

MEETING MINUTES OF THE BOARD OF LIBRARY DIRECTORS

MONDAY, MAY 6, 2024

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

ATTENDEES: Valina Carpenter, Eric Frenette, Nicholas Jakubowski, Elizabeth Kanachovski, Andrea Kapchensky, Barbara O'Neill, Pina Salvatore, and Council Liaison Sebastian Panioto.
Library Director Deborah Prozzo, Assistant Library Director Scott Stanton, and Recording Secretary Ruth Vontell.
Absent: Kimberly Ploszaj and Thomas Jensen.

Item 1- Call to order

Chairperson Carpenter called the meeting to order at 6:31 p.m.

Item 2- Public Participation

None.

Item 3- Approval of Minutes

Director Kapchensky MOVED to approve the Minutes of the April 1, 2024 Regular Meeting. Seconded by Director Frenette. All in favor. None opposed. Motion passed.

Item 4- Communications

Library Director Prozzo received a letter from Ellie Wilson thanking her and the library staff during National Library Week for all they do for the city of Bristol. This exemplifies what "all-heart" means.

Library Director Prozzo and Assistant Library Director Stanton received a thank you letter from Chris Amorosino from First Congregational Church which included a \$100 donation in appreciation for the help he received from the staff in setting up the meeting room for the Men's Fellowship Retreat. He said everyone was "helpful, productive, and encouraging." He received assistance with the technology, found the kitchen clean and convenient, and was grateful we opened early for him on Saturday.

Library Director Prozzo received communication acknowledging that Main Street Community Foundation had sent quarterly trust fund distribution checks to the City of Bristol Comptroller's Office.

Item 5- Reports and Committee Reports

a. Finance Committee

The Finance Committee held an informational conversation just prior to this Library Board meeting to discuss using a donate button on the library website. They've been told that the city is in favor. There are questions regarding possible providers and methods like Pay Pal and Square, linking the button to a

specific fund, perhaps moving the Centennial Fund, which is earmarked for the Main Library and held by the city, to Main Street Community Foundation to start earning interest on the approximately \$150,000 in the account, and receiving reports of the donations. Library Director Prozzo will draft an email to the Comptroller and include Marie O'Brien, Board of Finance Liaison.

b. Property Committee

No Report.

Director Kapchensky stated that the new carpet on the second floor looks very nice and encouraged everyone to take a look.

c. Policy Committee

No Report.

d. Strategic Planning Committee

No Report.

Director Frenette **MOVED** to change the Agenda order and jump to Section 6. b. Old Business to allow the guest speaker from Air Temp to give his presentation. Seconded by Director Kapchensky. All in favor. None opposed. Motion passed.

e. Director's Report

1) March statistics highlights:

- Overall circulation is down by 2%
- Database usage increased by 59%
- Number of programs decreased by 8%
- Number in attendance increased by 24%
- Patron Registrations decreased by 26%
- Patron visits increased by 4% (We have good foot traffic. The study rooms are used heavily. The Friends' Café and lobby are busy. Weather is a factor.)
- Internet usage by the public increased by 64%
- Wi-Fi sessions numbered 12,305
- Website visits numbered 45,393

2) Monthly Budget Report: We are now in the fourth quarter. We're wrapping up the fiscal year. We are on track in most areas. I'm reviewing the budget daily now and will do some transfers. Some overtime wages will be moved to "other wages" to cover the 2 staff members who sold back vacation time per their contract. Program supply money will be moved to "printing and binding" to cover an additional \$700 in expenses.

- Library Revenue - collected 156.7% of anticipated amount
- Main Library - spent 78.4%
- Children's Library - spent 75.8%
- Manross Library - spent 78.4%
- Goodsell Trust Fund - spent 57.9% and Main Library Miscellaneous Trust Fund - spent 10.4%. Both will carry over to the new fiscal year.

3) Highlights of library activities for April:

- Our first ever Youth Author Literary Luncheon was a huge success. We had 86 participants. Dr. LaRocca was engaging and even sat with the children during lunch. This was a team effort. The Children's Department did an exceptional job securing food/donations. Perhaps we will do it again.
- The mayor read a proclamation in honor of National Library Week and the Friends provided the staff with a pizza luncheon on National Library Workers Day. Thank you!
- April was Passport to CT Libraries month. Patrons went library to library receiving stamps and small tokens. We gave out 136 passports and we stamped 504.
- The Seed Library is very successful. Bristol residents can select 5 packets, and so far, we have checked out over 1,500.
- I met with Francis Cohen on Friday, April 26th. He's done extensive research on the mileage marker showing the distance to Hartford (county seat) that was in front of Taco Bell on Route 6. It was in danger of being destroyed. He rescued it and would like to find a home for it. It is one of the last such markers left in the state. The mayor expressed interest in displaying it here at the library and we are now waiting on the paperwork. It's a nice piece of art history that's in fairly good condition. It cannot be kept outside. We'll need a glass case for it so the general public can view it.

4) Staff News: Alexandra Holley was promoted to Floater/Children's Assistant so we now have a vacant Children's Assistant position. The posting went up internally.

5) Summer Hours begin the week of June 10th and run through Labor Day. The library will be open Monday through Thursday from 8:30 a.m. to 8:00 p.m. and Fridays from 8:30 a.m. to 5:00 p.m. The library is closed on Saturdays in the summer.

6) Adult Author Luncheon: Plans are being finalized. The event will take place on Thursday, October 10th at the DoubleTree. Doors open at 11:30 a.m. Menu details are being worked out. The author will be announced sometime in July and tickets go on sale August 1st.

f. City Council Liaison Report

Council Liaison Panioto reported that a bill in the State House which would have given agency to municipalities to negotiate prices and fees paid to publishers for e-books did not pass. Connecticut would have been the first state to do this. Currently there are 169 cities and towns with lots of different negotiations. It might help if other states got on board. The issue is on pause, but we should keep it on our radar.

Library Director Prozzo confirmed that libraries have been unsuccessful in gaining any buying power through DEI or the state. E-books are a huge part of our circulation but they are very costly and eat up our budget. Municipal libraries are being taken advantage of by being charged a higher amount for e-books than the public pays. Director Jakubowski pointed out that many people can access and read library purchased e-books so the publishers who are in business to make a profit are actually losing money. Director Kanachovski suggested that school boards join libraries to take a more powerful stand with publishers.

g. Friends of the Library

The Friends will attend the Cultural District Festival on Federal Hill on June 8th. The library will also participate.

The Friends purchased handouts for the Star Wars event at BAIMS on May 4th.

The Friends will partner with the library at the Farmers' Market. Assistant Library Director Stanton noted that no dates have been assigned yet but we hope to attend twice a month.

The Friends have set their next three meeting dates at the Main Library: 9/12/24, 1/16/25 (with a 1/23/25 snow date), and 4/26/25 which is the annual meeting with the election of officers. The September and January meetings will begin at 6:00 p.m. and the April meeting will begin at 10:00 a.m.

The summer book sale in the lobby will take place June 7th - 21st.

On August 1st, the Friends will help sell tickets for the Annual Author Luncheon. Last year over 100 tickets were sold on the first day.

When Director Salvatore attended a program a few weeks ago, a patron mentioned that she loves the Bristol Public Library. She comes from out of town to participate in the programs.

h. Community Outreach Committee Report

Director Kanachovski was pleased that the Youth Author Event was such a success. It went pretty well. The room was full, there was lots of donated food, and the staff did a great job. The author, who has some new books coming out, is the mother of 3 kids so she was able to relate to the children in attendance even though they were younger than our target age of 9-11-year-

olds. Director Kanachovski thanked Library Director Prozzo for releasing funds for this program because you never know what kind of effect it might have on a child who will hopefully return to the library as an adult. Chairperson Carpenter thanked Director Kanachovski for seeing this project through.

Director Kanachovski has noticed a new energy at Manross when she visits the branch. Beth Martin is doing a very good job.

Item 6- Old Business

a. Action on the use of a donate button on the library website was tabled until the June meeting while answers to various questions are sought.

b. Rick from Air Temp provided information and answered questions about the HVAC perimeter units at Manross which work off of a hot water boiler downstairs and are located under the windows. Five of the fourteen units from 1975 were replaced in 2004. The new units will have 15,000 BTUs instead of 14,000 BTUs. The life expectancy of these units is 15-20 years but there are no guarantees. Third party warranties can be purchased. Unfortunately, there are no energy rebates. New enclosures can be added for an additional cost but they are not necessary. The disruption to library services should be minimal. Rick will submit an updated quote with the correct number of units and an accurate price per unit.

There was also some discussion regarding the main air handler up above in the loft, the compressor, thermostats, temperature checks, the location and grouping of the switches/controls, multi-speed fans, efficiency, and keeping the system operational versus rehabbing the building with costly engineering calculations and modifications.

Mark Bolduc, Senior Maintenance Technician, was present for this presentation and contributed to the discussion.

Item 7- New Business

None.

Item 8- Adjournment

There being no further business, **Director Jakubowski made a MOTION to adjourn the meeting at 7:35 p.m. Seconded by Director Frenette. All present voted in favor and the meeting adjourned.**

Respectfully submitted,

Ruth Vontell

This meeting was digitally recorded.

	Bristol Main	Manross	System Total	Bristol Main	Manross	System Total	inc/dec	percent
Circulation								
Adult	7,084	2,495	9,579	7,005	2,459	9,464	115	1%
Juvenile	9,070	1,208	10,278	7,895	1,077	8,972	1306	15%
Young Adult	746	163	909	524	107	631	278	44%
Other	3	0	3	2	2	4	-1	
Total	16,903	3,866	20,769	15,426	3,645	19,071	1698	9%
E-Books/Magazines	1,298		1,298	1,297		1,297	1	0%
Downloadables	992		992	859		859	133	15%
Hoopla	1,182		1,182	808		808	374	46%
Grand Total	20,375	3,866	24,241	18,390	3,645	22,035	2206	10%
# of questions	2,364	581	2,945	1,656	446	2,102	843	40%
Internet Usage	1,267	329	1,596	1,111	291	1,402	1338	95%
Database Usage	2,740		2,740	1,733		1,733	764	44%
Interlibrary								
Loans								
BPL as Borrower	746	321	1,067	730	242	972	95	10%
BPL as Lender	1,520	325	1,845	1,312	209	1,521	324	21%
Bristol Room								
# of persons	21		21	13		13	8	62%
# of items	19		19	29		29	-10	-34%
Tech. Serv.								
Items Cataloged								
Adult	305	97	402	149	192	341	61	18%
Juvenile	373	59	432	239	44	283	149	53%
Total	678	156	834	388	236	624	210	34%
Items Withdrawn	515		515	486		486	29	6%
Programs								
# of Programs								
Adult	12	14	26	17	8	25	1	4%
Juvenile	36	16	52	44	6	50	2	4%
Young Adult	16		16	13	0	13	3	23%
Total	64	30	94	74	14	88	6	7%
# in Attendance								
Adult	365	222	587	262	73	335	252	75%
Juvenile	1,414	464	1,878	1,345	69	1,414	464	33%
Young Adult	110		110	79	0	79	31	39%
Total	1,889	686	2,575	1,686	142	1,828	747	41%
Patron Registrations								
Adult	119		119	100		100		
Children's/YA	42		42	31		31		
Total	161	45	206	131	16	147	59	40%
Patron Visits	11,100	3,578	14,678	10,284	2,541	12,825	1853	14%
Meeting Room								
Bookings	39		39	49	9	58	-19	-33%
Attendance	568		568	629	109	738	-170	-23%
Computer Lab	Phone/Email	In-Person	Total	Phone/Email	In-Person	Total		
	24	73	73	26	139	139	-66	-47%
WiFi Sessions	13,091		13,091	6,176		6,176	6915	112%
Website Visits	48,652		48,652	N/A				

CITY OF BRISTOL

LIBRARY REVENUE



FOR 2024 13

JOURNAL DETAIL 2024 1 TO 2024 13

ACCOUNTS FOR:		GENERAL FUND		ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001										
0016010 MAIN LIBRARY										
0016010	421001	LIBRARY FINES		-2,000	0	-2,000	-4,253.22	.00	2,253.22	212.7%
2024/01/000241	07/31/2023	GCR	-207.42	REF AB				240473	7/10 LIBRARY	
2024/02/000133	08/16/2023	GCR	-246.19	REF AB				240562	8/1 LIBRARY	
2024/03/000184	09/20/2023	GCR	-567.56	REF AB				240797	9/6 LIBRARY	
2024/04/000097	10/11/2023	GCR	-169.29	REF AB				241012	10/3 LIBRARY	
2024/05/000093	11/08/2023	GCR	-580.11	REF AB				241242	11/2 LIBRARY	
2024/06/000255	12/15/2023	GCR	-157.97	REF AB				241511	12/11 LIBRARY	
2024/07/000151	01/10/2024	GCR	-176.13	REF AB				241719	1/4 LIBRARY	
2024/08/000145	02/07/2024	GCR	-573.68	REF AB				241977	2/2 LIBRARY	
2024/09/000100	03/07/2024	GCR	-334.67	REF AB				242236	3/4 LIBRARY	
2024/10/000265	04/18/2024	GCR	-195.95	REF AB				242562	4/8 LIBRARY	
2024/11/000227	05/10/2024	GCR	-1,044.25	REF AB				242777	5/2 LIBRARY	
0016010	432022	CONNECTICARD - L		0	-1,442	-1,442	-1,442.00	.00	.00	100.0%
2024/10/000385	04/23/2024	GCR	-1,442.00	REF AB				242667	4/13 COMPTROLLER	
0016010	450102	COPIER CHARGES		-8,000	0	-8,000	-15,345.18	.00	7,345.18	191.8%
2024/01/000241	07/31/2023	GCR	-589.26	REF AB				240473	7/10 LIBRARY	
2024/02/000133	08/16/2023	GCR	-1,385.99	REF AB				240562	8/1 LIBRARY	
2024/03/000184	09/20/2023	GCR	-1,465.93	REF AB				240797	9/6 LIBRARY	
2024/04/000097	10/11/2023	GCR	-1,320.48	REF AB				241012	10/3 LIBRARY	
2024/05/000093	11/08/2023	GCR	-1,490.97	REF AB				241242	11/2 LIBRARY	
2024/06/000255	12/15/2023	GCR	-1,488.56	REF AB				241511	12/11 LIBRARY	
2024/07/000151	01/10/2024	GCR	-1,222.28	REF AB				241719	1/4 LIBRARY	
2024/08/000145	02/07/2024	GCR	-1,779.06	REF AB				241977	2/2 LIBRARY	
2024/09/000100	03/07/2024	GCR	-1,337.88	REF AB				242236	3/4 LIBRARY	
2024/10/000265	04/18/2024	GCR	-1,564.20	REF AB				242562	4/8 LIBRARY	
2024/11/000227	05/10/2024	GCR	-1,700.57	REF AB				242777	5/2 LIBRARY	
0016010	450313	LIBRARY RENTALS		-2,000	0	-2,000	-2,015.00	.00	15.00	100.8%
2024/01/000241	07/31/2023	GCR	-105.00	REF AB				240473	7/10 LIBRARY	
2024/02/000133	08/16/2023	GCR	-400.00	REF AB				240562	8/1 LIBRARY	
2024/03/000184	09/20/2023	GCR	-80.00	REF AB				240797	9/6 LIBRARY	
2024/04/000097	10/11/2023	GCR	-500.00	REF AB				241012	10/3 LIBRARY	
2024/05/000093	11/08/2023	GCR	-490.00	REF AB				241242	11/2 LIBRARY	
2024/06/000255	12/15/2023	GCR	-300.00	REF AB				241511	12/11 LIBRARY	
2024/07/000151	01/10/2024	GCR	-25.00	REF AB				241719	1/4 LIBRARY	
2024/08/000145	02/07/2024	GCR	-55.00	REF AB				241977	2/2 LIBRARY	
2024/09/000100	03/07/2024	GCR						242236	3/4 LIBRARY	
2024/10/000265	04/18/2024	GCR						242562	4/8 LIBRARY	

CITY OF BRISTOL

LIBRARY REVENUE

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 BUDGET	PCT USED
0016010 450313 LIBRARY RENTALS								
2024/11/000227 05/10/2024 GCR	-60.00 REF AB					242777 5/2 LIBRARY		
TOTAL MAIN LIBRARY		-12,000	-1,442	-13,442	-23,055.40	.00	9,613.40	171.5%
TOTAL GENERAL FUND		-12,000	-1,442	-13,442	-23,055.40	.00	9,613.40	171.5%
TOTAL REVENUES		-12,000	-1,442	-13,442	-23,055.40	.00	9,613.40	



CITY OF BRISTOL

MAIN LIBRARY



FOR 2024 13

ACCOUNTS FOR:		ORIGINAL	TRANSFERS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
001	GENERAL FUND	APPROP	ADJUSTMENTS	BUDGET	EXPENDED		BUDGET	USED
0016010 MAIN LIBRARY								
0016010 514000	REGULAR WAGES	1,514,855	0	1,514,855	1,253,614.00	.00	261,241.00	82.8%
0016010 515100	OVERTIME WAGES &	55,000	0	55,000	47,801.92	.00	7,198.08	86.9%
0016010 515200	PARTTIME WAGES &	55,000	0	55,000	49,059.83	.00	5,940.17	89.2%
0016010 517000	OTHER WAGES	4,820	0	4,820	6,648.19	.00	-1,828.19	137.9%
0016010 531000	PROFESSIONAL FEE	85,000	1,689	86,689	80,669.65	5,389.90	629.65	99.3%
0016010 541000	PUBLIC UTILITIES	90,000	0	90,000	22,595.95	58,743.01	8,661.04	90.4%
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	38,000	0	38,000	25.00	.00	175.00	12.5%
0016010 543000	REPAIRS & MAINTEN	7,200	679	7,879	27,740.53	3,684.39	7,254.48	81.2%
0016010 544000	RENTS & LEASES	4,000	0	4,000	415.00	.00	.00	100.0%
0016010 553000	TELEPHONE	7,850	650	8,500	7,119.58	730.42	.00	100.0%
0016010 553100	POSTAGE	4,000	481	4,481	1,684.32	815.68	1,981.28	55.8%
0016010 554000	TRAVEL REIMBURSE	5,000	0	5,000	178.93	.00	221.07	44.7%
0016010 555000	PRINTING & BINDI	7,000	0	7,000	5,019.37	1,180.63	-1,200.00	124.0%
0016010 561400	MAINT SUPPLIES &	130,000	184	133,184	6,599.83	384.47	199.55	97.2%
0016010 561800	PROGRAM SUPPLIES	31,250	3,656	35,936	94,985.22	17,349.74	21,321.35	84.0%
0016010 562200	NATURAL GAS	1,900	4,618	6,518	14,574.87	16,675.13	4,618.03	87.1%
0016010 562600	MOTOR FUELS	1,500	800	2,300	960.23	1,000.00	739.77	56.5%
0016010 569000	OFFICE SUPPLIES	1,280	0	1,280	1,472.82	27.18	.00	100.0%
0016010 581135	SCHOOLING & EDUC	2,034,320	13,774	2,048,094	1,623,332.93	106,501.86	318,259.40	84.5%
TOTAL MAIN LIBRARY		2,034,320	13,774	2,048,094	1,623,332.93	106,501.86	318,259.40	84.5%
TOTAL GENERAL FUND		2,034,320	13,774	2,048,094	1,623,332.93	106,501.86	318,259.40	84.5%
TOTAL EXPENSES		2,034,320	13,774	2,048,094	1,623,332.93	106,501.86	318,259.40	84.5%

CITY OF BRISTOL

CHILDREN'S LIBRARY



FOR 2024 '13

ACCOUNTS FOR:		ORIGINAL	TRANSFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
001	GENERAL FUND	APPROP	ADJSTMTS	BUDGET	EXPENDED		BUDGET	USED
0016011 CHILDREN'S LIBRARY								
0016011	531000	7,000	0	7,000	6,872.00	.00	128.00	98.2%
0016011	561800	52,000	2,495	54,495	35,154.59	10,582.00	8,758.28	83.9%
TOTAL CHILDREN'S LIBRARY		59,000	2,495	61,495	42,026.59	10,582.00	8,886.28	85.5%
TOTAL GENERAL FUND		59,000	2,495	61,495	42,026.59	10,582.00	8,886.28	85.5%
TOTAL EXPENSES		59,000	2,495	61,495	42,026.59	10,582.00	8,886.28	

CITY OF BRISTOL

MANROSS LIBRARY

FOR 2024 13

ACCOUNTS FOR:		ORIGINAL	TRANSFERS/ ADJUSTMENTS	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
001	GENERAL FUND	APPROP		BUDGET			BUDGET	USED
0016012 MANROSS LIBRARY								
0016012	514000 REGULAR WAGES	240,140	0	240,140	194,894.24	.00	45,245.76	81.2%
0016012	515100 OVERTIME WAGES &	6,000	0	6,000	5,105.69	.00	894.31	85.1%
0016012	515200 PARTTIME WAGES &	65,000	0	65,000	57,592.69	.00	7,407.31	88.6%
0016012	531000 PROFESSIONAL FEE	21,000	0	21,000	18,965.80	2,034.20	.00	100.0%
0016012	541000 PUBLIC UTILITIES	24,000	5,026	29,026	15,915.71	6,629.97	6,480.03	77.7%
0016012	541100 WATER & SEWER CH	500	100	600	530.42	.00	69.58	88.4%
0016012	543000 REPAIRS & MAINT	7,000	0	7,000	5,643.44	418.50	938.06	86.6%
0016012	561400 MAINT SUPPLIES &	1,500	0	1,500	898.52	421.40	180.08	88.0%
0016012	561800 PROGRAM SUPPLIES	50,000	2,610	52,610	43,645.38	3,619.17	5,345.93	89.8%
0016012	562200 NATURAL GAS	13,750	759	14,509	8,083.93	5,666.07	758.84	94.8%
0016012	589100 MANRS MISCELLANEO	0	59,061	59,061	45,079.21	1,229.99	12,751.80	78.4%
TOTAL MANROSS LIBRARY		428,890	67,556	496,446	396,355.03	20,019.30	80,071.70	83.9%
TOTAL GENERAL FUND		428,890	67,556	496,446	396,355.03	20,019.30	80,071.70	83.9%
TOTAL EXPENSES		428,890	67,556	496,446	396,355.03	20,019.30	80,071.70	

CITY OF BRISTOL



MANROSS LIBRARY TRUST FUND

FOR 2024 13

JOURNAL DETAIL 2024 1 TO 2024 13

ACCOUNTS FOR:		ORIGINAL	TRANSFERS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
001	GENERAL FUND	APPROP	ADJUSTMENTS	BUDGET	EXPENDED		BUDGET	USED
0016012 MANROSS LIBRARY								
0016012	589100 MANRS MISCELLANEO	0	59,061	59,061	45,079.21	1,229.99	12,751.80	78.4%
2024/01/000099	07/12/2023 API	2,625.00	VND 035224	AUTHORS UNBOUND	RAJANI LAROCCA DEPOSIT YOUTH A			509050
2024/02/000055	08/04/2023 API	225.00	VND 007217	COMP-U-SIGNS LLC	MANUFACTURE & APPLY CUSTOM LET			509645
2024/02/000249	08/24/2023 API	1,000.00	VND 019716	CT WEB FACTORY LLC	BALANCE DUE FOR LAUNCH OF WEBS			510252
2024/03/000064	09/07/2023 API	731.96	VND 032219	AMAZON.COM	SAMSUNG TECH ITEMS / PORTABLE			510683
2024/04/000081	10/05/2023 API	4,000.00	VND 028831	FRIENDS BRISTOL LIBR	2023 AUTHOR LUNCHEON FINAL PAY			511577
2024/05/000165	11/14/2023 API	1,040.00	VND 013265	CONNECTICUT LIBRARY	CLC MEMBERSHIP DUES 1/1/24-12/			512923
2024/06/000107	12/07/2023 API	2,156.75	VND 031441	MIDWEST TAPE LLC	HOOPLA DIGITAL CONTENT			513585
2024/06/000242	12/14/2023 API	349.00	VND 032219	AMAZON.COM	CRICUT MAKER 3 & DIGITAL CONTE			513842
2024/06/000414	12/26/2023 API	2,915.00	VND 038724	HARTLEY LOCK AND KEY	MASTER KEY, LOCKS, LEVERS, CYL			514175
2024/07/000136	01/08/2024 API	115.00	VND 002451	ENVIRONMENTAL LEARNI	TURKEY TIME OTS CHILDREN'S PRO			514436
2024/07/000138	01/09/2024 API	55.99	VND 032219	AMAZON.COM	GOOGLE CHROMECAST STREAMING DE			514494
2024/07/000138	01/09/2024 API	184.29	VND 032219	AMAZON.COM	CRICUT MATERIALS/SUPPLIES & KE			514494
2024/07/000138	01/09/2024 API	650.00	VND 038968	ENTERTAINMENT MAGIC	"MAGIC & BEYOND" ONE-PERSON IL			514501
2024/07/000196	01/11/2024 API	8,000.00	VND 028831	FRIENDS BRISTOL LIBR	DEPOSIT AUTHOR EVENT			514647
2024/07/000259	01/12/2024 API	2,218.64	VND 031441	MIDWEST TAPE LLC	HOOPLA DIGITAL CONTENT			514752
2024/07/000429	01/24/2024 API	1,223.24	VND 038993	RJ JULIA BOOKSELLERS	BOOKS FOR APRIL 2024 AUTHOR EV			515015
2024/08/000216	02/06/2024 API	225.00	VND 039007	RENT THE CHICKEN	HATCH THE CHICKEN RENTAL-INCUB			515437
2024/08/000254	02/08/2024 API	2,568.27	VND 031441	MIDWEST TAPE LLC	HOOPLA DIGITAL CONTENT			515510
2024/08/000586	02/22/2024 API	300.00	VND 037639	PETERSON MONICA J	FOREVER IRELAND STORYTELLING P			515970
2024/08/000620	02/22/2024 API	150.00	VND 039055	DERWIN HALEY M	LINE DANCING FOR BEGINNERS PRE			515976
2024/08/000620	02/26/2024 API	140.00	VND 002451	ENVIRONMENTAL LEARNI	TERRIFIC TURTLES CHILDREN'S PR			515979
2024/09/000071	03/05/2024 API	2,437.91	VND 031441	MIDWEST TAPE LLC	HOOPLA DIGITAL CONTENT			516265
2024/09/000270	03/15/2024 API	299.00	VND 031891	CLASSIC KREATIONS LL	PLANTING SEEDS OF INTENTION WO			516617
2024/09/000270	03/15/2024 API	2,625.00	VND 035224	AUTHORS UNBOUND	RAJANI LAROCCA YOUTH AUTHOR EV			516626
2024/10/000088	04/04/2024 API	986.45	VND 032219	AMAZON.COM	BRITA WATER FILTER SYSTEM & NU			517172
2024/10/000124	04/09/2024 API	350.00	VND 039091	ATHENTAN ENTERTAINME	TRAVEL TO GREECE LIVE MUSIC PR			517259
2024/10/000124	04/09/2024 API	2,737.72	VND 031441	MIDWEST TAPE LLC	HOOPLA DIGITAL CONTENT			517250
2024/10/000379	04/22/2024 API	140.00	VND 002451	ENVIRONMENTAL LEARNI	FABULOUS FROGS OTS CHILDREN'S			517624
2024/11/000209	05/08/2024 API	49.99	VND 038304	BERTELSMANN PUBLISHI	WONDERBOOK - INTERRUPTING CHIC			518166
2024/11/000371	05/15/2024 API	4,055.00	VND 030427	ARIDAN BOOKS INC	12 IPADS 32GB - 2 YR PROTECT P			518411
2024/11/000371	05/15/2024 API	525.00	VND 039248	LET ME SEE YOUR GRIL	GRILLING INSTRUCTION & FOOD TR			518424

TOTAL MANROSS LIBRARY

59,061 45,079.21 1,229.99 12,751.80 78.4%

TOTAL GENERAL FUND

59,061 45,079.21 1,229.99 12,751.80 78.4%

TOTAL EXPENSES

59,061 45,079.21 1,229.99 12,751.80

CITY OF BRISTOL

LIBRARY TRUST FUNDS



FOR 2024 13

JOURNAL DETAIL 2024 1 TO 2024 13

ACCOUNTS FOR:		ORIGINAL		TRANSACTIONS		REVISED		YTD EXPENDED		ENCUMBRANCES		AVAILABLE		PCT	
001	GENERAL FUND	APPROP	ADJUSTMENTS	BUDGET	BUDGET	EXPENDED	ENCUMBRANCES	BUDGET	USED	BUDGET	USED	BUDGET	USED	BUDGET	USED
0016014 LIBRARY TRUSTS															
0016014	561800	PROGRAM SUPPLIES		31,060	25,914	56,974	8,709.10	24,293.46	23,971.44	57.9%					
2024/01/000053	07/06/2023	API	3,297.00	VND 000664	VCH	EBSCO INFORMATION S	LEARNING EXPRESS	LIBRARY DATAB	508859						
2024/01/000205	07/27/2023	API	2,000.00	VND 024228	VCH	OVERDRIVE, INC.	UNIVERSAL CLASS	SUBSCRIPTION R	509447						
2024/02/000028	08/01/2023	API	1,400.00	VND 007436	VCH	VALUE LINE PUBLISHTN	VALUE LINE	SUBSCRIPTION RENEWA	509577						
2024/02/000055	08/04/2023	API	375.31	VND 001634	VCH	MATTHEW BENDER & CO	LEXIS NEXIS - CT	LABOR & EMPLO	509641						
2024/02/000074	08/07/2023	API	1,192.53	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	509714						
2024/02/000177	08/16/2023	API	1,450.00	VND 013265	VCH	CONNECTICUT LIBRARY	JOB NOW PUBLIC	LIBRARY SUBSCRI	509989						
2024/02/000303	08/29/2023	API	1,260.00	VND 002185	VCH	DOW JONES & COMPANY	WALL STREET JOURNAL	ONLINE SUB	510346						
2024/03/000064	09/07/2023	API	764.19	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	510689						
2024/04/000081	10/05/2023	API	616.92	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	511590						
2024/05/000263	11/20/2023	API	375.31	VND 001634	VCH	MATTHEW BENDER & CO	LEXIS NEXIS CT	LABOR & EMPLOY	513086						
2024/06/000140	12/11/2023	API	570.49	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	513737						
2024/07/000094	01/03/2024	API	267.75	VND 013265	VCH	CONNECTICUT LIBRARY	DATA AXLE DIRECTORY	BRISTOL ED	514411						
2024/07/000094	01/03/2024	API	500.00	VND 035625	VCH	WORLD TRADE PRESS	A TO Z WORLD	FOOD & TRAVEL SUB	514424						
2024/07/000170	01/09/2024	API	582.58	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	514608						
2024/08/000216	02/06/2024	API	1,065.39	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	515431						
2024/08/000254	02/08/2024	API	2,237.00	VND 000664	VCH	EBSCO INFORMATION S	SMALL ENGINE	REPAIR & AUTO REP	515484						
2024/08/000254	02/08/2024	API	3,580.19	VND 019212	VCH	PROQUEST-CSA LLC	ANCESTRY & FOLD 3	LIBRARY EDIT	515497						
2024/08/000368	02/09/2024	API	1,260.00	VND 038199	VCH	TRANSPARENT LANGUAGE	TRANSPARENT LANGUAGE	& KIDSPEA	515665						
2024/09/000039	03/01/2024	API	293.61	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	516192						
2024/09/000071	03/05/2024	API	961.99	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	516271						
2024/10/000211	04/15/2024	API	520.73	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	517365						
2024/11/000371	05/15/2024	API	722.47	VND 038201	VCH	BAKER & TAYLOR LLC	BLANKET FOR BOOK	PURCHASES	518418						
0016014	589100	MAIN LIB MISCEL	4,630	961	5,591	744.03	.00	4,846.97	13.3%						
2024/11/000074	05/02/2024	API	581.86	VND 032219	VCH	AMAZON.COM	CREALITY K1C 3D	PRINTER FOR CO	517990						
2024/11/000209	05/08/2024	API	162.17	VND 032219	VCH	AMAZON.COM	ACRYLIC SHEETS -	BLACK & GOLD	518164						
TOTAL LIBRARY TRUSTS															
TOTAL GENERAL FUND															
TOTAL EXPENSES															