

**COOS BAY PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING AGENDA**  
**Wednesday May 19, 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
  - Naming Policy Update
10. New Business
11. Announcements
12. Adjourn

Coos Bay Public Library  
April 2021 Report

# of items added to collection - **519**  
New cards issued - **51**  
Total reference questions - **237**  
Daily average circulation - **346**  
Total # of programs - **12**  
Program attendance - **591**  
Total items checked out at the library - **8,438**  
Total of Coos Bay items checked out anywhere - **9,007**  
Total digital downloads - **304**  
Gate count - **1,710**  
Total monthly visitors - **1,722**

COOS BAY PUBLIC LIBRARY  
BOARD OF TRUSTEE MEETING MINUTES  
April 21, 2021

**Call to Order** – Curt Benward called the meeting to order at 5:28 p.m.

**Board Members Present:** Curt Benward, Steve Metz, Robert More, James Moore, Rob Miles, Kathy Erickson, Alissa Pruess

**Others In Attendance:** Sami Pierson, Christina Coffman, Crystal Barr, Marie Benton, Paul Addis

**Grant Received** – Reference Librarian Paul Addis joined the meeting to announce the receipt of a \$3,000 grant from the American Libraries Association. The “Libraries Transforming Communities” grant focuses on small and rural libraries. Paul will use the grant funds to help address food insecurity. Working with several local businesses Paul will make vouchers available for community members to purchase ingredients for the “Community Cooking” program already going on.

**Public Comment** –None

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

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

**Correspondence** – None

**Librarians Report** – The City has done a timber cruise on the new library site and the timber was valued at approximately \$160,000. There was also a wetlands study done with the results coming in May. The study will determine the actual building site. A traffic study was also done on Newmark & Norman. There is a Taco Bell going in in the same area of Newmark and the City was able to roll the library into that study.

As the county was downgraded to high risk we are opening limited browsing back up on Tuesday, Thursdays 11-1 & 4-6 and Saturdays from 3-6. Computers are still available by appointment. Lobby pickup hours were also extended to Monday-Friday 11-6 and Saturdays 3-6. Bob questioned if all employees had been vaccinated. Sami said that is not something she can ask. Staff and patrons continue to follow all Covid-19 protocols.

**Hoopla** – The last years report for Hoopla was reviewed.

**Friends of the Library Report** – Still taking small donations.

**Library Foundation Report** – The Bond Committee continues to meet and the Political Action Committee will be formed as soon as the bond is finalized. There will be a meeting on 4/26 to talk about the capital campaign.

The Spelling Bee fundraiser went great, was very entertaining and a lot of fun.

**Old Business** –

**Budget Review** – The final 2021/22 budget was approved by the budget committee and will go to the City Council for approval.

**Building/Room Naming Policy** – Reviewed the latest update. James made a motion to accept the policy. Steve seconded the motion. Rob questioned whether the City Attorney should review it first. It was decided to go ahead and approve the motion pending the City Attorney review.

**New Business** –

**Community Survey** – Results were reviewed. Kathy questioned using a different format next survey to get a different demographic. Curt agreed since it was a small sample size and just library users.

**Farmer's Market** – Will start up again on May 5<sup>th</sup> – the library will have a booth to give out books, swag and program information.

**Announcements** – None

Adjournment – C. Benward adjourned the meeting at 6:28 p.m.

Next Meeting: May 19, 2021 – 5:15 p.m.

Respectfully submitted,  
Crystal Barr

# COOS BAY PUBLIC LIBRARY APRIL 2021

## INVENTORY

<u>CLASSIFICATION</u>	<u>ACQUIRED</u>	<u>DISCARDS</u>
Adult Books	323	29
Adult Audio Books	62	6
Adult Video	69	12
Adult Music	0	0
Adult Video Games	0	0
Young Adult Books	14	0
Young Adult Audio	0	0
Child Books	48	9
Child Audio	2	1
Child Video	1	0
Child Music Cds	0	0
<b>TOTAL</b>	<b>519</b>	<b>57</b>

## CIRCULATION SUMMARY

	Total Items Checked Out At Coos Bay	Total Coos Bay Owned Items Checked Out		
<b>2021</b>	8,438	9,007		
<b>2020</b>	9,405	9,871		
<b>2019</b>	19,914	22,439		
<b>2018</b>	19,210	21,747		
<b>2017</b>	19,932	22,634		
<b>2016</b>	21,086	23,113		
<b>GATE COUNT:</b>	1,710 (2020 - 0)			
<b>REFERENCE QUESTIONS ANSWERED:</b>		237		
<b>YP REFERENCE QUESTIONS ANSWERED:</b>		16		
<b>NEW PATRON REGISTRATIONS:</b>		51		
<b>#DAYS OPEN:</b>		<b>26</b>	<b>27</b>	<b>26</b>
<b>DAILY AVERAGE CIRCULATION:</b>		346	(20) 366	(19) 863

## RECEIPTS FROM PATRONS

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

City of Coos Bay  
Revenues with Comparison to Budget  
For the 10 Months Ending April 30, 2021

Library Fund

	Period Actual	YTD Actual	Budget	Unearned	Pcnt
<u>Carryover</u>					
07-000-300-0100	.00	.00	1,074,855.00	1,074,855.00	.0
07-000-300-0200	.00	.00	125,000.00	125,000.00	.0
<b>Total Carryover</b>	<b>.00</b>	<b>.00</b>	<b>1,199,855.00</b>	<b>1,199,855.00</b>	<b>.0</b>
<u>Revenue From Other Agencies</u>					
07-000-340-0300	4,908.51	15,268.00	1,900.00	( 13,368.00)	803.6
07-000-340-0301	4,207.84	9,207.84	16,043.00	6,835.16	57.4
07-000-340-0303	.00	.00	3,000.00	3,000.00	.0
07-000-340-0350	.00	27,211.39	39,534.00	12,322.61	68.8
07-000-340-0900	85,039.94	1,170,643.16	1,130,000.00	( 40,643.16)	103.6
<b>Total Revenue From Other Agencies</b>	<b>94,156.29</b>	<b>1,222,330.39</b>	<b>1,190,477.00</b>	<b>( 31,853.39)</b>	<b>102.7</b>
<u>Use Of Money &amp; Property</u>					
07-000-350-0100	717.35	8,319.81	15,000.00	6,680.19	55.5
07-000-350-1100	.00	.00	3,500.00	3,500.00	.0
<b>Total Use Of Money &amp; Property</b>	<b>717.35</b>	<b>8,319.81</b>	<b>18,500.00</b>	<b>10,180.19</b>	<b>45.0</b>
<u>Current Services</u>					
07-000-360-0100	.00	.00	7,000.00	7,000.00	.0
07-000-360-1800	62.19	801.66	12,000.00	11,198.34	6.7
<b>Total Current Services</b>	<b>62.19</b>	<b>801.66</b>	<b>19,000.00</b>	<b>18,198.34</b>	<b>4.2</b>
<u>Other Revenue</u>					
07-000-380-0100	.00	1,364.78	100.00	( 1,264.78)	1364.8
07-000-380-0300	2,174.79	21,747.90	26,000.00	4,252.10	83.7
07-000-380-0400	.00	2,897.44	500.00	( 2,397.44)	579.5
07-000-380-0900	557.63	4,971.53	20,000.00	15,028.47	24.9
<b>Total Other Revenue</b>	<b>2,732.42</b>	<b>30,981.65</b>	<b>46,600.00</b>	<b>15,618.35</b>	<b>66.5</b>
<b>Total Fund Revenue</b>	<b>97,668.25</b>	<b>1,262,433.51</b>	<b>2,474,432.00</b>	<b>1,211,998.49</b>	<b>51.0</b>

6

City of Coos Bay  
Expenditures with Comparison to Budget  
For the 10 Months Ending April 30, 2021

Library Fund

	Period Actual	YTD Actual	Budget	Unexpended	Pcnt
<u>Expenditures</u>					
Personnel Services					
07-510-510-1001	Salaries	46,808.63	467,342.50	758,449.00	291,106.50 61.6
07-510-510-1003	P.E.R.S.	10,363.27	103,488.29	159,382.00	55,893.71 64.9
07-510-510-1004	Social Security	3,390.71	33,598.53	58,028.00	24,429.47 57.9
07-510-510-1005	Employee Insurance	8,642.07	127,706.51	211,964.00	84,257.49 60.3
07-510-510-1006	Unemployment	.00	1,400.32	3,600.00	2,199.68 38.9
07-510-510-1007	Workers Compensation Insurance	61.92	589.49	1,066.00	476.51 55.3
07-510-510-1008	Volunteer Workers Compensation	.00	.19	250.00	249.81 .1
Total Personnel Services		69,266.60	734,125.83	1,192,739.00	458,613.17 61.6
Materials & Services					
07-510-520-2005	Training,Meetings,Travel,Dues	25.00	3,031.64	9,000.00	5,968.36 33.7
07-510-520-2101	Utilities	2,540.71	22,728.81	42,000.00	19,271.19 54.1
07-510-520-2102	Telephone	901.74	7,453.63	9,000.00	1,546.37 82.8
07-510-520-2105	Advertising	799.59	7,514.19	17,514.00	9,999.81 42.9
07-510-520-2108	Contractual	4,453.88	30,515.38	80,000.00	49,484.62 38.1
07-510-520-2120	Insurance	.00	15,757.10	25,000.00	9,242.90 63.0
07-510-520-2122	Duplicating>Data Processing	836.56	2,539.71	9,500.00	6,960.29 26.7
07-510-520-2123	Printing	.00	.00	3,000.00	3,000.00 .0
07-510-520-2205	Office Supplies	366.84	12,632.84	43,023.00	30,390.16 29.4
07-510-520-2206	Postage	.00	11,724.35	20,276.00	8,551.65 57.8
07-510-520-2225	Janitorial Supplies	.00	124.18	13,800.00	13,675.82 .9
07-510-520-2231	Small Equipment	86.58	25,863.63	68,794.00	42,930.37 37.6
07-510-520-2234	Grants	3,308.91	24,686.98	7,900.00 (	16,786.98) 312.5
07-510-520-2235	Library Supplies	1,007.18	8,219.97	13,000.00	4,780.03 63.2
07-510-520-2236	Library Books & Records	6,066.69	67,613.28	100,000.00	32,386.72 67.6
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	253.56	4,026.28	2,000.00 (	2,026.28) 201.3
07-510-520-2240	Library Books/Records (Restr)	.00	.00	50,000.00	50,000.00 .0
07-510-520-2241	Programming	940.85	1,256.61	16,000.00	14,743.39 7.9
07-510-520-2302	Office Equipment Rental	397.04	3,776.30	5,200.00	1,423.70 72.6
07-510-520-2303	Equipment Repairs/Replacement	.00	1,084.83	35,000.00	33,915.17 3.1
07-510-520-2304	Equipment Maintenance Contract	341.59	3,983.64	12,000.00	8,016.36 33.2
07-510-520-2305	Vehicle Maintenance/Fuel	67.92	2,156.41	10,000.00	7,843.59 21.6
07-510-520-2309	Building & Grounds Maintenance	825.00	23,125.46	50,000.00	26,874.54 46.3
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	2,238.23	12,565.71	20,000.00	7,434.29 62.8
Total Materials & Services		25,457.87	302,340.52	772,707.00	470,366.48 39.1
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 10 Months Ending April 30, 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 Expenditures	94,724.47	1,036,466.35	2,474,432.00	1,437,965.65	41.9
Total Fund Expenditures	94,724.47	1,036,466.35	2,474,432.00	1,437,965.65	41.9
Net Revenue Over Expenditures	2,943.78	225,967.16	.00	( 225,967.16)	.0



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

<u>BALANCE, March 31, 2021</u>	\$ 71,053.29
Granger/McGhee Donation/Library of Things	\$ 50.00
Coos Bay Public Library Foundation/Kenaston Reimbursement	\$ 469.51
Journal Entry from Ready to Read to Friends Childrens Fund	\$ 199.58
Journal Entry to YP Foundation Books from General Memorial	\$ 59.15
Journal Entry to Rotary from General Memorial	\$ 31.71
Journal Entry to General Memorial from Eagles	\$ 6.25
Journal Entry to General Memorial from Care Connections	\$ 0.78
Journal Entry to General Memorial from Foundation Equipment Fund	\$ 35.35
Misc. Donations-April 2021	\$ 38.12
<b>TOTAL DEPOSITS</b>	<b>\$ 890.45</b>

**DISBURSEMENTS:**

Kelli Bosak/Performer-Adult Programs-Yoga Sessions	\$ 150.00
Ingram/Books-Rotary	\$ 39.76
Ingram/Books-Rotary	\$ 298.20
Ingram/Books-Rotary	\$ 1,135.56
Amazon/Crates-Outreach	\$ 193.92
Office Max/Tables-Outreach	\$ 99.98
Amazon/Supplies-Adult Programs-Book Boxes, Summer Reading, Craft Takeout	\$ 333.62
Amazon/Book-Berry Memorial	\$ 29.95
Amazon/Book-Kearns Memorial	\$ 21.55
Amazon/Book-Dehart Memorial	\$ 17.41
Baker Taylor/Book-Rotary	\$ 178.92
Ingram/Books-Rotary	\$ 633.18
Ingram/Books-Rotary	\$ 169.52
Ingram/Books-Rotary	\$ 233.84
Ingram/Books-Rotary	\$ 1,134.00
Amazon/Metal Detector, Ukulele, Fog Machine, Horseshoes, Drums-Equipment-Library of Things	\$ 457.33
Journal Entry from Foundation Equipment Fund to General Memorial	\$ 35.35
Journal Entry from General Memorial to YP Foundation Books	\$ 59.15
Journal Entry from General Memorial to Rotary	\$ 31.71
Journal Entry from Eagles to General Fund	\$ 6.25
Journal Entry from Care Connections to General Memorial	\$ 0.78
<b>TOTAL DISBURSEMENTS</b>	<b>\$ 5,259.98</b>

<b>Balance April 30, 2021</b>	<b>\$ 66,683.76</b>
-------------------------------	---------------------

General Fund	\$ 10,821.41
Friend's Children's Fund	\$ 477.66
Kenaston Estate Donation	\$ -
Mallek Estate Memorial	\$ 52,610.89
Coos Bay Library Foundation YP Book Donation	\$ -
E-Books	\$ -
Care Connections	\$ -
Friends Library Purchases	\$ 4,532.28
Rotary Donation	\$ (4,327.94)
Coos Bay Library Foundation-Equipment	\$ -
Coos Bay Library Foundation-Audios	\$ -
Eagles Large Print Fund	\$ -
Dollywood	\$ 2,569.46

**MEMORIAL ACCOUNT FUNDS TOTAL**

**\$ 66,683.76**

## Librarian's Report

April 2021

### ***PROGRAMS***

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

Forever Young Adult Book Group met with 4 in attendance.

Community Cooking with the Co-Op had 21 attendees.

Craft Take Out - 48 kits distributed and 150 views on Facebook Live Session

STEAM kits - 2 kits with 120 participants

Unlimited Book Club, a partnership with Coos History Museum and North Bend Public Library had 9 participants.

ASL Practice Place - 13 participants

Book Box Program - 84 adults and 65 children participating

The Relation-Ship - A partnership with YouthEra and Coos Health and Wellness. 0 people attended

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

Swords and Starships Podcast - 2 podcasts with 94 downloads this month

The Empire and Eastside pickup/drop off sites continue.

### *Miscellaneous*

In April there were 5024, county-wide, checkouts on OverDrive. 304 circulations on hoopla in April with 7 new borrowers.

We did quite a bit of planning in April for this year's Title Wave Program. We had the same author that we planned on having last year. All the events had to be digital or of the take home activity variety. The main kickoff event for April was a take home cookie decorating kit for kids. All the libraries in Coos County participated. Events will run through mid-May.

The Oregon Library Association annual meeting was held online. All staff were able to attend. The nice part of it being virtual is not having to decide between two sessions since most were recorded and could be watched later.

2020/21	Myrtlewood		Myrtlewood		Cedar		Total Use	Estimated Attendance (minus library program)
	Library Use	Non-Library Use	Library Use	Non-Library Use	Library Use	Non-Library Use		
Jul-20	0	2	0	0	0	0	2	70
Aug-20	0	2	0	0	0	0	2	4
Sep-20	3	0	0	0	0	0	3	
Oct-20	4	0	0	0	0	0	4	
Nov-20	1	1	1	0	0	0	2	35
Dec-20	2	3	3	0	0	0	5	16
Jan-21	0	2	2	0	0	0	2	6
Feb-21	0	2	2	0	0	0	0	8
Mar-21	0	3	3	0	0	0	3	12
Apr-21	0	3	3	0	0	0	3	12
May-21								
Jun-21								
Totals								163

City of Coos Bay		Detail Ledger - Month End				Page: 144	
		Period: 04/21 - 04/21				May 07, 2021 11:47AM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Cash - Combined Fund			03/31/2021 (03/21) Balance	07-000-100-1001			1,411,785.91
04/30/2021	CA	5	Cash Allocation - Created: 04/26/21 2:31 PM		62,781.59		
04/30/2021	CA	28	Cash Allocation - Created: 04/28/21 10:10 AM			65,175.90-	
04/30/2021	CA	51	Cash Allocation - Created: 05/04/21 11:33 AM		717.35		
05/31/2021	CA	80	Cash Allocation - Created: 05/04/21 4:40 PM		150.00		
			04/30/2021 (04/21) Period Totals and Balance		63,648.94 *	65,175.90- *	1,410,258.95
Cash on Hand/Till Drawer			03/31/2021 (03/21) Balance	07-000-100-1015			200.00
			04/30/2021 (04/21) Period Totals and Balance		00 *	00 *	200.00
Prepaid Expense			03/31/2021 (03/21) Balance	07-000-100-1101			10,892.59
04/16/2021	AP	878	Bibliotheca LLC **VendorNo: 1002426 **Inv No: INV-US42583 **Desc: RFID workstation software 5/14/21 - 5/13/22 **Inv Date: 4/16/2021 **PO No **Remit Name: Bibliotheca LLC **Merchant Vendor No: 1002426 **Merchant Vendor Name: Bibliotheca LLC **Invoice Created By: Kristn		1,392.99		
04/16/2021	AP	880	Bibliotheca LLC **VendorNo: 1002426 **Inv No: INV-US42583 **Desc: RFID workstation software 6/13/21 - 5/13/22 **Inv Date: 4/16/2021 **PO No **Remit Name: Bibliotheca LLC **Merchant Vendor No: 1002426 **Merchant Vendor Name: Bibliotheca LLC **Invoice Created By: Kristn		2,406.49		
04/30/2021	JE	28	R/C LIBRARY INV#17958 ZOOBEAN LICENSE PR		671.26		
			04/30/2021 (04/21) Period Totals and Balance		4,470.74 *	.00 *	15,363.33
Accounts Payable			03/31/2021 (03/21) Balance	07-000-200-2001			00
04/30/2021	AP	48	Summary Transactions from AP System			37.95-	
04/30/2021	AP	134	Summary Transactions from AP System			2,406.40-	
04/30/2021	AP	297	Summary Transactions from AP System			5,157.37-	
04/30/2021	AP	459	Summary Transactions from AP System			5,375.80-	
04/30/2021	AP	550	Summary Transactions from AP System			2,698.24-	
04/30/2021	AP	619	Summary Transactions from AP System			150.00-	
04/30/2021	AP	686	Summary Transactions from AP System			150.00-	
04/30/2021	AP	773	Summary Transactions from AP System			446.90-	
04/30/2021	AP	806	Summary Transactions from AP System			3,204.29-	
04/30/2021	AP	899	Summary Transactions from AP System			10,403.78-	
04/07/2021	CDA1	903	Pacific Power & Light Co		2,406.40		
04/13/2021	CDA1	905	Umpqua Bank		3,288.41		
04/13/2021	CDA1	914	Umpqua Bank		1,202.15		
04/13/2021	CDA1	914	Umpqua Bank		462.01		
04/13/2021	CDA1	914	Umpqua Bank		423.23		
04/14/2021	CDA1	916	Umpqua Bank		132.31		
04/14/2021	CDA1	916	Umpqua Bank		1,219.97		
04/14/2021	CDA1	917	Umpqua Bank		450.08		
04/14/2021	CDA1	922	Umpqua Bank		836.29		
04/14/2021	CDA1	922	Umpqua Bank		59.59		
04/16/2021	CDA1	929	Umpqua Bank		446.90		
04/01/2021	CDA1	124072	Advantage Security LLC		37.95		
04/12/2021	CDA1	124159	Cengage Learning Inc		49.38		
04/12/2021	CDA1	124163	C-N-B Security Inc		715.50		
04/12/2021	CDA1	124173	Ingram		587.94		
04/12/2021	CDA1	124173	Ingram		29.82		
04/12/2021	CDA1	124177	Midwest Tape		722.71		

14

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/12/2021	CDA1	124179	Office Depot		90.84		
04/12/2021	CDA1	124179	Office Depot		2.54		
04/12/2021	CDA1	124182	Penny Hummel Consulting		1,400.00		
04/12/2021	CDA1	124188	Showcases		750.80		
04/12/2021	CDA1	124189	KVAL/Sinclair Broadcast Group		430.00		
04/12/2021	CDA1	124190	Smart Apple Media		378.04		
04/15/2021	CDA1	124198	Bosak, Kelli		150.00		
04/15/2021	CDA1	124198	Bosak, Kelli		150.00		
04/21/2021	CDA1	124222	Center Point Large Print		136.02		
04/21/2021	CDA1	124223	City of Coos Bay - ESC		59.40		
04/21/2021	CDA1	124227	Dollywood Foundation		2,500.00		
04/21/2021	CDA1	124231	Ingram		298.20		
04/21/2021	CDA1	124240	Xerox Corporation		210.67		
04/23/2021	CDA1	124243	Agri-Tech Design		242.00		
04/23/2021	CDA1	124244	AUS West Lockbox		55.00		
04/23/2021	CDA1	124245	Asavie Technologies Inc		74.90		
04/23/2021	CDA1	124246	Bay Area Enterprises Inc.		250.00		
04/23/2021	CDA1	124247	Bibliotheca LLC		4,103.12		
04/23/2021	CDA1	124248	Blackstone Publishing		41.60		
04/23/2021	CDA1	124251	Brilliance Publishing Inc.		111.50		
04/23/2021	CDA1	124255	CECO Inc		67.92		
04/23/2021	CDA1	124257	C-N-B Security Inc		2,290.50		
04/23/2021	CDA1	124258	Comfort Flow Heating		278.00		
04/23/2021	CDA1	124262	Ingram		2,019.56		
04/23/2021	CDA1	124263	Office Depot		451.31		
04/23/2021	CDA1	124263	Office Depot		296.98		
04/23/2021	CDA1	124275	Xerox Corporation		121.41		
04/30/2021 (04/21) Period Totals and Balance					30,030.73 *	30,030.73- *	00
Fund Balance		03/31/2021 (03/21) Balance			07-000-200-2500		1,199,855.12-
		04/30/2021 (04/21) Period Totals and Balance				00 *	1,199,855.12-
State Library Grant		03/31/2021 (03/21) Balance			07-000-340-0300		10,359.49-
04/16/2021	CR	1046859	State Library Grant - Library Cares Act			4,908.51-	
			Description: State Library Grant - Library Cares Act				
04/30/2021 (04/21) Period Totals and Balance					00 *	4,908.51- *	15,268.00-
YTD Encumbrance	00	YTD Actual	-15,268.00	Total	-15,268.00	YTD Budget	-1,900.00 Unearned (13,368.00)
Grants		03/31/2021 (03/21) Balance			07-000-340-0301		5,000.00-
04/22/2021	CR	1046884	Grants - Oregon Coast Comm Action - Story Walk			4,207.84-	
			Description: Grants - Oregon Coast Comm Action - Story Walk				
04/30/2021 (04/21) Period Totals and Balance					00 *	4,207.84- *	9,207.84-
YTD Encumbrance	00	YTD Actual	-9,207.84	Total	-9,207.84	YTD Budget	-16,043.00 Unearned 6,835.16
Federal Other Financial Assist		03/31/2021 (03/21) Balance			07-000-340-0350		27,211.39-
		04/30/2021 (04/21) Period Totals and Balance				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		03/31/2021 (03/21) Balance			07-000-340-0900		1,085,603.22-

City of Coos Bay		Detail Ledger - Month End				Page 146	
		Period: 04/21 - 04/21				May 07, 2021 11:47AM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/22/2021	CR	1046879	Library Tax Base - Library Deposit - Coos County 03 Description: Library Tax Base - Library Deposit - Coos County 03/21			85,039.94-	
04/30/2021 (04/21) Period Totals and Balance					00 *	85,039.94- *	1,170,643.16-
YTD Encumbrance		.00 YTD Actual	-1,170,643.16 Total	-1,170,643.16 YTD Budget	-1,130,000.00 Unearned	(40,643.16)	
<hr/>							
Interest				03/31/2021 (03/21) Balance	07-000-350-0100		7,602.46-
04/30/2021	CRJE	3	INTEREST DISTRIBUTION JOURNAL ENTRY 04/2			717.35-	
04/30/2021 (04/21) Period Totals and Balance					00 *	717.35- *	8,319.81-
YTD Encumbrance		00 YTD Actual	-8,319.81 Total	-8,319.81 YTD Budget	-15,000.00 Unearned	6,680.19	
<hr/>							
Library Fees				03/31/2021 (03/21) Balance	07-000-360-1800		739.47-
04/22/2021	CR	1046880	Library Fees - Library Weekly Deposit - 4/8/21 Description: Library Fees - Library Weekly Deposit - 4/8/21			27.19-	
04/13/2021	CR	99005129	Online Payment - Destiny Destiny Description: Online Payment - Destiny Destiny, Comment: XpressBillPay\Import\XBP_20210414003005.im p-3			20.00-	
04/15/2021	CR	99005133	Online Payment - TAYA NOLAND Description: Online Payment - TAYA NOLAND, Comment: XpressBillPay\Import\XBP_20210416003007.im p-1			15.00-	
04/30/2021 (04/21) Period Totals and Balance					00 *	62.19- *	801.66-
YTD Encumbrance		00 YTD Actual	-801.66 Total	-801.66 YTD Budget	-12,000.00 Unearned	11,198.34	
<hr/>							
Miscellaneous				03/31/2021 (03/21) Balance	07-000-380-0100		1,364.78-
04/30/2021 (04/21) 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)	
<hr/>							
ESO Administration/Rent				03/31/2021 (03/21) Balance	07-000-380-0300		19,573.11-
04/01/2021	JE	3	ESO Monthly Admin and Accounting Fee			2,174.79-	
04/30/2021 (04/21) Period Totals and Balance					00 *	2,174.79- *	21,747.90-
YTD Encumbrance		00 YTD Actual	-21,747.90 Total	-21,747.90 YTD Budget	-26,000.00 Unearned	4,252.10	
<hr/>							
Reimbursements				03/31/2021 (03/21) Balance	07-000-380-0400		2,897.44-
04/30/2021 (04/21) 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)	
<hr/>							
Gifts, Donations & Memorials				03/31/2021 (03/21) Balance	07-000-380-0900		4,413.90-
04/08/2021	CR	1046829	Gifts & Donations - Library Weekly Deposit 3/25-4/7/21 Description: Gifts & Donations - Library Weekly Deposit 3/25-4/7/21			507.63-	
04/22/2021	CR	1046880	Gifts & Donations - Library Weekly Deposit - 4/8/21 Description: Gifts & Donations - Library Weekly Deposit - 4/8/21			50.00-	
04/30/2021 (04/21) Period Totals and Balance					00 *	557.63- *	4,971.53-



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance	00	YTD Actual	-4,971.53 Total	-4,971.53 YTD Budget	-20,000.00 Unearned	15,028.47	
Salaries			03/31/2021 (03/21) Balance	07-510-510-1001			420,533.87
04/20/2021	PC	17	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD		3,800.00		
04/20/2021	PC	97	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD		46,808.63		
04/20/2021	PC	98	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD			3,800.00-	
			04/30/2021 (04/21) Period Totals and Balance		50,608.63 *	3,800.00- *	467,342.50
YTD Encumbrance	00	YTD Actual	467,342.50 Total	467,342.50 YTD Budget	758,449.00 Unexpended	291,106.50	
PERS			03/31/2021 (03/21) Balance	07-510-510-1003			93,125.02
04/20/2021	PB	127	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD		10,363.27		
			04/30/2021 (04/21) Period Totals and Balance		10,363.27 *	.00 *	103,488.29
YTD Encumbrance	00	YTD Actual	103,488.29 Total	103,488.29 YTD Budget	159,382.00 Unexpended	55,893.71	
Social Security			03/31/2021 (03/21) Balance	07-510-510-1004			30,207.82
04/20/2021	PB	23	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD		290.70		
04/20/2021	PB	125	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD		3,390.71		
04/20/2021	PB	126	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD			290.70-	
			04/30/2021 (04/21) Period Totals and Balance		3,681.41 *	290.70- *	33,598.53
YTD Encumbrance	00	YTD Actual	33,598.53 Total	33,598.53 YTD Budget	58,028.00 Unexpended	24,429.47	
Employee Insurance			03/31/2021 (03/21) Balance	07-510-510-1005			119,064.44
04/20/2021	PB	124	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD		8,642.07		
04/20/2021	PC	121	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD		19.38		
04/20/2021	PC	122	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD			19.38-	
			04/30/2021 (04/21) Period Totals and Balance		8,661.45 *	19.38- *	127,706.51
YTD Encumbrance	00	YTD Actual	127,706.51 Total	127,706.51 YTD Budget	211,964.00 Unexpended	84,257.49	
Unemployment			03/31/2021 (03/21) Balance	07-510-510-1006			1,400.32
			04/30/2021 (04/21) 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	
Workers Compensation Insurance			03/31/2021 (03/21) Balance	07-510-510-1007			527.57
04/20/2021	PB	123	PAYROLL TRANS FOR 4/20/2021 PAY PERIOD		61.92		
			04/30/2021 (04/21) Period Totals and Balance		61.92 *	.00 *	589.49
YTD Encumbrance	00	YTD Actual	589.49 Total	589.49 YTD Budget	1,066.00 Unexpended	476.51	
Volunteer Workers Compensation			03/31/2021 (03/21) Balance	07-510-510-1008			19
			04/30/2021 (04/21) 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			03/31/2021 (03/21) Balance	07-510-520-2005			3,006.64
03/31/2021	AP	499	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: COOS BAY DOWNTON ASSOC. Farmers Market Reservation **Inv Date: 3/31/2021 **PO No: **Remit Name Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: erc		25.00		

City of Coos Bay		Detail Ledger - Month End				Page 148	
		Period: 04/21 - 04/21				May 07, 2021 11:47AM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/30/2021 (04/21) Period Totals and Balance					25.00 *	.00 *	3,031.64
YTD Encumbrance	00	YTD Actual	3,031.64 Total	3,031.64 YTD Budget	9,000.00 Unexpended	5,968.36	
<hr/>							
Utilities			03/31/2021 (03/21) Balance	07-510-520-2101			20,188.10
03/19/2021	AP	128	Pacific Power & Light Co **VendorNo: 710235 **Inv. No: 202103 SUMMARY 2 **Desc: 12447751-0018 Library **Inv. Date: 3/19/2021 **PO No: **Remit Name: Pacific Power & Light Co **Merchant Vendor No: 710235 **Merchant Vendor Name: Pacific Power & Light Co **Invoice Created By: Kristin		2,406.40		
03/31/2021	AP	475	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LIBRARY V **Desc: CBNBWB, Water **Inv. Date: 3/31/2021 **PO No: **Remit Name Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		134.31		
04/30/2021 (04/21) Period Totals and Balance					2,540.71 *	.00 *	22,728.81
YTD Encumbrance	00	YTD Actual	22,728.81 Total	22,728.81 YTD Budget	42,000.00 Unexpended	19,271.19	
<hr/>							
Telephone			03/31/2021 (03/21) Balance	07-510-520-2102			6,551.89
03/31/2021	AP	474	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LIBRARY V **Desc: ZIPLY FIBER, Landline Telephone **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		176.07		
03/31/2021	AP	494	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 PIERSON **Desc: BROADVOICE, Telephone. Internet **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		650.77		
04/15/2021	AP	897	Asavie Technologies Inc **VendorNo: 1003084 **Inv. No: 21110010292 **Desc: 03/21 Hotspot management software **Inv. Date: 4/15/2021 **PO No: **Remit Name: Asavie Technologies Inc **Merchant Vendor No: 1003084 **Merchant Vendor Name: Asavie Technologies Inc **Invoice Created By: Kristin		74.90		
04/30/2021 (04/21) Period Totals and Balance					901.74 *	.00 *	7,453.63
YTD Encumbrance	00	YTD Actual	7,453.63 Total	7,453.63 YTD Budget	9,000.00 Unexpended	1,546.37	
<hr/>							
Advertising			03/31/2021 (03/21) Balance	07-510-520-2105			6,714.60
03/28/2021	AP	269	Sinclair Television Media Inc **VendorNo: 1002138 **Inv. No: 1514133-1 **Desc: Promotional Advertising - Library **Inv Date: 3/28/2021 **PO No: **Remit Name: KVAL/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
03/30/2021	AP	286	C-N-B Security Inc **VendorNo: 1002694 **Inv No: 8505 **Desc: Library security guard 3/22/21 - 3/27/21 **Inv. Date: 3/30/2021 **PO No: **Remit Name: C-N-B Security Inc **Merchant Vendor No: 1002694 **Merchant Vendor Name: C-N-B Security Inc **Invoice Created By: Kristlin		715.50		
03/31/2021	AP	468	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LIBRARY 1 **Desc: COUNTRY MEDIA INC, Promotional Ads **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		310.00		
03/31/2021	AP	500	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: FACEBOOK, Promotional Ads **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		17.82		
03/31/2021	AP	501	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: FACEBOOK, Promotional Ads **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		6.77		
03/31/2021	AP	502	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: FACEBOOK, Promotional Ads **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.00		
03/31/2021	AP	503	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: FACEBOOK, Promotional Ads **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.00		
03/31/2021	AP	504	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: FACEBOOK, Promotional Ads **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.00		
04/12/2021	JE	9	R/C AP 286 04/21 CK#124163 CNB Security to Con 04/30/2021 (04/21) Period Totals and Balance		1,515.09 *	715.50- 715.50- *	7,514.19
YTD Encumbrance	00	YTD Actual	7,514.19 Total	7,514.19 YTD Budget	17,514.00 Unexpended	9,999.81	
Contractual			03/31/2021 (03/21) Balance	07-510-520-2108			26,061.50
03/30/2021	AP	287	Penny Hummel Consulting **VendorNo: 1002785 **Inv No: 1187 **Desc: 2021 Community Survey 12/15/20 - 3/18/21 **Inv Date: 3/30/2021 **PO No: **Remit Name: Penny Hummel Consulting **Merchant Vendor No: 1002785 **Merchant Vendor Name: Penny Hummel Consulting **Invoice Created		1,400.00		

City of Coos Bay		Detail Ledger - Month End				Page 150	
		Period: 04/21 - 04/21				May 07, 2021 11:47AM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
By Kristin							
04/04/2021	AP	888	C-N-B Security Inc **VendorNo: 1002694 **Inv No: 8539 **Desc: Library security guard 3/29/21 - 4/3/21 **Inv Date: 4/4/2021 **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		
04/11/2021	AP	889	C-N-B Security Inc **VendorNo: 1002694 **Inv No: 8550 **Desc: Library security guard 4/5/21 - 4/10/21 **Inv Date: 4/11/2021 **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		787.50		
04/20/2021	AP	890	C-N-B Security Inc **VendorNo: 1002694 **Inv No: 8565 **Desc: Library security guard 4/12/21 - 4/17/21 **Inv Date: 4/20/2021 **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		787.50		
04/05/2021	CD14	2	04/01/21 Xpress Bill Pay Support Fees/Forms Inv#		47.88		
04/12/2021	JE	9	R/C AP 286 04/21 CK#124163 CNB Security to Con		715.50		
04/30/2021 (04/21) Period Totals and Balance					4,453.88 *	.00 *	30,515.38
YTD Encumbrance	00	YTD Actual	30,515.38 Total	30,515.38 YTD Budget	80,000.00 Unexpended	49,484.62	
Insurance							
03/31/2021 (03/21) Balance				07-510-520-2120			15,757.10
04/30/2021 (04/21) Period Totals and Balance					00 *	.00 *	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							
03/31/2021 (03/21) Balance				07-510-520-2122			1,703.15
03/31/2021	AP	238	Office Depot **VendorNo: 937352 **Inv No: 166116860001 **Desc: 90371713 Library office supplies, ink cartindges **Inv Date: 3/31/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin		31.06		
03/31/2021	AP	419	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Ink Cartridge **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		23.89		
03/31/2021	AP	420	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Printer toner **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		139.45		
03/31/2021	AP	425	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Ink Cartridge **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No:		79.78		

City of Coos Bay		Detail Ledger - Month End				Page 151	
		Period: 04/21 - 04/21				May 07, 2021 11:47AM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
03/31/2021	AP	437	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Ink Cartridge **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		43.89		
04/01/2021	AP	781	Xerox Corporation **VendorNo: 986914 **Inv No: 013062410 **Desc: 722943248 Library Workroom Copier - March **Inv Date: 4/1/2021 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Krstin		73.23		
01/27/2021	AP	845	Office Depot **VendorNo: 937352 **Inv No: 151992057001 **Desc: 90371713 Library Toner **Inv Date: 1/27/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Krstin		364.19		
04/14/2021	AP	847	Office Depot **VendorNo: 937352 **Inv No: 165910612001 **Desc: 90371713 Library office supplies, copy paper **Inv Date: 4/14/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Krstin		87.12		
04/10/2021	AP	849	Xerox Corporation **VendorNo: 986914 **Inv No: 2575673 **Desc: 020-0056070-001 Library Public Copier **Inv Date: 4/10/2021 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Krstin		1.51		
04/29/2021	JE	23	R/C AP420 04/21 Library Amazon Order to Office S 04/30/2021 (04/21) Period Totals and Balance		844.12 *	7.56- 7.56- *	2,539.71
YTD Encumbrance		00 YTD Actual	2,539.71 Total	2,539.71 YTD Budget	9,500.00 Unexpended	6,960.29	
Office Supplies			03/31/2021 (03/21) Balance	07-510-520-2205			12,266.00
03/31/2021	AP	239	Office Depot **VendorNo: 937352 **Inv No: 166116860001 **Desc: 90371713 Library office supplies, ink cartidges **Inv Date: 3/31/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Krstin		59.78		
03/31/2021	AP	240	Office Depot **VendorNo: 937352 **Inv No: 166126020001 **Desc: 90371713 Library office supplies - COVID 19 **Inv Date: 3/31/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Krstin		2.54		
04/13/2021	AP	846	Office Depot **VendorNo: 937352 **Inv No: 165909807001 **Desc: 90371713 Library mailing envelopes -		296.96		

City of Coos Bay		Detail Ledger - Month End				Page 152	
		Period: 04/21 - 04/21				May 07, 2021 11:47AM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
COVID 19 **Inv. Date: 4/13/2021 **PO No: **Remit Name: Office Depot **Merchant Vendor No: 937352 **Merchant Vendor Name: Office Depot **Invoice Created By: Kristin							
04/29/2021	JE	23	R/C AP420 04/21 Library Amazon Order to Office S		7.56		
			04/30/2021 (04/21) Period Totals and Balance		366.84 *	.00 *	12,632.84
YTD Encumbrance	00	YTD Actual	12,632.84 Total	12,632.84 YTD Budget	43,023.00 Unexpended	30,390.16	
Postage							
			03/31/2021 (03/21) Balance	07-510-520-2206			11,724.35
			04/30/2021 (04/21) Period Totals and Balance		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	
Janitorial Supplies							
			03/31/2021 (03/21) Balance	07-510-520-2225			124.18
			04/30/2021 (04/21) Period Totals and Balance		00 *	.00 *	124.18
YTD Encumbrance	00	YTD Actual	124.18 Total	124.18 YTD Budget	13,800.00 Unexpended	13,675.82	
Small Equipment							
03/31/2021	AP	497	Umpqua Bank (VISA)	07-510-520-2231	86.58		25,777.05
			**VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: STAPLES, USB Port Extenders **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc				
			04/30/2021 (04/21) Period Totals and Balance		86.58 *	.00 *	25,863.63
YTD Encumbrance	00	YTD Actual	25,863.63 Total	25,863.63 YTD Budget	69,794.00 Unexpended	42,930.37	
Grants							
03/31/2021	AP	447	Umpqua Bank (VISA)	07-510-520-2234	68.70		21,378.07
			**VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Mice, Cares Grant **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc				
03/31/2021	AP	448	Umpqua Bank (VISA)		309.95		
			**VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, Cares Grant **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
03/31/2021	AP	449	Umpqua Bank (VISA)		83.36		
			**VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, Cares Grant **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc				
03/31/2021	AP	763	Umpqua Bank (VISA)		446.90		
			**VendorNo: 1002576 **Inv No: 202103 CB V **Desc: 3 - VERIZON, 576174385-00001 Library **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc				

City of Coos Bay		Detail Ledger - Month End				Page: 153	
		Period: 04/21 - 04/21				May 07, 2021 11:47AM	
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/12/2021	AP	796	Dollywood Foundation **VendorNo: 1002733 **Inv No: AFF#2089AB **Desc: SCREL Grant - pymt for grant materials **Inv Date: 4/12/2021 **PO No: **Remit Name: Dollywood Foundation **Merchant Vendor No: 1002733 **Merchant Vendor Name: Dollywood Foundation **Invoice Created By: Kristin		2,500.00		
04/14/2021	JE	7	R/C AP967 04/21 CK#124026 Library Performer Tai 04/30/2021 (04/21) Period Totals and Balance		3,408.91 *	100.00- 100.00- *	24,686.98
YTD Encumbrance		00	YTD Actual 24,686.98 Total 24,686.98 YTD Budget 7,900.00 Unexpended (16,786.98)				
Library Supplies			03/31/2021 (03/21) Balance	07-510-520-2235			7,212.79
03/30/2021	AP	234	Showcases **VendorNo: 840050 **Inv No: 319683 **Desc: Processing Supplies - Library **Inv Date: 3/30/2021 **PO No: **Remit Name: Showcases **Merchant Vendor No: 840050 **Merchant Vendor Name: Showcases **Invoice Created By: Kristin		750.60		
03/31/2021	AP	434	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Boxes **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		45.10		
03/31/2021	AP	467	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LIBRARY 1 **Desc: MICROSCOPE, Equipment Case **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		92.13		
03/31/2021	AP	495	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: LLBEAN-DIRECT, Equipment Bag **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		59.95		
04/10/2021	AP	788	City of Coos Bay - ESO **VendorNo: 1002304 **Inv No: BAY0014 **Desc: Processing Supplies **Inv Date: 4/10/2021 **PO No: **Remit Name: City of Coos Bay - ESO **Merchant Vendor No: 1002304 **Merchant Vendor Name: City of Coos Bay - ESO **Invoice Created By: Kristin		59.40		
			04/30/2021 (04/21) Period Totals and Balance		1,007.18 *	00 *	8,219.97
YTD Encumbrance		00	YTD Actual 8,219.97 Total 8,219.97 YTD Budget 13,000.00 Unexpended 4,780.03				
Library Books & Records			03/31/2021 (03/21) Balance	07-510-520-2236			61,546.59
03/19/2021	AP	225	Ingram **VendorNo: 476508 **Inv No: 52006945 **Desc: Book returned **Inv Date: 3/19/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin			10.68-	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/23/2021	AP	226	Ingram **VendorNo: 476508 **Inv. No: 52059897 **Desc: Books **Inv. Date: 3/23/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		16.65		
03/23/2021	AP	227	Ingram **VendorNo: 476508 **Inv. No: 52063468 **Desc: Books **Inv. Date: 3/23/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		272.81		
03/24/2021	AP	228	Ingram **VendorNo: 476508 **Inv. No: 52086041 **Desc: Books **Inv. Date: 3/24/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		94.33		
03/25/2021	AP	229	Ingram **VendorNo: 476508 **Inv. No: 52106421 **Desc: Books **Inv. Date: 3/25/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		69.82		
03/26/2021	AP	230	Ingram **VendorNo: 476508 **Inv. No: 52131452 **Desc: Books **Inv. Date: 3/26/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		105.25		
03/31/2021	AP	256	Midwest Tape **VendorNo: 1000557 **Inv. No: 500251525 **Desc: 2000016499 - digital programming, 3/21 **Inv. Date: 3/31/2021 **PO No: **Remit Name: Midwest Tape **Merchant Vendor No 1000557 **Merchant Vendor Name: Midwest Tape **Invoice Created By: Kristin		722.71		
03/23/2021	AP	271	Cengage Learning Inc. **VendorNo: 1002356 **Inv. No: NO 74023001 **Desc: 179460 Books **Inv. Date: 3/23/2021 **PO No: **Remit Name: Cengage Learning Inc **Merchant Vendor No: 1002356 **Merchant Vendor Name: Cengage Learning Inc **Invoice Created By: Kristin		49.38		
03/17/2021	AP	277	Smart Apple Media **VendorNo: 1002385 **Inv. No: ARU0317702 **Desc: Books **Inv. Date: 3/17/2021 **PO No: **Remit Name: Smart Apple Media **Merchant Vendor No: 1002385 **Merchant Vendor Name: Smart Apple Media **Invoice Created By: Kristin		378.04		
03/31/2021	AP	324	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Audio **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		60.47		
03/31/2021	AP	325	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR,		276.33		



City of Coos Bay		Detail Ledger - Month End			Page 155		
		Period: 04/21 - 04/21			May 07, 2021 11:47AM		
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Adult Books **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc				
03/31/2021	AP	326	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Dvds **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		32.86		
03/31/2021	AP	327	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		310.23		
03/31/2021	AP	328	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		16.10		
03/31/2021	AP	329	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Dvds **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		21.44		
03/31/2021	AP	330	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Dvds **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		17.87		
03/31/2021	AP	331	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		42.67		
03/31/2021	AP	332	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		14.96		
03/31/2021	AP	333	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		209.21		

City of Coos Bay		Detail Ledger - Month End			Page 156		
		Period: 04/21 - 04/21			May 07, 2021 11:47AM		
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/31/2021	AP	334	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		186.45		
03/31/2021	AP	335	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Audio **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		24.74		
03/31/2021	AP	336	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		62.69		
03/31/2021	AP	337	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		62.15		
03/31/2021	AP	338	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		62.69		
03/31/2021	AP	339	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		44.92		
03/31/2021	AP	340	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		57.61		
03/31/2021	AP	341	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		25.52		
03/31/2021	AP	342	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No. 1002576 **Merchant Vendor Name:		29.42		

City of Coos Bay		Detail Ledger - Month End			Page 157		
		Period: 04/21 - 04/21			May 07, 2021 11:47AM		
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Umpqua Bank (VISA) **Invoice Created By: eric				
03/31/2021	AP	343	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, YP Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		5.54		
03/31/2021	AP	344	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		29.95		
03/31/2021	AP	345	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		94.87		
03/31/2021	AP	346	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		74.89		
03/31/2021	AP	347	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Audio **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		92.38		
03/31/2021	AP	348	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		183.04		
03/31/2021	AP	349	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **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	AP	350	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.53		
03/31/2021	AP	351	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR,		18.96		

City of Coos Bay		Detail Ledger - Month End			Page 158		
		Period: 04/21 - 04/21			May 07, 2021 11:47AM		
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	
						Balance	
			Adult Dvds **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric				
03/31/2021	AP	352	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.54		
03/31/2021	AP	353	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Audio **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		142.94		
03/31/2021	AP	354	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Dvd Returned **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric			25.02-	
03/31/2021	AP	355	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.51		
03/31/2021	AP	357	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.54		
03/31/2021	AP	358	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		29.97		
03/31/2021	AP	359	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		15.54		
03/31/2021	AP	360	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		202.69		

City of Coos Bay		Detail Ledger - Month End			Page 159		
		Period: 04/21 - 04/21			May 07, 2021 11:47AM		
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/31/2021	AP	361	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Adult Dvds **Inv. Date: 3/31/2021 **PO No. **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		278.65		
03/31/2021	AP	421	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		42.88		
03/31/2021	AP	422	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		14.96		
03/31/2021	AP	426	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, YP Book **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		9.99		
03/31/2021	AP	427	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, YP Book **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		9.98		
03/31/2021	AP	428	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, YP Music **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		9.59		
03/31/2021	AP	429	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		84.06		
03/31/2021	AP	432	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Adult Music **Inv Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		60.82		
03/31/2021	AP	433	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank		9.99		

City of Coos Bay		Detail Ledger - Month End			Page: 160		
		Period: 04/21 - 04/21			May 07, 2021 11:47AM		
Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			(VISA) **Invoice Created By: enc				
03/31/2021	AP	435	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 3/31/2021 **PO No: **Remit Name Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		26.99		
03/31/2021	AP	436	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Adult Dvds **Inv. Date: 3/31/2021 **PO No: **Remit Name Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		19.89		
03/31/2021	AP	438	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, YP Music **Inv. Date: 3/31/2021 **PO No: **Remit Name Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		10.19		
03/31/2021	AP	444	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Adult Books **Inv. Date: 3/31/2021 **PO No: **Remit Name Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		49.11		
03/31/2021	AP	446	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, YP Audio **Inv. Date: 3/31/2021 **PO No: **Remit Name Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		19.99		
03/31/2021	AP	465	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LIBRARY 1 **Desc: AMERICAN LIBRARY ASSOC, Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		29.38		
03/31/2021	AP	496	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 PIERSON **Desc: NETFLIX, Streaming Player Programming **Inv. Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		13.99		
04/01/2021	AP	775	Center Point Large Pnnt **VendorNo: 216200 **Inv No: 1838037 **Desc: books **Inv. Date: 4/1/2021 **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		
04/01/2021	AP	813	Blackstone Publishing **VendorNo: 154948 **Inv No: 1215427 **Desc: DVDs **Inv. Date: 4/1/2021 **PO No:		41.60		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			**Remit Name: Blackstone Publishing **Merchant Vendor No: 154948 **Merchant Vendor Name: Blackstone Publishing **Invoice Created By: Kristin				
02/25/2021	AP	831	Ingram		234.00		
			**VendorNo: 476508 **Inv. No: 51603497 **Desc: Books **Inv. Date: 2/25/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
03/29/2021	AP	832	Ingram		30.93		
			**VendorNo: 476508 **Inv. No: 52155810 **Desc: Books **Inv. Date: 3/29/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
03/29/2021	AP	833	Ingram		424.41		
			**VendorNo: 476508 **Inv. No: 52158405 **Desc: Books **Inv. Date: 3/29/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
03/30/2021	AP	834	Ingram		57.60		
			**VendorNo: 476508 **Inv. No: 52181659 **Desc: Books **Inv. Date: 3/30/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
03/31/2021	AP	835	Ingram		16.94		
			**VendorNo: 476508 **Inv. No: 52210128 **Desc: Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
03/31/2021	AP	836	Ingram		14.87		
			**VendorNo: 476508 **Inv. No: 52210129 **Desc: Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
03/31/2021	AP	837	Ingram		35.07		
			**VendorNo: 476508 **Inv. No: 52210130 **Desc: Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
03/31/2021	AP	838	Ingram		11.89		
			**VendorNo: 476508 **Inv. No: 52210131 **Desc: Books **Inv. Date: 3/31/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				
04/12/2021	AP	840	Ingram		58.29		
			**VendorNo: 476508 **Inv. No: 52396675 **Desc: Books **Inv. Date: 4/12/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin				

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/15/2021	AP	850	Brilliance Publishing Inc **VendorNo: 999424 **Inv. No: IN1471403 **Desc: audio books **Inv. Date: 4/15/2021 **PO No **Remit Name: Brilliance Publishing Inc. **Merchant Vendor No: 999424 **Merchant Vendor Name: Brilliance Publishing Inc. **Invoice Created By: Kristin		111.50		
04/30/2021 (04/21) Period Totals and Balance					6,102.39 *	35.70 *	67,613.28
YTD Encumbrance	00	YTD Actual	67,613.28 Total	67,613.28 YTD Budget	100,000.00 Unexpended	32,386.72	
Periodicals			03/31/2021 (03/21) Balance	07-510-520-2237			9,924.81
			04/30/2021 (04/21) 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	
State Aid to Children - Books			03/31/2021 (03/21) Balance	07-510-520-2239			3,772.72
03/26/2021	AP	232	Ingram **VendorNo: 476508 **Inv. No: 52131990 **Desc: Books **Inv. Date: 3/26/2021 **PO No. **Remit Name: Ingram **Merchant Vendor No: 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		29.82		
04/27/2021	JE	18	R/C AP Ref# 471 04/21 ZooBean Invoice to Ready t		895.00		
04/30/2021	JE	28	R/C LIBRARY INV#17958 ZOOBEAN LICENSE PR			671.26-	
04/30/2021 (04/21) Period Totals and Balance					924.82 *	671.26- *	4,026.28
YTD Encumbrance	00	YTD Actual	4,026.28 Total	4,026.28 YTD Budget	2,000.00 Unexpended	(2,026.28)	
Programming			03/31/2021 (03/21) Balance	07-510-520-2241			315.76
03/31/2021	AP	423	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LB AMAZON **Desc: AMAZON, Pencils **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		59.98		
03/31/2021	AP	424	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LB AMAZON **Desc: AMAZON, Pencils **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		126.30		
03/31/2021	AP	431	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, STEAM Kits **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		6.99		
03/31/2021	AP	439	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs-Book Boxes **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		49.43		

32



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/31/2021	AP	440	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs-Book Boxes **Inv. Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		13.20		
03/31/2021	AP	441	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs-Book Boxes **Inv. Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		16.24		
03/31/2021	AP	442	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Program, Summer Reading **Inv Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		68.78		
03/31/2021	AP	443	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, Summer Reading **Inv. Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		38.29		
03/31/2021	AP	445	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, Summer Reading **Inv. Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		12.64		
03/31/2021	AP	450	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, Book Boxes, Covid-19 **Inv. Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		119.22		
03/31/2021	AP	451	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, Adult Programs, Craft Takeout, Covid-19 **Inv Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		59.99		
03/31/2021	AP	452	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv No: 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, STEAM Kits, Covid-19 **Inv Date: 3/31/2021 **PO No **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		43.83		

33

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/31/2021	AP	453	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No. 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, Title Wave, Covid-19 **Inv. Date 3/31/2021 **PO No. **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		37.75		
03/31/2021	AP	454	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No. 202103 LB AMAZON **Desc: AMAZON, Supplies, Covid- 19 **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		66.85		
03/31/2021	AP	455	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No. 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, Title Wave, Covid-19 **Inv. Date 3/31/2021 **PO No. **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		7.95		
03/31/2021	AP	456	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No. 202103 LB AMAZON **Desc: AMAZON, Supplies, YP Programs, Title Wave, Covid-19 **Inv. Date 3/31/2021 **PO No. **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		53.97		
03/31/2021	AP	457	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No. 202103 LB AMAZON **Desc: AMAZON, Supplies, Adult Programs, Craft Takeout, Covid-19 **Inv. Date 3/31/2021 **PO No. **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		33.67		
03/31/2021	AP	466	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No. 202103 LIBRARY 1 **Desc: SMART FOODSERVICE, Supplies-YP Programs-STEAM Kits **Inv. Date: 3/31/2021 **PO No. **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		10.80		
03/31/2021	AP	469	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No. 202103 LIBRARY 1 **Desc: APPLE, Music-Cloud Storage **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		99		
03/31/2021	AP	470	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No. 202103 LIBRARY 1 **Desc: APPLE, Music-YP Programs-Storytime **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		99		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/31/2021	AP	471	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LIBRARY 1 **Desc: ZOOBEAN, Online Platform **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		895.00		
03/31/2021	AP	472	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LIBRARY 1 **Desc: BUZZSPROUT, Podcast Host **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		12.00		
03/31/2021	AP	473	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LIBRARY 1 **Desc: APPLE, Music-YP Programs **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		99		
04/14/2021	JE	7	R/C AP#67 04/21 CK#124026 Library Performer Tai		100.00		
04/27/2021	JE	18	R/C AP Ref# 471 04/21 ZooBean Invoice to Ready t 04/30/2021 (04/21) Period Totals and Balance		1,835.85 *	895.00- 895.00- *	1,256.61
YTD Encumbrance	00	YTD Actual	1,256.61 Total	1,256.61 YTD Budget	16,000.00 Unexpended	14,743.39	
Office Equipment Rental			03/31/2021 (03/21) Balance	07-510-520-2302			3,379.26
03/31/2021	AP	476	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LIBRARY V **Desc: PITNEYBOWES, Public Copier Rent **Inv. Date: 3/31/2021 **PO No: **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		139.70		
04/01/2021	AP	782	Xerox Corporation **VendorNo: 986914 **Inv. No: 013062410 **Desc: 722943248 Library Workroom Copier - March **Inv. Date: 4/1/2021 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		137.44		
04/10/2021	AP	848	Xerox Corporation **VendorNo: 986914 **Inv. No: 2575673 **Desc: 020-0056070-001 Library Public Copier **Inv. Date: 4/10/2021 **PO No: **Remit Name: Xerox Corporation **Merchant Vendor No: 986914 **Merchant Vendor Name: Xerox Corporation **Invoice Created By: Kristin		119.90		
			04/30/2021 (04/21) Period Totals and Balance		397.04 *	.00 *	3,776.30
YTD Encumbrance	00	YTD Actual	3,776.30 Total	3,776.30 YTD Budget	5,200.00 Unexpended	1,423.70	
Equipment Repairs/Replacement			03/31/2021 (03/21) Balance	07-510-520-2303			1,084.83
			04/30/2021 (04/21) Period Totals and Balance		00 *	.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	

35

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Equipment Maintenance Contract			03/31/2021 (03/21) Balance	07-510-520-2304			3,642.05
04/01/2021	AP	27	Advantage Security LLC **VendorNo: 1001961 **Inv. No: 6546522 **Desc: 1147-57 Library Alarm Monitoring Services - April **Inv. Date: 4/1/2021 **PO No: **Remit Name: Advantage Security LLC **Merchant Vendor No: 1001961 **Merchant Vendor Name: Advantage Security LLC **Invoice Created By: Kristin		37.95		
04/16/2021	AP	877	Bibliotheca LLC **VendorNo: 1002426 **Inv. No: INV-US42583 **Desc: RFID workstation software 5/14/21 - 5/13/22 **Inv. Date: 4/16/2021 **PO No: **Remit Name: Bibliotheca LLC **Merchant Vendor No: 1002426 **Merchant Vendor Name: Bibliotheca LLC **Invoice Created By: Kristin		199.01		
04/16/2021	AP	879	Bibliotheca LLC **VendorNo: 1002426 **Inv. No: INV-US42583 **Desc: RFID workstation software 6/13/21 - 5/13/22 **Inv. Date: 4/16/2021 **PO No: **Remit Name: Bibliotheca LLC **Merchant Vendor No: 1002426 **Merchant Vendor Name: Bibliotheca LLC **Invoice Created By: Kristin		104.63		
04/30/2021 (04/21) Period Totals and Balance					341.59 *	.00 *	3,983.64
YTD Encumbrance	00	YTD Actual	3,983.64 Total	3,983.64 YTD Budget	12,000.00 Unexpended	8,016.36	
Vehicle Maintenance/Fuel			03/31/2021 (03/21) Balance	07-510-520-2305			2,088.49
04/16/2021	AP	863	CECO Inc **VendorNo: 1000955 **Inv. No: CP-00309870 **Desc: 10003901 Carson Fuel Library **Inv. Date: 4/16/2021 **PO No: **Remit Name: CECO Inc **Merchant Vendor No: 1000955 **Merchant Vendor Name: CECO Inc **Invoice Created By: Kristin		67.92		
04/30/2021 (04/21) Period Totals and Balance					67.92 *	.00 *	2,156.41
YTD Encumbrance	00	YTD Actual	2,156.41 Total	2,156.41 YTD Budget	10,000.00 Unexpended	7,843.59	
Building & Grounds Maintenance			03/31/2021 (03/21) Balance	07-510-520-2309			22,300.46
04/06/2021	AP	812	Agri-Tech Design **VendorNo: 103323 **Inv. No: 630636 **Desc: Grounds Maintenance - 3/21 **Inv. Date: 4/6/2021 **PO No: **Remit Name: Agri-Tech Design **Merchant Vendor No: 103323 **Merchant Vendor Name: Agri-Tech Design **Invoice Created By: Kristin		242.00		
04/06/2021	AP	852	Aramark Uniform & Career Apparel **VendorNo: 999694 **Inv. No: 509000007784 **Desc: 792085677 Library - Mats **Inv. Date: 4/6/2021 **PO No: **Remit Name: AUS West Lockbox **Merchant Vendor No: 999694 **Merchant Vendor Name: Aramark Uniform & Career Apparel **Invoice Created By: Kristin		25.00		
04/20/2021	AP	853	Aramark Uniform & Career Apparel **VendorNo: 999694 **Inv. No: 509000014716 **Desc: 792085677 Library - Mats **Inv. Date: 4/20/2021 **PO No: **Remit Name: AUS West Lockbox **Merchant Vendor No: 999694 **Merchant Vendor Name: Aramark Uniform & Career Apparel **Invoice Created By: Kristin		30.00		

36

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/06/2021	AP	860	Comfort Flow Heating **VendorNo: 1000563 **Inv No: SVC245034 **Desc: HVAC Maintenance - Library **Inv. Date: 4/6/2021 **PO No. **Remit Name: Comfort Flow Heating **Merchant Vendor No. 1000563 **Merchant Vendor Name: Comfort Flow Heating **Invoice Created By: Kristin		278.00		
03/31/2021	AP	861	Bay Area Enterprises Inc. **VendorNo: 1000587 **Inv No: 6995 **Desc: window cleaning - Library **Inv. Date: 3/31/2021 **PO No. **Remit Name: Bay Area Enterprises Inc. **Merchant Vendor No. 1000587 **Merchant Vendor Name: Bay Area Enterprises Inc. **Invoice Created By: Kristin		250.00		
04/30/2021 (04/21) Period Totals and Balance					825.00	00	23,125.46
YTD Encumbrance	.00	YTD Actual	23,125.46 Total	23,125.46 YTD Budget	50,000.00 Unexpended	26,874.54	
Reimbursable			03/31/2021 (03/21) Balance	07-510-520-2406			34.78
			04/30/2021 (04/21) 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			03/31/2021 (03/21) Balance	07-510-520-2450			10,327.48
03/26/2021	AP	231	Ingram **VendorNo: 476508 **Inv. No: 52131990 **Desc: Books **Inv. Date: 3/26/2021 **PO No. **Remit Name: Ingram **Merchant Vendor No: 476509 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		39.76		
03/31/2021	AP	356	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 BAKER TAYLOR **Desc: BAKER TAYLOR, Books Rotary **Inv. Date: 3/31/2021 **PO No. **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: eric		504.96		
03/31/2021	AP	430	Umpqua Bank (VISA) **VendorNo: 1002576 **Inv. No: 202103 LB AMAZON **Desc: AMAZON, Supplies, Adult Programs, Book Boxes **Inv. Date: 3/31/2021 **PO No. **Remit Name: Umpqua Bank **Merchant Vendor No: 1002576 **Merchant Vendor Name: Umpqua Bank (VISA) **Invoice Created By: enc		109.75		
03/27/2021	AP	606	Bosak, Kelli **VendorNo: 1003097 **Inv. No: PERFORMER **Desc: Yoga Sessions 5/12/21 - LB Performer **Inv. Date: 3/27/2021 **PO No. **Remit Name: Bosak, Kelli **Merchant Vendor No: 1003097 **Merchant Vendor Name: Bosak, Kelli **Invoice Created By: Kristin		150.00		
03/27/2021	AP	673	Bosak, Kelli **VendorNo: 1003097 **Inv. No: PERFORMER **Desc: Yoga Sessions 5/12/21 - LB Performer **Inv. Date: 3/27/2021 **PO No. **Remit Name: Bosak, Kelli **Merchant Vendor No: 1003097 **Merchant Vendor Name: Bosak, Kelli **Invoice Created By: Kristin		150.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/02/2021	AP	779	Ingram **VendorNo: 476508 **Inv. No: 52255391 **Desc: Books - Rotary 2021 **Inv. Date: 4/2/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		298.20		
04/07/2021	AP	839	Ingram **VendorNo: 476508 **Inv. No: 52328425 **Desc: Books - Rotary 2021 **Inv. Date: 4/7/2021 **PO No: **Remit Name: Ingram **Merchant Vendor No 476508 **Merchant Vendor Name: Ingram **Invoice Created By: Kristin		1,135.56		
04/30/2021	GDA1	1	REVERSE 04/15/21 AP CHECK RUN DOUBLE PO 04/30/2021 (04/21) Period Totals and Balance		2,388.23 *	150.00- 150.00- *	12,565.71
YTD Encumbrance	.00	YTD Actual	12,565.71 Total	12,565.71	YTD Budget	20,000.00 Unexpended	7,434.29

Number of Transactions: 250 Number of Accounts: 46

	Debit	Credit	Proof
Total Library Fund:	199,559.98	199,559.98-	00

38