

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

10/25/2017 To: 10/25/2017

Time: 13:26:07 Date: 10/18/2017

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
8484	10/25/2017	Claims	2	EFT	US Bank -- Purchase Cards	522.52	
					105 - 572 20 31 010 - Supplies	81.26	
					105 - 572 20 43 000 - Travel	6.00	
					105 - 572 20 49 010 - Tuition/registration	185.00	
					105 - 594 72 64 000 - Books & Materials	109.89	
					105 - 594 72 64 000 - Books & Materials	140.37	
8485	10/25/2017	Claims	2	EFT	WA State Dept Of Revenue	8.64	
					105 - 572 20 44 010 - Taxes & Assessments	8.64	
8501	10/25/2017	Claims	2	187071	Cascade Natural Gas Corp	18.29	
					105 - 572 20 47 000 - Public Utilities	18.29	
8515	10/25/2017	Claims	2	187085	Frontier	37.80	
					105 - 572 20 42 020 - Telephone	37.80	
8519	10/25/2017	Claims	2	187089	Great America Financial Svcs	125.69	
					105 - 572 20 48 020 - Repair/Maintenance-Equip	125.69	
8524	10/25/2017	Claims	2	187094	Ingram Library Services	351.15	
					105 - 594 72 64 000 - Books & Materials	50.20	
					105 - 594 72 64 000 - Books & Materials	300.95	
8535	10/25/2017	Claims	2	187105	Pacific Science Center	250.64	
					105 - 572 20 34 000 - Summer Reading Program	250.64	
8539	10/25/2017	Claims	2	187109	Proquest	1,024.24	
					105 - 572 20 51 000 - WA Library System	1,024.24	
8540	10/25/2017	Claims	2	187110	Public Utility Dis Nol	41.41	
					105 - 572 20 47 000 - Public Utilities	41.41	
105 Library Fund						2,380.38	
						2,380.38	Claims: 2,380.38

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 MEMBER	Date

Attendance: Dr. Howland, Ms. Burke, Mr. Abrams, Ms. Resetar

Approval of Agenda:

Motion: Ms. Burke

2nd: Mr. Abrams

Vote: Unanimous

Approval of Minutes

Motion: Ms. Burke

2nd: Mr. Abrams

Vote: Unanimous

Approval of Consent Agenda

Motion: Ms. Resetar

2nd: Ms. Burke

Vote: Unanimous

Board Member Reports

Committee Reports

Director's Report

Unfinished Business

Library fines

Motion: Postpone decision until more members can participate and more research can be completed

2nd: Ms. Burke

Vote: 2 yes, 1 no

Request for increased funding

Motion: Accept the amended resolution

2nd:

Vote: Unanimous

New Business

Public Comment

None

Close Meeting

Motion: Close meeting

2nd: Ms. Resetar

Vote: Unanimous

Preface to the 2017 Budget of the Sedro-Woolley Library:

The Sedro-Woolley City Library exists to provide books, materials, and information in a wide variety of formats. We encourage everyone in our community to develop a lifelong love of reading, & of learning. We strive every day to open the world of ideas, & of the imagination, to all who wish to enter.

A Few of Our Many Accomplishments for 2016:

The Library again participated in the county-wide Skagit Reads project with the book "I am Malala" by Nobel prizewinner Malala Yousafzai. The author did not attend this year, but throughout the County there were a large variety of activities, including a visit to the Lincoln Theatre from humanitarian, Carl Wilkens (the only American to remain behind in Rwanda during their deadly civil strife). Twenty eight copies of the book were donated by the Sedro-Woolley Friends of the Library for distribution to our community readers.

The Summer Reading 2016 theme, "*On Your Mark, Get Set, Read*" was based on fitness and sports. Some of our performers included Cowboy Buck & Elizabeth, Steel Drummer Ian Dobson, and Alex Zerbe's Zaniac Comedy Show. The majority of our programs were co-sponsored with the Central Skagit Library – and were held at our Community Center.

Our very successful Discovery Club for kids 6 thru 12 (which runs for the summer) continued with primarily science and math-based activities: including robots, magnets, Dale Chihuly art projects, and bubbles. The Library, will also be sponsoring a large, community-wide STEM Fair for families this summer.

Plus, we added a new weekly program called Crazy 8s this fall, which is from a non-profit educational group called Bedtime Math. The intent is to make mathematics fun for children grades 3-5. Just a few of their activities, so far, have been, glow in the dark geometry, super cubes, flying marshmallows, and funky fractals. The kids are having a great time!

Our Children's Garden continues to grow and flourish. The kids harvested everything from tomatoes, to squash, to beans, to herbs. It's a bountiful project which everyone enjoys – the produce is offered both to the kids involved and to our community of readers.

Thanks to a bequest from the estate of a longstanding library patron – we were able to rearrange our seating area and add multiple comfortable chairs. We added some fresh paint and a rug to freshen up our community areas.

Some of the Library Priorities, Goals, & Objectives for 2017:

Work on the 2017 Summer Reading Program is already well underway. This year we are trying some new things, including a complete redesign of the reading logs – and an overhaul of available programming. The theme will be “*Build a Better World*”. Again the overall program will be coordinated county-wide with the public libraries – and we will also again be collaborating with the Central Skagit Library for our on-site offerings. Our summer finale will be the ever popular *Reptile Man*, and we are also planning several programs with the Pacific Science Center.

The Librarian wrote several successful grants for 2017, including an adult science discussion series (only 50 libraries were chosen throughout the United States), this will be coordinated with NOAA in WA state. We were also awarded a competitive grant on STEM in action for tweens (ages 12 to 14) – which this spring will focus on birds in the Pacific NW; and a national science program grant from STARnet on the upcoming solar eclipse (which will be highly visible this summer in the Pacific NW).

Once again the Library partnered with the Spotlight Film Festival to bring six rare documentaries to the Lincoln Theatre. The movies featured this year: *Screenagers* (how Internet access and media affect children and teenagers); *Caregivers* (on the burdens placed on helping professions, medical & emergency personnel, and home caregivers); *Becoming Bulletproof* (disabled actors get together to form their own movie production); *The Mask You Live In* (on how society does not always serve our young men well in regards to violence); *In Utero* (on how learning begins even before birth); and *Someone You Love* (on the health epidemic of cancerous HPV).

Negotiations with the Central Skagit Library are also ongoing – with consequences for the future of the City Library, its present building, collections, and services. Public hearings are now commencing for both parties.

The Library is scheduled for some computer upgrades for our public work stations in the near future. Patrons will be really excited to have both faster equipment and improved access to the Internet.

As part of NW Early Learning – the Library will be adding a Play & Learn (a weekly extended 1 hr+ learning session where we work both with a parent/caregiver and with their preschooler) in late spring; plus we will be eligible for receiving additional professional training on preschool math activities, courtesy also of NW Early Learning.

2017 BUDGET POSITION

City Of Sedro-Woolley
MCAG #: 0647

Time: 14:09:40 Date: 10/24/2017
Page: 1

105 Library Fund

Revenues	Amt Budgeted	September	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	2,252.91	177,765.48	134,734.52	56.9%
310 Taxes	312,500.00	2,252.91	177,765.48	134,734.52	56.9%

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	103.80	979.30	320.70	75.3%
347 20 00 000 Library Use Fees	3,500.00	0.00	1,256.00	2,244.00	35.9%
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	103.80	2,235.30	2,564.70	46.6%

350 Fines & Penalties

359 70 00 000 Library Fines	2,500.00	129.20	1,659.32	840.68	66.4%
350 Fines & Penalties	2,500.00	129.20	1,659.32	840.68	66.4%

360 Interest & Other Earnings

361 11 00 105 Investment Interest	100.00	23.80	257.99	(157.99)	258.0%
367 00 00 105 Contribution/Donation-Private	500.00	380.00	880.00	(380.00)	176.0%
360 Interest & Other Earnings	600.00	403.80	1,137.99	(537.99)	189.7%

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:	363,951.00	2,889.71	240,849.54	123,101.46	66.2%
-----------------------	-------------------	-----------------	-------------------	-------------------	--------------

Expenditures	Amt Budgeted	September	YTD	Remaining	
572 Libraries					
572 20 11 000 Salaries	193,850.00	15,628.50	141,536.76	52,313.24	73.0%
572 20 21 001 Industrial Insurance	2,420.00	0.00	1,061.08	1,358.92	43.8%
572 20 22 001 Social Security	14,900.00	1,184.11	10,722.27	4,177.73	72.0%
572 20 23 001 PERS Retirement	20,850.00	1,802.07	14,953.37	5,896.63	71.7%
572 20 24 001 Unemployment	400.00	0.00	277.84	122.16	69.5%
572 20 25 001 Medical/Dental/Vision	16,550.00	1,377.28	12,395.52	4,154.48	74.9%

2017 BUDGET POSITION

City Of Sedro-Woolley
MCAG #: 0647

Time: 14:09:40 Date: 10/24/2017
Page: 2

105 Library Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
572 Libraries					
010 Library Services	248,970.00	19,991.96	180,946.84	68,023.16	72.7%
572 20 31 000 Operating Supplies	0.00	0.00	12.74	(12.74)	0.0%
572 20 31 010 Supplies	4,500.00	913.57	3,332.33	1,167.67	74.1%
572 20 34 000 Summer Reading Program	3,000.00	826.25	1,953.30	1,046.70	65.1%
572 20 34 001 Early Literacy Program	1,000.00	0.00	698.70	301.30	69.9%
030 Supplies	8,500.00	1,739.82	5,997.07	2,502.93	70.6%
572 20 41 000 Professional Services	700.00	10.00	636.05	63.95	90.9%
572 20 41 001 Computerized Circulation	10,000.00	8,697.43	8,697.43	1,302.57	87.0%
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	24.50	217.25	382.75	36.2%
572 20 42 020 Telephone	2,300.00	154.81	1,268.15	1,031.85	55.1%
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	504.22	761.07	438.93	63.4%
572 20 44 010 Taxes & Assessments	300.00	9.35	72.85	227.15	24.3%
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	437.03	3,625.61	2,274.39	61.5%
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	2,115.77	1,084.23	66.1%
572 20 49 000 Subscriptions	500.00	0.00	511.65	(11.65)	102.3%
572 20 49 010 Tuition/registration	1,200.00	52.37	534.02	665.98	44.5%
572 20 51 000 WA Library System	4,000.00	0.00	2,187.36	1,812.64	54.7%
572 20 51 001 Library Info Databases	500.00	0.00	204.28	295.72	40.9%
040 Services & Charges	47,800.00	10,015.40	20,831.49	26,968.51	43.6%
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	1,120.13	13,694.25	2,885.75	82.6%
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	1,120.13	16,438.32	2,849.68	85.2%
972 Entrances	2,800.00	89.86	238,723.73	85,834.27	73.6%
999 Ending Balance					
508 80 00 105 Ending Cash & Investments	39,393.00	0.00	0.00	39,393.00	0.0%
999 Ending Balance	39,393.00	0.00	0.00	39,393.00	0.0%
Fund Expenditures:	363,951.00	32,867.31	238,723.73	125,227.27	65.6%
Fund Excess/(Deficit):	0.00	(29,977.60)	2,125.81		

2017 BUDGET POSITION TOTALS

City Of Sedro-Woolley
 MCAG #: 0647

Months: 01 To: 09

Time: 14:09:40 Date: 10/24/2017

Page: 3

Fund	Revenue	September	Received		Expenditures	September	Spent	
105 Library Fund	363,951.00	2,889.71	240,849.54	66.2%	363,951.00	32,867.31	238,723.73	65.6%
	363,951.00	2,889.71	240,849.54	66.2%	363,951.00	32,867.31	238,723.73	65.6%

Activity by Holdings Codes
Sep 27, 2017 through Oct 25, 2017

Sedro-Woolley

Holdings Code	Check Outs and Renewals*	In-House	Check Ins	Item Added - Cat	Item Added - Circ	Item Added - OSA	Item Added - Merge	Item Deleted - Cat	Item Deleted - Circ	Hold Added	Hold Canceled	Hold Checked Out	Hold Arrived
Audio (SWA)	14	3	8		1			2					
Biography (SWB)	25	3	16	3				3					
Biography Large Type (SWBLT)	2		1										
CD (SWCD)	62	6	39					3				3	4
CD and E book (SWCDBK)	28	1	23					8					
DVD (SWDVD)	240	60	247	10				15					
Discovery box (SWBOX)	17	1	14										
Easy (SWE)	709	104	537	11	1			67					2
Easy Biography (SWEB)	2												
Easy Reader (SWER)	165	28	113	1				21					
Fiction (SWF)	928	81	676	31	20			37	1			55	71
Fiction Large Type (SWFLT)	21	1	16	1									
Juvenile Biography (SWJB)	12	2	1										
Juvenile Fiction (SWJF)	404	242	296	15				104				6	9
Juvenile Non-Fiction (SWJNF)	97	17	89	4				13					2
MP3 CD (SWMP3)	1		2										
Magazine (SWMAG)	113	8	113		45			28	1				
Music CD (SWMCD)	9		5	1									
Mystery (SWM)	582	69	449	22	5			5				48	60
Mystery Large Type (SWMLT)	11	2	7										
Non-Fiction (SWNF)	334	54	259	37	2			65	1			6	10
Reference (SWR)	2	3	2	1									
Science Fiction (SWSF)	51	9	43	2	1			7				2	2
Star and Welcome Baby books(STAR)	175												
Video (SWV)	1	1	4					2					
Videos(VIDEOS)	70												
Western (SWW)	135	3	95	3								5	5
Western Large Type (SWWLT)	4		2										
YA Fiction (SWYAF)	112	6	110	10				42				7	12
YA Non-Fiction (SWYANF)	1		2					2					

Activity by Holdings Codes
 Sep 27, 2017 through Oct 25, 2017

Sedro-Woolley

Holdings Code	Check Outs and Renewals*	In- House	Check Ins	Item Added - Cat	Item Added - Circ	Item Added - OSA	Item Added - Merge	Item Deleted - Cat	Item Deleted - Circ	Hold Added	Hold Canceled	Hold Checked Out	Hold Arrived
donated magazines(MAGAZINES)	347												
pbks and free materials(EXCHANGE)	638												
~Holdings Code - N/A										195	40		
Sedro-Woolley Totals	5,312	704	3,169	152	75			424	3	195	40	132	177
Report Totals	5,312	704	3,169	152	75			424	3	195	40	132	177

*Check Outs and Renewals include Stats Only Check Outs.