

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

Wednesday March 16, 2022

5:15pm

**meeting will be in the library with an online option
(See library event calendar for meeting link)**

Introductions

- 1. Public Comments**

- 2. Minutes and Circulation Reports**

- 3. Treasurer's Reports**

- 4. Correspondence**

- 5. Librarian's Report**

- 6. Friends of the Library Report**

- 7. Foundation Report**

- 8. Old Business**
Progress of new facility

- 9. New Business**
Budget
Bond Report

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10. Announcements

11. Adjourn

COOS BAY PUBLIC LIBRARY

FEBRUARY 2022 REPORT

OF ITEMS ADDED TO COLLECTION - 682

NEW CARDS ISSUED - 89

TOTAL REFERENCE QUESTIONS - 269

DAILY AVERAGE CIRCULATION - 699

TOTAL # OF PROGRAMS - 34

PROGRAM ATTENDANCE - 858

TOTAL ITEMS CHECKED OUT AT THE LIBRARY - 15,733

TOTAL OF COOS BAY ITEMS CHECKED OUT ANYWHERE - 16,074

TOTAL DIGITAL DOWNLOADS - 449

GATE COUNT - 4,129

TOTAL MONTHLY VISITORS - 4,776

COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
February 16, 2022

Call to Order – Curt Benward called the meeting to order at 5:16 p.m.

Board Members Present: Curt Benward, Gina Sutherland, Janice Langlinais, Rob Miles, Bob More, James Moore,

Others In Attendance: Sami Pierson, Christina Coffman, Marie Benton

Public Comment –None

Minutes and Circulation – Minutes from the January 2022 meeting were reviewed. James Moore was left off last month's attendance list. Gina made a motion to approve the minutes with corrections. Bob seconded. Unanimously approved.

Treasurer's Report – Memorial funds were reviewed. It was noted that the Friends have restarted their contribution to the library. Financial report from the city was reviewed. Bob asked about room rental income and when the Myrtlewood Room might be available again. Revenue is on track. There was a question about personnel expenses which led to a discussion about needing more staff in order to open more hours. The library is also short on space to put staff if they were hired. A question was asked about the study room and what work it needs. That room will require extensive work due to the water damage.

Correspondence – none

Librarians Report – Reviewed. The bat box program was a huge success with many people requesting another one. Curt asked who comes up with the program subject matter. Sami explained that many of the staff contribute the ideas and implement the programs. Curt asked about the social worker program ending in November. Sami explained that the deadline is being negotiated with the state library due to a slow start in filling the position. City Council did pass the bond language. The next public participation meeting will be Feb 23rd at 2 and 6 at City Hall. There will be designs for the public to see and comment on.

Friends of the Library Report – The Friends contributed \$5000 to the library last month. The store made \$692 and the book sale made \$412. The next sale is in March 5th, 9-2. The store added Saturdays from 3-5. The store is now open 5 days a week.

Library Foundation Report – The Foundation will sponsor Lunch and Learn with OCMA again this year. The Foundation chose to make an investment with the large donation that came in. They decided to invest it in a cash SWEEP accounts. The interest is not high, but it is extremely safe investment.

With Rich Foster's passing, the search is on for a new grant writer. The Non Profit Association is suggested as a possible source for grant writer names.

Old Business –

Progress on new facility – Bond language passed. There is the upcoming design meeting on the 23rd.

Review Naming Policy and set amounts – Policy was reviewed and removed the naming of the building portion. Curt discussed the location/price list. The list is based on spaces from hacker but it may have to change depending on how the building is designed. An agreement/information form should probably be developed. The city attorney will be consulted. Janice made a motion to approve the list. Gina seconded. Unanimously approved.

The idea of purchasing bricks was discussed. All agreed there were other avenues to explore before making any final decisions.

New Business –

No new business.

Announcements - Janice announced that TSOC has agreed to sponsor the Bike Repair Station for the new library.

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

Next Meeting: March 16, 2022 – 5:15 p.m.

Respectfully submitted,
Samantha Pierson

**COOS BAY PUBLIC LIBRARY
FEBRUARY 2022**

INVENTORY

<u>CLASSIFICATION</u>	<u>ACQUIRED</u>	<u>DISCARDS</u>
Adult Books	364	409
Adult Audio Books	94	5
Adult Video	113	230
Adult Music	0	1
Adult Video Games	19	0
Library of Things	0	0
Young Adult Books	1	0
Young Adult Audio	0	0
Child Books	82	1023
Child Audio	1	0
Child Video	8	0
Child Music Cds	0	0
TOTAL	682	1668

CIRCULATION SUMMARY

	Total Items Checked Out At Coos Bay	Total Coos Bay Owned Items Checked Out	
2022	15,733	16,074	
2021	7,275	7,618	
2020	19,816	24,451	
2019	17,557	20,211	
2018	18,667	21,121	
2017	20,862	22,444	
GATE COUNT:	4,129 (2021 - 1313)		
REFERENCE QUESTIONS ANSWERED:		269	
YP REFERENCE QUESTIONS ANSWERED:		31	
NEW PATRON REGISTRATIONS:		89	
#DAYS OPEN:	23	22	24
DAILY AVERAGE CIRCULATION:	699	(21) 346	(20) 1019

RECEIPTS FROM PATRONS

DISKS/MISC.	\$20.00
DAMAGE/LOSS	\$113.95
RENT	\$0.00
BOOK BAGS	\$0.00
COPIES	<u>\$339.24</u>
TOTAL	<u>\$473.19</u>

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**Coos Bay Public Library
Memorial Funds Checking Account
February 2022**

<u>BALANCE, December 31, 2021</u>	\$ 77,166.83
Rotary Reimbursement	\$ 1,604.75
Dolly Parton Imagination Library	\$ 587.57
United Way	<u>\$ 1,000.00</u>
TOTAL DEPOSITS	\$ 3,192.32

DISBURSEMENTS:

Ingram/Books/Rotary	\$ 368.20
First Book/Books/Rotary	\$ 152.25
Amazon/Supplies-Storywalk	\$ 22.95
Amazon/Supplies-Adult Programs-Winter Reading, Craft Takeout, Book Box	\$ 207.42
Oregon Humanities-Adult Programs-Conspiracy Theories	<u>\$ 100.00</u>
TOTAL DISBURSEMENTS	\$ 850.82

Balance January 31, 2022 \$ 79,508.33

General Fund	\$ 12,610.74
Friend's Children's Fund	\$ 3,083.71
Kenaston Estate Donation	\$ -
Mallek Estate Memorial	\$ 52,610.89
Jones Estate Donation	\$ 7,272.59
Coos Bay Library Foundation YP Book Donation	\$ -
U of O STEM Pilot	\$ 35.16
Friends Library Purchases	\$ 5,867.26
Rotary Donation	\$ (5,129.05)
Coos Bay Library Foundation-Equipment	\$ -
Coos Bay Library Foundation-Audios	\$ -
Eagles Large Print Fund	\$ -
Dollywood	<u>\$ 3,157.03</u>
MEMORIAL ACCOUNT FUNDS TOTAL	\$ 79,508.33

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City of Coos Bay
Combined Cash Investment
February 28, 2022

Combined Cash Accounts

Cash Allocation Reconciliation

7 Allocation to Library Fund	1,730,648.41
Total Allocations to Other Funds	1,730,648.41
Zero Proof if Allocations Balance	1,730,648.41

City of Coos Bay
 Balance Sheet
 February 28, 2022

Library Fund

ASSETS

07-000-100-1001	Cash - Combined Fund	1,730,648.41	
07-000-100-1015	Cash on Hand/Till/Drawer	200.00	
07-000-100-1101	Prepaid Expense	25,518.56	
	Total Assets		<u>1,756,366.97</u>

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:		
07-000-200-2500	Fund Balance	1,246,846.24	
	Revenue over Expenditures - YTD	509,520.73	
	Balance - Current Date		<u>1,756,366.97</u>
	Total Fund Equity		<u>1,756,366.97</u>
	Total Liabilities and Equity		<u>1,756,366.97</u>

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City of Coos Bay
Revenues with Comparison to Budget
For the 8 Months Ending February 28, 2022

		Library Fund				
		Period Actual	YTD Actual	Budget	Unearned	Pcnt
<u>Carryover</u>						
07-000-300-0100	Carryover - Regular	.00	.00	1,096,846.00	1,096,846.00	.0
07-000-300-0200	Carryover - Memorial/Board	.00	.00	150,000.00	150,000.00	.0
Total Carryover		.00	.00	1,246,846.00	1,246,846.00	.0
<u>Revenue From Other Agencies</u>						
07-000-340-0300	State Library Grant	.00	2,374.11	1,500.00	(874.11)	158.3
07-000-340-0301	Grants	13,000.00	13,000.00	3,000.00	(10,000.00)	433.3
07-000-340-0302	Gifts, Donations & Memorials	2,192.27	2,192.27	.00	(2,192.27)	.0
07-000-340-0303	Federal Grants	.00	.00	3,000.00	3,000.00	.0
07-000-340-0900	Library Tax Base	.00	1,266,901.92	1,150,000.00	(116,901.92)	110.2
Total Revenue From Other Agencies		15,192.27	1,284,468.30	1,157,500.00	(126,968.30)	111.0
<u>Use Of Money & Property</u>						
07-000-350-0100	Interest	646.60	4,185.60	6,000.00	3,814.40	52.3
07-000-350-1100	Auditorium Rental	.00	.00	2,000.00	2,000.00	.0
Total Use Of Money & Property		646.60	4,185.60	10,000.00	5,814.40	41.9
<u>Current Services</u>						
07-000-360-0100	Copies	50.70	2,148.92	7,000.00	4,851.08	30.7
07-000-360-1800	Library Fees	734.30	2,357.58	2,000.00	(357.58)	117.9
Total Current Services		785.00	4,506.50	9,000.00	4,493.50	50.1
<u>Other Revenue</u>						
07-000-380-0100	Miscellaneous	20.00	1,473.95	100.00	(1,373.96)	1474.0
07-000-380-0300	ESO Administration/Rent	2,174.79	17,398.32	26,000.00	8,601.68	66.9
07-000-380-0400	Reimbursements	.00	38.99	1,000.00	961.01	3.9
07-000-380-0800	Gifts, Donations & Memorials	1,012.95	21,094.96	5,000.00	(16,094.96)	421.9
Total Other Revenue		3,207.74	40,006.23	32,100.00	(7,896.23)	124.6
Total Fund Revenue		19,831.61	1,333,166.63	2,455,446.00	1,122,278.37	54.3

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City of Coos Bay
Expenditures with Comparison to Budget
For the 8 Months Ending February 28, 2022

		Library Fund				
		Period Actual	YTD Actual	Budget	Unexpended	Pct
Expenditures						
Personnel Services						
07-510-510-1001	Salaries	52,067.01	408,024.67	851,394.00	443,369.33	47.9
07-510-510-1003	P.E.R.S.	13,126.20	93,591.48	206,226.00	112,634.52	45.4
07-510-510-1004	Social Security	3,895.60	30,527.21	69,038.00	38,510.79	44.2
07-510-510-1005	Employee Insurance	8,891.29	102,547.65	434,498.00	331,950.35	23.6
07-510-510-1006	Unemployment	.00	415.00	3,850.00	3,435.00	10.8
07-510-510-1007	Workers Compensation Insurance	79.90	623.76	864.00	240.24	72.2
07-510-510-1008	Volunteer Workers Compensation	.00	.00	100.00	100.00	.0
Total Personnel Services		78,060.00	635,729.77	1,565,970.00	930,240.23	40.6
Materials & Services						
07-510-520-2005	Training, Meetings, Travel, Dues	336.39	1,748.14	5,000.00	3,251.86	35.0
07-510-520-2101	Utilities	3,151.48	16,181.83	37,000.00	20,818.17	43.7
07-510-520-2102	Telephone	2,061.82	11,570.75	9,000.00	(2,570.79)	128.6
07-510-520-2105	Advertising	521.24	4,229.24	20,000.00	15,770.76	21.2
07-510-520-2108	Contractual	2,144.53	27,162.03	85,000.00	57,837.97	32.0
07-510-520-2120	Insurance	.00	6,304.00	12,000.00	5,696.00	52.5
07-510-520-2122	Duplicating/Data Processing	154.38	2,331.60	8,000.00	5,688.40	29.2
07-510-520-2123	Printing	688.00	688.00	3,000.00	2,312.00	22.9
07-510-520-2205	Office Supplies	481.80	2,071.21	7,000.00	4,928.79	29.6
07-510-520-2206	Postage	6.00	5,140.32	10,000.00	4,859.68	51.4
07-510-520-2225	Janitorial Supplies	.00	132.48	3,500.00	3,367.52	3.8
07-510-520-2231	Small Equipment	.00	766.00	35,000.00	34,233.92	2.2
07-510-520-2234	Grants	.00	1,118.40	8,000.00	6,881.60	14.0
07-510-520-2235	Library Supplies	.00	3,599.86	14,000.00	10,400.14	25.7
07-510-520-2238	Library Books & Records	6,578.74	49,661.40	115,000.00	65,338.60	43.2
07-510-520-2237	Periodicals	.00	5,780.70	8,000.00	2,219.30	72.3
07-510-520-2239	State Aid to Children - Books	.00	604.16	2,500.00	1,895.84	24.2
07-510-520-2240	Library Books/Records (Rest)	.00	.00	50,000.00	50,000.00	.0
07-510-520-2241	Programming	501.53	9,138.87	7,000.00	(2,138.87)	130.6
07-510-520-2302	Office Equipment Rental	258.70	2,649.30	20,000.00	17,350.70	13.3
07-510-520-2303	Equipment Repairs/Replacement	.00	100.00	5,000.00	4,900.00	2.0
07-510-520-2304	Equipment Maintenance Contract	934.89	3,024.71	10,000.00	6,975.29	30.3
07-510-520-2305	Vehicle Maintenance/Fuel	.00	82.36	7,000.00	6,917.64	1.2
07-510-520-2309	Building & Grounds Maintenance	4,306.27	31,256.65	40,000.00	8,743.35	78.1
07-510-520-2310	Furniture (restricted)	.00	.00	100,000.00	100,000.00	.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	.00	2,574.04	5,000.00	2,425.96	51.5
Total Materials & Services		22,123.77	187,916.13	626,700.00	438,783.87	30.0
Capital Outlay						
07-510-530-3001	Computer Hardware & Software	.00	.00	10,000.00	10,000.00	.0
Total Capital Outlay		.00	.00	10,000.00	10,000.00	.0

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City of Coos Bay
Expenditures with Comparison to Budget
For the 8 Months Ending February 28, 2022

Library Fund

	Period Actual	YTD Actual	Budget	Unexpended	Pct
Other Financing Uses					
07-510-560-5001 Contingency	.00	.00	90,270.00	90,270.00	.0
07-510-560-5002 Unappropriated Ending Fund Bal	.00	.00	162,506.00	162,506.00	.0
Total Other Financing Uses	.00	.00	252,776.00	252,776.00	.0
Total Expenditures	100,183.77	823,645.90	2,455,446.00	1,631,800.10	33.5
Total Fund Expenditures	100,183.77	823,645.90	2,455,446.00	1,631,800.10	33.5
Net Revenue Over Expenditures	(80,352.16)	509,520.73	.00	(509,520.73)	.0

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Report Criteria:
 Actual Amounts
 All Accounts
 Summarize Payroll Detail
 Print Period Totals
 Print Grand Totals
 Include Funds: 07
 Page and Total by Fund
 Include Placeholders: None
 Include Balance Sheets: None
 Include Accounts: None
 Include Income Filers: None
 Include Sources: None
 Include Revenues: None
 All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Salaries							
			01/31/2022 (01/22) Balance	07-510-510-1001			355,957.66
02/20/2022	PC	5	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		3,800.00		
02/20/2022	PC	108	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		52,276.00		
02/20/2022	PC	109	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD			4,010.99-	
			02/28/2022 (02/22) Period Totals and Balance		56,078.00 *	4,010.99- *	408,024.67
YTD Encumbrance	.00	YTD Actual	408,024.67 Total	408,024.67 YTD Budget	851,394.00 Unexpended	443,369.33	
Overtime							
			01/31/2022 (01/22) Balance	07-510-510-1002			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.60 YTD Budget	.00 Unexpended	.00	
P.E.R.S.							
			01/31/2022 (01/22) Balance	07-510-510-1003			80,465.28
02/20/2022	PB	170	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		13,034.10		
02/20/2022	PB	241	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		92.10		
			02/28/2022 (02/22) Period Totals and Balance		13,126.20 *	.00 *	93,591.48
YTD Encumbrance	.00	YTD Actual	93,591.48 Total	93,591.48 YTD Budget	206,226.00 Unexpended	112,634.52	
Social Security							
			01/31/2022 (01/22) Balance	07-510-510-1004			26,631.61
02/20/2022	PB	3	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		290.70		
02/20/2022	PB	168	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		3,885.60		
02/20/2022	PB	169	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD			290.70-	
			02/28/2022 (02/22) Period Totals and Balance		4,186.30 *	290.70- *	30,527.21
YTD Encumbrance	.00	YTD Actual	30,527.21 Total	30,527.21 YTD Budget	69,038.00 Unexpended	38,510.79	
Employee Insurance							
			01/31/2022 (01/22) Balance	07-510-510-1005			93,656.36
02/20/2022	PB	167	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		8,891.29		
02/20/2022	PC	129	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		28.93		
02/20/2022	PC	130	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD			28.93-	
			02/28/2022 (02/22) Period Totals and Balance		8,920.22 *	28.93- *	102,547.65
YTD Encumbrance	.00	YTD Actual	102,547.65 Total	102,547.65 YTD Budget	434,499.00 Unexpended	331,950.35	
Unemployment							
			01/31/2022 (01/22) Balance	07-510-510-1006			415.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	415.00
YTD Encumbrance	.00	YTD Actual	415.00 Total	415.00 YTD Budget	3,850.00 Unexpended	3,435.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Workers Compensation Insurance							
			01/31/2022 (01/22) Balance	07-510-510-1007			543.86
02/20/2022	PB	166	PAYROLL TRANS FOR 2/20/2022 PAY PERIOD		79.90		
			02/28/2022 (02/22) Period Totals and Balance		79.90 *	.00 *	623.76
YTD Encumbrance	.00 YTD Actual		623.76 Total	623.76 YTD Budget	864.00 Unexpended	240.24	
Volunteer Workers Compensation							
			01/31/2022 (01/22) Balance	07-510-510-1003			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual		.00 Total	.00 YTD Budget	100.00 Unexpended	100.00	
Accrued Vacation Liability							
			01/31/2022 (01/22) Balance	07-510-510-1009			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual		.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Meetings And Travel							
			01/31/2022 (01/22) Balance	07-510-520-2001			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual		.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Memberships, dues, publications							
			01/31/2022 (01/22) Balance	07-510-520-2003			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual		.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Training, Meetings, Travel, Dues							
			01/31/2022 (01/22) Balance	07-510-520-2005			1,411.75
01/12/2022	JE	10	MCKAY'S MARKET, Supplies Library Sing Meeting		6.39		
01/05/2022	JE	18	ACR, Fraudulent Charge		330.00		
			02/28/2022 (02/22) Period Totals and Balance		336.39 *	.00 *	1,748.14
YTD Encumbrance	.00 YTD Actual		1,748.14 Total	1,748.14 YTD Budget	5,000.00 Unexpended	3,251.86	
Utilities							
			01/31/2022 (01/22) Balance	07-510-520-2101			13,030.35
02/07/2022	CD13	5	Pacific Power 12447751-0018 Library		3,017.05		
12/30/2021	JE	11	CBNB WATER BOARD, Water		134.43		
			02/28/2022 (02/22) Period Totals and Balance		3,151.48 *	.00 *	16,181.83
YTD Encumbrance	.00 YTD Actual		16,181.83 Total	16,181.83 YTD Budget	37,000.00 Unexpended	20,818.17	
Telephone							
			01/31/2022 (01/22) Balance	07-510-520-2102			9,508.93
02/08/2022	AP	589	Asavie Technologies Inc		74.90		
01/12/2022	AP	600	USCC Services LLC		249.90		
01/07/2022	JE	11	ZIPLY FIBER, Landline Telephone		172.63		
01/08/2022	JE	11	BROADVOICE, VoIP Telephones, Internet		647.19		
01/13/2022	JE	11	US CELLULAR, Library Wifi Hotspot Service		469.80		
01/21/2022	JE	40	01 - VERIZON, 576174385-00001 Library		447.40		
			02/28/2022 (02/22) Period Totals and Balance		2,061.82 *	.00 *	11,570.75
YTD Encumbrance	.00 YTD Actual		11,570.75 Total	11,570.75 YTD Budget	9,000.00 Unexpended	(2,570.75)	
Advertising							
			01/31/2022 (01/22) Balance	07-510-520-2105			3,708.00
01/31/2022	AP	406	KDCQ FM Radio		219.00		
01/12/2022	JE	10	FACEBOOK, Promotional Ads		14.74		
01/08/2022	JE	18	EPUERTO, Promotional Ads		267.50		
			02/28/2022 (02/22) Period Totals and Balance		521.24 *	.00 *	4,229.24
YTD Encumbrance	.00 YTD Actual		4,229.24 Total	4,229.24 YTD Budget	20,000.00 Unexpended	15,770.76	

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			01/31/2022 (01/22) Balance	07-510-520-2109			25,017.50
02/03/2022	AP	509	C-N-B Security Inc		774.00		
02/10/2022	AP	588	C-N-B Security Inc		774.00		
12/09/2021	AP	712	Sprague Pest Solutions		160.50		
02/08/2022	AP	713	Sprague Pest Solutions		160.50		
01/31/2022	AP	730	Access Information Protected		57.50		
02/04/2022	CD14	4	01/31/22 XPRESS BILLPAY SUPPORT FEES\FOR		68.08		
01/17/2022	JE	11	ADOBE, Creative Cloud Renewal FYE22		149.95		
			02/28/2022 (02/22) Period Totals and Balance		2,144.53	.00	27,162.03
YTD Encumbrance		.00 YTD Actual	27,162.03 Total	27,162.03 YTD Budget	85,000.00 Unexpended	57,837.97	
			01/31/2022 (01/22) Balance	07-510-520-2114			.00
			02/28/2022 (02/22) Period Totals and Balance		.00	.00	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			01/31/2022 (01/22) Balance	07-510-520-2120			6,304.00
			02/28/2022 (02/22) Period Totals and Balance		.00	.00	6,304.00
YTD Encumbrance		.00 YTD Actual	6,304.00 Total	6,304.00 YTD Budget	12,000.00 Unexpended	5,696.00	
			01/31/2022 (01/22) Balance	07-510-520-2122			2,177.22
02/01/2022	AP	660	Xerox Corporation		72.60		
01/13/2022	JE	12	Amazon, Printer Toner		81.78		
			02/28/2022 (02/22) Period Totals and Balance		154.38	.00	2,331.60
YTD Encumbrance		.00 YTD Actual	2,331.60 Total	2,331.60 YTD Budget	8,000.00 Unexpended	5,668.40	
			01/31/2022 (01/22) Balance	07-510-520-2123			.00
02/07/2022	AP	539	Maya Graphics		688.00		
			02/28/2022 (02/22) Period Totals and Balance		688.00	.00	688.00
YTD Encumbrance		.00 YTD Actual	688.00 Total	688.00 YTD Budget	3,000.00 Unexpended	2,312.00	
			01/31/2022 (01/22) Balance	07-510-520-2128			.00
			02/28/2022 (02/22) Period Totals and Balance		.00	.00	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			01/31/2022 (01/22) Balance	07-510-520-2205			1,589.41
02/08/2022	AP	654	Office Depot		66.82		
02/07/2022	AP	655	Office Depot		294.36		
01/04/2022	JE	12	Amazon, Pens		12.11		
01/17/2022	JE	12	Amazon, Mailing Envelopes		35.20		
01/20/2022	JE	12	Amazon, Batteries		13.99		
01/22/2022	JE	12	Amazon, Office Supplies		5.99		
01/22/2022	JE	12	Amazon, Office Supplies		5.95		
01/26/2022	JE	12	Amazon, Office Supplies		14.99		
01/29/2022	JE	12	Amazon, Office Supplies		24.60		
01/29/2022	JE	12	Amazon, Office Supplies		7.79		
			02/28/2022 (02/22) Period Totals and Balance		481.80	.00	2,071.21
YTD Encumbrance		.00 YTD Actual	2,071.21 Total	2,071.21 YTD Budget	7,000.00 Unexpended	4,928.79	
			01/31/2022 (01/22) Balance	07-510-520-2205			5,134.32

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
01/21/2022	AP	400	Ingram		6.00		
			02/28/2022 (02/22) Period Totals and Balance		6.00 *	.00 *	5,140.32
YTD Encumbrance	.00	YTD Actual	5,140.32 Total	5,140.32 YTD Budget	10,000.00 Unexpended		4,859.68
Miscellaneous			01/31/2022 (01/22) Balance	07-510-520-2208			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
Data Processing Supplies			01/31/2022 (01/22) Balance	07-510-520-2224			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
Janitorial Supplies			01/31/2022 (01/22) Balance	07-510-520-2225			132.48
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	132.48
YTD Encumbrance	.00	YTD Actual	132.48 Total	132.48 YTD Budget	3,500.00 Unexpended		3,367.52
Small Equipment			01/31/2022 (01/22) Balance	07-510-520-2231			766.08
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	766.08
YTD Encumbrance	.00	YTD Actual	766.08 Total	766.08 YTD Budget	35,000.00 Unexpended		34,233.92
Grants			01/31/2022 (01/22) Balance	07-510-520-2234			1,118.40
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	1,118.40
YTD Encumbrance	.00	YTD Actual	1,118.40 Total	1,118.40 YTD Budget	8,000.00 Unexpended		6,881.60
Library Supplies			01/31/2022 (01/22) Balance	07-510-520-2235			3,599.86
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	3,599.86
YTD Encumbrance	.00	YTD Actual	3,599.86 Total	3,599.86 YTD Budget	14,000.00 Unexpended		10,400.14
Library Books & Records			01/31/2022 (01/22) Balance	07-510-520-2236			43,084.66
01/04/2022	AP	395	Ingram		70.43		
01/04/2022	AP	395	Ingram		100.74		
01/19/2022	AP	397	Ingram		84.43		
01/19/2022	AP	398	Ingram		92.94		
01/21/2022	AP	399	Ingram		64.20		
01/21/2022	AP	401	Ingram		149.43		
01/25/2022	AP	402	Ingram		8.92		
01/25/2022	AP	403	Ingram		85.63		
01/26/2022	AP	404	Ingram		44.00		
01/28/2022	AP	405	Ingram		35.04		
12/31/2021	AP	442	Midwest Tape		751.36		
12/06/2021	AP	494	Cengage Learning Inc.		24.69		
02/01/2022	AP	536	Ingram		52.27		
02/03/2022	AP	537	Ingram		74.63		
02/03/2022	AP	538	Ingram		168.94		
01/31/2022	AP	562	Midwest Tape		820.91		
03/12/2022	AP	577	Morningstar Inc		667.32		
01/19/2022	AP	583	Cengage Learning Inc.		98.76		
02/01/2022	AP	613	Center Point Large Print		139.62		
02/07/2022	AP	635	Ingram		49.39		
02/08/2022	AP	636	Ingram		154.77		

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/09/2022	AP	671	Brilliance Publishing Inc.		10.00		
01/06/2022	JE	11	NETFLIX, Library Streaming Player Programming		13.99		
01/04/2022	JE	12	Amazon, Adult Dvds		19.89		
01/05/2022	JE	12	Amazon, Adult Books		27.99		
01/09/2022	JE	12	Amazon, Adult Dvds		126.48		
01/12/2022	JE	12	Amazon, Adult Dvds		12.95		
01/12/2022	JE	12	Amazon, Adult Dvds		32.95		
01/16/2022	JE	12	Amazon, Board Games		213.69		
01/16/2022	JE	12	Amazon, Board Games		76.73		
01/16/2022	JE	12	Amazon, Board Games		71.62		
01/17/2022	JE	12	Amazon, Adult Dvds		22.86		
01/18/2022	JE	12	Amazon, Adult Dvds		19.99		
01/20/2022	JE	12	Amazon, Adult Dvds		9.99		
01/21/2022	JE	12	Amazon, Board Games		112.57		
01/21/2022	JE	12	Amazon, Adult Books		15.25		
01/21/2022	JE	12	Amazon, Board Games		23.00		
01/22/2022	JE	12	Amazon, Adult Dvds		402.71		
01/22/2022	JE	12	Amazon, Board Games		29.99		
01/22/2022	JE	12	Amazon, Adult Books		36.58		
01/23/2022	JE	12	Amazon, Adult Books		161.58		
01/24/2022	JE	12	Amazon, Adult Dvds		13.99		
01/29/2022	JE	12	Amazon, Adult Dvds		60.93		
01/05/2022	JE	17	BAKER TAYLOR, Adult Books		15.53		
01/05/2022	JE	17	BAKER TAYLOR, Adult Books		48.28		
01/05/2022	JE	17	BAKER TAYLOR, YP Books		18.42		
01/05/2022	JE	17	BAKER TAYLOR, YA,YP Books		52.90		
01/05/2022	JE	17	BAKER TAYLOR, YA,YP Books		40.49		
01/05/2022	JE	17	BAKER TAYLOR, Adult Books		45.49		
01/05/2022	JE	17	BAKER TAYLOR, Adult Books		31.09		
01/05/2022	JE	17	BAKER TAYLOR, Audio Books		22.00		
01/05/2022	JE	17	BAKER TAYLOR, Dvds		17.84		
01/05/2022	JE	17	BAKER TAYLOR, Dvds		25.01		
01/05/2022	JE	17	BAKER TAYLOR, Music Cds		6.56		
01/06/2022	JE	17	BAKER TAYLOR, Return Credit			46.75-	
01/18/2022	JE	17	BAKER TAYLOR, Audio Books		47.28		
01/18/2022	JE	17	BAKER TAYLOR, Adult Books		205.30		
01/18/2022	JE	17	BAKER TAYLOR, Adult Books		170.59		
01/18/2022	JE	17	BAKER TAYLOR, Adult Books		72.69		
01/18/2022	JE	17	BAKER TAYLOR, Dvds		50.03		
01/18/2022	JE	17	BAKER TAYLOR, Audio Books		22.00		
01/18/2022	JE	17	BAKER TAYLOR, Adult Books		171.99		
01/26/2022	JE	17	BAKER TAYLOR, Adult Books		16.64		
01/26/2022	JE	17	BAKER TAYLOR, Adult Books		61.01		
01/26/2022	JE	17	BAKER TAYLOR, Dvds		38.57		
01/26/2022	JE	17	BAKER TAYLOR, Adult Large Print Books		17.21		
01/26/2022	JE	17	BAKER TAYLOR, Audio Books		118.73		
01/26/2022	JE	17	BAKER TAYLOR, YA Books		15.99		
01/26/2022	JE	17	BAKER TAYLOR, Adult Books		22.20		
01/26/2022	JE	17	BAKER TAYLOR, Audio Books		15.39		
02/28/2022 (02/22) Period Totals and Balance					6,623.49 *	46.75- *	49,661.40
YTD Encumbrance	.00	YTD Actual	49,661.40 Total	49,661.40 YTD Budget	115,000.00 Unexpended	65,338.60	
Periodicals			01/31/2022 (01/22) Balance	07-510-520-2237			5,780.70
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	5,780.70
YTD Encumbrance	.00	YTD Actual	5,780.70 Total	5,780.70 YTD Budget	8,000.00 Unexpended	2,219.30	

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Microfilm			01/31/2022 (01/22) Balance	07-510-520-2238			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
State Aid to Children - Books			01/31/2022 (01/22) Balance	07-510-520-2239			604.16
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	604.16
YTD Encumbrance	.00	YTD Actual	604.16 Total	604.16 YTD Budget	2,500.00 Unexpended	1,895.84	
Library Books/Records (Restr)			01/31/2022 (01/22) Balance	07-510-520-2240			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	50,000.00 Unexpended	50,000.00	
Programming			01/31/2022 (01/22) Balance	07-510-520-2241			8,637.34
01/25/2022 AP		344	Blackstone Publishing		41.60		
01/25/2022 AP		441	Best Western Holiday Motel		112.12		
01/04/2022 JE		12	Amazon, Supplies, Adult Programs		71.57		
01/08/2022 JE		12	Amazon, Supplies, Adult Programs		41.94		
01/16/2022 JE		12	Amazon, Adult Programs		59.95		
01/19/2022 JE		12	Amazon, Supplies, YP Programs		7.47		
01/21/2022 JE		12	Amazon, Supplies, YP Programs		32.58		
01/28/2022 JE		12	Amazon, Adult Programs		47.98		
01/29/2022 JE		12	Amazon, Adult Programs		71.94		
01/12/2022 JE		18	APPLE.COM, iCloud Storage		.99		
01/19/2022 JE		16	APPLE.COM, Music, YP Programs		.99		
01/22/2022 JE		18	BUZZSPROUT.COM, Podcast Hosting		12.00		
			02/28/2022 (02/22) Period Totals and Balance		501.53 *	.00 *	9,138.87
YTD Encumbrance	.00	YTD Actual	9,138.87 Total	9,138.87 YTD Budget	7,000.00 Unexpended	(2,138.87)	
Office Equipment Rental			01/31/2022 (01/22) Balance	07-510-520-2302			2,390.60
02/01/2022 AP		659	Xerox Corporation		119.00		
01/28/2022 JE		11	PITNEY BOWES LEASING, Postage Meter Rent		139.70		
			02/28/2022 (02/22) Period Totals and Balance		258.70 *	.00 *	2,649.30
YTD Encumbrance	.00	YTD Actual	2,649.30 Total	2,649.30 YTD Budget	20,000.00 Unexpended	17,350.70	
Equipment Repairs/Replacement			01/31/2022 (01/22) Balance	07-510-520-2303			100.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	100.00
YTD Encumbrance	.00	YTD Actual	100.00 Total	100.00 YTD Budget	5,000.00 Unexpended	4,900.00	
Equipment Maintenance Contract			01/31/2022 (01/22) Balance	07-510-520-2304			2,089.82
02/01/2022 AP		326	Advanlage Security LLC		37.95		
02/08/2022 AP		585	Bibliotheca LLC		896.94		
			02/28/2022 (02/22) Period Totals and Balance		934.89 *	.00 *	3,024.71
YTD Encumbrance	.00	YTD Actual	3,024.71 Total	3,024.71 YTD Budget	10,000.00 Unexpended	6,975.29	
Vehicle Maintenance/Fuel			01/31/2022 (01/22) Balance	07-510-520-2305			82.36
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	82.36
YTD Encumbrance	.00	YTD Actual	82.36 Total	82.36 YTD Budget	7,000.00 Unexpended	6,917.64	
Furniture			01/31/2022 (01/22) Balance	07-510-520-2306			.00
			02/28/2022 (02/22) Period Totals and Balance		.00 *	.00 *	.00

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Building & Grounds Maintenance		01/31/2022 (01/22) Balance		07-510-520-2309			26,950.38
01/10/2022	AP	322	Agri-Tech Design		242.00		
01/11/2022	AP	323	Aramark Uniform & Career Apparel		32.00		
02/08/2022	AP	558	Aramark Uniform & Career Apparel		32.00		
01/31/2022	AP	588	Bay Area Enterprises Inc.		3,345.25		
01/31/2022	AP	569	Bay Area Enterprises Inc.		125.52		
02/02/2022	AP	611	Agri-Tech Design		262.00		
01/11/2022	AP	790	Aramark Uniform & Career Apparel			32.00-	
01/11/2022	AP	855	Aramark Uniform & Career Apparel		32.00		
01/28/2022	JE	10	UMPQUA VALLEY FIRE SERVICES, Fire Extinguis		267.50		
		02/28/2022 (02/22) Period Totals and Balance			4,338.27 *	32.00- *	31,256.65
YTD Encumbrance		.00 YTD Actual	31,256.65 Total	31,256.65 YTD Budget	40,000.00 Unexpended	8,743.35	
Furniture (restricted)		01/31/2022 (01/22) Balance		07-510-520-2310			.00
		02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	100,000.00 Unexpended	100,000.00	
Reimbursable		01/31/2022 (01/22) Balance		07-510-520-2406			.00
		02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	200.00 Unexpended	200.00	
Library Board		01/31/2022 (01/22) Balance		07-510-520-2424			.00
		02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	500.00 Unexpended	500.00	
Gifts, Donations & Memorials		01/31/2022 (01/22) Balance		07-510-520-2450			2,574.04
		02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	2,574.04
YTD Encumbrance		.00 YTD Actual	2,574.04 Total	2,574.04 YTD Budget	5,000.00 Unexpended	2,425.96	
Bad Debt Expense		01/31/2022 (01/22) Balance		07-510-520-2500			.00
		02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Computer Hardware & Software		01/31/2022 (01/22) Balance		07-510-530-3001			.00
		02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	10,000.00 Unexpended	10,000.00	
Audio Visual Equipment		01/31/2022 (01/22) Balance		07-510-530-3022			.00
		02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Library Equipment		01/31/2022 (01/22) Balance		07-510-530-3023			.00
		02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	

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Date	Journal	Reference Number	Payee or Description		Account Number	Debit Amount	Credit Amount	Balance
Building Project								
			01/31/2022 (01/22) Balance		07-510-530-3118			.00
			02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00		
Contingency								
			01/31/2022 (01/22) Balance		07-510-560-6001			.00
			02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	90,270.00 Unexpended		90,270.00		
Unappropriated Ending Fund Bal								
			01/31/2022 (01/22) Balance		07-510-560-6002			.00
			02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	162,506.00 Unexpended		162,506.00		
Contingency - Library Board								
			01/31/2022 (01/22) Balance		07-510-560-6003			.00
			02/28/2022 (02/22) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00		
Number of Transactions: 141 Number of Accounts: 53						Debit	Credit	Proof
Total Library Fund:						104,593.14	4,409.37-	100,183.77
Number of Transactions: 141 Number of Accounts: 53						Debit	Credit	Proof
Grand Totals:						104,593.14	4,409.37-	100,183.77

Report Criteria:

- Actual Amounts
- All Accounts
- Summarize Payroll Detail
- Print Period Totals
- Print Grand Totals
- Include Funds: 07
- Page and Total by Fund
- Include Placeholders: None
- Include Balance Sheets: None
- Include Accounts: None
- Include Income Filters: None
- Include Sources: None
- Include Revenues: None
- All Segments Tested for Total Breaks

Librarian's Report

March 2022

PROGRAMS in FEBRUARY

Spanglish Conversation (2) with 7 people in attendance.

Forever Young Adult Book Group met with 4 in attendance.

Community Cooking with the Co-Op had 23 attendees.

Craft Take Out –48 kits distributed and 94 views on Facebook Live and YouTube

Unlimited Book Club, a partnership with Coos History Museum and North Bend Public Library had 9 participants.

ASL Practice Place – 10 participants

Indoor Star Party – 38 participants

Light Up Star Project – 75 participants

Book Box Program – 77 adults and 63 children participating

Swords and Starships Podcast – 2 episodes, 77 downloads

The Empire and Eastside pickup/drop off sites continue.

Community Yoga – 11 participants

One on One Appts – 3

Proctoring - 1

Young Writers in the Library (4) - 29

Read and Craft Club – 3

Board Games for teens (4) - 17

Manga Madness – 0

Jumping Into Fire – 10

Community Meetings regarding Concept Design – 44

Read and Craft Kits – 75

Potato Chip Science Kits – 120

Test Tube Projects – 20

Miscellaneous

In February there were 4,244 county-wide, checkouts on OverDrive. 449 circulations on hoopla in February with 17 new borrowers. Tumblebooks had 5 circulations.

The library has hired a new Library Assistant, Jennifer Wilson. She will be starting in March. She has been working in the Corvallis Public Library system prior to joining Coos Bay Public Library. Jennifer will be working closely with our Youth Services Librarian, also a Jennifer. 😊

2021/22	Myrtlewood	Myrtlewood	Cedar	Cedar	Total Use	Estimated Attendance (minus library program attendance already reported)
	Library Use	Non-Library Use	Library Use	Non-Library Use		
Jul-21	0	0	0	0	4	4
Aug-21	0	0	3	3	18	21
Sep-21	0	0	3	3	13	16
Oct-21	0	0	3	4	14	17
Nov-21	0	0	4	5	21	25
Dec-21	0	0	5	12	25	30
Jan-22	0	0	12	18	16	28
Feb-22	0	3	18	0	14	35
Mar-22			0	0	0	
Apr-22						
May-22						
Jun-22						
Totals						1397

23a.

Library Community Engagement Specialist Monthly Project Summary

LAKESIDE, NORTH BEND, AND COOS BAY LIBRARIES IN PARTNERSHIP WITH COOS HEALTH AND WELLNESS

FEBRUARY 2022

A SUCCESS STORY

The Community Engagement Specialist (CES) is tasked with helping patrons navigate multiple challenging systems. This requires a significant amount of the CES' time to be invested in researching the processes of these systems, building communication among disconnected parts of the system, and supporting patrons as they engage in the process. An example of this in February arose when Access Wireless, the wireless provider many seniors utilize, offered new phones but it was later identified that those new phones were through a new network that didn't serve our area. This resulted in seniors needing to find new plans and going days without phone access. The CES was able to find a new phone service that could serve seniors in our area and successfully helped many seniors transition to the new provider; additionally, she also mapped out the problem and the process to solve it and shared it across the social services systems in the area so that other service providers would know the steps to support other seniors in navigating this essential service need.

PATRONS SERVED

The Community Engagement Specialist served 37 patrons in February among the 3 locations.

NOTED TRENDS

A common systemic problem patrons in Lakeside and North Bend faced was homelessness; for Lakeside patrons, transportation was also a persistent concern.

SOCIAL DETERMINANTS OF HEALTH

This program supports patrons in navigating a multitude of social determinants that impact their wellness and health. The top 5 needs that patrons accessed the Community Engagement Specialist for in February were housing, support in navigating the healthcare or behavioral health system, legal aid, tax support, and transportation.

36% sought help for housing
18% sought help for behavioral health, healthcare, or addiction services
12% sought help for legal aid
12% sought help with taxes
9% sought help for transportation

Library directors in-kind their time for this project. One library director invested 13 hours in February alone.



**CITY OF COOS BAY 2022-2023 BUDGET
LIBRARY FUND 07
RESOURCES**

Actual 2019-20	Actual 2020-21	Council Adopted 2021-22	G/L Account #	Proposed 2022-23
903,213	1,099,855	1,096,846	CARRYOVER BALANCE	1,150,000
51,859	100,000	150,000	07-000-300-0100 Carryover Balance - unrestricted	200,000
<u>955,072</u>	<u>1,199,855</u>	<u>1,246,846</u>	07-000-300-0200 Carryover Balance - restricted (donation & furniture)	<u>1,350,000</u>
			Total Carryover Balance	
3,757	15,268	1,500	RESOURCES FROM OTHER AGENCIES	1,500
1,000	18,500	3,000	07-000-340-0300 State Library Grant	5,000
0	0	3,000	07-000-340-0301 Grants	1,000
41,495	27,211	0	07-000-340-0303 Federal Grants	0
1,408,546	1,233,851	1,150,000	07-000-340-0350 Federal Other Financial Assistance	1,220,000
<u>1,454,798</u>	<u>1,294,840</u>	<u>1,157,500</u>	07-000-340-0900 Library Tax Base	<u>1,227,500</u>
			Total Resources from other Agencies	
23,290	9,712	8,000	USE OF MONEY AND PROPERTY	5,000
5,850	0	2,000	07-000-350-0100 Interest	0
<u>29,140</u>	<u>9,712</u>	<u>10,000</u>	07-000-350-1100 Auditorium Rental	<u>5,000</u>
			Total Use of Money & Property	
5,781	105	7,000	CHARGES FOR CURRENT SERVICES	6,000
7,641	1,094	2,000	07-000-360-0100 Copies	2,000
<u>13,423</u>	<u>1,199</u>	<u>9,000</u>	07-000-360-1800 Library Fees	<u>8,000</u>
			Total Charges for Current Services	
27,252	2,588	100	OTHER INCOME	100
0	26,097	26,000	07-000-380-0100 Miscellaneous	26,000
3,012	2,936	1,000	07-000-380-0300 ESO Administration/Rent	500
31,022	5,313	5,000	07-000-380-0400 Reimbursements	10,000
<u>61,285</u>	<u>36,933</u>	<u>32,100</u>	07-000-380-0900 Gifts & Donations	<u>36,600</u>
			Total Other Income	
<u>2,513,719</u>	<u>2,542,541</u>	<u>2,455,446</u>	TOTAL LIBRARY FUND RESOURCES	<u>2,627,100</u>

25

25

CITY OF GOOS BAY 2022-2023 BUDGET
LIBRARY FUND 07
EXPENDITURES

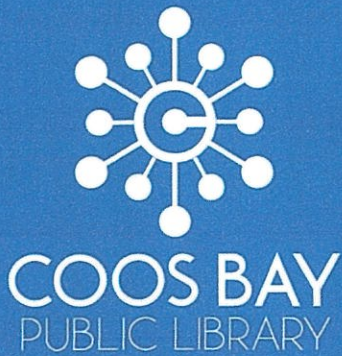
Actual 2019-20	Actual 2020-21	Council Adopted 2021-22	G/L Account #	Proposed 2022-23
573,177	562,427	851,394	07-510-510-1001 Salaries	840,447
128,566	124,515	206,226	07-510-510-1003 P.E.R.S.	204,186
42,672	40,580	69,038	07-510-510-1004 Payroll Taxes (Employer Paid)	68,131
159,514	145,125	434,498	07-510-510-1005 Employee Insurance	191,262
718	1,400	3,850	07-510-510-1006 Unemployment	3,600
837	587	864	07-510-510-1007 Workers' Compensation	799
8	0	100	07-510-510-1008 Volunteer Worker's Compensation	59
905,493	874,636	1,565,370	Total Personnel Services	1,308,484
PERSONNEL SERVICES				
3,550	3,354	5,000	07-510-520-2005 Training, Meetings, Travel and Dues	6,000
32,301	29,677	37,000	07-510-520-2101 Utilities	37,000
8,376	11,956	9,000	07-510-520-2102 Telephone	12,500
18,021	11,288	20,000	07-510-520-2105 Advertising	20,000
58,548	39,417	65,000	07-510-520-2108 Contractual	100,000
14,541	15,757	12,000	07-510-520-2120 Insurance	12,000
5,863	4,210	8,000	07-510-520-2122 Duplicating/Data Processing Supplies	8,000
378	0	3,000	07-510-520-2123 Printing	3,000
5,019	13,144	7,000	07-510-520-2205 Office Supplies	7,000
10,365	11,837	10,000	07-510-520-2206 Postage	10,000
2,445	196	3,500	07-510-520-2225 Janitorial Supplies	3,500
72,538	56,436	35,000	07-510-520-2231 Small Equipment	35,000
2,272	31,061	8,000	07-510-520-2234 Library Grant Materials	8,000
12,667	9,866	14,000	07-510-520-2235 Library Supplies	14,000
86,934	93,914	115,000	07-510-520-2236 Library Books and Records	115,000
4,833	9,978	8,000	07-510-520-2237 Periodicals	8,000
306	4,726	2,500	07-510-520-2239 State Aid to Children	2,500
0	0	50,000	07-510-520-2240 Library Books and Records (restricted)	50,000
0	8,119	7,000	07-510-520-2241 Programming	15,000
4,581	4,673	20,000	07-510-520-2302 Office Equipment Rental	20,000
1,910	1,085	5,000	07-510-520-2303 Equipment Repairs/Replacement	5,000
7,687	4,880	10,000	07-510-520-2304 Equipment Maintenance Contracts	10,000
0	2,312	7,000	07-510-520-2305 Vehicle Maintenance/Fuel	7,000
29,600	35,933	40,000	07-510-520-2309 Building & Grounds Maintenance	40,000
0	0	100,000	07-510-520-2310 Furniture (restricted)	200,000
MATERIALS AND SERVICES				

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CITY OF COOS BAY 2022-2023 BUDGET
LIBRARY FUND 07
EXPENDITURES (continued)

Actual 2019-20	Actual 2020-21	Council Adopted 2021-22	G/L Account #	Proposed 2022-23
0	35	200	07-510-520-2406 Reimbursable	200
0	0	500	07-510-520-2424 Library Board	1,500
25,618	17,206	5,000	07-510-520-2450 Gifts, Donations & Memorials	1,000
<u>408,373</u>	<u>421,060</u>	<u>626,700</u>	Total Materials and Services	<u>751,200</u>
CAPITAL OUTLAY				
0	0	10,000	07-510-530-3001 Computer Hardware & Software	0
0	0	0	07-510-530-3008 Vehicles	60,000
0	0	<u>10,000</u>	Total Capital Outlay	<u>60,000</u>
0	0	<u>90,270</u>	07-510-560-6001 CONTINGENCY	<u>257,416</u>
<u>1,199,855</u>	<u>1,246,846</u>	<u>162,506</u>	07-510-560-6002 UNAPPROPRIATED ENDING FUND BALANCE	<u>250,000</u>
<u>2,513,719</u>	<u>2,542,541</u>	<u>2,455,446</u>	TOTAL LIBRARY FUND EXPENDITURES	<u>2,627,100</u>

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THE LATEST at **COOS BAY** **PUBLIC LIBRARY** **MARCH 2022**

FOR MORE INFORMATION:
541-269-1101
www.coosbaylibrary.org

COME SEE US!
525 Anderson Avenue
Coos Bay, OR 97420

 **Find us on Facebook!**

 **Find us on Instagram!**

 **Find us on YouTube!**



BUILDING A BETTER LIBRARY **WORK CONTINUES ON NEW COMBINATION LIBRARY/911** **COMMUNICATIONS CENTER**

On February 23, 2022, the public had the opportunity to weigh in on three different building designs that will house the new Library and 911 Communication Center. "Option B2" was the overwhelming favorite of those who attended. The layout of the building would house the collection on the first floor with a partial roof deck that will be available for programming and public seating. The lower level will house meeting rooms, staff space, and the 911 Communications Center. The Hacker Architecture team will continue to refine the designs. The next public input meeting will occur mid-April (exact date to be announced).



UPCOMING!

1
MAR

READ & CRAFT CLUB
HELLO UNIVERSE BY ERIN ENTRADA
4:00PM - 5:00PM VIA ZOOM, GRADES 4 - 8

1
MAR

FOREVER YOUNG BOOK CLUB
MOXIE BY JENNIFER MATHIEU
5:00PM - 6:00PM VIA ZOOM, AGES 18+

2
MAR

STORYTIME IN THE LIBRARY
EVERY WEDNESDAY THIS MONTH
STARTS @ 10:00AM, BEFORE THE LIBRARY OPENS TO THE PUBLIC

2
MAR

READ ACROSS AMERICA DAY
CELEBRATE NATIONAL READING MONTH WITH A FREE BOOK FOR EVERY CHILD (WHILE SUPPLIES LAST)
ALL DAY IN THE LIBRARY

2&19
MAR

¡SPANGLISH! CONVERSATIONAL PROGRAM
12:00PM - 1:00PM on Zoom 03/02
10:30AM - 11:30 AM in the library 03/19

3
MAR

YOUNG WRITERS GROUP
WRITING GROUP FOR TEENS & TWEENS
MEETING THURSDAYS MARCH 3, 10, 17, 24, & 31
4:00PM - 5:00PM IN THE LIBRARY & ON ZOOM, AGES 12-18

3
MAR

COMMUNITY ENGAGEMENT SPECIALIST TAMMY ALEY AVAILABLE

MONDAYS	THURSDAYS	FRIDAYS
10:00AM - 11:00AM	10:00AM - 11:00AM	1:00PM - 5:00PM
BY APPT	BY APPT	DROP IN OR APPT
11:00AM - 5:00PM	11:00AM - 12:00PM	
DROP IN OR APPT	DROP IN OR APPT	

4
MAR

BOARD GAMES IN THE LIBRARY
FUN & GAMES FOR TEENS & TWEENS
MEETING FRIDAYS MARCH 4, 11, 18, & 25
2:00PM - 4:00PM IN THE LIBRARY'S TEEN AREA, AGES 12-18

4
MAR

SWORDS & STARSHIPS PODCAST
WOMEN AUTHORS & CHARACTERS (02/04)
JUMANJI: WELCOME TO THE JUNGLE (02/18)
NEW EPISODES AVAILABLE!

5
MAR

FRIENDS OF THE LIBRARY TABLE BOOK SALE
9:00AM - 2:00PM IN LIBRARY LOBBY

8
MAR

MANGA MADNESS
READ MANGA, WATCH ANIME, MAKE COSPLAY ACCESSORIES OR DRAW FANART!
4:00PM - 5:00PM IN THE LIBRARY, AGES 12-18

9
MAR

COMMUNITY YOGA
WITH INSTRUCTOR KELLI BOSAK
6:00PM - 7:00PM VIA ZOOM, ALL AGES WELCOME

10
MAR

UNLIMITED BOOK CLUB
WHITE FRAGILITY: WHY IT'S SO HARD FOR WHITE PEOPLE TO TALK ABOUT RACISM BY ROBIN DIANGELO
6:00PM - 7:00PM VIA ZOOM, AGES TEENS & ADULTS

DID YOU KNOW? MARCH IS NATIONAL READING MONTH



March is National Reading Month: a time for Americans of all ages to rediscover the joys and benefits of reading! According to Healthline, the act of reading strengthens the reader's brain, increases empathy, builds vocabulary, reduces stress, and even helps prevent age-related cognitive decline¹. Likewise, reading to young children has been shown to increase bonding, improve listening skills, expand creativity, and even increase attention span². Regardless of age, reading allows us to explore new horizons, expand our understanding of the world, and live richer, healthier lives. What will you read this month?



¹Stanborough, R.J. (2019). Healthline. Retrieved from: <https://www.healthline.com/health/benefits-of-reading-books>
²Marcin, A. (2020). Healthline. Retrieved from: <https://www.healthline.com/health/childrens-health/reading-to-children>

11
MAR

CRAFT TAKEOUT: WINE CORK GARDEN MARKERS
KITS AVAILABLE, CRAFT-ALONG TUTORIAL MARCH 11 @ 4:00 PM

17
MAR

ASL PRACTICE PLACE WITH INSTRUCTOR KANDY BERGQUIST
12:00PM - 1:00PM VIA ZOOM, ALL AGES WELCOME

17
MAR

FRIENDS OF THE LIBRARY 1/2 OFF BOOK STORE SALE
12:00PM - 4:00PM IN FRIENDS OF THE LIBRARY BOOK STORE

21
MAR

TAKE & MAKE SCIENCE KIT GIVEAWAY
PICK UP A SCIENCE EXPERIMENT TO DO OVER SPRING BREAK!
AVAILABLE WHILE SUPPLIES LAST.
AVAILABLE BEGINNING MARCH 21 @ 5-12

24
MAR

COMMUNITY COOKING WITH THE CO-OP
STARRING JAMAR!
THIS MONTH'S RECIPE: CO-OP BREAKFAST BOWL
5:30PM - 6:30PM VIA ZOOM, AGES TEENS, ADULTS, FAMILIES

30
MAR

OREGON BATTLE OF THE BOOKS
NORTH BEND & COOS BAY OBOB TEAMS COMPETE WITH SPECIAL GUEST APPEARANCES BY MAYOR BENETTI AND MAYOR ENGELKE
4:00PM IN THE LIBRARY

31
MAR

THE POWER OF MUSHROOM SUPPLEMENTS
WITH NATURAL GROCERS' NUTRITIONAL HEALTH COACH CHERYL O'DELL, MSN
12:00PM - 1:00PM VIA ZOOM, AGES TEENS, ADULTS, FAMILIES