

Central Skagit Rural Partial County Library District
Regular Board Meeting Agenda
December 17, 2015
7:00 p.m.

1. Call to Order of Regular Meeting
2. Public Comments
3. Approval of Agenda
4. Consent Agenda Items

Approval of the Minutes from November 19th, 2015
Approval of September Payroll in the amount of \$10,146.24
Approval of September Vouchers in the amount of \$7031.07
General Ledger Report for November 2015
Ongoing Budget
Ongoing Statistics

5. Conflict of Interest
6. Communications
7. Report of the Director
8. Committee or other Reports
9. Old Business
 - A. Follow-up Discussion of Moratorium, City Meeting
 - B. Real Estate

Recommendation to terminate the Purchase and Sale Agreement on property due to zoning issues.

10. New Business

- A. Resolution to authorize Skagit Auditor to handle accounting:

“Be it resolved by the Commissioners of the Central Skagit Rural Partial County Library District on December 17, 2015, that we declare the Skagit County Auditor to be the Auditing Officer for Central Skagit Rural Partial County Library District for the year 2016 at a cost of \$1558.63. It is further resolved that payment for services will be by Intergovernmental transfer initiated by the Skagit County Auditor on a calendar quarterly basis.”

11. Adjournment

The next regular meeting will be held on January 21, 2015 at the district office at 100 W. State St. Suite C, Sedro Woolley, WA 98284, 7 p.m.

Central Skagit Rural Partial County Library District
Regular Board Meeting Agenda
November 19, 2015
7:00 p.m.

1. Call to Order of Regular Meeting **TIME: 7:05pm**

Trustees Present: Mindy Coslor
Chris Silves
Lynn Torset
Mary Alice Grobins

Trustees Absent: Ahmik Hindman

Staff Present: Jeanne Williams, Director
Layla Frey, Library Associate

2. Public Comments

Katy Janicki asked if an offer had been made on a property—specifically, if any funds had been paid towards the purchase of a property. Board members and Director explained that a Purchase and Sale Agreement had been submitted on a property, but that contingencies would allow termination of the contract at any time and that, thus far, no money had been paid to the seller.

Sylvia Matterand stated that she did not feel that the Board had been transparent and asked for better communication with the taxpayers. She also expressed support for discussions with the City of Sedro-Woolley concerning collaborative models. Other audience members asked about meeting posting requirements, with which the Board is in compliance.

Sharon Howe suggested a discussion board be set up to allow dialogue and to push out information.

3. Approval of Agenda

Motion to approve the agenda

Motion 1: Mary Alice Grobins

Motion 2: Lynn Torset

Approved: Unanimous

4. Consent Agenda Items

Approval of the Minutes from October 14, 2015

Approval of the Special Meeting Minutes from October 28, 2015

Approval of September Payroll in the amount of \$10,608.74

Approval of September Vouchers in the amount of \$13,638.45

General Ledger Report for October 2015
Ongoing Budget
Ongoing Statistics

Motion to accept Consent Agenda

Motion 1: Mary Alice Grobins

Motion 2: Chris Silves

Approved: Unanimous

5. Conflict of Interest: None
6. Communications
 - A. Letter from City of Sedro Woolley concerning emergency ordinance 1827-15 was handed out and entered into the record of the November 19 meeting.
 - B. Engagement letter from Auditor has been received with a list of documents to provide. Director is digitizing vouchers prior to taking them in to the Auditor.
7. Report of the Director was entered into the record of the November 19 meeting.
8. Committee or other Reports
 - A. Meeting with Sedro-Woolley City Officials
Mindy Coslor, Mary Alice Grobins, and the Director met with the city on November 12 they shared the common and differing interests between the groups that were discussed. They also shared to various models for partnership including contractual relationships, annexation and hybridized models. Board members and Director will attend another meeting on December 3rd with the intention of future meetings being public.
9. **Old Business**
 - A. Real Estate
Clay Learned and the Board discussed the moratorium on public uses in the mixed commercial zone of the City of Sedro Woolley. He shared that our mission for the December 9 public hearing should be to inform the City Council of our intentions for the space. He also shared that, if the discussions with the City for future collaboration change, then the scope and needs for the facility may change. It was also pointed out that this moratorium will keep the library district from locating anywhere along the mixed commercial zone. Mary Alice Grobins drafted talking points for the public hearing. Board members

discussed how to expound on that draft, and reasons why the property was a good fit were discussed.

Motion to authorize Mary Alice Grobins to formalize the draft for the December 9 public hearing to include the rationale points the Board felt made this property a good fit.

Motion 1: Lynn Torset

Motion 2: Chris Silves

Approval: Unanimous

B. Logo/Brand

Library Associate Layla Frey created a logo and it was presented to the Board with the logos submitted by Skagit Marketing. None of the Skagit Marketing logos thus far have been the right fit.

Motion that the Board accepts Layla Frey's design to be submitted to Skagit Marketing for final touches.

Motion 1: Lynn Torset

Motion 2: Mary Alice Grobins

Approval: Unanimous

C. Addition of Library Bill of Rights and Freedom to Read Statements to Policy Manual

Motion to add the Library Bill of Rights and Freedom to Read Statements to the Policy Manual

Motion 1: Chris Silves

Motion 2: Lynn Torset

Approved: Unanimous

10. New Business

A. Consider allowing Sedro Woolley School District teachers to receive free library cards

The Board discussed how it was common for libraries to offer cards to teachers in the school district in which they serve. This with aid in our mission to work closely with the school district as we move forward.

Motion to allow Sedro Woolley School District teachers to receive free library cards with proof of employment.

Motion 1: Chris Silves

Motion 2: Mary Alice Grobins

Approved: Unanimous

B. 2016 Budget Proposal

The Board discussed how, at this point in time, we must move forward with the budget as written. Should the situations involving property and future operations change, the Board will amend the budget appropriately.

Motion to accept the 2016 Budget Proposal

Motion 1: Mary Alice Grobins

Motion 2: Chris Silves

Approved: Unanimous

C. Testimony to submit to City of Sedro Woolley handled in real estate discussion.

11. Adjournment **TIME: 8:39pm**

Motion 1: Mary Alice Grobins

Motion 2: Lynn Torset

Approved: Unanimous

The next regular meeting will be held on December 17, 2015 at the district office at 100 W. State St. Suite C, Sedro Woolley, WA 98284, 7 p.m.


Mindy Coslor

Ahmik Hindman


Chris Silves


Lynn Torset

Mary Alice Grobins

Central Skagit Rural Partial County Library District
Public Hearing on the 2016 Budget Proposal
November 19, 2015
7:00 p.m.

1. Call to order on Public Hearing on the 2016 Budget Proposal
2. Public Comments

- Sylvia Matterand applauded the fact that the library (CSRPLD) had had previous discussions with Sedro-Woolley city officials and library staff. She stated that she hopes these talks will continue towards a partnership of the two libraries. She also mentioned she was glad to hear that the bookmobile was not part of the 2016 budget proposal. Mrs. Matterand expressed her opinion that the CSRPLD tax is too high and she would like to please see it lowered. She inquired about whether or not the budget proposal for next year would be adjusted according to a possible partnership with the Sedro-Woolley City Library.
- Donna Vance spoke about the tax rate and asked that it be lowered. She expressed her opinion that online resources do not make sense for those who live in rural areas. Mrs. Vance believes that the library should budget more for physical books as opposed to electronic databases. She would like to see the city library merge with the CSRPLD.
- Susan Trout, an avid reader and former patron of Mount Vernon and the Sedro-Woolley City Library, believes that there is potential to be "phenomenal" if CSRPLD would partner with the city. She is concerned about overspending, especially on a brand new building. She does not like the fact that there are now two separate libraries with unshared materials. She stated that the ballot said up to \$.50 per thousand, but she did not realize it could start out at that rate.
- Duane Whittle expressed his concern about the library tax being too high. He was unaware that the library existed or that there was a tax levy vote for a rural library until recently. Mr. Whittle mentioned that he feels as though he is paying too much for the CSRPLD. His children used the high school library because he did not want to pay for a membership at the Sedro-Woolley City Library.
- Sharon Howe stated that from the start the city should have partnered with CSRPLD. She pointed out, however, that it is now

“water under the bridge”. Mrs. Howe explained that she now has a better understanding of the process and the legal complications of working towards a partnership with the city library. She stressed that she does not want to see overspending and that needs should outweigh wants.

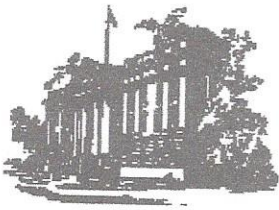
- Katy Janicki expressed a concern that many people in the rural library district are “in the dark” about the direction in which the library is going. She believes a partnership with the city library would be beneficial.
- John Janicki stressed his view that a consolidation of services and materials is better than a duplication of library services and materials. Mr. Janicki also mentioned that “what people heard” about the tax levy vote to establish the rural library was much “different from what turned out”. He expressed that people did not think there would be two libraries so near to each other.

3. Chairman Mindy Coslor recessed the meeting at 7:20pm.

Central Skagit Rural Partial County Library District
 100 West State St, Suite C
 Sedro Woolley, WA 98284

We the undersigned members of the Board of Trustees of the Central Skagit Rural Partial County Library District, hereby approve the following vouchers submitted under the signature of Library Director, Jeanne Williams.

VOUCHER						
DATE	VENDOR	INVOICE NO.	DATE	CATEGORY	AMOUNT	
11/10/2015	David Moore	598018	11/10/15	5016210	\$750.00	
	Learned Commercial		11/02/15	5014110	\$900.00	
	Presidio Com Constr	16024	11/06/15	5014110	\$1,329.13	
	Library Ideas Rocket Lan	48300	11/04/15	5014930	\$355.00	
	Library Ideas Freegal	48299	11/04/15	5014930	\$900.00	
11/18/2015	Skagit Law Group	22336	11/05/15	5014410	\$472.00	
	Carletti Architects	9321	10/31/15	5014110	\$552.00	
	Skagit Law Group	22336	11/05/15	5014110	\$472.00	
	Ingram	89933031	10/25/15	5013515	\$60.44	
	Ingram	89991000	10/28/15	5013515	\$203.72	
	Ingram	89991001	10/28/15	5013515	\$24.20	
	Ingram	90047223	11/02/15	5013515	\$26.59	
11/18/20105	Amazon 11/18/15 Stmt	176972361218	09/15/15	5013110	\$13.38	
	Amazon 11/18/15 Stmt	176979565582	09/15/15	5013110	\$17.11	
	Amazon 11/18/15 Stmt	188711618747	09/16/15	5013110	\$112.45	
	Amazon 11/18/15 Stmt	204374637840	09/23/15	5013110	\$92.33	
	Amazon 11/18/15 Stmt	55575882455	09/23/15	5013110	\$9.44	
	Amazon 11/18/15 Stmt	296192920077	09/29/15	5013110	\$11.37	
	Amazon 11/18/15 Stmt	268641580220	10/06/15	5013110	\$15.32	
	Amazon 11/18/15 Stmt	268643780235	10/06/15	5013110	\$18.96	
	Amazon 11/18/15 Stmt	176975279113	09/15/15	5013511	\$130.18	
	Amazon 11/18/15 Stmt	29542025847	09/22/15	5013511	\$173.59	
	Amazon 11/18/15 Stmt	99248796007	10/13/15	5013511	\$178.91	
	Amazon 11/18/15 Stmt	198719340346	09/22/15	5013510	\$10.81	
	Amazon 11/18/15 Stmt	207039680722	09/22/15	5013515	\$5.98	
	Amazon 11/18/15 Stmt	275129225494	09/23/15	5013515	\$13.99	
	Amazon 11/18/15 Stmt	63139916023	09/24/15	5013515	\$15.19	
	Amazon 11/18/15 Stmt	234401822132	09/25/15	5013515	\$22.92	
	Amazon 11/18/15 Stmt	63135216760	09/26/15	5013515	\$45.48	
	Amazon 11/18/15 Stmt	136810140913	09/29/15	5013515	\$38.36	
	Amazon 11/18/15 Stmt	136816989311	09/30/15	5013515	\$20.67	
	Amazon 11/18/15 Stmt	136816142712	10/01/15	5013515	\$39.55	
TOTAL					\$7,031.07	



Skagit County Office Of The Treasurer
Katie Jungquist, Treasurer
P.O. Box 518
Mount Vernon, Washington 98273
Phone (360)416-1750

General Ledger Detail Report

For Date Range: 11/1/2015 To: 11/30/2015

L0301 CENTRAL SKAGIT RURAL PARTIAL CO LIBRARY DISTRICT

Beginning Cash Balance	
Investments Interest	\$568,090.05
Taxes Collected	\$150.35
State Forest Funds	\$48,467.85
Timber Excise	\$3,810.13
	\$4,900.41
Subtotal Cash Increases	\$57,328.74
Investments Purchased	
Other Cash Decreases	-\$150.35
District Accounts Payable	-\$17.65
District Payroll	-\$7,605.62
	-\$12,306.83
Subtotal Cash Decreases	-\$20,080.45
Ending Cash Balance	\$605,338.34
Beginning Investments	
Investments Purchased	\$1,000,543.58
Ending Investments	\$150.35
	\$1,000,693.93
Beginning Taxes Receivable	
Taxes Receivable	\$79,129.73
Ending Taxes Receivable	-\$48,093.18
	\$31,036.55

Central Skagit Library Budget, October 2015

A	Payroll	Annual Allotment	OCT Spent	OCT Spent YTD	OCT Balance	% Spent
A1				lastmoYTD + thismoSPENT	lastmoBAL - thismoSPENT	thismoYTD/ allotted
A1-1	Library Director 2015 Salary - #1100	\$80,000.00	\$6,666.24	\$51,109.94	\$28,890.06	64%
A1-2	Asst. Director - #1100	\$50,000.00	\$50.00	\$16,875.00	\$33,125.00	34%
A1-3	Library Staff - #1100	\$50,000.00	\$2,392.50	\$4,596.00	\$45,404.00	9%
A1-4						
A1-5						
A1-6						
A1-7						
A1-8						
	<i>Subtotal Assistants</i>	\$100,000.00	\$2,442.50	\$21,471.00	\$78,529.00	21%
	<i>Subtotal Salary & Wages</i>	\$180,000.00	\$9,108.74	\$72,580.94	\$107,419.06	40%
A2	Payroll Benefits - 26 pay periods					
A2-1	Health Insurance - #2400	\$30,000.00	\$1,500.00	\$6,360.00	\$23,640.00	21%
A2-2	Staff Benefits (14.5% of Salary & Wages): PERS Retirement - #2200 (7.5%); Medicare - #2100 (1.45%); FICA - #2100 (6.2%); L&I & Unemployment - #2300 (.22%).	\$27,000.00	\$1,366.31	\$11,005.51	\$15,994.49	41%
	<i>Subtotal Benefits</i>	\$57,000.00	\$2,866.31	\$17,365.51	\$39,634.49	30%
	<i>Total Payroll</i>	\$237,000.00	\$11,975.05	\$89,946.45	\$147,053.55	38%
	<i>Payroll % Total Budget</i>	50%				
B	Maintenance & Operations	2015 Allotment	OCT Spent	OCT Spent YTD	OCT Balance	% Spent
B1	Programs					
B1-1	Adult programs - #3180					
B1-2	Children's programs - #3180	\$2,000.00	\$0.00	\$744.75	\$1,255.25	37%
	<i>Subtotal programs</i>	\$5,000.00	\$0.00	\$2,142.26	\$2,857.74	43%
B2	Continuing Education & Travel					
B2-1	Staff Education - #4920					
B2-2	Staff Travel - #4310	\$3,000.00		\$799.71	\$2,200.29	27%
B2-3	Board Education - #4920 & travel - #4310	\$2,000.00	\$371.56	\$7,061.12	-\$5,061.12	353%
	<i>Subtotal education & travel</i>	\$1,000.00	\$0.00	\$729.35	\$270.65	73%
B3	Building costs					
B3-1	Office Rent - #6210					
B3-2	Facilities Maintenance (painting, repairs) - #4810	\$12,000.00	\$750.00	\$10,350.00	\$1,650.00	86%
B3-3	Building Insurance (WA Govt Entity Pool-WGEP) - #4610	\$2,000.00		\$850.00	\$1,150.00	43%
B3-4	Bookmobile Insurance - #4610	\$3,200.00		\$2,905.00	\$295.00	91%
B3-5	Fuel	\$1,000.00		\$0.00	\$1,000.00	0%
B3-6	Garage/ Storage Rent - #6210	\$5,800.00		\$0.00	\$5,800.00	0%
B3-7	License/Registration	\$1,200.00	\$1,300.00	\$1,915.00	-\$715.00	160%
B3-8	Mortgage - #4800	\$500.00		\$0.00	\$500.00	0%
	<i>Subtotal building costs</i>	\$6,000.00	\$371.56	\$8,590.18	-\$2,590.18	143%
B4	Equipment (Capital outlay)					
B4-1	Computer Equipment - #3511					
B4-2	Library Equipment - #3512	\$5,000.00	\$0.00	\$1,244.49	\$3,755.51	25%
B4-3	Bookmobile - #3511	\$10,000.00	\$158.08	\$16,369.39	-\$6,369.39	164%
	<i>Subtotal equipment</i>	\$55,000.00	\$158.08	\$662.80	\$54,337.20	1%
B5	Software					
B5-1	Computer Software - #3130	\$70,000.00	\$158.08	\$17,613.88	\$51,723.32	25%
	<i>Subtotal software</i>	\$2,000.00	\$0.00	\$2,791.90	-\$791.90	140%
B6	Services					
B6-1	Telephone/ Internet - #4210, #4212					
B6-2	Advertising - #4410	\$3,500.00	\$252.52	\$2,016.83	\$1,483.17	58%
B6-3	Professional Services (consultants) - #4110	\$1,500.00	\$5.83	\$372.25	\$1,127.75	25%
B6-4	Dues & Memberships (ALA, WLA, Chamber) - #4930	\$5,000.00	\$2,132.00	\$13,462.63	-\$8,462.63	269%
B6-6	Accounting (Skagit County), paid quarterly - #4120	\$1,000.00	\$185.00	\$405.28	\$594.72	41%
B6-7	ILS maintenance - #3130	\$5,000.00	\$571.90	\$1,715.70	\$3,284.30	34%
B6-8	website maintenance - #4110	\$8,000.00		\$6,424.18	\$1,575.82	80%
B6-9	Misc charges - #4910	\$2,000.00		\$670.00	\$1,330.00	34%
	<i>Subtotal services</i>	\$450.00	\$0.00	\$63.58	\$386.42	0%
B7	Supplies					
B7-1	Office supplies - #3110					
B7-2	Postage - #4220	\$4,000.00	\$390.99	\$4,803.16	-\$803.16	120%
B7-3	Printing - #4911	\$4,000.00	\$2.57	\$156.22	\$3,843.78	4%
	<i>Subtotal supplies</i>	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0%
	<i>Total Maintenance & Operations</i>	\$148,150.00	\$6,120.45	\$4,959.38	\$6,040.62	45%
	<i>M.O. % Total Budget</i>	31%				

Central Skagit Library Budget, October 2015

C	Library Materials	2015 Allotment	OCT Spent	OCT Spent YTD	OCT Balance	% Spent OCT YTD
C1	Books					
C1-1	Adult Books - #3515					
C1-2	Children's Books - #3515	\$45,000.00	\$937.86	\$39,600.25	\$5,399.75	88%
	<i>Subtotal books</i>	\$30,000.00	\$937.86	\$15,029.09	\$14,970.91	50%
C2	Subscriptions	\$75,000.00	\$1,875.72	\$54,629.34	\$20,370.66	73%
C2-1	Periodical subscriptions - #4930	\$300.00		\$0.00	\$300.00	
C2-2	Online subscriptions (eAudiobooks, Proquest, Auto Repair, etc) - #4930	\$15,000.00	\$7,773.97	\$24,688.54	-\$9,688.54	165%
	<i>Subtotal subscriptions</i>	\$15,300.00	\$7,773.97	\$24,688.54	-\$9,388.54	161%
	Total Library Materials	\$90,300.00	\$9,649.69	\$79,317.88	\$10,982.12	88%
	Materials % Total Budget	19%				
ABC	Total Budget Allotment, sections A,B,C - 100%	\$475,450.00	\$27,745.19	\$247,257.13	\$227,530.07	52%
D	Investments, Cash, Reserve & Endowments (Treasurer's Report)					
D1	Investments	SEPT Report	OCT Report			
D1-1	LGIP:Local Government Investment Pool					
D1-2		\$1,000,444.30	\$1,000,444.30			
D1-3		0	\$0.00			
D1-4						
D1-5						
D1-6						
	<i>Total Investments</i>	\$1,000,444.30	\$1,000,444.30			
D2	Cash Balance					
D2-1	Skagit County					
D2-2		\$298,752.97	\$568,090.05			
		0	\$0.00			
	<i>Subtotal cash</i>	\$298,752.97	\$568,090.05			
	<i>Total Investments, Cash, Reserve & Endowments</i>	\$1,299,197.27				
E	Revenues 2015 (Audit Officer's Report)					
E1	Tax Revenue	Estimated 2015				
E1-1	Property Tax Revenue -- 2015 rate .49774					
E1-2		\$801,678.00				
		\$0.00				
	<i>Subtotal tax revenue</i>	\$801,678.00				
E2	Donations/Grants					
		\$0.00				
		\$0.00				
	<i>Subtotal Donations/grants</i>	\$0.00				
E3	Reserves					
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
	<i>Total Revenue</i>	\$801,678.00				
F	Outstanding Debt 2015					
F1						
F2						
F2						

SKAGIT COUNTY JR DISTRICTS
 BALANCE SHEET
 OCTOBER 2015

DESCRIPTION	BEGINNING BALANCE	CURRENT DEBITS	CURRENT CREDITS	ENDING BALANCE
Fnd L03 SEDRO-WOLLEY RURAL LIBRARY DI				
Sub 001 SEDRO-WOLLEY RURAL LIBRARY DI				
Typ 001 ASSETS				
Obj 111 CASH AND CASH EQUIVALENTS	298,752.97	307,973.92	38,636.84-	568,090.05
Obj 118 TEMPORARY INVESTMENTS	1,000,444.30	99.28		1,000,543.58
Obj 121 TAXES RECEIVABLE (NET)	373,594.43		294,464.70-	79,129.73
Typ 002 LIABILITIES & FUND EQUITY				
Obj 213 ACCOUNTS/VOUCHERS PAYABLE	10,919.89-	26,035.71	15,198.24-	82.42-
Obj 231 OTHER ACCRUED LIABILITIES	4,759.37-	4,759.37	5,347.12-	5,347.12-
Obj 257 DEFERRED REVENUE	373,594.43-	294,464.70		79,129.73-
Obj 287 UNRESERVED FUND BALANCE	784,370.53-			784,370.53-

SKAGIT COUNTY JR DISTRICTS
 REVENUE/EXPENDITURE
 OCTOBER 2015

Fnd L03 SEDRO-WOLLEY RURAL LIBRARY

DESCRIPTION	PRIOR MONTH END BALANCE	CURRENT DEBITS	CURRENT CREDITS	MONTH END BALANCE	2015 BUDGET	BUDGET REMAINING
Sub 001 SEDRO-WOLLEY RURAL LIBRARY						
Typ 003 REVENUES						
Obj 310 TAXES	487,532.44-		294,341.48-	781,873.92-		781,873.92
Obj 330 INTERGOVERNMENTAL REVENUES	222,967.45-		13,393.69-	236,361.14-		236,361.14
Obj 360 MISCELLANEOUS REVENUES	1,626.44-		207.80-	1,834.24-		1,834.24
Typ 005 EXPENDITURES						
Obj 510 SALARIES AND WAGES	63,426.52	9,108.74		72,535.26		72,535.26-
Obj 520 PERSONNEL BENEFITS	14,543.07	3,408.96	30.95-	17,921.08		17,921.08-
Obj 530 SUPPLIES	86,213.28	2,424.79		88,638.07		88,638.07-
Obj 540 OTHER SERVICES AND CHARGES	37,830.98	11,295.35		49,126.33		49,126.33-
Obj 560 CAPITAL OUTLAYS	10,965.00	2,050.00		13,015.00		13,015.00-
Obj 599 BUDGET EXPENDITURES					801,678.00	801,678.00
Fnd L03 SEDRO-WOLLEY RURAL LIBRARY D	499,147.48-	28,287.84	307,973.92-	778,833.56-	801,678.00	1,580,511.56

SKAGIT COUNTY JR DISTRICTS

TRANSACTION DETAIL

OCTOBER 2015

				Opening Balance	Closing Balance
Fnd L03	SEDRO-WOOLLEY RURAL LIBRARY DI				
	PRL APP	78984	20226? 10/15/15 WILLIAMS, JEANNE M	3,333.12	
	PRL APP	79024	20198? 10/15/15 HIRSCHER, AIMEE	50.00	
	PRL APP	79024	20234? 10/15/15 FREY, LAYLA C	1,303.50	
	PRL APP	79116	20226? 10/31/15 WILLIAMS, JEANNE M	3,333.12	✓
	PRL APP	79187	20234? 10/31/15 FREY, LAYLA C	1,089.00	
L03 5011100	SALARIES AND WAGES			63,426.52	72,535.26
	PRL APP	78943	? 10/09/15 SOCIAL SECURITY	364.10	✓
	PRL APP	79073	? 10/23/15 SOCIAL SECURITY	402.52	
L03 5012100	SOCIAL SECURITY			4,660.19	5,426.81
	PRL APP	78943	? 10/09/15 RETIREMENT	372.64	✓
	PRL APP	79073	? 10/23/15 RETIREMENT	372.64	
L03 5012200	RETIREMENT			4,161.15	4,906.43
	PRL APP	78943	? 10/09/15 LABOR AND INDUSTRIES	40.77	
	PRL APP	79073	? 10/23/15 LABOR AND INDUSTRIES	48.10	✓
	ACH APP	67670	676701 10/29/15 L&I 3RD QTR ADJ	30.95-	
L03 5012300	LABOR AND INDUSTRIES			520.30	578.22
	PRL APP	78985	20226? 10/15/15 WILLIAMS, JEANNE M	375.00	
	PRL APP	79024	20234? 10/15/15 FREY, LAYLA C	200.00	
	PRL APP	79125	20226? 10/31/15 WILLIAMS, JEANNE M	375.00	✓
	PRL APP	79187	20234? 10/31/15 FREY, LAYLA C	550.00	
L03 5012400	MEDICAL			4,110.00	5,610.00
	ACH APP	67731	677311 10/30/15 3RD QTR 2015 ESD L03	308.19	✓
L03 5012900	UNEMPLOYMENT COMPENSATION			1,091.43	1,399.62
	A/P APP	111632	42963? 10/06/15 VISA ACC#9505	390.99	✓
L03 5013110	OFFICE SUPPLIES			4,022.92	4,413.91

SKAGIT COUNTY JR DISTRICTS
 TRANSACTION DETAIL
 OCTOBER 2015

				Opening Balance	Closing Balance
Fnd L03	SEDRO-WOLLEY RURAL LIBRARY DI				
L03 5013130	SOFTWARE SUPPLIES			9,216.08	9,216.08
L03 5013180	LIBRARY PROGRAM COSTS			2,887.01	2,887.01
L03 5013511	LIBRARY COMPUTER EQUIP < \$50			1,244.49	1,244.49
	A/P APP	111632	429637 10/06/15 VISA ACC#9505	158.08	
L03 5013512	LIBRARY EQUIPMENT < \$5000			16,230.38	16,389.46
	A/P APP	111632	429351 10/06/15 DEMCO ACC#710475350	1,144.56	
	A/P APP	111729	429838 10/12/15 INGRAM SVC ACC#20R7796	28.58	
	A/P APP	111729	429838 10/12/15 INGRAM SVC ACC#20R7796	53.79	
	A/P APP	111729	429838 10/12/15 INGRAM SVC ACC#20R7796	173.00	
	A/P APP	111729	429838 10/12/15 INGRAM SVC ACC#20R7796	411.57	
	A/P APP	111904	430852 10/23/15 INGRAM SVC ACC#20R7796	64.22	
L03 5013515	LIBRARY BOOKS < \$5,000			52,612.40	54,488.12
	A/P APP	111729	429890 10/12/15 LEARNEDCOMM CSRPC LIBRARY	412.50	
	A/P APP	111904	431025 10/23/15 SKAGITLAWLCC CSRPC LIBRARY	1,719.50	
L03 5014110	PROFESSIONAL SERVICES			7,401.13	9,533.13
	IGT APP	67439	674391 10/02/15 2 QTR 15 AUD SVCS	571.90	
L03 5014120	ACCOUNTING SERVICES			1,143.80	1,715.70
L03 5014210	TELEPHONE			262.02	262.02
	A/P APP	111632	429637 10/06/15 VISA ACC#9505	252.52	
L03 5014212	TELEPHONE INTERNET			1,764.31	2,016.83
	A/P APP	111632	429637 10/06/15 VISA ACC#9505	2.57	
L03 5014220	POSTAGE			103.25	105.82

SKAGIT COUNTY JR DISTRICTS
 TRANSACTION DETAIL
 OCTOBER 2015

				Opening Balance	Closing Balance
Fnd L03	SEDRO-WOOLLEY RURAL LIBRARY DI				
	A/P APP 111632	429637	10/06/15 VISA ACC#9505	289.14	
	A/P APP 111933	431293	10/27/15 WILLIAMSJEAN CSRPC LIBRARY	82.42 ✓	
L03 5014310	TRAVEL				
	A/P APP 111632	429637	10/06/15 VISA ACC#9505	5.863.82	6,235.38
L03 5014410	ADVERTISING			5.83 ✓	
L03 5014610	INSURANCE			341.41	347.24
L03 5014910	MISCELLANEOUS			2,905.00	2,905.00
L03 5014920	EDUCATION/TRAINING			63.58	63.58
	A/P APP 111632	429637	10/06/15 VISA ACC#9505	1,617.81	1,617.81
	A/P APP 111729	429971	10/12/15 RECORDED BKS ACC#7122745	185.00	
	A/P APP 111729	429953	10/12/15 PROQUEST CSRPC LIBRARY	2,475.00	
	A/P APP 111904	431013	10/23/15 SIRSIDYNIX ACC#403233	261.51 ✓	
L03 5014930	DUES/SUBSCRIPTIONS/MEMBERSHI			5,037.46	
	A/P APP 111632	429637	10/06/15 VISA ACC#9505	16,364.85	24,323.82
	A/P APP 111729	429785	10/12/15 MOOREDAVID CSRPC LIBRARY	100.00	
	A/P APP 111904	430772	10/23/15 CENTRAL MOVE CSRPC LIBRARY	750.00 ✓	
L03 5016210	BUILDINGS AND STRUCTURES			1,200.00	
				10,965.00	13,015.00

Central Skagit Library Districts Statistics

2014	
Library Cards	239
Overdrive	
Patrons	87
Checkouts	586
OneClick	
Patrons	23
Checkouts	47

	2015	Library Cards	Overdrive Patron	Overdrive Circ	OneClick Patron	OneClick Circ	Total Physical Materials Circulation	Children's Physical Materials Circulated	EBSCO Sessions	Proquest	Mango	Tumble books	Hoopla Users	Hoopla Circulation	Freegal Downloads	Freegal Streaming	Website Hits	Patron Visits
January		21	16	211	2	8	0		356			7						
February		11	7	564	2	4	0		183			0						
March		12	3	244	2	7	0		413			0						
April		20	6	205	1	3	0		1090			0						
May		19	6	244	1	6	0		670			0						
June		20	3	232	2	3	138	86	905			21						
July		33	6	298	2	0	314	199	510			15						
August		6	5	216	3	0	366	180	235	0	0	20					57	213
September		21	6	218	0	1	350	152	8	0	5	7	11	19			866	197
October		23	9	278	2	3	336	163	4	0	1	5	20	41			579	210
November		22	2	263	0	4	453	173	7		0	3	3	16			617	228
December																		
2015 Totals		208	69	2973	17	39	1957	953	4381	0	6	78	34	76	9	90	700	234
Grand Totals*		447	156	3559	40	86	1957	953	4381	0	6	78	34	76	9	90	2819	1082



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Users

472

Pageviews

2,224

Pages / Session

3.18

New Visitor Returning Visitor

