

**COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING AGENDA**

Wednesday April 19, 2023

5:15pm

meeting will be in the library with an online option

(See library event calendar for meeting link)

Introductions

- 1. Public Comments**
- 2. Minutes and Circulation Reports**
- 3. Treasurer's Reports**
- 4. Correspondence**
- 5. Librarian's Report**
- 6. Friends of the Library Report**
- 7. Foundation Report**
- 8. Old Business**
 - a. Budget**
- 9. New Business**
- 10. Announcements**
- 11. Adjourn**

COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
March 15, 2023

Call to Order – Chair Bob More called the meeting to order at 5:15 p.m.

Board Members Present: Gina Sutherland, Bob More, Rob Miles, Janice Langlnals, Peggy Christensen, Ida Jo Gates

Others In Attendance: Sami Pierson, Marie Benton, Crystal Barr

Public Comment –None

Minutes and Circulation – Minutes from the February 2023 meeting were reviewed. Gina pointed out in the librarians report review the last sentence should have read “As Lakeside Library will not be contributing there will be no service there”. Janice moved to approve the minutes as corrected. Ida Jo seconded the motion. The minutes were unanimously approved. The circulation report was reviewed. Bob passed out a circulation summary he drafted that would have all the circulation information on one page. Peggy asked if there could be a line graft put together showing the wireless internet connections. Rob questioned if the board could get a number on active library cards within the Coos Bay zip code. Bob thought this number would be good information to put out in terms of the next bond vote. Janice made a motion to accept the new circulation information spreadsheet. Gina seconded the motion. The motion was unanimously approved.

Treasurer’s Report – The financials for February 2023 were reviewed. Ida Jo questioned who the \$3,500.00 grant was from. Sami reported that it was from the Three Rivers Foundation for the “Read Across America” event. The Memorial report was reviewed. Janice moved to approve the financial reports. Ida Jo seconded the motion. The motion was unanimously approved.

Correspondence – None

Librarians Report – The report was reviewed. Gina questioned how the Eastside/Empire Fire Station pickups work. Sami said that the patron can request items through their account for pick up. Friday’s year around at Eastside from 9:00am - 9:30am and Empire 10:00am – 10:30am. The Community Engagement Specialist had 126 appointments in February. It was noted that this position is also a notary. Permanent funding is still in the works.

Friends of the Library Report – The March sale made \$811.50. The next sale is on April 1st & 2nd.

Library Foundation Report – Annual Spelling Bee Fundraiser is coming up on April 15th. Sponsors and teams are still needed.

Old Business –

2023/24 Budget – The preliminary budget was reviewed. Budget hearings will start in May with adoption happening in June. Janice made a motion to approve the draft budget. Gina seconded the motion. The motion was unanimously approved.

New Business –

Council Meeting – March 21, 2023, at 6:00pm. Hacker will present a comparison of the four possible new library sites. The meeting will be online as well.

Request For Reconsideration of Library Materials – All Board members should be familiar with the policy.

Announcements – Bay Area Concert Band will perform on 3/30/23 at 7:30pm at the North Bend First Presbyterian Church.

Adjournment – R. More adjourned the meeting at 6:16 p.m.

Next Meeting: April 19, 2023 – 5:15 p.m.

Respectfully submitted,
Crystal Barr

MARCH 2023



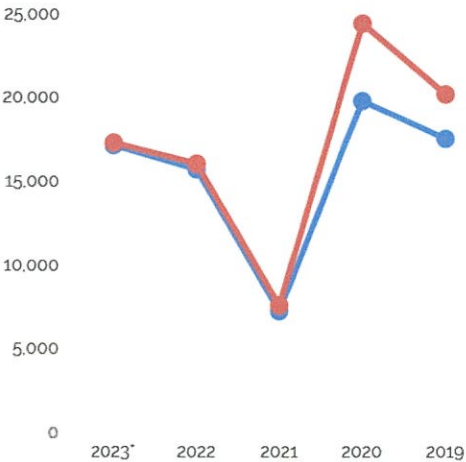
MONTHLY SUMMARY

Totals	
New Cards Issued	171
Number of Programs	52
Program Attendance	1,372
Digital Downloads (hoopla)	653
Wireless Internet Connections	11,352
Reference Questions	554
Children's Reference Questions	63

	2023	2022	2021
Gate Count	8,747	4,067	--
Ave. Daily Circ.	735	631	300
Library Visits	10,244	--	--

INVENTORY

Classification	Acquired	Discards
Adult Books	199	58
Adult Audiobooks	29	0
Adult Video	52	23
Adult Music	0	491
Video Games	0	0
Board Games	0	0
Young Adult Books	23	0
Young Adult Audio	0	0
Children's Books	134	67
Children's Audiobooks	0	0
Children's Video	0	0
Children's Music CDs	0	2
Total	437	641



CIRCULATION SUMMARY



*2023 total reflects data up to current month (March 2023)

City of Coos Bay
Combined Cash Investment
March 31, 2023

Combined Cash Accounts

Cash Allocation Reconciliation

7 Allocation to Library Fund	1,608,586.14
Total Allocations to Other Funds	1,608,586.14
Zero Proof if Allocations Balance	1,608,586.14

City of Coos Bay
Balance Sheet
March 31, 2023

Library Fund

<u>ASSETS</u>			
07-000-100-1001	Cash - Combined Fund	1,608,586.14	
07-000-100-1015	Cash on Hand/Till Drawer	200.00	
07-000-100-1101	Prepaid Expense	12,056.30	
Total Assets			1,620,842.44
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
Unappropriated Fund Balance:			
07-000-200-2500	Fund Balance	1,412,083.31	
	Revenue over Expenditures - YTD	208,759.13	
Balance - Current Date		1,620,842.44	
Total Fund Equity			1,620,842.44
Total Liabilities and Equity			1,620,842.44

City of Coos Bay
Revenues with Comparison to Budget
For the 9 Months Ending March 31, 2023

Library Fund		Period Actual	YTD Actual	Budget	Unearned	Pcnt
Carryover						
07-000-300-0100	Carryover - Regular	.00	00	1,212,000.00	1,212,000.00	0
07-000-300-0200	Carryover - Memorial/Board	.00	00	200,000.00	200,000.00	0
Total Carryover		.00	00	1,412,000.00	1,412,000.00	0
Revenue From Other Agencies						
07-000-340-0300	State Library Grant	.00	2,252.00	1,500.00	(752.00)	150.1
07-000-340-0301	Grants	900.00	29,250.00	24,850.00	(4,400.00)	117.7
07-000-340-0303	Federal Grants	.00	00	1,000.00	1,000.00	0
07-000-340-0900	Library Tax Base	.00	1,244,608.86	1,220,000.00	(24,608.86)	102.0
Total Revenue From Other Agencies		900.00	1,276,110.86	1,247,350.00	(28,760.86)	102.3
Use Of Money & Property						
07-000-350-0100	Investment Interest Income	5,408.10	42,658.33	5,000.00	(37,658.33)	853.2
Total Use Of Money & Property		5,408.10	42,658.33	5,000.00	(37,658.33)	853.2
Current Services						
07-000-360-0100	Copies	484.65	3,012.89	6,000.00	2,987.11	50.2
07-000-360-1800	Library Fees	240.88	2,066.14	2,000.00	(66.14)	103.3
Total Current Services		725.53	5,079.03	8,000.00	2,920.97	63.5
Other Revenue						
07-000-380-0100	Miscellaneous	45.80	10,557.78	100.00	(10,457.78)	10557.
07-000-380-0200	Cash Over/short	.00	.66	.00	(.66)	.0
07-000-380-0300	ESO Administration/Rent	2,174.79	19,573.11	26,000.00	6,426.89	75.3
07-000-380-0400	Reimbursements	.00	319.02	500.00	180.98	63.8
07-000-380-0900	Gifts, Donations & Memorials	4,461.12	25,671.72	10,000.00	(15,671.72)	256.7
Total Other Revenue		6,681.71	56,122.29	36,600.00	(19,522.29)	153.3
Total Fund Revenue		13,715.34	1,379,970.51	2,708,950.00	1,328,979.49	50.9

City of Coos Bay
Expenditures with Comparison to Budget
For the 9 Months Ending March 31, 2023

Library Fund

		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
Expenditures						
Personnel Services						
07-510-510-1001	Salaries	60,337.00	531,605.30	878,730.00	347,124.70	60.5
07-510-510-1003	PERS Retirement	15,284.30	128,093.48	212,896.00	84,802.52	60.2
07-510-510-1004	Employer Payroll Taxes	4,746.52	40,455.64	71,238.00	30,782.36	56.8
07-510-510-1005	Employee Insurance	10,906.51	127,267.68	215,867.00	88,599.32	59.0
07-510-510-1006	Unemployment	.00	.00	3,850.00	3,850.00	.0
07-510-510-1007	Workers Compensation Insurance	39.31	704.95	836.00	131.05	84.3
07-510-510-1008	Volunteer Workers Compensation	.00	.00	59.00	59.00	.0
Total Personnel Services		91,313.64	828,127.05	1,383,476.00	555,348.95	59.9
Materials & Services						
07-510-520-2005	Training Meetings, Travel, Dues	444.72	5,893.83	7,000.00	1,106.17	84.2
07-510-520-2101	Utilities	2,937.24	17,163.06	37,000.00	19,836.94	46.4
07-510-520-2102	Telephone	1,545.97	12,249.16	20,000.00	7,750.84	61.3
07-510-520-2105	Advertising	1,234.60	4,088.17	20,000.00	15,911.83	20.4
07-510-520-2108	Contractual	4,576.80	58,763.39	110,000.00	51,236.61	53.4
07-510-520-2120	Insurance	.00	8,077.31	12,000.00	3,922.69	67.3
07-510-520-2122	Duplicating/Data Processing	577.55	6,314.77	8,000.00	1,685.23	78.9
07-510-520-2123	Printing	.00	.00	3,000.00	3,000.00	.0
07-510-520-2205	Office Supplies	494.30	2,812.70	7,000.00	4,187.30	40.2
07-510-520-2206	Postage	.00	1,869.12	10,000.00	8,130.88	18.7
07-510-520-2225	Janitorial Supplies	320.17	1,542.72	3,500.00	1,957.28	44.1
07-510-520-2231	Small Equipment	1,272.10	22,940.62	38,000.00	15,059.38	60.4
07-510-520-2234	Grants	3,500.55	33,165.70	8,000.00	(25,165.70)	414.6
07-510-520-2235	Library Supplies	403.81	5,527.02	14,000.00	8,472.98	39.5
07-510-520-2236	Library Books & Records	9,084.54	72,231.20	120,000.00	47,768.80	60.2
07-510-520-2237	Periodicals	.00	8,608.06	10,000.00	1,391.94	86.1
07-510-520-2239	State Aid to Children - Books	956.10	1,865.50	2,500.00	634.50	74.6
07-510-520-2240	Library Books/Records (Restr)	.00	.00	50,000.00	50,000.00	.0
07-510-520-2241	Programming	785.86	5,529.60	40,850.00	35,320.40	13.5
07-510-520-2302	Office Equipment Rental	501.35	3,290.68	20,000.00	16,709.32	16.5
07-510-520-2303	Equipment Repairs/Replacement	.00	1,190.42	5,000.00	3,809.58	23.8
07-510-520-2304	Equipment Maintenance Contract	.00	8,117.34	15,000.00	6,882.66	54.1
07-510-520-2305	Vehicle Maintenance/Fuel	47.79	272.77	7,000.00	6,727.23	3.9
07-510-520-2309	Building & Grounds Maintenance	4,478.69	36,155.96	50,000.00	13,844.04	72.3
07-510-520-2310	Furniture (restricted)	.00	.00	200,000.00	200,000.00	.0
07-510-520-2406	Reimbursable	.00	27.94	200.00	172.06	14.0
07-510-520-2424	Library Board	.00	.00	1,500.00	1,500.00	.0
07-510-520-2450	Gifts, Donations & Memorials	4,059.69	21,862.13	1,000.00	(20,862.13)	2186.2
Total Materials & Services		37,221.83	339,559.17	820,550.00	480,990.83	41.4
Capital Outlay						
07-510-530-3008	Vehicles	.00	4.49	60,000.00	59,995.51	.0
Total Capital Outlay		.00	4.49	60,000.00	59,995.51	.0

Library Fund

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Report Criteria:
Actual Amounts
All Accounts
Summarize Payroll Detail
Print Period Totals
Print Grand Totals
Include Funds: 07
Page and Total by Fund
Include Placeholders: None
Include Balance Sheets: None
Include Accounts: None
Include Income Fillers: None
Include Sources: None
Include Revenues: None
All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Salaries			02/28/2023 (02/23) Balance	07-510-510-1001			471,268.30
03/20/2023	PC	5	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		3,800.00		
03/20/2023	PC	81	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		60,337.00		
03/20/2023	PC	82	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD			3,800.00-	
			03/31/2023 (03/23) Period Totals and Balance		64,137.00 *	3,800.00- *	531,605.30
YTD Encumbrance		.00 YTD Actual	531,605.30 Total	531,605.30 YTD Budget	878,730.00 Unexpended	347,124.70	
Overtime			02/28/2023 (02/23) Balance	07-510-510-1002			.00
			03/31/2023 (03/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
PERS Retirement			02/28/2023 (02/23) Balance	07-510-510-1003			112,809.18
03/20/2023	PB	101	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		14,969.12		
03/20/2023	PB	143	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		315.18		
			03/31/2023 (03/23) Period Totals and Balance		15,284.30 *	.00 *	128,093.48
YTD Encumbrance		.00 YTD Actual	128,093.48 Total	128,093.48 YTD Budget	212,896.00 Unexpended	84,802.52	
Employer Payroll Taxes			02/28/2023 (02/23) Balance	07-510-510-1004			35,709.12
03/20/2023	PB	4	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		305.90		
03/20/2023	PB	99	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		4,746.52		
03/20/2023	PB	100	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD			305.90-	
			03/31/2023 (03/23) Period Totals and Balance		5,052.42 *	305.90- *	40,455.64
YTD Encumbrance		.00 YTD Actual	40,455.64 Total	40,455.64 YTD Budget	71,238.00 Unexpended	30,782.36	
Employee Insurance			02/28/2023 (02/23) Balance	07-510-510-1005			116,361.17
03/20/2023	PB	98	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		10,906.51		
03/20/2023	PC	108	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		31.12		
03/20/2023	PC	109	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD			31.12-	
			03/31/2023 (03/23) Period Totals and Balance		10,937.63 *	31.12- *	127,267.68
YTD Encumbrance		.00 YTD Actual	127,267.68 Total	127,267.68 YTD Budget	215,867.00 Unexpended	88,599.32	
Unemployment			02/28/2023 (02/23) Balance	07-510-510-1006			.00
			03/31/2023 (03/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	3,850.00 Unexpended	3,850.00	

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City of Coos Bay		Detail Ledger - Month End Report for Library				Page: 2	
		Period: 03/23 - 03/23				Apr 06, 2023 04:18PM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Workers Compensation Insurance			02/28/2023 (02/23) Balance	07-510-510-1007			665.64
03/31/2023	JE	56	Adjust W/C Insurance for Vacation Hours 07/22 Pay			3.64-	
03/31/2023	JE	57	Adjust W/C Insurance for Vacation Hours 08/22 Pay			5.97-	
03/31/2023	JE	58	Adjust W/C Insurance for Vacation Hours 09/22 Pay			10.09-	
03/31/2023	JE	59	Adjust W/C Insurance for Vacation Hours 10/22 Pay			10.11-	
03/31/2023	JE	60	Adjust W/C Insurance for Vacation Hours 11/22 Payr			4.45-	
03/31/2023	JE	61	Adjust W/C Insurance for Vacation Hours 12/22 Pay			3.51-	
03/31/2023	JE	62	Adjust W/C Insurance for Vacation Hours 01/23 Pay			3.94-	
03/27/2023	JE	63	Adjust W/C Insurance for Vacation Hours 02/23 Pay			3.67-	
03/20/2023	PB	97	PAYROLL TRANS FOR 3/20/2023 PAY PERIOD		84.69		
			03/31/2023 (03/23) Period Totals and Balance		84.69 *	45.38- *	704.95
YTD Encumbrance		.00 YTD Actual	704.95 Total	704.95 YTD Budget	836.00 Unexpended	131.05	
Volunteer Workers Compensation			02/28/2023 (02/23) Balance	07-510-510-1008			.00
			03/31/2023 (03/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	59.00 Unexpended	59.00	
Accrued Vacation Liability			02/28/2023 (02/23) Balance	07-510-510-1009			.00
			03/31/2023 (03/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Meetings And Travel			02/28/2023 (02/23) Balance	07-510-520-2001			.00
			03/31/2023 (03/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Memberships,dues,publications			02/28/2023 (02/23) Balance	07-510-520-2003			.00
			03/31/2023 (03/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Training,Meetings,Travel,Dues			02/28/2023 (02/23) Balance	07-510-520-2005			5,449.11
03/23/2023	AP	1048	Whitty, Joshua		132.00		
03/23/2023	AP	1049	Knight, Jennifer		137.00		
03/23/2023	AP	1054	Buxton, Brittney		145.00		
02/15/2023	JE	32	SALEM PARKING METERS,Legislative Day, Spiers		9.00		
03/30/2023	JE	78	R/C JE 29 (12/22) LB1 VISA KNIGHT ALA MEMBE		168.36		
03/30/2023	JE	78	R/C JE 29 (12/22) LB1 VISA KNIGHT ALA MEMBE			146.64-	
			03/31/2023 (03/23) Period Totals and Balance		591.36 *	146.64- *	5,893.83
YTD Encumbrance		.00 YTD Actual	5,893.83 Total	5,893.83 YTD Budget	7,000.00 Unexpended	1,106.17	
Utilities			02/28/2023 (02/23) Balance	07-510-520-2101			14,225.82
03/13/2023	CD13	3	PACIFIC POWER 12447751-0018 LIBRARY		2,453.89		
01/31/2023	JE	29	CBNB WATER BOARD, Water		252.79		
02/21/2023	JE	29	CBNB WATER BOARD, Water		230.56		
			03/31/2023 (03/23) Period Totals and Balance		2,937.24 *	.00 *	17,163.06
YTD Encumbrance		.00 YTD Actual	17,163.06 Total	17,163.06 YTD Budget	37,000.00 Unexpended	19,836.94	
Telephone			02/28/2023 (02/23) Balance	07-510-520-2102			10,703.19
02/12/2023	AP	463	USCC Services LLC		259.90		
02/12/2023	AP	549	USCC Services LLC		259.90		
02/12/2023	AP	550	USCC Services LLC			259.90-	

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City of Coos Bay Detail Ledger - Month End Report for Library Page: 3
Period: 03/23 - 03/23 Apr 06, 2023 04:18PM

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/07/2023	AP	761	Asavie Technologies Inc		74.90		
02/06/2023	JE	29	BROADVOICE, Telephone		707.08		
02/05/2023	JE	55	8x8, Service/Long Distance		143.01		
02/22/2023	JE	55	VERIZON, 576174385-00001 Library		361.08		
			03/31/2023 (03/23) Period Totals and Balance		1,805.87 *	259.90 *	12,249.16
YTD Encumbrance	.00	YTD Actual	12,249.16 Total	12,249.16 YTD Budget	20,000.00 Unexpended	7,750.84	
Advertising			02/28/2023 (02/23) Balance	07-510-520-2105			2,853.57
02/28/2023	AP	435	Sinclair Television Media Inc		455.00		
02/18/2023	JE	30	STICKERAPP, Stickers		779.60		
			03/31/2023 (03/23) Period Totals and Balance		1,234.60 *	.00 *	4,088.17
YTD Encumbrance	.00	YTD Actual	4,088.17 Total	4,088.17 YTD Budget	20,000.00 Unexpended	15,911.83	
Contractual			02/28/2023 (02/23) Balance	07-510-520-2108			54,186.59
03/01/2023	AP	433	Advantage Security LLC		37.95		
03/02/2023	AP	509	Cardinal Services Inc.		304.64		
03/08/2023	AP	730	Cardinal Services Inc.		304.64		
03/10/2023	AP	731	Cardinal Services Inc.		43.52		
03/15/2023	AP	733	Cardinal Services Inc.		130.56		
03/09/2023	AP	753	Sprague Pest Solutions		210.55		
03/22/2023	AP	829	Cardinal Services Inc.		65.28		
03/22/2023	AP	830	Cardinal Services Inc.		152.32		
03/22/2023	AP	831	Cardinal Services Inc.		103.36		
03/22/2023	AP	832	Cardinal Services Inc.		130.56		
03/07/2023	AP	879	C-N-B Security Inc		1,012.00		
03/15/2023	AP	880	C-N-B Security Inc		1,012.00		
03/22/2023	AP	881	C-N-B Security Inc		1,012.00		
03/06/2023	CD14	5	02/28/23 Xpress Bill Pay Support Fees/Forms Inv#		57.42		
			03/31/2023 (03/23) Period Totals and Balance		4,576.80 *	.00 *	58,763.39
YTD Encumbrance	.00	YTD Actual	58,763.39 Total	58,763.39 YTD Budget	110,000.00 Unexpended	51,236.61	
Special Counsel			02/28/2023 (02/23) Balance	07-510-520-2114			.00
			03/31/2023 (03/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Insurance			02/28/2023 (02/23) Balance	07-510-520-2120			8,077.31
			03/31/2023 (03/23) Period Totals and Balance		.00 *	.00 *	8,077.31
YTD Encumbrance	.00	YTD Actual	8,077.31 Total	8,077.31 YTD Budget	12,000.00 Unexpended	3,922.69	
Duplicating/Data Processing			02/28/2023 (02/23) Balance	07-510-520-2122			5,737.22
02/16/2023	AP	154	ODP Business Solutions LLC		52.39		
02/14/2023	AP	371	Coast to Coast Computer Products		309.96		
03/02/2023	AP	471	ODP Business Solutions LLC		28.57		
03/01/2023	AP	726	Xerox Corporation		142.88		
02/08/2023	AP	824	Xerox Corporation		7.06		
02/01/2023	JE	34	AMAZON, Printer Ink		96.99		
02/03/2023	JE	34	AMAZON, Printer Ink		46.30		
02/08/2023	JE	34	AMAZON, Printer Ink		91.78		
03/30/2023	JE	80	R/C JE 48 (01/23) LB AMAZON VISA COPY PAPER		14.70		
03/30/2023	JE	81	R/C JE 48 (01/23) LB AMAZON VISA CHAIR			213.08-	
			03/31/2023 (03/23) Period Totals and Balance		790.63 *	213.08- *	6,314.77
YTD Encumbrance	.00	YTD Actual	6,314.77 Total	6,314.77 YTD Budget	8,000.00 Unexpended	1,685.23	

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Printing			02/28/2023 (02/23) Balance	07-510-520-2123			00
			03/31/2023 (03/23) Period Totals and Balance		00 *	00 *	00
YTD Encumbrance	00	YTD Actual	00 Total	00 YTD Budget	3,000.00 Unexpended	3,000.00	
Program & Display			02/28/2023 (02/23) Balance	07-510-520-2128			00
			03/31/2023 (03/23) Period Totals and Balance		00 *	00 *	00
YTD Encumbrance	00	YTD Actual	00 Total	00 YTD Budget	.00 Unexpended	00	
Office Supplies			02/28/2023 (02/23) Balance	07-510-520-2205			2,318.40
03/09/2023	AP	724	South Coast Office Supply		13.31		
02/07/2023	JE	30	LAMINATOR COM, Laminating Rolls		84.49		
02/07/2023	JE	34	AMAZON, Post Its		66.43		
02/11/2023	JE	34	AMAZON, Flash Drive		5.39		
02/14/2023	JE	34	AMAZON, Board Game Supplies		27.76		
02/15/2023	JE	34	AMAZON, Postage Meter Tapes		81.28		
02/17/2023	JE	34	AMAZON, Velcro		47.34		
02/22/2023	JE	34	AMAZON, Batteries, Power Strip		62.34		
02/27/2023	JE	34	AMAZON, Markers		10.18		
03/30/2023	JE	83	R/C JE 48 (01/23) LB AMAZON VISA SIGN HOLDE		98.79		
03/30/2023	JE	84	R/C JE 48 (01/23) LB AMAZON VISA ADULT PROG			13.99-	
03/30/2023	JE	85	R/C JE 48 (01/23) LB AMAZON VISA BATTERIES		15.97		
03/30/2023	JE	86	R/C JE 48 (01/23) LB AMAZON VISA ADULT DVD'S			4.99-	
			03/31/2023 (03/23) Period Totals and Balance		513.28 *	18.98- *	2,812.70
YTD Encumbrance	00	YTD Actual	2,812.70 Total	2,812.70 YTD Budget	7,000.00 Unexpended	4,187.30	
Postage			02/28/2023 (02/23) Balance	07-510-520-2206			1,869.12
			03/31/2023 (03/23) Period Totals and Balance		00 *	00 *	1,869.12
YTD Encumbrance	00	YTD Actual	1,869.12 Total	1,869.12 YTD Budget	10,000.00 Unexpended	8,130.88	
Miscellaneous			02/28/2023 (02/23) Balance	07-510-520-2208			00
			03/31/2023 (03/23) Period Totals and Balance		00 *	00 *	00
YTD Encumbrance	00	YTD Actual	00 Total	00 YTD Budget	.00 Unexpended	00	
Data Processing Supplies			02/28/2023 (02/23) Balance	07-510-520-2224			00
			03/31/2023 (03/23) Period Totals and Balance		00 *	00 *	00
YTD Encumbrance	00	YTD Actual	00 Total	00 YTD Budget	.00 Unexpended	00	
Janitorial Supplies			02/28/2023 (02/23) Balance	07-510-520-2225			1,222.55
02/16/2023	AP	155	ODP Business Solutions LLC		5.28		
02/16/2023	AP	156	ODP Business Solutions LLC		45.39		
03/02/2023	AP	472	ODP Business Solutions LLC		5.47		
02/28/2023	AP	522	Bay Area Enterprises Inc.		223.10		
02/17/2023	JE	34	AMAZON, Kitchen Supplies		19.94		
02/24/2023	JE	34	AMAZON, Kleenex		20.99		
			03/31/2023 (03/23) Period Totals and Balance		320.17 *	00 *	1,542.72
YTD Encumbrance	00	YTD Actual	1,542.72 Total	1,542.72 YTD Budget	3,500.00 Unexpended	1,957.28	
Small Equipment			02/28/2023 (02/23) Balance	07-510-520-2231			21,668.52
02/08/2023	JE	34	AMAZON, Meeting Camera		1,049.00		

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance	
02/25/2023	JE	34	AMAZON, Space Heater		19.99			
03/30/2023	JE	81	R/C JE 48 (01/23) LB AMAZON VISA CHAIR		213.08			
03/30/2023	JE	82	R/C JE 48 (01/23) LB AMAZON VISA ADULT DVD'S			9.97-		
03/31/2023 (03/23) Period Totals and Balance					1,282.07 *	9.97- *	22,940.62	
YTD Encumbrance		.00	YTD Actual	22,940.62 Total	22,940.62	YTD Budget	38,000.00 Unexpended	15,059.38
Grants				02/28/2023 (02/23) Balance	07-510-520-2234		29,665.15	
02/10/2023	JE	30	FIRST BOOK, Books, Three Rivers Grant		3,500.55			
03/31/2023 (03/23) Period Totals and Balance					3,500.55 *	.00 *	33,165.70	
YTD Encumbrance		.00	YTD Actual	33,165.70 Total	33,165.70	YTD Budget	8,000.00 Unexpended	(25,165.70)
Library Supplies				02/28/2023 (02/23) Balance	07-510-520-2235		5,123.21	
03/17/2023	AP	783	Demco		403.81			
03/31/2023 (03/23) Period Totals and Balance					403.81 *	.00 *	5,527.02	
YTD Encumbrance		.00	YTD Actual	5,527.02 Total	5,527.02	YTD Budget	14,000.00 Unexpended	8,472.98
Library Books & Records				02/28/2023 (02/23) Balance	07-510-520-2236		63,146.66	
02/07/2023	AP	27	Ingram		58.94			
02/08/2023	AP	28	Ingram		309.09			
02/12/2023	AP	29	Ingram		61.01			
02/13/2023	AP	30	Ingram		45.82			
02/13/2023	AP	31	Ingram		151.02			
02/13/2023	AP	32	Ingram		786.76			
02/14/2023	AP	34	Ingram		214.76			
02/14/2023	AP	35	Ingram		203.83			
02/15/2023	AP	36	Ingram		338.44			
02/15/2023	AP	37	Ingram		32.81			
02/09/2023	AP	98	Midwest Tape		18.74			
02/07/2023	AP	137	Cengage Learning Inc.		180.74			
02/20/2023	AP	387	Ingram		357.10			
02/21/2023	AP	388	Ingram		63.35			
02/21/2023	AP	389	Ingram		118.30			
02/23/2023	AP	390	Ingram		130.29			
02/28/2023	AP	424	Midwest Tape		1,279.12			
03/14/2023	AP	686	Blackstone Publishing		41.60			
02/28/2023	AP	715	Ingram		188.53			
02/28/2023	AP	716	Ingram		53.39			
03/06/2023	AP	717	Ingram		529.07			
03/06/2023	AP	718	Ingram		394.85			
03/07/2023	AP	719	Ingram		90.31			
03/07/2023	AP	720	Ingram		177.26			
03/07/2023	AP	721	Ingram		53.40			
03/02/2023	AP	734	Midwest Tape		18.99			
03/14/2023	AP	754	Morningstar Inc		583.92			
03/09/2023	AP	803	Ingram		200.25			
03/13/2023	AP	804	Ingram		175.67			
03/13/2023	AP	805	Ingram		207.60			
03/13/2023	AP	806	Ingram		651.60			
03/13/2023	AP	807	Ingram		50.50			
03/14/2023	AP	809	Ingram		130.41			
03/16/2023	AP	810	Ingram		168.59			
03/01/2023	AP	933	Center Point Large Print		143.22			
03/09/2023	AP	975	Midwest Tape		71.97			
03/15/2023	AP	976	Midwest Tape		74.95			

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/08/2023	AP	1040	Cengage Learning Inc		150.35		
02/10/2023	JE	28	BAKER-TAYLOR, Adult Books		14.99		
02/10/2023	JE	28	BAKER-TAYLOR, Adult Books		15.54		
02/10/2023	JE	28	BAKER-TAYLOR, Adult Books		47.70		
02/10/2023	JE	28	BAKER-TAYLOR, Audio Books		22.00		
02/06/2023	JE	29	NETFLIX, Streaming Player Programming		15.49		
01/31/2023	JE	34	AMAZON, Adult Lg. Print Books		22.99		
02/01/2023	JE	34	AMAZON, Dvds		9.99		
02/01/2023	JE	34	AMAZON, Audio Books		27.29		
02/02/2023	JE	34	AMAZON, Dvds		325.22		
02/02/2023	JE	34	AMAZON, Adult Books		50.03		
02/07/2023	JE	34	AMAZON, Board Game Replacement Parts		7.98		
02/14/2023	JE	34	AMAZON, Dvds		19.99		
02/14/2023	JE	34	AMAZON, Dvds		13.99		
02/20/2023	JE	34	AMAZON, Dvds		13.99		
02/27/2023	JE	34	AMAZON, Dvds		69.33		
03/30/2023	JE	80	R/C JE 48 (01/23) LB AMAZON VISA COPY PAPER			14.70-	
03/30/2023	JE	82	R/C JE 48 (01/23) LB AMAZON VISA ADULT DVD'S		9.97		
03/30/2023	JE	83	R/C JE 48 (01/23) LB AMAZON VISA SIGN HOLDE			98.79-	
03/30/2023	JE	86	R/C JE 48 (01/23) LB AMAZON VISA ADULT DVD'S		4.99		
03/31/2023 (03/23) Period Totals and Balance					9,198.03 *	113.49- *	72,231.20
YTD Encumbrance	.00	YTD Actual	72,231.20 Total	72,231.20 YTD Budget	120,000.00 Unexpended	47,768.80	
Periodicals			02/28/2023 (02/23) Balance	07-510-520-2237			8,608.06
03/31/2023 (03/23) Period Totals and Balance					00 *	.00 *	8,608.06
YTD Encumbrance	.00	YTD Actual	8,608.06 Total	8,608.06 YTD Budget	10,000.00 Unexpended	1,391.94	
Microfilm			02/28/2023 (02/23) Balance	07-510-520-2238			.00
03/31/2023 (03/23) Period Totals and Balance					00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
State Aid to Children - Books			02/28/2023 (02/23) Balance	07-510-520-2239			909.40
02/03/2023	JE	31	FIRST BOOK, Books, Ready to Read		54.00		
02/08/2023	JE	31	FIRST BOOK, Books, Ready to Read		607.00		
02/11/2023	JE	31	FIRST BOOK, Books, Ready to Read		295.10		
03/31/2023 (03/23) Period Totals and Balance					956.10 *	.00 *	1,865.50
YTD Encumbrance	.00	YTD Actual	1,865.50 Total	1,865.50 YTD Budget	2,500.00 Unexpended	634.50	
Library Books/Records (Restr)			02/28/2023 (02/23) Balance	07-510-520-2240			.00
03/31/2023 (03/23) Period Totals and Balance					00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	50,000.00 Unexpended	50,000.00	
Programming			02/28/2023 (02/23) Balance	07-510-520-2241			4,743.74
02/08/2023	JE	30	FIRST BOOK, Books, YP Programs		299.55		
02/10/2023	JE	30	SAFEWAY, Supplies, Adult Programs		129.64		
02/10/2023	JE	30	SAFEWAY, Supplies, Adult Programs		19.17		
02/17/2023	JE	30	APPLE.COM, Icloud Storage		.99		
02/22/2023	JE	30	BUZZSPROUT, Podcast Hosting		16.00		
01/31/2023	JE	34	AMAZON, Supplies, Adult Programs		106.55		
02/22/2023	JE	34	AMAZON, Supplies, Adult Programs		116.97		
02/27/2023	JE	34	AMAZON, Supplies, Adult Programs		98.97		
03/30/2023	JE	84	R/C JE 48 (01/23) LB AMAZON VISA ADULT PROG		13.99		

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Date	Journal	Reference Number	Payee or Description			Account Number	Debit Amount	Credit Amount	Balance	
03/30/2023	JE	85	R/C JE 48 (01/23) LB AMAZON VISA BATTERIES					15.97-		
03/31/2023 (03/23) Period Totals and Balance							801.83 *	15.97- *	5,529.60	
YTD Encumbrance	.00	YTD Actual	5,529.60	Total	5,529.60	YTD Budget	40,850.00 Unexpended	35,320.40		
Office Equipment Rental			02/28/2023 (02/23) Balance			07-510-520-2302			2,789.33	
03/01/2023	AP	727	Xerox Corporation				121.85			
03/10/2023	AP	728	Xerox Corporation				119.90			
02/08/2023	AP	825	Xerox Corporation				119.90			
02/24/2023	JE	29	PITNEY BOWES LEASING, Postage Meter Rent				139.70			
03/31/2023 (03/23) Period Totals and Balance							501.35 *	00 *	3,290.68	
YTD Encumbrance	.00	YTD Actual	3,290.68	Total	3,290.68	YTD Budget	20,000.00 Unexpended	16,709.32		
Equipment Repairs/Replacement			02/28/2023 (02/23) Balance			07-510-520-2303			1,190.42	
03/31/2023 (03/23) Period Totals and Balance							.00 *	00 *	1,190.42	
YTD Encumbrance	.00	YTD Actual	1,190.42	Total	1,190.42	YTD Budget	5,000.00 Unexpended	3,809.58		
Equipment Maintenance Contract			02/28/2023 (02/23) Balance			07-510-520-2304			8,117.34	
03/31/2023 (03/23) Period Totals and Balance							.00 *	00 *	8,117.34	
YTD Encumbrance	.00	YTD Actual	8,117.34	Total	8,117.34	YTD Budget	15,000.00 Unexpended	6,882.66		
Vehicle Maintenance/Fuel			02/28/2023 (02/23) Balance			07-510-520-2305			224.98	
02/16/2023	AP	103	CECO Inc				47.79			
03/31/2023 (03/23) Period Totals and Balance							47.79 *	00 *	272.77	
YTD Encumbrance	.00	YTD Actual	272.77	Total	272.77	YTD Budget	7,000.00 Unexpended	6,727.23		
Furniture			02/28/2023 (02/23) Balance			07-510-520-2306			00	
03/31/2023 (03/23) Period Totals and Balance							.00 *	00 *	00	
YTD Encumbrance	.00	YTD Actual	00	Total	00	YTD Budget	.00 Unexpended	.00		
Building & Grounds Maintenance			02/28/2023 (02/23) Balance			07-510-520-2309			31,677.27	
02/13/2023	AP	1	Agri-Tech Design				266.00			
02/21/2023	AP	78	Aramark Uniform & Career Apparel				32.00			
02/28/2023	AP	520	Bay Area Enterprises Inc.				4,053.35			
02/28/2023	AP	521	Bay Area Enterprises Inc.					202.66-		
03/07/2023	AP	684	Agri-Tech Design				266.00			
03/07/2023	AP	729	Aramark Uniform & Career Apparel				32.00			
03/21/2023	AP	828	Aramark Uniform & Career Apparel				32.00			
03/31/2023 (03/23) Period Totals and Balance							4,681.35 *	202.66- *	36,155.96	
YTD Encumbrance	.00	YTD Actual	36,155.96	Total	36,155.96	YTD Budget	50,000.00 Unexpended	13,844.04		
Furniture (restricted)			02/28/2023 (02/23) Balance			07-510-520-2310			00	
03/31/2023 (03/23) Period Totals and Balance							.00 *	00 *	00	
YTD Encumbrance	.00	YTD Actual	00	Total	00	YTD Budget	200,000.00 Unexpended	200,000.00		
Reimbursable			02/28/2023 (02/23) Balance			07-510-520-2406			27.94	
03/31/2023 (03/23) Period Totals and Balance							.00 *	00 *	27.94	
YTD Encumbrance	.00	YTD Actual	27.94	Total	27.94	YTD Budget	200.00 Unexpended	172.06		

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Library Board		02/28/2023 (02/23) Balance		07-510-520-2424			00
		03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance	00	YTD Actual	00 Total	00 YTD Budget	1,500 00 Unexpended	1,500 00	
Gifts, Donations & Memorials		02/28/2023 (02/23) Balance		07-510-520-2450			17,802 44
02/13/2023	AP	33	Ingram		60.80		
02/16/2023	AP	101	ORCCA		37 19		
02/24/2023	AP	102	ORCCA		33.93		
10/07/2022	AP	385	Demco			100 00-	
03/06/2023	AP	425	ORCCA		48.01		
03/08/2023	AP	738	ORCCA		24.88		
03/13/2023	AP	808	Ingram		122.21		
03/16/2023	AP	977	ORCCA		51.76		
01/31/2023	JE	30	CHEFSTORE, Produce, Community Fridge		64.60		
02/03/2023	JE	30	COOS HEAD FOOD CO-OP, Produce Community F		31.67		
02/04/2023	JE	30	CHEFSTORE, Produce, Community Fridge		108 16		
02/11/2023	JE	30	CHEFSTORE, Produce, Community Fridge		97.83		
02/13/2023	JE	30	DOLLAR TREE, Supplies, YP Programs		11 30		
02/14/2023	JE	30	SAFEWAY, Supplies, YA Programs		60.38		
02/14/2023	JE	30	BI-MART, Supplies, YP Program		16.46		
02/17/2023	JE	30	NATURAL GROCERS, Supplies, YA Programs		3.89		
02/17/2023	JE	30	MCKAY'S MARKET, Supplies, YA Programs		62.41		
02/17/2023	JE	30	FRED-MEYER, Supplies, YA Programs		85 86		
02/19/2023	JE	30	APPLE COM, Music, YP Programs		10.99		
02/24/2023	JE	30	MCKAY'S MARKET, Supplies, YA Programs		180 81		
02/25/2023	JE	30	DOLLAR TREE, Supplies, YP Programs		6 25		
02/10/2023	JE	32	PRO DRINKING FOUNTAINS/Fill Station		1,384 99		
02/25/2023	JE	32	HACHETTE BOOK GROUP, Books, Rotary		1,365 26		
02/11/2023	JE	34	AMAZON, Supplies, YP Programs		8.95		
02/12/2023	JE	34	AMAZON, Supplies, YP Programs		7 45		
02/14/2023	JE	34	AMAZON, Supplies, YP Programs		42.85		
02/19/2023	JE	34	AMAZON, Supplies, YP Programs		209 84		
02/21/2023	JE	34	AMAZON, Supplies, YP Programs		20.96		
		03/31/2023 (03/23) Period Totals and Balance			4,159 69 *	100 00- *	21,862 13
YTD Encumbrance	00	YTD Actual	21,862 13 Total	21,862 13 YTD Budget	1,000 00 Unexpended	(20,862 13)	
Bad Debt Expense		02/28/2023 (02/23) Balance		07-510-520-2500			00
		03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance	00	YTD Actual	00 Total	00 YTD Budget	00 Unexpended	00	
Computer Hardware & Software		02/28/2023 (02/23) Balance		07-510-530-3001			00
		03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance	00	YTD Actual	00 Total	00 YTD Budget	00 Unexpended	00	
Vehicles		02/28/2023 (02/23) Balance		07-510-530-3008			4 49
		03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	4 49
YTD Encumbrance	00	YTD Actual	4 49 Total	4 49 YTD Budget	60,000 00 Unexpended	59,995 51	
Audio Visual Equipment		02/28/2023 (02/23) Balance		07-510-530-3022			00
		03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance	00	YTD Actual	00 Total	00 YTD Budget	00 Unexpended	00	

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Library Equipment			02/28/2023 (02/23) Balance		07-510-530-3023			00
			03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance		00 YTD Actual	00 Total	00 YTD Budget	00 Unexpended	00		
Building Project			02/28/2023 (02/23) Balance		07-510-530-3118			00
			03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance		00 YTD Actual	00 Total	00 YTD Budget	00 Unexpended	00		
Lease Principal			02/28/2023 (02/23) Balance		07-510-540-1000			2,950.76
03/09/2023	CD13	1	Enterprise Payment 583157A Inv# FBN4664258			29.50		
03/20/2023	CD13	4	Enterprise Payment 583157A Inv#FBN4700632			540.41		
			03/31/2023 (03/23) Period Totals and Balance			569.91 *	00 *	3,520.67
YTD Encumbrance		00 YTD Actual	3,520.67 Total	3,520.67 YTD Budget	25,000.00 Unexpended	21,479.33		
Lease Interest			02/28/2023 (02/23) Balance		07-510-540-1100			00
			03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance		00 YTD Actual	00 Total	00 YTD Budget	5,000.00 Unexpended	5,000.00		
Non-Lease Component			02/28/2023 (02/23) Balance		07-510-540-1200			00
			03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance		00 YTD Actual	00 Total	00 YTD Budget	00 Unexpended	00		
Contingency			02/28/2023 (02/23) Balance		07-510-560-6001			00
			03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance		00 YTD Actual	00 Total	00 YTD Budget	164,924.00 Unexpended	164,924.00		
Unappropriated Ending Fund Bal			02/28/2023 (02/23) Balance		07-510-560-6002			00
			03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance		00 YTD Actual	00 Total	00 YTD Budget	250,000.00 Unexpended	250,000.00		
Contingency - Library Board			02/28/2023 (02/23) Balance		07-510-560-6003			00
			03/31/2023 (03/23) Period Totals and Balance			00 *	00 *	00
YTD Encumbrance		00 YTD Actual	00 Total	00 YTD Budget	00 Unexpended	00		
Number of Transactions: 199 Number of Accounts: 57						Debit	Credit	Proof
Total Library Fund:						134,368.47	5,263.09-	129,105.38
Number of Transactions: 199 Number of Accounts: 57						Debit	Credit	Proof
Grand Totals:						134,368.47	5,263.09-	129,105.38

18

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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- Report Criteria:
- Actual Amounts
 - All Accounts
 - Summarize Payroll Detail
 - Print Period Totals
 - Print Grand Totals
 - Include Funds: 07
 - Page and Total by Fund
 - Include Placeholders: None
 - Include Balance Sheets: None
 - Include Accounts: None
 - Include Income Filters: None
 - Include Sources: None
 - Include Revenues: None
 - All Segments Tested for Total Breaks

**Coos Bay Public Library
Memorial Funds Checking Account
March 2023**

<u>BALANCE, February 28, 2023</u>	\$ 80,708.06
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DEPOSITS:

Coos Health & Wellness-Books	\$ 921.12
Friends of Coos Bay Public Library-Quarterly Donation	\$ 3,500.00
CB-NB Rotary-Books	\$ 2,672.16
Demco/Damaged Shelf	\$ 100.00
Misc. Donations-March 2023	<u>\$ 40.00</u>

TOTAL DEPOSITS	\$ 7,233.28
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ACCOUNT SUB TOTAL	\$ 87,941.34
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DISBURSEMENTS:

South Coast Food Share/Produce-Community Fridge	\$ 48.01
Ingram/Books-Rotary	\$ 122.21
First Book/Books-Rotary	\$ 176.90
South Coast Food Share/Produce-Community Fridge	\$ 24.88
Gerardo Caleron Garcia/Performer-ESD Bilingual	\$ 600.00
Simon & Schuster/Books-Rotary	\$ 2,549.95
Hachette Book Group-Books/Rotary	\$ 1,365.26
South Coast Food Share/Produce-Community Fridge	\$ 51.76
Chefstore/Bins-Community Fridge	\$ 121.18
Amazon-Supplies/YP Programs	\$ 50.97
Dominos, Apple.com/Supplies-YP, Teen Programs	\$ 74.75
Ingram/Books-Rotary	\$ 202.98
TOTAL DISBURSEMENTS	<u>\$ 5,388.85</u>

Balance March 31, 2023	\$ 82,552.49
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ACCOUNT SUMMARY:

General Fund	\$ 13,553.62
Friend's Children's Fund	\$ 1,662.13
Kenaston Estate Donation	\$ -
Mallek Estate Memorial	\$ 52,610.89
Jones Estate Donation	\$ 7,272.59
ESD Bilingual Programming Donation	\$ 69.69
Friends Library Purchases	\$ 1,081.82
Rotary Donation	\$ (1,745.14)
Coos Bay Library Foundation-Equipment	\$ -
Mogan-CBPL Foundation	\$ -
Community Fridge	\$ 4,266.80
Coos Health & Wellness	\$ (60.80)
Dollywood	<u>\$ 3,840.89</u>

MEMORIAL ACCOUNT FUNDS TOTAL	\$ 82,552.49
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Librarian's Report

March 2023

PROGRAMS in February

Spanglish Conversation - 5 people in attendance.

Craft Take Out - 78 kits distributed

Unlimited Book Club, a partnership with Coos History Museum and North Bend Public Library had 8 participants.

ASL Practice Place - 5 participants

Book Box Program - 83 adults, 24 teens, and 57 children participating

Story time (5) - 163 participants

Swords and Starships Podcast - 1 new episode, 102 downloads.

The Empire and Eastside pickup/drop off sites - This is done every Friday (except holidays). 278 people served in March.

Community Yoga - 5 participants

Read and Craft Book Club - 8

Game Night - 18

Free Build Legos – 38

Head Start Outreach – 33

Teen After Hours – 7

Community Cooking – 15

Book Brunch – 5

Beginning Reader Book Club – 19

Baby Storytime (4) - 13

STEM Building Challenge – 64

Novel Tattoo Fundraiser (2) - 21

Read Across America – 130

LGBTQIA+ Support Time – 4

One on One appointments – 5

Job Fair – 100

Naloxone training - 7

The library provided access to wireless internet 11,352 times in March.

Miscellaneous

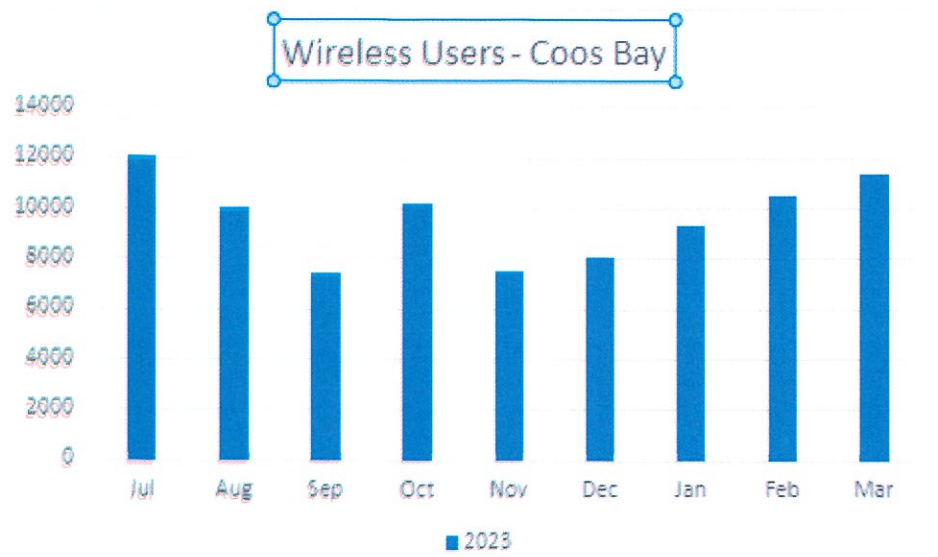
In March there were 5,121 county-wide checkouts on OverDrive. 654 circulations on hoopla in March with 16 new borrowers.

The Community Fridge served 1,488 people in 618 households in March. The fridge has broken down but will be replaced. In the meantime, the library continues to offer produce, not with the same variety as normal.

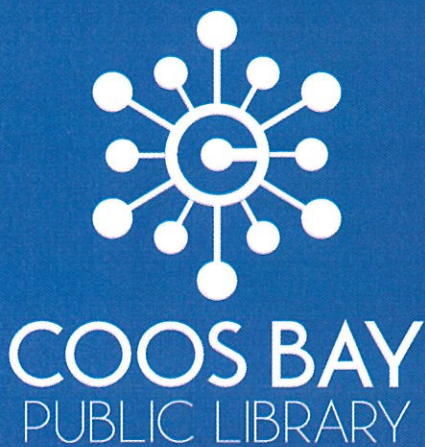
The Novel Tattoo fundraiser was held again after a couple year hiatus. It was just as popular this time as in the past and raised over \$900 for the library. Special thanks to Sailor Selkie's for participating in the event.

Job Fairs are also back. The first one had 100 attendees. Employers were scheduling interviews and at least one person has been hired (that we know of) from the event.

There are 55,891 registered card holders in Coastline which is both Coos and Curry County libraries. 14,123 have a 97420 zip code and 44 with a 97407 zip code for a total of 14,167 total registered card holders in the Coos Bay Public Library service area. The service area has 28,817 people in it. 49% of the service area are registered users.



2022/23	Myrtlewood	Myrtlewood	Cedar	Cedar	Total Use	Estimated Attendance
	Library Use	Non-Library Use	Library Use	Non-Library Use		(minus library program attendance already reported)
Jul-22	18	8	13	19	58	208
Aug-22	11	9	10	17	47	518
Sep-22	5	14	10	23	52	711
Oct-22	16	7	9	33	65	851
Nov-22	13	13	16	26	68	824
Dec-22	8	13	19	26	66	919
Jan-23	16	16	12	40	84	1360
Feb-23	13	17	14	37	81	675
Mar-23	3	13	12	32	60	1043
Apr-23	0	0	0	0		
May-23	0	0	0	0		
Jun-23	0	0	0	0		
Totals	0	0	0	0		



THE LATEST at **COOS BAY** **PUBLIC LIBRARY** **APRIL 2023**

FOR MORE INFORMATION:

541-269-1101

www.coosbaylibrary.org

COME SEE US!

525 Anderson Avenue
Coos Bay, OR 97420



Find us on Facebook!



Find us on Instagram!



Find us on YouTube!



DÍA DE LOS NIÑOS

*Saturday, April 29 from 4:00PM – 5:00PM
in the Myrtlewood Room*

Celebrate Day of the Children with a special Spanish-language presentation! *Los Sueños de Tati* (Tati's Dreams) is a play created by Yanin Arroyo López that brings together original music, clown, theatre, and dance. Gerardo Calderón will accompany López with music. Free books and DIY kits created by the Marshfield High School Latinx Culture Club will be available all day.

THE ABCS OF GRANT WRITING

*Wednesday, April 26 from 12:00PM – 4:00PM
in the Myrtlewood Room. Registration required.* Need a grant for your nonprofit but are not sure how to go about it? Join United Way of Southwestern Oregon and presenter Anne Donnelly to gain the tools to set up for success! FREE networking lunch at 12:00PM.

STICK AROUND: COLLECTIBLE DECALS HAVE ARRIVED! LIMITED EDITION STICKER DECALS DESIGNED BY LIBRARY ASSISTANT GENE AVAILABLE NOW

The first of our collectible sticker decals, perfect for laptops, water bottles, or any other surfaces that need sprucing up, are available now! Check out an item from our Oregon Critters display to earn a FREE holographic banana slug decal while supplies last. Look forward to other unloved Oregon plants & animals such as lampreys, hagfish, and skunk cabbage. Also coming soon: veggie people for the Coos Bay Farmers Market, Swords & Starships merch, and commemorative stickers for events like our 10th annual Spelling Bee. Watch out for your favorites or challenge yourself to collect them all!

TEEN HAIKU CHALLENGE CELEBRATE NATIONAL POETRY MONTH

APRIL 1 - 29. SUBMISSION & CONTEST INSTRUCTIONS AVAILABLE AT WWW.COOSBAYLIBRARY.ORG. AGES: TEENS

1/29
APRIL

1/2
APRIL

FRIENDS OF THE LIBRARY BOOK SALE GET GREAT DEALS & SUPPORT YOUR LIBRARY

03/04 FROM 10:00AM - 4:00PM & 03/05 FROM 12:00PM - 3:00PM
9:00AM ADMITTANCE FOR FRIENDS OF THE LIBRARY MEMBERS

BABY STORYTIME TUESDAYS IN APRIL

10:00AM - 11:00AM IN THE MYRTLEWOOD ROOM.
AGES: BABIES 0-14 MONTHS



4
APRIL

4
APRIL

READ + CRAFT BOOK CLUB

WHEN YOU TRAP A TIGER BY TAE KELLER

3:30PM - 4:30PM IN THE CEDAR ROOM. FOR KIDS GRADES 4-6

STORYTIME IN THE LIBRARY WEDNESDAYS IN APRIL

10:00AM - 10:30AM IN THE MYRTLEWOOD ROOM.
AGES: BABIES, TODDLERS, PRESCHOOL, FAMILIES



5
APRIL

6/15
APRIL

¡SPANGLISH! CONVERSATIONAL PROGRAM

5:00PM - 6:00PM ON ZOOM 04/06
10:30AM - 11:30 AM IN THE LIBRARY ON 04/15

SWORDS & STARSHIPS PODCAST

MINI EPISODE: SPELLING BEE (04/07)

CHOSEN ONES (04/14)

MINI EPISODE: WHAT'S THAT SOUND? WITH CRYSTAL (04/21)

ANIMAL PROTAGONISTS (04/28)

NEW EPISODES AVAILABLE!



7
APRIL

8
APRIL

BOOK BRUNCH

ONCE UPON A RIVER BY DIANE SETTERFIELD
JOIN US FOR A STRESS-FREE MONTHLY GATHERING FOR
PEOPLE WHO LOVE BOOKS AND BREAKFAST FOOD

11:00AM - 12:00PM IN THE MYRTLEWOOD ROOM. AGES: ADULTS
WAFFLES, ORANGE JUICE, & COFFEE WILL BE PROVIDED.
IN MAY WE WILL READ *RED AT THE BONE* BY JACQUELINE WOODSON

TEEN ADVISORY BOARD

TEENS 12-18 ARE INVITED TO HELP PLAN PROGRAMS, EARN
SERVICE HOURS, & GAIN LEADERSHIP SKILLS!

3:30PM - 4:30PM IN THE CEDAR ROOM. AGES: 12-18

11
APRIL

13
APRIL

BEGINNING READER BOOK CLUB

EXPLORE STORIES WITHOUT WORDS AT THIS STORYTELLING
ADVENTURE. EACH PARTICIPANT RECEIVES A FREE BOOK!

3:30PM - 4:30PM IN THE MYRTLEWOOD ROOM.
FOR KIDS GRADES K-3 & THEIR PARENTS/CAREGIVERS

COMMUNITY YOGA WITH INSTRUCTOR KELLI BOSAK

6:00PM - 7:00PM VIA ZOOM. ALL AGES WELCOME

13
APRIL

15
APRIL

TIDE OF THE TODDLERS: RIVER OTTERS

NATURALISTS FROM THE SOUTH SLOUGH ARE VISITING FOR
A SPECIAL RIVER OTTER STORYTIME! NATURE CRAFT INCLUDED.

10:30AM - 11:30PM IN THE MYRTLEWOOD ROOM.
AGES: INFANT, TODDLER, FAMILY. PRE-REGISTRATION REQUIRED

ACRYLICS FOR TEENS

IN CELEBRATION OF EARTH DAY, THE COOS BAY PUBLIC
LIBRARY HAS TEAMED UP WITH THE COOS ART MUSEUM
FOR A SUNSET PAINTING WORKSHOP. LEARN HOW TO
BLEND PAINTS TO CREATE GRADIENT AND CONTRAST!

2:00PM - 4:00PM IN THE MYRTLEWOOD ROOM
AGES: TEEN

15
APRIL

15
APRIL

COOS BAY PUBLIC LIBRARY FOUNDATION 10TH ANNUAL SPELLING BEE

6:30PM - 8:00PM AT BLACK MARKET GOURMET, 495 CENTRAL AVE.
SPECTATOR TICKETS AVAILABLE AT CBPL FOR \$25

CRAFT TAKEOUT APRIL CRAFT: MINI LIBRARIES

AGES: TEEN, ADULT



20
APRIL

20
APRIL

ASL PRACTICE PLACE WITH INSTRUCTOR KANDY BERGQUIST TOPIC: NUMBERS

12:00PM - 1:00PM VIA ZOOM. ALL AGES WELCOME

1 6
8

UNLIMITED BOOK CLUB

UNBOWED: A MEMOIR

BY WANGARI MUTA MAATHAI

6:00PM - 7:00PM VIA ZOOM. AGES: TEENS & ADULTS



20
APRIL

26
APRIL

THE ABCS OF GRANT WRITING

LEARN HOW TO FIND THE RIGHT GRANTORS FOR
YOUR NONPROFIT AND PREPARE FOR SUCCESS!

12:00PM - 4:00PM IN THE MYRTLEWOOD ROOM.
FREE NETWORKING LUNCH AT 12:00PM. AGES: ADULTS
REGISTER ONLINE @ <https://unitedwayswa.org/grant-services>

COMMUNITY COOKING WITH THE CO-OP

STARRING JOSIE KEATING OF JOSIE'S ART LAB!

THIS MONTH'S RECIPE: BAKED BUTTERNUT, BLACK BEAN, AND
FETA CHIMICHANGAS

5:30PM - 6:30PM VIA ZOOM. AGES: TEENS, ADULTS, FAMILIES

27
APRIL

27
APRIL

POETRY WORKSHOP

CELEBRATE NATIONAL POETRY MONTH BY ATTENDING A
WORKSHOP IN READING AND WRITING POETRY LED BY
LOCAL POET AND AUTHOR ANNIS CASSELLS

6:30PM - 7:00PM IN THE MYRTLEWOOD ROOM.
AGES: TEENS & ADULTS

GAME NIGHT

ENJOY FREE SNACKS AND GAMES FROM CBPL'S COLLECTION

6:00PM - 9:00PM IN THE MYRTLEWOOD ROOM. AGES: TEENS, ADULTS

28
APRIL

29
APRIL

EL DÍA DE LOS NIÑOS

CELEBRATE DAY OF THE CHILDREN WITH A SPANISH LANG-
UAGE THEATRICAL PERFORMANCE FEATURING CLOWN
YANIN ARROYO LÓPEZ AND MUSICIAN GERARDO CALDERÓN.

4:00PM - 5:00PM IN THE MYRTLEWOOD ROOM.
AGES: KIDS & FAMILIES. FREE BOOKS & DIY KITS AVAILABLE