



*City of Bristol
Board of Library Directors
Information to Access Meeting*

<https://bristolct-gov.zoom.us/j/6404782835?omn=88921997776>

Meeting ID: 640 478 2835

The Regular Meeting of the Board of Library Directors will be held on Monday, April 7, 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 - March 3, 2025
4. Communications
5. Reports and Committee Reports
 - a. Finance Committee
 - i. Vote to accept or reinvest quarterly distributions from Main Street Community Foundation.
 - b. Property Committee
 - c. Policy Committee
 - d. Strategic Planning Committee
 - e. Library Director's Report
 - i. February 2025 Statistics

- ii. YTD Budget 3.31.25
- f. City Council Liaison Report
- g. Friends of the Library
- h. Community Outreach Committee
- 6. Old Business
 - a. Review new "Donate" button on website linked to the Centennial Fund and take any action as needed.
- 7. New Business
 - a. Chairperson to appoint a Nominating Committee of three Library Board members in preparation for the election of officers in June.
- 8. Adjournment

PER ORDER OF THE CHAIRPERSON
Valina Carpenter

MEETING MINUTES OF THE BOARD OF LIBRARY DIRECTORS

MONDAY, MARCH 3, 2025

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

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

Absent: Eric Frenette and Danielle Rivard

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 Ploszaj **MOVED** to approve the minutes of the February 3, 2025 Regular Meeting. Seconded by Director Salvatore. All in favor. None opposed. Motion passed.

Item 4- Communications

Library Director Prozzo reported that Assistant Library Director Stanton received a card from George Baker, the performer who portrayed John Adams. He was appreciative of the invitation to speak, the set-up made him comfortable, the refreshments made the attendees feel welcome, and he looks forward to returning again in a couple years.

Library Director Prozzo received a letter from patron Joan Fournier, who was grateful for the help she received from Matt in the computer lab. He took her through the process of setting up her first cell phone. She will definitely be back.

Director Ploszaj reported that she received a text from her neighbor, thanking her for allowing her son Joey to attend last month's meeting virtually. He's involved in Scouts.

Item 5- Reports and Committee Reports

a. Finance Committee

No Report.

b. Property Committee

No Report.

c. Policy Committee

No Report.

d. Strategic Planning Committee

No Report.

e. Library Director's Report

1) January statistics highlights:

- Overall circulation was up by 90 items from last year which is good. The most circulated item in Hoopla is downloadable audiobooks. Increasing our Hoopla amount has increased circulation.
- Our Technical Services Coordinator is working with various departments on a big weeding project involving approximately 1,500 items which need to be withdrawn from the database because they did not carry over during the last ILS system migration 10 years ago. This could possibly impact our LCI assessment. We don't want to count items that aren't really there in the collection. We will be migrating to a new ILS system next year.
- The number of programs was up by 13%
- Program attendance was up by 35%
- New library card registrations increased by 23% (38 new cards were issued)
- Foot traffic was up by 24%

2) Year-to-Date Budget Report:

Everything looks to be on track. There are no problem areas. We are in excellent financial shape.

Manross Trust Funds - We've got approximately \$33,000 available, which does not include the last quarterly distribution that the Library Board voted to accept. That will be going to the Board of Finance for appropriation at the end of March.

Library Trust Funds - We've got a little over \$37,000 available between Goodsell and the Main Library Trust Fund.

Centennial Fund - The interest account shows \$45,000 plus.

I presented the Library Budget on Thursday, February 27, 2025. It went well. I want to thank Director Salvatore and Director Kapchensky for attending, along with Assistant Library Director Stanton and Beth Martin, Supervisor of Branch Services. Several Friends of the Library members were there as well. It was wonderful to see such support. We issued three new library cards and renewed one card. I came in with a realistic budget with a 0%

increase. Any individual line-item increases were offset by the savings in the CT Solar program. There was no discussion about cutting the budget. Questions regarding printing, overtime, the overnight shelter, etc. were raised and addressed.

Our theme for the budget presentation was "Bad libraries build collections, good libraries build services, and great libraries build communities."

Library Director Prozzo read aloud the following introduction to the budget presentation:

As many of you may know, Andrew Carnegie was a prominent philanthropist who heavily funded the construction of public libraries across the United States, believing that libraries were essential for community development and educational access. He once said, "A library outranks any other one thing a community can do to benefit its people. It is a never-failing spring in the desert."

Think about it . . .

Where can you go when you need to do research, apply for medical benefits, or take an online course for college credit and you do not have the financial means to purchase a computer or access the internet?

Where can you go to hear quality music, participate in book discussions, and engage in social interactions with your peers at no cost when you are on a fixed income?

Where can you go when everyday expenses have depleted your funds and your children are asking you to take them somewhere for entertainment and fun?

Where can you go if you hit a low point in your life, are unhoused and unemployed, and need a warm place to access resources that will help you get through the challenging moment you are going through?

The answer to all these questions is - the public library.

3) Highlights of library activities:

- The Seed Library will reopen for the season on Monday, March 10th at 5:30 p.m. followed by a special program, "Splendid Seeds to Sow this Spring" at 6:30 p.m.
- Sundays have been going very well, especially with all the programs being offered every week in the Children's Department. Yesterday, the Friends wrapped up their Book Sale with a Bag Sale. On the last Sunday, March 23rd, we will be featuring the postponed February Coffee House with the band Good Trouble at 2:00 p.m.

- March is chock full of programming, including the Author Reveal on Tuesday, March 25th at 2:00 p.m. Tickets for the Author Luncheon go on sale April 2nd. They will be \$39.00 this year.

4) Staff News: I'm sorry to say that Mark Bolduc, our Senior Maintenance Technician, will be retiring at the end of the month. There is currently a hiring freeze in effect, but the mayor has indicated that he would be willing to discuss it, so I will be making an appointment.

f. City Council Liaison Report

City Council Liaison Panioto reported that the city is going through the budget and strategic planning processes. He asked Library Director Prozzo about any long-term, five-to-ten-year capital improvement projects. Parking is a big concern. There's not enough parking when we have 2 or 3 events going on at the same time. We're landlocked. You can't grow the facility if you don't have parking. This might be part of the economic development plan for the city.

g. Friends of the Library

Director Salvatore reminded everyone that National Library Week is April 6 - 12. The Friends will honor and thank the librarians and staff.

The Book Sale was a great success. On behalf of the Friends, Director Salvatore thanked Debbie, Scott, and the library staff for their assistance throughout the week, as well as the dozens of Friends who volunteered their time, especially Rose Ann Chatfield who coordinated the entire event. Proceeds from the sale will supplement and support programs and services at both libraries. Library Director Prozzo noted that foot traffic on Thursday was 728, people were shopping all day on Friday, and there was a line from the front door to the upper parking lot before we opened on Sunday at 1:00 p.m. for the Bag Sale.

Director Salvatore announced that the next Friends of the Library meeting will be held on Saturday, April 26th at 10:00 a.m. at the main library. This is the annual meeting and elections will take place. All members are invited to attend. If you're interested in knowing more about the elections or if you'd like to run for a position, contact Rose Ann Chatfield.

h. Community Outreach Committee Report

Library Director Prozzo stated that we used the community outreach truck to deliver books to Edgewood School in February and we're looking forward to bringing it to the Farmers' Market and other events, including the Duck Race. Director Kanachovski

suggested bringing it to Cambridge Park on Jerome Avenue. The Bristol Library has a long history of community outreach.

Item 6- Old Business

- a. Library Director Prozzo reported that we can immediately link a donate button on our website to Main Street without a problem because the small library trust fund account is not connected to city funds. She and Scott met this past Friday morning with Ryan from the Treasurer's office to discuss a donate button to the Centennial Fund held by the city. They were very encouraged because Ryan felt that the Little Green Light software, which Debbie researched a year ago, was a very likely method to do a donate page and could be used citywide. He reported back to Diane Waldron, the Comptroller, who sent the terms of agreement to Corp Counsel and to Eric in the IT Department for review. Eric felt that Little Green Light was not PCI compliant, meaning that there might not be sufficient security measures when using credit and debit cards with this third party. We may need to consider PayPal or another company, however, Little Green Light generates statistics and automatic thank-you messages. It is geared to non-profits and it's reasonably priced. Discussion followed.

Director Salvatore MOVED to launch the donate button on the library webpage that links to the Main Street Community Foundation funds. Seconded by Director Ploszaj. All in favor. None opposed. Motion passed.

Item 7- New Business

- a. Director Ploszaj MOVED to approve closing the library on Saturday, May 24, 2025 for the Memorial Day weekend. Seconded by Director Jakubowski. 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 7:25 p.m. Seconded by Director Jakubowski. All present voted in favor and the meeting adjourned.

Respectfully submitted,

Ruth Vontell

This meeting was digitally recorded.

	February 2025			February 2024				
	Bristol Main	Manross	System Total	Bristol Main	Manross	System Total	inc/dec	percent
Circulation								
Adult	6,478	2,420	8,898	6,508	2,422	8,930	-32	0%
Juvenile	7,036	1,060	8,096	7,857	1,243	9,100	-1004	-11%
Young Adult	398	51	449	350	106	456	-7	-2%
Other	0	0	0	4	0	4	-4	-100%
Total	13,912	3,531	17,443	14,719	3,771	18,490	-1047	-6%
E-Books/Magazines	1,577		1,577	1,745		1,745	-168	-10%
Downloadables	1,073		1,073	971		971	102	11%
Hoopla/Kanopy	1,585		1,585	1,064		1,064	521	49%
Grand Total	18,147	3,023	21,678	18,499	3,023	22,270	-592	-3%
# of questions	1,738	542	2,280	2,074	506	2,580	-300	-12%
# of tech questions	189		189	N/A				
Internet Usage	1,191	203	1,394	1,284	280	1,564	-170	-11%
Database Usage	2,004		2,004	2,184		2,184	-180	-8%
Interlibrary								
Loans								
BPL as Borrower	693	270	963	762	280	1,042	-79	-8%
BPL as Lender	1,680	345	2,025	1,623	313	1,936	89	5%
Bristol Room								
# of persons	58		58	54		54	4	7%
# of items	85		85	39		39	46	118%
Tech. Serv.								
Items Cataloged								
Adult	290	127	417	294	137	431	-14	-3%
Juvenile	167	31	198	264	33	297	-99	-33%
Total	457	158	615	558	170	728	-113	-16%
Items Withdrawn	667		667	470		470	197	42%
Programs								
# of Programs								
Adult	16	13	29	13	13	26	3	12%
Juvenile	58	16	74	64	19	83	-9	-11%
Young Adult	21	0	21	13	0	13	8	62%
Total	95	29	124	90	32	122	2	2%
# in Attendance								
Adult	263	253	516	370	175	545	-29	-5%
Juvenile	2,023	312	2,335	2,020	337	2,357	-22	-1%
Young Adult	193	0	193	89	0	89	104	117%
Total	2,479	565	3,044	2,479	512	2,991	53	2%
Registrations								
Adult	122			122				
Children's/YA	36			39				
Total	158	26	184	161	30	191	-7	-4%
Patron Visits	11,583	3,239	14,822	11,562	2,903	14,465	357	2%
Meeting Room								
Bookings	30	5	35	32	5	37	-2	-5%
Attendance	604	32	636	438	30	468	168	36%
Computer Lab	Phone/Email	In-Person	Total	Phone/Email	In-Person	Total		
	20	56	76	27	67	94	-18	-19%
WhoFi Sessions	4,781		4,781	9,305		9,305	-4524	-49%
Website Visits	39,879		39,879	53,067		53,067	-13188	-25%

CITY OF BRISTOL



REVENUE

JOURNAL DETAIL 2025 1 TO 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	-3,387.57	.00	-312.43	91.6%	
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			
2025/07/000180	01/14/2025 GCR	-115.99 REF ALP				251443 1/8 LIBRARY			
2025/08/000255	02/19/2025 GCR	-619.87 REF ALP				251725 2/5 LIBRARY			
2025/09/000193	03/12/2025 GCR	-39.59 REF ALP				251933 3/5 LIBRARY			
0016010 450102	COPIER CHARGES	-12,000	0	-12,000	-11,621.08	.00	-378.92	96.8%	
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			
2025/07/000180	01/14/2025 GCR	-1,111.00 REF ALP				251443 1/8 LIBRARY			
2025/08/000255	02/19/2025 GCR	-1,296.91 REF ALP				251725 2/5 LIBRARY			
2025/09/000193	03/12/2025 GCR	-1,324.41 REF ALP				251933 3/5 LIBRARY			
0016010 450313	LIBRARY RENTALS	-2,000	0	-2,000	-3,055.00	.00	1,055.00	152.8%	
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	-150.00 REF ALP				251104 11/15 COMPTROLLER			
2025/07/000180	01/14/2025 GCR	-500.00 REF ALP				251201 12/3 LIBRARY			
2025/08/000255	02/19/2025 GCR	-350.00 REF ALP				251443 1/8 LIBRARY			
2025/09/000193	03/12/2025 GCR	-155.00 REF ALP				251725 2/5 LIBRARY			
251933	3/5 LIBRARY								
TOTAL MAIN LIBRARY		-17,700	0	-17,700	-18,063.65	.00	363.65	102.1%	
TOTAL GENERAL FUND		-17,700	0	-17,700	-18,063.65	.00	363.65	102.1%	
TOTAL REVENUES		-17,700	0	-17,700	-18,063.65	.00	363.65		

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	REGULAR WAGES	1,554,385	0	1,554,385	1,076,561.85	.00	477,823.15	69.3%
0016010 515100	OVERTIME WAGES &	60,915	0	60,915	35,164.96	.00	25,750.04	57.7%
0016010 515200	PARTTIME WAGES &	59,880	0	59,880	44,896.86	.00	14,983.14	75.0%
0016010 517000	OTHER WAGES	5,500	0	5,500	3,826.47	.00	1,673.53	69.6%
0016010 531000	PROFESSIONAL FEE	87,000	0	87,000	69,860.56	10,547.38	6,592.06	92.4%
0016010 541000	PUBLIC UTILITIES	85,000	0	85,000	24,047.68	50,163.63	10,788.69	87.3%
0016010 541100	WATER & SEWER CH	3,500	0	3,500	2,546.36	953.64	.00	100.0%
0016010 542140	REFUSE	200	0	200	9.80	.00	190.20	4.9%
0016010 543000	REPAIRS & MAINTEN	40,000	3,409	43,409	35,268.59	4,223.81	3,916.88	91.0%
0016010 544400	RENTS & LEASES	7,500	0	7,500	436.00	.00	4.00	99.1%
0016010 553000	TELEPHONE	3,000	0	3,000	7,293.43	2,806.57	-2,600.00	134.7%
0016010 553100	POSTAGE	400	0	400	1,263.24	1,736.76	.00	100.0%
0016010 554000	TRAVEL REIMBURSE	6,000	0	6,000	112.65	.00	287.35	28.2%
0016010 555000	PRINTING & BINDI	7,000	0	7,000	3,822.50	2,177.50	.00	100.0%
0016010 561400	MAINT SUPPLIES &	130,000	7,414	137,414	2,820.57	2,262.23	1,917.20	72.6%
0016010 561800	PROGRAM SUPPLIES	31,250	0	31,250	93,704.63	22,247.67	21,461.70	84.4%
0016010 562200	NATURAL GAS	1,200	0	1,200	12,277.02	18,972.98	.00	100.0%
0016010 562600	MOTOR FUELS	2,000	0	2,000	500.38	.00	699.62	41.7%
0016010 569000	OFFICE SUPPLIES	2,000	0	2,000	1,583.94	81.06	335.00	83.3%
TOTAL MAIN LIBRARY		2,085,170	10,823	2,095,993	1,415,997.49	116,173.23	563,822.56	73.1%
TOTAL GENERAL FUND		2,085,170	10,823	2,095,993	1,415,997.49	116,173.23	563,822.56	73.1%
TOTAL EXPENSES		2,085,170	10,823	2,095,993	1,415,997.49	116,173.23	563,822.56	

CITY OF BRISTOL

CHILDREN'S LIBRARY



FOR 2025 13

ACCOUNTS FOR: 001	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	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	.00	100.0%
0016011 561800	PROGRAM SUPPLIES	50,000	11	50,011	24,551.72	20,596.77	4,862.50	90.3%
TOTAL CHILDREN'S LIBRARY		59,000	11	59,011	32,796.72	21,351.77	4,862.50	91.8%
TOTAL GENERAL FUND		59,000	11	59,011	32,796.72	21,351.77	4,862.50	91.8%
TOTAL EXPENSES		59,000	11	59,011	32,796.72	21,351.77	4,862.50	

CITY OF BRISTOL

MANROSS LIBRARY



FOR 2025 13

ACCOUNTS FOR: 001	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0016012 MANROSS LIBRARY								
0016012 514000	REGULAR WAGES	236,735	0	236,735	166,807.08	.00	69,927.92	70.5%
0016012 515100	OVERTIME WAGES &	6,715	0	6,715	2,324.48	.00	4,390.52	34.6%
0016012 515200	PARTTIME WAGES &	71,195	0	71,195	47,286.69	.00	23,908.31	66.4%
0016012 531000	PROFESSIONAL FEE	24,000	0	24,000	10,054.52	9,004.48	4,941.00	79.4%
0016012 541000	PUBLIC UTILITIES	24,000	0	24,000	21,492.60	2,507.40	.00	100.0%
0016012 541100	WATER & SEWER CH	600	0	600	339.50	260.50	.00	100.0%
0016012 543000	REPAIRS & MAINT	7,000	0	7,000	4,493.68	2,406.10	100.22	98.6%
0016012 561400	MAINT SUPPLIES &	1,500	0	1,500	469.81	930.19	100.00	93.3%
0016012 561800	PROGRAM SUPPLIES	50,000	0	50,000	30,593.16	10,859.43	8,547.41	82.9%
0016012 562200	NATURAL GAS	11,500	0	11,500	5,748.02	5,751.98	.00	100.0%
0016012 589100	MANRS MISCELLANEO	0	67,381	67,381	45,091.20	.00	22,289.80	66.9%
TOTAL MANROSS LIBRARY		433,245	67,381	500,626	334,700.74	31,720.08	134,205.18	73.2%
TOTAL GENERAL FUND		433,245	67,381	500,626	334,700.74	31,720.08	134,205.18	73.2%
TOTAL EXPENSES		433,245	67,381	500,626	334,700.74	31,720.08	134,205.18	

CITY OF BRISTOL



MANROSS LIBRARY TRUST FUND EXPENDITURES

FOR 2025 13

JOURNAL DETAIL 2025 1 TO 2025 13

ACCOUNTS FOR:		GENERAL FUND		ORIGINAL APPROP		TRANSFRS/ADJSTMTS		REVISED BUDGET		YTD EXPENDED		ENCUMBRANCES		AVAILABLE BUDGET		PCT USED	
001																	
0016012 MANROSS LIBRARY																	
0016012	589100	MANRS MISCELLANEO		0	67,381			67,381		45,091.20		.00		22,289.80		66.9%	
2025/01/000022	07/02/2024	API	250.00	VND	009754	VCH			ROBERT THE GUITAR GU							519707	
2025/01/000022	07/02/2024	API	200.00	VND	039137	VCH			DEENIHAN JAMIE L B							519716	
2025/01/000152	07/18/2024	API	495.00	VND	006259	VCH			MAICHACK MARY JO D							520172	
2025/01/000210	07/23/2024	API	3,169.74	VND	013266	VCH			LIBRARY CONNECTION							520352	
2025/02/000082	08/06/2024	API	3,364.89	VND	031441	VCH			MIDWEST TAPE LLC							520754	
2025/02/000090	08/09/2024	API	300.00	VND	039402	VCH			AXELROD KAREN							520839	
2025/02/000090	08/09/2024	API	300.00	VND	039403	VCH			BELL RACHEL L							520840	
2025/02/000183	08/20/2024	API	350.00	VND	039391	VCH			CONNORS ANDREW							521118	
2025/02/000258	08/22/2024	API	365.00	VND	039279	VCH			MY PRODUCTIONS CT LL							521298	
2025/03/000247	09/19/2024	API	8,000.00	VND	035224	VCH			AUTHORS UNBOUND							522157	
2025/03/000249	09/18/2024	API	385.00	VND	020351	VCH			RIVERSIDE REPTILES E							522120	
2025/04/000081	10/07/2024	API	403.39	VND	010887	VCH			ULINE INC							522596	
2025/04/000081	10/07/2024	API	1,040.00	VND	013265	VCH			CONNECTICUT LIBRARY							522597	
2025/04/000138	10/10/2024	API	462.21	VND	032219	VCH			AMAZON.COM							522783	
2025/04/000168	10/16/2024	API	3,163.81	VND	031441	VCH			MIDWEST TAPE LLC							522903	
2025/04/000359	10/31/2024	API	200.00	VND	036761	VCH			ROMAN, NANCY E							523391	
2025/05/000085	11/07/2024	API	450.00	VND	039589	VCH			HARMON CAMPBELL BRO							523625	
2025/05/000085	11/07/2024	API	250.00	VND	039590	VCH			SCALISI PATRICK							523626	
2025/05/000085	11/07/2024	API	200.00	VND	039635	VCH			FARRELL JEREMY KLEIN							523627	
2025/05/000313	11/27/2024	API	499.00	VND	039686	VCH			CAP JONATHAN							524371	
2025/06/000245	12/11/2024	API	2,104.56	VND	031441	VCH			MIDWEST TAPE LLC							524708	
2025/07/000025	01/03/2025	API	500.00	VND	039778	VCH			SWIFT MARCIE							525215	
2025/07/000123	01/09/2025	API	2,609.21	VND	031441	VCH			MIDWEST TAPE LLC							525412	
2025/07/000320	01/22/2025	API	349.00	VND	021956	VCH			CT SCIENCE CENTER							525815	
2025/07/000344	01/24/2025	API	250.00	VND	039806	VCH			PAINTING FACES BY AL							525912	
2025/08/000091	02/06/2025	API	190.55	VND	032219	VCH			AMAZON.COM							526291	
2025/08/000108	02/11/2025	API	255.00	VND	039329	VCH			ELLES SUGAR SHOPPE							526298	
2025/08/000218	02/13/2025	API	225.00	VND	039007	VCH			RENT THE CHICKEN							526481	
2025/08/000231	02/13/2025	API	3,295.40	VND	031441	VCH			MIDWEST TAPE LLC							526497	
2025/08/000352	02/21/2025	API	150.00	VND	039873	VCH			RYAN MITTEN MUSIC							526754	
2025/08/000371	02/24/2025	API	250.00	VND	039796	VCH			JAMILAH HENNA CREATI							526782	
2025/09/000093	03/04/2025	API	94.92	VND	032219	VCH			AMAZON.COM							527108	
2025/09/000179	03/10/2025	API	6,750.00	VND	028831	VCH			FRIENDS BRISTOL LIBR							527256	
2025/09/000179	03/10/2025	API	3,238.42	VND	031441	VCH			MIDWEST TAPE LLC							527327	
2025/09/000193	03/10/2025	API	200.00	VND	036761	VCH			ROMAN, NANCY E							527262	
2025/09/000189	03/11/2025	API	200.00	VND	036761	VCH			ROMAN, NANCY E							527288	
2025/09/000405	03/24/2025	API	281.10	VND	010887	VCH			ULINE INC							527801	
2025/09/000405	03/24/2025	API	300.00	VND	038198	VCH			GOSTKIEWICZ MARK							527813	
TOTAL MANROSS LIBRARY																	
			0		67,381			67,381		45,091.20		.00		22,289.80		66.9%	

CITY OF BRISTOL



LIBRARY TRUST FUND INTEREST

JOURNAL DETAIL 2025 1 TO 2025 13									
FOR 2025 13	ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
0016014 LIBRARY TRUSTS									
0016014 480001	MAIN LIBRARY TRU	4,630	0	4,630	3,495.00	.00	1,135.00	75.5%	
2025/01/000214	07/26/2024 GCR	-7,765.00 REF AB				250096 7/17 COMPTROLLER			
2025/01/000339	07/30/2024 GEN	7,765.00 REF JP				MV CR#250096 CORR ACCOUNT			
2025/01/000339	07/30/2024 GEN	-1,157.50 REF JP				MV CR#250096 CORR ACCOUNT			
2025/04/000366	10/31/2024 GCR	-7,765.00 REF ALP				250864 10/22 COMPTROLLER			
2025/04/000408	10/31/2024 GEN	-1,157.50 REF JP				CORRECT CR#250864			
2025/04/000408	10/31/2024 GEN	7,765.00 REF JP				CORRECT CR#250864			
2025/08/000474	02/28/2025 GCR	-1,180.00 REF ALP				251843 2/24 COMPTROLLER			
0016014 480002	LIBRARY TRUST GO	31,060	0	31,060	23,452.50	.00	7,607.50	75.5%	
2025/01/000214	07/26/2024 GCR	-1,157.50 REF AB				250096 7/17 COMPTROLLER			
2025/01/000339	07/30/2024 GEN	1,157.50 REF JP				MV CR#250096 CORR ACCOUNT			
2025/01/000339	07/30/2024 GEN	-7,765.00 REF JP				MV CR#250096 CORR ACCOUNT			
2025/04/000366	10/31/2024 GCR	-1,157.50 REF ALP				250864 10/22 COMPTROLLER			
2025/04/000408	10/31/2024 GEN	1,157.50 REF JP				CORRECT CR#250864			
2025/04/000408	10/31/2024 GEN	-7,765.00 REF JP				CORRECT CR#250864			
2025/08/000474	02/28/2025 GCR	-7,922.50 REF ALP				251843 2/24 COMPTROLLER			
TOTAL LIBRARY TRUSTS		35,690	0	35,690	26,947.50	.00	8,742.50	75.5%	
TOTAL GENERAL FUND		35,690	0	35,690	26,947.50	.00	8,742.50	75.5%	
TOTAL REVENUES		35,690	0	35,690	26,947.50	.00	8,742.50		

CITY OF BRISTOL



LIBRARY TRUST FUND EXPENDITURES

JOURNAL DETAIL 2025 1 TO 2025 13											
FOR 2025 13											
ACCOUNTS FOR:		ORIGINAL		TRANSFRS/		REVISED		ENCUMBRANCES		AVAILABLE	
001	GENERAL FUND	APPROP	ADJSTMNTS	BUDGET	YTD EXPENDED	BUDGET	YTD EXPENDED	BUDGET	YTD EXPENDED	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								
2025/07/000123	01/09/2025	API	416.31 VND 001634 VCH								
2025/07/000123	01/09/2025	API	926.23 VND 038201 VCH								
2025/07/000426	01/30/2025	API	515.00 VND 035625 VCH								
2025/08/000188	02/12/2025	API	2,349.00 VND 000664 VCH								
2025/08/000218	02/13/2025	API	1,269.01 VND 038201 VCH								
2025/09/000179	03/10/2025	API	366.40 VND 038201 VCH								
0016014	589100	MAIN LIB MISCEL	4,630	4,846		9,476	.00	.00	9,476.00		.0%
TOTAL LIBRARY TRUSTS											
			35,690	34,233		69,923	16,668.59	16,102.87	37,151.13		46.9%
TOTAL GENERAL FUND											
			35,690	34,233		69,923	16,668.59	16,102.87	37,151.13		46.9%
TOTAL EXPENSES											
			35,690	34,233		69,923	16,668.59	16,102.87	37,151.13		

CITY OF BRISTOL

CENTENNIAL FUND INTEREST



FOR 2025 I3 JOURNAL DETAIL 2025 I TO 2025 I3									
ACCOUNTS FOR: 106 SPECIAL GRANTS & DONATIONS	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED		
1066010 LIBRARY									
1066010 460000 INTEREST INCOME	0	-24,745	-24,745	-70,000.21	.00	45,255.21	282.9%		
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				
2025/05/000365 11/30/2024 GEN	-305.63 REF JP				INTEREST INCOME SPECIAL GRANT				
2025/05/000377 11/30/2024 GEN	41.70 REF JP				INTEREST INCOME CENTENNIAL				
2025/06/000513 12/31/2024 GEN	-249.97 REF JP				INTEREST INCOME-CENTENNIAL				
2025/07/000492 01/31/2025 GEN	-220.43 REF JP				INTEREST INCOME-CENTENNIAL				
TOTAL LIBRARY	0	-24,745	-24,745	-70,000.21	.00	45,255.21	282.9%		
TOTAL SPECIAL GRANTS & DONATIONS	0	-24,745	-24,745	-70,000.21	.00	45,255.21	282.9%		
TOTAL REVENUES	0	-24,745	-24,745	-70,000.21	.00	45,255.21			