

**COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING AGENDA**

**Wednesday June 17, 2020
5:15pm**

Introductions

- 1. Call to Order**
- 2. Public Comments**
- 3. Minutes and Circulation Reports**
- 4. Treasurer's Reports**
- 5. Correspondence**
- 6. Librarian's Report**
- 7. Friends of the Library Report**
- 8. Foundation Report**
- 9. Old Business**
Reviews of Current Services
- 10. New Business**
Election of Officers
- 11. Announcements**
- 12. Adjournment**

Coos Bay Public Library
May 2020 Report

of items added to collection - **554**

New cards issued - **10**

Total reference questions - **199**

Daily average circulation - **396**

Total # of programs - **11**

Program attendance - **116**

Total items checked out at the library - **6053**

Total of Coos Bay items checked out anywhere - **9509**

Total digital downloads - **380**

Gate count - **0**

Total monthly visitors - **35**

COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
May 20, 2020

Call to Order – Curt Benward called the meeting to order at 5:15 p.m.

Board Members Present: Curt Benward, Steve Metz, Kathy Erickson, Peggy Christensen, Robert More, Bob Moore, Rob Miles

Others In Attendance: Sami Pierson, Christina Coffman, Crystal Barr

Public Comment –None

Minutes and Circulation – Minutes from the February 2020 meeting were reviewed. Steve made a motion to approve the minutes and circulation report. Bob seconded the motion. Approved unanimously.

Treasurer's Report – Financial reports for February and March 2020 were reviewed. The question of unemployment was raised. Sami said that the two weeks the library was completely closed all staff was on paid administrative leave. Pages and substitutes could file for unemployment. A summary of the mailing costs will be forthcoming.

Correspondence –None

Librarians Report – With the current situation the search for a new Acquisitions Librarian has been put on hold. Interim Extended Services Director Stacey Nix has been doing a good job working from home. Online programming has been going well and we may continue to offer some programs online when we open back up.

Friends of the Library Report – February book sale took in \$668.91 and the March sale \$1,081.20. The bookstore will be closed until at least August.

Library Foundation Report – The spring fundraiser was cancelled.

Old Business –

Building Update – Have seen more of the same old leaks – no items have been damaged. It was asked if public works did acquire more monitoring equipment for the building movement issues. Sami will check with Randy Dixon

New Business –

Stages of Reopening – The draft of the phases of reopening was reviewed.

Extension of Board Terms – The City announced that they would allow for extensions for any committee members that had terms ending June 30th. JR has the only library term ending and agreed to stay on as a board member until September 2020. Frances Smith with the County Library board has also agreed to stay on.

Announcements – None

Adjournment – C. Benward adjourned the meeting at 6:37 p.m.

Next Meeting: June 17, 2019 – 5:15 p.m.

Respectfully submitted,
Crystal Barr

**COOS BAY PUBLIC LIBRARY
MAY 2020**

INVENTORY

<u>CLASSIFICATION</u>	<u>ACQUIRED</u>	<u>DISCARDS</u>	
Adult Books	309	Books	4026
Adult Audio Books	39	YP Books	603
Adult Video	72	Graphic Novels	82
Adult Video Games	27	YP Graphic Novel	91
		Large Print	237
Young Adult Books	26	Music CD	892
Young Adult Audio	2	Dvd	663
		Audio Book	250
Child Books	67	Board Game	11
Child Audio	0	Reference	558
Child Video	12	Video Game	1
Child Miscellaneous	0		
TOTAL	554	DISCARDS	7414

CIRCULATION SUMMARY

	Total Items Checked Out At Coos Bay	Total Coos Bay Owned Items Checked Out
2020	6,053	9,509
2019	18,887	21,677
2018	18,990	21,485
2017	21,608	22,056
2016	17,942	20,964
2015	20,358	22,936

GATE COUNT: 0
(2019 - 13,472)

REFERENCE QUESTIONS ANSWERED: 199
YP REFERENCE QUESTIONS ANSWERED: 18
NEW PATRON REGISTRATIONS: 10

#DAYS OPEN: - by mail 24 25 25
DAILY AVERAGE CIRCULATION: 396 (19) 867 (18) 859

RECEIPTS FROM PATRONS

FINES		\$0.00
DISKS/MISC.		\$0.00
DAMAGE/LOSS		\$0.00
RENT		\$0.00
BOOK BAGS		\$0.00
COPIES		\$0.00
TOTAL	5	<u>\$0.00</u>

City of Coos Bay
Revenues with Comparison to Budget
For the 11 Months Ending May 31, 2020

Library Fund

	Period Actual	YTD Actual	Budget	Unearned	Pcnt
<u>Carryover</u>					
07-000-300-0100	Carryover - Regular	.00	.00	855,071.00	855,071.00 .0
07-000-300-0200	Carryover - Memorial/Board	.00	.00	100,000.00	100,000.00 .0
	Total Carryover	.00	.00	955,071.00	955,071.00 .0
<u>Revenue From Other Agencies</u>					
07-000-340-0300	State Library Grant	.00	2,204.00	1,700.00 (504.00)	129.7
07-000-340-0301	Grants	.00	1,000.00	7,000.00	6,000.00 14.3
07-000-340-0303	Federal Grants	.00	.00	5,000.00	5,000.00 .0
07-000-340-0900	Library Tax Base	.00	1,345,509.86	1,115,000.00 (230,509.86)	120.7
	Total Revenue From Other Agencies	.00	1,348,713.86	1,128,700.00 (220,013.86)	119.5
<u>Use Of Money & Property</u>					
07-000-350-0100	Interest	1,689.04	22,031.01	12,000.00 (10,031.01)	183.6
07-000-350-1100	Auditorium Rental	.00	5,850.00	2,500.00 (3,350.00)	234.0
	Total Use Of Money & Property	1,689.04	27,881.01	14,500.00 (13,381.01)	192.3
<u>Current Services</u>					
07-000-360-0100	Copies	.00	5,781.42	7,000.00	1,218.58 82.6
07-000-360-1800	Library Fees	16.00	7,626.32	10,000.00	2,373.68 76.3
	Total Current Services	16.00	13,407.74	17,000.00	3,592.26 78.9
<u>Other Revenue</u>					
07-000-380-0100	Miscellaneous	2,174.79	25,077.77	100.00 (24,977.77)	25077.1
07-000-380-0400	Reimbursements	.00	3,011.82	500.00 (2,511.82)	602.4
07-000-380-0900	Gifts, Donations & Memorials	56.00	19,798.31	20,000.00	201.69 99.0
	Total Other Revenue	2,230.79	47,887.90	20,600.00 (27,287.90)	232.5
	Total Fund Revenue	3,935.83	1,437,890.51	2,135,871.00	697,980.49 67.3

City of Coos Bay
Expenditures with Comparison to Budget
For the 11 Months Ending May 31, 2020

Library Fund

	Period Actual	YTD Actual	Budget	Unexpended	Pcnt
Library Fund					
Personnel Services					
07-510-510-1001	Salaries	44,931.00	528,012.21	686,818.00	158,805.79 76.9
07-510-510-1003	P.E.R.S.	9,966.47	118,535.89	133,210.00	14,674.11 89.0
07-510-510-1004	Social Security	3,328.00	39,325.68	52,548.00	13,222.32 74.8
07-510-510-1005	Employee Insurance	10,313.57	149,194.74	153,574.00	4,379.26 97.2
07-510-510-1006	Unemployment	158.45	718.13	13,000.00	12,281.87 5.5
07-510-510-1007	Workers Compensation Insurance	58.46	662.66	2,833.00	2,170.34 23.4
07-510-510-1008	Volunteer Workers Compensation	.00	8.01	122.00	113.99 6.6
	Total Personnel Services	68,755.95	836,457.32	1,042,105.00	205,647.68 80.3
Materials & Services					
07-510-520-2005	Training, Meetings, Travel, Dues	.00	3,549.67	9,000.00	5,450.33 39.4
07-510-520-2101	Utilities	2,158.46	29,870.87	42,000.00	12,129.13 71.1
07-510-520-2102	Telephone	774.81	6,842.54	13,000.00	6,157.46 52.6
07-510-520-2105	Advertising	2,336.43	11,222.04	15,000.00	3,777.96 74.8
07-510-520-2108	Contractual	150.00	57,450.47	92,250.00	34,799.53 62.3
07-510-520-2120	Insurance	.00	14,540.50	14,500.00	(40.50) 100.3
07-510-520-2122	Duplicating	54.04	5,727.29	8,500.00	2,772.71 67.4
07-510-520-2123	Printing	.00	378.09	3,000.00	2,621.91 12.6
07-510-520-2205	Office Supplies	1,589.27	3,703.29	2,500.00	(1,203.29) 148.1
07-510-520-2206	Postage	7,585.34	9,922.32	2,200.00	(7,722.32) 451.0
07-510-520-2225	Janitorial Supplies	.00	2,181.87	5,200.00	3,018.13 42.0
07-510-520-2231	Small Equipment	20,373.96	54,467.88	35,000.00	(19,467.88) 155.6
07-510-520-2234	Grants	.00	2,256.13	17,000.00	14,743.87 13.3
07-510-520-2235	Library Supplies	1,004.81	11,596.40	15,000.00	3,403.60 77.3
07-510-520-2236	Library Books & Records	4,746.83	66,089.56	100,000.00	33,910.44 66.1
07-510-520-2237	Periodicals	.00	4,792.32	10,000.00	5,207.68 47.9
07-510-520-2238	Microfilm	.00	.00	200.00	200.00 .0
07-510-520-2239	State Aid to Children - Books	.00	305.86	2,000.00	1,694.14 15.3
07-510-520-2240	Library Books/Records (Restr)	.00	.00	50,000.00	50,000.00 .0
07-510-520-2302	Office Equipment Rental	397.04	3,869.71	5,200.00	1,330.29 74.4
07-510-520-2303	Equipment Repairs/Replacement	.00	1,909.62	25,000.00	23,090.38 7.6
07-510-520-2304	Equipment Maintenance Contract	37.95	1,599.12	12,000.00	10,400.88 13.3
07-510-520-2309	Building & Grounds Maintenance	2,417.67	25,695.91	50,000.00	24,304.09 51.4
07-510-520-2310	Furniture (restricted)	.00	.00	75,000.00	75,000.00 .0
07-510-520-2406	Reimbursable	.00	.00	200.00	200.00 .0
07-510-520-2424	Library Board	.00	.00	500.00	500.00 .0
07-510-520-2450	Gifts, Donations & Memorials	1,898.94	23,589.17	20,000.00	(3,589.17) 118.0
	Total Materials & Services	45,525.55	341,560.63	624,250.00	282,689.37 54.7
Other Financing Uses					
07-510-560-6001	Contingency	.00	.00	469,516.00	469,516.00 .0
	Total Other Financing Uses	.00	.00	469,516.00	469,516.00 .0

City of Coos Bay
Expenditures with Comparison to Budget
For the 11 Months Ending May 31, 2020

	Library Fund				
	Period Actual	YTD Actual	Budget	Unexpended	Pcnt
Total Library Fund	114,281.50	1,178,017.95	2,135,871.00	957,853.05	55.2
Total Fund Expenditures	114,281.50	1,178,017.95	2,135,871.00	957,853.05	55.2
Net Revenue Over Expenditures	(110,345.67)	259,872.56	.00	(259,872.56)	.0

Librarian's Report

May 2020

PROGRAMS

Spanglish Conversation had two online meetings with 15 people in attendance.

Armchair Adventures has moved online by providing participants a place to explore online instead of gathering for a movie. This month was a visit to a variety of Canadian farms.

Story time was held four times with 56 attendees.

Flannel Fridays continue on the library's YouTube account. Each Friday one of the Youth Services staff does a flannel board story and uploads it for the kids to watch.

Book Box program continues. The library mailed them the book instead of the normal pickup of a box with it in it. There are roughly 150 participants in this program.

A new book group Swords and Starships was launched. It focuses on Science Fiction and Fantasy books. It is done as a Facebook live program. There were 5 live attendees and the video has been viewed over 1300 times as of the writing of this report.

3 Oregon Poets Virtual Reading had 29 attendees.

Young Writers group met with 6 in attendance.

The new program, TV Tuesday, was held as a Facebook Live program with 80 participants during the program.

Young Adult Book Group met with four in attendance.

Tween Book Group met with 5 attendees.

STEAM Kits were mailed out 5 times in May for a total of 258. This is a project kit that corresponds with a story and instructional video that is posted on the library's YouTube channel.

Room use for May consisted of the Red Cross using it one day for a by appointment blood drive.

There were 7 on-on one appointments fulfilled by Zoom in May.

Miscellaneous

In May there were 6,432, county-wide, checkouts on OverDrive. 380 circulations on hoopla in May with 21 new borrowers.

Librarian's Report

May 2020

Weeding and inventory wrapped up in May. Christina and Mikaela have been busy ordering replacement copies and new materials to make sure the collection remains up to date and complete.

Staff completed the majority of inventory in May. Only the Oregon Collection needs to be scanned and inventory will be complete. We also completed the bulk of our large weeding projects in May. The Blackout Poetry Art Contest concluded on May 15th and three winners were announced on May 18th. There were 49 entries.

Staff had training on Beanstack to get ready for the new Summer Reading platform. It will be launched in June.

RFID tagging has begun and will take quite awhile to complete. The gates and some other equipment will arrive in July to complete the setup.

The fiscal year is coming to an end so staff is trying to wrap up purchasing by mid-June to allow time for all the invoices to be submitted.

Books and Programs by mail:

April 2020

**891 total packages mailed
\$3,112.87**

Programs:

**100 packages mailed
\$331.94**

May 2020

**881 total packages mailed
\$3,107.44**

Programs:

**141 packages mailed
\$372.35**

**Coos Bay Public Library
Memorial Funds Checking Account
May 2020**

BALANCE, April 30, 2020 \$ 69,389.64

DEPOSITS:

Misc. Donations-May 2020		\$56.00
TOTAL DEPOSITS		\$56.00

DISBURSEMENTS:

Ingram/Books-Rotary Donation	\$	623.65	
Ingram/Books-Rotary Donation	\$	388.67	
Recorded Books/Dvd-Adult Programs-Foreign Film	\$	41.60	
Recorded Books/Dvd-Adult Programs-Foreign Film	\$	41.60	
Amazon/FLP-Supplies-Adult Programs-Blackout Poetry, Book Boxes	\$	117.62	
Fred Meyer/Supplies-Adult Programs-Blackout Poetry	\$	34.90	
Amazon/Supplies-YP Programs-STEAM Kits, Book Boxes	\$	286.33	
First Book/Books-YP Programs-Summer Reading	\$	171.21	
TOTAL DISBURSEMENTS			\$ 1,705.58
Balance May 31, 2020			\$ 67,740.06

General Fund		\$ 10,026.18
Friend's Children's Fund		\$ 2,083.50
Kenaston Estate Donation		\$ (469.51)
Mallek Estate Memorial		\$ 52,610.89
Coos Bay Library Foundation Donation		\$ (13.30)
E-Books		\$ 35.00
Care Connections		\$ 0.78
Friends Library Purchases		\$ 7,983.46
Rotary Donation		\$ (7,137.46)
Coos Bay Library Foundation-Equipment		\$ 35.35
Coos Bay Library Foundation-Audios		\$ 110.32
Eagles Large Print Fund		\$ 6.25
Dollywood		\$ 2,468.60

MEMORIAL ACCOUNT FUNDS TOTAL **\$ 67,740.06**

12

2019/20	Myrtlewood	Myrtlewood	Cedar	Cedar	Cedar	Total Use	Estimated Attendance
	Library Use	Non-Library Use	Library Use	Non-Library Use			(minus library program attendance already reported)
Jul-19	19	3	6	41	69	582	
Aug-19	13	8	5	51	77	1607	
Sep-19	9	4	6	44	63	648	
Oct-19	16	14	11	52	93	1799	
Nov-19	15	8	10	50	83	1595	
Dec-18	11	6	8	39	64	1403	
Jan-20	14	10	9	52	85	1679	
Feb-20	13	11	11	55	90	1745	
Mar-20	1	4	4	21	30	372	
Apr-20	0	1	0	0	1	35	
May-20	0	1	0	0	1	35	
Jun-20							
Totals						11500	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Cash - Combined Fund			04/30/2020 (04/20) Balance	07-000-100-1001			1,313,148.13
05/31/2020	CA	5	Cash Allocation - Created: 05/05/20 8:56 AM			37.95-	
05/31/2020	CA	17	Cash Allocation - Created: 05/06/20 12:23 PM		2,174.79		
05/31/2020	CA	28	Cash Allocation - Created: 05/11/20 4:42 PM			5,833.26-	
05/31/2020	CA	46	Cash Allocation - Created: 05/15/20 9:34 AM			11,539.30-	
05/31/2020	CA	94	Cash Allocation - Created: 06/01/20 7:00 AM			97,470.21-	
05/31/2020	CA	125	Cash Allocation - Created: 06/02/20 6:19 PM		1,689.04		
			05/31/2020 (05/20) Period Totals and Balance		3,863.83 *	114,880.72- *	1,202,131.24
Petty Cash			04/30/2020 (04/20) Balance	07-000-100-1015			200.00
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	200.00
Prepaid Expense			04/30/2020 (04/20) Balance	07-000-100-1101			11,941.69
05/18/2020	JE	11	R/C VISA CK#522 5/20 ZOOBEAN SUBSCRIPTIO		671.22		
			05/31/2020 (05/20) Period Totals and Balance		671.22 *	.00 *	12,612.91
Accounts Payable			04/30/2020 (04/20) Balance	07-000-200-2001			.00
05/31/2020	AP	73	Summary Transactions from AP System			37.95-	
05/31/2020	AP	165	Summary Transactions from AP System			5,905.26-	
05/31/2020	AP	296	Summary Transactions from AP System			7,448.60-	
05/31/2020	AP	731	Summary Transactions from AP System			6,681.81-	
05/31/2020	AP	845	Summary Transactions from AP System			26,123.15-	
05/12/2020	CDA1	516	Umpqua Bank		1,453.88		
05/12/2020	CDA1	520	Umpqua Bank		1,071.05		
05/12/2020	CDA1	520	Umpqua Bank		497.12		
05/12/2020	CDA1	521	Umpqua Bank		79.00		
05/12/2020	CDA1	521	Umpqua Bank		11.00		
05/12/2020	CDA1	522	Umpqua Bank		1,159.01		
05/12/2020	CDA1	522	Umpqua Bank		2,768.44		
05/12/2020	CDA1	524	Umpqua Bank		409.10		
05/01/2020	CDA1	121406	Pacific Power & Light Co			2,370.00-	
05/01/2020	CDA1	121435	Advantage Security LLC		37.95		
05/01/2020	CDA1	121446	Pacific Power & Light Co		2,370.00		
05/07/2020	CDA1	121469	Ingram		885.64		
05/07/2020	CDA1	121470	KAPCO		158.01		
05/07/2020	CDA1	121473	Office Depot		34.97		
05/07/2020	CDA1	121473	Office Depot		554.93		
05/07/2020	CDA1	121475	Perry's Supply		23.80		
05/07/2020	CDA1	121476	Pitney Bowes Reserve Account		3,500.00		
05/07/2020	CDA1	121479	KVAL/Sinclair Broadcast Group		415.00		
05/07/2020	CDA1	121482	Sprague Pest Solutions		150.00		
05/07/2020	CDA1	121483	Xerox Corporation		182.91		
05/27/2020	CDA1	121568	Demco		408.60		
05/27/2020	CDA1	121574	Ingram		1,594.49		
05/27/2020	CDA1	121592	Office Depot		430.25		
05/27/2020	CDA1	121594	Pitney Bowes Reserve Account		4,000.00		
05/27/2020	CDA1	121599	Tri-County Plumbing		120.00		
05/27/2020	CDA1	121600	Xerox Corporation		128.47		
05/29/2020	CDA1	121601	Agri-Tech Design		242.00		
05/29/2020	CDA1	121603	Bay Area Enterprises Inc.		1,344.87		
05/29/2020	CDA1	121605	Bibliotheca LLC		20,230.00		
05/29/2020	CDA1	121607	Cavendish Square		195.54		
05/29/2020	CDA1	121610	Comfort Flow Heating		687.00		
05/29/2020	CDA1	121611	Demco		438.20		
05/29/2020	CDA1	121617	Ingram		748.17		

13

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/29/2020	CDA1	121622	Office Depot		16.18		
05/29/2020	CDA1	121622	Office Depot		252.64		
05/29/2020	CDA1	121623	Pacific Power & Light Co		1,926.95		
05/29/2020	CDA1	121625	Recorded Books Inc		41.60		
			05/31/2020 (05/20) Period Totals and Balance		48,566.77 *	48,566.77- *	.00
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Fund Balance			04/30/2020 (04/20) Balance	07-000-200-2500			955,071.59-
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	955,071.59-
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State Library Grant			04/30/2020 (04/20) Balance	07-000-340-0300			2,204.00-
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	2,204.00-
<hr/>							
YTD Encumbrance	.00	YTD Actual	-2,204.00 Total	-2,204.00 YTD Budget	-1,700.00 Unearned	(504.00)	
<hr/>							
Grants			04/30/2020 (04/20) Balance	07-000-340-0301			1,000.00-
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	1,000.00-
<hr/>							
YTD Encumbrance	.00	YTD Actual	-1,000.00 Total	-1,000.00 YTD Budget	-7,000.00 Unearned	6,000.00	
<hr/>							
Library Tax Base			04/30/2020 (04/20) Balance	07-000-340-0900			1,345,509.86-
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	1,345,509.86-
<hr/>							
YTD Encumbrance	.00	YTD Actual	-1,345,509.86 Total	-1,345,509.86 YTD Budget	-1,115,000.00 Unearned	(230,509.86)	
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Interest			04/30/2020 (04/20) Balance	07-000-350-0100			20,341.97-
05/31/2020	CRJE	3	INTEREST DISTRIBUTION JOURNAL ENTRY 05/2			1,689.04-	
			05/31/2020 (05/20) Period Totals and Balance		.00 *	1,689.04- *	22,031.01-
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YTD Encumbrance	.00	YTD Actual	-22,031.01 Total	-22,031.01 YTD Budget	-12,000.00 Unearned	(10,031.01)	
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Auditorium Rental			04/30/2020 (04/20) Balance	07-000-350-1100			5,850.00-
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	5,850.00-
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YTD Encumbrance	.00	YTD Actual	-5,850.00 Total	-5,850.00 YTD Budget	-2,500.00 Unearned	(3,350.00)	
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Copies			04/30/2020 (04/20) Balance	07-000-360-0100			5,781.42-
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	5,781.42-
<hr/>							
YTD Encumbrance	.00	YTD Actual	-5,781.42 Total	-5,781.42 YTD Budget	-7,000.00 Unearned	1,218.58	
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Library Fees			04/30/2020 (04/20) Balance	07-000-360-1800			7,610.32-
05/06/2020	CR	1044992	Library Fees - Library Deposit 5/6/20 Description: Library Fees - Library Deposit 5/6/20			16.00-	
			05/31/2020 (05/20) Period Totals and Balance		.00 *	16.00- *	7,626.32-
<hr/>							
YTD Encumbrance	.00	YTD Actual	-7,626.32 Total	-7,626.32 YTD Budget	-10,000.00 Unearned	2,373.68	
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Miscellaneous			04/30/2020 (04/20) Balance	07-000-380-0100			22,902.98-
05/01/2020	JE	3	ESO Monthly Admin and Accounting Fee			2,174.79-	
			05/31/2020 (05/20) Period Totals and Balance		.00 *	2,174.79- *	25,077.77-
<hr/>							
YTD Encumbrance	.00	YTD Actual	-25,077.77 Total	-25,077.77 YTD Budget	-100.00 Unearned	(24,977.77)	
<hr/>							
Reimbursements			04/30/2020 (04/20) Balance	07-000-380-0400			3,011.82-

14

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/31/2020 (05/20) Period Totals and Balance					.00 *	.00 *	3,011.82-
YTD Encumbrance	.00	YTD Actual	-3,011.82 Total	-3,011.82 YTD Budget	-500.00 Unearned	(2,511.82)	
04/30/2020 (04/20) Balance					07-000-380-0900		19,742.31-
05/06/2020	CR	1044992	Gifts & Donations - Library Deposit 5/6/20 Description: Gifts & Donations - Library Deposit 5/6/20			56.00-	
05/31/2020 (05/20) Period Totals and Balance					.00 *	56.00- *	19,798.31-
YTD Encumbrance	.00	YTD Actual	-19,798.31 Total	-19,798.31 YTD Budget	-20,000.00 Unearned	201.69	
04/30/2020 (04/20) Balance					07-510-510-1001		483,081.21
05/15/2020	PC	5	PAYROLL TRANS FOR 5/15/2020 PAY PERIOD		3,800.00		
05/20/2020	PC	82	PAYROLL TRANS FOR 5/20/2020 PAY PERIOD		44,931.00		
05/20/2020	PC	83	PAYROLL TRANS FOR 5/20/2020 PAY PERIOD			3,800.00-	
05/31/2020 (05/20) Period Totals and Balance					48,731.00 *	3,800.00- *	528,012.21
YTD Encumbrance	.00	YTD Actual	528,012.21 Total	528,012.21 YTD Budget	686,818.00 Unexpended	158,805.79	
04/30/2020 (04/20) Balance					07-510-510-1003		108,569.42
05/20/2020	PB	86	PAYROLL TRANS FOR 5/20/2020 PAY PERIOD		9,966.47		
05/31/2020 (05/20) Period Totals and Balance					9,966.47 *	.00 *	118,535.89
YTD Encumbrance	.00	YTD Actual	118,535.89 Total	118,535.89 YTD Budget	133,210.00 Unexpended	14,674.11	
04/30/2020 (04/20) Balance					07-510-510-1004		35,997.68
05/15/2020	PB	3	PAYROLL TRANS FOR 5/15/2020 PAY PERIOD		290.70		
05/20/2020	PB	85	PAYROLL TRANS FOR 5/20/2020 PAY PERIOD		3,037.30		
05/31/2020 (05/20) Period Totals and Balance					3,328.00 *	.00 *	39,325.68
YTD Encumbrance	.00	YTD Actual	39,325.68 Total	39,325.68 YTD Budget	52,548.00 Unexpended	13,222.32	
04/30/2020 (04/20) Balance					07-510-510-1005		138,881.17
05/20/2020	PB	84	PAYROLL TRANS FOR 5/20/2020 PAY PERIOD		10,313.57		
05/20/2020	PC	105	PAYROLL TRANS FOR 5/20/2020 PAY PERIOD		641.22		
05/20/2020	PC	106	PAYROLL TRANS FOR 5/20/2020 PAY PERIOD			641.22-	
05/31/2020 (05/20) Period Totals and Balance					10,954.79 *	641.22- *	149,194.74
YTD Encumbrance	.00	YTD Actual	149,194.74 Total	149,194.74 YTD Budget	153,574.00 Unexpended	4,379.26	
04/30/2020 (04/20) Balance					07-510-510-1006		559.68
05/20	CDPT		SUMMARY TOTALS FROM CDPT JOURNAL		158.45	.00	
05/31/2020 (05/20) Period Totals and Balance					158.45 *	.00 *	718.13
YTD Encumbrance	.00	YTD Actual	718.13 Total	718.13 YTD Budget	13,000.00 Unexpended	12,281.87	
04/30/2020 (04/20) Balance					07-510-510-1007		604.20
05/20/2020	PB	83	PAYROLL TRANS FOR 5/20/2020 PAY PERIOD		58.46		
05/31/2020 (05/20) Period Totals and Balance					58.46 *	.00 *	662.66
YTD Encumbrance	.00	YTD Actual	662.66 Total	662.66 YTD Budget	2,833.00 Unexpended	2,170.34	
04/30/2020 (04/20) Balance					07-510-510-1008		8.01
05/31/2020 (05/20) Period Totals and Balance					.00 *	.00 *	8.01
YTD Encumbrance	.00	YTD Actual	8.01 Total	8.01 YTD Budget	122.00 Unexpended	113.99	

15

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Training,Meetings,Travel,Dues			04/30/2020 (04/20) Balance	07-510-520-2005			3,549.67
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	3,549.67
YTD Encumbrance	.00	YTD Actual	3,549.67 Total	3,549.67 YTD Budget	9,000.00 Unexpended	5,450.33	
Utilities			04/30/2020 (04/20) Balance	07-510-520-2101			27,712.41
04/16/2020	AP	28	Pacific Power & Light Co **VendorNo: 710235 **Inv. No: 202004-2 **Desc: 12447751-0018 Library **Inv. Date: 4/16/2020 **PO No: **Remit Name: Pacific Power & Light Co **Merchant Vendor No: 710235 **Merchant Vendor Name: Pacific Power & Light Co **Invoice Created By: Kristin			2,370.00-	
04/16/2020	AP	40	Pacific Power & Light Co **VendorNo: 710235 **Inv. No: 202004-2 **Desc: 12447751-0018 Library **Inv. Date: 4/16/2020 **PO No: **Remit Name: Pacific Power & Light Co **Merchant Vendor No: 710235 **Merchant Vendor Name: Pacific Power & Light Co **Invoice Created By: Kristin		2,370.00		
04/30/2020	AP	265	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY V **Desc: COOS BAY NORTH BEND WATER BD, Water **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		231.51		
05/15/2020	AP	796	Pacific Power & Light Co **VendorNo: 710235 **Inv. No: 202005-2 **Desc: 12447751-0018 Library **Inv. Date: 5/15/2020 **PO No: **Remit Name: Pacific Power & Light Co **Merchant Vendor No: 710235 **Merchant Vendor Name: Pacific Power & Light Co **Invoice Created By: Kristin		1,926.95		
			05/31/2020 (05/20) Period Totals and Balance		4,528.46 *	2,370.00- *	29,870.87
YTD Encumbrance	.00	YTD Actual	29,870.87 Total	29,870.87 YTD Budget	42,000.00 Unexpended	12,129.13	
Telephone			04/30/2020 (04/20) Balance	07-510-520-2102			6,067.73
04/30/2020	AP	266	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY V **Desc: FRONTIER, Library Landlines **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		182.71		
04/30/2020	AP	268	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY V **Desc: YIPTEL, Library VIOP Telephones **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		592.10		
			05/31/2020 (05/20) Period Totals and Balance		774.81 *	.00 *	6,842.54
YTD Encumbrance	.00	YTD Actual	6,842.54 Total	6,842.54 YTD Budget	13,000.00 Unexpended	6,157.46	

16

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			04/30/2020 (04/20) Balance	07-510-520-2105			8,885.61
04/30/2020	AP	143	Sinclair Television Media Inc **VendorNo: 1002138 **Inv. No: 1380769-1 **Desc: Promotional Advertising - COVID 19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: KVAL/Sinclair Broadcast Group **Merchant Vendor No: 1002138 **Merchant Vendor Name: Sinclair Television Media Inc **Invoice Created By: Kristin		415.00		
04/30/2020	AP	263	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY 1 **Desc: SMORE.COM, Newsletter Platform **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		79.00		
04/30/2020	AP	270	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY V **Desc: COUNTRY MEDIA, Promotional Ads, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		798.00		
04/30/2020	AP	271	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY V **Desc: BNT PROMOTIONAL, Book Bags, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		780.44		
04/30/2020	AP	278	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 PIERSON **Desc: MAILCHIMP, Online Marketing Platform, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		249.00		
04/30/2020	AP	279	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 PIERSON **Desc: ZOOM, Online Meeting Platform, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.99		
05/31/2020 (05/20) Period Totals and Balance					2,336.43 *	.00 *	11,222.04
YTD Encumbrance	.00	YTD Actual	11,222.04 Total	11,222.04	YTD Budget	15,000.00 Unexpended	3,777.96
			04/30/2020 (04/20) Balance	07-510-520-2108			57,300.47
04/14/2020	AP	129	Sprague Pest Solutions **VendorNo: 1001985 **Inv. No: 4137823 **Desc: 101895409 Library Pest Control **Inv. Date: 4/14/2020 **PO No: **Remit Name: Sprague Pest Solutions **Merchant Vendor No: 1001985 **Merchant Vendor Name: Sprague Pest Solutions **Invoice Created By: Kristin		150.00		
05/31/2020 (05/20) Period Totals and Balance					150.00 *	.00 *	57,450.47
YTD Encumbrance	.00	YTD Actual	57,450.47 Total	57,450.47	YTD Budget	92,250.00 Unexpended	34,799.53

17

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			04/30/2020 (04/20) Balance	07-510-520-2120			14,540.50
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	14,540.50
YTD Encumbrance	.00	YTD Actual	14,540.50 Total	14,540.50 YTD Budget	14,500.00 Unexpended	(40.50)	
			04/30/2020 (04/20) Balance	07-510-520-2122			5,673.25
05/01/2020	AP	104	Xerox Corporation **VendorNo: 986914 **Inv. No: 010236865 **Desc: 722943248 Library Workroom Copier - April **Inv. Date: 5/1/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		45.47		
05/10/2020	AP	692	Xerox Corporation **VendorNo: 986914 **Inv. No: 2099984 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 5/10/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		8.57		
			05/31/2020 (05/20) Period Totals and Balance		54.04 *	.00 *	5,727.29
YTD Encumbrance	.00	YTD Actual	5,727.29 Total	5,727.29 YTD Budget	8,500.00 Unexpended	2,772.71	
			04/30/2020 (04/20) Balance	07-510-520-2123			378.09
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	378.09
YTD Encumbrance	.00	YTD Actual	378.09 Total	378.09 YTD Budget	3,000.00 Unexpended	2,621.91	
			04/30/2020 (04/20) Balance	07-510-520-2205			2,114.02
04/23/2020	AP	97	Office Depot **VendorNo: 937352 **Inv. No: 482129340001 **Desc: 90371713 Library office supplies **Inv. Date: 4/23/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		18.89		
04/23/2020	AP	98	Office Depot **VendorNo: 937352 **Inv. No: 482135719001 **Desc: 90371713 Library mailing envelopes - COVID 19 **Inv. Date: 4/23/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		89.29		
04/23/2020	AP	99	Office Depot **VendorNo: 937352 **Inv. No: 482135720001 **Desc: 90371713 Library mailing envelopes - COVID 19 **Inv. Date: 4/23/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		92.94		
04/28/2020	AP	100	Office Depot **VendorNo: 937352 **Inv. No: 484144817001 **Desc: 90371713 Library mailing envelopes - COVID 19 **Inv. Date: 4/28/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		302.11		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/29/2020	AP	101	Office Depot **VendorNo: 937352 **Inv. No: 484994451001 **Desc: 90371713 Library mailing envelopes - COVID 19 **Inv. Date: 4/29/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		70.59		
04/29/2020	AP	102	Office Depot **VendorNo: 937352 **Inv. No: 484994525001 **Desc: 90371713 Library office supplies **Inv. Date: 4/29/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		16.08		
04/30/2020	AP	258	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Mailing Envelopes, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		155.19		
04/30/2020	AP	277	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 PIERSON **Desc: STAPLES, Mailing Envelopes, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		145.11		
05/06/2020	AP	688	Office Depot **VendorNo: 937352 **Inv. No: 488614543001 **Desc: 90371713 Library mailing envelopes - COVID 19 **Inv. Date: 5/6/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: eric		373.10		
05/06/2020	AP	689	Office Depot **VendorNo: 937352 **Inv. No: 488614678001 **Desc: 90371713 Library mailing envelopes - COVID 19 **Inv. Date: 5/6/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: eric		57.15		
05/21/2020	AP	801	Office Depot **VendorNo: 937352 **Inv. No: 497557444001 **Desc: 90371713 Library First Aid Supplies **Inv. Date: 5/21/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: eric		16.18		
05/21/2020	AP	802	Office Depot **VendorNo: 937352 **Inv. No: 497557533001 **Desc: 90371713 Mailing Envelopes - COVID19 **Inv. Date: 5/21/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: eric		205.76		
05/21/2020	AP	803	Office Depot **VendorNo: 937352 **Inv. No: 497557534001 **Desc: 90371713 Mailing Supplies - COVID19 **Inv. Date: 5/21/2020 **PO No: **Remit		46.88		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: eric							
05/31/2020 (05/20) Period Totals and Balance					1,589.27 *	.00 *	3,703.29
YTD Encumbrance	.00	YTD Actual	3,703.29 Total	3,703.29 YTD Budget	2,500.00 Unexpended	(1,203.29)	
Postage	04/30/2020 (04/20) Balance			07-510-520-2206			2,336.98
04/28/2020	AP	91	Pitney Bowes Global Financial LLC **VendorNo: 736402 **Inv. No: 202005 REFILL **Desc: Account number 10753242 **Inv. Date: 4/28/2020 **PO No: **Remit Name: Pitney Bowes Reserve Account **Merchant Vendor No: 736402 **Merchant Vendor Name: Pitney Bowes Global Financial LLC **Invoice Created By: Kristin		3,500.00		
04/30/2020	AP	257	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Postage Meter Tape, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		74.34		
04/30/2020	AP	264	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY 1 **Desc: BAY AREA MAILING, Pitney Bowes Postage Check, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		11.00		
05/19/2020	AP	685	Pitney Bowes Global Financial LLC **VendorNo: 736402 **Inv. No: 2020 0519 REFILL **Desc: Account number 10753242 - Covid 19 **Inv. Date: 5/19/2020 **PO No: **Remit Name: Pitney Bowes Reserve Account **Merchant Vendor No: 736402 **Merchant Vendor Name: Pitney Bowes Global Financial LLC **Invoice Created By: Kristin		4,000.00		
05/31/2020 (05/20) Period Totals and Balance					7,585.34 *	.00 *	9,922.32
YTD Encumbrance	.00	YTD Actual	9,922.32 Total	9,922.32 YTD Budget	2,200.00 Unexpended	(7,722.32)	
Janitorial Supplies	04/30/2020 (04/20) Balance			07-510-520-2225			2,181.87
05/31/2020 (05/20) Period Totals and Balance					.00 *	.00 *	2,181.87
YTD Encumbrance	.00	YTD Actual	2,181.87 Total	2,181.87 YTD Budget	5,200.00 Unexpended	3,018.13	
Small Equipment	04/30/2020 (04/20) Balance			07-510-520-2231			34,093.92
04/30/2020	AP	259	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Online Meeting Headsets, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		143.96		
04/30/2020	AP	835	Bibliotheca LLC **VendorNo: 1002426 **Inv. No: INV-US31588 **Desc: RFID system paymt 1 of 2 **Inv. Date: 4/30/2020 **PO No: **Remit Name:		20,230.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Bibliotheca LLC **Merchant Vendor No: 1002426 **Merchant Vendor Name: Bibliotheca LLC **Invoice Created By: Kristin							
05/31/2020 (05/20) Period Totals and Balance					20,373.96 *	.00 *	54,467.88
YTD Encumbrance	.00	YTD Actual	54,467.88 Total	54,467.88 YTD Budget	35,000.00 Unexpended	(19,467.88)	
Grants							
04/30/2020 (04/20) Balance				07-510-520-2234			2,256.13
05/31/2020 (05/20) Period Totals and Balance					.00 *	.00 *	2,256.13
YTD Encumbrance	.00	YTD Actual	2,256.13 Total	2,256.13 YTD Budget	17,000.00 Unexpended	14,743.87	
Library Supplies							
04/30/2020 (04/20) Balance				07-510-520-2235			10,591.59
04/09/2020	AP	149	KAPCO **VendorNo: 1002478 **Inv. No: 1400881 **Desc: Book Repair Supplies **Inv. Date: 4/9/2020 **PO No: **Remit Name: KAPCO **Merchant Vendor No: 1002478 **Merchant Vendor Name: KAPCO **Invoice Created By: Kristin		158.01		
04/30/2020	AP	642	Demco **VendorNo: 273219 **Inv. No: 6796573 **Desc: Library Processing Supplies **Inv. Date: 4/30/2020 **PO No: **Remit Name: Demco **Merchant Vendor No: 273219 **Merchant Vendor Name: Demco **Invoice Created By: Kristin		408.60		
05/19/2020	AP	760	Demco **VendorNo: 273219 **Inv. No: 6801098 **Desc: Library Processing Supplies **Inv. Date: 5/19/2020 **PO No: **Remit Name: Demco **Merchant Vendor No: 273219 **Merchant Vendor Name: Demco **Invoice Created By: eric		438.20		
05/31/2020 (05/20) Period Totals and Balance					1,004.81 *	.00 *	11,596.40
YTD Encumbrance	.00	YTD Actual	11,596.40 Total	11,596.40 YTD Budget	15,000.00 Unexpended	3,403.60	
Library Books & Records							
04/30/2020 (04/20) Balance				07-510-520-2236			61,342.73
04/23/2020	AP	81	Ingram **VendorNo: 476508 **Inv. No: 45199545 **Desc: Books **Inv. Date: 4/23/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		49.39		
04/23/2020	AP	82	Ingram **VendorNo: 476508 **Inv. No: 45201833 **Desc: Books **Inv. Date: 4/23/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		59.04		
04/27/2020	AP	83	Ingram **VendorNo: 476508 **Inv. No: 45280490 **Desc: Books **Inv. Date: 4/27/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		88.16		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/27/2020	AP	84	Ingram **VendorNo: 476508 **Inv. No: 45286666 **Desc: Books **Inv. Date: 4/27/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		637.52		
04/28/2020	AP	85	Ingram **VendorNo: 476508 **Inv. No: 45328958 **Desc: Credit damaged book returned **Inv. Date: 4/28/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin			10.52-	
04/28/2020	AP	86	Ingram **VendorNo: 476508 **Inv. No: 45335165 **Desc: Books **Inv. Date: 4/28/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		62.05		
04/30/2020	AP	207	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		33.86		
04/30/2020	AP	208	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		240.78		
04/30/2020	AP	209	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		45.48		
04/30/2020	AP	210	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		477.18		
04/30/2020	AP	211	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		31.06		
04/30/2020	AP	212	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		75.46		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/30/2020	AP	213	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		39.27		
04/30/2020	AP	214	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		9.96		
04/30/2020	AP	215	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		29.39		
04/30/2020	AP	216	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		41.98		
04/30/2020	AP	217	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		46.63		
04/30/2020	AP	218	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		48.28		
04/30/2020	AP	219	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		52.17		
04/30/2020	AP	220	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.53		
04/30/2020	AP	221	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name:		14.98		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Umpqua Bank (VISA) **Invoice Created By: eric				
04/30/2020	AP	222	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		107.16		
04/30/2020	AP	223	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		128.61		
04/30/2020	AP	224	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.10		
04/30/2020	AP	238	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Adult Audio Book **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		20.00		
04/30/2020	AP	239	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, YP Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		22.96		
04/30/2020	AP	240	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Video Games **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		146.81		
04/30/2020	AP	241	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Adult Audio Book **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		13.13		
04/30/2020	AP	242	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Video Games **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		241.22		
04/30/2020	AP	243	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Video Games		99.97		

24

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/30/2020	AP	244	Umpqua Bank (VISA) **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		26.50		
04/30/2020	AP	245	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		39.99		
04/30/2020	AP	246	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		43.98		
04/30/2020	AP	247	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		26.97		
04/30/2020	AP	248	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		19.99		
04/30/2020	AP	250	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, YP Book **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		5.39		
04/30/2020	AP	251	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, YP Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.99		
04/30/2020	AP	252	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		19.96		

25

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/30/2020	AP	253	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Adult Books **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		124.58		
04/30/2020	AP	267	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY V **Desc: NETFLIX, Library Streaming Player Programming **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		12.99		
05/03/2020	AP	664	Ingram **VendorNo: 476508 **Inv. No: 45455595 **Desc: Books **Inv. Date: 5/3/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		98.46		
05/05/2020	AP	666	Ingram **VendorNo: 476508 **Inv. No: 45515848 **Desc: Books **Inv. Date: 5/5/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		292.57		
05/05/2020	AP	667	Ingram **VendorNo: 476508 **Inv. No: 45518450 **Desc: Books **Inv. Date: 5/5/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		36.85		
05/12/2020	AP	669	Ingram **VendorNo: 476508 **Inv. No: 45704792 **Desc: Books **Inv. Date: 5/12/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		154.29		
05/14/2020	AP	774	Ingram **VendorNo: 476508 **Inv. No: 45760580 **Desc: Books **Inv. Date: 5/14/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric		43.57		
05/14/2020	AP	775	Ingram **VendorNo: 476508 **Inv. No: 45765358 **Desc: Books **Inv. Date: 5/14/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric		68.24		
05/15/2020	AP	776	Ingram **VendorNo: 476508 **Inv. No: 45791720 **Desc: Book **Inv. Date: 5/15/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric		8.92		
05/15/2020	AP	777	Ingram **VendorNo: 476508 **Inv. No: 45793954 **Desc: Books **Inv. Date: 5/15/2020 **PO No:		204.05		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance	
			**Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric					
05/19/2020	AP	778	Ingram		289.68			
			**VendorNo: 476508 **Inv. No: 45867204 **Desc: Books **Inv. Date: 5/19/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric					
05/20/2020	AP	779	Ingram		76.91			
			**VendorNo: 476508 **Inv. No: 45887529 **Desc: Books **Inv. Date: 5/20/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric					
05/21/2020	AP	780	Ingram		56.80			
			**VendorNo: 476508 **Inv. No: 45918540 **Desc: Books **Inv. Date: 5/21/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric					
05/19/2020	AP	833	Cavendish Square Publishing LLC		195.54			
			**VendorNo: 1002244 **Inv. No: CAL3238371 **Desc: 1000148748 - Books **Inv. Date: 5/19/2020 **PO No: **Remit Name: Cavendish Square **Merchant Vendor No: 1002244 **Merchant Vendor Name: Cavendish Square Publishing LLC **Invoice Created By: eric					
05/31/2020 (05/20) Period Totals and Balance					4,757.35 *	10.52- *	66,089.56	
YTD Encumbrance	.00	YTD Actual	66,089.56 Total	66,089.56 YTD Budget	100,000.00 Unexpended	33,910.44		
Periodicals			04/30/2020 (04/20) Balance	07-510-520-2237			4,792.32	
			05/31/2020 (05/20) Period Totals and Balance					
					.00 *	.00 *	4,792.32	
YTD Encumbrance	.00	YTD Actual	4,792.32 Total	4,792.32 YTD Budget	10,000.00 Unexpended	5,207.68		
State Aid to Children - Books			04/30/2020 (04/20) Balance	07-510-520-2239			305.86	
			05/31/2020 (05/20) Period Totals and Balance					
					.00 *	.00 *	305.86	
YTD Encumbrance	.00	YTD Actual	305.86 Total	305.86 YTD Budget	2,000.00 Unexpended	1,694.14		
Office Equipment Rental			04/30/2020 (04/20) Balance	07-510-520-2302			3,472.67	
05/01/2020	AP	103	Xerox Corporation		137.44			
			**VendorNo: 986914 **Inv. No: 010236865 **Desc: 722943248 Library Workroom Copier - April **Inv. Date: 5/1/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin					
04/30/2020	AP	269	Umpqua Bank (VISA)		139.70			
			**VendorNo: 1002576 **Inv. No: 202004 LIBRARY V **Desc: PITNEY BOWES, Postage Meter Rent **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric					

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/10/2020	AP	691	Xerox Corporation **VendorNo: 986914 **Inv. No: 2099984 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 5/10/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		119.90		
			05/31/2020 (05/20) Period Totals and Balance		397.04 *	.00 *	3,869.71
YTD Encumbrance	.00	YTD Actual	3,869.71 Total	3,869.71 YTD Budget	5,200.00 Unexpended	1,330.29	
Equipment Repairs/Replacement			04/30/2020 (04/20) Balance	07-510-520-2303			1,909.62
			05/31/2020 (05/20) Period Totals and Balance		.00 *	.00 *	1,909.62
YTD Encumbrance	.00	YTD Actual	1,909.62 Total	1,909.62 YTD Budget	25,000.00 Unexpended	23,090.38	
Equipment Maintenance Contract			04/30/2020 (04/20) Balance	07-510-520-2304			1,561.17
05/01/2020	AP	51	Advantage Security LLC **VendorNo: 1001961 **Inv. No: 5838907 **Desc: 1147-57 Library Alarm Monitoring Services - May **Inv. Date: 5/1/2020 **PO No: **Remit Name: Advantage Security LLC **Merchant Vendor No: 1001961 **Merchant Vendor Name: Advantage Security LLC **Invoice Created By: Kristin		37.95		
			05/31/2020 (05/20) Period Totals and Balance		37.95 *	.00 *	1,599.12
YTD Encumbrance	.00	YTD Actual	1,599.12 Total	1,599.12 YTD Budget	12,000.00 Unexpended	10,400.88	
Building & Grounds Maintenance			04/30/2020 (04/20) Balance	07-510-520-2309			23,278.24
04/27/2020	AP	127	Perry's Supply **VendorNo: 1001755 **Inv. No: 62122 **Desc: replacement faucet parts - Men's Lobby restroom **Inv. Date: 4/27/2020 **PO No: **Remit Name: Perry's Supply **Merchant Vendor No: 1001755 **Merchant Vendor Name: Perry's Supply **Invoice Created By: Kristin		23.80		
05/06/2020	AP	687	Tri-County Plumbing **VendorNo: 922669 **Inv. No: SR26519 **Desc: Toilet Repair - Staff Restroom **Inv. Date: 5/6/2020 **PO No: **Remit Name: Tri-County Plumbing **Merchant Vendor No: 922669 **Merchant Vendor Name: Tri-County Plumbing **Invoice Created By: eric		120.00		
05/12/2020	AP	758	Agri-Tech Design **VendorNo: 103323 **Inv. No: 630369 **Desc: Grounds Maintenance - 04/20 **Inv. Date: 5/12/2020 **PO No: **Remit Name: Agri-Tech Design **Merchant Vendor No: 103323 **Merchant Vendor Name: Agri-Tech Design **Invoice Created By: eric		242.00		
05/14/2020	AP	816	Comfort Flow Heating **VendorNo: 1000563 **Inv. No: SVC221872 **Desc: HVAC Repairs - Library **Inv. Date: 5/14/2020 **PO No: **Remit Name: Comfort Flow Heating **Merchant Vendor No: 1000563 **Merchant Vendor Name: Comfort Flow Heating **Invoice Created By: eric		687.00		

28

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/30/2020	AP	822	Bay Area Enterprises Inc. **VendorNo: 1000587 **Inv. No: 6028 **Desc: Library Janitorial - April 2020 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Bay Area Enterprises Inc. **Merchant Vendor No: 1000587 **Merchant Vendor Name: Bay Area Enterprises Inc. **Invoice Created By: Kristin		1,344.87		
05/31/2020 (05/20) Period Totals and Balance					2,417.67 *	.00 *	25,695.91
YTD Encumbrance	.00	YTD Actual	25,695.91 Total	25,695.91 YTD Budget	50,000.00 Unexpended	24,304.09	
Gifts, Donations & Memorials			04/30/2020 (04/20) Balance	07-510-520-2450			21,690.23
04/30/2020	AP	237	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Supplies YP Book Boxes **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		76.15		
04/30/2020	AP	249	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Supplies-Adult Book Boxes **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		37.00		
04/30/2020	AP	254	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Supplies Summer Reading **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		52.48		
04/30/2020	AP	255	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Supplies Adult Book Boxes **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		11.98		
04/30/2020	AP	256	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Supplies Summer Reading **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		25.00		
04/30/2020	AP	260	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Supplies YP home STEAM Kits, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		5.88		
04/30/2020	AP	261	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Supplies YP home STEAM Kits, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank		10.99		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			(VISA) **Invoice Created By: eric				
04/30/2020	AP	262	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LB AMAZON **Desc: AMAZON, Supplies YP home STEAM Kits, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		106.76		
04/30/2020	AP	272	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202004 LIBRARY V **Desc: ZOOBEAN INC, Online Summer Reading Tracker, Covid-19 **Inv. Date: 4/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		1,190.00		
05/04/2020	AP	665	Ingram **VendorNo: 476508 **Inv. No: 45481303 **Desc: Books - Rotary **Inv. Date: 5/4/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		623.65		
05/08/2020	AP	668	Ingram **VendorNo: 476508 **Inv. No: 45618999 **Desc: Books - Rotary **Inv. Date: 5/8/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		388.67		
05/27/2020	AP	798	Recorded Books Inc **VendorNo: 757000 **Inv. No: 76631268 **Desc: 767529 - DVD **Inv. Date: 5/27/2020 **PO No: **Remit Name: Recorded Books Inc **Merchant Vendor No: 757000 **Merchant Vendor Name: Recorded Books Inc **Invoice Created By: Kristin		41.60		
05/18/2020	JE	11	R/C VISA CK#522 5/20 ZOOBEAN SUBSCRIPTIO 05/31/2020 (05/20) Period Totals and Balance		2,570.16 *	671.22- 671.22- *	23,589.17
YTD Encumbrance	.00	YTD Actual	23,589.17 Total	23,589.17	YTD Budget	20,000.00 Unexpended	(3,589.17)

Number of Transactions: 175 Number of Accounts: 44

Total Library Fund:

Debit	Credit	Proof
174,876.28	174,876.28-	.00

20