

Sedro-Woolley Public Library

Library Board Meeting

July 26th, 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

- Request for Additional Funding
- Review Book Culling Procedures
- Review Library Consortium Process
- Review Cooperative Efforts Toward Library Partnership
- Review Complaints (Privacy Issue, Staff Campaigning While on Duty)

Open Public Comment (3 minute limit)

- Close Meeting
- Board Members Present:

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

06/29/2017 To: 07/12/2017

Time: 10:35:27 Date: 07/07/2017
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5369	07/12/2017	Claims	2	186406	Frontier	116.96	
					105 - 572 20 42 020 - Telephone	116.96	
5378	07/12/2017	Claims	2	186415	Ingram Library Services	631.37	
					105 - 594 72 64 000 - Books & Materials	631.37	
5398	07/12/2017	Claims	2	186435	Puget Sound Energy	328.87	
					105 - 572 20 47 000 - Public Utilities	328.87	
5424	07/12/2017	Claims	2	186461	Washington State Patrol	12.00	
					105 - 572 20 41 000 - Professional Services	12.00	
105 Library Fund						1,089.20	
						1,089.20	Claims: 1,089.20

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

Date

BOARD TREASURER

Date

2017 BUDGET POSITION

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105 Library Fund

Revenues	Amt Budgeted	June	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	1,048.17	170,664.30	141,835.70	54.6%
310 Taxes	312,500.00	1,048.17	170,664.30	141,835.70	54.6%
330 Intergovernmental Revenues					
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	55.80	609.10	690.90	46.9%
347 20 00 000 Library Use Fees	3,500.00	84.00	1,214.00	2,286.00	34.7%
340 Charges For Goods & Services	4,800.00	139.80	1,823.10	2,976.90	38.0%
350 Fines & Penalties					
359 70 00 000 Library Fines	2,500.00	220.45	1,079.08	1,420.92	43.2%
350 Fines & Penalties	2,500.00	220.45	1,079.08	1,420.92	43.2%
360 Interest & Other Earnings					
361 11 00 105 Investment Interest	100.00	64.99	113.42	(13.42)	113.4%
360 Interest & Other Earnings	100.00	64.99	113.42	(13.42)	113.4%
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	1,473.41	231,731.35	131,719.65	63.8%
Expenditures	Amt Budgeted	June	YTD	Remaining	
572 Libraries					
572 20 11 000 Salaries	193,850.00	16,271.50	93,677.26	100,172.74	48.3%
572 20 21 001 Industrial Insurance	2,420.00	0.00	708.82	1,711.18	29.3%
572 20 22 001 Social Security	14,900.00	1,233.31	7,095.38	7,804.62	47.6%
572 20 23 001 PERS Retirement	19,500.00	1,658.03	9,479.74	10,020.26	48.6%
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	8,263.68	8,286.32	49.9%
010 Library Services	247,620.00	20,540.12	119,408.45	128,211.55	48.2%
572 20 31 000 Operating Supplies	0.00	12.74	12.74	(12.74)	0.0%
572 20 31 010 Supplies	4,500.00	525.94	1,883.37	2,616.63	41.9%
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	180.84	698.70	301.30	69.9%

2017 BUDGET POSITION

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105 Library Fund

Expenditures	Amt Budgeted	June	YTD	Remaining	
572 Libraries					
030 Supplies	8,000.00	719.52	3,161.11	4,838.89	39.5%
572 20 41 000 Professional Services	700.00	69.75	565.05	134.95	80.7%
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 42 010 Postage	600.00	0.00	192.17	407.83	32.0%
572 20 42 020 Telephone	2,300.00	154.01	803.48	1,496.52	34.9%
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	42.00	231.85	968.15	19.3%
572 20 44 010 Taxes & Assessments	300.00	8.60	46.04	253.96	15.3%
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	317.74	2,348.90	3,551.10	39.8%
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	661.28	1,738.70	1,461.30	54.3%
572 20 49 000 Subscriptions	500.00	0.00	473.03	26.97	94.6%
572 20 49 010 Tuition/registration	1,200.00	266.65	481.65	718.35	40.1%
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	1,520.03	6,880.87	40,919.13	14.4%
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	4,392.09	8,192.67	8,387.33	49.4%
594 72 64 001 Books - Skagit County	2,708.00	0.00	2,744.07	(36.07)	101.3%
900 Capital Expenditures	19,288.00	4,392.09	10,936.74	8,351.26	56.7%
572 Libraries	322,708.00	27,171.76	154,897.18	167,810.82	48.0%
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	27,171.76	154,897.18	208,553.82	42.6%
Fund Excess/(Deficit):	0.00	(25,698.35)	76,834.17		

2017 BUDGET POSITION TOTALS

City Of Sedro-Woolley
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Fund	Revenue	June	Received	63.8%	Expenditures	June	Spent	42.6%
105 Library Fund	363,451.00	1,473.41	231,731.35	63.8%	363,451.00	27,171.76	154,897.18	42.6%
	363,451.00	1,473.41	231,731.35	63.8%	363,451.00	27,171.76	154,897.18	42.6%