



LIBRARY BOARD OF TRUSTEES

CITY OF PALM SPRINGS, CALIFORNIA

www.palmspringslibrary.gov

ADJOURNED MEETING AGENDA

THURSDAY, MAY 19, 2022

5:30 P.M.

Pursuant to Assembly Bill 361, this meeting will be conducted by teleconference and there will be no in-person public access to the meeting location.

- To view/listen to the meeting live, please use the following link: <https://us02web.zoom.us/j/85958290008?pwd=cUV6NDJuTndZVk1TcEtYUeSWUdpQT09> or call 1-669-900-6833, Meeting ID: 859 5829 0008, Passcode: 090845
- Submit your public comment to the Library Board of Trustees electronically. Material may be emailed to jeannie.kays@palmspringsca.gov. Transmittal prior to the start of the meeting is required. Any correspondence received during or after the meeting will be distributed to the Board and retained for the official record.
- You may provide telephonic comments by calling the Library Director at (760) 322-8375 to be added to the public comment queue. At the appropriate time, a staff member will call you so that you may provide your public testimony to the Board.
- The meeting will be recorded, and the audio file will be available from the Office of the City Clerk and will be posted on the City's YouTube channel, as soon as practicable.

TRUSTEES

Ed McBride, Chair

Craig Borba, Ed. D., Vice-Chair

Juanita Garner, Trustee

David Norgard, Trustee

Al Jones, Treasurer

Palm Springs is an inclusive world-class city dedicated to providing excellent and responsive public services to enhance the quality of life for current and future generations.

Staff representative: Jeannie Kays, Director of Library Services, Palm Springs Public Library

I. CALL TO ORDER - ROLL CALL

- II. **ACCEPTANCE OF THE AGENDA:** In order to meet Brown Act requirements, items may be added to the agenda only upon decision by a majority of the Board of Directors to add the item because of a need for immediate action. This Agenda was available for public access at the City Hall exterior bulletin board (west side of Council Chamber), and City Clerk's office on or before 5:30 p.m., May 12, 2022. A courtesy posting of this Agenda can be found on the Library's website at www.palmspringslibrary.org. Pursuant to the Government Code Section 54957.5, the designated office for inspection of public records in connection with the public meeting of the Library Board of Trustees is the office of the City Clerk, City Hall, at 3200 East Tahquitz Canyon Way, Palm Springs, California.

Acceptance of Agenda:

Motion: Second: Approved: Opposed: Abstention Names(s):

III. PUBLIC COMMENTS: This time has been set aside for members of the public to address the Library Board of Trustees on Agenda items; and items of general interest within the subject matter within jurisdiction of the City. Although the Library Board of Trustees values your comments, pursuant to the Brown Act, it generally cannot take any action on items not listed on the posted Agenda. Three (3) minutes are assigned to each speaker.

IV. CONSENT AGENDA

- A. Meeting Minutes of March 2, 2022 (no meeting April 6, 2022)
- B. Library Statistics
- C. Donation Report

Acceptance of Consent Agenda:

Motion: Second: Approved: Opposed: Abstention Names(s):

V. ADMINISTRATIVE REPORTS

- A. Friends of the Palm Springs Library
- B. Palm Springs Public Library Foundation
- C. Library Staff

VI. TREASURERS REPORT

Acceptance of Treasurers Report:

Motion: Second: Approved: Opposed: Abstention Names(s):

VII. DISCUSSION/ACTION ITEMS

- A. Annual Report by Palm Springs Public Library Foundation (to be presented at meeting)

Motion: Second: Approved: Opposed: Abstention Names(s):

B. Library Foundation Request for Trust Funds and Discussion of Promissory Note

Motion: Second: Approved: Opposed: Abstention Names(s):

C. FY 22-23 Library Budget Proposal and Request for \$20,000 from Trust Fund

Motion: Second: Approved: Opposed: Abstention Names(s):

D. FY 22-23 Comprehensive Fee Schedule

Motion: Second: Approved: Opposed: Abstention Names(s):

VIII. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

IX. ADJOURNMENT: The meeting of the Library Board of Trustees will adjourn to its next regularly scheduled meeting at 5:30 p.m. on Wednesday, June 1, 2022 in the Large Conference Room at Palm Springs City Hall or virtually.

The Palm Springs Public Library Board of Trustees meets at 5:30 p.m. on the 1st Wednesday of every month, unless noted otherwise, virtually or in the Large Conference Room at Palm Springs City Hall, 3200 East Tahquitz Canyon Way, Palm Springs, CA.

THE PUBLIC IS INVITED TO PARTICIPATE

COMMITTEES:

STANDING:

ADVOCACY	MCBRIDE
BUDGET	JONES/MCBRIDE
BUILDINGS	BORBA
POLICIES/BYLAWS	GARNER/NORGARD


AD HOC:

FOUNDATION LIAISON	GARNER/MCBRIDE
FRIENDS LIAISON	BORBA
MEASURE J LIAISON	JONES

AFFIDAVIT OF POSTING

State of California)
County of Riverside) ss.
City of Palm Springs)

I, Jeannie Kays, Director of Library Services of the City of Palm Springs, California, hereby certify this Agenda was delivered to each member of the Library Board of Trustees, provided to all parties who have requested such notice, posted at City Hall before 5:30 p.m., on May 12, 2022, and posted on the City's website as required by established policies and procedures.



Jeannie Kays, MLIS
Director of Library Services

PUBLIC NOTICES

Pursuant to G.C. Section 54957.5(b)(2) the designated office for inspection of records in connection with the meeting is the Office of the Library Director, Palm Springs Public Library, 300 S. Sunrise Way. Complete Agenda Packets are available for public inspection at: Palm Springs Public Library. Agenda and staff reports are available on the City's website www.palmspringsca.gov. If you would like additional information on any item appearing on this agenda, please contact the Director of Library Services at (760) 322-8375.

It is the intention of the City of Palm Springs to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, If you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact Lisa Brock at 760-322-8387 to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

**PALM SPRINGS PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
MINUTES**

Palm Springs Public Library
Teleconference via Zoom

March 3, 2022

1. CALL TO ORDER

Chair McBride called the meeting to order at 5:31 p.m.

ROLL CALL

PRESENT

Craig Borba	Yes
Juanita Garner	Yes
Al Jones	Yes
Ed McBride	Yes
David Norgard	Yes

STAFF PRESENT: Jeannie Kays, Director of Library Services.

CITY STAFF PRESENT: Lisa Brock, Library Operations and Collection Manager; Julie Warren, Library Services and Public Relations Manager.

PUBLIC PRESENT: None.

2. ACCEPTANCE OF THE AGENDA:

MOTION: (Norgard/Borba, 5-0) To accept the agenda.

3. PUBLIC COMMENTS: None.

4. CONSENT AGENDA

MOTION: (Jones/Borba, 5-0) To approve the consent agenda.

4. A. Meeting Minutes of February 2, 2022

4. B. Library Statistics

4. C. Donation Report

5. ADMINISTRATIVE REPORTS

5. A. Friends of the Palm Springs Library

Julie Warren gave the report. The Friends had three events for Modernism Week: the house tour sold out, the lecture sold out, and they are still waiting for the final numbers for the dishware exhibit. The three authors of *Master of the Midcentury: The Architecture of William F. Cody* were at the Library on February 19, 2022, for a book signing. They also sold books at Cathy Cody's event at Seven Lakes Country Club. The Friends will be attending the One PS picnic.

5. B. Palm Springs Public Library Foundation

Chair McBride gave the report. The Foundation has completed of their strategic planning sessions with Library Strategies. The plan focuses on raising money for Capital Campaign projects.

5. C. Library Staff

Library reopened as of February 15, 2022.

Masks are required for unvaccinated.

Modernism Week events happened.

Infrastructure Grant Staff Report going to City Council March 10.

Budget prep time with the City.

Madonna tribute concert tonight.

AMP Tree planting event Saturday, March 12, 8-12

ONE-PS Picnic Saturday, March 19, 11-2. Friends & Foundation.

6. TREASURERS REPORT

Treasurer Jones gave the report. The Trust Fund received two gifts in February \$20,000 from Paul and Irene Scheibner Revocable Trust and a \$1 anonymous cash donation. The Trust Fund balance is \$1.881 million.

MOTION: (Borba/Jones, 4-0) To accept the Treasurer's report.

7. DISCUSSION/ACTION ITEMS

7. A. Update on Measure J Community Grant Application and Invitation to Present Library Priorities to Measure J Commission

Chair McBride gave the report. Chair McBride shared the presentation he gave to the Measure J Commission. Several commissioners and some of the City Council members said it was a great presentation and reminded them that the Library needs attention. Chair McBride feels the message got across and it's important to keep pressing it. The Commission was very interested in the grant that the Library is applying for. There are no funds available for this year besides the Community Grant the Board already applied for. Trustee Norgard thanked Chair McBride for make the presentation on the Boards behalf. The Commission asked if the Library is going to be remodeled or if there will be a new Library. Chair McBride told them that based on community input we know that the community wants the Library to stay at its current location but the decision to either remodel or build will be made in the next step of the process with input from professionals and the community. Trustee Garner asked what happened to the \$580,000 that was set aside for the Library before the pandemic. Director Kays said that when the City shut down due to COVID all funds were frozen but there is money in the 5-year plan for the Library. She believes there is nothing this year because they are working on projects that were scheduled for 2020 but got shut down. Treasurer Jones asked why they are holding on to the money if the City ended up with a surplus. Chair McBride said \$100,000 was to extend Library Strategies contract to begin work on the Library Program to help start the design of the building. He suggests delaying that project for a year. The other money was to begin the Frey building and he thinks the Board should ask for the money to be put back in to start the process. Director Kays said the money is included in the Measure J five-year plan: \$100,000 in year two and \$480,000 in year three. Treasurer Jones asked why we can't have the money reflected in our budget; Director Kays said it is not the Boards money it is Measure J's money. Treasurer Jones is still concerned because the City Council hasn't approved the Measure J budget, so this money is not guaranteed for the Library. Chair McBride suggested following up with the Chair of Measure J to see if next year's recommendation to City Council includes the money previously set aside for the Library.

7. B. Finance Investments Ad Hoc Committee Update-City Attorney response

Director Kays gave the report. The City Attorney said the finances of the City are for the City Treasurer and the City Council and not for the individual Boards. The Board should not invite investment firms to Board meetings as it is outside the purview of the Board's powers. The Board can however give or loan money to the Foundation without giving any restriction or input on how they invest it. Chair McBride said the Foundation has an investment policy and said they Foundation could give a presentation to the Board on how they would invest the money. Chair Borba suggested also giving money to the Friends to invest. Director Kays said that in addition to not specifying what other organizations do with the money the Board also can't ask for the earnings or make it a stipulation of the loan. If they are given a loan and sign a promissory note the original loan amount is all that's expected back. The other organizations can gift money to the Trust Fund but it's not a requirement. Chair McBride said the next step is to invite the Library Foundation to give their annual report and focus on how they have decided to invest their money.

8. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

None.

9. ADJOURNMENT

The March meeting adjourned at 7:04 p.m.

RESPECTFULLY SUBMITTED,



**Jeannie Kays
Director of Library Services**

April 2022 vs. April 2021

LIBRARY STATISTICS	2022	2021	%CHANGE
MATERIALS CHECKED OUT (Total)	25,317	13,389	89%
Print	12,609	5,101	147%
Media	7,823	3,584	118%
Electronics	64	7	-
Other (Downloadable & In-house)	4,821	4,697	3%
LIBRARY CARD REGISTRATIONS (Total)	192	135	42%
Palm Springs Resident	111	92	21%
California Resident	73	42	74%
Out of State and/or Fee Cards	8	1	700%
DOOR COUNT (Main)	9,151	0	-
DOOR COUNT (WMML)	2,379	0	-
PUBLIC COMPUTER SESSIONS (Main)	1,585	0	-
PUBLIC COMPUTER SESSIONS (WMML)	246	0	-
WiFi COMPUTER SESSIONS (Main)	1,120	181	519%
WiFi COMPUTER SESSIONS (WMML)	120	25	380%
NO. OF PASSPORTS PROCESSED	60	0	-
IN-PERSON PROGRAMMING (Total)	12	0	-
Pre-School	4	0	-
School Age	1	0	-
Family	1	0	-
Teen	3	0	-
Adult	3	0	-
IN-PERSON PROGRAM ATTENDANCE (Total)	614	0	-
Pre-School	56	0	-
School Age	5	0	-
Family	494	0	-
Teen	16	0	-
Adult	43	0	-
LIVE-VIRTUAL PROGRAMMING (Total)	5	23	-78%
Pre-School	0	12	-
School Age	0	1	-
Family	0	0	-
Teen	0	4	-
Adult	5	6	-17%
LIVE-VIRTUAL ATTENDANCE (Total)	55	74	-26%
Pre-School	0	0	-
School Age	0	0	-
Family	0	0	-
Teen	0	0	-
Adult	55	74	-26%
PRERECORDED PROGRAMMING (Total)	0	0	-
Pre-School	0	12	-
School Age	0	1	-
Family	0	0	-
Teen	0	0	-
Adult	0	0	-
ON-DEMAND VIEWS (Total)	0	171	-100%
Pre-School	0	89	-100%
School Age	0	6	-100%
Family	0	0	-
Teen	0	51	-

	Adult	0	25	-
SELF-DIRECTED ACTIVITIES (Total)		2	0	-
	Pre-School	0	0	-
	School Age	0	0	-
	Family	0	0	-
	Teen	2	0	-
	Adult	0	0	-
SELF-DIRECTED ACTIVITIES COMPLETED (Total)		32	0	-
	Pre-School	0	0	-
	School Age	0	0	-
	Family	0	0	-
	Teen	32	0	-
	Adult	0	0	-

March 2022 vs. March 2021

LIBRARY STATISTICS	2022	2021	%CHANGE
MATERIALS CHECKED OUT (Total)	27,333	15,177	80%
Print	13,274	5,836	127%
Media	8,590	3,826	125%
Electronics	39	0	-
Other (Downloadable & In-house)	5,430	5,515	-2%
LIBRARY CARD REGISTRATIONS (Total)	238	136	75%
Palm Springs Resident	111	69	61%
California Resident	98	64	53%
Out of State and/or Fee Cards	29	3	867%
DOOR COUNT (Main)	9,445	0	-
DOOR COUNT (WMML)	3,151	0	-
PUBLIC COMPUTER SESSIONS (Main)	1,585	0	-
PUBLIC COMPUTER SESSIONS (WMML)	246	0	-
WiFi COMPUTER SESSIONS (Main)	1,157	204	467%
WiFi COMPUTER SESSIONS (WMML)	146	37	295%
NO. OF PASSPORTS PROCESSED	86	0	-
IN-PERSON PROGRAMMING (Total)	22	0	-
Pre-School	10	0	-
School Age	1	0	-
Family	0	0	-
Teen	8	0	-
Adult	3	0	-
IN-PERSON PROGRAM ATTENDANCE (Total)	184	0	-
Pre-School	79	0	-
School Age	39	0	-
Family	0	0	-
Teen	31	0	-
Adult	35	0	-
LIVE-VIRTUAL PROGRAMMING (Total)	7	20	-65%
Pre-School	0	8	-
School Age	0	1	-
Family	0	0	-
Teen	0	5	-
Adult	7	6	17%
LIVE-VIRTUAL ATTENDANCE (Total)	90	71	27%
Pre-School	0	0	-
School Age	0	0	-

	Family	0	0	-
	Teen	0	0	-
	Adult	90	71	27%
PRERECORDED PROGRAMMING (Total)		0	0	-
	Pre-School	0	8	-
	School Age	0	1	-
	Family	0	0	-
	Teen	0	0	-
	Adult	0	0	-
ON-DEMAND VIEWS (Total)		0	177	-100%
	Pre-School	0	60	-100%
	School Age	0	25	-100%
	Family	0	0	-
	Teen	0	59	-
	Adult	0	33	-
SELF-DIRECTED ACTIVITIES (Total)		2	0	-
	Pre-School	0	0	-
	School Age	0	0	-
	Family	0	0	-
	Teen	2	0	-
	Adult	0	0	-
SELF-DIRECTED ACTIVITIES COMPLETED (Total)		35	0	-
	Pre-School	0	0	-
	School Age	0	0	-
	Family	0	0	-
	Teen	35	0	-
	Adult	0	0	-

BALANCE SHEET FOR 2022 11

FUND: 151 Library Endowment Fund				NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS					
151	10005	Operating Bank Account		-13,004.34	1,814,141.88
151	12105	Interest Receivable		.00	3,605.87
151	12300	Notes Receivable		-2,000.00	50,000.00
	TOTAL ASSETS			-15,004.34	1,867,747.75
FUND BALANCE					
151	29000	Fund Balance Unreserved		.00	-1,865,934.79
151	29310	Revenue Control		.00	-36,140.38
151	29315	Expenditure Control		15,004.34	34,327.42
151	29320	Budgetary FB Unreserved		.00	1,766,784.77
151	29325	Estimated Revenue		.00	25,075.00
151	29330	Appropriations		.00	-1,791,859.77
151	29335	Encumbrance Control		-15,004.34	10,936.04
151	29345	Budgetary FB Reserve for Encum		15,004.34	-10,936.04
	TOTAL FUND BALANCE			15,004.34	-1,867,747.75
TOTAL LIABILITIES + FUND BALANCE				15,004.34	-1,867,747.75

** END OF REPORT - Generated by Jeannie Kays **

ACCOUNT TRIAL BALANCE FOR FY22/FEB TO MAY

FUND 151

ACCOUNT	ACCOUNT NAME	ORG	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE		
PER	JNL	SRC	EFF DATE	REFERENCE					
151	10005								
Operating Bank Account		151	1,812,555.68						
8	220061	APP	02/03/22	020322	.00	1,894.28	-1,894.28		
8	220072	CRP	02/03/22		2,001.00	.00	106.72		
8	220092	CRP	02/07/22		25,000.00	.00	25,106.72		
8	220250	APP	02/17/22	021722	.00	3,959.31	21,147.41		
8	220275	CRP	02/17/22		1.00	.00	21,148.41		
8	220296	CRP	02/23/22		1,000.00	.00	22,148.41		
8	220354	CRP	02/28/22		79.99	.00	22,228.40		
9	220079	APP	03/03/22	030322	.00	7,461.47	14,766.93		
9	220102	CRP	03/03/22		105.00	.00	14,871.93		
9	220252	APP	03/17/22	031722	.00	1,261.15	13,610.78		
9	220273	CRP	03/15/22		2,000.00	.00	15,610.78		
9	220296	CRP	03/22/22		1.00	.00	15,611.78		
9	220491	GEN	03/03/22		.00	105.00	15,506.78		
10	220119	APP	04/14/22	041422	.00	918.24	14,588.54		
10	220157	CRP	04/19/22		2.00	.00	14,590.54		
11	220185	CRP	05/09/22		2,000.00	.00	16,590.54		
11	220236	APP	05/12/22	051222	.00	15,004.34	1,586.20		
					1,812,555.68	32,189.99	30,603.79	1,586.20	1,814,141.88
151	12105								
Interest Receivable		151	3,605.87						
			3,605.87	.00	.00	.00	3,605.87		
151	12300								
Notes Receivable		151	56,000.00						
8	220072	CRP	02/03/22	10110	.00	2,000.00	-2,000.00		
9	220273	CRP	03/15/22	10110	.00	2,000.00	-4,000.00		
11	220185	CRP	05/09/22	10110	.00	2,000.00	-6,000.00		
			56,000.00	.00	6,000.00	-6,000.00	50,000.00		
151	20010								
Accounts Payable Control		151	.00						
8	220033	API	02/03/22	B 632	.00	1,894.28	-1,894.28		
8	220061	APP	02/03/22	020322	1,894.28	.00	.00		
8	220124	API	02/17/22	B 683	.00	1,025.78	-1,025.78		
8	220130	API	02/17/22	B 689	.00	1,008.04	-2,033.82		
8	220133	API	02/17/22	B 692	.00	1,925.49	-3,959.31		
8	220250	APP	02/17/22	021722	3,959.31	.00	.00		
9	220001	API	03/03/22	B 742	.00	1,202.10	-1,202.10		
9	220009	API	03/03/22	B 744	.00	2,333.56	-3,535.66		
9	220040	API	03/03/22	B 772	.00	3,925.81	-7,461.47		
9	220079	APP	03/03/22	030322	7,461.47	.00	.00		
9	220192	API	03/17/22	B 832	.00	1,261.15	-1,261.15		
9	220252	APP	03/17/22	031722	1,261.15	.00	.00		
10	220021	API	04/14/22	B 905	.00	462.18	-462.18		
10	220022	API	04/14/22	B 907	.00	456.06	-918.24		
10	220119	APP	04/14/22	041422	918.24	.00	.00		
11	220171	API	05/12/22	B 1006	.00	10,000.00	-10,000.00		
11	220176	API	05/12/22	B 1007	.00	1,195.32	-11,195.32		
11	220178	API	05/12/22	B 1011	.00	55.92	-11,251.24		

ACCOUNT TRIAL BALANCE FOR FY22/FEB TO MAY

FUND 151

ACCOUNT	ACCOUNT NAME	ORG	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
PER	JNL	SRC EFF DATE REFERENCE					
11	220200	API 05/12/22 B 1022		.00	1,253.10	-12,504.34	
11	220203	API 05/12/22 B 1026		.00	2,500.00	-15,004.34	
11	220236	APP 05/12/22 051222 AP CASH DISBURSEMENTS JOURNA		15,004.34	.00	.00	
				.00	30,498.79	30,498.79	.00
151	29000	Fund Balance Unreserved	151	-1,865,934.79			
				-1,865,934.79	.00	.00	-1,865,934.79
151	29320	Budgetary FB Unreserved	151	1,766,784.77			
				1,766,784.77	.00	.00	1,766,784.77
151	29325	Estimated Revenue	151	75.00			
9	220124	BUA 03/08/22		25,000.00	.00	25,000.00	
				75.00	25,000.00	25,000.00	25,075.00
151	29330	Appropriations	151	-1,766,859.77			
9	220124	BUA 03/08/22		.00	25,000.00	-25,000.00	
				-1,766,859.77	.00	25,000.00	-25,000.00
151	29335	Encumbrance Control	151	26,171.37			
8	220033	POL 02/03/22 B 632		.00	1,894.28	-1,894.28	
8	220124	POL 02/17/22 B 683		.00	1,025.78	-2,920.06	
8	220130	POL 02/17/22 B 689		.00	1,008.04	-3,928.10	
8	220133	POL 02/17/22 B 692		.00	1,925.49	-5,853.59	
9	220001	POL 03/03/22 B 742		.00	1,202.10	-7,055.69	
9	220009	POL 03/03/22 B 744		.00	2,333.56	-9,389.25	
9	220040	POL 03/03/22 B 772		.00	3,925.81	-13,315.06	
9	220192	POL 03/17/22 B 832		.00	1,261.15	-14,576.21	
9	220426	POE 03/31/22		5,263.46	.00	-9,312.75	
9	220479	POM 03/31/22 101742 22000047 OVERDRIVE INC		10,000.00	.00	687.25	
10	220021	POL 04/14/22 B 905		.00	462.18	225.07	
10	220022	POL 04/14/22 B 907		.00	456.06	-230.99	
11	220171	POL 05/12/22 B 1006		.00	10,000.00	-10,230.99	
11	220176	POL 05/12/22 B 1007		.00	1,195.32	-11,426.31	
11	220178	POL 05/12/22 B 1011		.00	55.92	-11,482.23	
11	220200	POL 05/12/22 B 1022		.00	1,253.10	-12,735.33	
11	220203	POL 05/12/22 B 1026		.00	2,500.00	-15,235.33	
				26,171.37	15,263.46	30,498.79	-15,235.33
151	29345	Budgetary FB Reserve for Encum	151	-26,171.37			
8	220033	POL 02/03/22 B 632		1,894.28	.00	1,894.28	
8	220124	POL 02/17/22 B 683		1,025.78	.00	2,920.06	
8	220130	POL 02/17/22 B 689		1,008.04	.00	3,928.10	
8	220133	POL 02/17/22 B 692		1,925.49	.00	5,853.59	
9	220001	POL 03/03/22 B 742		1,202.10	.00	7,055.69	
9	220009	POL 03/03/22 B 744		2,333.56	.00	9,389.25	

ACCOUNT TRIAL BALANCE FOR FY22/FEB TO MAY

FUND 151

ACCOUNT						BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
PER	JNL	SRC	EFF DATE	REFERENCE	ORG					
9	220040	POL	03/03/22	B 772			3,925.81	.00		13,315.06
9	220192	POL	03/17/22	B 832			1,261.15	.00		14,576.21
9	220426	POE	03/31/22				.00	5,263.46		9,312.75
9	220479	POM	03/31/22	101742	22000047	OVERDRIVE INC	.00	10,000.00		-687.25
10	220021	POL	04/14/22	B 905			462.18	.00		-225.07
10	220022	POL	04/14/22	B 907			456.06	.00		230.99
11	220171	POL	05/12/22	B 1006			10,000.00	.00		10,230.99
11	220176	POL	05/12/22	B 1007			1,195.32	.00		11,426.31
11	220178	POL	05/12/22	B 1011			55.92	.00		11,482.23
11	220200	POL	05/12/22	B 1022			1,253.10	.00		12,735.33
11	220203	POL	05/12/22	B 1026			2,500.00	.00		15,235.33
						-26,171.37	30,498.79	15,263.46	15,235.33	-10,936.04
TOTALS FOR FUND 151										
Library Endowment Fund						6,226.76	133,451.03	137,864.83	-4,413.80	1,812.96

ACCOUNT TRIAL BALANCE FOR FY22/FEB TO MAY
 FUND 151

ACCOUNT					BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
ACCOUNT NAME	PER	JNL	SRC	EFF DATE REFERENCE					
				REPORT TOTALS	6,226.76	133,451.03	137,864.83	-4,413.80	1,812.96

ACCOUNT TRIAL BALANCE FOR FY22/FEB TO MAY

REPORT OPTIONS

```

Print (D)etail or (S)ummary:           D
Fiscal year-to-date version:          N
Reporting year:                        2022
Reporting from period:                 08 FEB      to 11 MAY
Journal detail from                   02/01/2022 to 05/12/2022
(B)alance sheet or (A)ll accounts:     A
Roll up projects to object level:      N
Omit zero balance accounts:            Y
Sort by 3 Org-Obj-Project
Print Org Code? (Y/N)                  Y
Print Fund Header and org/Obj          N
Include page break between funds       Y
Include page break between each        N
Print totals                            N
Print report options                    Y
Exclude fund balance YEC/AJE for prior years N

```

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Find Criteria
Field Name      Field value
Fund            151
Department
Division
Future
Character Code
Org
Object
Project
Account type    Balance sheet
Account status

```

** END OF REPORT - Generated by Jeannie Kays **

ALL LIBRARY EXPENDITURE ACCOUNTS

05/12/2022

LIBRARY TRUST FUND							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1514010	50005	Training Travel and Dues	3,750.00	0.00	0.00	3,750.00	0.00
1514010	50035	Materials and Supplies	52.81	0.00	0.00	52.81	0.00
1514010	50201	Future Library Projects	1,521,970.59	0.00	0.00	1,521,970.59	0.00
1514010	50202	Trust Fund Books	64,157.17	31,827.42	8,172.58	24,157.17	62.35
1514010	50203	Kropitzer Trust Donation	196,665.74	0.00	0.00	196,665.74	0.00
1514010	50207	PR Library Campaign	5,263.46	2,500.00	2,763.46	0.00	100.00
		Unallocated Funds	75,887.98			75,887.98	
		TOTAL	1,867,747.75	34,327.42	10,936.04	1,822,484.29	

ALL LIBRARY EXPENDITURE ACCOUNTS

05/12/2022

MAIN LIBRARY							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1004000	40000	Salaries Full Time	1,100,241.85	835,512.94	0.00	264,728.91	75.94
1004000	40002	Salaries Overtime	2,500.00	0.00	0.00	2,500.00	0.00
1004000	40008	Ex Salary Offset	0.00	0.00	0.00	0.00	0.00
1004000	40010	Leave Payoffs	20,574.98	32,165.77	0.00	-11,590.79	156.33
1004000	40020	Fringe Benefits	303,525.00	148,716.99	0.00	154,808.01	49.00
1004000	40045	Medical Insurance Withdrawal	0.00	4,575.00	0.00	-4,575.00	0.00
1004000	40050	RHS Health Benefit	13,800.00	9,137.50	0.00	4,662.50	66.21
1004000	40055	PERS Retirement Cost	390,993.06	289,655.96	0.00	101,337.10	74.08
1004000	40060	PERS - POB	36,645.00	27,483.75	0.00	9,161.25	75.00
1004000	40065	Workers' Compensation	53,461.00	40,095.75	0.00	13,365.25	75.00
1004000	40095	Medicare Insurance	15,748.33	12,760.85	0.00	2,987.48	81.03
1004000	40100	Retiree Health Benefit	127,029.00	95,271.75	0.00	31,757.25	75.00
1004000	40105	Contractual Services	115,710.18	70,690.62	0.00	45,019.56	61.09
1004000	50005	Training Travel and Dues	3,675.00	2,651.00	0.00	1,024.00	72.14
1004000	50030	Gas and Lubrications	5,000.00	3,406.04	0.00	1,593.96	68.12
1004000	50031	Communications	16,600.00	2,913.55	0.00	13,686.45	17.55
1004000	50035	Materials and Supplies	265,403.00	229,202.97	15,106.35	21,093.68	92.05
1004000	50055	Insurance	122,956.00	92,217.00	0.00	30,739.00	75.00
1004000	50105	Repairs and Maint General	88,200.00	79,591.31	0.00	8,608.69	90.24
1004000	50120	Facilities Maintenance Service	140,007.00	105,005.16	0.00	35,001.84	75.00
1004000	50126	Grants	16,213.80	8,813.19	7,257.25	143.36	99.12
1004000	50135	Administrative Benefits	12,649.95	9,487.47	0.00	3,162.48	75.00
1004000	50140	Printing	11,000.00	793.04	0.00	10,206.96	7.21
1004000	50145	Advertising	8,900.00	3,964.50	0.00	4,935.50	44.54
1004000	50200	Friends of the Library	24,215.92	21,265.17	0.00	2,950.75	87.81
		TOTAL	2,895,049.07	2,125,377.28	22,363.60	747,308.19	
WELWOOD MURRAY MEMORIAL LIBRARY							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1004005	40105	Contractual Services	85,800.00	96,511.40	0.00	-10,711.40	112.48
1004005	50015	Electricity	30,000.00	20,587.17	0.00	9,412.83	68.62
1004005	50020	Water	2,500.00	742.56	0.00	1,757.44	29.70
1004005	50030	Gas and Lubrications	5,000.00	0.00	0.00	5,000.00	0.00
1004005	50031	Communications	16,000.00	631.14	0.00	15,368.86	3.94
1004005	50038	Welwood Operations	30,025.00	19,277.09	2,425.00	8,322.91	72.28
		TOTAL	169,325.00	137,749.36	2,425.00	29,150.64	

PALM SPRINGS PUBLIC LIBRARY**2021-22 DONATIONS****LAST UPDATED FEBRUARY 22, 2022**

DATE	DONOR	AMOUNT	DESIGNATION
11/24/2021	RENEE GLICKMAN	\$ 75.00	
12/23/2021	LYNDA JARMAN	\$ 1,500.00	
1/28/2022	ANONYMOUS CASH DONATION	\$ 1.00	
2/7/2022	PAUL & IRENE SCHEIBNER REVOCABLE TRUST	\$ 25,000.00	
2/16/2022	RICHARD & LEEONA HOSTROP REVOCABLE TRUST	\$ 1,000.00	
2/28/2022	ANONYMOUS CASH DONATION	\$ 79.99	HOT SPOT PROGRAM
3/22/2022	ANONYMOUS CASH DONATION	\$ 1.00	
4/19/2022	ANONYMOUS CASH DONATION	\$ 2.00	
	TOTAL	\$ 27,658.99	



City of Palm Springs

Palm Springs Public Library

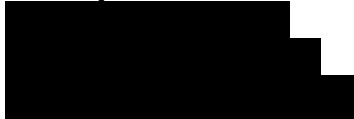
300 South Sunrise Way • Palm Springs, California 92262-7699

Tel: (760) 322-READ (7323) • Fax: (760) 327-5744

www.palmspringslibrary.org

February 24, 2022

Wesley A. Witt, Trustee



Dear Mr. Witt,

On behalf of the Palm Springs Public Library and the Library Board of Trustees, I want to thank you for your January 3, 2022 donation of \$25,000.00 from the Paul E. Scheibner and Irene M. Scheibner Revocable Trust.

With the generous support, such as yours, the Palm Springs Public Library can offer the community the type of programming and services necessary for improving the quality of life of our residents.

Please visit our website, www.palmspringslibrary.org to see the full variety of programs and services we provide to all Palm Springs Residents and Non-Residents. We cannot thank you enough for your donation.

With gratitude,

Jeannie Kays
Director of Library Services
Palm Springs Public Library
City of Palm Springs



City of Palm Springs

Palm Springs Public Library

300 South Sunrise Way • Palm Springs, California 92262-7699

Tel: (760) 322-READ (7323) • Fax: (760) 327-5744

www.palmspringslibrary.org

February 24, 2022

Holly Hostrop, Trustee



Dear Ms. Hostrop,

On behalf of the Palm Springs Public Library and the Library Board of Trustees, I want to thank you for your January 30, 2022 donation of \$1,000.00 from the Richard W. Hostrop and LeeOna S. Hostrop Revocable Trust. I would also like to send my condolences on the loss of both of your parents. They were so devoted to the Palm Springs Public Library and the Friends of the Library. Richard used to come in every week or two and check out an entire tub full of DVDs to watch. We miss seeing him.

With the generous support, such as yours, the Palm Springs Public Library can offer the community the type of programming and services necessary for improving the quality of life of our residents.

Please visit our website, www.palmspringslibrary.org to see the full variety of programs and services we provide to all Palm Springs Residents and Non-Residents. We cannot thank you enough for your donation.

With gratitude,

Jeannie Kays
Director of Library Services
Palm Springs Public Library
City of Palm Springs

AGREEMENT AND PROMISSORY NOTE

Borrower: PALM SPRINGS PUBLIC LIBRARY FOUNDATION, a California non-profit corporation

Lender: BOARD OF LIBRARY TRUSTEES, PALM SPRINGS PUBLIC LIBRARY, a municipal library board organized under Section 609 of the Palm Springs City Charter

Maturity Date: July 1, 2022

Interest Rate: One Quarter Percent (0.25%)

Principal Amount: \$80,000

Date of Note: June 30, 2020

FOR VALUE RECEIVED, the undersigned Palm Springs Public Library Foundation, a California non-profit corporation (“Maker”), with its principal place of business located at 300 South Sunrise Way, Palm Springs, California 92262, promises to pay to the Board of Library Trustees of the Palm Springs Public Library, a municipal library board organized under Section 609 of the Palm Springs City Charter (“Board”), located at 300 South Sunrise Way, Palm Springs, California 92262, or such place as the Board may, from time to time, designate by written notice to the Maker, the principal sum of Eighty Thousand Dollars (\$80,000), as set forth in this Promissory Note. This Promissory Note is made and given for the purpose of further providing “seed” funds for the start-up of the Foundation and the initial solicitations, receipt, and administration of funds and property, and to disburse such funds, property, and income to, or for the benefit of, the City of Palm Springs Public Library System in order to provide and enhance the free access to information, educational, cultural, and recreational materials and activities, and lifelong learning opportunities of its patrons. The principal sum is derived solely from Board’s Trust Funds and the Board specifically finds that the expenditure of these funds for the purposes provided in this Note are in furtherance of and consistent with policies and goals of the Board. The Maker acknowledges that the Note is funded from such Trust Funds and that these funds will only be used for the purposes described in this Note. The April 23, 2015 Agreement and Promissory Note between the Maker and the Board is hereby terminated by the parties.

1. Disbursements.

a. This Promissory Note is made to evidence the Board’s loan of Eighty Thousand Dollars (\$80,000) (hereafter, “Board Loan”). The Board Loan shall be deemed disbursed upon transfer of funds from the Board to the Foundation.

2. Term of Loan, Loan Payment, Right of Prepayment, and Annual Reports.

a. Maturity Date. All accrued interest, if any, and any remaining principal that is due shall be due and payable in full without any further demand or notice on July 1, 2022 (“Maturity Date”).

- b. Prepayment. This Promissory Note may be prepaid in whole or part without penalty or premium, but such prepayment shall not relieve Maker of its obligation to use the Board Loan for the purposes provided in this Agreement and Promissory Note.
- c. Reports. Maker shall provide monthly and annual reports on solicitation activities undertaken and revenues, including funds, assets, and properties received, and the disposition thereof, during each reporting period.

3. Security for Note; No Recourse.

- a. This Promissory Note is unsecured.
- b. The indebtedness evidenced by this Note shall be nonrecourse to the individual members of the Board of Directors of the Maker.

4. Costs Paid by Maker.

If Maker is adjudged to be in default, Maker agrees to pay the following costs incurred by the Board, or as adjudged by a court of competent jurisdiction: (a) reasonable costs, fees and expenses of collection, including attorneys' fees paid or incurred in connection with the collection or enforcement of this Promissory Note, whether or not suit is filed; and (b) costs, fees and expenses of suit in such sum as the court may adjudge reasonable, including attorneys' fees in any action to enforce payment of this Promissory Note.

5. Waiver.

Maker hereby waives diligence, presentment, protest and demand, notice of protest, dishonor and nonpayment of this instrument, and expressly agrees that, without in any way affecting the liability of Maker hereunder, the Board may extend any maturity date or the time for payment of any installment due hereunder, accept additional security, release any party liable hereunder or release any security now or hereafter securing this Promissory Note.

6. Indemnification.

Maker shall indemnify, defend, protect and hold the Board harmless from and against any and all loss, damage, liability, action, cause of action, cost or expense, including, without limitation, reasonable attorneys' fees and expenses incurred by the Board hereof, arising as a result of any (i) fraud or material misrepresentation by the Maker under or in connection with any solicitation, receipt, payment, or disbursement of the Board Loan under the terms of this Note; (ii) any waste or inappropriate use of all or a portion of the Board Loan; and (iii) losses resulting from Maker's use of the Board.


7. Loan Severability.

If any provision of this Promissory Note is determined by a court of competent jurisdiction to be void or unenforceable, such determination shall not affect any other provision of this instrument, and all other provisions hereof shall remain valid and in full force and effect.

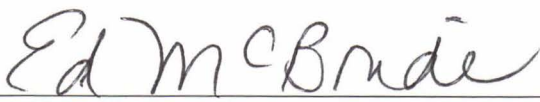
8. Non-Waiver.

No delay in demanding or failure to demand performance hereunder shall constitute a waiver by the Board hereof of its right to subsequently demand such performance or to exercise any other rights or remedies for any default hereunder. Further, in order to be effective, any waiver of any of the Board's rights and remedies hereunder shall be expressed in a writing signed by a duly appointed representative of the Board hereof.

MAKER: PALM SPRINGS PUBLIC LIBRARY FOUNDATION

By: 
David Sidley, President

BOARD: BOARD OF LIBRARY TRUSTEES
PALMS SPRINGS PUBLIC LIBRARY

By: 
Ed McBride, President



MEMORANDUM

DATE: May 12, 2022
SUBJECT: REQUEST TRUST FUND DONATION of \$20,000
TO: Library Board of Trustees
FROM: Jeannie Kays, Director of Library Services

Each year the Palm Springs Public Library requests annual support from the Library Trust Fund. Specifically, \$10,000 is requested from the Kropitzer Trust Donation account for nonfiction books, as one way in which we can spend funds from this earmarked donation. The balance in this account is \$196,665.74.

Palm Springs Public Library Trust Fund, to be used by the Palm Springs Public Library for the construction or setting aside of a quiet reading center for senior patrons in the main library or, if this is not feasible, for the purchase of nonfiction adult books written in English.

We are requesting an additional \$10,000 from the Future Library Projects account to be spent on eBooks, with an extra emphasis on purchasing additional nonfiction eBooks to bring more variety to the collection. We would like to reserve the right to request additional funds throughout the Fiscal Year as other projects may arise. The total being requested at this time is \$20,000.

A circulation statistics report is included, per your request for additional data. It includes circulation statistics for last Fiscal Year, 2020-21. A pre-COVID year comparison is included as well, 2018-19 to show how demand has shifted since the pandemic. We are seeing more demand for e-Books and e-audiobooks.

ItemCollectionName	2018-2019	2020-2021	2018-2019	2020-2021
			PERCENT OF CIRC	
Adult Graphic Novel	3,096	1,438	1%	1%
Audiobook	11,379	4,701	2%	2%
Biography	5,512	2,223	1%	1%
Blu-ray		1,853	0%	1%
Chromebook		4	0%	0%
DVD	135,949	33,919	27%	16%
Fiction	38,190	18,187	8%	9%
Foreign DVD	9,560	4,263	2%	2%
Geneology	30	12	0%	0%
Hot Off The Press	15,840	15,913	3%	8%
Hotspot		174	0%	0%
Juvenile Audiobook	259	100	0%	0%
Juvenile Bilingual	615	105	0%	0%
Juvenile Biography	623	122	0%	0%
Juvenile Board Book	8,469	2,445	2%	1%
Juvenile DVD	25,360	3,468	5%	2%
Juvenile Easy Reader	16,278	2,041	3%	1%
Juvenile Fiction	9,356	3,649	2%	2%
Juvenile Grab and Go Bag	47	19	0%	0%
Juvenile Graphic Novel	2,549	1,145	1%	1%
Juvenile Kits	145	0	0%	0%
Juvenile Magazine	217	22	0%	0%
Juvenile Music CD	934	147	0%	0%
Juvenile Non-Fiction	7,515	2,125	2%	1%
Juvenile Oversized Picture Book		5	0%	0%
Juvenile Picture Book	16,791	5,024	3%	2%
Juvenile Spanish Board Book		452	0%	0%
Juvenile Spanish DVD	320	24	0%	0%
Juvenile Spanish Easy Reader	2,186	338	0%	0%
Juvenile Spanish Fiction	377	69	0%	0%
Juvenile Spanish Non-Fiction	457	127	0%	0%
Juvenile Spanish Picture Books	1,208	329	0%	0%
Juvenile VOX Book	111	921	0%	0%
Large Print	11,486	5,367	2%	3%
Large Print Non-Fiction	1,193	673	0%	0%
Local Interest/Author	1,462	682	0%	0%
Magazine	4,581	683	1%	0%
Music CD	14,582	6,588	3%	3%
Mystery	22,998	12,598	5%	6%
Non-Fiction	44,927	16,741	9%	8%
Reference	39	33	0%	0%
Science Fiction	4,675	2,244	1%	1%
Spanish Audiobook	85	4	0%	0%
Spanish DVD	1,371	179	0%	0%
Spanish Fiction	902	263	0%	0%

Spanish Juvenile Music CD	36	0	0%	0%
Spanish Magazine	0	0	0%	0%
Spanish Multi-Media	13	0	0%	0%
Spanish Music CD	525	152	0%	0%
Spanish Non-Fiction	1,457	263	0%	0%
Teen Blu-ray		26	0%	0%
Teen DVD	796	141	0%	0%
Teen DVD Anime	1,513	62	0%	0%
Teen Fiction	3,350	1,406	1%	1%
Teen Graphic Novel	660	2,121	0%	1%
Teen Magazine	0	47	0%	0%
Teen Manga	3,204	0	1%	0%
Teen Non-Fiction	414	185	0%	0%
Television Series	37,946	14,248	8%	7%
E-Book	16,205	23,292	3%	11%
E-Audiobook	9,969	14,904	2%	7%
	497,762	208,266	100%	100%

SOME COMBINED CATEGORIES				
NONFICTION				
Biography	5,512	2,223		
Genealogy	30	12		
Local Interest/Author	1,462	682		
Reference	39	33		
Non-Fiction	44,927	16,741		
	51,970	19,691	10%	9%
FICTION				
Adult Graphic Novel	3,096	1,438		
Fiction	38,190	18,187		
Mystery	22,998	12,598		
Science Fiction	4,675	2,244		
	68,959	34,467	14%	17%
JUVENILE				
Juvenile Audiobook	259	100		
Juvenile Bilingual	615	105		
Juvenile Biography	623	122		
Juvenile Board Book	8,469	2,445		
Juvenile DVD	25,360	3,468		
Juvenile Easy Reader	16,278	2,041		
Juvenile Fiction	9,356	3,649		
Juvenile Grab and Go Bag	47	19		
Juvenile Graphic Novel	2,549	1,145		
Juvenile Kits	145	0		
Juvenile Magazine	217	22		
Juvenile Music CD	934	147		

Juvenile Non-Fiction	7,515	2,125		
Juvenile Oversized Picture Book		5		
Juvenile Picture Book	16,791	5,024		
Juvenile Spanish Board Book		452		
Juvenile Spanish DVD	320	24		
Juvenile Spanish Easy Reader	2,186	338		
Juvenile Spanish Fiction	377	69		
Spanish Juvenile Music CD	36	0		
Juvenile Spanish Non-Fiction	457	127		
Juvenile Spanish Picture Books	1,208	329		
Juvenile VOX Book	111	921		
	93,853	22,677	19%	11%
TEEN				
Teen Blu-ray		26		
Teen DVD	796	141		
Teen DVD Anime	1,513	62		
Teen Fiction	3,350	1,406		
Teen Graphic Novel	660	2,121		
Teen Magazine	0	47		
Teen Manga	3,204	0		
Teen Non-Fiction	414	185		
	9,937	3,988	2%	2%
ADULT DVD				
Blu-ray		1,853		
DVD	135,949	33,919		
Foreign DVD	9,560	4,263		
Television Series	37,946	14,248		
	183,455	54,283	37%	26%
E-BOOKS AND E-AUDIOBOOKS				
E-Book	16,205	23,292		
E-Audiobook	9,969	14,904		
	26,174	38,196	5%	18%

NEXT YEAR BUDGET HISTORICAL COMPARISON

PROJECTION: 20231 FY23 Projection for Original Budget FOR PERIOD 99

ACCOUNTS FOR:

General Fund		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1004000	GF Library							
1004000	40000	994,705.74	999,315.06	907,585.20	835,512.94	1,100,241.85	1,148,846.00	4.4%
1004000	40002	3,893.82	986.99	422.45	.00	2,500.00	1,768.00	-29.3%
1004000	40010	8,301.88	24,776.16	15,738.56	32,165.77	20,574.98	16,272.00	-20.9%
1004000	40020	181,282.89	189,153.81	196,684.78	148,716.99	303,525.00	318,701.00	5.0%
1004000	40045	4,200.00	4,500.00	2,325.00	4,575.00	.00	.00	.0%
1004000	40050	8,300.00	12,325.00	11,387.50	9,137.50	13,800.00	17,100.00	23.9%
1004000	40055	303,214.61	335,607.60	324,271.16	289,655.96	390,993.06	433,115.00	10.8%
1004000	40060	35,699.44	36,000.00	36,600.00	27,483.75	36,645.00	38,028.00	3.8%
1004000	40065	60,601.72	59,900.00	61,700.00	40,095.75	53,461.00	55,742.00	4.3%
1004000	40095	14,511.52	15,245.94	13,891.75	12,760.85	15,748.33	16,658.00	5.8%
1004000	40100	92,943.16	106,800.00	112,200.00	95,271.75	127,029.00	136,617.00	7.5%
1004000	40105	67,677.49	33,554.26	30,107.88	70,690.62	115,710.18	37,000.00	-68.0%
1004000	50005	5,215.16	17,323.33	1,312.00	2,651.00	3,675.00	14,000.00	281.0%
1004000	50030	.00	5,659.89	3,644.51	3,406.04	5,000.00	5,000.00	.0%
1004000	50031	24,030.79	25,385.68	4,748.44	2,913.55	16,600.00	28,400.00	71.1%
1004000	50035	347,221.65	296,599.40	193,168.83	242,322.43	265,403.00	399,225.00	50.4%
1004000	50055	41,868.00	70,600.00	73,200.00	92,217.00	122,956.00	121,454.00	-1.2%
1004000	50105	60,174.96	84,318.36	101,388.91	79,591.31	88,200.00	95,900.00	8.7%
1004000	50120	114,253.84	115,400.00	116,600.00	105,005.16	140,007.00	183,378.00	31.0%
1004000	50126	.00	.00	3,786.20	16,070.44	16,213.80	16,213.80	.0%
1004000	50135	8,804.00	11,300.00	11,600.00	9,487.47	12,649.95	13,282.44	5.0%
1004000	50140	12,292.54	10,562.45	191.20	793.04	11,000.00	18,000.00	63.6%
1004000	50145	11,000.00	8,735.60	1,428.00	3,964.50	8,900.00	8,900.00	.0%
1004000	50200	.00	.00	1,833.50	21,265.17	24,215.92	.00	-100.0%
TOTAL GF Library		2,400,193.21	2,464,049.53	2,225,815.87	2,145,753.99	2,895,049.07	3,123,600.24	7.9%
TOTAL General Fund		2,400,193.21	2,464,049.53	2,225,815.87	2,145,753.99	2,895,049.07	3,123,600.24	7.9%
GRAND TOTAL		2,400,193.21	2,464,049.53	2,225,815.87	2,145,753.99	2,895,049.07	3,123,600.24	7.9%

** END OF REPORT - Generated by Jeannie Kays **

NEXT YEAR BUDGET HISTORICAL COMPARISON

PROJECTION: 20231 FY23 Projection for Original Budget FOR PERIOD 99

ACCOUNTS FOR:

General Fund		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
1004005 GF Library-welwood								
1004005	40105	ContrServ	159,261.84	.00	63.62	96,511.40	85,800.00	107,177.00 24.9%
1004005	50015	Elect	34,208.41	23,057.54	19,869.22	20,587.17	30,000.00	30,000.00 .0%
1004005	50020	Water	2,519.89	1,756.35	1,032.32	742.56	2,500.00	2,500.00 .0%
1004005	50030	GasLub	4,251.75	4,867.59	.00	.00	5,000.00	5,000.00 .0%
1004005	50031	Commun	17,506.48	18,906.06	.00	631.14	16,000.00	16,000.00 .0%
1004005	50038	wlwdOp	18,121.27	16,115.19	.00	21,702.09	30,025.00	30,025.00 .0%
TOTAL GF Library-welwood			235,869.64	64,702.73	20,965.16	140,174.36	169,325.00	190,702.00 12.6%
TOTAL General Fund			235,869.64	64,702.73	20,965.16	140,174.36	169,325.00	190,702.00 12.6%
GRAND TOTAL			235,869.64	64,702.73	20,965.16	140,174.36	169,325.00	190,702.00 12.6%

** END OF REPORT - Generated by Jeannie Kays **



MEMORANDUM

DATE: May 12, 2022
 SUBJECT: UPDATE ON FY22-23 COMPREHENSIVE FEE SCHEDULE
 TO: Library Board of Trustees
 FROM: Jeannie Kays, Director of Library Services

Attached you will find the proposed FY22-23 Comprehensive Fee Schedule as presented to City Council as Item 2F on May 12, 2022. Fees saw an increase of 7.5% in accordance with the Consumer Price Index Adjustment. Several line items were streamlined for ease of viewing and payment processing.
 This item is informational only.

LIBRARY

The Library proposed the following amendments:

a. Welwood – Cornelia White Community Room Rental Rates:

- i. The “Room Rental” rate for a full day was revised due to the modification in the library’s hours of operation – the library was previously open for twelve (12) hours, and it is currently open for eight (8) hours. The fee was previously calculated for a full day at 12 hours and was formerly calculated as three times the base rate (which accounted for 4 hours).*
- ii. The FY 22/23 “Room Rental” rate for a half day at four (4) hours is \$237; and,*
- iii. The “Room Rental” rate for a full day has been revised to \$474 (which is double the half day rate, for a total of 8 hours).*

b. “Library – Atrium”:

- i. The “Attendant” fees have been included in the calculation of the room rental rates. The attendant fees were originally \$73 per hour..*
- ii. The “Room Rental” rate for a half day was revised to include the attendant fee – the base rate is \$237 plus the attendant fee of \$292 (\$73 x 4 hours), for a total of \$529.*
- iii. The “Room Rental” rate for a full day was revised due to the modification in the library’s hours of operation – the library was previously open for twelve (12) hours, and it is currently open for eight (8) hours. The fee was previously calculated for a full day at 12 hours and was formerly calculated as three times the base rate (which accounted for 4 hours).*
- iv. The FY 22/23 “Room Rental” rate for a full day has been revised to \$1,058 (which is double the half day rate, for a total of 8 hours).*

c. The “Municipal Alcohol Beverage” fee was revised to “Municipal Alcoholic Beverage”.

**CITY OF PALM SPRINGS
COMPREHENSIVE FEE SCHEDULE
LIBRARY**

DESCRIPTION	2021/2022	FY 22/23 CPI ADJ.	2022/2023 PROPOSED FEE (ROUNDED)	UNIT
CHARGES - PRINTERS / COPIERS				
COPIERS	\$0.25	\$0.019	\$0.25	PER COPY
MICROFILM / MICROFICHE.....	\$0.25	\$0.019	\$0.25	PER COPY
MICROFICHE	\$0.25	\$0.019	\$0.25	PER COPY
INTERNET PRINTING	\$0.25	\$0.02	\$0.25	PER PAGE
DAMAGE				
DAMAGE & CLEANING FEES FOR CASINGS				
AUDIO BOOK CASE	\$8.81	\$0.66	\$10	
CD & DVD CASE	\$2.20	\$0.17	\$3	
DAMAGE CHARGES	REPLACEMENT COST PLUS \$10.00 PROCESSING FEE			
BARCODE OR RFID TAGS REPLACEMENT FEE	\$1.10	\$0.08	\$1.00	
SLIGHT DAMAGE OR DEFACEMENT	\$5	\$0.40	\$5	PER ITEM
DAMAGED BEYOND REPAIR	REPLACEMENT COST PLUS \$10.00 PROCESSING FEE			
LOST (BOOKS, DVDS, CD, AUDIO BOOKS, HOTSPOTS, CHROMEBOOKS)	REPLACEMENT COST PLUS \$10.00 PROCESSING FEE			
LOST / DAMAGED ITEM IN SET	\$11	\$0.83	\$12	PER ITEM
DELIQUENT COLLECTION FEE	\$10	\$0.77	\$11	EACH ACCOUNT SENT TO COLLECTIONS
FEES AND CHARGES				
RESEARCH (GREATER THAN 20 MINUTES)	\$55	\$4.13	\$59	PER HOUR
COPIES FOR RESEARCH	\$6	\$0.41	\$6	
INTERLIBRARY LOAN REQUEST	\$5	-	\$5	PER REQUEST (BASED ON RIVERSIDE COUNTY FEE)
NON-PICKUP OF INTERLIBRARY LOANS (WITHIN 5 DAYS)	\$5	-	\$5	EACH (BASED ON RIVERSIDE COUNTY FEE)
REGISTRATION				
RESIDENT BORROWERS	FREE		FREE	
NON-RESIDENT BORROWERS				
ONE CARD FOR 1 MONTH	\$11	\$0.83	\$12	MONTHLY
ONE CARD FOR 3 MONTHS	\$22	\$1.65	\$24	
ONE CARD FOR 1 YEAR	\$33	\$2.48	\$36	
TWO CARDS FOR 1 YEAR *	\$44	\$3.30	\$48	
*FOR 2 ADULTS AT THE SAME ADDRESS				
REPLACEMENT CARD	\$1.10	\$0.08	\$1	PER CARD
THE LEARNING CENTER RENTAL**				
ROOM RENTAL (HALF DAY)	\$132	\$9.93	\$142	UP TO 4 HOURS
ROOM RENTAL (FULL DAY)	\$265	\$19.86	\$284	UP TO 8 HOURS
NON-PROFIT RATE	50%	-	50%	OF THE ABOVE FEE
PROCESSING FEE SET-UP	\$29	\$2.14	\$31	
<i>(Non-refundable/No discount for non-profits)</i>				
WELWOOD / CORNELIA WHITE COMMUNITY ROOM / WELWOOD RENTAL**				
ROOM RENTAL (HALF DAY)	\$220	\$16.52	\$237	UP TO 4 HOURS
ROOM RENTAL (FULL DAY) ROOM RATE	\$661	\$49.55	\$474	UP TO 12 HOURS
NON-PROFIT RATE (HALF DAY)	50%		50%	OF THE ABOVE FEE
NON-PROFIT RATES (FULL DAY)	50%		50%	Redundat - Covered in non profit rate, ab
PROCESSING FEE SET-UP	\$29	\$2.14	\$31	
<i>(Non-refundable/No discount for non-profits)</i>				

**CITY OF PALM SPRINGS
COMPREHENSIVE FEE SCHEDULE
LIBRARY**

DESCRIPTION	2021/2022	FY 22/23 CPI ADJ.	2022/2023 PROPOSED FEE (ROUNDED)	UNIT
LIBRARY - ATRIUM **				
ROOM RENTAL (HALF DAY)	\$220	\$16.50	\$529	UP TO 4 HOURS (INCLUDES ATTENDANT/SECURITY FEE)
ROOM RENTAL (FULL DAY) ROOM RATE	\$661	\$49.56	\$1,058	UP TO 8 HOURS (INCLUDES ATTENDANT/SECURITY FEE)
NON-PROFIT RATE (HALF DAY)	50%		50%	OF THE ABOVE FEE
NON-PROFIT RATES (FULL DAY)	50%		50%	Redundat - Covered in non profit rate, ab
PROCESSING FEE SET UP	\$28	\$2.07	\$31	
<i>(Non-refundable/No discount for non-profits)</i>				
ATTENDANT	\$68	\$5.06	\$73	PER HOUR - NOW INCLUDED IN RENTAL RATES
MUNICIPAL ALCOHOLIC BEVERAGE				
IN ADDITION TO FACILITY RENTAL FEE AND ANY APPLICABLE POLICE DEPARTMENT FEES				
ALCOHOLIC BEVERAGE FEE (HALF DAY) ROOM RENTAL	\$112	\$8.36	\$120	UP TO 4 HOURS
ALCOHOLIC BEVERAGE FEE (FULL DAY) ROOM RATE	\$223	\$16.73	\$240	UP TO 8 HOURS
NON-PROFIT RATE (HALF DAY)	50%		50%	OF THE ABOVE FEE
NON-PROFIT RATES (FULL DAY)	50%		50%	Redundat - Covered in non profit rate, ab
PROCESSING FEE SET UP	\$28	\$2.07	\$31	
<i>(Non-refundable/No discount for non-profits)</i>				

** CANCELLATION POLICY:
REFUNDABLE WITHIN 72 HOURS BEFORE SCHEDULED RENTAL OTHERWISE FEE IS FORFEITED AND DUE UPON RECEIPT OF INVOICE.