip Lane** - Skip reported that the Re-Imagining Civic St. Helena Steering Committee has disbanded, and that the plans are now in the hands of the City Council. Skip reported that architects Noll & Tam presented the costs of the different plan options, all of which are very high. Also, construction costs go up 5% every year, so waiting to remodel or rebuild will be expensive, too. Discussion followed about remodeling the existing library: knocking down walls but keeping the same footprint, taking out the storage area upstairs to open it up, and possibly adding more meeting spaces. This remodel option is also very costly. Anna said the community and City Council must decide where City Hall should be, and whether the final decision should be a new library or improvement to the existing library. Skip reminded Trustees that the Steering Committee wanted the library to stay in its existing location. Trustees agreed they would like the library to stay where it is as well. After much discussion, Trustees decided to craft a letter and present it in the public comment portion of the next City Council meeting. Anna said City Council will be working on options for the best procedure to come to a decision about the revisioning, so January would be the best month to present a letter from the Library Board. Lin will draft the letter and Trustees will finalize it at the December Board meeting. Skip voiced his opinion that Trustees should make their position known sooner rather than later. A somewhat lengthy discussion followed about the differences in cost to rebuild vs. renovate the library. Chris mentioned that the new roof planned for the library had been put on hold awaiting the revisioning decision to avoid spending money if it were decided that the building would be replaced.

6.3- Update on the St. Helena Historical Society - Skip Lane - Skip reminded Trustees that the St. Helena Historical Society has deep connections to the library, having been founded by former Library Director Larry Hlavsa in 2002. The only headquarters the Historical Society has ever had are on the second floor of the library, and the members have been actively looking for 15 years for a safe place to store its valuable collection, which is now scattered in various locations all over town. Skip reported that many people want to donate items, but the group cannot accept additional donations because they have nowhere to keep them safe. Skip informed Trustees that the St. Helena Historical Society has signed a three-year lease to rent five classrooms in the former Catholic School as a transitional space until they find a permanent home. Skip said Historical Society members would be willing to raise money to help finance a space close to the library. He also said that City Council has not included the Historical Society in the planning and revisioning process, but that in the previous Adams Street visioning, the Historical Society is included on the library parcel.

6.4- Review of St. Helena Public Library's Submission for the Fiscal Year 2018/19 California Public Library Survey - Chris Kreiden - Trustees reviewed the report that Chris submitted to the California State Library on Fiscal Year 2018/2019 circulation, programming, usage, and other statistics. The collection size of electronic books went down from last year, but Chris stated that the discrepancy is due to the different sources for this information since eBook circulation increased year to year. There was also a drop in electronic content use (database use), again because of differences in how the usage figures were calculated. Chris said the State helped her confirm her electronic content figures this year. Public computer use did go down, but this might be explained because before the library increased its broadband, patrons sometimes had to log into computers several times during a session, resulting in higher log-in numbers. More patrons are also bringing in their own devices. Chris would like to be able to calculate Wi-Fi use, but so far has not found a financially feasible way to do that for just one figure on the state report.

David had asked Chris if she might be able to compare current library usage figures to figures from 10 years ago. Chris looked into his request and found that the 10-year-old reports would create more confusion than enlightenment because the structures of the two reports are completely different. Chris said she would be able to do a more meaningful five-year comparison, but Trustees all agreed Chris doesn't need more work to do.

6.5- Review of Library Statistics for September 2019 - Chris Kreiden - Trustees reviewed September's statistics, and Chris said the circulation figures for September 2018 were pretty much the same as this year's.

6.6 - Review of Library Statistics for October 2019 - Chris Kreiden - During Trustees' review of the October library statistics, Chris explained that DVD circulation definitely decreased during the fires/power outages, as patrons had no way to watch them.

6.7 - Review of Library Newsletter for November 2019 and Upcoming Library Events - Chris Kreiden -The library will be closed on Christmas Eve and Christmas. On the December schedule will be Master Gardeners Decorating with Plants for the Holidays on December 3rd; a gallery opening of Eve Breckenridge's work on December 5th; a book talk by Mary Carol on December 10th; Christmas Carolers on December 12th; and gingerbread house decorating on December 19th.

6.8 - Review of Monthly Library Operating Expense Report for October 2019 - Chris Kreiden - Trustees reviewed the library budget; all categories are on the money.

7. ADJOURNMENT. The meeting was adjourned at 5:50 pm.

The November 13, 2019 regular meeting of the Library Board of Trustees minutes were adopted at the December 11, 2019 Library Board of Trustees meeting.

Submitted by:
Susan Swan
Recording Secretary

APPROVED:

ATTEST:

Lin Weber, Chairperson

Chris Kreiden, Library Director
(Staff Liaison)

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:12/5/2019

11/1/201 to 11/30/2019

St. Helena Public Library

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>ON-SHELF RETURNS</u>
Adult Book on CD	421	520	37	188
Adult Book on Tape	4	7	2	2
Adult Compact Disc	186	365	25	174
Adult Digital Audio Book	2	5	2	0
Adult Fiction	1,181	1,796	95	456
Adult Non Fiction	798	1,394	141	400
Adult Paperback Book	1	2	0	0
Adult Periodical	83	93	5	59
Blu-Ray - Educational	0	1	0	0
Blu-Ray - Feature Film	3	8	0	0
DVD - Educational	263	352	89	78
DVD - Feature Film	1,840	2,526	158	594
DVD - Foreign Language	11	23	2	1
DVD - Juvenile Educational	8	12	2	12
DVD - Juvenile Feature Film	447	579	77	281
DVD - Juvenile Spanish Lang.	1	0	0	0
Easy Reader	297	365	67	41
Juvenile Book on CD	66	102	23	38
Juvenile CD Non-English	1	2	0	0
Juvenile Compact Disc	25	30	5	16
Juvenile Digital Audio Book	1	1	0	0
Juvenile Fiction	760	1,005	264	225
Juvenile Non-Fiction	701	963	119	223
Juvenile Paperback Book	74	92	16	25
Juvenile Spanish	78	133	18	41
Link+ Book	34	34	0	3
Link+ Media	17	12	0	1
Link+ Media - 1 week	8	6	0	0
Mixed Media Kit	0	1	0	0
Non-Circulating	0	0	0	4
Picture Books (EASY)	1,015	1,429	194	347
Video - Juvenile Feature Film	0	1	0	0
Young Adult Book on CD	8	9	1	6
Young Adult CD	0	0	1	1
Young Adult Fiction	114	213	33	56
Young Adult Non-Fiction	8	17	2	0
Young Adult Paperback book	25	31	9	9
TOTAL:	8,481	12,129	1,387	3,281
GRAND TOTAL:	8,481	12,129	1,387	3,281

ST. HELENA PUBLIC LIBRARY E-MATERIAL STATISTICS				November 2019	FY 19/20
DIGITAL CIRCULATION					
E-BOOKS					
	THIS YEAR	LAST YEAR		PROVIDER	TOTAL
Hoopla	50	27		Hoopla	282
Overdrive	343	279		Kanopy	355
TOTAL	393	306		Overdrive	777
				RB Digital	107
					1521
AUDIOBOOKS					
Hoopla	136	92			
Overdrive	434	337			
TOTAL	570	429			
MOVIES & TELEVISION					
Hoopla	76	21			
Kanopy	355	96			
TOTAL	431	117			
MUSIC					
Hoopla	20	0			
TOTAL	20	-			
PERIODICALS					
RB Digital	107	82			
TOTAL	107	82			
TOTAL DIGITAL CIRCULATION	1,521	934			

SPANISH MATERIALS CIRCULATION				
Year	Charges	Renewals	On Shelf	TOTAL
2019	151	37	71	259
2018	191	21	107	319

Solano Partner Libraries & St. Helena

Circulation By Media

Report Printed:12/5/2019

11/1/201 to 11/30/2018

St. Helena Public Library

ON-SHELF

	<u>CHARGES</u>	<u>RETURNS</u>	<u>RENEWALS</u>	<u>RETURNS</u>
Adult Book on CD	485	675	53	154
Adult Book on Tape	10	10	1	3
Adult CD Non-English Language	0	3	0	0
Adult Compact Disc	126	287	39	153
Adult Digital Audio Book	2	4	0	0
Adult Fiction	1,259	1,790	84	466
Adult Non Fiction	955	1,635	141	444
Adult Paperback Book	0	2	0	0
Adult Periodical	94	84	1	103
Blu-Ray - Feature Film	6	13	0	0
DVD - Educational	259	356	31	68
DVD - Feature Film	2,598	3,390	174	624
DVD - Foreign Language	35	79	0	0
DVD - Juvenile Educational	10	22	6	11
DVD - Juvenile Feature Film	507	665	71	377
DVD - Juvenile Foreign Lang	3	4	0	0
Easy Reader	268	329	7	71
Juvenile Audio Cassette	0	2	1	1
Juvenile Board Book	0	1	0	0
Juvenile Book on CD	100	116	15	27
Juvenile Compact Disc	30	37	7	15
Juvenile Digital Audio Book	0	1	0	0
Juvenile Fiction	821	1,098	81	228
Juvenile Non-Fiction	481	804	87	236
Juvenile Paperback Book	65	71	6	23
Juvenile Periodical	0	1	0	0
Juvenile Spanish	116	130	16	36
Link+ Book	21	33	0	4
Link+ Media	9	10	0	2
Link+ Media - 1 week	3	3	0	0
Miscellaneous	2	1	0	0
Mixed Media Kit	2	4	0	0
Non-Circulating	0	1	0	4
Picture Books (EASY)	1,125	1,411	130	389
Young Adult Book on CD	8	9	0	7
Young Adult CD	2	5	0	7
Young Adult Fiction	96	215	22	63
Young Adult Non-Fiction	6	11	1	1
Young Adult Paperback book	20	39	7	14
TOTAL:	9,524	13,351	981	3,531
GRAND TOTAL:	9,524	13,351	981	3,531

2019 November						
October 2019	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
SMTWTFS 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						1 305/60 All Saints Day 565 LA
						2 306/59 All Souls Day 3 598 Cb
November 2019	3 307/58 Daylight Saving Time ends	4 308/57	5 309/56 Election Day	6 310/55	7 311/54	8 312/53
SMTWTFS 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		605 LA	776 LA	858 km	622 LA	518 LA
						9 313/52 313 345 Cb
December 2019	10 314/51	11 315/50 Veterans Day Remembrance Day (Canada)	12 316/49 Full Moon	13 317/48	14 318/47	15 319/46
SMTWTFS 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			972 LA	637 LA	657 LA	478 LA
						16 320/45 3 53 Cb
January 2020	17 321/44	18 322/43 Revolution Day (Mexico)	19 323/42	20 324/41	21 325/40	22 326/39
SMTWTFS 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		571 LA	560 km	845 LA	779 LA	587 LA
						23 327/38 280 Cb
February 2020	24 328/37	25 329/36	26 330/35	27 331/34	28 332/33 Thanksgiving	29 333/32
SMTWTFS 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		549 LA	685 LA	669 km		30 334/31 370 Cb ATA-GLANCE®

Week 1	963
Week 2	3724
Week 3	3097
Week 4	3623
Week 5	2273
	13680

Count **6840**

Adult Programming - November 2019

Tuesday Programs:

Onsite

Lecture: Mutiny on the Bounty	11/12/2019	18
Lecture: Battle of the Ironclads	11/26/2019	17
Total:		35

Thursday Programs:

Onsite

Artist: CDO Photography	11/7/2019	18
Suscol Intertribal Council: Pomo Regali	11/14/2019	25
Presentation: Latino Winemakers	11/21/2019	Cancelled
Total:		43

Reoccurring Programs:

Tuesday - English/Spanish Conversation Club

11/5/2019	4
11/12/2019	6
11/19/2019	8
11/26/2019	6
Total:	24

Total:		0
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Offsite Programs:

Total:		0
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Total ONSITE Programs:	# of Attendees	102
	# of Programs	9

Total OFFSITE Programs:	# of Attendees	
	# of Programs	

TOTAL ADULTS:	# of Attendees	102
	# of Programs	9

Library Visits	2019	6840
	2018	7769

Volunteer Hours	48.5
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Childrens Programming - November 2019

Storytime:

Monday - Bilingual (PS)	Tuesday (PS)	Wednesday (PS)	Thursday - Spanish 6pm (SA)
11/4/2019 3	11/5/2019 8	11/6/2019 12	11/7/2019 4
11/11/2019 Holiday	11/12/2019 8	11/13/2019 10	11/14/2019 2
11/18/2019 4	11/19/2019 6	11/20/2019 25	11/21/2019 4
11/25/2019 4	11/26/2019 32	11/27/2019 16	11/28/2019 Holiday
Total: 11	Total: 54	Total: 63	Total: 10

Movie:

Movies (SA)

Lion King	11/6/2019 0
How to Train Your Dragon	11/13/2019 3
Angry Birds 2	11/20/2019 6
Dora and the Lost City of Gold	11/27/2019 0
Total: 9	

Offsite Programs:

Location

RIF: La Pradera	11/7/2019 12
RIF: Calistoga Boys & Girls Club	11/21/2019 65
Total: 77	

Events:

All Ages

Let's Lego	11/5/2019 6
Let's Lego	11/12/2019 6
Let's Lego	11/19/2019 6
Let's Lego	11/26/2019 6
Total: 24	

Class Visits:

Onsite	# of visits	Attendance	Offsite	# of visits	Attendance
Preschool (PS)	0	0	Preschool (PS)	6	54
School Age (SA)	3	50	School Age (SA)	10	200
Total: 3	50		Total: 16	254	

Total ONSITE Programs:	# of Attendees	221
	# of Programs	25

Total OFFSITE Programs:	# of Attendees	331
	# of Programs	18

TOTAL CHILDREN'S:	# of Attendees	552
	# of Programs	43



December 2019 Newsletter St. Helena Public Library

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

Tuesday, December 3, 5:30 p.m.

MASTER GARDENERS: DECORATING WITH PLANTS FOR THE HOLIDAYS



Live plants make excellent holiday gifts and decorations!



UC Master Gardeners will show you many ideas for using live and cut plants for decoration, bright color, and fresh greenery to create an enjoyable experience for everyone who comes into your home for the holidays.

Thursday, December 5, 7:00 p.m.

ARTIST RECEPTION: EVE BRECKENRIDGE



Eve Breckenridge works with numerous mediums to create unique and uplifting works of art. She has been a Napa Valley resident for 30 years, and gets her inspiration from

the landscapes and vineyards of the valley. She is a highly successful landscaper / gardener, and strives to leave the world around her a more beautiful place. Eve paints to remember to be fearless and brave in the way she lives life.

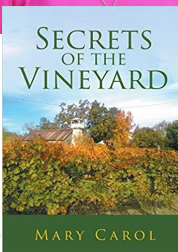
Refreshments will be served.

Tuesday, December 10, 5:00 p.m.

Mary Carol Book Talk: *Secrets of the Vineyard*



Author Mary Carol came from the rich culture of Northern California, born in Fort Bragg and raised in the Napa Valley. When she married a man in the Lutheran ministry, it took her out of her sheltered country life to almost every part of the United States and Australia.



Come hear about her latest book: *Secrets in the Vineyard* inspired by her life growing up in the Napa Valley.

Thursday, December 12, 6:30 p.m.

THE MERRIE OLDE CHRISTMAS CAROLERS



Costumed in Dickensian attire, The Merrie Olde Christmas Carolers perform new and unique musical arrangements of beloved holiday songs. Songs are accompanied by the merry sounds of sleigh bells, finger cymbals, tambourines and kazoos.

The Merrie Olde Christmas Carolers are the world's oldest and largest professional caroling organization. Members are professional singers and featured artists from opera and theatre companies throughout Northern California.

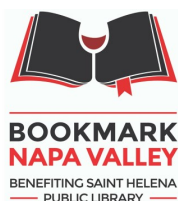
Refreshments will be served.



A perfect gift
for the reader
in your life.

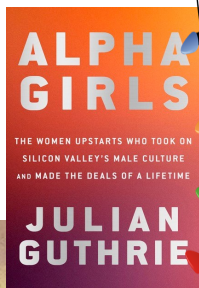
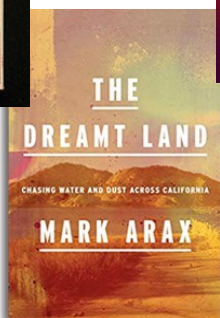
Bookmark Napa Valley

Bookmark Napa Valley is a celebration that benefits Friends & Foundation. When you join us at Bookmark Napa Valley, you support the hundreds of programs provided by the library such as early literacy, Summer Reading, including cultural and educational experiences for all ages. Please join us on Sunday, January 26, 4:30pm for great food, wine and conversation with four entertaining authors.



For more information and tickets:
supportshlibrary.org.

The 2020 line-up includes:
Lisa Napoli as Master of Ceremonies,
Daniel Handler, Julian Guthrie,
and Mark Arax.



FAMILY FUN!

Children's Gingerbread House Decorating Thursday, December 19, 6:30pm



Grab your kids and head to the library for some old-fashioned family fun! Each family will get their very own gingerbread house to decorate. All materials will be provided, just bring your imagination and Christmas cheer. **Must register in advance, call the library to sign up: 707-963-5244.** Please note the houses and decorations are not edible.

Holiday Closure Dates

The library will be closed:

Christmas Eve, December 24th

Christmas Day, December 25th

New Years Day, January 1st





Youth Programs

WEEKLY PROGRAMS



**Bilingual Storytime /
Cuentos Bilingües**
Monday / Lunes
@ 10:30 a.m.

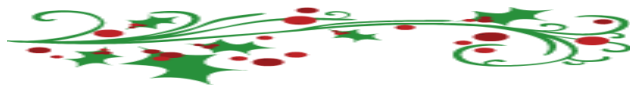
**LET'S LEGO /
ARMAMOS LEGOS**

Every Tuesday /
Cada Martes @ 3:00 p.m.



STORYTIME and CRAFTS
Tuesdays and
Wednesdays @ 10:30 a.m.

**SPANISH STORYTIME /
CUENTOS PARA PEQUES**
Thursdays / Jueves
@ 6:00 p.m.



Drop-In Holiday Crafts

December 16 - 20 @ 3:00 p.m.

Join us the week before Christmas for fun
holiday crafts in the children's room! All
materials provided; no registration required.

16 al 20 de diciembre @ 3:00 p.m.

Venga al salon de los niños para hacer
manualidades la semana antes de la
Navidad. Todos los materiales seran
provistos; no es necesario registrarse.



Kids' Matinees:

Wednesdays @ 3:00 p.m.

Movies will be shown in the Meeting Room



December 4th: "The Smurfs"
2011; Rated PG; 103 minutes



December 11th: "Home Alone"
1990; Rated PG; 103 minutes



December 18th: "Home Alone 2"
1992; Rated PG; 121 minutes

Join us for fun with The OtterBots

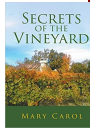
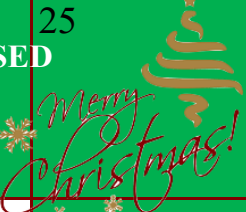
Friday, December 20, 4:00 p.m.

Hands-on STEAM activities
and demonstrations of
their robot, Dozer

All ages are welcomed for an
afternoon of robotics
and STEAM activities



December 25th and January 1st

 December 2019 						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2 	3 10:30am Storytime 3:30pm Let's Lego! 4:30pm English /Spanish Conversation Group 5:30pm Master Gardners: Decorating with Plants for the Holidays	4 10:30am Storytime 3:00pm Kids Movie: Smurfs 1	5 6:00pm Cuentos, Cantos y Saltos 7:00pm Artist Reception Eve Breckenridge 	6	7
8	9 	10 10:30am Storytime 3:30pm Let's Lego! 4:30pm English /Spanish Conversation Group 5:00pm Mary Carol Book Talk	11 10:30am Storytime 3:00pm Kids Movie: Home Alone 1 5:00pm LIBRARY BOARD MEETING	12 6:00pm Cuentos, Cantos y Saltos 6:30pm Merrie Olde Christmas Carolers 	13	14
15	16 Kids Drop-In Holiday Crafts This Week	17 10:30am Storytime 3:30pm Let's Lego! 4:30pm English /Spanish Conversation Group	18 10:30am Storytime 3:00pm Kids Movie: Home Alone 2	19 6:00pm Cuentos, Cantos y Saltos 6:30pm Kids Gingerbread House Decorating 	20 4:00pm S.T.E.M. Fun with OtterBots FRC #7667 	21
22	23	24 CLOSED	25 	26 6:00pm Cuentos, Cantos y Saltos	27	28
29	30	31 10:30am Storytime 3:30pm Let's Lego! 4:30pm English /Spanish Conversation Group	CLOSED 	Kids Drop-In Holiday Crafts December 16 — 20, 3:00 p.m. <i>Join us the week before Christmas for fun holiday crafts in the chil- dren's room! All materials provided; no registration required.</i>		
Red = YOUTH Blue = ADULT Green = SPANISH Purple = EVERYONE			LIBRARY HOURS Monday & Friday: 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, 94574 707-963-5244	

January 2020						
◀ Dec 2019	Sun	Mon	Tue	Wed	Thu	Fri Sat
				1 New Year's Day	2 DARK	3 4
5	6	7	8	9 Jazz Performance 6:30PM : Rob Hart Trio Rob@robharttrio.com ABC LICENSE	10 11	
12	13	14	15	16 Artist Reception	17 18	
19	20 Martin Luther King Jr.	21	22	23 Save for wine ABC LICENSE	24 25	
26	27	28 Jay Green Talk: Iowa Caucus 5pm (no fee)	29	30 6:30pm wine library event ABC LICENSE	31	

General Ledger Monthly Operating Expense Rpt



User: chris
Printed: 12/05/19 17:14:46
Period 01 - 06
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	200,493.35	275,596.65	57.89
101-46-00-20-20	TempPart Time	36,933.00	0.00	6,921.17	30,011.83	81.26
101-46-00-20-37	Holiday Pay	1,774.00	0.00	327.74	1,446.26	81.53
101-46-00-20-40	FICAMedicare	39,000.00	0.00	15,892.65	23,107.35	59.25
101-46-00-20-45	Employer PERS	37,983.00	0.00	16,139.54	21,843.46	57.51
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	51,232.20	71,487.80	58.25
101-46-00-20-61	Workers Comp	24,889.00	0.00	2,932.80	21,956.20	88.22
101-46-00-20-65	SDI	4,477.00	0.00	1,855.69	2,621.31	58.55
101-46-00-20-75	Deferred Comp	7,371.00	0.00	2,153.25	5,217.75	70.79
101-46-00-20-85	Auto Allowance	2,400.00	0.00	1,000.00	1,400.00	58.33
101-46-00-20-96	Education Reimbursement	<u>500.00</u>	<u>0.00</u>	<u>418.46</u>	<u>81.54</u>	<u>16.31</u>
20	Salaries & Benefits	821,153.00	0.00	364,040.92	457,112.08	55.67
101-46-00-21-10	Communications	11,300.00	10,500.00	510.83	289.17	2.56
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	17,352.02	27,647.98	61.44
101-46-00-21-27	Equipment Lease Exp	10,000.00	0.00	3,432.90	6,567.10	65.67
101-46-00-21-45	Other Contract Services	102,550.00	0.00	36,754.56	65,795.44	64.16
101-46-00-21-55	Training & Conference	<u>6,500.00</u>	<u>0.00</u>	<u>2,984.33</u>	<u>3,515.67</u>	<u>54.09</u>
21	Services	175,850.00	10,500.00	61,034.64	104,315.36	59.32
101-46-00-22-07	Copies	3,000.00	0.00	847.77	2,152.23	71.74
101-46-00-22-12	Computer Equipment	6,500.00	0.00	4,456.81	2,043.19	31.43
101-46-00-22-13	Office Supplies	2,000.00	0.00	250.54	1,749.46	87.47
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	5,555.12	6,944.88	55.56
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	10,500.00	432,124.68	588,978.32	57.09
380	Friends and					

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	30,981.96	24,672.04	44.33
380-46-00-20-37	Holiday Pay	2,673.00	0.00	771.71	1,901.29	71.13
380-46-00-20-40	FICAMedicare	<u>4,462.00</u>	<u>0.00</u>	<u>2,429.18</u>	<u>2,032.82</u>	<u>45.56</u>
20	Salaries & Benefits	62,789.00	0.00	34,182.85	28,606.15	45.56
380-46-00-22-16	Library Materials	57,711.00	8,667.63	23,332.37	25,711.00	44.55
380-46-00-22-40	Programming	14,000.00	0.00	5,585.91	8,414.09	60.10
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	8,667.63	28,918.28	34,625.09	47.95
00	Administration	135,000.00	8,667.63	63,101.13	63,231.24	46.84
384	Tweed Trust					
46	Library					
384-46-00-22-15	Special Department Supplies	5,000.00	0.00	285.70	4,714.30	94.29
384-46-00-22-16	Library Materials	<u>45,000.00</u>	<u>0.00</u>	<u>11,978.58</u>	<u>33,021.42</u>	<u>73.38</u>
22	Supplies	50,000.00	0.00	12,264.28	37,735.72	75.47
00	Administration	50,000.00	0.00	12,264.28	37,735.72	75.47
Grand Total		1,216,603.00	19,167.63	507,490.09	689,945.28	0.5671