

# Bastrop Public Library Board Meeting

## AGENDA

Bastrop Public Library

1100 Church Street

Bastrop, TX 78602



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**April 1, 2019 at 6:00 P.M.**

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*Bastrop Public Library Board meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800, or write to 1311 Chestnut Street, Bastrop, TX 78602, or call Relay Texas through a T.D.D. (Telecommunication Device for the Deaf) at 1-800-735-2989 at least 48 hours in advance of the meeting.*

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**1. CALL TO ORDER**

**2. CITIZEN COMMENTS**

*At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the Board Secretary prior to the meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Commission cannot discuss issues raised or make any decision at this time. Issues may be referred to City Staff for research and possible future action.*

*To address the Library Board concerning any item on the agenda, please submit a fully completed request card to the Board Secretary prior to the meeting.*

**3. ANNOUNCEMENTS—**

**4. STAFF REPORT**

- 4A. Monthly report on Library activities.
- 4B. Monthly status report on previously approved items.
- 4C. Monthly report on Friends of the Bastrop Public Library.
- 4D. Monthly statistical report.
- 4E. Monthly Detail Listing Library Board Fund.

**5. CONSENT AGENDA**

- 5A. Consider action to approve Bastrop Public Library Board minutes from the March 4, 2019 regular meeting.
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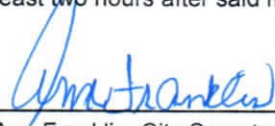
**6. ITEMS FOR INDIVIDUAL CONSIDERATION & DISCUSSION**

**7. UPDATES**

- 7A. Individual requests from Library Board members for particular items to be listed on future agendas.

**8. ADJOURNMENT**

I, the undersigned authority, do hereby certify that this Notice of Meeting is posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenience that is readily accessible to the public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org). Said Notice was posted on the following date and time: Monday, March 25, 2019 at 1:00 p.m. and will remain posted for at least two hours after said meeting has convened.

  
\_\_\_\_\_  
Ann Franklin, City Secretary

**BASTROP PUBLIC LIBRARY**

**BOARD OF DIRECTORS**

**MARCH 4, 2019**

**CALL TO ORDER** The meeting was called to order by President Mary Jo Jenkins at 6:00 pm. Members present were as follows: Becky Schaefer, Barbara Clemons, Rebecca Bennett, Lesa Neese and Carolyn Wiginton. Jamie McDonald notified Bonnie that she would not be able to attend. Also present were Bonnie Pierson and City Council Liason Mayor Connie Schroeder.

**CITIZEN COMMENTS** None

**ANNOUNCEMENTS** The Library Director job has been posted. The Friends of the Library and the Lost Pines Garden Club will have their book and plant sale on March 29 and 30. There will also be a bake sale. Bonnie will put in the budget to get better lighting and cameras on the back side of the building. She will also request new printers.

**STAFF REPORT**

A. Circulation is down 2% since last January. Program attendance is up. Reference assistance is up 100%. Computer usage is only down 16%. Bethany and the Teen Group made miniature terrariums and the Community Gardens donated the plants. Bethany learned about new data bases (funded by the state) for resource purposes. The first part of the E-rate application has been filed and the second part will be started soon. There are 3 new adult volunteers. Sheila celebrated her 15 year anniversary and Ashley her 5 year. Ticket reports for computer problems centered around reading flashdrives. Jesse has come up with a solution and they are testing it right now.

B. Nothing new on previously approved items.

C. The Friends Group has 2 patrons that have donated over \$700.00 and they will receive lifetime memberships. Two board members have resigned but their positions have already been filled. Rebecca Bennett praised the Friends Group for all the work that they do and for their support of the library.

D. There were no special issues concerning statistics.

E. There were no questions concerning the Library Board Fund.

**CONSENT AGENDA** The minutes for the February meeting were approved with a correction to section 4B to say "trained volunteers".

**ITEMS FOR INDIVIDUAL CONSIDERATION AND DISCUSSION** None

**UPDATES**

A. The 2019 Summer Reading Program will start on June 1. The theme is Universe of Stories

**ADJOURNMENT** The meeting was adjourned at 6:30 pm.

Respectfully submitted, \_\_\_\_\_

Becky Schaefer, Secretary

Approved, \_\_\_\_\_

Mary Jo Jenkins, President

**Bastrop Public Library  
Librarian's Report  
April 1, 2019**

**1. Library Statistics comparing February 2019 to February 2108.**

	<u>2019</u>	<u>2018</u>	
Circulation:	10,543	11,411	down 8%
Door Count:	8,137	8,954	down 9%
Program Attendance:	447	357	up 25%
Computer Usage:	2,008	3,127	down 36%
Reference Assistance:	2,100	2,361	down 11%
Meeting Room Use:	265	304	down 13%

**2. Library Programming for March 2019**

192 Children and adults attended 6 Preschool Storytimes

25 Teens attended 4 Teen Programs

Programs included Lego night, board games, and a movie night.

6 Tweens (ages 10-13) attended 2 tween programs

The programs were Home School Information Day and a Taste Test Challenge.

20 people met to play chess at our weekly Wednesday Chess Club (Chess Club met 3 times this month)

43 children and adults attended our monthly Lego Club.

The program theme was Legorama. Stations were set up with different challenges for the kids.

Calvary after school care visited the Library for stories 2 times this month.

3 adults attended Crafters Anonymous. This month they made decorative decoupage wood plaques.

Special Spring Break Programs:

Craft Buffet: 53 kids and adults attended

Friday Movie, Boss Baby: 5 kids and adults attended

Overall program attendance for March: 436

Overall number of programs for March: 27

**3. Meetings and Training:**

Bonnie Pierson attended the County Organizations Activated in Disasters (COAD) meeting in Smithville and part of the City's emergency management preparations.

Bonnie Pierson and Trey Job met with Architect David Negrete to tour the Library and discuss options for an outdoor monument sign, additional exterior lighting, and possible reconfigurations of the library's interior fixtures to better serve the community.

Bonnie Pierson and Carmen Serna met with YMCA staff to discuss programming partnerships for the summer.

**4. Noteworthy Items:**

Cary Kittrell attended four phone service company demos as part of the City's phone committee.

Carmen Serna and Bonnie Pierson visited Lost Pines Head Start for their parent meeting.

Carmen Serna gave a short storytime presentation to the Main Street Early Head Start parents and children at their parent meeting. The meeting was held at the Library.

Carmen Serna celebrated her four year anniversary with the Library.

Respectfully submitted: Bonnie Pierson, Interim Library Director

**Bastrop Public Library**  
**Monthly Status Report on Previously Approved Items**  
**April 1, 2019**

1. Brick pavers and tiles update— none sold this month
2. Creation Station update— Bethany has purchased two Singer sewing machines and sewing accessories (thread, scissors, tape measure, pins and pin cushions, bobbins etc.) for use during the summer. We purchased the machines based on quality and the recommendation from the Pflugerville Library. They felt the machine was easy to use and had the options people wanted.
3. Emergency Shelter update—if needed, the City's emergency shelter is ready and available for use.

**Bastrop Public Library**  
**Friends of the Bastrop Public Library Report**  
**April 1, 2019**

1. The Friends of the Library and the Lost Pines Garden Club held their Annual Book & Plant Sale and silent auction on March 29 and 30.



## BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2018-2019

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
<b>CIRCULATION SERVICES:</b>													
<b>Adult:</b>													
000-099	11	13	18	27	19								88
100-199	67	47	50	71	80								315
200-299	61	25	44	45	39								214
300-399	98	94	102	125	118								537
400-499	6	7	5	8	6								32
500-599	50	48	27	64	45								234
600-699	261	226	249	325	263								1,324
700-799	81	62	68	115	95								421
800-899	25	21	27	40	36								149
92-920	44	52	71	75	78								320
900-999	130	92	110	125	130								587
Adult DVD's	1,886	1708	1,321	1,368	1,414								7,697
Adult Fiction	720	397	369	326	242								0
CHR	84	70	56	66	46								322
MYS	711	741	819	840	822								3,933
NOV	133	69	184	216	205								807
ROM	57	163	87	82	88								477
SFF	145	139	186	142	122								734
Wes	4	0	14	7	17								42
Adult Fiction CD's	422	384	319	346	379								1,850
Adult Large Print	741	706	668	636	603								3,354
Adult MP3 Book	17	14	7	7	6								51
Adult Music on CD	100	99	94	85	83								461
Adult Nonfiction CD'S	26	30	18	18	23								115
Adult Overdrive e-book	1,201	1,058	1,077	1,205	1,058								5,599
Adult Reference	0	0	0	0	0								0
Adult Reference Desk	0	0	0	0	0								0
Adult Spanish DVD's	11	7	3	3	5								29
Adult Spanish Fiction	10	5	16	18	10								59
Adult Spanish Nonfiction	24	19	31	19	18								111
Adult Texana	40	27	20	27	33								147
Adult Videocassettes	24	8	9	12	11								64
Cake Pans	13	8	10	10	7								48

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	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
<b>Subtotal Adult:</b>	<b>7,203</b>	<b>6,339</b>	<b>6,079</b>	<b>6,453</b>	<b>6,101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,175</b>
<b>Juvenile and children's:</b>													
Child Braille Picture Bks	0	2	1	0	0								3
Child Literacy Bags	11	5	3	7	13								39
Child Spanish 1st R	5	5	13	2	11								36
Child Spanish Easy	57	55	15	56	39								222
Child Spanish Easy NF	3	3	3	3	4								16
Easy Nonfiction	118	89	69	101	132								509
Easy Picture Books	1,606	1158	1,007	1,237	1,264								6,272
First Readers	458	356	211	421	425								1,871
J 000 - J 099	21	6	7	9	5								48
J 100 - J199	4	0	0	1	1								6
J 200 - J 299	26	8	10	13	14								71
J 300 - J 399	40	26	17	19	21								123
J 400 - J 499	9	6	0	4	3								22
J 500 - J 599	131	75	75	99	111								491
J 600 - J 699	38	18	28	44	48								176
J 700 - J 799	86	78	93	110	84								451
J 800 - J 899	8	8	8	26	17								67
J 92-920	56	33	15	57	58								219
J 900 - J 999	84	85	79	77	104								429
Juvy Braille	0	0	0	0	0								0
Juvy CD'S	64	57	49	49	39								258
Juvy DVD	479	387	328	345	345								1,884
Juvy Fiction	905	724	548	700	666								3,543
Juvy Graphic Novels	255	225	192	247	223								1,142
Juvy Oversize	4	8	5	4	6								27
Juvy Reference	0	0	0	0	0								0
Juvy Spanish Fiction	14	13	11	17	12								67
Juvy Spanish Nonfiction	27	13	16	10	11								77
<b>Subtotal Juv. &amp; child.</b>	<b>4,509</b>	<b>3,443</b>	<b>2,803</b>	<b>3,658</b>	<b>3,656</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,069</b>

## BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2018-2019

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
<b>Young Adult:</b>													
Young Adult Fiction	229	202	188	250	194								1,063
YA Graphic Novels	262	309	238	200	272								1,281
<b>Subtotal Young Adult</b>	<b>491</b>	<b>511</b>	<b>426</b>	<b>450</b>	<b>466</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,344</b>
<b>Other:</b>													
Magazines	167	83	56	132	133								571
Paperbacks	228	163	197	213	187								988
<b>Subtotal Other</b>	<b>395</b>	<b>246</b>	<b>253</b>	<b>345</b>	<b>320</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,559</b>
<b>Grand Total All</b>	<b>12,598</b>	<b>10,539</b>	<b>9,561</b>	<b>10,906</b>	<b>10,543</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>54,147</b>
<b>OTHER SERVICES:</b>													
<b>Cataloging:</b>													
Apollo	105	71	79	52	132								105
Baker & Taylor	12	18	24	29	15								98
Brodart	0	0	0	0	0								0
Cat Express--OCLC	0	0	0	0	0								0
Ingram	151	63	65	122	240								641
Original	48	41	18	15	16								138
Recorded Books	9	9	5	11	10								44
<b>Total items cataloged</b>	<b>325</b>	<b>202</b>	<b>191</b>	<b>229</b>	<b>413</b>								<b>1,360</b>
<b>Total items withdrawn</b>	<b>521</b>	<b>313</b>	<b>159</b>	<b>202</b>	<b>691</b>								<b>1,886</b>
<b>Total items lost</b>	<b>4</b>	<b>89</b>	<b>32</b>	<b>24</b>	<b>40</b>								<b>189</b>
<b>Computer Useage:</b>													
ADA	49	38	45	50	38								220
Adult	909	708	716	938	795								4,066
Children	222	162	149	180	131								844
Reference--Local Hist.	27	26	28	30	29								140
Teen	63	55	48	34	55								255

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	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Wireless	1,119	1,021	980	1,178	998								5,296
<b>Total Comp. Usage</b>	<b>2,389</b>	<b>1,972</b>	<b>1,921</b>	<b>2,360</b>	<b>2,008</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,821</b>
<b>Gifts and Memorials:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$284</b>	<b>\$0</b>	<b>\$0</b>							<b>\$0</b>	<b>\$284</b>
				0									
<b>Interlibrary Loan:</b>													
Borrowed	17	11	22	19	9								78
Loaned	6	1	3	2	1								13
<b>Total Transactions</b>	<b>23</b>	<b>12</b>	<b>25</b>	<b>21</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>91</b>
<b>Meeting Rm Reserv</b>													
Pressley Meeting Room	34	34	30	34	32								164
Maynard Board Room	21	21	21	24	26								113
Study Rooms	229	188	167	220	207								1,011
<b>Total Reservations</b>	<b>284</b>	<b>243</b>	<b>218</b>	<b>278</b>	<b>265</b>								<b>1,288</b>
<b>New Library Patrons:</b>													
City	35	61	38	37	50								221
County	98	120	72	107	156								553
Faculty	0	0	0	1	0								
Non-residents	12	13	10	9	8								52
<b>Total Patrons added</b>	<b>145</b>	<b>194</b>	<b>120</b>	<b>154</b>	<b>214</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>826</b>
<b>Patron Usage:</b>													
County	67%	66%	67%	66%	68%								
City	23%	25%	22%	22%	20%								
Faculty	4%	3%	3%	4%	3%								
Other	6%	6%	8%	3%	9%								
<b>Portal to Texas History:</b>	4,263	4,532	8,638	9,423	6,874								
<b>Bastrop Advertiser Search</b>	0	0	0	0	0.0								
<b>Proctored Tests Given:</b>	<b>10</b>	<b>6</b>	<b>9</b>	<b>3</b>	<b>3</b>								<b>31</b>
<b>Programming:</b>													
Adult	7	2	7	0	14								30

## BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2018-2019

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Children	376	262	325	299	291								1,553
Classes / Groups	0	139	14	0	0								153
MakerSpace	21	4	0	27	10								62
Outreach	87	0	0	0	101								188
Special Events	300	0	771	0	0								1,071
Teen	48	42	60	30	23								203
Tween	15	9	16	5	8								53
<b>Total Programming</b>	<b>854</b>	<b>458</b>	<b>1,193</b>	<b>361</b>	<b>447</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,313</b>
<b>Number of Programs</b>	<b>31</b>	<b>27</b>	<b>28</b>	<b>24</b>	<b>27</b>								<b>137</b>
<b>Reference Assistance:</b>													
Directional Questions	568	465	484	621	499								2,637
Microfilm assistance	0	0	0	0	0								0
Reference Questions	561	378	424	461	485								2,309
Telephone Reference	217	147	224	246	220								1,054
Computer Assistance	996	792	957	1,028	880								4,653
Ereader Assistance	7	6	6	11	16								46
<b>Total Reference</b>	<b>2,349</b>	<b>1,788</b>	<b>2,095</b>	<b>2,367</b>	<b>2,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,699</b>
<b>Reserve a Librarian</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>								
<b>Social Media:</b>													
Facebook Likes	1,255	1,272	1,296	1,313	1,345								6,481
FB daily engaged	1,218	1,194	1,298	1,506	790								6,006
FB daily total reached	13,085	15,636	18,122	19,895	14,725								81,463
Weebly page views	662	1,012	1,262	1,235	1,315								5,486
Weebly unique users	307	319	580	787	752								2,745
Teen Instagram Foll.	216	229	239	249	263								1,196
Library Instagram				308	324								
<b>Visitor Count:</b>	<b>9,131</b>	<b>7,749</b>	<b>8,459</b>	<b>8,949</b>	<b>8,137</b>								<b>42,425</b>
<b>Volunteer Hours:</b>													

**BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2018-2019**

	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>	<b>Feb.</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug.</b>	<b>Sept.</b>	<b>Total</b>
Regular volunteers	109.00	95.75	81.00	57.75	101.00								<b>444.50</b>
Friends volunteers	114.25	132.50	109.00	168.00	178.00								<b>701.75</b>
Teen volunteers	10.00	6.10	55.50	24.30	33.30								<b>129.20</b>
<b>Total Volunteer Hours</b>	<b>223.25</b>	<b>234.35</b>	<b>245.50</b>	<b>225.75</b>	<b>279.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,275.45</b>
<b>Website Hits:</b>	<b>2,296</b>	<b>1,877</b>	<b>1,895</b>	<b>2,364</b>	<b>2,452</b>								
<b>Patron Copy Machine</b>	39,181	40,418	42,170	Broken	740								<b>122,509</b>
Coloring Sheets	30	60	90	143	138								<b>461</b>
3D Prints		4	2	6	9								<b>21</b>
<b>Checkout Counts</b>	15,474	15,543	12,457	13,742	16,120								<b>73,336</b>

FUN00161 : 505-LIBRARY BOARD FUND

PERIOD TO USE: Oct-2018 THRU Sep-2019

DEPT : N/A

ACCOUNTS: 00-00-3000 THRU 81-00-5655

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

00-00-3000 UNASSIGNED FUND BALANCE
B E G I N N I N G B A L A N C E 0.00

00-00-3200 RESTRICTED FUND BALANCE
B E G I N N I N G B A L A N C E 30,626.48CR

00-00-4400 INTEREST
B E G I N N I N G B A L A N C E 0.00

10/31/18 11/13 B31113 04294 Mthly Interest Alloc JE# 015067 000025 2.13CR 2.13CR
10/31/18 11/15 B31146 04304 TEXPOOL MTHLY INT ALLOC JE# 015089 000032 5.53CR 7.66CR
10/31/18 11/15 B31147 04305 MBS CD INT EARNED JE# 015090 20.08CR 27.74CR
10/31/18 11/15 B31148 04306 Mthly Interest Alloc JE# 015091 000033 13.43CR 41.17CR
10/31/18 11/15 B31151 04307 CD INT EARNED JE# 015092 16.38CR 57.55CR
===== OCTOBER ACTIVITY DB: 0.00 CR: 57.55CR 57.55CR

11/30/18 12/10 B31438 04377 TEXPOOL MTHLY INT ALLOC JE# 015258 000061 6.43CR 63.98CR
11/30/18 12/11 B31448 04379 Mthly Interest Alloc JE# 015261 000062 12.41CR 76.39CR
11/30/18 12/11 B31451 04382 CD INT EARNED JE# 015264 61.76CR 138.15CR
11/30/18 12/11 B31452 04383 MBS CD INT EARNED JE# 015265 7.16CR 145.31CR
11/30/18 12/13 B31468 04390 Mthly Interest Alloc JE# 015273 000066 2.93CR 148.24CR
===== NOVEMBER ACTIVITY DB: 0.00 CR: 90.69CR 90.69CR

12/31/18 1/07 B31664 04438 CD INT EARNED JE# 015366 18.32CR 166.56CR
12/31/18 1/07 B31665 04439 MBS CD INT EARNED JE# 015367 0.40CR 166.96CR
12/31/18 1/07 B31666 04440 Mthly Interest Alloc JE# 015368 000092 2.39CR 169.35CR
12/31/18 1/07 B31667 04441 TEXPOOL MTHLY INT ALLOC JE# 015369 000093 8.16CR 177.51CR
12/31/18 1/07 B31668 04442 Mthly Interest Alloc JE# 015370 000094 15.82CR 193.33CR
===== DECEMBER ACTIVITY DB: 0.00 CR: 45.09CR 45.09CR

1/31/19 2/10 B31937 04527 Mthly Interest Alloc JE# 015480 000121 2.92CR 196.25CR
1/31/19 2/10 B31939 04529 Mthly Interest Alloc JE# 015482 000123 18.91CR 215.16CR
1/31/19 2/10 B31941 04531 TEXPOOL MTHLY INT ALLOC JE# 015484 000125 8.54CR 223.70CR
1/31/19 2/10 B31943 04533 CD INT EARNED JE# 015486 15.95CR 239.65CR
1/31/19 2/10 B31944 04534 MBS CD INT EARNED JE# 015487 7.12CR 246.77CR
===== JANUARY ACTIVITY DB: 0.00 CR: 53.44CR 53.44CR

2/05/19 3/11 B32213 04620 CD INT EARNED JE# 015623 2.48CR 249.25CR
2/28/19 3/09 B32198 04611 TEXPOOL MTHLY INT ALLOC JE# 015608 000157 6.75CR 256.00CR
2/28/19 3/09 B32201 04613 MBS CD INT EARNED JE# 015611 10.03CR 266.03CR
2/28/19 3/11 B32202 04614 Mthly Interest Alloc JE# 015612 000160 3.38CR 269.41CR
2/28/19 3/11 B32209 04616 Mthly Interest Alloc JE# 015619 000167 23.49CR 292.90CR
===== FEBRUARY ACTIVITY DB: 0.00 CR: 46.13CR 46.13CR

===== ACCOUNT TOTAL DB: 0.00 CR: 292.90CR

FUN00161 : 505-LIBRARY BOARD FUND

PERIOD TO USE: Oct-2018 THRU Sep-2019

DEPT : N/A

ACCOUNTS: 00-00-3000 THRU 81-00-5655

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

00-00-4504 LIBRARY DONATIONS  
B E G I N N I N G B A L A N C E 0.00

10/01/18	10/02	C30784	RCPT 01032412	33817	LIBRARY DEPOSIT				23.27CR	23.27CR
10/05/18	10/05	C30804	RCPT 01032738	33834	FOL DONATION BOARD ACCT				3,000.00CR	3,023.27CR
10/05/18	10/05	C30804	RCPT 01032743	33834	GEOSOUTHERN				62.36CR	3,085.63CR
10/09/18	10/10	C30840	RCPT 01033181	33853	LIBRARY DEPOSIT				38.05CR	3,123.68CR
10/15/18	10/15	C30894	RCPT 01034633	33886	LIBRARY DEPOSIT				24.10CR	3,147.78CR
10/22/18	11/14	C31124	RCPT 01038813	34059	LIBRARY DEPOSIT				250.41CR	3,398.19CR
10/30/18	11/14	C31125	RCPT 01038814	34060	LIBRARY DEPOSIT				134.97CR	3,533.16CR
10/31/18	11/14	C31126	RCPT 01038816	34061	LIBRARY DEPOSIT				7.35CR	3,540.51CR

===== OCTOBER ACTIVITY DB: 0.00 CR: 3,540.51CR 3,540.51CR

11/05/18	11/14	C31127	RCPT 01038817	34062	LIBRARY DEPOSIT				15.97CR	3,556.48CR
11/14/18	11/15	C31145	RCPT 01039388	34072	LIBRARY DEPOSIT				194.59CR	3,751.07CR
11/19/18	11/19	C31208	RCPT 01039851	34089	LIBRARY DEPOSIT				9.79CR	3,760.86CR
11/26/18	11/26	C31274	RCPT 01040325	34121	LIBRARY DEPOSIT				11.19CR	3,772.05CR
11/30/18	12/03	C31359	RCPT 01040664	34158	LIBRARY DEPOSIT				38.08CR	3,810.13CR

===== NOVEMBER ACTIVITY DB: 0.00 CR: 269.62CR 269.62CR

12/03/18	12/03	C31360	RCPT 01040673	34159	LIBRARY DEPOSIT				14.29CR	3,824.42CR
12/10/18	12/10	C31444	RCPT 01041768	34199	LIBRARY DEPOSIT				10.18CR	3,834.60CR
12/10/18	12/10	C31444	RCPT 01041769	34199	LIBRARY DEPOSIT				26.33CR	3,860.93CR
12/17/18	12/17	C31488	RCPT 01043544	34239	LIBRARY DEPOSIT				5.57CR	3,866.50CR
12/17/18	12/17	C31488	RCPT 01043546	34239	LIBRARY DEPOSIT				5.14CR	3,871.64CR
12/27/18	1/07	C31673	RCPT 01044972	34345	LIBRARY DEPOSIT				169.79CR	4,041.43CR
12/27/18	1/07	C31673	RCPT 01044973	34345	LIBRARY DEPOSIT				6.45CR	4,047.88CR
12/31/18	1/07	C31674	RCPT 01044976	34346	LIBRARY DEPOSIT				1.09CR	4,048.97CR
12/31/18	1/07	C31674	RCPT 01044977	34346	LIBRARY DEPOSIT				3.05CR	4,052.02CR

===== DECEMBER ACTIVITY DB: 0.00 CR: 241.89CR 241.89CR

1/02/19	1/07	C31675	RCPT 01044980	34347	LIBRARY DEPOSIT				2.94CR	4,054.96CR
1/02/19	1/07	C31675	RCPT 01044982	34347	LIBRARY DEPOSIT				1.86CR	4,056.82CR
1/07/19	1/07	C31679	RCPT 01045008	34350	LIBRARY DEPOSIT				61.99CR	4,118.81CR
1/07/19	1/07	C31679	RCPT 01045009	34350	LIBRARY DEPOSIT				2.39CR	4,121.20CR
1/14/19	1/14	C31737	RCPT 01046928	34397	LIBRARY DEPOSIT				5.84CR	4,127.04CR
1/14/19	1/14	C31737	RCPT 01046930	34397	LIBRARY DEPOSIT				10.14CR	4,137.18CR
1/23/19	1/23	C31811	RCPT 01048181	34447	LIBRARY DEPOSIT				11.99CR	4,149.17CR
1/23/19	1/23	C31811	RCPT 01048182	34447	LIBRARY DEPOSIT				26.78CR	4,175.95CR
1/25/19	2/12	B31966	M 000000	04543	FOL DEP POSTED 2/11/19 ERROR	JE# 015501	000130		3,000.00CR	7,175.95CR
1/28/19	1/28	C31840	RCPT 01048578	34480	LIBRARY DEPOSIT				13.99CR	7,189.94CR
1/28/19	1/28	C31840	RCPT 01048579	34480	LIBRARY DEPOSIT				4.10CR	7,194.04CR
1/31/19	1/31	C31861	RCPT 01048671	34494	LIBRARY DEPOSIT				2.83CR	7,196.87CR
1/31/19	1/31	C31861	RCPT 01048672	34494	LIBRARY DEPOSIT				2.64CR	7,199.51CR

===== JANUARY ACTIVITY DB: 0.00 CR: 3,147.49CR 3,147.49CR

2/04/19	2/04	C31905	RCPT 01048966	34511	LIBRARY DEPOSIT				7.68CR	7,207.19CR
2/04/19	2/04	C31905	RCPT 01048968	34511	LIBRARY DEPOSIT				0.36CR	7,207.55CR



FUN00161 : 505-LIBRARY BOARD FUND

PERIOD TO USE: Oct-2018 THRU Sep-2019

DEPT : N/A

ACCOUNTS: 00-00-3000 THRU 81-00-5655

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

00-00-4504 LIBRARY DONATIONS \* ( CONTINUED ) \*

2/11/19	2/11	C31948	RCPT	01050237	34555	LIBRARY DEPOSIT				3,000.00CR	10,207.55CR
2/11/19	2/11	C31958	RCPT	01050262	34557	LIBRARY DEPOSIT				5.15CR	10,212.70CR
2/11/19	2/11	C31958	RCPT	01050264	34557	LIBRARY DEPOSIT				12.32CR	10,225.02CR
2/11/19	3/11	B32205	M	000000	04615	FOL DEP 1/25 POSTED 2/11	JE# 015615	000163		3,000.00	7,225.02CR
2/20/19	2/20	C32075	RCPT	01052199	34615	LIBRARY DEPOSIT				18.66CR	7,243.68CR
2/20/19	2/20	C32075	RCPT	01052200	34615	LIBRARY DEPOSIT				2.61CR	7,246.29CR
2/25/19	2/25	C32103	RCPT	01052657	34652	LIBRARY DEPOSIT				17.77CR	7,264.06CR
2/25/19	2/25	C32103	RCPT	01052658	34652	LIBRARY DEPOSIT				5.54CR	7,269.60CR
2/28/19	3/04	C32155	RCPT	01053063	34681	LIBRARY DEPOSIT				28.87CR	7,298.47CR
2/28/19	3/04	C32155	RCPT	01053065	34681	LIBRARY DEPOSIT				3.09CR	7,301.56CR
						===== FEBRUARY ACTIVITY DB:				3,000.00 CR:	3,102.05CR
										102.05CR	
3/04/19	3/04	C32161	RCPT	01053082	34683	LIBRARY DEPOSIT				1.61CR	7,303.17CR
3/04/19	3/04	C32161	RCPT	01053085	34683	LIBRARY DEPOSIT				0.10CR	7,303.27CR
3/11/19	3/11	C32226	RCPT	01054436	34732	LIBRARY DEPOSIT				20.58CR	7,323.85CR
3/11/19	3/11	C32226	RCPT	01054437	34732	LIBRARY DEPOSIT				6.13CR	7,329.98CR
3/18/19	3/21	C32306	RCPT	01056447	34793	LIBRARY DEPOSIT				16.18CR	7,346.16CR
3/18/19	3/21	C32306	RCPT	01056448	34793	LIBRARY DEPOSIT				7.44CR	7,353.60CR
						===== MARCH ACTIVITY DB:				0.00 CR:	52.04CR
										52.04CR	
						===== ACCOUNT TOTAL DB:				3,000.00 CR:	10,353.60CR

00-00-4505 LIBRARY BUILDING FUND DONATION  
B E G I N N I N G B A L A N C E 0.00

00-00-4506 GRANT PROCEEDS  
B E G I N N I N G B A L A N C E 0.00

00-00-4536 MISCELLANEOUS  
B E G I N N I N G B A L A N C E 0.00

00-00-4560 MEETING ROOM DEPOSIT  
B E G I N N I N G B A L A N C E 0.00

00-00-4709 TRANS IN - DESIGNATED FUND  
B E G I N N I N G B A L A N C E 0.00

DEPT: 00 \*\* INVALID DEPT \*\*

FUN00161 : 505-LIBRARY BOARD FUND

PERIOD TO USE: Oct-2018 THRU Sep-2019

DEPT : 00 \*\* INVALID DEPT \*\*

ACCOUNTS: 00-00-3000 THRU 81-00-5655

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
00-00-5601			ADVERTISING							
			B E G I N N I N G		B A L A N C E					0.00

DEPT: 81 \*\* INVALID DEPT \*\*

81-00-5101			OPERATION SALARIES							
			B E G I N N I N G		B A L A N C E					0.00

81-00-5117			OVERTIME							
			B E G I N N I N G		B A L A N C E					0.00

81-00-5150			SOCIAL SECURITY							
			B E G I N N I N G		B A L A N C E					0.00

81-00-5201			SUPPLIES							
			B E G I N N I N G		B A L A N C E					0.00

11/01/18	12/13	A99817	CHK: 122491	30265	PLA FIL - SKY BLUE	5347	1810DIETRICH		26.99	26.99
11/01/18	12/13	A99817	CHK: 122491	30265	PLA FIL - SILVR, CLR	5347	1810DIETRICH		47.99	74.98
			=====		NOVEMBER ACTIVITY DB:	74.98	CR:	0.00	74.98	

1/01/19	1/31	A01685	CHK: 122769	30562	WeDo 2.0 CORE SET	5347	1811DUVAL		569.85	644.83
1/03/19	1/24	A01462	CHK: 122738	30516	PLAQS DUVALL /ADKINS	5347	1812HR		185.76	830.59
1/03/19	2/08	A02017	CHK: 122815	30615	OH-WORKERS' LUNCHES	5347	1812PIERSON		29.43	860.02
1/03/19	2/08	A02017	CHK: 122815	30615	GCH - CANDIES, ETC.	5347	1812PIERSON		27.96	887.98
1/03/19	2/08	A02112	CHK: 122815	30627	OH - SHERBET 4 PUNCH	5347	1811LIBRARY		24.31	912.29
1/03/19	2/08	A02112	CHK: 122815	30627	CANDY CANES - 1000	5347	1811LIBRARY		55.60	967.89
1/17/19	1/17	A01252	CHK: 122720	30481	RETIREMENT GIFT DUVA	5347	1812WALDRON		161.00	1,128.89
			=====		JANUARY ACTIVITY DB:	1,053.91	CR:	0.00	1,053.91	

3/01/19	3/14	A03507	CHK: 123058	30826	SRP THEME INFO	5347	1901PIERSON		10.83	1,139.72
3/01/19	3/14	A03507	CHK: 123058	30826	SRP TEES, BAGS, ETC	5347	1901PIERSON		479.38	1,619.10
			=====		MARCH ACTIVITY DB:	490.21	CR:	0.00	490.21	
			=====		ACCOUNT TOTAL DB:	1,619.10	CR:	0.00		

81-00-5203			POSTAGE							
			B E G I N N I N G		B A L A N C E					0.00

81-00-5206			OFFICE EQUIPMENT							
			B E G I N N I N G		B A L A N C E					0.00

FUN00161 : 505-LIBRARY BOARD FUND

PERIOD TO USE: Oct-2018 THRU Sep-2019

DEPT : 81 \*\* INVALID DEPT \*\*

ACCOUNTS: 00-00-3000 THRU 81-00-5655

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

81-00-5210 SMALL EQUIPMENT  
B E G I N N I N G B A L A N C E 0.00

81-00-5231 BOOKS  
B E G I N N I N G B A L A N C E 0.00

1/03/19 2/08 A02111 CHK: 122815 30627 REPUBLIC OF TX BOOK 5347 1811DIETRICH 90.49 90.49  
===== JANUARY ACTIVITY DB: 90.49 CR: 0.00 90.49  
===== ACCOUNT TOTAL DB: 90.49 CR: 0.00

81-00-5232 AUDIO VISUALS  
B E G I N N I N G B A L A N C E 0.00

81-00-5320 EQUIPMENT MAINTENANCE  
B E G I N N I N G B A L A N C E 0.00

81-00-5345 MAINT OF BUILDING  
B E G I N N I N G B A L A N C E 0.00

81-00-5401 COMMUNICATIONS  
B E G I N N I N G B A L A N C E 0.00

81-00-5505 PROFESSIONAL SERVICES  
B E G I N N I N G B A L A N C E 0.00

12/06/18 12/06 A99477 CHK: 122435 30201 HARPIST 2HR @ OH 25159 181208LIBOPENHOUSE 150.00 150.00  
12/06/18 12/06 A99478 CHK: 122447 30201 HOLIDAY MUSIC @ OH 39419 181208LIBOPENHOUSE 300.00 450.00  
===== DECEMBER ACTIVITY DB: 450.00 CR: 0.00 450.00  
===== ACCOUNT TOTAL DB: 450.00 CR: 0.00

81-00-5517 MEETING ROOM DEPOSIT RETURN  
B E G I N N I N G B A L A N C E 0.00

81-00-5601 ADVERTISING  
B E G I N N I N G B A L A N C E 0.00



\*\*\* GRAND TOTALS \*\*\*

	--- DEBITS ---	--- CREDITS ---
BEGINNING BALANCES:	0.00	30,626.48CR
REPORTED ACTIVITY:	5,159.59	10,646.50CR
ENDING BALANCES:	5,159.59	41,272.98CR
GRAND TOTAL ENDING BALANCE:		36,113.39CR

SELECTION CRITERIA

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FISCAL YEAR: Oct-2018 / Sep-2019  
 FUND: Include: 505  
 PERIOD TO USE: Oct-2018 THRU Sep-2019  
 TRANSACTIONS: BOTH

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ACCOUNT SELECTION

ACCOUNT RANGE: 00-00-3000 THRU 81-00-5655  
 DEPARTMENT RANGE: - THRU -  
 ACTIVE FUNDS ONLY: NO  
 ACTIVE ACCOUNT ONLY: NO  
 INCLUDE RESTRICTED ACCOUNTS: NO  
 DIGIT SELECTION:

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PRINT OPTIONS	DETAIL
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OMIT ACCOUNTS WITH NO ACTIVITY:	NO
PRINT ENCUMBRANCES:	NO
PRINT VENDOR NAME:	NO
PRINT PROJECTS:	NO
PRINT JOURNAL ENTRY NOTES:	NO
PRINT MONTHLY TOTALS:	YES
PRINT GRAND TOTALS:	YES
PRINT: INVOICE #	
PAGE BREAK BY:	NONE

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\*\*\* END OF REPORT \*\*\*







Ticket Report for Computer Issues

<b>March:</b>					
3/7/2019	INC #2310	Adult #1 & 2	Message: No log in server available	Ticket Placed and IT fixed the problem quickly	Anyone assigned to those computers
3/7/2019	INC #2311	Booth #2 & Adult #3	Giving the same message as adult #1 & #2	Ticket Place and IT fixed the problem quickly	Anyone assigned to those computers
3/11/2019	INC #2324	Adult Computers and Booth #2	The adult computers bouncing current patrons off of their sessions to assign incoming people to them. Other computers are available for use, but the reservation station keeps assigning patrons to those already in use. Booth #2 is kicking users off without warning.	Ticket Place and IT fixed the problem quickly	Everyone
3/11/2019	INC #2325	Pharos Log in Station	Pharos log in station down	Ticket Place and IT fixed the problem quickly	Everyone
3/12/2019	INC #2332	Flash	Gave the message that we needed to up date Flash	Ticket placed - IT needed more information...the website that was giving the message. I didn't have the information - I will get that information for IT if it happens again	One person
3/12/2019	INC #2335	Adult #3	Kept trying to connect but couldn't	Ticket Place and IT fixed the problem quickly	Anyone
3/12/2019	INC #2336	Ref Computer	Kept trying to connect but couldn't	Ticket Place and IT fixed the problem quickly	Anyone