



Board of Trustees

Meeting Agenda

Thursday, July 11, 2024, 5:15pm
Crook County Library Broughton Room
175 NW Meadow Lakes Dr., Prineville, OR 97754

MEETING OPEN TO THE PUBLIC

Join Zoom Meeting:

<https://crookcountyor.zoom.us/j/94033953738?pwd=UQXVGgFjszd2DUkTvZgdmUlvCNb9q4.1>

Meeting ID: 940 3395 3738
Passcode: 562157

RECORDING NOTICE: This meeting will be recorded via Zoom

- 1. Call to Order (5:15pm)**
 - i) Additions/deletions from the agenda; approval of agenda (**ACTION**)
 - ii) Conflicts/potential conflicts of interest
 - iii) Announcements
- 2. Public Comment (5:15-5:25pm)**
- 3. Consent agenda (ACTION) (5:25pm)**
 - a. Minutes of June 13, 2024, regular meeting.
- 4. Reports (6:00-6:15pm)**
 - a. Friends
 - b. Circulation services
 - c. Director's report
- 5. Financials/Statistics Review (6:15-6:20pm)**
- 6. Continuing business (6:20-6:40)**
 - a. Election of Library Board of Trustees Chair/Vice-Chair
 - b. Bookmobile schedule and free summer lunch program.
 - c. Update on potential lease of 622.11 acres up Juniper Canyon.
 - d. Summer Reading update.

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with ORS 192.660.

The Board of Trustees meets on the 2nd Thursday each month at 5:15p in a meeting room at the Crook County Library at 175 SW Meadow Lakes Dr., Prineville, Oregon. Sign language interpretation for the hearing impaired is available with at least 48 hours' notice.

7. New Business (6:40-7:00)

a. None

8. Agenda items for next meeting: August 08, 2024, Broughton Community Room, Crook County Library, 175 NW Meadow Lakes Dr., Prineville, OR 97754, 541-447-7978.

9. Adjournment

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Board of Trustees

Meeting Minutes

Thursday, June 13, 2024, 5:15pm
Crook County Library Broughton Room
175 NW Meadow Lakes Dr., Prineville, OR 97754

MEETING OPEN TO THE PUBLIC

Join Zoom Meeting:

<https://crookcountyor.zoom.us/j/92719883250?pwd=hbVNu49V4dZvHfFuEQWbFSBVFqtiSn8.1>

Meeting ID: 927 1988 3250

Passcode: 598752

RECORDING NOTICE: This meeting will be recorded via Zoom

Attendees:

- **Staff:** [y] Sarah Beeler, [y] Cindy York
 - **Trustees:** [y] Sandy Kerbow, [y] Mark Maboll, [y] Natalie Good, [y] Keya Rohovit-Wrolson, [n] Debra Merskin
 - **Guests:** Doc Kerbow, Michael Stremme, two additional guests.
- **Call to Order:** Keya Rohovit-Wrolson called the meeting to order at 5:16pm. Sandy Kerbow made a motion to approve the agenda. Mark Maboll seconded the motion. Agenda approved.
 - **Public Comment:** None.
 - **Consent agenda:** Sandy moved to approve the consent agenda, the May 9, 2024, meeting minutes. Mark seconded. Consent agenda approved. No conflicts/potential conflicts of interest.
 - **Reports:**
 - i. Friends: Membership dues are at 126%, partly due to some generous extra donations. Andrew Carmack's class from Pioneer High School were a tremendous help at the May Overstock Book Sale. Book sale volunteers received a free bag of books. Seventeen boxes of leftover books were given to the Bookmobile to distribute for free this summer. The Friends are interested in using the middle shed in parking lot across Meadow Lakes Dr. Library staff will clean out Shed B. so the Friends will have extra storage.
 - ii. Circulation services: Magazines have been moved to a more visible location closer to the Circulation Desk. Tally sheets were added to the front covers of new magazines to determine patron usage. People had 23 views! On May 31st patrons using OverDrive/Libby began using OverDrive/Libby content through Libraries of Eastern Oregon. OverDrive supplied a list of

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CCL patrons using Libby, over 900! Library staff emailed patrons and advertised the change. Libby is popular! Over 279 patron interactions occurred in June to guide patrons through the change.

iii. Brenda Ford is our new Circulation Services/Outreach Specialist. She'll be working 20 hours a week on circulation activities and 12 hours a week doing outreach at Powell Butte and Ochoco West.

iv. Director's report:

- A new Facilities Director has been hired. He starts June 28th. Sarah will meet with him to discuss the best way to move forward with the Paulina Library Branch project.
- The Special Use Application Form has been submitted to determine a lease price on the 622.11 acres up Juniper Canyon. Once the lease price has been established, it will be added to a work session agenda for discussion.
- The Bookmobile schedule for June has been created. The Bookmobile will be distributing donated items this summer at free meal sites and rural locations. It will transition over to a fully functioning library branch this fall. We've started to collect and catalog new library materials for the bus.
- The Discovery Pass link is available on crooklib.org. It provides a link for free passes to the High Desert Museum and the ability to obtain a free Wilderness Pass. Libraries of Eastern Oregon (LEO) also has a cultural pass called Discover & Go. Their pass includes the High Desert Museum along with the following:
 - Columbia Gorge Discovery Center & Museum
 - Columbia Gorge Museum
 - Maryhill Museum of Art
 - Oregon Museum of Science and Industry (OMSI)
 - Oregon State Parks, parking permits for day-use parks
 - Wilderness Pass coming soon! Once the Wilderness Pass is included in LEO's cultural pass program, we'll switch our website link to Discover & Go through Libraries of Eastern Oregon.
- Eric Blaine is revising the dollar amount listed in the Crook County Code, Chapter 2.16, Section 5.

- **Financials/Statistics Review:**

- **New Business and agenda items for next meeting:**

- i. New board chair will be determined at the July meeting. The appointment of a new library board member will be discussed at the Crook County Board of Commissioners Work Session on June 26th. The new board member will be appointed at the July 3rd meeting.
- ii. Natalie shared an exciting new opportunity to add Ebikes to our Library of Things collection. Sarah will check with Crook County Counsel.

- **Next meeting:** Thursday, July 11, 2024, Broughton Community Room, 5:15pm, Crook County Library, 175 NW Meadow Lakes Dr., Prineville, OR 97754, 541-447-7978.

- **Adjournment:** Natalie adjourned the meeting at 6pm.

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Friends of the Crook County Library
Board Meeting Minutes
Wednesday, May 15, 2024

Board Members Attending

Faye Streier, Ginger Nedry, Carrie Gordon, Janice Staats, Gordon Gillespie, Janet Herrmann

Guests

Sarah Beeler, Gordon Moore

Faye called the Board Meeting to order at 1:59 pm.

Secretary Report

Carrie moved to accept the April 2024 minutes as written, Faye seconded, no discussion, passed.

Treasurer Report

- Carrie took us through the current budget report and spreadsheet.
- We are at 126% for estimated membership dues, partly due to some generous dues payers.
- From April 2024 Treasurer's Monthly Activity Report: Income \$1430.41, Expenses \$1703.11.

Committee Reports

Chapters Kids Bookstore

- Janet added a column to the Chapters sign-in sheet so volunteers will write how much they made that day in sales.
- Jan McDonald sent us a bunch of puzzles.

Membership

- Received 2 new membership forms, one has no name, only a phone number and address. The address does not match anyone already on the Membership List. Faye called and left a voice mail.
- The Librarians will hand out information like membership form and book sale handout for us when they have a table or booth, like June 19, 2024 Stampede, and the Crook County Fair in August. A handout could be made from the Central Oregon Connect wording.

Book Sorting

- Under the counter in Chapters Kids Bookstore is pretty full, so anyone can move boxes of books to the shed whenever more space is needed until the June Book Sale.

Volunteers

- New volunteers added to the email list: Larry Scharf, Jennifer Orozco, Lindsay Sullivan (not a member), Fred Stratton (yes a member), Heather, Mat, Toby (15 years old), Cody (14 years old), David (10 years old) Allen (not members, Carrie recruited them at Library Strategy Meeting), and Amber Tucker (not a member). Will add Tracy Crockett COCC and Samara Rufener 4-H Outreach Program Coordinator to the volunteer email list.

Publicity/Public Relations

- May Overstock Book Sale did not get listed in Central Oregonian's Quick Reads.

May Overstock Book Sale – May 10-11, 2024.

- The plastic Fundraiser sign was rolled up and placed on the top of the cupboards in Chapters Kids Bookstore. Hard to see, but it is there.
- Thanks so much to the Librarians for the book ends. We really needed them. Book ends are stored in the same place in Chapters Kids Bookstore lower cupboard right of the sink.
- For future May and October Overstock Book Sales, break volunteer plan email into three parts:
 1. Send a separate email to the book transport people to stress the meeting place is Northwest Storage and the time.
 2. Set up and take down can be in the same email, again stressing start times.
 3. Hauling away leftovers.
- Phone calls worked well to recruit more volunteers that did not answer the email.
- Anthony Carmack's class is from Pioneer High School. They didn't make it in time to help load boxes at Northwest Storage locker, but they did help unload boxes and bring them into the Broughton Room.
- Volunteers getting a free bag of books worked well to recruit volunteers, and many left happy.
- 17 boxes of leftovers went to the Bookmobile. That was very helpful.
- Janice will contact Chamber of Commerce to see if they know about Little Free Libraries map. Carrie will contact Crook County Planning GIS shop. Perhaps we can give more May/October leftovers for Little Free Libraries.
- Sarah let us know that the Librarians collect books for Little Free Libraries in Paulina, Powell Butte, and soon for Ochoco West. Leftover books would be good for this when needed.
- We think we had less customers since the sale was not on the usual 3rd Saturday.

June Book Sale – Faye will lead. Carrie and Janet can move books that Friday.

July Book Sale – Janice will lead.

Potential for Adding a Second Shed in Parking Lot

- Started a discussion of getting a second shed and not using Northwest Storage locker so book transport is easier.
- Friends purchased our shed in 2016 for almost \$3000 including installation. It is covered by our insurance policy. We did not plan for maintenance and replacement funds. So far the shed is sound. We had a lot more income in 2016 than we do now. Carrie has documentation for the purchase. The company gave us a discount since we are associated with the Library.
- We need to know our storage space requirements: area and volume.
- Sarah will look into if we could use one of the 10' X 10' sheds that are next to our 10' X 12' shed. The 10' X 10' shed is not big enough as a total replacement for everything the Northwest Storage locker holds, but we would definitely use it if we could.
- We are paid up at Northwest Storage locker until April 2025.

Library Report (Sarah Beeler)

- Sarah bought nine dwarf burning bushes at Madras Martin’s Nursery, and the Garden Club planted them where Olivia Mitchell suggested on north side of the building.
- Thanks for the books for the Bookmobile.
- Crook County Foundation is a fiscal agent for city and county, and can act as a “Foundation” for the Library. If Friends were to take on a Foundation Role, Friends would need more Board Members to run that committee.
- There are 640 acres up Juniper Canyon that Crook County owns. There is interest in recreation (hike/bike trail), meeting space, and Library of Things. OSU Extension is interested in partnering. Sarah is investigating what special application lease is needed, costs, and will ask for a tour.
- There is interest in a Mural Trail. Sarah is still working on getting a mural for the patio.
- Kyla Rhoden was selected as new Teen Librarian.
- Moved magazines closer to front for more visibility.
- Waiting for new Crook County Facilities Director to coordinate with them on a small library branch in Paulina.
- Last Strategy Meeting is Friday. Faye and Carrie will participate.

Accomplishments

- **Volunteer hours** since the last Board Meeting:
 - Board of Directors = 120 hours total
 - Faye 30
 - Carrie 25
 - Janice 31
 - Gordon 2
 - Janet 5
 - Jeannette 0
 - Ginger 27
 - Chapters Kids Bookstore = 86 hours
 - Non-Board = 62 total
 - Bob Riley bookkeeping 2 hours
 - Gordon Moore 1 hour
 - May Overstock Book Sale 59 hours
- Carrie continued coordination with Sean Briscoe on May at the Museum lectures. May 9 Carrie moderated and let the 73 people in the audience know about our May Overstock Book Sale. Steve Lent introduced local history. May 16 4 actors from Ochoco Players to reenact local history.
- **May Overstock Book Sale** - We raised \$401.00. Volunteer participation was amazing, we had 33 volunteers over the two-day period. That includes new volunteers Anthony Carmack and his Pioneer High School students who helped on Friday with moving boxes from the parking lot into the Broughton Room and book organization, and the Allen family who helped with take down and box moving on Saturday. The Northwest Storage Locker boxes (about 125 boxes) fit on two trailers, especially because Sarah & Steve Beeler’s trailer is large. Once books arrived at the Broughton Room, it only took a little over 1 hour to organize all the books on tables, and take-down only took about 1 hour. Leftover books went to the library Bookmobile, Little Free Libraries, Redmond Soup Kitchen, and several non-profit thrift stores.

Meeting adjourned 3:01 pm.

Minutes by Janice Staats, Secretary
Friends of the Crook County Library

Circulation Services Report

July 2024

Prepared by Cindy York, Library Operations Manager

Did You Know?

With the triple digit temperatures headed our way, we are so grateful to have a functioning heating and cooling system! We are a designated community cooling station and offer a water bottle refill station in addition to the cool relief from the heat. It's not uncommon for people to spend the entire day here!



Our flowers
love this
heat!!!



Circulation Trends

Last month we mentioned the circulation for our Overdrive subscription (Libby) in the circulation report. Since the transition to Libby through Libraries2Go, we thought it might be fun to compare our current digital stats!

- **April**-the word started going out to our patronage about the upcoming change
- **May**-was the transition month where patrons could access Libby offerings from Deschutes and Libraries2Go
- **June**-was Libraries2Go catalog access only

Did you know we offer another digital service similar to Libby? Hoopla is our up and coming service that offers ebooks, audiobooks, magazines, **and** movies!

	Libby Checkouts	Libby New Users	Hoopla Checkouts
June	2,844	157	561
May	3,336	8	459
April	3,862	20	467

Director's Report

July 2024

Services

Prepared by Sarah Beeler, Director of Library

Facility

- The new storage space in the Children's Room (behind the old puppet theater) is almost complete.
- Still waiting for lease payment information on 622.11 acres up Juniper Canyon. The Special Use Application was submitted in June.
- New remote-controlled blinds have been ordered for the Broughton Room. A Facilities request was submitted to paint the Broughton Room and Teen Room.
- We've been cleaning out Shed A and Shed B in parking lot across the street. Shelving from Shed A will be installed at ends of shelving units #2 and #3 in the adult section.
- The drains in the public restrooms have plugged several times this past month. Facilities called in a plumber to repair the clog which involved removing the toilet and extracting a syringe and needle.
- Two notices of trespass have been issued.

Staff

- CCL is fully staffed. Hooray!

Crook County

- James Preuss, new Crook County Facilities Director, started on June 28th. Sarah will meet with James on July 9th to discuss the Paulina Branch project.

Strategic Planning Update

- Donna and Brenda are working hard to meet residents in rural areas of Crook County and share information about library services. Please see attached Bookmobile/Outreach schedule. The Outreach schedule is filling up with a monthly stop at the Juniper Canyon Baptist Church, stops in Paulina, Post, Powell Butte and Ochoco West. It was a popular vendor at the Stampede Street Party. Bus is filled with free items to distribute over the summer. We will be sharing a vendor booth at the Crook County Fair with the Bowman Museum/Foundation and the Friends of the Library. The Bookmobile will be parked next to the vendor space. This fall it will be filled with cataloged library materials and will become an operational library branch.
- Library discussion about adding eBikes to the Library of Things collection will be held at the Library on July 10th, 9am.

JULY 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	01	02	03	04 PAULINA	05	06
	08	09	10	11 11-11:30 POWELL BUTTE STORE 11-45 - 12:45 POWELL BUTTE COM. CENTER 1:30 - 2:30 OCHOCO WEST	12	13
	15 23 JUNIPER CANYON NEIGHBORHOOD IMPACK	16 10-10:45 DESERT GARDENS 11-12 HARWOOD PARK 12:30 - 1 PM KIDS CLUB	17 10-11 OCHOCO PARK 11:15 - 11:45 WILD HORSE MESA 12-1PM OCHOCO PARK	18 10:30 - 11:00 POST STORE 11:30 - 12:30 PAULINA	19	20
	22	23 10-10:45 DESERT GARDENS 11-12 HARWOOD PARK 12:30 - 1 PM KIDS CLUB	24 10-11 OCHOCO PARK 11:15 - 11:45 WILD HORSE MESA 12-1PM OCHOCO PARK	25 11-11:30 POWELL BUTTE STORE 11:45 - 12:45 POWELL BUTTE COM. CENTER 1:30 - 2:30 OCHOCO WEST	26	27
	29	30 10-10:45 DESERT GARDENS 11-12 HARWOOD PARK 12:30 - 1 PM KIDS CLUB	31 10-11 OCHOCO PARK 11:15 - 11:45 WILD HORSE MESA 12-1PM OCHOCO PARK	01	02	03

FOR FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MAY ACTUALS =====	YTD ACTUAL -----	ADOPTED BUDGET -----	FINAL BUDGET -----	BUDGET REMAINING -----	% REC'D/SPENT
REVENUE							
330-0000-300.01-01	BEGINNING BALANCE	.00	752,112.21-	764,000-	764,000-	11,888-	.98
330-0000-300.01-05	INTEREST EARNED	3,371.83-	36,054.67-	30,000-	30,000-	6,055	1.20
330-0000-300.01-08	REALIZED GAIN/LOSS	.00	2,045.79-	0	0	2,046	.00
330-0000-390.90-03	CURRENT YEAR TAXES	31,692.00-	1,575,016.00-	1,604,000-	1,604,000-	28,984-	.98
330-0000-390.90-04	PRIOR YEAR TAXES	3,136.92-	24,799.23-	0	0	24,799	.00
		-----	-----	-----	-----	-----	-----
* REVENUE		38,200.75-	2,390,027.90-	2,398,000-	2,398,000-	7,972-	1.00
**		38,200.75-	2,390,027.90-	2,398,000-	2,398,000-	7,972-	1.00
CONTINGENCY EXPENDITURE							
330-0000-569.96-01	CONTINGENCY	.00	.00	804,000	804,000	804,000	.00
		-----	-----	-----	-----	-----	-----
* EXPENDITURE		.00	.00	804,000	804,000	804,000	.00
**		.00	.00	804,000	804,000	804,000	.00
REVENUE							
330-3000-322.32-00	FEDERAL GRANT - INDIRECT	.00	3,600.00-	0	0	3,600	.00
330-3000-324.34-00	STATE GRANTS	.50-	15,965.50-	10,000-	10,000-	5,966	1.60
330-3000-329.42-18	PHOTOCOPY FEES	579.03-	6,206.00-	3,000-	3,000-	3,206	2.07
330-3000-329.42-39	NONRESIDENT REGISTRATIONS	.00	368.75-	0	0	369	.00
330-3000-329.50-19	FINES	327.22-	2,891.30-	3,000-	3,000-	109-	.96
330-3000-329.50-24	FINES-STATE COURTS	.00	25,975.75-	22,000-	22,000-	3,976	1.18
330-3000-343.43-24	MERCHANDISE	9.00-	120.00-	0	0	120	.00
330-3000-345.45-21	FRIENDS OF LIBRARY SALES	68.50-	1,524.40-	0	0	1,524	.00
330-3000-347.47-00	DONATIONS/CONTRIBUTIONS	2.25-	27,952.24-	10,000-	10,000-	17,952	2.80
330-3000-360.60-13	CASHIER ADJUSTMENT	.00	5.00	0	0	5-	.00
		-----	-----	-----	-----	-----	-----
* REVENUE		986.50-	84,598.94-	48,000-	48,000-	36,599	1.76
**		986.50-	84,598.94-	48,000-	48,000-	36,599	1.76
PERSONNEL SERVICES EXPENDITURE							
330-3000-510.01-00	SALARIES & WAGES	41,303.48	437,665.78	609,000	511,000	73,334	.86
330-3000-510.01-01	WAGES-OTHER	.00	7.68	0	1,000	992	.01
330-3000-510.01-02	OVERTIME	633.34	3,117.51	0	5,000	1,882	.62
330-3000-510.01-32	EXTRA HELP	.00	2,397.00	0	3,000	603	.80
330-3000-510.02-01	FICA	3,174.97	33,496.41	46,000	46,000	12,504	.73
330-3000-510.02-02	WORKERS COMPENSATION	59.71	629.04	1,000	1,000	371	.63
330-3000-510.02-03	HEALTH INSURANCE	10,031.27	113,341.07	146,000	146,000	32,659	.78
330-3000-510.02-04	LIFE INSURANCE/LTD	129.49	1,402.33	2,000	2,000	598	.70
330-3000-510.02-05	UNEMPLOYMENT	83.87	884.79	2,000	2,000	1,115	.44

FOR FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MAY ACTUALS =====	YTD ACTUAL -----	ADOPTED BUDGET -----	FINAL BUDGET -----	BUDGET REMAINING -----	% REC'D/SPENT
330-3000-510.02-06	401K RETIREMENT	4,848.38	39,134.04	62,000	62,000	22,866	.63
330-3000-510.02-08	OREGON PAID LEAVE TAX	171.96	1,806.80	2,000	2,000	193	.90
<hr/>							
*	EXPENDITURE	60,436.47	633,882.45	870,000	781,000	147,118	.81
**	PERSONNEL SERVICES	60,436.47	633,882.45	870,000	781,000	147,118	.81
MATERIALS & SERVICES							
EXPENDITURE							
330-3000-520.05-30	POSTAGE	219.99	2,055.86	3,000	3,000	944	.69
330-3000-520.05-71	MINOR EQUIPMENT	708.22	3,679.22	9,000	9,000	5,321	.41
330-3000-520.05-74	PROGRAMS AND OUTREACH	4,278.40	28,121.64	18,000	28,000	122-	1.00
330-3000-520.05-89	CREDIT CARD CHARGES	11.75	154.44	0	1,000	846	.15
330-3000-520.05-96	DUES & SUBSCRIPTIONS	.00	331.00	2,000	2,000	1,669	.17
330-3000-520.10-06	COLLECTION AGENCY EXPENSE	88.65	965.30	1,000	1,000	35	.97
330-3000-520.10-07	COPY MACHINES	582.74	3,250.04	4,000	4,000	750	.81
330-3000-520.10-25	OFFICE SUPPLIES	.00	5,622.79	5,000	6,000	377	.94
330-3000-520.10-26	ORDINANCE COMPILATION	.00	1,347.00	1,000	2,000	653	.67
330-3000-520.20-19	EQUIPMENT REPAIRS/MAINT.	254.91	527.03	1,000	1,000	473	.53
330-3000-520.20-43	RESOURCE SHARING	.00	7,438.63	8,000	8,000	561	.93
330-3000-520.25-05	MILEAGE	91.70	475.56	1,000	1,000	524	.48
330-3000-520.25-11	FUEL	1,281.75	11,941.70	1,000	11,000	942-	1.09
330-3000-520.30-05	COLLECTION DEVELOPMENT	22,705.88	152,651.69	149,000	150,000	2,652-	1.02
330-3000-520.30-12	READY TO READ GRANT	.00	2,417.19	13,000	13,000	10,583	.19
330-3000-520.35-13	CONTRACT SERVICES	5,923.38	38,267.67	0	50,000	11,732	.77
330-3000-520.35-42	SOFTWARE SERVICES	1,138.55	22,178.11	11,000	22,000	178-	1.01
330-3000-520.35-85	LIBRARY CONSORTIUM	.00	8,630.40	10,000	10,000	1,370	.86
330-3000-520.40-17	CELL PHONE COSTS	309.35	3,607.15	0	4,000	393	.90
330-3000-520.45-02	TRAINING/LODGING/PER DIEM	.00	1,755.70	3,000	3,000	1,244	.59
330-3000-520.50-05	INSURANCE	.00	443.03	1,000	1,000	557	.44
330-3000-520.60-16	PROMOTION & PUBLICITY	.00	579.95	3,000	3,000	2,420	.19
330-3000-520.66-04	FINANCE	2,500.00	27,500.00	30,000	30,000	2,500	.92
330-3000-520.66-09	FACILITIES	18,250.00	200,750.00	219,000	219,000	18,250	.92
330-3000-520.66-27	LEGAL	1,000.00	11,000.00	12,000	12,000	1,000	.92
330-3000-520.66-28	ADMINISTRATION	2,000.00	22,000.00	24,000	24,000	2,000	.92
330-3000-520.66-29	HUMAN RESOURCES	2,000.00	22,000.00	24,000	24,000	2,000	.92
330-3000-520.66-94	GIS	167.00	1,837.00	2,000	2,000	163	.92
330-3000-520.66-95	IT	18,000.00	198,000.00	216,000	216,000	18,000	.92
330-3000-520.66-98	RISK MGMT	83.00	913.00	1,000	1,000	87	.91
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*	EXPENDITURE	81,595.27	780,441.10	772,000	861,000	80,559	.91
**	MATERIALS & SERVICES	81,595.27	780,441.10	772,000	861,000	80,559	.91
***	LIBRARY	102,844.49	1,060,303.29-	0	0	1,060,303	.00