



# Board of Trustees

## Meeting Agenda

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**Thursday, February 13, 2025, 5:15pm**  
**Crook County Library Broughton Room**  
175 NW Meadow Lakes Dr., Prineville, OR 97754

### MEETING OPEN TO THE PUBLIC

**Join Zoom Meeting:**

<https://crookcountyor.zoom.us/j/93325770929?pwd=YqxZl3iPw7xgl1iDFPfbswgGqdM2Aq.1>

**Meeting ID: 933 2577 0929**

**Passcode: 300834**

*RECORDING NOTICE: This meeting will be recorded via Zoom*

#### **1. Call to Order (5:15pm)**

- i) Additions/deletions from the agenda; approval of agenda (**ACTION**)
- ii) Conflicts/potential conflicts of interest
- iii) Announcements

#### **2. Public Comment (5:15-5:25pm)**

#### **3. Consent agenda (ACTION) (5:25pm)**

- a. Minutes of January 09, 2024, regular meeting.

#### **4. Reports (6:00-6:15pm)**

- a. Friends
- b. Circulation services
- c. Director's report

#### **5. Financials/Statistics Review (6:15-6:20pm)**

#### **6. Continuing business (6:20-6:40)**

- a. Update on potential lease of 622.11 acres up Juniper Canyon. Next step is to hire an archaeologist to conduct a 2<sup>nd</sup> cultural site analysis. Several bids received.
- b. EV Charging Station grant(s) update. Grant applications and future grant opportunities.
- c. eBike update.
- d. EPA Environmental and Climate Justice Community Change Grant Application update.

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Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with ORS 192.660.

The Board of Trustees meets on the 2nd Thursday each month at 5:15p in a meeting room at the Crook County Library at 175 SW Meadow Lakes Dr., Prineville, Oregon. Sign language interpretation for the hearing impaired is available with at least 48 hours' notice.

**7. New Business (6:40-7:00)**

- a. EV Bookmobile discussion.
- b. Budget discussion.
- c. Staff training day approved, October 13, 2025, approved at Work Session on 1/15/25.

**8. Agenda items for next meeting:** March 13, 2025, Broughton Community Room, Crook County Library, 175 NW Meadow Lakes Dr., Prineville, OR 97754, 541-447-7978.

**9. Adjournment**

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# Board of Trustees

## Meeting Minutes

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**Thursday, January 09, 2025, 5:15pm**  
**Crook County Library Broughton Room**  
175 NW Meadow Lakes Dr., Prineville, OR 97754

### MEETING OPEN TO THE PUBLIC

#### Join Zoom Meeting:

<https://crookcountyor.zoom.us/j/99449806673?pwd=kMlJfh4PsTGzspwi7nwfh8bNVd5Pq.I>

**Meeting ID:** 994 4980 6673  
**Passcode:** 580642

*RECORDING NOTICE: This meeting will be recorded via Zoom*

#### Attendees:

- **Staff:** [y] Sarah Beeler, [y] Cindy York
  - **Trustees:** [y] Sandy Kerbow, [n] Mark Maboll, [y] Natalie Good, [y] Keya Rohovit-Wrolson, [y] Michael Stremme
  - **Guests:** Ron Jackson, guest
- 
- **Call to Order:** Michael Stremme called the meeting to order at 5:16pm. Sandy Kerbow made a motion to approve the agenda. Keya Rohovit-Wrolson seconded the motion. Agenda approved.
  - **Public Comment:** none
  - **Consent agenda:** Keya made a motion to approve the November meeting minutes. Sandy Kerbow seconded the motion. November meeting minutes were approved. No meeting was held in December.
  - **Conflicts/potential conflicts of interest:** none
  - **Reports:**
    - i. **Friends:** The Friends held officer elections in October. Faye Streier will continue on as President; Ginger Nedry was elected Vice-President; Carrie Gordon will continue as Treasurer; and Jeannette Holman will be Secretary. A gift book and puzzle sale was held in the library during December.
    - ii. **Circulation services:** Cindy shared a graph showing the numbers of items borrowed and lent between Crook County Library and partner libraries, Deschutes and Jefferson County Library

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District. Janice and Amaris are shifting the collections and have received training on how to update signage in the book stacks. Crook County Library participated in the Christmas Parade. Stephanie Glisson is now a member of the Crook County Safety Committee.

iii. Director's report:

- i. Bids to install an EV Charging station have been received. Sarah will present the request to apply for grant funding at the Work Session meeting on January 14, 2025.
- ii. Bids for a second cultural site analysis have been received. Bids ranged in price from \$43,000 to \$13,290. Once funds are allocated, and the second cultural site analysis has been completed, the report will be sent to Oregon Department of State Lands.
- iii. Liz Knapp, grant writer, was hired to prepare a large EPA Community Change grant for the proposed Juniper Canyon project. The grant was submitted in November. Grant updates may not be received until spring.
- iv. Shelley Lyda has been hired to work on Saturdays. She starts next week. Welcome, Shelley!
- v. Crook County received a matching grant from the Pilcrow Foundation. The Beaver State Historical Gunmaker's Guild has agreed to provide \$400 in matching funds. The Pilcrow Foundation generous donation of \$800 of new children's books have been added. A total of \$1,200 of new children's books arrived. Thank you, Beaver State Historical Gunmaker's Guild and Pilcrow Foundation!
- vi. \$1,500 was received from the Lois Lenski Covey Foundation to provide beautiful new children's books on the Bookmobile.

- **Next meeting:** Thursday, February 13, 2025, Broughton Community Room, 5:15pm, Crook County Library, 175 NW Meadow Lakes Dr., Prineville, OR 97754, 541-447-7978.
  - i. Approval of January meeting minutes.
  - ii. Approval of November and December (if available) Financials.
- **Adjournment:** Michael adjourned the meeting at 5:58pm.

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Friends of the Crook County Library  
Board Meeting Minutes  
**Wednesday, November 20, 2024**

**Board Members Attending**

Faye Streier, Ginger Nedry, Carrie Gordon, Jeannette Holman, Gordon Gillespie, Janet Herrmann, Janice Staats

Faye called the Board Meeting to order at 2:02 pm.

**Secretary Report**

Carrie moved to accept the October 2024 minutes as written, Gordon seconded, no discussion. Passed.

**Treasurer Report**

- Overhead costs were up a little for 2024, but still in line with our size of non-profit organization.
- At the Overstock Book Sale in October, we made \$537.
- Carrie walked us through the proposed budget for 2025, which we will finalize at our December meeting.
- From October 2024 Treasurer's Monthly Activity Report: Income \$966.67, Expenses \$563.44.

**Committee Reports**

Chapters Kids Bookstore

- No report.

Membership

- Faye is working at getting the membership list ready for our January 2025 membership mailing.

Book Sorting

- If people ask questions on Facebook or otherwise what kind of book donations we accept, be sure to be consistent with the information on the back of the card we hand out.
- Puzzles – We want Sarah to know if they need puzzles for the Bookmobile, we are happy to give them to her at no charge.
- Library really needs Kristin Hannah books if we get any donated to us.
- Jeannette is coordinating a book donation that will need a home visit to the home of her friend's deceased mother.

## Publicity/Public Relations

- Nothing to report.

**Gift Books and Puzzles Sale in Library** - Set up will be December 2, 2024, 10:30 am. Please help if you can.

**Missing Plaque** - We received a request to replace a missing memorial plaque for George Hohler. After discussing the problems with replacing the plaques at this point, including the closure of the business that made the original plaques, the board agreed that we cannot continue to replace plaques. Faye will let the person who asked know.

**January 2025 Retreat** will be January 13, 2025 starting at noon with a potluck lunch.

**Computer** - Goff Computer put a new hard drive in our computer. Faye has been working out the bugs of getting on and into accounts and using One Drive. Cost of the new hard drive was \$150.

## **Library Report**

- St. Charles grant of \$1200 for library seed program from Hart Seed Company. Seed sorting will take place Feb 22, 2025, 9 am - noon.
- Republic Services donated items for Library of Things.
- ODOT e-bike grant probably about \$50,000 for bikes and batteries. Getting bids for charging station.
- Grant writer will turn in EPA grant for new library branch up Juniper Canyon. No need for matching funds on this grant.
- Children's room prints are up on the walls.

## **Accomplishments**

- **Volunteer hours** since the last Board Meeting:
  - Board of Directors = 81 hours total
    - Faye 10
    - Carrie 15
    - Janice 18
    - Gordon 5
    - Janet 3
    - Jeannette 15
    - Ginger 15
  - Chapters Kids Bookstore = 60.75 hours
  - Non-Board = 41 hours total
    - October and November 3<sup>rd</sup> Saturday Sale non-board 40 hours
    - Gordon Moore (Friends Bookstore) 1 hour
- **October Overstock Book Sale** - We raised \$537. A special thank you to Scott Svoboda and the ROTC students, and Anthony Carmack and the Pioneer High School students. We started with 180 boxes of book, and donated 114 boxes of leftovers to non-profit



thrift stores. The loading and delivery of boxes from the storage locker, and packing/loading of leftover books went very smoothly- a great team effort. As always, Janet's treats were delicious and much appreciated.

- **November Book Sale** - Made \$325, and Chapters Kids Bookstore made \$54.75. We used 11 tables for books, started with 64 boxes, and ended with 36 boxes of leftovers (56% leftovers). Leftovers were placed in the middle shed across the street from the Library which is a first for us. We are going to see how many boxes of leftovers fit in there for our May Overstock Book Sale. We appreciate the Library allowing us use that storage area. 4 of 5 prints sold. 15 people helped with set up, 3 people cashiered and Janet was in Chapters Kids Bookstore, and 13 people did take down. It is so nice to have so many people show up and make short order of all the tasks.

Meeting adjourned 3:05 pm.

Minutes by Jeannette Holman, Secretary and Janice Staats  
Friends of the Crook County Library

Friends of the Crook County Library  
Board Meeting Minutes  
**Wednesday, December 18, 2024**

**Board Members Attending**

Faye Streier, Ginger Nedry, Carrie Gordon, Gordon Gillespie, Janet Herrmann, Janice Staats

**Guests**

Sarah Beeler, Gordon Moore

Faye called the Board Meeting to order at 2:00 pm.

**Secretary Report**

Carrie moved to accept the November 2024 minutes with the changes that Jeannette received via email, Faye seconded, no discussion. Passed.

**Treasurer Report**

- Carrie paid \$300 for 6 months of accounting (Mohan's).
- Capri has raised Your Roundup fee to \$18.
- Since Central Oregonian Credit Union requires all accounts to have activity yearly, Carrie proposed we move \$2000 from our bank checking account to the Credit Union. Faye moved to do so, Janet seconded, no discussion. Passed.
- Janice moved to accept proposed 2025 budget, Faye seconded, no discussion. Passed.
- From November 2024 Treasurer's Monthly Activity Report: Income \$1415.07, Expenses \$354.00.

**Committee Reports**

Chapters Kids Bookstore

- \$14 went missing from the cash box between Tuesday and Wednesday. Carrie said to take \$14 from next deposit to end up with \$50 in the cashbox. We discussed ideas for more security. Decided to reinstitute having a form that each Chapters Volunteer fills out showing that they left \$50 in the cashbox. Could also move the key to the cash drawer somewhere else.
- Janet will take the current hours to the Librarians at the front desk.

Membership

- Faye is working on membership renewal paperwork. Sarah said she can use the library copy machine and paper cutter. Faye will ask for help when needed.

Book Sorting

- Lots and lots of books have sold out of Friends Bookstore and off the sale table/cart during the Gift Books and Puzzles Sale. The puzzles were not selling well for \$3, so Janice lowered the price to \$2 each. Will probably have puzzles to sell after January 2, 2025, so will put them in Friends at \$1 - \$2 each.

## Volunteers

- Janice will update the Volunteer email list soon.

## Publicity/Public Relations

- Placed an ad for Gift Books and Puzzles Sale for two weeks.
- Faye talked to Rebecca about her family's brick. We are so sorry that it is missing, and we cannot replace it.

## **January Retreat**

January 13, 2024, noon – 4 pm, potluck lunch. Faye will send out draft agenda.

## **January 3<sup>rd</sup> Saturday Book Sale**

Faye will lead. Carrie can move books on that Friday at 2 pm.

## **Library Report**

- Applied for and received a Louis Lenski Covey Foundation Grant for \$1500 for Bookmobile books!
- There was a safety incident on 2<sup>nd</sup> Street where a person tried to carjack a car in front of the log cabins property next door. New safety procedures are being put in place.
- Talking to an archeologist in Sisters, OR about a cultural site analysis of the Juniper Canyon property for \$13,290.
- Saved a lot on the cost of e-books and audiobooks.
- Going to be looking at tech costs and trying to bring them down if possible.
- Applying for a grant for an electric charging station.
- E-bike grant process is slow, but is happening.
- Applied for a grant to use Mid-Oregon Personnel to hire help on Saturdays.
- Closing early on Tuesday, Christmas Eve, and on Christmas.
- There is a gift wrap/card making station in the library.
- A volunteer talked to Janice during the November Book Sale. She said she has a lot of friends that are not happy with the library's change to Oregon Digital Library Consortium because the wait times for e-books and audiobooks has increased by a lot. She was wondering if a group got a big fundraiser together would Friends want to be involved. Janice advised her to start by talking with Sarah and finding out if there is even a chance of going back to the Deschutes system and how much it would cost to do that. Then if she and her friends still want to pursue a fundraiser, she will talk to us about it later. Janice also made sure she is aware that Hoopla through the library also has audiobooks. Sarah has not heard from her.

## Accomplishments

- **Volunteer hours** since the last Board Meeting:
  - Board of Directors = 64 hours total
    - Faye 10
    - Carrie 20
    - Janice 18
    - Gordon 1
    - Janet 5
    - Jeannette
    - Ginger 10
  - Chapters Kids Bookstore = 59 hours
  - Non-Board = 6 hours total
    - Bob book keeping 2 hours
    - Gordon Moore (Friends Bookstore, Board meeting) 4 hours

Meeting adjourned 2:53 pm.

Minutes by Janice Staats  
Friends of the Crook County Library Member

# Circulation Services Report

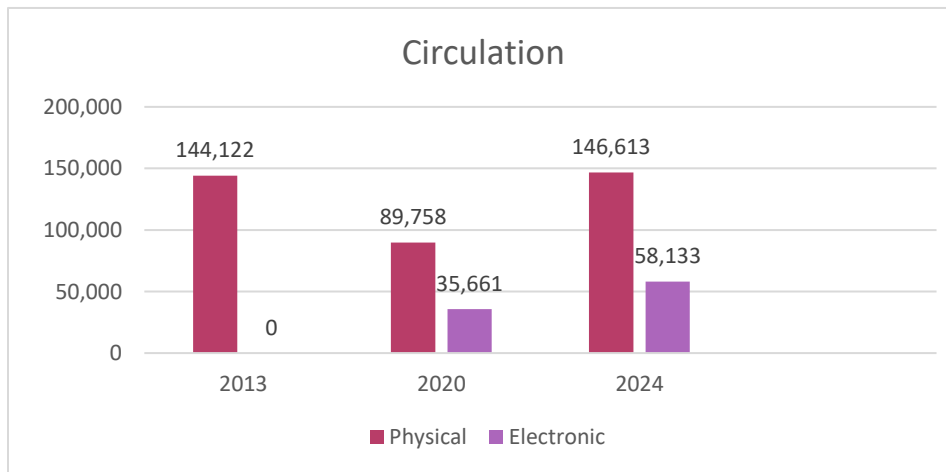
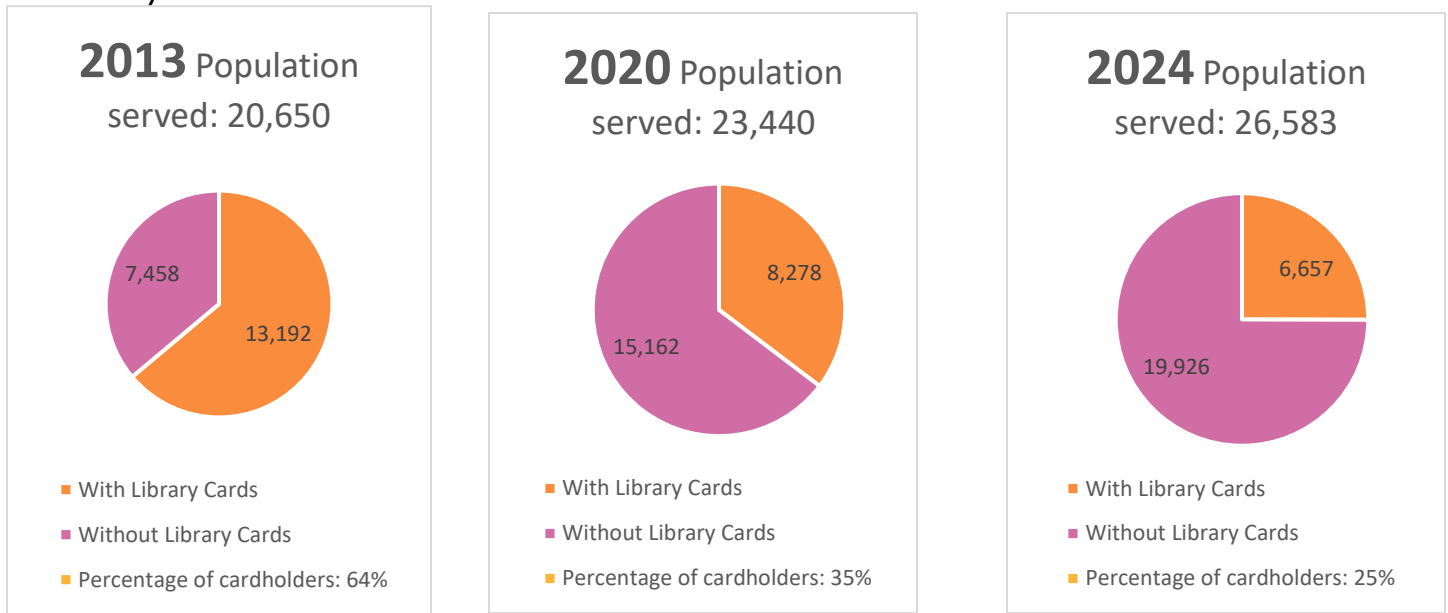
## February 2025

*Prepared by Cindy York, Library Operations Manager*

### Did You Know?

At the December Board of Trustees meeting, I was asked to compare circulation statistics based on the population of Crook County instead of the comparison *between counties*. I consider it fortuitous that staff member Kim Bales brought to my attention an “Oregon public library stats snapshot” by the State Library of Oregon. Since we have access to this information, let’s compare 3 years of significance for CCL:

- 2013** Journey with Deschutes and Jefferson Public Libraries began
- 2020** Unforgettable for its restrictions and survival-mode adaptations
- 2024** Last year



To check out more amazing CCL stats go to:

<https://public.tableau.com/app/profile/statelibraryoforegon/viz/OregonPublicLibrarySnapshot/2022Snapshot>

# Director's Report

February 2025

Prepared by Sarah Beeler, Director of Library Services

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## Facility

- ODOT's Community Charging Rebates Program, applicants with a reservation have three hundred days to install from date of reservation. The application for Crook County Library has an ID. ODOT is reviewing applications to reserve \$12,500. We are looking for the follow-up email confirming funds have been reserved and assigning a Reservation Date. We will then have 270 days to complete our project.
- Bids for second cultural site analysis on 622.11 acres have been received. The low bid was \$13,290 from an archaeologist in Sisters, Oregon. Once funds have been budgeted for second cultural site analysis, the completed report will be sent to the Oregon Department of State Lands to secure the lease.
- Final contract documents from ODOT for three eBikes have been sent to the Crook County Legal Department for review. Each eBike will have an anti-theft/tracking system installed, LINKA locks. Spring launch is anticipated. Good Bike Co., LLC will provide maintenance. eBikes will be stored in one of the sheds across the street. Good Bike Co., LLC and Crook County Library will highlight the new eBikes at Perk events in June.

## Staff

- Meghan McKee, the new Crook County HR Director, came over and met with each staff member for 30 minutes. Welcome, Meghan!
- We've been told the budget will be relatively flat and to trim it where possible. Job duties will be reviewed, and work processes will be streamlined, where possible.

## Strategic Planning Update

- EPA Community Change grant was submitted on the last day just before the deadline. Results will not be known until spring. Grant application will be accepted, denied, only a portion funded, or they can ask us to make changes and resubmit. The Inflation Reduction Act Community Change grant program funding has been paused. It is unclear if it will resume.
- Other
  - The Crook County Library budget will be reviewed at the next board meeting. Department budgets are due on 2/25. Next Library Board meeting will be 3/13/25. Budget numbers are

expected to remain flat; some savings will be realized from switching our OverDrive vendors (\$30,000) and reducing the number of unused computers and devices.

- The current library catalog, Encore, does not meet ADA compliance requirements deadline coming up in April of 2026. Options are being reviewed and discussed. A meeting with DPL will be held. When DPL removed Crook County Library patron's access to Bibliocommons, the need for a new library catalog became a high priority. Crook County Library staff were impressed when they reviewed an improved catalog option from Innovative Interfaces called Vega Discovery. Vega Discovery has additional modules available (reserving meeting rooms, an improved website). Bibliocommons is also an option but it doesn't offer the extra modules. Sarah will share updates as they become available.
- Oregon Department of Revenue is providing tax assistance to help taxpayers e-file their taxes for free using IRS Direct File and Direct File Oregon at three locations: Crook County Library, Pendleton Public Library, and The Dalles. Thank you, OR DOR and Kim, for organizing this wonderful opportunity for residents to get their taxes done for free!

FOR FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	NOV ACTUAL	YTD ACTUAL	ORIGINAL BUDGET	FINAL BUDGET	BUDGET REMAINING	% REC'D/SPENT
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LIBRARY							
REVENUE							
330-0000-300.01-01	BEGINNING BALANCE	.00	950,707.18-	938,000-	938,000-	12,707	1.01
330-0000-300.01-05	INTEREST EARNED	4,127.02-	13,347.05-	33,000-	33,000-	19,653-	.40
330-0000-300.01-08	REALIZED GAIN/LOSS	49.18	262.09-	0	0	262	.00
330-0000-390.90-03	CURRENT YEAR TAXES	1,253,640.00-	1,510,889.00-	1,702,000-	1,702,000-	191,111-	.89
330-0000-390.90-04	PRIOR YEAR TAXES	6,972.14-	28,238.66-	0	0	28,239	.00
		-----	-----	-----	-----	-----	-----
* REVENUE		1,264,689.98-	2,503,443.98-	2,673,000-	2,673,000-	169,556-	.94
EXPENDITURE							
330-0000-569.96-01	CONTINGENCY	.00	.00	956,000	956,000	956,000	.00
		-----	-----	-----	-----	-----	-----
* EXPENDITURE		.00	.00	956,000	956,000	956,000	.00
		-----	-----	-----	-----	-----	-----
** LIBRARY		1,264,689.98-	2,503,443.98-	1,717,000-	1,717,000-	786,444	1.46
LIBRARY							
REVENUE							
330-3000-324.34-00	STATE GRANTS	.00	.00	14,000-	14,000-	14,000-	.00
330-3000-329.42-18	COPIES AND PRINTS FEES	414.85-	2,468.45-	4,000-	4,000-	1,532-	.62
330-3000-329.42-39	NONRESIDENT REGISTRATIONS	.00	450.00-	0	0	450	.00
330-3000-329.50-19	FINES	620.66-	1,698.94-	3,000-	3,000-	1,301-	.57
330-3000-329.50-24	FINES-STATE COURTS	.00	25,975.75-	26,000-	26,000-	24-	1.00
330-3000-343.43-24	MERCHANDISE	7.50-	51.50-	0	0	52	.00
330-3000-345.45-21	FRIENDS OF LIBRARY SALES	244.50	569.00-	2,000-	2,000-	1,431-	.28
330-3000-347.47-00	DONATIONS/CONTRIBUTIONS	5.40-	17,096.44-	10,000-	10,000-	7,096	1.71
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* REVENUE		803.91-	48,310.08-	59,000-	59,000-	10,690-	.82
EXPENDITURE							
330-3000-510.01-00	SALARIES & WAGES	48,162.83	217,677.35	640,000	580,000	362,323	.38
330-3000-510.01-02	OVERTIME	581.58	2,624.15	5,000	5,000	2,376	.52
330-3000-510.01-32	EXTRA HELP	.00	1,957.50	3,000	3,000	1,043	.65
330-3000-510.02-01	FICA	3,687.16	16,816.98	49,000	45,000	28,183	.37
330-3000-510.02-02	WORKERS COMPENSATION	344.91	1,554.86	1,000	4,000	2,445	.39
330-3000-510.02-03	HEALTH INSURANCE	10,562.62	52,813.10	135,000	138,000	85,187	.38
330-3000-510.02-04	LIFE INSURANCE/LTD	141.71	865.00	2,000	2,000	1,135	.43
330-3000-510.02-05	UNEMPLOYMENT	48.76	199.27	2,000	1,000	801	.20
330-3000-510.02-06	401K RETIREMENT	5,427.71	24,013.67	60,000	69,000	44,986	.35
330-3000-510.02-08	OREGON PAID LEAVE TAX	277.83	1,067.13	3,000	3,000	1,933	.36
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* EXPENDITURE		69,235.11	319,589.01	900,000	850,000	530,411	.38
EXPENDITURE							
330-3000-520.05-30	POSTAGE	169.99	740.44	3,000	3,000	2,260	.25
330-3000-520.05-71	MINOR EQUIPMENT	5.98	208.56	10,000	10,000	9,791	.02
330-3000-520.05-74	PROGRAMS AND OUTREACH	1,971.01	6,396.56	20,000	20,000	13,603	.32



FOR FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	NOV ACTUAL	YTD ACTUAL	ORIGINAL BUDGET	FINAL BUDGET	BUDGET REMAINING	% REC'D/SPENT
		-----	-----		-----	-----	
330-3000-520.05-89	CREDIT CARD CHARGES	14.65	81.73	0	0	82-	.00
330-3000-520.05-96	DUES & SUBSCRIPTIONS	.00	329.00	2,000	2,000	1,671	.16
330-3000-520.10-06	COLLECTION AGENCY EXPENSE	29.55	403.85	1,000	1,000	596	.40
330-3000-520.10-07	COPY MACHINES	291.91	1,386.52	10,000	10,000	8,613	.14
330-3000-520.10-25	OFFICE SUPPLIES	847.94	5,192.24	6,000	6,000	808	.87
330-3000-520.10-26	ORDINANCE COMPILATION	.00	.00	1,000	1,000	1,000	.00
330-3000-520.20-19	EQUIPMENT REPAIRS/MAINT.	.00	3,093.47	10,000	10,000	6,907	.31
330-3000-520.20-43	RESOURCE SHARING	.00	6,396.00	8,000	8,000	1,604	.80
330-3000-520.25-05	MILEAGE	.00	.00	4,000	4,000	4,000	.00
330-3000-520.25-11	FUEL	168.07	608.11	9,000	9,000	8,392	.07
330-3000-520.30-05	COLLECTION DEVELOPMENT	13,636.99	85,030.62	165,000	165,000	79,969	.52
330-3000-520.30-12	READY TO READ GRANT	.00	.00	12,000	12,000	12,000	.00
330-3000-520.35-13	CONTRACT SERVICES	3,235.10	15,371.69	0	50,000	34,628	.31
330-3000-520.35-42	SOFTWARE SERVICES	.00	5,185.83	12,000	12,000	6,814	.43
330-3000-520.35-85	LIBRARY CONSORTIUM	.00	8,968.00	12,000	12,000	3,032	.75
330-3000-520.40-17	CELL PHONE COSTS	299.85	1,072.48	2,000	2,000	928	.54
330-3000-520.45-02	TRAINING/LODGING/PER DIEM	288.35	4,906.45	4,000	4,000	906-	1.23
330-3000-520.50-05	INSURANCE	.00	2,855.32	3,000	3,000	145	.95
330-3000-520.60-16	PROMOTION & PUBLICITY	44.98	2,175.45	7,000	7,000	4,825	.31
330-3000-520.65-00	LICENSES/FEES	.00	750.00	0	0	750-	.00
330-3000-520.66-04	FINANCE	3,417.00	17,085.00	41,000	41,000	23,915	.42
330-3000-520.66-09	FACILITIES	18,833.00	94,165.00	226,000	226,000	131,835	.42
330-3000-520.66-27	LEGAL	1,250.00	6,250.00	15,000	15,000	8,750	.42
330-3000-520.66-28	ADMINISTRATION	2,333.00	11,665.00	28,000	28,000	16,335	.42
330-3000-520.66-29	HUMAN RESOURCES	2,250.00	11,250.00	27,000	27,000	15,750	.42
330-3000-520.66-94	GIS	167.00	835.00	2,000	2,000	1,165	.42
330-3000-520.66-95	IT	19,583.00	97,915.00	235,000	235,000	137,085	.42
330-3000-520.66-98	RISK MGMT	75.00	375.00	1,000	1,000	625	.38
* EXPENDITURE		68,912.37	390,692.32	876,000	926,000	535,308	.42
** LIBRARY		137,343.57	661,971.25	1,717,000	1,717,000	1,055,029	.39
*** LIBRARY		1,127,346.41-	1,841,472.73-	0	0	1,841,473	.00

FOR FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	DEC ACTUAL	YTD ACTUAL	ORIG BUDGET	FINAL BUDGET	BUDGET REMAINING	% REC'D/SPENT
LIBRARY							
REVENUE							
330-0000-300.01-01	BEGINNING BALANCE	.00	950,707.18-	938,000-	938,000-	12,707	1.01
330-0000-300.01-05	INTEREST EARNED	5,378.82-	18,725.87-	33,000-	33,000-	14,274-	.57
330-0000-300.01-08	REALIZED GAIN/LOSS	1,306.94-	1,569.03-	0	0	1,569	.00
330-0000-390.90-03	CURRENT YEAR TAXES	23,230.00-	1,534,119.00-	1,702,000-	1,702,000-	167,881-	.90
330-0000-390.90-04	PRIOR YEAR TAXES	1,862.14-	30,100.80-	0	0	30,101	.00
* REVENUE		31,777.90-	2,535,221.88-	2,673,000-	2,673,000-	137,778-	.95
CONTINGENCY EXPENDITURE							
330-0000-569.96-01	CONTINGENCY	.00	.00	956,000	956,000	956,000	.00
* EXPENDITURE		.00	.00	956,000	956,000	956,000	.00
*** LIBRARY		31,777.90-	2,535,221.88-	1,717,000-	1,717,000-	818,222	1.48
**** LIBRARY		31,777.90-	2,535,221.88-	1,717,000-	1,717,000-	818,222	1.48
LIBRARY							
LIBRARY							
REVENUE							
330-3000-324.34-00	STATE GRANTS	.00	.00	14,000-	14,000-	14,000-	.00
330-3000-329.42-18	COPIES AND PRINTS FEES	497.00-	2,965.45-	4,000-	4,000-	1,035-	.74
330-3000-329.42-39	NONRESIDENT REGISTRATIONS	.00	450.00-	0	0	450	.00
330-3000-329.50-19	FINES	225.95-	1,924.89-	3,000-	3,000-	1,075-	.64
330-3000-329.50-24	FINES-STATE COURTS	.00	25,975.75-	26,000-	26,000-	24-	1.00
330-3000-343.43-24	MERCHANDISE	3.00-	54.50-	0	0	55	.00
330-3000-345.45-21	FRIENDS OF LIBRARY SALES	1,310.30-	1,879.30-	2,000-	2,000-	121-	.94
330-3000-347.47-00	DONATIONS/CONTRIBUTIONS	1,618.35-	18,714.79-	10,000-	10,000-	8,715	1.87
* REVENUE		3,654.60-	51,964.68-	59,000-	59,000-	7,035-	.88
PERSONNEL SERVICES EXPENDITURE							
330-3000-510.01-00	SALARIES & WAGES	48,628.06	266,305.41	640,000	580,000	313,695	.46
330-3000-510.01-02	OVERTIME	452.34	3,076.49	5,000	5,000	1,924	.62
330-3000-510.01-32	EXTRA HELP	.00	1,957.50	3,000	3,000	1,043	.65
330-3000-510.02-01	FICA	3,709.49	20,526.47	49,000	45,000	24,474	.46
330-3000-510.02-02	WORKERS COMPENSATION	348.25	1,903.11	1,000	4,000	2,097	.48
330-3000-510.02-03	HEALTH INSURANCE	15,406.08	68,219.18	135,000	138,000	69,781	.49
330-3000-510.02-04	LIFE INSURANCE/LTD	141.71	1,006.71	2,000	2,000	993	.50
330-3000-510.02-05	UNEMPLOYMENT	49.10	248.37	2,000	1,000	752	.25

FOR FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	DEC ACTUAL	YTD ACTUAL	ORIG BUDGET	FINAL BUDGET	BUDGET REMAINING	% REC'D/SPENT
330-3000-510.02-06	401K RETIREMENT	5,539.54	29,553.21	60,000	69,000	39,447	.43
330-3000-510.02-08	OREGON PAID LEAVE TAX	279.74	1,346.87	3,000	3,000	1,653	.45
* EXPENDITURE		74,554.31	394,143.32	900,000	850,000	455,857	.46
MATERIALS & SERVICES EXPENDITURE							
330-3000-520.05-30	POSTAGE	119.99	860.43	3,000	3,000	2,140	.29
330-3000-520.05-71	MINOR EQUIPMENT	234.05	442.61	10,000	10,000	9,557	.04
330-3000-520.05-74	PROGRAMS AND OUTREACH	729.29	7,125.85	20,000	20,000	12,874	.36
330-3000-520.05-89	CREDIT CARD CHARGES	26.06	107.79	0	0	108-	.00
330-3000-520.05-96	DUES & SUBSCRIPTIONS	.00	329.00	2,000	2,000	1,671	.16
330-3000-520.10-06	COLLECTION AGENCY EXPENSE	78.80	482.65	1,000	1,000	517	.48
330-3000-520.10-07	COPY MACHINES	440.22	1,826.74	10,000	10,000	8,173	.18
330-3000-520.10-25	OFFICE SUPPLIES	232.84	5,425.08	6,000	6,000	575	.90
330-3000-520.10-26	ORDINANCE COMPILATION	.00	.00	1,000	1,000	1,000	.00
330-3000-520.20-19	EQUIPMENT REPAIRS/MAINT.	1,219.94	4,313.41	10,000	10,000	5,687	.43
330-3000-520.20-43	RESOURCE SHARING	.00	6,396.00	8,000	8,000	1,604	.80
330-3000-520.25-05	MILEAGE	.00	.00	4,000	4,000	4,000	.00
330-3000-520.25-11	FUEL	92.05	700.16	9,000	9,000	8,300	.08
330-3000-520.30-05	COLLECTION DEVELOPMENT	9,125.85	94,156.47	165,000	165,000	70,844	.57
330-3000-520.30-12	READY TO READ GRANT	.00	.00	12,000	12,000	12,000	.00
330-3000-520.35-13	CONTRACT SERVICES	2,273.41	17,645.10	0	50,000	32,355	.35
330-3000-520.35-42	SOFTWARE SERVICES	.00	5,185.83	12,000	12,000	6,814	.43
330-3000-520.35-85	LIBRARY CONSORTIUM	.00	8,968.00	12,000	12,000	3,032	.75
330-3000-520.40-17	CELL PHONE COSTS	269.86	1,342.34	2,000	2,000	658	.67
330-3000-520.45-02	TRAINING/LODGING/PER DIEM	150.00	5,056.45	4,000	4,000	1,056-	1.26
330-3000-520.50-05	INSURANCE	.00	2,855.32	3,000	3,000	145	.95
330-3000-520.60-16	PROMOTION & PUBLICITY	2,111.91	4,287.36	7,000	7,000	2,713	.61
330-3000-520.65-00	LICENSES/FEES	.00	750.00	0	0	750-	.00
330-3000-520.66-04	FINANCE	3,417.00	20,502.00	41,000	41,000	20,498	.50
330-3000-520.66-09	FACILITIES	18,833.00	112,998.00	226,000	226,000	113,002	.50
330-3000-520.66-27	LEGAL	1,250.00	7,500.00	15,000	15,000	7,500	.50
330-3000-520.66-28	ADMINISTRATION	2,333.00	13,998.00	28,000	28,000	14,002	.50
330-3000-520.66-29	HUMAN RESOURCES	2,250.00	13,500.00	27,000	27,000	13,500	.50
330-3000-520.66-94	GIS	167.00	1,002.00	2,000	2,000	998	.50
330-3000-520.66-95	IT	19,583.00	117,498.00	235,000	235,000	117,502	.50
330-3000-520.66-98	RISK MGMT	75.00	450.00	1,000	1,000	550	.45
* EXPENDITURE		65,012.27	455,704.59	876,000	926,000	470,295	.49
*** LIBRARY							
		135,911.98	797,883.23	1,717,000	1,717,000	919,117	.46
**** LIBRARY							
		135,911.98	797,883.23	1,717,000	1,717,000	919,117	.46