

AGENDA  
HOUSTON COUNTY PUBLIC LIBRARY BOARD  
September 8<sup>th</sup>, 2016 - Nola Brantley Memorial Library

1. Call to order
2. Approval of minutes
3. Treasurer's Report  
    \*Approval of Treasurer's Report \*
4. Director's Report
5. Committee Reports
6. Old Business
7. New Business
8. Adjournment

\* items will need board approval.

## Houston County Public Library System Board of Trustees

Minutes- August 11, 2016 – Perry Branch, Perry, Ga

The Houston County Public Library System Board met in regular session at the Perry Branch in Perry, Ga on August 11<sup>th</sup>, 2016. Board members attending were: Denisa Davis, Robin Engle, Linda Jones, Suzy King, Jim Newton, George Nunn, John Gray Walker and Pam Yates. Also attending was: J. Sara Paulk. Chairman Newton called the meeting to order at 6:00 pm.

**Minutes** - Mr. Newton called for the approval of the Minutes from the Jul 14, 2016 regular session. On a motion by Engle and a second by King, the motion carried.

**Treasurer's report** –Year end financials from 2015-2016 and the first month of fiscal year 2016 presented. Mr. Newton called for the approval of the Treasurer's report. On a motion by Davis and a second by Yates, the Treasurer's report was approved.

**Director's report** – Distributed at meeting.

**Committee Reports** – None.

**Unfinished Business** – None.

**New Business** –

Mr. Newton called for the approval of the proposed Patron Behavior Policy. After discussion, on a motion by Engle and a second by Walker, the Patron Behavior Policy was approved.

**Trustee Comments** –Yates reported on Friends of the Library concerns with their book-sale venue.

**Adjournment** - Mr. Newton called for a motion to adjourn. On a motion by Engle and a second by Yates, the motion carried. The Board adjourned at 6:40 pm.

Respectfully submitted - J. Sara Paulk

Library Board Chair – James Newton

## Houston County Public Library System

## Balance Sheet

By Fund as of August 31, 2016

		Fund 100 General	Fund 112 FOL	Fund 200 Fed Grant	Fund 310 State	Fund 390 SPLOST	Fund 500 Local Inv.
<b>Assets</b>							
100-00-10101	Cash in Bank	\$293,481.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10104	PERRY PROJECT/SB&TC	\$10,172.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10106	Bank of Perry Merchant Account	\$40,406.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10112	Unemployment CD	\$8,050.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10113	New Unemployment CD	\$7,373.64	\$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	\$77,713.68	\$0.00	\$0.00	\$0.00	\$0.00
200-00-10101	Federal Operating	\$0.00	\$0.00	(\$9,760.05)	\$0.00	\$0.00	\$0.00
310-00-10101	State Operating	\$0.00	\$0.00	\$0.00	(\$1,904.00)	\$0.00	\$0.00
390-00-10101	SPLOST Operating	\$0.00	\$0.00	\$0.00	\$0.00	(\$5,013.10)	\$0.00
390-00-10103	STATE BANK & TRUST/SPLOST	\$0.00	\$0.00	\$0.00	\$0.00	\$45,920.28	\$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	\$28,470.07
<b>Total Assets</b>		<b>\$360,660.06</b>	<b>\$77,713.68</b>	<b>(\$9,760.05)</b>	<b>(\$1,904.00)</b>	<b>\$40,907.18</b>	<b>\$30,725.55</b>
<b>Liabilities and Fund Balance</b>							
<b>Fund Balance</b>							
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	\$20,140.00	\$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
100-00-30773	Assigned Fund Balance - EBooks/GADD	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-30780	Restricted Fund Balance - Perry Project/HHJ Digi	\$15,963.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-30790	Unassigned Fund Balance	\$87,423.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-30799	Current Year Change	\$22,957.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
112-00-30780	Restricted Fund Balance	\$0.00	\$80,568.78	\$0.00	\$0.00	\$0.00	\$0.00
112-00-30799	Current Year Change	\$0.00	(\$2,855.10)	\$0.00	\$0.00	\$0.00	\$0.00
200-00-30799	Current Year Change	\$0.00	\$0.00	(\$9,760.05)	\$0.00	\$0.00	\$0.00
310-00-30799	Current Year Change	\$0.00	\$0.00	\$0.00	(\$1,904.00)	\$0.00	\$0.00
390-00-30780	Restricted Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$51,243.91	\$0.00
390-00-30799	Current Year Change	\$0.00	\$0.00	\$0.00	\$0.00	(\$10,336.73)	\$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	\$3,886.15
<b>Total Fund Balance</b>		<b>\$360,660.06</b>	<b>\$77,713.68</b>	<b>(\$9,760.05)</b>	<b>(\$1,904.00)</b>	<b>\$40,907.18</b>	<b>\$30,725.55</b>
<b>Total Liabilities and Fund Balance</b>		<b>\$360,660.06</b>	<b>\$77,713.68</b>	<b>(\$9,760.05)</b>	<b>(\$1,904.00)</b>	<b>\$40,907.18</b>	<b>\$30,725.55</b>
<b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b>		<b>\$337,703.05</b>	<b>\$80,568.78</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$51,243.91</b>	<b>\$30,725.55</b>

**Houston County Public Library System****Balance Sheet**

By Fund as of August 31, 2016

	<u>Fund 100 General</u>	<u>Fund 112 FOL</u>	<u>Fund 200 Fed Grant</u>	<u>Fund 310 State</u>	<u>Fund 390 SPLOST</u>	<u>Fund 500 Local Inv.</u>
<b>NET SURPLUS/(DEFICIT)</b>	\$22,957.01	(\$2,855.10)	(\$9,760.05)	(\$1,904.00)	(\$10,336.73)	\$0.00
<b>ENDING FUND BALANCE</b>	<u>\$360,660.06</u>	<u>\$77,713.68</u>	<u>(\$9,760.05)</u>	<u>(\$1,904.00)</u>	<u>\$40,907.18</u>	<u>\$30,725.55</u>

# Houston County Public Library System

## Statement of Revenues and Expenditures

### By Fund as of August 31, 2016

Include accounts with no activity  
 Include inactive accounts  
 Include these Funds: 100, 112, 200, 310, 390

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>100 - General</b>						
<b>Revenues</b>						
Local Revenues	\$781,200.00	\$130,200.00	\$130,200.00	\$65,100.00	\$128,533.34	16.7%
Library Generated Revenue	\$80,000.00	\$13,333.30	\$16,392.39	\$8,595.80	\$14,549.91	20.5%
Donations	\$0.00	\$0.00	\$1,240.41	\$440.41	\$2,167.21	0.0%
Other Income	\$29,800.00	\$4,133.32	\$781.04	\$765.04	\$732.53	2.6%
Sale of Assets and Interfund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Revenues</b>	<b>\$891,000.00</b>	<b>\$147,666.62</b>	<b>\$148,613.84</b>	<b>\$74,901.25</b>	<b>\$145,982.99</b>	<b>16.7%</b>
<b>Expenditures</b>						
Salaries and Wages	\$425,141.07	\$70,856.80	\$52,345.46	\$35,271.49	\$53,756.03	12.3%
Benefits	\$187,117.72	\$31,186.21	\$20,146.17	\$13,402.14	\$20,735.31	10.8%
Professional Services	\$21,000.00	\$3,500.00	\$0.00	\$0.00	\$0.00	0.0%
Copiers and Equipment	\$11,500.00	\$2,166.64	\$1,750.39	\$1,160.64	\$1,668.36	15.2%
Electricity and Utilities	\$102,738.00	\$17,122.94	\$16,231.40	\$12,180.59	\$18,479.08	15.8%
Insurance	\$28,200.00	\$3,000.00	\$3,095.00	\$0.00	\$3,306.00	11.0%
Maintenance and Repairs	\$29,000.00	\$4,833.32	\$5,989.46	\$2,908.57	\$5,440.62	20.7%
Materials	\$31,000.00	\$5,166.66	\$11,563.81	\$6,313.81	\$9,274.07	37.3%
Motor Vehicle Costs	\$3,500.00	\$583.32	\$376.10	\$376.10	\$173.73	10.7%
Purchased Services	\$20,500.00	\$3,416.66	\$20.00	\$20.00	\$220.00	0.1%
Supplies	\$18,499.42	\$3,083.20	\$3,664.96	\$2,938.92	\$3,485.55	19.8%
Other Operating Expenses	\$5,500.00	\$916.64	\$876.46	\$447.42	\$856.08	15.9%
Technology	\$5,000.00	\$833.32	\$1,559.00	\$0.00	\$100.98	31.2%
Telecommunications	\$36,585.00	\$6,097.48	\$6,243.62	\$3,236.12	\$5,215.80	17.1%
Travel and Training	\$2,500.00	\$416.64	\$1,795.00	\$1,795.00	\$376.65	71.8%
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%
<b>Total Expenditures</b>	<b>\$927,781.21</b>	<b>\$153,179.83</b>	<b>\$125,656.83</b>	<b>\$80,050.80</b>	<b>\$123,088.26</b>	<b>13.5%</b>

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of August 31, 2016

	<u>ANNUAL BUDGET</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>MTD Actual</u>	<u>YTD Historical</u>	<u>% Used</u>
BEGINNING FUND BALANCE	\$337,703.05	\$337,703.05	\$337,703.05	\$365,809.61	\$290,532.66	100.0%
NET SURPLUS/(DEFICIT)	(\$36,781.21)	(\$5,513.21)	\$22,957.01	(\$5,149.55)	\$22,894.73	(62.4)%
ENDING FUND BALANCE	<u>\$300,921.84</u>	<u>\$332,189.84</u>	<u>\$360,660.06</u>	<u>\$360,660.06</u>	<u>\$313,427.39</u>	<u>119.9%</u>

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of August 31, 2016

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>112 - Friends of Library</b>						
<b>Revenues</b>						
Donations	\$21,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Revenues</b>	<b>\$21,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.0%</b>
<b>Expenditures</b>						
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	\$32,971.00	\$5,495.16	\$2,855.10	\$1,180.56	\$3,802.59	8.7%
Purchased Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Travel and Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Expenditures</b>	<b>\$32,971.00</b>	<b>\$5,495.16</b>	<b>\$2,855.10</b>	<b>\$1,180.56</b>	<b>\$3,802.59</b>	<b>8.7%</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$80,568.78</b>	<b>\$80,568.78</b>	<b>\$80,568.78</b>	<b>\$78,894.24</b>	<b>\$86,104.09</b>	<b>100.0%</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$11,971.00)</b>	<b>(\$5,495.16)</b>	<b>(\$2,855.10)</b>	<b>(\$1,180.56)</b>	<b>(\$3,802.59)</b>	<b>23.9%</b>
<b>ENDING FUND BALANCE</b>	<b>\$68,597.78</b>	<b>\$75,073.62</b>	<b>\$77,713.68</b>	<b>\$77,713.68</b>	<b>\$82,301.50</b>	<b>113.3%</b>

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of August 31, 2016

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>200 - Federal</b>						
<b>Revenues</b>						
State and Federal Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Revenues</b>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.0%</u>
<b>Expenditures</b>						
Materials	\$0.00	\$0.00	\$9,760.05	\$9,760.05	\$0.00	0.0%
Purchased Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Other Operating Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Expenditures</b>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$9,760.05</u>	<u>\$9,760.05</u>	<u>\$0.00</u>	<u>0.0%</u>
<b>BEGINNING FUND BALANCE</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>NET SURPLUS/(DEFICIT)</b>	\$0.00	\$0.00	(\$9,760.05)	(\$9,760.05)	\$0.00	0.0%
<b>ENDING FUND BALANCE</b>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$9,760.05)</u>	<u>(\$9,760.05)</u>	<u>\$0.00</u>	<u>0.0%</u>



# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of August 31, 2016

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>310 - State</b>						
<b>Revenues</b>						
State and Federal Grants	\$336,893.87	\$52,641.46	\$52,641.48	\$26,320.74	\$44,981.52	15.6%
<b>Total Revenues</b>	<u>\$336,893.87</u>	<u>\$52,641.46</u>	<u>\$52,641.48</u>	<u>\$26,320.74</u>	<u>\$44,981.52</u>	<u>15.6%</u>
<b>Expenditures</b>						
Salaries and Wages	\$216,857.93	\$36,142.96	\$35,382.71	\$17,772.65	\$32,652.46	16.3%
Benefits	\$53,307.07	\$8,884.48	\$9,368.35	\$4,893.50	\$10,408.90	17.6%
Electricity and Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Materials	\$39,371.00	\$6,561.82	\$9,744.42	\$930.20	\$0.00	24.8%
Purchased Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Technology	\$21,044.87	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Travel and Training	\$1,250.00	\$208.32	\$50.00	\$50.00	\$77.38	4.0%
<b>Total Expenditures</b>	<u>\$331,830.87</u>	<u>\$51,797.58</u>	<u>\$54,545.48</u>	<u>\$23,646.35</u>	<u>\$43,138.74</u>	<u>16.4%</u>
<b>BEGINNING FUND BALANCE</b>	\$0.00	\$0.00	\$0.00	(\$4,578.39)	\$0.00	0.0%
<b>NET SURPLUS/(DEFICIT)</b>	\$5,063.00	\$843.88	(\$1,904.00)	\$2,674.39	\$1,842.78	(37.6)%
<b>ENDING FUND BALANCE</b>	<u>\$5,063.00</u>	<u>\$843.88</u>	<u>(\$1,904.00)</u>	<u>(\$1,904.00)</u>	<u>\$1,842.78</u>	<u>(37.6)%</u>

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of August 31, 2016

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>390 - DESIGNATED MATERIALS</b>						
<b>Revenues</b>						
Local Revenues	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Library Generated Revenue	\$0.00	\$0.00	\$39.41	\$21.28	\$59.78	0.0%
Sale of Assets and Interfund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Revenues</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$39.41</b>	<b>\$21.28</b>	<b>\$59.78</b>	<b>0.0%</b>
<b>Expenditures</b>						
Copiers and Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
Materials	\$60,000.00	\$9,999.98	\$8,707.76	\$5,996.94	\$12,696.21	14.5%
Supplies	\$4,000.00	\$666.66	\$1,668.38	\$1,260.14	\$0.00	41.7%
Technology	\$25,000.00	\$4,166.66	\$0.00	\$0.00	\$0.00	0.0%
Telecommunications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Expenditures</b>	<b>\$89,000.00</b>	<b>\$14,833.30</b>	<b>\$10,376.14</b>	<b>\$7,257.08</b>	<b>\$12,696.21</b>	<b>11.7%</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$51,243.91</b>	<b>\$51,243.91</b>	<b>\$51,243.91</b>	<b>\$48,142.98</b>	<b>\$78,848.55</b>	<b>100.0%</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$11,000.00</b>	<b>(\$14,833.30)</b>	<b>(\$10,336.73)</b>	<b>(\$7,235.80)</b>	<b>(\$12,636.43)</b>	<b>(94.0)%</b>
<b>ENDING FUND BALANCE</b>	<b>\$62,243.91</b>	<b>\$36,410.61</b>	<b>\$40,907.18</b>	<b>\$40,907.18</b>	<b>\$66,212.12</b>	<b>65.7%</b>

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Funds Combined as of August 31, 2016

Include accounts with no activity

Include inactive accounts

Include these Funds: 100, 112, 200, 310, 390

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>Revenues</b>						
Local Revenues	\$881,200.00	\$130,200.00	\$130,200.00	\$65,100.00	\$128,533.34	14.8%
Library Generated Revenue	\$80,000.00	\$13,333.30	\$16,431.80	\$8,617.08	\$14,609.69	20.5%
Donations	\$21,000.00	\$0.00	\$1,240.41	\$440.41	\$2,167.21	5.9%
Other Income	\$29,800.00	\$4,133.32	\$781.04	\$765.04	\$732.53	2.6%
State and Federal Grants	\$336,893.87	\$52,641.46	\$52,641.48	\$26,320.74	\$44,981.52	15.6%
Sale of Assets and Interfund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Revenues</b>	<b>\$1,348,893.87</b>	<b>\$200,308.08</b>	<b>\$201,294.73</b>	<b>\$101,243.27</b>	<b>\$191,024.29</b>	<b>14.9%</b>
<b>Expenditures</b>						
Salaries and Wages	\$641,999.00	\$106,999.76	\$87,728.17	\$53,044.14	\$86,408.49	13.7%
Benefits	\$240,424.79	\$40,070.69	\$29,514.52	\$18,295.64	\$31,144.21	12.3%
Professional Services	\$21,000.00	\$3,500.00	\$0.00	\$0.00	\$0.00	0.0%
Copiers and Equipment	\$11,500.00	\$2,166.64	\$1,750.39	\$1,160.64	\$1,668.36	15.2%
Electricity and Utilities	\$102,738.00	\$17,122.94	\$16,231.40	\$12,180.59	\$18,479.08	15.8%
Insurance	\$28,200.00	\$3,000.00	\$3,095.00	\$0.00	\$3,306.00	11.0%
Maintenance and Repairs	\$29,000.00	\$4,833.32	\$5,989.46	\$2,908.57	\$5,440.62	20.7%
Materials	\$163,342.00	\$27,223.62	\$42,631.14	\$24,181.56	\$25,772.87	26.1%
Motor Vehicle Costs	\$3,500.00	\$583.32	\$376.10	\$376.10	\$173.73	10.7%
Purchased Services	\$20,500.00	\$3,416.66	\$20.00	\$20.00	\$220.00	0.1%
Supplies	\$22,499.42	\$3,749.86	\$5,333.34	\$4,199.06	\$3,485.55	23.7%
Other Operating Expenses	\$5,500.00	\$916.64	\$876.46	\$447.42	\$856.08	15.9%
Technology	\$51,044.87	\$4,999.98	\$1,559.00	\$0.00	\$100.98	3.1%
Telecommunications	\$36,585.00	\$6,097.48	\$6,243.62	\$3,236.12	\$5,215.80	17.1%
Travel and Training	\$3,750.00	\$624.96	\$1,845.00	\$1,845.00	\$454.03	49.2%
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%
<b>Total Expenditures</b>	<b>\$1,381,583.08</b>	<b>\$225,305.87</b>	<b>\$203,193.60</b>	<b>\$121,894.84</b>	<b>\$182,725.80</b>	<b>14.7%</b>

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Funds Combined as of August 31, 2016

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
BEGINNING FUND BALANCE	\$469,515.74	\$469,515.74	\$469,515.74	\$488,268.44	\$455,485.30	100.0%
NET SURPLUS/(DEFICIT)	(\$32,689.21)	(\$24,997.79)	(\$1,898.87)	(\$20,651.57)	\$8,298.49	5.8%
ENDING FUND BALANCE	\$436,826.53	\$444,517.95	\$467,616.87	\$467,616.87	\$463,783.79	107.0%

Circulations	Centerville	Perry	Nola	Houston	Totals
			Brantley		

Check outs				
Print items	15866	10174	8680	<b>34720</b>
Non-Print items	1453	1766	1262	<b>4481</b>
	<b>17319</b>	<b>11940</b>	<b>9942</b>	<b>39201</b>
In-Library Use				
Internet Computers	2929	1772	3340	<b>8041</b>
MGA computers			150	<b>150</b>
ChromeBooks		1	1	<b>2</b>
Wireless				<b>0</b>
Children's Computers	92	47	130	<b>269</b>
	<b>3021</b>	<b>1820</b>	<b>3621</b>	<b>8462</b>
<b>Total Circulation</b>	<b>20340</b>	<b>13760</b>	<b>13563</b>	<b>47663</b>

Reference				
Reference Asked	366	325	343	<b>1034</b>

Programs & Attendance	Centerville		Perry		Nola Brantley		Total Attendance
	# of Prog	Attendance	# of Prog	Attendance	# of Prog	Attendance	
All Ages programs			1	25	1	12	<b>37</b>
Children programs							<b>0</b>
Adult programs							<b>0</b>
YA Programs							<b>0</b>
Meeting Room	20	137	8	64	22	135	<b>336</b>
Door Count		6665		3973		9179	<b>19817</b>

New Items Added	
Centerville	513
Perry	717
Nola Brantley	418
<b>Total Items</b>	<b>1648</b>

Centerville Branch Transactions - Aug 2016

<b>Circulation</b>			
<b>PRINT</b>			
Adult Non-fiction		1308	
Adult Fiction		3797	
Young Adult		647	
Junior Non-fiction		1557	
Junior Fiction		2321	
Easy		5209	
Magazines		17	
		<b>Print Total</b>	<b>14856</b>
Kill A Watt Meter			
Ga State Park Pass		14	
Go Fish Pass		8	
Puppetry Arts Pass		1	
Atl. Zoo DVD		13	
GADD Audio Book		413	
GADD Ebook		443	
Kits	Easy	59	
Kits	Juv	59	
Kits	Ref		
		<b>Other Total</b>	<b>1010</b>
		<b>Total</b>	<b>15866</b>
<b>Non Print Material</b>			
Audiobook Cas	Adult		
Audiobook CD	Adult	473	
DVD	Adult		
Music CD	Adult	3	
Video	Adult	10	<b>486</b>
Audiobook Cas	Easy		
Audiobook CD	Easy	3	
DVD	Easy	110	
Music CD	Easy	14	
Video	Easy	21	<b>148</b>
Audiobook Cas	Juv		
Audiobook CD	Juv	42	
DVD	Juv	720	
Music CD	Juv	9	
Video	Juv	29	<b>800</b>
Audiobook Cas	YA		
Audiobook CD	YA	6	
DVD	YA	13	
Music CD	YA		
Video	YA		<b>19</b>
Software			<b>0</b>
		<b>Non Print Total</b>	<b>1453</b>
		<b>Total Circulation</b>	<b>17319</b>

<b>In House</b>	
Internet Computers	2929
MGA computers	
ChromeBooks	0
Wireless	
Children's Computers	92
<b>Total</b>	<b>3021</b>

<b>Reference stats</b>	<b># ?'s Asked</b>
Total	366

<b>Programs &amp; Attendance</b>		
	<b>Adult</b>	<b># Programs</b>
		<b>Attendance</b>
Programs		
Volunteers		4
Hours Volunteered		38
Staff Training	1	12
	<b>YA</b>	<b># Programs</b>
		<b>Attendance</b>
Programs		
Volunteers		
Volunteer Hours		
<b>Children (Ages 0-11)</b>		
	<b># Programs</b>	<b>Attendance</b>
Any programs		
Foreign Language/Bi-lingual		
Special Needs		

<b>All Ages / Family</b>		
	<b># Programs</b>	<b>Attendance</b>
Programs		

<b>Meeting Room</b>		
	<b># Meetings</b>	<b>Attendance</b>
Meeting room	20	137
Door count		6665

<b>Circulation</b>		
<b>PRINT</b>		
Adult Non-fiction		1010
Adult Fiction		2532
Young Adult		645
Junior Non-fiction		723
Junior Fiction		960
Easy		1948
Magazines		21
<b>Print Total</b>		<b>7839</b>
Kill A Watt Meter		
Ga State Park Pass		6
Go Fish Pass		2
Puppetry Arts Pass		
Atl. Zoo DVD		7
GADD Audio Book		409
GADD Ebook		335
Kits	Easy	32
Kits	Juv	50
Kits	Ref	
<b>Other Total</b>		<b>841</b>
<b>Total</b>		<b>8680</b>
<b>Non Print Material</b>		
Audiobook Cas	Adult	
Audiobook CD	Adult	222
DVD	Adult	572
Music CD	Adult	
Video	Adult	4
		<b>798</b>
Audiobook Cas	Easy	
Audiobook CD	Easy	
DVD	Easy	32
Music CD	Easy	1
Video	Easy	6
		<b>39</b>
Audiobook Cas	Juv	
Audiobook CD	Juv	18
DVD	Juv	381
Music CD	Juv	
Video	Juv	12
		<b>411</b>
Audiobook Cas	YA	
Audiobook CD	YA	6
DVD	YA	8
Music CD	YA	
Video	YA	
		<b>14</b>
Software		0
<b>Non Print Total</b>		<b>1262</b>
<b>Total Circulation</b>		<b>9942</b>

<b>In House</b>	
Internet Computers	3340
MGA computers	150
ChromeBooks	1
Wireless	
Children's Computers	130
<b>Total</b>	<b>3621</b>

<b>Reference stats</b>	<b># ?'s Asked</b>
Total	343

<b>Programs &amp; Attendance</b>		
	<b>Adult</b>	<b># Programs</b>
Programs	1	12
Volunteers		
Hours Volunteered		
Staff Training		
	<b>YA</b>	<b># Programs</b>
Programs		
Volunteers		
Volunteer Hours		
<b>Children (Ages 0-11)</b>		
	<b># Programs</b>	<b>Attendance</b>
Any programs		
Foreign Language/Bi-lingual		
Special Needs		

<b>All Ages / Family</b>		
	<b># Programs</b>	<b>Attendance</b>
Programs		

<b>Meetings</b>		
	<b># Meetings</b>	<b>Attendance</b>
Meeting room	22	135
Door count		9179

<b>Circulation</b>			
<b>PRINT</b>			
Adult Non-fiction		814	
Adult Fiction		3298	
Young Adult		553	
Junior Non-fiction		751	
Junior Fiction		1104	
Easy		3179	
Magazines		20	
<b>Print Total</b>			<b>9719</b>
Kill A Watt Meter			
Ga State Park Pass		3	
Go Fish Pass		5	
Puppetry Arts Pass			
Atl. Zoo DVD		3	
GADD Audio Book		256	
GADD Ebook		141	
Kits	Easy	19	
Kits	Juv	28	
Kits	Ref		
<b>Other Total</b>			<b>455</b>
<b>Total</b>			<b>10174</b>
<b>Non Print Material</b>			
Audiobook Cas	Adult		
Audiobook CD	Adult	286	
DVD	Adult	944	
Music CD	Adult		
Video	Adult		<b>1230</b>
Audiobook Cas	Easy		
Audiobook CD	Easy	4	
DVD	Easy	47	
Music CD	Easy		
Video	Easy		<b>51</b>
Audiobook Cas	Juv		
Audiobook CD	Juv	21	
DVD	Juv	459	
Music CD	Juv	1	
Video	Juv		<b>481</b>
Audiobook Cas	YA		
Audiobook CD	YA	1	
DVD	YA	3	
Music CD	YA		
Video	YA		<b>4</b>
Software			<b>0</b>
<b>Non Print Total</b>			<b>1766</b>
<b>Total Circulation</b>			<b>11940</b>

<b>In House</b>	
Internet Computers	1772
MGA computers	
ChromeBooks	1
Wireless	
Children's Computers	47
<b>Total</b>	<b>1820</b>

<b>Reference stats</b>	<b># ?'s Asked</b>
Total	325

<b>Programs &amp; Attendance</b>		
<b>Adult</b>	<b># Programs</b>	<b>Attendance</b>
Programs		
Volunteers		1
Hours Volunteered		64
Staff Training		1
<b>YA</b>	<b># Programs</b>	<b>Attendance</b>
Programs	0	
Volunteers	1	
Volunteer Hours	5	
<b>Children (Ages 0-11)</b>		
	<b># Programs</b>	<b>Attendance</b>
Any programs		
Foreign Language/Bi-lingual		
Special Needs		

<b>All Ages / Family</b>		
	<b># Programs</b>	<b>Attendance</b>
Programs	1	25

	<b># Meetings</b>	<b>Attendance</b>
Meeting room	8	64
Door count		3973