

MEETING NOTICE: There will be a Regular Meeting of the
Blanchard /Santa Paula Library District Board of Trustees
Tuesday, August 27, 2019, at 5:30 p.m.
Blanchard Community Library, Hardison Room
119 N. 8th St., Santa Paula, CA 93060.

AGENDA

- A. CALL TO ORDER
- B. APPROVAL OF THE ORDER OF THE AGENDA
- C. PRESENTATIONS
None
- D. PUBLIC COMMENT

Public comments are welcomed and encouraged. The President of the Board will acknowledge visitors wishing to speak on a topic not on the regular Board agenda. The Board is prohibited from taking action on any item not part of the printed agenda. When addressing the Library Board, please stand to be recognized by the Board President, state your full name and address, and direct your comments to the entire Library Board.

For members in the audience wishing to speak on an Agenda item, the President will announce the item and request the staff or a Board member to give a brief summary. The Board will have an opportunity to ask questions, following which the President will ask whether anyone else wishes to comment. Then the Board will discuss the item and take the appropriate action.

The Library Board of Trustees requests that speakers conduct themselves with civility and keep in mind the rights and well-being of all members of the Santa Paula community.

- E. APPROVAL OF MINUTES
 - a. Approval of Minutes: Regular Meeting of July 23, 2019
- F. REPORTS
 - a. Financial Reports
 - b. Friends of the Library
- G. BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUT
- H. OLD BUSINESS
 - a. Elimination of Late Fees (information, discussion, possible action)

I. NEW BUSINESS

- a. Approval of 2019-2020 Gann Spending Limit (information, discussion, possible action)

J. REPORTS (CONTINUED)

- a. Literacy Services
- b. Public Services
- c. Volunteer Coordinator's Report
- d. District Director's Report
- e. Board Committees
 - i. Finance
 - ii. Human Resources
 - iii. Strategic Plan Teams
 - 1. Visioning/Strategic Plan
 - 2. Fundraising/Grants

K. FUTURE AGENDA ITEMS

L. UPCOMING MEETING DATES

Regular Meeting September 24, 2019

M. ADJOURNMENT

In compliance with the Ralph M. Brown Act and the Americans with Disabilities Act, if you need a disability-related modification, accommodation, or other special assistance to participate in this meeting, please contact Ned Branch, District Director of the Blanchard/Santa Paula Community Library, at 805-525-3615 x102. Notification 48 hours before the meeting will enable reasonable arrangements to be made.

REGULAR MEETING OF AUGUST 27, 2019
D. APPROVAL OF MINUTES

1. Approval of Minutes
 - a. Regular Meeting of July 23, 2019

| | MOVED | SECONDED | YES | NO | ABSTAIN | ABSENT |
|-----------|-------|----------|-----|----|---------|--------|
| Coughlin | | | | | | |
| Hicks | | | | | | |
| Nasalroad | | | | | | |
| Phillips | | | | | | |
| Sandoval | | | | | | |

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, July 23, 2019

CALL TO ORDER---The Meeting was called to order at 5:29 p.m. by Board President Tim Hicks. Board members Maureen Coughlin, Nancy Nasalroad and Laura Phillips were in attendance. District Director Ned Branch and Steve McFadden C.P.A. were present. A quorum was established. Daniel Sandoval arrived at 5:47 pm.

APPROVAL OF THE ORDER OF AGENDA---Unanimously approved (Nasalroad/Phillips, 4-0).

PUBLIC COMMENT ON NON-AGENDA ITEMS---None.

CONSENT CALENDAR---The *Minutes* of the Regular Meeting of June 25, 2019, were approved as written (Coughlin/Nasalroad, 4-0).

REPORTS---Steve McFadden presented the *Financial Reports*. The reports won't be finalized until the end of July after the Period 13 Statement arrives from the county. \$40,000 was transferred to Deferred Revenue to be spent in the next budget year. The Financial statements were received and filed. Laura Phillips, for the *Friends*, reported on participation at the Boys and Girls Club STEM day, the upcoming Festival of books and possible participation at the Jazz and Art Festival. They now have a credit card 'Square' and the August sale will feature books on construction and repairs.

BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUTS---Trustee Phillips suggested a bilingual workshop as an adult program.

UNFINISHED BUSINESS---The Revised Budget with the addition of staff computers under Administrative for \$5,000 was unanimously adopted (Phillips/Nasalroad, 5-0)

NEW BUSINESS--- The Board adopted the Revisions to the Library Patron Conduct Policy (Sandoval/Coughlin, 5-0).

The Board discussed the possibility of the Elimination of Late Fees.

REPORTS CONT. ---

Volunteer Coordinator: No report this month. A workday is scheduled for August 3rd, and the front planter has been filled with artificial plants.

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, July 23, 2019

Director's Report: Director Branch reported that auto-renewals skew the checkout totals. He will be going on vacation September 17 to October 10. He has asked the Website designer for a four week milestone. The first analysis from the architect and interior designer should be ready in two weeks. Only one person came to the Community Conversation, so the meeting has been rescheduled and reminder calls will be made. Wendy Batstone hired a media person for Publicity. NASA has asked the Library to store the Discovery Dome next year. Sexual Harassment training fo non supervisory staff has been arranged.

FUTURE AGENDA ITEMS---The Board agreed to include the following in future Agendas:
Elimination of Fines

UPCOMING MEETING DATE---The next Meeting will be on Tuesday, August 27, 2019, at 5:30 p.m.

ADJOURNMENT---There being no further business, the Regular Meeting was adjourned at 6:54 p.m.

Library Board Clerk

ATTEST:

District Director

REGULAR MEETING OF AUGUST 27, 2019
E(a)REPORTS: FINANCIAL REPORTS

1. Receive and file July 2019 financial reports

| | MOVED | SECONDED | YES | NO | ABSTAIN | ABSENT |
|-----------|-------|----------|-----|----|---------|--------|
| Coughlin | | | | | | |
| Hicks | | | | | | |
| Nasalroad | | | | | | |
| Phillips | | | | | | |
| Sandoval | | | | | | |

BLANCHARD COMMUNITY LIBRARY
FINANCIAL STATEMENTS
and Supplementary Schedules

July 31, 2019

BLANCHARD COMMUNITY LIBRARY

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BLANCHARD COMMUNITY LIBRARY
STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCE

MODIFIED ACCRUAL BASIS

July 31, 2019

ASSETS

| | | CURRENT ASSETS | |
|---|--|----------------|---------------------------|
| CASH | | \$1,518,662 | |
| RESTRICTED CASH | | <u>316,803</u> | |
| | | | \$ 1,835,465 |
| INTEREST RECEIVABLE | | (523) | |
| PREPAID EXPENSES | | <u>13,773</u> | |
| TOTAL CURRENT ASSETS | | | \$ 1,848,715 |
| | | | |
| FIXED ASSETS NET OF ACCUMULATED DEPRECIATION | | | <u>738,091</u> |
| | | | <u><u>\$2,586,806</u></u> |
| TOTAL ASSETS | | | |

LIABILITIES AND FUND BALANCES

| | | LIABILITIES | |
|---|--|----------------|---------------------------|
| ACCOUNTS PAYABLE | | \$4,009 | |
| ACCRUED PAYROLL EXPENSE | | 10,942 | |
| DEFERRED REVENUE | | <u>40,000</u> | |
| TOTAL LIABILITIES | | | \$54,951 |
| | | | |
| | | FUND BALANCES | |
| GENERAL FUND | | 1,476,961 | |
| FIXED ASSET FUND | | 738,091 | |
| RESTRICTED FUNDS | | <u>316,803</u> | |
| TOTAL FUND BALANCE | | | <u>2,531,855</u> |
| TOTAL LIABILITIES AND FUND BALANCE | | | <u><u>\$2,586,806</u></u> |

BLANCHARD COMMUNITY LIBRARY

COMPARATIVE STATEMENT OF REVENUE AND EXPENSES

FOR THE MONTH AND PERIOD ENDED JULY 31, 2019
MODIFIED ACCRUAL BASIS

| | JULY | | | YEAR TO DATE | | |
|--------------------------------|------------------|------------------|----------|------------------|------------------|----------|
| | MONTH ACTUAL | MONTH BUDGET | VARIANCE | YTD ACTUAL | YTD BUDGET | VARIANCE |
| REVENUE | | | | | | |
| PROPERTY TAX | \$227,587 | \$228,302 | | \$227,587 | \$228,302 | -0.31% |
| LIBRARY OPERATIONS | 823 | 200 | 311.50% | 823 | 200 | 311.50% |
| DONATIONS | 2,206 | 2,083 | 5.90% | 2,206 | 2,083 | 5.90% |
| GRANTS | | | | | | |
| | <u>\$230,616</u> | <u>\$230,585</u> | | <u>\$230,616</u> | <u>\$230,585</u> | 0.01% |
| EXPENSES | | | | | | |
| PERSONNEL | \$66,848 | \$48,634 | 37.45% | \$66,848 | \$48,634 | 37.45% |
| OPERATIONS | 32,557 | 24,342 | 33.75% | 32,557 | 24,342 | 33.75% |
| ADMINISTRATIVE | 5,357 | 5,516 | -2.88% | 5,357 | 5,516 | -2.88% |
| FACILITIES | 5,459 | 5,288 | 3.23% | 5,459 | 5,288 | 3.23% |
| | <u>\$110,221</u> | <u>\$83,780</u> | 31.56% | <u>\$110,221</u> | <u>\$83,780</u> | 31.56% |
| NET INCOME (LOSS) | <u>\$120,395</u> | <u>\$146,805</u> | | <u>\$120,395</u> | <u>\$146,805</u> | -17.99% |
| NON BUDGETED INCOME (EXPENSES) | | | | | | |
| DEFERRED REVENUE | | \$6,667 | | | \$6,667 | |
| REIMBURSEMENT DIF | | 2,500 | | | \$2,500 | |
| INVESTMENT INTEREST | | | | | | |
| ELECTIONS | | | | | | |
| BUILDING FUND | | | | | | |
| NET AFTER NON BUDGETED ITEMS | \$ 120,395 | \$155,972 | -80.73% | \$120,395 | \$155,972 | |

SUPPLEMENTARY SCHEDULES

BLANCHARD COMMUNITY LIBRARY

SCHEDULE OF CASH BALANCES

7/31//2019

| | | |
|--------------------|---------------------------|---|
| COUNTY | \$1,117,606 | |
| SANTA PAULA CITY | 117,721 | 1 |
| BUILDING FUND | 84,276 | 1 |
| BLAKE | 55,451 | 1 |
| LITERACY | 59,355 | 1 |
| BOOK TRUST | 20,353 | |
| GENERAL FUND | 5,777 | |
| WELLS FARGO | 374,644 | |
| OTHERS | <u>282</u> | |
| TOTAL CASH | <u>\$1,835,465</u> | |
| 1 Restricted | 316,803 | |
| Other Unrestricted | 1,518,662 | |

BLANCHARD COMMUNITY LIBRARY
COMPARATIVE
STATEMENT OF REVENUE AND EXPENSE
MODIFIED ACCRUAL BASIS
FOR THE PERIOD ENDED

| | 7/31/18 | 7/31/19 | YTD BUDGET | ANNUAL BUDGET |
|---------------------------------------|------------------|------------------|------------------|-------------------|
| REVENUE | | | | |
| PROPERTY TAX | \$239,429 | \$227,587 | \$ 228,302 | \$ 789,538 |
| LIBRARY OPERATIONS | 967 | 823 | 200 | 2,400 |
| DONATIONS | 28,499 | 2,206 | 2,083 | 40,000 |
| GRANTS | | | | 61,000 |
| TOTAL REVENUE | <u>\$268,895</u> | <u>\$230,616</u> | <u>\$230,585</u> | <u>\$892,938</u> |
| EXPENSES | | | | |
| PERSONNEL | | | | |
| WAGES | 33,626 | 50,249 | 33,504 | 464,016 |
| RETIREMENT | 5,177 | 2,601 | 6,092 | 74,393 |
| HEALTH INSURANCE | 9,169 | 9,836 | 5,196 | 62,344 |
| PAYROLL TAX | 2,692 | 4,012 | 3,192 | 38,997 |
| EMPLOYEE BENEFIT | 123 | 150 | 650 | 2,295 |
| | <u>50,787</u> | <u>66,848</u> | <u>48,634</u> | <u>642,045</u> |
| OPERATIONS | | | | |
| LIBRARY NETWORK | 13,452 | 21,404 | 17,000 | 68,000 |
| PUBLICITY | 30 | 247 | 583 | 7,000 |
| MEMBERSHIPS | 765 | 719 | 417 | 5,000 |
| ACQUISITIONS | 1,079 | 6,816 | 2,900 | 39,800 |
| PROGRAMS | 2,435 | 2,940 | 2,292 | 27,500 |
| COMPUTER SERVICE | | 65 | 567 | 6,800 |
| BOOK BINDING | | 229 | 167 | 2,000 |
| ADVERTISING | 183 | | | |
| TRAVEL | 1,012 | 137 | 417 | 5,000 |
| | <u>18,956</u> | <u>32,557</u> | <u>24,343</u> | <u>161,100</u> |
| ADMINISTRATIVE | | | | |
| ADVERTISING | | | 21 | 250 |
| BANK CHARGES | 42 | 26 | 33 | 400 |
| COMPUTER NETWORK | 1,655 | 66 | 500 | 6,000 |
| INSURANCE | 911 | 1,091 | 1,091 | 13,089 |
| OFFICE EXPENSE | 149 | 808 | 833 | 10,000 |
| TELEPHONE | 223 | 230 | 250 | 3,000 |
| PLANNING | | | 1,000 | 6,000 |
| POSTAGE | 69 | 386 | 63 | 750 |
| PRINTING | | | 225 | 2,700 |
| PROFESSIONAL FEES | 899 | 2,750 | 1,333 | 30,000 |
| STAFF DEVELOPMENT | | | 167 | 2,000 |
| | <u>3,948</u> | <u>5,357</u> | <u>5,516</u> | <u>74,189</u> |
| FACILITIES | | | | |
| BUILDING MAINTENANCE | 690 | 1,476 | 1,542 | 18,500 |
| JANITORIAL | 670 | 670 | 833 | 10,000 |
| UTILITIES | 4,839 | 3,313 | 2,913 | 34,950 |
| | <u>6,199</u> | <u>5,459</u> | <u>5,288</u> | <u>63,450</u> |
| TOTAL EXPENSES | <u>79,890</u> | <u>110,221</u> | <u>83,781</u> | <u>940,784</u> |
| NET INCOME(LOSS) | <u>\$189,005</u> | <u>\$120,395</u> | <u>\$146,804</u> | <u>\$(47,846)</u> |
| NON BUDGETED INCOME (EXPENSES) | | | | |
| DEFERRED REVEUNE | | | 6,667 | 40,000 |
| REIMBURSEMENT DIF | | | 2,500 | 30,000 |
| INVESTMENT INTEREST | | | | |
| ELECTION COSTS | | | | |
| BUILDING FUND | | | | |
| NET AFTER NON BUDGETED ITEMS | <u>\$189,005</u> | <u>\$120,395</u> | <u>\$155,971</u> | <u>\$(17,846)</u> |

BLANCHARD COMMUNITY LIBRARY
SCHEDULE OF ACCOUNTS PAYABLE

July 31, 2019

| | | |
|-------------------------------|----|--------------|
| Due to Friends of the Library | \$ | 265 |
| Credit Card | | 3,739 |
| Others | | 5 |
| Total | \$ | <u>4,009</u> |

BLANCHARD COMMUNITY LIBRARY
CITY FUNDS TRANSACTION

| | June 30, 2016 | BALANCE \$176,201.02 |
|----------|---------------|-------------------------|
| | TRANSACTIONS | |
| | INTEREST | 276.73 |
| | INTEREST | 249.90 |
| | INTEREST | 258.06 |
| | MR 6847 | 2,014.00 |
| | MR 6891 | 2,014.00 |
| | MR 6921 | 4,028.00 |
| | MR 6940 | 4,028.00 |
| | MR 7181 | 2,014.00 |
| | MR 7187 | 2,014.00 |
| 3.06.17 | CHECK | (4,310.97) |
| 6.26.17 | CHECK | (2,691.96) |
| 7.17.17 | CHECK | (96.00) |
| 4.15.17 | INTEREST | 324.37 |
| 7.15.17 | INTEREST | 382.03 |
| 8.14.17 | MR 7308 | 2,014.00 |
| 10.15.17 | INTEREST | 483.94 |
| 12.11.17 | CHECK | (3,491.15) |
| 3.19.18 | MR 7614 | 24,831.73 |
| 3.29.18 | 147 VIEW DR | 2,233.73 |
| 7.02.18 | CHECK | (3,376.63) |
| 7.15.18 | INTEREST | 854.87 |
| 10.04.18 | CHECK | (76,977.00) |
| 10.15.18 | INTEREST | 927.07 |
| 10.31.18 | CHECK | (17,117.00) |
| | | (59,112.28) |
| | | \$117,088.74 |

**Blanchard/Santa Paula Library District
General Fund Deposit Detail
July 2019**

11:18 AM
08/15/19

| Type | Num | Date | Name | Memo | Account | Class | Amount |
|---------|-----|------------|--------------------------------|----------------------------------|---|---------------------------------|---------|
| Deposit | | 07/03/2019 | | | General Fund | | 37.20 |
| | | | | Circulation Desk week of 6/24/19 | Fines | General Fund | -15.00 |
| | | | | Circulation Desk week of 6/24/19 | 2510 - Due to Friends of the Library (Money receiv... | Friends of the Library | -13.00 |
| | | | | Circulation Desk week of 6/24/19 | Other Donations | General Fund | -1.00 |
| | | | | Circulation Desk week of 6/24/19 | Printing & Copying | General Fund | -4.20 |
| | | | | Circulation Desk week of 6/24/19 | Over/Short | General Fund | -4.00 |
| TOTAL | | | | | | | -37.20 |
| Deposit | | 07/10/2019 | | | General Fund | | 39.00 |
| | | | | Circulation desk week of 7/1/19 | Fines | General Fund | -34.00 |
| | | | | Circulation desk week of 7/1/19 | 2510 - Due to Friends of the Library (Money receiv... | Friends of the Library | -3.00 |
| | | | | Circulation desk week of 7/1/19 | Over/Short | General Fund | -2.00 |
| TOTAL | | | | | | | -39.00 |
| Deposit | | 07/15/2019 | | | General Fund | | 796.00 |
| | | | Wendy Balstone. | NCS GED Exam | Literacy Programs | General Fund | -6.00 |
| | | | Erika Aquayo | Ventura Adult ED - GED test | Literacy Programs | General Fund | -35.00 |
| | | 07/15/2019 | Santa Paula Super Store: Te... | | 1499.10 - Undeposited Funds | Programs: Young Adult Progra... | -100.00 |
| | | 07/15/2019 | Garden Market: Teen summ... | | 1499.10 - Undeposited Funds | Programs: Young Adult Progra... | -200.00 |
| | | 07/15/2019 | Anita Pulido: Teen SRP | | 1499.10 - Undeposited Funds | Programs: Young Adult Progra... | -25.00 |
| | | 07/15/2019 | Mary & Richard Math: Teen S... | | 1499.10 - Undeposited Funds | Programs: Young Adult Progra... | -50.00 |
| | | 07/15/2019 | Linda & Norm Wilkinson: Te... | | 1499.10 - Undeposited Funds | Programs: Young Adult Progra... | -50.00 |
| | | 07/15/2019 | Ellen Brokaw: Teen SRP | | 1499.10 - Undeposited Funds | Programs: Young Adult Progra... | -30.00 |
| | | 07/15/2019 | Limoneira: Teen Summer Re... | | 1499.10 - Undeposited Funds | Programs: Young Adult Progra... | -300.00 |
| TOTAL | | | | | | | -796.00 |
| Deposit | | 07/15/2019 | | | General Fund | | 197.30 |
| | | | | Copier funds for April 2019 | Printing & Copying | General Fund | -197.30 |
| TOTAL | | | | | | | -197.30 |
| Deposit | | 07/15/2019 | | | General Fund | | 110.90 |
| | | | | Circulation desk week of 7/8/19 | Fines | General Fund | -96.75 |
| | | | | Circulation desk week of 7/8/19 | 2510 - Due to Friends of the Library (Money receiv... | Friends of the Library | -14.00 |
| | | | | Circulation desk week of 7/8/19 | Printing & Copying | General Fund | -0.15 |
| TOTAL | | | | | | | -110.90 |
| Deposit | | 07/22/2019 | | | General Fund | | 178.14 |
| | | | Black Gold Cooperative Libr... | | Fines | General Fund | -178.14 |
| TOTAL | | | | | | | -178.14 |

**Blanchard/Santa Paula Library District
General Fund Deposit Detail
July 2019**

| Type | Num | Date | Name | Memo | Account | Class | Amount |
|---------|-----|------------|----------------------------------|----------------------------------|---|---|---------|
| Deposit | | 07/25/2019 | | Deposit | General Fund | | 76.75 |
| | | | | circulation desk week of 7/15/19 | | General Fund | -56.75 |
| | | | | circulation desk week of 7/15/19 | | Friends of the Library | -13.50 |
| | | | | circulation desk week of 7/15/19 | | General Fund | -1.50 |
| | | | | circulation desk week of 7/15/19 | | General Fund | -5.00 |
| TOTAL | | | | | | | -76.75 |
| Deposit | | 07/29/2019 | | Deposit | General Fund | | 269.32 |
| | | | State of California - Victim ... | | Restitution | General Fund | -19.32 |
| | | | Santa Paula Rotary Club Su... | | 1499.10 - Undeposited Funds | General Fund Programs/Young Adult Progra... | -250.00 |
| TOTAL | | | | | | | -269.32 |
| Deposit | | 07/31/2019 | | Deposit | General Fund | | 63.15 |
| | | | | | Books Lost & Paid | | -63.15 |
| TOTAL | | | | | | | -63.15 |
| Deposit | | 07/31/2019 | | Deposit | General Fund | | 119.25 |
| | | | | | Fines | | -119.25 |
| TOTAL | | | | | | | -119.25 |
| Deposit | | 07/31/2019 | | Deposit | General Fund | | 63.15 |
| | | | | | Fines | | -57.50 |
| | | | | | 2510 - Due to Friends of the Library (Money receiv... | General Fund Friends of the Library | -12.00 |
| | | | | | Printing & Copying | General Fund | -1.50 |
| | | | | | Over/Short | General Fund | 7.85 |
| TOTAL | | | | | | | -63.15 |

Blanchard/Santa Paula Library District
Monthly General Fundt Check Detail
 July 2019

11:20 AM
08/15/19

| Num | Date | Name | Memo | Account | Paid Amount |
|-------|------------|------------------------------------|--|---|-------------|
| TOTAL | 07/02/2019 | TSYS | | General Fund | -25.85 |
| | | | | Bank Charges | -25.85 |
| EFT | 07/02/2019 | Blanchard Community Library | Funds transfer for payroll pay date 7/4/19 | General Fund | |
| TOTAL | | | Funds transfer for payroll pay date 7/4/19 | Payroll (Checking Account - Payroll) | -8,000.00 |
| | | | | | -8,000.00 |
| EFT | 07/03/2019 | Blanchard Community Library | Funds transfer for payroll pay date 7/3/19 | General Fund | |
| TOTAL | | | Funds transfer for payroll pay date 7/3/19 | Payroll (Checking Account - Payroll) | -9,250.00 |
| | | | | | -9,250.00 |
| EFT | 07/08/2019 | Calif. Public Employees' Retire... | Cal Pers PEPRAs Contribution for pay period... | General Fund | |
| TOTAL | | | Cal Pers PEPRAs Contribution for pay period 06... | CALPERS (Payee Account - Employee Dedu... | -1,191.28 |
| | | | | | -1,191.28 |
| EFT | 07/08/2019 | Calif. Public Employees' Retire... | Health insurance July 2019 | General Fund | |
| TOTAL | | | June | PERS Group Health Insurance | -5,047.28 |
| | | | | | -5,047.28 |
| EFT | 07/08/2019 | Calif. Public Employees' Retire... | Cal Pers Classic 817 for the period of 06/02/... | General Fund | |
| TOTAL | | | Cal Pers Classic 817 for the period of 06/02/19... | CALPERS (Payee Account - Employee Dedu... | -331.03 |
| | | | | | -331.03 |
| EFT | 07/16/2019 | Blanchard Community Library | Payroll for pay date 7/18/19 | General Fund | |
| TOTAL | | | Payroll for pay date 7/18/19 | Payroll (Checking Account - Payroll) | -17,250.00 |
| | | | | | -17,250.00 |
| EFT | 07/29/2019 | Calif. Public Employees' Retire... | Unfunded Accrued Liability PEPRAs July 2019 | General Fund | |

Blanchard/Santa Paula Library District
Monthly General Fundt Check Detail
July 2019

| Num | Date | Name | Memo | Account | Paid Amount |
|-------|------------|------------------------------------|--|---|-------------|
| TOTAL | | | Unfunded Accrued Liability PEPPRA July 2019 | PERS Retirement (Contribution Account - Re... | -157.36 |
| EFT | 07/29/2019 | Calif. Public Employees' Retire... | Cal Pers PEPPRA Contribution for pay period... | General Fund | -157.36 |
| TOTAL | | | | | -1,232.44 |
| EFT | 07/29/2019 | Calif. Public Employees' Retire... | Cal Pers Classic 817 for the period of 06/16/19... | General Fund | -1,232.44 |
| TOTAL | | | | | -1,232.44 |
| EFT | 07/29/2019 | Calif. Public Employees' Retire... | Cal Pers Classic 817 for the period of 06/16/19... | CALPERS (Payee Account - Employee Dedu... | -300.09 |
| TOTAL | | | | | -300.09 |
| EFT | 07/29/2019 | Calif. Public Employees' Retire... | Health insurance July 2019 | General Fund | -4,286.37 |
| TOTAL | | | | | -4,286.37 |
| EFT | 07/30/2019 | Blanchard Community Library | Funds transfer for payroll pay date 8/1/19 | General Fund | -12,000.00 |
| TOTAL | | | | | -12,000.00 |
| EFT | 07/01/2019 | Santa Paula Times | Funds transfer for payroll pay date 8/1/19 | Payroll (Checking Account - Payroll) | -12,000.00 |
| TOTAL | | | | | -12,000.00 |
| 10438 | 07/01/2019 | Santa Paula Times | One year subscription | General Fund | -36.00 |
| | | | E-mail Subscription | Periodicals | -10.00 |
| | | | | Collection Development | -46.00 |
| TOTAL | | | | | -46.00 |
| 10439 | 07/01/2019 | Neopost. | 7900 0110 8018 6524 | General Fund | -39.00 |
| | | | 7900 0110 8018 6524 | Postage | -39.00 |
| TOTAL | | | | | -39.00 |
| 10440 | 07/01/2019 | Angel Rocha | | General Fund | |

Blanchard/Santa Paula Library District
 Monthly General Fundt Check Detail
 July 2019

11:20 AM
 08/15/19

| Num | Date | Name | Memo | Account | Paid Amount |
|-------|------------|---------------------------------|--|---|-------------|
| TOTAL | | | June hours | Adult Programs | -480.00 |
| 10441 | 07/01/2019 | Boyd & Associates | Invoice #193948 | General Fund | |
| TOTAL | | | Invoice #193948 | Security | -206.70 |
| 10442 | 07/01/2019 | Los Angeles Times | Account # 10011275968 | General Fund | |
| TOTAL | | | Account # 10011275968 | Periodicals | -112.00 |
| 10443 | 07/01/2019 | Stephen McFadden CPA | Invoice # 5778 | General Fund | |
| TOTAL | | | Accounting for June 2019 | Accounting Fees (Outside (non-employee) ac... | -878.50 |
| 10444 | 07/01/2019 | Angel Catalan-Valenzuela | Reimburse Lost Book Fee "Origami" | General Fund | |
| TOTAL | | | Reimburse Lost Book Fee "Origami" | Fines | -25.00 |
| 10445 | 07/01/2019 | City of Santa Paula (067000-00) | 111-067000-00 | General Fund | |
| TOTAL | | | Water & Sewer service 5/24/19 to 6/24/19 | Water and Sewer | -338.42 |
| 10446 | 07/01/2019 | City of Santa Paula (067500-00) | 111-067500-00 | General Fund | |
| TOTAL | | | Fire Service 5/24/19 to 6/24/19 | Water and Sewer | -71.53 |
| 10447 | 07/01/2019 | Midwest Tape | Invoice #97535584 | General Fund | |
| TOTAL | | | | Adult AV | -912.50 |

Blanchard/Santa Paula Library District
Monthly General Fundt Check Detail
July 2019

| Num | Date | Name | Memo | Account | Paid Amount |
|----------|------------|----------------------|---|-------------------------------|-------------|
| TOTAL | | | Invoice #97546230 | AV Materials | -82.70 |
| 10448 | 07/01/2019 | SDRMA | | General Fund | |
| TOTAL | | | | 1063.10 - Prepaid Expenses | -1,794.18 |
| 10449 | 07/01/2019 | SDRMA | Invoice #66353 | General Fund | |
| TOTAL | | | Invoice #66363 | 1063.10 - Prepaid Expenses | -13,089.02 |
| 10450 | 07/01/2019 | Baker & Taylor Books | 415157 L444180 4 000000 | General Fund | |
| TOTAL | | | Invoice #4012574420 | General | -223.61 |
| | | | Invoice #4012574420 | Children's Books | -1,80 |
| | | | Invoice #4012562138 | Books | -1,952.32 |
| TOTAL | | | | | -2,187.73 |
| 10451 | 07/01/2019 | Business Card | Credit Card Charges 05/17/19 to 6/16/19 | General Fund | |
| TOTAL | | | Credit Card Charges 05/17/19 to 6/16/19 | Bank of America Platinum Plus | -1,496.49 |
| 10452 | 07/01/2019 | LAFCO | 7/1/19 to 6/30/2020 | General Fund | |
| Appot... | 07/01/2019 | | 7/1/19 to 6/30/2020 | Memberships & Dues | -554.00 |
| TOTAL | | | | | -554.00 |
| 10453 | 07/01/2019 | Ned Branch | Monthly health insurance reimbursement | General Fund | |
| TOTAL | | | Monthly health insurance reimbursement | PERS Group Health Insurance | -502.38 |
| 10454 | 07/08/2019 | Baker & Taylor Books | 415157 L444180 4 000000 | General Fund | |
| TOTAL | | | | | -502.38 |

Blanchard/Santa Paula Library District
Monthly General Fundt Check Detail
 July 2019

11:20 AM
 08/15/19

| Num | Date | Name | Memo | Account | Paid Amount |
|----------|------------|-----------------------------------|--|---------------------------------------|----------------------------|
| TOTAL | | | Invoice 4012561433 Invoice 4012561433 | General Young adult books | -20.41 -16.29 -36.70 |
| 10455 | 07/08/2019 | Midwest Tape | Invoice #97578990 | General Fund | -17.68 |
| TOTAL | | | Invoice #97578990 | Adult AV | -17.68 |
| 10456 | 07/08/2019 | Black Gold Cooperative Library... | | General Fund | |
| Invoc... | 07/08/2019 | | Annual billing for Movie Licensing | Network Services/ILS | -321.99 |
| Invoc... | 07/08/2019 | | FY 2019-20 1st Quarter billing | Network Services/ILS | -17,022.00 |
| TOTAL | | | | | -17,343.99 |
| 10457 | 07/15/2019 | Amazon Capital Services | Invoice #1G3W-1XDP-9DD9 | General Fund | |
| TOTAL | | | Invoice #1G3W-1XDP-9DD9 Invoice #1G3W-1XDP-9DD9 | Young Adult Programs Children's AV | -10.71 -10.81 -21.52 |
| 10458 | 07/15/2019 | Frontier Communications | 805-525-2384-012885-5 | General Fund | |
| TOTAL | | | phone service from 7/10/19 to 8/9/19 | Telephone Expense | -229.81 -229.81 |
| 10459 | 07/15/2019 | Mail Finance | Invoice #N7800301 | General Fund | |
| TOTAL | | | Invoice #N7800301 | Postage | -129.87 -129.87 |
| 10460 | 07/15/2019 | Kelly Cleaning & Supplies | Invoice #45291987 | General Fund | |
| TOTAL | | | Janitorial services for July | Janitorial Services & Supplies | -670.00 -670.00 |
| 10461 | 07/15/2019 | SoCalGas | Acct #151 414 1668 3 | General Fund | |

Blanchard/Santa Paula Library District
Monthly General Fundt Check Detail
July 2019

| Num | Date | Name | Memo | Account | Paid Amount |
|-------|------------|----------------------------------|--|--|----------------------------|
| TOTAL | | | 6/3/19 to 7/12/19 | Gas | -15.30 |
| 10462 | 07/15/2019 | Landscape Valley | | General Fund | |
| TOTAL | | | Landscape charge for June | Grounds Maintenance | -305.00 |
| 10463 | 07/15/2019 | Unique Management Services, L... | Invoice #555790 | General Fund | |
| TOTAL | | | June Placements | Collection Services | -71.60 |
| 10464 | 07/15/2019 | Andy's Plumbing Place | Invoice #6996-719 | General Fund | |
| TOTAL | | | Invoice #6996-719 | Building Maintenance | -129.50 |
| 10465 | 07/15/2019 | Olivia O. Escoto | Mileage to NASA/ Edward | General Fund | |
| TOTAL | | | Mileage to NASA/ Edward | Travel | -136.88 |
| 10466 | 07/15/2019 | Western Exterminator Company | Customer 50764666-9 | General Fund | |
| TOTAL | | | Customer 50764666-9 | Pest Control | -112.00 |
| 10467 | 07/22/2019 | Amazon Capital Services | Invoice 1QLX-1X7W-JR4D Invoice 1NPX-LMDX-F9LW Invoice 1HX7-4J6W-YK1F | General Fund Adult Programs Adult AV Adult AV | -71.40 -14.71 -27.02 |
| TOTAL | | | | | -113.13 |
| 10468 | 07/22/2019 | Ned Branch | Reimbursement for batteries | General Fund | |

Blanchard/Santa Paula Library District
 Monthly General Fundt Check Detail
 July 2019

11:20 AM
 08/15/19

| Num | Date | Name | Memo | Account | Paid Amount |
|-------|------------|----------------------------|--------------------------------------|------------------------------|-------------|
| TOTAL | | | Reimbursement for batteries | Office Expense | -33.69 |
| | | | | | -33.69 |
| 10469 | 07/22/2019 | AWE Acquisition, Inc | | General Fund | -66.13 |
| TOTAL | | | Computer Network | | -66.13 |
| 10470 | 07/22/2019 | Sparkletts | 26410174648715 | General Fund | |
| TOTAL | | | Bottled water for June & July | Office Expense | -74.23 |
| | | | | | -74.23 |
| 10471 | 07/29/2019 | Midwest Tape | Invoice #97460339 | General Fund | |
| TOTAL | | | Invoice #97460339 | Adult AV | -174.52 |
| | | | | | -174.52 |
| 10472 | 07/29/2019 | Southern California Edison | 2-03-984-8064 | General Fund | |
| TOTAL | | | electricity usage 6/19/19 to 7/19/19 | Electricity | -2,887.84 |
| | | | | | -2,887.84 |
| 10473 | 07/29/2019 | Laura Phillips | | General Fund | |
| TOTAL | | | | Promotion & Public Relations | -216.89 |
| | | | | | -216.89 |
| 10474 | 07/29/2019 | MacLeod Watts, Inc | | General Fund | |
| TOTAL | | | | Audit Services | -1,800.00 |
| | | | | | -1,800.00 |
| 10475 | 07/29/2019 | Califa Group | Invoice #2468 | General Fund | |

Blanchard/Santa Paula Library District
Monthly General Fundt Check Detail
July 2019

| Num | Date | Name | Memo | Account | Paid Amount |
|-------|------------|---------------------------------|---|--|----------------------------|
| TOTAL | | | Invoice #2468 | Databases | -995.00 |
| 10476 | 07/29/2019 | Friends Of Blanchard Communi... | Sales for Jan - June 2019 | General Fund | -245.65 |
| TOTAL | | | | 2510 - Due to Friends of the Library (Money r... | -245.65 |
| 10477 | 07/29/2019 | Castle Air | Invoice BL0719 | General Fund | -625.00 |
| TOTAL | | | Invoice BL0719 | HVAC Maintenance | -625.00 |
| 10478 | 07/29/2019 | Santa Paula Glass Company | Invoice #2103 | General Fund | -45.00 |
| TOTAL | | | Invoice #2103 | Building Maintenance | -45.00 |
| 10479 | 07/29/2019 | Jeri B. Mead | Supplies reimbursement for workday | General Fund | -33.33 |
| TOTAL | | | Supplies reimbursement for workday | Grounds Maintenance | -33.33 |
| 10480 | 07/29/2019 | Neopost. | 7900 0110 8018 6524 | General Fund | -100.00 |
| TOTAL | | | 7900 0110 8018 6524 | Postage | -100.00 |
| 10481 | 07/29/2019 | Black Gold Cooperative | RFID Tags Invoice 19-190 Invoice #19-187 Invoice #19-187 Invoice #19-187 | General Fund | -228.90 |
| TOTAL | | | | Litrary Supplies Network Services/ILS Office Expense Network Services/ILS | -81.90 -215.19 39.83 |
| 10482 | 07/29/2019 | Baker & Taylor Books | 415157 L444180 4 000000 | General Fund | -486.16 |

Blanchard/Santa Paula Library District
 Monthly General Fundt Check Detail
 July 2019

11:20 AM
 08/15/19

| Num | Date | Name | Memo | Account | Paid Amount |
|---------|------------|-------------------------|--|-------------------------------|-------------|
| TOTAL | | | Invoice #4012583634 | General | -48.95 |
| | | | | | -48.95 |
| 10483 | 07/29/2019 | Amazon Capital Services | | General Fund | |
| | | | Invoice #1TGM-GGGP-QM63 | Adult Programs | -192.30 |
| | | | Invoice #13n7-94PF-LWL7 | Young Adult Programs | -64.10 |
| TOTAL | | | | | -256.40 |
| 10484 | 07/29/2019 | Bibliotheca | Once year service agreement 7/3/19 to 7/2/20 | General Fund | |
| Quo-... | 07/29/2019 | | Once year service agreement 7/3/19 to 7/2/20 | Network Services/ILS | -4,018.24 |
| TOTAL | | | | | -4,018.24 |
| 10485 | 07/29/2019 | Business Card | Credit Card Charges 05/17/19 to 6/16/19 | General Fund | |
| | 07/29/2019 | | Credit Card Charges 05/17/19 to 6/16/19 | Bank of America Platinum Plus | -2,993.63 |
| TOTAL | | | | | -2,993.63 |

REGULAR MEETING OF AUGUST 27, 2019
F. BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUTS

REGULAR MEETING OF AUGUST 27, 2019
H(a) OLD BUSINESS: ELIMINATION OF LATE FEES

As discussed at the board meeting last month, the introduction of up to five autorenewals for borrowed print materials has resulted in significantly fewer late fees. It is far more likely that the item will ultimately be declared lost. Staff recommends the elimination of late fees for overdue items except WiFi hotspots and Chromebooks.

RECOMMENDATION: Approve the elimination of late fees for overdue items except WiFi hotspots and Chromebooks. In existing late fees would be waived. Fees for lost or damaged items would remain in effect.

| | MOVED | SECONDED | YES | NO | ABSTAIN | ABSENT |
|-----------|-------|----------|-----|----|---------|--------|
| Coughlin | | | | | | |
| Hicks | | | | | | |
| Nasalroad | | | | | | |
| Phillips | | | | | | |
| Sandoval | | | | | | |

REGULAR MEETING OF AUGUST 27, 2019
 I(a) NEW BUSINESS: 2019-2020 GANN SPENDING LIMIT

The Board is supposed to approve the library’s Gann Spending Limit each fiscal year. Previously staff presented the Board with an analysis of the Gann Limit. The analysis has been updated for 2019-20. As a reminder, the Gann Limit applies only to appropriations from funds raised by tax levies. The limit does not apply to funds raised by donations and grants. The attached analysis shows the Gann Limit for 2019-20 as \$873,294. The budget for 2019-20 projects tax-based revenues of \$789,538.

RECOMMENDATION: Staff recommends approval of the 2019-20 Gann Spending Limit of \$873,294.

| | MOVED | SECONDED | YES | NO | ABSTAIN | ABSENT |
|-----------|-------|----------|-----|----|---------|--------|
| Coughlin | | | | | | |
| Hicks | | | | | | |
| Nasalroad | | | | | | |
| Phillips | | | | | | |
| Sandoval | | | | | | |

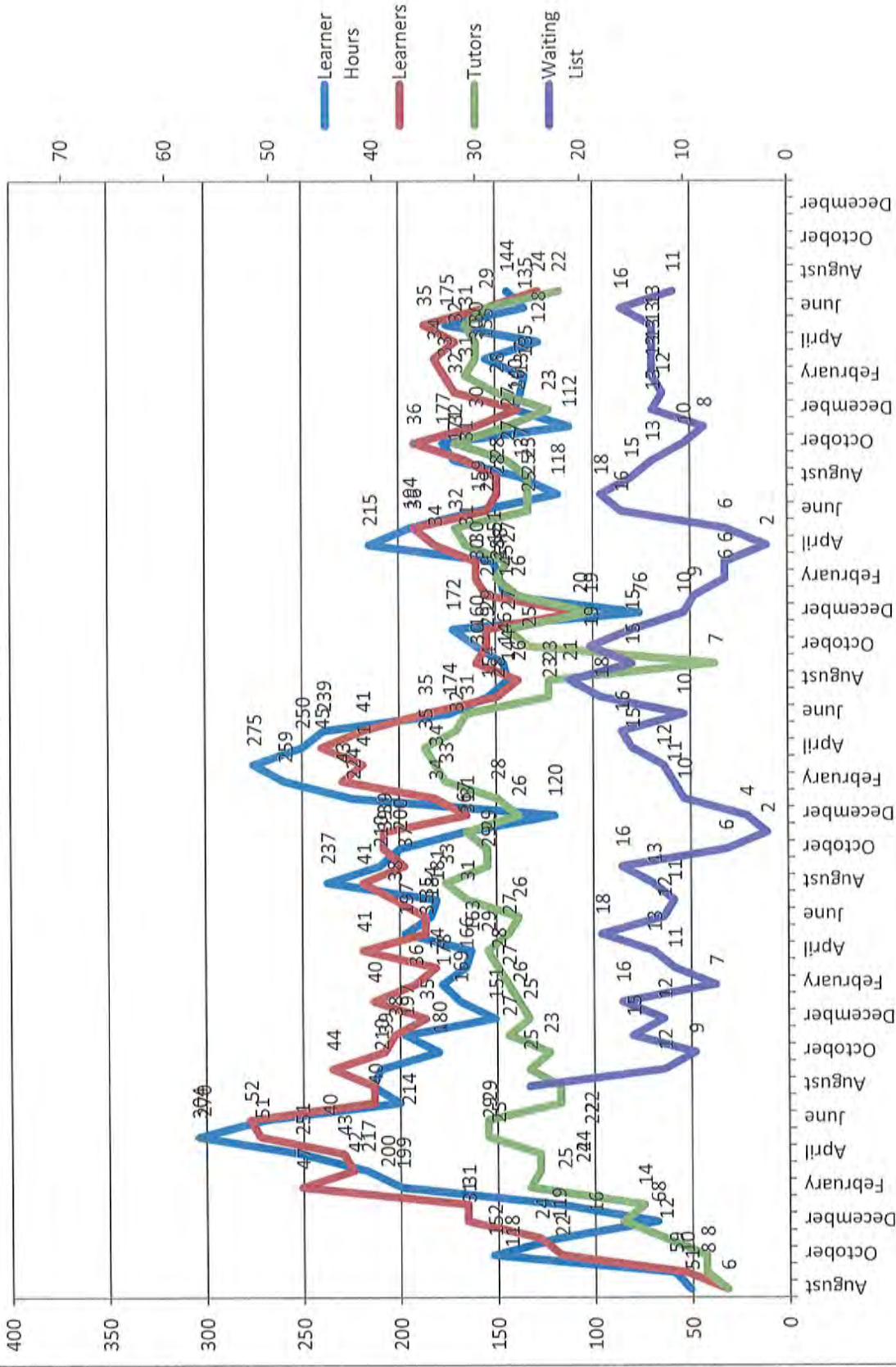
GANN SPENDING LIMIT (1986-87 BASE YEAR)

| US CPI ⁽¹⁾ | PRICE FACTOR | CA PER CAPITA INCOME ⁽¹⁾ | B PRICE FACTOR ⁽¹⁾ | A PRICE FACTOR ⁽¹⁾ | B VENTURA COUNTY POPULATION CHANGE ⁽¹⁾ | C POPULATION CHANGE RATIO 1+(D/100) | D ADJUSTMENT FACTOR A x C | 1986-87 Base Year | | |
|-----------------------|--------------|-------------------------------------|-------------------------------------|-------------------------------------|---|---|------------------------------------|----------------------|------------|------------|
| 1986-87 | 2.3 | | | 1.023 | 2.2 | 1.022 | 1.045506 | \$ 187,563 | | |
| 1987-88 | 3.04 | 1.0304 | \$ 16,766 | \$ 18,489 | 1.0304 | 2.39 | 1.0239 | 1.05502656 | \$ 197,884 | |
| 1988-89 | 3.93 | 1.0393 | \$ 18,489 | \$ 19,603 | 1.0393 | 2.84 | 1.0284 | 1.06881612 | \$ 211,502 | |
| 1989-90 | 4.98 | 1.0498 | \$ 19,603 | \$ 20,569 | 1.0498 | 2.88 | 1.0288 | 1.08003424 | \$ 228,429 | |
| 1990-91 | | | \$ 20,569 | \$ 21,484 | 4.21 | 1.0421 | 3.24 | 1.0324 | 1.07586404 | \$ 245,759 |
| 1991-92 | | | \$ 21,484 | \$ 21,816 | 4.14 | 1.0414 | 3.26 | 1.0326 | 1.07534964 | \$ 264,277 |
| 1992-93 | | | \$ 21,816 | \$ 22,637 | -0.64 | 0.9936 | 3.08 | 1.0308 | 1.02420288 | \$ 270,673 |
| 1993-94 | | | \$ 22,637 | \$ 22,957 | 2.72 | 1.0272 | 1.57 | 1.0157 | 1.04332704 | \$ 282,400 |
| 1994-95 | | | \$ 22,957 | \$ 23,527 | 0.71 | 1.0071 | 1.12 | 1.0112 | 1.01837952 | \$ 287,590 |
| 1995-96 | | | \$ 23,527 | \$ 24,578 | 4.72 | 1.0472 | 1.72 | 1.0172 | 1.06521184 | \$ 306,344 |
| 1996-97 | | | \$ 24,578 | \$ 25,874 | 4.67 | 1.0467 | 0.95 | 1.0095 | 1.05664365 | \$ 323,696 |
| 1997-98 | | | \$ 25,874 | \$ 27,125 | 4.67 | 1.0467 | 0.47 | 1.0047 | 1.05161949 | \$ 340,405 |
| 1998-99 | | | \$ 27,125 | \$ 29,104 | 4.15 | 1.0415 | 1.53 | 1.0153 | 1.05743495 | \$ 359,956 |
| 1999-2000 | | | \$ 29,104 | \$ 30,639 | 4.53 | 1.0453 | 1.24 | 1.0124 | 1.05826172 | \$ 380,928 |
| 2000-01 | | | | | 4.91 | 1.0491 | 1.46 | 1.0146 | 1.06441686 | \$ 405,466 |
| 2001-02 | | | \$ 30,639 | \$ 33,366 | 7.82 | 1.0782 | 1.86 | 1.0186 | 1.09825452 | \$ 445,305 |
| 2002-03 | | | | \$ - | -1.27 | 0.9873 | 2.02 | 1.0202 | 1.00724346 | \$ 448,531 |
| 2003-04 | | | | | 2.31 | 1.0231 | 1.71 | 1.0171 | 1.04059501 | \$ 466,739 |
| 2004-05 | | | | | 3.28 | 1.0328 | 1.73 | 1.0173 | 1.05066744 | \$ 490,387 |
| 2005-06 | | | | | 5.26 | 1.0526 | 1.07 | 1.0107 | 1.06386282 | \$ 521,704 |
| 2006-07 | | | | | 3.96 | 1.0396 | 0.82 | 1.0082 | 1.04812472 | \$ 546,811 |
| 2007-08 | | | | | 4.42 | 1.0442 | 1.01 | 1.0101 | 1.05474642 | \$ 576,747 |
| 2008-09 | | | | | 4.29 | 1.0429 | 1.16 | 1.0116 | 1.05499764 | \$ 608,467 |
| 2009-10 | | | | | 0.62 | 1.0062 | 1.03 | 1.0103 | 1.01656386 | \$ 618,546 |
| 2010-11 | | | | | -2.54 | 0.9746 | 1.25 | 1.0125 | 0.9867825 | \$ 610,370 |
| 2011-12 | | | | | 2.51 | 1.0251 | 0.83 | 1.0083 | 1.03360833 | \$ 630,884 |
| 2012-13 | | | | | 3.77 | 1.0377 | 0.61 | 1.0061 | 1.04402997 | \$ 658,662 |
| 2013-14 | | | | | 5.12 | 1.0512 | 0.73 | 1.0073 | 1.05887376 | \$ 697,440 |
| 2014-15 | | | | | -0.23 | 0.9977 | 0.79 | 1.0079 | 1.00558183 | \$ 701,333 |
| 2015-16 | | | | | 3.82 | 1.0382 | 0.66 | 1.0066 | 1.04505212 | \$ 732,930 |
| 2016-17 | | | | | 5.37 | 1.0537 | 0.7 | 1.007 | 1.0610759 | \$ 777,694 |
| 2017-18 | | | | | 3.69 | 1.0369 | 0.41 | 1.0041 | 1.04115129 | \$ 809,697 |
| 2018-19 | | | | | 3.67 | 1.0367 | 0.36 | 1.0036 | 1.04043212 | \$ 842,435 |
| 2019-20 | | | | | 3.85 | 1.0385 | -0.18 | 0.9982 | 1.0366307 | \$ 873,294 |

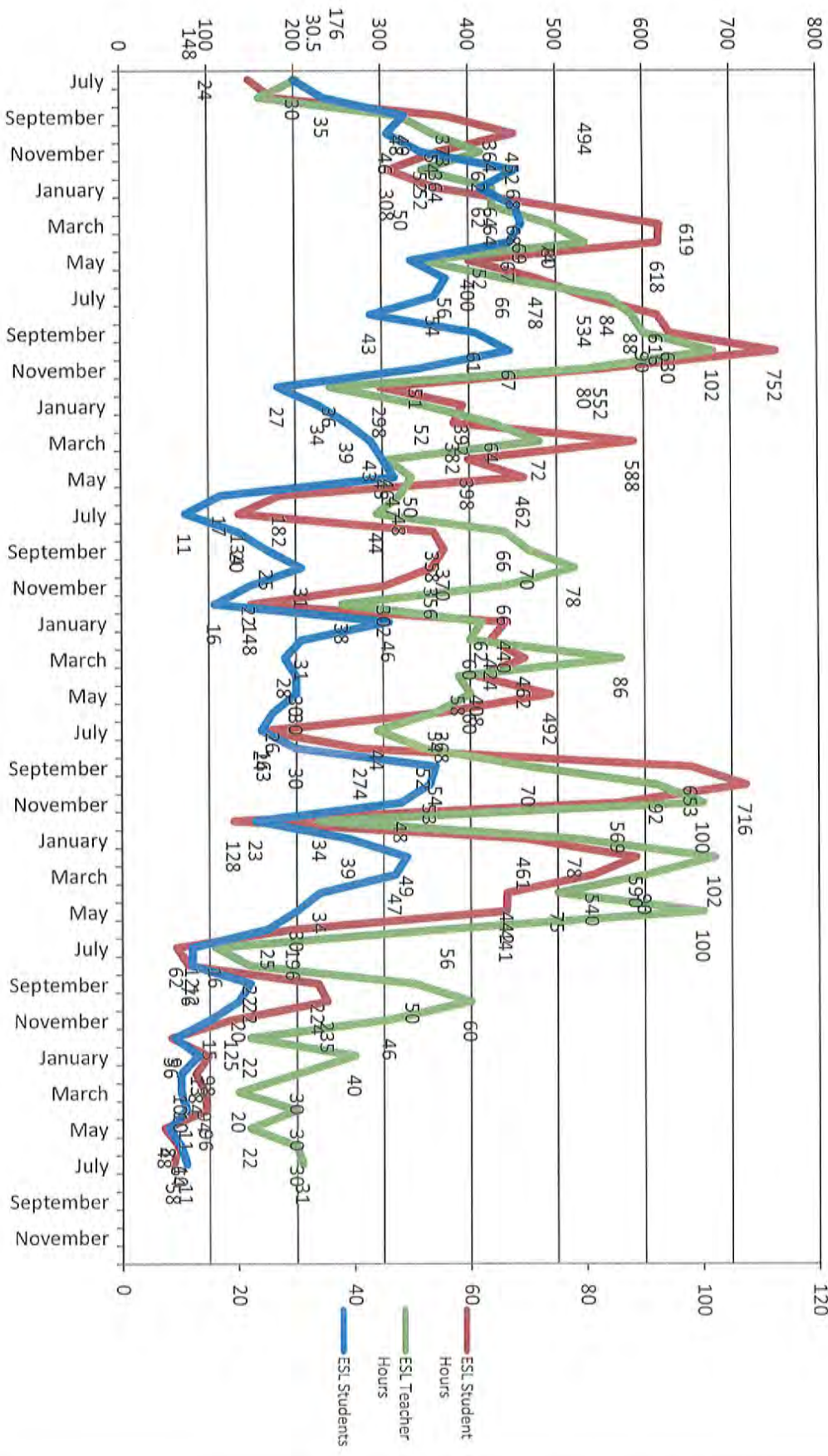
1) Annual Letters from Director, State of California, Department of Finance, Demographic Research Unit

REGULAR MEETING OF AUGUST 27, 2019
J(a) REPORTS: LITERACY SERVICES

LITERACY TUTORING



ESL CLASSES



REGULAR MEETING OF AUGUST 27, 2019
J(b) REPORTS: PUBLIC SERVICES

July 2019 Adult Programs and Events



The **Adult Summer Reading Program** ended this month, with the final count of **23 participants** having read **160 books**, a 209% increase of registered readers over last year. Every participant took home a gift bag with custom Summer Reading notebooks, gift certificates to the Friends' Bookstore, Escape Room and Santa Paula Theater Center tickets, as well as Target and Starbucks gift cards.

Our Science Fiction Saturday Matinees continued with *Invasion of the Body Snatchers* on July 13. Next month the series will conclude with a screening of the 1956 classic, *Forbidden Planet*.

Another film series continues to improve, as our *Películas en Español* showing of *Shazam!* attracted nearly a dozen attendees. We will continue to show new and popular family-oriented films in Spanish (with Spanish subtitles); next month's title will be *Detective Pikachu*.

As predicted, our Book Club discussion of Tayari Jones's novel, *An American Marriage* was among our most well attended thus far. Next month's selection is *Heart: A History*, by Sandeep Jauhar. Deftly alternating between key historical episodes and his own work, Jauhar tells the colorful and little-known story of the doctors who risked their careers and the patients who risked their lives to know and heal our most vital organ, the heart.

| Program Name | Description | Audience | Attendance | Date | Start | End |
|--------------------------------|----------------------|----------|------------|--------|----------|---------|
| Computer Classes | Training | Adult | 12 | 1-Jul | 6:00 PM | 8:00 PM |
| Computer Classes | Training | Adult | 11 | 11-Jul | 6:00 PM | 8:00 PM |
| Invasion of the Body Snatchers | Matinee | Adult | 6 | 13-Jul | 12:00 PM | 2:00 PM |
| Computer Classes | Training | Adult | 5 | 15-Jul | 6:00 PM | 8:00 PM |
| Shazam! [PG-13] | Películas en Español | Family | 11 | 16-Jul | 5:30 PM | 8:00 PM |
| Computer Classes | Training | Adult | 5 | 17-Jul | 6:00 PM | 8:00 PM |
| The Public [PG-13] | Third Thursday Movie | Adult | 7 | 18-Jul | 6:00 PM | 8:00 PM |
| Computer Classes | Training | Adult | 10 | 18-Jul | 6:00 PM | 8:00 PM |
| Computer Classes | Training | Adult | 10 | 22-Jul | 6:00 PM | 8:00 PM |
| An American Marriage | BC Book Club | Adult | 8 | 25-Jul | 6:30 PM | 7:30 PM |
| Computer Classes | Training | Adult | 9 | 25-Jul | 6:00 PM | 8:00 PM |
| Computer Classes | Training | Adult | 7 | 29-Jul | 6:00 PM | 8:00 PM |
| Game Night | Miscellaneous | Family | 0 | 30-Jul | 6:30 PM | 7:30 PM |

**Youth Services Report
July 2019**

1. Family Programs/Summer Reading Program-

| | | |
|-----------------------------------|---------------------------------|----------------------------|
| Tuesday, July 2 | Reptile Family | 175 |
| Tuesday, July 9 | Best Bubble Show | 150 |
| Wednesday, July 10 | Family Movie: Treasure Planet | 21 |
| Monday, June 15 Thursday, June 18 | NASA Discovery Dome Planetarium | 32 viewings 447 patrons |

2. Summer Reading Program

A Universe of Stories

457

108 Teen Signups 4,631 Tickets Earned 231,550 Total Pages Read!
349 Children Signups

3. Teen Scene-

| | | |
|-------------------|--------------------------------|-----------|
| Thursday, July 25 | Teen SRP Party & Prize Drawing | 41 |
| Tuesday, July 30 | SRP Volunteer Party | 15 |

4. Ongoing Programs –

a. Story time

| | | |
|--------------|------------|------------|
| Wednesday | (5) | 194 |
| Saturday | (2) | 33 |
| Total | (7) | 227 |

b. LEGO (10) **174**

c. Barking for Books (2) **15**

5. Outreach

| | | |
|-------------------|--|-----------|
| Wednesday, July 3 | VC Library -Mobile Library Boys & Girls Club | 60 |
|-------------------|--|-----------|

REGULAR MEETING OF AUGUST 27, 2019
J(c) REPORTS: VOLUNTEER COORDINATOR



Volunteer Coordinator Board Report July 2019

Summer Workday - Landscaping



July 27th found community helpers meeting at the library to rake, weed and plant donated jade plants. The picture to the left shows Chris Weinkopf, Kolbe Weinkopf, Andrew Newman, Mark Newman, Joseph Newman, Stephen Baer, and Joe Weinkopf from our local Trail Life group.



The Manzano family, Brandi, Rocky Jr. and Mila joined us to pick up trash and rake leaves.



Ned was in charge of jade plant placement!

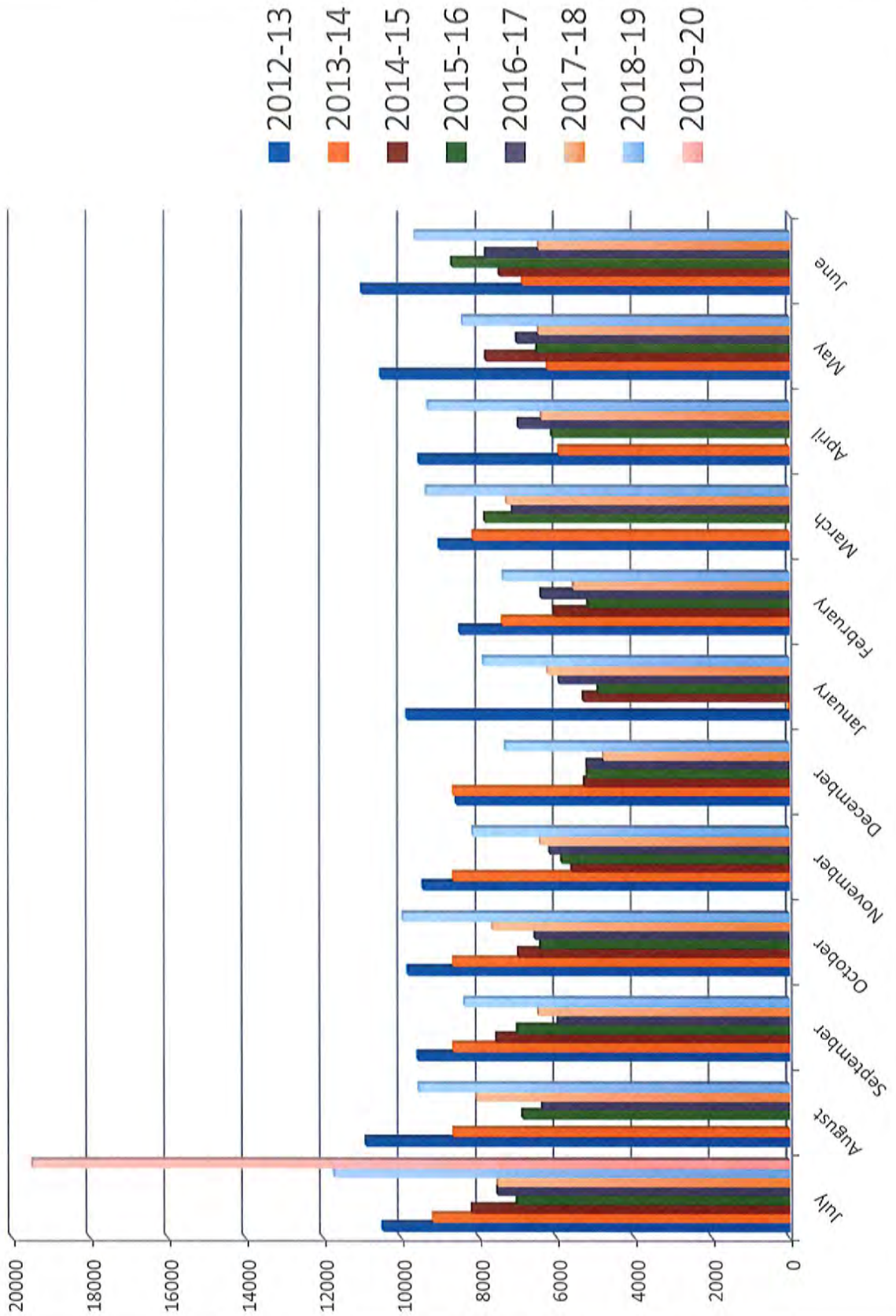
A huge thank you goes out to our wonderful community volunteers for "sprucing up" our library grounds!

| <u>Blanchard Community Library</u> | | | | | | | | | | | |
|---|-------|--------|---------|--------|--------|---------------------|-----------|------|-------------------|------------------|--------|
| <u>Volunteer Hours 2019 – 2020</u> | | | | | | | | | | | |
| Month | | BEST | Mending | FoL | Homewk | RFID & Misc. Vol | Tech. Vol | NCL | Summer Reading | Board/ Endow. | Total |
| July | Hours | 175.00 | 27.25 | 132.50 | 0.00 | 21.50 | 0.00 | 0.00 | 176.00 | 20.50 | 552.75 |
| Total | Hours | 175.00 | 27.25 | 132.50 | 0.00 | 21.50 | 0.00 | 0.00 | 176.00 | 20.50 | 552.75 |

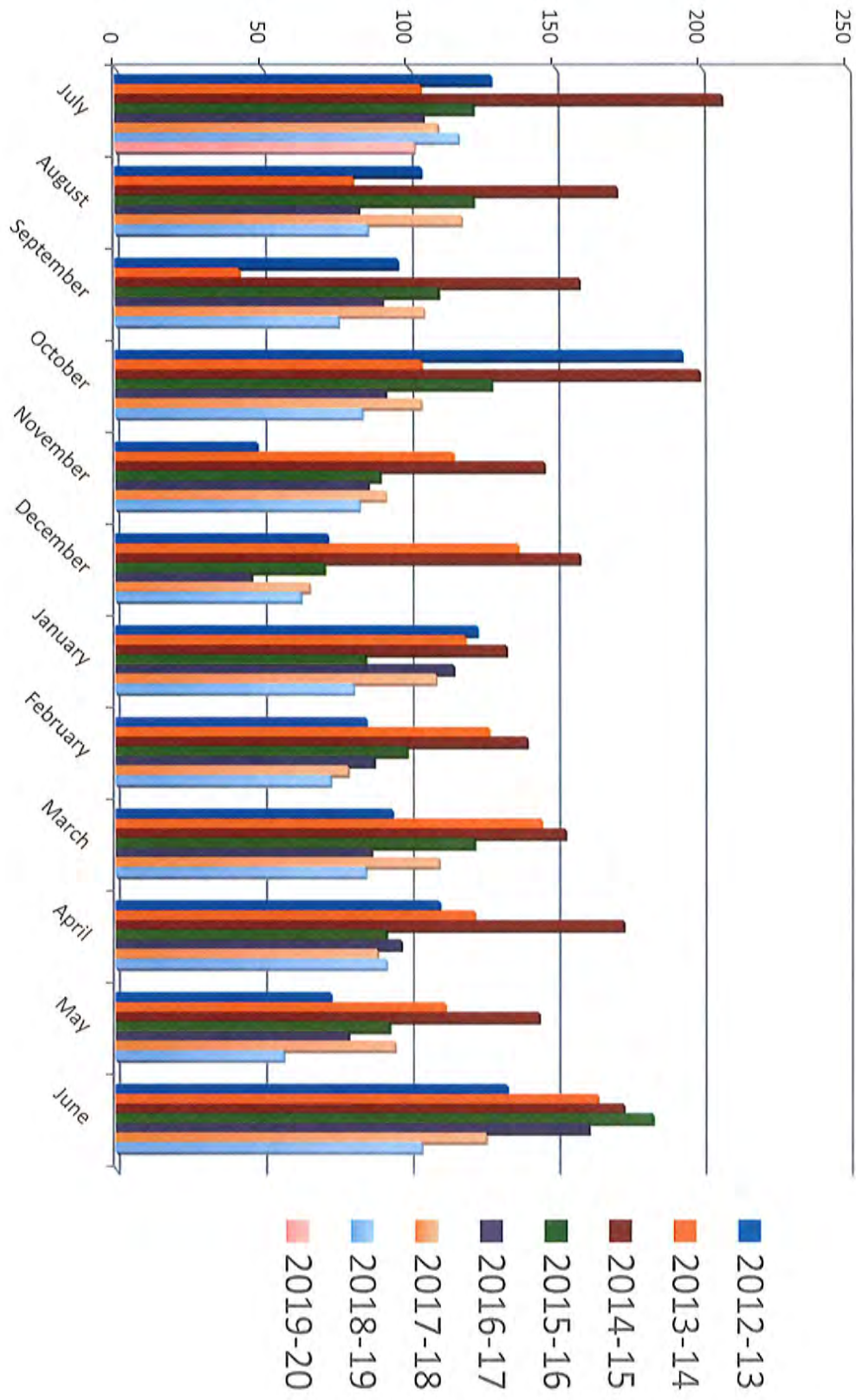
REGULAR MEETING OF AUGUST 27, 2019
J(d) REPORTS: DISTRICT DIRECTOR'S REPORT

1. Statistics
2. Community Conversations
3. District Director Vacation
4. Report on 2019 Goals
 - a. Website Improvements
 - b. Imagine Fundraising Campaign
 - c. Facilities—Commence Phase 2
 - d. Publicity & Outreach—Expand library sphere of influence, usage, & volunteering
 - e. Staff Development

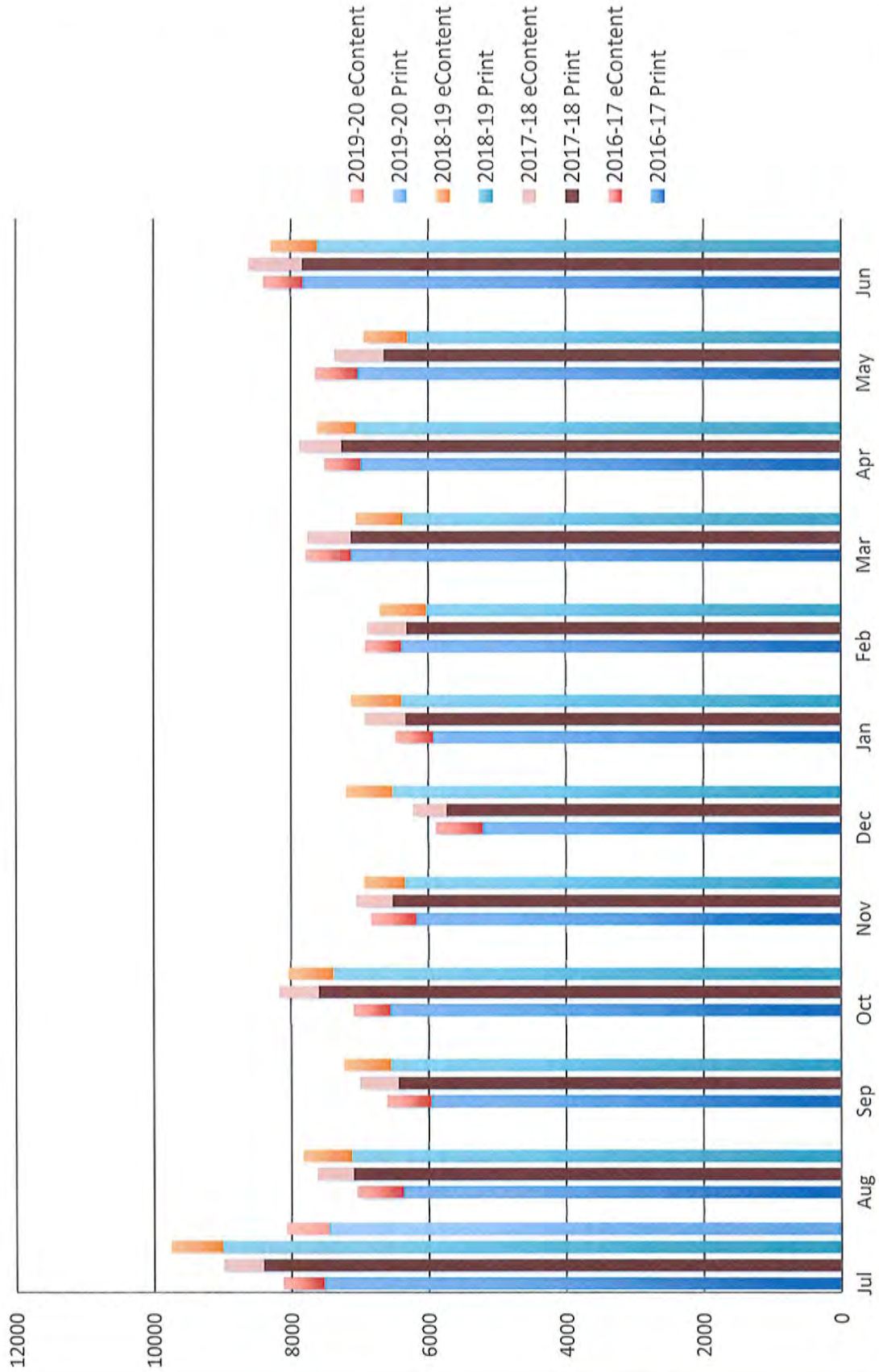
PATRON COUNT



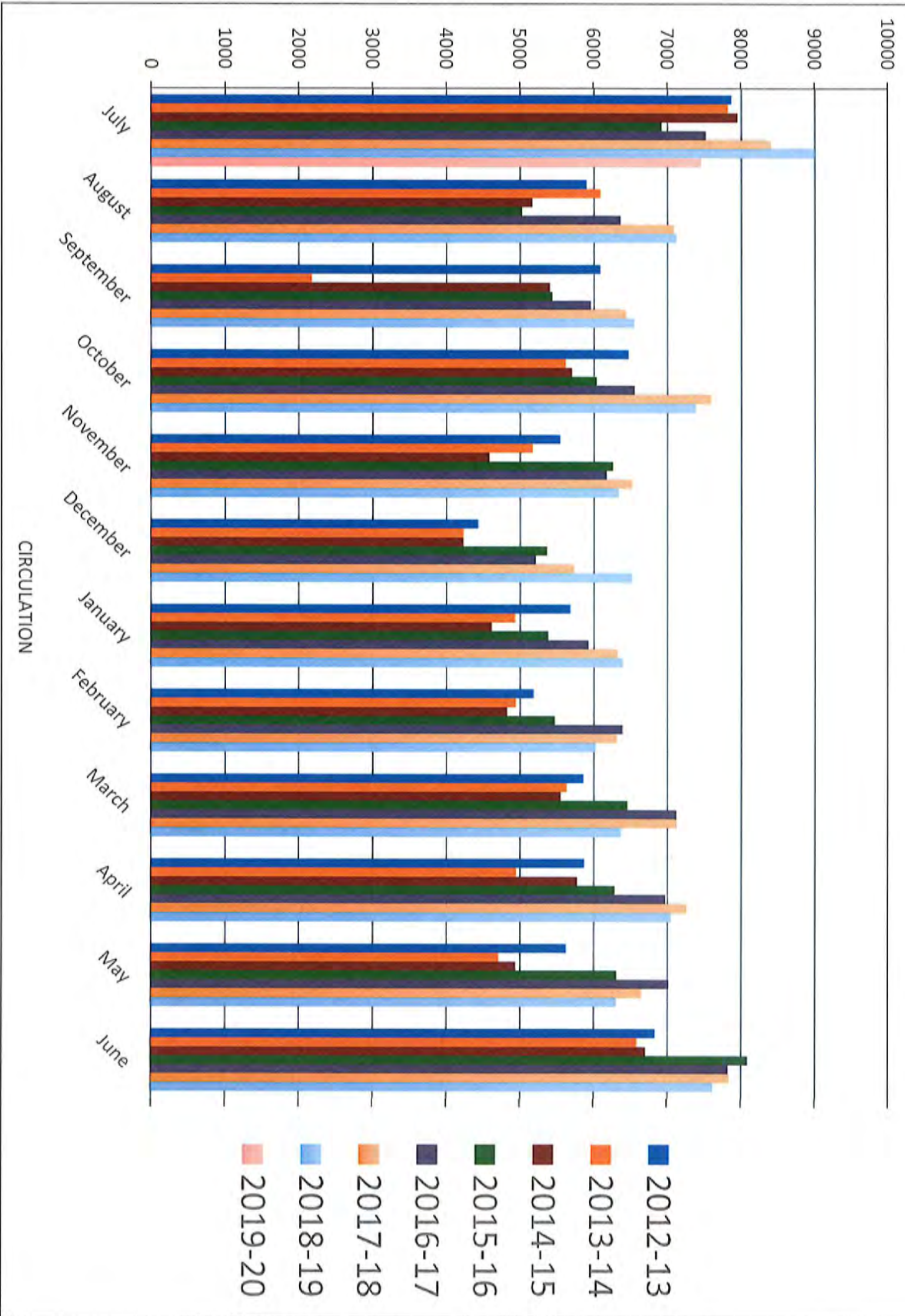
PATRON REGISTRATIONS



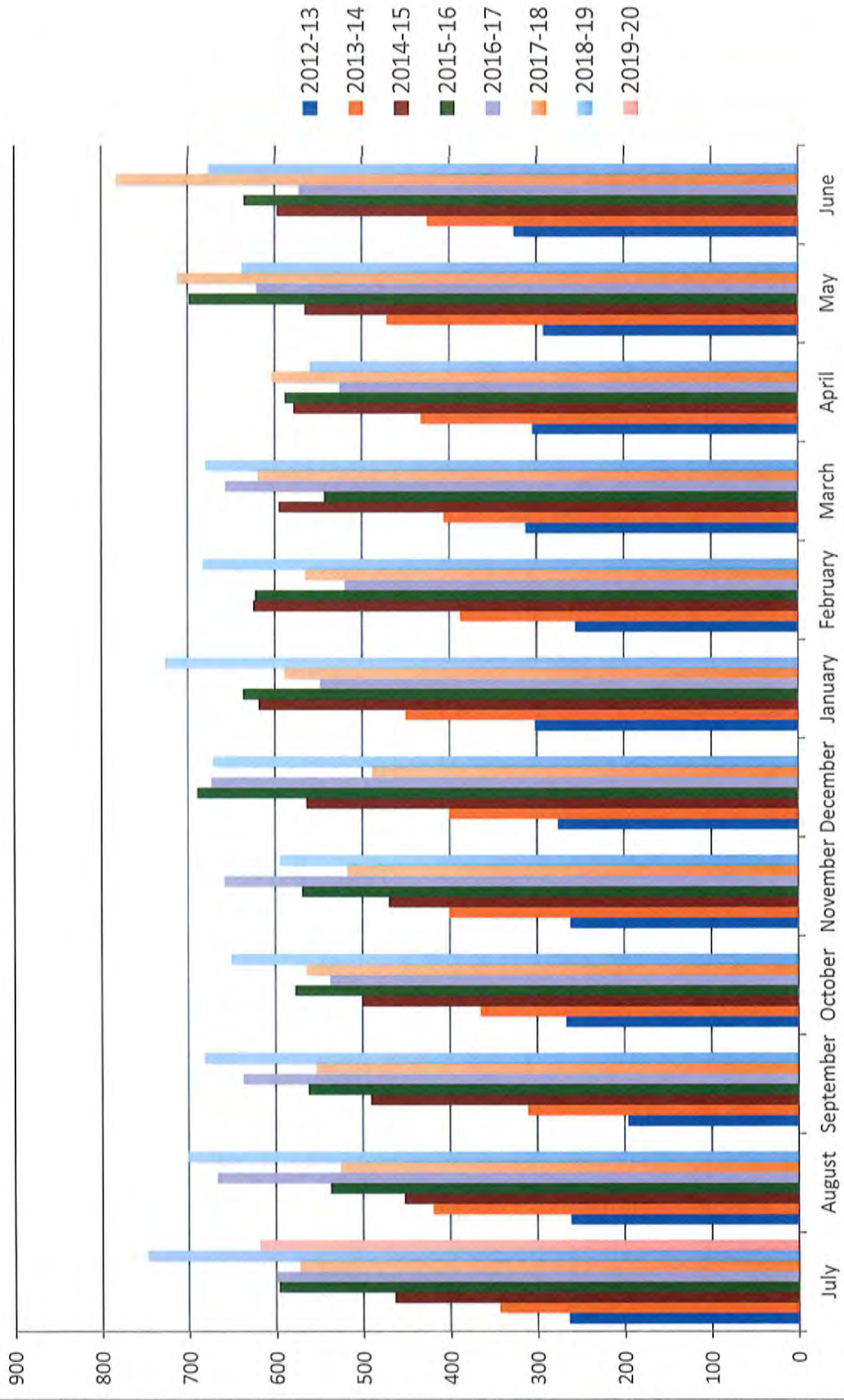
TOTAL CIRCULATION



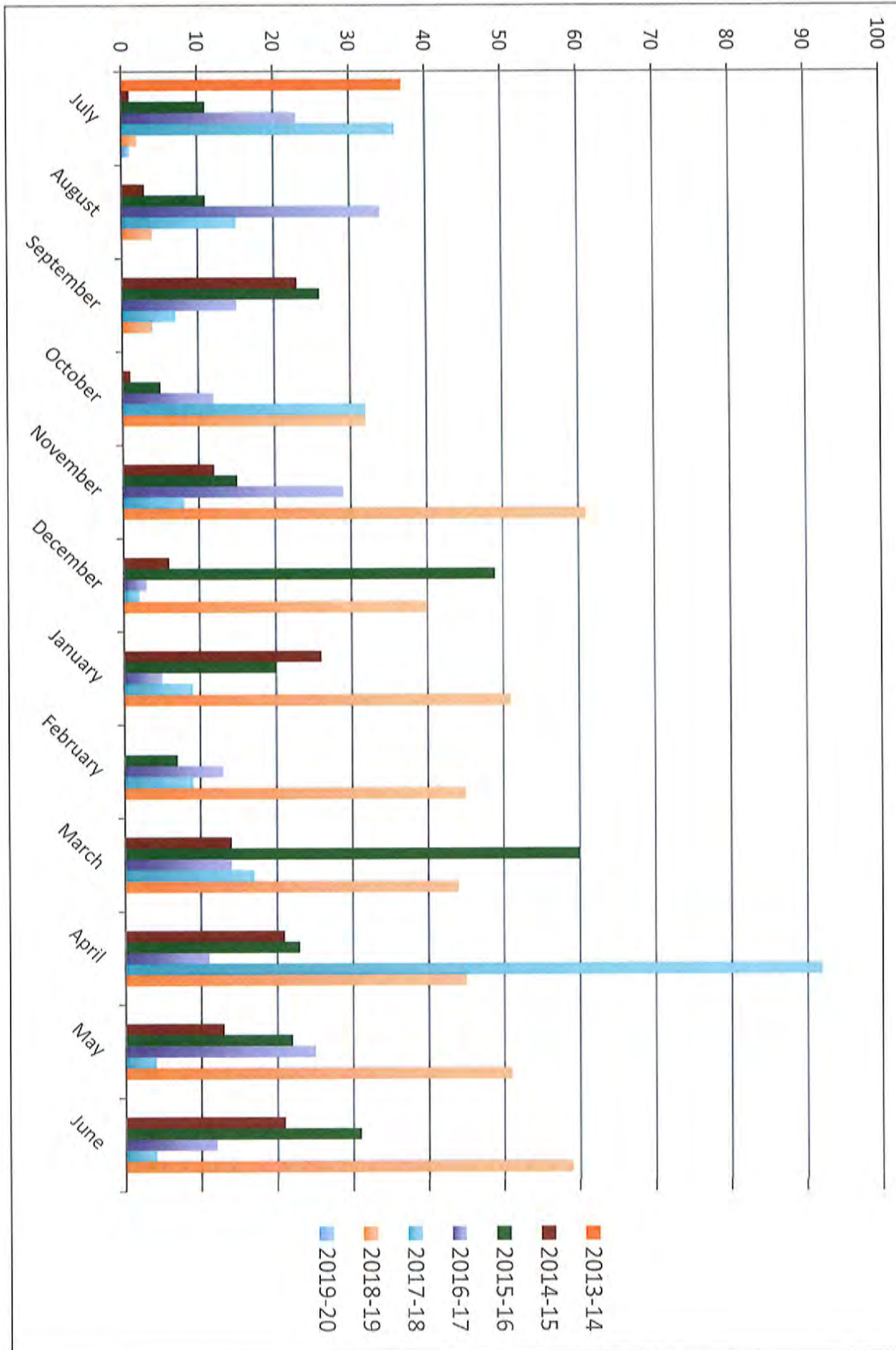
TOTAL PRINT CIRCULATION



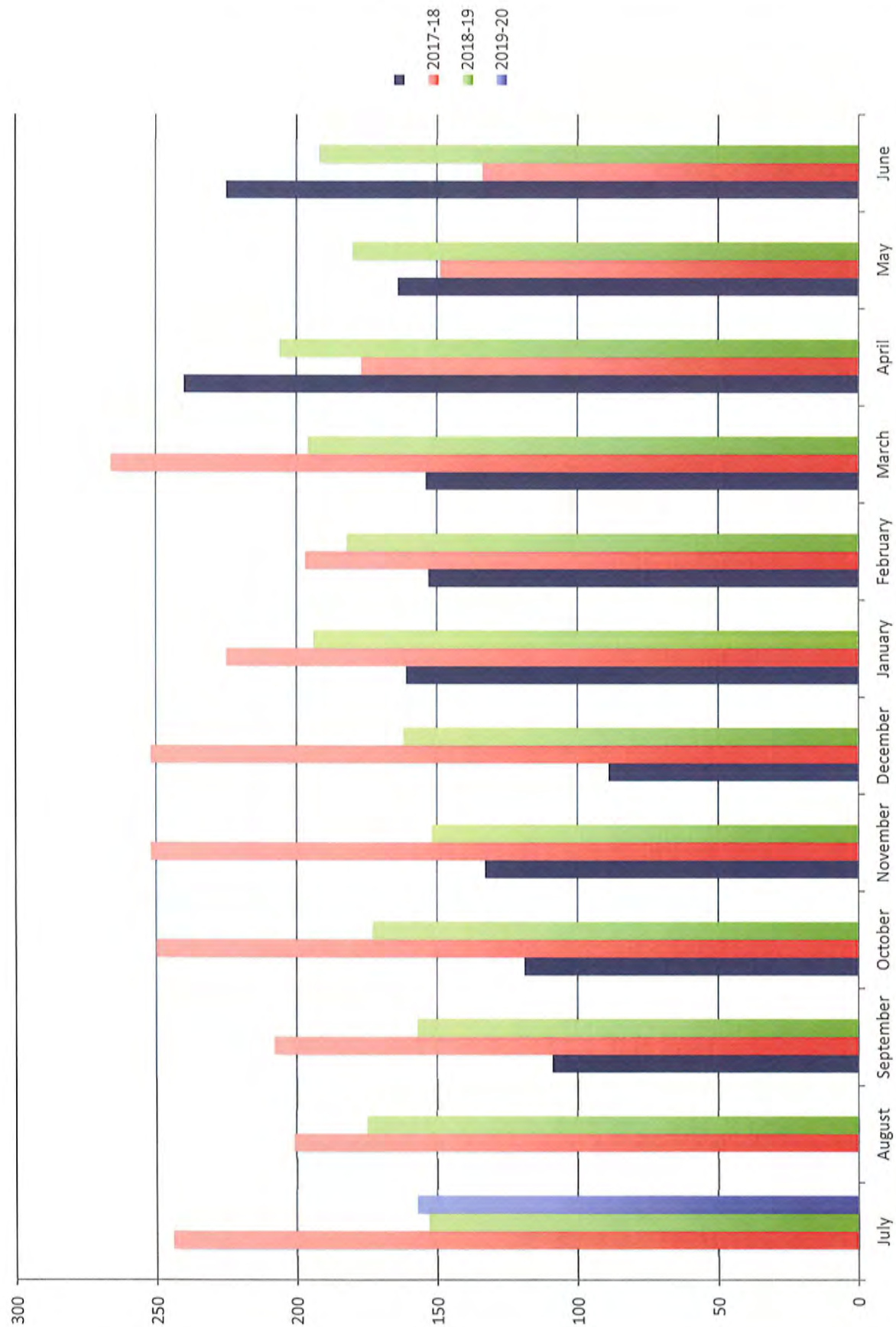
eBOOK CIRCULATION



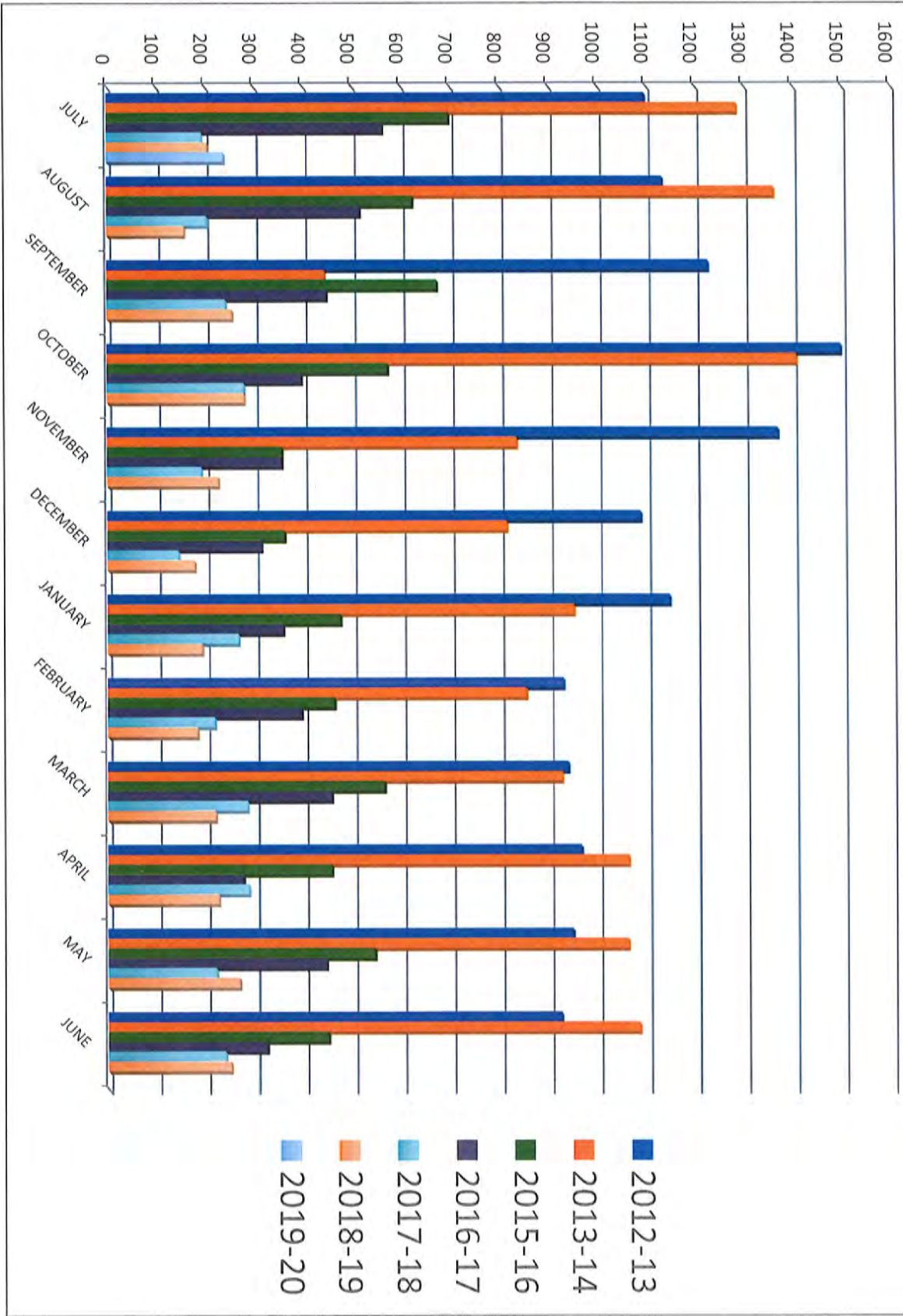
ZINIO CIRCULATION



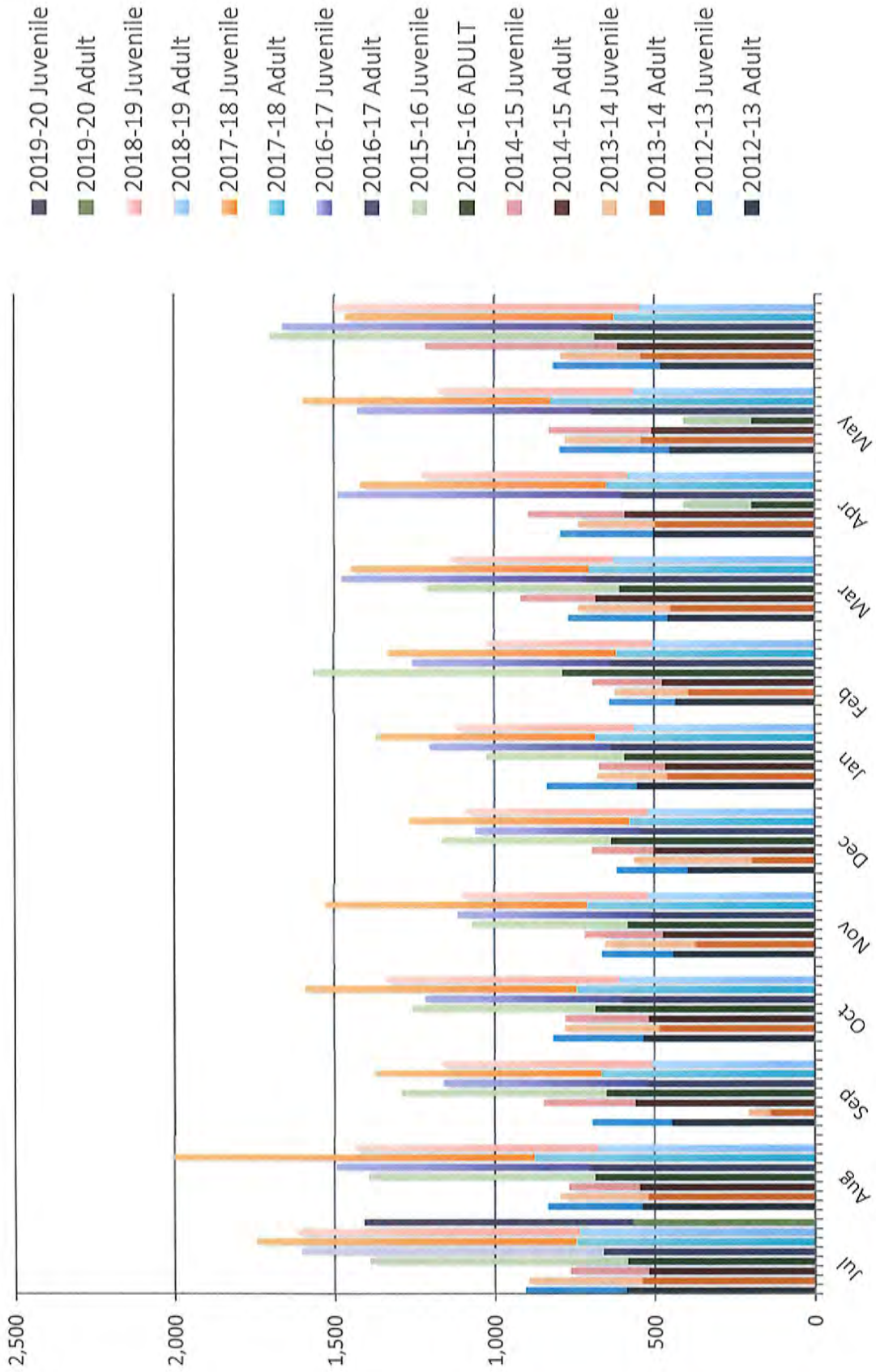
HOOPLA



REFERENCE INQUIRIES



COMPUTER USAGE



VOLUMES ADDED

