

**COOS BAY PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING AGENDA**  
**Wednesday January 20, 2021**  
**5:15pm**

**Introductions**

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

Start budget review

**Building/Room naming policy**

**11. Announcements**

**12. Adjourn**

Coos Bay Public Library  
December 2020 Report

# of items added to collection - **479**  
New cards issued - **22**  
Total reference questions - **185**  
Daily average circulation - **406**  
Total # of programs - **10**  
Program attendance - **425**  
Total items checked out at the library - **9,558**  
Total of Coos Bay items checked out anywhere - **10,173**  
Total digital downloads - **329**  
Gate count - **1,356**  
Total monthly visitors - **1382**

COOS BAY PUBLIC LIBRARY  
BOARD OF TRUSTEE MEETING MINUTES  
December 16, 2020

**Call to Order** – Curt Benward called the meeting to order at 5:14 p.m.

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

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

**Public Comment** –None

**Minutes and Circulation** – Minutes from the November 2020 meeting were reviewed. Steve made a motion to approve the minutes. Peggy seconded the motion. Approved unanimously.

**Treasurer's Report** – Financial reports for November 2020 were reviewed. The memorial account report was also reviewed. James made a motion to approve the treasurer's report. Steve seconded the motion. Approved unanimously.

**Correspondence** –None

**Librarians Report** – The hotspots are almost ready to go out. As the county moves to the extreme category the library will close open browsing on 12/18 for at least two weeks. Lobby item pickup, Eastside & Empire pickups and computers by appointment will all continue.

**Friends of the Library Report** – Walk-Through Book Sale on December 9<sup>th</sup> brought in \$95.00. Next sale will be Saturday, January 9<sup>th</sup> 2021 from 10am – 1pm.

**Library Foundation Report** – The foundation by-laws are being reviewed. The two library board representatives on the library foundation are Steve Metz and Robert More.

**Old Business** –

Sami has not heard anything back yet from the realtor for the Banner Bank property.

**New Business** – None

**Announcements** – None

**Adjournment** – C. Benward adjourned the meeting at 5:51 p.m.

Sami read the executive session meeting disclosure statement. An executive session was held pursuant to Oregon Revised Statute (ORS) 192.660(2) (i) for the purpose of discussing real property transactions.

Next Meeting: January 20, 2020 – 5:15 p.m.

Respectfully submitted,  
Crystal Barr

**COOS BAY PUBLIC LIBRARY  
DECEMBER 2020**

**INVENTORY**

<u>CLASSIFICATION</u>	<u>ACQUIRED</u>	<u>DISCARDS</u>
Adult Books	271	21
Adult Audio Books	63	39
Adult Video	61	18
Adult Music	0	0
Adult Video Games	0	0
Young Adult Books	7	0
Young Adult Audio	0	0
Child Books	76	7
Child Audio	1	0
Child Video	0	0
Child Music Cds	0	0
<b>TOTAL</b>	<b>479</b>	<b>85</b>

**CIRCULATION SUMMARY**

	<b>Total Items Checked Out At Coos Bay</b>	<b>Total Coos Bay Owned Items Checked Out</b>	
<b>2020</b>	9,558	10,173	
<b>2019</b>	20,008	25,953	
<b>2018</b>	19,054	21,090	
<b>2017</b>	18,752	22,165	
<b>2016</b>	21,826	23,882	
<b>2015</b>	19,076	19,967	
<b>GATE COUNT:</b>	1,356		
	( 2019 - 12,589)		
<b>REFERENCE QUESTIONS ANSWERED:</b>		185	
<b>YP REFERENCE QUESTIONS ANSWERED:</b>		16	
<b>NEW PATRON REGISTRATIONS:</b>		22	
<b>#DAYS OPEN:</b>	<b>25</b>	<b>22</b>	<b>22</b>
<b>DAILY AVERAGE CIRCULATION:</b>	<b>406</b>	<b>(19) 1081</b>	<b>(18) 957</b>

**RECEIPTS FROM PATRONS**

FINES	\$0.00
DISKS/MISC.	\$0.00
DAMAGE/LOSS	\$4.00
RENT	\$0.00
BOOK BAGS	\$0.00
COPIES	<u>\$0.00</u>
<b>TOTAL</b>	<b><u>\$4.00</u></b>

City of Coos Bay  
Revenues with Comparison to Budget  
For the 6 Months Ending December 31, 2020

Library Fund

	Period Actual	YTD Actual	Budget	Unearned	Pcnt	
<u>Carryover</u>						
07-000-300-0100	Carryover - Regular	.00	.00	1,074,855.00	1,074,855.00	.0
07-000-300-0200	Carryover - Memorial/Board	.00	.00	125,000.00	125,000.00	.0
	<b>Total Carryover</b>	<b>.00</b>	<b>.00</b>	<b>1,199,855.00</b>	<b>1,199,855.00</b>	<b>.0</b>
<u>Revenue From Other Agencies</u>						
07-000-340-0300	State Library Grant	.00	.00	1,900.00	1,900.00	.0
07-000-340-0301	Grants	.00	2,000.00	16,043.00	14,043.00	12.5
07-000-340-0303	Federal Grants	.00	.00	3,000.00	3,000.00	.0
07-000-340-0350	Federal Other Financial Assist	3,410.28	27,211.39	16,670.00	( 10,541.39)	163.2
07-000-340-0900	Library Tax Base	836,992.02	1,085,603.22	1,130,000.00	44,396.78	96.1
	<b>Total Revenue From Other Agencies</b>	<b>840,402.30</b>	<b>1,114,814.61</b>	<b>1,167,613.00</b>	<b>52,798.39</b>	<b>95.5</b>
<u>Use Of Money &amp; Property</u>						
07-000-350-0100	Interest	616.42	4,781.70	15,000.00	10,218.30	31.9
07-000-350-1100	Auditorium Rental	.00	.00	3,500.00	3,500.00	.0
	<b>Total Use Of Money &amp; Property</b>	<b>616.42</b>	<b>4,781.70</b>	<b>18,500.00</b>	<b>13,718.30</b>	<b>25.9</b>
<u>Current Services</u>						
07-000-360-0100	Copies	.00	.00	7,000.00	7,000.00	.0
07-000-360-1800	Library Fees	46.00	351.04	12,000.00	11,648.96	2.9
	<b>Total Current Services</b>	<b>46.00</b>	<b>351.04</b>	<b>19,000.00</b>	<b>18,648.96</b>	<b>1.9</b>
<u>Other Revenue</u>						
07-000-380-0100	Miscellaneous	.00	70.00	100.00	30.00	70.0
07-000-380-0300	ESO Administration/Rent	2,174.79	13,048.74	26,000.00	12,951.26	50.2
07-000-380-0400	Reimbursements	.00	2,897.44	500.00	( 2,397.44)	579.5
07-000-380-0900	Gifts, Donations & Memorials	129.78	1,822.48	20,000.00	18,177.52	9.1
	<b>Total Other Revenue</b>	<b>2,304.57</b>	<b>17,838.66</b>	<b>46,600.00</b>	<b>28,761.34</b>	<b>38.3</b>
	<b>Total Fund Revenue</b>	<b>843,369.29</b>	<b>1,137,786.01</b>	<b>2,451,568.00</b>	<b>1,313,781.99</b>	<b>46.4</b>

City of Coos Bay  
Expenditures with Comparison to Budget  
For the 6 Months Ending December 31, 2020

Library Fund

		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
<u>Library Fund</u>						
Personnel Services						
07-510-510-1001	Salaries	46,361.00	281,226.37	758,449.00	477,222.63	37.1
07-510-510-1003	P.E.R.S.	10,276.26	62,252.22	159,382.00	97,129.78	39.1
07-510-510-1004	Social Security	3,315.16	20,287.33	58,028.00	37,740.67	35.0
07-510-510-1005	Employee Insurance	8,638.13	56,141.93	211,964.00	155,822.07	26.5
07-510-510-1006	Unemployment	.00	1,162.46	3,600.00	2,437.54	32.3
07-510-510-1007	Workers Compensation Insurance	57.14	350.76	1,066.00	715.24	32.9
07-510-510-1008	Volunteer Workers Compensation	.00	.08	250.00	249.92	.0
<b>Total Personnel Services</b>		<b>68,647.69</b>	<b>421,421.15</b>	<b>1,192,739.00</b>	<b>771,317.85</b>	<b>35.3</b>
Materials & Services						
07-510-520-2005	Training, Meetings, Travel, Dues	104.37	1,052.22	9,000.00	7,947.78	11.7
07-510-520-2101	Utilities	2,800.82	12,084.27	42,000.00	29,915.73	28.8
07-510-520-2102	Telephone	846.30	4,077.43	9,000.00	4,922.57	45.3
07-510-520-2105	Advertising	709.71	3,342.28	15,000.00	11,657.72	22.3
07-510-520-2108	Contractual	5,146.87	16,758.31	80,000.00	63,241.69	21.0
07-510-520-2120	Insurance	.00	15,757.10	25,000.00	9,242.90	63.0
07-510-520-2122	Duplicating	326.64	1,244.89	9,500.00	8,255.11	13.1
07-510-520-2123	Printing	.00	.00	3,000.00	3,000.00	.0
07-510-520-2205	Office Supplies	4,494.00	11,229.16	32,500.00	21,270.84	34.6
07-510-520-2206	Postage	107.76	4,087.23	16,200.00	12,112.77	25.2
07-510-520-2225	Janitorial Supplies	24.90	24.90	13,800.00	13,775.10	.2
07-510-520-2231	Small Equipment	501.74	17,113.57	63,043.00	45,929.43	27.2
07-510-520-2234	Grants	2,202.75	3,489.59	7,900.00	4,410.41	44.2
07-510-520-2235	Library Supplies	1,140.52	3,721.07	13,000.00	9,278.93	28.6
07-510-520-2236	Library Books & Records	6,667.29	41,863.13	100,000.00	58,136.87	41.9
07-510-520-2237	Periodicals	( 1,682.39)	9,924.81	10,000.00	75.19	99.3
07-510-520-2239	State Aid to Children - Books	2,045.69	3,772.72	2,000.00	( 1,772.72)	188.6
07-510-520-2240	Library Books/Records (Restr)	.00	.00	50,000.00	50,000.00	.0
07-510-520-2241	Programming	.00	.00	16,000.00	16,000.00	.0
07-510-520-2302	Office Equipment Rental	257.34	1,928.54	5,200.00	3,271.46	37.1
07-510-520-2303	Equipment Repairs/Replacement	.00	839.86	35,000.00	34,160.14	2.4
07-510-520-2304	Equipment Maintenance Contract	37.95	2,438.20	12,000.00	9,561.80	20.3
07-510-520-2305	Vehicle Maintenance/Fuel	.00	1,155.07	10,000.00	8,844.93	11.6
07-510-520-2309	Building & Grounds Maintenance	6,470.40	14,845.93	50,000.00	35,154.07	29.7
07-510-520-2310	Furniture (restricted)	.00	.00	100,000.00	100,000.00	.0
07-510-520-2406	Reimbursable	.00	14.99	200.00	185.01	7.5
07-510-520-2424	Library Board	.00	.00	500.00	500.00	.0
07-510-520-2450	Gifts, Donations & Memorials	218.65	5,552.00	20,000.00	14,448.00	27.8
<b>Total Materials &amp; Services</b>		<b>32,421.31</b>	<b>176,317.27</b>	<b>749,843.00</b>	<b>573,525.73</b>	<b>23.5</b>
Capital Outlay						
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>



City of Coos Bay  
Expenditures with Comparison to Budget  
For the 6 Months Ending December 31, 2020

Library Fund

	Period Actual	YTD Actual	Budget	Unexpended	Pcnt
Other Financing Uses					
07-510-560-6001 Contingency	.00	.00	336,225.00	336,225.00	.0
07-510-560-6002 Unappropriated Ending Fund Bal	.00	.00	162,761.00	162,761.00	.0
<b>Total Other Financing Uses</b>	<b>.00</b>	<b>.00</b>	<b>498,986.00</b>	<b>498,986.00</b>	<b>.0</b>
<b>Total Library Fund</b>	<b>101,069.00</b>	<b>597,738.42</b>	<b>2,451,568.00</b>	<b>1,853,829.58</b>	<b>24.4</b>
<b>Total Fund Expenditures</b>	<b>101,069.00</b>	<b>597,738.42</b>	<b>2,451,568.00</b>	<b>1,853,829.58</b>	<b>24.4</b>
<b>Net Revenue Over Expenditures</b>	<b>742,300.29</b>	<b>540,047.59</b>	<b>.00</b>	<b>( 540,047.59)</b>	<b>.0</b>

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

<u>BALANCE, November 30, 2020</u>	\$ 74,147.81
Misc. Donations-December 2020	\$26.25
TOTAL DEPOSITS	\$26.25

**DISBURSEMENTS:**

Amazon/Supplies-Adult Programs-Book Boxes	\$	19.47
Amazon/Supplies-YP Programs-Book Boxes, STEAM Kits	\$	218.20
Apple Music, Illinois Library Association/Supplies-YP Programs, Summer Reading, Storytime	\$	205.13
TOTAL DISBURSEMENTS		\$ 442.80
<b>Balance December 31, 2020</b>		<b>\$ 73,731.26</b>

General Fund	\$	10,876.26
Friend's Children's Fund	\$	2,560.83
Kenaston Estate Donation	\$	(469.51)
Mallek Estate Memorial	\$	52,610.89
Coos Bay Library Foundation YP Book Donation	\$	(59.15)
E-Books	\$	-
Care Connections	\$	0.78
Friends Library Purchases	\$	7,589.49
Rotary Donation	\$	(1,704.87)
Coos Bay Library Foundation-Equipment	\$	35.35
Coos Bay Library Foundation-Audios	\$	-
Eagles Large Print Fund	\$	6.25
Dollywood	\$	2,284.94

<b>MEMORIAL ACCOUNT FUNDS TOTAL</b>	<b>\$ 73,731.26</b>
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## Librarian's Report

December 2020

### ***PROGRAMS***

Spanglish Conversation had two online meetings with 7 people in attendance.

TV Tuesday had views 195 (Facebook Live program)

Forever Young Adult Book Group met with 5 in attendance.

Swords and Starships book club met and had 77 views (Facebook Live event)

Community Cooking with the Co-Op had 22 attendees.

Enough "Say Their Names" Book Release - 45 attendees

Unlimited Book Club, a partnership with Coos History Museum and North Bend Public Library had 16 participants.

Social Services Connect - A program held in partnership with United Way of Southwestern Oregon. It was a funder networking event with 39 attendees.

The Relation-Ship - A partnership with YouthEra and Coos Health and Wellness. It is a teen program about building skills for healthy relationships. 5 people attended

Mother Goose on the Loose - two sessions were held in December. It is limited to 5 adults with a maximum of two children each. Everyone except those under 5 must wear a mask. 10 people attended.

There were 4 one-on-one appointments fulfilled by Zoom in August.

### *Miscellaneous*

In December there were 5573, county-wide checkouts on OverDrive. 329 circulations on hoopla in December with 8 new borrowers.

On December 4<sup>th</sup> the library came out of a state wide freeze and resumed browsing. On December 18<sup>th</sup> the library shut down browsing for three weeks and reopened on January 12<sup>th</sup>.

Winter reading program will start in January and run for one month.

Banner Bank's relator wouldn't return my calls so the possibility of opening a temporary branch is delayed.

2020/21	Myrtlewood Library Use	Myrtlewood Non-Library Use	Cedar Library Use	Cedar Non-Library Use	Total Use	Estimated Attendance (minus library program
Jul-20	0	2	0	0	2	70
Aug-20	0	2	0	0	2	4
Sep-20	3	0	0	0	3	
Oct-20	4	0	0	0	4	
Nov-20	1	1	0	0	2	35
Dec-20	2	3	0	0	5	16
Jan-21						
Feb-21						
Mar-21						
Apr-21						
May-21						
Jun-21						
Totals						125

CITY OF COOS BAY 2020-2021 BUDGET  
LIBRARY FUND 07  
EXPENDITURES

*and budget*  
*changed*  
↓

Actual 2017-18	Actual 2018-19	Council Adopted 2019-20	Account No.	Proposed 2020-21	Committee Approved 2020-21
<b>PERSONNEL SERVICES</b>					
526,988	566,127	686,818	07-510-510-1001	758,449	758,449
99,923	107,353	133,210	07-510-510-1003	159,382	159,382
39,956	42,779	52,548	07-510-510-1004	58,028	58,028
130,299	149,938	153,574	07-510-510-1005	211,964	211,964
113	0	13,000	07-510-510-1006	3,600	3,600
1,548	816	2,833	07-510-510-1007	1,066	1,066
36	13	122	07-510-510-1008	250	250
<b>798,863</b>	<b>867,026</b>	<b>1,042,105</b>	<b>Total Personnel Services</b>	<b>1,192,739</b>	<b>1,192,739</b>
<b>MATERIALS AND SERVICES</b>					
3,097	6,872	9,000	07-510-520-2005	9,000	9,000
37,467	35,703	42,000	07-510-520-2101	42,000	42,000
4,261	6,486	13,000	07-510-520-2102	9,000	9,000
1,740	5,598	15,000	07-510-520-2105	15,000	15,000
21,770	63,869	42,250	07-510-520-2108	80,000	80,000
21,968	20,768	14,500	07-510-520-2120	25,000	25,000
6,158	9,624	8,500	07-510-520-2122	9,500	9,500
607	93	3,000	07-510-520-2123	3,000	3,000
2,221	1,895	2,500	07-510-520-2205	2,500	2,500
1,429	2,363	2,200	07-510-520-2206	1,200	1,200
4,749	4,132	5,200	07-510-520-2225	3,800	3,800
0	10,952	35,000	07-510-520-2231	35,000	35,000
14,814	4,207	17,000	07-510-520-2234	7,900	7,900
11,785	13,961	15,000	07-510-520-2235	13,000	13,000
67,507	75,629	100,000	07-510-520-2236	100,000	100,000
0	0	50,000	07-510-520-2240	50,000	50,000
0	0	0	07-510-520-2241	16,000	16,000
9,111	9,012	10,000	07-510-520-2237	10,000	10,000
179	0	200	07-510-520-2238	0	0
1,214	2,520	2,000	07-510-520-2239	2,000	2,000
4,784	4,690	5,200	07-510-520-2302	5,200	5,200
21,358	4,191	25,000	07-510-520-2303	25,000	25,000
9,394	11,096	12,000	07-510-520-2304	12,000	12,000
0	0	0	07-510-520-2305	10,000	10,000
0	0	75,000	07-510-520-2310	100,000	100,000
35,875	48,217	50,000	07-510-520-2309	50,000	50,000

12

32,500  
14,200  
43,043

35,000  
25,000

CITY OF COOS BAY 2020-2021 BUDGET  
LIBRARY FUND 07  
RESOURCES

*initial change*

Actual 2017-18	Actual 2018-19	Council Adopted 2019-20	Account No.	Proposed 2020-21	Committee Approved 2020-21
845,013	925,606	855,071	07-000-300-0100	900,000	900,000
52,490	51,859	100,000	07-000-300-0200	125,000	125,000
<b>897,503</b>	<b>977,465</b>	<b>955,071</b>	<b>Total Carryover Balance</b>	<b>1,025,000</b>	<b>1,025,000</b>
2,146	5,127	1,700	07-000-340-0300	1,900	1,900
3,000	9,300	7,000	07-000-340-0301	3,000	3,000
17,273	0	5,000	07-000-340-0303	3,000	3,000
1,109,072	1,097,036	1,115,000	07-000-340-0900	1,130,000	1,130,000
<b>1,131,491</b>	<b>1,111,463</b>	<b>1,128,700</b>	<b>Total Resources from other Agencies</b>	<b>1,137,900</b>	<b>1,137,900</b>
16,089	24,447	12,000	07-000-350-0100	15,000	15,000
3,800	3,975	2,500	07-000-350-1100	3,500	3,500
<b>19,889</b>	<b>28,422</b>	<b>14,500</b>	<b>Total Use of Money &amp; Property</b>	<b>18,500</b>	<b>18,500</b>
7,988	7,217	7,000	07-000-360-0100	7,000	7,000
13,848	14,129	10,000	07-000-360-1800	12,000	12,000
<b>21,835</b>	<b>21,346</b>	<b>17,000</b>	<b>Total Charges for Current Services</b>	<b>19,000</b>	<b>19,000</b>
245	186	100	07-000-380-0100	100	100
0	25,050	0	07-000-380-0300	26,000	26,000
602	706	500	07-000-380-0400	500	500
29,196	36,835	20,000	07-000-380-0900	20,000	20,000
<b>30,044</b>	<b>62,777</b>	<b>20,600</b>	<b>Total Other Income</b>	<b>46,600</b>	<b>46,600</b>
<b>2,100,762</b>	<b>2,201,473</b>	<b>2,135,871</b>	<b>TOTAL LIBRARY RESOURCES</b>	<b>2,247,000</b>	<b>2,247,000</b>

150,000

1,32,000

10,000  
1,000

1,000  
2,000

4,500

CITY OF COOS BAY 2020-2021 BUDGET  
LIBRARY FUND 07  
EXPENDITURES (continued)

Actual 2017-18	Actual 2018-19	Council Adopted 2019-20	Account No.	Proposed 2020-21	Committee Approved 2020-21
20	104	200	07-510-520-2406	200	200
480	693	500	07-510-520-2424	500	500
32,997	36,702	20,000	07-510-520-2450	20,000	20,000
<u>314,984</u>	<u>379,377</u>	<u>574,250</u>	<b>MATERIALS AND SERVICES (continued)</b>	<u>656,800</u>	<u>656,800</u>
			Reimbursable		200
			Library Board		500
			Gifts, Donations & Memorials		20,000
			<b>Total Materials and Services</b>	<b>656,800</b>	<b>656,800</b>
			<b>CAPITAL OUTLAY</b>		
9,450	0	0	07-510-530-3001	10,000	10,000
<u>9,450</u>	<u>0</u>	<u>0</u>	<b>Total Capital Outlay</b>	<u>10,000</u>	<u>10,000</u>
0	0	519,516	<b>CONTINGENCY</b>	224,700	224,700
977,465	955,070	0	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	162,761	162,761
<u>2,100,762</u>	<u>2,201,473</u>	<u>2,135,871</u>	<b>TOTAL LIBRARY EXPENDITURES</b>	<u>2,247,000</u>	<u>2,247,000</u>

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Cash - Combined Fund			11/30/2020 (11/20) Balance	07-000-100-1001			988,137.59
12/31/2020	CA	5	Cash Allocation - Created: 12/07/20 7:38 AM			1,971.90-	
12/31/2020	CA	22	Cash Allocation - Created: 12/17/20 12:33 PM		818,437.31		
12/31/2020	CA	46	Cash Allocation - Created: 12/23/20 12:46 PM			1,469.46-	
12/31/2020	CA	62	Cash Allocation - Created: 01/04/21 6:50 AM			73,417.73-	
12/31/2020	CA	97	Cash Allocation - Created: 01/05/21 11:35 AM		616.42		
			12/31/2020 (12/20) Period Totals and Balance		819,053.73 *	76,859.09- *	1,730,332.23
Petty Cash			11/30/2020 (11/20) Balance	07-000-100-1015			200.00
			12/31/2020 (12/20) Period Totals and Balance		00 *	00 *	200.00
Prepaid Expense			11/30/2020 (11/20) Balance	07-000-100-1101			9,264.83
11/30/2020	AP	933	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 PIERSON **Desc: ZOOM, Prepaid FYE22, Online Meeting Platform **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		31.02		
12/31/2020	JE	33	R/C AP REF 686 12/20 TO MEMBERSHIP DUES &		74.63		
			12/31/2020 (12/20) Period Totals and Balance		105.65 *	00 *	9,370.48
Accounts Payable			11/30/2020 (11/20) Balance	07-000-200-2001			.00
12/31/2020	AP	91	Summary Transactions from AP System			8,381.83-	
12/31/2020	AP	164	Summary Transactions from AP System			2,324.29-	
12/31/2020	AP	334	Summary Transactions from AP System			728.68-	
12/31/2020	AP	714	Summary Transactions from AP System			6,504.47-	
12/31/2020	AP	747	Summary Transactions from AP System			791.22-	
12/31/2020	AP	901	Summary Transactions from AP System			2,039.58-	
12/31/2020	AP	984	Summary Transactions from AP System			467.65-	
12/31/2020	AP	1023	Summary Transactions from AP System			2,372.51-	
12/31/2020	AP	1285	Summary Transactions from AP System			8,860.74-	
12/16/2020	CDA1	756	Umpqua Bank		2,733.52		
12/16/2020	CDA1	766	Umpqua Bank		1,382.68		
12/16/2020	CDA1	766	Umpqua Bank		463.49		
12/16/2020	CDA1	767	Umpqua Bank		310.93		
12/16/2020	CDA1	767	Umpqua Bank		102.75		
12/16/2020	CDA1	767	Umpqua Bank		223.50		
12/16/2020	CDA1	768	Umpqua Bank		1,287.60		
12/18/2020	CDA1	775	Umpqua Bank		364.17		
12/18/2020	CDA1	775	Umpqua Bank		103.48		
12/21/2020	CDA1	789	Pacific Power & Light Co		2,372.51		
12/17/2020	CDA1	122932	South Coast Shopper			400.00-	
12/07/2020	CDA1	122971	Advantage Security LLC		37.95		
12/07/2020	CDA1	122972	Agri-Tech Design		242.00		
12/07/2020	CDA1	122975	Bay Area Enterprises Inc.		9.40		
12/07/2020	CDA1	122975	Bay Area Enterprises Inc.		2,847.48		
12/07/2020	CDA1	122980	Butler, Gerry		140.00		
12/07/2020	CDA1	122983	C-N-B Security Inc		1,208.00		
12/07/2020	CDA1	122985	Comfort Flow Heating		99.00		
12/07/2020	CDA1	122994	Pitney Bowes Reserve Account		3,800.00		
12/08/2020	CDA1	123000	Cavendish Square		195.54		
12/08/2020	CDA1	123001	Cengage Learning Inc		270.29		
12/08/2020	CDA1	123002	Demco		310.17		
12/08/2020	CDA1	123007	Ingram		880.04		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
12/08/2020	CDA1	123014	Midwest Tape		668.25		
12/10/2020	CDA1	123050	Office Depot		158.66		
12/10/2020	CDA1	123050	Office Depot		59.97		
12/10/2020	CDA1	123055	Showcases		510.05		
12/17/2020	CDA1	123162	Access Information Protected		43.83		
12/17/2020	CDA1	123163	Agri-Tech Design		242.00		
12/17/2020	CDA1	123169	Cengage Learning Inc		191.72		
12/17/2020	CDA1	123173	Xerox Corporation		121.16		
12/17/2020	CDA1	123174	Xerox Corporation		192.51		
12/17/2020	CDA1	123176	Center Point Large Print		136.02		
12/17/2020	CDA1	123177	C-N-B Security Inc		1,093.50		
12/17/2020	CDA1	123188	Ingram		348.28		
12/17/2020	CDA1	123194	Merced Community College Library		85.00		
12/17/2020	CDA1	123198	Office Depot		29.87		
12/17/2020	CDA1	123198	Office Depot		449.91		
12/17/2020	CDA1	123209	Showcases		297.00		
12/31/2020	CDA1	123270	Bay Area Enterprises Inc.		139.21		
12/31/2020	CDA1	123270	Bay Area Enterprises Inc.		2,847.48		
12/31/2020	CDA1	123276	C-N-B Security Inc		2,281.50		
12/31/2020	CDA1	123280	Dollywood Foundation		2,500.00		
12/31/2020	CDA1	123287	Ingram		512.55		
12/31/2020	CDA1	123297	KVAL/Sinclair Broadcast Group		430.00		
12/31/2020	CDA1	123298	Sprague Pest Solutions		150.00		
12/31/2020 (12/20) Period Totals and Balance					32,870.97 *	32,870.97- *	.00
Fund Balance			11/30/2020 (11/20) Balance	07-000-200-2500			1,199,855.12-
12/31/2020 (12/20) Period Totals and Balance					.00 *	.00 *	1,199,855.12-
Grants			11/30/2020 (11/20) Balance	07-000-340-0301			2,000.00-
12/31/2020 (12/20) Period Totals and Balance					.00 *	.00 *	2,000.00-
YTD Encumbrance		.00 YTD Actual	-2,000.00 Total	-2,000.00 YTD Budget	-16,043.00 Unearned	14,043.00	
Federal Other Financial Assist			11/30/2020 (11/20) Balance	07-000-340-0350			23,801.11-
12/21/2020	CRJE	3	CRF Grant Request #7			3,410.28-	
12/31/2020 (12/20) Period Totals and Balance					.00 *	3,410.28- *	27,211.39-
YTD Encumbrance		.00 YTD Actual	-27,211.39 Total	-27,211.39 YTD Budget	-16,670.00 Unearned	(10,541.39)	
Library Tax Base			11/30/2020 (11/20) Balance	07-000-340-0900			248,611.20-
12/15/2020	CR	1046037	Library Tax Base - 11/20 Library Tax Base - Coos C Description: Library Tax Base - 11/20 Library Tax Base - Coos County			836,992.02-	
12/31/2020 (12/20) Period Totals and Balance					.00 *	836,992.02- *	1,085,603.22-
YTD Encumbrance		.00 YTD Actual	-1,085,603.22 Total	-1,085,603.22 YTD Budget	-1,130,000.00 Unearned	44,396.78	
Interest			11/30/2020 (11/20) Balance	07-000-350-0100			4,165.28-
12/31/2020	CRJE	5	INTEREST DISTRIBUTION JOURNAL ENTRY 12/2			616.42-	
12/31/2020 (12/20) Period Totals and Balance					.00 *	616.42- *	4,781.70-
YTD Encumbrance		.00 YTD Actual	-4,781.70 Total	-4,781.70 YTD Budget	-15,000.00 Unearned	10,218.30	
Library Fees			11/30/2020 (11/20) Balance	07-000-360-1800			305.04-
12/15/2020	CR	1046038	Library Fees - Library Deposit - 11/19-12/12/20 Description: Library Fees - Library Deposit - 11/19-12/12/20			4.00-	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
12/15/2020	CR	1046038	Library Fees - Library Deposit - 11/19-12/12/20 Description: Library Fees - Library Deposit - 11/19-12/12/20			42.00-	
			12/31/2020 (12/20) Period Totals and Balance		.00 *	46.00- *	351.04-
YTD Encumbrance	.00	YTD Actual	-351.04 Total	-351.04 YTD Budget	-12,000.00 Unearned	11,648.96	
Miscellaneous			11/30/2020 (11/20) Balance	07-000-380-0100			70.00-
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	70.00-
YTD Encumbrance	.00	YTD Actual	-70.00 Total	-70.00 YTD Budget	-100.00 Unearned	30.00	
ESO Administration/Rent			11/30/2020 (11/20) Balance	07-000-380-0300			10,873.95-
12/01/2020	JE	5	ESO Monthly Admin and Accounting Fee			2,174.79-	
			12/31/2020 (12/20) Period Totals and Balance		.00 *	2,174.79- *	13,048.74-
YTD Encumbrance	.00	YTD Actual	-13,048.74 Total	-13,048.74 YTD Budget	-26,000.00 Unearned	12,951.26	
Reimbursements			11/30/2020 (11/20) Balance	07-000-380-0400			2,897.44-
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	2,897.44-
YTD Encumbrance	.00	YTD Actual	-2,897.44 Total	-2,897.44 YTD Budget	-500.00 Unearned	(2,397.44)	
Gifts, Donations & Memorials			11/30/2020 (11/20) Balance	07-000-380-0900			1,692.70-
12/15/2020	CR	1046038	Gifts & Donations - Library Deposit - 11/19-12/12/20 Description: Gifts & Donations - Library Deposit - 11/19-12/12/20			129.78-	
			12/31/2020 (12/20) Period Totals and Balance		.00 *	129.78- *	1,822.48-
YTD Encumbrance	.00	YTD Actual	-1,822.48 Total	-1,822.48 YTD Budget	-20,000.00 Unearned	18,177.52	
Salaries			11/30/2020 (11/20) Balance	07-510-510-1001			234,865.37
12/15/2020	PC	17	PAYROLL TRANS FOR 12/15/2020 PAY PERIOD		3,800.00		
12/20/2020	PC	105	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD		46,361.00		
12/20/2020	PC	106	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD			3,800.00-	
			12/31/2020 (12/20) Period Totals and Balance		50,161.00 *	3,800.00- *	281,226.37
YTD Encumbrance	.00	YTD Actual	281,226.37 Total	281,226.37 YTD Budget	758,449.00 Unexpended	477,222.63	
P.E.R.S.			11/30/2020 (11/20) Balance	07-510-510-1003			51,975.96
12/20/2020	PB	110	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD		10,276.26		
			12/31/2020 (12/20) Period Totals and Balance		10,276.26 *	.00 *	62,252.22
YTD Encumbrance	.00	YTD Actual	62,252.22 Total	62,252.22 YTD Budget	159,382.00 Unexpended	97,129.78	
Social Security			11/30/2020 (11/20) Balance	07-510-510-1004			16,972.17
12/15/2020	PB	16	PAYROLL TRANS FOR 12/15/2020 PAY PERIOD		290.70		
12/20/2020	PB	109	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD		3,024.46		
			12/31/2020 (12/20) Period Totals and Balance		3,315.16 *	.00 *	20,287.33
YTD Encumbrance	.00	YTD Actual	20,287.33 Total	20,287.33 YTD Budget	58,028.00 Unexpended	37,740.67	
Employee Insurance			11/30/2020 (11/20) Balance	07-510-510-1005			47,503.80
12/20/2020	PB	107	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD		8,640.49		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
12/20/2020	PB	108	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD			2.36-	
12/20/2020	PC	122	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD		19.38		
12/20/2020	PC	123	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD			19.38-	
12/31/2020 (12/20) Period Totals and Balance					8,659.87 *	21.74- *	56,141.93
YTD Encumbrance	.00	YTD Actual	56,141.93 Total	56,141.93 YTD Budget	211,964.00 Unexpended	155,822.07	
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Unemployment			11/30/2020 (11/20) Balance	07-510-510-1006			1,162.46
12/31/2020 (12/20) Period Totals and Balance					.00 *	.00 *	1,162.46
YTD Encumbrance	.00	YTD Actual	1,162.46 Total	1,162.46 YTD Budget	3,600.00 Unexpended	2,437.54	
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Workers Compensation Insurance			11/30/2020 (11/20) Balance	07-510-510-1007			293.62
12/20/2020	PB	106	PAYROLL TRANS FOR 12/20/2020 PAY PERIOD		57.14		
12/31/2020 (12/20) Period Totals and Balance					57.14 *	.00 *	350.76
YTD Encumbrance	.00	YTD Actual	350.76 Total	350.76 YTD Budget	1,066.00 Unexpended	715.24	
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Volunteer Workers Compensation			11/30/2020 (11/20) Balance	07-510-510-1008			.08
12/31/2020 (12/20) Period Totals and Balance					.00 *	.00 *	.08
YTD Encumbrance	.00	YTD Actual	.08 Total	.08 YTD Budget	250.00 Unexpended	249.92	
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Memberships, dues, publications			11/30/2020 (11/20) Balance	07-510-520-2003			.00
12/31/2020	JE	33	R/C AP REF 686 12/20 TO MEMBERSHIP DUES &		104.37		
12/31/2020	JE	70	R/C JE33 (12/20) MEMBERSHIP DUES TO CLOSE			104.37-	
12/31/2020 (12/20) Period Totals and Balance					104.37 *	104.37- *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
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Training, Meetings, Travel, Dues			11/30/2020 (11/20) Balance	07-510-520-2005			947.85
11/30/2020	AP	686	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Yearly Business Prime Subscription **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		179.00		
12/31/2020	JE	33	R/C AP REF 686 12/20 TO MEMBERSHIP DUES &			179.00-	
12/31/2020	JE	70	R/C JE33 (12/20) MEMBERSHIP DUES TO CLOSE		104.37		
12/31/2020 (12/20) Period Totals and Balance					283.37 *	179.00- *	1,052.22
YTD Encumbrance	.00	YTD Actual	1,052.22 Total	1,052.22 YTD Budget	9,000.00 Unexpended	7,947.78	
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Utilities			11/30/2020 (11/20) Balance	07-510-520-2101			9,283.45
11/30/2020	AP	709	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY V **Desc: COOS BAY NORTH BEND BOARD, Water **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		232.86		
11/30/2020	AP	712	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY V **Desc: COOS BAY NORTH BEND BOARD, Water **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		195.45		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
11/16/2020	AP	1016	Pacific Power & Light Co **VendorNo: 710235 **Inv. No: 202012-2 **Desc: 12447751-0018 Library **Inv. Date: 11/16/2020 **PO No: **Remit Name: Pacific Power & Light Co **Merchant Vendor No: 710235 **Merchant Vendor Name: Pacific Power & Light Co **Invoice Created By: Kristin		2,372.51		
12/31/2020 (12/20) Period Totals and Balance					2,800.82 *	.00 *	12,084.27
YTD Encumbrance	.00	YTD Actual	12,084.27 Total	12,084.27 YTD Budget	42,000.00 Unexpended	29,915.73	
Telephone			11/30/2020 (11/20) Balance	07-510-520-2102			3,231.13
11/30/2020	AP	708	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY V **Desc: BROADVOICE, VIOP Telephones **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		665.15		
11/30/2020	AP	711	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY V **Desc: ZIPLY FIBER, Landline Telephones **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		181.15		
12/31/2020 (12/20) Period Totals and Balance					846.30 *	.00 *	4,077.43
YTD Encumbrance	.00	YTD Actual	4,077.43 Total	4,077.43 YTD Budget	9,000.00 Unexpended	4,922.57	
Advertising			11/30/2020 (11/20) Balance	07-510-520-2105			2,632.57
11/30/2020	AP	704	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Country Media, Promotional Ads **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		207.25		
11/30/2020	AP	934	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 PIERSON **Desc: ZOOM, FYE21 Online Meeting Platform **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		72.46		
11/29/2020	AP	1260	Sinclair Television Media Inc **VendorNo: 1002138 **Inv. No: 1465369-1 **Desc: Advertising - Library **Inv. Date: 11/29/2020 **PO No: **Remit Name: KVAL/Sinclair Broadcast Group **Merchant Vendor No: 1002138 **Merchant Vendor Name: Sinclair Television Media Inc **Invoice Created By: Kristin		430.00		
12/31/2020 (12/20) Period Totals and Balance					709.71 *	.00 *	3,342.28
YTD Encumbrance	.00	YTD Actual	3,342.28 Total	3,342.28 YTD Budget	15,000.00 Unexpended	11,657.72	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Contractual			11/30/2020 (11/20) Balance	07-510-520-2108			11,611.44
11/17/2020	AP	84	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8220 **Desc: Library security guard 11/09/20 -11/14/20 **Inv. Date: 11/17/2020 **PO No: **Remit Name: C- N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		522.00		
11/23/2020	AP	85	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8229 **Desc: Library security guard 11/16/20 -11/21/20 **Inv. Date: 11/23/2020 **PO No: **Remit Name: C- N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		684.00		
12/04/2020	AP	885	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8261 **Desc: Library security guard 11/23/20 -11/29/20 **Inv. Date: 12/4/2020 **PO No: **Remit Name: C-N- B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: eric		409.50		
12/09/2020	AP	886	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8272 **Desc: Library security guard 11/30/20 -12/05/20 **Inv. Date: 12/9/2020 **PO No: **Remit Name: C-N- B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: eric		684.00		
11/30/2020	AP	931	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 PIERSON **Desc: ADOBE, Software Renewal **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		359.88		
11/23/2020	AP	1258	Sprague Pest Solutions **VendorNo: 1001985 **Inv. No: 4348894 **Desc: 101895409 Library Pest Control **Inv. Date: 11/23/2020 **PO No: **Remit Name: Sprague Pest Solutions **Merchant Vendor No: 1001985 **Merchant Vendor Name: Sprague Pest Solutions **Invoice Created By: Kristin		150.00		
10/18/2020	AP	1269	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8157 **Desc: Library security guard 10/12/20 -10/15/20 **Inv. Date: 10/18/2020 **PO No: **Remit Name: C- N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		504.00		
12/16/2020	AP	1270	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8282 **Desc: Library security guard 12/07/20 -12/12/20 **Inv. Date: 12/16/2020 **PO No: **Remit Name: C- N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		684.00		
12/23/2020	AP	1271	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8290 **Desc: Library security guard 12/14/20 -12/19/20 **Inv. Date: 12/23/2020 **PO No: **Remit Name: C- N-B Security Inc **Merchant Vendor No:		684.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin				
12/27/2020	AP	1272	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8303 **Desc: Library security guard 12/21/20 -12/26/20 **Inv. Date: 12/27/2020 **PO No: **Remit Name: C-N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		409.50		
12/03/2020	CD14	6	12/01/20 Xpress Bill Pay Support Fees/Forms Inv# 12/31/2020 (12/20) Period Totals and Balance		55.99 5,146.87 *	.00 *	16,758.31
YTD Encumbrance		.00 YTD Actual	16,758.31 Total	16,758.31 YTD Budget	80,000.00 Unexpended	63,241.69	
Insurance			11/30/2020 (11/20) Balance 12/31/2020 (12/20) Period Totals and Balance	07-510-520-2120		.00 *	15,757.10 15,757.10
YTD Encumbrance		.00 YTD Actual	15,757.10 Total	15,757.10 YTD Budget	25,000.00 Unexpended	9,242.90	
Duplicating			11/30/2020 (11/20) Balance	07-510-520-2122			918.25
11/11/2020	AP	315	Office Depot **VendorNo: 937352 **Inv. No: 515429711001 **Desc: 90371713 Library toner **Inv. Date: 11/11/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		158.66		
11/30/2020	AP	671	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Printer Cartridges **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		81.78		
12/01/2020	AP	722	Xerox Corporation **VendorNo: 986914 **Inv. No: 012061045 **Desc: 722943248 Library Workroom Copier - November **Inv. Date: 12/1/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		55.07		
12/10/2020	AP	724	Xerox Corporation **VendorNo: 986914 **Inv. No: 2394848 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 12/10/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: eric		1.26		
09/30/2020	AP	836	Office Depot **VendorNo: 937352 **Inv. No: 127106461001 **Desc: 90371713 Ink Cartridge Library **Inv. Date: 9/30/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		29.87		
			12/31/2020 (12/20) Period Totals and Balance		326.64 *	.00 *	1,244.89
YTD Encumbrance		.00 YTD Actual	1,244.89 Total	1,244.89 YTD Budget	9,500.00 Unexpended	8,255.11	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Office Supplies			11/30/2020 (11/20) Balance	07-510-520-2205			6,735.16
11/23/2020	AP	44	Pitney Bowes Global Financial LLC **VendorNo: 736402 **Inv. No: 2020 1123 **Desc: Account number 10753242 - Covid 19 **Inv. Date: 11/23/2020 **PO No: **Remit Name: Pitney Bowes Reserve Account **Merchant Vendor No: 736402 **Merchant Vendor Name: Pitney Bowes Global Financial LLC **Invoice Created By: Kristin		3,800.00		
09/29/2020	AP	314	Office Depot **VendorNo: 937352 **Inv. No: 127106296001 **Desc: 90371713 Library mailing envelopes - COVID 19 **Inv. Date: 9/29/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		59.97		
11/30/2020	AP	657	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Pens **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **invoice Created By: eric		15.12		
11/30/2020	AP	661	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Pens **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.58		
11/30/2020	AP	663	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Small Desk Calendars **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		55.14		
11/30/2020	AP	672	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Calendar **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		22.06		
11/30/2020	AP	683	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Caution Tape **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		35.97		
11/30/2020	AP	696	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Bimart, Batteries **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		7.99		
11/30/2020	AP	697	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Staples, Rubber bands **Inv. Date: 11/30/2020 **PO No: **Remit		26.97		



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric							
12/04/2020	AP	837	Office Depot		449.91		
**VendorNo: 937352 **Inv. No: 141286873001 **Desc: 90371713 Library mailing envelopes - COVID 19 **Inv. Date: 12/4/2020 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin							
11/30/2020	AP	932	Umpqua Bank (VISA)		4.29		
**VendorNo: 1002576 **Inv. No: 202011 PIERSON **Desc: MCKAYS MARKET, Office Supplies, Batteries **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric							
12/31/2020 (12/20) Period Totals and Balance					4,494.00 *	.00 *	11,229.16
YTD Encumbrance	.00	YTD Actual	11,229.16 Total	11,229.16 YTD Budget	32,500.00 Unexpended	21,270.84	
Postage							
11/30/2020 (11/20) Balance				07-510-520-2206			3,979.47
11/30/2020	AP	692	Umpqua Bank (VISA)		107.76		
**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Postage Labels **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric							
12/31/2020 (12/20) Period Totals and Balance					107.76 *	.00 *	4,087.23
YTD Encumbrance	.00	YTD Actual	4,087.23 Total	4,087.23 YTD Budget	16,200.00 Unexpended	12,112.77	
Janitorial Supplies							
11/30/2020 (11/20) Balance				07-510-520-2225			.00
11/30/2020	AP	684	Umpqua Bank (VISA)		24.90		
**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Kleenex **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric							
12/31/2020 (12/20) Period Totals and Balance					24.90 *	.00 *	24.90
YTD Encumbrance	.00	YTD Actual	24.90 Total	24.90 YTD Budget	13,800.00 Unexpended	13,775.10	
Small Equipment							
11/30/2020 (11/20) Balance				07-510-520-2231			16,611.83
11/30/2020	AP	656	Umpqua Bank (VISA)			62.99-	
**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Table Returned **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric							
11/30/2020	AP	691	Umpqua Bank (VISA)		58.78		
**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Audio Connection Cables **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric							

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
11/30/2020	AP	693	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Microphones **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		259.98		
11/30/2020	AP	694	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Techsoup, Windows Upgrade **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		20.00		
11/30/2020	AP	695	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Staples, Fax Machine **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		225.97		
12/31/2020 (12/20) Period Totals and Balance					564.73 *	62.99- *	17,113.57
YTD Encumbrance	.00	YTD Actual	17,113.57 Total	17,113.57 YTD Budget	63,043.00 Unexpended	45,929.43	
Grants			11/30/2020 (11/20) Balance	07-510-520-2234			1,286.84
11/30/2020	AP	700	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Country Media, Promotional Ads, Coos County Cultural Grant **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		102.75		
09/24/2020	AP	850	South Coast Shopper **VendorNo: 1000280 **Inv. No: 58235 **Desc: Program Ads **Inv. Date: 9/24/2020 **PO No: **Remit Name: South Coast Shopper **Merchant Vendor No: 1000280 **Merchant Vendor Name: South Coast Shopper **Invoice Created By: eric			400.00-	
12/23/2020	AP	1273	Dollywood Foundation **VendorNo: 1002733 **Inv. No: AFF#122320- 2089AB **Desc: SCREL Grant - pymt for grant materials **Inv. Date: 12/23/2020 **PO No: **Remit Name: Dollywood Foundation **Merchant Vendor No: 1002733 **Merchant Vendor Name: Dollywood Foundation **Invoice Created By: Kristin		2,500.00		
12/31/2020 (12/20) Period Totals and Balance					2,602.75 *	400.00- *	3,489.59
YTD Encumbrance	.00	YTD Actual	3,489.59 Total	3,489.59 YTD Budget	7,900.00 Unexpended	4,410.41	
Library Supplies			11/30/2020 (11/20) Balance	07-510-520-2235			2,580.55
11/20/2020	AP	109	Demco **VendorNo: 273219 **Inv. No: 6876054 **Desc: processing supplies **Inv. Date: 11/20/2020 **PO No: **Remit Name: Demco **Merchant Vendor No: 273219 **Merchant Vendor Name: Demco **Invoice Created By: Kristin		310.17		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/01/2020	AP	310	Showcases **VendorNo: 840050 **Inv. No: 317905 **Desc: Processing Supplies - Library **Inv. Date: 10/1/2020 **PO No: **Remit Name: Showcases **Merchant Vendor No: 840050 **Merchant Vendor Name: Showcases **Invoice Created By: Kristin		34.85		
11/16/2020	AP	311	Showcases **VendorNo: 840050 **Inv. No: 318334 **Desc: Processing Supplies - Library **Inv. Date: 11/16/2020 **PO No: **Remit Name: Showcases **Merchant Vendor No: 840050 **Merchant Vendor Name: Showcases **Invoice Created By: Kristin		475.20		
11/30/2020	AP	652	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Processing Supplies **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		11.31		
11/30/2020	AP	653	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Processing Supplies **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		11.99		
12/08/2020	AP	828	Showcases **VendorNo: 840050 **Inv. No: 318580 **Desc: processing supplies **Inv. Date: 12/8/2020 **PO No: **Remit Name: Showcases **Merchant Vendor No: 840050 **Merchant Vendor Name: Showcases **Invoice Created By: Kristin		297.00		
12/31/2020 (12/20) Period Totals and Balance					1,140.52 *	.00 *	3,721.07
YTD Encumbrance	.00	YTD Actual	3,721.07 Total	3,721.07 YTD Budget	13,000.00 Unexpended	9,278.93	
Library Books & Records			11/30/2020 (11/20) Balance	07-510-520-2236			35,195.84
10/29/2020	AP	82	Butler, Gerry **VendorNo: 1002632 **Inv. No: 2020 1029 **Desc: Books **Inv. Date: 10/29/2020 **PO No: **Remit Name: Butler, Gerry **Merchant Vendor No: 1002632 **Merchant Vendor Name: Butler, Gerry **Invoice Created By: Kristin		140.00		
11/06/2020	AP	128	Ingram **VendorNo: 476508 **Inv. No: 49282483 **Desc: Books **Inv. Date: 11/6/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		129.67		
11/10/2020	AP	129	Ingram **VendorNo: 476508 **Inv. No: 49334553 **Desc: Books **Inv. Date: 11/10/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		197.07		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
11/10/2020	AP	130	Ingram **VendorNo: 476508 **Inv. No: 49335493 **Desc: Books **Inv. Date: 11/10/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		49.90		
11/11/2020	AP	131	Ingram **VendorNo: 476508 **Inv. No: 49360275 **Desc: Books **Inv. Date: 11/11/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		36.83		
11/11/2020	AP	132	Ingram **VendorNo: 476508 **Inv. No: 49361450 **Desc: Books **Inv. Date: 11/11/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		59.45		
11/20/2020	AP	133	Ingram **VendorNo: 476508 **Inv. No: 49541060 **Desc: Books **Inv. Date: 11/20/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		17.96		
11/20/2020	AP	134	Ingram **VendorNo: 476508 **Inv. No: 49543863 **Desc: Books **Inv. Date: 11/20/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		142.05		
11/24/2020	AP	135	Ingram **VendorNo: 476508 **Inv. No: 49610996 **Desc: Books **Inv. Date: 11/24/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		48.16		
11/24/2020	AP	136	Ingram **VendorNo: 476508 **Inv. No: 49614737 **Desc: Books **Inv. Date: 11/24/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		30.91		
11/24/2020	AP	137	Ingram **VendorNo: 476508 **Inv. No: 49614738 **Desc: Books **Inv. Date: 11/24/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		11.69		
11/24/2020	AP	138	Ingram **VendorNo: 476508 **Inv. No: 49619640 **Desc: Books **Inv. Date: 11/24/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		156.35		
11/30/2020	AP	150	Midwest Tape **VendorNo: 1000557 **Inv. No: 99707533 **Desc: 2000016499 - digital programming, 11/20 **Inv. Date: 11/30/2020 **PO No: **Remit Name: Midwest Tape **Merchant Vendor No: 1000557 **Merchant Vendor Name:		668.25		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Midwest Tape **Invoice Created By: Kristin				
10/30/2020	AP	155	Cavendish Square Publishing LLC **VendorNo: 1002244 **Inv. No: CAL3260101 **Desc: 1000148748 - Books **Inv. Date: 10/30/2020 **PO No: **Remit Name: Cavendish Square **Merchant Vendor No: 1002244 **Merchant Vendor Name: Cavendish Square Publishing LLC **Invoice Created By: Kristin		195.54		
11/05/2020	AP	160	Cengage Learning Inc. **VendorNo: 1002356 **Inv. No: NO.72598829 **Desc: 179460 Books **Inv. Date: 11/5/2020 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc. **Invoice Created By: Kristin		245.60		
11/16/2020	AP	161	Cengage Learning Inc. **VendorNo: 1002356 **Inv. No: NO.72636895 **Desc: 179460 Books **Inv. Date: 11/16/2020 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc. **Invoice Created By: Kristin		24.69		
11/30/2020	AP	545	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Audio Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		86.33		
11/30/2020	AP	546	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Audio Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		212.78		
11/30/2020	AP	547	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Audio Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		72.03		
11/30/2020	AP	548	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Audio Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		44.00		
11/30/2020	AP	549	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Audio Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.49		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
11/30/2020	AP	550	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		28.84		
11/30/2020	AP	551	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		96.02		
11/30/2020	AP	552	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		39.39		
11/30/2020	AP	553	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		20.38		
11/30/2020	AP	554	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		46.62		
11/30/2020	AP	555	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.54		
11/30/2020	AP	556	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.43		
11/30/2020	AP	557	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		17.99		
11/30/2020	AP	558	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name:		16.65		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	559	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.09		
11/30/2020	AP	560	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		22.20		
11/30/2020	AP	561	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.65		
11/30/2020	AP	562	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		329.13		
11/30/2020	AP	563	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		190.97		
11/30/2020	AP	564	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		48.25		
11/30/2020	AP	565	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		19.42		
11/30/2020	AP	566	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		305.80		
11/30/2020	AP	567	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult		19.43		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	568	Umpqua Bank (VISA)  **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		13.31		
11/30/2020	AP	569	Umpqua Bank (VISA)  **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		62.15		
11/30/2020	AP	570	Umpqua Bank (VISA)  **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.42		
11/30/2020	AP	571	Umpqua Bank (VISA)  **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		100.99		
11/30/2020	AP	572	Umpqua Bank (VISA)  **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.99		
11/30/2020	AP	573	Umpqua Bank (VISA)  **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		25.02		
11/30/2020	AP	574	Umpqua Bank (VISA)  **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		79.99		
11/30/2020	AP	575	Umpqua Bank (VISA)  **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		42.87		



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
11/30/2020	AP	576	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		17.87		
11/30/2020	AP	577	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.21		
11/30/2020	AP	578	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		17.87		
11/30/2020	AP	579	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		21.44		
11/30/2020	AP	580	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		53.61		
11/30/2020	AP	581	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, YA Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		252.78		
11/30/2020	AP	582	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, YP Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		36.63		
11/30/2020	AP	583	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, YP Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		263.96		
11/30/2020	AP	584	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 BAKER TAYLOR **Desc: Baker Taylor, YP Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name:		9.98		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	651	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		86.87		
11/30/2020	AP	654	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **invoice Created By: eric		70.27		
11/30/2020	AP	655	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		101.65		
11/30/2020	AP	658	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		44.95		
11/30/2020	AP	659	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		19.99		
11/30/2020	AP	662	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		13.99		
11/30/2020	AP	664	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		87.50		
11/30/2020	AP	665	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		24.59		
11/30/2020	AP	667	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Dvds **Inv.		53.97		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	668	Umpqua Bank (VISA)		31.90		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	669	Umpqua Bank (VISA)		31.98		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	670	Umpqua Bank (VISA)		14.74		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	673	Umpqua Bank (VISA)		9.07		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, YP Book **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	674	Umpqua Bank (VISA)		59.94		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	675	Umpqua Bank (VISA)		23.99		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	676	Umpqua Bank (VISA)		46.92		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	678	Umpqua Bank (VISA)		19.96		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
11/30/2020	AP	681	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, YA Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		12.99		
11/30/2020	AP	682	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		18.04		
11/30/2020	AP	687	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Books **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		12.95		
11/30/2020	AP	688	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Music Cd **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.29		
11/30/2020	AP	689	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Adult Dvds **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.59		
11/30/2020	AP	702	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Apple.com, YP Programs, Music **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		99		
11/30/2020	AP	703	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Apple.com, YP Programs, Music **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		99		
11/30/2020	AP	705	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Apple.com, YP Programs, Music **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		1.29		
11/30/2020	AP	706	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Apple.com, YP Programs, Music **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name:		1.99		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	707	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Apple com, YP Programs, Music **inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		7.99		
11/30/2020	AP	710	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY V **Desc: NETFILIX, Library, Streaming Player Programming **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **invoice Created By: eric		12.99		
11/12/2020	AP	741	Cengage Learning Inc. **VendorNo: 1002356 **Inv. No: NO.72625843 **Desc: 179460 Books **Inv. Date: 11/12/2020 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc. **Invoice Created By: Kristin		17.59		
12/02/2020	AP	742	Cengage Learning Inc. **VendorNo: 1002356 **Inv. No: NO.72693820 **Desc: 179460 Books **Inv. Date: 12/2/2020 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc. **Invoice Created By: Kristin		174.13		
12/01/2020	AP	756	Center Point Large Print **VendorNo: 216200 **Inv. No: 1809028 **Desc: books **Inv. Date: 12/1/2020 **PO No: **Remit Name: Center Point Large Print **Merchant Vendor No: 216200 **Merchant Vendor Name: Center Point Large Print **Invoice Created By: eric		136.02		
09/16/2020	AP	798	Ingram **VendorNo: 476508 **Inv. No: 48390275 **Desc: Books **Inv. Date: 9/16/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		111.57		
11/27/2020	AP	799	Ingram **VendorNo: 476508 **Inv. No: 49669293 **Desc: Books **Inv. Date: 11/27/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		74.98		
12/03/2020	AP	800	Ingram **VendorNo: 476508 **Inv. No: 49837477 **Desc: Books **Inv. Date: 12/3/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		49.30		
12/07/2020	AP	801	Ingram **VendorNo: 476508 **Inv. No: 49908356 **Desc: Defective Book Returned **Inv. Date: 12/7/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant			13.43	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Vendor Name: Ingram **Invoice Created By: Kristin				
12/08/2020	AP	802	Ingram **VendorNo: 476508 **Inv. No: 49955368 **Desc: Books **Inv. Date: 12/8/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		73.32		
12/08/2020	AP	803	Ingram **VendorNo: 476508 **Inv. No: 49956901 **Desc: Books **Inv. Date: 12/8/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		47.19		
12/08/2020	AP	804	Ingram **VendorNo: 476508 **Inv. No: 49956902 **Desc: Books **Inv. Date: 12/8/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		5.35		
12/10/2020	AP	899	Merced Community College District **VendorNo: 1003063 **Inv. No: 201008606 **Desc: Library Loan Lost/ Damaged **Inv. Date: 12/10/2020 **PO No: **Remit Name: Merced Community College Library **Merchant Vendor No: 1003063 **Merchant Vendor Name: Merced Community College District **Invoice Created By: eric		85.00		
12/10/2020	AP	1222	Ingram **VendorNo: 476508 **Inv. No: 50023239 **Desc: Books **Inv. Date: 12/10/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		218.65		
12/10/2020	AP	1223	Ingram **VendorNo: 476508 **Inv. No: 50023240 **Desc: Books **Inv. Date: 12/10/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		126.06		
12/10/2020	AP	1224	Ingram **VendorNo: 476508 **Inv. No: 50024390 **Desc: Books - youth **Inv. Date: 12/10/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		109.86		
12/13/2020	AP	1225	Ingram **VendorNo: 476508 **Inv. No: 50068930 **Desc: Books - youth **Inv. Date: 12/13/2020 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		57.98		
12/31/2020	JE	14	R/C 09/20 AP Ref#223 Baker Taylor to RTR Grant			106.33-	
12/31/2020	JE	15	R/C 11/20 AP Ref#306 Baker Taylor to RTR Grant			226.97-	
			12/31/2020 (12/20) Period Totals and Balance		7,014.02 *	346.73- *	41,863.13
YTD Encumbrance	.00	YTD Actual	41,863.13 Total	41,863.13 YTD Budget	100,000.00 Unexpended	58,136.87	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Periodicals			11/30/2020 (11/20) Balance	07-510-520-2237			11,607.20
11/30/2020	AP	698	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Audubon Society, FYE 21 Membership Renewal-Magazine **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.00		
11/30/2020	AP	699	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Audubon Society, FYE 22 Prepaid Membership **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.00		
12/31/2020	JE	16	R/C 10/20 AP Ref#875-876 Baker Taylor to RTR Gr 12/31/2020 (12/20) Period Totals and Balance		30.00 *	1,712.39- 1,712.39- *	9,924.81
YTD Encumbrance	.00	YTD Actual	9,924.81 Total	9,924.81 YTD Budget	10,000.00 Unexpended	75.19	
State Aid to Children - Books			11/30/2020 (11/20) Balance	07-510-520-2239			1,727.03
12/31/2020	JE	14	R/C 09/20 AP Ref#223 Baker Taylor to RTR Grant		106.33		
12/31/2020	JE	15	R/C 11/20 AP Ref#306 Baker Taylor to RTR Grant		226.97		
12/31/2020	JE	16	R/C 10/20 AP Ref#875-876 Baker Taylor to RTR Gr 12/31/2020 (12/20) Period Totals and Balance		1,712.39 2,045.69 *	.00 *	3,772.72
YTD Encumbrance	.00	YTD Actual	3,772.72 Total	3,772.72 YTD Budget	2,000.00 Unexpended	(1,772.72)	
Office Equipment Rental			11/30/2020 (11/20) Balance	07-510-520-2302			1,671.20
12/01/2020	AP	721	Xerox Corporation **VendorNo: 986914 **Inv. No: 012061045 **Desc: 722943248 Library Workroom Copier - November **Inv. Date: 12/1/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		137.44		
12/10/2020	AP	723	Xerox Corporation **VendorNo: 986914 **Inv. No: 2394848 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 12/10/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: eric		119.90		
			12/31/2020 (12/20) Period Totals and Balance		257.34 *	.00 *	1,928.54
YTD Encumbrance	.00	YTD Actual	1,928.54 Total	1,928.54 YTD Budget	5,200.00 Unexpended	3,271.46	
Equipment Repairs/Replacement			11/30/2020 (11/20) Balance	07-510-520-2303			839.86
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	839.86
YTD Encumbrance	.00	YTD Actual	839.86 Total	839.86 YTD Budget	35,000.00 Unexpended	34,160.14	
Equipment Maintenance Contract			11/30/2020 (11/20) Balance	07-510-520-2304			2,400.25
12/01/2020	AP	76	Advantage Security LLC **VendorNo: 1001961 **Inv. No: 6268645 **Desc: 1147-57 Library Alarm Monitoring Services - December **Inv. Date: 12/1/2020 **PO No: **Remit Name: Advantage Security LLC **Merchant Vendor No: 1001961		37.95		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
**Merchant Vendor Name: Advantage Security LLC **Invoice Created By: Kristin							
12/31/2020 (12/20) Period Totals and Balance					37.95 *	.00 *	2,438.20
YTD Encumbrance	.00	YTD Actual	2,438.20 Total	2,438.20 YTD Budget	12,000.00 Unexpended	9,561.80	
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Vehicle Maintenance/Fuel		11/30/2020 (11/20) Balance			07-510-520-2305		1,155.07
12/31/2020 (12/20) Period Totals and Balance					.00 *	.00 *	1,155.07
YTD Encumbrance	.00	YTD Actual	1,155.07 Total	1,155.07 YTD Budget	10,000.00 Unexpended	8,844.93	
<hr/>							
Building & Grounds Maintenance		11/30/2020 (11/20) Balance			07-510-520-2309		8,375.53
11/09/2020	AP	31	Agri-Tech Design **VendorNo: 103323 **Inv. No: 630539 **Desc: Grounds Maintenance - 10/20 **Inv. Date: 11/9/2020 **PO No: **Remit Name: Agri-Tech Design **Merchant Vendor No: 103323 **Merchant Vendor Name: Agri-Tech Design **Invoice Created By: Kristin		242.00		
11/02/2020	AP	49	Comfort Flow Heating **VendorNo: 1000563 **Inv. No: SVC233661 **Desc: HVAC repair - Library **Inv. Date: 11/2/2020 **PO No: **Remit Name: Comfort Flow Heating **Merchant Vendor No: 1000563 **Merchant Vendor Name: Comfort Flow Heating **Invoice Created By: Kristin		99.00		
10/31/2020	AP	54	Bay Area Enterprises Inc. **VendorNo: 1000587 **Inv. No: 6506 **Desc: Library Janitorial Supplies **Inv. Date: 10/31/2020 **PO No: **Remit Name: Bay Area Enterprises Inc. **Merchant Vendor No: 1000587 **Merchant Vendor Name: Bay Area Enterprises Inc. **Invoice Created By: Kristin		9.40		
10/31/2020	AP	58	Bay Area Enterprises Inc. **VendorNo: 1000587 **Inv. No: 6506 **Desc: Library Janitorial Service **Inv. Date: 10/31/2020 **PO No: **Remit Name: Bay Area Enterprises Inc. **Merchant Vendor No: 1000587 **Merchant Vendor Name: Bay Area Enterprises Inc. **Invoice Created By: Kristin		2,847.48		
12/07/2020	AP	718	Agri-Tech Design **VendorNo: 103323 **Inv. No: 630559 **Desc: Grounds Maintenance - 11/20 **Inv. Date: 12/7/2020 **PO No: **Remit Name: Agri-Tech Design **Merchant Vendor No: 103323 **Merchant Vendor Name: Agri-Tech Design **Invoice Created By: Kristin		242.00		
11/30/2020	AP	740	Access Information Protected **VendorNo: 1002348 **Inv. No: 8487766 **Desc: Library - EUF2734 **Inv. Date: 11/30/2020 **PO No: **Remit Name: Access Information Protected **Merchant Vendor No: 1002348 **Merchant Vendor Name: Access Information Protected **Invoice Created By: Kristin		43.83		
11/27/2020	AP	1240	Bay Area Enterprises Inc. **VendorNo: 1000587 **Inv. No: 6568 **Desc: Library Janitorial Supplies **Inv. Date: 11/27/2020 **PO No: **Remit Name: Bay Area Enterprises Inc. **Merchant Vendor No: 1000587 **Merchant Vendor Name: Bay Area		139.21		



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Enterprises Inc. **Invoice Created By: Kristin							
11/27/2020	AP	1244	Bay Area Enterprises Inc. **VendorNo: 1000587 **Inv. No: 6568 **Desc: Library Janitorial Service **Inv. Date: 11/27/2020 **PO No: **Remit Name: Bay Area Enterprises Inc. **Merchant Vendor No: 1000587 **Merchant Vendor Name: Bay Area Enterprises Inc. **Invoice Created By: Kristin		2,847.48		
12/31/2020 (12/20) Period Totals and Balance					6,470.40 *	.00 *	14,845.93
YTD Encumbrance	.00	YTD Actual	14,845.93 Total	14,845.93 YTD Budget	50,000.00 Unexpended	35,154.07	
Reimbursable							
11/30/2020 (11/20) Balance					07-510-520-2406		14.99
12/31/2020 (12/20) Period Totals and Balance					.00 *	.00 *	14.99
YTD Encumbrance	.00	YTD Actual	14.99 Total	14.99 YTD Budget	200.00 Unexpended	185.01	
Gifts, Donations & Memorials							
11/30/2020 (11/20) Balance					07-510-520-2450		5,333.35
11/30/2020	AP	660	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Supplies-Library of Things **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		14.95		
11/30/2020	AP	666	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Supplies-Library of Things **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		3.78		
11/30/2020	AP	677	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Supplies-Adult Programs-Book Boxes **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		49.02		
11/30/2020	AP	679	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Supplies-Adult Programs-Book Boxes **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		18.99		
11/30/2020	AP	680	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Supplies-YP Programs-Book Boxes **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		37.96		
11/30/2020	AP	685	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Supplies-Library of Things **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant		53.98		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	690	Umpqua Bank (VISA)		36.97		
			**VendorNo: 1002576 **Inv. No: 202011 LB AMAZON **Desc: Amazon, Supplies-YP Programs-STEAM Kits **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
11/30/2020	AP	701	Umpqua Bank (VISA)		3.00		
			**VendorNo: 1002576 **Inv. No: 202011 LIBRARY 1 **Desc: Dollar Tree, YP Program Supplies, STEAM Kits **Inv. Date: 11/30/2020 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
12/31/2020 (12/20) Period Totals and Balance					218.65 *	.00 *	5,552.00
YTD Encumbrance	.00	YTD Actual	5,552.00	Total	5,552.00	YTD Budget	20,000.00
				Unexpended	14,448.00		

Number of Transactions: 262 Number of Accounts: 45

	Debit	Credit	Proof
Total Library Fund:	959,726.57	959,726.57-	.00