



LIBRARY BOARD OF TRUSTEES

CITY OF PALM SPRINGS, CALIFORNIA

www.palmspringslibrary.gov

REGULAR MEETING AGENDA WEDNESDAY, MARCH 6, 2024 5:30 P.M.

Meeting will be held in person at City Hall in the Large Conference Room.
3200 E. Tahquitz Canyon Way, Palm Springs, CA 92262.

Alternate Meeting Location:
8778 Airport Blvd. Houston, TX 77061

- To view/listen/participate in the meeting live, please use the following link: <https://us02web.zoom.us/j/85958290008?pwd=cUV6NDJuTndZVk1TcEtYUEdSWUdpQT09> or call 1-669-900-6833, Meeting ID: 859 5829 0008, Passcode: 090845
- Any person who wishes to provide public testimony for an item on the agenda is requested to sign in before the Public Testimony portion of the meeting.
- 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.
- 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

Craig Borba, Ed. D., Chair

Juanita Garner, Vice-Chair

Al Jones, Treasurer

David Norgard, Trustee

Deborah Schwarz, Trustee

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., February 28, 2024. A 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 January 3, 2024
- B. Library Statistics
- C. Donation Report
- D. Library Foundation Mid-Year 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. ACCEPT TWO VOLUNTEERS FOR 2024-25 FISCAL YEAR BUDGET AD-HOC SUBCOMMITTEE

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

B. DISCUSSION-LIBRARY RENOVATION UPDATES AND OUTREACH PLAN

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

C. LIBRARY FOUNDATION REQUEST TO ALLOCATE \$1 MILLION PREVIOUSLY SET ASIDE FOR THE LIBRARY RENOVATION TO BE DESIGNATED AS MATCHING FUNDS FOR THE FOUNDATION'S FUNDRAISING CAPITAL CAMPAIGN

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

VIII. COMMITTEE REPORTS

IX. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

X. ADJOURNMENT: The meeting of the Library Board of Trustees will adjourn to its next scheduled meeting at 5:30 p.m. on Wednesday, April 3, 2024.

The Palm Springs Public Library Board of Trustees meets at 5:30 p.m. on the 1st Wednesday of every month, unless noted otherwise.

THE PUBLIC IS INVITED TO PARTICIPATE

COMMITTEES:

STANDING:

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


AD HOC:

FOUNDATION LIAISON	JONES/SCHWARZ
FRIENDS LIAISON	BORBA/SCHWARZ
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 February 28, 2024, 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
City Hall Large Conference Room

January 3, 2024

1. CALL TO ORDER

Chair Borba called the meeting to order at 5:30 p.m.

ROLL CALL

PRESENT

Craig Borba	Yes
Juanita Garner	Yes
Al Jones	Yes
David Norgard	Yes
Deborah Schwarz	Yes

CITY STAFF PRESENT: Lisa Brock, Assistant Director of Library Services; Dena Button, Administrative Assistant; Teresa Gallavan, Assistant City Manager.

PUBLIC PRESENT: Christophe Blanchard, Terry Dean, Lolly Mitchell, David Schnee, Bill Wiley.

2. ACCEPTANCE OF THE AGENDA:

MOTION: (Jones/Schwarz, 5-0) To accept the agenda.

3. PUBLIC COMMENTS: Brad Anderson.

4. CONSENT AGENDA

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

4. A. Meeting Minutes of December 6, 2023.

4. B. Library Statistics

4. C. Donation Report

5. ADMINISTRATIVE REPORTS

5. A. Friends of the Palm Springs Library

Trustee Schwarz gave the report.

5. B. Palm Springs Public Library Foundation

Bill Wiley gave the report.

5. C. Library Staff

Assistant Director Brock gave the report.

6. TREASURER’S REPORT

Treasurer Jones gave the report.

MOTION: (Schwarz/Garner, 5-0) To accept the Treasurer's report.

7. DISCUSSION/ACTION ITEMS

7. A. PRESENTATION BY GROUP 4 ARCHITECTURE, RESEARCH + PLANNING, INC. AND CONSIDERATION OF SCOPE OF WORK FOR LIBRARY RENOVATION PROJECT

David Schnee gave the report.

MOTION: (Jones/Schwarz, 5-0) To accept the report and recommend project support to the City Council.

7. B. REQUEST TO RECEIVE \$3,000 DONATION AND ALLOCATE FUNDS FOR THE PURCHASE OF LIBRARY BOOKS

MOTION: (Garner/Jones, 5-0) To accept donation of \$3,000 to be used for the purchase of Library books.

8. COMMITTEE REPORTS

Treasurer Jones gave the Measure J report.

9. TRUSTEE/STAFF COMMENTS/FUTURE AGENDA ITEMS

None.

10. ADJOURNMENT

The January meeting adjourned at 6:13 p.m.

RESPECTFULLY SUBMITTED,



**Jeannie Kays
Director of Library Services**

December 2023 vs. December 2022

LIBRARY STATISTICS	2023	2022	%CHANGE
MATERIALS CHECKED OUT	28,464	25,163	13%
Print	12,948	12,844	1%
Media	8,893	8,451	5%
Electronics	52	57	-9%
Downloads & In-house	5,578	3,490	60%
LIBRARY CARD REGISTRATIONS	226	191	18%
Palm Springs Resident	105	87	21%
California Resident	98	80	23%
Out of State	23	24	-4%
DOOR COUNT	11,330	9,869	15%
DOOR COUNT (WMML)	2,487	3,017	-18%
COMPUTER SESSIONS	1,796	1,427	26%
COMPUTER SESSIONS (WMML)	266	455	-42%
WiFi SESSIONS	1,751	1,380	27%
WiFi SESSIONS (WMML)	169	810	-
PASSPORTS PROCESSED	40	19	111%
PROGRAMMING			
PRESCHOOL			
In Person Programs	0	4	-100%
Attendance	0	42	-100%
Self- Directed Programs	0	0	-
Self- Directed Completed	0	0	-
SCHOOL AGE			
Programs	0	1	-100%
Attendance	0	20	-100%
Self- Directed Programs	4	3	33%
Self- Directed Completed	425	350	21%
FAMILY			
Programs	1	11	-
Attendance	125	380	-
TEEN			
Programs	1	5	-80%
Attendance	19	45	-58%
Self- Directed Programs	4	2	100%
Self- Directed Completed	134	50	168%
ADULT			
Programs	11	6	83%
Attendance	209	70	199%
Virtual Programs	2	3	-33%
Virtual Attendance	17	52	-67%
Self- Directed Programs	0	1	-
Self- Directed Completed	0	334	-
TOTAL			
Programs	13	27	-52%
Attendance	353	557	-37%
Self- Directed Programs	8	3	167%
Self- Directed Completed	559	52	975%
Virtual Programs	2	6	-67%
Virtual Attendance	17	734	-98%

January 2024 vs. January 2023

LIBRARY STATISTICS	2023	2022	%CHANGE
MATERIALS CHECKED OUT	31,662	28,144	13%
Print	15,842	14,906	6%
Media	8,368	8,270	1%
Electronics	53	66	-20%
Downloads & In-house	5,973	4,119	45%
LIBRARY CARD REGISTRATIONS	377	191	97%
Palm Springs Resident	169	87	94%
California Resident	129	80	61%
Out of State	79	24	229%
DOOR COUNT	13,012	10,998	18%
DOOR COUNT (WMML)	2,780	2,989	-7%
COMPUTER SESSIONS	1,883	1,646	14%
COMPUTER SESSIONS (WMML)	329	435	-24%
WiFi SESSIONS	2,016	1,576	28%
WiFi SESSIONS (WMML)	160	149	-
PASSPORTS PROCESSED	61	44	39%
PROGRAMMING			
PRESCHOOL			
In Person Programs	6	3	100%
Attendance	88	56	57%
Self- Directed Programs	0	0	-
Self- Directed Completed	0	0	-
SCHOOL AGE			
Programs	5	2	150%
Attendance	215	51	322%
Self- Directed Programs	0	1	-100%
Self- Directed Completed	0	100	-100%
FAMILY			
Programs	0	6	-
Attendance	0	92	-
TEEN			
Programs	9	8	13%
Attendance	64	66	-3%
Self- Directed Programs	0	1	-100%
Self- Directed Completed	0	15	-100%
ADULT			
Programs	14	6	133%
Attendance	380	79	381%
Virtual Programs	3	3	0%
Virtual Attendance	50	42	19%
Self- Directed Programs	0	0	-
Self- Directed Completed	0	0	-
TOTAL			
Programs	34	25	36%
Attendance	747	344	117%
Self- Directed Programs	0	3	-100%
Self- Directed Completed	0	42	-100%
Virtual Programs	3	2	50%
Virtual Attendance	50	115	-57%

BALANCE SHEET FOR 2024 6

FUND: 151 Library Endowment Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
151	10005	Operating Bank Account	15,885.85	1,854,324.68
151	10006	Cash - Fair Market Value Adj	.00	-44,751.18
	TOTAL ASSETS		15,885.85	1,809,573.50
FUND BALANCE				
151	29000	Fund Balance Unreserved	.00	-1,788,436.89
151	29310	Revenue Control	-15,885.85	-21,787.66
151	29315	Expenditure Control	.00	651.05
151	29320	Budgetary FB Unreserved	.00	1,681,176.24
151	29325	Estimated Revenue	.00	37,000.00
151	29330	Appropriations	.00	-1,718,176.24
151	29335	Encumbrance Control	.00	11,330.20
151	29345	Budgetary FB Reserve for Encum	.00	-11,330.20
	TOTAL FUND BALANCE		-15,885.85	-1,809,573.50
	TOTAL LIABILITIES + FUND BALANCE		-15,885.85	-1,809,573.50

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

ACCOUNT TRIAL BALANCE FOR FY24/JUL TO DEC
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	1,828,928.27						
1	240105	APP	07/06/23	070623	.00	750.39	-750.39		
1	240352	CRP	07/25/23		35.00	.00	-715.39		
1	240484	GNI	07/01/23		2,278.92	.00	1,563.53		
1	240484	GNI	07/01/23		5,010.19	.00	6,573.72		
1	240484	GNI	07/01/23		.00	7,289.11	-715.39		
2	240241	APP	08/17/23	081723	.00	590.89	-1,306.28		
3	240183	APP	09/14/23	091423	.00	60.16	-1,366.44		
3	240443	GEN	09/30/23	Q1 INT	10,877.00	.00	9,510.56		
6	240277	CRP	12/13/23		3,000.00	.00	12,510.56		
6	240409	GEN	12/31/23	Q2 INT	12,885.85	.00	25,396.41		
					1,828,928.27	34,086.96	8,690.55	25,396.41	1,854,324.68
151	10006								
	Cash - Fair Market Value Adj	151	-44,751.18						
					.00	.00	.00	-44,751.18	
151	12105								
	Interest Receivable	151	5,010.19						
1	240484	GNI	07/01/23	Rvrs Acc Int Rec FY23	.00	5,010.19	-5,010.19		
					5,010.19	.00	-5,010.19	.00	
151	20010								
	Accounts Payable Control	151	-750.39						
1	240105	APP	07/06/23	070623	750.39	.00	750.39		
2	240107	API	08/17/23	B 2650	.00	590.89	159.50		
2	240241	APP	08/17/23	081723	590.89	.00	750.39		
3	240112	API	09/14/23	B 2717	.00	60.16	690.23		
3	240183	APP	09/14/23	091423	60.16	.00	750.39		
					-750.39	1,401.44	651.05	750.39	.00
151	29000								
	Fund Balance Unreserved	151	-1,788,436.89						
					.00	.00	.00	-1,788,436.89	
151	29320								
	Budgetary FB Unreserved	151	.00						
1	240469	BUA	07/01/23	2024 B	1,981.25	.00	1,981.25		
1	240470	BUC	07/01/23	2024 B	1,679,194.99	.00	1,681,176.24		
					.00	1,681,176.24	.00	1,681,176.24	
151	29325								
	Estimated Revenue	151	.00						
1	240470	BUC	07/01/23	2024 B	37,000.00	.00	37,000.00		
					.00	37,000.00	.00	37,000.00	
151	29330								
	Appropriations	151	.00						
1	240469	BUA	07/01/23	2024 B	.00	1,981.25	-1,981.25		
1	240470	BUC	07/01/23	2024 B	.00	1,716,194.99	-1,718,176.24		

ACCOUNT TRIAL BALANCE FOR FY24/JUL TO DEC
 FUND 151

ACCOUNT							BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE	
ACCOUNT NAME	PER	JNL	SRC	EFF DATE	REFERENCE	ORG						
151			29335				.00	.00	1,718,176.24	-1,718,176.24	-1,718,176.24	
Encumbrance Control						151	1,981.25					
1	240149	POE		07/31/23				10,000.00	.00	10,000.00		
2	240107	POL	08/17/23	B	2650			.00	590.89	9,409.11		
3	240112	POL	09/14/23	B	2717			.00	60.16	9,348.95		
							1,981.25	10,000.00	651.05	9,348.95	11,330.20	
151			29345				-1,981.25					
Budgetary FB Reserve for Encum						151		.00	10,000.00	-10,000.00		
1	240149	POE		07/31/23				590.89	.00	-9,409.11		
2	240107	POL	08/17/23	B	2650			60.16	.00	-9,348.95		
3	240112	POL	09/14/23	B	2717							
							-1,981.25	651.05	10,000.00	-9,348.95	-11,330.20	
TOTALS FOR FUND 151												
Library Endowment Fund								.00	1,764,315.69	1,743,179.08	21,136.61	21,136.61

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 06

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE	
151	10005	Operating Bank Account								
							SOY BALANCE	1,828,928.27		
24/01	240105 07/06/23	APP	070623				-750.39	1,828,177.88		
24/01	240352 07/25/23	CRP					35.00	1,828,212.88		
24/01	240484 07/01/23	GNI					2,278.92	1,830,491.80		
24/01	240484 07/01/23	GNI					5,010.19	1,835,501.99		
24/01	240484 07/01/23	GNI					-7,289.11	1,828,212.88		
24/02	240241 08/17/23	APP	081723				-590.89	1,827,621.99		
24/03	240183 09/14/23	APP	091423				-60.16	1,827,561.83		
24/03	240443 09/30/23	GEN	Q1 INT Q1 INT ALL Q1 INT ALLOC				10,877.00	1,838,438.83		
24/06	240277 12/13/23	CRP					3,000.00	1,841,438.83		
24/06	240409 12/31/23	GEN	Q2 INT Q2 INT ALL Q2 INT ALLOC				12,885.85	1,854,324.68		
	LEDGER BALANCES	---	DEBITS:	1,863,015.23	CREDITS:	-8,690.55	NET:	1,854,324.68		
151	10006	Cash - Fair Market Value Adj								
							SOY BALANCE	-44,751.18		
	LEDGER BALANCES	---	DEBITS:	.00	CREDITS:	-44,751.18	NET:	-44,751.18		
151	10299	Unrealized Investments								
							SOY BALANCE	.00		
	LEDGER BALANCES	---	DEBITS:	.00	CREDITS:	.00	NET:	.00		
151	12105	Interest Receivable								
							SOY BALANCE	5,010.19		
24/01	240484 07/01/23	GNI					-5,010.19	.00		
	LEDGER BALANCES	---	DEBITS:	5,010.19	CREDITS:	-5,010.19	NET:	.00		
151	20010	Accounts Payable Control								
							SOY BALANCE	-750.39		
24/01	240105 07/06/23	APP	070623				750.39	.00		
24/02	240107 08/17/23	API	B 2650				-590.89	-590.89		
24/02	240241 08/17/23	APP	081723				590.89	.00		
24/03	240112 09/14/23	API	B 2717				-60.16	-60.16		
24/03	240183 09/14/23	APP	091423				60.16	.00		
	LEDGER BALANCES	---	DEBITS:	1,401.44	CREDITS:	-1,401.44	NET:	.00		

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 06

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
151	29000	Fund Balance Unreserved							
						SOY BALANCE		-1,788,436.89	
24/00	240002 07/01/23	SOY					-1,981.25	-1,788,436.89	
	LEDGER BALANCES	---	DEBITS:	.00	CREDITS:	-1,788,436.89	NET:	-1,788,436.89	
151	29310	Revenue Control							
						SOY BALANCE		.00	
24/01	240352 07/25/23	CRP					-35.00	-35.00	
24/01	240484 07/01/23	GNI					5,010.19	4,975.19	
24/03	240443 09/30/23	GEN Q1 INT Q1 INT ALL Q1 INT ALLOC					-10,877.00	-5,901.81	
24/06	240277 12/13/23	CRP					-3,000.00	-8,901.81	
24/06	240409 12/31/23	GEN Q2 INT Q2 INT ALL Q2 INT ALLOC					-12,885.85	-21,787.66	
	LEDGER BALANCES	---	DEBITS:	5,010.19	CREDITS:	-26,797.85	NET:	-21,787.66	
151	29315	Expenditure Control							
						SOY BALANCE		.00	
24/02	240107 08/17/23	API B 2650					590.89	590.89	
24/03	240112 09/14/23	API B 2717					60.16	651.05	
	LEDGER BALANCES	---	DEBITS:	651.05	CREDITS:	.00	NET:	651.05	
151	29320	Budgetary FB Unreserved							
						SOY BALANCE		.00	
24/01	240469 07/01/23	BUA 2024 B					1,981.25	1,981.25	
24/01	240470 07/01/23	BUC 2024 B					1,679,194.99	1,681,176.24	
	LEDGER BALANCES	---	DEBITS:	1,681,176.24	CREDITS:	.00	NET:	1,681,176.24	
151	29325	Estimated Revenue							
						SOY BALANCE		.00	
24/01	240470 07/01/23	BUC 2024 B					37,000.00	37,000.00	
	LEDGER BALANCES	---	DEBITS:	37,000.00	CREDITS:	.00	NET:	37,000.00	
151	29330	Appropriations							
						SOY BALANCE		.00	
24/01	240469 07/01/23	BUA 2024 B					-1,981.25	-1,981.25	
24/01	240470 07/01/23	BUC 2024 B					-1,716,194.99	-1,718,176.24	
	LEDGER BALANCES	---	DEBITS:	.00	CREDITS:	-1,718,176.24	NET:	-1,718,176.24	

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 06

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE	
151	29335		Encumbrance Control								
								SOY BALANCE	1,981.25		
24/00	240003	07/01/23	SOY					1,981.25	1,981.25		
24/01	240149	07/31/23	POE					10,000.00	11,981.25		
24/02	240107	08/17/23	POL B 2650					-590.89	11,390.36		
24/03	240112	09/14/23	POL B 2717					-60.16	11,330.20		
			LEDGER BALANCES	---	DEBITS:		11,981.25	CREDITS:	-651.05	NET:	11,330.20
151	29340		FB Reserve for Encumbrances								
								SOY BALANCE	.00		
24/00	240002	07/01/23	SOY					1,981.25	.00		
			LEDGER BALANCES	---	DEBITS:		.00	CREDITS:	.00	NET:	.00
151	29345		Budgetary FB Reserve for Encum								
								SOY BALANCE	-1,981.25		
24/00	240003	07/01/23	SOY					-1,981.25	-1,981.25		
24/01	240149	07/31/23	POE					-10,000.00	-11,981.25		
24/02	240107	08/17/23	POL B 2650					590.89	-11,390.36		
24/03	240112	09/14/23	POL B 2717					60.16	-11,330.20		
			LEDGER BALANCES	---	DEBITS:		651.05	CREDITS:	-11,981.25	NET:	-11,330.20
151	36000		Interest Income								
								REVISED BUDGET		-27,000.00	
24/01	240484	07/01/23	GNI					5,010.19	5,010.19		
24/03	240443	09/30/23	GEN Q1 INT Q1 INT ALL Q1 INT ALLOC					-10,877.00	-5,866.81		
24/06	240409	12/31/23	GEN Q2 INT Q2 INT ALL Q2 INT ALLOC					-12,885.85	-18,752.66		
			LEDGER BALANCES	---	DEBITS:		5,010.19	CREDITS:	-23,762.85	NET:	-18,752.66
151	37015		Contrib Non-Govt Sources								
								REVISED BUDGET		.00	
24/06	240277	12/13/23	CRP 10110 96044		LYNDA JARMAN			-3,000.00	-3,000.00		
			LEDGER BALANCES	---	DEBITS:		.00	CREDITS:	-3,000.00	NET:	-3,000.00
151	37505		Unrestricted Donations								
								REVISED BUDGET		-10,000.00	
24/01	240352	07/25/23	CRP 10110 86800					-35.00	-35.00		

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 06

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
LEDGER BALANCES --- DEBITS:						.00	CREDITS:		-35.00	NET:	-35.00
1514010	50202	Trust Fund Books									21,981.25
REVISED BUDGET											
24/02	240107	08/17/23	API	100128	24000114	41693	2011787		45.60	45.60	
24/02	240107	08/17/23	API	100128	24000114	41694	2011787		119.19	164.79	
24/02	240107	08/17/23	API	100128	24000114	41695	2011787		37.95	202.74	
24/02	240107	08/17/23	API	100128	24000114	41696	2011787		369.90	572.64	
24/02	240107	08/17/23	API	100128	24000114	41697	2011787		18.25	590.89	
24/03	240112	09/14/23	API	100128	24000114	42984	2012164		60.16	651.05	
LEDGER BALANCES --- DEBITS:						651.05	CREDITS:		.00	NET:	651.05
GRAND TOTAL --- DEBITS:						3,611,557.88	CREDITS:		-3,632,694.49	NET:	-21,136.61

67 Records printed

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

**ALL LIBRARY EXPENDITURE ACCOUNTS
MEETING DATE 2/7/2024**

LIBRARY TRUST FUNDS							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1514010	50201	Future Library Projects	19,529.25	0.00	0.00	19,529.25	0.00
1514010	50202	Trust Fund Books	21,981.25	10,000.00	1,981.25	10,000.00	54.51
1514010	50203	Kropitzer Trust Donation	176,665.74	0.00	0.00	176,665.74	0.00
1514010	50205	Library Foundation	500,000.00	148,000.00	0.00	352,000.00	29.60
1514010	50208	Library Renovation	1,000,000.00	0.00	0.00	1,000,000.00	0.00
		Unallocated Funds	91,397.26			91,397.26	
		TOTALS	1,809,573.50	158,000.00	1,981.25	1,649,592.25	

**ALL LIBRARY EXPENDITURE ACCOUNTS
MEETING DATE 2/7/2024**

ALL LIBRARY EXPENDITURE ACCOUNTS							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1004000	40000	Salaries Full Time	1,296,921.78	583,065.67	0.00	713,856.11	44.96
1004000	40002	Salaries Overtime	5,000.00	3,329.53	0.00	1,670.47	66.59
1004000	40010	Leave Payoffs	17,502.27	20,846.63	0.00	-3,344.36	119.11
1004000	40020	Fringe Benefits	321,613.37	109,118.46	0.00	212,494.91	33.93
1004000	40045	Medical Insurance Withdrawal	4,830.00	4,500.00	0.00	330.00	93.17
1004000	40050	RHS Health Benefit	18,300.00	6,300.00	0.00	12,000.00	34.43
1004000	40055	PERS Retirement Cost	343,964.25	223,062.63	0.00	120,901.62	64.85
1004000	40060	PERS - POB	0.00	0.00	0.00	0.00	0.00
1004000	40065	Workers' Compensation	65,450.36	32,725.18	0.00	32,725.18	50.00
1004000	40095	Medicare Insurance	18,805.37	9,230.23	0.00	9,575.14	49.08
1004000	40100	Retiree Health Benefit	119,918.08	59,959.04	0.00	59,959.04	50.00
1004000	40105	Contractual Services	41,000.00	3,572.80	0.00	37,427.20	8.71
1004000	50005	Training Travel and Dues	14,000.00	2,063.25	0.00	11,936.75	14.74
1004000	50030	Gas and Lubrications	5,000.00	893.16	0.00	4,106.84	17.86
1004000	50031	Communications	33,491.00	2,599.81	0.00	30,891.19	7.76
1004000	50035	Materials and Supplies	453,325.00	206,618.38	118,146.66	128,559.96	71.64
1004000	50055	Insurance	115,193.83	57,596.92	0.00	57,596.91	50.00
1004000	50105	Repairs and Maint General	98,755.00	0.00	0.00	98,755.00	0.00
1004000	50117	IT Replacement	0.00	0.00	0.00	0.00	0.00
1004000	50120	Facilities Maintenance Service	237,449.89	118,724.94	0.00	118,724.95	50.00
1004000	50126	Grants Expense	44,700.10	100,524.90	2,806.61	-58,631.41	231.17
1004000	50135	Administrative Benefits	0.00	0.00	0.00	0.00	0.00
1004000	50140	Printing	20,000.00	7,369.36	0.00	12,630.64	36.85
1004000	50145	Advertising	10,475.00	2,745.40	1,050.00	6,679.60	36.23
1004000	50200	Friends of the Library	12,994.95	12,790.10	0.00	204.85	98.42
		TOTALS	3,298,690.25	1,567,636.39	122,003.27	1,609,050.59	
WELWOOD MURRAY MEMORIAL LIBRARY							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1004005	40105	Contractual Services	111,000.00	59,468.16	0.00	51,531.84	53.57
1004005	50015	Electricity	30,000.00	15,403.98	0.00	14,596.02	51.35
1004005	50020	Water	2,500.00	552.84	0.00	1,947.16	22.11
1004005	50030	Gas and Lubrications	5,000.00	0.00	0.00	5,000.00	0.00
1004005	50031	Communications	16,000.00	0.00	0.00	16,000.00	0.00
1004005	50038	Welwood Operations	30,025.00	10,800.87	0.00	19,224.13	35.97
		TOTALS	194,525.00	86,225.85	0.00	108,299.15	

BALANCE SHEET FOR 2024 5

FUND: 151 Library Endowment Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
151	10005	Operating Bank Account	.00	1,838,438.83
151	10006	Cash - Fair Market Value Adj	.00	-44,751.18
	TOTAL ASSETS		.00	1,793,687.65
FUND BALANCE				
151	29000	Fund Balance Unreserved	.00	-1,788,436.89
151	29310	Revenue Control	.00	-5,901.81
151	29315	Expenditure Control	.00	651.05
151	29320	Budgetary FB Unreserved	.00	1,681,176.24
151	29325	Estimated Revenue	.00	37,000.00
151	29330	Appropriations	.00	-1,718,176.24
151	29335	Encumbrance Control	.00	11,330.20
151	29345	Budgetary FB Reserve for Encum	.00	-11,330.20
	TOTAL FUND BALANCE		.00	-1,793,687.65
TOTAL LIABILITIES + FUND BALANCE			.00	-1,793,687.65

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ACCOUNT TRIAL BALANCE FOR FY24/JUL TO FEB
 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	1,828,928.27						
1	240105	APP	07/06/23	070623	.00	750.39	-750.39		
1	240352	CRP	07/25/23		35.00	.00	-715.39		
1	240484	GNI	07/01/23		Rvrs Acc Int Rec FY22	.00	1,563.53		
1	240484	GNI	07/01/23		Rvrs Acc Int Rec FY23	.00	6,573.72		
1	240484	GNI	07/01/23		SYSTEM GENERATED DUE TO LINE	7,289.11	-715.39		
2	240241	APP	08/17/23	081723	.00	590.89	-1,306.28		
3	240183	APP	09/14/23	091423	.00	60.16	-1,366.44		
3	240443	GEN	09/30/23	Q1 INT	SYSTEM GENERATED DUE TO LINE	.00	9,510.56		
6	240277	CRP	12/13/23		CASH RECEIPTS JOURNAL	.00	12,510.56		
6	240409	GEN	12/31/23	Q2 INT	SYSTEM GENERATED DUE TO LINE	.00	25,396.41		
7	240068	APP	01/04/24	010424	.00	157,348.95	-131,952.54		
7	240257	CRP	01/18/24		CASH RECEIPTS JOURNAL	.00	-131,927.54		
8	240091	CRP	02/05/24		CASH RECEIPTS JOURNAL	.00	-131,917.54		
					1,828,928.27	34,121.96	166,039.50	-131,917.54	1,697,010.73
151	10006								
	Cash - Fair Market Value Adj	151	-44,751.18						
8	240193	GNI	02/14/24		RVRS FY23 FMV ADJ	.00	42,204.74		
8	240193	GNI	02/14/24		RVRS FY23 FMV ADJ	.00	44,751.18		
					-44,751.18	44,751.18	.00	44,751.18	.00
151	12105								
	Interest Receivable	151	5,010.19						
1	240484	GNI	07/01/23		Rvrs Acc Int Rec FY23	.00	5,010.19	-5,010.19	
					5,010.19	5,010.19	-5,010.19	.00	
151	20010								
	Accounts Payable Control	151	-750.39						
1	240105	APP	07/06/23	070623	AP CASH DISBURSEMENTS JOURNA	750.39	.00	750.39	
2	240107	API	08/17/23	B 2650		.00	590.89	159.50	
2	240241	APP	08/17/23	081723	AP CASH DISBURSEMENTS JOURNA	590.89	.00	750.39	
3	240112	API	09/14/23	B 2717		.00	60.16	690.23	
3	240183	APP	09/14/23	091423	AP CASH DISBURSEMENTS JOURNA	60.16	.00	750.39	
7	240017	API	01/04/24	B 3170		.00	9,348.95	-8,598.56	
7	240047	API	01/04/24	B 3183		.00	148,000.00	-156,598.56	
7	240068	APP	01/04/24	010424	AP CASH DISBURSEMENTS JOURNA	157,348.95	.00	750.39	
					-750.39	158,750.39	158,000.00	750.39	.00
151	29000								
	Fund Balance Unreserved	151	-1,788,436.89						
			-1,788,436.89		.00	.00	.00	-1,788,436.89	
151	29320								
	Budgetary FB Unreserved	151	.00						
1	240469	BUA	07/01/23	2024 B	ENCUMBRANCE CARRY FORWARD 20	1,981.25	.00	1,981.25	
1	240470	BUC	07/01/23	2024 B		1,679,194.99	.00	1,681,176.24	
					.00	1,681,176.24	.00	1,681,176.24	1,681,176.24
151	29325								
	Estimated Revenue	151	.00						

ACCOUNT TRIAL BALANCE FOR FY24/JUL TO FEB
 FUND 151

ACCOUNT	ACCOUNT NAME	PER	JNL	SRC	EFF DATE	REFERENCE	ORG	BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE	
1	240470	BUC	07/01/23	2024	B				37,000.00	.00	37,000.00		
7	240281	BUA	01/24/24						3,000.00	.00	40,000.00		
								.00	40,000.00	.00	40,000.00	40,000.00	
151	29330												
Appropriations								151	.00				
1	240469	BUA	07/01/23	2024	B	ENCUMBRANCE CARRY FORWARD	20	.00	.00	1,981.25	-1,981.25		
1	240470	BUC	07/01/23	2024	B			.00	.00	1,716,194.99	-1,718,176.24		
7	240281	BUA	01/24/24					.00	.00	3,000.00	-1,721,176.24		
								.00	.00	1,721,176.24	-1,721,176.24	-1,721,176.24	
151	29335												
Encumbrance Control								151	1,981.25				
1	240149	POE	07/31/23						10,000.00	.00	10,000.00		
2	240107	POL	08/17/23	B	2650			.00	.00	590.89	9,409.11		
3	240112	POL	09/14/23	B	2717			.00	.00	60.16	9,348.95		
7	240017	POL	01/04/24	B	3170			.00	.00	9,348.95	.00		
								1,981.25	10,000.00	10,000.00	.00	1,981.25	
151	29345												
Budgetary FB Reserve for Encum								151	-1,981.25				
1	240149	POE	07/31/23					.00	.00	10,000.00	-10,000.00		
2	240107	POL	08/17/23	B	2650			590.89	.00	.00	-9,409.11		
3	240112	POL	09/14/23	B	2717			60.16	.00	.00	-9,348.95		
7	240017	POL	01/04/24	B	3170			9,348.95	.00	.00	.00		
								-1,981.25	10,000.00	10,000.00	.00	-1,981.25	
TOTALS FOR FUND 151													
Library Endowment Fund								.00	1,978,799.77	2,070,225.93	-91,426.16	-91,426.16	

ACCOUNT TRIAL BALANCE FOR FY24/JUL TO FEB

FUND 151

ACCOUNT						BEG. BALANCE	DEBITS	CREDITS	NET CHANGE	END BALANCE
ACCOUNT NAME	PER	JNL	SRC	EFF DATE	ORG REFERENCE					
REPORT TOTALS						.00	1,978,799.77	2,070,225.93	-91,426.16	-91,426.16

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 13

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
151	10005	Operating Bank Account							
							SOY BALANCE	1,828,928.27	
24/01	240105 07/06/23	APP	070623				-750.39	1,828,177.88	
24/01	240352 07/25/23	CRP					35.00	1,828,212.88	
24/01	240484 07/01/23	GNI					2,278.92	1,830,491.80	
24/01	240484 07/01/23	GNI					5,010.19	1,835,501.99	
24/01	240484 07/01/23	GNI					-7,289.11	1,828,212.88	
24/02	240241 08/17/23	APP	081723				-590.89	1,827,621.99	
24/03	240183 09/14/23	APP	091423				-60.16	1,827,561.83	
24/03	240443 09/30/23	GEN	Q1 INT Q1 INT ALL Q1 INT ALLOC				10,877.00	1,838,438.83	
24/06	240277 12/13/23	CRP					3,000.00	1,841,438.83	
24/06	240409 12/31/23	GEN	Q2 INT Q2 INT ALL Q2 INT ALLOC				12,885.85	1,854,324.68	
24/07	240068 01/04/24	APP	010424				-157,348.95	1,696,975.73	
24/07	240257 01/18/24	CRP					25.00	1,697,000.73	
24/08	240091 02/05/24	CRP					10.00	1,697,010.73	
	LEDGER BALANCES --- DEBITS:		1,863,050.23		CREDITS:		-166,039.50	NET:	1,697,010.73
151	10006	Cash - Fair Market Value Adj							
							SOY BALANCE	-44,751.18	
24/08	240193 02/14/24	GNI		RVRS FY23 FM			2,546.44	-42,204.74	
24/08	240193 02/14/24	GNI		RVRS FY23 FM			42,204.74	.00	
	LEDGER BALANCES --- DEBITS:		44,751.18		CREDITS:		-44,751.18	NET:	.00
151	10299	Unrealized Investments							
							SOY BALANCE	.00	
	LEDGER BALANCES --- DEBITS:		.00		CREDITS:		.00	NET:	.00
151	12105	Interest Receivable							
							SOY BALANCE	5,010.19	
24/01	240484 07/01/23	GNI					-5,010.19	.00	
	LEDGER BALANCES --- DEBITS:		5,010.19		CREDITS:		-5,010.19	NET:	.00
151	20010	Accounts Payable Control							
							SOY BALANCE	-750.39	
24/01	240105 07/06/23	APP	070623				750.39	.00	
24/02	240107 08/17/23	API	B 2650				-590.89	-590.89	
24/02	240241 08/17/23	APP	081723				590.89	.00	
24/03	240112 09/14/23	API	B 2717				-60.16	-60.16	
24/03	240183 09/14/23	APP	091423				60.16	.00	
24/07	240017 01/04/24	API	B 3170				-9,348.95	-9,348.95	
24/07	240047 01/04/24	API	B 3183				-148,000.00	-157,348.95	

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 13

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
24/07	240068	01/04/24	APP	010424				157,348.95	.00	
24/08	240277	02/29/24	API B	3331				-10,000.00	-10,000.00	
LEDGER BALANCES --- DEBITS:				158,750.39		CREDITS:	-168,750.39	NET:	-10,000.00	
151	29000	Fund Balance Unreserved				SOY BALANCE			-1,788,436.89	
24/00	240002	07/01/23	SOY					-1,981.25	-1,788,436.89	
LEDGER BALANCES --- DEBITS:				.00		CREDITS:	-1,788,436.89	NET:	-1,788,436.89	
151	29310	Revenue Control				SOY BALANCE			.00	
24/01	240352	07/25/23	CRP					-35.00	-35.00	
24/01	240484	07/01/23	GNI					5,010.19	4,975.19	
24/03	240443	09/30/23	GEN Q1 INT Q1 INT ALL Q1 INT ALLOC					-10,877.00	-5,901.81	
24/06	240277	12/13/23	CRP					-3,000.00	-8,901.81	
24/06	240409	12/31/23	GEN Q2 INT Q2 INT ALL Q2 INT ALLOC					-12,885.85	-21,787.66	
24/07	240257	01/18/24	CRP					-25.00	-21,812.66	
24/08	240091	02/05/24	CRP					-10.00	-21,822.66	
24/08	240193	02/14/24	GNI		RVRS FY23 FM			-44,751.18	-66,573.84	
LEDGER BALANCES --- DEBITS:				5,010.19		CREDITS:	-71,584.03	NET:	-66,573.84	
151	29315	Expenditure Control				SOY BALANCE			.00	
24/02	240107	08/17/23	API B	2650				590.89	590.89	
24/03	240112	09/14/23	API B	2717				60.16	651.05	
24/07	240017	01/04/24	API B	3170				9,348.95	10,000.00	
24/07	240047	01/04/24	API B	3183				148,000.00	158,000.00	
24/08	240277	02/29/24	API B	3331				10,000.00	168,000.00	
LEDGER BALANCES --- DEBITS:				168,000.00		CREDITS:	.00	NET:	168,000.00	
151	29320	Budgetary FB Unreserved				SOY BALANCE			.00	
24/01	240469	07/01/23	BUA	2024 B				1,981.25	1,981.25	
24/01	240470	07/01/23	BUC	2024 B				1,679,194.99	1,681,176.24	
LEDGER BALANCES --- DEBITS:				1,681,176.24		CREDITS:	.00	NET:	1,681,176.24	

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 13

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE	
151	29325		Estimated Revenue								
								SOY BALANCE		.00	
24/01	240470	07/01/23	BUC	2024	B			37,000.00	37,000.00		
24/07	240281	01/24/24	BUA					3,000.00	40,000.00		
			LEDGER BALANCES	---	DEBITS:		40,000.00	CREDITS:	.00	NET:	40,000.00
151	29330		Appropriations								
								SOY BALANCE		.00	
24/01	240469	07/01/23	BUA	2024	B			-1,981.25	-1,981.25		
24/01	240470	07/01/23	BUC	2024	B			-1,716,194.99	-1,718,176.24		
24/07	240281	01/24/24	BUA					-3,000.00	-1,721,176.24		
			LEDGER BALANCES	---	DEBITS:		.00	CREDITS:	-1,721,176.24	NET:	-1,721,176.24
151	29335		Encumbrance Control								
								SOY BALANCE		1,981.25	
24/00	240003	07/01/23	SOY					1,981.25	1,981.25		
24/01	240149	07/31/23	POE					10,000.00	11,981.25		
24/02	240107	08/17/23	POL B	2650				-590.89	11,390.36		
24/03	240112	09/14/23	POL B	2717				-60.16	11,330.20		
24/07	240017	01/04/24	POL B	3170				-9,348.95	1,981.25		
24/08	240116	02/29/24	POE					10,000.00	11,981.25		
24/08	240277	02/29/24	POL B	3331				-10,000.00	1,981.25		
			LEDGER BALANCES	---	DEBITS:		21,981.25	CREDITS:	-20,000.00	NET:	1,981.25
151	29340		FB Reserve for Encumbrances								
								SOY BALANCE		.00	
24/00	240002	07/01/23	SOY					1,981.25	.00		
			LEDGER BALANCES	---	DEBITS:		.00	CREDITS:	.00	NET:	.00
151	29345		Budgetary FB Reserve for Encumbrances								
								SOY BALANCE		-1,981.25	
24/00	240003	07/01/23	SOY					-1,981.25	-1,981.25		
24/01	240149	07/31/23	POE					-10,000.00	-11,981.25		
24/02	240107	08/17/23	POL B	2650				590.89	-11,390.36		
24/03	240112	09/14/23	POL B	2717				60.16	-11,330.20		
24/07	240017	01/04/24	POL B	3170				9,348.95	-1,981.25		
24/08	240116	02/29/24	POE					-10,000.00	-11,981.25		
24/08	240277	02/29/24	POL B	3331				10,000.00	-1,981.25		
			LEDGER BALANCES	---	DEBITS:		20,000.00	CREDITS:	-21,981.25	NET:	-1,981.25

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 13

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
151	36000		Interest Income							
										REVISED BUDGET
										-27,000.00
24/01	240484	07/01/23	GNI					5,010.19	5,010.19	
24/03	240443	09/30/23	GEN Q1 INT Q1 INT ALL Q1 INT ALLOC					-10,877.00	-5,866.81	
24/06	240409	12/31/23	GEN Q2 INT Q2 INT ALL Q2 INT ALLOC					-12,885.85	-18,752.66	
			LEDGER BALANCES --- DEBITS:		5,010.19		CREDITS:	-23,762.85	NET:	-18,752.66
151	36010		Unrealized Gain Or Loss							
										REVISED BUDGET
										.00
24/08	240193	02/14/24	GNI					-2,546.44	-2,546.44	
24/08	240193	02/14/24	GNI					-42,204.74	-44,751.18	
			LEDGER BALANCES --- DEBITS:		.00		CREDITS:	-44,751.18	NET:	-44,751.18
151	37015		Contrib Non-Govt Sources							
										REVISED BUDGET
										-3,000.00
24/06	240277	12/13/23	CRP 10110 96044					-3,000.00	-3,000.00	
24/07	240257	01/18/24	CRP 10110 98180					-25.00	-3,025.00	
24/08	240091	02/05/24	CRP 10110 99280					-10.00	-3,035.00	
			LEDGER BALANCES --- DEBITS:		.00		CREDITS:	-3,035.00	NET:	-3,035.00
151	37505		Unrestricted Donations							
										REVISED BUDGET
										-10,000.00
24/01	240352	07/25/23	CRP 10110 86800					-35.00	-35.00	
			LEDGER BALANCES --- DEBITS:		.00		CREDITS:	-35.00	NET:	-35.00
1514010	50202		Trust Fund Books							
										REVISED BUDGET
										24,981.25
24/02	240107	08/17/23	API 100128 24000114		41693		2011787	45.60	45.60	
24/02	240107	08/17/23	API 100128 24000114		41694		2011787	119.19	164.79	
24/02	240107	08/17/23	API 100128 24000114		41695		2011787	37.95	202.74	
24/02	240107	08/17/23	API 100128 24000114		41696		2011787	369.90	572.64	
24/02	240107	08/17/23	API 100128 24000114		41697		2011787	18.25	590.89	
24/03	240112	09/14/23	API 100128 24000114		42984		2012164	60.16	651.05	
24/07	240017	01/04/24	API 100128 24000114		50888		2014285	9,348.95	10,000.00	
24/08	240277	02/29/24	API 101742 24001196		53502			10,000.00	20,000.00	
			LEDGER BALANCES --- DEBITS:		20,000.00		CREDITS:	.00	NET:	20,000.00

ACCOUNT DETAIL HISTORY FOR 2024 00 TO 2024 13

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
1514010	50205		Library Foundation							
REVISED BUDGET										500,000.00
24/07	240047	01/04/24	API 104324		51084	2014379		148,000.00	148,000.00	
LEDGER BALANCES --- DEBITS:				148,000.00	CREDITS:			.00	NET:	148,000.00
GRAND TOTAL --- DEBITS:			4,180,739.86	CREDITS:			-4,079,313.70	NET:	101,426.16	

97 Records printed

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

**ALL LIBRARY EXPENDITURE ACCOUNTS
MEETING DATE 3/6/2024**

LIBRARY TRUST FUNDS							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1514010	50201	Future Library Projects	19,529.25	0.00	0.00	19,529.25	0.00
1514010	50202	Trust Fund Books	24,981.25	20,000.00	1,981.25	3,000.00	87.99
1514010	50203	Kropitzer Trust Donation	176,665.74	0.00	0.00	176,665.74	0.00
1514010	50205	Library Foundation	500,000.00	148,000.00	0.00	352,000.00	29.60
1514010	50208	Library Renovation	1,000,000.00	0.00	0.00	1,000,000.00	0.00
		Unallocated Funds	72,511.41			72,511.41	
		TOTALS	1,793,687.65	168,000.00	1,981.25	1,623,706.40	

**ALL LIBRARY EXPENDITURE ACCOUNTS
MEETING DATE 3/6/2024**

ALL LIBRARY EXPENDITURE ACCOUNTS							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1004000	40000	Salaries Full Time	1,296,921.78	730,204.32	0.00	566,717.46	56.30
1004000	40002	Salaries Overtime	5,000.00	3,765.86	0.00	1,234.14	75.32
1004000	40010	Leave Payoffs	17,502.27	23,963.67	0.00	-6,461.40	136.92
1004000	40020	Fringe Benefits	321,613.37	137,562.20	0.00	184,051.17	42.77
1004000	40045	Medical Insurance Withdrawal	4,830.00	5,812.50	0.00	-982.50	120.34
1004000	40050	RHS Health Benefit	18,300.00	8,050.00	0.00	10,250.00	43.99
1004000	40055	PERS Retirement Cost	343,964.25	277,269.67	0.00	66,694.58	80.61
1004000	40060	PERS - POB	0.00	0.00	0.00	0.00	0.00
1004000	40065	Workers' Compensation	65,450.36	32,725.18	0.00	32,725.18	50.00
1004000	40095	Medicare Insurance	18,805.37	11,435.44	0.00	7,369.93	60.81
1004000	40100	Retiree Health Benefit	119,918.08	59,959.04	0.00	59,959.04	50.00
1004000	40105	Contractual Services	41,000.00	3,572.80	0.00	37,427.20	8.71
1004000	50005	Training Travel and Dues	14,000.00	2,287.25	0.00	11,712.75	16.34
1004000	50030	Gas and Lubrications	5,000.00	1,592.84	0.00	3,407.16	31.86
1004000	50031	Communications	33,491.00	2,599.81	0.00	30,891.19	7.76
1004000	50035	Materials and Supplies	453,325.00	232,077.63	95,947.66	125,299.71	72.36
1004000	50055	Insurance	115,193.83	57,596.92	0.00	57,596.91	50.00
1004000	50105	Repairs and Maint General	98,755.00	0.00	0.00	98,755.00	0.00
1004000	50117	IT Replacement	0.00	0.00	0.00	0.00	0.00
1004000	50120	Facilities Maintenance Service	237,449.89	118,724.94	0.00	118,724.95	50.00
1004000	50126	Grants Expense	44,700.10	102,884.93	446.58	-58,631.41	231.17
1004000	50135	Administrative Benefits	0.00	0.00	0.00	0.00	0.00
1004000	50140	Printing	20,000.00	7,369.36	0.00	12,630.64	36.85
1004000	50145	Advertising	10,475.00	2,895.40	2,100.00	5,479.60	47.69
1004000	50200	Friends of the Library	17,978.45	16,097.20	0.00	1,881.25	89.54
		TOTALS	3,303,673.75	1,838,446.96	98,494.24	1,366,732.55	
WELWOOD MURRAY MEMORIAL LIBRARY							
Org	Object	Description	Budgeted	YTD Spent	Encumbered	Available Budget	Percent Used
1004005	40105	Contractual Services	111,000.00	69,274.08	0.00	41,725.92	62.41
1004005	50015	Electricity	30,000.00	16,843.04	0.00	13,156.96	56.14
1004005	50020	Water	2,500.00	662.02	0.00	1,837.98	26.48
1004005	50030	Gas and Lubrications	5,000.00	0.00	0.00	5,000.00	0.00
1004005	50031	Communications	16,000.00	0.00	0.00	16,000.00	0.00
1004005	50038	Welwood Operations	30,025.00	10,800.87	4,657.25	14,566.88	51.48
		TOTALS	194,525.00	97,580.01	4,657.25	92,287.74	



MEMORANDUM

DATE: March 6, 2024
SUBJECT: AGENDA POSTINGS AND PUBLIC COMMENT SIGN-IN SHEETS
TO: Library Board of Trustees
FROM: Jeannie Kays, Director of Library Services

In response to public comments about the posting of the Library Board of Trustees agendas and about the public comment sign-in sheet, Director Kays inquired with City Clerk and City Attorney about the comments.

Posting of the Agenda:

According to the City Clerk, we are required to post the agenda at the site where the meeting will be held. Since the Library Board of Trustees meet at City Hall, this is the designated posting location for the agenda.

The City Attorney confirms by stating,

“The Brown Act requires the agenda to be posted “in a location that is freely accessible to members of the public and on the [City]’s internet website, if the [City] has one.” So, posting at City Hall and on the City’s website complies with the Brown Act.”

Relevant Brown Act section:

§ 54954.2. Agenda; Posting; Action or Discussion on Other Matters

(a) (1) At least 72 hours before a regular meeting, the legislative body of the local agency, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public and on the local agency's Internet Web site, if the local agency has one. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting. (2) For a meeting occurring on and after January 1, 2019, of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site, the following provisions shall apply:

(A) An online posting of an agenda shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state that is accessible through a prominent, direct link to the current agenda. The direct link to the agenda shall not be in a contextual menu; however, a link in addition to the direct link to the agenda may be accessible through a contextual menu.

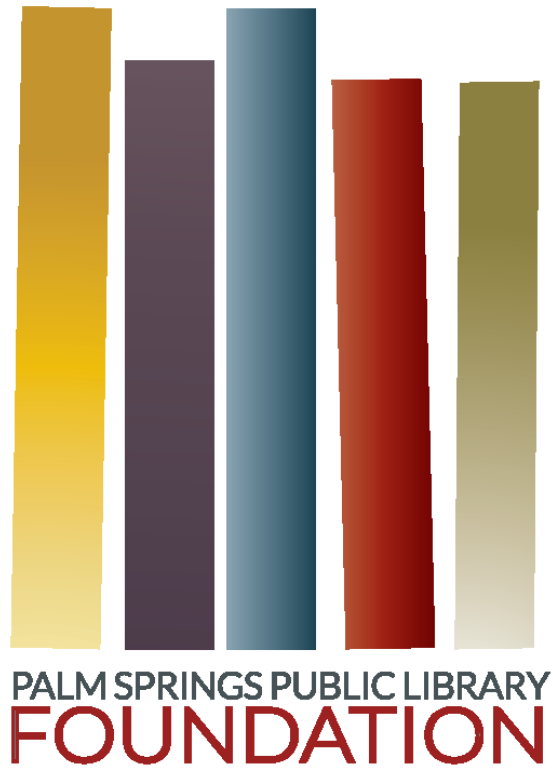
Public Comment Sign-In Sheet:

According to the City Attorney,

We can ask members of the public to provide their names, but we cannot require them to provide them. It's up to the City whether you want to use a list or individual cards. Regardless of the form, it should make it clear that filling it out is voluntary, and not a condition to attending the meeting or participating in the meeting. See Gov. Code 54953.3. "A member of the public shall not be required, as a condition to attendance at a meeting of a legislative body of a local agency, to register his or her name, to provide other information, to complete a questionnaire, or otherwise to fulfill any condition precedent to his or her attendance. If an attendance list, register, questionnaire, or other similar document is posted at or near the entrance to the room where the meeting is to be held, or is circulated to the persons present during the meeting, it shall state clearly that the signing, registering, or completion of the document is voluntary, and that all persons may attend the meeting regardless of whether a person signs, registers, or completes the document."

Names appearing in our meeting minutes:

According to the City Attorney, it is up to the City as to what we put in our minutes.



PALM SPRINGS PUBLIC LIBRARY FOUNDATION
MID YEAR REPORT FOR FISCAL YEAR 2023-2024
FEBRUARY 2024

I. **President's Message**

Our fiscal half year '23-24 was highlighted by a second successful Pride on the Page two-day event, selection of our Public Relations firm, development of a new logo, successful proposal for a grant to fund an Awareness Campaign, and another positive Annual Fund Drive. We also tracked the continuing progress of library renovation planning and updated our strategic direction with our newer board members.

I want to thank the Palm Springs Public Library Trustees for authorizing the grant to fund the Awareness Campaign, and the City of Palm Springs for a second Pride on the Page grant. This financial support is very much appreciated by the Foundation and is a signal of confidence in our direction and efforts.

Going forward into the second half of our fiscal year, we see opportunities to advocate for the plans being developed by Group 4 Architects, are excited to remake our website and roll out our Awareness Campaign and look forward to adding experience and augmented leadership through the addition of an interim Executive Director. (David Sidley)

II. **Accomplishments**

- a. *Second Annual "Pride on the Page LGBTQ+ Books and Writers' Festival" was held to great attendance and attendee kudos.*

This event was once again a collaboration between the Palm Springs Public Library staff and the Foundation taking place in October 2023. The event's goal is to bring together thought-provoking, entertaining, and enriching subject matter and present that to our community. We also want to simultaneously increase the profile of the Foundation. Forty authors across ten panels were presented on Saturday with a prior Friday evening event featuring Armistead Maupin attended by 281 people. 363 attendees participated in the events on Saturday. For the second year in a row the City of Palm Springs awarded the Foundation a \$10,000 grant to continue the event in the fall of 2024.

- b. *The Board hired Kyle & Co. to develop and roll out an Awareness Campaign.*
After an extensive search, interviews and rankings, the Communications Committee recommended contracting with Kyle & Co. to plan, prepare and implement an Awareness Campaign. This was in accordance with the Board's strategic direction. The committee's recommendation was approved. Work began immediately after approval and tangible results are forthcoming.

- c. *The Board obtained a grant from the Palm Springs Public Library Trustees to fund the cost of the Awareness Campaign.*

A proposal was developed according to the guidelines contained in the Memorandum of Understanding between the Foundation and the City of Palm Springs. The Foundation presented details of the goals and objectives of the Awareness Campaign and the

background efforts that led to the selection of Kyle & Co. The Trustees voted unanimously in favor of a grant to support this campaign at their December meeting.

d. *Kyle & Co. developed a new logo and visual identity for the Board.*

One of the first tasks identified by Kyle & Co. was to refresh the Foundation's logo to reflect the energy and optimism of the Foundation and the renovation project progress more accurately. "Positioning" the Foundation as the main fundraiser for the renovation project with the Palm Springs community through the Awareness Campaign, a new logo was appropriate and was approved by the Board. (see cover page).

e. *The Foundation's Annual Drive was successfully conducted with increased donations and a lower cost structure.* Letters were sent as customary, and an emailing was added and proved successful.

III. Board Activities

- a. The Foundation Board held an updated strategy session facilitated by the consultant Peter Pearson in October.
- b. The Board was pleased to have received a project presentation by Group 4 Architects reviewing the major scope of the library renovation project in November.
- c. The Foundation Board officers continue to be:

David Sidley – President
Bill Wylie – Vice President
David Engen – Treasurer
Serena Leiterman – Secretary

- d. A listing of current board members is shown in Appendix A following.

IV. Library Renovation Progress

- a. **Going Forward Implications for the Foundation** – Initial funding of \$14 million has been secured from the State and City towards the renovation of the Palm Springs Public Library main building and adjunct facility. The Library Trustees and the City have approved developing a full-scale renovation plan for the existing building at 300 South Sunrise Way and the adjunct facility, the J.C. Frey building.

The architecture firm of Group 4 Architects is developing the scope of the project as a next step. The Board learned of Group 4's approach at its December Board meeting. There continues to be great enthusiasm for the project, and we anticipate the eventual ability to utilize renderings of the renovated facility in active fundraising.

Appendix A

Palm Springs Public Library Foundation

Board Membership (as of 2/1/24)

Joe Agati

Michael Collin

Annie Diomedes

Maggie Downs

David Engen – Treasurer

Nancy Ferguson - Development

Kevin Gonzalez

Kyra Holland

Darlyne Johnson

Serena Leiterman – Secretary

Robyn Meltzer – Membership

Jeffrey Norman

Rebecca Olarte - Advocacy

Joel Preston

Dwayne Ratleff

Corey Roskin - Events

David Sidley – President

Dr. Betsy Smalley

Carol Tallichet

Bill Wylie – Vice President

Board Liaisons:

Jeannie Kays – Palm Springs Public Library Director

Julie Warren – Palm Springs Public Library Public Services Manager

Nanci Morrison – Friends of the Palm Springs Public Library

Al Jones – Palm Springs Public Library Trustees