

JOHNSON CITY PUBLIC LIBRARY

Mission Statement:

Through both traditional materials and emerging technologies, Johnson City Public Library offers a multitude of learning opportunities and entertainment choices in a dynamic center for the community.

Organizational Values:

- Customer Focus
- Freedom of Information
- Learning
- Helping
- Community

2022/2023 Board of Directors:

Jennifer Dixon, President
David Gemar, Vice-President
Scott Jeffress, Treasurer
Georgita Washington, Secretary
Daryl Carter
John Hunter
Thomas Kendall
Gwynn Mettetal
Suzy Williams

Johnson City Public Library Board of Directors Regular Meeting Agenda June 20, 2023 4:30 PM

1. Call to order
2. Approval of May minutes – **Action**
3. Treasurer’s Report
 - a. May JCPL report -- **Action**
 - b. May Washington County Imagination Library report—**Action**
4. Director’s Report
5. President’s Report
6. Old Business
7. New Business
 - a. 2022/2023 Budget Revision - **Action**
 - b. Recognition of David Gemar
8. Adjournment

- Action items indicated in red

JOHNSON CITY PUBLIC LIBRARY
MINUTES OF THE BOARD OF DIRECTORS MEETING
May 16, 2023

The Board of Directors of the Johnson City Public Library met May 16, 2023, at 4:30 p.m. in the library's Jones Meeting Center. Members present were President Jennifer Dixon, Treasurer Scott Jeffress, Daryl Carter, Thomas Kendall, and Gwynn Mettetal. Vice President David Gemar, Secretary Georgita Washington, John Hunter and Suzy Williams were absent from the meeting. Also present were Holston River Regional (HORL) Assistant Director Selena Harmon, Library Director Julia Turpin, Assistant Director and Recording Secretary Cathy Griffith, and guests David Beard and Sydni Leonard.

- I. Call of meeting to order. President Dixon called the meeting to order at 4:39 p.m.
- II. Approval of April minutes. Upon the motion of Mr. Carter, seconded by Ms. Mettetal, the minutes of the April 18, 2023, meeting were approved as submitted.
- III. Treasurer's Report.
 - a. Operating Account report. Mr. Jeffress reported that the final allocations for this fiscal year were received from both the City of Johnson City and Washington County. He noted that the 5600 and 5700 account groups are above expected levels because of one-time expenses that occur at the beginning of the fiscal year. At the end of April, total revenue was just over 100% and total expenditures are at 81.2% of budgeted amounts. The library's Money Market account at Truist received an interest rate boost to 4.02% with an APY of 4.10%. The account earned \$840 in interest during the last 9 days of April. The Clark Money Market account also received an interest rate boost just before the account was closed. All Clark funds have been expended and this will be reflected in the May financial report. Upon the motion of Mr. Kendall, seconded by Ms. Mettetal, it was unanimously resolved to approve the April 2023 Operating Account report as presented.
 - b. Imagination Library Account report. At the end of April, total revenue was 102.4% and total expenditures were 81% of budgeted amounts. The Washington County Imagination Library (WCIL) received an unexpected donation of \$2,000 in April from the Les and Virginia Albro Family Fund. This was sent through the Community Foundation of Southern Indiana. Mr. Jeffress reported that the WCIL is scheduled to receive additional funds by the end of June from sale of the DPIL license plate in Washington County. Currently, 5,195 Washington County children under the age of five are enrolled in the program. Since the program began in May 2005, 918,750 books have been mailed to Washington County children. Upon the motion of Ms. Mettetal, seconded by Mr. Kendall, it was unanimously resolved to approve the April 2023 Imagination Library report as submitted.
- IV. Director's Report. Ms. Turpin said that she is thrilled with the growth we are experiencing and that the increase puts the library ahead of 2019 figures. She noted that use of our digital collection is up 60%. Ms. Turpin reported that JCPL's new Children's Library Manager Suzy Bomgardner started work in April and she is keeping

her head above water with all the staff changes the department has experienced. She said that Suzy is doing really well and that staff from other departments are filling in. A former children's department employee, Linda Keller, is coming back for the summer. Ms. Turpin hopes that the vacancy created with the promotion of Kip Polmanteer to Teen Librarian will soon be filled. She added that the department is lean going into summer reading. However, cross training and cross-departmental schedules are creating consistency and fluidity between the public desks. Concluding her report, Ms. Turpin noted:

- She presented the library's funding request to City Commissioners and City staff, and both expressed their appreciation of the "lack of ask" this fiscal year. Ms. Turpin noted that she will have a greater ask next fiscal year.
- Funding for renovation of the Polly Peterson Room is moving forward with the Washington County approval of \$62,000 in ARPA funds with the potential of an additional \$64,000 from the opioid settlement that occurred earlier in the year. There is also an added element of a City of Johnson City match in funding. The next meeting of the Washington County Commission will take place on May 22 where final approval will be given. Ms. Turpin said that she is moving forward with securing architectural drawings for the project. These drawings are required to apply for a State construction grant.
- Ms. Turpin encouraged Board members to check out the library's summer reading window display at the JCDA offices on Roan Street beside Main Street Pizza. The final product includes a bookshelf with "I Spy" QR codes on items related to book titles.
- The employe of the month is Acquisition Specialist Jaden Erbs. Jaden does not drive so she is the recipient of a new Above and Beyond coffee mug.
- June 5 is the summer reading kickoff with many activities including a food truck, inflatables, and a rain plan. The event is in the evening from 5:00 to 7:00 p.m.

Ms. Dixon asked for an update on the volunteer luncheon and Food for Fines. Ms. Turpin said that the luncheon went very well and was well attended. Food for Fines is also going well, and we are getting books back that are long overdue. This is a very good thing going into summer reading which is our busiest time of the year.

- V. President's Report. Ms. Dixon thanked Board members for completing Ms. Turpin's annual review.
- VI. Old Business. There was no old business.
- VII. New Business. New board member recommendation committee. It was noted that there has been more interest in serving on the library board than in past years. Board members volunteering to serve on this committee will meet in the Board Room on Monday, June 5 at 4:15 p.m. Ms. Turpin said that she will post a notice of the meeting as it is an open meeting.
- IV. Adjournment. Prior to adjournment, Ms. Dixon asked Ms. Harmon if she would like to give a report. Ms. Harmon said that the last HORL sponsored training will take place on May 19 and training will resume in August. The quarterly Board Chair meeting will take

place on Wednesday, May 31. HORL offices will be closed on May 29 for Memorial Day. The deadline to submit this year's technology grant is July 7. Ms. Harmon said that the 2023 Trustee meeting is scheduled for September 27 in Jefferson City. To conclude, Ms. Harmon asked that an update be given to HORL when board member changes occur. Upon the motion of Mr. Jeffress, seconded by Mr. Kendall, it was unanimously resolved to adjourn the meeting at 5:04 p.m.

Respectfully submitted,


Georgita Washington, Secretary

Johnson City Public Library
100 West Millard Street, Johnson City, TN 37604
Balance Sheet
May 31, 2023

ASSETS

Current Assets

Petty Cash	\$	350.00	
Truist Money Mkt. Acct.		709,585.44	
Payroll Account		545.16	
Checking Account		45,666.27	
Truist Business Advantage MM		0.00	
Cash on Hand		300.00	
Accounts Rec'ble Module		320.00	
		<hr/>	
Total Assets	\$		<u><u>756,766.87</u></u>

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable Module	\$	17,244.38	
Accrued Wages		0.00	
Federal Income Tax		0.00	
OASDI-M/Care W/H Employee		0.00	
OASDI-M/Care W/H Employer		0.00	
FUTA		0.00	
SUTA		0.00	
Sales Tax Payable		0.00	
TIAA/CREF		0.00	
NW Retirement Solutions		0.00	
Credit Union		0.00	
Staff Orders Account		0.00	
Court Ordered Deductions		0.00	
Dependent Coverage		0.00	
Sam's Club		0.00	
Other P/R Deductions		0.00	
Medical Ins. Deduction		0.00	
Aflac		0.00	
		<hr/>	
Total Liabilities			17,244.38

Capital

Unassigned Fund Balance	452,444.68	
Clark Funds Assigned/FutureUse	0.00	
Current Earnings	0.00	
Net Income	287,077.81	
	<hr/>	
Total Capital		<u>739,522.49</u>
Total Liabilities & Capital	\$	<u><u>756,766.87</u></u>

Johnson City Public Library
100 West Millard Street, Johnson City, TN 37604
FY 2022/2023 Operating Account
Financial Report

		May 2023	Year to Date	Budget	Percent
Revenues					
4101	City of Johnson City	\$ 0.00	2,147,277.00	2,147,276.00	100.00
4102	Washington County	0.00	102,000.00	102,000.00	100.00
4103	Interest Income	2,556.40	3,447.48	100.00	3,447.48
4104	Printing & Copying	981.40	11,578.89	11,000.00	105.26
4105	Lost & Damaged Charges	431.60	4,482.50	4,000.00	112.06
4106	Meeting Room Rental	350.00	4,377.50	4,500.00	97.28
4107	Hotspot Rental	518.00	5,850.00	6,000.00	97.50
41081	Miscellaneous	1,584.21	9,221.69	6,000.00	153.69
41082	Patron Supply Purchase	24.50	196.00	150.00	130.67
41083	JCPL Promotional Items	6.00	91.00	100.00	91.00
41084	Ongoing Book Sale	936.22	8,146.57	8,000.00	101.83
41085	Cashier Reconciliation	(27.61)	(2.07)	0.00	0.00
41091	Donations	2,334.14	44,944.34	36,000.00	124.85
41092	Memorials	150.00	2,665.00	3,000.00	88.83
41093	Friends of the Library	1,710.37	7,464.37	5,800.00	128.70
41095	LSTA Grant	0.00	17,466.91	17,470.00	99.98
41096	Other Grant Revenue	0.00	0.00	0.00	0.00
4110	E-rate Reimbursement	659.50	6,410.88	5,795.00	110.63
4111	Sale of Obsolete Equip.& Furn.	0.00	2,930.00	2,900.00	101.03
4112	Events and Promotions	0.00	0.00	0.00	0.00
	Total Revenues	12,214.73	2,378,548.06	2,360,091.00	100.78
Expenses					
Personnel					
51011	Salaried	57,297.30	655,331.96	737,000.00	88.92
51012	Hourly	45,129.74	556,475.06	631,500.00	88.12
5102	Social Security	7,835.64	92,665.04	104,690.00	88.51
5103	Medical Insurance	11,554.09	146,049.29	167,000.00	87.45
5104	Worker's Compensation	0.00	2,187.00	2,200.00	99.41
5105	State Unemployment	0.00	2,138.26	2,000.00	106.91
5106	Staff Development	49.00	13,962.83	14,500.00	96.30
5107	Staff Memberships	0.00	200.00	1,000.00	20.00
5108	Travel Expense	0.00	484.61	1,000.00	48.46
5110	TIAA Retirement	1,894.65	44,584.17	50,500.00	88.29
	Total Personnel Expenses	123,760.42	1,514,078.22	1,711,390.00	88.47
Support Services					
52011	General Supplies	684.00	4,704.00	5,000.00	94.08
52012	Circ. Supplies	0.00	825.70	4,000.00	20.64
52013	Public Service Dept(s)Supplies	751.98	4,272.86	5,000.00	85.46
52014	Printing/Copying Supplies	25.36	1,894.33	2,500.00	75.77
5202	Postage	0.00	867.75	2,000.00	43.39
5204	Telephone	106.08	1,073.96	1,400.00	76.71
5205	Miscellaneous Admin.	342.15	6,470.47	7,000.00	92.44
5206	Bank & CC Acceptance Fees	383.39	5,195.09	5,500.00	94.46
5207	Volunteer Services	76.53	797.17	1,000.00	79.72
52081	Audit	0.00	13,700.00	13,800.00	99.28
52083	Gen. Liab.& Contents Ins.	0.00	6,390.00	6,400.00	99.84

Johnson City Public Library
100 West Millard Street, Johnson City, TN 37604
FY 2022/2023 Operating Account
Financial Report

		May 2023	Year to Date	Budget	Percent
52084	Directors & Officers Ins.	0.00	2,165.00	2,165.00	100.00
5209	Library Memberships	0.00	1,405.50	1,500.00	93.70
5210	Public Relations	260.90	5,919.56	7,500.00	78.93
5211	Vehicle Expense	179.58	4,137.34	5,000.00	82.75
	Total Support Services	2,809.97	59,818.73	69,765.00	85.74
Building Operations					
5301	Gas	1,469.83	12,093.15	14,000.00	86.38
5302	Electricity	4,225.34	47,985.90	57,000.00	84.19
5303	Water	543.82	5,850.17	7,500.00	78.00
5304	Janitorial Supplies	195.94	13,667.31	15,800.00	86.50
53051	Routine Maint. & Repair	454.74	10,121.83	14,300.00	70.78
53052	Lighting	86.78	1,512.54	3,000.00	50.42
53053	Grounds Maintenance	1,491.06	7,043.92	9,000.00	78.27
53061	Equip. Maint./Contracts	203.00	6,556.19	8,500.00	77.13
53062	Contracted Building Services	254.51	9,760.97	12,000.00	81.34
5307	Building Improvements	0.00	9,612.05	10,000.00	96.12
5308	Clothing and PPE	0.00	1,127.46	2,500.00	45.10
	Total Building Operations	8,925.02	125,331.49	153,600.00	81.60
Technical Services					
5401	Processing Supplies	1,938.21	9,038.11	9,500.00	95.14
5402	Acquisitions	0.00	0.00	750.00	0.00
5403	Binding and preservation	0.00	0.00	500.00	0.00
	Total Technical Services	1,938.21	9,038.11	10,750.00	84.08
Materials and Services					
55011	Adult Books	5,566.08	35,936.02	37,700.00	95.32
55012	Children's Books	4,243.12	33,376.45	37,300.00	89.48
55013	Teen Books	1,447.26	11,213.36	12,000.00	93.44
5502	Serials	0.00	5,686.22	7,500.00	75.82
55031	Adult Non-Print	1,725.71	7,486.94	10,000.00	74.87
55032	Children's Non-Print	741.87	2,251.27	2,700.00	83.38
55033	Teen Non-Print	120.00	416.28	500.00	83.26
5504	Databases, Electronic	0.00	5,950.23	8,500.00	70.00
55051	Adult Programs	1,170.88	4,810.83	5,000.00	96.22
55052	Children's Programs	145.65	3,384.60	5,000.00	67.69
55053	Teen Programs	0.00	3,203.18	3,500.00	91.52
5506	Summer Reading Program (All)	3,804.65	10,207.22	13,500.00	75.61
55071	Adult Electronic Materials	2,214.94	36,513.56	37,100.00	98.42
55072	Children's Electronic Material	1,385.11	4,445.10	8,100.00	54.88
55073	Teen Electronic Materials	734.80	3,650.27	3,700.00	98.66
5508	FOL Materials	0.00	2,721.12	2,725.00	99.86
5509	FOL Programs	0.00	0.00	0.00	0.00
	Total Materials and Services	23,300.07	171,252.65	194,825.00	87.90

Johnson City Public Library
 100 West Millard Street, Johnson City, TN 37604
 FY 2022/2023 Operating Account
 Financial Report

		May 2023	Year to Date	Budget	Percent
Information Technology					
5601	Equipment	422.88	7,141.08	7,500.00	95.21
5602	Software	0.00	6,098.59	7,000.00	87.12
5603	Copier Maintenance	907.27	11,409.78	11,000.00	103.73
5604	ILS Maintenance	0.00	16,647.40	16,700.00	99.69
5605	Equip./Software Maint.	546.63	40,617.11	43,500.00	93.37
5606	Internet Access	804.68	8,960.80	10,100.00	88.72
5608	LSTA Grant	0.00	34,906.40	35,000.00	99.73
	Total Information Technology	<u>2,681.46</u>	<u>125,781.16</u>	<u>130,800.00</u>	96.16
Miscellaneous Expense					
5701	Miscellaneous	(143.74)	3,361.77	5,000.00	67.24
5702	Security	3,150.00	36,025.00	37,500.00	96.07
5703	Furniture	4,868.12	4,868.12	4,500.00	108.18
5706	Capital Projects-Other	2,632.06	38,543.00	38,543.00	100.00
5708	Misc. Friends of the Library	0.00	3,372.00	3,375.00	99.91
	Total Miscellaneous Expense	<u>10,506.44</u>	<u>86,169.89</u>	<u>88,918.00</u>	96.91
	Total Expenses	<u>173,921.59</u>	<u>2,091,470.25</u>	<u>2,360,048.00</u>	88.62
	Net Income	<u>\$ (161,706.86)</u>	<u>287,077.81</u>	<u>43.00</u>	667,622.81

Washington County Imagination Library

100 West Millard Street, Johnson City, TN 37604

FY 2022/2023

Balance Sheet

May 31, 2023

ASSETS

Current Assets		
Petty Cash	\$	0.00
Checking Account		51,053.27
Accounts Receivable		0.00
		<hr/>
Total Current Assets		51,053.27

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	0.00
		<hr/>
Total Liabilities		0.00
Capital		
Reserved Balance		34,040.12
Journal Difference		0.00
Net Income		17,013.15
		<hr/>
Total Capital		51,053.27
Total Liabilities & Capital	\$	<hr/> <u>51,053.27</u>

Washington County Imagination Library
 100 West Millard Street, Johnson City, TN 37604
 FY 2022/2023
 Financial Report

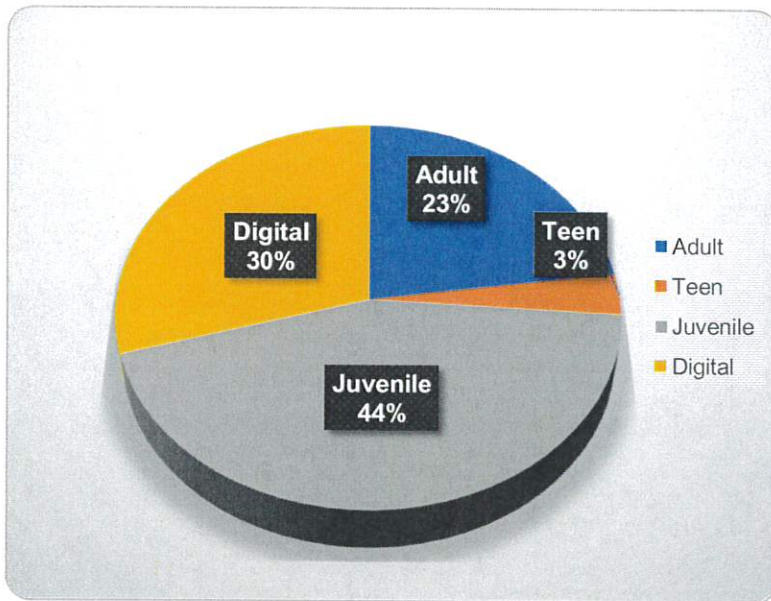
		May 2023	Balance YTD	Budget	Percent
Revenues					
4101	City of Johnson City	\$ 0.00	\$ 39,700.00	39,700.00	100.00
4102	Washington County	0.00	25,000.00	25,000.00	100.00
4103	Donations	0.00	2,504.00	550.00	455.27
4104	Miscellaneous Revenue	0.00	24.00	100.00	24.00
4105	DPIL License Plate Revenue	0.00	11,331.53	11,350.00	99.84
	Total Revenues	<u>0.00</u>	<u>78,559.53</u>	<u>76,700.00</u>	<u>102.42</u>
Expenses					
5101	Monthly Book Purchase	5,443.17	61,246.38	68,400.00	89.54
5102	Registration Materials	0.00	0.00	100.00	0.00
5103	Postage	0.00	300.00	400.00	75.00
5104	Bank Fees	0.00	0.00	25.00	0.00
5105	Travel Expense	0.00	0.00	250.00	0.00
5106	Miscellaneous Expense	0.00	0.00	25.00	0.00
	Total Expenses	<u>5,443.17</u>	<u>61,546.38</u>	<u>69,200.00</u>	<u>88.94</u>
	Net Income	<u>\$ (5,443.17)</u>	<u>\$ 17,013.15</u>	<u>7,500.00</u>	<u>226.84</u>

Washington County Imagination Library
 100 West Millard Street, Johnson City, TN 37604
 FY 2022/2023
 Financial Report

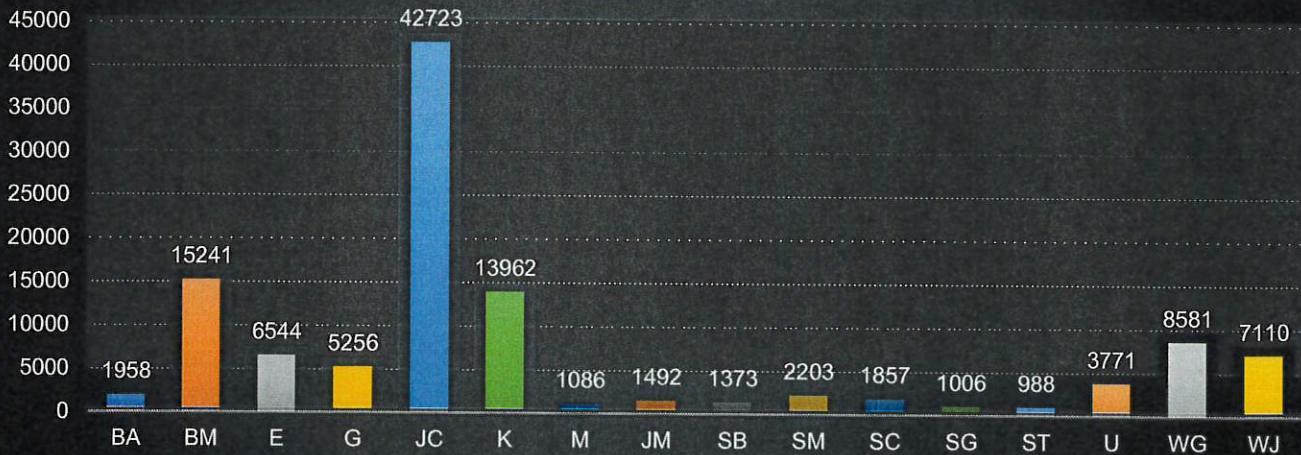
		March 2023	Balance YTD	Budget	Percent
Revenues					
4101	City of Johnson City	\$ 20.00	\$ 29,795.00	39,700.00	75.05
4102	Washington County	0.00	25,000.00	25,000.00	100.00
4103	Donations	0.00	484.00	550.00	88.00
4104	Miscellaneous Revenue	0.00	24.00	100.00	24.00
4105	DPIL License Plate Revenue	0.00	11,331.53	11,350.00	99.84
	Total Revenues	<u>20.00</u>	<u>66,634.53</u>	<u>76,700.00</u>	<u>86.88</u>
Expenses					
5101	Monthly Book Purchase	5,746.19	50,290.44	68,400.00	73.52
5102	Registration Materials	0.00	0.00	100.00	0.00
5103	Postage	300.00	300.00	400.00	75.00
5104	Bank Fees	0.00	0.00	25.00	0.00
5105	Travel Expense	0.00	0.00	250.00	0.00
5106	Miscellaneous Expense	0.00	0.00	25.00	0.00
	Total Expenses	<u>6,046.19</u>	<u>50,590.44</u>	<u>69,200.00</u>	<u>73.11</u>
	Net Income	<u>\$ (6,026.19)</u>	<u>\$ 16,044.09</u>	<u>7,500.00</u>	<u>213.92</u>

Circulation Report for May 2023

	May-23	Apr-23	% Change	May-22	% Change	May-19	% Change
Library							
Adult	13514	12483	8.26%	13909	-3%	17421	-22%
Teen	2025	1867	8.46%	2694	-24.83%	2484	-18%
Juvenile	26341	26263	0.30%	23774	10.80%	20288	30%
Digital	17608	16230	8.49%	14600	20.60%	10641	65%
Total	59488	56843	4.65%	54977	8.21%	50834	17%
Courier Loans							
Borrowed	1139	1128	0.98%	1023	11.34%	1711	-33%
Loaned	445	375	18.67%	431	3.25%	637	-30%
Other							
Self Checkouts	13007	11823	10.01%	13007	0.00%	12922	1%
Borrowers added	397	338	17.46%	376	5.59%		
Door Count	15996	19025	-15.92%	12780	25.16%	19020	-16%



OWL CIRC, MAY 2023



Johnson City Public Library
 Fiscal Year 2022-2023
 Proposed Amended Operating Budget

Approved by Board of Directors

	Actual	Approved	Proposed	Change from prev. budget % of total	
	Year to Date	Budget	Budget		
	5/31/2023	2022/2023	2022/2023		
REVENUES					
Acct. #					
Governmental and Interest Income					
4101 City of Johnson City	2,147,277	2,147,276	2,147,276	0	90.04%
4102 Washington County	102,000	102,000	102,000	0	4.28%
4103 Interest income	3,447	100	4,500	4,400	0.19%
Fees for Services					
4104 Printing and copying	11,579	11,000	12,000	1,000	0.50%
4105 Lost & damaged item charges	4,483	4,000	4,500	500	0.19%
4106 Meeting room fees	4,378	4,500	4,500	0	0.19%
4107 Hotspot rental	5,850	6,000	6,500	500	0.27%
Miscellaneous Revenue					
41081 Miscellaneous	9,222	6,000	10,500	4,500	0.44%
41082 Patron supply purchase	196	150	200	50	0.01%
41083 JCPL promotional items	91	100	100	0	0.00%
41084 Ongoing Book Sale	8,147	8,000	8,700	700	0.36%
41085 Cashier reconciliation	-2	0	0	0	
Contributions					
41091 Donations	44,944	36,000	45,600	9,600	1.91%
41092 Memorials	2,665	3,000	3,000	0	0.13%
41093 Friends of the Library	7,464	5,800	7,465	1,665	0.31%
Grants					
41095 LSTA Grant	17,467	17,470	17,470	0	0.73%
41096 Other Grant Revenue	0	0	0	0	0.00%
Other Income					
4110 E-rate reimbursement	6,412	5,795	7,690	1,895	0.32%
4111 Sale of Obsolete Equip./Furn.	2,930	2,900	2,930	30	0.12%
4112 Events	0	0	0	0	0.00%
41 TOTAL REVENUES	2,378,550	2,360,091	2,384,931	24,840	100.00%
EXPENDITURES					
Personnel					
51011 Salaried	655,332	737,000	744,000	7,000	
51012 Hourly	556,475	631,500	624,500	-7,000	
5102 Social Security	92,665	104,690	104,690	0	
5103 Medical insurance	146,049	167,000	167,000	0	
5104 Worker's compensation	2,187	2,200	2,200	0	
5105 State unemployment	2,138	2,000	2,200	200	
5106 Staff development	13,963	14,500	14,500	0	
5107 Staff memberships	200	1,000	1,000	0	
5108 Travel expense	485	1,000	1,000	0	
5110 TIAA/CREF retirement	44,584	50,500	50,500	0	
51 Total Personnel expenses	1,514,078	1,711,390	1,711,590	200	71.77%

	Actual	Approved	Proposed	Change from	
	Year to Date	Budget	Budget	prev. budget	% of total
	5/31/2023	2022/2023	2022/2023		
<u>Support Services</u>					
52011 General supplies	4,704	5,000	5,000	0	
52012 Circ. supplies	826	4,000	2,500	-1,500	
52013 Public service dept.(s) supplies	4,273	5,000	6,000	1,000	
52014 Printing & copying supplies	1,894	2,500	2,500	0	
5202 Postage	868	2,000	2,000	0	
5204 Telephone	1,074	1,400	1,400	0	
5205 Miscellaneous - admin.	6,470	7,000	7,000	0	
5206 Bank fees	5,195	5,500	6,000	500	
5207 Volunteer Services	797	1,000	1,000	0	
<u>Services & Insurance</u>					
52081 Audit	13,700	13,800	13,700	-100	
52083 Liability & contents insur.	6,390	6,400	6,400	0	
52084 Directors & officers insur.	2,165	2,165	2,165	0	
5209 Memberships	1,406	1,500	1,500	0	
5210 Public relations	5,920	7,500	7,500	0	
5211 Vehicle Expense	4,137	5,000	5,000	0	
52 Total Support Services	59,819	69,765	69,665	-100	2.92%
<u>Building operations</u>					
5301 United Cities gas	12,093	14,000	14,000	0	
5302 JC Power Bd. electricity	47,986	57,000	57,000	0	
5303 JC Water & sewer	5,850	7,500	7,500	0	
5304 Janitorial Supplies	13,667	15,800	15,800	0	
53051 Routine maint./repair	10,122	14,300	17,500	3,200	
53052 Lighting	1,513	3,000	2,000	-1,000	
53053 Grounds maintenance	7,044	9,000	9,000	0	
53061 Equipment service & inspections	6,556	8,500	8,500	0	
53062 Contracted building services	9,761	12,000	15,500	3,500	
5307 Building Improvements	9,612	10,000	10,000	0	
5308 Clothing and PPE	1,127	2,500	2,500	0	
53 Total Building Operations	125,331	153,600	159,300	5,700	6.68%
<u>Technical Services</u>					
5401 Processing supplies	9,038	9,500	9,500	0	
5402 Acquisitions service	0	750	750	0	
5403 Binding and preservation	0	500	500	0	
54 Total Technical Services	9,038	10,750	10,750	0	0.45%
<u>Materials and Services</u>					
55011 Adult books	35,936	37,700	37,700	0	
55012 Children's books	33,376	37,300	37,300	0	
55013 Teen books	11,213	12,000	12,000	0	
5502 Serials	5,686	7,500	6,000	-1,500	
55031 Adult non-print	7,487	10,000	9,000	-1,000	
55032 Children's non-print	2,251	2,700	2,700	0	
55033 Teen non-print	416	500	500	0	

	Actual	Approved	Proposed	Change from prev. budget % of total	
	Year to Date	Budget	Budget		
	5/31/2023	2022/2023	2022/2023		
5504 Databases, Electronic	5,950	8,500	6,000	-2,500	
55051 Adult Programs	4,811	5,000	5,000	0	
55052 Children's Programs	3,385	5,000	5,000	0	
55053 Teen Programs	3,203	3,500	4,000	500	
5506 Summer Reading Program (all depts.)	10,207	13,500	13,500	0	
55071 Adult Electronic Materials	36,514	37,100	42,100	5,000	
55072 Children's Electronic Materials	4,445	8,100	8,100	0	
55073 Teen Electronic Materials	3,650	3,700	4,500	800	
5508 FOL Materials	2,721	2,725	2,725	0	
5509 FOL Programs	0	0	0	0	
55 Total Materials & services	171,251	194,825	196,125	1,300	8.22%
<u>Information Technology</u>					
5601 Equipment	7,141	7,500	8,500	1,000	
5602 Software	6,099	7,000	7,000	0	
5603 Printer/Copier maint	11,410	11,000	13,000	2,000	
5604 ILS maintenance	16,647	16,700	16,700	0	
5605 Equip./Software maint.	40,617	43,500	43,500	0	
5606 Internet access	8,961	10,100	10,100	0	
5607 LSTA Grant	34,906	35,000	35,000	0	
56 Total Information technol.	125,781	130,800	133,800	3,000	5.61%
<u>Miscellaneous</u>					
5701 Miscellaneous	3,362	5,000	5,000	0	
5702 Security	36,025	37,500	39,500	2,000	
5703 Furniture	4,868	4,500	5,500	1,000	
5704 Children's STEM Program	0	0	10,000	10,000	
5706 Capital Projects- Other	38,543	38,543	38,543	0	
5708 Misc. Friends of the Library	3,372	3,375	5,085	1,710	
57 Total Miscellaneous	86,170	88,918	103,628	14,710	4.35%
5 TOTAL EXPENDITURES	2,091,468	2,360,048	2,384,858	24,810	100.00%
Revenues less expenditures	287,082	43	73		