

Sedro-Woolley Public Library

Library Board Meeting

June 28th, 2017

Open Meeting/Call to Order

Welcome to Visitors

Approval of Agenda

Approval of Minutes

Consent Agenda

Board Member Reports

Committee Reports

Director's Report

Unfinished Business

New Business

- Review June Statistics

Open Public Comment (3 minute limit)

- Close Meeting
- Board Members Present

Library Board Minutes 5/31/17

Board members present: Ms. Macomber, Mrs. Burke, Mr. Howland, Mr. Burke, Ms. Resetar

Motion to approve minutes: Ms. Macomber 1st/ Mrs. Burke 2nd (Yes 4)

Motion to approve agenda: Mrs. Burke 1st/ Mr. Abrams 2nd (Yes 4)

Consent agenda: Include in board packet in the future

Board members' reports: none

Committee reports: none

Director's report:

Washington Public Libraries Annual Report

Unfinished business: None

New business:

Approve resolution to establish a consortium agreement with CSLD

Motion to discuss consortium agreement: Ms. Resetar 1st/ Ms. Macomber 2nd

Motion to recommend a consortium agreement to City Council Ms. Resetar 1st/Ms. Macomber 2nd (Yes 3, No 2)

Summer Reading

Determine how we can enhance cooperation with CSLD in planning future

Review state statutes regarding public employees campaigning for public office

Public comment

Motion to close meeting Ms. Macomber 1st/ Mr. Abrams 2nd (Yes 4)

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

05/25/2017 To: 06/14/2017

Time: 10:59:15 Date: 06/09/2017
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4451	06/14/2017	Claims	2	186196	Bon Appetit	34.00	
					105 - 594 72 64 000 - Books & Materials	34.00	
4469	06/14/2017	Claims	2	186214	Frontier	154.01	
					105 - 572 20 42 020 - Telephone	37.05	
					105 - 572 20 42 020 - Telephone	116.96	
4471	06/14/2017	Claims	2	186216	Great America Financial Svcs	125.69	
					105 - 572 20 48 020 - Repair/Maintenance-Equip	125.69	
4477	06/14/2017	Claims	2	186222	Ingram Library Services	2,498.24	
					105 - 594 72 64 000 - Books & Materials	2,384.25	
					105 - 594 72 64 000 - Books & Materials	82.98	
					105 - 594 72 64 000 - Books & Materials	31.01	
4497	06/14/2017	Claims	2	186242	People En Espanol	30.00	
					105 - 594 72 64 000 - Books & Materials	30.00	
4498	06/14/2017	Claims	2	186243	Petty Cash-Debra Peterson	38.31	
					105 - 572 20 31 000 - Operating Supplies	12.74	
					105 - 572 20 31 010 - Supplies	25.57	
4500	06/14/2017	Claims	2	186245	Puget Sound Energy	262.69	
					105 - 572 20 47 000 - Public Utilities	262.69	
4535	06/14/2017	Claims	2	186280	Washington State Patrol	12.00	
					105 - 572 20 41 000 - Professional Services	12.00	
4536	06/14/2017	Claims	2	186281	Wood Magazine	49.99	
					105 - 594 72 64 000 - Books & Materials	49.99	
105 Library Fund						3,204.93	
						3,204.93	Claims: 3,204.93

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Sedro-Woolley and that I am authorized to authenticate and certify to said claim.

BOARD PRESIDENT

BOARD SECRETARY

2017 BUDGET POSITION

City Of Sedro-Woolley
MCAG #: 0647

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105 Library Fund

Revenues	Amt Budgeted	May	YTD	Remaining	
308 Beginning Balances					
308 80 00 105 Beg Cash & Investments	43,551.00	0.00	43,551.45	(0.45)	100.0%
308 Beginning Balances	43,551.00	0.00	43,551.45	(0.45)	100.0%
310 Taxes					
311 10 00 105 Real & Psnl Property Taxes	312,500.00	98,276.72	169,616.13	142,883.87	54.3%
310 Taxes	312,500.00	98,276.72	169,616.13	142,883.87	54.3%
330 Intergovernmental Revenues					
333 84 00 000 LSTA Grant	0.00	0.00	0.00	0.00	0.0%
334 05 70 000 State Direct/Indirect Grant From State Library	0.00	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services					
341 81 00 105 Photocopying	1,300.00	103.30	553.30	746.70	42.6%
347 20 00 000 Library Use Fees	3,500.00	106.20	1,130.00	2,370.00	32.3%
347 20 10 000 Local Government Use Fees	0.00	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	4,800.00	209.50	1,683.30	3,116.70	35.1%
350 Fines & Penalties					
359 70 00 000 Library Fines	2,500.00	176.32	858.63	1,641.37	34.3%
350 Fines & Penalties	2,500.00	176.32	858.63	1,641.37	34.3%
360 Interest & Other Earnings					
361 11 00 105 Investment Interest	100.00	13.65	48.43	51.57	48.4%
367 00 00 105 Contribution/Donation-Private	0.00	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	100.00	13.65	48.43	51.57	48.4%
380 Non Revenues					
381 10 30 105 Loan Received-Fund 302 CWE Reserve	0.00	0.00	14,500.00	(14,500.00)	0.0%
380 Non Revenues	0.00	0.00	14,500.00	(14,500.00)	0.0%
Fund Revenues:	363,451.00	98,676.19	230,257.94	133,193.06	63.4%
Expenditures	Amt Budgeted	May	YTD	Remaining	
572 Libraries					
572 20 11 000 Salaries	193,850.00	16,054.00	77,405.76	116,444.24	39.9%
572 20 21 001 Industrial Insurance	2,420.00	26.54	708.82	1,711.18	29.3%
572 20 22 001 Social Security	14,900.00	1,216.66	5,862.07	9,037.93	39.3%
572 20 23 001 PERS Retirement	19,500.00	1,625.01	7,821.71	11,678.29	40.1%
572 20 24 001 Unemployment	400.00	0.00	183.57	216.43	45.9%
572 20 25 001 Medical/Dental/Vision	16,550.00	1,377.28	6,886.40	9,663.60	41.6%

2017 BUDGET POSITION

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105 Library Fund

Expenditures	Amt Budgeted	May	YTD	Remaining	
572 Libraries					
010 Library Services	247,620.00	20,299.49	98,868.33	148,751.67	39.9%
572 20 31 000 Operating Supplies	0.00	0.00	0.00	0.00	0.0%
572 20 31 010 Supplies	4,500.00	178.93	1,357.43	3,142.57	30.2%
572 20 34 000 Summer Reading Program	2,500.00	0.00	566.30	1,933.70	22.7%
572 20 34 001 Early Literacy Program	1,000.00	0.00	517.86	482.14	51.8%
030 Supplies	8,000.00	178.93	2,441.59	5,558.41	30.5%
572 20 41 000 Professional Services	700.00	10.00	495.30	204.70	70.8%
572 20 41 001 Computerized Circulation	10,000.00	0.00	0.00	10,000.00	0.0%
572 20 41 002 E-book & Audio Book Access	4,000.00	0.00	0.00	4,000.00	0.0%
572 20 41 003 Programming Grants	0.00	0.00	0.00	0.00	0.0%
572 20 41 004 Secretary Of State Advertising Grant	0.00	0.00	0.00	0.00	0.0%
572 20 42 010 Postage	600.00	0.00	192.17	407.83	32.0%
572 20 42 020 Telephone	2,300.00	159.67	649.47	1,650.53	28.2%
572 20 42 025 Internet	2,400.00	0.00	0.00	2,400.00	0.0%
572 20 43 000 Travel	1,200.00	52.75	189.85	1,010.15	15.8%
572 20 44 010 Taxes & Assessments	300.00	12.37	37.44	262.56	12.5%
572 20 46 000 Insurance	10,000.00	0.00	0.00	10,000.00	0.0%
572 20 47 000 Public Utilities	5,900.00	345.49	2,031.16	3,868.84	34.4%
572 20 48 010 Repair/Maint-Computer	1,000.00	0.00	0.00	1,000.00	0.0%
572 20 48 020 Repair/Maintenance-Equip	3,200.00	125.69	1,077.42	2,122.58	33.7%
572 20 49 000 Subscriptions	500.00	0.00	473.03	26.97	94.6%
572 20 49 010 Tuition/registration	1,200.00	15.00	215.00	985.00	17.9%
572 20 51 000 WA Library System	4,000.00	0.00	0.00	4,000.00	0.0%
572 20 51 001 Library Info Databases	500.00	0.00	0.00	500.00	0.0%
040 Services & Charges	47,800.00	720.97	5,360.84	42,439.16	11.2%
581 20 00 105 Loan Repayment Fund 302	0.00	0.00	14,500.00	(14,500.00)	0.0%
592 72 80 105 Interest On Interfund Loan	0.00	0.00	10.01	(10.01)	0.0%
800 Debt Service	0.00	0.00	14,510.01	(14,510.01)	0.0%
594 72 64 000 Books & Materials	16,580.00	1,157.38	3,800.58	12,779.42	22.9%
594 72 64 001 Books - Skagit County	2,708.00	7.22	2,744.07	(36.07)	101.3%
900 Capital Expenditures	19,288.00	1,164.60	6,544.65	12,743.35	33.9%
572 Libraries	322,708.00	22,363.99	127,725.42	194,982.58	39.6%
999 Ending Balance					
508 80 00 105 Ending Cash & Investments	40,743.00	0.00	0.00	40,743.00	0.0%
999 Ending Balance	40,743.00	0.00	0.00	40,743.00	0.0%
Fund Expenditures:	363,451.00	22,363.99	127,725.42	235,725.58	35.1%
Fund Excess/(Deficit):	0.00	76,312.20	102,532.52		

2017 BUDGET POSITION TOTALS

City Of Sedro-Woolley
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Fund	Revenue	May	Received	63.4%	Expenditures	May	Spent	35.1%
105 Library Fund	363,451.00	98,676.19	230,257.94	63.4%	363,451.00	22,363.99	127,725.42	35.1%
	363,451.00	98,676.19	230,257.94	63.4%	363,451.00	22,363.99	127,725.42	35.1%