

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

Wednesday August 17, 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**
 - a. Facilities update**
- 9. New Business**
- 10. Announcements**
- 11. Adjourn**

Coos Bay Public Library

July 2022 Report

of items added to collection – **643**

New cards issued – **136**

Total reference questions – **391**

Daily average circulation – **820**

Total # of programs – **28**

Program attendance – **1,226**

Total items checked out at the library – **18,607**

Total of Coos Bay items checked out anywhere – **18,870**

Total digital downloads – **433**

Total Wireless Internet Connections – **11,614**

Gate count – **5,108**

Total monthly library visits – **5,475**

COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
July 20, 2022

Call to Order – Vice President Bob More called the meeting to order at 5:15 p.m.

Board Members Present: Ida Gates, Gina Sutherland, Janice Langlinais, Bob More, Peggy Christensen, Jenni Deleon, James Moore, Rob Miles

Others In Attendance: Christina Coffman, Marie Benton, Crystal Barr

Introductions were made.

Election of Officers:

Bob read the officers duties according to the bylaws. There was confusion over the Secretary position. The by-laws say the secretary will keep the records of the boards actions. The by-laws also say that the Library Director will be the recording secretary. It was also noted each invoice to be paid must be signed off by the treasurer. This usually happens one a week but may happen at other times.

President – Bob More was nominated by Gina with a second by Janice. No other nominations were made. Janice motioned to appoint Bob More President of the Coos Bay Public Library Board with a second by Gina. Unanimously approved.

Vice President – Janice Langlinais was nominated by Gina with a second by Rob Miles. No other nominations were made. Gina motioned to appoint Janice Langlinais Vice President of the Coos Bay Public Library Board with a second by JR More. Unanimously approved.

Treasurer – Peggy Christensen was nominated by Janice with a second by Gina. No other nominations were made. Janice motioned to appoint Peggy Christensen Treasurer of the Coos Bay Public Library Board with a second by Gina. Unanimously approved.

Secretary – With the confusion about the secretary’s duties Bob suggested that the Secretary and Treasurers positions be combined. It was decided to elect a Secretary but take a look at the bylaws for a possible change.

Gina Sutherland was nominated by Peggy with a second by Rob. No other nominations were made. Janice motioned to appoint Gina Sutherland as Secretary to the Coos Bay Public Library Board with a second by James. Unanimously approved.

Public Comment –None

Minutes and Circulation – Minutes from the June 2022 meeting were reviewed. Janice made a motion to approve the minutes. Gina seconded. Unanimously approved. Circulation report was reviewed. It was noted that the monthly wireless connection numbers were added to the summary.

Treasurer's Report – The draft budget report for the year ending 2021/22 was reviewed. The Memorial Funds report was also reviewed. Christina reported that interviews were taking place for the open Library Assistant position.

Correspondence – none

Librarians Report – Report was reviewed.

Friends of the Library Report – The bookstore made \$843.00 in June. There was no book sale in July. The next sale is August 6th & 7th. Due to staffing issues the bookstore open days have been reduced to Wednesday through Saturday 12:00 – 5:30pm.

Library Foundation Report – Working on the scope of work for a PR company. Also waiting for direction from the City on what comes next. There will be a Steering Committee meeting on August 3rd. A couple of grant writers have been interviewed. The Foundation is currently negotiating to hire a polling company to discover why people voted the way they did.

Old Business –

Facilities Update – One of the main HVAC units has failed. The City is continuing to investigate how best to address it. Bob asked if the building was movement was being monitored again. Christina thought that it had not started yet.

New Business –

Welcome to the new board members.

Adjournment – R. More adjourned the meeting at 6:08 p.m.
Next Meeting: August 17, 2022 – 5:15 p.m.

Respectfully submitted,
Crystal Barr

COOS BAY PUBLIC LIBRARY JULY 2022

INVENTORY

<u>CLASSIFICATION</u>	<u>ACQUIRED</u>	<u>DISCARDS</u>
Adult Books	198	83
Adult Audio Books	78	7
Adult Video	52	25
Adult Music	0	0
Adult Video Games	15	0
Library of Things	1	0
Young Adult Books	51	0
Young Adult Audio	0	0
Child Books	241	24
Child Audio	2	0
Child Video	2	0
Child Music Cds	3	0
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TOTAL	643	139

CIRCULATION SUMMARY

	Total Items Checked Out At Coos Bay	Total Coos Bay Owned Items Checked Out	
2022	18,607	18,870	
2021	13,122	16,119	
2020	8,528	9,270	
2019	20,054	22,944	
2018	20,696	23,117	
2017	24,406	24,630	
GATE COUNT:	5,108		
	(2021 - 4,391)		
REFERENCE QUESTIONS ANSWERED:		391	
YP REFERENCE QUESTIONS ANSWERED:		32	
NEW PATRON REGISTRATIONS:		136	
#DAYS OPEN:	25	26	23
DAILY AVERAGE CIRCULATION:	820	(21) 620	(20) 403

RECEIPTS FROM PATRONS

DAMAGED/LOST	\$96.86
MISC	\$10.00
RENT	\$0.00
COPIES	<u>\$288.35</u>
TOTAL	<u>\$395.21</u>

City of Coos Bay
 Revenues with Comparison to Budget
 For the 1 Months Ending July 31, 2022

Library Fund

	Period Actual	YTD Actual	Budget	Unearned	Pcnt	
<u>Carryover</u>						
07-000-300-0100	Carryover - Regular	.00	.00	1,150,000.00	1,150,000.00	.0
07-000-300-0200	Carryover - Memorial/Board	.00	.00	200,000.00	200,000.00	.0
	Total Carryover	.00	.00	1,350,000.00	1,350,000.00	.0
<u>Revenue From Other Agencies</u>						
07-000-340-0300	State Library Grant	.00	.00	1,500.00	1,500.00	.0
07-000-340-0301	Grants	17,865.00	17,865.00	5,000.00	(12,865.00)	357.3
07-000-340-0303	Federal Grants	.00	.00	1,000.00	1,000.00	.0
07-000-340-0900	Library Tax Base	.00	.00	1,220,000.00	1,220,000.00	.0
	Total Revenue From Other Agencies	17,865.00	17,865.00	1,227,500.00	1,209,635.00	1.5
<u>Use Of Money & Property</u>						
07-000-350-0100	Interest	1,472.32	1,472.32	5,000.00	3,527.68	29.5
	Total Use Of Money & Property	1,472.32	1,472.32	5,000.00	3,527.68	29.5
<u>Current Services</u>						
07-000-360-0100	Copies	214.50	214.50	6,000.00	5,785.50	3.6
07-000-360-1800	Library Fees	69.86	69.86	2,000.00	1,930.14	3.5
	Total Current Services	284.36	284.36	8,000.00	7,715.64	3.6
<u>Other Revenue</u>						
07-000-380-0100	Miscellaneous	10.00	10.00	100.00	90.00	10.0
07-000-380-0300	ESO Administration/Rent	2,174.79	2,174.79	26,000.00	23,825.21	8.4
07-000-380-0400	Reimbursements	.00	.00	500.00	500.00	.0
07-000-380-0900	Gifts, Donations & Memorials	141.75	141.75	10,000.00	9,858.25	1.4
	Total Other Revenue	2,326.54	2,326.54	36,600.00	34,273.46	6.4
	Total Fund Revenue	21,948.22	21,948.22	2,627,100.00	2,605,151.78	.8

City of Coos Bay
Expenditures with Comparison to Budget
For the 1 Months Ending July 31, 2022

Library Fund

		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
<u>Expenditures</u>						
Personnel Services						
07-510-510-1001	Salaries	55,002.00	55,002.00	878,730.00	823,728.00	6.3
07-510-510-1003	P.E.R.S.	13,755.39	13,755.39	212,896.00	199,140.61	6.5
07-510-510-1004	Social Security	4,111.85	4,111.85	71,238.00	67,126.15	5.8
07-510-510-1005	Employee Insurance	10,269.85	10,269.85	215,867.00	205,597.15	4.8
07-510-510-1006	Unemployment	.00	.00	3,850.00	3,850.00	.0
07-510-510-1007	Workers Compensation Insurance	85.23	85.23	836.00	750.77	10.2
07-510-510-1008	Volunteer Workers Compensation	.00	.00	59.00	59.00	.0
Total Personnel Services		83,224.32	83,224.32	1,383,476.00	1,300,251.68	6.0
Materials & Services						
07-510-520-2005	Training, Meetings, Travel, Dues	1,744.47	1,744.47	6,000.00	4,255.53	29.1
07-510-520-2101	Utilities	.00	.00	37,000.00	37,000.00	.0
07-510-520-2102	Telephone	.00	.00	20,000.00	20,000.00	.0
07-510-520-2105	Advertising	65.84	65.84	20,000.00	19,934.16	.3
07-510-520-2108	Contractual	5,889.88	5,889.88	100,000.00	94,110.12	5.9
07-510-520-2120	Insurance	.00	.00	12,000.00	12,000.00	.0
07-510-520-2122	Duplicating\Data Processing	.00	.00	8,000.00	8,000.00	.0
07-510-520-2123	Printing	.00	.00	3,000.00	3,000.00	.0
07-510-520-2205	Office Supplies	.00	.00	7,000.00	7,000.00	.0
07-510-520-2206	Postage	500.00	500.00	10,000.00	9,500.00	5.0
07-510-520-2225	Janitorial Supplies	.00	.00	3,500.00	3,500.00	.0
07-510-520-2231	Small Equipment	45.85	45.85	35,000.00	34,954.15	.1
07-510-520-2234	Grants	.00	.00	8,000.00	8,000.00	.0
07-510-520-2235	Library Supplies	685.52	685.52	14,000.00	13,314.48	4.9
07-510-520-2236	Library Books & Records	4,712.00	4,712.00	115,000.00	110,288.00	4.1
07-510-520-2237	Periodicals	4,535.77	4,535.77	8,000.00	3,464.23	56.7
07-510-520-2239	State Aid to Children - Books	708.54	708.54	2,500.00	1,791.46	28.3
07-510-520-2240	Library Books/Records (Restr)	.00	.00	50,000.00	50,000.00	.0
07-510-520-2241	Programming	749.37	749.37	15,000.00	14,250.63	5.0
07-510-520-2302	Office Equipment Rental	119.90	119.90	20,000.00	19,880.10	.6
07-510-520-2303	Equipment Repairs/Replacement	100.00	100.00	5,000.00	4,900.00	2.0
07-510-520-2304	Equipment Maintenance Contract	7,611.64	7,611.64	10,000.00	2,388.36	76.1
07-510-520-2305	Vehicle Maintenance/Fuel	.00	.00	7,000.00	7,000.00	.0
07-510-520-2309	Building & Grounds Maintenance	44.99	44.99	50,000.00	49,955.01	.1
07-510-520-2310	Furniture (restricted)	.00	.00	200,000.00	200,000.00	.0
07-510-520-2406	Reimbursable	.00	.00	200.00	200.00	.0
07-510-520-2424	Library Board	.00	.00	1,500.00	1,500.00	.0
07-510-520-2450	Gifts, Donations & Memorials	800.00	800.00	1,000.00	200.00	80.0
Total Materials & Services		28,313.77	28,313.77	768,700.00	740,386.23	3.7
Capital Outlay						
07-510-530-3008	Vehicles	.00	.00	60,000.00	60,000.00	.0
Total Capital Outlay		.00	.00	60,000.00	60,000.00	.0

City of Coos Bay
Expenditures with Comparison to Budget
For the 1 Months Ending July 31, 2022

Library Fund

	Period Actual	YTD Actual	Budget	Unexpended	Pcnt
Other Financing Uses					
07-510-560-6001 Contingency	.00	.00	164,924.00	164,924.00	.0
07-510-560-6002 Unappropriated Ending Fund Bal	.00	.00	250,000.00	250,000.00	.0
Total Other Financing Uses	.00	.00	414,924.00	414,924.00	.0
Total Expenditures	111,538.09	111,538.09	2,627,100.00	2,515,561.91	4.3
Total Fund Expenditures	111,538.09	111,538.09	2,627,100.00	2,515,561.91	4.3
Net Revenue Over Expenditures	(89,589.87)	(89,589.87)	.00	89,589.87	.0

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-000-100-1001 Cash - Combined Fund					
		07/01/2022 (00/22) Balance	00 *	.00 *	1,384,318.04
CA	5	Cash Allocation - Created: 07/07/22 7:35 AM		502.72-	
CA	16	Cash Allocation - Created: 08/04/22 12:01 PM		38,070.56-	
		07/31/2022 (07/22) Period Totals and Balance	00 *	38,573.28- *	1,345,744.76
07-000-100-1015 Cash on Hand/Till Drawer					
		07/01/2022 (00/22) Balance	00 *	.00 *	200.00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	200.00
07-000-100-1017 Library Board Cash					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	00
07-000-100-1018 Library Board T.c.d.					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	00
07-000-100-1101 Prepaid Expense					
		07/01/2022 (00/22) Balance	00 *	.00 *	13,880.92
JE	25	Reverse FY22 Prepays/FY23 Expense		13,611.01-	
		07/31/2022 (07/22) Period Totals and Balance	00 *	13,611.01- *	269.91
07-000-100-1150 Investments - Nonspendable					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	00
07-000-100-1201 Accounts Receivable					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	00
07-000-100-1299 AR/FS					
		07/01/2022 (00/22) Balance	00 *	.00 *	67,818.75
CR	1049021	Library AR/FS - Library Tax Base 6/18/22		67,818.75-	
		07/31/2022 (07/22) Period Totals and Balance	00 *	67,818.75- *	00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-000-200-2001 Accounts Payable					
		07/01/2022 (00/22) Balance	00 *	00 *	16,136 57-
AP	33	Summary Transactions from AP System		2,640.99-	
AP	52	Summary Transactions from AP System		116.00-	
AP	59	Summary Transactions from AP System		5,545.74-	
AP	126	Summary Transactions from AP System		1,851.10-	
AP	183	Summary Transactions from AP System		545.85-	
AP	323	Summary Transactions from AP System		573.26-	
AP	455	Summary Transactions from AP System		2,958.50-	
CDA1	128180	Advantage Security LLC	37.95		
CDA1	128181	ArchiveSocial Inc	2,303.04		
CDA1	128198	World Trade Press	300.00		
CDA1	128214	AUS West Lockbox	32.00		
CDA1	128216	Blackstone Audio Inc	41.60		
CDA1	128217	BNT Promotional Products	2,789.50		
CDA1	128223	C-N-B Security Inc	1,001.00		
CDA1	128241	Whitty, Joshua	58.00		
CDA1	128242	Wilson, Jennifer	58.00		
CDA1	128243	Bibliotheca LLC	6,338.00		
CDA1	128245	Cardinal Services Inc.	43.52		
CDA1	128247	Cengage Learning Inc	246.90		
CDA1	128256	Ingram	25.15		
CDA1	128266	Phil's Lock & Key	288.00		
CDA1	128276	Ingram	1,317.77		
CDA1	128295	U.S. Cellular	296.19		
CDA1	128301	AUS West Lockbox	32.00		
CDA1	128302	Bay Area Enterprises Inc.	145.12		
CDA1	128302	Bay Area Enterprises Inc.	3,345.25		
CDA1	128304	Cardinal Services Inc.	589.48		
CDA1	128306	Center Point Large Print	139.62		
CDA1	128309	C-N-B Security Inc	1,831.50		
CDA1	128360	Oregon Tool & Supply Inc	45.85		
CDA1	128361	Reserve account	500.00		
CDA1	128401	Midwest Tape LLC	1,058.32		
CDA1	128412	Perry's Supply	12.99		
CDA1	128421	Sprague Pest Solutions	160.50		
CDA1	128428	Xerox Corporation	124.24		
CDA1	128429	Xerox Corporation	279.87		
		07/31/2022 (07/22) Period Totals and Balance	23,441.36 *	14,231.44- *	6,926.65-
07-000-200-2002 Accrued Expenses					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00
07-000-200-2003 Due from Employee					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00

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Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-000-200-2020 Encumbrances					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	00
07-000-200-2099 AP/FS					
		07/01/2022 (00/22) Balance	00 *	.00 *	3,967.22-
CD13	1	PACIFIC POWER 12447751-0018 LIBRARY	1,597.02		
JE	15	R/C AP97 (7/22) Cardinal Inv# 1211234 Partial Amt S	261.12		
JE	16	R/C AP276 (13/22) Aramark Inv#5090002234 S/B Per		32.00-	
JE	33	R/C AP228(7/22) Xerox Inv#016610358 Library Copie	158.02		
JE	34	R/C AP229(7/22) Xerox Inv#016610358 Library Copie	121.85		
		07/31/2022 (07/22) Period Totals and Balance	2,138.01 *	32.00- *	1,861.21-
07-000-200-2200 Visa Payable					
		07/01/2022 (00/22) Balance	00 *	.00 *	19,097.24-
CD13	5	06/30/22 UMPQUA BANK VISA PAYMENT	20,031.23		
JE	8	202206 PIERSON VISA		275.00-	
JE	12	202206 LIBRARY 1 VISA		683.99-	
JE	20	R/C JE#12 (07/22) LIBRARY VISA DOWNTOWN AS	25.00		
		07/31/2022 (07/22) Period Totals and Balance	20,056.23 *	958.99- *	00
07-000-200-2401 Reserve For Encumbrance					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	00
07-000-200-2500 Fund Balance					
		07/01/2022 (00/22) Balance	.00 *	.00 *	1,427,016.68-
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	1,427,016.68-
07-000-200-2501 Fund Balance - Nonspendable					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	00
07-000-200-2520 Accrued Vac. & Comp. Liability					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	00
07-000-300-0100 Carryover - Regular					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	00
YTD Encumbrance	00	YTD Actual	.00	Total	.00
		YTD Budget	1,150,000.00-	Unearned	1,150,000.00
07-000-300-0200 Carryover - Memorial/Board					
		07/01/2022 (00/22) Balance	.00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	00
YTD Encumbrance	00	YTD Actual	.00	Total	.00
		YTD Budget	200,000.00-	Unearned	200,000.00

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Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-000-340-0300 State Library Grant					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 1,500.00- Unearned	1,500.00
07-000-340-0301 Grants					
		07/01/2022 (00/22) Balance	00 *	00 *	00
CR	2037032	Grants - Clackamas Education Service District		17,865.00-	
		07/31/2022 (07/22) Period Totals and Balance	.00 *	17,865.00- *	17,865.00-
YTD Encumbrance	00	YTD Actual 17,865.00- Total	17,865.00-	YTD Budget 5,000.00- Unearned	12,865.00-
07-000-340-0302 Gifts, Donations & Memorials					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 00 Unearned	.00
07-000-340-0303 Federal Grants					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 1,000.00- Unearned	1,000.00
07-000-340-0304 State Grants					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 00 Unearned	.00
07-000-340-0350 Federal Other Financial Assist					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 00 Unearned	.00
07-000-340-0900 Library Tax Base					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00
YTD Encumbrance	00	YTD Actual 00 Total	.00	YTD Budget 1,220,000.00- Unearned	1,220,000.00
07-000-350-0100 Interest					
		07/01/2022 (00/22) Balance	00 *	00 *	00
CRJE	4	INTEREST DISTRIBUTION FOR 7/31/2022		1,472.32-	
		07/31/2022 (07/22) Period Totals and Balance	00 *	1,472.32- *	1,472.32-
YTD Encumbrance	00	YTD Actual 1,472.32- Total	1,472.32-	YTD Budget 5,000.00- Unearned	3,527.68

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Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-000-350-0200 Interest-Memorial					
	07/01/2022 (00/22)	Balance	00 *	.00 *	00
	07/31/2022 (07/22)	Period Totals and Balance	00 *	.00 *	00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
07-000-350-0300 Interest-Library Board					
	07/01/2022 (00/22)	Balance	00 *	.00 *	00
	07/31/2022 (07/22)	Period Totals and Balance	00 *	.00 *	00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
07-000-350-1100 Auditorium Rental					
	07/01/2022 (00/22)	Balance	00 *	.00 *	00
	07/31/2022 (07/22)	Period Totals and Balance	00 *	.00 *	00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
07-000-360-0100 Copies					
	07/01/2022 (00/22)	Balance	00 *	.00 *	00
CR	99007494	Online Payment - NATALIE WOOD		1.20-	
CR	99007500	Copies - Imported on 07/06/2022 - ADAM F HECHT		8.60-	
CR	99007508	Online Payment - PETER T MCLAUGHLIN		.85-	
CR	1048984	Copies - Library Weekly Deposit 6/28-7/6/22		57.00-	
CR	99007522	Online Payment - dawn Blowers		3.00-	
CR	1049016	Copies - Library Deposit 7/7/22-7/11/22		28.95-	
CR	99007556	Online Payment - CHRISTIANA M FOLEY		1.00-	
CR	99007558	Online Payment - JEREMY TERRY		3.40-	
CR	1049020	Copies - Library Weekly Deposit 7/12-7/16/22		66.20-	
CR	99007560	Online Payment - ROBERT P STRANGE		1.00-	
CR	1049084	Copies - Library Weekly Deposit 7/18-7/22/22		42.50-	
CR	99007597	Online Payment - MIGUEL FLORES		.40-	
CR	99007603	Online Payment - ABBIE ROBSON		.40-	
	07/31/2022 (07/22)	Period Totals and Balance	00 *	214.50- *	214.50-
YTD Encumbrance	.00	YTD Actual	214.50-	Total	214.50-
		YTD Budget	6.000.00-	Unearned	5,785.50
07-000-360-1700 Data Base Specialist Fees					
	07/01/2022 (00/22)	Balance	00 *	.00 *	00
	07/31/2022 (07/22)	Period Totals and Balance	00 *	.00 *	00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00

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Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-000-360-1800 Library Fees					
		07/01/2022 (00/22) Balance	00 *	00 *	00
CR	1048984	Library Fees - Library Weekly Deposit 6/28-7/6/22		4.00-	
CR	99007540	Online Payment - MICHELLE R SHAUGHNESSY		14.99-	
CR	99007542	Online Payment - KELSEY E BLAKE		8.99-	
CR	99007569	Online Payment - KIRSTEN MCALLISTER		14.99-	
CR	99007591	Online Payment - ANGELA MOTT		15.99-	
CR	99007593	Online Payment - VIKKI WINN		10.90-	
		07/31/2022 (07/22) Period Totals and Balance	00 *	69.86- *	69.86-
YTD Encumbrance	00	YTD Actual 69.86- Total	69.86- YTD Budget	2,000.00- Unearned	1,930.14
07-000-380-0100 Miscellaneous					
		07/01/2022 (00/22) Balance	00 *	00 *	00
CR	99007510	Online Payment - AYLAM THOMAS		5.00-	
CR	99007514	Online Payment - REBECCA PETERSON		5.00-	
		07/31/2022 (07/22) Period Totals and Balance	00 *	10.00- *	10.00-
YTD Encumbrance	00	YTD Actual 10.00- Total	10.00- YTD Budget	100.00- Unearned	90.00
07-000-380-0200 Cash Over/short					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00
YTD Encumbrance	00	YTD Actual .00 Total	.00 YTD Budget	00 Unearned	00
07-000-380-0300 ESO Administration/Rent					
		07/01/2022 (00/22) Balance	00 *	00 *	00
JE	3	ESO Monthly Admin and Accounting Fee		2,174.79-	
		07/31/2022 (07/22) Period Totals and Balance	00 *	2,174.79- *	2,174.79-
YTD Encumbrance	00	YTD Actual 2,174.79- Total	2,174.79- YTD Budget	26,000.00- Unearned	23,825.21
07-000-380-0400 Reimbursements					
		07/01/2022 (00/22) Balance	00 *	00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	00 *	00
YTD Encumbrance	00	YTD Actual .00 Total	.00 YTD Budget	500.00- Unearned	500.00
07-000-380-0900 Gifts, Donations & Memorials					
		07/01/2022 (00/22) Balance	00 *	00 *	00
CR	1048984	Gifts & Donations - Library Weekly Deposit 6/28-7/6/22		105.00-	
CR	1049016	Gifts & Donations - Library Deposit 7/7/22-7/11/22		24.71-	
CR	1049020	Gifts & Donations - Library Weekly Deposit 7/12-7/16/		8.01-	
CR	1049084	Gifts & Donations - Library Weekly Deposit 7/18-7/22/		4.03-	
		07/31/2022 (07/22) Period Totals and Balance	00 *	141.75- *	141.75-
YTD Encumbrance	00	YTD Actual 141.75- Total	141.75- YTD Budget	10,000.00- Unearned	9,858.25

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Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-000-380-1000 Library Donations-Other					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	00	Unearned	.00
07-510-510-1001 Salaries					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
PC	13	PAYROLL TRANS FOR 7/20/2022 PAY PERIOD	58,802.00		
PC	14	PAYROLL TRANS FOR 7/20/2022 PAY PERIOD		3,800.00-	
		07/31/2022 (07/22) Period Totals and Balance	58,802.00 *	3,800.00- *	55,002.00
YTD Encumbrance	.00	YTD Actual	55,002.00	Total	55,002.00
		YTD Budget	878,730.00	Unexpended	823,728.00
07-510-510-1002 Overtime					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
07-510-510-1003 P.E.R.S.					
		07/01/2022 (00/22) Balance	.00 *	.00 *	00
PB	94	PAYROLL TRANS FOR 7/20/2022 PAY PERIOD	13,755.39		
		07/31/2022 (07/22) Period Totals and Balance	13,755.39 *	.00 *	13,755.39
YTD Encumbrance	.00	YTD Actual	13,755.39	Total	13,755.39
		YTD Budget	212,896.00	Unexpended	199,140.61
07-510-510-1004 Social Security					
		07/01/2022 (00/22) Balance	.00 *	.00 *	00
PB	93	PAYROLL TRANS FOR 7/20/2022 PAY PERIOD	4,111.85		
		07/31/2022 (07/22) Period Totals and Balance	4,111.85 *	.00 *	4,111.85
YTD Encumbrance	.00	YTD Actual	4,111.85	Total	4,111.85
		YTD Budget	71,238.00	Unexpended	67,126.15
07-510-510-1005 Employee Insurance					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
PB	92	PAYROLL TRANS FOR 7/20/2022 PAY PERIOD	10,269.85		
PC	101	PAYROLL TRANS FOR 7/20/2022 PAY PERIOD	31.12		
PC	102	PAYROLL TRANS FOR 7/20/2022 PAY PERIOD		31.12-	
		07/31/2022 (07/22) Period Totals and Balance	10,300.97 *	31.12- *	10,269.85
YTD Encumbrance	.00	YTD Actual	10,269.85	Total	10,269.85
		YTD Budget	215,867.00	Unexpended	205,597.15
07-510-510-1006 Unemployment					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	3,850.00	Unexpended	3,850.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-510-510-1007 Workers Compensation Insurance					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
PB	91	PAYROLL TRANS FOR 7/20/2022 PAY PERIOD	85.23		
		07/31/2022 (07/22) Period Totals and Balance	85.23 *	.00 *	85.23
YTD Encumbrance	.00	YTD Actual	85.23	Total	85.23
			YTD Budget	836.00	Unexpended
					750.77
07-510-510-1008 Volunteer Workers Compensation					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	59.00	Unexpended
					59.00
07-510-510-1009 Accrued Vacation Liability					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	.00	Unexpended
					.00
07-510-520-2001 Meetings And Travel					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	.00	Unexpended
					.00
07-510-520-2003 Memberships, dues, publications					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	.00	Unexpended
					.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-510-520-2005 Training, Meetings, Travel, Dues					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
AP	46	Whitty, Joshua	58.00		
AP	49	Wilson, Jennifer	58.00		
JE	12	OREGON LIBRARY ASSOC., Registration, J Whitty	130.00		
JE	12	TIMBERLINE LODGE, Lodging, J.Whitty	161.25		
JE	12	TIMBERLINE LODGE, Lodging Cancelled, J.Whitty		161.25-	
JE	12	HUCKLEBERRY INN, J.Whitty, Lodging	258.00		
JE	12	HUCKLEBERRY INN, J.Wilson, Lodging	258.00		
JE	12	COOS BAY DOWNTOWN ASSOC., Wednesday Mar	25.00		
JE	8	ASSOC FOR RURAL AND SMALL LIBRARIES, Piers	275.00		
JE	25	Reverse FY22 Prepays/FY23 Expense	2.50		
JE	25	Reverse FY22 Prepays/FY23 Expense	2.50		
JE	25	Reverse FY22 Prepays/FY23 Expense	17.80		
JE	25	Reverse FY22 Prepays/FY23 Expense	100.00		
JE	25	Reverse FY22 Prepays/FY23 Expense	74.56		
JE	25	Reverse FY22 Prepays/FY23 Expense	65.35		
JE	25	Reverse FY22 Prepays/FY23 Expense	87.50		
JE	25	Reverse FY22 Prepays/FY23 Expense	62.51		
JE	25	Reverse FY22 Prepays/FY23 Expense	180.00		
JE	25	Reverse FY22 Prepays/FY23 Expense	114.75		
JE	20	R/C JE#12 (07/22) LIBRARY VISA DOWNTOWN AS		25.00-	
		07/31/2022 (07/22) Period Totals and Balance	1,930.72 *	186.25- *	1,744.47
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YTD Encumbrance	00	YTD Actual	1,744.47	Total	1,744.47
		YTD Budget	6,000.00	Unexpended	4,255.53
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07-510-520-2101 Utilities					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	00 *	.00 *	00
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YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	37,000.00	Unexpended	37,000.00
<hr/>					
07-510-520-2102 Telephone					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	00
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YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	20,000.00	Unexpended	20,000.00
<hr/>					
07-510-520-2105 Advertising					
		07/01/2022 (00/22) Balance	00 *	.00 *	00
JE	25	Reverse FY22 Prepays/FY23 Expense	65.84		
		07/31/2022 (07/22) Period Totals and Balance	65.84 *	.00 *	65.84
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YTD Encumbrance	00	YTD Actual	65.84	Total	65.84
		YTD Budget	20,000.00	Unexpended	19,934.16

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-510-520-2108 Contractual					
		07/01/2022 (00/22) Balance	00 *	00 *	00
AP	24	ArchiveSocial Inc	2,303.04		
AP	118	C-N-B Security Inc	291.50		
AP	97	Cardinal Services Inc.	331.84		
AP	119	C-N-B Security Inc	830.50		
AP	285	Sprague Pest Solutions	160.50		
AP	98	Cardinal Services Inc.	257.64		
AP	448	C-N-B Security Inc	1,001.00		
AP	422	Cardinal Services Inc.	715.25		
AP	425	Cardinal Services Inc.	3.48		
CD14	1	06/30/22 Xpress Bill Pay Support Fees/Forms Inv# 66	46.32		
JE	25	Reverse FY22 Prepaids/FY23 Expense	209.93		
JE	15	R/C AP97 (7/22) Cardinal Inv# 1211234 Partial Amt S		261.12-	
		07/31/2022 (07/22) Period Totals and Balance	6,151.00 *	261.12- *	5,889.88
YTD Encumbrance	00	YTD Actual	5,889.88	Total	5,889.88
		YTD Budget	100,000.00	Unexpended	94,110.12
07-510-520-2114 Special Counsel					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
07-510-520-2120 Insurance					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual	.00	Total	.00
		YTD Budget	12,000.00	Unexpended	12,000.00
07-510-520-2122 Duplicating/Data Processing					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
AP	228	Xerox Corporation	158.02		
JE	33	R/C AP228(7/22) Xerox Inv#016610358 Library Copie		158.02-	
		07/31/2022 (07/22) Period Totals and Balance	158.02 *	158.02- *	.00
YTD Encumbrance	00	YTD Actual	.00	Total	.00
		YTD Budget	8,000.00	Unexpended	8,000.00
07-510-520-2123 Printing					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	3,000.00	Unexpended	3,000.00
07-510-520-2128 Program & Display					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-510-520-2205 Office Supplies					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 7,000.00	Unexpended 7,000.00
07-510-520-2206 Postage					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
AP	155	Pitney Bowes Global Financial LLC	500.00		
		07/31/2022 (07/22) Period Totals and Balance	500.00 *	.00 *	500.00
YTD Encumbrance	00	YTD Actual 500.00 Total	500.00	YTD Budget 10,000.00	Unexpended 9,500.00
07-510-520-2208 Miscellaneous					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
07-510-520-2224 Data Processing Supplies					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
07-510-520-2225 Janitorial Supplies					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 3,500.00	Unexpended 3,500.00
07-510-520-2231 Small Equipment					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
AP	154	Oregon Tool & Supply Inc	45.85		
		07/31/2022 (07/22) Period Totals and Balance	45.85 *	.00 *	45.85
YTD Encumbrance	.00	YTD Actual 45.85 Total	45.85	YTD Budget 35,000.00	Unexpended 34,954.15
07-510-520-2234 Grants					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 8,000.00	Unexpended 8,000.00
07-510-520-2235 Library Supplies					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
AP	336	Demco	685.52		
		07/31/2022 (07/22) Period Totals and Balance	685.52 *	.00 *	685.52
YTD Encumbrance	00	YTD Actual 685.52 Total	685.52	YTD Budget 14,000.00	Unexpended 13,314.48

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-510-520-2236 Library Books & Records					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
AP	18	World Trade Press	300.00		
AP	61	Center Point Large Print	139.62		
AP	403	Ingram	173.70		
AP	328	Blackstone Publishing	41.60		
JE	25	Reverse FY22 Prepaids/FY23 Expense	199.98		
JE	25	Reverse FY22 Prepaids/FY23 Expense	159.00		
JE	25	Reverse FY22 Prepaids/FY23 Expense	833.34		
JE	25	Reverse FY22 Prepaids/FY23 Expense	133.16		
JE	25	Reverse FY22 Prepaids/FY23 Expense	976.92		
JE	25	Reverse FY22 Prepaids/FY23 Expense	420.00		
JE	25	Reverse FY22 Prepaids/FY23 Expense	1,334.68		
		07/31/2022 (07/22) Period Totals and Balance	4,712.00 *	.00 *	4,712.00
YTD Encumbrance	00	YTD Actual	4,712.00	Total	4,712.00
		YTD Budget	115,000.00	Unexpended	110,288.00
07-510-520-2237 Periodicals					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
JE	25	Reverse FY22 Prepaids/FY23 Expense	548.76		
JE	25	Reverse FY22 Prepaids/FY23 Expense	32.00		
JE	25	Reverse FY22 Prepaids/FY23 Expense	10.00		
JE	25	Reverse FY22 Prepaids/FY23 Expense	3,675.09		
JE	25	Reverse FY22 Prepaids/FY23 Expense	8.30		
JE	25	Reverse FY22 Prepaids/FY23 Expense	6.70		
JE	25	Reverse FY22 Prepaids/FY23 Expense	156.75		
JE	25	Reverse FY22 Prepaids/FY23 Expense	78.00		
JE	25	Reverse FY22 Prepaids/FY23 Expense	20.17		
		07/31/2022 (07/22) Period Totals and Balance	4,535.77 *	.00 *	4,535.77
YTD Encumbrance	00	YTD Actual	4,535.77	Total	4,535.77
		YTD Budget	8,000.00	Unexpended	3,464.23
07-510-520-2238 Microfilm					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual	00	Total	.00
		YTD Budget	.00	Unexpended	00
07-510-520-2239 State Aid to Children - Books					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
JE	25	Reverse FY22 Prepaids/FY23 Expense	708.54		
		07/31/2022 (07/22) Period Totals and Balance	708.54 *	.00 *	708.54
YTD Encumbrance	00	YTD Actual	708.54	Total	708.54
		YTD Budget	2,500.00	Unexpended	1,791.46
07-510-520-2240 Library Books/Records (Restr)					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual	00	Total	.00
		YTD Budget	50,000.00	Unexpended	50,000.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance	
07-510-520-2241 Programming						
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00	
JE	12	APPLE.COM, Icloud Storage	99			
JE	12	BUZZSPROUT.COM, Podcast Hosting	12.00			
JE	25	Reverse FY22 Prepaids/FY23 Expense	98.00			
JE	25	Reverse FY22 Prepaids/FY23 Expense	74.98			
JE	25	Reverse FY22 Prepaids/FY23 Expense	155.40			
JE	25	Reverse FY22 Prepaids/FY23 Expense	408.00			
		07/31/2022 (07/22) Period Totals and Balance	749.37 *	.00 *	749.37	
YTD Encumbrance	00	YTD Actual	749.37 Total	749.37 YTD Budget	15,000.00 Unexpended	14,250.63
07-510-520-2302 Office Equipment Rental						
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00	
AP	229	Xerox Corporation	121.85			
AP	230	Xerox Corporation	119.90			
JE	34	R/C AP229(7/22) Xerox Inv#016610358 Library Copie		121.85-		
		07/31/2022 (07/22) Period Totals and Balance	241.75 *	121.85- *	119.90	
YTD Encumbrance	00	YTD Actual	119.90 Total	119.90 YTD Budget	20,000.00 Unexpended	19,880.10
07-510-520-2303 Equipment Repairs/Replacement						
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00	
JE	25	Reverse FY22 Prepaids/FY23 Expense	100.00			
		07/31/2022 (07/22) Period Totals and Balance	100.00 *	.00 *	100.00	
YTD Encumbrance	00	YTD Actual	100.00 Total	100.00 YTD Budget	5,000.00 Unexpended	4,900.00
07-510-520-2304 Equipment Maintenance Contract						
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00	
AP	55	Bibliotheca LLC	5,545.74			
AP	16	Advantage Security LLC	37.95			
AP	436	Advantage Security LLC	37.95			
JE	25	Reverse FY22 Prepaids/FY23 Expense	165.83			
JE	25	Reverse FY22 Prepaids/FY23 Expense	1,824.17			
		07/31/2022 (07/22) Period Totals and Balance	7,611.64 *	.00 *	7,611.64	
YTD Encumbrance	00	YTD Actual	7,611.64 Total	7,611.64 YTD Budget	10,000.00 Unexpended	2,388.36
07-510-520-2305 Vehicle Maintenance/Fuel						
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00	
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00	
YTD Encumbrance	00	YTD Actual	.00 Total	.00 YTD Budget	7,000.00 Unexpended	7,000.00
07-510-520-2306 Furniture						
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00	
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00	
YTD Encumbrance	00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-510-520-2309 Building & Grounds Maintenance					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
AP	281	Perry's Supply	12.99		
JE	16	R/C AP276 (13/22) Aramark Inv#5090002234 S/B Per	32.00		
		07/31/2022 (07/22) Period Totals and Balance	44.99 *	.00 *	44.99
YTD Encumbrance	.00	YTD Actual	44.99	Total	44.99
		YTD Budget	50,000.00	Unexpended	49,955.01
07-510-520-2310 Furniture (restricted)					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	200,000.00	Unexpended	200,000.00
07-510-520-2406 Reimbursable					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	200.00	Unexpended	200.00
07-510-520-2424 Library Board					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	1,500.00	Unexpended	1,500.00
07-510-520-2450 Gifts, Donations & Memorials					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
AP	445	Museum of Natural and Cultural History	300.00		
JE	25	Reverse FY22 Prepaids/FY23 Expense	500.00		
		07/31/2022 (07/22) Period Totals and Balance	800.00 *	.00 *	800.00
YTD Encumbrance	.00	YTD Actual	800.00	Total	800.00
		YTD Budget	1,000.00	Unexpended	200.00
07-510-520-2500 Bad Debt Expense					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
07-510-530-3001 Computer Hardware & Software					
		07/01/2022 (00/22) Balance	.00 *	.00 *	.00
		07/31/2022 (07/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00

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Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
07-510-530-3008 Vehicles					
	07/01/2022 (00/22)	Balance	.00 *	.00 *	.00
	07/31/2022 (07/22)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 60,000.00 Unexpended	60,000.00
07-510-530-3022 Audio Visual Equipment					
	07/01/2022 (00/22)	Balance	.00 *	.00 *	.00
	07/31/2022 (07/22)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
07-510-530-3023 Library Equipment					
	07/01/2022 (00/22)	Balance	.00 *	.00 *	.00
	07/31/2022 (07/22)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
07-510-530-3118 Building Project					
	07/01/2022 (00/22)	Balance	.00 *	.00 *	.00
	07/31/2022 (07/22)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
07-510-560-6001 Contingency					
	07/01/2022 (00/22)	Balance	.00 *	.00 *	.00
	07/31/2022 (07/22)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 164,924.00 Unexpended	164,924.00
07-510-560-6002 Unappropriated Ending Fund Bal					
	07/01/2022 (00/22)	Balance	.00 *	.00 *	.00
	07/31/2022 (07/22)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget 250,000.00 Unexpended	250,000.00
07-510-560-6003 Contingency - Library Board					
	07/01/2022 (00/22)	Balance	.00 *	.00 *	.00
	07/31/2022 (07/22)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
Number of transactions: 163 Number of accounts: 94			Debit	Credit	Proof
Total Library Fund:			161,732.05	161,732.05-	.00

23

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

<u>BALANCE, June 30, 2022</u>	\$ 79,983.50
Misc. Donations-July 2022	\$ <u>42.10</u>
TOTAL DEPOSITS	\$ 42.10
 <u>DISBURSEMENTS:</u>	
Museum of Natural and Cultural History/YP Dinosaur Exhibit Fee	\$ 300.00
Empire Donuts, Dollar Tree/Supplies-Summer Reading, YP Storytime	\$ 32.25
Amazon/Supplies-YP Summer Reading, YP Storytime	\$ 432.29
Uprinting/Supplies-Mogan-Foundation Grant	\$ 106.88
Amazon/Supplies-Mogan-Foundation Grant	\$ 1,003.02
Amazon/Supplies-Adult Programs-Craft Takeout, Book Boxes	\$ 333.07
TOTAL DISBURSEMENTS	\$ 2,207.51
 Balance July 31, 2022	 \$ 77,818.09
General Fund	\$ 12,728.01
Friend's Children's Fund	\$ 995.20
Kenaston Estate Donation	\$ -
Mallek Estate Memorial	\$ 52,610.89
Jones Estate Donation	\$ 7,272.59
ESD Bilingual Programming Donation	\$ 1,319.69
Friends Library Purchases	\$ 1,267.53
Rotary Donation	\$ -
Coos Bay Library Foundation-Equipment	\$ -
Mogan-CBPL Foundation	\$ (1,532.85)
Eagles Large Print Fund	\$ -
Dollywood	\$ <u>3,157.03</u>
 MEMORIAL ACCOUNT FUNDS TOTAL	 \$ 77,818.09

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Librarian's Report

August 2022

PROGRAMS in July

Spanglish Conversation 1 person in attendance.

Forever Young Adult Book Group had 3 in attendance.

Community Cooking with the Co-Op - 21 participants and 9 YouTube views

Craft Take Out - 54 kits distributed and 14 views on YouTube

Unlimited Book Club, a partnership with Coos History Museum and North Bend

Public Library had 5 participants.

ASL Practice Place - 6 participants

Book Box Program - 74 adults, 17 teens, and 63 children participating

Summer Reading Story time (3) - 89 participants

Swords and Starships Podcast - 4 episodes, 124 downloads.

The Empire and Eastside pickup/drop off sites - This is done every Friday (except holidays). 101 people served in July.

Toddler Dance Party - 60

Community Yoga – 18 participants

Young Writers in the Library (3) - 7

Board Games for Adults –11

Summer Reading Books and Doughnuts for Teens – 3

Summer Reading Cooking Together with Toddlers – 23

Summer Reading DIY Trail Snacks – 15

Summer Reading Stuffed Animal Campout – 19

Summer Robotics (4) - 53

Summer Reading Deton Creek Hike – 23

Summer Reading Learn to Fish – 22

Summer Reading Scat and Tracks – 8

Summer Reading South Slough Hike – 40

Summer Reading Story time on the Road – 75

Summer Reading Red Yarn Concert - 150

Naloxone training – 10

Lunch and Learn (3) - 97

Walk with Ease - 6

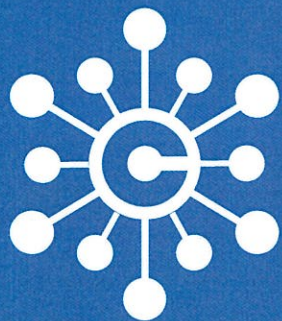
The library provided access to wireless internet 11,614 times in July.

Miscellaneous

In July there were 5,344 county-wide checkouts on OverDrive. 433 circulations on hoopla in July with 19 new borrowers.

Summer Reading was a great success this year. We had 397 people participate in the reading/activity challenge component. They completed 2,265 activities. In addition, over 700 people attended summer reading programs hosted by the library.

2022/23	Myrtlewood	Myrtlewood	Myrtlewood	Cedar	Cedar	Cedar	Total Use	Estimated Attendance
	Library Use	Non-Library Use	Library Use	Library Use	Non-Library Use			(minus library program attendance already reported)
Jul-21	18	8	13	19	58	208		
Aug-21	0	0	0	0	0			
Sep-21	0	0	0	0	0			
Oct-21	0	0	0	0	0			
Nov-21	0	0	0	0	0			
Dec-21	0	0	0	0	0			
Jan-22	0	0	0	0	0			
Feb-22	0	0	0	0	0			
Mar-22	0	0	0	0	0			
Apr-22	0	0	0	0	0			
May-22	0	0	0	0	0			
Jun-22	0	0	0	0	0			
Totals	0	0	0	0	0			



COOS BAY
PUBLIC LIBRARY

THE LATEST at **COOS BAY** **PUBLIC LIBRARY** **AUGUST 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!**



CHEESE WAR
CONFLICT AND COURAGE IN TILLAMOOK COUNTY, OREGON

AUTHORS & SISTERS LINDA KIRK AND MARILYN MILNE WILL LEAD A LECTURE ON THE FRAUGHT HISTORY OF OREGON'S DAIRY INDUSTRY, INCLUDING THE TILLAMOOK COOPERATIVE'S PURCHASE OF BANDON CHEESE FACTORY & ITS BRAND.



SATURDAY, AUGUST 20
FROM 3:00PM TO 4:00PM

MEMORIES OF SUMMER READING
REFLECTIONS ON FUN IN THE SUN WITH A SNEAK PEAK OF EXCITING PROGRAMS IN AUGUST AND BEYOND

From hikes with the South Slough Estuarine Reserve and the Oregon Department of Fish and Wildlife to bilingual ventriloquist Vikki Gasko Green and Books and Donuts for teens, this summer was hopping with enrichment activities and a reading challenge for all ages. As the Summer Reading Program winds to a successful conclusion, be sure to take a look at some of the

exciting events happening this August. Don't miss the library's end of summer celebration *Splish, Splash, Summer Bash* at Mingus Public Pool on August 20 from 4:00-6:00pm for young people under 18 and their families or caregivers which will include not only a free swim, but pizza, snacks, and a book for each kid or teen to keep. Aspiring teen chefs ages 14-19 are definitely going to want to plan on signing up for a multi-session cooking program being offered through OSU Extension August 23 and 30. In addition to getting a free lunch and the ingredients to re-create the meal at home, teens who attend both sessions will get a free electric skillet! Check out our online calendar for a complete list of events and stay tuned for new and exciting activities throughout the year.

UPCOMING!

1 AUG

COMMUNITY ENGAGEMENT SPECIALIST TAMMY ALEY AVAILABLE
MONDAYS & FRIDAYS THIS MONTH

10:00AM-11:00AM BY APPOINTMENT ONLY
11:00AM-4:00PM DROP IN OR APPT



STORYTIME IN THE LIBRARY
WEDNESDAYS AUGUST 3, 10, 17, 24, & 31

STARTS @ 10:00AM, BEFORE THE LIBRARY OPENS TO THE PUBLIC

3 AUG

3 AUG

iSPANGLISH! CONVERSATIONAL PROGRAM

12:00PM - 1:00PM on Zoom 08/03
10:30AM - 11:30 AM at Mingsus Park on 08/20

LAWN GAMES
JOIN US FOR A LAWN GAME EXTRAVAGANZA AT THE MINGUS PARK AMPHITHEATER

2:00PM - 4:00PM AT MINGUS PARK, AGES: KIDS, TWEENS, TEENS, FAMILIES

3 AUG

4 AUG

YOUNG WRITERS GROUP
WRITING GROUP FOR TEENS & TWEENS
MEETING THURSDAYS IN AUGUST

4:00PM - 5:00PM IN THE LIBRARY, AGES: 12-18



SWORDS & STARSHIPS PODCAST
MINI EPISODES (08/12) & (08/26)
GRAPHIC NOVELS (08/05)
BOOKS WITH BEST FRIENDS (08/19)

NEW EPISODES AVAILABLE!



5 AUG

5 AUG

TEEN AFTER HOURS
PIZZA, GAMES, & FUN FOR TEENS 12-18

6:00PM - 8:00PM IN THE LIBRARY, AGES: TEENS 12-18

FRIDAY MORNING DROP OFF & PICK-UP
GET LIBRARY SERVICE AND BROWSE FREE BOOKS EVERY FRIDAY IN A NEIGHBORHOOD NEAR YOU!

EASTSIDE FIRE STATION 9:00AM - 9:30PM
EMPIRE FIRE STATION 10:00AM - 10:30PM

6 AUG

7 AUG

FRIENDS OF THE LIBRARY BOOK SALES
SATURDAY AUGUST 6 & SUNDAY AUGUST 7

AUG 7: 9:00AM - 4:00PM IN MYRTLEWOOD & CEDAR ROOM
AUG 8: 12:00PM - 3:00PM IN MYRTLEWOOD ROOM

UNDERSTANDING ACES
ADVERSE CHILDHOOD EXPERIENCES WORKSHOP

2:00PM - 3:30PM ON ZOOM, AGES: TEENS, ADULTS

8 AUG

10 AUG

COMMUNITY YOGA WITH INSTRUCTOR KELLI BOSAK

6:00PM - 7:00PM VIA ZOOM, ALL AGES WELCOME

CRAFT TAKEOUT: SEA GLASS SUCCULENTS

KITS AVAILABLE, CRAFT-ALONG TUTORIAL ON YOUTUBE & FACEBOOK AUGUST 12 @ 4:00 PM



12 AUG

16 AUG

ASK THE EXPERTS: MENTAL HEALTH PANEL
Q&A ABOUT LOCAL MENTAL HEALTH SERVICES WITH FOUR LICENSED PROFESSIONALS FROM THE COOS BAY AREA

5:30PM - 6:30PM IN THE MYRTLEWOOD ROOM & ON ZOOM, AGES: EVERYONE

ASL PRACTICE PLACE
WITH INSTRUCTOR KANDY BERGQUIST
TOPIC: NEVER HAVE I EVER

12:00PM - 1:00PM VIA ZOOM, ALL AGES WELCOME



18 AUG

18 AUG

UNLIMITED BOOK CLUB
THE HEALING OF NATALIE CURTIS BY JANE KIRKPATRICK

6:00PM - 7:00PM VIA ZOOM, AGES: TEENS & ADULTS

HALF PRICE BOOK SALE
GREAT DEALS EVERY THIRD THURSDAY

11:00AM - 6:00PM IN THE FRIENDS OF THE LIBRARY BOOK STORE

18 AUG

20 AUG

CHEESE WAR: CONFLICT AND COURAGE IN TILLAMOOK COUNTY, OREGON
JOIN AUTHORS MARILYN MILNE & LINDA KIRK FOR A FREE READING & SIGNING EVENT SPONSORED BY COOS BAY PUBLIC LIBRARY

3:00PM - 4:00PM IN THE MYRTLEWOOD ROOM, AGES: EVERYONE

SPLISH, SPLASH, SUMMER BASH
FOR KIDS & TEENS UP TO AGE 18, CHILDREN AGE 6 AND YOUNGER
MUST BE ACCOMPANIED BY A GUARDIAN

4:00PM - 6:00PM AT MINGUS PARK POOL, AGES: KIDS, TEENS

20 AUG

23 AUG

PLAN, SHOP, SAVE, & COOK! WITH OSU
TEENS 14-19 ARE INVITED TO ENJOY FREE LUNCH AS PART OF A PRACTICAL COOKING CLASS; PARENTS OR CAREGIVERS ARE WELCOME TO ATTEND WITH THEIR TEENS

12:00AM - 2:00PM IN MYRTLEWOOD ROOM ON 08/23
12:00AM - 2:00PM IN THE MYRTLEWOOD ROOM ON 08/30

COMMUNITY COOKING WITH THE CO-OP
STARRING JAMAR!
THIS MONTH'S RECIPE: CO-OP CORN TACOS

5:30PM - 6:30PM VIA ZOOM, AGES: TEENS, ADULTS, FAMILIES

25 AUG

26 AUG

GAME NIGHT
ENJOY FREE SNACKS AND GAMES FROM CBPL'S COLLECTION

6:00PM - 9:00PM IN THE MYRTLEWOOD ROOM, AGES: TEENS, ADULTS

PAINT A POST
VISIT THE LIBRARY TO PAINT A POST THAT WILL BE USED TO MARK OUR COMMUNITY'S HIKING TRAILS!

CHECK OUR WEBSITE FOR DETAILS AS THEY DEVELOP

31 AUG