COOS BAY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING AGENDA

Wednesday June 21, 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. **Open positions on board**
9. **New Business**
10. **Announcements**
11. **Adjourn**

COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
May 17, 2023

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

Board Members Present: Gina Sutherland, Bob More, Janice Langlinais, Peggy Christensen, Jenni DeLeon, James Moore

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

Public Comment – None

Minutes and Circulation – Minutes from the April 2023 meeting were reviewed. There was another correction to the third sentence under the librarian's report. The sentences should read "Fridays are year-round at Eastside from 9:00am – 9:30am and Empire 10:00am – 10:30am." There was also a correction to the Library Foundation Report. The last two sentences should have been removed. Janice moved to approve the minutes as corrected. Gina seconded the motion. The motion was unanimously approved.

The circulation report was reviewed.

Treasurer's Report – The financials for April 2023 were reviewed. The Memorial report was reviewed. Janice moved to approve the financial reports. Peggy seconded the motion. The motion was unanimously approved.

Correspondence – None

Librarians Report – The report was reviewed.

Friends of the Library Report – The May sale made $755.33. The Book Store made $594.94. The next sale is on June 3rd & 4th. There will not be a sale in July.

Library Foundation Report – Gina reported that the last meeting was a debriefing of the Spelling Bee.

Old Business –

2023/24 Budget – The final City budget will be approved in June.

Steering Committee – The City will be doing a community survey with the final draft coming out next week.

New Business –

Analysis of Programs – Reviewed a rough draft of the types of reoccurring programs offered and who the target audiences are.

End of Terms – Bob More and Peggy Christensen's terms are up June 30th.

Announcements –

Title Wave author Phillip Margolin will be at the Marshfield High School Auditorium on Friday, May 19, 2023.

Adjournment – R. More adjourned the meeting at 5:52 p.m.
Next Meeting: June 21, 2023 – 5:15 p.m.

Respectfully submitted,
Crystal Barr

MAY 2023

COOS BAY PUBLIC LIBRARY

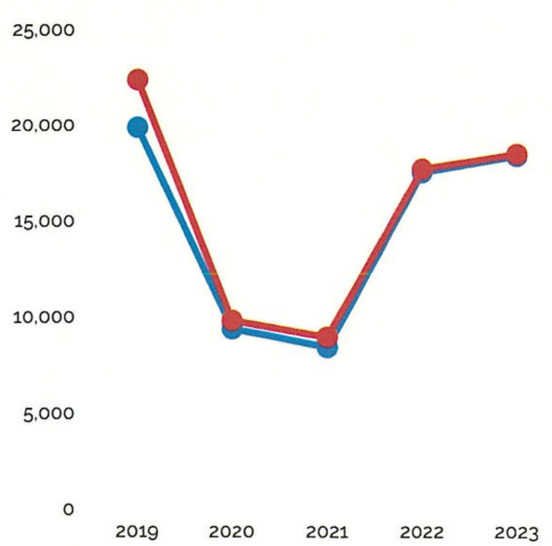
MONTHLY SUMMARY

Totals	
New Cards Issued	61
Number of Programs	57
Program Attendance	1,597
Digital Downloads (hoopla)	835
Wireless Internet Connections	14,386
Reference Questions	501
Children's Reference Questions	46

	2023	2022	2021
Gate Count	6,707	4,828	2,017
Ave. Daily Circ.	742	720	443
Library Visits	7,772	5,119	2,017
Days Open	25	24	24

INVENTORY

Classification	Acquired	Discards
Adult Books	278	301
Adult Audiobooks	55	1
Adult Video	32	121
Adult Music	0	1
Video Games	1	0
Board Games	0	2
Young Adult Books	57	0
Young Adult Audio	0	0
Children's Books	126	154
Children's Audiobooks	0	0
Children's Video	0	0
Children's Music CDs	0	0
Total	**549**	**580**



CIRCULATION SUMMARY

Total Items Checked Out at Coos Bay (18,553)

Total Coos Bay Items Checked Out Anywhere (18,449)

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

City of Coos Bay
Combined Cash Investment
May 31, 2023

Combined Cash Accounts

Cash Allocation Reconciliation

7	Allocation to LIBRARY FUND	1,424,914 24
	Total Allocations to Other Funds	1,424,914 24
	Zero Proof if Allocations Balance	1,424,914 24

City of Coos Bay
Balance Sheet
May 31, 2023

LIBRARY FUND

	ASSETS			
07-000-100-1001	Cash - Combined Fund		1,424,914.24	
07-000-100-1015	Cash on Hand/Till Drawer		200.00	
07-000-100-1101	Prepaid Expense		18,843.83	
	Total Assets			1,443,958.07
	LIABILITIES AND EQUITY			
	FUND EQUITY			
	Unappropriated Fund Balance:			
07-000-200-2500	Fund Balance	1,412,083.31		
	Revenue over Expenditures - YTD	31,874.76		
	Balance - Current Date		1,443,958.07	
	Total Fund Equity			1,443,958.07
	Total Liabilities and Equity			1,443,958.07

City of Coos Bay
Revenues with Comparison to Budget
For the 11 Months Ending May 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 - Donation/Furniture	.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	.00	29,250.00	29,250.00	.00	100.0
07-000-340-0303	Federal Grants	.00	.00	1,000.00	1,000.00	.0
07-000-340-0900	Library Tax Base	.00	1,322,956.55	1,220,000.00	(102,956.55)	108.4
	Total Revenue From Other Agencies	.00	1,354,458.55	1,251,750.00	(102,708.55)	108.2
	Use Of Money & Property					
07-000-350-0100	Investment Interest Income	5,120.39	52,642.60	5,000.00	(47,642.60)	1052.9
	Total Use Of Money & Property	5,120.39	52,642.60	5,000.00	(47,642.60)	1052.9
	Current Services					
07-000-360-0100	Copies	341.07	3,655.06	6,000.00	2,344.94	60.9
07-000-360-1800	Library Fees	176.88	2,576.93	2,000.00	(576.93)	128.9
	Total Current Services	517.95	6,231.99	8,000.00	1,768.01	77.9
	Other Revenue					
07-000-380-0100	Miscellaneous	.00	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	23,922.69	26,000.00	2,077.31	92.0
07-000-380-0400	Reimbursements	.00	319.02	500.00	180.98	63.8
07-000-380-0900	Gifts, Donations & Memorials	489.88	30,399.02	10,000.00	(20,399.02)	304.0
	Total Other Revenue	2,664.67	65,199.17	36,600.00	(28,599.17)	178.1
	Total Fund Revenue	8,303.01	1,478,532.31	2,713,350.00	1,234,817.69	54.5

City of Coos Bay
Expenditures with Comparison to Budget
For the 11 Months Ending May 31, 2023

LIBRARY FUND

		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
	Expenditures					
	Personnel Services					
07-510-510-1001	Salaries	60,677.15	652,756.25	878,730.00	225,973.75	74.3
07-510-510-1003	PERS Retirement	15,057.01	158,150.73	212,896.00	54,745.27	74.3
07-510-510-1004	Employer Payroll Taxes	4,773.90	49,987.07	71,238.00	21,250.93	70.2
07-510-510-1005	Employee Insurance	10,906.70	149,080.88	215,867.00	66,786.12	69.1
07-510-510-1006	Unemployment	.00	.00	3,850.00	3,850.00	.0
07-510-510-1007	Workers Compensation Insurance	85.53	871.67	836.00	(35.67)	104.3
07-510-510-1008	Volunteer Workers Compensation	.00	.00	59.00	59.00	.0
	Total Personnel Services	91,500.29	1,010,846.60	1,383,476.00	372,629.40	73.1
	Materials & Services					
07-510-520-2005	Training,Meetings,Travel,Dues	2,374.96	9,845.79	7,000.00	(2,845.79)	140.7
07-510-520-2101	Utilities	2,592.91	22,689.35	37,000.00	14,310.65	61.3
07-510-520-2102	Telephone	1,555.14	15,129.37	20,000.00	4,870.63	75.7
07-510-520-2105	Advertising	455.00	5,916.17	20,000.00	14,083.83	29.6
07-510-520-2108	Contractual	28,918.15	90,849.68	110,000.00	19,150.32	82.6
07-510-520-2120	Insurance	.00	8,077.31	12,000.00	3,922.69	67.3
07-510-520-2122	Duplicating\Data Processing	738.06	8,771.79	8,000.00	(771.79)	109.7
07-510-520-2123	Printing	.00	.00	3,000.00	3,000.00	.0
07-510-520-2205	Office Supplies	271.28	3,497.62	7,000.00	3,502.38	50.0
07-510-520-2206	Postage	500.00	2,369.12	10,000.00	7,630.88	23.7
07-510-520-2225	Janitorial Supplies	176.73	1,948.77	3,500.00	1,551.23	55.7
07-510-520-2231	Small Equipment	1,186.08	24,327.45	38,000.00	13,672.55	64.0
07-510-520-2234	Grants	.00	33,165.70	12,400.00	(20,765.70)	267.5
07-510-520-2235	Library Supplies	64.14	5,634.94	14,000.00	8,365.06	40.3
07-510-520-2236	Library Books & Records	11,715.39	90,016.80	120,000.00	29,983.20	75.0
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	.00	2,201.36	2,500.00	298.64	88.1
07-510-520-2240	Library Books/Records (Restr)	.00	.00	50,000.00	50,000.00	.0
07-510-520-2241	Programming	898.00	7,898.94	40,850.00	32,951.06	19.3
07-510-520-2302	Office Equipment Rental	384.84	4,056.97	20,000.00	15,943.03	20.3
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	834.27	8,989.56	15,000.00	6,010.44	59.9
07-510-520-2305	Vehicle Maintenance/Fuel	222.80	712.48	7,000.00	6,287.52	10.2
07-510-520-2309	Building & Grounds Maintenance	7,382.38	47,837.18	50,000.00	2,162.82	95.7
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	1,716.70	27,442.20	1,000.00	(26,442.20)	2744.2
	Total Materials & Services	61,986.83	431,204.97	824,950.00	393,745.03	52.3
	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

City of Coos Bay
Expenditures with Comparison to Budget
For the 11 Months Ending May 31, 2023

LIBRARY FUND

		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
	Debt Service					
07-510-540-1000	Lease Principal	540.41	4,601.49	25,000.00	20,398.51	18.4
07-510-540-1100	Lease Interest	.00	.00	5,000.00	5,000.00	.0
	Total Debt Service	540.41	4,601.49	30,000.00	25,398.51	15.3
	Other Financing Uses					
07-510-560-6001	Contingency	.00	.00	164,924.00	164,924.00	.0
07-510-560-6002	Unappropriated Ending Fund Bal	.00	.00	250,000.00	250,000.00	.0
	Total Other Financing Uses	.00	.00	414,924.00	414,924.00	.0
	Total Expenditures	154,027.53	1,446,657.55	2,713,350.00	1,266,692.45	53.3
	Total Fund Expenditures	154,027.53	1,446,657.55	2,713,350.00	1,266,692.45	53.3
	Net Revenue Over Expenditures	(145,724.52)	31,874.76	.00	(31,874.76)	.0

City of Coos Bay	Detail Ledger - Month End Report for Library Period: 05/23 - 05/23	Page: 1 Jun 06, 2023 09:16AM

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			04/30/2023 (04/23) Balance	07-510-510-1001			592,079.10
05/20/2023	PC	9	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD		3,800.00		
05/20/2023	PC	86	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD		60,677.15		
05/20/2023	PC	87	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD			3,800.00-	
			05/31/2023 (05/23) Period Totals and Balance		64,477.15 *	3,800.00- *	652,756.25
YTD Encumbrance .00	YTD Actual 652,756.25	Total 652,756.25	YTD Budget 878,730.00	Unexpended 225,973.75			
Overtime			04/30/2023 (04/23) Balance	07-510-510-1002			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance .00	YTD Actual .00	Total .00	YTD Budget .00	Unexpended .00			
PERS Retirement			04/30/2023 (04/23) Balance	07-510-510-1003			143,093.72
05/23	CDPT		SUMMARY TOTALS FROM CDPT JOURNAL		10.50	.00	
05/20/2023	PB	109	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD		15,046.51		
			05/31/2023 (05/23) Period Totals and Balance		15,057.01 *	.00 *	158,150.73
YTD Encumbrance .00	YTD Actual 158,150.73	Total 158,150.73	YTD Budget 212,896.00	Unexpended 54,745.27			
Employer Payroll Taxes			04/30/2023 (04/23) Balance	07-510-510-1004			45,213.17
05/20/2023	PB	13	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD		305.90		
05/20/2023	PB	107	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD		4,773.90		
05/20/2023	PB	108	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD			305.90-	
			05/31/2023 (05/23) Period Totals and Balance		5,079.80 *	305.90- *	49,987.07
YTD Encumbrance .00	YTD Actual 49,987.07	Total 49,987.07	YTD Budget 71,238.00	Unexpended 21,250.93			
Employee Insurance			04/30/2023 (04/23) Balance	07-510-510-1005			138,174.18
05/20/2023	PB	106	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD		10,906.70		
05/20/2023	PC	111	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD		31.12		
05/20/2023	PC	112	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD			31.12-	
			05/31/2023 (05/23) Period Totals and Balance		10,937.82 *	31.12- *	149,080.88
YTD Encumbrance .00	YTD Actual 149,080.88	Total 149,080.88	YTD Budget 215,867.00	Unexpended 66,786.12			
Unemployment			04/30/2023 (04/23) Balance	07-510-510-1006			.00
			05/31/2023 (05/23) 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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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Workers Compensation Insurance			04/30/2023 (04/23) Balance	07-510-510-1007			786.14
05/31/2023	JE	56	Adjust W/C Insurance for Vacation Hours 05/23 Pay			4.67-	
05/20/2023	PB	105	PAYROLL TRANS FOR 5/20/2023 PAY PERIOD		90.20		
			05/31/2023 (05/23) Period Totals and Balance		90.20 *	4.67- *	871.67
YTD Encumbrance .00 YTD Actual 871.67 Total 871.67 YTD Budget 836.00 Unexpended (35.67)							
Volunteer Workers Compensation			04/30/2023 (04/23) Balance	07-510-510-1008			.00
			05/31/2023 (05/23) 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			04/30/2023 (04/23) Balance	07-510-510-1009			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00							
Meetings And Travel			04/30/2023 (04/23) Balance	07-510-520-2001			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00							
Memberships,dues,publications			04/30/2023 (04/23) Balance	07-510-520-2003			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00							
Training,Meetings,Travel,Dues			04/30/2023 (04/23) Balance	07-510-520-2005			7,470.83
05/02/2023	AP	779	Coos Bay Downtown Association		25.00		
04/22/2023	JE	34	RIVERHOUSE ON THE DESCHUTES, J.Knight, OL		783.32		
04/22/2023	JE	34	RIVERHOUSE ON THE DESCHUTES, J.Whitty, OL		783.32		
04/22/2023	JE	34	RIVERHOUSE ON THE DESCHUTES, B Buxton, O		783.32		
			05/31/2023 (05/23) Period Totals and Balance		2,374.96 *	.00 *	9,845.79
YTD Encumbrance .00 YTD Actual 9,845.79 Total 9,845.79 YTD Budget 7,000.00 Unexpended (2,845.79)							
Utilities			04/30/2023 (04/23) Balance	07-510-520-2101			20,096.44
05/08/2023	CD13	1	PACIFIC POWER 12447751-0018 LIBRARY		2,359.87		
04/25/2023	JE	21	CB NB Water Board, Water		233.04		
			05/31/2023 (05/23) Period Totals and Balance		2,592.91 *	.00 *	22,689.35
YTD Encumbrance .00 YTD Actual 22,689.35 Total 22,689.35 YTD Budget 37,000.00 Unexpended 14,310.65							
Telephone			04/30/2023 (04/23) Balance	07-510-520-2102			13,574.23
04/07/2023	AP	94	Asavie Technologies Inc		74.90		
04/12/2023	AP	187	USCC Services LLC		259.90		
05/08/2023	AP	521	Asavie Technologies Inc		74.90		
04/11/2023	JE	21	BROADVOICE, Telephone, Internet		730.83		
04/04/2023	JE	44	8x8, Service/Long Distance		142.47		
04/23/2023	JE	44	VERIZON, 576174385-00001 Library		272.14		
			05/31/2023 (05/23) Period Totals and Balance		1,555.14 *	.00 *	15,129.37
YTD Encumbrance .00 YTD Actual 15,129.37 Total 15,129.37 YTD Budget 20,000.00 Unexpended 4,870.63							
Advertising			04/30/2023 (04/23) Balance	07-510-520-2105			5,461.17
04/30/2023	AP	636	Sinclair Television Media Inc		455.00		
			05/31/2023 (05/23) Period Totals and Balance		455.00 *	.00 *	5,916.17

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount		Credit Amount		Balance
YTD Encumbrance		.00 YTD Actual	5,916.17 Total 5,916.17 YTD Budget	20,000.00 Unexpended	14,083.83				
Contractual			04/30/2023 (04/23) Balance	07-510-520-2108					61,931.53
03/15/2023	AP	52	Cardinal Services Inc.		65.28				
03/21/2023	AP	53	Cardinal Services Inc.		130.56				
03/22/2023	AP	54	Cardinal Services Inc.		65.28				
03/29/2023	AP	55	Cardinal Services Inc.		43.52				
03/30/2023	AP	56	Cardinal Services Inc.		152.32				
04/05/2023	AP	57	Cardinal Services Inc.		261.12				
04/20/2023	AP	92	C-N-B Security Inc		1,012.00				
04/05/2023	AP	249	Cardinal Services Inc.		348.16				
04/12/2023	AP	250	Cardinal Services Inc.		130.56				
04/12/2023	AP	251	Cardinal Services Inc.		146.88				
04/26/2023	AP	252	Cardinal Services Inc.		130.56				
05/03/2023	AP	255	Cardinal Services Inc.		195.84				
05/03/2023	AP	256	Cardinal Services Inc.		505.92				
05/10/2023	AP	407	Cardinal Services Inc.		65.28				
05/11/2023	AP	408	Cardinal Services Inc.		130.56				
01/20/2023	AP	422	C-N-B Security Inc		1,012.00				
01/28/2023	AP	423	C-N-B Security Inc		836.00				
02/03/2023	AP	424	C-N-B Security Inc		1,012.00				
02/10/2023	AP	425	C-N-B Security Inc		1,012.00				
02/17/2023	AP	426	C-N-B Security Inc		1,012.00				
02/19/2023	AP	427	C-N-B Security Inc		1,012.00				
03/29/2023	AP	428	C-N-B Security Inc		1,012.00				
04/27/2023	AP	429	C-N-B Security Inc		946.00				
05/05/2023	AP	430	C-N-B Security Inc		946.00				
05/07/2023	AP	431	C-N-B Security Inc		957.00				
05/08/2023	AP	486	North Bend Public Library		15,360.00				
05/09/2023	AP	633	Sprague Pest Solutions		176.55				
05/17/2023	AP	822	Cardinal Services Inc.		174.08				
05/05/2023	CD14	4	04/30/23 Xpress Bill Pay Support Fees/Forms Inv#		57.53				
04/18/2023	JE	42	CLOUDFLARE, Coos Bay Domain		9.15				
			05/31/2023 (05/23) Period Totals and Balance		28,918.15	*	.00	*	90,849.68
YTD Encumbrance		.00 YTD Actual	90,849.68 Total 90,849.68 YTD Budget	110,000.00 Unexpended	19,150.32				
Special Counsel			04/30/2023 (04/23) Balance	07-510-520-2114					.00
			05/31/2023 (05/23) Period Totals and Balance		.00	*	.00	*	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00				
Insurance			04/30/2023 (04/23) Balance	07-510-520-2120					8,077.31
			05/31/2023 (05/23) 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			04/30/2023 (04/23) Balance	07-510-520-2122					8,033.73
04/20/2023	AP	382	Coast to Coast Computer Products		309.96				
05/02/2023	AP	571	Xerox Corporation		184.96				
05/10/2023	AP	573	Xerox Corporation		11.81				
05/12/2023	AP	851	ODP Business Solutions LLC		165.44				
04/29/2023	JE	33	AMAZON, Printer Ink		65.89				
			05/31/2023 (05/23) Period Totals and Balance		738.06	*	.00	*	8,771.79
YTD Encumbrance		.00 YTD Actual	8,771.79 Total 8,771.79 YTD Budget	8,000.00 Unexpended	(771.79)				

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Printing			04/30/2023 (04/23) Balance	07-510-520-2123			.00
			05/31/2023 (05/23) 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			04/30/2023 (04/23) Balance	07-510-520-2128			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00							
Office Supplies			04/30/2023 (04/23) Balance	07-510-520-2205			3,226.34
04/24/2023	AP	651	ODP Business Solutions LLC		62.91		
04/04/2023	JE	21	PITNEY BOWES, Ink		132.79		
04/04/2023	JE	33	AMAZON, Key Tags		5.98		
04/21/2023	JE	33	AMAZON, Compressed Air		25.50		
04/29/2023	JE	33	AMAZON, Tape		44.10		
			05/31/2023 (05/23) Period Totals and Balance		271.28 *	.00 *	3,497.62
YTD Encumbrance .00 YTD Actual 3,497.62 Total 3,497.62 YTD Budget 7,000.00 Unexpended 3,502.38							
Postage			04/30/2023 (04/23) Balance	07-510-520-2206			1,869.12
04/25/2023	AP	47	Pitney Bowes Global Financial LLC		500.00		
			05/31/2023 (05/23) Period Totals and Balance		500.00 *	.00 *	2,369.12
YTD Encumbrance .00 YTD Actual 2,369.12 Total 2,369.12 YTD Budget 10,000.00 Unexpended 7,630.88							
Miscellaneous			04/30/2023 (04/23) Balance	07-510-520-2208			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00							
Data Processing Supplies			04/30/2023 (04/23) Balance	07-510-520-2224			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00							
Janitorial Supplies			04/30/2023 (04/23) Balance	07-510-520-2225			1,772.04
04/30/2023	AP	268	Bay Area Enterprises Inc.		176.73		
			05/31/2023 (05/23) Period Totals and Balance		176.73 *	.00 *	1,948.77
YTD Encumbrance .00 YTD Actual 1,948.77 Total 1,948.77 YTD Budget 3,500.00 Unexpended 1,551.23							
Small Equipment			04/30/2023 (04/23) Balance	07-510-520-2231			23,141.37
05/02/2023	AP	558	SC&AGE Inc.		19.00		
04/08/2023	JE	33	AMAZON, Staff Desks		318.98		
04/08/2023	JE	33	AMAZON, File Cabinets		436.98		
04/12/2023	JE	33	AMAZON, Fan		52.99		
04/15/2023	JE	33	AMAZON, Mouse Pads		12.78		
04/18/2023	JE	33	AMAZON, Telephones		98.00		
04/18/2023	JE	33	AMAZON, Ethernet Switch		59.49		
04/21/2023	JE	33	AMAZON, Telephone		59.98		
04/22/2023	JE	33	AMAZON, Chair Mats		137.98		
04/27/2023	JE	33	AMAZON, Printer Return			169.99-	
04/29/2023	JE	33	AMAZON, Printer		159.89		
			05/31/2023 (05/23) Period Totals and Balance		1,356.07 *	169.99- *	24,327.45
YTD Encumbrance .00 YTD Actual 24,327.45 Total 24,327.45 YTD Budget 38,000.00 Unexpended 13,672.55							

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Grants			04/30/2023 (04/23) Balance	07-510-520-2234			33,165.70
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	33,165.70
YTD Encumbrance .00 YTD Actual 33,165.70 Total 33,165.70 YTD Budget 12,400.00 Unexpended (20,765.70)							
Library Supplies			04/30/2023 (04/23) Balance	07-510-520-2235			5,570.80
04/04/2023	JE	33	AMAZON, Supplies, Library of Things		36.61		
04/15/2023	JE	33	AMAZON, Labels		27.53		
			05/31/2023 (05/23) Period Totals and Balance		64.14 *	.00 *	5,634.94
YTD Encumbrance .00 YTD Actual 5,634.94 Total 5,634.94 YTD Budget 14,000.00 Unexpended 8,365.06							
Library Books & Records			04/30/2023 (04/23) Balance	07-510-520-2236			78,301.41
04/11/2023	AP	32	Ingram		662.51		
04/11/2023	AP	33	Ingram		748.28		
04/11/2023	AP	34	Ingram		220.77		
04/13/2023	AP	35	Ingram		65.13		
04/17/2023	AP	36	Ingram		1,171.77		
04/18/2023	AP	37	Ingram		55.03		
04/19/2023	AP	38	Ingram		253.26		
04/20/2023	AP	39	Ingram		266.21		
03/23/2023	AP	81	Cengage Learning Inc.		61.58		
04/12/2023	AP	82	Cengage Learning Inc.		157.55		
04/19/2023	AP	166	Midwest Tape		56.71		
01/06/2023	AP	228	Ingram		442.88		
04/25/2023	AP	229	Ingram		151.08		
03/15/2023	AP	360	Cengage Learning Inc.		61.58		
04/26/2023	AP	399	Ingram		275.30		
04/26/2023	AP	400	Ingram		616.76		
05/02/2023	AP	401	Ingram		232.50		
05/02/2023	AP	402	Ingram		363.59		
04/27/2023	AP	487	Midwest Tape		19.99		
04/27/2023	AP	488	Midwest Tape		94.95		
04/30/2023	AP	489	Midwest Tape		1,469.99		
05/02/2023	AP	778	Center Point Large Print		143.22		
05/04/2023	AP	791	Ingram		29.31		
05/05/2023	AP	792	Ingram			27.49-	
05/05/2023	AP	793	Ingram		386.69		
05/09/2023	AP	794	Ingram		553.52		
05/09/2023	AP	795	Ingram		30.57		
05/04/2023	AP	826	Midwest Tape		165.17		
04/04/2023	JE	22	BAKER TAYLOR, Adult Books		46.61		
04/04/2023	JE	22	BAKER TAYLOR, Adult Books		65.48		
04/04/2023	JE	22	BAKER TAYLOR, YP Books		17.75		
04/04/2023	JE	22	BAKER TAYLOR, YP Books		110.99		
04/04/2023	JE	22	BAKER TAYLOR, YP Books		16.64		
04/03/2023	JE	33	AMAZON, Equipment, Library of Things		1,006.79		
04/05/2023	JE	33	AMAZON, Board Games		82.82		
04/05/2023	JE	33	AMAZON, Audio Books		29.86		
04/05/2023	JE	33	AMAZON, Board Games		30.19		
04/05/2023	JE	33	AMAZON, Equipment, Library of Things		122.95		
04/05/2023	JE	33	AMAZON, Music Cds		33.78		
04/05/2023	JE	33	AMAZON, Board Games		266.84		
04/05/2023	JE	33	AMAZON, Board Games		26.95		
04/06/2023	JE	33	AMAZON, Adult Dvds		19.04		
04/08/2023	JE	33	AMAZON, Adult Dvds		165.57		
04/09/2023	JE	33	AMAZON, Board Games		14.99		

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/10/2023	JE	33	AMAZON, Adult Dvds		19.99		
04/12/2023	JE	33	AMAZON, Collection Materials, YP		32.27		
04/13/2023	JE	33	AMAZON, Adult Dvds		13.22		
04/16/2023	JE	33	AMAZON, Adult Dvds		45.97		
04/19/2023	JE	33	AMAZON, Equipment, Library of Things		189.99		
04/21/2023	JE	33	AMAZON, Adult Dvds		197.45		
04/21/2023	JE	33	AMAZON, Adult Dvds		24.69		
04/22/2023	JE	33	AMAZON, Video Games		49.92		
04/22/2023	JE	33	AMAZON, Video Games		23.93		
04/23/2023	JE	33	AMAZON, Adult Dvds		190.75		
04/24/2023	JE	33	AMAZON, Adult Dvds		19.99		
04/24/2023	JE	33	AMAZON, Adult Books		95.60		
04/25/2023	JE	33	AMAZON, Adult Dvds		27.99		
04/26/2023	JE	33	AMAZON, Pre-order Price Drop, Adult Dvd			2.03-	
			05/31/2023 (05/23) Period Totals and Balance		11,744.91 *	29.52- *	90,016.80

YTD Encumbrance .00 YTD Actual 90,016.80 Total 90,016.80 YTD Budget 120,000.00 Unexpended 29,983.20

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Periodicals			04/30/2023 (04/23) Balance	07-510-520-2237			8,608.06
			05/31/2023 (05/23) 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

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Microfilm			04/30/2023 (04/23) Balance	07-510-520-2238			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
State Aid to Children - Books			04/30/2023 (04/23) Balance	07-510-520-2239			2,201.36
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	2,201.36

YTD Encumbrance .00 YTD Actual 2,201.36 Total 2,201.36 YTD Budget 2,500.00 Unexpended 298.64

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Library Books/Records (Restr)			04/30/2023 (04/23) Balance	07-510-520-2240			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget 50,000.00 Unexpended 50,000.00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Programming			04/30/2023 (04/23) Balance	07-510-520-2241			7,000.94
02/08/2023	AP	506	Museum of Natural and Cultural History		230.00		
04/09/2023	JE	33	AMAZON, Supplies, Adult Programs		13.99		
04/10/2023	JE	33	AMAZON, Supplies, Adult Programs		244.78		
04/12/2023	JE	33	AMAZON, Supplies, Adult Programs		95.40		
04/24/2023	JE	33	AMAZON, Supplies, Adult Programs		24.57		
04/26/2023	JE	33	AMAZON, Supplies, Adult Programs		73.46		
04/07/2023	JE	34	SAFEWAY, Supplies, Adult Programs		68.61		
04/10/2023	JE	34	FRED-MEYER, Supplies, Adult Programs		85.57		
04/18/2023	JE	34	SMORE.COM, Newsletter Platform		99.00		
04/18/2023	JE	34	APPLE.COM, Icloud Storage		.99		
04/19/2023	JE	34	FIRST BOOK, Books, Outreach		179.63		
04/22/2023	JE	34	BUZZSPROUT, Podcast Hosting		12.00		
05/17/2023	JE	41	R/C AP506 (5/23) Museum of Natural #UOMNCH-2			230.00-	
			05/31/2023 (05/23) Period Totals and Balance		1,128.00 *	230.00- *	7,898.94

YTD Encumbrance .00 YTD Actual 7,898.94 Total 7,898.94 YTD Budget 40,850.00 Unexpended 32,951.06

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Office Equipment Rental			04/30/2023 (04/23) Balance	07-510-520-2302			3,672.13

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/02/2023	AP	572	Xerox Corporation		125.24		
05/10/2023	AP	574	Xerox Corporation		119.90		
04/26/2023	JE	21	PITNEY BOWES LEASING, Postage Meter Rent		139.70		
			05/31/2023 (05/23) Period Totals and Balance		384.84 *	.00 *	4,056.97

YTD Encumbrance .00 YTD Actual 4,056.97 Total 4,056.97 YTD Budget 20,000.00 Unexpended 15,943.03

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Equipment Repairs/Replacement			04/30/2023 (04/23) Balance	07-510-520-2303			1,190.42
			05/31/2023 (05/23) 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

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Equipment Maintenance Contract			04/30/2023 (04/23) Balance	07-510-520-2304			8,155.29
05/01/2023	AP	70	Advantage Security LLC		39.85		
04/24/2023	AP	83	Bibliotheca LLC		794.42		
			05/31/2023 (05/23) Period Totals and Balance		834.27 *	.00 *	8,989.56

YTD Encumbrance .00 YTD Actual 8,989.56 Total 8,989.56 YTD Budget 15,000.00 Unexpended 6,010.44

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Vehicle Maintenance/Fuel			04/30/2023 (04/23) Balance	07-510-520-2305			489.68
05/16/2023	AP	827	CECO Inc		51.51		
04/18/2023	JE	34	CRESWELL 76, Fuel, Travel		22.30		
04/22/2023	JE	34	LES SCHWAB TIRES, Snow Chains		123.99		
04/22/2023	JE	34	CRESWELL 76, Fuel, Travel		25.00		
			05/31/2023 (05/23) Period Totals and Balance		222.80 *	.00 *	712.48

YTD Encumbrance .00 YTD Actual 712.48 Total 712.48 YTD Budget 7,000.00 Unexpended 6,287.52

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Furniture			04/30/2023 (04/23) Balance	07-510-520-2306			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Building & Grounds Maintenance			04/30/2023 (04/23) Balance	07-510-520-2309			40,454.80
04/10/2023	AP	1	Agri-Tech Design		266.00		
04/30/2023	AP	267	Bay Area Enterprises Inc.		4,053.35		
04/27/2023	AP	444	Kyle Electric		2,797.03		
05/01/2023	AP	455	Agri-Tech Design		266.00		
			05/31/2023 (05/23) Period Totals and Balance		7,382.38 *	.00 *	47,837.18

YTD Encumbrance .00 YTD Actual 47,837.18 Total 47,837.18 YTD Budget 50,000.00 Unexpended 2,162.82

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Furniture (restricted)			04/30/2023 (04/23) Balance	07-510-520-2310			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget 200,000.00 Unexpended 200,000.00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Reimbursable			04/30/2023 (04/23) Balance	07-510-520-2406			27.94
			05/31/2023 (05/23) 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

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Library Board			04/30/2023 (04/23) Balance	07-510-520-2424			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget 1,500.00 Unexpended 1,500.00

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Gifts, Donations & Memorials			04/30/2023 (04/23) Balance	07-510-520-2450			25,725.50
03/31/2023	AP	93	Apex Air Northwest LLC		200.00		
04/20/2023	AP	167	ORCCA		22.24		
04/20/2023	AP	168	ORCCA		14.00		
04/21/2023	AP	169	ORCCA		15.52		
04/25/2023	AP	170	ORCCA		4.16		
05/02/2023	AP	171	ORCCA		6.00		
05/01/2023	AP	357	City of Coos Bay - ESO		500.00		
05/04/2023	AP	583	ORCCA		28.64		
04/01/2023	JE	33	AMAZON, Supplies, YP Programs		13.99		
04/13/2023	JE	33	AMAZON, Supplies, YP Programs		16.99		
04/22/2023	JE	33	AMAZON, Books, Rotary		35.94		
04/25/2023	JE	33	AMAZON, Supplies, YP Programs		158.98		
04/27/2023	JE	33	AMAZON, Supplies, YP Programs		23.98		
04/28/2023	JE	33	AMAZON, Supplies, YP Programs		56.97		
04/29/2023	JE	33	AMAZON, Supplies, YP Programs		132.07		
04/29/2023	JE	33	AMAZON, Supplies, YP Programs		301.73		
04/11/2023	JE	34	JOANN STORES, Supplies, YA Programs		39.98		
04/19/2023	JE	34	APPLE.COM, YP Music		10.99		
04/22/2023	JE	34	COLIMA MARKET LLC, Supplies, YP Programs		63.98		
04/24/2023	JE	34	CHEFSTORE, Produce, Community Fridge		70.54		
			05/31/2023 (05/23) Period Totals and Balance		1,716.70 *	.00 *	27,442.20

YTD Encumbrance .00 YTD Actual 27,442.20 Total 27,442.20 YTD Budget 1,000.00 Unexpended (26,442.20)

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Bad Debt Expense			04/30/2023 (04/23) Balance	07-510-520-2500			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Computer Hardware & Software			04/30/2023 (04/23) Balance	07-510-530-3001			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Vehicles			04/30/2023 (04/23) Balance	07-510-530-3008			4.49
			05/31/2023 (05/23) 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

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Audio Visual Equipment			04/30/2023 (04/23) Balance	07-510-530-3022			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Library Equipment			04/30/2023 (04/23) Balance	07-510-530-3023			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Building Project			04/30/2023 (04/23) Balance	07-510-530-3118			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00

YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unexpended .00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Lease Principal			04/30/2023 (04/23) Balance	07-510-540-1000			4,061.08
05/22/2023	CD13	5	Enterprise Payment 583157A Inv#FBN4747977		540.41		
			05/31/2023 (05/23) Period Totals and Balance		540.41 *	.00 *	4,601.49

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	4,601.49 Total 4,601.49 YTD Budget	25,000.00 Unexpended	20,398.51		
Lease Interest			04/30/2023 (04/23) Balance	07-510-540-1100			.00
			05/31/2023 (05/23) 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			04/30/2023 (04/23) Balance	07-510-540-1200			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
Contingency			04/30/2023 (04/23) Balance	07-510-560-6001			.00
			05/31/2023 (05/23) 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			04/30/2023 (04/23) Balance	07-510-560-6002			.00
			05/31/2023 (05/23) 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			04/30/2023 (04/23) Balance	07-510-560-6003			.00
			05/31/2023 (05/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		

	Debit	Credit	Proof
Number of Transactions: 186 Number of Accounts: 57			
Total LIBRARY FUND:	158,598.73	4,571.20-	154,027.53
Number of Transactions: 186 Number of Accounts: 57 Grand Totals:	158,598.73	4,571.20-	154,027.53

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

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Coos Bay Public Library
Memorial Funds Checking Account
May 2023

BALANCE, April 30, 2023	$ 83,049.05
DEPOSITS:	
CB-NB Rotary-Books	$ 379.88
Cape Arago Audubon Society Donation	$ 50.00
TOTAL DEPOSITS	$ 429.88
ACCOUNT SUB TOTAL	$ 83,478.93
DISBURSEMENTS:	
City of Coos Bay-ESO/Title Wave	$ 500.00
South Coast Food Share/Produce-Community Fridge	$ 6.00
South Coast Food Share/Produce-Community Fridge	$ 28.64
South Coast Food Share/Produce-Community Fridge	$ 18.87
South Coast Food Share/Produce-Community Fridge	$ 11.52
South Coast Food Share/Produce-Community Fridge	$ 7.04
South Coast Food Share/Produce-Community Fridge	$ 12.40
South Coast Food Share/Produce-Community Fridge	$ 3.04
South Coast Food Share/Produce-Community Fridge	$ 20.24
Chefstore/Produce-Community Fridge	$ 16.90
Amazon/Books-Rotary	$ 239.60
Amazon/Supplies-YP Programs	$ 596.33
Dollar Tree, McKays, Domino's, OTC, McPhee	$ 400.25
TOTAL DISBURSEMENTS	$ 1,860.83
Balance May 31, 2023	**$ 81,618.10**
ACCOUNT SUMMARY:	
General Fund	$ 13,803.62
Friend's Children's Fund	$ (154.11)
Kenaston Estate Donation	$ -
Mallek Estate Memorial	$ 52,610.89
Jones Estate Donation	$ 7,272.59
ESD Bilingual Programming Donation	$ 69.69
Friends Library Purchases	$ 581.82
Rotary Donation	$ (275.54)
Coos Bay Library Foundation-Equipment	$ -
Mogan-CBPL Foundation	$ -
Community Fridge	$ 3,929.05
Coos Health & Wellness	$ (60.80)
Dollywood	$ 3,840.89
MEMORIAL ACCOUNT FUNDS TOTAL	**$ 81,618.10**

Librarian's Report

May 2023

PROGRAMS in April

Spanglish Conversation (2) - 5 people in attendance.

Craft Take Out – 47 kits distributed

Unlimited Book Club, a partnership with North Bend Public Library, had 7 participants.

ASL Practice Place – 7 participants

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

Story time (4) - 126 participants

Swords and Starships Podcast –4 new episodes, 202 downloads.

The Empire and Eastside pickup/drop off sites – This is done every Friday (except holidays). 597 people served in May.

Community Yoga – 6 participants

Read and Craft Book Club –8

Game Night – 21

Community Cooking – 33

Book Brunch – 4

Beginning Reader Book Club – 3

Baby Storytime (5) - 55

One on One appointments – 10

Proctoring – 2

Tide of the Toddlers – Birds – 36

Plant Swap – 62 people

Greiving and Healing in the Outdoors – 9

May the 4th Celebration – 40

Change Club – 36

Teen After Hours – 5

Free Comic Day – 50

Head Start Story Time – 38

Basics & Beyond Understanding Parkinson's - 24

The library provided access to wireless internet 14,386 times in May.

Miscellaneous

In May there were 4,976 county-wide checkouts on OverDrive. 835 circulations on hoopla in May with 26 new borrowers.

The Community Fridge served 1,042 people in May.

CBPL has partnered with OHSU to implement a two-year Rural Libraries and Walking Study to learn about the effects of a group-based walking program compared to the effects of the same walking program that is combined with teaching residents how to engage with local government to make walking easier in their communities. Librarian, Paul Addis, is leading this *Change Club* program and teaching a group of twenty community members to engage with local government to make walking easier in Coos Bay. The group meets once a week for 90 minutes, splitting the time between walking and discussing how we can improve walkability in our town. After six months, a peer leader will take over Paul's leadership role as the group implements their project to improve walkability for which they'll be given $5,000 (library was also given $5,000 to offset costs). So far, this group has met four times, embracing physical activity, social connections, and civic engagement. They have exciting ideas as to how they'll engage local stakeholders and community members to support and contribute to their project.

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	18	25	15	42	100	1404
May-23	17	25	11	45	98	1065
Jun-23	0	0	0	0		
Totals	0	0	0	0		

COOS BAY
PUBLIC LIBRARY

THE LATEST at COOS BAY PUBLIC LIBRARY
JUNE 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!

DUNGEONS & DRAGONS
LIMITED EVENT SERIES

5:00PM - 7:00PM in the Myrtlewood Room on Fridays June 9, 16, & 23

June 9: Miniature Painting
Strike fear into the hearts of your players with full color monsters! Minis and paint will be provided at event. *Registration Required.*

June 16: Introduction to Character Building
Learn to make your own unique character for your next adventure.

June 23: Advanced Game Master
Gain expertise to host D&D games for your friends and family.

SWORDS & STARSHIPS
JUNE LIBRARY PODCAST SCHEDULE

MINI EPISODE: HOT MOVIE TAGLINES! (06/02)
PRIDE & JUNETEENTH (06/09)
MINI EPISODE: WHERE WOULD YOU HAUNT? (06/16)
SPIRITED AWAY (2001) REVIEW (06/23)
MINI EPISODE: WHAT VIDEO GAME WOULD YOU LIVE IN? (06/30)

2023 SUMMER READING PROGRAM KICKS OFF
FIND YOUR VOICE AT COOS BAY PUBLIC LIBRARY

Summer is here and with it comes the Summer Reading Program! Kick off the season beginning June 19 by joining our bingo challenge to earn badges and a free commemorative t-shirt. Plus, you'll be entered to win amazing prizes each week you participate. We've been hard at work prepping events and ongoing art opportunities to explore in the library throughout the season. We want you to find new and exciting ways to learn and express yourself with our books, comics, games, music, movies, and more! Explore our extensive calendar of programs at www.coosbaylibrary.org/events

1/17 JUNE — ¡SPANGLISH! CONVERSATIONAL PROGRAM

5:00PM - 6:00PM ON ZOOM 06/01
10:30AM - 11:30 AM IN THE LIBRARY ON 06/17

3/4 JUNE — FRIENDS OF THE LIBRARY BOOK SALE

GET GREAT DEALS & SUPPORT YOUR LIBRARY

05/06 FROM 10:00AM* - 4:00PM & 05/07 FROM 12:00PM - 3:00PM
*9:00AM ADMITTANCE FOR FRIENDS OF THE LIBRARY MEMBERS

7 JUNE — STORYTIME IN THE LIBRARY

WEDNESDAYS IN JUNE

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

8 JUNE — COMMUNITY YOGA

WITH INSTRUCTOR KELLI BOSAK

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

9 JUNE — DUNGEONS & DRAGONS EVENTS

MINIATURE PAINTING *(REGISTRATION REQUIRED)*: JUNE 9
INTRODUCTION TO CHARACTER BUILDING: JUNE 16
ADVANCED GAME MASTER: JUNE 23

5:00PM - 7:00PM IN THE MYRTLEWOOD ROOM
AGES: TEENS, ADULTS, EVERYONE

10 JUNE — BOOK BRUNCH

THE RULES OF MAGIC BY ALICE HOFFMAN

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.

10 JUNE — GAME NIGHT

ENJOY FREE SNACKS AND GAMES FROM CBPL'S COLLECTION

5:00PM - 8:00PM IN THE MYRTLEWOOD ROOM. AGES: TEENS, ADULTS

14 JUNE — TEEN YOUTH CORPS ORIENTATION

SUMMER READING PROGRAM HELPERS NEEDED! GAIN LEADERSHIP EXPERIENCE AND EARN COMMUNITY SERVICE HOURS.

4:00PM - 6:00PM IN THE MYRTLEWOOD. AGES: 12-18
LEARN MORE ABOUT THE PROGRAM AND ENJOY PIZZA AND GAMES!

15 JUNE — CRAFT TAKEOUT

JUNE CRAFT: PAINTED TERRACOTTA POTS

AGES: TEEN, ADULT

15 JUNE — ASL PRACTICE PLACE

WITH INSTRUCTOR KANDY BERGQUIST
TOPIC: ASL VOCABULARY

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

15 JUNE — UNDERSTANDING TAXIDERMY

LEARN THE BASICS OF TAXIDERMY WITH ALEXA ORR

2:00PM - 3:30PM IN THE MYRTLEWOOD ROOM
AGES: TEEN, ADULT

15 JUNE — UNLIMITED BOOK CLUB

DAUGHTERS OF SMOKE AND FIRE BY AVA HOMA

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

17 JUNE — TIDE OF THE TODDLERS

NATURALISTS FROM THE SOUTH SLOUGH ARE VISITING FOR A SPECIAL ANIMAL THEMED STORYTIME! NATURE CRAFT INCLUDED

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

19 JUNE — FRUGAL LIVING: COUPONING AND ROCK-BOTTOM PRICES

LEARN THE INS AND OUTS OF CUTTING, SAVING, AND USING COUPONS AND LEARN HOW TO SHOP ROCK-BOTTOM PRICES!

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

20 JUNE — ART IN THE PARK

EXPRESS YOURSELF THROUGH NATURE-INSPIRED ART AT MINGUS PARK WITH CBPL AND COOS ART MUSEUM!

10:30AM – 12:00PM AT MINGUS PARK
AGES: KIDS, TODDLER, PRESCHOOL, SCHOOL AGE

22 JUNE — UNDERSEA ADVENTURE WITH WASHED ASHORE

LEARN MORE ABOUT THE WEIRD AND WONDERFUL OCEAN WITH WASHED ASHORE & CREATE A JELLYFISH TOY.

2:00PM - 3:00PM IN THE MYRTLEWOOD ROOM.
AGES: KIDS 4-12

22 JUNE — COMMUNITY COOKING WITH THE CO-OP

STARRING SWOCC YOGA INSTRUCTOR LINDA LAVERTY
THIS MONTH'S RECIPE: HOPPING JOHN SALAD

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

24 JUNE — STORYTIME AT THE CHARLESTON MARINE LIFE CENTER

STORYTIME HITS THE ROAD FOR A SPECIAL OCEAN-THEMED STORYTIME AT THE CHARLESTON MARINE LIFE CENTER!

10:00AM – 10:30AM AT THE CHARLESTON MARINE LIFE CENTER
AGES: INFANT, TODDLER, PRESCHOOL

24 JUNE — PLAN, SHOP, SAVE & COOK

LEARN SKILLS TO CREATE NUTRITIOUS MEALS WHILE SAVING MONEY AT THE GROCERY STORE!

12:00PM – 2:00PM IN THE MYRTLEWOOD ROOM
AGES: ADULT. PRE-REGISTRATION REQUIRED.
SECOND SESSION WILL BE HELD ON JUNE 1. ATTEND BOTH SESSIONS TO RECEIVE A FREE ELECTRIC SKILLET!

26 JUNE — READING MAGIC WITH JEFF EVANS

ENJOY AN AMAZING PERFORMANCE BY NOTED PACIFIC NORTHWEST MAGICIAN JEFF EVANS

6:30PM – 7:30PM AT THE MINGUS PARK AMPHITHEATER (EVENT WILL BE HELD IN THE MYRTLEWOOD IN THE EVENT OF RAIN)
AGES: KIDS, TWEENS, TEENS, ADULT, FAMILY

29 JUNE — TEA TASTING WITH TEAS, TINCTURES, & TONICS

ENJOY A SAMPLER OF LOCAL ARTISAN BLENDS

12:00PM – 2:00PM IN THE MYRTLEWOOD ROOM.
AGES: EVERYONE

29 JUNE — AUTHOR TALK WITH LIONEL YOUST

JOIN US FOR A PRESENTATION ON *TRAMP LOGGER*, A MEMOIR OF YOUST'S EXPERINCES WORKING IN 1950s LOGGING CAMPS

6:00PM – 7:30PM IN THE MYRTLEWOOD ROOM
AGES: EVERYONE

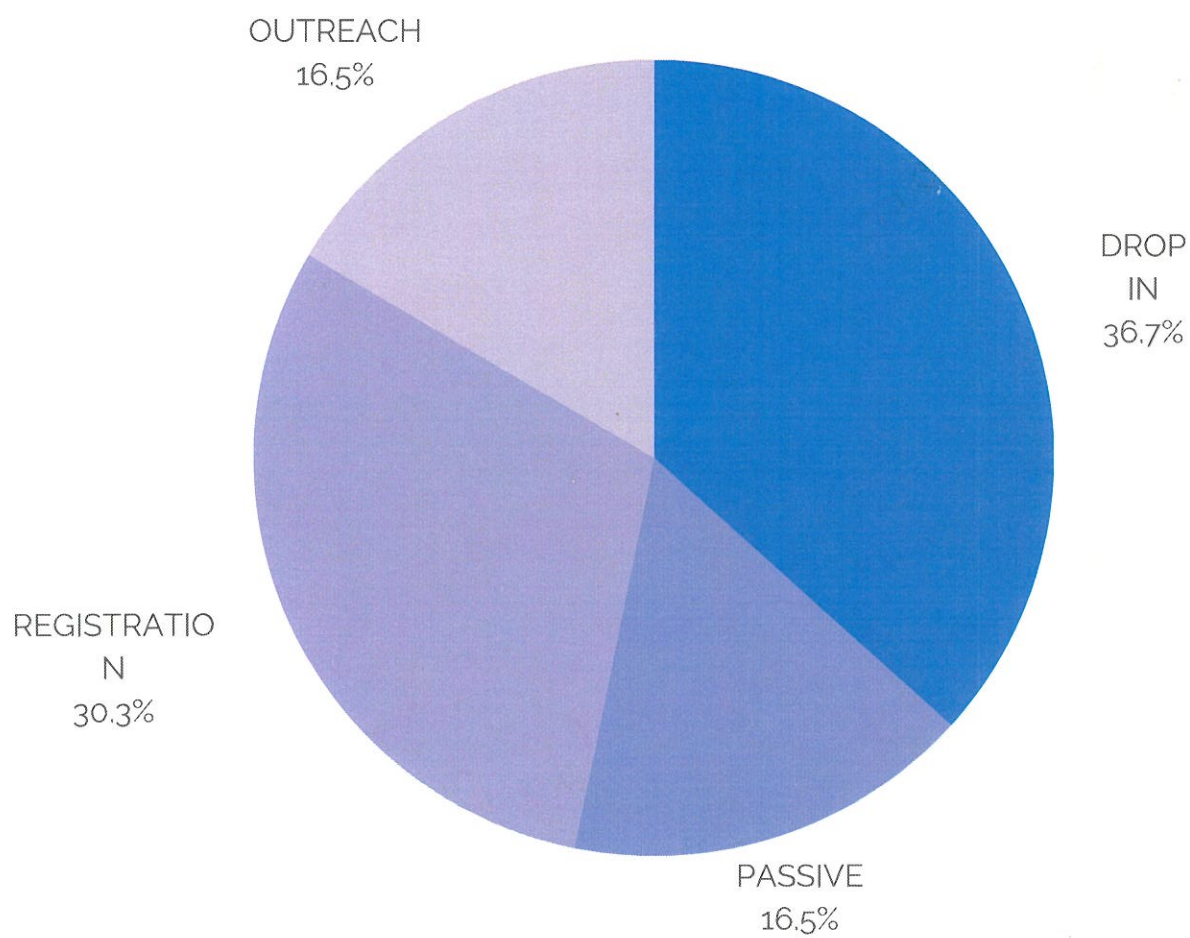
30 JUNE — ZINE WORKSHOP FOR TEENS & TWEENS

LEARN THE BASICS OF ZINE-MAKING INCLUDING FORMAT, FOLDING, MIXED MEDIA TECHNIQUES, & CONTENT CURATION

1:00PM – 3:00PM IN THE MYRTLEWOOD ROOM
AGES: TEENS & TWEENS 12-18

PROGRAM TYPES:

27 REOCURRING PROGRAMS TOTAL



PROGRAM TYPES

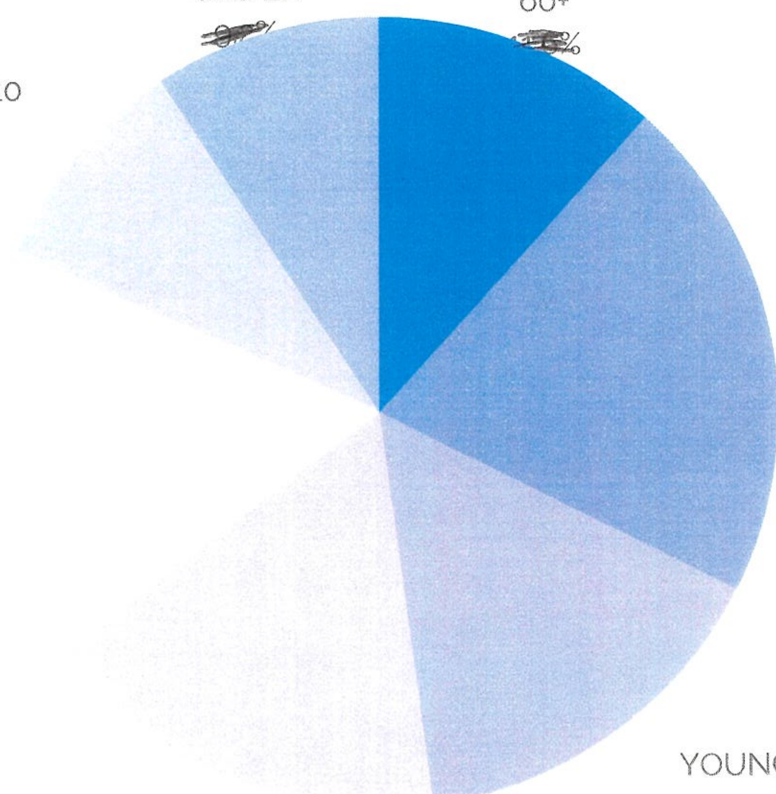
- DROP-IN: People can come and go.
- PASSIVE: Doesn't require a librarian presence.
- REGISTRATION:: Needs some sort of sign-up
- OUTREACH: Has a reach outside the library. Included Zoom events.

5-17-23

AGES:

27 REOCURRING PROGRAMS TOTAL

Programs that are geared towards "everybody" went into mulitple age groups



PROGRAMS PER AGE GROUP

- SENIORS: 9
- ADULTS: 16
- YOUNG ADULTS: 12
- TEENS: 13
- TWEENS/MIDDLE SCHOOL: 13
- KIDS: 7
- 6 & UNDER: 7