



Agenda
Library Board Meeting
Tuesday, August 11, 2015
Library Board Room | 955 Northgate Drive

Board Members: Chair Lunstad, Vice-Chair Somasundaram and Board Members O'Neal, Aebersold and Mitchell

Liaisons: Council Liaisons Kent and Jones
Staff Liaison Library Manager Roseberry

Regular Meeting – 5:30 p.m.

Call to Order / Attendance:

Introduction of Guests:

Approval of Agenda: (Approved by Motion)

Approval of Minutes: (Approved by Motion)

- I. July 14, 2015
 - Ann Roseberry, Library Manager

Report of the Library Manager:

- I. August 2015 Library Manager's Report
 - Ann Roseberry, Library Manager
2. July 2015 Library Statistics
 - Ann Roseberry, Library Manager

Public Comments: (Please Limit Comments to 3 Minutes per Person and Not More than 15 Minutes per Topic)

Approval of Bills: (Approved by Motion)

- I. Approval of bills for July 1, 2015 thru July 31, 2015
 - Ann Roseberry, Library Manager

Unfinished Business:

New Business:

- I. 2016 Budget Update
 - Ann Roseberry, Library Manager
2. Library Staff Presentation - Collection & Development Overview
 - Ann Roseberry, Library Manager

Round Robin:

Agenda Items for Upcoming Board Meeting:

I. Three Boards Business Plan (Library, Foundation, Friends)

- Ann Roseberry, Library Manager

Adjournment

The next Library Board Meeting is Tuesday, September 8, 2015

Richland Public Library is ADA accessible with special parking and access available at the entrance facing Northgate Drive. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the Library Board Meeting by calling the City Clerk's Office at 942-7388.



MINUTES

Richland Public Library Board
Library Board Room – 955 Northgate Drive
July 14, 2015, 5:30-6:30 p.m.

CALL TO ORDER:

Vice Chair Somasundaram called the meeting to order at 5:37 p.m.

ATTENDANCE:

Vice Chair Somasundaram and Board Members Aebersold, Mitchell and O'Neal (arrived late) were present. Chair Lunstad was excused. Council Liaison Kent was excused. Library Manager Roseberry was present.

BOARD MEMBER MITCHELL MOVED AND BOARD MEMBER AEBERSOLD SECONDED THE MOTION TO APPROVE THE CALL TO ORDER AND ATTENDANCE. THE MOTION CARRIED 3-0.

INTRODUCTION OF GUESTS

There were no guests.

APPROVAL OF AGENDA:

BOARD MEMBER MITCHELL MOVED AND BOARD MEMBER AEBERSOLD SECONDED THE MOTION TO APPROVE THE AGENDA AS SUBMITTED. THE MOTION CARRIED 3-0.

APPROVAL OF MINUTES:

BOARD MEMBER MITCHELL MOVED AND BOARD MEMBER AEBERSOLD SECONDED THE MOTION TO APPROVE THE MINUTES OF JUNE 2015 AS AMENDED. THE MOTION CARRIED 3-0.

MANAGER'S REPORT:

Attached

PUBLIC COMMENTS

No public comments

APPROVAL OF BILLS:

BOARD MEMBER AEBERSOLD MOVED AND BOARD MEMBER MITCHELL SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR MAY 2015 IN THE AMOUNT OF \$156,777.58. THE MOTION CARRIED 4-0.

BOARD MEMBER O'NEAL MOVED AND BOARD MEMBER MITCHELL SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR JUNE 2015 IN THE AMOUNT OF \$86,509.92. THE MOTION CARRIED 4-0.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS:

There was no new business.

AGENDA ITEMS FOR UPCOMING BOARD MEETING

1. Business Plan
2. 2016 Budget

ADJOURNMENT:

Vice Chair Somasundaram adjourned the meeting at 6:39 p.m.

Next Regular Meeting of the Richland Library Board is Tuesday, August 11, at 5:30 p.m.

Submitted by: Ann Roseberry, Library Manager

Reviewed by: Library Manager Ann Roseberry

Minutes Approved on: _____



LIBRARY MANAGER'S REPORT

Richland Public Library Board
August 2015

Library Foundation

The Foundation will meet August 13.

Friends of the Library

The Friends met July 27. The debit/credit card acceptance is going very well. Planning is going forward for the October book sale.

Statistics:

Attached

Revenue / Expense / Voucher Listing:

Revenue

Will be distributed at meeting.

Expense

Expenses are in line for this time of year.

Voucher Listing

Travel expenses for manager for Energy Communities Alliance meeting in Los Alamos are included.

Staff presentation

Theresa Barnaby will present.

Business Plan

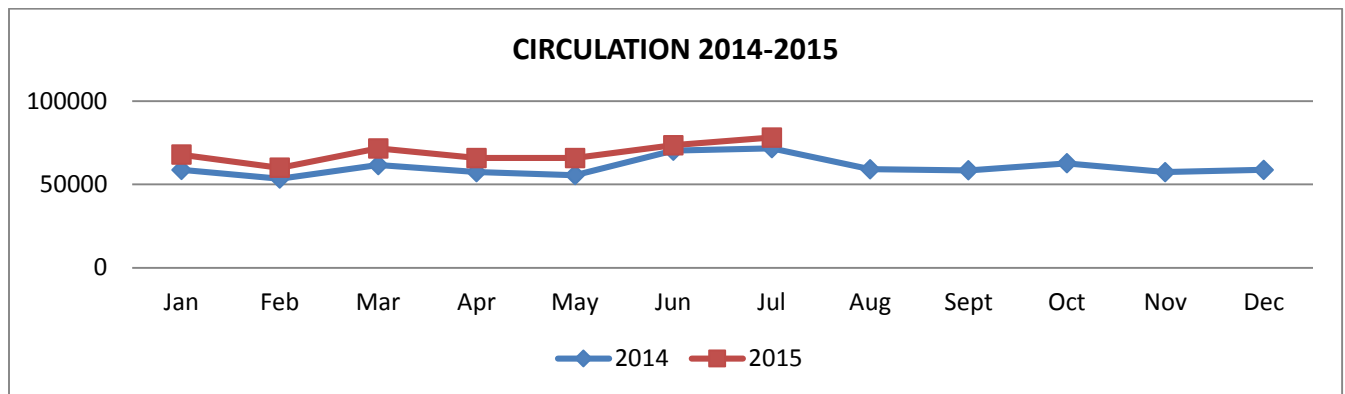
The Chairs of the Three Boards will meet August 8. A report will be made at the meeting.

Three Boards

September 26 has been set for a full meeting of the Three Boards.

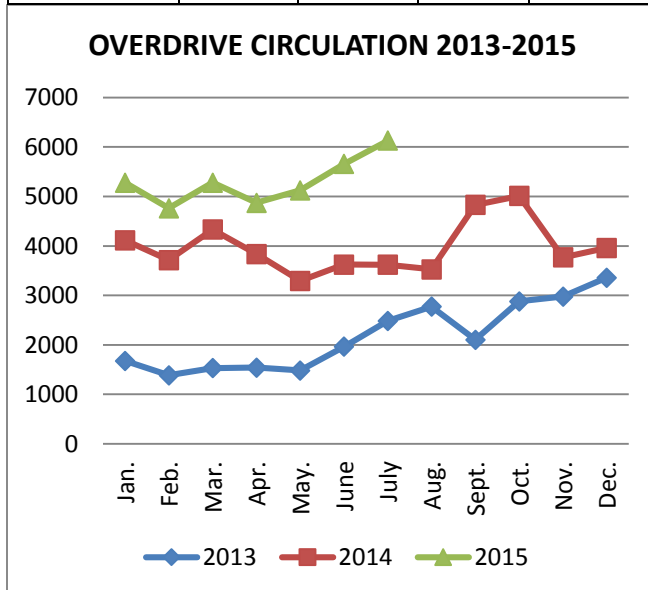
CIRCULATION					
Mo.	2012	2013	2014	2015	Rate of Change ('14 to '15)
Jan.	59,907	62,474	58,823	67,878	15%
Feb.	64,259	54,977	53,545	60,029	12%
Mar.	65,141	60,642	61,638	71,643	16%
Apr.	56,672	60,764	57,436	65,868	15%
May	59,458	44,622	55,582	65,781	18%
June	72,029	65,961	70,369	73,592	5%
July	73,774	69,107	71,813	78,206	9%
Aug.	67,877	61,855	59,163		
Sept.	60,317	56,373	58,470		
Oct.	61,195	58,575	62,737		
Nov.	58,524	56,531	57,471		
Dec.	57,171	54,646	58,764		
YTD	756,324	706,527	726,629	482,997	

Notes: Circulation was up 9% in July 2015 from July 2014. It was also up 6% in July 2015 from June 2015. As of June 2015, the year's circulation total was 66% of last year's total. RPL is on track to have its largest total circulation in four years.



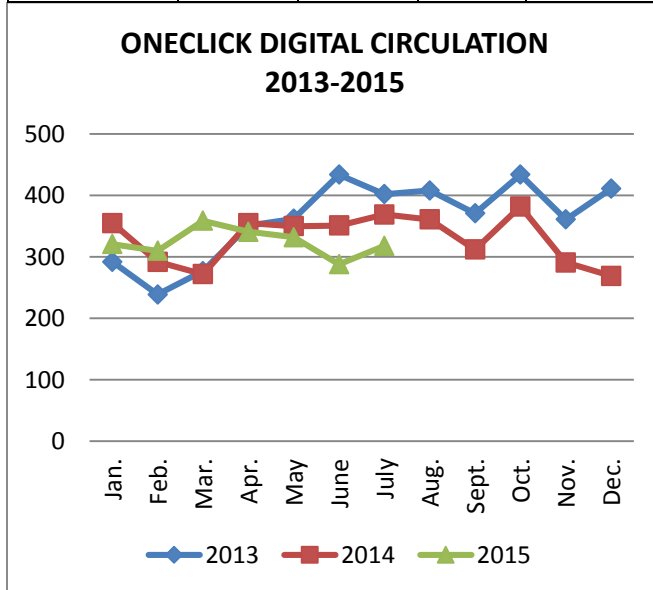
eCIRCULATION 2015													
Month	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD
Overdrive	5,281	4,762	5,281	4,873	5,125	5,659	6,130						37,111
OneClick	321	310	359	341	332	288	318						2,269
Zinio	737	753	608	612	660	448	558						4,376
Freegal	1,836	1,756	1,992	2,056	1,797	1,758	1,651						12,846
Freegal Streaming			1,278	4,997	4,327	3,576	4,254						18,432
Freegal Movies			4	22	26	26	23						101
Hoopla		19	680	366	466	379	429						2,339

OVERDRIVE	2013	2014	2015	Rate of Change '14-'15
Jan.	1,676	4,114	5,281	28%
Feb.	1,387	3,714	4,762	28%
Mar.	1,530	4,333	5,281	22%
Apr.	1,541	3,838	4,873	27%
May	1,482	3,294	5,125	55%
June	1,966	3,624	5,659	56%
July	2,487	3,622	6,130	69%
Aug.	2,773	3,526		
Sept.	2,105	4,829		
Oct.	2,881	5,012		
Nov.	2,976	3,770		
Dec.	3,360	3,960		
YTD	26,164	47,636	37,111	



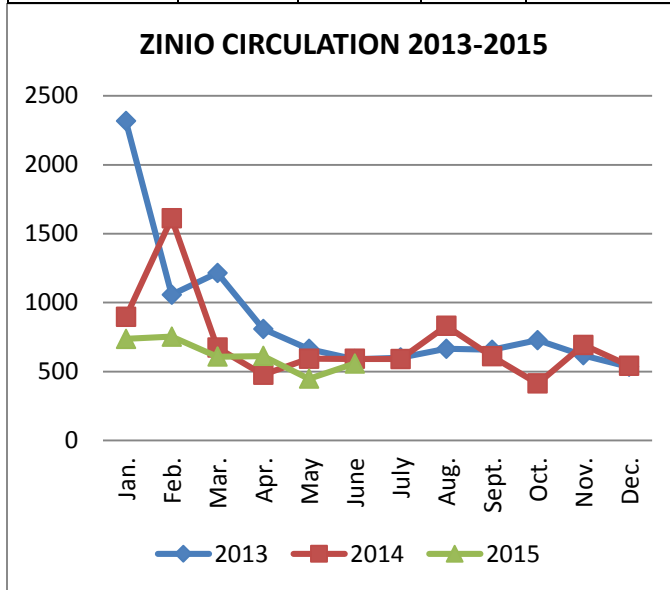
ONECLICK DIGITAL	2013	2014	2015	Rate of Change '14-'15
Jan.	292	355	321	-9%
Feb.	239	292	310	6%
Mar.	277	272	359	32%
Apr.	351	355	341	-4%
May	362	350	332	-5%
June	434	351	288	-13%

July	402	369	318	-14%
Aug.	408	361		
Sept.	371	312		
Oct.	434	382		
Nov.	361	291		
Dec.	411	269		
YTD	4,342	3,959	2,269	

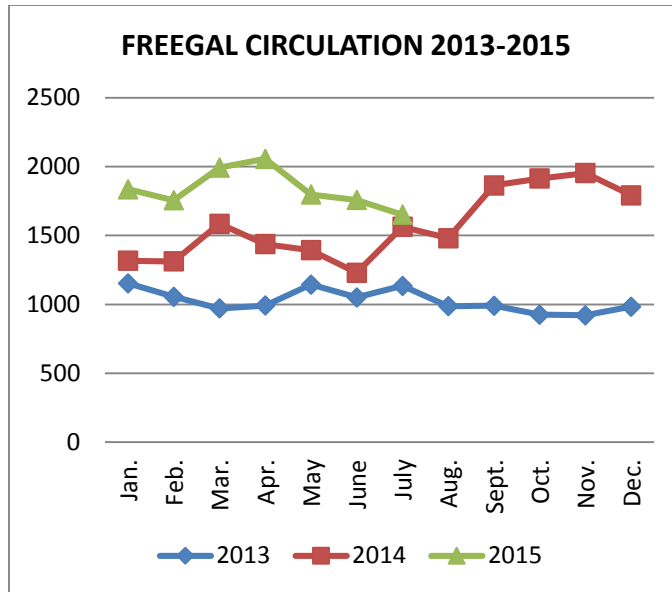


ZINIO	2013	2014	2015	Rate of Change '14-'15
Jan.	2,316	896	737	-17%
Feb.	1,057	1,611	753	-53%
Mar.	1,215	673	608	-9%
Apr.	808	477	612	28%
May	663	592	660	11%
June	589	591	448	-24%
July	601	590	558	-5%

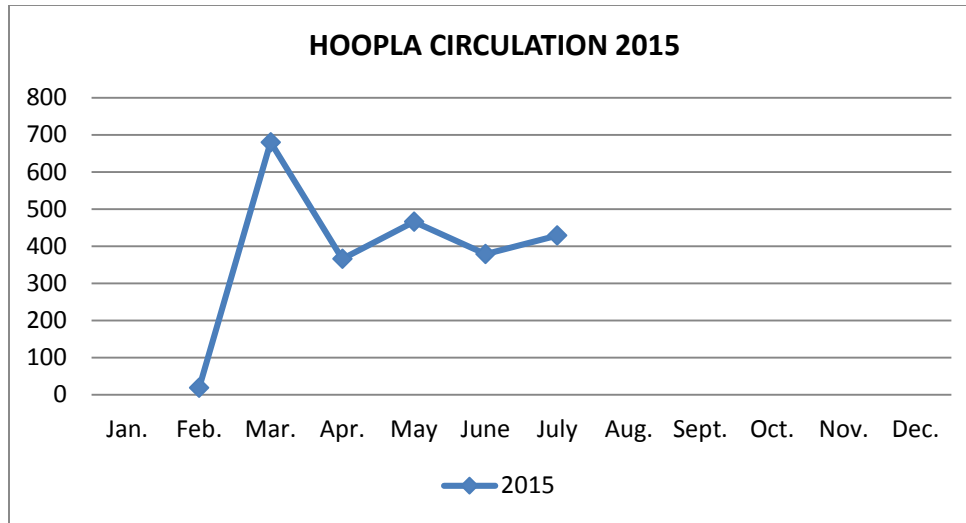
Aug.	664	831		
Sept.	658	610		
Oct.	727	413		
Nov.	617	692		
Dec.	533	541		
YTD	10,448	8,517	4,376	



FREEGAL	2013	2014	2015	Rate of Change '14-'15
Jan.	1,153	1,317	1,836	39%
Feb.	1,056	1,312	1,756	34%
Mar.	971	1,585	1,992	25%
Apr.	992	1,437	2,056	43%
May	1,144	1,393	1,797	29%
June	1,051	1,230	1,758	43%
July	1,134	1,563	1,651	6%
Aug.	987	1,480		
Sept.	991	1,863		
Oct.	926	1,913		
Nov.	921	1,953		
Dec.	984	1,792		
YTD	12,310	18,838	12,846	

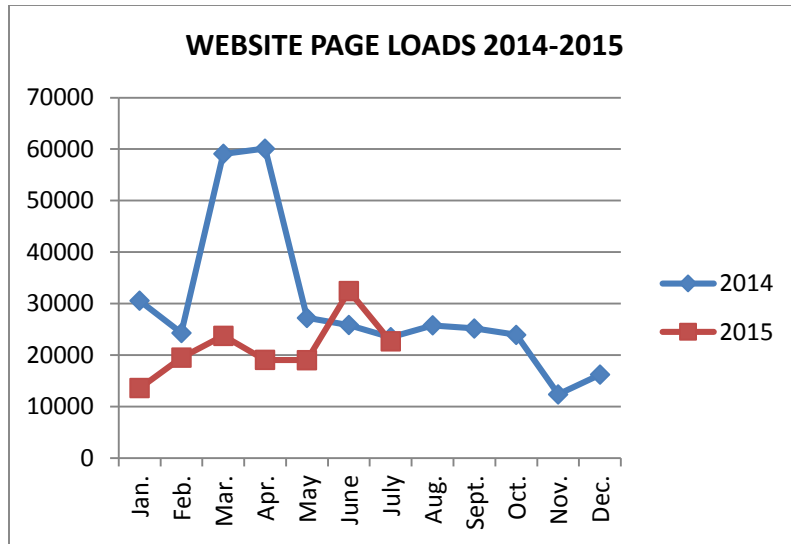


HOOPLA	2015
Jan.	N/A
Feb.	19
Mar.	680
Apr.	366
May	466
June	379
July	429
Aug.	
Sept.	
Oct.	
Nov.	
Dec.	
YTD	2,339



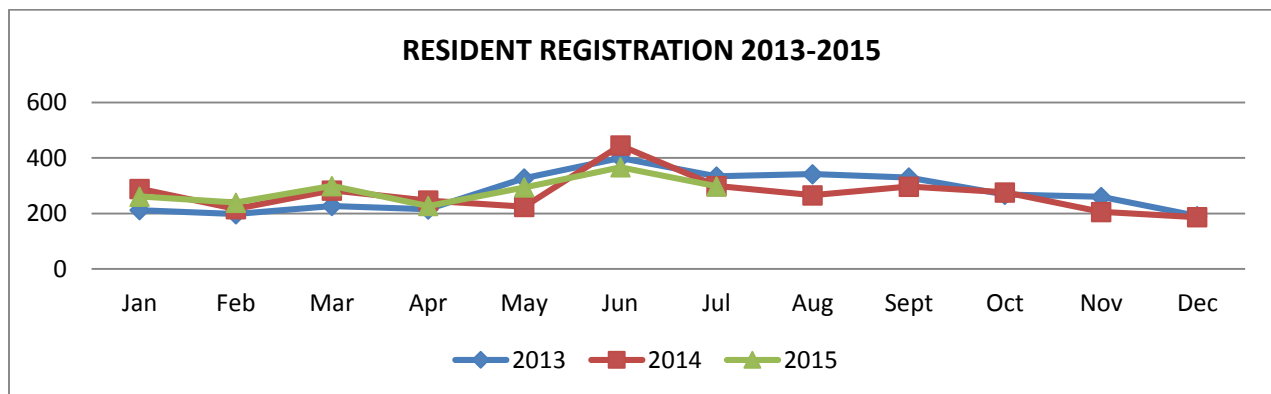
Notes: OneClick Digital and Zinio saw decreases in circulation. Overdrive was the big mover with a 69% jump from July 2014 to July 2015. Overdrive's 2015 total is now 78% of 2014's total. The total to date for Overdrive is already more than 10,000 circs higher than 2013's total. Freegal is also on track to surpass last year's total, and has already bested 2013's total.

WEBSITE PAGE LOADS			
Month	2014	2015	Rate of Change
Jan.	30,560	13,576	-55%
Feb.	24,294	19,507	-20%
Mar.	59,079	23,744	-60%
Apr.	60,117	19,045	-68%
May	27,232	19,012	-30%
June	25,825	32,452	25%
July	23,477	22,663	-3%
Aug.	25,759		
Sept.	25,165		
Oct.	23,945		
Nov.	12,362		
Dec.	16,184		
YTD	353,999	149,999	



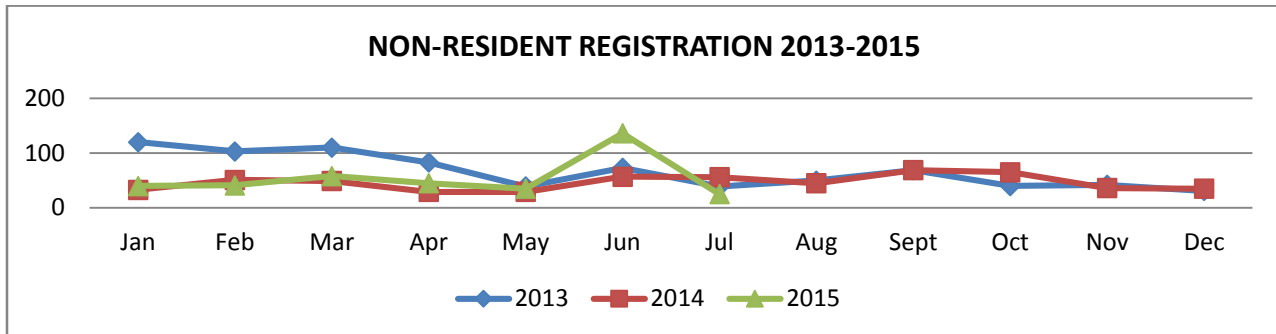
Notes: Website page loads showed a 3% decrease in July 2015 over July 2015.

RESIDENT REGISTRATION													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
2013	212	198	227	215	327	400	334	342	330	268	260	191	3,304
2014	289	216	283	247	224	445	299	266	297	276	206	187	3,235
2015	261	239	299	227	294	367	298						1,985
Change '14-'15	-10%	11%	6%	-8%	29%	-18%	0%						



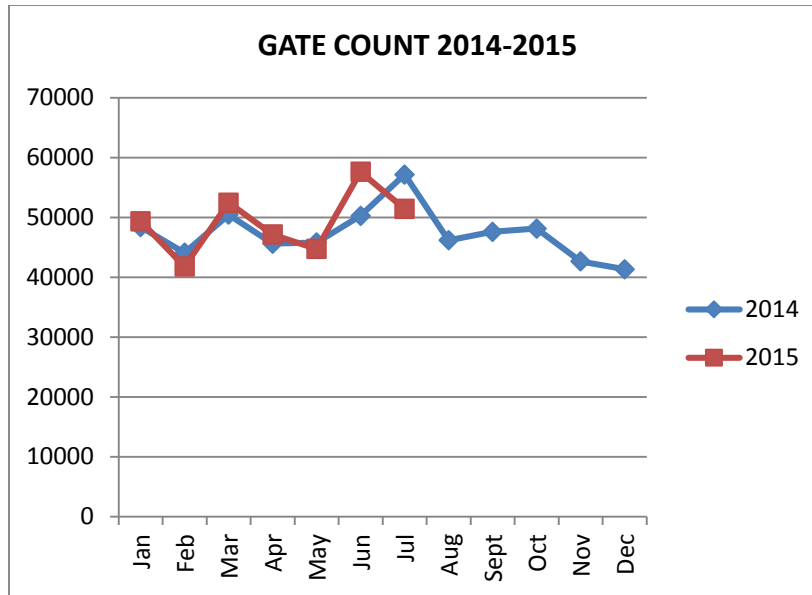
NON RESIDENT REGISTRATION

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
2013	120	103	110	83	39	73	39	50	69	40	42	31	799
2014	33	51	49	29	29	57	56	45	69	65	36	35	554
2015	40	41	58	45	35	136	25						380
Change '14-'15	21%	-20%	18%	55%	-22%	139%	-55%						



Notes: Resident registration showed no change from July 2014 to July 2015. After a huge June, Non-Resident registration was down 55% in July 2015 from July 2014.

GATE COUNT	2014	2015	Rate of Change '14-'15
Jan.	48,393	49,349	2%
Feb.	44,079	41,781	-15%
Mar.	50,453	52,448	4%
Apr.	45,623	47,132	3%
May	45,804	44,737	-2%
June	50,266	57,624	15%
July	57,172	51,428	-10%
Aug.	46,170		
Sept.	47,588		
Oct.	48,130		
Nov.	42,641		
Dec.	41,326		
YTD	567,645	344,499	



Notes: The gate count was down 10% in July 2015 from July 2014 – though it certainly didn't feel like it! The library has enjoyed a very fun and busy summer 2015.

LIBRARY VOLUNTEER HOURS	
Q1 – 2015 (January, February, March)	1,058
Q2 – 2015 (April, May, June)	1,181.75
Q3 – 2015 (July, August, September)	
Q4 – 2015 (October, November, December)	
YTD	2239.75

Fin-2 City of Richland Expense Summary - Object Types by Fund by Division

Fund	001	GENERAL FUND			Current		Current	Unencumbered	Y-T-D %	Previous
			Orig.Budget	Adj.Budget	Month	Y-T-D	Encumbered	Balance	Committed	Y-T-D
Type:	1	SALARIES								
1101	SALARIES & WAGES-REGULAR		785,273	785,273	77,684.67	413,357.84	0.00	371,915.16	52.6%	0.00
1102	SALARIES-PART TIME		191,302	191,302	19,249.45	103,296.79	0.00	88,005.21	54.0%	0.00
1104	SALARIES-INTERMITTENT/TEMP		35,339	35,339	2,207.78	10,779.96	0.00	24,559.04	30.5%	0.00
1201	SALARIES & WAGES-OVERTIME		800	800	0.00	9.12	0.00	790.88	1.1%	0.00
1302	VACATION/PTO CASHOUT		35,758	35,758	0.00	57,176.78	0.00	21,418.78	159.9%	0.00
			1,048,472	1,048,472	99,141.90	584,620.49	0.00	463,851.51		0.00
Type:	2	BENEFITS								
2101	SOCIAL SECURITY-FICA		80,212	80,212	7,540.44	43,780.18	0.00	36,431.82	54.6%	0.00
2103	PENSION CONTRIBUTIONS-PERS		94,733	94,733	9,896.52	48,026.92	0.00	46,706.08	50.7%	0.00
2105	INDUSTRIAL INS & MED AID		9,622	9,622	711.56	6,072.41	0.00	3,549.59	63.1%	0.00
2106	UNEMPLOYMENT		4,544	4,544	432.27	2,548.98	0.00	1,995.02	56.1%	0.00
2107	LIFE & DISABILITY INSURANCE		8,783	8,783	557.80	4,147.73	0.00	4,635.27	47.2%	0.00
2108	DENTAL INSURANCE		23,106	23,106	1,787.50	12,650.00	0.00	10,456.00	54.7%	0.00
2109	HEALTH INSURANCE		218,414	218,414	16,901.04	119,607.36	0.00	98,806.64	54.8%	0.00
2110	VISION INSURANCE		3,738	3,738	289.77	2,050.68	0.00	1,687.32	54.9%	0.00
2112	DEFERRED COMPENSATION		44,644	44,644	3,994.45	21,635.93	0.00	23,008.07	48.5%	0.00
2118	POST EMPLOYEE HEALTH BENE		28,707	28,707	2,126.56	15,683.38	0.00	13,023.62	54.6%	0.00
			516,503	516,503	44,237.91	276,203.57	0.00	240,299.43		0.00
Type:	3	SUPPLIES								
3102	OPERATING SUPPLIES & MATERI		32,850	32,850	1,894.85	18,066.78	0.00	14,783.22	55.0%	0.00
3105	COPIER SUPPLIES		800	800	0.00	538.46	0.00	261.54	67.3%	0.00
3401	LIBRARY RESOURCES		216,500	216,500	11,765.04	155,350.88	0.00	61,149.12	71.8%	0.00
3583	SOFTWARE-LICENSING & UPGR		40,707	40,707	2,305.45	26,696.88	0.00	14,010.12	65.6%	0.00
3993	SUPPLIES - PIP AWARDS		0	0	0.00	0.00	0.00	0.00	0.0%	0.00
			290,857	290,857	15,965.34	200,653.00	0.00	90,204.00		0.00
Type:	4	OTHER SERVICES & CHARGES								
4107	OTHER PROFESSIONAL SERVIC		26,500	26,500	40.00	5,921.97	0.00	20,578.03	22.3%	0.00
4135	SHARED VALUES PROGRAM		488	488	0.00	277.78	0.00	210.22	56.9%	0.00
4201	TELEPHONE & COMM SVCS		7,620	7,620	512.44	3,637.98	0.00	3,982.02	47.7%	0.00
4202	POSTAGE		4,498	4,498	367.77	4,458.94	0.00	39.06	99.1%	0.00
4301	TRAVEL EXPENSES		5,010	5,010	535.20	3,721.18	0.00	1,288.82	74.3%	0.00

Fin-2 City of Richland Expense Summary - Object Types by Fund by Division

Fund	001	GENERAL FUND	Orig.Budget	Adj.Budget	Current Month	Y-T-D	Current Encumbered	Unencumbered Balance	Y-T-D % Committed	Previous Y-T-D
4504		COPIER/FAX LEASE RENTAL MAI	3,570	3,570	520.53	2,673.23	0.00	896.77	74.9%	0.00
4505		RENTALS-OTHER	4,683	4,683	416.86	2,558.11	0.00	2,124.89	54.6%	0.00
4601		INSURANCE	35,369	35,369	0.00	31,502.00	0.00	3,867.00	89.1%	0.00
4700		UTILITIES	62,240	62,240	4,633.88	26,424.29	0.00	35,815.71	42.5%	0.00
4802		REPAIRS AND MAINT-EQUIPMEN	3,690	3,690	0.00	3,078.40	0.00	611.60	83.4%	0.00
4806		REPAIRS AND MAINT-STRUCTUR	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
4815		REPAIR & MAINT - PUBLIC ART	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
4902		DUES & SUBSCRIPTIONS	783	783	0.00	783.00	0.00	0.00	100.0%	0.00
4903		PRINT SHOP SERVICES	400	400	0.00	725.66	0.00	325.66	181.4%	0.00
4912		TUITION/CONFERENCE FEES	3,140	3,140	132.87	1,941.24	0.00	1,198.76	61.8%	0.00
4913		COLLECTION SERVICES	3,222	3,222	152.15	1,136.65	0.00	2,085.35	35.3%	0.00
4993		SERVICES & CHARGES PIP AWA	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
			161,213	161,213	7,311.70	88,840.43	0.00	72,372.57		0.00
Type:	5	INTERGOVERNMENTAL SERVICES								
5117		INTERLIBRARY SVCS	200	200	35.00	105.00	0.00	95.00	52.5%	0.00
5301		STATE TAXES	2,100	2,100	72.96	574.23	0.00	1,525.77	27.3%	0.00
			2,300	2,300	107.96	679.23	0.00	1,620.77		0.00
Type:	6	CAPITAL								
6340		PUBLIC ARTS IMPROVEMENT	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
6406		FURNITURE & FIXTURES > \$5,000	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
6414		MACHINERY & EQUIP > \$5,000	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
6440		BOOKS - LIBRARY	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
6441		PERIODICALS - LIBRARY	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
6442		NONPRINT - LIBRARY	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
6443		DATABASES - LIBRARY	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
6481		COMPUTER SOFTWARE	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
6993		CAPITAL - PIP AWARDS	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
			0	0	0.00	0.00	0.00	0.00		0.00
Type:	9	INTERFUND SERVICES								
9141		INTFND SVCS - SYSTEMS DIVISI	500	500	0.00	0.00	0.00	500.00	0.0%	0.00
9986		LIBRARY FACILITY MAINT RESER	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
9992		DESIGNATED RESERVE	0	0	0.00	0.00	0.00	0.00	0.0%	0.00

Fin-2 City of Richland Expense Summary - Object Types by Fund by Division

Fund 001 GENERAL FUND		Orig.Budget	Adj.Budget	Current Month	Y-T-D	Current Encumbered	Unencumbered Balance	Y-T-D % Committed	Previous Y-T-D
9993	PIP RESERVE	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
9999	UNAPPROPRIATED FUND BALAN	0	0	0.00	0.00	0.00	0.00	0.0%	0.00
		500	500	0.00	0.00	0.00	500.00		0.00
Total Fund 001		2,019,845	2,019,845	166,764.81	1,150,996.72	0.00	868,848.28	57.0%	0.00

Fin-2 City of Richland Expense Summary - Object Types by Fund by Division

Grand Totals	2,019,845	2,019,845		166,764.81	1,150,996.72		0.00	868,848.28	57.0%	0.00
--------------	-----------	-----------	--	------------	--------------	--	------	------------	-------	------



RICHLAND PUBLIC LIBRARY
CERTIFICATION OF CLAIMS FOR PAYMENT
AUGUST 2015

We the undersigned, Richland Public Library Board, City of Richland, Benton County, do hereby certify that the merchandise or services as previously specified have been received and that the accumulated costs are approved for payment in the amount of \$122,362.39 this 11th day of August 2015.

Claims for payment certified by the Library Manager and consolidated are as follows:

Voucher Listings	Amount
July 1, 2015 thru July 31, 2015	\$23,220.49
Interdepartmental Billings	
None	\$0.00
Transfer Advice (Salaries)	
Salaries for the weeks of 07/02/15; 07/16/15; 07/30/15	\$99,141.90
TOTAL MONTHLY EXPENSES	\$122,362.39

LIBRARY BOARD MEMBERS SIGNATURES (3 Signatures Required for Signoff)

PRINT NAME	SIGNATURE
1.	1.
2.	2.
3.	3.



City Of Richland

VL-1 Voucher Listing

From: 7/1/2015 To: 7/31/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FUND 001		GENERAL FUND			
Division:	303	LIBRARY			
BANK OF AMERICA		TXN00021903	225383	DISPLAY CASE	\$253.68
		TXN00021919		INGRAM BOOKS	\$293.98
		TXN00021932		INGRAM BOOKS	\$387.30
		TXN00021942		INGRAM BOOKS	\$102.98
		TXN00021968		INGRAM BOOKS	\$968.97
		TXN00021970		INGRAM BOOKS	\$35.15
		TXN00021971		OVERDRIVE DIGITAL MATERIAL	\$373.08
		TXN00021975		AUTOMATED CALL SERVICE	\$310.45
		TXN00021984		MOBILE AP	\$1,995.00
		TXN00021995		FANS AND CARDS	\$180.02
		TXN00022000		INGRAM BOOKS	\$328.03
		TXN00022008		MEETING SUPPLIES	\$13.50
		TXN00022009		INGRAM BOOKS	\$111.71
		TXN00022048		INGRAM BOOKS	\$42.34
		TXN00022060		INGRAM BOOKS	\$1,081.96
		TXN00022066		RECORDED BOOKS PLAN	\$1,991.88
		TXN00022069		RECORDED BOOKS	\$7.55
		TXN00022083		INGRAM BOOKS	\$189.16
		TXN00022090		INGRAM BOOKS	\$218.08
		TXN00022103		INGRAM BOOKS	\$56.60
		TXN00022125		LIBRARY TAGS	\$832.77
		TXN00022133		REGISTRATION AR TRP #15-306	\$132.87
		TXN00022149		INGRAM BOOKS	\$278.90
		TXN00022171		INGRAM BOOKS	\$332.98
		TXN00022180		BLACKSTONE AUDIOBOOKS	\$523.14
		TXN00022182		POST ITS	\$5.31
		TXN00022188		OFFICE SUPPLIES	\$432.38
		TXN00022199		BACKUPIFY-LIBRARY-FACEBOOK	\$3.75
		TXN00022213		AGENT FEE AR TPR #15-306	\$35.00
		TXN00022222		DELTA AIR AR TRP # 15-306	\$500.20
		TXN00022225		GALE LARGE PRINT	\$831.39
		TXN00022227		STAFF RM & DVD CLEANER SUPPLIE	\$82.85
		TXN00022241		INGRAM BOOKS	\$217.71
		TXN00022250		INGRAM BOOKS	\$1,345.56
		TXN00022257		INGRAM BOOKS	\$645.22
		TXN00022258		INGRAM BOOKS	\$89.95
		TXN00022261		INGRAM BOOKS	\$20.20
		TXN00022275		INGRAM BOOKS	\$72.15



City Of Richland

VL-1 Voucher Listing

From: 7/1/2015 To: 7/31/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BANK OF AMERICA		TXN00022289	225383	INGRAM BOOKS	\$59.24
		TXN00022299		OVERDRIVE EBOOK	\$1.99
		TXN00022302		BAKER & TAYLOR BOOKS	\$150.12
		TXN00022304		PRINTER ADAPTER CABLES	\$14.95
		TXN00022308		INGRAM BOOKS	\$269.97
		TXN00022331		INGRAM BOOKS	\$146.67
		TXN00022335		INGRAM BOOKS	\$20.85
		TXN00022342		GALE LARGE PRINT	\$47.12
		TXN00022349		BOOKMARKS	\$18.00
		TXN00022358		OVERDRIVE DIGITAL BOOKS	\$191.44
CASCADE NATURAL GAS CORP		6/15-61897100006	224994	NAT GAS 955 NORTHGATE5/19-6/17	\$27.42
CITY OF RICHLAND		6/2015 JUNE	225142	CITY UTILITY BILLS/JUNE 2015	\$4,606.46
CITY OF SANTA CRUZ		146245237	225146	ILL #146245237	\$35.00
CORNELL LAB OF ORNITHOLOGY		30230625-07	225150	DATABASE-BIRDS OF NA RENEWAL	\$250.00
FRONTIER	S016430	7/15-509-943-3152	225022	TELEPHONE CHARGE 7/4/15-8/3/15	\$367.63
MIDWEST TAPE		92904719	225221	DVD	\$26.05
		92949052		DVD	\$21.71
PITNEY BOWES PURCHASE POWER		7/2015-14823173	224969	14823173 POSTAGE 6/1-6/30/15	\$367.77
UNIQUE MANAGEMENT SERVICES INC		309305	225365	COLLECTION SERVICES-JUNE	\$152.15
WASHINGTON STATE PATROL		I15008657	224818	VOLUNTEER BACKGROUND CHECKS	\$40.00
XEROX CORPORATION		080263995	225379	W7225 BASE CHRG/PRINTS-JUNE	\$374.11
		080263996		W7225 BASE CHRG/PRINTS-JUNE	\$174.96
		080263997		W7225 BASE CHRG/PRINTS-JUNE	\$146.42
		080263998		W7225 BASE CHRG/PRINTS-JUNE	\$241.90
XO HOLDINGS LLC DBA		0275720284	224934	PHONE CHARGES 6/23-7/22/15	\$144.81
LIBRARY TOTAL****					\$23,220.49
GENERAL FUND Total ***					\$23,220.49



City Of Richland
VL-1 Voucher Listing

From: 7/1/2015 To: 7/31/2015

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
--------	-------------	----------------	---------	---------------------	----------------

Invoice Total: ****

\$23,220.49

Number of Invoices

Amount

Vouchers In Richland

0

Vouchers In Tri Cities

0

Vouchers In WA

1

Vouchers Outside WA

62

\$23,180.49

Vouchers Final Total.....

63

Ob ject Category	Title	Total	Percentage
3	SUPPLIES	\$15,873.79	68.36%
4	OTHER SERVICES & CHARGES	\$7,311.70	31.49%
5	INTERGOVERNMENTAL SERVICES	\$35.00	0.15%
Total		\$23,220.49	



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 08/11/2015

Agenda Category: New Business

Prepared By: Ann Roseberry, Library Manager

Subject:

2016 Budget Update

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

Attachments:



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 08/11/2015

Agenda Category: New Business

Prepared By: Ann Roseberry, Library Manager

Subject:

Library Staff Presentation - Collection & Development Overview

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

Attachments: