

**COOS BAY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING AGENDA  
Wednesday February 16, 2022**

**5:15pm**

**meeting will be in the library with an online option**

**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**
  - Review Naming Policy and set amounts**
  
- 9. New Business**
  
- 10. Announcements**

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**11. Adjourn**

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COOS BAY PUBLIC LIBRARY  
JANUARY 2022 REPORT

# OF ITEMS ADDED TO COLLECTION - 501

NEW CARDS ISSUED - 127

TOTAL REFERENCE QUESTIONS - 375

DAILY AVERAGE CIRCULATION - 678

TOTAL # OF PROGRAMS - 37

PROGRAM ATTENDANCE - 699

TOTAL ITEMS CHECKED OUT AT THE LIBRARY - 11,210

TOTAL OF COOS BAY ITEMS CHECKED OUT ANYWHERE - 16,283

TOTAL DIGITAL DOWNLOADS - 393

GATE COUNT - 4,262

TOTAL MONTHLY VISITORS - 5,012

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COOS BAY PUBLIC LIBRARY  
BOARD OF TRUSTEE MEETING MINUTES  
January 19, 2022

**Call to Order** – Curt Benward called the meeting to order at 5:26 p.m.

**Board Members Present:** Curt Benward, Gina Sutherland, Janice Langlinais, Rob Miles, Bob More, Peggy Christensen

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

**Public Comment** –None

**Minutes and Circulation** – Minutes from the December 2021 meeting were reviewed. James made a motion to approve the minutes with typo corrections. Gina seconded. Bob made a motion to approve the minutes. Approved unanimously. The circulation report was reviewed. There was a question about how many Coos Bay patrons there are. Sami will send the number. Digital download needs to be fixed.

**Treasurer's Report** – December 2020 Memorial funds were reviewed. Fifty percent of the fiscal year has passed. Revenue is up from the first tax payment. Gina made a motion, James seconded. Unanimously passed.

**Correspondence** – none

**Librarians Report** – Reviewed. Only additional information is that the roof is complete.

**Friends of the Library Report** – Last month the book store did \$831.17. There will be a book sale on the first Saturday in February 9-2. In December there were three Saturdays where books were given away. People donated \$332.76 during the giveaway days.

**Library Foundation Report** – Final donation came in from the anonymous donor came in for a total of about 2.6 million. The Foundation are aiming to raise an additional 1.5 million beyond this donation. The bond committee will kick into action as soon as the bond title is filed. They have been prepping things.

**Old Business** –

Roof – Roof is complete. Repairs will now have to been done on the big meeting room and the study room.

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Progress on new facility – Option D “The Ridge” was chosen. At the next work session, the bond will be discussed, and Hacker will have a price for the whole project. A traffic study is being done on Hull St. to determine the best approach to the site.

Review Naming Policy and set amounts – Curt presented two lists – one arranged by square footage and one by money amounts. The lobby in other libraries is always the highest priced area. Curt based the list off the rooms that are currently in Hacker’s plans. In addition, there will be a place – bricks on a patio type thing – for smaller contributions. James made a motion to remove reference to naming the building from the naming policy. Gina seconded. All ayes except one no (4-1).

**New Business – none**

Announcements - Peggy commented on an article written by the president of ALA regarding libraries in the pandemic.

Adjournment – C. Benward adjourned the meeting at 6:47 p.m.  
Next Meeting: February 16, 2022 – 5:15 p.m.

Respectfully submitted,  
Samantha Pierson

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## COOS BAY PUBLIC LIBRARY JANUARY 2022

### INVENTORY

<u>CLASSIFICATION</u>	<u>ACQUIRED</u>	<u>DISCARDS</u>
Adult Books	265	50
Adult Audio Books	57	1
Adult Video	92	209
Adult Music	0	0
Adult Video Games	15	1
Library of Things	0	0
Young Adult Books	4	0
Young Adult Audio	0	0
Child Books	53	73
Child Audio	1	0
Child Video	14	0
Child Music Cds	0	0
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<b>TOTAL</b>	<b>501</b>	<b>334</b>

### CIRCULATION SUMMARY

	Total Items Checked Out At Coos Bay	Total Coos Bay Owned Items Checked Out	
2022	11,210	16,283	
2021	8,614	8,957	
2020	N/A	27,480	
2019	20,417	23,122	
2018	21,121	23,985	
2017	21,442	23,718	
GATE COUNT:	4,262		
	(2021 - 1319)		
REFERENCE QUESTIONS ANSWERED:		375	
YP REFERENCE QUESTIONS ANSWERED:		27	
NEW PATRON REGISTRATIONS:		127	
#DAYS OPEN:	24	24	26
DAILY AVERAGE CIRCULATION:	678	(21) 373	(20) 1057

### RECEIPTS FROM PATRONS

DISKS/MISC	\$0.00
DAMAGE/LOSS	\$413.74
RENT	\$0.00
BOOK BAGS	\$0.00
COPIES	<u>\$132.15</u>
<b>TOTAL</b>	<b><u>\$545.89</u></b>

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

<u>BALANCE, December 31, 2021</u>	\$ 71,866.83
Friends of Coos Bay Public Library	\$ 5,000.00
Misc. Donations-January 2022	<u>\$ 300.00</u>
TOTAL DEPOSITS	\$ 5,300.00
<u>DISBURSEMENTS:</u>	
TOTAL DISBURSEMENTS	\$ -
Balance January 31, 2022	\$ 77,166.83
General Fund	\$ 11,610.74
Friend's Children's Fund	\$ 3,106.66
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	\$ 6,174.68
Rotary Donation	\$ (6,213.35)
Coos Bay Library Foundation-Equipment	\$ -
Coos Bay Library Foundation-Audios	\$ -
Eagles Large Print Fund	\$ -
Dollywood	<u>\$ 2,569.46</u>
 <b>MEMORIAL ACCOUNT FUNDS TOTAL</b>	 <b>\$ 77,166.83</b>

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City of Coos Bay  
Combined Cash Investment  
January 31, 2022

Combined Cash Accounts

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\_\_\_\_\_  
\_\_\_\_\_

Cash Allocation Reconciliation

7 Allocation to Library Fund	1,812,545.18
Total Allocations to Other Funds	1,812,545.18
Zero Proof if Allocations Balance	1,812,545.18

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City of Coos Bay  
Balance Sheet  
January 31, 2022

Library Fund

<u>ASSETS</u>			
07-000-100-1001	Cash - Combined Fund	1,812,545.18	
07-000-100-1015	Cash on Hand/Till Drawer	200.00	
07-000-100-1101	Prepaid Expense	23,973.95	
		<u>                    </u>	
	Total Assets		<u>1,836,719.13</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
Unappropriated Fund Balance:			
07-000-200-2500	Fund Balance	1,246,846.24	
	Revenue over Expenditures - YTD	589,872.89	
		<u>                    </u>	
	Balance - Current Date		<u>1,836,719.13</u>
	Total Fund Equity		<u>1,836,719.13</u>
	Total Liabilities and Equity		<u>1,836,719.13</u>

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City of Coos Bay  
 Revenues with Comparison to Budget  
 For the 7 Months Ending January 31, 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
	<b>Total Carryover</b>	<b>.00</b>	<b>.00</b>	<b>1,246,846.00</b>	<b>1,246,846.00</b>	<b>.0</b>
<u>Revenue From Other Agencies</u>						
07-000-340-0300	State Library Grant	2,374.11	2,374.11	1,500.00	( 874.11)	155.3
07-000-340-0301	Grants	.00	.00	3,000.00	3,000.00	.0
07-000-340-0303	Federal Grants	.00	.00	3,000.00	3,000.00	.0
07-000-340-0900	Library Tax Base	.00	1,265,901.92	1,150,000.00	( 116,901.92)	110.2
	<b>Total Revenue From Other Agencies</b>	<b>2,374.11</b>	<b>1,269,276.03</b>	<b>1,157,500.00</b>	<b>( 111,776.03)</b>	<b>109.7</b>
<u>Use Of Money &amp; Property</u>						
07-000-350-0100	Interest	749.90	3,539.00	8,000.00	4,461.00	44.2
07-000-350-1100	Auditorium Rental	.00	.00	2,000.00	2,000.00	.0
	<b>Total Use Of Money &amp; Property</b>	<b>749.90</b>	<b>3,539.00</b>	<b>10,000.00</b>	<b>6,461.00</b>	<b>35.4</b>
<u>Current Services</u>						
07-000-360-0100	Copies	141.25	2,098.22	7,000.00	4,901.78	30.0
07-000-360-1800	Library Fees	413.74	1,623.28	2,000.00	376.72	81.2
	<b>Total Current Services</b>	<b>554.99</b>	<b>3,721.50</b>	<b>9,000.00</b>	<b>5,278.50</b>	<b>41.4</b>
<u>Other Revenue</u>						
07-000-380-0100	Miscellaneous	1,401.55	1,453.96	100.00	( 1,353.96)	1454.0
07-000-380-0300	ESO Administration/Rent	2,174.79	15,223.53	26,000.00	10,776.47	58.6
07-000-380-0400	Reimbursements	16.00	38.99	1,000.00	961.01	3.9
07-000-380-0900	Gifts, Donations & Memorials	5,300.00	20,082.01	5,000.00	( 15,082.01)	401.6
	<b>Total Other Revenue</b>	<b>8,892.35</b>	<b>36,798.49</b>	<b>32,100.00</b>	<b>( 4,698.49)</b>	<b>114.6</b>
	<b>Total Fund Revenue</b>	<b>12,571.35</b>	<b>1,313,335.02</b>	<b>2,455,446.00</b>	<b>1,142,110.98</b>	<b>53.5</b>

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City of Coos Bay  
Expenditures with Comparison to Budget  
For the 7 Months Ending January 31, 2022

		Library Fund				
		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
<b>Expenditures</b>						
<b>Personnel Services</b>						
07-510-510-1001	Salaries	51,837.74	355,957.66	851,394.00	495,436.34	41.8
07-510-510-1003	P.E.R.S.	11,869.21	80,465.28	206,226.00	125,760.72	39.0
07-510-510-1004	Social Security	3,878.06	26,631.61	69,038.00	42,406.39	38.6
07-510-510-1005	Employee Insurance	41,560.05	93,856.35	434,498.00	340,841.64	21.6
07-510-510-1006	Unemployment	.00	415.00	3,850.00	3,435.00	10.8
07-510-510-1007	Workers Compensation Insurance	77.77	543.86	854.00	320.14	53.0
07-510-510-1008	Volunteer Workers Compensation	.00	.00	100.00	100.00	.0
<b>Total Personnel Services</b>		<b>109,352.83</b>	<b>557,669.77</b>	<b>1,565,970.00</b>	<b>1,008,300.23</b>	<b>35.6</b>
<b>Materials &amp; Services</b>						
07-510-520-2005	Training,Meetings,Travel,Dues	726.00	1,411.75	5,000.00	3,568.25	28.2
07-510-520-2101	Utilities	1,876.98	13,030.35	37,000.00	23,968.65	35.2
07-510-520-2102	Telephone	1,349.09	9,508.93	9,000.00	508.93	105.7
07-510-520-2105	Advertising	952.50	3,708.00	20,000.00	16,292.00	18.5
07-510-520-2109	Contractual	6,397.58	25,017.50	85,000.00	59,982.50	29.4
07-510-520-2120	Insurance	.00	6,304.00	12,000.00	5,696.00	52.5
07-510-520-2122	Duplicating>Data Processing	244.98	2,177.22	8,000.00	5,822.78	27.2
07-510-520-2123	Printing	.00	.00	3,000.00	3,000.00	.0
07-510-520-2205	Office Supplies	99.50	1,589.41	7,000.00	5,410.59	22.7
07-510-520-2205	Postage	6.00	5,134.32	10,000.00	4,865.68	51.3
07-510-520-2225	Janitorial Supplies	10.97	132.48	3,500.00	3,367.52	3.8
07-510-520-2231	Small Equipment	89.91	766.08	35,000.00	34,233.92	2.2
07-510-520-2234	Grants	( 12.09)	1,118.40	8,000.00	6,881.60	14.0
07-510-520-2235	Library Supplies	144.94	3,559.86	14,000.00	10,400.14	25.7
07-510-520-2236	Library Books & Records	6,111.23	43,084.63	115,000.00	71,915.34	37.5
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 (Restr)	.00	.00	50,000.00	50,000.00	.0
07-510-520-2241	Programming	906.91	8,637.34	7,000.00	1,637.34	123.4
07-510-520-2302	Office Equipment Rental	378.60	2,390.60	20,000.00	17,609.40	12.0
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	37.95	2,089.82	10,000.00	7,910.18	20.9
07-510-520-2305	Vehicle Maintenance/Fuel	.00	62.36	7,000.00	6,917.64	1.2
07-510-520-2309	Building & Grounds Maintenance	3,559.63	26,950.38	40,600.00	13,049.62	67.4
07-510-520-2310	Furniture (restricted)	.00	.00	100,000.00	100,000.00	.0
07-510-520-2405	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	2,426.96	51.5
<b>Total Materials &amp; Services</b>		<b>22,974.68</b>	<b>165,792.36</b>	<b>626,700.00</b>	<b>460,907.64</b>	<b>26.5</b>
<b>Capital Outlay</b>						
07-510-530-3001	Computer Hardware & Software	.00	.00	10,000.00	10,000.00	.0
<b>Total Capital Outlay</b>		<b>.00</b>	<b>.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>.0</b>

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City of Coos Bay  
Expenditures with Comparison to Budget  
For the 7 Months Ending January 31, 2022

		Library Fund				
		Period Actual	YTD Actual	Budget	Unexpended	Pent
Other Financing Uses						
07-510-560-6001	Contingency	.00	.00	90,270.00	90,270.00	.0
07-510-560-6002	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		132,327.51	723,462.13	2,455,446.00	1,731,983.87	29.5
Total Fund Expenditures		132,327.51	723,462.13	2,455,446.00	1,731,983.87	29.5
Net Revenue Over Expenditures		( 119,756.16)	589,872.89	.00	( 589,872.89)	.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 Fillers: 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
			12/31/2021 (12/21) Balance	07-510-510-1001			304,119.92
01/20/2022	PC	5	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		3,800.00		
01/20/2022	PC	100	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		51,837.74		
01/20/2022	PC	101	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD			3,800.00-	
			01/31/2022 (01/22) Period Totals and Balance		55,637.74 *	3,800.00-	355,957.66
YTD Encumbrance	.00	YTD Actual	355,957.66 Total	355,957.66 YTD Budget	851,394.00 Unexpended	485,436.34	
			12/31/2021 (12/21) Balance	07-510-510-1002			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			12/31/2021 (12/21) Balance	07-510-510-1003			68,596.07
01/20/2022	PB	163	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		11,659.33		
01/20/2022	PB	220	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		210.88		
			01/31/2022 (01/22) Period Totals and Balance		11,869.21 *	.00 *	60,465.28
YTD Encumbrance	.00	YTD Actual	60,465.28 Total	60,465.28 YTD Budget	206,226.00 Unexpended	125,760.72	
			12/31/2021 (12/21) Balance	07-510-510-1004			22,753.55
01/20/2022	PB	3	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		290.70		
01/20/2022	PB	161	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		3,876.05		
01/20/2022	PB	162	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD			290.70-	
			01/31/2022 (01/22) Period Totals and Balance		4,166.76 *	290.70- *	26,631.61
YTD Encumbrance	.00	YTD Actual	26,631.61 Total	26,631.61 YTD Budget	69,038.00 Unexpended	42,406.39	
			12/31/2021 (12/21) Balance	07-510-510-1005			51,966.31
01/20/2022	PB	160	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		41,690.05		
01/20/2022	PC	128	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		26.93		
01/20/2022	PC	129	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD			28.93-	
			01/31/2022 (01/22) Period Totals and Balance		41,718.98 *	28.93- *	93,656.36
YTD Encumbrance	.00	YTD Actual	93,656.36 Total	93,656.36 YTD Budget	434,498.00 Unexpended	340,841.64	
			12/31/2021 (12/21) Balance	07-510-510-1006			415.00
			01/31/2022 (01/22) 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	

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City of Coos Bay		Detail Ledger - Month End Report for Library				Page: 2	
		Period: 01/22 - 01/22				Feb 09, 2022 07:13PM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			12/31/2021 (12/21) Balance	07-510-510-1007			465.09
01/20/2022	PB	159	PAYROLL TRANS FOR 1/20/2022 PAY PERIOD		77.77		
			01/31/2022 (01/22) Period Totals and Balance		77.77	.00	543.86
YTD Encumbrance	.00	YTD Actual	543.86 Total	543.86 YTD Budget	864.00 Unexpended	320.14	
			12/31/2021 (12/21) Balance	07-510-510-1008			.00
			01/31/2022 (01/22) Period Totals and Balance		.00	.00	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	100.00 Unexpended	100.00	
			12/31/2021 (12/21) Balance	07-510-510-1009			.00
			01/31/2022 (01/22) Period Totals and Balance		.00	.00	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			12/31/2021 (12/21) Balance	07-510-520-2001			.00
			01/31/2022 (01/22) Period Totals and Balance		.00	.00	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			12/31/2021 (12/21) Balance	07-510-520-2003			.00
			01/31/2022 (01/22) Period Totals and Balance		.00	.00	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			12/31/2021 (12/21) Balance	07-510-520-2005			683.75
12/16/2021	JE	20	STRATEGIC GOV RESOURCES, Coffman, Leader		139.00		
12/16/2021	JE	22	STRATEGIC GOVERNMENT RESOURCES, Pierse		139.00		
12/08/2021	JE	22	PLA Conference 2022, Pierson, Registration Discou			280.00-	
12/03/2021	JE	22	PLA Conference 2022, Pierson, Registration		730.00		
			01/31/2022 (01/22) Period Totals and Balance		1,008.00	280.00-	1,411.75
YTD Encumbrance	.00	YTD Actual	1,411.75 Total	1,411.75 YTD Budget	5,000.00 Unexpended	3,588.25	
			12/31/2021 (12/21) Balance	07-510-520-2101			11,153.37
01/07/2022	CD13	3	12447751-0018 Library		1,876.98		
			01/31/2022 (01/22) Period Totals and Balance		1,876.98	.00	13,030.35
YTD Encumbrance	.00	YTD Actual	13,030.35 Total	13,030.35 YTD Budget	37,000.00 Unexpended	23,569.65	
			12/31/2021 (12/21) Balance	07-510-520-2102			8,159.84
01/11/2022	AP	538	Asavic Technologies Inc		74.90		
12/05/2021	JE	25	BROADVOICE, VoIP Telephones, Internet		849.55		
12/07/2021	JE	25	ZIPLY FIBER, Landline Telephones		172.63		
12/21/2021	JE	66	12- VERIZON, 576174385-00001 Library		452.00		
			01/31/2022 (01/22) Period Totals and Balance		1,349.09	.00	9,508.93
YTD Encumbrance	.00	YTD Actual	9,508.93 Total	9,508.93 YTD Budget	9,000.00 Unexpended	(508.93)	
			12/31/2021 (12/21) Balance	07-510-520-2105			2,755.50
10/31/2021	AP	114	Sinclair Television Media Inc		375.00		
11/30/2021	AP	639	Sinclair Television Media Inc		290.00		
12/08/2021	JE	24	EPUERTO, Promotional Ads		287.50		
			01/31/2022 (01/22) Period Totals and Balance		952.50	.00	3,708.00
YTD Encumbrance	.00	YTD Actual	3,708.00 Total	3,708.00 YTD Budget	20,000.00 Unexpended	16,292.00	

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			12/31/2021 (12/21) Balance	07-510-520-2106			18,629.92
12/17/2021	AP	80	Comfort Flow Heating		99.00		
12/26/2021	AP	125	C-N-B Security Inc		774.00		
12/29/2021	AP	126	C-N-B Security Inc		580.50		
12/28/2021	AP	348	Comfort Flow Heating		99.00		
11/08/2021	AP	372	Sprague Pest Solutions		160.50		
01/04/2022	AP	373	Sprague Pest Solutions		160.50		
10/20/2021	AP	647	C-N-B Security Inc		774.00		
11/02/2021	AP	648	C-N-B Security Inc		774.00		
11/09/2021	AP	649	C-N-B Security Inc		774.00		
12/02/2021	AP	650	C-N-B Security Inc		508.50		
12/08/2021	AP	651	C-N-B Security Inc		774.00		
01/21/2022	AP	652	C-N-B Security Inc		774.00		
01/05/2022	CD14	4	12/31/21 Xpress Bill Pay Support Fees/Forms Inv#		135.58		
			01/31/2022 (01/22) Period Totals and Balance		6,387.58 *	.00 *	25,017.50
YTD Encumbrance		.00 YTD Actual	25,017.50 Total	25,017.50 YTD Budget	85,000.00 Unexpended	59,982.50	
			12/31/2021 (12/21) Balance	07-510-520-2114			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			12/31/2021 (12/21) Balance	07-510-520-2120			6,304.00
			01/31/2022 (01/22) 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	5,695.00	
			12/31/2021 (12/21) Balance	07-510-520-2122			1,932.24
01/10/2022	AP	321	Xerox Corporation		2.62		
01/01/2022	AP	459	Xerox Corporation		50.38		
12/02/2021	JE	35	AMAZON, Copy Paper		31.99		
12/17/2021	JE	36	AMAZON, Toner Cartridge		159.99		
			01/31/2022 (01/22) Period Totals and Balance		244.98 *	.00 *	2,177.22
YTD Encumbrance		.00 YTD Actual	2,177.22 Total	2,177.22 YTD Budget	6,000.00 Unexpended	5,822.78	
			12/31/2021 (12/21) Balance	07-510-520-2125			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	3,000.00 Unexpended	3,000.00	
			12/31/2021 (12/21) Balance	07-510-520-2128			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			12/31/2021 (12/21) Balance	07-510-520-2205			1,489.91
12/22/2021	JE	24	PAPER ROLL PRODUCTS, Receipt Paper		99.50		
			01/31/2022 (01/22) Period Totals and Balance		99.50 *	.00 *	1,589.41
YTD Encumbrance		.00 YTD Actual	1,589.41 Total	1,589.41 YTD Budget	7,000.00 Unexpended	5,410.59	
			12/31/2021 (12/21) Balance	07-510-520-2206			5,128.32
01/05/2022	AP	577	Ingram		6.00		
			01/31/2022 (01/22) Period Totals and Balance		6.00 *	.00 *	5,134.32
YTD Encumbrance		.00 YTD Actual	5,134.32 Total	5,134.32 YTD Budget	10,000.00 Unexpended	4,865.68	

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City of Coos Bay		Detail Ledger - Month End Report for Library				Page: 4	
		Period: 01/22 - 01/22				Feb 09, 2022 07:13PM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Miscellaneous			12/31/2021 (12/21) Balance	07-510-520-2208			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
Data Processing Supplies			12/31/2021 (12/21) Balance	07-510-520-2224			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
Janitorial Supplies			12/31/2021 (12/21) Balance	07-510-520-2225			121.51
12/30/2021	JE	24	FRED-MEYER, Janitorial Supplies		10.97		
			01/31/2022 (01/22) Period Totals and Balance		10.97 *	.00 *	132.48
YTD Encumbrance	.00	YTD Actual	132.48 Total	132.48 YTD Budget	3,500.00 Unexpended	3,367.52	
Small Equipment			12/31/2021 (12/21) Balance	07-510-520-2231			676.17
12/16/2021	JE	35	AMAZON, Space Heaters		89.91		
			01/31/2022 (01/22) Period Totals and Balance		89.91 *	.00 *	766.08
YTD Encumbrance	.00	YTD Actual	766.08 Total	766.08 YTD Budget	35,000.00 Unexpended	34,233.92	
Grants			12/31/2021 (12/21) Balance	07-510-520-2234			1,130.49
10/27/2021	AP	44	Farr's True Value Hdwr			12.09-	
			01/31/2022 (01/22) Period Totals and Balance		.00 *	12.09- *	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			12/31/2021 (12/21) Balance	07-510-520-2235			3,454.92
12/04/2021	JE	24	ELM USA, Disk Resurfacer Supplies		100.99		
12/05/2021	JE	35	AMAZON, Processing Supplies		10.99		
12/07/2021	JE	35	AMAZON, Processing Supplies		32.95		
			01/31/2022 (01/22) Period Totals and Balance		144.94 *	.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			12/31/2021 (12/21) Balance	07-510-520-2236			36,973.43
12/23/2021	AP	42	Blackstone Publishing		41.60		
12/10/2021	AP	63	Ingram		119.61		
12/27/2021	AP	64	Ingram		74.90		
12/03/2021	AP	120	Cengage Learning Inc.		75.37		
12/06/2021	AP	121	Cengage Learning Inc.		24.69		
01/01/2022	AP	562	Center Point Large Print		139.62		
01/05/2022	AP	575	Ingram		21.19		
01/06/2022	AP	576	Ingram		66.61		
01/06/2022	AP	578	Ingram		97.92		
12/14/2021	JE	24	FIRST BOOK, YP Books		199.25		
12/06/2021	JE	25	NETFLIX.COM, Library Streaming Player Program		13.99		
11/30/2021	JE	36	AMAZON, Adult Books		21.06		
12/01/2021	JE	36	AMAZON, Pre-order Price Drop			2.03-	
12/01/2021	JE	36	AMAZON, Pre-order Price Drop			3.00-	
12/03/2021	JE	36	AMAZON, Audio Books		289.89		
12/04/2021	JE	36	AMAZON, Audio Books		48.64		
12/06/2021	JE	36	AMAZON, Adult Books		22.30		
12/07/2021	JE	36	AMAZON, Adult Dvds		104.82		
12/08/2021	JE	36	AMAZON, Adult Books		15.99		

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
12/09/2021	JE	36	AMAZON, Adult Books		44.94		
12/10/2021	JE	36	AMAZON, Adult Books		33.38		
12/13/2021	JE	36	AMAZON, Adult Dvds		27.98		
12/14/2021	JE	36	AMAZON, Adult Books		29.00		
12/16/2021	JE	36	AMAZON, Audio Books		17.50		
12/21/2021	JE	36	AMAZON, Adult Dvds		42.92		
12/27/2021	JE	36	AMAZON, Adult Dvds		14.99		
12/24/2021	JE	37	BAKER TAYLOR, Book Return			19.43-	
12/22/2021	JE	37	BAKER TAYLOR, Adult Books		29.98		
12/22/2021	JE	37	BAKER TAYLOR, Adult Audio		22.00		
12/22/2021	JE	37	BAKER TAYLOR, Adult Audio		8.24		
12/22/2021	JE	37	BAKER TAYLOR, YA/YF Books		44.03		
12/22/2021	JE	37	BAKER TAYLOR, Adult Books		16.09		
12/22/2021	JE	37	BAKER TAYLOR, Adult Books		19.43		
12/22/2021	JE	37	BAKER TAYLOR, Adult Books		14.97		
12/20/2021	JE	37	BAKER TAYLOR, YP Dvds		63.99		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		15.53		
12/20/2021	JE	37	BAKER TAYLOR, YA/YF Books		333.45		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		22.20		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		62.11		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		19.43		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		62.72		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		15.53		
12/20/2021	JE	37	BAKER TAYLOR, Adult Dvds		17.87		
12/20/2021	JE	37	BAKER TAYLOR, Adult Dvds		29.29		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		29.40		
12/20/2021	JE	37	BAKER TAYLOR, YP Books		45.80		
12/20/2021	JE	37	BAKER TAYLOR, YP Dvds		70.02		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		187.00		
12/20/2021	JE	37	BAKER TAYLOR, Adult Audio		46.75		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		30.52		
12/20/2021	JE	37	BAKER TAYLOR, Adult Audio		46.75		
12/20/2021	JE	37	BAKER TAYLOR, Adult Lg Print Book		17.76		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		33.30		
12/20/2021	JE	37	BAKER TAYLOR, Adult Dvds		21.44		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		38.86		
12/20/2021	JE	37	BAKER TAYLOR, Adult Audio		163.64		
12/20/2021	JE	37	BAKER TAYLOR, Adult Books		15.53		
12/16/2021	JE	37	BAKER-TAYLOR, Adult Dvds			21.44-	
12/15/2021	JE	37	BAKER TAYLOR, Adult Audio		25.84		
12/15/2021	JE	37	BAKER TAYLOR, Adult Books		50.41		
12/15/2021	JE	37	BAKER TAYLOR, Adult Books		76.31		
12/15/2021	JE	37	BAKER TAYLOR, Adult Dvds		14.29		
12/15/2021	JE	37	BAKER TAYLOR, Adult Dvds		80.01		
12/15/2021	JE	37	BAKER TAYLOR, YP Books		35.41		
12/15/2021	JE	37	BAKER TAYLOR, YP Books		196.91		
12/15/2021	JE	37	BAKER TAYLOR, Adult Dvds		14.26		
12/15/2021	JE	37	BAKER TAYLOR, Adult Dvds		14.26		
12/15/2021	JE	37	BAKER TAYLOR, YP Books		137.90		
12/15/2021	JE	37	BAKER TAYLOR, Adult Books		14.99		
12/15/2021	JE	37	BAKER TAYLOR, Adult Books		137.62		
12/15/2021	JE	37	BAKER TAYLOR, Adult Books		159.60		
12/15/2021	JE	37	BAKER TAYLOR, Adult Audio		21.99		
12/15/2021	JE	37	BAKER TAYLOR, YP Books		78.76		
12/15/2021	JE	37	BAKER TAYLOR, Adult Books		15.53		
12/15/2021	JE	37	BAKER TAYLOR, YP Books		237.76		
12/15/2021	JE	37	BAKER TAYLOR, Adult Books		16.62		

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance			
12/15/2021	JE	37	BAKER TAYLOR, Adult Dvds		21.44					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		11.97					
12/10/2021	JE	37	BAKER TAYLOR, Reference Book		10.79					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		16.65					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		15.53					
12/10/2021	JE	37	BAKER TAYLOR, Adult Audio		112.72					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		14.98					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		16.09					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		15.54					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		14.42					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		13.87					
12/10/2021	JE	37	BAKER TAYLOR, Music Cds		23.34					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		30.52					
12/10/2021	JE	37	BAKER TAYLOR, Adult Dvds		21.44					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		28.31					
12/10/2021	JE	37	BAKER TAYLOR, Adult Dvds		17.67					
12/10/2021	JE	37	BAKER TAYLOR, Adult Dvds		24.99					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		180.80					
12/10/2021	JE	37	BAKER TAYLOR, Adult Dvds		45.72					
12/10/2021	JE	37	BAKER TAYLOR, Adult Audio		71.46					
12/10/2021	JE	37	BAKER TAYLOR, Adult Audio		57.75					
12/10/2021	JE	37	BAKER TAYLOR, Adult Books		398.40					
12/10/2021	JE	37	BAKER TAYLOR, YA Books		9.98					
12/02/2021	JE	37	BAKER TAYLOR, YP Books		9.98					
12/02/2021	JE	37	BAKER TAYLOR, Adult Books		76.77					
12/02/2021	JE	37	BAKER TAYLOR, Adult Books		65.81					
12/02/2021	JE	37	BAKER TAYLOR, Adult Dvds		39.30					
12/02/2021	JE	37	BAKER TAYLOR, Adult Dvds		21.44					
12/02/2021	JE	37	BAKER TAYLOR, Adult Dvds		24.30					
12/02/2021	JE	37	BAKER TAYLOR, Adult Lg Print Book		17.21					
12/02/2021	JE	37	BAKER TAYLOR, Adult Dvds		124.28					
12/02/2021	JE	37	BAKER TAYLOR, Adult Books		19.43					
12/02/2021	JE	37	BAKER TAYLOR, Adult Dvds		14.29					
12/02/2021	JE	37	BAKER TAYLOR, Adult Dvds		17.86					
12/02/2021	JE	37	BAKER TAYLOR, Adult Books		36.08					
12/02/2021	JE	37	BAKER TAYLOR, Music Cds		10.94					
01/31/2022 (01/22) Period Totals and Balance					6,157.13	45.90	43,084.66			
YTD Encumbrance		.00	YTD Actual	43,084.66	Total	43,084.66	YTD Budget	115,000.00	Unexpended	71,915.34
Periodicals		12/31/2021 (12/21) Balance		07-510-520-2237						5,780.70
		01/31/2022 (01/22) Period Totals and Balance								.00
YTD Encumbrance		.00	YTD Actual	5,780.70	Total	5,780.70	YTD Budget	8,000.00	Unexpended	2,219.30
Microfilm		12/31/2021 (12/21) Balance		07-510-520-2238						.00
		01/31/2022 (01/22) Period Totals and Balance								.00
YTD Encumbrance		.00	YTD Actual	.00	Total	.00	YTD Budget	.00	Unexpended	.00
State Aid to Children - Books		12/31/2021 (12/21) Balance		07-510-520-2239						604.16
		01/31/2022 (01/22) Period Totals and Balance								.00
YTD Encumbrance		.00	YTD Actual	604.16	Total	604.16	YTD Budget	2,500.00	Unexpended	1,895.84
Library Books/Records (Restr)		12/31/2021 (12/21) Balance		07-510-520-2240						.00
		01/31/2022 (01/22) Period Totals and Balance								.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	50,000.00 Unexpended	50,000.00	
Programming		12/31/2021 (12/21) Balance		07-510-520-2241			7,728.43
12/12/2021	JE	24	APPLE.COM, Icloud Storage		.99		
12/21/2021	JE	24	INTERNATIONAL TRANS FEE, Trint		16.32		
12/21/2021	JE	24	TRINT, Programming Platform Calculate PREPAID		408.00		
12/22/2021	JE	24	BUZZSPROUT.COM, Podcast Hosting		12.00		
12/09/2021	JE	36	AMAZON, Supplies, Adult Programs		179.74		
12/03/2021	JE	36	AMAZON, Supplies, Adult Programs		124.90		
12/03/2021	JE	36	AMAZON, Supplies, Adult Programs		20.97		
12/08/2021	JE	36	AMAZON, Supplies, Adult Programs		15.14		
12/12/2021	JE	36	AMAZON, Supplies, YP Programs		52.89		
12/13/2021	JE	36	AMAZON, Supplies, Adult Programs		52.97		
12/13/2021	JE	36	AMAZON, Supplies, YP Programs		23.99		
		01/31/2022 (01/22) Period Totals and Balance			908.91	.00	8,637.34
YTD Encumbrance		.00 YTD Actual	8,637.34 Total	8,637.34 YTD Budget	7,000.00 Unexpended	(1,637.34)	
Office Equipment Rental		12/31/2021 (12/21) Balance		07-510-520-2302			2,012.00
01/10/2022	AP	320	Xerox Corporation		119.90		
01/01/2022	AP	458	Xerox Corporation		119.00		
12/26/2021	JE	25	PITNEY BOWES LEASING, Postage Meter Rent		139.70		
		01/31/2022 (01/22) Period Totals and Balance			378.60	.00	2,390.60
YTD Encumbrance		.00 YTD Actual	2,390.60 Total	2,390.60 YTD Budget	20,000.00 Unexpended	17,609.40	
Equipment Repairs/Replacement		12/31/2021 (12/21) Balance		07-510-520-2303			.00
12/08/2021	JE	24	WHENTOWORK INC, Personnel Scheduling Softwa		100.00		
		01/31/2022 (01/22) 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	
Equipment Maintenance Contract		12/31/2021 (12/21) Balance		07-510-520-2304			2,051.87
01/01/2022	AP	113	Advantage Security LLC		37.95		
		01/31/2022 (01/22) Period Totals and Balance			37.95	.00	2,089.82
YTD Encumbrance		.00 YTD Actual	2,089.82 Total	2,089.82 YTD Budget	10,000.00 Unexpended	7,910.18	
Vehicle Maintenance/Fuel		12/31/2021 (12/21) Balance		07-510-520-2305			82.36
		01/31/2022 (01/22) 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		12/31/2021 (12/21) Balance		07-510-520-2306			.00
		01/31/2022 (01/22) Period Totals and Balance			.00	.00	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Building & Grounds Maintenance		12/31/2021 (12/21) Balance		07-510-520-2309			23,390.75
11/16/2021	AP	73	Aramark Uniform & Career Apparel		32.00		
12/28/2021	AP	74	Aramark Uniform & Career Apparel		32.00		
01/07/2022	AP	356	Bay Area Enterprises Inc.		3,345.25		
01/07/2022	AP	357	Bay Area Enterprises Inc.		118.38		
01/11/2022	AP	489	Aramark Uniform & Career Apparel		32.00		
		01/31/2022 (01/22) Period Totals and Balance			3,559.63	.00	26,950.38
YTD Encumbrance		.00 YTD Actual	26,950.38 Total	26,950.38 YTD Budget	40,000.00 Unexpended	13,049.62	

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			12/31/2021 (12/21) Balance	07-510-520-2310			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	100,000.00 Unexpended	100,000.00		
			12/31/2021 (12/21) Balance	07-510-520-2406			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	200.00 Unexpended	200.00		
			12/31/2021 (12/21) Balance	07-510-520-2424			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	500.00 Unexpended	500.00		
			12/31/2021 (12/21) Balance	07-510-520-2450			2,574.04
			01/31/2022 (01/22) 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		
			12/31/2021 (12/21) Balance	07-510-520-2500			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00		
			12/31/2021 (12/21) Balance	07-510-530-3001			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	10,000.00 Unexpended	10,000.00		
			12/31/2021 (12/21) Balance	07-510-530-3022			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00		
			12/31/2021 (12/21) Balance	07-510-530-3023			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00		
			12/31/2021 (12/21) Balance	07-510-530-3118			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00		
			12/31/2021 (12/21) Balance	07-510-560-6001			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	90,270.00 Unexpended	90,270.00		
			12/31/2021 (12/21) Balance	07-510-560-6002			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	162,505.00 Unexpended	162,505.00		
			12/31/2021 (12/21) Balance	07-510-560-6003			.00
			01/31/2022 (01/22) Period Totals and Balance		.00 *	.00 *	.00

20

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	
Number of Transactions: 182 Number of Accounts: 53					Debit	Credit	Proof
Total Library Fund:					136,785.13	4,457.62-	132,327.51
Number of Transactions: 182 Number of Accounts: 53					Debit	Credit	Proof
Grand Totals:					136,785.13	4,457.62-	132,327.51

- 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 Fillers: None
  - Include Sources: None
  - Include Revenues: None
  - All Segments Tested for Total Breaks

21

## Librarian's Report

February 2022

### ***PROGRAMS in JANUARY***

Spanglish Conversation (2) with 6 people in attendance.

Forever Young Adult Book Group met with 4 in attendance.

Community Cooking with the Co-Op had 38 attendees.

Craft Take Out – 45 kits distributed and 112 views on Facebook Live

Unlimited Book Club, a partnership with Coos History Museum and North Bend Public Library had 7 participants.

ASL Practice Place – 7 participants

Story time (3) – 33 participants

Book Box Program – 75 adults and 68 children participating

Swords and Starships Podcast – 2 episodes, 77 downloads

27

The Empire and Eastside pickup/drop off sites continue.

Community Yoga - 9 participants

One on One Appts - 4

Young Writers in the Library (4) - 36

Build a Bat Box - 48

Volunteer with Vita - 9

Intro to Power Point Part 1 - 8

Intro to Power Point Part 2 - 7

Read and Craft Club - 3

Board Games for teens (4) - 21

Manga Madness - 2

23

Conspiracy Theories – 8

Health By Chocolate – 10

Public comment meetings – 62

*Miscellaneous*

In January there were 5,074 county-wide, checkouts on OverDrive. 393 circulations on hoopla in January with 13 new borrowers.

Started the hiring process for a full time Library Assistant for Youth Services. It should be finished by mid-February.

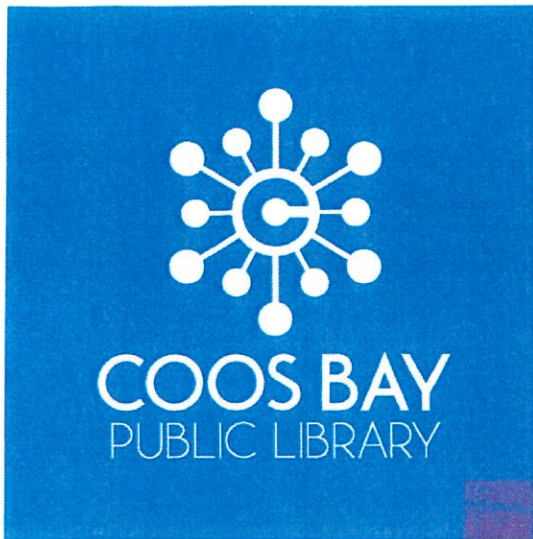
Next library input meetings are scheduled for February 23 at 2 and 6.

Bond language will go to council on February 15<sup>th</sup> for final approval.



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	3	14	17
Nov-21	0	0	4	4	21	25
Dec-21	0	0	5	5	25	30
Jan-22	0	0	12	12	16	28
Feb-22			0	0	0	
Mar-22			0	0	0	
Apr-22			0	0	0	
May-22						
Jun-22						
Totals						750




25

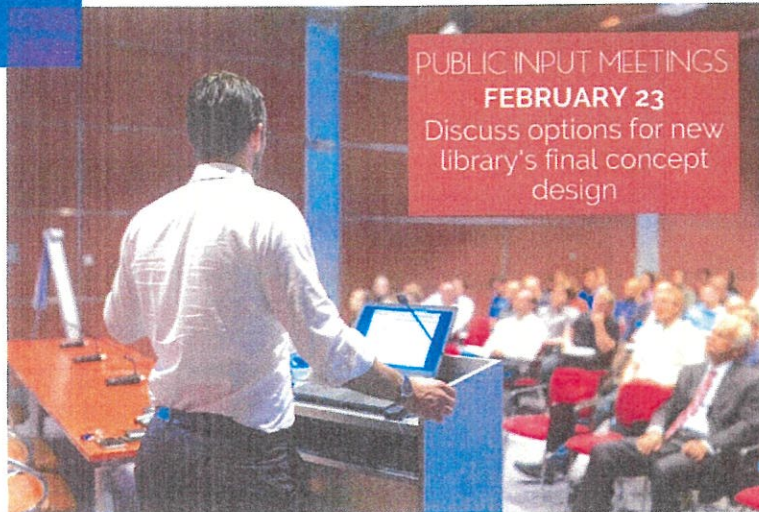


# THE LATEST at COOS BAY PUBLIC LIBRARY FEBRUARY 2022

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!



TAMMY ALEY  
Community Engagement Specialist



**CONTACT INFO**  
541-808-7244  
tammy.aley@chw.coos.or.us



## WE CAN MAKE LIFE EASIER MEET TAMMY ALEY, OUR NEW COMMUNITY ENGAGEMENT SPECIALIST!

Tammy Aley takes the stage in a brand new position created in collaboration with Coos Health and Wellness and the North Bend Public Library. Whether you need help filling out government forms, want an extra pair of eyes on your resumé or job application, or need assistance with housing, veteran services, food services, or behavioral health resources, set up an appointment with Tammy or drop in during her office hours at Coos Bay Public Library for personalized assistance. See calendar on reverse for available hours.

# UPCOMING!

ALL  
FEB

## WINTER READING CHALLENGE CONTINUES THROUGH MARCH 1

CHECK OFF ON BINGO SHEETS OR TRACK ON BEANSTACK FOR PRIZES

### READ & CRAFT CLUB

PAX BY SARAH PENNYPACKER

4:00PM - 5:00PM VIA ZOOM. GRADES 4 - 8



1  
FEB

1  
FEB

### FOREVER YOUNG BOOK CLUB

THEME: A BOOK YOU FEEL GUILTY ABOUT NOT HAVING READ

5:00PM - 6:00PM VIA ZOOM. AGES 18+

### ¡SPANGLISH! CONVERSATIONAL PROGRAM

12:00PM - 1:00PM on Zoom 02/02

10:30AM - 11:30 AM in the library 02/19

2 & 19  
FEB

3  
FEB

### COMMUNITY ENGAGEMENT SPECIALIST TAMMY ALEY AVAILABLE

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

### YOUNG WRITERS GROUP

WRITING GROUP FOR TEENS & TWEENS  
MEETING THURSDAYS FEBRUARY 3, 10, 17, & 24

4:00PM - 5:00PM IN THE LIBRARY & ON ZOOM. AGES 12-18

3  
FEB

4  
FEB

### BOARD GAMES IN THE LIBRARY

FUN & GAMES FOR TEENS & TWEENS  
MEETING FRIDAYS FEBRUARY 4, 11, 18, & 25

2:00PM - 4:00PM IN THE LIBRARY'S TEEN AREA. AGES 12-18

### SWORDS & STARSHIPS PODCAST

THE ROMANCE EPISODE (02/04)

STORIES BY BLACK AUTHORS (02/18)

NEW EPISODES AVAILABLE!

4  
FEB

5  
FEB

### FRIENDS OF THE LIBRARY BOOK SALE

9:00AM - 2:00PM IN LIBRARY LOBBY

### MANGA MADNESS

READ MANGA, WATCH ANIME, MAKE COSPLAY ACCESSORIES OR DRAW FANART!

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



8  
FEB

9  
FEB

### STORYTIME PAUSE EXTENDED TO MARCH 2, 2022

NORMALLY HELD WEDNESDAYS @ 10:00AM ON TEMPORARY PAUSE

### JUMPING INTO FIRE

A HISTORY OF THE 555TH PARACHUTE INFANTRY BATTALION OF WWII BY SPECIAL GUEST DR. ROBERT BARTLETT

6:00PM - 7:00PM VIA ZOOM

9  
FEB

10  
FEB

### UNLIMITED BOOK CLUB:

BRAIDING SWEETGRASS BY ROBIN WALL KIMMERER

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

# DID YOU KNOW?

## OUT WITH THE OVERDRIVE, IN WITH THE NEW



This month, you may notice that the OverDrive app is no longer available in your device's app store. Existing app users will be able to continue using OverDrive, but new users will be redirected to Libby. Libby facilitates access to the same online catalogue as OverDrive while offering a simplified interface and streamlined processes such as the ability to start reading right away without picking a file format.

### CRAFT TAKEOUT: FLORAL STAMPED TEA TOWELS

KITS AVAILABLE. CRAFT-ALONG TUTORIAL FEBRUARY 11 @ 4:00 PM

11  
FEB

16  
FEB

### INDOOR STAR PARTY

A VIRTUAL PLANETARIUM TOUR WITH OREGON MUSEUM OF SCIENCE AND INDUSTRY (OMSI). PRE-REGISTRATION REQUIRED

5:30PM - 6:30PM ON ZOOM. AGES: KIDS GRADES K-8

### COMMUNITY YOGA WITH INSTRUCTOR KELLI BOSAK

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

16  
FEB

17  
FEB

### ASL PRACTICE PLACE

WITH INSTRUCTOR KANDY BERGQUIST

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

### FRIENDS OF THE LIBRARY 1/2 OFF BOOK STORE SALE

12:00PM - 4:00PM IN FRIENDS OF THE LIBRARY BOOK STORE

17  
FEB

21  
FEB

### LIBRARY CLOSED

IN OBSERVATION OF PRESIDENTS DAY



21  
FEB

### PUBLIC INPUT MEETINGS

JOIN OUR TEAM OF ARCHITECTS FOR A PRESENTATION & DISCUSSION OF OPTIONS FOR NEW LIBRARY BUILDING'S FINAL CONCEPT DESIGN

2:00PM - 4:00PM @ COOS BAY CITY COUNCIL CHAMBERS

6:00PM - 8:00PM @ COOS BAY CITY COUNCIL CHAMBERS

23  
FEB

24  
FEB

### COMMUNITY COOKING WITH THE CO-OP

STARRING JAMAR!

THIS MONTH'S RECIPE: CO-OP GUMBO

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