

# 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

## 2024/2025 Board of Directors:

Jennifer Dixon, President  
Daryl Carter, Vice-President  
Scott Jeffress, Treasurer  
Georgita Washington, Secretary  
Rob Davis  
John Hunter  
Thomas Kendall  
Ashley Newton

## Johnson City Public Library Board of Directors August 20, 2024 4:30 PM

- Call to Order
1. Election of officers- **Action**
  2. Bylaws review and update- **Action**
  3. Adjournment

## Regular Meeting Agenda

1. Call to order
2. Approval of July minutes – **Action**
3. Treasurer’s Report
  - a. June JCPL report (final)- **Action**
  - b. June WCIL report (final)- **Action**
  - c. July JCPL report -- **Action**
  - d. July WCIL report—**Action**
4. Director’s Report
5. President’s Report
6. Old Business
7. New Business
  - a. Policy update- **Action**
    - i. Teen Space Policy
  - b. Policy Review- no action
    - i. Internet Access Policy
8. Adjournment

BYLAWS

OF

JOHNSON CITY PUBLIC LIBRARY

(A Tennessee Not For Profit Corporation)

ARTICLE 1

NAME

The name of the corporation is: JOHNSON CITY PUBLIC LIBRARY.

ARTICLE 2

OFFICES

The principal office of the corporation in the State of Tennessee shall be located at 100 West Millard Street, Johnson City, Tennessee 37604 or at such other place as shall be lawfully designated by the board of directors, hereinafter sometimes called the "board". The corporation may have such other offices either within or without the State of Tennessee, as the board may designate or as the affairs of the corporation may require from time to time.

ARTICLE 3

PURPOSES

The purposes of the corporation shall be as provided in its charter. The aims of the corporation are to be carried out through any and all lawful activities, including others not specifically stated in the charter but incidental to the stated aims and purposes, both

directly and through contributions to any other corporation, trust, fund or foundation whose purpose are religious, charitable, scientific, literary, educational, artistic or cultural, provided that any such activity or contribution shall conform to any applicable restrictions or limitations set forth in the corporation's charter or which are imposed on corporations described in Section 501 ( c ) (3) of the Internal Revenue Code and the Regulations thereunder or on any corporation contributions which are deductible under Section 170 ( c ) (2) of the Internal Revenue Code as presently enacted, or as they may hereafter be amended or supplemented, or, if they are replaced by new sections of similar import, and to the final regulations there under.

#### ARTICLE 4

#### NO MEMBERS

The corporation shall have no members. The board may take any action which is permitted or required to be taken by members of a corporation not for profit under Tennessee law by the affirmative vote of a majority of the entire board, without the necessity of any prior action by the board which could have otherwise been required by law for such action if there were members entitled to vote on such action.

#### ARTICLE 5

#### BOARD OF DIRECTORS

5.1 Qualifications. The affairs of the corporation shall be managed by a board of directors, each of whom shall be of legal age. All Directors must be residents of Johnson City. Not more than one (1) director shall be a member of the City Commission of the

City of Johnson City. Not more than one (1) director shall be a member of the County Commission of Washington County Tennessee.

5.2 Number. Beginning July 1, 2017, there shall be nine directors, pursuant to Tennessee Code Annotated §10-3-103. All directors shall have equal and full voting rights and responsibilities as members of the board of directors.

5.3 Election and Term. Seven directors shall be appointed by the City Commission of the City of Johnson City for terms of three years. The City Commission shall also appoint a Commissioner to serve on the board. The County Mayor will appoint a County Commissioner to serve on the board. Each director shall hold office until the expiration of the term for which they are elected, and thereafter until their successor has been elected and qualified, or until removed as provided in Paragraph 5.4 below. No director shall be appointed for more than two (2) consecutive terms except anyone who is appointed to fill the unexpired term of a director. During a building or fund-raising program, or a search for a new Library Director, a director may be appointed for a third term of three (3) years upon a majority vote of the board. Each director shall be entitled to one vote and the result will be determined by the majority of the votes cast.

5.4 Removal; Resignation. Any director may be removed with or without cause at any time by the vote of three-fourths of the then serving directors. A successor shall then be appointed by the City Commission of the City of Johnson City at any regular or

special meeting. Directors may resign at any time on written notice to the president or secretary.

5.5 Vacancy. Vacancies occurring in the board by death, resignation, refusal to serve, or otherwise, shall be filled for the unexpired term by the City Commission of the City of Johnson City at any regular or special meeting.

5.6 Powers and Duties. The Board shall have and exercise the powers and duties provided for library boards by Tennessee Code Annotated §10-3-104.

## ARTICLE 6

### EXECUTIVE COMMITTEE

The officers of the board of directors shall act as the Executive Committee. Other committees, consisting of ~~three (3)~~ two (2) or more persons, and any delegate to such committee or committees shall have all such authority of the board that it deems desirable. An exception is that no such committee or committees shall have and exercise the authority of the board to adopt, amend or repeal the bylaws, or fill vacancies in the board or in any committee. Except as hereinabove provided, when the board is not in session, the executive committee shall have and may exercise all the powers of the board of directors in the management of the business and affairs of the corporation and shall have the power to authorize the seal of the corporation to be affixed to all papers which may require it. The board shall have the power at any time to change the membership of the executive committee, to fill vacancies in it or to dissolve it. The executive committee

may make rules for the conduct of its business and may appoint such committees or assistants as it shall from time to time deem necessary. A majority of the members of the executive committee shall constitute a quorum.

## ARTICLE 7

### DIRECTOR MEETINGS

7.1 Meetings of Board and Committees. All meetings are subject to the rules and provisions of the Tennessee Open Meetings Act (TCA) 8-44. The board shall hold an annual meeting each year. By resolution, the board may establish a date or dates on which regular meetings of the board or any committee shall be held between annual meetings. A committee of the board may meet on the dates so established or, if none, on the date set at its previous meetings or when earlier called by its chairman or by a majority of its members. Special meetings of the board may be called at any time by president of the board, the secretary, or any two directors.

7.2 Place of Meetings. Meetings of the board shall be held at any place either within or without the State of Tennessee that that board may from time to time appoint by resolution or, if no resolution is in force, at the principal office of the corporation or at such other place as shall have been designated in the notice of the meeting.

7.3 Notice Requirements. No notice of annual and other regular meetings is required. Notice of any special meetings, setting forth the place and the day and hour of the meeting, shall be given to each director, by any usual means of communication, not

less than two days before the meeting. Neither the business to be transacted at, nor the purpose of any special meeting need be specified in the notice of any waiver of notice.

7.4 Waiver of Notice. Attendance of a director at a special meeting shall constitute a waiver of notice of the meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Whenever the board or any committee of the board is authorized to take any action after notice to any person or persons, or the lapse of a prescribed period of time, the action may be taken without such requirements if at any time before or after the action is completed the person or persons entitled to such notice or entitled to participate in the action to be taken submit a signed waiver of notice or of such requirement.

7.5 Quorum. At all meetings of the board, a majority of the number of directors then in office shall constitute a quorum for the transaction of business. The presence of a majority of the membership of a committee of the board shall be required for the transaction of business. Except with respect to indemnification proceedings, common or interested directors may always be counted in determining the presence of a quorum at a meeting of the board or of a committee which authorizes, approves or ratifies a transaction of the corporation. When a quorum is once present to organize a meeting, it is not broken by the subsequent withdrawal of any of those present. A meeting may be adjourned despite the absence of a quorum.

7.6 Voting. The vote of a majority of the directors present at a meeting at which a quorum is present shall be the act of the board or any committee.

7.7 Presumption of Assent. A director who is present at a meeting of the board, or any committee thereof, shall be presumed to have concurred in any action taken at the meeting, unless they object at the beginning a meeting (or promptly upon their arrival) to the holding of the meeting, or unless his dissent to such action shall be entered in the minutes of the meeting or unless they shall submit his written dissent to the person acting as the secretary of the meeting before the adjournment of the meeting or shall deliver or send such dissent by registered or certified mail to the secretary of the corporation promptly after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action. A director who is absent from a meeting of the board, or any committee thereof, at which such action is taken shall be presumed to have concurred in the action unless their dissent to such action is expressed to the secretary of the corporation or dissent is filed with the minutes of the proceedings of the board or committee within a reasonable time after learning of such action.

7.8 Action by Consent. Directors may take any action which they are required or permitted to take without a meeting by written consent, setting forth the action so taken, signed by all of the directors.

7.9 Electronic and Telephone Meetings. Participation by members of the board or any committee designated by the board in any meeting of the board or committee shall be



permitted by means of electronic communications such as email, instant messaging and video conferencing, conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. However, the presence of an in-person quorum shall be required for the transaction of business. If necessity exists, members may participate by electronic means without a physical quorum over email. In order for a quorum of members to participate by electronic or other means of communication, the governing body must make a determination that necessity exists. Such determination, and a recitation of the facts and circumstances on which it was based, must be included in the minutes of the meeting. An email motion shall remain open for voting for 72 hours or until all board members have voted, whichever comes first, before it is deemed to be final. If any board member wishes to discuss the issue, the motion shall be tabled until the next regularly scheduled board meeting. Participation in such a meeting shall constitute presence in person at such meeting. The directors shall be promptly furnished a copy of the minutes of the meeting held under this paragraph.

## ARTICLE 8

### OFFICERS

8.1 Title of Officers. The corporation shall have a president, a secretary and such other officers as are elected. One person may be elected to more than one office, except that the offices of president and secretary may not be held by the same person.

8.2 Election. All officers shall be elected or appointed at the annual meeting of the board or at any special meeting of the board.

8.3 Term of Office. The officers of the corporation shall be elected for terms of one year. Each officer shall hold office until the expiration of the term for which they are elected and thereafter until their successor has been elected or appointed and qualified.

8.4 Removal. Any officer may be removed by the vote of a majority of the entire board, with or without cause, whenever in its judgment the best interests of the corporation will be served thereby.

8.5 Chair of the Board. The chair of the board, if one is elected, if so, determined by the board, be chief executive officer of the corporation. The chair of the board may also, if determined by the board, be considered an officer of the corporation for purposes of these bylaws and for all other purposes.

8.6 Duties. All officers as between themselves and the corporation shall have such authority and perform such duties in the management of the corporation, in addition to those described in these bylaws, as usually appertain to such officers of corporations not for profit, except as may be otherwise prescribed by the board.

8.7 Compensation. Pursuant to Tennessee Code Annotated §10-3-103, the directors shall serve without compensation.

## ARTICLE 9

### DUTIES AS TO THE FUNDS OF THE CORPORATION

9.1 Disbursements. Disbursements from the income or from the assets of the corporation for uses and purposes consistent with the objects and purposes of the corporation as outlined in the charter of incorporation and these bylaws, shall be made on the order of the board of directors.

9.2 Contributions. Any contribution to the corporation through any means whatsoever shall not be complete until accepted by the corporation through action of the board of directors, and the board shall have full authority to reject or refuse to accept any contribution for an reason deemed adequate or sufficient to the board, including but not limited to the specification of a use of, or a restriction on the use of, any contribution which conflicts with the purposes of the corporation, its tax-exempt status, or its status as a public charity.

9.3 Restricted Gifts. Notwithstanding any provision in these bylaws to the contrary, the board of directors shall at all times be governed in the expenditure of any fund or funds or other property by any terms of restriction or direction which may be contained in any instrument under which the said property may be received and accepted by the corporation so long as said directions or restrictions are consistent with the donor's purpose in specifying them and are compatible with the corporation's purposes, its tax-exempt status, and its status as a public charity. If at any time it shall appear to the board that circumstances have so changed as to make unnecessary, undesirable,

impractical or impossible a literal compliance with the expressed desire of a donor or testator, it may take such steps as it deems necessary to direct the application of any such funds to such other educational, charitable, literacy or religious purposes of a public nature, or others of a similar nature recognized by the federal government as entitled to tax exemption, as in its judgment will to the extent possible carry out the purposes of such donor or testator.

9.4 Management of Assets. Any fund or funds or assets of any kind or nature whatsoever that may be acquired by the corporation from any source whatsoever may be transferred by the board of directors for the purpose of management and investment to any bank or banks in the State of Tennessee, having trust powers and active in the acceptance and management of trusts.

9.5 Agency Relationship. Any transfer of any asset of this corporation made to any such banks shall vest legal title to any such asset in the said transferee bank, as agent of and custodian for the corporation, nevertheless, for the sole purpose of management and investment subject to the approval of the board and any income thereon shall be income of this corporation. The board may enter into an agency agreement with each such bank, giving each of them such powers and duties pertaining to the assets so held by it as may be deemed proper and consistent with the purposes of the corporation by the board of directors, and agreed to by said bank.

9.6 Authority. The board may authorize any officer or agent of the corporation by resolution to enter into any contract or execute and deliver any instrument in the name of the corporation. No officer, agent or employee shall have any power or authority to bind the corporation by any contract or engagement, or to pledge its credit or to render it liable peculiarly for any amount, without such authorization.

9.7 Depositories. All funds of the corporation shall be deposited to its credit in such depository or depositories as the board may designate. For the purpose of such deposits, any person or persons to whom such power is delegated by resolution of the board may endorse, assign, and deposit checks, drafts and other orders for the payment of money issued by the corporation shall be signed by such person or persons as may from time to time be designated by the board.

## ARTICLE 10

### AMENDMENT

These bylaws may be amended or repealed, and new bylaws may be adopted, by the vote of a majority of the entire board. The resulting bylaws may contain any provision for the regulation and management of the corporation not inconsistent with law and the charter. Any amendment of the charter inconsistent with these bylaws or parts of bylaws which merely summarize or restate the provisions of the charter or the provisions of the Tennessee Nonprofit Corporation Act or other law applicable to the corporation shall be operative with respect to the corporation only so far as they are descriptive of existing law and of the charter as amended.

I, Georgita Washinton\_, Secretary of the Johnson City Public Library formed and existing under the laws of the State of Tennessee, do hereby certify that the foregoing is a true and complete copy of the Bylaws of this Corporation as submitted to and adopted as the Bylaws of this Corporation by its Board of Directors on the 15th day of August, 2023.

I WITNESS WHEREOF, I have hereunder subscribed my name this \_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_.

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Amended August 20, 2024

JOHNSON CITY PUBLIC LIBRARY  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
July 16, 2024

The Board of Directors of the Johnson City Public Library met July 16, 2024, at 4:30 p.m. at the Johnson City Public Library. Members present were President Jennifer Dixon, Vice President Daryl Carter, Secretary Georgita Washington, Treasurer Scott Jeffress, Thomas Kendall, and Rob Davis. John Hunter was absent from the meeting. Also present were Holston River Regional (HRRL) Assistant Director Selena Harmon, Director Julia Turpin, Assistant Director Wendy Day, Business Manager Celeste Smedley.

- I. Call of meeting to order. President Dixon called the meeting to order at 4:35 p.m.
- II. Public Comment. JCPL Marketing Coordinator Hannah Kiger explained she is working on the second issue of the library's Connect magazine for the fall (September, October, November), which will include the annual report. She would also like to include a page that includes the library's Board of Directors with headshot photos and superlatives for each member. Superlatives will be selected by Julia and Hannah and seen by the board upon publication.
- III. Approval of June minutes. Upon the motion of Mr. Kendall, seconded by Mr. Jeffress, the minutes of the June 18, 2024 meeting were approved as submitted.
- IV. Treasurer's Report.
  - a. June JCPL report. Mr. Jeffress reported that total revenue was at 107% and expenditures were at or just under budget.
  - b. June WCIL report. Mr. Jeffress stated that at the end of June, total revenue was at 96% and expenditures were at 92%. Upon Ms. Dixon inquiry about \$3,400 in Miscellaneous Revenue (4104), Ms. Smedley made the correction that the \$3,400 should be in DPIL License Plate Revenue (4105). Mr. Jeffress reported that in June, 5,252 children were enrolled in the program, up by 27 enrollees from the last month, the highest recorded since October 2019. Ms. Smedley reiterated that iPads have been distributed to area hospitals, with a planned implementation date of July 8, 2024, and should help increase enrollment numbers.
- V. Director's Report. Ms. Turpin reported that June was a successful month and a great start to the summer reading program. She reported that the entrance door counter is not functioning properly and misrecorded 1.3 million people for the month of June. She stated we will ask the City of Johnson City for an upgrade of the gates and the AMH, both Bibliotheca products, at the same time in the future. Ms. Turpin has collected 2023-2024 statistics and submitted the standards survey and will submit the annual report for state and federal reporting requirements. Ms. Turpin reported that we saw an increase of about 10,000 attendees at children and family programs; from 34,030 attendees in 2022-2023 to 44,840 attendees in 2023-2024. She reported that Book Buddies volunteers logged 742 hours of service for the

2023-2024 fiscal year. Ms. Dixon inquired if Book Buddies volunteers are able to go to all local schools. Ms. Turpin said yes, but we may not have volunteers currently visiting all of the schools. Ms. Turpin added that Volunteer Coordinator Andrea Hyder has been working on volunteer forms and processes and we are reevaluating the Friendly Visitor program to improve the service. Ms. Turpin stated the library typically closes for an entire day in the fall and again in the spring for a staff training day, but after speaking with the staff and Leadership Team, she will adjust the staff training day model to one hour early morning training beginning in August and continuing in October, December, February, and April. She explained this will allow staff to meet more regularly and will be less disruptive to patrons as the library will only be closed for one hour, with the exception of the August training where the library will open at 9am as usual. She said we will still close all day in spring 2025 for a staff training day. Ms. Turpin stated that in a couple of weeks the library parking lot will be closed at night on a Friday and Saturday for repaving. She will work with the City to get messaging out about the repaving. Ms. Turpin stated that Administrative Assistant Gabriella Ammiano is July's Employee of the Month. She also reported that two staff members will be leaving JCPL to seek their MLIS; Alexis Lamb from User Services will leave at the end of July and Riley Fletcher from the Children's Library will leave at the end of August.

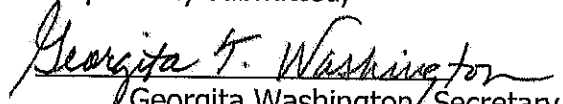
- VI. President's Report. Ms. Dixon did not have a report.
- VII. Holston River Regional Library Report. Ms. Harmon stated that the staff Training Trackers and Title VI will be due to Holston River Regional Administrative Services Assistant Sarah Egan on July 19. She said there was approval for Talk Amongst Your Shelves on Friday, August 2 from 10am-12pm, which will account for 2.0 CE. She said the Teen Librarian Summit will be held on August 5 at King Family Library in Sevierville, TN. She said the Trustee Orientation will now be available online on August 8 at 7pm and more details will come.
- VIII. Old Business. There was no old business.
- IX. New Business.
  - a. 2024-2025 Budget Adoption. Ms. Turpin listed changes to the proposed budget from the proposed budget passed in February, which include E-rate Reimbursement (4110); a big move with the Personnel budget because of the new Department of Labor law causing the library to move some exempt salaried staff (51011) to nonexempt hourly (51012) to allow them to qualify for overtime; an increase in bank fees; and a change in Processing Supplies (5401) to more accurately track and represent material's processing fees. Ms. Turpin explained that some of the account code names are highlighted to reflect a change in the name for clarity, not that money is being moved. Ms. Turpin said Information Technology Manager Eric Job wants to clarify what is meant by Equipment Maintenance (5601) versus Software (5602) to be more accurate so there is movement in those code. And she said that since we track grant expenses separately the 2707 TOP grant will appear in Other Grant Revenue (41096).



Upon the motion of Ms. Washington, seconded by Mr. Kendall, the 2024-2025 Budget was approved as submitted.

- b. 2024-2025 Imagination Library Budget Adoption. Upon the motion of Mr. Davis, seconded by Mr. Jeffress, the 2024-2025 Imagination Library Budget was approved as submitted.
  - c. Director Raise. Upon the motion of Mr. Jeffress, seconded by Mr. Carter, Ms. Turpin's 2024-2025 raise was approved as submitted.
  - d. Bylaws Review Committee. Ms. Turpin stated the library's Bylaws will need review and approval in August. Ms. Dixon appointed Ms. Washington and Mr. Carter to the Bylaws Review Committee.
- X. Adjournment. The meeting was adjourned at 5:24 by group consent

Respectfully submitted,

  
Georgita Washington, Secretary

Johnson City Public Library  
 100 West Millard Street, Johnson City, TN 37604  
 Balance Sheet  
 June 30, 2024

ASSETS

Current Assets

Petty Cash	\$	350.00	
Truist Money Mkt. Acct.		829,323.98	
Payroll Account		329.16	
Checking Account		15,534.19	
Cash on Hand		300.00	
Accounts Rec'ble Module		435.00	
Total Assets			\$ <u>846,272.33</u>

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable Module	\$	21,736.82	
Accrued Wages		59,229.03	
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	
TTAA/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	
Other P/R Deductions		0.00	
Medical Ins. Deduction		0.00	
Aflac		0.00	
Total Liabilities			80,965.85

Capital

Unassigned Fund Balance	508,958.90	
Clark Funds Assigned/FutureUse	0.00	
Current Earnings	0.00	
Net Income	246,447.58	
Total Capital		<u>755,406.48</u>
Total Liabilities & Capital		\$ <u>836,372.33</u>

**Johnson City Public Library**  
 100 West Millard Street, Johnson City, TN 37604  
 FY 2023/2024 Operating Account  
 Financial Report

			June 2024	Year to Date	Budget	Percent
<b>Revenues</b>						
4101	City of Johnson City	\$	0.00	2,201,275.00	2,201,275.00	100.00
4102	Washington County		0.00	102,000.00	102,000.00	100.00
4103	Interest Income		2,907.22	34,370.94	14,000.00	245.51
4104	Printing & Copying		1,467.75	11,842.84	12,000.00	98.69
4105	Lost & Damaged Charges		907.18	5,448.70	5,000.00	108.97
4106	Meeting Room Rental		550.00	4,830.00	4,500.00	107.33
4107	Fines		2,254.10	22,169.95	17,000.00	130.41
41081	Miscellaneous		62.92	497.98	5,000.00	9.96
41082	Patron Supply Purchase		15.25	327.94	200.00	163.97
41083	JCPL Promotional Items		0.00	83.00	100.00	83.00
41084	Ongoing Book Sale		761.50	10,047.77	8,600.00	116.83
41085	Cashier Reconciliation		(0.72)	(34.79)	0.00	0.00
41091	Donations		26,165.52	157,135.32	12,000.00	1,309.46
41092	Memorials		145.00	5,420.00	2,250.00	240.89
41093	Friends of the Library		0.00	10,017.64	10,017.00	100.01
41095	LSTA Grant		0.00	12,150.00	12,150.00	100.00
41096	Other Grant Revenue		0.00	0.00	0.00	0.00
4110	E-rate Reimbursement		2,174.04	5,217.70	7,097.00	73.52
4111	Sale of Obsolete Equip.& Furn.		0.00	280.00	500.00	56.00
4112	Events and Promotions		0.00	0.00	0.00	0.00
4113	Hotspot Rental		196.00	4,090.80	8,000.00	51.14
	<b>Total Revenues</b>		<b>37,605.76</b>	<b>2,587,170.79</b>	<b>2,421,689.00</b>	<b>106.83</b>
<b>Expenses</b>						
<b>Personnel</b>						
51011	Salaried		85,093.49	776,739.76	804,000.00	96.61
51012	Hourly		75,248.94	621,787.11	642,500.00	96.78
5102	Social Security		12,266.12	106,972.41	110,657.00	96.67
5103	Medical Insurance		12,236.88	157,550.43	172,000.00	91.60
5104	Worker's Compensation		0.00	2,295.00	2,000.00	114.75
5105	State Unemployment		0.00	0.00	1,000.00	0.00
5106	Staff Development		0.00	5,495.92	5,000.00	109.92
5107	Staff Memberships		0.00	530.00	1,000.00	53.00
5108	Travel Expense		0.00	725.13	1,000.00	72.51
5110	TIAA Retirement		6,131.11	54,595.06	55,650.00	98.10
	<b>Total Personnel Expenses</b>		<b>190,976.54</b>	<b>1,726,690.82</b>	<b>1,794,807.00</b>	<b>96.20</b>
<b>Support Services</b>						
52011	General Supplies		74.85	2,263.01	2,500.00	90.52
52012	Circ. Supplies		1,500.00	1,813.16	2,000.00	90.66
52013	Public Service Dept(s)Supplies		560.97	3,074.05	4,000.00	76.85
52014	Printing/Copying Supplies		696.27	2,347.39	2,500.00	93.90
5202	Postage		0.00	1,757.75	2,000.00	87.89
5204	Telephone		116.72	1,231.76	1,400.00	87.98
5205	Miscellaneous Admin.		17.51	6,749.74	7,000.00	96.42
5206	Bank & CC Acceptance Fees		475.81	6,599.18	5,500.00	119.99
5207	Volunteer Services		488.94	775.37	1,000.00	77.54
52081	Audit		0.00	14,700.00	14,700.00	100.00

Johnson City Public Library  
100 West Millard Street, Johnson City, TN 37604  
FY 2023/2024 Operating Account  
Financial Report

		June 2024	Year to Date	Budget	Percent
52083	Gen. Liab.& Contents Ins.	0.00	6,780.00	6,800.00	99.71
52084	Directors & Officers Ins.	0.00	2,165.00	2,165.00	100.00
5209	Library Memberships	0.00	1,565.39	1,500.00	104.36
5210	Public Relations	2,585.54	12,798.45	13,000.00	98.45
5211	Vehicle Expense	158.91	4,953.31	6,000.00	82.56
	<b>Total Support Services</b>	<b>6,675.52</b>	<b>69,573.56</b>	<b>72,065.00</b>	<b>96.54</b>
<b>Building Operations</b>					
5301	Gas	868.10	8,771.17	12,500.00	70.17
5302	Electricity	9,651.78	56,119.31	57,000.00	98.45
5303	Water	1,617.58	6,817.86	6,500.00	104.89
5304	Janitorial Supplies	509.15	15,921.64	16,300.00	97.68
53051	Routine Maint. & Repair	1,018.85	10,927.11	14,300.00	76.41
53052	Lighting	1,355.60	3,475.98	3,500.00	99.31
53053	Grounds Maintenance	476.51	12,336.96	14,400.00	85.67
53061	Equip. Maint./Contracts	268.00	7,267.05	8,500.00	85.49
53062	Contracted Building Services	3,185.70	12,538.53	11,300.00	110.96
5307	Building Improvements	2,098.09	10,169.15	10,000.00	101.69
5308	Clothing and PPE	337.00	1,475.62	1,500.00	98.37
	<b>Total Building Operations</b>	<b>21,386.36</b>	<b>145,820.38</b>	<b>155,800.00</b>	<b>93.59</b>
<b>Technical Services</b>					
5401	Processing Supplies	0.00	6,141.73	9,500.00	64.65
5402	Acquisitions	0.00	364.00	750.00	48.53
5403	Binding and preservation	0.00	0.00	500.00	0.00
	<b>Total Technical Services</b>	<b>0.00</b>	<b>6,505.73</b>	<b>10,750.00</b>	<b>60.52</b>
<b>Materials and Services</b>					
55011	Adult Books	7,883.11	40,690.34	40,700.00	99.98
55012	Children's Books	5,785.92	39,406.35	40,300.00	97.78
55013	Teen Books	1,738.41	11,899.34	12,000.00	99.16
5502	Serials	623.05	5,976.40	6,000.00	99.61
55031	Adult Non-Print	474.93	8,258.39	9,000.00	91.76
55032	Children's Non-Print	219.80	5,411.39	5,700.00	94.94
55033	Teen Non-Print	0.00	997.38	1,000.00	99.74
5504	Databases, Electronic	0.00	4,416.98	6,000.00	73.62
55051	Programs for Adults	95.92	4,966.09	5,000.00	99.32
55052	Programs for Children	358.92	5,006.15	5,000.00	100.12
55053	Programs for Teens	691.23	3,872.89	4,000.00	96.82
5506	Summer Reading Program (All)	4,453.46	11,779.90	13,500.00	87.26
55071	Adult Electronic Materials	11,719.58	53,439.64	53,700.00	99.52
55072	Children's Electronic Material	119.98	8,096.41	8,100.00	99.96
55073	Teen Electronic Materials	0.00	4,496.30	4,500.00	99.92
5508	FOL Materials	0.00	0.00	0.00	0.00
5509	FOL Programs	0.00	2,800.00	2,800.00	100.00
	<b>Total Materials and Services</b>	<b>34,164.31</b>	<b>211,513.95</b>	<b>217,300.00</b>	<b>97.34</b>

**Johnson City Public Library**  
 100 West Millard Street, Johnson City, TN 37604  
 FY 2023/2024 Operating Account  
 Financial Report

		June 2024	Year to Date	Budget	Percent
<b>Information Technology</b>					
5601	Equipment	0.00	5,061.01	4,850.00	104.35
5602	Software	124.89	5,547.61	7,000.00	79.25
5603	Copier Maintenance	1,313.28	11,824.64	12,000.00	98.54
5604	ILS Maintenance	0.00	17,048.20	24,000.00	71.03
5605	Equipment Maintenance	208.77	50,904.89	42,500.00	119.78
5606	Internet Access	724.68	8,812.88	10,000.00	88.13
5608	LSTA Grant	0.00	24,282.69	24,300.00	99.93
	<b>Total Information Technology</b>	<u>2,371.62</u>	<u>123,481.92</u>	<u>124,650.00</u>	99.06
<b>Miscellaneous Expense</b>					
5701	Miscellaneous	190.31	3,862.27	4,000.00	96.56
5702	Security	1,925.00	31,357.50	39,500.00	79.39
5703	Furniture	0.00	5,419.86	5,500.00	98.54
5704	Children's STEM Program	4,739.50	9,479.00	10,000.00	94.79
5706	Capital Projects-Other	0.00	0.00	0.00	0.00
5708	Misc. Friends of the Library	0.00	7,018.22	7,217.00	97.25
	<b>Total Miscellaneous Expense</b>	<u>6,854.81</u>	<u>57,136.85</u>	<u>66,217.00</u>	86.29
	<b>Total Expenses</b>	<u>262,429.16</u>	<u>2,340,723.21</u>	<u>2,441,589.00</u>	95.87
	<b>Net Income</b>	<u>\$ (224,823.40)</u>	<u>246,447.58</u>	<u>(19,900.00)</u>	(1,238.43)

## Washington County Imagination Library

100 West Millard Street, Johnson City, TN 37604

FY 2023/2024

## Balance Sheet

June 30, 2024

## ASSETS

Current Assets		
Petty Cash	\$	0.00
Checking Account		51,544.09
Accounts Receivable		0.00
		<hr/>
Total Current Assets		51,544.09

## LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	0.00
		<hr/>
Total Liabilities		0.00
Capital		
Reserved Balance		48,437.15
Journal Difference		0.00
Net Income		3,106.94
		<hr/>
Total Capital		51,544.09
		<hr/>
Total Liabilities & Capital	\$	51,544.09
		<hr/> <hr/>

Washington County Imagination Library  
 100 West Millard Street, Johnson City, TN 37604  
 FY 2023/2024  
 Financial Report

		June 2024	Balance YTD	Budget	Percent
<b>Revenues</b>					
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	0.00	500.00	0.00
4104	Miscellaneous Revenue	0.00	1,000.00	100.00	1,000.00
4105	DPIL License Plate Revenue	3,413.90	6,622.35	10,000.00	66.22
	<b>Total Revenues</b>	<u>3,413.90</u>	<u>72,322.35</u>	<u>75,300.00</u>	96.05
<b>Expenses</b>					
5101	Monthly Book Purchase	5,578.63	67,813.14	71,820.00	94.42
5102	Registration Materials	0.00	0.00	2,000.00	0.00
5103	Postage	0.00	0.00	500.00	0.00
5104	Bank Fees	0.00	0.00	25.00	0.00
5105	Travel Expense	0.00	493.64	850.00	58.08
5106	Miscellaneous Expense	908.63	908.63	100.00	908.63
	<b>Total Expenses</b>	<u>6,487.26</u>	<u>69,215.41</u>	<u>75,295.00</u>	91.93
	<b>Net Income</b>	<u>\$ (3,073.36)</u>	<u>\$ 3,106.94</u>	<u>5.00</u>	<u>62,138.80</u>

## Washington County Imagination Library

100 West Millard Street, Johnson City, TN 37604

FY 2023/2024

## Balance Sheet

June 30, 2024

## ASSETS

Current Assets		
Petty Cash	\$	0.00
Checking Account		51,544.09
Accounts Receivable		0.00
		<hr/>
Total Current Assets		51,544.09

## LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	0.00
		<hr/>
Total Liabilities		0.00
Capital		
Reserved Balance		48,437.15
Journal Difference		0.00
Net Income		3,106.94
		<hr/>
Total Capital		51,544.09
		<hr/>
Total Liabilities & Capital	\$	51,544.09
		<hr/> <hr/>



Washington County Imagination Library  
 100 West Millard Street, Johnson City, TN 37604  
 FY 2023/2024  
 Financial Report

		June 2024	Balance YTD	Budget	Percent
<b>Revenues</b>					
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	0.00	500.00	0.00
4104	Miscellaneous Revenue	0.00	1,000.00	100.00	1,000.00
4105	DPIL License Plate Revenue	3,413.90	6,622.35	10,000.00	66.22
	<b>Total Revenues</b>	<u>3,413.90</u>	<u>72,322.35</u>	<u>75,300.00</u>	96.05
<b>Expenses</b>					
5101	Monthly Book Purchase	5,578.63	67,813.14	71,820.00	94.42
5102	Registration Materials	0.00	0.00	2,000.00	0.00
5103	Postage	0.00	0.00	500.00	0.00
5104	Bank Fees	0.00	0.00	25.00	0.00
5105	Travel Expense	0.00	493.64	850.00	58.08
5106	Miscellaneous Expense	908.63	908.63	100.00	908.63
	<b>Total Expenses</b>	<u>6,487.26</u>	<u>69,215.41</u>	<u>75,295.00</u>	91.93
	<b>Net Income</b>	<u>\$ (3,073.36)</u>	<u>\$ 3,106.94</u>	<u>5.00</u>	62,138.80

Johnson City Public Library  
100 West Millard Street, Johnson City, TN 37604  
Balance Sheet  
July 31, 2024

## ASSETS

## Current Assets

Petty Cash	\$	350.00	
Truist Money Mkt. Acct.		1,137,112.19	
Payroll Account		45,667.65	
Checking Account		8,447.22	
Cash on Hand		300.00	
Accounts Rec'ble Module		830.00	
		<hr/>	
Total Assets			\$ <u>1,192,707.06</u>

## LIABILITIES AND CAPITAL

## Current Liabilities

Accounts Payable Module	\$	4,788.69	
Accrued Wages		0.00	
Federal Income Tax		(3,588.92)	
OASDI-M/Care W/H Employee		(4,392.42)	
OASDI-M/Care W/H Employer		(4,392.42)	
FUTA		0.00	
SUTA		0.00	
Sales Tax Payable		0.00	
TIAA/CREF		0.00	
NW Retirement Solutions		0.00	
Credit Union		(750.00)	
Staff Orders Account		0.00	
Court Ordered Deductions		(201.00)	
Dependent Coverage		0.00	
Other P/R Deductions		0.00	
Medical Ins. Deduction		0.00	
Aflac		0.00	
		<hr/>	
Total Liabilities			(8,536.07)

## Capital

Unassigned Fund Balance	508,958.90	
Clark Funds Assigned/FutureUse	0.00	
Current Earnings	246,447.58	
Net Income	435,936.65	
	<hr/>	
Total Capital		1,191,343.13
		<hr/>
Total Liabilities & Capital		\$ <u>1,182,807.06</u>

Johnson City Public Library  
100 West Millard Street, Johnson City, TN 37604  
Balance Sheet  
July 31, 2024

## ASSETS

## Current Assets

Petty Cash	\$	350.00	
Truist Money Mkt. Acct.		1,137,112.19	
Payroll Account		45,667.65	
Checking Account		8,447.22	
Cash on Hand		300.00	
Accounts Rec'ble Module		830.00	
Total Assets	\$		<u>1,192,707.06</u>

## LIABILITIES AND CAPITAL

## Current Liabilities

Accounts Payable Module	\$	4,788.69	
Accrued Wages		0.00	
Federal Income Tax		(3,588.92)	
OASDI-M/Care W/H Employee		(4,392.42)	
OASDI-M/Care W/H Employer		(4,392.42)	
FUTA		0.00	
SUTA		0.00	
Sales Tax Payable		0.00	
TIAA/CREF		0.00	
NW Retirement Solutions		0.00	
Credit Union		(750.00)	
Staff Orders Account		0.00	
Court Ordered Deductions		(201.00)	
Dependent Coverage		0.00	
Other P/R Deductions		0.00	
Medical Ins. Deduction		0.00	
Aflac		0.00	
Total Liabilities			(8,536.07)

## Capital

Unassigned Fund Balance	755,406.48	
Clark Funds Assigned/FutureUse	0.00	
Current Earnings	0.00	
Net Income	435,936.65	
Total Capital		<u>1,191,343.13</u>
Total Liabilities & Capital	\$	<u>1,182,807.06</u>

**Johnson City Public Library**  
 100 West Millard Street, Johnson City, TN 37604  
 FY 2024/2025 Operating Account  
 Financial Report

		July 2024	Year to Date	Budget	Percent
<b>Revenues</b>					
4101	City of Johnson City	\$ 572,637.75	572,637.75	2,290,551.00	25.00
4102	Washington County	0.00	0.00	102,000.00	0.00
4103	Interest Income	3,682.55	3,682.55	10,000.00	36.83
4104	Printing & Copying	1,287.13	1,287.13	12,000.00	10.73
4105	Lost & Damaged Charges	454.93	454.93	5,000.00	9.10
4106	Meeting Room Rental	760.00	760.00	5,000.00	15.20
4107	Fines	2,621.24	2,621.24	12,000.00	21.84
41081	Miscellaneous	157.64	157.64	0.00	0.00
41082	Patron Supply Purchase	28.83	28.83	300.00	9.61
41083	JCPL Promotional Items	0.00	0.00	100.00	0.00
41084	Ongoing Book Sale	786.00	786.00	8,000.00	9.83
41085	Cashier Reconciliation	0.96	0.96	0.00	0.00
41091	Donations	581.87	581.87	12,000.00	4.85
41092	Memorials	0.00	0.00	2,250.00	0.00
41093	Friends of the Library	0.00	0.00	0.00	0.00
41095	LSTA Grant	0.00	0.00	0.00	0.00
41096	Other Grant Revenue	0.00	0.00	0.00	0.00
4110	E-rate Reimbursement	0.00	0.00	9,496.00	0.00
4111	Sale of Obsolete Equip.& Furn.	0.00	0.00	0.00	0.00
4112	Events and Promotions	0.00	0.00	0.00	0.00
4113	Hotspot Rental	252.00	252.00	4,000.00	6.30
	<b>Total Revenues</b>	<b>583,250.90</b>	<b>583,250.90</b>	<b>2,472,697.00</b>	<b>23.59</b>
<b>Expenses</b>					
<b>Personnel</b>					
51011	Salaried	30,591.87	30,591.87	670,000.00	4.57
51012	Hourly	26,450.14	26,450.14	838,500.00	3.15
5102	Social Security	4,363.63	4,363.63	115,400.25	3.78
5103	Medical Insurance	13,109.65	13,109.65	172,000.00	7.62
5104	Worker's Compensation	483.00	483.00	2,000.00	24.15
5105	State Unemployment	0.00	0.00	1,000.00	0.00
5106	Staff Development	4,585.00	4,585.00	5,000.00	91.70
5107	Staff Memberships	0.00	0.00	1,000.00	0.00
5108	Travel Expense	0.00	0.00	1,000.00	0.00
5110	TIAA Retirement	2,192.76	2,192.76	62,383.00	3.51
	<b>Total Personnel Expenses</b>	<b>81,776.05</b>	<b>81,776.05</b>	<b>1,868,283.25</b>	<b>4.38</b>
<b>Support Services</b>					
52011	General Supplies	484.08	484.08	2,800.00	17.29
52012	Circ. Supplies	38.97	38.97	2,000.00	1.95
52013	Public Service Dept(s)Supplies	0.00	0.00	3,000.00	0.00
52014	Printing/Copying Supplies	51.50	51.50	2,500.00	2.06
5202	Postage	343.60	343.60	3,000.00	11.45
5204	Telephone	116.72	116.72	1,400.00	8.34
5205	Miscellaneous Admin.	424.26	424.26	7,000.00	6.06
5206	Bank & CC Acceptance Fees	797.26	797.26	6,700.00	11.90
5207	Volunteer Services	0.00	0.00	1,000.00	0.00
52081	Audit	0.00	0.00	14,700.00	0.00

**Johnson City Public Library**  
 100 West Millard Street, Johnson City, TN 37604  
 FY 2024/2025 Operating Account  
 Financial Report

		July 2024	Year to Date	Budget	Percent
52083	Gen. Liab.& Contents Ins.	9,781.00	9,781.00	6,800.00	143.84
52084	Directors & Officers Ins.	2,183.00	2,183.00	2,165.00	100.83
5209	Library Memberships	1,242.50	1,242.50	1,500.00	82.83
5210	Public Relations	0.00	0.00	13,000.00	0.00
5211	Vehicle Expense	158.00	158.00	5,000.00	3.16
	<b>Total Support Services</b>	<b>15,620.89</b>	<b>15,620.89</b>	<b>72,565.00</b>	<b>21.53</b>
<b>Building Operations</b>					
5301	Gas	0.00	0.00	12,500.00	0.00
5302	Electricity	0.00	0.00	57,000.00	0.00
5303	Water	0.00	0.00	6,500.00	0.00
5304	Janitorial Supplies	2,175.66	2,175.66	16,300.00	13.35
53051	Routine Maint. & Repair	411.71	411.71	14,300.00	2.88
53052	Lighting	0.00	0.00	4,000.00	0.00
53053	Grounds Maintenance	72.01	72.01	4,000.00	1.80
53061	Equip. Maint./Contracts	267.90	267.90	8,500.00	3.15
53062	Contracted Building Services	378.12	378.12	11,300.00	3.35
5307	Building Improvements	0.00	0.00	10,000.00	0.00
5308	Clothing and PPE	0.00	0.00	1,500.00	0.00
	<b>Total Building Operations</b>	<b>3,305.40</b>	<b>3,305.40</b>	<b>145,900.00</b>	<b>2.27</b>
<b>Technical Services</b>					
5401	Processing Supplies	289.81	289.81	8,000.00	3.62
5402	Acquisitions	0.00	0.00	750.00	0.00
5403	Binding and preservation	0.00	0.00	500.00	0.00
	<b>Total Technical Services</b>	<b>289.81</b>	<b>289.81</b>	<b>9,250.00</b>	<b>3.13</b>
<b>Materials and Services</b>					
55011	Adult Books	695.53	695.53	31,000.00	2.24
55012	Children's Books	501.20	501.20	35,300.00	1.42
55013	Teen Books	431.62	431.62	13,950.00	3.09
5502	Serials	343.00	343.00	4,678.00	7.33
55031	Adult Non-Print	489.53	489.53	7,000.00	6.99
55032	Children's Non-Print	0.00	0.00	3,200.00	0.00
55033	Teen Non-Print	0.00	0.00	200.00	0.00
5504	Databases, Electronic	0.00	0.00	5,000.00	0.00
55051	Programs for Adults	114.72	114.72	5,500.00	2.09
55052	Programs for Children	35.01	35.01	5,500.00	0.64
55053	Programs for Teens	24.75	24.75	4,900.00	0.51
5506	Summer Reading Program (All)	1,028.38	1,028.38	13,500.00	7.62
55071	Adult Electronic Materials	3,619.35	3,619.35	54,000.00	6.70
55072	Children's Electronic Material	263.46	263.46	6,975.00	3.78
55073	Teen Electronic Materials	0.00	0.00	3,500.00	0.00
5508	FOL Materials	0.00	0.00	0.00	0.00
5509	FOL Programs	0.00	0.00	0.00	0.00
	<b>Total Materials and Services</b>	<b>7,546.55</b>	<b>7,546.55</b>	<b>194,203.00</b>	<b>3.89</b>

**Johnson City Public Library**  
 100 West Millard Street, Johnson City, TN 37604  
 FY 2024/2025 Operating Account  
 Financial Report

		July 2024	Year to Date	Budget	Percent
<b>Information Technology</b>					
5601	Equipment	48.50	48.50	7,700.00	0.63
5602	Software	7,300.97	7,300.97	29,996.00	24.34
5603	Copier Maintenance	1,018.14	1,018.14	12,000.00	8.48
5604	ILS Maintenance	0.00	0.00	18,000.00	0.00
5605	Equipment Maintenance	26,875.95	26,875.95	30,000.00	89.59
5606	Internet Access	724.68	724.68	10,000.00	7.25
5608	LSTA Grant	0.00	0.00	14,000.00	0.00
	<b>Total Information Technology</b>	<u>35,968.24</u>	<u>35,968.24</u>	<u>121,696.00</u>	29.56
<b>Miscellaneous Expense</b>					
5701	Miscellaneous	339.81	339.81	4,000.00	8.50
5702	Security	2,467.50	2,467.50	55,300.00	4.46
5703	Furniture	0.00	0.00	1,500.00	0.00
5704	Children's STEM Program	0.00	0.00	0.00	0.00
5706	Capital Projects-Other	0.00	0.00	0.00	0.00
5708	Misc. Friends of the Library	0.00	0.00	0.00	0.00
	<b>Total Miscellaneous Expense</b>	<u>2,807.31</u>	<u>2,807.31</u>	<u>60,800.00</u>	4.62
	<b>Total Expenses</b>	<u>147,314.25</u>	<u>147,314.25</u>	<u>2,472,697.25</u>	5.96
	<b>Net Income</b>	<u>\$ 435,936.65</u>	<u>435,936.65</u>	<u>(0.25)</u>	<u>(174,374.66)</u>

Washington County Imagination Library  
100 West Millard Street, Johnson City, TN 37604  
FY 2023/2024  
Balance Sheet  
July 31, 2024

ASSETS

Current Assets		
Petty Cash	\$	0.00
Checking Account		55,820.61
Accounts Receivable		0.00
		<hr/>
Total Current Assets		55,820.61

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	0.00
		<hr/>
Total Liabilities		0.00
Capital		
Reserved Balance		51,544.09
Journal Difference		0.00
Net Income		4,276.52
		<hr/>
Total Capital		55,820.61
		<hr/>
Total Liabilities & Capital	\$	55,820.61
		<hr/> <hr/>

Washington County Imagination Library  
 100 West Millard Street, Johnson City, TN 37604  
 FY 2024/2025  
 Financial Report

		July 2024	Balance YTD	Budget	Percent
<b>Revenues</b>					
4101	City of Johnson City	\$ 9,925.00	\$ 9,925.00	39,700.00	25.00
4102	Washington County	0.00	0.00	25,000.00	0.00
4103	Donations	0.00	0.00	100.00	0.00
4104	Miscellaneous Revenue	192.00	192.00	0.00	0.00
4105	DPII License Plate Revenue	0.00	0.00	5,300.00	0.00
	<b>Total Revenues</b>	<u>10,117.00</u>	<u>10,117.00</u>	<u>70,100.00</u>	14.43
<b>Expenses</b>					
5101	Monthly Book Purchase	5,840.48	5,840.48	68,355.00	8.54
5102	Registration Materials	0.00	0.00	300.00	0.00
5103	Postage	0.00	0.00	420.00	0.00
5104	Bank Fees	0.00	0.00	25.00	0.00
5105	Travel Expense	0.00	0.00	950.00	0.00
5106	Miscellaneous Expense	0.00	0.00	50.00	0.00
	<b>Total Expenses</b>	<u>5,840.48</u>	<u>5,840.48</u>	<u>70,100.00</u>	8.33
	<b>Net Income</b>	<u>\$ 4,276.52</u>	<u>\$ 4,276.52</u>	<u>0.00</u>	0.00



## Circulation Report for July 2024

### Library

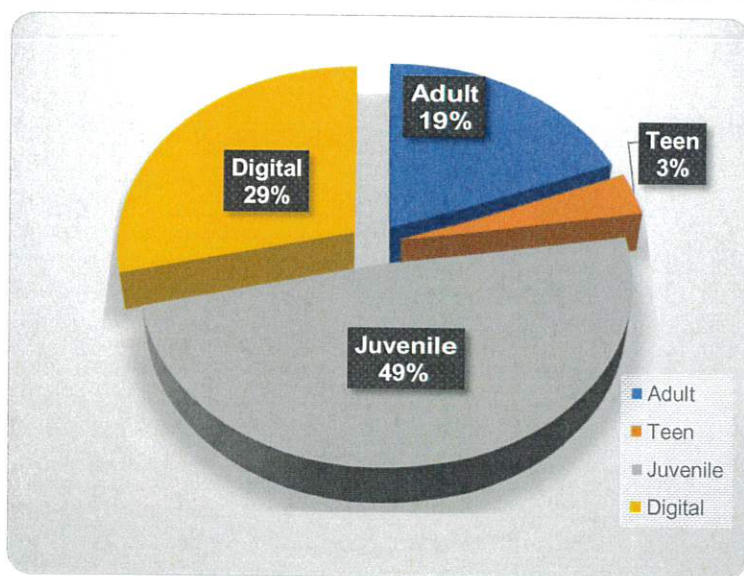
	Jul-24	Jun-24	% Change	Jul-23	% Change
Adult	12929	12109	6.77%	14398	-10%
Teen	2522	2655	-5.01%	2502	0.80%
Juvenile	33704	31137	8.24%	28740	17.27%
Digital	19799	19373	2.20%	16927	16.97%
<b>Total</b>	<b>68954</b>	<b>65274</b>	<b>5.64%</b>	<b>62567</b>	<b>10.21%</b>

### Courier Loans

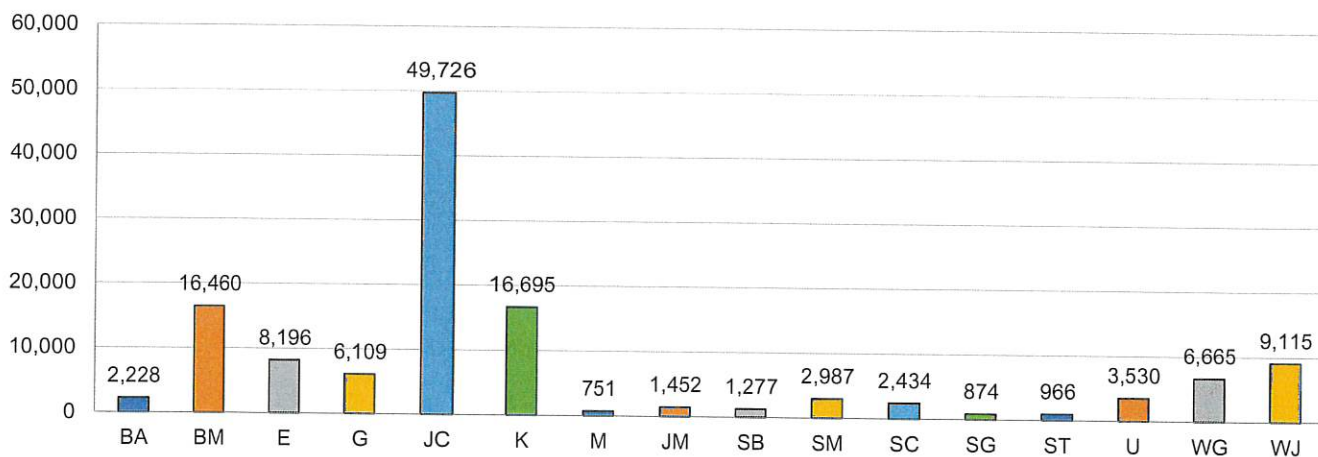
Borrowed	1079	804	34.20%	1214	-11.12%
Loaned	514	539	-4.64%	509	0.98%

### Other

Self Checkouts	17494	17494	0.00%	16114	8.56%
Borrowers added	369	410	-10.00%	353	4.53%
Door Count	25712		#DIV/0!	18591	38.30%



## OWL CIRC, July 2024



## Public Use of Teen Area Space Policy

### Purpose

The teen area space is a unique part of the library housing special collections, programs, and services designed especially specifically for patrons between the ages of 12 and 18. The purpose of the teen area space in Johnson City Public Library is to provide teens with access to these special materials, programs and services.

### Policy

While the teen collection is available to all patrons, ~~The Place for Teens~~ teen space is a dedicated environment for teenage patrons in the library. Their comfort, safety, and interests are the priority in this space. Patrons not included in the teenage category may be required to leave the teen area and instead use other areas of the Library.

*Approved by the Johnson City Public Library Board of Directors on December 13, 2011*

## **Johnson City Public Library Internet Access Policy**

### **Internet Access**

Residents in the JCPL service area (Johnson City and Washington County) may access library computer services using a valid JCPL library card. Patrons with valid cards will not be denied access based on fines/fees amount. Individuals who do not qualify for a library card may obtain a Computer Center pass at the Adult Services desk.

Patrons are authorized to use their library card only and may not use the cards of others in addition to their own.

The internet offers access to a wealth of information that can be personally, professionally, and culturally enriching. However, the U. S. Congress and the courts have recognized that there is no single organization to govern, control, or select information for the internet. Along with much valuable information, the internet also contains information which may be inaccurate, outdated, controversial, or offensive. Information access points may change rapidly and unpredictably. Due to the constantly changing and expanding nature of technology, library staff may not be familiar with every aspect of the internet, electronic devices, and software programs.

The Johnson City Public Library cannot be held responsible for the content of the internet as the library has no control over this vast array of informational resources. The library specifically disclaims any warrant as to the information's accuracy, timeliness, authoritativeness, usefulness, or fitness for a particular purpose. The library will have no liability for direct, indirect, or consequential damages related to the use of information accessed through the library's internet service.

The library makes no guarantee of complete access to the internet from any computer work station. Internet resources may vary according to the primary services supported in each area or department.

The library will not monitor a user's internet session, except for length of time in order to ensure equal opportunity of access for everyone. The library will make a good faith effort to purge all patron originated information left on library computers. Information transmitted and received on the library's public computers is by no means guaranteed to be protected from interception by other parties inside or outside the library. Users are cautioned that library computers are located

in public areas where computer screens are visible to others, so they cannot be considered private. The user, or the parent/guardian of a minor user, is responsible for his or her internet session at all times. Library staff reserves the right to ensure compliance with this internet policy.

### **Technology Protection Measures**

In compliance with the Children's Internet Protection Act of 2000, the library uses filtering software or other technology protection measures on library computers and all other personal devices connected to the library's network. Filters are required to prevent minors from accessing visual depictions that are obscene, child pornography, or harmful to minors.

The library makes no claim that its filtering software or any filtering software is foolproof.

Filtering software diminishes the likelihood that users will inadvertently retrieve text or images that they may find offensive but does not eliminate that possibility. Filters may block sites that users would consider both inoffensive and useful. Users aged 17 and older may ask a library staff member to disable the filters for bona fide research or other lawful purpose.

The library will have no liability for damages related to the operation of, or failure of, the filtering software, or for its circumvention by users.

### **Internet Safety/Child Safety on the Internet**

Parents/guardians, not the library or its staff are responsible for the internet information accessed by their children under the age of 18. Parents/guardians should be aware that the only way to monitor their children's internet use is for the adult to be present at the computer. Parents are reminded that filtering software is not foolproof. At all times, while using the library or its internet access, children 10 and under must be accompanied by a parent/guardian or an adult caregiver.

### **User Responsibilities**

All users of the internet at the library are expected to use this resource in a responsible and ethical manner, consistent with the library's educational and informational purposes, and to follow all internet related rules, regulations, and procedures established for its use including, but not limited to, those of the library.

Responsible use of the internet at the library includes:

- Complying with the library's posted Code of Conduct
- Using the library's computers for library designated purposes only
- Not abusing or misusing library computers or any other equipment; changes are not allowed to the setup or configuration of the software or hardware
- Not using someone else's library account to access the internet
- Respecting the sensibilities of others when accessing potentially offensive information and images.
- Refraining from illegal or unethical use of the internet, including the viewing of any material which depicts nudity, sexual contact, excess violence and which is harmful to minors per the Tennessee Code Annotated 39-17-911.

The library is not responsible for damage to users' storage medium or electronic devices or for any loss of data, damage, or liability that may occur from use of the library's computers.

The library provides free, unsecured, wireless internet access for public use. **The library does not provide technical support for privately owned personal electronic devices.** Security for personal wireless devices rests solely with the owner of the wireless device. Personal use of the library's public wireless access will conform to policies regulating other types of public internet access provided by the library.

### **Response to Violations**

The library reserves the right to terminate an internet session that disrupts library services or that involves user behavior that violates this or any other library policy. Failure to comply with library policies may result in the temporary or permanent forfeiture of the user's privilege to access these computers or to use the library.

### **Procedures**

The library staff will develop such supporting rules and procedures as are necessary to ensure the fair and reasonable use of library Internet access. This Internet Access Policy and a "Guide to Internet and Computer Use" will be available to users in the library and on the library's internet site.

**Review and revision of this Internet Access Policy**

This Internet Access Policy including any attachments will be reviewed annually by the library staff and the library board. It may be revised only with the formal approval of the board.

*Approved by the Board of Directors June 14, 2005*  
*Revised August 15, 2023*