

COOS BAY PUBLIC LIBRARY JULY 2017

INVENTORY

<u>CLASSIFICATION</u>	<u>ACQUIRED</u>
Adult Books	310
Adult Audio Books	47
Adult Video	35
Adult Miscellaneous	3
Young Adult Books	21
Young Adult Audio	1
Child Books	71
Child Audio	2
Child Video	14
Child Miscellaneous	11

TOTAL	515

CIRCULATION SUMMARY

	Total Items Checked Out At Coos Bay	Total Coos Bay Owned Items Checked Out	
2017	24,406	24,630	Closed 1 Day
2016	21,369	24,362	Closed 1 Day
2015	22,429	24,830	Closed 1 Day
2014	25,492	32,765	Closed 1 Day
2013	24,880	27,349	Closed 1 Day
2012	24,123	25,955	Closed 1 Day
GATE COUNT:	15,442		
	(2016 -13,282)		
REFERENCE QUESTIONS ANSWERED:			1022
YP REFERENCE QUESTIONS ANSWERED:			117
NEW PATRON REGISTRATIONS:			89
#DAYS OPEN:	25	25	25
DAILY AVERAGE CIRCULATION:	985	(16) 974	(15) 993

RECEIPTS FROM PATRONS

FINES	\$832.99
DISKS/MISC.	\$41.00
DAMAGE/LOSS	\$27.99
RENT	\$0.00
BOOK BAGS	\$36.50
COPIES	<u>\$551.60</u>
TOTAL	<u>\$1,490.08</u>

City of Coos Bay
Revenues with Comparison to Budget
For the 1 Months Ending July 31, 2017

Library Fund

	Period Actual	YTD Actual	Budget	Unearned	Pcnt	
<u>Carryover</u>						
07-000-300-0100	Carryover - Regular	.00	.00	602,252.00	602,252.00	.0
07-000-300-0200	Carryover - Memorial/Board	.00	.00	50,000.00	50,000.00	.0
	Total Carryover	.00	.00	652,252.00	652,252.00	.0
<u>Revenue From Other Agencies</u>						
07-000-340-0300	State Library Grant	.00	.00	1,000.00	1,000.00	.0
07-000-340-0301	Grants	.00	.00	7,500.00	7,500.00	.0
07-000-340-0303	Federal Grants	.00	.00	2,500.00	2,500.00	.0
07-000-340-0900	Library Tax Base	.00	.00	1,000,000.00	1,000,000.00	.0
	Total Revenue From Other Agencies	.00	.00	1,011,000.00	1,011,000.00	.0
<u>Use Of Money & Property</u>						
07-000-350-0100	Interest	1,019.07	1,019.07	4,000.00	2,980.93	25.5
07-000-350-1100	Auditorium Rental	.00	.00	1,000.00	1,000.00	.0
	Total Use Of Money & Property	1,019.07	1,019.07	5,000.00	3,980.93	20.4
<u>Current Services</u>						
07-000-360-0100	Copies	551.60	551.60	6,000.00	5,448.40	9.2
07-000-360-1800	Library Fees	901.98	901.98	14,000.00	13,098.02	6.4
	Total Current Services	1,453.58	1,453.58	20,000.00	18,546.42	7.3
<u>Other Revenue</u>						
07-000-380-0200	Cash Over/short	(.20)	(.20)	.00	.20	.0
07-000-380-0400	Reimbursements	36.50	36.50	325.00	288.50	11.2
07-000-380-0900	Gifts, Donations & Memorials	41.74	41.74	13,000.00	12,958.26	.3
	Total Other Revenue	78.04	78.04	13,325.00	13,246.96	.6
	Total Fund Revenue	2,550.69	2,550.69	1,701,577.00	1,699,026.31	.2

City of Coos Bay
Expenditures with Comparison to Budget
For the 1 Months Ending July 31, 2017

Library Fund

		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
<u>Library Fund</u>						
Personnel Services						
07-510-510-1001	Salaries	45,475.83	45,475.83	613,484.00	568,008.17	7.4
07-510-510-1003	P.E.R.S.	9,055.44	9,055.44	114,873.00	105,817.56	7.9
07-510-510-1004	Social Security	3,444.70	3,444.70	46,936.00	43,491.30	7.3
07-510-510-1005	Employee Insurance	8,783.42	8,783.42	165,715.00	156,931.58	5.3
07-510-510-1006	Unemployment	.00	.00	16,150.00	16,150.00	.0
07-510-510-1007	Workers Compensation	133.56	133.56	2,513.00	2,379.44	5.3
07-510-510-1008	Volunteer Workers Compensation	.00	.00	167.00	167.00	.0
Total Personnel Services		66,892.95	66,892.95	959,838.00	892,945.05	7.0
Materials & Services						
07-510-520-2005	Training, Meetings, Travel, Dues	273.80	273.80	4,200.00	3,926.20	6.5
07-510-520-2101	Utilities	.00	.00	40,500.00	40,500.00	.0
07-510-520-2102	Telephone	.00	.00	3,200.00	3,200.00	.0
07-510-520-2105	Advertising	33.00	33.00	1,500.00	1,467.00	2.2
07-510-520-2108	Contractual	.00	.00	46,000.00	46,000.00	.0
07-510-520-2120	Insurance	.00	.00	21,000.00	21,000.00	.0
07-510-520-2122	Duplicating	.00	.00	5,200.00	5,200.00	.0
07-510-520-2123	Printing	.00	.00	1,500.00	1,500.00	.0
07-510-520-2205	Office Supplies	.00	.00	2,000.00	2,000.00	.0
07-510-520-2206	Postage	.00	.00	2,000.00	2,000.00	.0
07-510-520-2225	Janitorial Supplies	.00	.00	3,600.00	3,600.00	.0
07-510-520-2234	Grants	.00	.00	8,000.00	8,000.00	.0
07-510-520-2235	Library Supplies	.00	.00	12,000.00	12,000.00	.0
07-510-520-2236	Library Books & Records	.00	.00	70,000.00	70,000.00	.0
07-510-520-2237	Periodicals	887.57	887.57	8,900.00	8,012.43	10.0
07-510-520-2238	Microfilm	.00	.00	200.00	200.00	.0
07-510-520-2239	State Aid to Children - Books	1,174.00	1,174.00	1,200.00	26.00	97.8
07-510-520-2302	Office Equipment Rental	.00	.00	5,000.00	5,000.00	.0
07-510-520-2303	Equipment Repairs	1,112.98	1,112.98	7,000.00	5,887.02	15.9
07-510-520-2304	Equipment Maintenance Contract	4,617.10	4,617.10	14,000.00	9,382.90	33.0
07-510-520-2309	Building & Grounds Maintenance	.00	.00	29,000.00	29,000.00	.0
07-510-520-2406	Reimbursable	.00	.00	300.00	300.00	.0
07-510-520-2424	Library Board	.00	.00	500.00	500.00	.0
07-510-520-2450	Gifts, Donations & Memorials	(1,112.98)	(1,112.98)	13,000.00	14,112.98	(8.6)
Total Materials & Services		6,985.47	6,985.47	299,800.00	292,814.53	2.3
Capital Outlay						
07-510-530-3001	Computer Hardware & Software	.00	.00	25,000.00	25,000.00	.0
Total Capital Outlay		.00	.00	25,000.00	25,000.00	.0

City of Coos Bay
Expenditures with Comparison to Budget
For the 1 Months Ending July 31, 2017

Library Fund

		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
Other Financing Uses						
07-510-560-6001	Contingency	.00	.00	416,939.00	416,939.00	.0
Total Other Financing Uses		.00	.00	416,939.00	416,939.00	.0
Total Library Fund		73,878.42	73,878.42	1,701,577.00	1,627,698.58	4.3
Total Fund Expenditures		73,878.42	73,878.42	1,701,577.00	1,627,698.58	4.3
Net Revenue Over Expenditures		(71,327.73)	(71,327.73)	.00	71,327.73	.0

**Coos Bay Public Library
Memorial Funds Checking Account
July 2017**

BALANCE, June 30, 2017 \$ 24,938.95

DEPOSITS:

Robb Donation	\$	51.03
Jacobson Donation	\$	25.00
Rovelo Donation	\$	25.00
Journal Entry from Friends Library Purchases to 23-03	\$	1,112.98
Misc. Donations-July 2017	\$	8.18

TOTAL DEPOSITS \$1,222.19

DISBURSEMENTS:

Amazon/Rosenkrantz Memorial	\$	31.94
Oriental Trading/Friends Childrens Fund	\$	59.97
Recorded Books/Friends Library Purchases-Dvds	\$	41.60
Fred Meyer, Dollar Tree/Friends Childrens Fund	\$	38.00
Amazon/Friends Childrens Fund	\$	39.99
Amazon/Friends Library Purchases-Equipment Fund	\$	69.99
Amazon/Friends Library Purchases-Equipment Fund	\$	27.20
Amazon/Friends Library Purchases-Equipment Fund	\$	33.54
Amazon/Friends Library Purchases-Dvds	\$	48.80
American Paper, Safeway, Fred Meyer, McKays/Friends Library Purchases-Adult Programs	\$	194.24
Art Connection/Friends Library Purchases-Adult Programs	\$	3.30
Shamana Arts/Friends Library Purchases-Adult Programs	\$	100.00
United Grocers/Friends Library Purchases-Adult Programs	\$	57.52
Amazon/Friends Library Purchases-Equipment Fund	\$	32.07
Amazon/Friends Library Purchases-Dvds	\$	9.60
Gina Allison/Friends Library Purchases-Adult Programs	\$	47.94
Amazon/Friends Library Purchases-Adult Programs	\$	19.98

TOTAL DISBURSEMENTS \$ 855.68
\$ 25,305.46

General Fund	\$	8,183.98
Friend's Children's Fund	\$	6,072.71
Care Connections	\$	505.50
Mallek Estate Memorial	\$	137.81
E-Books	\$	70.00
Friends Library Purchases	\$	9,939.46
Coos Bay Library Foundation-Equipment	\$	35.35
Coos Bay Library Foundation-Audios	\$	305.00
Eagles Large Print Fund	\$	55.65
Coos Bay Lions Club Large Print Fund	\$	-

MEMORIAL ACCOUNT FUNDS TOTAL - July 31, 2017 **\$ 25,305.46**

CD Beginning Balance	\$	51,598.38
Interest for July 2017	\$	62.65
BALANCE	\$	<u>51,661.03</u>

Librarian's Report

July 2017

Programs

Families and Children

Toddler Time – *discontinued*
MGOL – 140
Story Time - 166
Lego Club - 33
Pokemon Club – 13
Furry Friends Book Club - 6
SRP Chris Leebrick – 26
SRP International Reptile - 132
SRP Birdhouse Workshop - 114
SRP Big Rig - 128
Paint a Piggy Bank - 36

Young Adult

Great Stories Book Club –
Great Stories -
Maker Madness – 4
Learners Permit Class – 12

Adult

Foreign Film - 32
Spanglish - 11
Forever Young Book Club - 5
Armchair Adventures – 23
Film Noir – 27
Books to Film Book Club – 14
Coloring Circle – 5
Maker Madness – 10
Tabletop Games – 11
Second Saturdays Herb - 20

Pushing the Limits – 16
Intro to Starting Small Business – 12
Oregon Coast Surfing - 33
Volunteer Fair – 102
Lunch Listen Learn - 32
Lunch Listen Learn - 38
Lunch Listen Learn - 43

Technology

Drop in Computer Lab – 7
One on One Computer Help – 10
Drop in Computer Lab – 7
Facebook Workshop – 3
Beginning Gmail – 1
Google Drive - 4
Wix Personal – 1
Intro to the Internet - 6
Google Searching – 6
E Resources – 3
Craigslist – 14
Beginning Mouse - 5

Room Use

Myrtlewood Library – 17
Non-Library – 3
Cedar Library – 9
Non-Library – 25

Room Turn Aways (Cedar and Myrtlewood) – 6

Art Display Janice Horne - mixed media
Valorie Meeuwse – ceramics