



*City of Bristol
Board of Library Directors*

Information to Access Meeting

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Meeting ID: 640 478 2835

The Regular Meeting of the Board of Library Directors will be held on Monday, January 6, 2025 at 6:30 p.m. at the Bristol Public Library, 5 High Street, Meeting Room 1, Bristol, Connecticut.

AGENDA

1. Call to Order
2. Public Participation
3. Approval of Minutes
 - a. Regular Meeting - December 2, 2024
4. Communications
5. Reports and Committee Reports
 - a. Finance Committee
 - i. Review new "Donate" page on website and take any action as needed.
 - b. Property Committee
 - c. Policy Committee
 - i. Review new Social Media Policy and take any action as needed.
 - d. Strategic Planning Committee
 - e. Library Director's Report
 - i. November 2024 Statistics

- ii. YTD Budget 12.30.24
- f. City Council Liaison Report
- g. Friends of the Library
- h. Community Outreach Committee Report
- 6. Old Business
- 7. New Business
- 8. Adjournment

PER ORDER OF THE CHAIRPERSON
Valina Carpenter

MEETING MINUTES OF THE BOARD OF LIBRARY DIRECTORS

MONDAY, DECEMBER 2, 2024

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

ATTENDEES: Valina Carpenter, Nicholas Jakubowski, Thomas Jensen, Elizabeth Kanachovski, Andrea Kapchensky, Barbara O'Neill, Pina Salvatore, and Council Liaison Sebastian Panioto. Library Director Deborah Prozzo and Assistant Library Director Scott Stanton.

Absent: Eric Frenette and Kimberly Ploszaj

Item 1- Call to Order

Chairperson Carpenter called the meeting to order at 6:34 p.m.

Item 2- Public Participation

None.

Item 3- Approval of Minutes

Director Salvatore MOVED to approve the minutes from the November 4, 2024 Regular Meeting. Seconded by Director O'Neill. All in favor. None opposed. Motion passed.

Item 4- Communications

Library Director Prozzo was cc'd on a letter from Main Street Community Foundation to Diane Waldron, the Comptroller for the City of Bristol. A check in the amount of \$54,500 from the Frederick T. Manross Trust, which represents the 2024 qualifying distribution amount to support the Manross Memorial Library, was sent directly to the Comptroller's Department and will be held in the Frederick Manross trust account with the city.

Item 5- Reports and Committee Reports

a. Finance Committee

Library Director Prozzo stated that the "Donate" page on the library website is on hold pending the hiring of a new library tech person from the IT Department. Interviews were held in the HR Department last week. The candidate who was offered the position turned it down. We will conduct interviews again on Wednesday. We don't have confirmation from the Treasurer's office yet about using PayPal once the button is in place. Patrons can still make donations to any of the trust funds through Main Street Community Foundation's website. Donations made to the Bristol Public Library go into the special gifts and donations account.

b. Property Committee

Director Kapchensky reported that she and Beth Martin met with Claudia Dinep, a landscape architect, on November 22nd. We showed her the area we had chosen for the Cawley memorial at Manross. She took a soil sample, measured the area, and will draw up plans. The grass in the planned space will need to be dug up in the spring as the area is bumpy. We discussed putting in paths throughout the garden that will be ADA-compliant. She has a crew able to do that. We told her we are limited to spending between \$13,000.00 and \$15,000.00. Beth contacted Mr. Cawley to update him on the process. He will be able to donate funds to the Friends, but the entire bill cannot be paid before December 31st.

c. Policy Committee

Director Salvatore did not have any updates with regard to the Social Media Policy. Assistant Library Director Stanton stated that the Social Media Policy was submitted to corporation counsel after corrections were made to it following the last meeting. He is waiting for them to get back to him.

d. Strategic Planning Committee

No Report.

e. Library Director's Report

Library Director Prozzo has been busy getting the budget draft ready. The October statistics and year-to-date budget report do not contain anything out of the ordinary. She will call the Comptroller's office because there's been no Centennial Fund interest recorded since August.

Library Director Prozzo put in a request with the mayor and HR to have a temporary custodian for 3 months while the Senior Maintenance Technician is out on leave. It would be a part-time evening position for the winter months of January, February, and March. We have overtime money in the budget to pay the salary.

f. City Council Liaison Report

No Report.

City Council Liaison Sebastian Panioto thanked everyone for volunteering and for their hard work.

g. Friends of the Library

- (1) Director Salvatore reported that the winter sale will be held from February 26, 2025 to March 2, 2025. In preparation, the Friends will not accept any book donations from October 15, 2024 through March 17, 2025. If donors are unable to hold onto their items until after March 17th, they

can check in with the circulation desk to find out if there are any other locations to donate their items.

- (2) A mini holiday book sale is being held in the lobbies of both the Main and Manross libraries during the month of December. It's cash only. They're open whenever the libraries are open. They have a great variety of nearly new gift quality books for readers of all ages, a large selection for children, movies, music, and holiday-themed items. New items will be added frequently throughout the run of the sale. Director Kapchensky noted that there was a story about this in *The Bristol Press* today.

h. Community Outreach Committee Report

No Report.

Item 6- Old Business

- a. Use of the library as an emergency overnight shelter during cold weather protocol declarations.

Director Salvatore, Chair of the Policy Committee, stated that the Library Board Policy Committee held an informal meeting on October 24, 2024 to review the overnight shelter policy provided by Harley Graime. Barbara, Valina, Debbie, and Scott were in attendance. Andrea and Tom provided comments via email. The comments and questions gathered were summarized in a document that I emailed to the Board on October 28, 2024. The areas of concern centered around safety issues, liability coverage for injuries and damage, and custodial staffing and compensation. Harley Graime attended our last Board meeting on November 4th. We went over our concerns with him and he addressed our questions. He told us at that meeting that he was going to revise the guidelines which he did submit to Deb and which Deb circulated to the Board. Chairperson Carpenter noted that they do seem to be more in line with the actual format that they're supposed to be in. Director Kapchensky didn't see any connection between what he sent and what we're supposed to be doing as a library. She stated that we still don't know what we're required to do and the two documents he sent don't mesh. Director O'Neill feels that Harley took the Board's concerns and put them into guidelines. Director Salvatore does not think that what Harley sent the second time is as specific as the first document. Chairperson Carpenter noted that the mayor would be the one to give us specific directives. Director Kanachovski learned that there is federal and state funding available to create housing for the homeless and feels that a city our size should have more housing available to the homeless. Director Jakubowski stated that direct communication or something in writing from the mayor expressing his support would put us at ease and be a fair way to move forward. We need to know that the mayor's comfortable

with what's being proposed. The Library Director reports to the mayor. That's the chain of command. When Library Director Prozzo received a follow-up call from Harley saying that the mayor was okay with it, she did tell him that we'd like to see a directive in writing. City Council Liaison Panioto is not sure if Harley spoke with corporation counsel or if he had that chat with the mayor. He stated that they probably don't want to put something concrete in writing. At the end of the day, it's an executive order scenario passed down from the Governor. It's not perfect, but that's what we have in place right now. Sebastian will talk to the mayor and get back to the Board about the security and overtime pay. Chairperson Carpenter reminded everyone that it's an emergency situation with variables and unknowns which make it difficult to plan. Discussion followed regarding affordable housing percentages, police resource officers tasked with developing a relationship with the homeless population, possible worst-case scenarios, and different types of insurance coverage for library buildings versus emergency shelters.

Item 7- New Business

a. FY26 Budget Draft

Library Director Prozzo will attend a budget training session tomorrow.

If the Library Board approves the FY26 Budget draft, she will enter it into ClearGov, which is the software we use, and she will notify the Comptroller's office. Then she will meet with the Board of Finance members and the Comptroller's office to review the budget and get in the queue for our budget presentation. That's the timeframe.

Main Library

There are 2 components: wages and non-wages.

There are a couple missing pieces. First, we did not receive the economic forecast yet, so some things are based on the past few years. Second, both unions represented in the library will be in contract negotiations so there's no update on salaries yet. Adjustments to wages will be made when the contracts are settled. Part-time wages for our 4 library pages will increase because minimum wage is going up in January. The increase in other wages is the anticipated vacation sell-backs. It does not yet include the 6% shift differential that the evening custodians get.

We received instructions not to have any increases.

Library Director Prozzo thinks that we'll be able to keep at the current level of funding for professional fees and services. Our membership in LCI had a slight increase, but not a significant amount. We've got a cap at 1.9% consortium-wide. We have a new security company for the rest of the fiscal year. Arrow Security

took over the Westech accounts. Our rep is originally from Bristol so he knows the community very well. A new security guard started with us on Saturday and Kofi resumed his post at Manross. The hourly rate is significantly higher so we cut back on hours to 4-hour shifts 5 days a week. At the end of the fiscal year, I will meet with Roger Rousseau, the Purchasing Agent, to review the contract and see if we're going to sign on with Arrow for another year. Since the Friends supplement the adult programming, we should be able to keep professional fees at \$87,000.

The decrease in public utilities is based on the CT Solar program. We see substantial savings versus our Eversource bills. Although there was a slight increase, I feel comfortable taking \$10,000 off of that. We will need that money in other areas of the budget. Based on the past 3 years, there's going to be a 14% increase in our water and sewer charges which is about \$500.00.

We've been able to keep refuse at \$200 for the past few years. Repairs and maintenance, along with motor vehicle service and repair, are being kept at the same levels as this year.

Our post office box rental goes up a little over 6% each year.

The phone bill has been creeping up since February. After seeing a significant increase this month, we reduced the lines to 3 trunk lines. Next month's bill should show a decrease.

We'll hold the line on postage at \$3,000 and travel reimbursement at \$400.

We took in so much revenue on the Princh app that it paid for the year. There's no need to increase the price of printing.

We may need to do a slight increase on our maintenance supplies due to rate increases.

Program supplies can stay at \$135,000 since we supplement with trust fund money.

We might have to increase the natural gas number.

Motor fuels should be okay at \$1,200 since the new truck gets better gas mileage. Motor vehicle parts can stay at \$500. Office supplies are fine at \$2,000. Our conferences, schooling, and education line is the same as it's been for many years.

There's nothing for capital outlay this year.

The Main Library budget as it stands now has no increase, but we know that will change because of the wages.

Children's Department

We are keeping the budget the same. We found that \$50,000 covers all of their expenses. We increased the professional fees and services for their programs and decreased the amount in program supplies.

Manross Library

There is an overall increase of 2.8%. Based just on the salary increase for the pages, there's a 6.8% increase in wages. We've been using Manross trust funds to pay for programming which has helped to keep the professional fees and services line stable, but it will go up by 26.19% if we decide on using security. Public utilities will increase by 8% based on the trends. We've seen a steady increase in water and sewer averaging close to or over 20%. Repairs and maintenance will stay at \$7,000. The Main Library covers Manross maintenance supplies over \$1,500 because it's sometimes cheaper to buy in bulk and split it. Program supplies will hold steady at \$50,000. There's been a little bit of a decrease on natural gas, but we're leaving it at \$13,000.

Trust Funds

Susan Sadecki from Main Street Community Foundation will give us the anticipated quarterly distributions in January. She will give a presentation at the February 3rd meeting.

Revenue

I've made projections, but it's hard to predict what the library fees, copier charges, and library rentals will be.

Discussion followed with comments and questions.

Director Jakubowski MOVED to approve the FY26 Budget Draft. Seconded by Director Salvatore. 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 7:34 p.m. Seconded by Director Jakubowski. All present voted in favor and the meeting adjourned.**

Respectfully submitted,

Ruth Vontell

This meeting was digitally recorded.

STATISTICS

	November 2024			November 2023				
	Bristol Main	Manross	System Total	Bristol Main	Manross	System Total	inc/dec	percent
Circulation								
Adult	6,132	2,342	8,474	5,736	2,433	8,169	305	4%
Young Adult	398	111	509	421	79	500	9	2%
Juvenile	6,187	1,314	7,501	7,266	1,244	8,510	-1009	-12%
Other	1	0	1	3	0	3	-2	-67%
Total	12,718	3,767	16,485	13,426	3,756	17,182	-697	-4%
E-Books/Magazines	1,459		1,459	1,489		1,489	-30	-2%
Downloadables	1,017		1,017	846		846	171	20%
Hoopla/Kanopy	1,250		1,250	1,077		1,077	173	16%
Grand Total	16,444		20,211	16,838		20,594	-383	-2%
# of questions	1,816	541	2,357	1,452	495	1,947	410	21%
Tech Questions	141	134	275	N/A				
Internet Usage	1,026	246	1,272	990	317	1,307	-35	-3%
Database Usage	2,352		2,352	1,681		1,681	671	40%
Interlibrary								
Loans								
BPL as Borrower	928	271	1,199	663	232	895	304	34%
BPL as Lender	1,872	350	2,222	1,312	347	1,659	563	34%
Bristol Room								
# of persons	23		23	22		22	1	5%
# of items	79		79	11		11	68	618%
Items Cataloged								
Adult	318	65	383	308	97	405	-22	-5%
Juvenile	209	23	232	430	41	471	-239	-51%
Total	527	88	615	738	138	876	-261	-30%
Items Withdrawn	508		508	496		496	12	2%
Programs								
# of Programs								
Adult	15	18	33	10	13	23	10	43%
Juvenile	53	14	67	66	10	76	-9	-12%
Young Adult	14	1	15	12	1	13	2	15%
Total	82	33	115	88	24	112	3	3%
# in Attendance								
Adult	243	243	486	222	104	326	160	49%
Juvenile	1,903	243	2,146	2,103	162	2,265	-119	-5%
Young Adult	113	8	121	95	4	99	22	22%
Total	2,259	494	2,753	2,420	270	2,690	63	2%
Registrations								
Adult	92			73				
Children's/YA	35			34				
Total	127	22	149	107	20	127	22	17%
Patron Visits	9,136	2,857	11,993	9,762	2,562	12,324	-331	-3%
Meeting Room								
Bookings	23	7	30	37	11	48	-18	-38%
Attendance	803	65	868	669	146	815	53	7%
Computer Lab*	Phone/Email	In-Person	Total	Phone/Email	In-Person	Total		
*Vacant position				15	81	96	-96	-100%
WiFi Sessions	21,426		21,426	6,142		6,142	15,284	249%
Website Visits	34,283		34,283	38,937		38,937	-4,654	-12%

CITY OF BRISTOL



REVENUE

JOURNAL DETAIL 2025 1 TO 2025 13									
FOR 2025 13									
ACCOUNTS FOR: 001	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
0016010 MAIN LIBRARY									
0016010 421001	LIBRARY FINES	3,700	0	3,700	2,612.12	.00	1,087.88	70.6%	
2025/01/000214	07/26/2024 GCR	-203.99 REF AB				250031 7/9 LIBRARY			
2025/02/000285	08/28/2024 GCR	-1,208.70 REF AB				250235 8/5 LIBRARY			
2025/03/000390	09/30/2024 GCR	-201.02 REF ALP				250547 9/12 LIBRARY			
2025/04/000316	10/30/2024 GCR	-163.47 REF ALP				250744 10/3 LIBRARY			
2025/05/000105	11/13/2024 GCR	-709.94 REF ALP				250994 11/7 LIBRARY			
2025/06/000116	12/09/2024 GCR	-125.00 REF ALP				251201 12/3 LIBRARY			
0016010 450102	COPIER CHARGES	12,000	0	12,000	7,888.76	.00	4,111.24	65.7%	
2025/01/000214	07/26/2024 GCR	-979.30 REF AB				250031 7/9 LIBRARY			
2025/02/000285	08/28/2024 GCR	-1,398.65 REF AB				250235 8/5 LIBRARY			
2025/03/000390	09/30/2024 GCR	-1,512.31 REF ALP				250547 9/12 LIBRARY			
2025/04/000316	10/30/2024 GCR	-835.67 REF ALP				250744 10/3 LIBRARY			
2025/05/000105	11/13/2024 GCR	-1,905.60 REF ALP				250994 11/7 LIBRARY			
2025/06/000116	12/09/2024 GCR	-1,257.23 REF ALP				251201 12/3 LIBRARY			
0016010 450313	LIBRARY RENTALS	2,000	0	2,000	1,950.00	.00	50.00	97.5%	
2025/01/000214	07/26/2024 GCR	-660.00 REF AB				250031 7/9 LIBRARY			
2025/02/000285	08/28/2024 GCR	-105.00 REF AB				250235 8/5 LIBRARY			
2025/03/000390	09/30/2024 GCR	-60.00 REF ALP				250547 9/12 LIBRARY			
2025/04/000316	10/30/2024 GCR	-120.00 REF ALP				250744 10/3 LIBRARY			
2025/05/000105	11/13/2024 GCR	-355.00 REF ALP				250994 11/7 LIBRARY			
2025/06/000116	12/09/2024 GCR	-500.00 REF ALP				251104 11/15 COMPTROLLER			
2025/06/000116	12/09/2024 GCR	-500.00 REF ALP				251201 12/3 LIBRARY			
TOTAL MAIN LIBRARY		17,700	0	17,700	12,450.88	.00	5,249.12	70.3%	
TOTAL GENERAL FUND		17,700	0	17,700	12,450.88	.00	5,249.12	70.3%	
TOTAL REVENUES		17,700	0	17,700	12,450.88	.00	5,249.12		

CITY OF BRISTOL

CENTENNIAL FUND INTEREST



FOR 2025 13 JOURNAL DETAIL 2025 1 TO 2025 13									
ACCOUNTS FOR: 106	SPECIAL GRANTS & DONATIONS	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
1066010 LIBRARY									
1066010 460000	INTEREST INCOME	0	-24,745	-24,745	-69,265.88	.00	44,520.88	279.9%	
2025/01/000309	07/31/2024 GEN	-259.19 REF JP							RECORD JULY INTEREST CENTTEN
2025/02/000424	08/31/2024 GEN	-371.42 REF JP							RECORD AUG INTEREST CENTTEN
2025/03/000429	09/30/2024 GEN	-358.36 REF JP							INTEREST INCOME CENTENNIAL
2025/04/000400	10/31/2024 GEN	-285.36 REF JP							INTEREST INCOME SPECIAL GRANT
TOTAL LIBRARY		0	-24,745	-24,745	-69,265.88	.00	44,520.88	279.9%	
TOTAL SPECIAL GRANTS & DONATIONS		0	-24,745	-24,745	-69,265.88	.00	44,520.88	279.9%	
TOTAL REVENUES		0	-24,745	-24,745	-69,265.88	.00	44,520.88		

CITY OF BRISTOL

MAIN LIBRARY



FOR 2025 13

ACCOUNTS FOR: 001	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0016010 MAIN LIBRARY								
0016010	514000	1,554,385	0	1,554,385	723,178.62	.00	831,206.38	46.5%
0016010	515100	60,915	0	60,915	13,734.30	.00	47,180.70	22.5%
0016010	515200	59,880	0	59,880	27,446.14	.00	32,433.86	45.8%
0016010	517000	5,500	0	5,500	2,576.91	.00	2,923.09	46.9%
0016010	531000	87,000	0	87,000	61,630.90	17,127.04	8,242.06	90.5%
0016010	541000	85,000	0	85,000	15,365.39	69,634.61	.00	100.0%
0016010	541100	3,500	0	3,500	1,935.92	1,564.08	.00	100.0%
0016010	542140	200	0	200	9.80	.00	190.20	4.9%
0016010	543000	40,000	3,409	43,409	21,577.24	17,490.34	4,341.70	90.0%
0016010	544400	440	0	440	436.00	.00	4.00	99.1%
0016010	553000	7,500	0	7,500	4,736.70	2,763.30	.00	100.0%
0016010	553100	3,000	0	3,000	842.16	2,157.84	.00	100.0%
0016010	554000	400	0	400	89.30	.00	310.70	22.3%
0016010	555000	6,000	0	6,000	2,097.78	3,902.22	.00	100.0%
0016010	561400	7,000	0	7,000	1,436.61	5,627.19	-63.80	100.9%
0016010	561800	130,000	7,414	137,414	48,153.32	55,064.46	34,196.22	75.1%
0016010	562200	31,250	0	31,250	3,609.97	27,640.03	.00	100.0%
0016010	562600	1,200	0	1,200	291.77	.00	908.23	24.3%
0016010	569000	2,000	0	2,000	842.30	822.70	335.00	83.3%
TOTAL MAIN LIBRARY		2,085,170	10,823	2,095,993	929,991.13	203,793.81	962,208.34	54.1%
TOTAL GENERAL FUND		2,085,170	10,823	2,095,993	929,991.13	203,793.81	962,208.34	54.1%
TOTAL EXPENSES		2,085,170	10,823	2,095,993	929,991.13	203,793.81	962,208.34	

CITY OF BRISTOL

CHILDREN'S LIBRARY



FOR 2025 I3

ACCOUNTS FOR: 001	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0016011 CHILDREN'S LIBRARY								
0016011 531000	PROFESSIONAL FEE	9,000	0	9,000	8,245.00		755.00	91.6%
0016011 561800	PROGRAM SUPPLIES	50,000	11	50,011	13,135.67	27,370.40	9,504.92	81.0%
TOTAL CHILDREN'S LIBRARY		59,000	11	59,011	21,380.67	27,370.40	10,259.92	82.6%
TOTAL GENERAL FUND		59,000	11	59,011	21,380.67	27,370.40	10,259.92	82.6%
TOTAL EXPENSES		59,000	11	59,011	21,380.67	27,370.40	10,259.92	

CITY OF BRISTOL

MANROSS LIBRARY



FOR 2025 13

ACCOUNTS FOR:		ORIGINAL	TRANSFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
001	GENERAL FUND	APPROP	ADJUSTMTS	BUDGET	EXPENDED		BUDGET	USED
0016012 MANROSS LIBRARY								
0016012	514000 REGULAR WAGES	236,735	0	236,735	112,078.89	.00	124,656.11	47.3%
0016012	515100 OVERTIME WAGES &	6,715	0	6,715	1,254.20	.00	5,460.80	18.7%
0016012	515200 PARTTIME WAGES &	71,195	0	71,195	31,969.76	.00	39,225.24	44.9%
0016012	531000 PROFESSIONAL FEE	24,000	0	24,000	3,836.28	15,222.72	4,941.00	79.4%
0016012	541000 PUBLIC UTILITIES	24,000	0	24,000	15,850.40	8,149.60	.00	100.0%
0016012	541100 WATER & SEWER CH	600	0	600	178.44	421.56	.00	100.0%
0016012	543000 REPAIRS & MAINT	7,000	0	7,000	3,432.10	2,707.82	860.08	87.7%
0016012	561400 MAINT SUPPLIES &	1,500	0	1,500	292.26	1,107.74	100.00	93.3%
0016012	561800 PROGRAM SUPPLIES	50,000	0	50,000	9,037.06	32,374.24	8,588.70	82.8%
0016012	562200 NATURAL GAS	11,500	0	11,500	1,822.10	9,677.90	.00	100.0%
0016012	589100 MANRS MISCELLANEO	0	40,291	40,291	25,952.60	500.00	13,838.40	65.7%
TOTAL MANROSS LIBRARY		433,245	40,291	473,536	205,704.09	70,161.58	197,670.33	58.3%
TOTAL GENERAL FUND		433,245	40,291	473,536	205,704.09	70,161.58	197,670.33	58.3%
TOTAL EXPENSES		433,245	40,291	473,536	205,704.09	70,161.58	197,670.33	

CITY OF BRISTOL



MANROSS TRUST FUND EXPENDITURES

FOR 2025 13 JOURNAL DETAIL 2025 1 TO 2025 13

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0016012 MANROSS LIBRARY							
0016012 589100 MANRS MISCELLANEO							
2025/01/000022 07/02/2024 API	250.00 VND 009754	VCH	40,291	25,952.60	500.00	13,838.40	65.7%
2025/01/000022 07/02/2024 API	200.00 VND 039137	VCH					
2025/01/000152 07/18/2024 API	495.00 VND 006259	VCH					
2025/01/000210 07/23/2024 API	3,169.74 VND 013266	VCH					
2025/02/000082 08/06/2024 API	3,364.89 VND 031441	VCH					
2025/02/000090 08/09/2024 API	300.00 VND 039402	VCH					
2025/02/000090 08/09/2024 API	300.00 VND 039403	VCH					
2025/02/000183 08/20/2024 API	350.00 VND 039391	VCH					
2025/02/000258 08/22/2024 API	365.00 VND 039279	VCH					
2025/03/000247 09/19/2024 API	8,000.00 VND 035224	VCH					
2025/03/000249 09/18/2024 API	385.00 VND 020351	VCH					
2025/04/000081 10/07/2024 API	403.39 VND 010887	VCH					
2025/04/000081 10/07/2024 API	1,040.00 VND 013265	VCH					
2025/04/000138 10/10/2024 API	462.21 VND 032219	VCH					
2025/04/000168 10/16/2024 API	3,163.81 VND 031441	VCH					
2025/04/000359 10/31/2024 API	200.00 VND 036761	VCH					
2025/05/000085 11/07/2024 API	450.00 VND 039589	VCH					
2025/05/000085 11/07/2024 API	250.00 VND 039590	VCH					
2025/05/000085 11/07/2024 API	200.00 VND 039635	VCH					
2025/05/000313 11/27/2024 API	499.00 VND 039686	VCH					
2025/06/000245 12/11/2024 API	2,104.56 VND 031441	VCH					
TOTAL MANROSS LIBRARY	0	40,291	40,291	25,952.60	500.00	13,838.40	65.7%
TOTAL GENERAL FUND	0	40,291	40,291	25,952.60	500.00	13,838.40	65.7%
TOTAL EXPENSES	0	40,291	40,291	25,952.60	500.00	13,838.40	

CITY OF BRISTOL



MAIN LIBRARY TRUST FUND EXPENDITURES

FOR 2025 13 JOURNAL DETAIL 2025 1 TO 2025 13									
ACCOUNTS FOR: 001	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
0016014 LIBRARY TRUSTS									
0016014	561800	PROGRAM SUPPLIES	31,060	29,387					
2025/01/000046	07/03/2024	API	416.31 VND 001634	VCH					
2025/01/000060	07/10/2024	APM	-416.31 VND 001634	VCH					
2025/01/000210	07/23/2024	API	1,500.00 VND 007436	VCH					
2025/02/000090	08/09/2024	API	550.93 VND 038201	VCH					
2025/02/000116	08/12/2024	API	450.00 VND 013265	VCH					
2025/03/000156	09/11/2024	API	1,134.00 VND 038201	VCH					
2025/04/000138	10/10/2024	API	980.48 VND 038201	VCH					
2025/05/000139	11/14/2024	API	1,109.43 VND 038201	VCH					
2025/06/000135	12/06/2024	API	1,128.55 VND 038201	VCH					
2025/06/000327	12/17/2024	API	3,705.50 VND 019212	VCH					
2025/06/000360	12/18/2024	API	267.75 VND 013265	VCH					
0016014	589100	MAIN LIB MISCEL	4,630	4,846					
					9,476	.00	9,476.00	.0%	
TOTAL LIBRARY TRUSTS									
			35,690	34,233	69,923	10,826.64	18,664.51	40,431.44	42.2%
TOTAL GENERAL FUND									
			35,690	34,233	69,923	10,826.64	18,664.51	40,431.44	42.2%
		TOTAL EXPENSES	35,690	34,233	69,923	10,826.64	18,664.51	40,431.44	