

AGENDA
HOUSTON COUNTY PUBLIC LIBRARY BOARD
May 10, 2018 – Perry Branch – Perry, GA

1. Call to order
2. Approval of minutes
3. Treasurer's Report
 Approval of Treasurer's Report
4. Director's Report
 Approval of revised 2017-2018 Budget amendment
5. Committee Reports
6. Old Business
7. New Business
 *Discussion and possible voting on revised Court Mandated Community
 Service Policy*
 NB land passage read into minutes
8. Adjournment

Houston County Public Library System Board of Trustees

Minutes- April 12 – Centerville Library, Centerville

The Houston County Public Library System Board met in regular session at the Centerville Library in Centerville on April 12, 2018. Board members attending were: Daniel Bibler, Lane Briscoe, Hazel Ann Gleaton, Linda Jones, Julie Layne, Shannon McNeal, James Newton, George Nunn, Nicole Rosser-Fogle, Caroline Smith and Pam Yates. Also attending was: J. Sara Paulk.

Vice-Chair Bibler called the meeting to order at 6:00 pm.

Minutes – Bibler called for the approval of the Minutes from the March 8 regular session. On a motion by Smith and a second by Newton, the motion carried.

Treasurer's report –Financials were presented with details by Treasurer Layne. On a motion by Newton and a second by Yates, the treasurer's reports were approved.

Director's report – Distributed at meeting.

Committee Reports – The Personnel Committee will be meeting at 5:30pm on Thursday, May 10th at the Perry Branch to discuss the Director's evaluation.

Unfinished Business – None.

New Business – Bibler called for the approval of the Volunteer Policy. On a motion by Smith and a second by Rosser-Fogle, the policy was approved.

Bible called for the tabling of the Court-Mandated Community Service Policy. On a motion by Smith and a second by Rosser-Fogle, the policy was tabled.

Trustee Comments – Yates reported on the upcoming Friends of the Library annual Book Sale at the National Fair Grounds in Perry.

Adjournment – Bibler called for a motion to adjourn. On a motion by Smith and a second by Briscoe, the motion carried. The Board adjourned at 6:39 pm.

Respectfully submitted - J. Sara Paulk

Library Board Vice-Chair – Daniel Bibler

Director's report - 2018 May

A part-time staff at Nola Brantley has given her resignation effective mid-May. I have chosen not to fill that position and instead use that amount of money to hire a part-time staff member for Perry. Background - The use of Perry has grown since the renovation so that 25% more items are checked out from Perry than from Nola Brantley. Perry has 25% less weekly staff hours than Nola Brantley. In addition, the hours of service have been adjusted so that a library branch is open until 8pm somewhere in the county each night Monday-Thursday. This will begin on July 1st, 2018.

Vacation Reading Program which is our busiest two months of the year will be here soon and as always we will have a full slate of educational and fun programs and activities to encourage reading and literacy.

GPLS offered libraries the opportunity to partner with the Georgia Department of Education's English Language Arts curriculum division and take over their Twitter for one-week periods focused on summer reading. HOUPL was selected and our week starts June 4th.

Painting started at the Centerville branch and with the exception of a broken sprinkler valve box by the painters, work is progressing. The painters paid for the repair / replacement.

The roof at the Nola Brantley Memorial library continues to have irregular leaking and after five years, the county is saying they have exhausted all of their options. A roofing consultant was asked to meet with staff (library and county) for the next direction. He said his firm would try another fix at no charge and if that didn't work, we could start exploring long term (expensive) options.

Special staff recognition to Laura Howell. Ms. Howell, who is the Circulation Supervisor at Nola Brantley, is the primary trainer for all new staff of the PINES library circulation system. Each new person spends a day with her as she covers all things PINES. Having the same staff member provide the training results in a consistent result. Thank you Ms. Howell!

Staff changes.

Regina Smith (Nola Brantley) has resigned. Recruitment is underway for a part-time circulation staff member and part-time, short term shelvees.

The Next Board meeting will be

June 14, 2018 at the Nola Brantley Memorial Library starting at 6pm

Houston County Public Library System

Balance Sheet

By Fund as of April 30, 2018

		Fund 100 General	Fund 112 FOL	Fund 200 Fed Grant	Fund 310 State	Fund 390 SPLOST	Fund 500 Local Inv.
Assets							
100-00-10101	Cash in Bank	\$228,429.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10106	Bank of Perry Merchant Account	\$96,476.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10112	Unemployment CD	\$8,142.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10113	New Unemployment CD	\$7,457.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10120	Cash on Hand	\$1,176.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
112-00-10101	FOL Operating	\$0.00	\$38,238.28	\$0.00	\$0.00	\$0.00	\$0.00
310-00-10101	State Operating	\$0.00	\$0.00	\$0.00	\$12,389.81	\$0.00	\$0.00
390-00-10101	SPLOST Operating	\$0.00	\$0.00	\$0.00	\$0.00	(\$17,635.08)	\$0.00
390-00-10103	STATE BANK & TRUST/SPLOST	\$0.00	\$0.00	\$0.00	\$0.00	\$106,546.53	\$0.00
500-00-10101	NB/CD Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,255.48
500-00-10111	Restricted CD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,793.96
Total Assets		\$341,681.40	\$38,238.28	\$0.00	\$12,389.81	\$88,911.45	\$31,049.44
Liabilities and Fund Balance							
Fund Balance							
100-00-30770	Assigned Fund Balance - Op Contingency	\$203,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-30771	Assigned Fund Balance - Donations	\$21,802.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-30772	Assigned Fund Balance - Cash on Hand	\$1,176.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-30790	Unassigned Fund Balance	\$78,146.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-30799	Current Year Change	\$37,556.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
112-00-30780	Restricted Fund Balance	\$0.00	\$75,532.86	\$0.00	\$0.00	\$0.00	\$0.00
112-00-30799	Current Year Change	\$0.00	(\$37,294.58)	\$0.00	\$0.00	\$0.00	\$0.00
310-00-30799	Current Year Change	\$0.00	\$0.00	\$0.00	\$12,389.81	\$0.00	\$0.00
390-00-30780	Restricted Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$51,958.22	\$0.00
390-00-30799	Current Year Change	\$0.00	\$0.00	\$0.00	\$0.00	\$36,953.23	\$0.00
500-00-30750	Non Spendable Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,839.40
500-00-30780	Restricted Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,023.54
500-00-30799	Current Year Change	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$186.50
Total Fund Balance		\$341,681.40	\$38,238.28	\$0.00	\$12,389.81	\$88,911.45	\$31,049.44
Total Liabilities and Fund Balance		\$341,681.40	\$38,238.28	\$0.00	\$12,389.81	\$88,911.45	\$31,049.44
BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS		\$304,225.77	\$75,532.86	\$0.00	\$0.00	\$51,958.22	\$31,049.44
NET SURPLUS/(DEFICIT)		\$37,455.63	(\$37,294.58)	\$0.00	\$12,389.81	\$36,953.23	\$0.00
ENDING FUND BALANCE		\$341,681.40	\$38,238.28	\$0.00	\$12,389.81	\$88,911.45	\$31,049.44

Houston County Public Library System

Statement of Revenues and Expenditures

By Fund as of April 30, 2018

Include accounts with no activity
 Include inactive accounts
 Include these Funds: 100, 112, 310, 390

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
100 - General						
Revenues						
Local Revenues	\$792,900.00	\$660,750.00	\$660,750.00	\$66,075.00	\$651,000.00	83.3%
Library Generated Revenue	\$90,000.00	\$75,000.00	\$80,678.34	\$8,766.14	\$79,871.39	89.6%
Donations	\$0.00	\$0.00	\$7,841.97	\$1,179.88	\$8,844.67	0.0%
Other Income	\$14,100.00	\$7,583.32	\$11,887.38	\$2,388.20	\$13,867.58	84.3%
Sale of Assets and Interfund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Total Revenues	\$897,000.00	\$743,333.32	\$761,157.69	\$78,409.22	\$753,583.64	84.9%
Expenditures						
Salaries and Wages	\$444,628.40	\$370,523.62	\$358,862.07	\$36,510.39	\$338,691.25	80.7%
Benefits	\$198,834.07	\$165,694.98	\$137,801.12	\$14,415.47	\$127,931.31	69.3%
Professional Services	\$26,000.00	\$21,666.66	\$15,424.54	\$2,418.44	\$24,519.49	59.3%
Copiers and Equipment	\$12,000.00	\$9,999.98	\$8,959.88	\$774.00	\$9,768.23	74.7%
Electricity and Utilities	\$103,506.87	\$86,255.69	\$87,084.30	\$7,623.10	\$78,377.29	84.1%
Insurance	\$26,500.00	\$26,500.00	\$27,393.00	\$0.00	\$25,942.00	103.4%
Maintenance and Repairs	\$33,214.36	\$27,678.60	\$27,792.08	\$4,739.05	\$29,094.24	83.7%
Materials	\$1,000.00	\$833.32	\$734.81	\$0.00	\$32,444.90	73.5%
Motor Vehicle Costs	\$3,000.00	\$2,500.00	\$963.88	\$96.26	\$1,375.28	32.1%
Purchased Services	\$5,000.00	\$4,266.66	\$961.25	\$0.00	\$16,860.96	19.2%
Supplies	\$19,998.00	\$16,666.62	\$17,210.66	\$3,568.57	\$15,595.93	86.1%
Other Operating Expenses	\$5,150.00	\$4,316.66	\$4,274.15	\$470.40	\$4,174.76	83.0%
Technology	\$15,060.00	\$12,609.96	\$12,296.04	\$97.74	\$29,395.09	81.6%
Telecommunications	\$20,700.00	\$17,249.98	\$21,374.87	\$589.23	\$23,195.88	103.3%
Travel and Training	\$3,550.00	\$3,483.32	\$2,569.41	\$0.00	\$3,509.56	72.4%
Building Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Transfers to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Total Expenditures	\$918,141.70	\$770,246.05	\$723,702.06	\$71,302.65	\$760,876.17	78.8%

Houston County Public Library System

Statement of Revenues and Expenditures

By Fund as of April 30, 2018

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
BEGINNING FUND BALANCE	\$304,225.77	\$304,225.77	\$304,225.77	\$334,574.83	\$337,777.47	100.0%
NET SURPLUS/(DEFICIT)	(\$21,141.70)	(\$26,912.73)	\$37,455.63	\$7,106.57	(\$7,292.53)	(177.2)%
ENDING FUND BALANCE	\$283,084.07	\$277,313.04	\$341,681.40	\$341,681.40	\$330,484.94	120.7%

Houston County Public Library System

Statement of Revenues and Expenditures

By Fund as of April 30, 2018

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
112 - Friends of Library						
Revenues						
Donations	\$28,000.00	\$0.00	\$0.00	\$0.00	\$700.66	0.0%
Total Revenues	<u>\$28,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$700.66</u>	<u>0.0%</u>
Expenditures						
Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Copiers and Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Materials	\$50,000.00	\$41,666.64	\$37,294.58	\$1,734.19	\$28,051.62	74.6%
Purchased Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$145.52	0.0%
Travel and Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Total Expenditures	<u>\$50,000.00</u>	<u>\$41,666.64</u>	<u>\$37,294.58</u>	<u>\$1,734.19</u>	<u>\$28,197.14</u>	<u>74.6%</u>
BEGINNING FUND BALANCE	\$75,532.86	\$75,532.86	\$75,532.86	\$39,972.47	\$80,568.78	100.0%
NET SURPLUS/(DEFICIT)	(\$22,000.00)	(\$41,666.64)	(\$37,294.58)	(\$1,734.19)	(\$27,496.48)	169.5%
ENDING FUND BALANCE	<u>\$53,532.86</u>	<u>\$33,866.22</u>	<u>\$38,238.28</u>	<u>\$38,238.28</u>	<u>\$53,072.30</u>	<u>71.4%</u>

Houston County Public Library System

Statement of Revenues and Expenditures

By Fund as of April 30, 2018

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
310 - State						
Revenues						
State and Federal Grants	\$394,914.61	\$340,314.29	\$340,314.35	\$27,300.13	\$284,342.33	86.2%
Total Revenues	<u>\$394,914.61</u>	<u>\$340,314.29</u>	<u>\$340,314.35</u>	<u>\$27,300.13</u>	<u>\$284,342.33</u>	<u>86.2%</u>
Expenditures						
Salaries and Wages	\$212,011.97	\$176,676.61	\$171,751.62	\$17,179.56	\$177,564.05	81.0%
Benefits	\$68,046.39	\$56,705.27	\$59,027.51	\$5,902.84	\$55,207.44	86.7%
Copiers and Equipment	\$41,527.00	\$41,527.00	\$41,527.00	\$41,527.00	\$0.00	100.0%
Electricity and Utilities	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Materials	\$39,761.50	\$33,134.58	\$28,217.13	\$3,449.65	\$35,134.46	71.0%
Purchased Services	\$50.00	\$50.00	\$146.30	\$0.00	\$0.00	292.6%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$65.84	0.0%
Technology	\$25,760.90	\$25,760.90	\$25,760.90	\$0.00	\$21,162.33	100.0%
Travel and Training	\$1,335.00	\$1,335.00	\$1,494.08	\$70.85	\$470.52	111.9%
Total Expenditures	<u>\$393,492.76</u>	<u>\$335,189.36</u>	<u>\$327,924.54</u>	<u>\$68,129.90</u>	<u>\$289,604.64</u>	<u>83.3%</u>
BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$53,219.58	\$0.00	0.0%
NET SURPLUS/(DEFICIT)	\$1,421.85	\$5,124.93	\$12,389.81	(\$40,829.77)	(\$5,262.31)	871.4%
ENDING FUND BALANCE	<u>\$1,421.85</u>	<u>\$5,124.93</u>	<u>\$12,389.81</u>	<u>\$12,389.81</u>	<u>(\$5,262.31)</u>	<u>871.4%</u>

Houston County Public Library System

Statement of Revenues and Expenditures

By Fund as of April 30, 2018

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
390 - DESIGNATED MATERIALS						
Revenues						
Local Revenues	\$175,000.00	\$175,000.00	\$100,000.00	\$0.00	\$100,000.00	57.1%
Library Generated Revenue	\$0.00	\$0.00	\$357.27	\$87.07	\$240.38	0.0%
Sale of Assets and Interfund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Total Revenues	\$175,000.00	\$175,000.00	\$100,357.27	\$87.07	\$100,240.38	57.3%
Expenditures						
Copiers and Equipment	\$70,000.00	\$70,000.00	\$0.00	\$0.00	\$9,135.00	0.0%
Maintenance and Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Materials	\$70,000.00	\$58,333.32	\$59,006.64	\$7,810.17	\$37,316.97	84.3%
Supplies	\$8,800.00	\$7,333.32	\$4,397.40	\$791.29	\$4,409.85	50.0%
Technology	\$26,200.00	\$21,833.32	\$0.00	\$0.00	\$8,791.92	0.0%
Telecommunications	\$0.00	\$0.00	\$0.00	\$0.00	\$7,957.01	0.0%
Total Expenditures	\$175,000.00	\$157,499.96	\$63,404.04	\$8,601.46	\$67,610.75	36.2%
BEGINNING FUND BALANCE	\$51,958.22	\$51,958.22	\$51,958.22	\$97,425.84	\$51,243.91	100.0%
NET SURPLUS/(DEFICIT)	\$0.00	\$17,500.04	\$36,953.23	(\$8,514.39)	\$32,629.63	0.0%
ENDING FUND BALANCE	\$51,958.22	\$69,458.26	\$88,911.45	\$88,911.45	\$83,873.54	171.1%

Houston County Public Library							
Proposed Budget Amendments for FY2018							
Submitted to Library Board of Trustees by: J. Sara Paulk, Director and Cynthia Spratling, Business Manager							
5/10/2018							
Expenditures		Actual Bal	Original Budget	Over (Under)	Amended	Amount of	
		as of 4/25/2018	FY2018	Original Budget	Budget	Increase	Explanation
Account							
100-10-54400 - Copier Equipment Lease		5,712.07	6,000.00	(287.93)	7,000.00	1,000.00	to cover remaining anticipated expenditures of approximately \$1200.00 (includes leases and printing costs on the Xerox copiers used by patrons at the 3 branches)
100-26-54150 - Grounds Maintenance		8,789.25	8,000.00	789.25	10,000.00	2,000.00	to cover overage plus remaining anticipated expenditures of approximately \$950 plus some in case of any sprinkler system repairs
100-26-56100 - Janitorial/Maint. Supplies		4,547.25	4,348.00	199.25	5,348.00	1,000.00	to cover overage plus anticipated expenditures through the end of the year
100-27-54300 - VOIP System Maintenance		3,585.00	360.00	3,225.00	3,660.00	3,300.00	to cover overage; no further expenditures anticipated
100-27-55320 - Internet Access		15,126.94	9,100.00	6,026.94	13,100.00	4,000.00	expenditure will be reduced by approximately \$2500 b/c of credits due from Windstream; additional amount needed to cover remaining overage
100-27-55800 - Travel		329.70	-	329.70	500.00	500.00	to cover current expenditures plus Tech Boot Camp travel
						11,800.00	TOTAL (to come from CURRENT YEAR SURPLUS)
310-10-55800 - Travel		414.97	300.00	114.97	450.00	150.00	to cover overage; no further expenditures anticipated
310-25-55800 - Travel		934.11	775.00	159.11	975.00	200.00	to cover overage; no further expenditures anticipated
						350.00	TOTAL (to come from System Services portion of State Grant)

Circulations	Centerville	Perry	Nola Brantley	Houston Totals
Check outs				
Print items	14474	10511	6824	31809
Non-Print items	1426	1489	854	3769
	15900	12000	7678	35578
In-Library Use				
Internet Computers	2533	1358	2361	6252
MGA computers				0
ChromeBooks	6	9	9	24
Wireless				0
Children's Computers	121	43	62	226
Total Circulation	2660	1410	2432	6502

Reference				
Reference Asked	246	262	181	689

Programs & Attendance	Centerville		Perry		Nola Brantley		Total Attendance
	# of Prog	Attendance	# of Prog	Attendance	# of Prog	Attendance	
All Ages programs	1	23	2	30	1	6	59
Children programs	16	573	20	792	13	106	1471
Adult programs							0
YA Programs	1	31	1	7			38
Meeting Room	31	251	17	105	34	153	509
Door Count		6246		3808		7097	17151

New Items Added	
Centerville	380
Perry	272
Nola Brantley	357
Total Items	1009

Circulations	Centerville	Perry	Nola Brantley	Houston Totals
Check outs				
Print items	14474	10511	6824	31809
Non-Print items	1426	1489	854	3769
	15900	12000	7678	35578
In-Library Use				
Internet Computers	2533	1358	2361	6252
MGA computers				0
ChromeBooks	6	9	9	24
Wireless				0
Children's Computers	121	43	62	226
Total Circulation	2660	1410	2432	6502

Reference				
Reference Asked	246	262	181	689

Programs & Attendance	Centerville		Perry		Nola Brantley		Total Attendance
	# of Prog	Attendance	# of Prog	Attendance	# of Prog	Attendance	
All Ages programs	1	23	2	30	1	6	59
Children programs	16	573	20	792	13	106	1471
Adult programs							0
YA Programs	1	31	1	7			38
Meeting Room	31	251	17	105	34	153	509
Door Count		6246		3808		7097	17151

New Items Added	
Centerville	380
Perry	272
Nola Brantley	357
Total Items	1009

Circulation			
PRINT			
Adult Non-fiction		1385	
Adult Fiction		3318	
Young Adult		651	
Junior Non-fiction		1210	
Junior Fiction		2390	
Easy		4420	
Magazines		159	
		Print Total	13533
Carlos Museum Pass		1	
Kill A Watt Meter			
Ga State Park Pass		11	
Go Fish Pass		4	
Puppetry Arts Pass		1	
Atl. Zoo DVD		10	
RBDigital Audiobook		491	
RBDigital eBook		295	
Kits	Easy	31	
Kits	Juv	98	
Kits	Ref		
		Other Total	941
		Total	14474
Non Print Material			
Audiobook Cas	Adult		
Audiobook CD	Adult	406	
DVD	Adult	472	
Music CD	Adult	1	
Video	Adult		879
Audiobook Cas	Easy		
Audiobook CD	Easy	20	
DVD	Easy	80	
Music CD	Easy		
Video	Easy		100
Audiobook Cas	Juv		
Audiobook CD	Juv	4	
DVD	Juv	442	
Music CD	Juv		
Video	Juv		446
Audiobook Cas	YA		
Audiobook CD	YA		
DVD	YA	1	
Music CD	YA		
Video	YA		1
Software			0
		Non Print Total	1426
Total Circulation			15900

In House	
Internet Computers	2533
MGA computers	
ChromeBooks	6
Wireless	
Children's Computers	121
Total	2660

Reference Stats	# ?'s Asked
Total	246

Programs & Attendance			
	Adult	# Programs	Attendance
Programs			
Volunteers			1
Hours Volunteered			4.5
Staff Training			
	YA	# Programs	Attendance
Programs		1	31
Volunteers			4
Volunteer Hours			14

	Children (Ages 0-11)	# Programs	Attendance
Any Programs		16	573
Foreign Language/Bi-lingual			
Special Needs			

	All Ages / Family	# Programs	Attendance
Programs		1	23

	# Meetings	Attendance
Meeting room	31	251
Door count		6246

Items Added	380
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	#	%
Self Check-out	141	1

Circulation			
PRINT			
Adult Non-fiction		866	
Adult Fiction		1580	
Young Adult		377	
Junior Non-fiction		503	
Junior Fiction		835	
Easy		1637	
Magazines		174	
		Print Total	5972
Carlos Museum Pass		2	
Kill A Watt Meter			
Ga State Park Pass		9	
Go Fish Pass		4	
Puppetry Arts Pass		1	
Atl. Zoo DVD		4	
RBDigital Audiobook		490	
RBDigital eBook		294	
Kits	Easy	18	
Kits	Juv	32	
Kits	Ref		
		Other Total	852
		Total	6824
Non Print Material			
Audiobook Cas	Adult		
Audiobook CD	Adult	164	
DVD	Adult	469	
Music CD	Adult		
Video	Adult		633
Audiobook Cas	Easy		
Audiobook CD	Easy		
DVD	Easy	31	
Music CD	Easy		
Video	Easy		31
Audiobook Cas	Juv		
Audiobook CD	Juv	10	
DVD	Juv	179	
Music CD	Juv		
Video	Juv		189
Audiobook Cas	YA		
Audiobook CD	YA	1	
DVD	YA		
Music CD	YA		
Video	YA		1
Software			0
		Non Print Total	854
Total Circulation			7678

In House	
Internet Computers	2361
MGA computers	
ChromeBooks	9
Wireless	
Children's Computers	62
Total	2432

Reference stats	# ?'s Asked
Total	181

Programs & Attendance		
	Adult	# Programs
		Attendance
Programs		
Volunteers		
Hours Volunteered		
Staff Training		
	YA	# Programs
		Attendance
Programs		
Volunteers		
Volunteer Hours		

Children (Ages 0-11)		
	# Programs	Attendance
Any Programs	13	106
Foreign Language/Bi-lingual		
Special Needs		

All Ages / Family		
	# Programs	Attendance
Programs	1	6

	# Meetings	Attendance
Meeting room	34	153
Door count		7097

Items Added	357
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	#	%
Self Check-out	22	0

Circulation			
PRINT			
Adult Non-fiction		822	
Adult Fiction		2637	
Young Adult		384	
Junior Non-fiction		867	
Junior Fiction		1129	
Easy		3617	
Magazines		165	
		Print Total	9621
Carlos Museum Pass		1	
Kill A Watt Meter			
Ga State Park Pass		8	
Go Fish Pass		4	
Puppetry Arts Pass			
Atl. Zoo DVD		19	
RBDigital Audiobook		490	
RBDigital eBook		294	
Kits	Easy	31	
Kits	Juv	44	
Kits	Ref		
		Other Total	890
			Total 10511
Non Print Material			
Audiobook Cas	Adult		
Audiobook CD	Adult	192	
DVD	Adult	785	
Music CD	Adult		
Video	Adult		977
Audiobook Cas	Easy		
Audiobook CD	Easy	2	
DVD	Easy	97	
Music CD	Easy	1	
Video	Easy		100
Audiobook Cas	Juv		
Audiobook CD	Juv	33	
DVD	Juv	370	
Music CD	Juv	1	
Video	Juv		404
Audiobook Cas	YA		
Audiobook CD	YA	8	
DVD	YA		
Music CD	YA		
Video	YA		8
Software			0
Non Print Total			1489
Total Circulation			12000

In House	
Internet Computers	1358
MGA computers	
ChromeBooks	9
Wireless	
Children's Computers	43
Total	1410

Reference stats	# ?'s Asked
Total	262

Programs & Attendance			
	Adult	# Programs	Attendance
Programs			
Volunteers			1
Hours Volunteered			30
Staff Training		1	6

	YA	# Programs	Attendance
Programs		1	7
Volunteers			
Volunteer Hours			

Children (Ages 0-11)		
	# Programs	Attendance
Any Programs	17	750
Foreign Language/Bi-lingual	2	12
Special Needs	1	30

All Ages / Family		
	# Programs	Attendance
Programs	2	30

	# Meetings	Attendance
Meeting room	17	105
Door count		3808

Items Added	272
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	#	%
Self Check-out	118	0