

AGENDA  
HOUSTON COUNTY PUBLIC LIBRARY BOARD  
February 8, 2018 – Perry Branch

1. Call to order
2. Approval of minutes
3. Treasurer's Report
  - \*Approval of Treasurer's Report\*
  - \*Budget presented to whole board for approval\*
4. Director's Report
5. Committee Reports
6. Old Business
7. New Business
  - \*Nomination and election of new officers\*
8. Adjournment

## Houston County Public Library System Board of Trustees

Minutes- January 11, 2018 – Centerville Branch

The Houston County Public Library System Board met in regular session at the Centerville Branch, Centerville, GA on January 11, 2018. Board members attending were: Daniel Bibler, Linda Jones, Julie Layne, Shannon McNeal, James Newton, George Nunn, Caroline Smith, John Grey Walker and Pam Yates. Also attending was: J. Sara Paulk.

Chair Newton called the meeting to order at 6:00 pm.

**Minutes** – Mr. Newton called for the approval of the Minutes from the November 9, 2017 regular session. On a motion by Bibler and a second by McNeal, the motion carried.

**Treasurer's report** –Financials were presented with details including yearly audit. On a motion by McNeal and a second by Bibler, the treasurer's reports were approved.

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

**Committee Reports** – The Finance Committee presented the initial 2018-2019 budget proposal.

**Unfinished Business** – None.

**New Business** – Trustees were reminded that all officers will be serving their final year as Trustees and both new officers and new check signers will be needed soon.

**Trustee Comments** – Mr. Newton thanked John Grey Walker for his term of service.

**Adjournment** – Mr. Newton called for a motion to adjourn. On a motion by Smith and a second by Yates, the motion carried. The Board adjourned at 6:26 pm.

Respectfully submitted - J. Sara Paulk

Library Board Chair – James Newton

**Director's report - 2018 Jan.**

Staff has worked hard to transition to the new circulation and cataloging system. While there is always a learning curve, thanks to Ms. Granger for arranging for specific training at our annual staff day that was timely and very pertinent.

Ms. Granger and her staff did a wonderful job of organizing staff training day with several good speakers and programs.

Staff has re-evaluated and edited the Personnel Policy. Paulk will be forwarding this to board members in a pdf format with the changes marked. Request that Board members review prior to March meeting.

Other upcoming policies in the works are one on Volunteers and one on Court-Mandated Community Service workers.

The HVAC at Perry is finally finished.

The HVAC system at Centerville is acting up with widely fluctuating temperatures in different areas. This system has been problematic and challenging to balance.

Videocassettes are being withdrawn from the last branch.

The transition for the circulating ebooks and audio books from the vendor Overdrive to the vendor Recorded Books has taken a lot of staff time but will hopefully be smoother soon.

**Staff changes. None.**

**The Next Board meeting will be**

March 8<sup>th</sup>, 2018, 6pm at the Nola Brantley Memorial Library in Warner Robins.

## Houston County Public Library System

## Balance Sheet

By Fund as of January 31, 2018

		<b>Fund 100 General</b>	<b>Fund 112 FOL</b>	<b>Fund 200 Fed Grant</b>	<b>Fund 310 State</b>	<b>Fund 390 SPLOST</b>	<b>Fund 500 Local Inv.</b>
<b>Assets</b>							
100-00-10101	Cash in Bank	\$209,303.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-00-10106	Bank of Perry Merchant Account	\$86,848.27	\$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	\$46,820.30	\$0.00	\$0.00	\$0.00	\$0.00
310-00-10101	State Operating	\$0.00	\$0.00	\$0.00	(\$16,464.03)	\$0.00	\$0.00
390-00-10101	SPLOST Operating	\$0.00	\$0.00	\$0.00	\$0.00	\$6,022.54	\$0.00
390-00-10103	STATE BANK & TRUST/SPLOST	\$0.00	\$0.00	\$0.00	\$0.00	\$106,334.66	\$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
<b>Total Assets</b>		<b>\$312,927.11</b>	<b>\$46,820.30</b>	<b>\$0.00</b>	<b>(\$16,464.03)</b>	<b>\$112,357.20</b>	<b>\$31,049.44</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	\$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	\$8,802.38	\$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	(\$28,712.56)	\$0.00	\$0.00	\$0.00	\$0.00
310-00-30799	Current Year Change	\$0.00	\$0.00	\$0.00	(\$16,464.03)	\$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	\$60,398.98	\$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
<b>Total Fund Balance</b>		<b>\$312,927.11</b>	<b>\$46,820.30</b>	<b>\$0.00</b>	<b>(\$16,464.03)</b>	<b>\$112,357.20</b>	<b>\$31,049.44</b>
<b>Total Liabilities and Fund Balance</b>		<b>\$312,927.11</b>	<b>\$46,820.30</b>	<b>\$0.00</b>	<b>(\$16,464.03)</b>	<b>\$112,357.20</b>	<b>\$31,049.44</b>
<b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b>		<b>\$304,225.77</b>	<b>\$75,532.86</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$51,958.22</b>	<b>\$31,049.44</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>\$8,701.34</b>	<b>(\$28,712.56)</b>	<b>\$0.00</b>	<b>(\$16,464.03)</b>	<b>\$60,398.98</b>	<b>\$0.00</b>
<b>ENDING FUND BALANCE</b>		<b>\$312,927.11</b>	<b>\$46,820.30</b>	<b>\$0.00</b>	<b>(\$16,464.03)</b>	<b>\$112,357.20</b>	<b>\$31,049.44</b>

# Houston County Public Library System

## Statement of Revenues and Expenditures

### By Fund as of January 31, 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
<b>100 - General</b>						
<b>Revenues</b>						
Local Revenues	\$792,900.00	\$462,525.00	\$462,325.00	\$65,975.00	\$455,700.00	58.3%
Library Generated Revenue	\$90,000.00	\$52,500.00	\$53,928.16	\$8,729.85	\$54,954.04	59.9%
Donations	\$0.00	\$0.00	\$1,843.07	\$957.76	\$2,554.09	0.0%
Other Income	\$5,000.00	\$0.00	\$4,918.73	\$2,508.00	\$8,831.87	98.4%
Sale of Assets and Interfund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Revenues</b>	<b>\$887,900.00</b>	<b>\$515,025.00</b>	<b>\$523,014.96</b>	<b>\$78,170.61</b>	<b>\$522,040.00</b>	<b>58.9%</b>
<b>Expenditures</b>						
Salaries and Wages	\$444,628.40	\$259,366.47	\$248,042.30	\$37,211.03	\$231,998.79	55.8%
Benefits	\$198,834.07	\$115,986.42	\$94,373.51	\$14,477.54	\$87,580.42	47.5%
Professional Services	\$26,000.00	\$15,166.65	\$12,093.20	\$9,300.80	\$22,801.09	46.5%
Copiers and Equipment	\$12,000.00	\$8,666.65	\$6,196.40	\$936.74	\$5,716.32	51.6%
Electricity and Utilities	\$103,506.87	\$60,378.95	\$60,792.15	\$7,798.38	\$60,982.08	58.7%
Insurance	\$26,500.00	\$26,500.00	\$25,908.00	\$0.00	\$24,435.00	97.8%
Maintenance and Repairs	\$33,214.36	\$19,374.97	\$19,319.34	\$1,390.75	\$25,043.84	58.2%
Materials	\$0.00	\$0.00	\$734.81	\$124.48	\$26,720.92	0.0%
Motor Vehicle Costs	\$3,000.00	\$1,750.00	\$560.78	\$68.54	\$959.05	18.7%
Purchased Services	\$5,500.00	\$3,458.30	\$866.25	\$416.23	\$620.66	15.8%
Supplies	\$19,998.00	\$11,665.42	\$9,933.19	\$1,327.62	\$10,772.00	49.7%
Other Operating Expenses	\$5,150.00	\$3,066.65	\$2,871.35	\$311.88	\$2,971.08	55.8%
Technology	\$14,560.00	\$9,143.31	\$10,620.18	\$8,701.59	\$2,439.00	72.9%
Telecommunications	\$21,600.00	\$12,599.96	\$19,606.33	\$590.74	\$19,163.69	90.8%
Travel and Training	\$3,550.00	\$3,550.00	\$2,395.83	\$490.83	\$2,981.90	67.5%
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>\$918,041.70</b>	<b>\$550,673.75</b>	<b>\$514,313.62</b>	<b>\$83,147.15</b>	<b>\$525,185.84</b>	<b>56.0%</b>

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of January 31, 2018

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
BEGINNING FUND BALANCE	\$304,225.77	\$304,225.77	\$304,225.77	\$317,903.65	\$337,777.47	100.0%
NET SURPLUS/(DEFICIT)	(\$30,141.70)	(\$35,648.75)	\$8,701.34	(\$4,976.54)	(\$3,145.84)	(28.9)%
ENDING FUND BALANCE	\$274,084.07	\$268,577.02	\$312,927.11	\$312,927.11	\$334,631.63	114.2%

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of January 31, 2018

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>112 - Friends of Library</b>						
<b>Revenues</b>						
Donations	\$28,000.00	\$0.00	\$0.00	\$0.00	\$555.14	0.0%
<b>Total Revenues</b>	<b>\$28,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$555.14</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	\$50,000.00	\$29,166.62	\$28,712.56	\$554.43	\$15,368.45	57.4%
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>\$50,000.00</b>	<b>\$29,166.62</b>	<b>\$28,712.56</b>	<b>\$554.43</b>	<b>\$15,368.45</b>	<b>57.4%</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$75,532.86</b>	<b>\$75,532.86</b>	<b>\$75,532.86</b>	<b>\$47,374.73</b>	<b>\$80,568.78</b>	<b>100.0%</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$22,000.00)</b>	<b>(\$29,166.62)</b>	<b>(\$28,712.56)</b>	<b>(\$554.43)</b>	<b>(\$14,813.31)</b>	<b>130.5%</b>
<b>ENDING FUND BALANCE</b>	<b>\$53,532.86</b>	<b>\$46,366.24</b>	<b>\$46,820.30</b>	<b>\$46,820.30</b>	<b>\$65,755.47</b>	<b>87.5%</b>

# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of January 31, 2018

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>310 - State</b>						
<b>Revenues</b>						
State and Federal Grants	\$327,601.71	\$191,100.91	\$191,101.06	\$27,300.13	\$184,335.18	58.3%
<b>Total Revenues</b>	<u>\$327,601.71</u>	<u>\$191,100.91</u>	<u>\$191,101.06</u>	<u>\$27,300.13</u>	<u>\$184,335.18</u>	<u>58.3%</u>
<b>Expenditures</b>						
Salaries and Wages	\$212,011.97	\$123,673.58	\$120,212.94	\$17,179.56	\$124,246.04	56.7%
Benefits	\$68,046.39	\$39,693.67	\$41,318.99	\$5,902.84	\$38,019.15	60.7%
Copiers and Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
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	\$39,761.50	\$23,194.20	\$18,593.03	\$777.67	\$26,667.81	46.8%
Purchased Services	\$0.00	\$0.00	\$96.30	\$0.00	\$0.00	0.0%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$65.84	0.0%
Technology	\$0.00	\$0.00	\$26,186.61	\$0.00	\$17,922.42	0.0%
Travel and Training	\$1,335.00	\$1,335.00	\$1,157.22	\$0.00	\$420.52	86.7%
<b>Total Expenditures</b>	<u>\$321,154.86</u>	<u>\$187,896.45</u>	<u>\$207,565.09</u>	<u>\$23,860.07</u>	<u>\$207,341.78</u>	<u>64.6%</u>
<b>BEGINNING FUND BALANCE</b>	\$0.00	\$0.00	\$0.00	(\$19,904.09)	\$0.00	0.0%
<b>NET SURPLUS/(DEFICIT)</b>	\$6,446.85	\$3,204.46	(\$16,464.03)	\$3,440.06	(\$23,006.60)	(255.4)%
<b>ENDING FUND BALANCE</b>	<u>\$6,446.85</u>	<u>\$3,204.46</u>	<u>(\$16,464.03)</u>	<u>(\$16,464.03)</u>	<u>(\$23,006.60)</u>	<u>(255.4)%</u>



# Houston County Public Library System

## Statement of Revenues and Expenditures

By Fund as of January 31, 2018

	ANNUAL BUDGET	YTD Budget	YTD Actual	MTD Actual	YTD Historical	% Used
<b>390 - DESIGNATED MATERIALS</b>						
<b>Revenues</b>						
Local Revenues	\$175,000.00	\$175,000.00	\$100,000.00	\$100,000.00	\$100,000.00	57.1%
Library Generated Revenue	\$0.00	\$0.00	\$145.40	\$29.10	\$135.67	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>\$175,000.00</b>	<b>\$175,000.00</b>	<b>\$100,145.40</b>	<b>\$100,029.10</b>	<b>\$100,135.67</b>	<b>57.2%</b>
<b>Expenditures</b>						
Copiers and Equipment	\$70,000.00	\$70,000.00	\$0.00	\$0.00	\$9,135.00	0.0%
Materials	\$70,000.00	\$40,833.31	\$36,813.91	\$6,129.31	\$27,941.28	52.6%
Supplies	\$8,800.00	\$5,133.31	\$2,932.51	\$629.43	\$3,512.67	33.3%
Technology	\$26,200.00	\$15,283.31	\$0.00	\$0.00	\$6,135.56	0.0%
Telecommunications	\$0.00	\$0.00	\$0.00	\$0.00	\$7,957.01	0.0%
<b>Total Expenditures</b>	<b>\$175,000.00</b>	<b>\$131,249.93</b>	<b>\$39,746.42</b>	<b>\$6,758.74</b>	<b>\$54,681.52</b>	<b>22.7%</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$51,958.22</b>	<b>\$51,958.22</b>	<b>\$51,958.22</b>	<b>\$19,086.84</b>	<b>\$51,243.91</b>	<b>100.0%</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$0.00</b>	<b>\$43,750.07</b>	<b>\$60,398.98</b>	<b>\$93,270.36</b>	<b>\$45,454.15</b>	<b>0.0%</b>
<b>ENDING FUND BALANCE</b>	<b>\$51,958.22</b>	<b>\$95,708.29</b>	<b>\$112,357.20</b>	<b>\$112,357.20</b>	<b>\$96,698.06</b>	<b>216.2%</b>

<b>Circulations</b>	<b>Centerville</b>	<b>Perry</b>	<b>Nola Brantley</b>	<b>Houston Totals</b>
<b>Check outs</b>				
Print items	14191	8970	6123	<b>29284</b>
Non-Print items	1517	1445	737	<b>3699</b>
	<b>15708</b>	<b>10415</b>	<b>6860</b>	<b>32983</b>
<b>In-Library Use</b>				
Internet Computers	2275	1282	2529	<b>6086</b>
MGA computers				<b>0</b>
ChromeBooks	3	1	10	<b>14</b>
Wireless				<b>0</b>
Children's Computers	71	30	56	<b>157</b>
<b>Total Circulation</b>	<b>2349</b>	<b>1313</b>	<b>2595</b>	<b>6257</b>

<b>Reference</b>				
Reference Asked	342	157	230	<b>729</b>

<b>Programs &amp; Attendance</b>	<b>Centerville</b>		<b>Perry</b>		<b>Nola Brantley</b>		<b>Total Attendance</b>
	<b># of Prog</b>	<b>Attendance</b>	<b># of Prog</b>	<b>Attendance</b>	<b># of Prog</b>	<b>Attendance</b>	
All Ages programs	1	2	1	25	1	0	<b>27</b>
Children programs	17	579	17	626	17	224	<b>1429</b>
Adult programs					1	5	<b>5</b>
YA Programs	1	18	1	6	1	2	<b>26</b>
Meeting Room	18	293	6	63	24	140	<b>496</b>
Door Count		5575		3152		6686	<b>15413</b>

<b>New Items Added</b>	
Centerville	296
Perry	199
Nola Brantley	162
<b>Total Items</b>	<b>657</b>

<b>Months:</b>	<b>GALILEO</b>
	<b>Sessions</b>
2017/12	158
2017/11	271
2017/10	330
2017/09	344
2017/08	421
2017/07	230
<b>Total</b>	<b>1754</b>

<b>Circulation</b>			
<b>PRINT</b>			
Adult Non-fiction		1598	
Adult Fiction		3021	
Young Adult		593	
Junior Non-fiction		1282	
Junior Fiction		1920	
Easy		4394	
Magazines		7	
<b>Print Total</b>			<b>12815</b>
Carlos Museum Pass		0	
Kill A Watt Meter			
Ga State Park Pass		8	
Go Fish Pass		7	
Puppetry Arts Pass			
Atl. Zoo DVD		8	
GADD Audio Book		742	
GADD Ebook		470	
Kits	Easy	25	
Kits	Juv	112	
Kits	Ref	4	
<b>Other Total</b>			<b>1376</b>
<b>Total</b>			<b>14191</b>
<b>Non Print Material</b>			
Audiobook Cas	Adult		
Audiobook CD	Adult	418	
DVD	Adult	571	
Music CD	Adult		
Video	Adult	9	<b>998</b>
Audiobook Cas	Easy		
Audiobook CD	Easy		
DVD	Easy	72	
Music CD	Easy	1	
Video	Easy	11	<b>84</b>
Audiobook Cas	Juv		
Audiobook CD	Juv	33	
DVD	Juv	391	
Music CD	Juv	1	
Video	Juv	5	<b>430</b>
Audiobook Cas	YA		
Audiobook CD	YA	3	
DVD	YA	2	
Music CD	YA		
Video	YA		<b>5</b>
Software			<b>0</b>
<b>Non Print Total</b>			<b>1517</b>
<b>Total Circulation</b>			<b>15708</b>

<b>In House</b>	
Internet Computers	2275
MGA computers	
ChromeBooks	3
Wireless	
Children's Computers	71
<b>Total</b>	<b>2349</b>

Reference stats	# ?'s Asked
Total	342

<b>Programs &amp; Attendance</b>			
	Adult	# Programs	Attendance
Programs			
Volunteers			3
Hours Volunteered			22
Staff Training		1	34

	YA	# Programs	Attendance
Programs		1	18
Volunteers			5
Volunteer Hours			32

<b>Children (Ages 0-11)</b>		
	# Programs	Attendance
Any Programs	17	579
Foreign Language/Bi-lingual		
Special Needs		

<b>All Ages / Family</b>		
	# Programs	Attendance
Programs	1	2

	# Meetings	Attendance
Meeting room	18	293
Door count		5575

Items Added	296
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	#	%
Self Check-out	143	1

<b>Circulation</b>		
<b>PRINT</b>		
Adult Non-fiction		930
Adult Fiction		1759
Young Adult		381
Junior Non-fiction		556
Junior Fiction		680
Easy		1745
Magazines		11
<b>Print Total</b>		<b>6062</b>
Carlos Museum Pass		0
Kill A Watt Meter		
Ga State Park Pass		5
Go Fish Pass		3
Puppetry Arts Pass		
Atl. Zoo DVD		3
GADD Audio Book		411
GADD Ebook		396
Kits	Easy	19
Kits	Juv	31
Kits	Ref	
<b>Other Total</b>		<b>868</b>
<b>Total</b>		<b>6930</b>
<b>Non Print Material</b>		
Audiobook Cas	Adult	
Audiobook CD	Adult	178
DVD	Adult	371
Music CD	Adult	
Video	Adult	
		<b>549</b>
Audiobook Cas	Easy	
Audiobook CD	Easy	
DVD	Easy	38
Music CD	Easy	
Video	Easy	
		<b>38</b>
Audiobook Cas	Juv	
Audiobook CD	Juv	14
DVD	Juv	133
Music CD	Juv	
Video	Juv	
		<b>147</b>
Audiobook Cas	YA	
Audiobook CD	YA	3
DVD	YA	
Music CD	YA	
Video	YA	
		<b>3</b>
Software		<b>0</b>
<b>Non Print Total</b>		<b>737</b>
<b>Total Circulation</b>		<b>7667</b>

<b>In House</b>	
Internet Computers	2529
MGA computers	
ChromeBooks	10
Wireless	
Children's Computers	56
<b>Total</b>	<b>2595</b>

<b>Reference stats</b>	<b># ?'s Asked</b>
Total	230

<b>Programs &amp; Attendance</b>		
	<b>Adult</b>	<b># Programs</b>
Programs	1	5
Volunteers		
Hours Volunteered		
Staff Training		
	<b>YA</b>	<b># Programs</b>
Programs	1	2
Volunteers		
Volunteer Hours		

<b>Children (Ages 0-11)</b>		
	<b># Programs</b>	<b>Attendance</b>
Any Programs	17	224
Foreign Language/Bi-lingual		
Special Needs		

<b>All Ages / Family</b>		
	<b># Programs</b>	<b>Attendance</b>
Programs	1	0

	<b># Meetings</b>	<b>Attendance</b>
Meeting room	24	140
Door count		6686

Items Added	162
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	<b>#</b>	<b>%</b>
Self Check-out	23	0

<b>Circulation</b>			
<b>PRINT</b>			
Adult Non-fiction		956	
Adult Fiction		2796	
Young Adult		381	
Junior Non-fiction		591	
Junior Fiction		996	
Easy		2724	
Magazines		37	
<b>Print Total</b>		<b>8481</b>	
Carlos Museum Pass		0	
Kill A Watt Meter			
Ga State Park Pass			
Go Fish Pass		1	
Puppetry Arts Pass			
Atl. Zoo DVD		7	
GADD Audio Book		223	
GADD Ebook		167	
Kits	Easy	27	
Kits	Juv	64	
Kits	Ref		
<b>Other Total</b>		<b>489</b>	
<b>Total</b>		<b>8970</b>	
<b>Non Print Material</b>			
Audiobook Cas	Adult		
Audiobook CD	Adult	262	
DVD	Adult	824	
Music CD	Adult		
Video	Adult		<b>1086</b>
Audiobook Cas	Easy		
Audiobook CD	Easy		
DVD	Easy	38	
Music CD	Easy		
Video	Easy		<b>38</b>
Audiobook Cas	Juv		
Audiobook CD	Juv	22	
DVD	Juv	297	
Music CD	Juv		
Video	Juv		<b>319</b>
Audiobook Cas	YA		
Audiobook CD	YA	2	
DVD	YA		
Music CD	YA		
Video	YA		<b>2</b>
Software			<b>0</b>
<b>Non Print Total</b>		<b>1445</b>	
<b>Total Circulation</b>		<b>10415</b>	

<b>In House</b>	
Internet Computers	1282
MGA computers	
ChromeBooks	1
Wireless	
Children's Computers	30
<b>Total</b>	<b>1313</b>

Reference stats	# ?'s Asked
Total	157

<b>Programs &amp; Attendance</b>			
	Adult	# Programs	Attendance
Programs			
Volunteers			3
Hours Volunteered			48
Staff Training		1	6

	YA	# Programs	Attendance
Programs		1	6
Volunteers			
Volunteer Hours			

<b>Children (Ages 0-11)</b>		
	# Programs	Attendance
Any Programs	17	626
Foreign Language/Bi-lingual		
Special Needs		

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

	# Meetings	Attendance
Meeting room	6	63
Door count		3152

Items Added	199
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	#	%
Self Check-out	101	1