

COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING AGENDA
Wednesday April 21, 2021
5:15pm

Introductions

1. Call to Order
2. Public Comments
3. Minutes and Circulation Reports
4. Treasurer's Reports
5. Correspondence
6. Librarian's Report
7. Friends of the Library Report
8. Foundation Report
9. Old Business
 - Budget
10. New Business
 - Library Survey
11. Announcements
12. Adjourn

Coos Bay Public Library

March 2021 Report

of items added to collection - **582**

New cards issued - **35**

Total reference questions - **255**

Daily average circulation - **300**

Total # of programs - **15**

Program attendance - **992**

Total items checked out at the library - **7,845**

Total of Coos Bay items checked out anywhere - **8,100**

Total digital downloads - **348**

Gate count - **1,658**

Total monthly visitors - **1,670**

COOS BAY PUBLIC LIBRARY
BOARD OF TRUSTEE MEETING MINUTES
March 17, 2021

Call to Order – Curt Benward called the meeting to order at 5:15 p.m.

Board Members Present: Curt Benward, Steve Metz, Robert More, James Moore, Peggy Christensen, Kathy Erickson, Alissa Pruess

Others In Attendance: Sami Pierson, Christina Coffman, Crystal Barr

Public Comment –None

Minutes and Circulation – Minutes from the February 2021 meeting were reviewed. Steve made a motion to approve the minutes. Bob seconded the motion. Approved unanimously. The circulation report was reviewed.

Treasurer's Report – Financial reports for February 2021 were reviewed. Bob made a motion to approve the treasurer's report. James seconded the motion. Approved unanimously. The memorial account report was also reviewed.

Correspondence – None

Librarians Report – It was noted that staff would be doing more diversity training during the upcoming Oregon Library Association Conference.

Friends of the Library Report – We are taking small donations again. We continue to scan and process donations for shipment to Better World Books. No book sales scheduled at this time.

Library Foundation Report – Foundation current funds total \$177,000. The city is working to find funding to reduce the bond request. Joe Slack's design puts the figure at approximately \$21,887,000. Curt reported that the Foundation has an anonymous donation of \$20,000 in stocks. Curt will be working on insurance for the Foundation officers. Senator Wyden is working on a pass-through bill for funding for libraries. Tickets will be going on sale soon for the April 10, 2021 Spelling Bee fundraiser.

Old Business –

District Funding Formula – The District Allocation Formula Committee is working on an update to the 30 year old formula. The final formula will come to the Library Board for review. The Board was concerned

that there was no Coos Bay Library representative on the committee. Curt will draft a letter of interest of input to the District Allocation Committee with a copy to the County Library Board.

Budget Review – The final 2021/22 budget numbers were renewed. A line item was added for funding towards the purchase of a Bookmobile. The board thought the timing was not right for it with the bond measure coming up. Robert made a motion to approve the 2021/22 budget with the removal of the Bookmobile line item. Steve seconded the motion. Approved unanimously.

Building/Room Naming Policy – The committee’s revised version of the policy was mistakenly excluded from the packet. Sami will send out for next meeting.

New Business –

OLA Virtual Conference – Instead of county wide staff training this year the Extended Services Office purchased, through a group rate, the sessions for all county library employees and library board members. Instructions for signing up was included in the packet.

City Council Goal Setting – The session was held on March 6th with the new library building being one of the top goals with unanimous Council support.

Announcements – None

Adjournment – C. Benward adjourned the meeting at 6:42 p.m.

Next Meeting: April 21, 2021 – 5:15 p.m.

Respectfully submitted,
Crystal Barr

COOS BAY PUBLIC LIBRARY MARCH 2021

INVENTORY

<u>CLASSIFICATION</u>	<u>ACQUIRED</u>	<u>DISCARDS</u>
Adult Books	401	47
Adult Audio Books	0	1
Adult Video	65	16
Adult Music	0	11
Adult Video Games	0	0
Young Adult Books	1	0
Young Adult Audio	0	0
Child Books	107	8
Child Audio	2	0
Child Video	4	0
Child Music Cds	2	0
TOTAL	582	83

CIRCULATION SUMMARY

	Total Items Checked Out At Coos Bay	Total Coos Bay Owned Items Checked Out		
2021	7,845	8,100		
2020	20,626	21,138		
2019	19,417	22,889		
2018	20,790	23,996		
2017	22,498	25,067		
2016	23,063	24,997		
GATE COUNT:	1,658			
	(2020 - 7023)			
REFERENCE QUESTIONS ANSWERED:		255		
YP REFERENCE QUESTIONS ANSWERED:		21		
NEW PATRON REGISTRATIONS:		35		
#DAYS OPEN:	27	14	26	
DAILY AVERAGE CIRCULATION:	300	(20) 848	(19) 880	

RECEIPTS FROM PATRONS

FINES	\$0.00
DISKS/MISC.	\$2.00
DAMAGE/LOSS	\$108.95
RENT	\$0.00
BOOK BAGS	\$0.00
COPIES	<u>\$0.00</u>
TOTAL	<u>\$110.95</u>

City of Coos Bay
Revenues with Comparison to Budget
For the 9 Months Ending March 31, 2021

Library Fund

	Period Actual	YTD Actual	Budget	Unearned	Pcnt	
<u>Carryover</u>						
07-000-300-0100	Carryover - Regular	.00	.00	1,074,855.00	1,074,855.00	.0
07-000-300-0200	Carryover - Memorial/Board	.00	.00	125,000.00	125,000.00	.0
Total Carryover		.00	.00	1,199,855.00	1,199,855.00	.0
<u>Revenue From Other Agencies</u>						
07-000-340-0300	State Library Grant	.00	10,359.49	1,900.00	(8,459.49)	545.2
07-000-340-0301	Grants	2,500.00	5,000.00	16,043.00	11,043.00	31.2
07-000-340-0303	Federal Grants	.00	.00	3,000.00	3,000.00	.0
07-000-340-0350	Federal Other Financial Assist	.00	27,211.39	39,534.00	12,322.61	68.8
07-000-340-0900	Library Tax Base	.00	1,085,603.22	1,130,000.00	44,396.78	96.1
Total Revenue From Other Agencies		2,500.00	1,128,174.10	1,190,477.00	62,302.90	94.8
<u>Use Of Money & Property</u>						
07-000-350-0100	Interest	786.30	7,602.46	15,000.00	7,397.54	50.7
07-000-350-1100	Auditorium Rental	.00	.00	3,500.00	3,500.00	0
Total Use Of Money & Property		786.30	7,602.46	18,500.00	10,897.54	41.1
<u>Current Services</u>						
07-000-360-0100	Copies	.00	.00	7,000.00	7,000.00	.0
07-000-360-1800	Library Fees	143.94	739.47	12,000.00	11,260.53	6.2
Total Current Services		143.94	739.47	19,000.00	18,260.53	3.9
<u>Other Revenue</u>						
07-000-380-0100	Miscellaneous	.00	1,364.78	100.00	(1,264.78)	1364.8
07-000-380-0300	ESO Administration/Rent	2,174.79	19,573.11	26,000.00	6,426.89	75.3
07-000-380-0400	Reimbursements	.00	2,897.44	500.00	(2,397.44)	579.5
07-000-380-0900	Gifts, Donations & Memorials	499.32	4,413.90	20,000.00	15,586.10	22.1
Total Other Revenue		2,674.11	28,249.23	46,600.00	18,350.77	60.6
Total Fund Revenue		6,104.35	1,164,765.26	2,474,432.00	1,309,666.74	47.1

City of Coos Bay
Expenditures with Comparison to Budget
For the 9 Months Ending March 31, 2021

		Library Fund				
		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
Library Fund						
Personnel Services						
07-510-510-1001	Salaries	46,583.50	420,533.87	758,449.00	337,915.13	55.5
07-510-510-1003	P.E.R.S.	10,319.58	93,125.02	159,382.00	66,256.98	58.4
07-510-510-1004	Social Security	3,318.12	30,207.82	58,028.00	27,820.18	52.1
07-510-510-1005	Employee Insurance	8,641.53	119,064.44	211,964.00	92,899.56	56.2
07-510-510-1006	Unemployment	.00	1,400.32	3,600.00	2,199.68	38.9
07-510-510-1007	Workers Compensation Insurance	60.38	527.57	1,066.00	538.43	49.5
07-510-510-1008	Volunteer Workers Compensation	.00	.19	250.00	249.81	.1
Total Personnel Services		68,923.11	664,859.23	1,192,739.00	527,879.77	55.7
Materials & Services						
07-510-520-2005	Training,Meetings,Travel,Dues	1,954.42	3,006.64	9,000.00	5,993.36	33.4
07-510-520-2101	Utilities	2,594.37	20,188.10	42,000.00	21,811.90	48.1
07-510-520-2102	Telephone	(650.62)	6,551.89	9,000.00	2,448.11	72.8
07-510-520-2105	Advertising	1,473.75	6,714.60	17,514.00	10,799.40	38.3
07-510-520-2108	Contractual	4,485.65	26,061.50	80,000.00	53,938.50	32.6
07-510-520-2120	Insurance	.00	15,757.10	25,000.00	9,242.90	63.0
07-510-520-2122	Duplicating>Data Processing	126.59	1,703.15	9,500.00	7,796.85	17.9
07-510-520-2123	Printing	.00	.00	3,000.00	3,000.00	.0
07-510-520-2205	Office Supplies	233.25	12,266.00	43,023.00	30,757.00	28.5
07-510-520-2206	Postage	3,800.00	11,724.35	20,276.00	8,551.65	57.8
07-510-520-2225	Janitorial Supplies	18.60	124.18	13,800.00	13,675.82	.9
07-510-520-2231	Small Equipment	1,799.05	25,777.05	68,794.00	43,016.95	37.5
07-510-520-2234	Grants	9,777.49	21,378.07	7,900.00	(13,478.07)	270.6
07-510-520-2235	Library Supplies	1,609.64	7,212.79	13,000.00	5,787.21	55.5
07-510-520-2236	Library Books & Records	8,686.33	61,546.59	100,000.00	38,453.41	61.6
07-510-520-2237	Periodicals	.00	9,924.81	10,000.00	75.19	99.3
07-510-520-2239	State Aid to Children - Books	.00	3,772.72	2,000.00	(1,772.72)	188.6
07-510-520-2240	Library Books/Records (Restr)	.00	.00	50,000.00	50,000.00	.0
07-510-520-2241	Programming	130.53	315.76	16,000.00	15,684.24	2.0
07-510-520-2302	Office Equipment Rental	516.94	3,379.26	5,200.00	1,820.74	65.0
07-510-520-2303	Equipment Repairs/Replacement	44.97	1,084.83	35,000.00	33,915.17	3.1
07-510-520-2304	Equipment Maintenance Contract	37.95	3,642.05	12,000.00	8,357.95	30.4
07-510-520-2305	Vehicle Maintenance/Fuel	933.42	2,088.49	10,000.00	7,911.51	20.9
07-510-520-2309	Building & Grounds Maintenance	3,222.63	22,300.46	50,000.00	27,699.54	44.6
07-510-520-2310	Furniture (restricted)	.00	.00	100,000.00	100,000.00	.0
07-510-520-2406	Reimbursable	.00	34.78	200.00	165.22	17.4
07-510-520-2424	Library Board	.00	.00	500.00	500.00	.0
07-510-520-2450	Gifts, Donations & Memorials	3,524.78	10,327.48	20,000.00	9,672.52	51.6
Total Materials & Services		44,319.74	276,882.65	772,707.00	495,824.35	35.8
Capital Outlay						
07-510-530-3001	Computer Hardware & Software	.00	.00	10,000.00	10,000.00	.0
Total Capital Outlay		.00	.00	10,000.00	10,000.00	.0

City of Coos Bay
Expenditures with Comparison to Budget
For the 9 Months Ending March 31, 2021

		Library Fund				
		Period Actual	YTD Actual	Budget	Unexpended	Pcnt
Other Financing Uses						
07-510-560-6001	Contingency	.00	.00	336,225.00	336,225.00	.0
07-510-560-6002	Unappropriated Ending Fund Bal	.00	.00	162,761.00	162,761.00	.0
Total Other Financing Uses		.00	.00	498,986.00	498,986.00	.0
Total Library Fund		113,242.85	941,741.88	2,474,432.00	1,532,690.12	38.1
Total Fund Expenditures		113,242.85	941,741.88	2,474,432.00	1,532,690.12	38.1
Net Revenue Over Expenditures		(107,138.50)	223,023.38	.00	(223,023.38)	.0

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**Coos Bay Public Library
Memorial Funds Checking Account
March 2021**

<u>BALANCE, February 28, 2021</u>	\$ 74,481.44
Coos Bay Education Association/Read Across America	\$ 175.00
Misc. Donations-March 2021	\$ 17.80
TOTAL DEPOSITS	\$ 192.80

DISBURSEMENTS:

Demco/Supplies-YP Programs-Read Across America Day	\$	83.96
Dollar Tree, Dutch Bros, First Book, Apple Music/Supplies-YP Programs-Winter Reading Program, STEAM Kits, Read Across American Day, Storytime Supplies	\$	1,485.15
Curt Strutz/Adult Programs-Visiting Beyond Paranormal	\$	250.00
Demco/Book Carts	\$	1,187.13
Baker Taylor/Books-Rotary	\$	504.96
Amazon/Supplies-Adult Programs-Book Boxes	\$	109.75
TOTAL DISBURSEMENTS		\$ 3,620.95
Balance March 31, 2021		\$ 71,053.29

General Fund	\$	10,900.68
Friend's Children's Fund	\$	278.08
Kenaston Estate Donation	\$	(469.51)
Mallek Estate Memorial	\$	52,610.89
Coos Bay Library Foundation YP Book Donation	\$	(59.15)
E-Books	\$	-
Care Connections	\$	0.78
Friends Library Purchases	\$	5,717.13
Rotary Donation	\$	(536.67)
Coos Bay Library Foundation-Equipment	\$	35.35
Coos Bay Library Foundation-Audios	\$	-
Eagles Large Print Fund	\$	6.25
Dollywood	\$	2,569.46

MEMORIAL ACCOUNT FUNDS TOTAL	\$ 71,053.29
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Librarian's Report March 2021

PROGRAMS

Spanglish Conversation had two online meetings with 10 people in attendance.

Read Across America Day had 400 attendees. Normally this event is held in the library but this year it went citywide. Empire Donuts, Noster Kitchen, Kafe 101, Coos Head Food Coop, Northwest Fitness, and the library distributed goodie bags filled with activities and a book during business hours.

Forever Young Adult Book Group met with 4 in attendance.

Third Grade Story Time with North Bay Elementary - 63 attendees. Bekah held a special online story time for the third grade on Read Across America Day.

Community Cooking with the Co-Op had 27 attendees.

Craft Take Out - 40 kits distributed and 167 views on Facebook Live Session

STEAM kits - 2 kits with 90 participants

Virtual Volunteer Fair - 44 attendees

Unlimited Book Club, a partnership with Coos History Museum and North Bend Public Library had 8 participants.

ASL Practice Place - 6 participants

Book Box Program - 84 adults and 85 children participating

Visiting the Beyond - 34 attendees

The Relation-Ship - A partnership with YouthEra and Coos Health and Wellness. 3 people attended

Listen and Learn - This program is a partnership with Oregon Coast Music Association. 14 views

Swords and Starships Podcast - 37 downloads this month

The Empire and Eastside pickup/drop off sites continue.

Librarians put together 5 Library Bundles for patrons in February.

Miscellaneous

In March there were 5653, county-wide, checkouts on OverDrive. 348 circulations on hoopla in March with 8 new borrowers. Tumblebook had 3 checkouts in March.

The new RFID gates, self-check out machines, and other equipment has all been installed. The last piece of the new system is an app that will allow people to check out their items from their own phones as they stroll through the library. This feature should be up and running in a couple of months.

2020/21	Myrtlewood		Cedar		Total Use	Estimated Attendance (minus library program)
	Library Use	Non-Library Use	Library Use	Non-Library Use		
Jul-20	0	2	0	0	2	70
Aug-20	0	2	0	0	2	4
Sep-20	3	0	0	0	3	
Oct-20	4	0	0	0	4	
Nov-20	1	1	0	0	2	35
Dec-20	2	3	0	0	5	16
Jan-21	0	2	0	0	2	6
Feb-21	0	2	0	0	0	8
Mar-21	0	3	0	0	3	12
Apr-21						
May-21						
Jun-21						
Totals						151

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Naming Rights Policy

Purpose:

The purpose of this policy is to establish the authority and process for naming and renaming Coos Bay Public Library's building, room, or other defined space.

General Guidelines for Naming

The naming of a building, room, or other defined space is based on a financial contribution of a benefactor or as an honorarium recognizing distinguished service to the library. The financial contribution or distinguished service can be provided by an individual, company, or organization. No Library buildings, rooms or other defined spaces will be named after anyone currently holding an elected office.

The Library Board of Trustees shall review each naming opportunity by carefully considering the overall benefit of such naming to the Library, including whether the name is and will continue to be a positive reflection on the Library. Such due diligence shall include the following:

- Review of any possible conflict of interest issues affecting the Library; and
- Evaluation of the impact on future giving; and
- Any other factors that could reflect on the Library including appropriateness for a public setting or detract from the Library's reputation.

Naming Based on Financial Contribution

A proposal for naming a building, room, or other defined space based on a financial contribution will follow the general guidelines and be reserved for major benefactors. The attached donation schedule provides contribution ranges and associated naming opportunities. When the naming opportunity concerns a new library building or significant renovation of the existing building, a donor will be required to provide a gift supporting a substantial portion of the funds needed to complete the project per the project's funding plan. Physical spaces will not normally be named in honor of a donor in return for an estate commitment or other deferred contribution but will be considered on a case-by-case basis. The contributor will sign a Naming Agreement specifying the amount of contribution and detailing the terms of the donation and naming.

Naming Based on Distinguished Service to the Library

A naming proposal based on distinguished service to the Library will be considered on a case-by-case basis consistent with the Guidelines for Naming by the Library Board of Trustees. Additional criteria for evaluating the service will include but not be limited to the scope and duration of the service.

Duration of Naming Rights

The duration of the naming will be delineated in the Naming Agreement or the document approving the naming based on distinguished service. The duration of the naming rights will generally be for a limited period of time as provided for in the attached donation schedule. However, naming rights may extend to the lifetime of the building or space if the Board of Trustees deems the amount of a donation or significance of the service warrants the extension.

If a building, room, or other defined space is substantially renovated (providing new useful life equivalent to a new building), or if there is a significant addition to a building, spaces may be renamed, subject to the terms, conditions or restrictions set forth in the Naming Agreement. Any donor plaques displaced because of this will be rededicated in an alternative location in accordance with the timeframe developed for the original donation.

Removal of Name

The Library may elect to remove the naming recognition from the building, room, or other defined space under special circumstances that per the general guidelines would detract from the Library's reputation and good esteem. Before taking such action, the Library shall undertake consultation with counsel, as to any legal requirements that the Library may have under any pre-existing agreement(s) related to naming opportunities or regarding any other matter that may have legal bearing upon a proposed name revocation. Additionally, if a donor is unable to fulfill an approved deferred donation after reasonable efforts by the Library, the donor's name will be removed. Any naming can only be revoked by a vote of the Board of Trustees.

General Procedures for Submitting Naming Proposals

1. A naming proposal begins with filling out a Naming Agreement form.
2. The completed naming agreement Form shall be submitted to the Library Director.
3. If endorsed by the Library Director, the agreement will be forwarded to Coos Bay City attorney for review.
4. After passing legal review, the agreement will be forwarded to the Library Board of Trustees for consideration.
5. When all contractual requirements have been confirmed, the Library Board of Trustees will issue a final determination.
6. Publicity of naming will follow the Library Board of Trustees' approval of the agreement.
7. A form of recognition will be installed at or near the named area. The Library Board of Trustees reserves the right to choose the wording, size, location, and style of the recognition. An appropriate dedication ceremony will be planned and conducted.

Building, Room, or Defined Space Naming Schedule

A schedule will be developed on a per project basis.

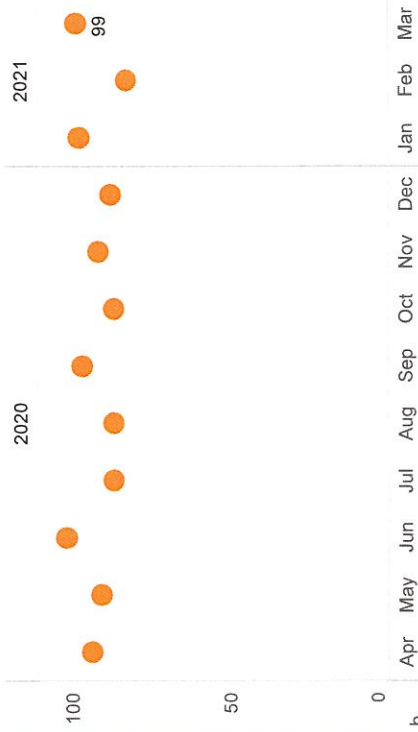
Approved and Adopted:



Annual review prepared exclusively for City Of Coos Bay Public Library

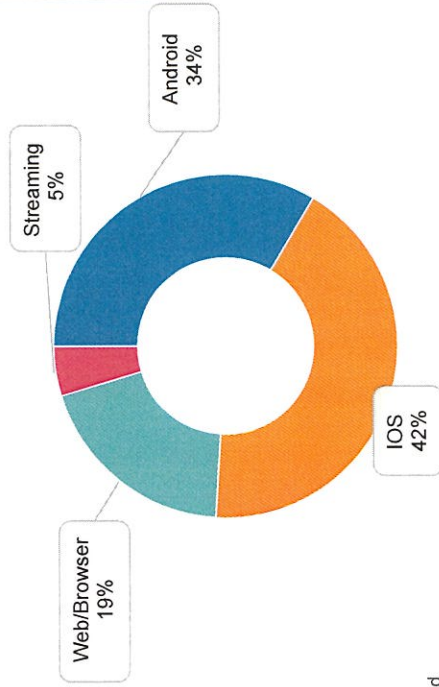
July 2018 City Of Coos Bay Public Library Launched hoopla!
297 Unique Patrons Since Launch
4,763 Unique Titles Borrowed Since Launch

Patrons Served (Monthly)



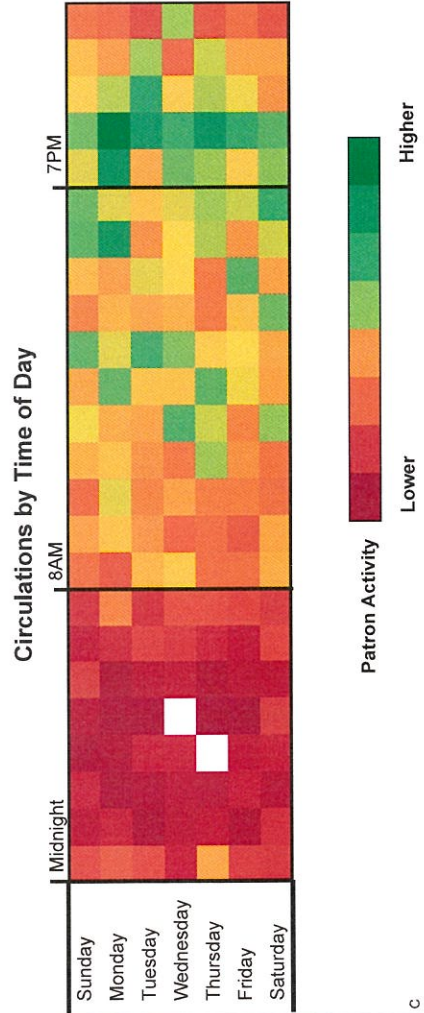
76% of Circulations were on a Mobile Device over the past year

Circulation Source
Last 12 Months



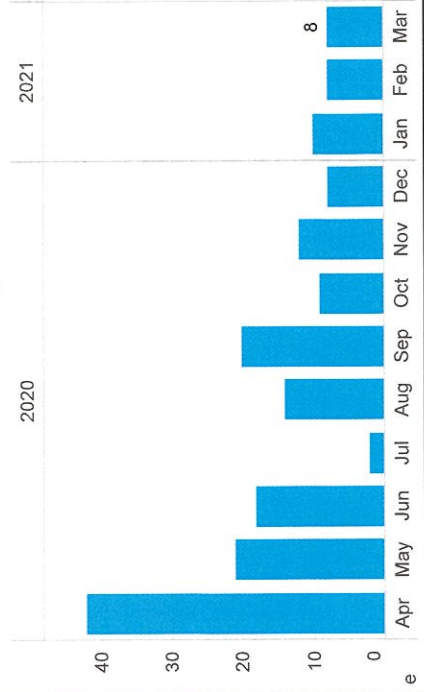
Prime Time: City Of Coos Bay Public Library patrons tend to borrow in the evening

Most Popular Time: 8 PM on Monday



172 New Patrons registered for hoopla by City Of Coos Bay Public Library in the last year!

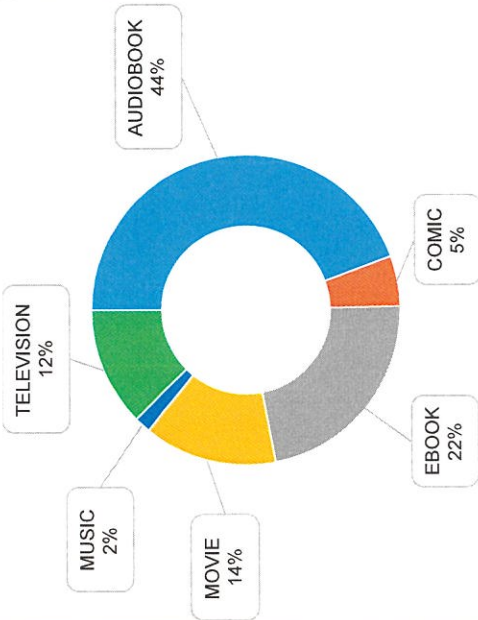
New Patrons Registered



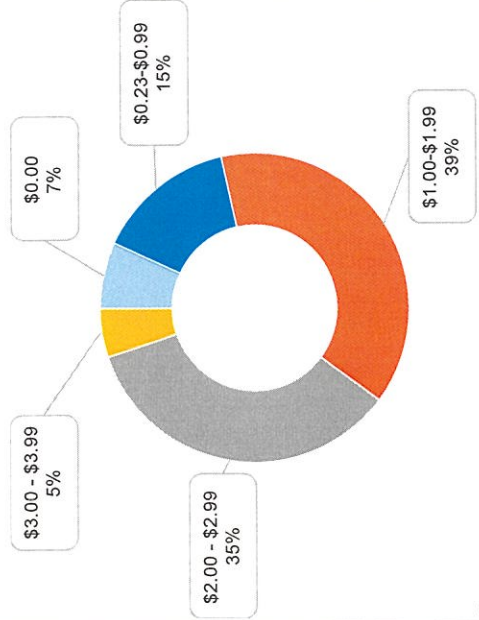


72% of titles circulated were eBooks, Audiobooks & Comics

Unique Titles Circulated by Format



Circulations by Price Point



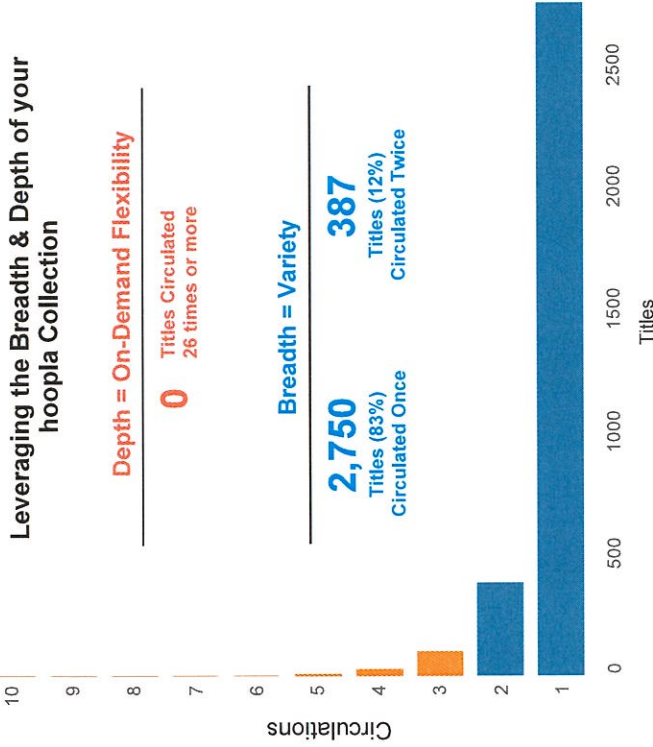
Leveraging the Breadth & Depth of your hoopla Collection

Depth = On-Demand Flexibility

0 Titles Circulated 26 times or more

Breadth = Variety

2,750 Titles (83%) Circulated Once
387 Titles (12%) Circulated Twice



Last 12 Months

3,296 Unique Titles Circulated

4,119 Total Circulations

17.6 Circulations Per Patron

\$1.94 Cost per Circulation

Delivering Value to Your Community

hoopla enabled City Of Coos Bay Public Library patrons to access 3K titles worth \$96K in Content Value for \$8K

\$88K Saved

Format	hoopla Total Circs	Unique Titles Circ'd	hoopla Total Cost	hoopla Cost per Title	Cost to Purchase (per Title)	Total Cost to Purchase Titles Circ'd
AUDIOBOOK	1,921	1,464	\$4,675	\$3.19	\$43	\$62,952
COMIC	211	172	\$223	\$1.30	\$13	\$2,236
EBOOK	849	738	\$1,058	\$1.43	\$24	\$17,712
MOVIE	575	456	\$1,193	\$2.62	\$16	\$7,296
MUSIC	64	56	\$69	\$1.22	\$10	\$560
TELEVISION	499	410	\$768	\$1.87	\$14	\$5,740

PENNY HUMMEL
Consulting

penny@pennyhummel.com 316 NE 24th Avenue, Portland OR 97232 503.890.0494

DATE: March 18, 2021

RE: Results of 2021 Coos Bay Public Library Community Survey

Who took the survey?

Running from January 10 – March 15, 2021, this year's survey attracted 163 responses, a bit lower than the 196 survey responses we received in the spring of 2019. The Survey Monkey printout of all responses by question is attached.

Keeping in mind that the survey questions were different in 2019 than in 2021, both surveys almost exclusively reflect the perceptions of current users. Only 4% of 2019 respondents indicated they had never used the library, or had used it more than a year ago; only 4% of 2021 respondents indicated that they rarely or never used the library. Similarly, the breakdown between male and female respondents was almost identical for the two surveys: 17% male, 79-80% female.

In general, public library surveys disproportionately attract older users, and the results in Coos Bay are no exception. According to US Census data, 29% of the Coos Bay population is 60 or older; 59% of the 2021 respondents were 60 and older, compared to 50% in 2019. The age group that showed up the most differently were aged 70 – 79: 33% in 2021 vs. 21% in 2019. The percentage survey takers who reported that there were no children in their household rose from 66% in 2019 to 78% in 2021. In short, the typical 2021 survey taker is a female senior with no children in her household who regularly uses the library.

Looking at the 2021 data

In considering how to slice the survey data to create meaningful insights, I first eliminate the elements that did not attract enough respondents. For the 2021 survey, this included age (only 7 responses under age 29) and most of the neighborhoods (more respondents indicated they live in North Bend than Eastside, Englewood, Charleston or Alleghany.) That said, two of the neighborhoods (Downtown Coos Bay and Empire) were collectively selected by almost half of the respondents. Since the library plans to move from one of these neighborhood to the other, it seems fruitful to compare them. It is possible that demand for particular services may change when the library is in a different location.

Below is additional information about four user categories and how they relate to each other.

	All	Children under 18 at home	Downtown resident	Empire resident
Number of respondents	163	30	42	36
Percentage of total responses	100%	19%	26%	22%
Characteristics	<ul style="list-style-type: none"> 9% (15 responses) live in North Bend 36% are 70 and older 	<ul style="list-style-type: none"> 30% live in Empire 20% live downtown 13% (4 responses) live in North Bend 7% are 70 and older 	<ul style="list-style-type: none"> 15% have children at home 36% are 70 and older 	<ul style="list-style-type: none"> 26% have children at home 28% are 70 and older

Keeping in mind that the sample sets for the three subgroups are relatively small (so, for example, one response in the children under 18 group represents 3% of the total), I've highlighted in yellow the areas that differ substantially with the average. While many of them are to be expected (i.e., people with children like services for children), some are not.

Breakdown of 2021 data

Until COVID-19 is under control, the library's services will be limited to preserve safety. In this context, how important are the following services to you?

Agree or Strongly Agree	All	Children under 18 at home	Downtown resident	Empire resident
Lobby pickup of reserved library materials	80%	87%	76%	80%
Downloadable e-books, audiobooks, music or movies	48%	67%	50%	59%
Limited browsing	45%	41%	32%	40%
Library staff available by phone to answer questions and help with research	73%	69%	68%	69%
Online programming for children	30%	41%	32%	41%
Online programming for adults	32%	25%	43%	44%
Printing and photocopying	21%	4%	20%	34%
60 minute computer appointments	22%	4%	15%	28%
Wi-Fi (in parking lot)	37%	29%	29%	59%
Faxing	14%	0%	7%	29%
Online book clubs	22%	18%	33%	32%
Mailed STEAM kits for children	35%	54%	38%	59%
Library Bundles	38%	62%	43%	66%
BookBoxes	49%	75%	55%	63%
Dolly Parton Imagination Library	42%	52%	46%	53%
Seasonal reading programs	30%	36%	38%	41%

How would you prefer to acquire materials from the library in the next 12 months? (select all that apply)

	All	Children under 18 at home	Downtown resident	Empire resident
Self-service holds pickup in the library lobby	75%	80%	78%	83%
Mailed to my home	36%	37%	36%	33%
Selecting materials from library shelves and displays	47%	40%	29%	42%
Downloading books, movies, audiobooks and publications from the library's website	35%	53%	41%	53%
Friday holds pickup at Empire fire station	8%	10%	12%	19%
Friday holds pickup at Eastside fire station	7%	3%	7%	5%

Given their proximity to the library, it is interesting that downtown residents were the least likely to indicate that they like to browse the shelves.

Thinking about how you would like to use the library under normal circumstances, how important are the following services to you?

Important or very important	All	Children under 18 at home	Downtown resident	Empire resident
In-person assistance with research, technology, or finding good books	58%	63%	55%	61%
Use of library computers	34%	30%	33%	39%
In-person programs and events for adults	42%	39%	44%	48%
In-person programs and events for teens	34%	46%	40%	36%
In-person programs and events for school aged children	43%	68%	41%	55%
In-person storytimes	41%	66%	40%	48%
Play areas for children	42%	77%	44%	48%
Spaces to sit, read or study	62%	90%	56%	73%
Spaces for meetings	49%	45%	60%	40%
Continued access to online events	49%	50%	54%	76%
Holds sent by mail	38%	29%	35%	32%
Holds pickup at Eastside fire station	19%	18%	21%	13%
Holds pickup at Empire fire station	18%	18%	20%	30%

Note that downtown residents gave the highest ranking to places to sit, read or study.

How do you prefer to hear about upcoming events or other news about the library? (Select all that apply)

	All	Children under 18 at home	Downtown resident	Empire resident
Website	66%	75%	71%	76%
E-mail newsletter	64%	79%	59%	65%
Facebook	40%	50%	46%	38%
Instagram	6%	7%	7%	12%
Twitter	2%	7%	0%	3%
Printed materials in library	45%	50%	44%	44%
Displays within the library	39%	32%	34%	41%
Local news media (newspaper, radio, etc.)	28%	18%	29%	29%
Online news/community calendars	26%	25%	27%	29%

In addition, five respondents wrote in the reader board as a communications preference.

Please rank the following service options based on what is most important to you and your family:

Agree or Strongly Agree	All	Children under 18 at home	Downtown resident	Empire resident
Literary events (author talks, book groups)	40%	32%	39%	33%
Arts and cultural events (performance, film, celebrations)	48%	43%	50%	47%
History or genealogy programs	35%	29%	34%	42%
Craft or hands-on art programs	40%	74%	46%	55%
STEAM programs	44%	75%	39%	69%
Consumer, health, finance, other how-to topics	37%	36%	29%	47%
Computer classes	30%	11%	32%	31%
Seasonal reading programs	39%	75%	42%	53%
Homework help	24%	21%	24%	27%
Storytimes	35%	62%	27%	55%
Programs for parents/caregivers	30%	38%	21%	48%
Programs for jobseekers	32%	18%	27%	47%
Programs for small business owners	28%	32%	24%	33%
Virtual programs	30%	25%	39%	45%
Library Bundles	34%	64%	27%	55%
BookBoxes	43%	64%	32%	52%
Downloadable books, video and periodicals	50%	57%	45%	70%

18

Do you agree or disagree with the following statements?

Agree or Strongly Agree	All	Children under 18 at home	Downtown resident	Empire resident
I am satisfied with the services provided by the library.	96%	100%	98%	100%
I feel welcome at the library.	96%	97%	94%	94%
Library staff enhance and improve my experience of the library.	96%	100%	95%	100%
The library is easy for me to use.	97%	100%	95%	97%
The library helps me and my family succeed.	82%	90%	80%	85%
The library provides good value for taxpayer dollars.	96%	97%	93%	97%
The library helps build a strong community.	95%	97%	97%	94%
The library supports education and learning for residents of all ages.	98%	100%	98%	100%

These results represent high satisfaction levels and are to be celebrated by library staff and stakeholders. That said, it would be worthwhile in future surveys to explore whether a larger sample of responses (particularly including more non-users) impacts the results.

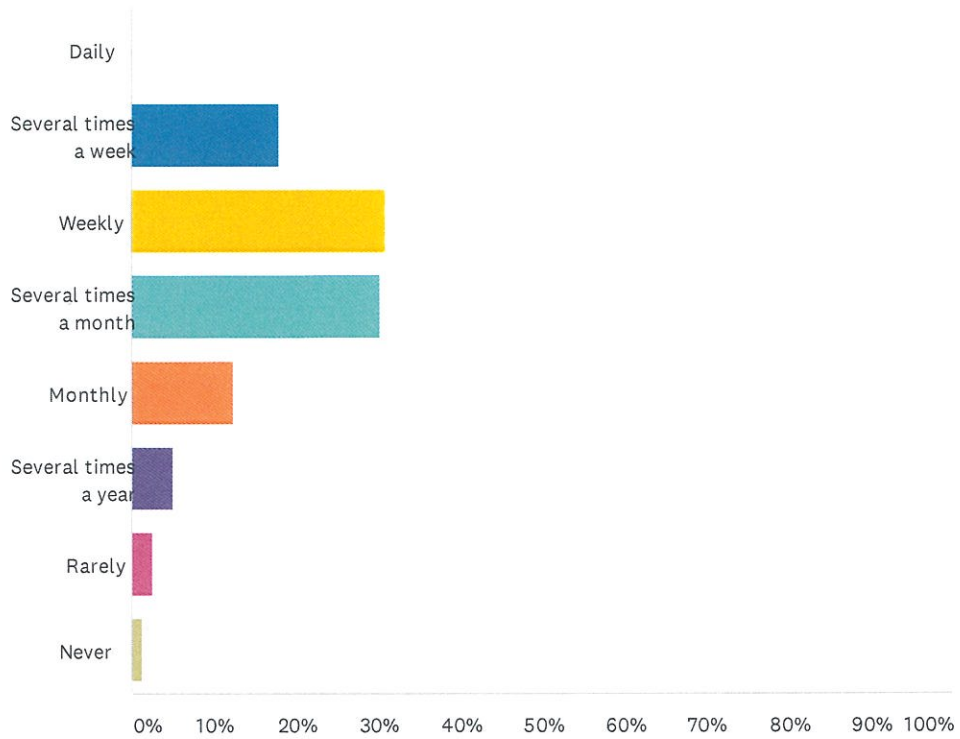
Survey comments

The survey received 76 general comments, which can be reviewed on the Survey Monkey printout. By a huge margin, they are complimentary, expressing appreciation for the library's staff and services during COVID-19 times.

There are four comments--all negative--relating to the site of the new library. Since the location of the new library has been decided, I would suggest being proactive in sharing information about the advantages of the new location in future communications about the building project.

Q1 Prior to the pandemic, how often did you visit the library?

Answered: 162 Skipped: 1

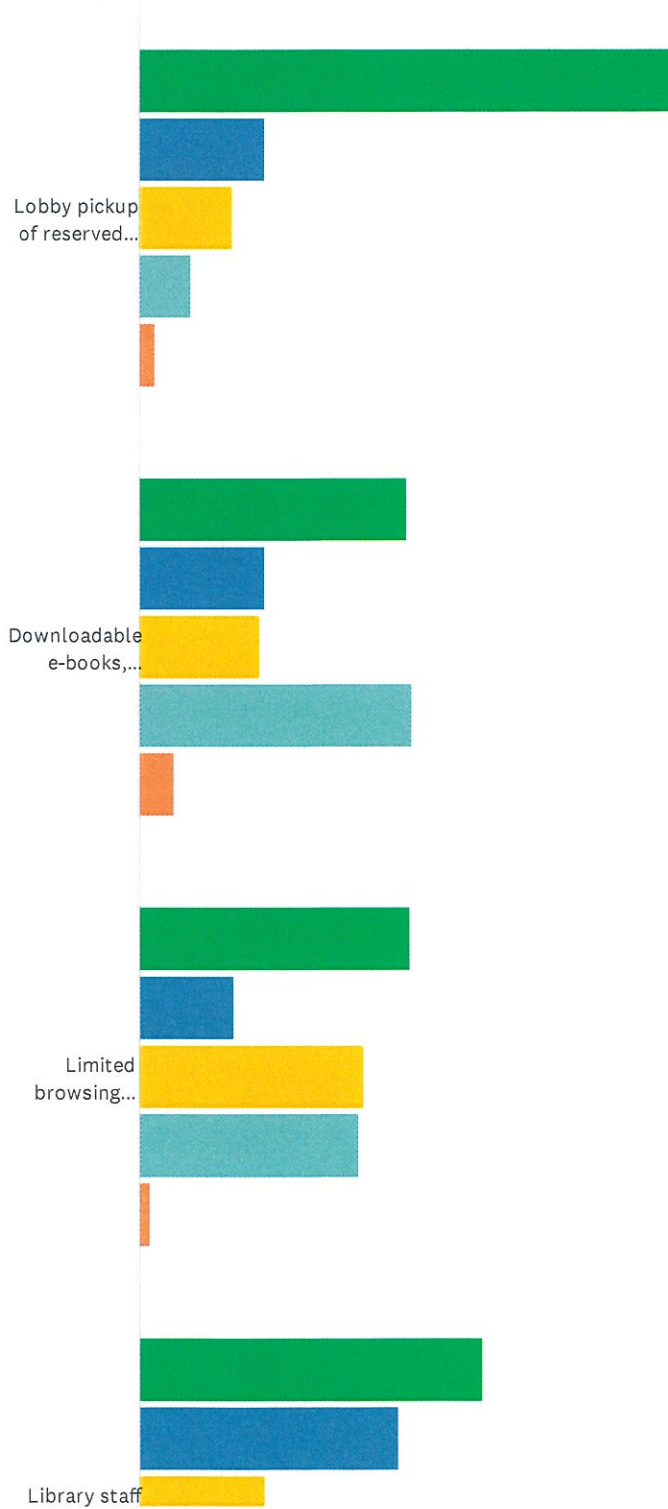


ANSWER CHOICES	RESPONSES	
Daily	0.00%	0
Several times a week	17.90%	29
Weekly	30.86%	50
Several times a month	30.25%	49
Monthly	12.35%	20
Several times a year	4.94%	8
Rarely	2.47%	4
Never	1.23%	2
TOTAL		162

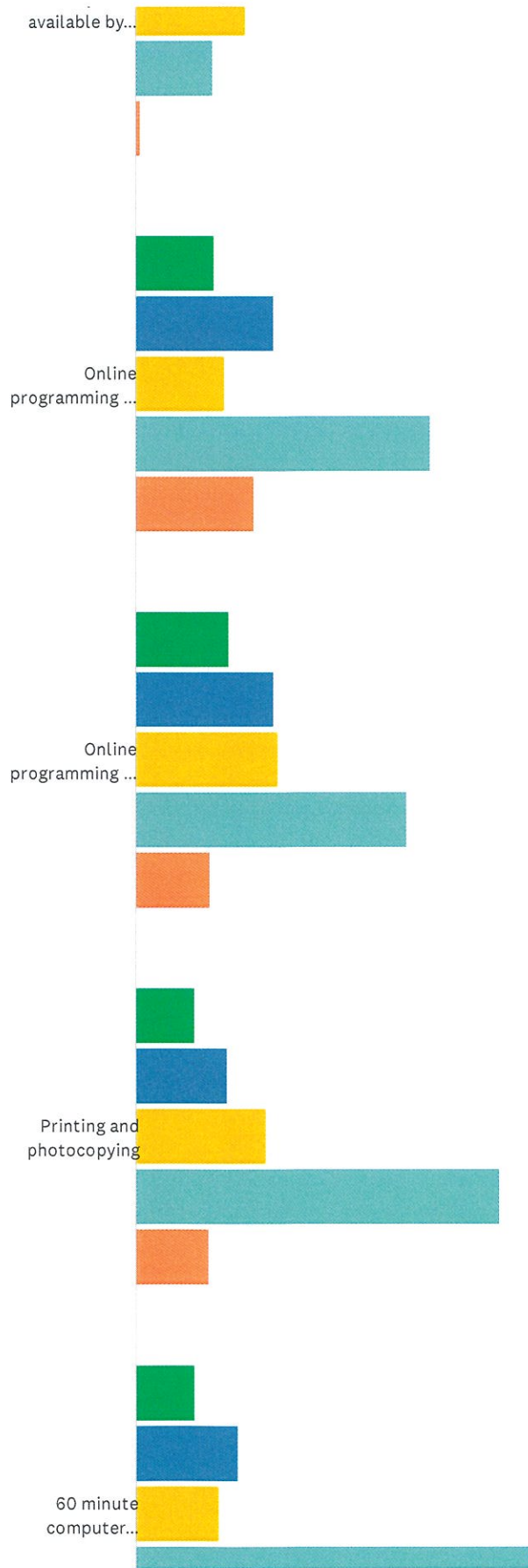


Q2 Until COVID-19 is under control, the library's services will be limited to preserve safety. In this context, how important are the following services to you?

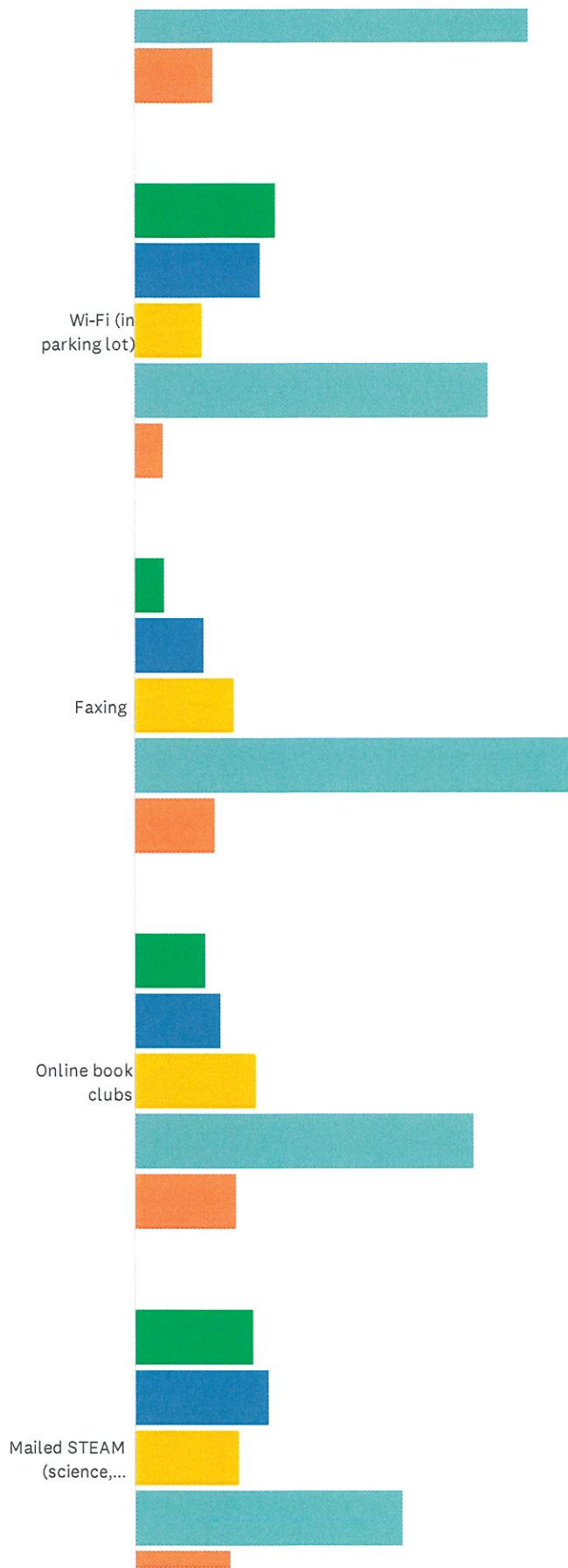
Answered: 163 Skipped: 0



Coos Bay Public Library 2021 Survey



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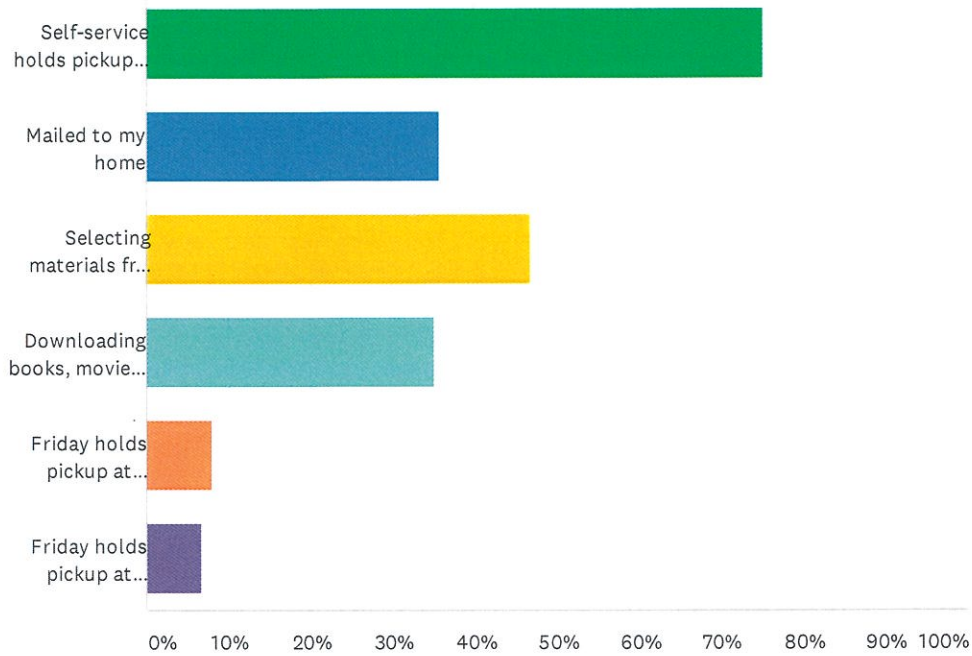
0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

■ Very important
 ■ Important
 ■ Somewhat important
 ■ Not important
■ Don't know

	VERY IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT	DON'T KNOW	TOTAL	WEIGHTED AVERAGE
Lobby pickup of reserved library materials	65.19% 103	15.19% 24	11.39% 18	6.33% 10	1.90% 3	158	1.65
Downloadable e-books, audiobooks, music or movies	32.64% 47	15.28% 22	14.58% 21	33.33% 48	4.17% 6	144	2.61
Limited browsing (limited number of people and limited times)	33.12% 52	11.46% 18	27.39% 43	26.75% 42	1.27% 2	157	2.52
Library staff available by phone to answer questions and help with research	41.77% 66	31.65% 50	15.19% 24	10.76% 17	0.63% 1	158	1.97
Online programming for children	10.96% 16	19.18% 28	12.33% 18	41.10% 60	16.44% 24	146	3.33
Online programming for adults	13.01% 19	19.18% 28	19.86% 29	37.67% 55	10.27% 15	146	3.13
Printing and photocopying	8.11% 12	12.84% 19	18.24% 27	50.68% 75	10.14% 15	148	3.42
60 minute computer appointments	8.16% 12	14.29% 21	11.56% 17	55.10% 81	10.88% 16	147	3.46
Wi-Fi (in parking lot)	19.59% 29	17.57% 26	9.46% 14	49.32% 73	4.05% 6	148	3.01
Faxing	4.17% 6	9.72% 14	13.89% 20	61.11% 88	11.11% 16	144	3.65
Online book clubs	9.86% 14	11.97% 17	16.90% 24	47.18% 67	14.08% 20	142	3.44
Mailed STEAM (science, technology, engineering, art and math) kits for children	16.55% 24	18.62% 27	14.48% 21	37.24% 54	13.10% 19	145	3.12
Library Bundles (hand-picked sets of materials for kids or adults to read, watch or play)	17.12% 25	21.23% 31	17.81% 26	33.56% 49	10.27% 15	146	2.99
BookBoxes (hand-picked monthly selections for kids or adults)	26.53% 39	22.45% 33	14.29% 21	27.89% 41	8.84% 13	147	2.70
Dolly Parton Imagination Library (free monthly mailed book for children under five)	29.25% 43	12.24% 18	11.56% 17	34.69% 51	12.24% 18	147	2.88
Seasonal reading programs	16.55% 24	13.79% 20	22.76% 33	34.48% 50	12.41% 18	145	3.12

Q3 How would you prefer to acquire materials from the library in the next twelve months? Select all that apply.

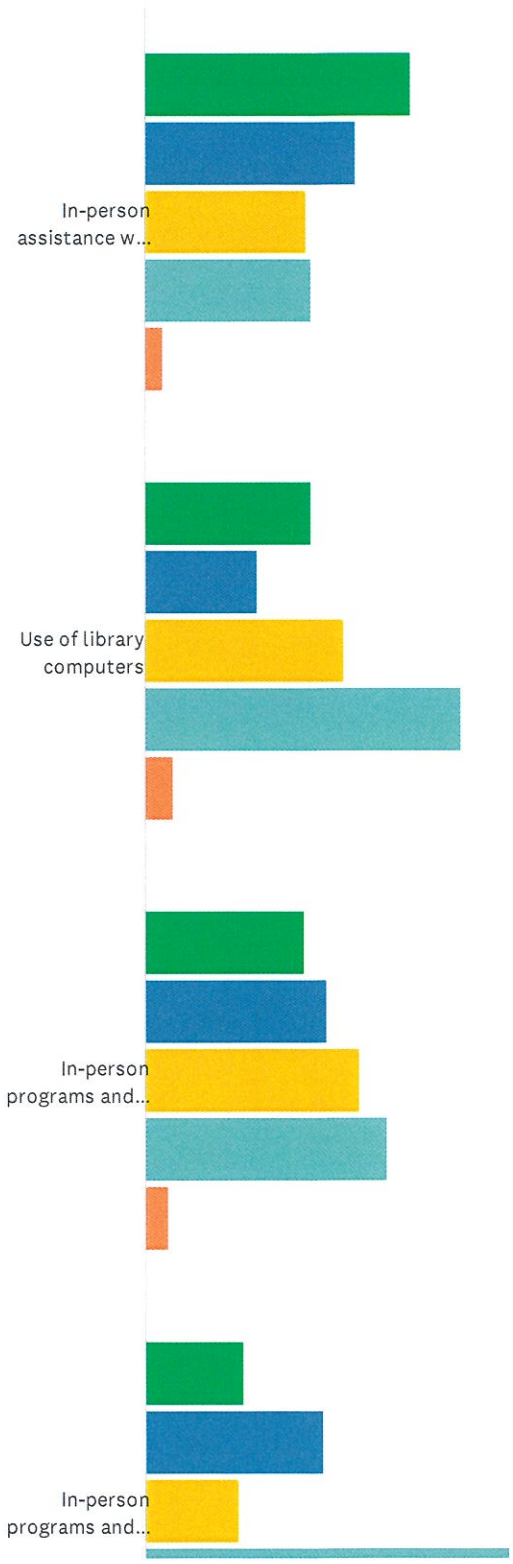
Answered: 162 Skipped: 1



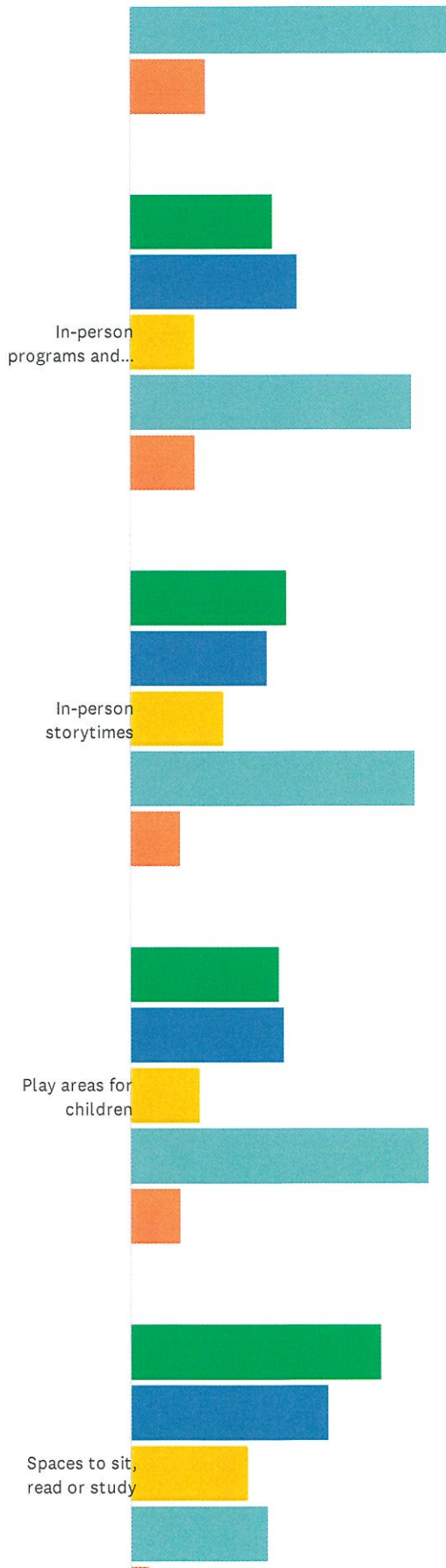
ANSWER CHOICES	RESPONSES	
Self-service holds pickup in the library lobby	75.31%	122
Mailed to my home	35.80%	58
Selecting materials from library shelves and displays	46.91%	76
Downloading books, movies, audiobooks and publications from the library's website	35.19%	57
Friday holds pickup at Empire fire station	8.02%	13
Friday holds pickup at Eastside fire station	6.79%	11
Total Respondents: 162		

Q4 Thinking about how you would like to use the library under normal circumstances, how important are the following services to you?

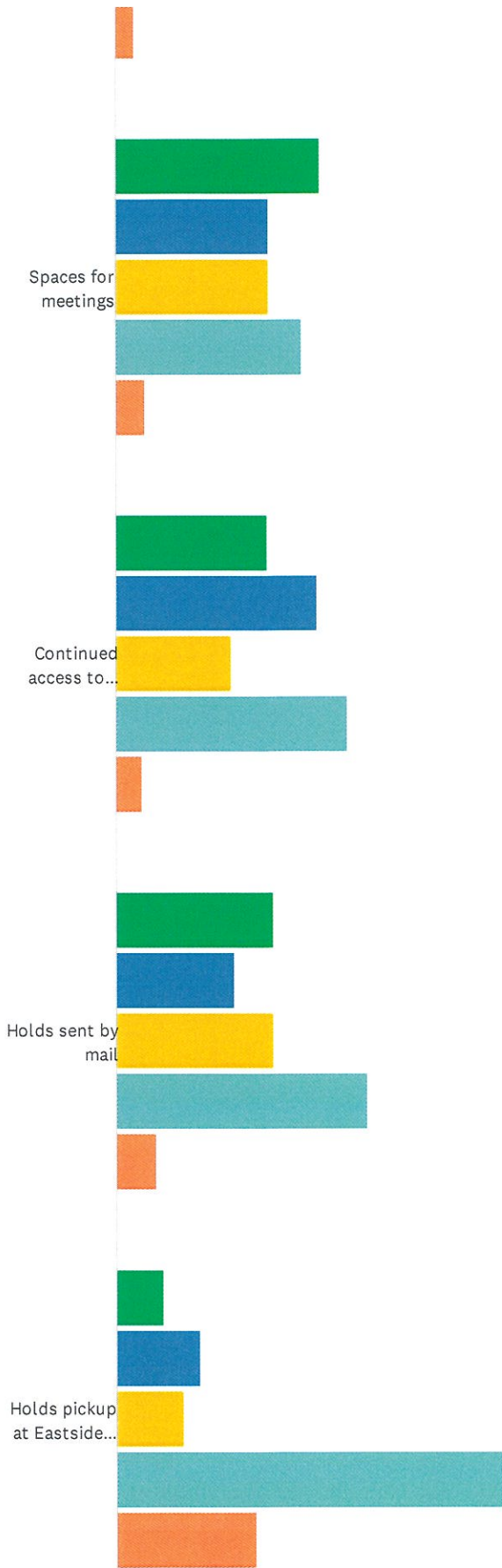
Answered: 160 Skipped: 3



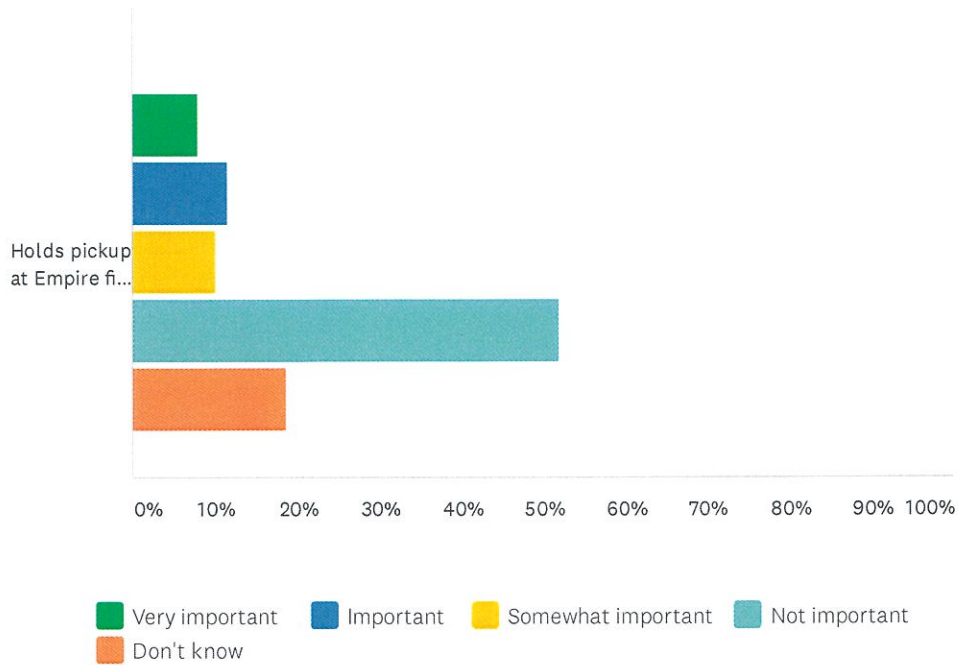
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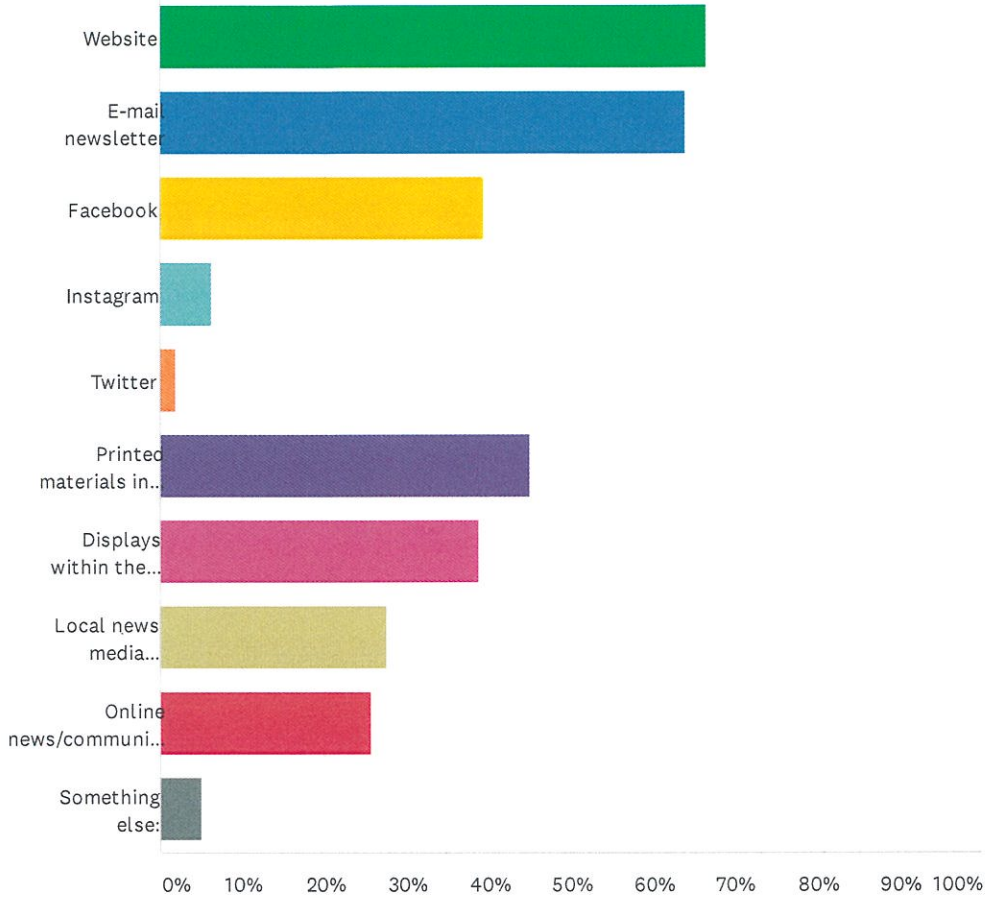
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	VERY IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT	DON'T KNOW	TOTAL	WEIGHTED AVERAGE
In-person assistance with research, technology or finding good books	32.43% 48	25.68% 38	19.59% 29	20.27% 30	2.03% 3	148	2.34
Use of library computers	20.27% 30	13.51% 20	24.32% 36	38.51% 57	3.38% 5	148	2.91
In-person programs and events for adults	19.46% 29	22.15% 33	26.17% 39	29.53% 44	2.68% 4	149	2.74
In-person programs and events for teens	11.97% 17	21.83% 31	11.27% 16	44.37% 63	10.56% 15	142	3.20
In-person programs and events for school aged children	19.86% 29	23.29% 34	8.90% 13	39.04% 57	8.90% 13	146	2.94
In-person storytimes	21.77% 32	19.05% 28	12.93% 19	39.46% 58	6.80% 10	147	2.90
Play areas for children	20.69% 30	21.38% 31	9.66% 14	41.38% 60	6.90% 10	145	2.92
Spaces to sit, read or study	34.64% 53	27.45% 42	16.34% 25	18.95% 29	2.61% 4	153	2.27
Spaces for meetings	28.29% 43	21.05% 32	21.05% 32	25.66% 39	3.95% 6	152	2.56
Continued access to online events	20.83% 30	27.78% 40	15.97% 23	31.94% 46	3.47% 5	144	2.69
Holds sent by mail	21.77% 32	16.33% 24	21.77% 32	34.69% 51	5.44% 8	147	2.86
Holds pickup at Eastside fire station	6.43% 9	11.43% 16	9.29% 13	53.57% 75	19.29% 27	140	3.68
Holds pickup at Empire fire station	7.86% 11	11.43% 16	10.00% 14	52.14% 73	18.57% 26	140	3.62

Q5 How do you prefer to hear about upcoming events or other news about the library? Select all that apply.

Answered: 159 Skipped: 4



Coos Bay Public Library 2021 Survey

ANSWER CHOICES	RESPONSES	
Website	66.67%	106
E-mail newsletter	64.15%	102
Facebook	39.62%	63
Instagram	6.29%	10
Twitter	1.89%	3
Printed materials in library (flyers, bookmarks posters)	45.28%	72
Displays within the library	38.99%	62
Local news media (newspaper, radio, etc.)	27.67%	44
Online news/community calendars	25.79%	41
Something else:	5.03%	8
Total Respondents: 159		

#	SOMETHING ELSE:	DATE
1	your electronic reader board on Anderson	3/12/2021 9:30 AM
2	Text Message	3/8/2021 3:34 PM
3	Reader Board as long as in Downtown Coos Bay	2/11/2021 10:02 AM
4	City of Coos Bay Friday Update email newsletter	2/11/2021 9:08 AM
5	your electronic board outside the library	2/2/2021 4:00 PM
6	the marquee board outside of the library can be seen from the road	1/30/2021 4:58 PM
7	Notice included in pick up materials	1/21/2021 8:46 PM
8	Reader board in Front of the building	1/16/2021 2:45 PM

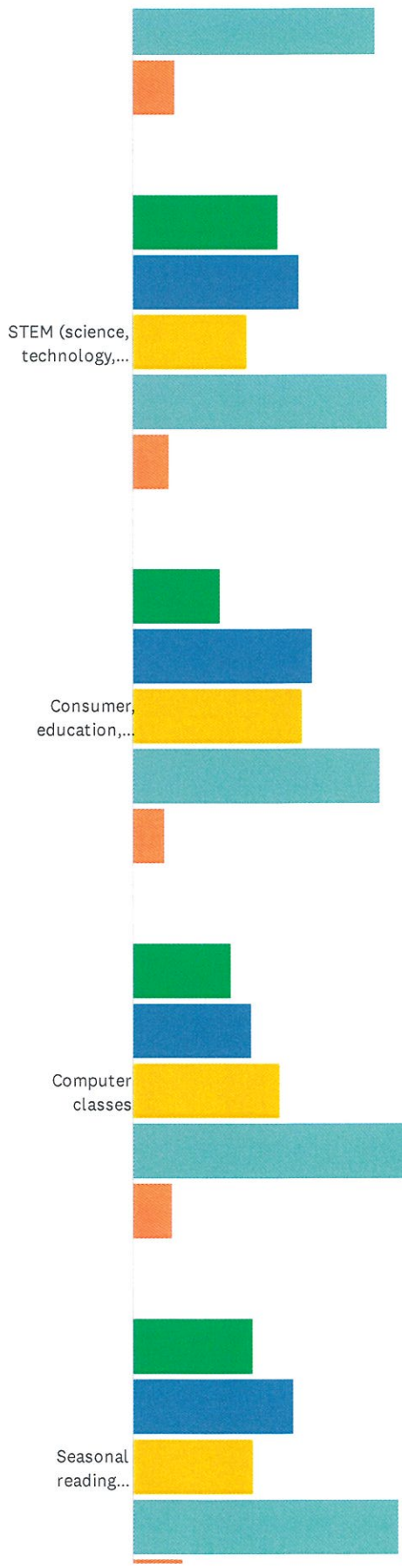
32

Q6 Please rank the following programming options (in person or virtual) based on what is most important to you and your family.

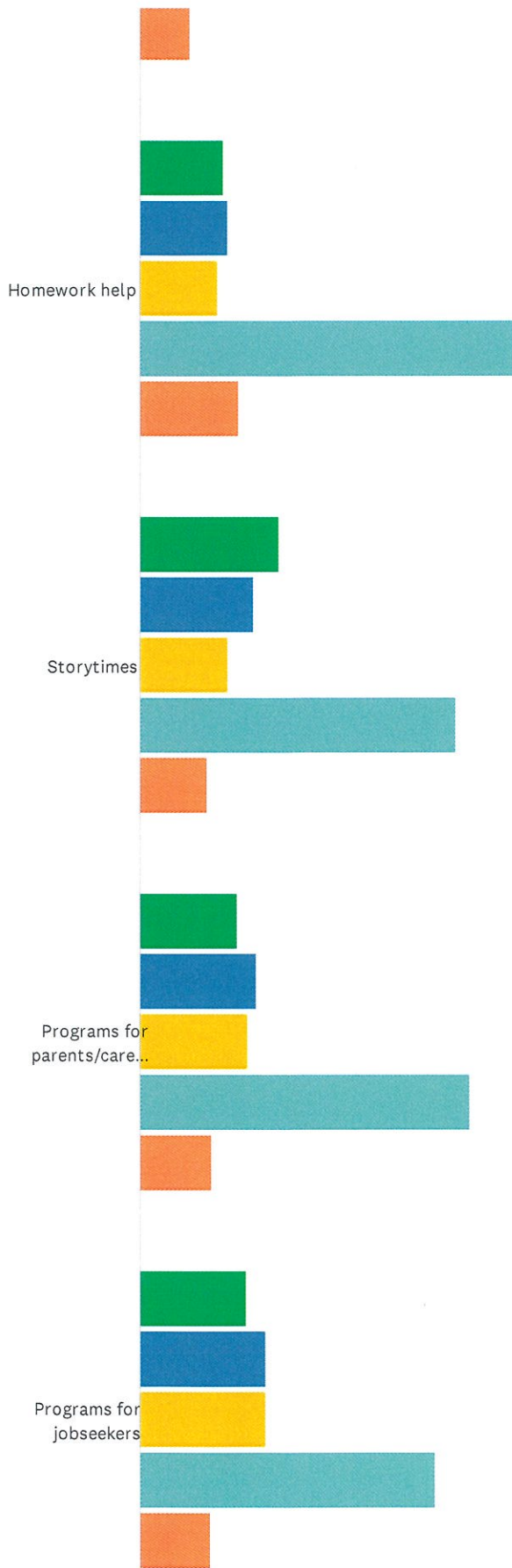
Answered: 156 Skipped: 7



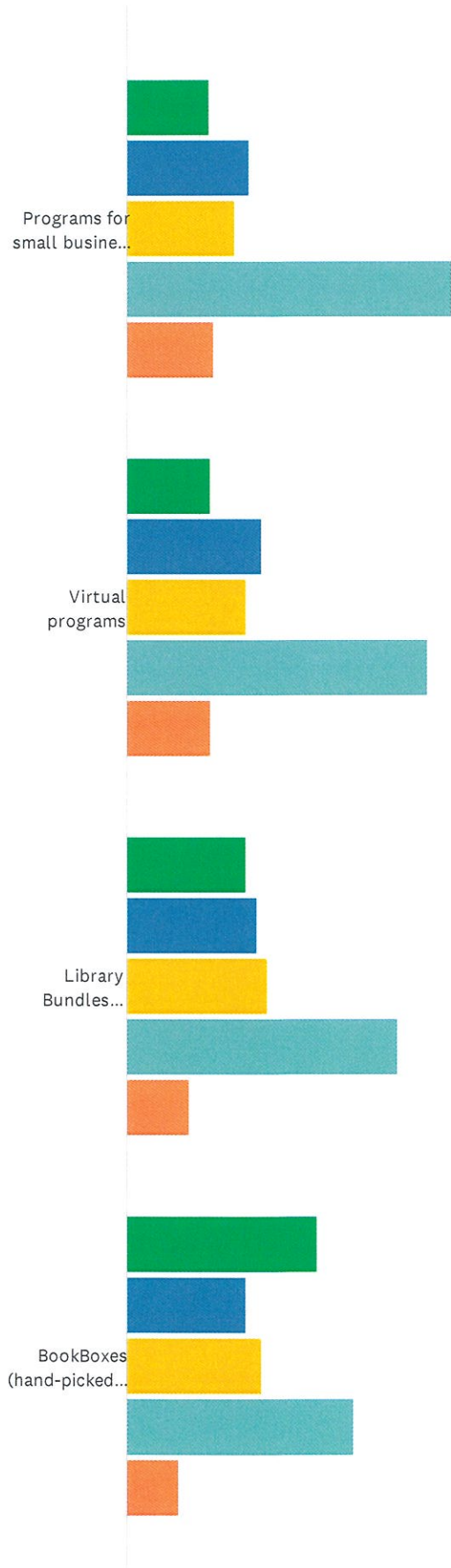
Coos Bay Public Library 2021 Survey



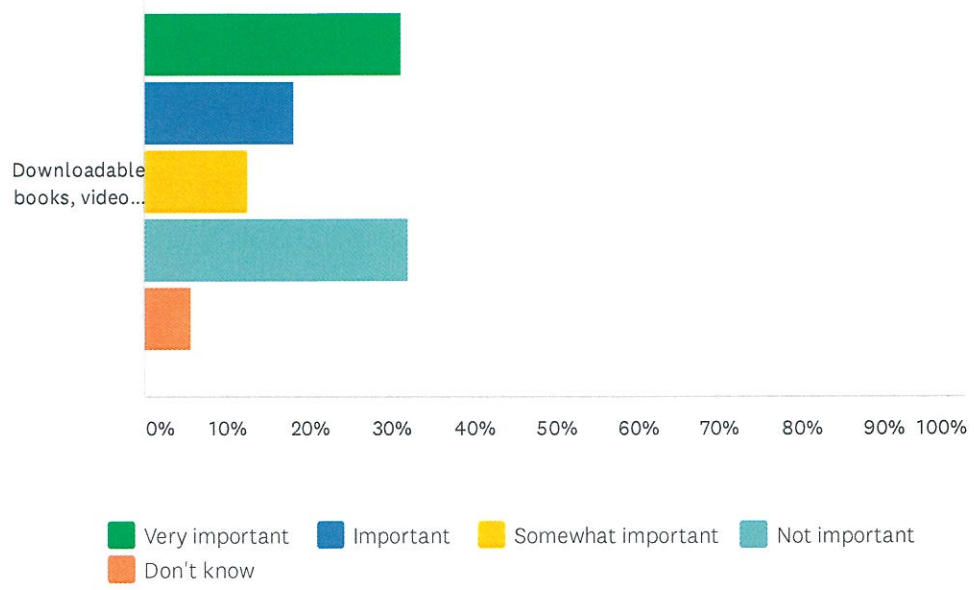
Coos Bay Public Library 2021 Survey



Coos Bay Public Library 2021 Survey



Coos Bay Public Library 2021 Survey

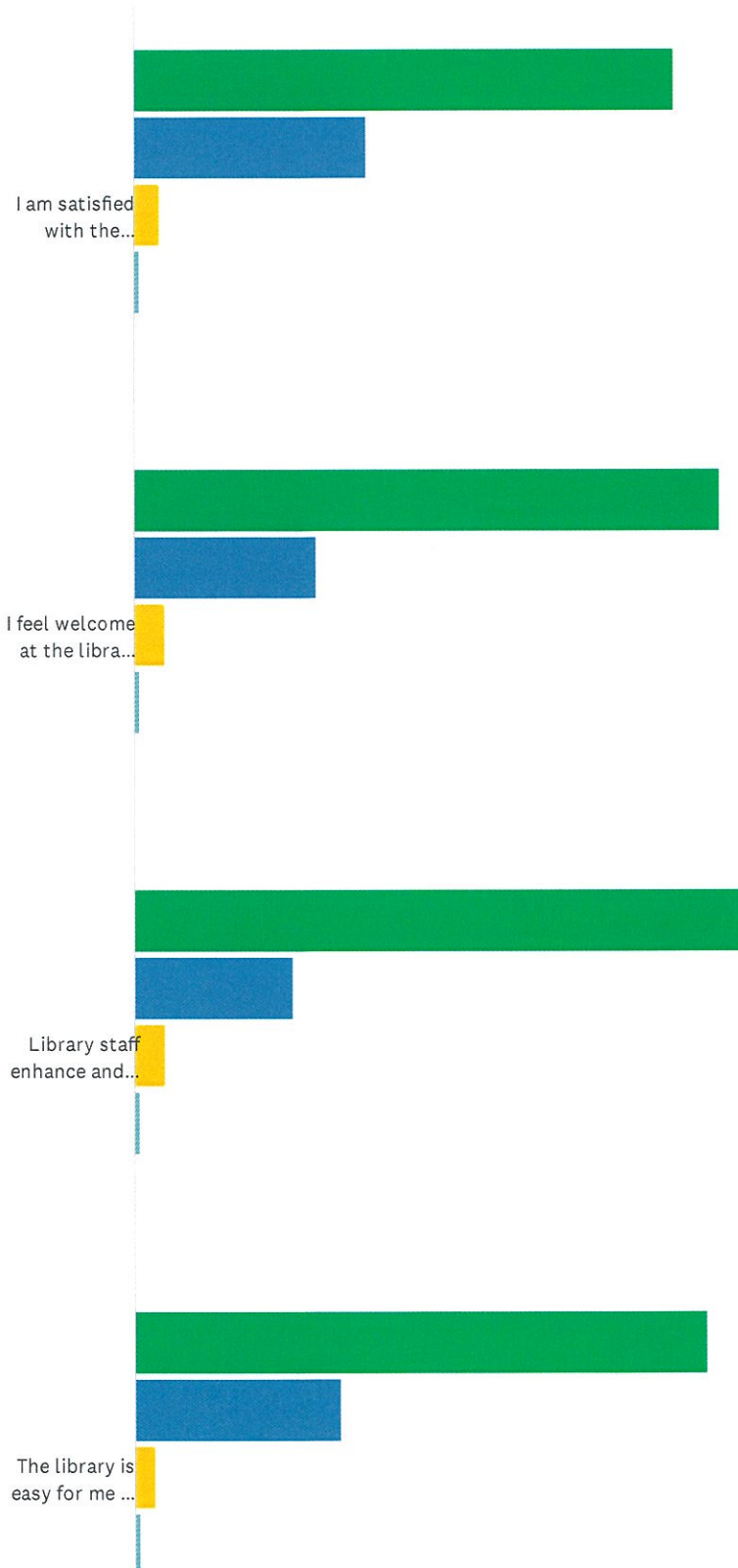


Coos Bay Public Library 2021 Survey

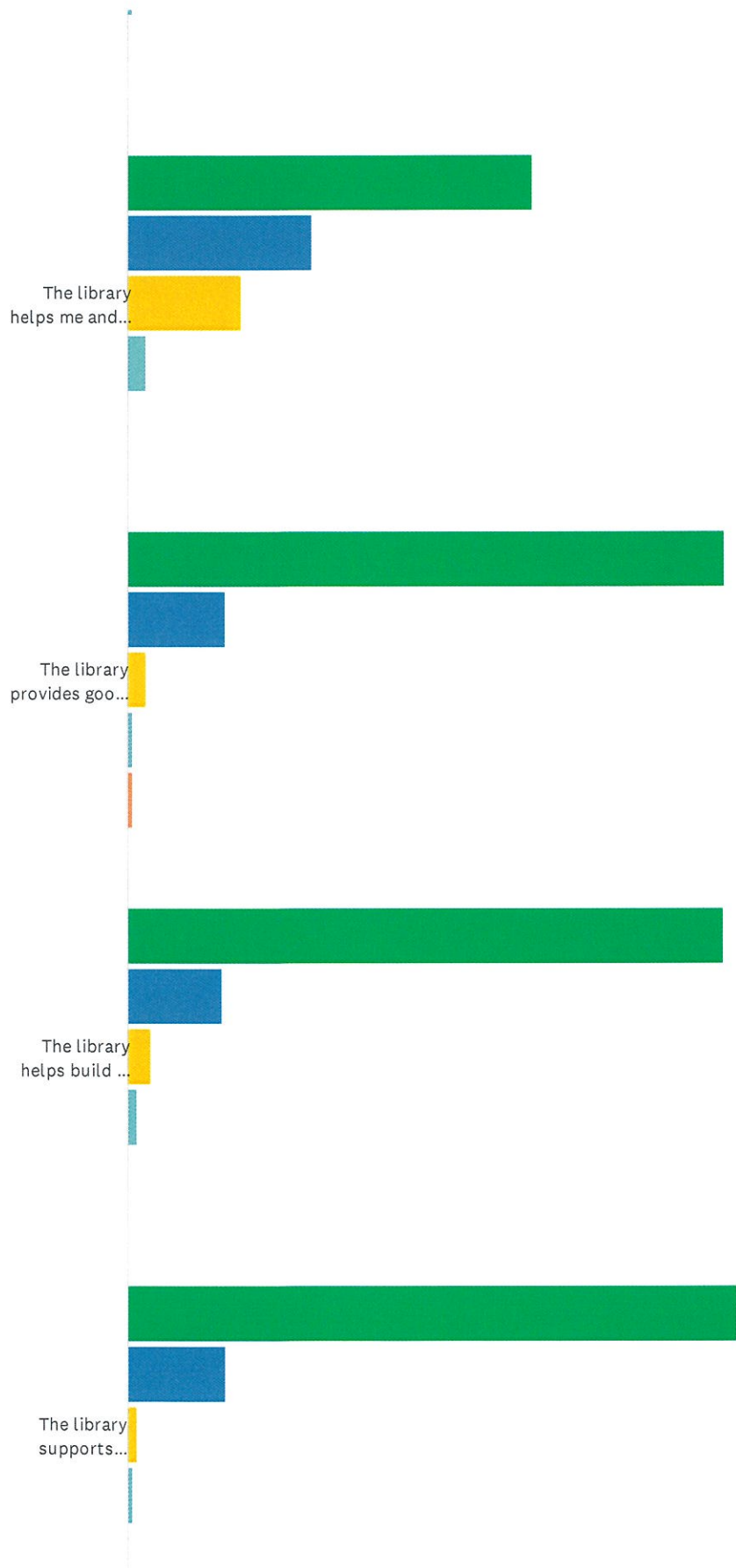
	VERY IMPORTANT	IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT	DON'T KNOW	TOTAL	WEIGHTED AVERAGE
Literary events (author talks, book groups)	15.75% 23	23.97% 35	25.34% 37	29.45% 43	5.48% 8	146	2.85
Arts and cultural events (performance, film, celebrations)	20.27% 30	27.70% 41	25.68% 38	20.95% 31	5.41% 8	148	2.64
History or genealogy programs	11.89% 17	23.08% 33	23.08% 33	33.57% 48	8.39% 12	143	3.03
Craft or hands-on art programs	17.99% 25	21.58% 30	20.86% 29	33.81% 47	5.76% 8	139	2.88
STEM (science, technology, engineering and math) programs	20.29% 28	23.19% 32	15.94% 22	35.51% 49	5.07% 7	138	2.82
Consumer, education, finance and other how-to topics	12.23% 17	25.18% 35	23.74% 33	34.53% 48	4.32% 6	139	2.94
Computer classes	13.70% 20	16.44% 24	20.55% 30	43.84% 64	5.48% 8	146	3.11
Seasonal reading programs	16.78% 24	22.38% 32	16.78% 24	37.06% 53	6.99% 10	143	2.95
Homework help	11.43% 16	12.14% 17	10.71% 15	52.14% 73	13.57% 19	140	3.44
Storytimes	19.15% 27	15.60% 22	12.06% 17	43.97% 62	9.22% 13	141	3.09
Programs for parents/caregivers	13.38% 19	16.20% 23	14.79% 21	45.77% 65	9.86% 14	142	3.23
Programs for jobseekers	14.58% 21	17.36% 25	17.36% 25	40.97% 59	9.72% 14	144	3.14
Programs for small business owners	11.27% 16	16.90% 24	14.79% 21	45.07% 64	11.97% 17	142	3.30
Virtual programs	11.51% 16	18.71% 26	16.55% 23	41.73% 58	11.51% 16	139	3.23
Library Bundles (hand-picked sets of materials for kids or adults to read, watch or play)	16.55% 23	17.99% 25	19.42% 27	37.41% 52	8.63% 12	139	3.04
BookBoxes (hand-picked monthly selections for kids or adults)	26.43% 37	16.43% 23	18.57% 26	31.43% 44	7.14% 10	140	2.76
Downloadable books, video and periodicals	31.47% 45	18.18% 26	12.59% 18	32.17% 46	5.59% 8	143	2.62

Q7 Do you agree or disagree with the following statements?

Answered: 159 Skipped: 4



Coos Bay Public Library 2021 Survey



Coos Bay Public Library 2021 Survey

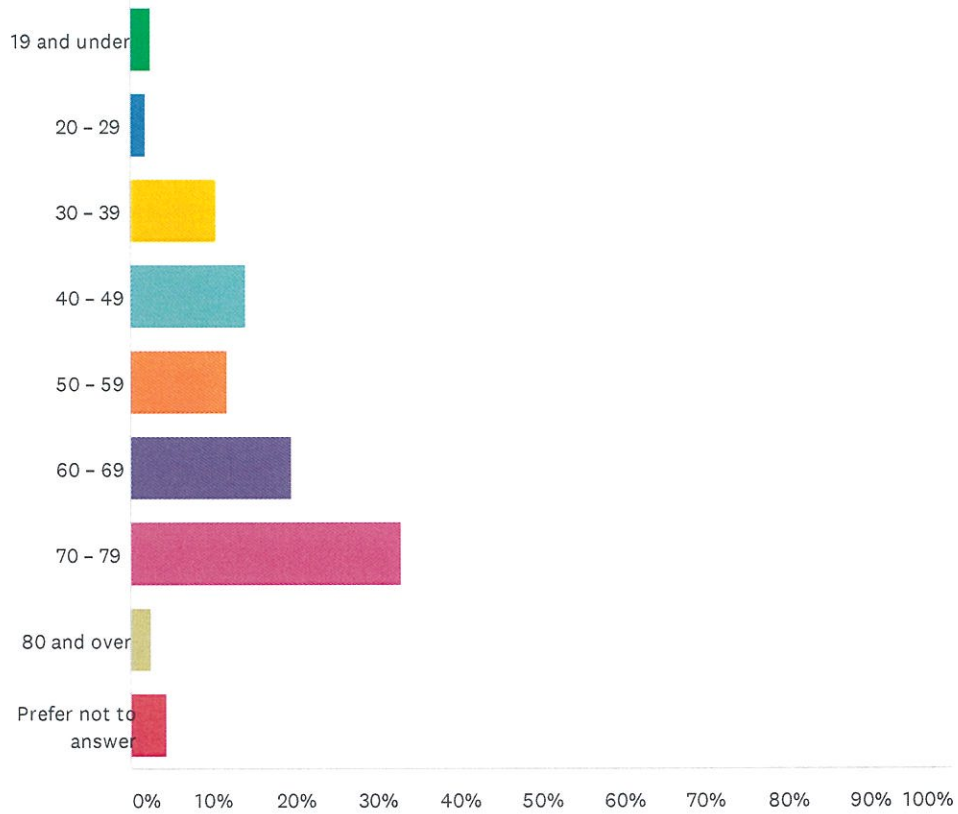
0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

■ Strongly agree
 ■ Agree
 ■ No opinion/Don't know
 ■ Disagree
■ Strongly disagree

	STRONGLY AGREE	AGREE	NO OPINION/DON'T KNOW	DISAGREE	STRONGLY DISAGREE	TOTAL	WEIGHTED AVERAGE
I am satisfied with the services provided by the library.	67.30% 107	28.93% 46	3.14% 5	0.63% 1	0.00% 0	159	1.37
I feel welcome at the library.	72.96% 116	22.64% 36	3.77% 6	0.63% 1	0.00% 0	159	1.32
Library staff enhance and improve my experience at the library.	75.95% 120	19.62% 31	3.80% 6	0.63% 1	0.00% 0	158	1.29
The library is easy for me to use.	71.34% 112	25.48% 40	2.55% 4	0.64% 1	0.00% 0	157	1.32
The library helps me and my family succeed.	56.21% 86	25.49% 39	15.69% 24	2.61% 4	0.00% 0	153	1.65
The library provides good value for taxpayer dollars.	82.91% 131	13.29% 21	2.53% 4	0.63% 1	0.63% 1	158	1.23
The library helps build a strong community.	82.58% 128	12.90% 20	3.23% 5	1.29% 2	0.00% 0	155	1.23
The library supports education and learning for residents of all ages.	84.62% 132	13.46% 21	1.28% 2	0.64% 1	0.00% 0	156	1.18

Q8 What is your age?

Answered: 163 Skipped: 0

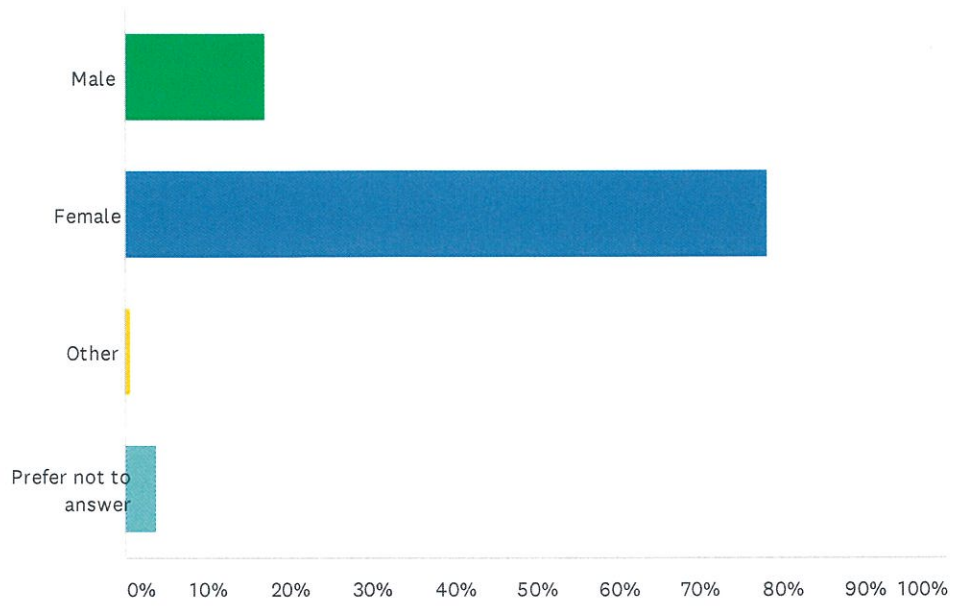


ANSWER CHOICES	RESPONSES	
19 and under	2.45%	4
20 - 29	1.84%	3
30 - 39	10.43%	17
40 - 49	14.11%	23
50 - 59	11.66%	19
60 - 69	19.63%	32
70 - 79	33.13%	54
80 and over	2.45%	4
Prefer not to answer	4.29%	7
TOTAL		163

42

Q9 What is your gender?

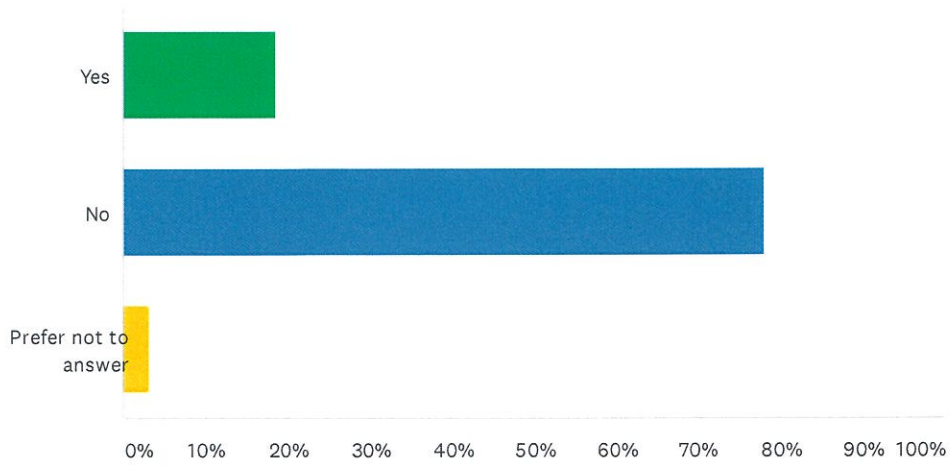
Answered: 163 Skipped: 0



ANSWER CHOICES	RESPONSES	
Male	17.18%	28
Female	78.53%	128
Other	0.61%	1
Prefer not to answer	3.68%	6
TOTAL		163

Q10 Do you have children under 18 years of age living with you?

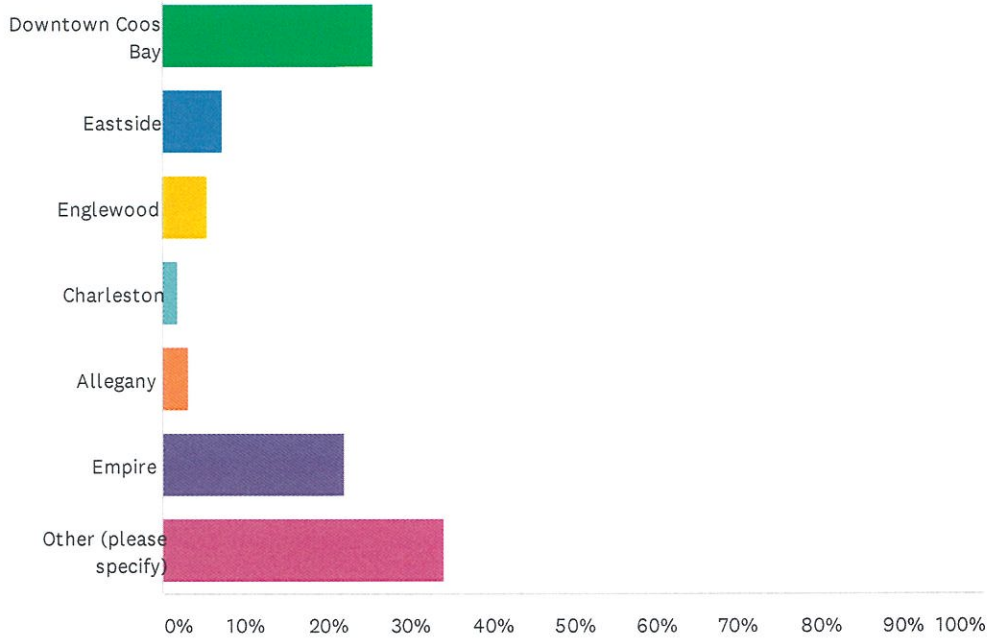
Answered: 161 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes	18.63%	30
No	78.26%	126
Prefer not to answer	3.11%	5
TOTAL		161

Q11 What is your neighborhood?

Answered: 163 Skipped: 0



ANSWER CHOICES	RESPONSES	
Downtown Coos Bay	25.77%	42
Eastside	7.36%	12
Englewood	5.52%	9
Charleston	1.84%	3
Allegany	3.07%	5
Empire	22.09%	36
Other (please specify)	34.36%	56
TOTAL		163

Coos Bay Public Library 2021 Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Mingus Park area	3/12/2021 9:30 AM
2	Sumner	3/9/2021 5:06 AM
3	North Bend	3/8/2021 3:34 PM
4	Rural	2/27/2021 4:44 PM
5	Coquille	2/27/2021 12:01 PM
6	Bandon and Coos Bay	2/26/2021 1:35 PM
7	Coos Bay / not downtown	2/26/2021 1:23 PM
8	Barview	2/26/2021 12:47 PM
9	Coos River (Dellwood)	2/25/2021 9:31 PM
10	North Bend	2/25/2021 3:29 PM
11	Coquille	2/24/2021 2:53 PM
12	North Bend	2/24/2021 2:25 PM
13	Rural County	2/24/2021 2:14 PM
14	East Bay	2/21/2021 10:58 AM
15	North Bend	2/20/2021 1:29 PM
16	Sumner	2/20/2021 1:18 PM
17	North Bend. Used to live in Allegany for 20 years	2/20/2021 1:11 PM
18	Millington	2/20/2021 12:52 PM
19	North Bend	2/19/2021 2:43 PM
20	Greenacres	2/13/2021 2:24 PM
21	Sumner	2/13/2021 1:51 PM
22	Rural Coos Bay	2/13/2021 1:47 PM
23	Rural Coos Bay	2/13/2021 1:37 PM
24	Libby	2/13/2021 1:34 PM
25	Mingus Park	2/12/2021 2:43 PM
26	Sumner	2/12/2021 2:22 PM
27	Coquille	2/11/2021 9:40 PM
28	Ocean Blvd	2/11/2021 10:02 AM
29	North Bend	2/11/2021 8:15 AM
30	Coos bay	2/9/2021 10:45 AM
31	Sumner	2/8/2021 4:26 PM
32	Coos River	2/8/2021 4:23 PM
33	North Bend	2/8/2021 3:58 PM
34	sumner	2/5/2021 10:32 AM
35	Coos River	2/1/2021 3:43 PM
36	Outside city limits - Coos River area	1/29/2021 2:14 PM
37	Coquille	1/29/2021 1:32 PM

Coos Bay Public Library 2021 Survey

38	Bunker Hill	1/29/2021 1:28 PM
39	Just southeast of Coos bay	1/28/2021 5:51 PM
40	Libby Area	1/26/2021 3:12 PM
41	Green Acres	1/25/2021 11:04 AM
42	Coos Bay, but not downtown	1/22/2021 3:25 PM
43	North bend	1/21/2021 8:46 PM
44	North Bend	1/21/2021 6:24 PM
45	Rural Coos County	1/21/2021 4:02 PM
46	Rural	1/21/2021 3:56 PM
47	Milner Crest	1/20/2021 7:48 AM
48	North Bens	1/17/2021 12:13 PM
49	North Bend	1/17/2021 10:41 AM
50	North Bend	1/16/2021 10:39 PM
51	North Bend	1/16/2021 11:11 AM
52	Mingus park area	1/15/2021 12:56 PM
53	North Bend	1/15/2021 12:50 PM
54	Unincorporated	1/15/2021 12:10 PM
55	thompson rd area	1/14/2021 3:30 PM
56	Don't know - live on Juniper Avenue	1/14/2021 10:31 AM

Q12 What didn't we ask about the library that you'd like to tell us?

Answered: 76 Skipped: 87

Coos Bay Public Library 2021 Survey

#	RESPONSES	DATE
1	Since my children are grown, I don't use services for families and children, but they are VERY IMPORTANT! Especially programs that encourage literacy.	3/12/2021 9:30 AM
2	To me and my friends the library is the beating heart of Coos Bay. It allows us to function; ties us together with other citizens (of all ages and stages) supports, relaxes, teaches, reaches, encourages us. It has been very hard without it.	3/8/2021 3:39 PM
3	I love the library. It is the very definition of community. Thank you, thank you, thank you for all you do.	3/8/2021 3:34 PM
4	YOU GALS/GUYS ROCK! YOU ALL ARE AMAZING UNDER TRYING TIMES. THANK YOU ALL!!	2/27/2021 4:44 PM
5	The BEST value for tax\$\$s!	2/27/2021 4:35 PM
6	Is help available for downloading items? Poor luck in past.	2/27/2021 4:32 PM
7	We'd like to thank you all for being there and helping us get through this past year with books and DVDs. Thank you so much	2/26/2021 1:23 PM
8	I would very much like information on how to sign up for library bundles. I love the monthly book boxes. Thank you for continuing helping us through this pandemic. I don't know what I'd do without having books to help keep me sane? I also loved the drive through book sales. It was so fun seeing what was in the various bags - like getting a present. Very uplifting for the spirit!	2/26/2021 12:47 PM
9	Please don't move out to that site on Ocean Blvd.	2/25/2021 9:31 PM
10	Love the check-out-able board games!	2/25/2021 3:29 PM
11	Having the guard at the door to help protect you is great. He is very friendly.	2/24/2021 3:00 PM
12	I can't imagine life without the library. You have been doing great work keeping the library viable during this pandemic. Thank you so much for all you do!	2/24/2021 2:48 PM
13	I think all library programs are valuable, even if I don't use them personally!	2/21/2021 6:22 PM
14	When I moved to Coos County, I lived in C.B. Since then I bought a house in North Bend, right on the line between the two cities. Both libraries are easy for me to access but I "imprinted" with the Coos Bay branch and still find it more accessible to me. I am deeply grateful for the county wide system! I answered these survey questions based on my own elderly needs. Best to have to add that everything you offer is essential to the health and well-being of the community. Thank you so incredibly much for being and doing what you do with such friendly grace. Blessings	2/20/2021 1:29 PM
15	Even now with Covid, I would like to see 9am lobby open for pick up of HOLDS, even 10am. I am old & do all my stuff early and in by 10:30am ish. I hate to see your money spent on mailing to me but later pick up times make it hard for me to get there. And of course, I truly miss seeing everyone. I always leave smiling due to the wonderful staff! And when you close & move, I sure hope it is in a closer location than Empire area. I can not walk that far for sure! Thank you all & be safe & stay healthy!	2/20/2021 12:58 PM
16	I just want to commend you on your program, where i can order something from you, and receive it on Friday at the Empire Fire Station. Prior, I had gone back to the library once and didn't return as it took 35 minutes in line before I was able to enter. The Library has always been a big part of our down time, so thank you. Sure miss browsing in the library but until that happens again, thank you for your service. Rain or shine I'm always greeted with a smile on Friday mornings.	2/19/2021 2:37 PM
17	If building a library is prohibitively expensive or new location not feasible, why not ask local landlords like Tioga building to have it there? That 2nd floor where there are no apartments? We have used many branches this year- Langlois, Port Orford - so thank you for being in that network.	2/13/2021 2:53 PM
18	Your people are ROCK STARS! Thank you so much for all you do.	2/13/2021 2:42 PM
19	Mother Goos on the Loose program for infants/toddlers ; we MISS it!	2/13/2021 2:36 PM

Coos Bay Public Library 2021 Survey

20	I would like to see a bit more extended periods of "Limited Browsing", perhaps 2 hrs each a.m. and 2-3 hours each p.m. Anyway, the library is great - a real boon to being quarantined.	2/13/2021 1:34 PM
21	Very much appreciate the continued service during the pandemic.	2/12/2021 2:51 PM
22	We miss the storytime for littles so much!	2/12/2021 2:47 PM
23	Search assistance to special books or material is excellent! In normal times, art display is great. Almost all staff give one a sense that they know their job is to help people with Library needs.	2/12/2021 2:43 PM
24	I abhor your website. No computer... trying to enter card #, password etc. (using cell phone) to get into look up books is next to impossible for me. I could go straight to where you could enter a title or author and see if you had it. Now I have to call and have someone look it up. I really don't enjoy bothering busy people there. I used to automatically receive emails to my phone with library info. Haven't received one in a long time.	2/12/2021 2:36 PM
25	I bring my mother 87 years old twice a month. It is about the most important thing she gets to do. She is not computer savy and needs the REAL place to visit. So good for her well being and challenges her mentally in so many ways. Virtual would not work for her. We also believe in REAL libraries for the local job opportunities it provides.	2/12/2021 2:28 PM
26	Everyone is doing a fantastic job. I truly appreciate all the efforts put forth by the staff to provide the community with ongoing library service!! How can we thank you? Now? When this nightmare is over? THAN YOU!	2/12/2021 2:22 PM
27	I often go to the Coos Bay library as well as Coquille . Your library is so wonderful. I really appreciate your services. To me librarians are my personal hero's.	2/11/2021 9:40 PM
28	I think you covered it! Thanks for doing such an amazing job :)	2/11/2021 11:35 AM
29	Friends of the Library Book Sales	2/11/2021 10:02 AM
30	I am not happy with the proposed new location of the library.	2/10/2021 7:34 AM
31	Post Covid, it would be nice to have more meeting and event space.	2/9/2021 4:09 PM
32	I would love to see more video's on the library's YouTube page; longer story times for kids to rewatch/engage in	2/9/2021 11:25 AM
33	So glad that books have been readily available during this trying time. Love getting books by mail since I have some limits on getting around with back and foot pain. Thank you all!	2/8/2021 4:26 PM
34	Is all the cleaning and sanitizing rubbing you the wrong way?	2/8/2021 3:58 PM
35	please reopen the library soon	2/5/2021 10:32 AM
36	The library staff are always eager to help and assist in finding books for me and my children. The children's librarian, Becca, has given us great suggestions and has gone above and beyond finding books for my kids to read. I love the libby app and use it regularly.	2/2/2021 4:00 PM
37	What idiot thinks the library would be used in empire or easier to access than in downtown City of Coos Bay? Are you trying to kill downtown Coos Bay for merchants?	2/2/2021 3:55 PM
38	Well done all of you!	2/1/2021 5:01 PM
39	Enjoy dancing in the activity room	2/1/2021 4:48 PM
40	Very much appreciate keeping lobby pickup available during covid. Thank you	2/1/2021 4:45 PM
41	I don't want to see the library moved to Empire. It will weaken our downtown core. If this were to change I would use the North Bend library as it would be the same distance for me and a sad day. I love libraries and I particularly love this library. I My first visit was in 5th grade and I got my first library card. 54 years of enjoyment.	2/1/2021 4:38 PM
42	I appreciate that you suspended enforcing due dates and imposing fines during the pandemic. Tax forms	2/1/2021 4:33 PM
43	Your equipment lending library! What a great program no one knows about.	2/1/2021 4:30 PM
44	Love our library-love our staff!	2/1/2021 4:25 PM

Coos Bay Public Library 2021 Survey

45	Only that your service has been absolutely wonderful, before and throughout this covid pandemic, thank you! Job sources, computer aid, books-all are helping me cope during this difficult time.	2/1/2021 3:46 PM
46	You are fabulous and an incredible service to our community	1/30/2021 5:01 PM
47	I appreciate the Unlimited Book Club which began a few months ago, sponsored by Coos History Museum, Drea from NBPL & Paul from CBPL. Thank you!	1/30/2021 4:58 PM
48	I'd Like some chairs for those of us who have trouble getting up from low chairs. Thank you for asking!	1/30/2021 4:51 PM
49	We appreciate the library and the library system. We do not need or use childrens/teen programs but think they are very important. I think the Eastside/Empire outreach is a great idea!	1/30/2021 4:48 PM
50	Foreign movie night back!	1/30/2021 4:38 PM
51	I like your "limited browsing" times and the number of people expanded	1/30/2021 4:36 PM
52	I love the library and staff and I think you do an excellent job!!!!	1/30/2021 4:32 PM
53	If possible please update the phone message as to open hrs. each Monday - many of us do not have computer access. Thanks	1/29/2021 2:18 PM
54	We moved here in August so I have only been able to go into the library one time for a short time. I was impressed with the interior, the staff and selection of books(even though I didn't get to stay as long as I would have liked.	1/29/2021 1:28 PM
55	You've covered it! Thank you so much for working so hard to keep us safe & provide good access to our library! Appreciate you all very much!	1/29/2021 1:17 PM
56	The staff is always willing to help and is greatly appreciated	1/29/2021 1:11 PM
57	Need more days/hours for lobby pickup	1/28/2021 8:12 AM
58	I want to tell you that the library is a central part of my life. It would be barren without this resource.	1/26/2021 4:02 PM
59	You change lives - thank you!	1/26/2021 3:52 PM
60	You are all very attuned to our community and ask the right questions. We have enjoyed the library more than any other thing in Coos Bay. the pandemic has been difficult.	1/26/2021 3:41 PM
61	I don't have children at home but think children programs are important. I use ebooks and hoopla all the time.	1/23/2021 4:32 PM
62	Thank you for continuing the interlibrary loan system.	1/22/2021 3:25 PM
63	My 87 year old Mother has missed going to the library to choose books. I would like to see a way that someone like her could see a list of books rather than online to choose a book for picking up.	1/22/2021 11:20 AM
64	Excellent important community asset.	1/21/2021 9:41 PM
65	I may live in North Bend but your library has some great programs and items we can borrow such as the games.	1/21/2021 6:24 PM
66	I'm literate but unable to find words to adequately express my gratitude to all involved with CBPL for their dedication & success in continuing their excellence in service to our community! Thank you, well-satisfied patron	1/21/2021 4:02 PM
67	We are really happy that the library has continued to serve Coos Bay during Covid-19 & thank you for that! I appreciate that there is still a focus on books and programs rather than going to screens for everything. Also, Jackson County Library would quickly dispose of books that were not constantly being checked out & I'm really glad CBPL does not. The staff at CB has always been helpful to us even when very busy, you are a treasure.	1/21/2021 3:52 PM
68	Thank you for providing such great service to the people in our community! I appreciate you!	1/20/2021 7:48 AM
69	You are doing a wonderful job.	1/17/2021 12:13 PM

Coos Bay Public Library 2021 Survey

70	The biggest improvement you have made is the hiring of a security guard so that the building is useable. My family does not even get any real value for the over 130 dollars a year that we are paying for a homeless day shelter, which is what you have become	1/16/2021 2:45 PM
71	The community programming during COVID has been amazing!! Paul is a gem. Keep up the great work.	1/16/2021 11:11 AM
72	I think this library does an exceptional job with all the present challenges. I especially enjoy the staff picks for books...I've been exposed to books I loved and may not have known about it not recommended.	1/16/2021 11:05 AM
73	I so appreciate all that you've been doing. We have our granddaughter at times, so we used children's services on occasion. Lobby pick-up has been working really well. Thank you!	1/15/2021 3:02 PM
74	We appreciate the mail option for book holds and steam kits!! It's been a life saver!	1/15/2021 11:53 AM
75	I think our libraries are awesome.	1/14/2021 2:33 PM
76	Nothing	1/14/2021 10:31 AM

City of Coos Bay		Detail Ledger - Month End				Page: 147	
		Period: 03/21 - 03/21				Apr 06, 2021 10:16AM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Cash - Combined Fund			02/28/2021 (02/21) Balance	07-000-100-1001			1,520,313.36
03/31/2021	CA	5	Cash Allocation - Created: 03/24/21 10:03 AM			43,255.78-	
03/31/2021	CA	30	Cash Allocation - Created: 03/29/21 10:48 AM		2,778.00		
03/31/2021	CA	40	Cash Allocation - Created: 04/01/21 2:20 PM			68,049.67-	
03/31/2021 (03/21) Period Totals and Balance					2,778.00 *	111,305.45- *	1,411,785.91
Cash on Hand/Till Drawer			02/28/2021 (02/21) Balance	07-000-100-1015			200.00
03/31/2021 (03/21) Period Totals and Balance					.00 *	.00 *	200.00
Prepaid Expense			02/28/2021 (02/21) Balance	07-000-100-1101			9,503.64
02/28/2021	AP	276	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: OREGON LIBRARY ASSOCIATION, Prepaid Membership FYE22 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		55.45		
02/28/2021	AP	280	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: OREGON LIBRARY ASSOCIATION, Prepaid Membership FYE22 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		37.50		
03/12/2021	AP	763	Morningstar Inc **VendorNo: 1002051 **Inv. No: 1 **Desc: Subscription ID 35872857 3/12/21-3/12/22 **Inv. Date: 3/12/2021 **PO No: **Remit Name: Morningstar **Merchant Vendor No: 1002051 **Merchant Vendor Name: Morningstar Inc **Invoice Created By: Kristin		1,296.00		
03/31/2021 (03/21) Period Totals and Balance					1,388.95 *	.00 *	10,892.59
Accounts Payable			02/28/2021 (02/21) Balance	07-000-200-2001			.00
03/31/2021	AP	16	Summary Transactions from AP System			435.10-	
03/31/2021	AP	97	Summary Transactions from AP System			1,283.65-	
03/31/2021	AP	141	Summary Transactions from AP System			2,535.99-	
03/31/2021	AP	315	Summary Transactions from AP System			13,521.42-	
03/31/2021	AP	367	Summary Transactions from AP System			1,375.46-	
03/31/2021	AP	536	Summary Transactions from AP System			6,015.41-	
03/31/2021	AP	733	Summary Transactions from AP System			7,384.15-	
03/31/2021	AP	778	Summary Transactions from AP System			6,094.06-	
03/31/2021	AP	878	Summary Transactions from AP System			399.52-	
03/31/2021	AP	912	Summary Transactions from AP System			2,446.72-	
03/31/2021	AP	979	Summary Transactions from AP System			150.00-	
03/31/2021	AP	1051	Summary Transactions from AP System			4,003.56-	
03/09/2021	CDA1	865	Umpqua Bank		4,711.20		
03/09/2021	CDA1	872	Umpqua Bank		1,365.13		
03/09/2021	CDA1	872	Umpqua Bank		21.85		
03/09/2021	CDA1	873	Umpqua Bank		1,725.67		
03/09/2021	CDA1	873	Umpqua Bank		338.25		
03/09/2021	CDA1	873	Umpqua Bank		39.55		
03/09/2021	CDA1	874	Umpqua Bank		840.77		
03/09/2021	CDA1	874	Umpqua Bank		2,799.00		
03/09/2021	CDA1	874	Umpqua Bank		1,680.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/10/2021	CDA1	882	Umpqua Bank		4,754.39		
03/10/2021	CDA1	886	Umpqua Bank		382.65		
03/15/2021	CDA1	891	Umpqua Bank		446.90		
03/22/2021	CDA1	896	Pacific Power & Light Co		2,446.72		
03/02/2021	CDA1	123792	Asavie Technologies Inc		74.90		
03/02/2021	CDA1	123793	Cengage Learning Inc		146.19		
03/02/2021	CDA1	123794	Center Point Large Print		136.02		
03/02/2021	CDA1	123799	Ingram		77.99		
03/05/2021	CDA1	123809	Brilliance Publishing Inc.		78.00		
03/05/2021	CDA1	123813	C-N-B Security Inc		684.00		
03/05/2021	CDA1	123825	Minitex		338.00		
03/05/2021	CDA1	123830	Office Depot		33.65		
03/05/2021	CDA1	123838	Sprague Pest Solutions		150.00		
03/08/2021	CDA1	123843	Bayshore Auto Repair		925.42		
03/08/2021	CDA1	123844	Bibliotheca LLC		1,610.57		
03/09/2021	CDA1	123857	C-N-B Security Inc		1,291.50		
03/09/2021	CDA1	123860	Demco		83.96		
03/10/2021	CDA1	123879	Ingram		293.99		
03/10/2021	CDA1	123887	Midwest Tape		584.38		
03/16/2021	CDA1	123915	Agri-Tech Design		242.00		
03/16/2021	CDA1	123918	Bay Area Enterprises Inc.		47.77		
03/16/2021	CDA1	123918	Bay Area Enterprises Inc.		2,847.48		
03/16/2021	CDA1	123939	Pitney Bowes Reserve Account		3,800.00		
03/17/2021	CDA1	123945	Advantage Security LLC		37.95		
03/17/2021	CDA1	123949	Brodart Co		216.41		
03/17/2021	CDA1	123950	Cengage Learning Inc		98.76		
03/17/2021	CDA1	123951	Center Point Large Print		136.02		
03/17/2021	CDA1	123953	C-N-B Security Inc		715.50		
03/17/2021	CDA1	123955	Demco		552.03		
03/17/2021	CDA1	123956	Epuerto		287.50		
03/17/2021	CDA1	123957	Ingram		1,012.06		
03/17/2021	CDA1	123959	Morningstar		1,944.00		
03/17/2021	CDA1	123962	KATU TV/Sinclair Broadcast Group		860.00		
03/17/2021	CDA1	123966	Xerox Corporation		233.83		
03/19/2021	CDA1	123990	Strutz, Curt S		250.00		
03/19/2021	CDA1	123996	Xerox Corporation		149.52		
03/23/2021	CDA1	124026	Stith, Tai		150.00		
03/30/2021	CDA1	124035	Access Information Protected		53.40		
03/30/2021	CDA1	124036	AUS West Lockbox		25.00		
03/30/2021	CDA1	124037	Asavie Technologies Inc		74.90		
03/30/2021	CDA1	124038	Blackstone Audio Inc		41.60		
03/30/2021	CDA1	124041	Cengage Learning Inc		48.73		
03/30/2021	CDA1	124043	C-N-B Security Inc		1,431.00		
03/30/2021	CDA1	124048	Demco		1,550.39		
03/30/2021	CDA1	124054	Ingram		167.82		
03/30/2021	CDA1	124055	KAPCO		139.94		
03/30/2021	CDA1	124058	Office Depot		200.30		
03/30/2021	CDA1	124066	Sprague Pest Solutions		150.00		
03/30/2021	CDA1	124069	Xerox Corporation		120.48		
03/31/2021 (03/21) Period Totals and Balance					45,645.04 *	45,645.04 *	.00
Fund Balance			02/28/2021 (02/21) Balance	07-000-200-2500			1,199,855.12-
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	1,199,855.12-
State Library Grant			02/28/2021 (02/21) Balance	07-000-340-0300			10,359.49-
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	10,359.49-
YTD Encumbrance		.00 YTD Actual	-10,359.49 Total	-10,359.49 YTD Budget	-1,900.00 Unearned	(8,459.49)	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Grants			02/28/2021 (02/21) Balance	07-000-340-0301			2,500.00-
03/26/2021	CR	2036393	Grants - Oregon Coast Community Action Grant Description: Grants - Oregon Coast Community Action Grant			2,500.00-	
			03/31/2021 (03/21) Period Totals and Balance		00 *	2,500.00- *	5,000.00-
YTD Encumbrance	.00	YTD Actual	-5,000.00 Total	-5,000.00 YTD Budget	-16,043.00 Unearned	11,043.00	
Federal Other Financial Assist			02/28/2021 (02/21) Balance	07-000-340-0350			27,211.39-
			03/31/2021 (03/21) Period Totals and Balance		00 *	.00 *	27,211.39-
YTD Encumbrance	00	YTD Actual	-27,211.39 Total	-27,211.39 YTD Budget	-39,534.00 Unearned	12,322.61	
Library Tax Base			02/28/2021 (02/21) Balance	07-000-340-0900			1,085,603.22-
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	1,085,603.22-
YTD Encumbrance	.00	YTD Actual	-1,085,603.22 Total	-1,085,603.22 YTD Budget	-1,130,000.00 Unearned	44,396.78	
Interest			02/28/2021 (02/21) Balance	07-000-350-0100			6,816.16-
03/31/2021	CRJE	3	INTEREST DISTRIBUTION JOURNAL ENTRY 03/2			786.30-	
			03/31/2021 (03/21) Period Totals and Balance		00 *	786.30- *	7,602.46-
YTD Encumbrance	.00	YTD Actual	-7,602.46 Total	-7,602.46 YTD Budget	-15,000.00 Unearned	7,397.54	
Library Fees			02/28/2021 (02/21) Balance	07-000-360-1800			595.53-
03/19/2021	CR	1046754	Library Fees - Library Weekly Deposit 2/24-3/15/21 Description: Library Fees - Library Weekly Deposit 2/24-3/15/21			35.95-	
03/26/2021	CR	2036394	Library Fees - Library Weekly Deposit 3/16-3/24/21 Description: Library Fees - Library Weekly Deposit 3/16-3/24/21			78.00-	
03/08/2021	CR	99005031	Online Payment - Anna Anna Description: Online Payment - Anna Anna Comment: XpressBillPay\Import\XBP_20210309003004.im p-3			11.00-	
03/10/2021	CR	99005035	Online Payment - Samuel Samuel Description: Online Payment - Samuel Samuel Comment: XpressBillPay\Import\XBP_20210311003006.im p-3			18.99-	
			03/31/2021 (03/21) Period Totals and Balance		.00 *	143.94- *	739.47-
YTD Encumbrance	.00	YTD Actual	-739.47 Total	-739.47 YTD Budget	-12,000.00 Unearned	11,260.53	
Miscellaneous			02/28/2021 (02/21) Balance	07-000-380-0100			1,364.78-
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	1,364.78-
YTD Encumbrance	.00	YTD Actual	-1,364.78 Total	-1,364.78 YTD Budget	-100.00 Unearned	(1,264.78)	
ESO Administration/Rent			02/28/2021 (02/21) Balance	07-000-380-0300			17,398.32-

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/01/2021	JE	3	ESO Monthly Admin and Accounting Fee			2,174.79-	
			03/31/2021 (03/21) Period Totals and Balance		.00 *	2,174.79- *	19,573.11-
YTD Encumbrance .00 YTD Actual -19,573.11 Total -19,573.11 YTD Budget -26,000.00 Unearned 6,426.89							
Reimbursements							
			02/28/2021 (02/21) Balance	07-000-380-0400			2,897.44-
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	2,897.44-
YTD Encumbrance .00 YTD Actual -2,897.44 Total -2,897.44 YTD Budget -500.00 Unearned (2,397.44)							
Gifts, Donations & Memorials							
			02/28/2021 (02/21) Balance	07-000-380-0900			3,914.58-
03/19/2021	CR	1046754	Gifts & Donations - Library Weekly Deposit 2/24-3/1 Description: Gifts & Donations - Library Weekly Deposit 2/24-3/15/21			299.32-	
03/26/2021	CR	2036394	Gifts & Donations - Library Weekly Deposit 3/16-3/2 Description: Gifts & Donations - Library Weekly Deposit 3/16-3/24/21			200.00-	
			03/31/2021 (03/21) Period Totals and Balance		.00 *	499.32- *	4,413.90-
YTD Encumbrance .00 YTD Actual -4,413.90 Total -4,413.90 YTD Budget -20,000.00 Unearned 15,586.10							
Salaries							
			02/28/2021 (02/21) Balance	07-510-510-1001			373,950.37
03/20/2021	PC	18	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD		3,800.00		
03/20/2021	PC	117	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD		46,583.50		
03/20/2021	PC	118	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD			3,800.00-	
			03/31/2021 (03/21) Period Totals and Balance		50,383.50 *	3,800.00- *	420,533.87
YTD Encumbrance .00 YTD Actual 420,533.87 Total 420,533.87 YTD Budget 758,449.00 Unexpended 337,915.13							
P.E.R.S.							
			02/28/2021 (02/21) Balance	07-510-510-1003			82,805.44
03/20/2021	PB	181	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD		10,319.58		
			03/31/2021 (03/21) Period Totals and Balance		10,319.58 *	.00 *	93,125.02
YTD Encumbrance .00 YTD Actual 93,125.02 Total 93,125.02 YTD Budget 159,382.00 Unexpended 66,256.98							
Social Security							
			02/28/2021 (02/21) Balance	07-510-510-1004			26,889.70
03/20/2021	PB	16	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD		290.70		
03/20/2021	PB	179	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD		3,318.12		
03/20/2021	PB	180	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD			290.70-	
			03/31/2021 (03/21) Period Totals and Balance		3,608.82 *	290.70- *	30,207.82
YTD Encumbrance .00 YTD Actual 30,207.82 Total 30,207.82 YTD Budget 58,028.00 Unexpended 27,820.18							
Employee Insurance							
			02/28/2021 (02/21) Balance	07-510-510-1005			110,422.91
03/20/2021	PB	178	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD		8,641.53		
03/20/2021	PC	144	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD		19.38		
03/20/2021	PC	145	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD			19.38-	
			03/31/2021 (03/21) Period Totals and Balance		8,660.91 *	19.38- *	119,064.44
YTD Encumbrance .00 YTD Actual 119,064.44 Total 119,064.44 YTD Budget 211,964.00 Unexpended 92,899.56							
Unemployment							
			02/28/2021 (02/21) Balance	07-510-510-1006			1,400.32
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	1,400.32
YTD Encumbrance .00 YTD Actual 1,400.32 Total 1,400.32 YTD Budget 3,600.00 Unexpended 2,199.68							

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Workers Compensation Insurance			02/28/2021 (02/21) Balance	07-510-510-1007			467.19
03/20/2021	PB	177	PAYROLL TRANS FOR 3/20/2021 PAY PERIOD		60.38		
			03/31/2021 (03/21) Period Totals and Balance		60.38 *	.00 *	527.57
YTD Encumbrance			.00 YTD Actual	527.57 Total	527.57 YTD Budget	1,066.00 Unexpended	538.43
Volunteer Workers Compensation			02/28/2021 (02/21) Balance	07-510-510-1008			.19
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	.19
YTD Encumbrance			.00 YTD Actual	.19 Total	.19 YTD Budget	250.00 Unexpended	249.81
Training,Meetings,Travel,Dues			02/28/2021 (02/21) Balance	07-510-520-2005			1,052.22
02/28/2021	AP	277	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: FRED MEYER, Supplies, Staff Training Day **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		35.07		
02/28/2021	AP	279	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: OREGON LIBRARY ASSOCIATION, Library Board, Membership Renewal FYE21 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		112.50		
02/28/2021	AP	290	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: OREGON LIBRARY ASSOCIATION, P. Addis, Membership Renewal FYE21 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		39.55		
02/28/2021	AP	295	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY V **Desc: UCB ADVANCED MEDIA, B.Buxton & J.Whitty, Pod Casting Classes, COVIDD19 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		1,680.00		
02/28/2021	AP	481	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 PIERSON **Desc: CITY SUBS, Lunch-Staff Training Day **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		87.30		
			03/31/2021 (03/21) Period Totals and Balance		1,954.42 *	.00 *	3,006.64
YTD Encumbrance			.00 YTD Actual	3,006.64 Total	3,006.64 YTD Budget	9,000.00 Unexpended	5,993.36
Utilities			02/28/2021 (02/21) Balance	07-510-520-2101			17,593.73
02/28/2021	AP	483	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 PIERSON **Desc: Coos Bay North Bend Water, Water **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		147.65		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/18/2021	AP	905	Pacific Power & Light Co **VendorNo: 710235 **Inv. No: 202102 SUMMARY 2 **Desc: 12447751-0018 Library **Inv. Date: 2/18/2021 **PO No: **Remit Name: Pacific Power & Light Co **Merchant Vendor No: 710235 **Merchant Vendor Name: Pacific Power & Light Co **Invoice Created By: Kristin		2,446.72		
03/31/2021 (03/21) Period Totals and Balance					2,594.37 *	.00 *	20,188.10

YTD Encumbrance 00 YTD Actual 20,188.10 Total 20,188.10 YTD Budget 42,000.00 Unexpended 21,811.90

Telephone			02/28/2021 (02/21) Balance	07-510-520-2102			7,202.51
02/28/2021	AP	291	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY V **Desc: BROADVOICE, VOIP Telephone, Internet **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		650.71		
02/28/2021	AP	293	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY V **Desc: ZIFLY FIBER, Telephone **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		176.07		
03/02/2021	JE	5	R/C AP795 (01/21) Umpqua Visa Inv 202012 CB V			1,030.50-	
03/02/2021	JE	6	R/C AP634 (02/21) Umpqua Visa Inv 202101 CB V			446.90-	
03/31/2021 (03/21) Period Totals and Balance					826.78 *	1,477.40- *	6,551.89

YTD Encumbrance .00 YTD Actual 6,551.89 Total 6,551.89 YTD Budget 9,000.00 Unexpended 2,448.11

Advertising			02/28/2021 (02/21) Balance	07-510-520-2105			5,240.85
02/28/2021	AP	288	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: COUNTRY MEDIA INC, Library Promotional Ads, COVID19 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		326.25		
01/31/2021	AP	764	Sinclair Television Media Inc **VendorNo: 1002138 **Inv. No: 1514119-1 **Desc: Promotional Advertising **Inv. Date: 1/31/2021 **PO No: **Remit Name: KATU TV/Sinclair Broadcast Group **Merchant Vendor No: 1002138 **Merchant Vendor Name: Sinclair Television Media Inc **Invoice Created By: Kristin		430.00		
02/28/2021	AP	765	Sinclair Television Media Inc **VendorNo: 1002138 **Inv. No: 1514130-1 **Desc: Promotional Advertising **Inv. Date: 2/28/2021 **PO No: **Remit Name: KATU TV/Sinclair Broadcast Group **Merchant Vendor No: 1002138 **Merchant Vendor Name: Sinclair Television Media Inc **Invoice Created By: Kristin		430.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance			
03/08/2021	AP	771	Epuerto **VendorNo: 1002648 **Inv. No: 0017202 **Desc: Promotional Ads, Library **Inv. Date: 3/8/2021 **PO No: **Remit Name: Epuerto **Merchant Vendor No: 1002648 **Merchant Vendor Name: Epuerto **Invoice Created By: Kristin		287.50					
03/31/2021 (03/21) Period Totals and Balance					1,473.75 *	.00 *	6,714.60			
YTD Encumbrance		.00	YTD Actual	6,714.60	Total	6,714.60	YTD Budget	17,514.00	Unexpended	10,799.40
Contractual		02/28/2021 (02/21) Balance			07-510-520-2108			21,575.85		
02/08/2021	AP	71	Sprague Pest Solutions **VendorNo: 1001985 **Inv. No: 4432214 **Desc: 101895409 Library Pest Control **Inv. Date: 2/8/2021 **PO No: **Remit Name: Sprague Pest Solutions **Merchant Vendor No: 1001985 **Merchant Vendor Name: Sprague Pest Solutions **Invoice Created By: Kristin		150.00					
02/17/2021	AP	90	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8416 **Desc: Library security guard 2/8/21 - 2/13/21 **Inv. Date: 2/17/2021 **PO No: **Remit Name: C-N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		684.00					
02/21/2021	AP	361	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8428-R **Desc: Library security guard 2/15/21 - 2/20/21 **Inv. Date: 2/21/2021 **PO No: **Remit Name: C-N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		576.00					
02/28/2021	AP	362	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8460 **Desc: Library security guard 2/22/21 - 2/27/21 **Inv. Date: 2/28/2021 **PO No: **Remit Name: C-N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		715.50					
03/09/2021	AP	772	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8473 **Desc: Library security guard 3/1/21 - 3/6/21 **Inv. Date: 3/9/2021 **PO No: **Remit Name: C-N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristin		715.50					
03/04/2021	AP	1037	Sprague Pest Solutions **VendorNo: 1001985 **Inv. No: 4460811 **Desc: 101895409 Library Pest Control **Inv. Date: 3/4/2021 **PO No: **Remit Name: Sprague Pest Solutions **Merchant Vendor No: 1001985 **Merchant Vendor Name: Sprague Pest Solutions **Invoice Created By: eric		150.00					
03/16/2021	AP	1046	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8482 **Desc: Library security guard 3/8/21 - 3/13/21 **Inv. Date: 3/16/2021 **PO No: **Remit Name: C-N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: eric		715.50					

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/23/2021	AP	1047	C-N-B Security Inc **VendorNo: 1002694 **Inv. No: 8495 **Desc: Library security guard 3/15/21 - 3/20/21 **Inv. Date: 3/23/2021 **PO No: **Remit Name: C-N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: eric		715.50		
03/05/2021	CD14	5	03/01/21 Xpress Bill Pay Support Fees/Forms Inv# 03/31/2021 (03/21) Period Totals and Balance		63.65 4,485.65 *	.00 *	26,061.50
YTD Encumbrance		.00 YTD Actual	26,061.50 Total	26,061.50 YTD Budget	80,000.00 Unexpended	53,938.50	
Insurance			02/28/2021 (02/21) Balance 03/31/2021 (03/21) Period Totals and Balance	07-510-520-2120	.00 *	.00 *	15,757.10 15,757.10
YTD Encumbrance		.00 YTD Actual	15,757.10 Total	15,757.10 YTD Budget	25,000.00 Unexpended	9,242.90	
Duplicating>Data Processing			02/28/2021 (02/21) Balance	07-510-520-2122			1,576.56
03/01/2021	AP	755	Xerox Corporation **VendorNo: 986914 **Inv. No: 012795879 **Desc: 722943248 Library Workroom Copier - February **Inv. Date: 3/1/2021 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		96.39		
03/10/2021	AP	829	Xerox Corporation **VendorNo: 986914 **Inv. No: 2526827 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 3/10/2021 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		29.62		
11/10/2020	AP	1028	Xerox Corporation **VendorNo: 986914 **Inv. No: 2352695 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 11/10/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: eric		.58		
YTD Encumbrance		.00 YTD Actual	1,703.15 Total	1,703.15 YTD Budget	9,500.00 Unexpended	7,796.85	
Office Supplies			02/28/2021 (02/21) Balance	07-510-520-2205			12,032.75
02/10/2021	AP	51	Office Depot **VendorNo: 937352 **Inv. No: 155116504001 **Desc: 90371713 Library office supplies **Inv. Date: 2/10/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		33.65		
02/28/2021	AP	272	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Tape **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		117.12		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	274	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Markers **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		20.32		
02/28/2021	AP	275	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Cash Box, COVID19 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		21.85		
01/28/2021	AP	1026	Office Depot **VendorNo: 937352 **Inv. No: 154050960001 **Desc: 90371713 Chair Mat **Inv. Date: 1/28/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: eric		40.31		
03/31/2021 (03/21) Period Totals and Balance					233.25 *	.00 *	12,266.00
YTD Encumbrance	.00	YTD Actual	12,266.00 Total	12,266.00 YTD Budget	43,023.00 Unexpended	30,757.00	
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Postage			02/28/2021 (02/21) Balance	07-510-520-2206			7,924.35
03/12/2021	AP	605	Pitney Bowes Global Financial LLC **VendorNo: 736402 **Inv. No: 20210312 **Desc: Account number 10753242 - Covid 19 **Inv. Date: 3/12/2021 **PO No: **Remit Name: Pitney Bowes Reserve Account **Merchant Vendor No: 736402 **Merchant Vendor Name: Pitney Bowes Global Financial LLC **Invoice Created By: Kristin		3,800.00		
03/31/2021 (03/21) Period Totals and Balance					3,800.00 *	.00 *	11,724.35
YTD Encumbrance	.00	YTD Actual	11,724.35 Total	11,724.35 YTD Budget	20,276.00 Unexpended	8,551.65	
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Janitorial Supplies			02/28/2021 (02/21) Balance	07-510-520-2225			105.58
02/28/2021	AP	273	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Tissue **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		18.60		
03/31/2021 (03/21) Period Totals and Balance					18.60 *	.00 *	124.18
YTD Encumbrance	.00	YTD Actual	124.18 Total	124.18 YTD Budget	13,800.00 Unexpended	13,675.82	
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Small Equipment			02/28/2021 (02/21) Balance	07-510-520-2231			23,978.00
02/11/2021	AP	134	Bibliotheca LLC **VendorNo: 1002426 **Inv. No: INV-US40158 **Desc: RFID system supplies **Inv. Date: 2/11/2021 **PO No: **Remit Name: Bibliotheca LLC **Merchant Vendor No: 1002426 **Merchant Vendor Name: Bibliotheca LLC **Invoice Created By: Kristin		1,610.57		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	257	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Cd Player **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		28.49		
03/12/2021	AP	1027	Office Depot **VendorNo: 937352 **Inv. No: 161978507001 **Desc: 90371713 Scanner Wand **Inv. Date: 3/12/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: eric		159.99		
03/31/2021 (03/21) Period Totals and Balance					1,799.05 *	.00 *	25,777.05
YTD Encumbrance	.00	YTD Actual	25,777.05	Total	25,777.05	YTD Budget	68,794.00
				Unexpended	43,016.95		
Grants			02/28/2021 (02/21) Balance	07-510-520-2234			11,600.58
02/01/2021	AP	14	Asavie Technologies Inc **VendorNo: 1003084 **Inv. No: 1491 **Desc: COO01 Hotspot management software - Cares Grant **Inv. Date: 2/1/2021 **PO No: **Remit Name: Asavie Technologies Inc **Merchant Vendor No: 1003084 **Merchant Vendor Name: Asavie Technologies Inc **Invoice Created By: Kristin		74.90		
02/28/2021	AP	294	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY V **Desc: APPLE, Cares Grant, Laptop **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		2,799.00		
02/28/2021	AP	453	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 DIXON **Desc: WEBSTAIRANT STORE INC, SCREL Grant, Story Walk Weather Proof Displays **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		4,754.39		
02/28/2021	AP	719	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 CB V **Desc: 2 - VERIZON, 576174385-00001 Library **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		446.90		
03/12/2021	AP	967	Stith, Tai **VendorNo: 1003076 **Inv. No: LIBRARY PERFORMER **Desc: Virtual Performer - various dates **Inv. Date: 3/12/2021 **PO No: **Remit Name: Stith, Tai **Merchant Vendor No: 1003076 **Merchant Vendor Name: Stith, Tai **Invoice Created By: Kristin		150.00		
03/18/2021	AP	1050	Asavie Technologies Inc **VendorNo: 1003084 **Inv. No: 21110007657 **Desc: 02/21 Hotspot management software - Cares Grant **Inv. Date: 3/18/2021 **PO No: **Remit Name: Asavie Technologies Inc **Merchant Vendor No: 1003084 **Merchant		74.90		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Vendor Name: Asavie Technologies Inc **Invoice Created By: eric							
03/02/2021	JE	5	R/C AP795 (01/21) Umpqua Visa Inv 202012 CB V		1,030.50		
03/02/2021	JE	6	R/C AP834 (02/21) Umpqua Visa Inv 202101 CB V		446.90		
03/31/2021 (03/21) Period Totals and Balance					9,777.49 *	.00 *	21,378.07
YTD Encumbrance	.00	YTD Actual	21,378.07 Total	21,378.07 YTD Budget	7,900.00 Unexpended	(13,478.07)	

Library Supplies 02/28/2021 (02/21) Balance 07-510-520-2235 5,603.15							
02/16/2021	AP	85	Minitex **VendorNo: 1002583 **Inv. No: 102160 **Desc: processing supplies **Inv. Date: 2/16/2021 **PO No: **Remit Name: Minitex **Merchant Vendor No: 1002583 **Merchant Vendor Name: Minitex **Invoice Created By: Kristin		338.00		
03/04/2021	AP	743	Brodart Co **VendorNo: 181000 **Inv. No: 574983 **Desc: processing supplies **Inv. Date: 3/4/2021 **PO No: **Remit Name: Brodart Co **Merchant Vendor No: 181000 **Merchant Vendor Name: Brodart Co **Invoice Created By: Kristin		216.41		
02/24/2021	AP	745	Demco **VendorNo: 273219 **Inv. No: 6914034 **Desc: processing supplies **Inv. Date: 2/24/2021 **PO No: **Remit Name: Demco **Merchant Vendor No: 273219 **Merchant Vendor Name: Demco **Invoice Created By: Kristin		552.03		
03/18/2021	AP	1002	Demco **VendorNo: 273219 **Inv. No: 6924106 **Desc: processing supplies **Inv. Date: 3/18/2021 **PO No: **Remit Name: Demco **Merchant Vendor No: 273219 **Merchant Vendor Name: Demco **Invoice Created By: eric		363.26		
03/12/2021	AP	1040	KAPCO **VendorNo: 1002478 **Inv. No: 1420364 **Desc: processing supplies **Inv. Date: 3/12/2021 **PO No: **Remit Name: KAPCO **Merchant Vendor No: 1002478 **Merchant Vendor Name: KAPCO **Invoice Created By: eric		139.94		
03/31/2021 (03/21) Period Totals and Balance					1,609.64 *	.00 *	7,212.79
YTD Encumbrance	.00	YTD Actual	7,212.79 Total	7,212.79 YTD Budget	13,000.00 Unexpended	5,787.21	

Library Books & Records 02/28/2021 (02/21) Balance 07-510-520-2236 52,860.26							
02/01/2021	AP	1	Center Point Large Print **VendorNo: 216200 **Inv. No: 1823692 **Desc: books **Inv. Date: 2/1/2021 **PO No: **Remit Name: Center Point Large Print **Merchant Vendor No: 216200 **Merchant Vendor Name: Center Point Large Print **Invoice Created By: Kristin		136.02		
02/05/2021	AP	4	Ingram **VendorNo: 476508 **Inv. No: 51181249 **Desc: Books **Inv. Date: 2/5/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram		77.99		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			**Invoice Created By: Kristin				
02/04/2021	AP	11	Cengage Learning Inc **VendorNo: 1002356 **Inv. No: NO.73594951 **Desc: 179460 Books **Inv. Date: 2/4/2021 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc. **Invoice Created By: Kristin		22.74		
02/04/2021	AP	12	Cengage Learning Inc. **VendorNo: 1002356 **Inv. No: NO.73595585 **Desc: 179460 Books **Inv. Date: 2/4/2021 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc. **Invoice Created By: Kristin		123.45		
02/18/2021	AP	54	Brilliance Publishing Inc **VendorNo: 999424 **Inv. No: IN1460037 **Desc: audio books **Inv. Date: 2/18/2021 **PO No: **Remit Name: Brilliance Publishing Inc. **Merchant Vendor No: 999424 **Merchant Vendor Name: Brilliance Publishing Inc. **Invoice Created By: Kristin		78.00		
02/28/2021	AP	149	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		48.59		
02/28/2021	AP	150	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		289.33		
02/28/2021	AP	151	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Audios **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		72.76		
02/28/2021	AP	152	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		22.20		
02/28/2021	AP	153	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		21.44		
02/28/2021	AP	154	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, YP		9.43		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	155	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		42.17		
02/28/2021	AP	156	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Audios **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		69.28		
02/28/2021	AP	157	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		17.87		
02/28/2021	AP	158	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		19.43		
02/28/2021	AP	159	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		61.03		
02/28/2021	AP	160	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.54		
02/28/2021	AP	161	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.72		
02/28/2021	AP	162	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.53		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	163	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		128.35		
02/28/2021	AP	164	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.62		
02/28/2021	AP	165	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		17.21		
02/28/2021	AP	166	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.53		
02/28/2021	AP	167	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.21		
02/28/2021	AP	168	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		31.63		
02/28/2021	AP	169	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		84.31		
02/28/2021	AP	170	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Audios **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		38.48		
02/28/2021	AP	171	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name:		46.05		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	172	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Audios **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		58.05		
02/28/2021	AP	173	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		79.34		
02/28/2021	AP	174	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		350.01		
02/28/2021	AP	175	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		28.59		
02/28/2021	AP	176	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.99		
02/28/2021	AP	177	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, YP Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		294.30		
02/28/2021	AP	178	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		12.76		
02/28/2021	AP	179	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		270.77		
02/28/2021	AP	180	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult		21.44		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	181	Umpqua Bank (VISA)		156.76		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, YP Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	182	Umpqua Bank (VISA)		15.53		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	183	Umpqua Bank (VISA)		19.43		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	184	Umpqua Bank (VISA)		227.36		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, YA-YP Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	185	Umpqua Bank (VISA)		14.99		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	186	Umpqua Bank (VISA)		65.98		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, YP Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	187	Umpqua Bank (VISA)		77.11		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	188	Umpqua Bank (VISA)		44.94		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	189	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		49.99		
02/28/2021	AP	190	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		78.79		
02/28/2021	AP	191	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		53.60		
02/28/2021	AP	192	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		47.16		
02/28/2021	AP	193	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		61.03		
02/28/2021	AP	194	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		336.48		
02/28/2021	AP	195	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, YA- YP Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		146.85		
02/28/2021	AP	196	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, YP Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		22.73		
02/28/2021	AP	197	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name:		15.54		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	198	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.26		
02/28/2021	AP	199	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.43		
02/28/2021	AP	200	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.65		
02/28/2021	AP	201	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Audios **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.49		
02/28/2021	AP	202	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		180.91		
02/28/2021	AP	203	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		17.87		
02/28/2021	AP	204	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.54		
02/28/2021	AP	205	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.96		
02/28/2021	AP	206	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult		14.29		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	207	Umpqua Bank (VISA)		236.43		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Audios **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	208	Umpqua Bank (VISA)		214.58		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	209	Umpqua Bank (VISA)		112.71		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Audios **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	210	Umpqua Bank (VISA)		122.93		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	211	Umpqua Bank (VISA)		13.87		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	212	Umpqua Bank (VISA)		12.76		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, YP Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	213	Umpqua Bank (VISA)		10.72		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
02/28/2021	AP	214	Umpqua Bank (VISA)		13.57		
			**VendorNo: 1002576 **Inv. No: 202102 BAKER TALOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	248	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		24.99		
02/28/2021	AP	250	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.99		
02/28/2021	AP	251	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, YP Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		12.66		
02/28/2021	AP	252	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, YP Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		7.99		
02/28/2021	AP	253	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		22.99		
02/28/2021	AP	254	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		73.75		
02/28/2021	AP	255	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		50.89		
02/28/2021	AP	256	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		157.03		
02/28/2021	AP	258	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank		33.49		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			(VISA) **Invoice Created By: eric				
02/28/2021	AP	259	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		13.99		
02/28/2021	AP	260	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		24.49		
02/28/2021	AP	263	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		49.47		
02/28/2021	AP	265	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		23.49		
02/28/2021	AP	268	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, YP Dvds **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		22.96		
02/28/2021	AP	292	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY V **Desc: NETFLIX, Library Streaming Player Programming **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		13.99		
02/15/2021	AP	376	Ingram **VendorNo: 476508 **Inv. No: 51354037 **Desc: Books **Inv. Date: 2/15/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		87.45		
02/16/2021	AP	377	Ingram **VendorNo: 476508 **Inv. No: 51364716 **Desc: Books **Inv. Date: 2/16/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		150.98		
02/19/2021	AP	378	Ingram **VendorNo: 476508 **Inv. No: 51427006 **Desc: Books **Inv. Date: 2/19/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No:		55.56		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
02/28/2021	AP	416	Midwest Tape **VendorNo: 1000557 **Inv. No: 500094129 **Desc: 2000018499 - digital programming, 2/21 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Midwest Tape **Merchant Vendor No: 1000557 **Merchant Vendor Name: Midwest Tape **Invoice Created By: Kristin		584.38		
03/01/2021	AP	744	Center Point Large Print **VendorNo: 216200 **Inv. No: 1830684 **Desc: books **Inv. Date: 3/1/2021 **PO No: **Remit Name: Center Point Large Print **Merchant Vendor No: 216200 **Merchant Vendor Name: Center Point Large Print **Invoice Created By: Kristin		136.02		
02/28/2021	AP	746	Ingram **VendorNo: 476508 **Inv. No: 51632349 **Desc: Books **Inv. Date: 2/28/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		67.99		
03/01/2021	AP	747	Ingram **VendorNo: 476508 **Inv. No: 51650713 **Desc: Books **Inv. Date: 3/1/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		26.98		
03/01/2021	AP	748	Ingram **VendorNo: 476508 **Inv. No: 51653693 **Desc: Books **Inv. Date: 3/1/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		195.78		
03/04/2021	AP	749	Ingram **VendorNo: 476508 **Inv. No: 51728712 **Desc: Books **Inv. Date: 3/4/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		419.19		
03/05/2021	AP	750	Ingram **VendorNo: 476508 **Inv. No: 51748473 **Desc: Books **Inv. Date: 3/5/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		26.24		
03/05/2021	AP	751	Ingram **VendorNo: 476508 **Inv. No: 51750675 **Desc: Books **Inv. Date: 3/5/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		166.45		
03/07/2021	AP	752	Ingram **VendorNo: 476508 **Inv. No: 51756757 **Desc: Books **Inv. Date: 3/7/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		109.43		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/12/2021	AP	762	Morningstar Inc **VendorNo: 1002051 **Inv. No: 1 **Desc: Subscription ID 35872857 3/12/21-3/12/22 **Inv. Date: 3/12/2021 **PO No: **Remit Name: Morningstar **Merchant Vendor No: 1002051 **Merchant Vendor Name: Morningstar Inc **Invoice Created By: Kristin		648.00		
03/02/2021	AP	767	Cengage Learning Inc. **VendorNo: 1002356 **Inv. No: NO.73904019 **Desc: 179460 Books **Inv. Date: 3/2/2021 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc. **Invoice Created By: Kristin		98.76		
03/04/2021	AP	1009	Ingram **VendorNo: 476508 **Inv. No: 51729126 **Desc: Books **Inv. Date: 3/4/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric		96.44		
03/18/2021	AP	1010	Ingram **VendorNo: 476508 **Inv. No: 51986724 **Desc: Books **Inv. Date: 3/18/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric		66.63		
03/18/2021	AP	1011	Ingram **VendorNo: 476508 **Inv. No: 51986725 **Desc: Book **Inv. Date: 3/18/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: eric		4.75		
03/16/2021	AP	1039	Cengage Learning Inc. **VendorNo: 1002356 **Inv. No: 73979980 **Desc: 179460 Books **Inv. Date: 3/16/2021 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc. **Invoice Created By: eric		48.73		
03/31/2021 (03/21) Period Totals and Balance					8,686.33 *	.00 *	61,546.59
YTD Encumbrance	.00	YTD Actual	61,546.59 Total	61,546.59 YTD Budget	100,000.00 Unexpended	38,453.41	
Periodicals			02/28/2021 (02/21) Balance	07-510-520-2237			9,924.81
			- 03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	9,924.81
YTD Encumbrance	.00	YTD Actual	9,924.81 Total	9,924.81 YTD Budget	10,000.00 Unexpended	75.19	
Slate Aid to Children - Books			02/28/2021 (02/21) Balance	07-510-520-2239			3,772.72
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	3,772.72
YTD Encumbrance	.00	YTD Actual	3,772.72 Total	3,772.72 YTD Budget	2,000.00 Unexpended	(1,772.72)	
Programming			02/28/2021 (02/21) Balance	07-510-520-2241			185.23
02/28/2021	AP	271	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Adult Programs, Craft Takeout **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		76.93		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	289	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: BUZZSPROUT.COM, Podcast Hosting, COVID19 **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		12.00		
03/11/2021	AP	997	Blackstone Publishing **VendorNo: 154948 **Inv. No: 1211233 **Desc: DVD **Inv. Date: 3/11/2021 **PO No: **Remit Name: Blackstone Audio Inc **Merchant Vendor No: 154948 **Merchant Vendor Name: Blackstone Publishing **Invoice Created By: eric		41.60		
03/31/2021 (03/21) Period Totals and Balance					130.53 *	.00 *	315.76
YTD Encumbrance	.00	YTD Actual	315.76 Total	315.76 YTD Budget	16,000.00 Unexpended	15,684.24	
Office Equipment Rental				02/28/2021 (02/21) Balance	07-510-520-2302		2,862.32
02/28/2021	AP	484	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 PIERSON **Desc: PITNEYBOWES, Postage Meter Rent **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		139.70		
03/01/2021	AP	756	Xerox Corporation **VendorNo: 986914 **Inv. No: 012795879 **Desc: 722943248 Library Workroom Copier - February **Inv. Date: 3/1/2021 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		137.44		
03/10/2021	AP	830	Xerox Corporation **VendorNo: 986914 **Inv. No: 2526827 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 3/10/2021 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		119.90		
11/10/2020	AP	1029	Xerox Corporation **VendorNo: 986914 **Inv. No: 2352695 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 11/10/2020 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: eric		119.90		
03/31/2021 (03/21) Period Totals and Balance					516.94 *	.00 *	3,379.26
YTD Encumbrance	.00	YTD Actual	3,379.26 Total	3,379.26 YTD Budget	5,200.00 Unexpended	1,820.74	
Equipment Repairs/Replacement				02/28/2021 (02/21) Balance	07-510-520-2303		1,039.86
02/28/2021	AP	270	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Cord Covers **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		44.97		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/31/2021 (03/21) Period Totals and Balance					44.97 *	.00 *	1,084.83
YTD Encumbrance	.00	YTD Actual	1,084.83 Total	1,084.83 YTD Budget	35,000.00 Unexpended	33,915.17	
Equipment Maintenance Contract 02/28/2021 (02/21) Balance					07-510-520-2304		3,604.10
03/01/2021	AP	761	Advantage Security LLC **VendorNo: 1001961 **Inv. No: 6448020 **Desc: 1147-57 Library Alarm Monitoring Services - March **Inv. Date: 3/1/2021 **PO No: **Remit Name: Advantage Security LLC **Merchant Vendor No: 1001961 **Merchant Vendor Name: Advantage Security LLC **Invoice Created By: Kristin		37.95		
03/31/2021 (03/21) Period Totals and Balance					37.95 *	.00 *	3,642.05
YTD Encumbrance	.00	YTD Actual	3,642.05 Total	3,642.05 YTD Budget	12,000.00 Unexpended	8,357.95	
Vehicle Maintenance/Fuel 02/28/2021 (02/21) Balance					07-510-520-2305		1,155.07
02/26/2021	AP	133	Bayshore Auto Repair **VendorNo: 1002358 **Inv. No: 000052985 **Desc: 207 replacement alternator, battery **Inv. Date: 2/28/2021 **PO No: **Remit Name: Bayshore Auto Repair **Merchant Vendor No: 1002358 **Merchant Vendor Name: Bayshore Auto Repair **Invoice Created By: Kristin		925.42		
02/28/2021	AP	482	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 PIERSON **Desc: DIAMOND SHINE, Car Wash **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		8.00		
03/31/2021 (03/21) Period Totals and Balance					933.42 *	.00 *	2,088.49
YTD Encumbrance	.00	YTD Actual	2,088.49 Total	2,088.49 YTD Budget	10,000.00 Unexpended	7,911.51	
Building & Grounds Maintenance 02/28/2021 (02/21) Balance					07-510-520-2309		19,077.83
02/28/2021	AP	269	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Kitchen Supplies **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		6.98		
03/01/2021	AP	571	Agri-Tech Design **VendorNo: 103323 **Inv. No: 630614 **Desc: Grounds Maintenance - 2/21 **Inv. Date: 3/1/2021 **PO No: **Remit Name: Agri-Tech Design **Merchant Vendor No: 103323 **Merchant Vendor Name: Agri-Tech Design **Invoice Created By: Kristin		242.00		
02/28/2021	AP	624	Bay Area Enterprises Inc. **VendorNo: 1000587 **Inv. No: 6891 **Desc: Library Janitorial Supplies **Inv. Date: 2/28/2021 **PO No: **Remit Name: Bay Area Enterprises Inc. **Merchant Vendor No: 1000587 **Merchant Vendor Name: Bay Area Enterprises Inc. **Invoice Created By: Kristin		47.77		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	628	Bay Area Enterprises Inc. **VendorNo: 1000587 **Inv. No: 6891 **Desc: Library Janitorial Service **Inv. Date: 2/28/2021 **PO No: **Remit Name: Bay Area Enterprises Inc. **Merchant Vendor No: 1000587 **Merchant Vendor Name: Bay Area Enterprises Inc. **Invoice Created By: Kristin		2,847.48		
03/23/2021	AP	1031	Aramark Uniform & Career Apparel **VendorNo: 999694 **Inv. No: 509000000923 **Desc: 792085677 Library - Mats **Inv. Date: 3/23/2021 **PO No: **Remit Name: AUS West Lockbox **Merchant Vendor No: 999694 **Merchant Vendor Name: Aramark Uniform & Career Apparel **Invoice Created By: eric		25.00		
02/28/2021	AP	1038	Access Information Protected **VendorNo: 1002348 **Inv. No: 8650161 **Desc: Library - EUF2734 Shred Bin Pickup **Inv. Date: 2/28/2021 **PO No: **Remit Name: Access Information Protected **Merchant Vendor No: 1002348 **Merchant Vendor Name: Access Information Protected **Invoice Created By: eric		53.40		
03/31/2021 (03/21) Period Totals and Balance					3,222.63 *	.00 *	22,300.46
YTD Encumbrance	.00	YTD Actual	22,300.46 Total	22,300.46 YTD Budget	50,000.00 Unexpended	27,699.54	
Reimbursable			02/28/2021 (02/21) Balance	07-510-520-2406			34.78
			03/31/2021 (03/21) Period Totals and Balance		.00 *	.00 *	34.78
YTD Encumbrance	.00	YTD Actual	34.78 Total	34.78 YTD Budget	200.00 Unexpended	165.22	
Gifts, Donations & Memorials			02/28/2021 (02/21) Balance	07-510-520-2450			6,802.70
02/28/2021	AP	247	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, Book Boxes **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		40.89		
02/28/2021	AP	249	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, Seuss **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		297.84		
02/28/2021	AP	261	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Book, Hammons Memorial **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		87.33		
02/28/2021	AP	262	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Book, Hammons Memorial **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		17.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	264	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Book, Rose Memorial **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		7.99		
02/28/2021	AP	266	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Supplies, Adult Programs, Book Boxes **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		21.00		
02/28/2021	AP	267	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LB AMAZON **Desc: AMAZON, Supplies, Adult Programs, Book Boxes **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		46.49		
02/28/2021	AP	278	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: DOLLAR TREE, Supplies, YP Programs-STEAM Kits **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		2.00		
02/28/2021	AP	281	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: DUTCH BROTHERS, Supplies, YP Winter Reading Program **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		20.00		
02/28/2021	AP	282	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: DUTCH BROTHERS, Supplies, YP Winter Reading Program **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.00		
02/28/2021	AP	283	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: FIRST BOOK, Books, YP Programs, Dr. Seuss **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		43.50		
02/28/2021	AP	284	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: APPLE, Music, YP Storytime **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.98		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
02/28/2021	AP	285	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: FIRST BOOK, Books, YP Programs, Dr. Seuss **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		1,393.42		
02/28/2021	AP	286	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: APPLE, Music, YP Storytime **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		.99		
02/28/2021	AP	287	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202102 LIBRARY 1 **Desc: APPLE, Music, YP Storytime **Inv. Date: 2/28/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		4.26		
02/19/2021	AP	321	Demco **VendorNo: 273219 **Inv. No: 6911975 **Desc: Dr. Seuss Program **Inv. Date: 2/19/2021 **PO No: **Remit Name: Demco **Merchant Vendor No: 273219 **Merchant Vendor Name: Demco **Invoice Created By: Kristin		83.96		
01/26/2021	AP	870	Strutz, Curt S **VendorNo: 1003093 **Inv. No: PERFORMER **Desc: Visiting the Beyond - LB Performer 3/9/2021 **Inv. Date: 1/26/2021 **PO No: **Remit Name: Strutz, Curt S **Merchant Vendor No: 1003093 **Merchant Vendor Name: Strutz, Curt S **Invoice Created By: Kristin		250.00		
03/08/2021	AP	1001	Demco **VendorNo: 273219 **Inv. No: 6198727 **Desc: Book Carts **Inv. Date: 3/8/2021 **PO No: **Remit Name: Demco **Merchant Vendor No: 273219 **Merchant Vendor Name: Demco **Invoice Created By: eric		1,187.13		
03/31/2021 (03/21) Period Totals and Balance					3,524.78 *	.00 *	10,327.48

YTD Encumbrance .00 YTD Actual 10,327.48 Total 10,327.48 YTD Budget 20,000.00 Unexpended 9,672.52

Number of Transactions: 285	Number of Accounts: 46	Debit	Credit	Proof
Total Library Fund:		168,642.32	168,642.32-	.00