



*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, May 5, 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 - April 7, 2025
4. Communications
5. Reports and Committee Reports
 - a. Finance Committee
 - b. Property Committee
 - c. Policy Committee
 - d. Strategic Planning Committee
 - e. Library Director's Report
 - i. March 2025 Statistics
 - ii. YTD Budget 4.28.25
 - f. City Council Liaison Report

- g. Friends of the Library
- h. Community Outreach Committee
- 6. Old Business
 - a. Chairperson to appoint a Nominating Committee of three Library Board members in preparation for the election of officers in June.
- 7. New Business
- 8. Adjournment

PER ORDER OF THE CHAIRPERSON
Valina Carpenter

MEETING MINUTES OF THE BOARD OF LIBRARY DIRECTORS

MONDAY, APRIL 7, 2025

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

ATTENDEES: Valina Carpenter, Eric Frenette, Nicholas Jakubowski, Andrea Kapchensky, Pina Salvatore, and Council Liaison Sebastian Panioto.

Library Director Deborah Prozzo and Assistant Library Director Scott Stanton.

Absent: Elizabeth Kanachovski, Barbara O'Neill, Kimberly Ploszaj, 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 Salvatore MOVED to approve the minutes of the March 3, 2025 Regular Meeting. Seconded by Director Kapchensky. All in favor. None opposed. Motion passed.

Item 4- Communications

None.

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 Jakubowski MOVED to accept the Bristol Libraries Fund 2nd quarter 2025 distribution of \$1,180.00 from the Main Street Community Foundation. Seconded by Director Frenette. All in favor. None opposed. Motion passed.

Director Kapchensky MOVED to accept the Samuel Goodsell 2nd quarter 2025 distribution of \$7,922.50 from the Main Street Community Foundation. Seconded by Director Frenette. All in favor. None opposed. Motion passed.

Director Frenette MOVED to reinvest the Manross Memorial Library Fund 2nd quarter 2025 distribution of \$28,190 from the Main Street Community Foundation. Seconded by Director Jakubowski. All in favor. None opposed. Motion passed.

b. Property Committee

No Report.

Director Kapchensky MOVED to authorize Library Director Prozzo to sign the landscape architect's stage two proposal paperwork for the Cawley flower garden at Manross Library. Seconded by Director Frenette. All in favor. None opposed. Motion passed.

Library Director Prozzo explained that Pete Cawley is donating \$25,000 for this garden, which will include a memorial bench. The check(s) go directly to the Friends of the Library. The stage two proposal paperwork was sent to the Purchasing Department three times, but Roger Rousseau did not reply. She will sign it tomorrow.

c. Policy Committee

No Report.

d. Strategic Planning Committee

No Report.

e. Library Director's Report

1) February statistics highlights:

- Overall circulation was down by 3%.
- Foot traffic was up a little bit, but the bad weather negatively impacted our numbers. The biggest decreases were in children's areas. February was a depressing month, but March is looking better.

2) Monthly Budget Report: We are pretty much where we were last year at this time. We are in the last quarter of the fiscal year.

- Library Revenue is up significantly due to room rentals and printing. We already met what we had projected.
- Main Library - We are over in our telephone line item, but have sufficient funds in program supplies to cover that. The phone bills have ranged from \$660 to \$1,100. Currently, we do not have full phone service. We've been unable to receive outside calls since Saturday, so people have been emailing us on our library website. A technician is coming tomorrow. I'm not happy with Frontier and wish we had another option.
- Children's Library @ 91.8% - We've allocated all of our professional fee money for various programs through the end of the school year. We're working on our program supply money.
- Manross Library - We're in very good shape. The natural gas bills have improved since the perimeter heating units were worked on. The thermostats all around the first floor contribute to the significant savings.

- Manross Trust Fund - Money has been used for children's and adult programs, as well as books, program materials, and online resources, including Hoopla and Overdrive.
- Main Library Trust Fund - We are building up this amount. There are about 2 years-worth of quarterly distributions.
- Goodsell Trust Fund - There are sufficient funds to carry us through the end of the fiscal year. We purchase print and online reference materials with this money.
- Centennial Fund Interest - The February 2025 interest was \$274. The total in the revenue account is \$45,529. The total in the expense account is approximately \$143,000. At some point, that money could be appropriated and moved in if the Board wants to do that.

3) Highlights of library activities:

- Sunday Hours have ended. The numbers were about the same as last year. We averaged 130 - 140 each week. We lost one Sunday because of bad weather. Our highest Sunday was over 270 when the Friends had their bag sale. Programming also boosted the numbers. Sunday hours are a good option for people, especially working families. I wouldn't like to lose this way of offering our resources to the community.
- The Seed Library opened for the season. We had a nice turnout that first Monday, which was immediately followed by a well-attended gardening program. It's located on the main floor by the circulation desk. You can check out 5 seed packets.
- The Farmers' Market starts on Saturday, June 21st. I'm not sure how many markets we'll be able to attend because we are down a custodian. Mark Bolduc, the Senior Maintenance Technician, retired and his position has been frozen by the mayor. It's unfortunate because this is a supervisory position and it is considered essential personnel. Right now, I'm fielding most of the maintenance problems like working with Frontier and the technicians who came to repair the main elevator which was down for 2-3 days. It does impact services. I foresee some very serious issues coming up during summer reading, which is our busiest time of the year. Foot traffic can reach upwards of 17,000 per month. We need someone with the skill set to handle the air conditioner system, filter replacements, work on the chiller, etc. I'm very concerned about safety issues. I've spoken with the mayor, the H.R. Director, the facilities manager, the Director of Public Works, and the union. So far, the position is still frozen. The position is in the budget. Discussion followed.

- 4) Staff News: We have two retirements coming up in June and August. One of them is a supervisory position in the Children's Department.

f. City Council Liaison Report

Council Liaison Panioto reported that the City Council approved the use of a donate button and the Little Green Light vendor.

g. Friends of the Library

Director Salvatore reminded everyone that National Library Week is April 6th - 12th. The Friends prepared the following press release, which she read aloud: *Join the Friends of the Bristol Public Library in celebrating National Library Week and the many ways our libraries bring people together. Whatever draws you in, our libraries have something for everyone. Whether you come for books, programs, technology, training or simply a place to connect, our libraries spark imagination and foster a lifelong love of learning. The Bristol Public Library and F. N. Manross Memorial Library support the community by being an educational, cultural, and recreational asset to the city of Bristol and surrounding towns. On National Library Workers Day, Tuesday April 8th, we will honor our dedicated librarians and staff members for their valuable contributions that help people of all ages to enjoy the library. Please support our local libraries and library workers in any way you can.* Director Salvatore thanked Deb, Scott, and everybody on staff for all their work in making the library a wonderful place to come to. Rose Ann has special activities planned for April 8th.

Director Salvatore gave an update regarding the Winter Book Sale. The Friends raised \$8,500. Director Salvatore thanked everyone who volunteered their time and talent to the event.

Director Salvatore reported that the next meeting of the Friends is on Saturday, April 26th at 10:00 a.m. All members are invited to attend. This is the annual meeting and elections will take place. If you're interested in knowing more about the elections or running for one of the positions, you can contact Rose Ann.

Director Salvatore mentioned that Holly Bouchard, the new publicity chair for the Friends, is working on redesigning the website, forms, and adding a donate button to the website.

Director Salvatore stated that the Author Luncheon ticket sale on April 2nd was totally incredible. There was a big line outside before the library opened. The Friends sold all 300 tickets by 9:10 a.m. which includes 66 mail-in tickets. A wait list has been started. Please call the circulation desk if you want to be added to the wait list. Rose Ann wants to thank all the Friends who worked on selling the tickets. Library Director Prozzo stated that the Friends did a phenomenal job. It was nice to see so many local people. We added two more tables. We are maxed out at 320. It's encouraging to see that Bristol can bring in so many people interested in books, authors, and literary events.

h. Community Outreach Committee Report

No Report.

Library Director Prozzo is worried about covering the Farmers' Markets on Saturdays. We attended 9 of them last year. We have not yet discussed what the Friends' role will be. Many of the outreach plans that are already in place involve the Children's Department and they don't use the truck much.

Item 6- Old Business

- a. Library Director Prozzo reported that the donate button was approved at the City Council meeting on March 11th and approved by the Board of Finance on March 25th. Ryan from the Treasurer's Office informed her that she could set up the Little Green Light account, which she did on Friday. Then Ryan looped her into an email with Muhammed in IT to set up the stripe payment piece of it. Scott and I will meet with Matt, our in-house IT employee, to work out a few particulars, but we are making progress. I'm very optimistic. Council Liaison Panioto asked about how we are paying for this. Library Director Prozzo explained that Little Green Light does not take a portion of the donations. The annual subscription of \$495 comes out of our budget. Little Green Light was the cheapest option. When you set up the software, you can opt to cover the credit card processing fees rather than deducting them from the donations.

Item 7- New Business

- a. Due to low attendance at this meeting, Chairperson Carpenter decided to postpone the appointment of a Nominating Committee in preparation for the election of officers until the May meeting. She will send out an email to determine who's interested in running. If you are on the Nominating Committee, you can't run for office.

Item 8- Adjournment

There being no further business, **Director Frenette made a MOTION to adjourn the meeting at 7:14 p.m. Seconded by Director Jakubowski. All present voted in favor and the meeting adjourned.**

Respectfully submitted,

Ruth Vontell

This meeting was digitally recorded.

	March 2025			March 2024				
	Bristol Main	Manross	System Total	Bristol Main	Manross	System Total	inc/dec	percent
Circulation								
Adult	6,519	2,531	9,050	6,758	2,249	9,007	43	0%
Juvenile	8,375	1,174	9,549	8,963	1,323	10,286	-737	-7%
Young Adult	522	104	626	411	125	536	90	17%
Other	0	0	0	5	0	5	-5	0%
Total	15,416	3,809	19,225	16,137	3,697	19,834	-609	-3%
E-Books/Magazines	1,618		1,618	1,716		1,716	-98	-6%
Downloadables	1,286		1,286	992		992	294	30%
Hoopla	1,654		1,654	1,197		1,197	457	38%
Grand Total	19,974		23,783	20,042		23,739	44	0%
# of questions	2,048	502	2,550	2,341	553	2,894	-344	-12%
# of tech questions	275	153	428	N/A				
Internet Usage	1,305	288	1,593	1,234	298	1,532	61	4%
Database Usage	2,075		2,075	2,789		2,789	-714	-26%
Interlibrary								
Loans								
BPL as Borrower	784	274	1,058	778	271	1,049	9	1%
BPL as Lender	1,804	439	2,243	1,733	341	2,074	169	8%
Bristol Room								
# of persons	41		41	25		25	16	64%
# of items	171		171	38		38	133	350%
Tech. Serv.								
Items Cataloged								
Adult	387	67	454	224	115	339	115	34%
Juvenile	158	36	194	223	108	331	-137	-41%
Total	545	103	648	447	223	670	-22	-3%
Items Withdrawn	1,113		1,113	499		499	614	123%
Programs								
# of Programs								
Adult	15	16	31	14	13	27	4	15%
Juvenile	68	15	83	72	18	90	-7	-8%
Young Adult	25	1	26	14		14	12	86%
Total	108	32	140	100	31	131	9	7%
# in Attendance								
Adult	451	361	812	418	189	607	205	34%
Juvenile	2,880	337	3,217	2,013	253	2,266	951	42%
Young Adult	285	0	285	113		113	172	152%
Total	3,616	698	4,314	2,544	442	2,986	1328	44%
Patron Registrations								
Adult	156			123				
Children's/YA	30			50				
Total	186	29	215	173	30	203	12	6%
Patron Visits	13,020	3,825	16,845	12,582	2,958	15,540	1305	8%
Meeting Room								
Bookings	22	12	34	30	10	40	-6	-15%
Attendance	477	84	561	501	58	559	2	0%
Computer Lab	Phone/Email	In-Person		Phone/Email	In-Person	Total		
	11	82	93	32	107	107	-14	-13%
WiFi Sessions	5,775		5,775			12,305	-6530	-53%
Website Visits	42,679		42,679	45,393		45,393	-2714	-6%

CITY OF BRISTOL

REVENUE

JOURNAL DETAIL 2025 1 TO 2025 13									
ACCOUNTS FOR: 001	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
0016010 MAIN LIBRARY									
0016010 421001	LIBRARY FINES	-3,700	0	-3,700	-3,482.58	.00	-217.42	94.1%	
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				250347 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			
2025/09/000524	03/31/2025 GCR	37.99 REF ALP				252087 3/24 LIBRARY			
2025/10/000337	04/15/2025 GCR	-133.00 REF ALP				252192 4/4 LIBRARY			
0016010 450102	COPIER CHARGES	-12,000	0	-12,000	-13,465.35	.00	1,465.35	112.2%	
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			
2025/10/000337	04/15/2025 GCR	-1,844.27 REF ALP				252192 4/4 LIBRARY			
0016010 450313	LIBRARY RENTALS	-2,000	0	-2,000	-3,435.00	.00	1,435.00	171.8%	
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			
2025/05/000321	11/30/2024 GCR	-150.00 REF ALP				251104 11/15 COMPTROLLER			
2025/06/000116	12/09/2024 GCR	-500.00 REF ALP				251201 12/3 LIBRARY			
2025/07/000180	01/14/2025 GCR	-600.00 REF ALP				251443 1/8 LIBRARY			
2025/08/000255	02/19/2025 GCR	-350.00 REF ALP				251725 2/5 LIBRARY			
2025/09/000193	03/12/2025 GCR	-155.00 REF ALP				251933 3/5 LIBRARY			
2025/10/000337	04/15/2025 GCR	-380.00 REF ALP				252192 4/4 LIBRARY			
TOTAL MAIN LIBRARY		-17,700	0	-17,700	-20,382.93	.00	2,682.93	115.2%	

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	1,192,847.49	.00	361,537.51	76.7%
0016010	515100 OVERTIME WAGES &	60,915	0	60,915	39,837.67	.00	21,077.33	65.4%
0016010	515200 PARTTIME WAGES &	59,880	0	59,880	49,597.57	.00	10,282.43	82.8%
0016010	517000 OTHER WAGES	5,500	0	5,500	4,243.95	.00	1,256.05	77.2%
0016010	531000 PROFESSIONAL FEE	87,000	0	87,000	72,147.69	8,260.25	6,592.06	92.4%
0016010	541000 PUBLIC UTILITIES	85,000	0	85,000	45,550.79	31,191.33	8,257.88	90.3%
0016010	541100 WATER & SEWER CH	3,500	0	3,500	2,546.36	953.64	.00	100.0%
0016010	542140 REFUSE	200	0	200	21.80	.00	178.20	10.9%
0016010	543000 REPAIRS & MAINTEN	40,000	3,409	43,409	38,572.02	3,990.38	846.88	98.0%
0016010	544400 RENTS & LEASES	440	0	440	436.00	.00	4.00	99.1%
0016010	553000 TELEPHONE	7,500	0	7,500	8,134.84	1,965.16	-2,600.00	134.7%
0016010	553100 POSTAGE	3,000	0	3,000	1,684.32	1,315.68	.00	100.0%
0016010	554000 TRAVEL REIMBURSE	400	0	400	190.49	.00	209.51	47.6%
0016010	555000 PRINTING & BINDI	6,000	0	6,000	4,407.97	1,592.03	.00	100.0%
0016010	561400 MAINT SUPPLIES &	7,000	0	7,000	3,766.49	1,988.31	1,245.20	82.2%
0016010	561800 PROGRAM SUPPLIES	130,000	7,414	137,414	100,183.09	16,952.20	20,278.71	85.2%
0016010	562200 NATURAL GAS	31,250	0	31,250	14,741.35	16,508.65	.00	100.0%
0016010	562600 MOTOR FUELS	1,200	0	1,200	535.52	.00	664.48	44.6%
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	1,581,029.35	84,798.69	430,165.24	79.5%
TOTAL GENERAL FUND		2,085,170	10,823	2,095,993	1,581,029.35	84,798.69	430,165.24	79.5%
TOTAL EXPENSES		2,085,170	10,823	2,095,993	1,581,029.35	84,798.69	430,165.24	

CITY OF BRISTOL

CHIDLREN'S LIBRARY



FOR 2025 13

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	.00	100.0%
0016011 561800	PROGRAM SUPPLIES	50,000	11	50,011	30,286.55	16,450.05	3,274.39	93.5%
TOTAL CHILDREN'S LIBRARY		59,000	11	59,011	38,531.55	17,205.05	3,274.39	94.5%
TOTAL GENERAL FUND		59,000	11	59,011	38,531.55	17,205.05	3,274.39	94.5%
TOTAL EXPENSES		59,000	11	59,011	38,531.55	17,205.05	3,274.39	

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	184,918.25	.00	51,816.75	78.1%
0016012 515100	OVERTIME WAGES &	6,715	0	6,715	2,744.65	.00	3,970.35	40.9%
0016012 515200	PARTTIME WAGES &	71,195	0	71,195	53,001.90	.00	18,193.10	74.4%
0016012 531000	PROFESSIONAL FEE	24,000	0	24,000	11,991.65	7,067.35	4,941.00	79.4%
0016012 541000	PUBLIC UTILITIES	24,000	0	24,000	23,329.99	670.01	.00	100.0%
0016012 541100	WATER & SEWER CH	600	0	600	494.00	106.00	.00	100.0%
0016012 543000	REPAIRS & MAINTEN	7,000	0	7,000	4,852.35	2,047.43	100.22	98.6%
0016012 561400	MAINT SUPPLIES &	1,500	0	1,500	1,240.22	379.68	-119.90	108.0%
0016012 561800	PROGRAM SUPPLIES	50,000	0	50,000	32,242.59	9,210.00	8,547.41	82.9%
0016012 562200	NATURAL GAS	11,500	0	11,500	6,569.06	4,930.94	.00	100.0%
0016012 589100	MANRS MISCELLANEO	0	95,571	95,571	49,644.42	.00	45,926.58	51.9%
	TOTAL MANROSS LIBRARY	433,245	95,571	528,816	371,029.08	24,411.41	133,375.51	74.8%
	TOTAL GENERAL FUND	433,245	95,571	528,816	371,029.08	24,411.41	133,375.51	74.8%
	TOTAL EXPENSES	433,245	95,571	528,816	371,029.08	24,411.41	133,375.51	

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/ADJUSTMTS		REVISED BUDGET		YTD EXPENDED		ENCUMBRANCES		AVAILABLE BUDGET		PCT USED	
001																	
0016012 MANROSS LIBRARY																	
0016012	589100	MANRS MISCELLANEO		0	95,571			95,571		49,644.42		.00		45,926.58		51.9%	
2025/01/000022	07/02/2024	API	250.00	VND	009754	VCH											
2025/01/000022	07/02/2024	API	200.00	VND	039137	VCH											
2025/01/000022	07/02/2024	API	495.00	VND	006259	VCH											
2025/01/000022	07/02/2024	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	052224	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											
2025/07/000025	01/03/2025	API	500.00	VND	039778	VCH											
2025/07/000123	01/09/2025	API	2,609.21	VND	031441	VCH											
2025/07/000320	01/22/2025	API	349.00	VND	021956	VCH											
2025/07/000344	01/24/2025	API	250.00	VND	039806	VCH											
2025/08/000091	02/06/2025	API	190.55	VND	032219	VCH											
2025/08/000108	02/11/2025	API	255.00	VND	039329	VCH											
2025/08/000218	02/13/2025	API	225.00	VND	039007	VCH											
2025/08/000231	02/13/2025	API	3,295.40	VND	031441	VCH											
2025/08/000352	02/21/2025	API	150.00	VND	039873	VCH											
2025/08/000371	02/24/2025	API	250.00	VND	039796	VCH											
2025/09/000093	03/04/2025	API	94.92	VND	032219	VCH											
2025/09/000179	03/10/2025	API	6,750.00	VND	028831	VCH											
2025/09/000179	03/10/2025	API	3,238.42	VND	031441	VCH											
2025/09/000179	03/10/2025	API	200.00	VND	036761	VCH											
2025/09/000189	03/11/2025	API	200.00	VND	036761	VCH											
2025/09/000405	03/24/2025	API	281.10	VND	010887	VCH											
2025/09/000405	03/24/2025	API	300.00	VND	038198	VCH											
2025/10/000180	04/07/2025	API	844.75	VND	032219	VCH											
2025/10/000301	04/11/2025	API	3,708.47	VND	031441	VCH											
TOTAL MANROSS LIBRARY																	
			0		95,571			95,571		49,644.42		.00		45,926.58		51.9%	

CITY OF BRISTOL



LIBRARY TRUST FUND DEPOSITS

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 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									
ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED		
0016014 LIBRARY TRUSTS									
0016014 561800 PROGRAM SUPPLIES	31,060	29,387	60,447	19,000.40	15,031.06	26,415.13	56.3%		
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								520345
2025/02/000090 08/09/2024 API	550.93 VND 038201 VCH								520829
2025/02/000116 08/12/2024 API	450.00 VND 013265 VCH								520879
2025/03/000156 09/11/2024 API	1,134.00 VND 038201 VCH								521858
2025/04/000138 10/10/2024 API	980.48 VND 038201 VCH								522792
2025/05/000139 11/14/2024 API	1,109.43 VND 038201 VCH								523742
2025/06/000135 12/06/2024 API	1,128.55 VND 038201 VCH								524598
2025/06/000327 12/17/2024 API	3,705.50 VND 019212 VCH								524907
2025/06/000360 12/18/2024 API	267.75 VND 013265 VCH								524953
2025/07/000123 01/09/2025 API	416.31 VND 001634 VCH								525397
2025/07/000123 01/09/2025 API	926.23 VND 038201 VCH								525421
2025/07/000426 01/30/2025 API	515.00 VND 035625 VCH								526060
2025/08/000188 02/12/2025 API	2,349.00 VND 000664 VCH								526455
2025/08/000218 02/13/2025 API	1,269.01 VND 038201 VCH								526479
2025/09/000179 03/10/2025 API	366.40 VND 038201 VCH								527265
2025/10/000180 04/07/2025 API	1,071.81 VND 038201 VCH								528169
2025/10/000333 04/14/2025 API	1,260.00 VND 038199 VCH								528462
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	19,000.40	15,031.06	35,891.13	48.7%		
TOTAL GENERAL FUND	35,690	34,233	69,923	19,000.40	15,031.06	35,891.13	48.7%		
TOTAL EXPENSES	35,690	34,233	69,923	19,000.40	15,031.06	35,891.13			

CITY OF BRISTOL

CENTENNIAL FUND INTEREST



JOURNAL DETAIL 2025 1 TO 2025 13									
FOR 2025 13									
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	-70,274.31	.00	45,529.31	284.0%	
2025/01/000309 07/31/2024 GEN		-259.19 REF JP							RECORD JULY INTEREST CENTENN
2025/02/000424 08/31/2024 GEN		-371.42 REF JP							RECORD AUG INTEREST CENTENN
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
2025/08/000524 02/28/2025 GEN		-274.10 REF JP							INTEREST INCOME-CENTENNIAL
TOTAL LIBRARY		0	-24,745	-24,745	-70,274.31	.00	45,529.31	284.0%	
TOTAL SPECIAL GRANTS & DONATIONS		0	-24,745	-24,745	-70,274.31	.00	45,529.31	284.0%	
TOTAL REVENUES		0	-24,745	-24,745	-70,274.31	.00	45,529.31		