



CITY OF CARMEL-BY-THE-SEA

HARRISON MEMORIAL LIBRARY BOARD OF TRUSTEES

President Tara Twomey,
Timothy Blomgren, Richard Flower,
William Godwin, and Niels Reimers

All meetings are held in the City Council Chambers
East Side of Monte Verde Street
Between Ocean and 7th Avenues

REGULAR MEETING

6/28/2017

9:00 a.m.

**Babcock Room, Sunset Center
San Carlos Street and 9th Avenue
Carmel-by-the-Sea, CA 93921**

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC APPEARANCES Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Trustees. Matters not appearing on Trustees' agenda will not receive action at this meeting but may be referred to staff for a future meeting. Persons are not required to give their names, but it is helpful for speakers to state their names in order that they may be identified in the minutes of the meeting.

ANNOUNCEMENTS

- A. Announcements from President and Trustees

CONSENT AGENDA Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Board or the public may ask that any items be considered individually for purposes of Commission discussion and/ or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

1. Approval of the minutes for the 5/24/2017 meeting. (pp. 1-3)

ORDERS OF BUSINESS Orders of Business are agenda items that require Commission discussion, debate, direction to staff, and/or action.

2. Receive a report from the Carmel Public Library Foundation regarding recent CPLF activities.
3. Authorize the closure of both library buildings on Tuesday August 15, 2017 for a staff training day. (p. 4)
4. Accept LSTA (Library Services Technology Act) grant for the purchase of bilingual books for children in the amount of \$1000. (pp. 5-8)
5. Appoint an Ad Hoc Committee to compile a historical statistical trends report. (p. 9)
6. Accept the 4th quarter Carmel Public Library Foundation distribution in the amount of \$72,775. (p. 10)
7. Receive the Librarian's Report:

- a. Recruitment update
- b. Park Branch renovations, recent and future

8. Receive the Treasurer's Report and accept the 5/31/2017 check register and financial statements.

FUTURE AGENDA ITEMS

ADJOURNMENT

This agenda was posted at City Hall located on Monte Verde Street between Ocean and 7th Avenues, Harrison Memorial Library located on the NE corner of Ocean Avenue and Lincoln Street, and the Carmel-by-the-Sea Post Office located on 5th Avenue between Dolores Street and San Carlos Street, and the City's webpage <http://www.ci.carmel.ca.us/carmel/> on 6/23/2017 in accordance with the applicable legal requirements.



Janet Bombard, Library and Community Activities Director

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Harrison Memorial Library Board of Trustees members regarding any item on this agenda, received after the posting of the agenda will be available for public review in the Library and Community Activities Director's Office located at the Park Branch Library at the NE corner of Mission Street and Sixth Avenue during normal business hours.

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 831-620-2007 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting (28CFR 35.102-35.104 ADA Title II).

CHALLENGING DECISIONS OF CITY ENTITIES The time limit within which to commence any lawsuit or legal challenge to any quasi-judicative decision made by the City of Carmel-by-the-Sea is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-judicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing. If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Carmel-by-the-Sea, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

**MINUTES
HARRISON MEMORIAL LIBRARY BOARD OF TRUSTEES
CITY OF CARMEL-BY-THE-SEA**

May 24, 2017

CALL TO ORDER AND ROLL CALL

The regular meeting of the Harrison Memorial Library Board of Trustees was held on the above date at 9:00 a.m. President REIMERS called the meeting to order.

| | |
|----------------|---|
| PRESENT: | BLOMGREN, GODWIN, REIMERS |
| ABSENT: | FLOWER, TWOMEY |
| STAFF PRESENT: | Janet Bombard, Library Director Carolina Lopez, Administrative Assistant |

PLEDGE OF ALLEGIANCE

Members of the community joined the Board in the Pledge of Allegiance.

PUBLIC APPEARANCES

No public appearances.

CONSENT AGENDA

1. Approval of the minutes for the 4/26/2017 meeting.

Board Member GOWDIN moved to, **approve the Minutes of the March 22, 2017 Regular Meeting**, seconded by Board Member BLOMGREN and carried by the following roll call vote:

| | |
|----------|------------------|
| AYES: | BLOMGREN, GODWIN |
| NOES: | NONE |
| ABSENT: | FLOWER, TWOMEY |
| ABSTAIN: | REIMERS |

2. Approval of the minutes for the 5/8/2017 special meeting.

Board Member BLOMGREN moved to, **approve the Minutes of the May 8, 2017 Regular Meeting**, seconded by Board Member GODWIN and carried by the following roll call vote:

| | |
|----------|---------------------------|
| AYES: | BLOMGREN, GODWIN, REIMERS |
| NOES: | NONE |
| ABSENT: | FLOWER, TWOMEY |
| ABSTAIN: | NONE |

ORDERS OF BUSINESS

3. Receive a report from the Carmel Public Library Foundation regarding CPLF activities.

No one from CPLF was present.

4. Approve proposed amendments to the Harrison Memorial Library Reference Policy.

Head Reference Librarian Jean Chapin presented the staff report. Chapin and Library Director Bombard answered questions. The Board directed staff to amend some of the wording.

Board Member BLOMGREN moved to, **approve the proposed amendments to the Harrison Memorial Library Reference Policy with the prospective changes**, seconded by Board Member REIMERS and carried by the following roll call vote:

| | |
|----------|---------------------------|
| AYES: | BLOMGREN, GODWIN, REIMERS |
| NOES: | NONE |
| ABSENT: | FLOWER, TOWMEY |
| ABSTAIN: | NONE |

5. Receive a report from Local History Librarian Katie O'Connell regarding the Fiscal Year 2017/18 Oral History program

Local History Librarian Katie O'Connell talked to the board regarding how the program will go forward and answered questions from the board.

6. Demonstration of the library's online databases by Head Reference Librarian Jean Chapin

Head Reference Librarian Jean Chapin informed the board about a new database coming in July and demonstrated the e-learning platform Niche Academy.

7. Adopt Fiscal Year 2017/18 Library Budget

Library Director Bombard reviewed the proposed budget with the Board.

Board Member BLOMGREN moved to, **adopt the Fiscal Year 2017/18 Library Budget**, seconded by Board Member GODWIN and carried by the following roll call vote:

| | |
|----------|---------------------------|
| AYES: | BLOMGREN, GODWIN, REIMERS |
| NOES: | NONE |
| ABSENT: | FLOWER, TWOMEY |
| ABSTAIN: | NONE |

8. Receive the Librarian's Report

Library Director Janet Bombard reviewed the library statistics with the board. Bombard informed the board that next month's board meeting will be held at the Sunset Center Babcock room. The time will be the same. The change of venue is due to city hall chambers undergoing audiovisual renovations. The Park Branch is set to open June 5th, in time for the children's summer reading program.

9. Receive the Treasurer's report and accept the 3/31/2017 and the 4/30/2017 check registers and financial statements

Treasurer Blomgren reviewed the financial statements and check registers with the Board. There were no extraordinary expenses that needed special attention from the Board.

Board Member GODWIN moved to, **accept the March and April Financial Statement and Check Register**, seconded by Board Member REIMERS and carried by the following roll call vote:

| | |
|----------|---------------------------|
| AYES: | BLOMGREN, GODWIN, REIMERS |
| NOES: | NONE |
| ABSENT: | FLOWER, TWOMEY |
| ABSTAIN: | NONE |

FUTURE AGENDA ITEMS

No items discussed.

ADJOURNMENT

There being no further business to come before the Board, President Reimers declared the meeting adjourned at 10:36 am. The next regular meeting is scheduled for June 28, 2017. The next library board meeting will be held at Sunset Center in the Babcock Room due to city hall chambers doing AV renovations.

Respectfully submitted,
Carolina Lopez, Administrative Assistant

Approved by:

Neils Reimers, Vice President, Library Board of Trustees



CITY OF CARMEL-BY-THE-SEA

Harrison Memorial Library Board of Trustees

Staff Report

June 28, 2017
Orders

TO: Harrison Memorial Library Board of Trustees
FROM: Janet Bombard, Library Director
SUBJECT: Authorize closure of both library buildings on Tuesday August 15, 2017 for a staff training day

RECOMMENDATION

Authorize the closure of both library buildings on Tuesday August 15, 2017 for a staff training day.

BACKGROUND / SUMMARY

Staff is requesting authorization to close both library buildings on Tuesday, August 15, 2017 for a library staff training day.

The morning training session will focus on learning how to use the various products in Google's G Suite product. G Suite is a set of cloud computing, productivity and collaboration apps for businesses, including Gmail. The City recently implemented G Suite and switched its email platform to Gmail, and the training is intended to help staff make the most efficient use of these products.

During the afternoon session the staff will receive training on how to use the library's online databases, including the newest acquisition, Niche Academy. The Board heard a presentation on Niche Academy at its May 2017 meeting.

The training sessions will be developed and led by library staff.

Staff chose the date of August 15th for the training because it is the day of the Concours on the Avenue event. Due to the size of the event (10,000 + attendees in the downtown and surrounding areas) and its impacts on parking and traffic, library patrons historically do not use either library building that day so the closure will have minimal impact.

In past years, the Main Library staff's ability to work productively has also been affected by the continuous talking/noise from the event's loud-speakers, which are set up right outside the building. The training will take place at the Park Branch library, which is less affected by the noise of the event.

PRIOR LIBRARY BOARD OF TRUSTEES ACTION

The Library Board has authorized closing the buildings for staff training during the Concours on the Avenue event in 2015 and 2016.



CITY OF CARMEL-BY-THE-SEA

Harrison Memorial Library Board of Trustees Staff Report

June 28, 2017
Orders

TO: Harrison Memorial Library Board of Trustees

FROM: Janet Bombard, Library Director

SUBJECT: Accept LSTA (Library Services Technology Act) grant for the purchase of bilingual books for children in the amount of \$1000.

RECOMMENDATION

Accept LSTA (Library Services Technology Act) grant for the purchase of bilingual books for children in the amount of \$1000.

BACKGROUND / SUMMARY

In early June, the California State Library, through the California Immigrant Alliance Project, provided public libraries an opportunity to receive funds to update and expand their bilingual book collections for pre-kindergarten through the 6th grade children.

The library applied for, and received, a grant of \$1,000 to buy bilingual books for the Youth Services collection.

Under the terms of the agreement, the library will order and purchase the books. The California State Library will then reimburse the library upon submittal of the receipts for purchase, which are due August 31, 2017.

ATTACHMENTS

1. Bilingual Books for Children Collection Participation Agreement
2. California Immigrant Alliance Project information

**Bilingual Books for Children Collection Update
Participation Agreement**

On behalf of the Harrison Memorial Library, which is a designated participant in the LSTA-funded California Immigrant Alliance Project, I certify the Library will:

- Purchase bilingual books for children for the Library's collection, utilizing the full amount allotted to the Library according to its assigned tier (http://www.library.ca.gov/services/docs/Bilingual_Books_Project_Funding_Tiers.pdf). Harrison Memorial Library will spend \$1,000, per agreement with Jeremy Wilson.
- Submit receipts for reimbursement and a list of purchased books to the Pacific Library Partnership by August 31, 2017.

Director's Signature *Wesley Bonbard*

Date 6/20/17



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California Immigrant Alliance Project

Go Directly To...

California is home to more than 10 million immigrants. The latest available data show that nearly 27% of California's population is foreign born, about twice the US percentage overall.

Public libraries play a key role in welcoming and educating immigrants. The Immigrant Alliance Project was created to support libraries as they create, enhance, and extend services to immigrants and their families.

Summer 2017 Opportunities

Bilingual Books Collection

Note: due to overwhelming response, participation in Phase I of this project is now closed. Libraries will have another chance to participate in Phase II, which will begin in August 2017.

A robust children's bilingual books collection promotes family reading, literacy, and language skills. Update and enhance your library's collection of children's bilingual books this summer! Libraries can receive up to \$10,000 to purchase bilingual books for



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ATTACHMENT 2

pre-K through 6th grade.

Details

This opportunity is offered on a first come, first serve basis. We anticipate two phases, depending on response. Participation in Phase I is available **NOW**; Phase I will end on July 17, 2017. Depending on the response to Phase I and remaining funding, we will offer a second phase, to begin July 31, 2017 and end on September 15, 2017.

Participation will be by jurisdiction. All jurisdictions are eligible. To participate in Phase 1, your library director or designee should first complete this **brief online form**. Your library can join Phase 1 at any point before the deadline, as long as the terms and procedures below are followed. We expect to be able to fund most Phase 1 applicants.

Terms and Procedures

This opportunity is for public libraries only, and is offered at the jurisdictional level. All jurisdictions are eligible. Individual branches should not apply. Funding will be offered in three tiers: Tier 1, \$5,000; Tier 2, \$7,500; and Tier 3, \$10,000. See the **tier list** to determine the funding level for which your library qualifies.

Participating libraries will receive their funding from this project on a reimbursement basis. To qualify for reimbursement, purchases must be for **bilingual books** for pre-K through 6th grade, in **English** and another of the following languages:

| | |
|---------|------------|
| Arabic | Korean |
| Chinese | Russian |
| Farsi | Spanish |
| Hindi | Tagalog |
| Khmer | Vietnamese |

Please note: you are not limited to purchasing in just one of these languages, you can tailor your purchasing to meet the language needs of your community.

A bilingual book is defined as a book produced in English with corresponding text in another language on opposing pages. Contact the project coordinator (see below) with questions about eligibility of materials.

Libraries may use whatever vendors they choose to obtain the bilingual books. Here is a list of **possible vendors** for your reference. No backorders, please.

Each library must purchase their materials and submit a list of purchases and associated receipts to Wendy Cao at Pacific Library Partnership by Monday, July 17, 2017:

Wendy Cao
Pacific Library Partnership
2471 Flores St.
San Mateo, CA 94403
caow@plsinfo.org

For the purpose of submitting your purchase receipts by the deadline, you may scan copies and e-mail them to Wendy, but you will have to submit originals to PLP before reimbursement.

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CITY OF CARMEL-BY-THE-SEA

Harrison Memorial Library Board of Trustees Staff Report

June 28, 2017
Orders

TO: Harrison Memorial Library Board of Trustees
FROM: Janet Bombard, Library Director
SUBJECT: Consider appointment of an Ad Hoc Committee to compile a historical statistical trends report.

RECOMMENDATION

Consider appointment of an Ad Hoc Committee to compile a historical statistical trends report.

BACKGROUND / SUMMARY

At the January 25 and February 22, 2017 meetings the Board discussed the reasons for, and benefits of, compiling a historical statistical trends report based on perhaps as many as 20 years of statistics produced in the Librarian's Reports.

Staff is recommending the appointment of an ad hoc committee consisting of two board members to:

- further refine the intent of such a report
- report back to the board for consensus
- compile and present the report to the board



CARMEL PUBLIC LIBRARY FOUNDATION

P.O. BOX 2042
CARMEL BY THE SEA, CA 93921-2042
(831) 624-2811

UnionBank
(800) 238-4486
unionbank.com
16-49/1220

CARMEL PUBLIC
LIBRARY FOUNDATION

PAY TO THE ORDER OF Harrison Memorial Library

6/6/17

17-06-CR-02

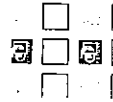
\$ **72,775.00

Seventy-Two Thousand Seven Hundred Seventy-Five and 00/100*****

DOLLARS

Harrison Memorial Library
P.O. Box 800
Carmel, CA 93921

VOID



Ant John

AUTHORIZED SIGNATURE

MEMO

4th Quarter Distribution

⑈005179⑈ ⑆122000496⑆ 0073993966⑈

CARMEL PUBLIC LIBRARY FOUNDATION

Harrison Memorial Library

5179

6/6/17

72,775.00

SB Checking (new) 4th Quarter Distribution

72,775.00

FINANCIAL STATEMENTS
of
HARRISON MEMORIAL LIBRARY
For the Period Ended May 31, 2017

HARRISON MEMORIAL LIBRARY
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS
May 31, 2017

CURRENT ASSETS

| | |
|----------------------------|------------|
| Wells Fargo Checking | 133,978.67 |
| Petty Cash Main | 260.00 |
| Petty Cash Park Branch | 200.00 |
| LAIF | 467,017.52 |
| LAIF-Operating Reserve | 175,127.25 |
| LAIF-Bradney | 46,747.05 |
| LAIF-Equipment Replacement | 100,000.00 |
| LAIF-Evans Restricted Fund | 226,000.00 |

Total Current Assets 1,149,330.49

TOTAL ASSETS 1,149,330.49

LIABILITIES AND NET ASSETS

NET ASSETS

| | |
|----------------------------|------------|
| LAIF-Operating Reserve | 175,127.25 |
| LAIF-Equipment Replacement | 100,000.00 |
| WF-Designated Gifts | 104.80 |
| Broadband Equipment Grant | 3,379.77 |
| Permanently Restricted | 46,747.05 |
| Unrestricted Net Assets | 790,322.75 |
| Net Income / Loss | 33,648.87 |

Total Net Assets 1,149,330.49

TOTAL LIABILITIES AND NET ASSETS 1,149,330.49

Harrison Memorial Library
Statement of Revenues and Expenses - Cash Basis
For the Period Ended May 2017

| | <u>May 2017</u> | <u>YTD</u> | <u>Annual</u> | <u>Budget Balance</u> |
|---|--------------------|-------------------|-------------------|-----------------------|
| | <u>Actual</u> | <u>Actual</u> | <u>Budget</u> | |
| Income | | | | |
| 41000 · California State Library | - | - | - | - |
| 43000 · CPLF Revenue | - | - | - | - |
| 43200 · CPLF-Children's Services | - | - | - | - |
| 43400 · CPLF-Library Materials/Support | - | 218,325.00 | 291,000.00 | (72,675.00) |
| 43600 · CPLF-Senior Outreach | - | - | - | - |
| 43700 · CPLF-Designated Gift | - | - | - | - |
| 43000 · CPLF Revenue - Other | - | - | - | - |
| Total 43000 · CPLF Revenue | <u> -</u> | <u>218,325.00</u> | <u>291,000.00</u> | <u>(72,675.00)</u> |
| 44000-HML Donations-Unrestricted | | | | |
| 44100-HML Donations-Youth Services | - | - | - | - |
| 44400-HML Donations-Unrestricted | 100.00 | 7,295.00 | 500.00 | 6,795.00 |
| 44500-HML Donations-Materials | - | 100.00 | - | 100.00 |
| Total 44000-HML Donations-Unrestricted | <u>100.00</u> | <u>7,395.00</u> | <u>500.00</u> | <u>6,895.00</u> |
| 45000 · Interest Income | | | | |
| 45100 · Interest-Bradney | - | 630.62 | - | 630.62 |
| 45000 · Interest Income - Other | - | 5,675.42 | 2,000.00 | 3,675.42 |
| Total 45000 · Interest Income | <u> -</u> | <u>6,306.04</u> | <u>2,000.00</u> | <u>4,306.04</u> |
| 46000 · Friends of HML | | | | |
| 48000 · Library Operations | - | 25,000.00 | 21,500.00 | 3,500.00 |
| 48005 - Books 4 U Grant | 1,061.15 | 15,332.04 | 16,000.00 | (667.96) |
| Total Income | <u>1,161.15</u> | <u>272,358.08</u> | <u>331,000.00</u> | <u>(58,641.92)</u> |
| Expense | | | | |

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Harrison Memorial Library
 Statement of Revenues and Expenses - Cash Basis
 For the Period Ended May 2017

| | May 2017 | YTD | Annual | Budget Balance |
|--|----------|----------|-----------|----------------|
| | Actual | Actual | Budget | |
| 60000 · ADMINISTRATION | | | | |
| 60010 · Cash (Over)/ Short | (1.82) | (21.63) | - | - |
| 60015 · Over-Ring Cash | - | - | - | - |
| 60020 · Documents-Refunds/Lost | - | - | 50.00 | (50.00) |
| 60030 · Telephone | 613.37 | 6,752.86 | 9,700.00 | (2,947.14) |
| 60040 · Facility Maintenance | - | - | - | - |
| 60041 · Cleaning Services | - | - | - | - |
| 60043 · Furnishings-Repair/Maintenance | - | - | 500.00 | (500.00) |
| 60050 · Donor Acknowledgement/Signs | 60.23 | 335.23 | 1,300.00 | (964.77) |
| 60060 · Bank Charges/Returned Checks | - | 51.00 | 125.00 | (74.00) |
| 60070 · Supplies | 874.99 | 5,747.79 | 11,700.00 | (5,952.21) |
| 60080 · Postage | 63.46 | 938.36 | 1,050.00 | (111.64) |
| 60100 · Contractual Services | - | - | - | - |
| 60130 · Bookkeeping Services | 325.00 | 3,675.00 | 4,333.00 | (658.00) |
| 60140 · Audit Services | - | - | - | - |
| 60150 · Building Alarm & Fees | - | 1,047.00 | 1,100.00 | (53.00) |
| 60160 · Copy Services | - | 124.38 | 1,500.00 | (1,375.62) |
| 60170 · Overdue Materials Collection | - | - | 800.00 | (800.00) |
| 60180 · Advertising | - | 586.50 | 900.00 | (313.50) |
| 60185 · P.G. Self Storage | 200.00 | 2,200.00 | 2,400.00 | (200.00) |
| 60190 · Courier Services | 50.00 | 1,050.00 | 1,800.00 | (750.00) |
| 60195 · Professional Services | - | - | - | - |
| 60100 · Contractual Services | - | - | - | - |
| 60205 · MOBAC/PLP Membership | - | 8,641.00 | 11,641.00 | (3,000.00) |
| 60210 · Staff Training | 349.45 | 2,634.01 | 2,500.00 | 134.01 |
| 60220 · Mileage | 127.19 | 366.43 | 500.00 | (133.57) |
| 60230 · Professional Memberships | - | 1,181.00 | 1,700.00 | (519.00) |
| 60240 · Administration- Contingency | - | - | - | - |

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Harrison Memorial Library
Statement of Revenues and Expenses - Cash Basis
 For the Period Ended May 2017

| | May 2017 Actual | YTD Actual | Annual Budget | Budget Balance |
|---|--------------------|---------------|------------------|----------------|
| Total 60000 · ADMINISTRATION | 2,661.87 | 35,308.93 | 53,599.00 | (18,268.44) |
| 61000 · EQUIPMENT | | | | |
| 61050 · Other Professional Services | - | - | 300.00 | (300.00) |
| 61100 · Equipment Maintenance/Contracts | 74.80 | 14,026.95 | 13,000.00 | 1,026.95 |
| 61105- Equipment-Maint/Supply-PB | - | - | - | - |
| 61200 · Equipment-New | 541.73 | 3,065.18 | 17,459.00 | (14,393.82) |
| 61300-Equipment-Replacement | - | - | - | - |
| Total 61000 · EQUIPMENT | 616.53 | 17,092.13 | 30,759.00 | (13,666.87) |
| 62000 · DOCUMENTS | | | | |
| 62005 - Books 4 U Grant Expense | - | - | - | - |
| 62105 · MAIN-Audio Visual | 2,577.22 | 18,359.20 | 22,000.00 | (3,640.80) |
| 62110 · MAIN-Book rental | - | 31,625.40 | 32,000.00 | (374.60) |
| 62115- MAIN-McNaughton Buyback | - | - | 12,000.00 | (12,000.00) |
| 62120 · MAIN-Large Print | 488.87 | 1,558.33 | 2,000.00 | (441.67) |
| 62130 · MAIN-Fiction | 1,000.87 | 4,499.02 | 5,300.00 | (800.98) |
| 62140 · MAIN-NF-Travel Cont. | 583.83 | 4,007.65 | 5,000.00 | (992.35) |
| 62150 · MAIN-Non Fiction | 3,323.10 | 21,510.57 | 23,000.00 | (1,489.43) |
| 62155 - MAIN-Overdrive Subscription | - | 2,100.00 | 2,100.00 | - |
| 62160 · MAIN-Ebooks/Additional Titles | 543.46 | 4,228.67 | 5,500.00 | (1,271.33) |
| 62180 · MAIN-Special Category | - | - | 50.00 | (50.00) |
| 62190 · MAIN-Teen Fiction | 181.92 | 1,254.99 | 1,200.00 | 54.99 |
| 62200- MAIN-Amazon Prime Membership | - | 107.54 | 120.00 | (12.46) |
| 62205- MAIN-Adult Graphic Novel | 274.26 | 855.51 | 1,000.00 | (144.49) |
| 62210- MAIN-Teen Nonfiction | 58.54 | 656.01 | 800.00 | (143.99) |
| 62215-MAIN-Teen DVD | 19.96 | 120.27 | 200.00 | (79.73) |

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Statement of Revenues and Expenses - Cash Basis

For the Period Ended May 2017

| | May 2017 | YTD | Annual | Budget Balance |
|---|------------------|-------------------|-------------------|--------------------|
| | Actual | Actual | Budget | |
| 62220- MAIN- Teen Audio | 13.24 | 181.98 | 200.00 | (18.02) |
| 62310 - REF-Database | 1,931.57 | 18,279.28 | 28,500.00 | (10,220.72) |
| 62320 - REF-Continuation | 601.24 | 9,983.84 | 11,000.00 | (1,016.16) |
| 62330 - REF-General | 297.49 | 2,020.67 | 3,500.00 | (1,479.33) |
| 62340-HML Designated Gift-Materials | - | - | - | - |
| 62400 - YS-Collection | - | 11,187.64 | 13,000.00 | (1,812.36) |
| 62410 - YS-DataBases | - | 2,160.00 | 2,294.00 | (134.00) |
| 62420 - YS-Audio/Video | - | 3,598.03 | 4,500.00 | (901.97) |
| 62510 - LH-Conservation Supplies | - | 141.69 | 2,500.00 | (2,358.31) |
| 62520 - LH-Documents/ Digital Preserv. | - | 3,355.79 | 2,500.00 | 855.79 |
| 62600 - Serials Subscriptions | 766.65 | 8,064.06 | 12,000.00 | (3,935.94) |
| 62700 - Professional Collection | - | - | 200.00 | (200.00) |
| 62800- HML Designated Gift-YS | - | - | - | - |
| 62530 - LH-Restricted gift | - | - | - | - |
| Total 62000 - DOCUMENTS | 12,662.22 | 149,856.14 | 192,464.00 | (42,607.86) |
| 66000 - PROGRAMS AND CATALOGING | | | | |
| 66100 - Adult/LH Programming | 246.27 | 665.45 | 3,000.00 | (2,334.55) |
| 66300 - YS-Summer Reading Program | - | 2,163.33 | 5,000.00 | (2,836.67) |
| 66400 - YS-Reading Programs | - | 5,804.00 | 6,000.00 | (196.00) |
| 66600 - Teen Programs | - | 205.38 | 250.00 | (44.62) |
| 66700 - OCLC Cataloging | 609.69 | 7,698.21 | 9,050.00 | (1,351.79) |
| 66750 - Library Cards | 750.00 | 750.00 | 900.00 | (150.00) |
| 66760- IFM for ILL | - | - | - | - |
| 66800 - Programs/Cataloging Contingency | - | - | - | - |
| Total 66000 - PROGRAMS/SUPPLIES | 1,605.96 | 17,286.37 | 24,200.00 | (6,913.63) |
| 67000 - INFORMATION SYSTEMS | | | | |
| 67100 - IS-Equipment | - | 1,227.57 | 29,000.00 | (27,772.43) |

Harrison Memorial Library
Statement of Revenues and Expenses - Cash Basis
For the Period Ended May 2017

| | May 2017 | YTD | Annual | Budget Balance |
|--|--------------------|-------------------|--------------------|---------------------|
| | Actual | Actual | Budget | |
| 67200 · IS-Hosting and Maintenance | - | 8,369.97 | 8,750.00 | (380.03) |
| 67300 · IS-Supplies | - | - | - | - |
| 67400 · IS-Telecom Provider | 2,496.26 | 4,032.88 | 7,204.00 | (3,171.12) |
| 67500 · IS-Software | - | - | 500.00 | (500.00) |
| 67600 · IS-Website Maint. & Enhance | - | 1,304.00 | 1,500.00 | (196.00) |
| 67700 · IS-ILS Modification/Support | - | - | - | - |
| 67800 · IS-Other Technical Support | - | 1,235.05 | 400.00 | 835.05 |
| 67890 · Mobile Pring Subscription | - | 1,025.00 | - | 1,025.00 |
| Total 67000 · INFORMATION SYSTEMS | 2,496.26 | 17,194.47 | 47,354.00 | (30,159.53) |
| 68000 - RESERVE EXPENDITURES | | | | |
| 61260-LH-Air Conditioning | - | - | - | - |
| 68900-Strategic Plan Implementation | 738.18 | 1,971.17 | - | 1,971.17 |
| Total 68000- RESERVE EXPENDITURES | 738.18 | 1,971.17 | - | 1,971.17 |
| Total Expense | 20,781.02 | 238,709.21 | 348,376.00 | (109,645.16) |
| Net Income | (19,619.87) | 33,648.87 | (17,376.00) | 51,003.24 |

Harrison Memorial Library
Check Detail
May 2017

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|----------|------------|-------------------|------|-----------------------|-------------|-----------------|
| Bill Pmt -Check | 3986 | 05/02/2017 | BAKER & TAYLOR | | 10000 · Wells Farg... | -1,301.58 | -1,301.58 |
| Bill | 40118... | 05/02/2017 | | | 62150 · MAIN-Non F... | -962.56 | 962.56 |
| | | | | | 62130 · MAIN-Fiction | -298.33 | 298.33 |
| | | | | | 62210 · MAIN_Teen... | -40.69 | 40.69 |
| TOTAL | | | | | | -1,301.58 | 1,301.58 |
| Bill Pmt -Check | 3987 | 05/02/2017 | RECORDED BOOKS | | 10000 · Wells Farg... | -44.82 | -44.82 |
| Bill | 75517... | 05/02/2017 | | | 62105 · MAIN-Audio... | -44.82 | 44.82 |
| TOTAL | | | | | | -44.82 | 44.82 |
| Bill Pmt -Check | 3988 | 05/02/2017 | HOOPLA | | 10000 · Wells Farg... | -671.57 | -671.57 |
| Bill | 95022... | 05/02/2017 | | | 62310 · REF-Databa... | -671.57 | 671.57 |
| TOTAL | | | | | | -671.57 | 671.57 |
| Bill Pmt -Check | 3989 | 05/02/2017 | PROQUEST | | 10000 · Wells Farg... | -1,260.00 | -1,260.00 |
| Bill | 70435... | 05/02/2017 | | | 62310 · REF-Databa... | -1,260.00 | 1,260.00 |
| TOTAL | | | | | | -1,260.00 | 1,260.00 |
| Bill Pmt -Check | 3990 | 05/03/2017 | DATAFLOW | | 10000 · Wells Farg... | -33.90 | -33.90 |
| Bill | 210309 | 05/03/2017 | | | 61100 · Equipment ... | -33.90 | 33.90 |
| TOTAL | | | | | | -33.90 | 33.90 |
| Bill Pmt -Check | 3991 | 05/09/2017 | AT&T CALNET 3 | | 10000 · Wells Farg... | -613.37 | -613.37 |
| Bill | 9594906 | 05/09/2017 | | | 60030 · Telephone | -593.63 | 593.63 |
| Bill | 9595028 | 05/09/2017 | | | 60030 · Telephone | -19.74 | 19.74 |
| TOTAL | | | | | | -613.37 | 613.37 |
| Bill Pmt -Check | 3992 | 05/09/2017 | GOLDEN GATE BO... | | 10000 · Wells Farg... | -325.00 | -325.00 |
| Bill | 7525 | 05/09/2017 | | | 60130 · Bookkeepin... | -325.00 | 325.00 |

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Harrison Memorial Library
Check Detail
May 2017

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|----------------|-----------|------------|-------------------|------|------------------------|-------------|-----------------|
| TOTAL | | | | | | -325.00 | 325.00 |
| Bill Pmt-Check | 3993 | 05/09/2017 | KAL-WEST | | 10000 - Wells Farg... | | -50.00 |
| Bill | 05/01/... | 05/09/2017 | | | 60190 - Courier Ser... | -50.00 | 50.00 |
| TOTAL | | | | | | -50.00 | 50.00 |
| Bill Pmt-Check | 3994 | 05/09/2017 | PEAK ENTERPRISES | | 10000 - Wells Farg... | | -222.30 |
| Bill | P-HA... | 05/09/2017 | | | 62600 - Serials Sub... | -222.30 | 222.30 |
| TOTAL | | | | | | -222.30 | 222.30 |
| Bill Pmt-Check | 3995 | 05/09/2017 | REDSHIFT | | 10000 - Wells Farg... | | -14.95 |
| Bill | 1778323 | 05/09/2017 | | | 67400 - IS-Telecom ... | -14.95 | 14.95 |
| TOTAL | | | | | | -14.95 | 14.95 |
| Bill Pmt-Check | 3996 | 05/09/2017 | ROWMAN & LITTL... | | 10000 - Wells Farg... | | -52.75 |
| Bill | 10472... | 05/09/2017 | | | 62320 - REF-Contin... | -52.75 | 52.75 |
| TOTAL | | | | | | -52.75 | 52.75 |
| Bill Pmt-Check | 3999 | 05/10/2017 | BAKER & TAYLOR | | 10000 - Wells Farg... | | -2,408.32 |
| Bill | 40118... | 05/10/2017 | | | 62150 - MAIN-Non F... | -424.60 | 424.60 |
| Bill | 40118... | 05/10/2017 | | | 62210 - MAIN_Teen... | -17.85 | 17.85 |
| Bill | 40118... | 05/10/2017 | | | 62190 - MAIN-Teen ... | -148.47 | 148.47 |
| Bill | 40118... | 05/10/2017 | | | 62150 - MAIN-Non F... | -434.54 | 434.54 |
| Bill | 40118... | 05/10/2017 | | | 62205 - MAIN Adult... | -274.26 | 274.26 |
| Bill | 40118... | 05/10/2017 | | | 62105 - MAIN-Audio... | -34.47 | 34.47 |
| Bill | 40118... | 05/10/2017 | | | 62140 - MAIN-NF-Tr... | -55.25 | 55.25 |
| Bill | 40118... | 05/10/2017 | | | 62140 - MAIN-NF-Tr... | -157.36 | 157.36 |
| Bill | 40118... | 05/10/2017 | | | 62320 - REF-Conti... | -165.17 | 165.17 |
| Bill | 40118... | 05/10/2017 | | | 62105 - MAIN-Audio... | -396.30 | 396.30 |
| Bill | 40118... | 05/10/2017 | | | 62220 - MAIN_Teen... | -13.24 | 13.24 |
| Bill | 40118... | 05/10/2017 | | | 62105 - MAIN-Audio... | -190.91 | 190.91 |
| Bill | 40118... | 05/10/2017 | | | 62105 - MAIN-Audio... | -95.90 | 95.90 |
| TOTAL | | | | | | -2,408.32 | 2,408.32 |

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Harrison Memorial Library
Check Detail
May 2017

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|-----------|------------|-------------------|------|-------------------------|-------------|-----------------|
| Bill Pmt -Check | 4000 | 05/10/2017 | COMCAST | | 10000 · Wells Farg... | 0.00 | 0.00 |
| TOTAL | | | | | | 0.00 | 0.00 |
| Bill Pmt -Check | 4001 | 05/10/2017 | OCLC | | 10000 · Wells Farg... | -609.69 | -609.69 |
| Bill | 529868 | 05/10/2017 | | | 66700 · OCLC Catal... | -609.69 | 609.69 |
| TOTAL | | | | | | -609.69 | 609.69 |
| Bill Pmt -Check | 4002 | 05/10/2017 | OVERDRIVE | | 10000 · Wells Farg... | -543.46 | -543.46 |
| Bill | 09101... | 05/10/2017 | | | 62160 · MAIN-EBoo... | -543.46 | 543.46 |
| TOTAL | | | | | | -543.46 | 543.46 |
| Bill Pmt -Check | 4003 | 05/10/2017 | WELLS FARGO BA... | | 10000 · Wells Farg... | -855.64 | -855.64 |
| Bill | 5/02/2... | 05/10/2017 | | | 62130 · MAIN-Fiction | -16.26 | 16.26 |
| | | | | | 66100 · Adult/ LH Pr... | -32.89 | 32.89 |
| | | | | | 66100 · Adult/ LH Pr... | -32.73 | 32.73 |
| | | | | | 60070 · Supplies | -96.80 | 96.80 |
| | | | | | 66100 · Adult/ LH Pr... | -180.65 | 180.65 |
| | | | | | 60070 · Supplies | -51.97 | 51.97 |
| | | | | | 60070 · Supplies | -156.04 | 156.04 |
| | | | | | 61200 · Equipment-... | -288.30 | 288.30 |
| TOTAL | | | | | | -855.64 | 855.64 |
| Bill Pmt -Check | 4004 | 05/10/2017 | WELLS FARGO | | 10000 · Wells Farg... | -304.75 | -304.75 |
| Bill | 5/02/17 | 05/10/2017 | | | 60210 · Staff Training | -184.40 | 184.40 |
| | | | | | 60210 · Staff Training | -120.35 | 120.35 |
| TOTAL | | | | | | -304.75 | 304.75 |
| Bill Pmt -Check | 4005 | 05/16/2017 | BAKER & TAYLOR | | 10000 · Wells Farg... | -322.00 | -322.00 |
| Bill | 50145... | 05/16/2017 | | | 62320 · REF-Contin... | -125.97 | 125.97 |
| | | | | | 62140 · MAIN-NF-Tr... | -121.21 | 121.21 |
| | | | | | 62320 · REF-Contin... | -74.82 | 74.82 |
| TOTAL | | | | | | -322.00 | 322.00 |

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Harrison Memorial Library
Check Detail
May 2017

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|----------|------------|--------------------|------|-------------------------|-------------|-----------------|
| Bill Pmt -Check | 4006 | 05/16/2017 | RECORDED BOOKS | | 10000 · Wells Farg... | -45.00 | -45.00 |
| Bill | 7404884 | 05/16/2017 | | | 62105 · MAIN-Audio... | -45.00 | 45.00 |
| TOTAL | | | | | | -45.00 | 45.00 |
| Bill Pmt -Check | 4007 | 05/16/2017 | THE HERALD | | 10000 · Wells Farg... | -374.96 | -374.96 |
| Bill | 21N135 | 05/16/2017 | | | 62600 · Serials Sub... | -374.96 | 374.96 |
| TOTAL | | | | | | -374.96 | 374.96 |
| Bill Pmt -Check | 4008 | 05/16/2017 | ROWMAN & LITTL... | | 10000 · Wells Farg... | -95.17 | -95.17 |
| Bill | 10480... | 05/16/2017 | | | 62320 · REF-Contln... | -95.17 | 95.17 |
| TOTAL | | | | | | -95.17 | 95.17 |
| Bill Pmt -Check | 4009 | 05/16/2017 | CALIFA GROUP | | 10000 · Wells Farg... | -2,355.59 | -2,355.59 |
| Bill | 9400 | 05/16/2017 | | | 67400 · IS-Telecom ... | -2,355.59 | 2,355.59 |
| TOTAL | | | | | | -2,355.59 | 2,355.59 |
| Bill Pmt -Check | 4010 | 05/16/2017 | OFFICE DEPOT | | 10000 · Wells Farg... | -504.02 | -504.02 |
| Bill | 92622... | 05/16/2017 | | | 60050 · Donor Ackn... | -60.23 | 60.23 |
| Bill | 92623... | 05/16/2017 | | | 60070 · Supplies | -443.79 | 443.79 |
| TOTAL | | | | | | -504.02 | 504.02 |
| Bill Pmt -Check | 4011 | 05/16/2017 | QUILL.COM | | 10000 · Wells Farg... | -126.39 | -126.39 |
| Bill | 6617134 | 05/16/2017 | | | 60070 · Supplies | -126.39 | 126.39 |
| TOTAL | | | | | | -126.39 | 126.39 |
| Bill Pmt -Check | 4012 | 05/16/2017 | PACIFIC GROVE S... | | 10000 · Wells Farg... | -200.00 | -200.00 |
| Bill | 32316 | 05/16/2017 | | | 60185 · P.G. Self St... | -200.00 | 200.00 |
| TOTAL | | | | | | -200.00 | 200.00 |
| Bill Pmt -Check | 4013 | 05/17/2017 | KATHLEEN O'CON... | | 10000 · Wells Farg... | -80.32 | -80.32 |

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Harrison Memorial Library
Check Detail
May 2017

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|-----------|------------|--------------------|------|-------------------------|-------------|-----------------|
| Bill | 5/9/20... | 05/17/2017 | | | 60220 · Mileage | -35.62 | 35.62 |
| | | | | | 60210 · Staff Training | -44.70 | 44.70 |
| TOTAL | | | | | | -80.32 | 80.32 |
| Bill Pmt -Check | 4014 | 05/23/2017 | BAKER & TAYLOR | | 10000 · Wells Farg... | | -2,170.98 |
| Bill | 4019... | 05/23/2017 | | | 62150 · MAIN-Non F... | -451.02 | 451.02 |
| | | | | | 62130 · MAIN-Fiction | -315.70 | 315.70 |
| | | | | | 62330 · REF-General | -297.49 | 297.49 |
| Bill | 50145... | 05/23/2017 | | | 62140 · MAIN-NF-Tr... | -34.38 | 34.38 |
| Bill | 50145... | 05/23/2017 | | | 62320 · REF-Contn... | -40.38 | 40.38 |
| Bill | 50145... | 05/23/2017 | | | 62140 · MAIN-NF-Tr... | -108.21 | 108.21 |
| Bill | 40119... | 05/23/2017 | | | 62320 · REF-Contn... | -21.49 | 21.49 |
| | | | | | 62130 · MAIN-Fiction | -58.09 | 58.09 |
| | | | | | 62150 · MAIN-Non F... | -355.35 | 355.35 |
| | | | | | 62120 · MAIN-Large... | -488.87 | 488.87 |
| TOTAL | | | | | | -2,170.98 | 2,170.98 |
| Bill Pmt -Check | 4015 | 05/23/2017 | COMCAST | | 10000 · Wells Farg... | | -125.72 |
| Bill | 81551... | 05/23/2017 | | | 67400 · IS-Telecom ... | -125.72 | 125.72 |
| TOTAL | | | | | | -125.72 | 125.72 |
| Bill Pmt -Check | 4016 | 05/23/2017 | DEMCO | | 10000 · Wells Farg... | | -738.18 |
| Bill | 00274... | 05/23/2017 | | | 68900 · Strategic Pl... | -738.18 | 738.18 |
| TOTAL | | | | | | -738.18 | 738.18 |
| Bill Pmt -Check | 4017 | 05/23/2017 | TEI Landmark Audio | | 10000 · Wells Farg... | | -420.69 |
| Bill | 11850... | 05/23/2017 | | | 62105 · MAIN-Audio... | -420.69 | 420.69 |
| TOTAL | | | | | | -420.69 | 420.69 |
| Bill Pmt -Check | 4018 | 05/23/2017 | VANGUARD | | 10000 · Wells Farg... | | -750.00 |
| Bill | 301263 | 05/23/2017 | | | 66750 · Library Cards | -750.00 | 750.00 |
| TOTAL | | | | | | -750.00 | 750.00 |

Handwritten mark

Harrison Memorial Library
Check Detail
May 2017

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|----------|------------|----------------|------|------------------------|-------------|-----------------|
| Bill Pmt -Check | 4019 | 05/23/2017 | XEROX | | 10000 · Wells Farg... | -40.90 | -40.90 |
| Bill | 08916... | 05/23/2017 | | | 61100 · Equipment... | -40.90 | 40.90 |
| TOTAL | | | | | | -40.90 | 40.90 |
| Bill Pmt -Check | 4020 | 05/23/2017 | AMAZON | | 10000 · Wells Farg... | -577.21 | -577.21 |
| Bill | 01324... | 05/23/2017 | | | 62105 · MAIN-Audio... | -29.96 | 29.96 |
| Bill | 04580... | 05/23/2017 | | | 62105 · MAIN-Audio... | -25.00 | 25.00 |
| Bill | 09702... | 05/23/2017 | | | 62105 · MAIN-Audio... | -16.00 | 16.00 |
| Bill | 06784... | 05/23/2017 | | | 62105 · MAIN-Audio... | -12.99 | 12.99 |
| Bill | 24820... | 05/23/2017 | | | 62150 · MAIN-Non F... | -14.48 | 14.48 |
| Bill | 06590... | 05/23/2017 | | | 62150 · MAIN-Non F... | -26.49 | 26.49 |
| Bill | 20965... | 05/23/2017 | | | 62150 · MAIN-Non F... | -14.13 | 14.13 |
| Bill | 13420... | 05/23/2017 | | | 62105 · MAIN-Audio... | -40.79 | 40.79 |
| Bill | 24571... | 05/23/2017 | | | 62150 · MAIN-Non F... | -7.79 | 7.79 |
| Bill | 04176... | 05/23/2017 | | | 62215 · MAIN_Teen... | -19.96 | 19.96 |
| Bill | 28859... | 05/23/2017 | | | 62190 · MAIN_Teen... | -15.58 | 15.58 |
| Bill | 00347... | 05/23/2017 | | | 62150 · MAIN-Non F... | -14.13 | 14.13 |
| Bill | 21675... | 05/23/2017 | | | 62150 · MAIN-Non F... | -14.99 | 14.99 |
| Bill | 21675... | 05/23/2017 | | | 62105 · MAIN-Non F... | -39.01 | 39.01 |
| Bill | 21675... | 05/23/2017 | | | 62105 · MAIN-Audio... | -121.98 | 121.98 |
| Bill | 08407... | 05/23/2017 | | | 62105 · MAIN-Audio... | -149.18 | 149.18 |
| Bill | | | | | 62150 · MAIN-Non F... | -14.75 | 14.75 |
| TOTAL | | | | | | -577.21 | 577.21 |
| Bill Pmt -Check | 4021 | 05/24/2017 | BAKER & TAYLOR | | 10000 · Wells Farg... | -798.36 | -798.36 |
| Bill | 40119... | 05/24/2017 | | | 62105 · MAIN-Audio... | -798.36 | 798.36 |
| TOTAL | | | | | | -798.36 | 798.36 |
| Bill Pmt -Check | 4022 | 05/24/2017 | BRODART | | 10000 · Wells Farg... | -253.43 | -253.43 |
| Bill | 469860 | 05/24/2017 | | | 61200 · Equipment... | -253.43 | 253.43 |
| TOTAL | | | | | | -253.43 | 253.43 |
| Bill Pmt -Check | 4023 | 05/24/2017 | MERCURY NEWS | | 10000 · Wells Farg... | -169.39 | -169.39 |
| Bill | 1427769 | 05/24/2017 | | | 62600 · Serials Sub... | -169.39 | 169.39 |
| TOTAL | | | | | | -169.39 | 169.39 |

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Harrison Memorial Library
Check Detail
May 2017

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|----------|------------|----------------|------|-----------------------|-------------|-----------------|
| Bill Prnt-Check | 4024 | 05/30/2017 | BAKER & TAYLOR | | 10000 · Wells Farg... | | -1,167.40 |
| Bill | 50145... | 05/30/2017 | | | 62140 · MAIN-NF-Tr... | -107.42 | 107.42 |
| Bill | 40119... | 05/30/2017 | | | 62320 · REF-Contin... | -25.49 | 25.49 |
| Bill | 40119... | 05/30/2017 | | | 62105 · MAIN-Audio... | -154.87 | 154.87 |
| Bill | 40119... | 05/30/2017 | | | 62130 · MAIN-Fiction | -312.49 | 312.49 |
| | | | | | 62150 · MAIN-Non F... | -549.26 | 549.26 |
| | | | | | 62190 · MAIN-Teen ... | -17.87 | 17.87 |
| TOTAL | | | | | | -1,167.40 | 1,167.40 |

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