



129 Main Street PO Box 929 Tazewell, VA 24651-0929 276.988.2541 276.988-5980 FAX

Hi Trustees,

I hope you've all had a wonderful July so far! We've got a meeting next week on Thursday, July 23, at 3:30 here in Tazewell. We will be meeting in the same place we did previously, out in the computer area.

Primary items on the agenda are the FY21 budget and the potential Emma Yates project. I'm including the approved FY21 budget here; you can see that we were given some money for capital improvements and new computers. Additionally, we were given money earmarked for the potential Emma Yates project.

Take a look at the statistics from the past few months included in this packet. We were obviously negatively impacted by the virus shutdowns, but not as much as we may have thought. We were also recently given guidance from the Library of Virginia on how to report virtual numbers, so I will start including those numbers. Our Wifi usage statistics are interesting to look at also, as our individual session numbers went down, but the average time spent greatly increased. I'll talk about all of this in my report at the meeting; I just want to give you some food for thought beforehand.

We will be electing a new slate of officers at this meeting.

Hope to see you all next week!

Sincerely,

A handwritten signature in black ink that reads "Erica Hall". The signature is written in a cursive, flowing style.

Erica Hall
Director

**Tazewell County Public Library
Board of Trustees
Monthly Meeting
Thursday, July 23, 2020 3:30 PM
Tazewell Library**

- I. Roll Call**
- II. Additions/deletions to Agenda**
- III. Approval of Minutes**
- IV. Director's Report**
- V. Financial Report**
 - a. As of June 30, 2020, the library spent \$1,038,032.76, which is 94.49% of the budget.
 - b. As of June 30, 2020, the library collected \$15,530.25 in fines and fees.
- VI. FY21 Budget**
- VII. Unfinished Business**
 - a. EYML
- VIII. New Business**
- IX. Election of Officers**
- X. Adjournment**

Next meeting is August 20, 2020, at 3:30 in Tazewell.

**Meeting minutes of the Tazewell County Public Library Board of Trustees
held at the Tazewell Library, 129 Main Street, Tazewell, VA June 18, 2020 at 3:30 p.m.**

Present: Regina Roberts, chair
Connie Bailey, trustee
Karel Ryan, vice chair
Mary Sue Dean, trustee
Erica Hall, TCPL Director
Betty Pruett, TCPL Administrative Assistant
Michelle Crigger
Darla Boardwine

Absent: Suzanne Brinegar, trustee

No members of the public were present.

I. CALL TO ORDER: Chair Roberts called the meeting to order at 3:33 p.m.

**II. CONSIDERATION OF APPROVING THE AGENDA FORMAT
ADDITIONS/DELETIONS**

Chair Roberts led the discussion to consider approving the agenda format-additions/deletions. All board members present were in favor of doing this.

III. APPROVAL OF MINUTES

A motion was made by Trustee Mary Sue Dean, with a second by Karel Ryan, that the December 19, 2019, minutes be approved as written. With all trustees present voting in favor of this and none opposed, the motion passed to accept the December minutes as written.

Although no quorum was present for the January 2020, and April 2020, meeting, minutes need to be written stating such. These will be presented at the next Board meeting for approval.

IV. DIRECTOR'S REPORT

Programming: Programming has been very different in the past few months due to COVID19. The Library has not been open to the public. We have been using curbside service and offering online services to maximize social distancing. Patrons have been able to call in during certain hours requesting books for curbside pickup. Staff has been doing rotating shifts to offer curbside pickup, empty the book drop, get mail from the post office and to answer the telephone.

Lisa Tyson has been doing Storytime virtually through Facebook Live on Tuesdays at 11:00 a.m. We ordered some special equipment to use for the Facebook virtual programs. Some additional virtual programs include making lemonade and PB&J sushi.

Drive-up Trivia has been conducted at Lincolnshire Park with numerous people participating. Participants drive up and remain in their vehicle. This has been a big hit this summer.

Sit-N-Stitch was conducted on the front porch with social distancing guidelines in place. This pleased all the regular participants.

Phase In Opening: Staff reported back to work on May 18, 2020, doing appointments only. Curbside service is still an option. On July 6, 2020, all employees will report back for normal hours including evenings and weekends. Return materials will be quarantined for 72 hours before reshelving. Some cleaning options to be in effect: clean and sanitize all returned materials, sanitize push bars on doors and tables, and sneeze guards in place at all circulation desks. Another option is touchless checkout: Patrons scan their library cards themselves and then scan the materials to be checked out. Library employees will observe this procedure to make sure everything scans correctly.

Maintenance/Repairs: The Library has been painted while closed for COVID19. We have replaced a significant number of ceiling tiles while closed also.

V. FINANCIAL REPORT

As of May 31, 2020, the library spent \$926130.21, 84.31% of the budget. As of May 31, 2020, the library collected \$15,108.25 in fines/fees.

VI. UNFINISHED BUSINESS

The decision of increasing maximum checkouts from thirty to fifty is at the Director's discretion. It is not something the Board has to determine.

VII. NEW BUSINESS

COVID19 MEASURES: The steps the Library are taking for COVID19 was addressed in the Director's Report.

Emma Yates Memorial Library: The Board of Directors of Emma Yates Memorial Library has voted to hand over all aspects of Emma Yates to Tazewell County Public Library. If TCPL takes control of Emma Yates, their Board of Directors as well as their 501c3 would dissolve and go away. Supervisor Maggie Asbury informed Chair Regina Roberts that Eric Young, County Administrator, directed her to have Emma Yates' Board

of Directors dissolve. Chair Regina Roberts informed Supervisor Maggie Asbury that if their board wants to relinquish their authority, we would absorb Emma Yates Library. Darla Boardwine would become a part-time employee of TCPL and remain at Emma Yates Library. Chair Regina Roberts had concerns: Who owns the building? How is the County giving us monies to run the Library and where is it coming from? The Board of TCPL is still waiting on answers to these questions. Karol Ryan is concerned if the Library can meet the standards to become part of TCPL. According to Director Hall, Nan at the Library of Virginia states this is an exciting opportunity for TCPL. There is a vision for additional space. If the County will allow us to roll over remaining monies in the FY 2019/2020 budget, we can make it work: Installing a firewall and network switch, as well as additional updates as needed. Some of the questions that have arisen: Who is responsible for maintenance to the building? Who pays the rent, liability insurance, as well as the utilities?

Chair Roberts feels a meeting is needed with Maggie Asbury, Eric Young, the Emma Yates Board, the TCPL Board and Director Hall to discuss all the questions. Trustee Bailey would like to know and understand the history of Emma Yates Library.

Michelle Crigger, who is currently on the Emma Yates Board, stated that the Town of Pocahontas is trying to help with funding. Historic Pocahontas owns the building. She suggested having Eric Young talk with them about gifting the building. Historic Pocahontas currently pays taxes on the building.

Chair Roberts suggest that a motion be made to ask Director Hall to find out what Tazewell County will do moneywise, explore options to combine Emma Yates Library with TCPL physically, monetary options, any specific guidelines to pursue making Emma Yates a branch of TCPL. Trustee Ryan made the motion with a second by Trustee Dean. After a vote, all Board members present voted for Director Hall to pursue answers to these questions. She will also look into whether a formal public meeting needs to be held or would an informal public meeting be acceptable and if Emma Yates can be brought into compliance to be a branch of TCPL.

Trustee Bailey made a motion that Director Hall initiate contact between Friends of the TCPL and Emma Yates Library. Trustee Ryan seconded this motion. All members present voted in favor of this. None were opposed.

XIII. ADJOURNMENT

There being no further business, upon a motion made by Trustee Ryan and seconded by Trustee Dean, the Board voted unanimously to adjourn the meeting at 5:05 p.m.



The next meeting is scheduled for July 23, 2020, at 3:30 p.m. in Tazewell.

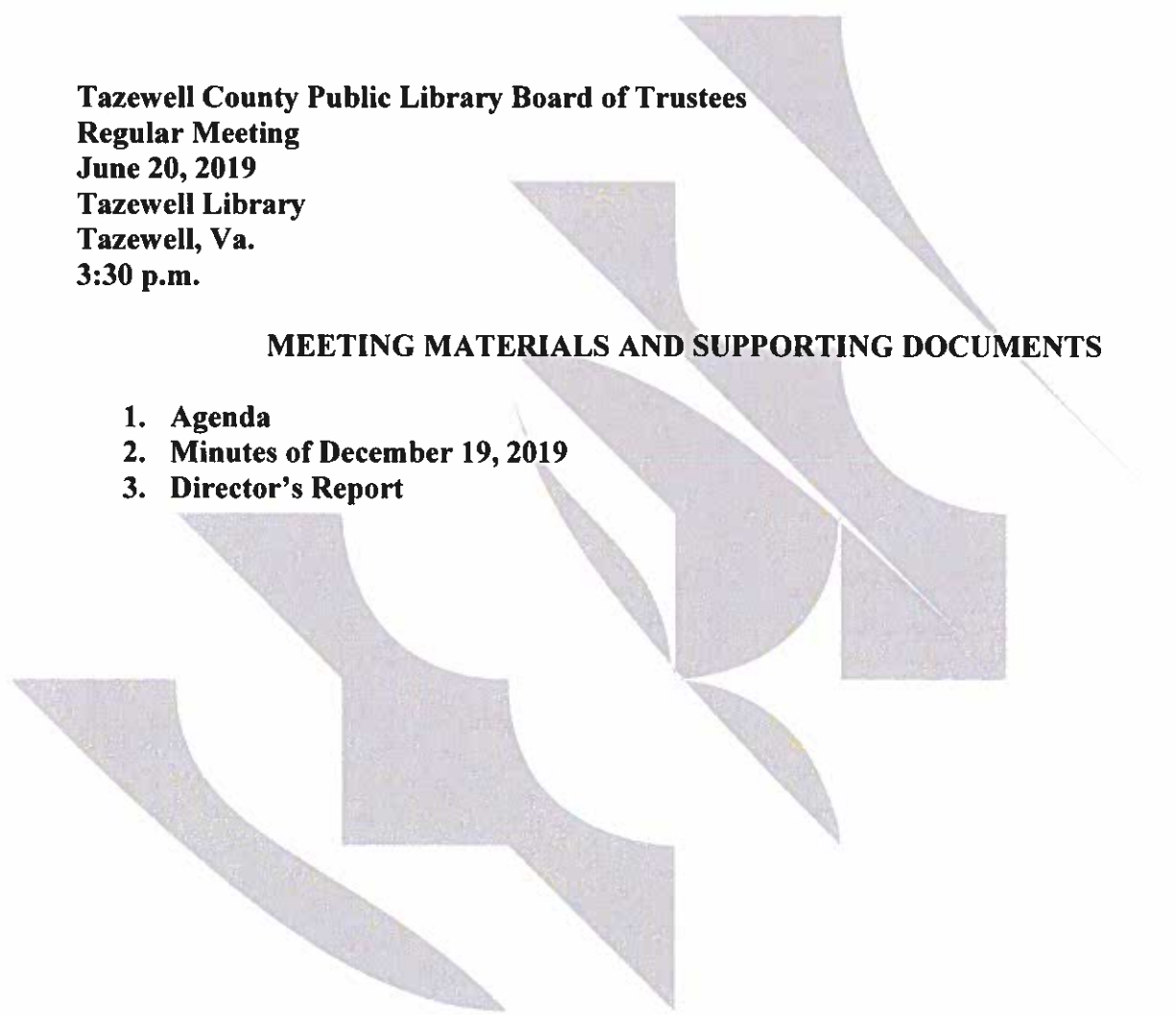
Respectfully submitted,

Betty Pruett, Administrative Assistant

**Tazewell County Public Library Board of Trustees
Regular Meeting
June 20, 2019
Tazewell Library
Tazewell, Va.
3:30 p.m.**

MEETING MATERIALS AND SUPPORTING DOCUMENTS

- 1. Agenda**
- 2. Minutes of December 19, 2019**
- 3. Director's Report**



**TAZEWELL COUNTY PUBLIC LIBRARY
PROGRESS REPORT**

Department: Administrative
Submitted by: Betty Pruett

Month June Year: 2020
Date: July 10, 2020

FINANCIAL:

Financial reports as of 6/30/2020 are attached.

The following monetary donations/refunds were reported during June, 2020.

BRANCH	FROM	AMOUNT	DESCRIPTION

PERSONNEL:

No personnel issues to report. We continued the rotation established in May during the month of June. Tazewell personnel were working on a rotation of two employees at a time on Mondays, Wednesday, and Fridays to check the book drop, process incoming mail, and do curbside services to patrons. Bluefield and Richlands were working on Tuesdays and Thursdays performing the same duties. On May 18, 2020, a rotation of two groups working twenty hours each was implemented. In Tazewell, one group worked from 9:00 to 5:30 Monday and Tuesday, and Wednesday from 9:00 to 1:30. Group two worked from 1:00 to 5:30 Wednesday and 9:00 to 5:30 Thursday and Friday.

MAINTENANCE/FACILITIES:

No maintenance issues for the month of June.

STAFF DEVELOPMENT:

All employees were encouraged to continue webinars at home while the library wasn't open to the public. Another option was to take classes on Universal Class on our website.

Tazewell County Public Library
Circulation
Year 2019-2020

Category	Tazewell		Change	Bluefield		Change	Richlands		Change	System		Change
	2019/2020	2018/2019		2019/2020	2018/2020		2019/2020	2018/2020		2019/2020	2018/2020	
Print												
Adult												
Fiction	9,916	12,867	-23%	6,436	9,001	-28%	7,473	9,020	-17%	23,825	30,888	-23%
Paperback	1,331	1,669	-20%	782	1,245	-37%	774	1,304	-41%	2,887	4,218	-32%
Nonfiction	3,197	4,609	-31%	1,407	1,943	-28%	830	1,504	-45%	5,434	8,056	-33%
Periodicals	369	691	-47%	99	180	-45%	82	312	-74%	550	1,183	-54%
Virginia Room Use	622	0		0	0		0			622		
Other Internal Use	714	0		745	0		25			1,484		
Young Adult												
Fiction	1,213	1,744	-30%	480	813	-41%	1,280	1,474	-13%	2,973	4,031	-26%
Nonfiction	80	53	51%	30	36	-17%	35	44	-20%	145	133	9%
Juvenile												
Fiction	13,465	18,822	-28%	5,188	9,670	-46%	4,225	5,344	-21%	22,878	33,836	-32%
Nonfiction	2,820	3,482	-19%	834	1,336	-38%	467	653	-28%	4,121	5,471	-25%
Periodicals	2	22	-91%	0	0	0%	0	0		2	22	-91%
Nonprint												
DVD	5,077	6,600	-23%	2,477	4,037	-39%	3,754	5,887	-36%	11,308	16,524	-32%
Audio	895	1,267	-29%	640	1,051	-39%	534	885	-40%	2,069	3,203	-35%
SOL Kit	51	49	4%	11	24	-54%	2	15	-87%	64	88	-27%
eCollection												
One-Click Digital										32	47	-32%
Overdrive										11,417	6,710	70%
Zinio										813	914	-11%
Total	39,752	51,875	-23%	19,129	29,336	-35%	19,481	26,442	-26%	90,624	115,324	-21%

Tazewell County Public Library
Circulation
May - June, 2020

Category	Tazewell			Bluefield			Richlands			System		
	2019	2018	Change	2019	2018	Change	2019	2018	Change	2019	2018	Change
Print												
Adult												
Fiction	778	1,954	-60%	460	1,527	-70%	530	1,523	-65%	1,768	5,004	-65%
Paperback	98	281	-65%	54	174	-69%	24	226	-89%	176	681	-74%
Nonfiction	159	733	-78%	40	301	-87%	42	184	-77%	241	1,218	-80%
Periodicals	28	116	-76%	19	19	0%	13	38	-66%	60	173	-65%
Young Adult												
Fiction	95	294	-68%	28	143	-80%	75	248	-70%	198	685	-71%
Nonfiction	1	3	-67%	0	8	-100%	0	6	-100%	1	17	-94%
Juvenile												
Fiction	418	2,995	-86%	265	2,144	-88%	170	810	-79%	853	5,949	-86%
Nonfiction	63	572	-89%	31	340	-91%	4	128	-97%	98	1,040	-91%
Periodicals	0	4	0%	0	0	#DIV/0!	0	0	0%	0	4	-100%
Nonprint												
DVD	226	990	-77%	95	824	-88%	83	825	-90%	404	2,639	-85%
Audio	30	177	-83%	22	184	-88%	21	126	-83%	73	487	-85%
SOL Kit	0	7	-100%	0	9	0%	0	#DIV/0!	-100%	0	16	-100%
eCollection												
RBDigital ebooks/audio										3	8	-63%
Libby										1,985	1,756	13%
RBDigital Magazines										0	201	-100%
Total	1,896	8,126	-77%	1,014	5,673	-82%	962	4,114	-77%	5,860	19,878	-71%



Fiscal Trend Summary (July-June)
Tazewell County Public Library
Month Ending June-2020

Visitor Session Information	2020											
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Total Session Count	621	987	922	1,408	1,024	947	1,114	1,076	931	510	476	587
Total Session Time	1735.75	1835.17	1637.6	1938.53	1440.95	1317.28	1741.5	1388.37	1475.55	564.78	710.55	1086.4
Average Session Time	2.78	1.85	1.77	1.37	1.4	1.38	1.55	1.28	1.58	1.1	1.48	1.85
Average Sessions Per Visit	1.2	1.21	1.11	1.16	1.16	1.13	1.13	1.14	1.38	2.07	1.85	1.22
Average Hours Per Visit	3.35	2.23	1.97	1.58	1.62	1.57	1.75	1.47	2.17	2.28	2.75	2.25
Visitor Information												
Total Visits	516	818	832	1,216	885	837	986	941	677	246	257	481
Daily Return Visitors	214	299	292	708	617	552	702	668	500	181	197	358
Daily New Visitors	516	604	533	508	268	285	284	273	177	65	60	123
Monthly Unique Visitors	234	334	313	434	373	371	373	378	298	74	78	151
Average Visitor Return Rate	2.21	2.45	2.66	2.8	2.54	2.26	2.64	2.49	2.27	3.32	3.29	3.19
Monthly Average Hours Per Visitor	7.42	5.48	5.22	4.47	4.13	3.55	4.67	3.67	4.95	7.62	9.1	7.18

Visitor Session Information	Jun-20	Prior Month Compare		Same Month Prior Year Compare		Year-To-Date		Year-Over-Year	
		Change	%	Change	%	2020	2019	Change	%
Total Session Count	587	111	23.32%	587	100%	10,603	10,603	10,603	100%
Total Session Time	1086.4	375.85	52.9%	1086.4	100%	15872.53	15872.53	15872.53	100%
Average Session Time	1.85	0.37	25%	1.85	100%	1.58	1.22	1.58	100%
Average Sessions Per Visit	1.22	-0.63	-34.05%	1.22	100%	1.22	1.22	1.22	100%
Average Hours Per Visit	2.25	-0.5	-18.19%	2.25	100%	1.93	1.93	1.93	100%
Visitor Information									
Total Visits	481	224	87.16%	481	100%	8,692	8,692	8,692	100%
Daily Return Visitors	358	161	81.73%	358	100%	4,996	4,996	4,996	100%
Daily New Visitors	123	63	105%	123	100%	3,696	3,696	3,696	100%
Monthly Unique Visitors	151	73	93.59%	151	100%	151	151	151	100%
Average Visitor Return Rate	3.19	-0.1	-3.04%	3.19	100%	3.19	3.19	3.19	100%
Monthly Average Hours Per Visitor	7.18	-1.92	-21.1%	7.18	100%	7.18	7.18	7.18	100%

	Q1 (Jul-Sept)	2019-2020 Quarterly		
		Q2 (Oct-Dec)	Q3 (Jan-Mar)	Q4 (Apr-Jun)
Total Session Count	2,530	3,379	3,121	1,573
Unique Visitors	672	802	696	215
Average Days Per Visitor	3.22	3.66	3.74	4.58
Average Hours Per Visitor	7.75	5.85	6.62	10.98

	Q4 (Apr-Jun)	2020 Prior Quarter Comparison	
		Q3 (Jan-Mar)	Change %
Total Session Count	1,573	3,121	-49.6%
Unique Visitors	215	696	-69.11%
Average Days Per Visitor	4.58	3.74	22.46%
Average Hours Per Visitor	10.98	6.62	65.86%

	2019-2020	Fiscal Year-Over-Year	
		2018-2019	Change %
Annual Visitor Information	1,723	1,723	100%
Unique Visitors	504	5.04	100%
Average Days Per Visitor	9.78	9.78	100%

Reference Department 2019-2020						
Fiscal Year Totals						
	Tazewell	Bluefield	Richlands	2019-2020 Totals	2018-2019 Totals	% Change
Public Computer Sessions	3617	2051	2171	7839	11175	-29.9%
WIFI	5038	2596	2966	10600	No Data	Unknown
Website Hits				25450	44479	-42.8%
Facebook						
Total Likes				27569	No Data	Unknown
Likes				281	443	-36.6%
Unlikes				69	No Data	Unknown
Posts/Comments				517	463	11.7%
Daily Page Engaged Users (Engaged with Content)				15149	28210	-46.3%
Daily Total Content (How Many Saw Content)				242283	No Data	Unknown
Database Usage						
Sessions				1594	1340	19.0%
Searches				6301	10183	-38.1%
Retrievals				10264	14192	-27.7%
ILL						
Requested by TCPL	16	11	1	28	311	-91.0%
Lent to TCPL	14	5	1	20	254	-92.1%
Reference Questions						
Phone	794	1821	1431	4046	4411	-8.3%
Email	53	0	2	55	37	48.6%
Online Chat	14	0	0	14	No Data	Unknown
In-Person	1802	2712	2317	6831	7604	-10.2%
Mall	1	0	0	1	1	0.0%
Book-a-Librarian	8	0	0	8	23	-65.2%
Adult Programming						
Computer (Participants)	2	0	0	2	2	0.0%
Book Group (Participants)	119	19	51	189	181	4.4%
Social (Participants)	25	0	0	25	238	-89.5%
Gaming (Participants)	77	0	0	77	31	148.4%
Crafting (Participants)	70	0	1	71	125	-43.2%
Informational (Participants)	25	15	13	53	123	-56.9%
General (Participants)	10	7	14	31	46	-32.6%
Computer	5	0	0	5	2	150.0%
Book Group	34	7	7	48	36	33.3%
Social	1	0	0	1	4	-75.0%
Gaming	18	0	0	18	13	38.5%
Crafting	20	0	2	22	27	-18.5%
Informational	7	2	4	13	4	225.0%
General	3	6	2	11	2	450.0%
Proctored Test	43	147	7	197	438	-55.0%
eNewsletter						
Total Subscribers				702	590	19.0%
New Subscribers				167	233	28.3%
How Many People Opened Newsletter				1623	1031	57.4%
How Many People Click on Links				206	205	0.5%
Business Services						
Pages Notarized	10	0	15	25	No Data	Unknown
People Assisted	4	0	12	16	No Data	Unknown

Reference Department 2019-2020						
	Jun-20					
	Tazewell	Bluefield	Richlands	Jun-20	Jun-19	% Change
Public Computer Sessions	64	65	86	215	828	-74.0%
WIFI	315	110	162	587	No Data	Unknown
Website Hits				1730	2868	-39.7%
Facebook						
Total Likes				2602	No Data	Unknown
Likes				29	62	-53.2%
Unlikes				7	No Data	Unknown
Posts/Comments				45	50	-10.0%
Daily Page Engaged Users (Engaged with Content)				1560	3414	-54.3%
Daily Total Reach (How Many Saw Content)				18594	No Data	Unknown
Database Usage						
Sessions				220	282	-22.0%
Searches				137	578	-76.3%
Retrievals				466	1067	-56.3%
ILL						
Requested by TCPL	0	0	0	0	0	0.0%
Lent to TCPL	0	0	0	0	0	0.0%
Reference Questions						
Phone	75	137	111	323	455	-29.0%
Email	1	0	0	1	0	100.0%
Online Chat	0	0	0	0	0	0.0%
In-Person	154	271	220	645	706	-8.6%
Mail	0	0	0	0	0	0.0%
Book-a-Librarian	0	0	0	0	0	0.0%
Adult Programming						
Computer (Participants)	0	0	0	0	0	0.0%
Book Group (Participants)	0	0	0	0	15	-100.0%
Social (Participants)	0	0	0	0	0	0.0%
Gaming (Participants)	0	0	0	0	8	-100.0%
Crafting (Participants)	3	0	0	3	44	-93.2%
Informational (Participants)	0	0	0	0	0	0.0%
General (Participants)	0	0	0	0	10	-100.0%
Computer	0	0	0	0	0	0.0%
Book Group	0	0	0	0	3	-100.0%
Social	0	0	0	0	0	0.0%
Gaming	0	0	0	0	3	-100.0%
Crafting	1	0	0	1	6	-83.3%
Informational	0	0	0	0	1	-100.0%
General	0	0	0	0	1	-100.0%
Proctored Test	0	0	0	0	28	-100.0%
eNewsletter						
Total Subscribers				702	574	22.3%
New Subscribers				3	20	-85.0%
How Many People Opened Newsletter				160	102	56.9%
How Many People Click on Links				22	17	29.4%
Business Services						
Pages Notarized	0	0	4	4	No Data	Unknown
People Assisted	0	0	4	4	No Data	Unknown

**Collection Development
Materials Added
2019-2020**

	Tazewell	Richlands	Bluefield	Total	CumTotal
Books					
Jul	166	152	128	446	446
Aug	194	107	160	461	907
Sep	146	116	113	375	1282
Oct	115	89	93	297	1579
Nov	92	64	88	244	1823
Dec	90	79	79	248	2071
Jan	99	95	140	334	2405
Feb	123	83	80	286	2691
Mar	69	62	61	192	2883
Apr	20	6	4	30	2913
May	112	96	99	307	3220
Jun	238	176	177	591	3811
Total	1464	1125	1222	3811	

	e-Resources	e-Books	e-Audiobooks	Total	CumTotal
Jul		10	25	35	35
Aug		0	40	40	75
Sep		8	19	27	102
Oct		13	57	70	172
Nov		63	23	86	258
Dec		19	23	42	300
Jan		17	53	70	370
Feb		73	19	92	462
Mar		152	108	260	722
Apr		268	114	382	1104
May		265	71	336	1440
Jun		70	133	203	1643
Total	958	685	0	1643	

				Total	CumTotal
Audio					
Jul	0	0	0	0	0
Aug	7	6	7	20	20
Sep	186	9	3	198	218
Oct	0	1	0	1	219
Nov	3	5	4	12	231
Dec	0	0	0	0	231
Jan	3	3	4	10	241
Feb	3	5	4	12	253
Mar	1	0	3	4	257
Apr	0	0	0	0	257
May	1	1	1	3	260
Jun	4	6	7	17	277
Total	208	36	33	277	

	Kits etc.	Kits	Board Games	Total	CumTotal
Jul		0	3	3	3
Aug		0	0	0	3
Sep		1	2	3	6
Oct		0	1	1	7
Nov		0	0	0	7
Dec		0	0	0	7
Jan		0	0	0	7
Feb		0	0	0	7
Mar		0	0	0	7
Apr		0	0	0	7
May		0	0	0	7
Jun		0	0	0	7
Total	1	6	0	7	

				Total	CumTotal
DVD					
Jul	2	2	2	6	6
Aug	10	9	9	28	34
Sep	11	8	13	32	66
Oct	2	3	2	7	73
Nov	6	4	6	16	89
Dec	0	0	0	0	89
Jan	10	5	10	25	114
Feb	6	6	10	22	136
Mar	10	7	10	27	163
Apr	0	0	0	0	163
May	0	0	0	0	163
Jun	13	9	10	32	195
Total	70	53	72	195	

		Total	CumTotal
Withdrawals			
Jul	563	563	563
Aug	153	153	716
Sep	279	279	995
Oct	251	251	1246
Nov	224	224	1470
Dec	80	80	1550
Jan	307	307	1857
Feb	264	264	2121
Mar	330	330	2451
Apr	0	0	2451
May	34	34	2485
Jun	231	231	2716
Total	2716	2716	

Total in Collection:	Items	Bibs
Jul	125,013	96,511
Aug	125,461	96,884
Sep	125,843	97,161
Oct	126,161	97,482
Nov	126,061	97,462
Dec	126,281	97,661
Jan	126,057	97,561
Feb	126,245	97,765
Mar	126,428	98,008
Apr	126,907	98,434
May	126,695	98,338
Jun	127,341	98,846

	Repairs	DVD's	Books	Audio	Cover & Laminate	Total	CumTotal
Jul	1		28	0	3	32	32
Aug	0		14	0	37	51	83
Sep	0		19	0	9	28	111
Oct	34		6	6	0	46	157
Nov	7		20	1	1	29	186
Dec	0		29	0	0	29	215
Jan	3		56	0	26	85	300
Feb	2		24	1	0	27	327
Mar	0		9	1	8	18	345
Apr	0		0	0	0	0	345
May	3		12	1	0	16	361
Jun	0		13	0	0	13	374
Total	50	230	10	84	374		

Name	Date	Audience	Views (One-Minute Views) for May	Views (One-Minute Views) for June	Views (One-Minute Views) Total
Storytime	5/1/2020	Kids	17	0	17
Storytime	5/9/2020	Kids	0	0	0
Storytime	5/12/2020	Kids	20	0	20
How to Universal Class	5/14/2020	Adult	7	0	7
Online Book Club	5/18/2020	Adult	4	0	4
Storytime	5/19/2020	Kids	32	0	32
Storytime	5/26/2020	Kids	22	2	24
					104

	Number of Programs	Attendance
Adult	2	11
Kids	5	93
Total	7	104

Name	Date	Audience	Views (One-Minute Views) for June	Views (One-Minute Views) for July	Views (One-Minute Views) Total
Storytime	6/2/2020	Kids	10		
Storytime	6/9/2020	Kids	5		
Laugh & Learn	6/12/2020	Kids	5		
Online Book Club	6/15/2020	Adult	4		
Storytime	6/16/2020	Kids	23		
Laugh & Learn	6/17/2020	Kids	9		
Storytime	6/23/2020	Kids	17		
Laugh & Learn	6/24/2020	Kids	21		
Storytime	6/30/2020	Kids	15		

	Number of Programs	Attendance
Adult		1
Kids		8
Total		9
		4
		105
		109

FUND #	DESCRIPTION	Prior Years			Current Year		FY/2021 Budget Year			
		Exp/2018	Exp/2019	Amended Budget	Actual 08/20/20	Projected Expenditure	Department Request	County Admin Recommends	Adopted Budget	
073010	LIBRARY ADMINISTRATION**									
073010-1150	COMPENSATION	548,259	486,298	579,387	577,866		577,713	577,713		
073010-2100	F.I.C.A.	30,905	34,307	40,492	37,330		40,370	40,370		
073010-2210	RETIREMENT - U.S.F.S.	48,512	45,373	48,748	49,628		55,267	55,267		
073010-2300	HOSPITALIZATION	169,488	172,510	188,865	162,488		168,682	170,394		
073010-2400	LIFE INSURANCE	5,711	5,406	5,304	5,347		6,031	6,031		
073010-2700	WORKMAN'S COMP. INS.	709	762	795	853		1,031	1,031		
073010-3000	MISCELLANEOUS	3,572	7,552	11,170	5,297		5,000	5,000		
073010-3120	CONSTRUCTURAL SER./ADULTS	59,631	62,375	58,000	84,256		59,300	59,300		
073010-3310	REPAIRS & MAINTENANCE	6,856	12,937	7,100	5,754		6,500	6,500		
073010-3500	PRINTING & BINDING			500			500	500		
073010-3600	ADVERTISING	1,078	437	1,000	477		1,000	1,000		
073010-5110	UTILITIES - ELECTRICITY	30,273	27,266	28,000	26,389		28,000	28,000		
073010-5130	WATER-SEWER SERVICES	1,457	1,986	1,800	2,214		1,000	1,000		
073010-5210	POSTAL SERVICES	1,904	4,708	7,748	2,138		1,748	1,748		
073010-5230	TELECOMMUNICATIONS	18,600	13,770	14,115	13,536		7,764	7,764		
073010-5304	PROPERTY INSURANCE	4,192	3,666	4,192	3,666		4,192	4,192		
073010-5305	VEHICLE INSURANCE				547					
073010-5306	SURETY BONDS	128	130	129	128		129	129		
073010-5308	GENERAL LIABILITY INSURANCE	167	169	168	171		168	168		
073010-5410	LEASE/RENT OF EQUIP.	15,977	32,390	15,400	14,909		15,400	15,400		
073010-5430	TR-TRIP SUPPORT	15,000	15,000	15,000	15,000		15,000	15,000		
073010-5510	TRAVEL EXPENSE	2,499	2,173	1,500	730		2,000	2,000		
073010-5604	EMERG. VOTES LITIGATION									
073010-5810	DUES & MEMBERSHIPS	546	826	800	771		800	800		
073010-6001	OFFICE & LIBRARY SUPPLIES	12,207	13,737	14,287	6,953		14,287	14,287		
073010-6005	ADDITIONAL SUPPLIES	4,979	2,531	5,000	3,745		5,000	5,000		
073010-6009	VEHICLE SUPPLIES & REPAIRS			500	312					
073010-6012	BOOKS & SUBSCRIPTIONS	83,828	92,811	70,152	55,069		69,202	69,202		
073010-6101	MACHINERY & EQUIPMENT			7,000	1,103		10,000	10,000		
073010-6102	FURNITURE & FIXTURES			2,500	1,242					
073010-8109	CAPITAL IMPROVEMENTS			25,000	14,181		35,000	12,500		
	TOTAL	1,079,902	1,042,415	1,099,518	1,076,015		1,081,982	1,079,714		

12,500