

MEETING MINUTES OF THE BOARD OF LIBRARY DIRECTORS

MONDAY, APRIL 1, 2024

Bristol Public Library, 5 High Street, Bristol, CT 06010

ATTENDEES: Valina Carpenter, Nicholas Jakubowski, Thomas Jensen, Elizabeth Kanachovski, Andrea Kapchensky, Kimberly Ploszaj, Pina Salvatore, and Council Liaison Sebastian Panioto.

Library Director Deborah Prozzo and Recording Secretary Ruth Vontell.

Absent: Eric Frenette, Barbara O'Neill, and Assistant Library Director Scott Stanton

Item 1- Call to order

Chairperson Carpenter called the meeting to order at 6:32 p.m.

Item 2- Public Participation

None.

Item 3- Approval of Minutes

Director Kapchensky MOVED to approve the minutes of the March 4, 2024 Regular Meeting. Seconded by Director Kanachovski. All in favor. None opposed. Motion passed.

Item 4- Communications

Library Director Prozzo received a letter from Bristol CERT thanking the Main and Mainross libraries for being collection sites for the All-Heart Food Drive. Agape House was very appreciative of the large number of donations received.

Harley Graime notified Library Director Prozzo that he was withdrawing his request to use the main library on Friday evenings. He has found an alternate site for his meetings.

Item 5- Reports and Committee Reports

a. Finance Committee

No Report.

- (1) Vote to accept or reinvest quarterly distributions from Main Street Community Foundation.

Director Kapchensky MOVED to accept the Bristol Libraries Fund 2nd quarter 2024 distribution of \$1,157.50 from the Main Street Community Foundation. Seconded by Director Jakubowski. All in favor. None opposed. Motion passed.

This fund currently has \$5,591. The money can roll over from one fiscal year to the next which makes it easier to purchase large ticket items. It's often used for technology upgrades in the computer lab and meeting rooms.

Director Jakubowski MOVED to accept the Samuel Goodsell 2nd quarter 2024 distribution of \$7,765.00 from the Main Street Community Foundation. Seconded by Director Jensen. All in favor. None opposed. Motion passed.

Year-to-date we've spent just over \$23,000.

Director Ploszaj MOVED to accept the Manross Memorial Library Fund 2nd quarter 2024 distribution of \$27,090 from the Main Street Community Foundation. Seconded by Director Jakubowski. All in favor. None opposed. Motion passed.

Currently, there is \$22,035.95 in this account with \$790 encumbered for programming. Year-to-date we've spent \$36,235.05 on Hoopla, author events, books and programs at Manross, etc.

Downloadable audio and e-books have the highest circulation but are very expensive. Two bills are being considered in the state legislature to help libraries with the cost.

b. Property Committee

No Report.

Director Kapchensky asked for the status of the carpet installation on the second floor. Library Director Prozzo stated that the project begins tomorrow. Tweed carpet tiles will be used. The custodians, Reference Department staff, and Seth Ramos from the Computer Lab worked to clear out the DVD and public computer area. The job should be completed in one day.

Director Kanachovski asked about solar at Manross. Library Director Prozzo checked with Dave Oakes and Manross is not eligible for the program. They've suspended the program. It would be costly to put solar panels on the building ourselves.

Library Director Prozzo has the name of a consultant she can reach out to for an initial, free consultation for a space study at Manross, which may lead to future upgrades. The Property Committee will be involved.

c. Policy Committee

No Report.

Director Kanachovski suggested that the Policy Committee and Chairperson Carpenter write a letter to the city's Winter Agency Committee requesting a policy that defines the library's role during cold weather protocol and other storm related events. It should provide clarification, guidelines, and specific expectations for best serving the homeless population during emergency situations. Discussion followed regarding the need for

better communication and preparation, CERT's role, trained volunteers, staffing issues (overtime/unions), meeting room usage (reservations/library programs), building requirements (heat, A/C, power/generator, kitchen, showers, pet-friendly), and stocking supplies in advance. Council Liaison Panioto has discussed this issue with the mayor and Attorney Tom Conlin.

d. Strategic Planning Committee

No Report.

e. Library Director's Report

1) February statistics highlights:

- Overall circulation is up by 1% with downloadables driving the increase. We serve the community better by offering more formats.
- Internet usage increased by 20%
- Database usage increased by 114%
- Number of people using the Bristol History Room increased 238% due to the Reference Department being fully staffed. Multiple staff members now man the room which broadens the offerings and hours.
- Number of items cataloged increased by 4%
- Number of programs increased by 9% and attendance by 40% although the Young Adult (upper middle school and high school) numbers decreased. The YA area is appealing with special furniture, internet stations and a 3-D printer, but this is traditionally a tough age group to serve. We remain cautiously optimistic and keep trying.
- Patron visits (foot traffic) increased by 14%
- WiFi sessions were up by 40% with a record number of sessions to date: 9,305

2) Monthly Budget Report: Spending in all departments looks to be on track as we enter the last quarter of the fiscal year. The numbers are in line with last year's. As of March 26, 2024:

- Library Revenue @ 141.6% - The detail report shows that we've brought in \$16,993.43 so far. It's realistic to budget for \$12,000 to \$15,000 in revenue from fees, room rentals, and copying/printing charges. This money does not go to the library; it goes to City Hall for the general fund or contingency fund. It was a smart move on the part of the Library Board not to increase the copying/printing charges.
- Main Library @ 72.2% - Last year we were at 72.0%. I'm running weekly budget reports to track bills, spending, and 50-60 open POs. We've had to make some transfers to cover some overages, but nothing out of the ordinary.

- Children's Library @ 75.7% - We were @ 82.6% this time last year. There's \$171 left in professional fees. Lots of money has been encumbered with Baker & Taylor for books and DVDs.
- Manross Library @ 72.7% - We were at 74.4% last year. We had to move a little money to cover the water and sewer bill.
- Manross Trust Fund @ 62.7% - We have \$22,035.95 available.
- Goodsell and Main Library Trust Funds @ 52.7%

The Board of Finance workshops are upcoming. We now wait to hear about next year's budget.

3) Highlights of library activities:

- Sunday Hours have ended. The numbers were okay. Unfortunately, we had bad weather on the first Sunday and we were unable to open. Also, we had trouble with the gate counters which were down twice for 3 days. We lost statistics for those two Sundays. If the Board of Finance doesn't cut our overtime budget, I am considering replacing Sunday hours with more community outreach events like the Farmers' Market. This idea has been discussed with the supervisors. Director Ploszaj asked what percentage of libraries have Sunday hours. Library Director Prozzo said she would need to look at the annual state report but she knows that some libraries have Sunday hours all year long and some libraries use a completely different staff to cover those shifts.
- This summer, we will have an intern from library school helping in the Children's Department. She is in her last semester of an online program at Texas Woman's University.

- 4) Staff News: We are losing Emma Kornetov, our Floater/Children's Assistant. Her last day will be April 13, 2024. Library Director Prozzo completed the necessary paperwork and submitted it to the mayor. When he signs off, the position can be posted. We want to fill it before the busy Summer Reading season.

f. City Council Liaison Report

Council Liaison Panioto reported that a budget workshop will be held in a couple days.

g. Friends of the Library

Director Salvatore reported that the Friends will have a meeting on April 18, 2024 at 6:00 p.m. at the Main Library. You must be a member to attend, but you can join that evening.

National Library Week is April 7th - 13th and National Library Workers Day is April 9th. Please remember to thank a librarian that day for all they do for the community. The Friends will celebrate by providing lunch for the staff.

h. Community Outreach Committee Report

Director Kanachovski recently attended a program at Manross to promote the Youth Author Event which will be held on April 11th at the Main Library. She helped patrons register. The Giant Room, music and art consultants from New York City, was also involved. There was a lot of energy and the kids were great.

Item 6- Old Business

None

Item 7- New Business

a. Library Director Prozzo made four trust fund expenditure requests for the Library Board's consideration.

(1) Director Ploszaj MOVED to use money from the Manross Miscellaneous Trust Fund account to purchase a Toro self-propelled lawn mower for the Manross Branch based on the quote from City True Value Hardware for \$479.99. Seconded by Director Kapchensky. All in favor. None opposed. Motion passed.

(2) Director Ploszaj MOVED to use money from the small Main Library Trust Fund account to purchase a new Creality high-speed 3-D printer for the Computer Lab based on a quote for \$563.06. Seconded by Director Kanachovski. All in favor. None opposed. Motion passed.

There was discussion regarding relocating the current 3-D printer, maintenance of the new machine, the warranty, supplies and filaments, etc. There is no charge for Seth or Jose's programs.

(3) The 14 perimeter heating and air conditioning units at Manross are original and date back to 1975. They don't make them anymore and it's becoming difficult to find parts. Four of them do not work at all. The units need to be replaced, which is part of the Strategic Plan. Library Director Prozzo recommends using Frederick Manross Trust Fund money to pay for this mechanical project. There's over \$800,000 in that account at City Hall. Traditionally, this money is used to make major repairs and upgrades like the restrooms and elevator at Manross. Mark Bolduc obtained quotes from two companies that are on the state contract. He knows both contractors very well and they are familiar with our units. Air

Temp, which does a lot of work for us at both libraries, came in at \$78,000 for labor and materials to retrofit/rebuild the existing BTU units and metal cabinets. The cost would be \$5,950 per unit with a price break for doing all 14 at once. The second quote from Sav-Mor is higher at \$99,800 but it's for completely brand-new units and cabinets. They have worked on these units for us in the past. Both companies are willing to do just a few units based on a dollar amount we are willing to spend. The mayor and the comptroller have agreed to have the city pay \$55,000 for replacement windows at Manross if the HVAC units are paid for with trust fund money. There were questions about dimensions, dials, efficiency, warranties, longevity, etc. so Library Director Prozzo will have Mark contact the two companies for further information and clarification. Voting on this topic was postponed until the May 6, 2024 meeting.

- (4) **Director Kanachowski MOVED to use money from the Special Gifts and Donations account to purchase a portable Nessel Petite Lactation Pod for \$7,349 (lowest of 6 quotes) to be installed on the lower level of the Main Library in compliance with the PUMP Act. Seconded by Director Ploszaj. All in favor. None opposed. Motion passed.**

The new City Hall has a "Mother's Room." We don't have a suitable space, but must comply with the law. Lactation pods range in price depending on the different features selected, including a locking door for privacy, occupancy indicator, seating, electrical and USB outlets, mirror, ventilation, sound absorbing insulation, wi-fi, non-porous bleach cleanable surfaces, shatterproof plexiglass, skylight with privacy film, signage, etc. Library Director Prozzo looked into grants and wellness money to help pay for this purchase but time is tight to get the unit in place in 6 weeks.

- b. **Director Jakubowski MOVED to close the library on Saturday, May 25, 2024 for the Memorial Day holiday weekend. Seconded by Director Kapchensky. All in favor. None opposed. Motion passed.**

Item 8- Adjournment

There being no further business, Director Kapchensky made a MOTION to adjourn the meeting at 7:50 p.m. Seconded by Director Salvatore. All present voted in favor and the meeting adjourned.

Respectfully submitted,

Ruth Vontell

This meeting was digitally recorded.

UNAPPROVED

	March 2024			March 2023				
	Bristol Main	Manross	System Total	Bristol Main	Manross	System Total	inc/dec	percent
Circulation								
Adult	6,758	2,249	9,007	7,800	2,665	10,465	-1458	-14%
Juvenile	8,963	1,323	10,286	8,803	1,264	10,067	219	2%
Young Adult	411	125	536	563	140	703	-167	-24%
Other	5	0	5	3	3	6	-1	0%
Total	16,137	3,697	19,834	17,169	4,072	21,241	-1407	-7%
E-Books/Magazines	1,716		1,716	1,295		1,295	421	33%
Downloadables	992		992	930		930	62	7%
Hoopla	1,197		1,197	871		871	326	37%
Grand Total	20,042		23,739	20,265		24,337	-598	-2%
# of questions	2,341	553	2,894	2,172	514	2,686	208	8%
Internet Usage	1,234	298	1,532	1,265	255	1,520	12	1%
Database Usage	2,789		2,789	1,759		1,759	1030	59%
Interlibrary								
Loans								
BPL as Borrower	778	271	1,049	884	303	1,187	-138	-12%
BPL as Lender	1,733	341	2,074	1,853	316	2,169	-95	-4%
Bristol Room								
# of persons	25		25	26		26	-1	-4%
# of items	38		38	35		35	3	9%
Tech. Serv.								
Items Cataloged								
Adult	224	115	339	293	102	395	-56	-14%
Juvenile	223	108	331	243	13	256	75	29%
Total	447	223	670	536	115	651	19	3%
Items Withdrawn	499		499	450		450	49	11%
Programs								
# of Programs								
Adult	14	13	27	17	12	29	-2	-7%
Juvenile	72	18	90	86	11	97	-7	-7%
Young Adult	14		14	16		16	-2	-13%
Total	100	31	131	119	23	142	-11	-8%
# in Attendance								
Adult	418	189	607	183	109	292	315	108%
Juvenile	2,013	253	2,266	1,840	156	1,996	270	14%
Young Adult	113		113	111		111	2	2%
Total	2,544	442	2,986	2,134	265	2,399	587	24%
Patron Registrations								
Adult	123			173				
Children's/YA	50			74				
Total	173	30	203	247	29	276	-73	-26%
Patron Visits	12,582	2,958	15,540	12,078	2,905	14,983	557	4%
Meeting Room								
Bookings	30	10	40	37	9	46	-6	-13%
Attendance	501	58	559	675	66	741	-182	-25%
Computer Lab	Phone/Email	In-Person	Total	Phone/Email	In-Person	Total		
	32	107	107	23	101	101	6	6%
WiFi Sessions			12,305			7,491	4814	64%
Website Visits	45,393		45,393	N/A				

CITY OF BRISTOL

LIBRARY REVENUE



JOURNAL DETAIL 2024 1 TO 2024 13									
ACCOUNTS FOR:		ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE		PCT USED
001	GENERAL FUND						BUDGET	BUDGET	
0016010 MAIN LIBRARY									
001 -18-60-6010-0000-000-421001-		-2,000	LIBRARY FINES 0	-2,000	-3,208.97	.00	1,208.97	160.4%	
		-207.42 REF AB				240473 7/10 LIBRARY			
		-246.19 REF AB				240562 8/1 LIBRARY			
		-567.56 REF AB				240797 9/6 LIBRARY			
		-169.29 REF AB				241012 10/3 LIBRARY			
		-580.11 REF AB				241242 11/2 LIBRARY			
		-157.97 REF AB				241511 12/11 LIBRARY			
		-176.13 REF AB				241719 1/4 LIBRARY			
		-573.68 REF AB				241977 2/2 LIBRARY			
		-334.67 REF AB				242236 3/4 LIBRARY			
		-195.95 REF AB				242562 4/8 LIBRARY			
001 -18-60-6010-0000-000-450102-		-8,000	COPIER CHARGES 0	-8,000	-13,644.61	.00	5,644.61	170.6%	
		-589.26 REF AB				240473 7/10 LIBRARY			
		-1,385.99 REF AB				240562 8/1 LIBRARY			
		-1,465.93 REF AB				240797 9/6 LIBRARY			
		-1,320.48 REF AB				241012 10/3 LIBRARY			
		-1,490.97 REF AB				241242 11/2 LIBRARY			
		-1,488.56 REF AB				241511 12/11 LIBRARY			
		-1,222.28 REF AB				241719 1/4 LIBRARY			
		-1,779.06 REF AB				241977 2/2 LIBRARY			
		-1,337.88 REF AB				242236 3/4 LIBRARY			
		-1,564.20 REF AB				242562 4/8 LIBRARY			
001 -18-60-6010-0000-000-450313-		-2,000	LIBRARY RENTALS 0	-2,000	-1,955.00	.00	-45.00	97.8%	
		-105.00 REF AB				240473 7/10 LIBRARY			
		-400.00 REF AB				240797 9/6 LIBRARY			
		-80.00 REF AB				241012 10/3 LIBRARY			
		-500.00 REF AB				241242 11/2 LIBRARY			
		-490.00 REF AB				241511 12/11 LIBRARY			
		-300.00 REF AB				241719 1/4 LIBRARY			
		-25.00 REF AB				242236 3/4 LIBRARY			
		-55.00 REF AB				242562 4/8 LIBRARY			
TOTAL MAIN LIBRARY									
		-12,000	0	-12,000	-18,808.58	.00	6,808.58	156.7%	

CITY OF BRISTOL

MAIN LIBRARY



FOR 2024 13

ACCOUNTS FOR:		ORIGINAL APPROP.	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE		PCT USED
001	GENERAL FUND						BUDGET		
0016010 MAIN LIBRARY									
0016010 514000	REGULAR WAGES	1,514,855	0	1,514,855	1,142,764.88	.00	372,090.12		75.4%
0016010 515100	OVERTIME WAGES &	55,000	0	55,000	44,653.46	.00	10,346.54		81.2%
0016010 515200	PARTTIME WAGES &	55,000	0	55,000	44,603.78	.00	10,396.22		81.1%
0016010 517000	OTHER WAGES	4,820	0	4,820	4,014.44	.00	805.56		83.3%
0016010 531000	PROFESSIONAL FEE	85,000	1,689	86,689	78,166.15	7,918.40	604.65		99.3%
0016010 541000	PUBLIC UTILITIES	90,000	0	90,000	24,710.07	61,945.42	3,344.51		96.3%
0016010 541100	WATER & SEWER CH	3,500	1,016	4,516	1,978.69	1,521.31	1,016.12		77.5%
0016010 542140	REFUSE	200	0	200	21.40	.00	178.60		10.7%
0016010 543000	REPAIRS & MAINTEN	38,000	679	38,679	24,676.48	4,347.86	9,655.06		75.0%
0016010 544400	RENTS & LEASES	415	0	415	415.00	.00	100.00		100.0%
0016010 553000	TELEPHONE	7,200	650	7,850	6,398.51	801.49	650.00		91.7%
0016010 553100	POSTAGE	4,000	481	4,481	1,684.32	2,315.68	481.28		89.3%
0016010 554000	TRAVEL REIMBURSE	400	0	400	178.93	.00	221.07		44.7%
0016010 555000	PRINTING & BINDI	5,000	0	5,000	4,456.00	524.00	20.00		99.6%
0016010 561400	MAINT SUPPLIES &	7,000	184	7,184	6,210.36	773.94	199.55		97.2%
0016010 561800	PROGRAM SUPPLIES	130,000	2,214	132,214	84,397.94	20,963.18	26,853.19		79.7%
0016010 562200	NATURAL GAS	31,250	4,618	35,868	13,774.79	17,475.21	4,618.03		87.1%
0016010 562600	MOTOR FUELS	1,900	800	1,700	817.77	.00	882.23		48.1%
0016010 569000	OFFICE SUPPLIES	1,500	0	1,500	1,472.82	27.18	100.00		100.0%
0016010 581135	SCHOOLING & EDUC	280	0	280	189.00	.00	91.00		67.5%
TOTAL MAIN LIBRARY		2,034,320	12,332	2,046,652	1,485,584.79	118,613.67	442,453.73		78.4%
TOTAL GENERAL FUND		2,034,320	12,332	2,046,652	1,485,584.79	118,613.67	442,453.73		78.4%
TOTAL EXPENSES		2,034,320	12,332	2,046,652	1,485,584.79	118,613.67	442,453.73		

CITY OF BRISTOL

CHILDREN'S LIBRARY



FOR 2024 13

ACCOUNTS FOR:		ORIGINAL	TRANSFERS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
001	GENERAL FUND	APPROP	ADJUSTMENTS	BUDGET	EXPENDED		BUDGET	USED
0016011 CHILDREN'S LIBRARY								
0016011	531000 PROFESSIONAL FEE	7,000	0	7,000	6,829.00	43.00	128.00	98.2%
0016011	561800 PROGRAM SUPPLIES	52,000	2,495	54,495	30,236.87	9,499.72	14,758.28	72.9%
TOTAL CHILDREN'S LIBRARY		59,000	2,495	61,495	37,065.87	9,542.72	14,886.28	75.8%
TOTAL GENERAL FUND		59,000	2,495	61,495	37,065.87	9,542.72	14,886.28	75.8%
TOTAL EXPENSES		59,000	2,495	61,495	37,065.87	9,542.72	14,886.28	

CITY OF BRISTOL

MANROSS LIBRARY



FOR 2024 13

ACCOUNTS FOR:		ORIGINAL APPROP	TRANSFERS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001	GENERAL FUND							
0016012	MANROSS LIBRARY							
0016012 514000	REGULAR WAGES	240,140	0	240,140	177,623.46	.00	62,516.54	74.0%
0016012 515100	OVERTIME WAGES &	6,000	0	6,000	4,759.05	.00	1,240.95	79.3%
0016012 515200	PARTTIME WAGES &	65,000	0	65,000	52,278.97	.00	12,721.03	80.4%
0016012 531000	PROFESSIONAL FEE	21,000	0	21,000	16,562.30	4,437.70	.00	100.0%
0016012 541000	PUBLIC UTILITIES	24,000	5,026	29,026	16,209.14	7,790.86	5,025.71	82.7%
0016012 541100	WATER & SEWER CH	500	100	600	530.42	.00	69.58	88.4%
0016012 543000	REPAIRS & MAINT	7,000	0	7,000	5,445.29	616.65	938.06	86.6%
0016012 561400	MAINT SUPPLIES &	1,500	0	1,500	574.60	745.32	180.08	88.0%
0016012 561800	PROGRAM SUPPLIES	50,000	2,610	52,610	41,386.59	5,327.16	5,896.73	88.8%
0016012 562200	NATURAL GAS	13,750	759	14,509	7,473.17	6,276.83	758.84	94.8%
0016012 589100	MANRS MISCELLANEO	0	59,061	59,061	40,449.22	750.00	17,861.78	69.8%
	TOTAL MANROSS LIBRARY	428,890	67,556	496,446	363,292.21	25,944.52	107,209.30	78.4%
	TOTAL GENERAL FUND	428,890	67,556	496,446	363,292.21	25,944.52	107,209.30	78.4%
	TOTAL EXPENSES	428,890	67,556	496,446	363,292.21	25,944.52	107,209.30	

CITY OF BRISTOL

LIBRARY TRUST FUNDS



FOR 2024 13

JOURNAL DETAIL 2024 1 TO 2024 13

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE		PCT USED
						BUDGET	BUDGET	

0016014 LIBRARY TRUSTS

0016014 561800 PROGRAM SUPPLIES

2024/01/000053 07/06/2023 API	31,060	25,914	56,974	23,570.99	9,431.57	23,971.44	57.9%
2024/01/000205 07/27/2023 API	3,297.00 VND 000664 VCH		EBSCO INFORMATION S				508859
2024/01/000208 08/01/2023 API	2,000.00 VND 024228 VCH		OVERDRIVE, INC.				509447
2024/02/000028 08/01/2023 API	1,400.00 VND 007436 VCH		VALUE LINE PUBLISHIN				509577
2024/02/000055 08/04/2023 API	375.31 VND 001634 VCH		MATTHEW BENDER & CO				509641
2024/02/000074 08/07/2023 API	1,192.53 VND 038201 VCH		BAKER & TAYLOR LLC				509714
2024/02/000177 08/16/2023 API	450.00 VND 03265 VCH		CONNECTICUT LIBRARY				509989
2024/02/000303 08/29/2023 API	1,260.00 VND 002185 VCH		DOW JONES & COMPANY				510346
2024/03/000064 09/07/2023 API	764.19 VND 038201 VCH		BAKER & TAYLOR LLC				510689
2024/04/000081 10/05/2023 API	616.92 VND 038201 VCH		BAKER & TAYLOR LLC				511590
2024/05/000263 11/20/2023 API	375.31 VND 001634 VCH		MATTHEW BENDER & CO				513086
2024/06/000140 12/11/2023 API	570.49 VND 038201 VCH		BAKER & TAYLOR LLC				513737
2024/07/000094 01/03/2024 API	267.75 VND 013265 VCH		CONNECTICUT LIBRARY				514411
2024/07/000094 01/03/2024 API	500.00 VND 035625 VCH		WORLD TRADE PRESS				514424
2024/07/000170 01/09/2024 API	582.58 VND 038201 VCH		BAKER & TAYLOR LLC				514608
2024/08/000216 02/06/2024 API	1,065.39 VND 038201 VCH		BAKER & TAYLOR LLC				515431
2024/08/000254 02/08/2024 API	2,237.00 VND 000664 VCH		EBSCO INFORMATION S				515484
2024/08/000254 02/08/2024 API	3,580.19 VND 019212 VCH		PROQUEST-CSA LLC				515497
2024/08/000368 02/09/2024 API	1,260.00 VND 038199 VCH		TRANSPARENT LANGUAGE				515665
2024/09/000039 03/01/2024 API	293.61 VND 038201 VCH		BAKER & TAYLOR LLC				516192
2024/09/000071 03/05/2024 API	961.99 VND 038201 VCH		BAKER & TAYLOR LLC				516271
2024/10/000211 04/15/2024 API	520.73 VND 038201 VCH		BAKER & TAYLOR LLC				517365

0016014 589100 MAIN LIB MISCEL

	4,630	961	5,591	.00	581.86	5,009.14	10.4%
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TOTAL LIBRARY TRUSTS

	35,690	26,875	62,565	23,570.99	10,013.43	28,980.58	53.7%
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TOTAL GENERAL FUND

	35,690	26,875	62,565	23,570.99	10,013.43	28,980.58	53.7%
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TOTAL EXPENSES

	35,690	26,875	62,565	23,570.99	10,013.43	28,980.58	
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