

Central Skagit Rural Partial County Library District  
Regular Board Agenda  
Sedro-Woolley City Council Chambers  
August 15, 2019  
7:00 p.m.

1. Call to Order
2. Public Comments
3. Approval of Agenda
4. Consent Agenda Items
  - Approval of the Regular Meeting Minutes from June 27, 2019
  - Approval of June 2019 Payroll in the amount of \$34,355.30
  - Approval of June 2019 Vouchers in the amount of \$58,948.50
  - Approval of July 2019 Payroll in the amount of \$31,399.27
  - Approval of July 2019 Vouchers in the amount of \$38,592.36
  - General Ledger Report for June and July 2019
  - Balance Sheets for June and July 2019
5. Conflict of Interest
6. Communications
7. Report of the Director
8. Unfinished Business
  - A. New Library Project Update
  - B. Trustee Absence Policy (D)
9. New Business
  - A. Retreat Follow-Up Discussion
  - B. Bylaws Changes (Technical) (N)
  - C. 2020 Budget Initial Budget Discussion
10. Other Business

Legend:

E = Explore Topic

N = Narrow Options

D = Decision

Information = Informational items and updates on projects

Parking Lot = Items tabled for a later discussion

**Current Parking Lot Items:**

1. Naming and Memorials Policy
2. The Board Reads Book Club
3. Public Works/Small Works Roster
4. Grand Opening Trustee Lead
5. Officer Rotation
6. Insurance Carrier
7. Un-Returned Materials – Accounts Receivable
8. Foundation Development involving Friends of the Library

Central Skagit Rural Partial County Library District  
Regular Board Minutes  
Sedro-Woolley City Council Chambers  
June 27, 2019  
7:00 p.m.

1. Call to Order 7:00pm

Trustees Present: Mary Alice Grobins, Chair  
Tim Howland, Vice Chair  
Mindy Coslor  
Darcy Resetar

Trustees Absent Lynn Torset (excused)

Staff Present: Jeanne Williams, Director

2. Public Comments

3. Approval of Agenda

*Motion to approve the Agenda as presented.*

Motion 1: Darcy Resetar  
Motion 2: Mindy Coslor  
Unanimous

No one wished to give public comment

4. Consent Agenda Items

Approval of the Regular Meeting Minutes from May 16, 2019  
Approval of the Board Retreat Minutes from June 1, 2019  
Approval of May 2019 Payroll in the amount of \$38,812.80  
Approval of May 2019 Vouchers in the amount of \$51,624.54  
General Ledger Report for May 2019  
Balance Sheets for May 2019

*Motion to accept the Consent Agenda as presented.*

Motion 1: Tim Howland  
Motion 2: Mindy Coslor  
Unanimous

5. Conflict of Interest

None reported

6. Communications

None reported

7. Report of the Director (Attached to previous meeting materials)

Jeanne Williams shared that most activities centered around the New Library bid opening and the groundbreaking ceremony, which was well-attended. Staffing reassignments continue as everyone adjusts to cover unfilled positions. Several librarians in the area took part in a panel discussion to share what the library has to offer with local groups in the Local Planning Area involved with helping those in need.

Jeanne Williams further shared that last year Central Skagit Library District had the most children registered for the summer reading program last year of the libraries in Skagit County.

Mary Alice Grobins asked if the timber funds looked as though they may maintain as they had in the past. Jeanne Williams shared that so far the timber funds are on track. Plans are going to be put in place to have someone from the Department of Natural Resources come and speak to the Board about timber funds.

Jeanne Williams further shared that the Head of Public Services position is set as open until filled.

8. Unfinished Business

A. New Library Project Update

Mary Alice Grobins shared that the Council Report had come in only recently and it was provided separate from the packet (Appendix 1). She shared that the groundbreaking ceremony had been very positive and well-attended. The bid was awarded to Valdez Construction, a firm currently finishing up a fire station project on Whidbey Island. The construction time is expected to last 11 months.

Mary Alice Grobins further shared that, as time goes on with construction, the Board will want to think about the timing of the library move and a grand opening event.

B. Borrower Policy Change – Second Reading (Appendix 2)

*Motion to modify Borrower Policy as presented.*

Motion 1: Mindy Coslor  
Motion 2: Darcy Resetar  
Unanimous

## 9. New Business

### A. Trustee Absence Policy (Appendix 3)

A draft of the policy was passed out and discussed. Mary Alice Grobins pointed out that one of the requirements of being a Board member is attendance at meetings. Action won't be taken until the next meeting. If there is a parallel bylaw that needs to be drafted, it can be brought back at a later date.

### B. Honorific Naming, Memorials, Donation Recognition and Artwork Decisions (E)

Mary Alice Grobins stated that the Board will need to start considering policy on how to handle honorific naming and memorials for the future. Mindy Coslor shared the Skagit Valley College policy on naming for an example. Mary Alice Grobins furthered that she had asked the city representatives how they felt about being involved in this policy. The city representatives shared that they would want to be part of any naming, memorials or art decisions at the beginning for the New Library, but felt that any future decisions would be part of library operations and subject to Board discretion. The building to the north of the site will have mural created where licensing was given to the city for a boundary adjustment for the property.

Mindy Coslor shared that there must be a process in place to guide the Board so that the library doesn't end up with odd memorials. Mary Alice Grobins agreed, and shared some of the problems faced at the Skagit Valley College that would be good to avoid.

Jeanne Williams will look into the practices of other neighboring libraries and other small, rural libraries.

Mindy Coslor shared that the Board needs to be able to say no to donations that are inappropriate for the public library.

Tim Howland asked if naming something after a living person would be allowed. Mary Alice Grobins shared that this would need to be addressed in the policy, but that living donors or contributors do not need to be excluded.

Mary Alice Grobins stated that the city is very interested in commissioning a sculpture for the New Library.

## 10. Executive Session began 7:30pm

Executive Session pursuant to: RCW 42.30.110(1)(i): To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Executive Session concluded at 7:50pm

11. Other Business

Mary Alice Grobins shared the good news that the La Conner Library received a major donation from the Swinomish Tribe for their library project.

12. Approval of Proposed Settlement Agreement

*Motion to approve the proposed settlement agreement.*

Motion 1: Mindy Coslor

Motion 2: Darcy Resetar

Unanimous

12. Adjournment 7:52pm

Motion 1: Tim Howland

Motion 2: Mindy Coslor

Unanimous

  
\_\_\_\_\_  
Mary Alice Grobins, Chair

  
\_\_\_\_\_  
Mindy Coslor, Vice Chair

  
\_\_\_\_\_  
Tim Howland, Trustee

  
\_\_\_\_\_  
Darcy Resetar, Trustee

\_\_\_\_\_  
Lynn Torset, Trustee

**Current Parking Lot Items:**

Foundation Development involving Friends of the Library

JUN 26 2019

:00 P.M. COUNCIL CHAMBER.  
AGENDA NO. 0-2



**MONTHLY STATUS REPORT TO THE CITY COUNCIL & DISTRICT BOARD  
June 2019**

MEMO TO: District Board & City Council  
FROM: Eron Berg & Jeanne Williams  
RE: Library project update  
DATE: June 20, 2019

STATUS OF PROJECT:

**SITE:** The groundbreaking was a success; no further action will occur on the site until the contractor mobilizes in August.

**DESIGN:** Complete.

**SCHEDULE:** Valdez has indicated an intent to begin construction in August. The project will take approximately 11 months to construct.

**FIXTURES, FURNITURE & EQUIPMENT:** Nothing new to report at this time.

**STATUS OF BUDGET:** The project budget/funding model has been updated and is attached. We are working with the Department of Commerce on paperwork related to the 2019 Library Capital Grant and also with Valdez on the construction agreement.

**PENDING ISSUES:** None.

**RECOMMENDED ACTION:** None requested as part of this report.

## II. Service Policy

### A. Who May Use the Library

1. The Central Skagit Library District serves anyone who wishes to use library materials, equipment, and computers within the library. All visitors are welcome to take part in library programs.
2. Library service will not be denied to anyone because of religious, racial, social, economic or political status.
3. All materials may be used free of charge. To check out materials, individuals must apply for a library card. Documentation needed at the time of library card registration are a form of government-issued identification such as driver's license or other government-issued forms, along with proof of residence such as a current utility statement of services or current tax receipt. If the patron's name is on the property searched in the Skagit Auditor's Property database, this may be used as proof of address.
4. Residents in the city of Sedro-Woolley and unincorporated areas of the Sedro-Woolley School District are eligible for a free library card. Municipalities who contract or annex to the library district are eligible for a library card. Citizens who do not live in the district boundaries may purchase a card at the rate established by the Board of Trustees.
5. Residents of communities with which CSLD has a reciprocal borrowing agreement. In addition to current address and proof of identity, applicants must present a library card from their local jurisdiction.
6. Residents of jurisdictions within Washington State that provide equitable tax support for public library service. In addition to current address and proof of identity, applicants must present a library card from their local jurisdiction. NOTE: Borrowing privileges for electronic materials and/or access to online services may be limited depending on vendor contracts.
7. One must be at least 5 years of age to apply for a library card. Children ages 5 - 15 must have a parent or legal guardian show personal identification for themselves and proof of address. Note: limited-use children's cards are available to children in the Sedro-Woolley School District with or without a parent. A parent must come in to the library to authorize the card to be full use.
8. Children age 15 and older may produce a driver's permit or license, birth certificate, social security card, school identification or computer-generated school schedule or report card if the parent is not present.
9. Central Skagit Library District reserves the right to deny or limit its usage and/or services to groups or individuals who make excessive demands on library resources and staff.
10. No fines or fees will be charged for library materials destroyed or damaged by flood, storm, or other acts for which the patron cannot be held responsible or negligent.



## Appendix 3

Draft Policy/Procedure regarding Board member absences

Board Policy 2017-1

### Policy

The Board of Trustees of the Central Skagit Rural Library believe that full participation in regular and special Board meetings by all trustees is desired and in the best interests of district residents.

### Procedure

Any Board member who is not able to attend a regular meeting of the Board of Trustees shall communicate that absence as follows:

At a regular meeting of the Board of Trustees, announce the expected absence under the "Other Business" section of the agenda.

If there is not a regular Board meeting prior to the absence, communicate via email with the Board Chair and Library Director the expected absence.

~~It is also expected that when feasible during an expected absence, board members will make every attempt to participate remotely via phone, skype or other means.~~

~~-The Board recognizes that there will be times when trustees' schedules do not allow them to participate in meetings in person. If a trustee wishes to join a meeting remotely, such participation is welcome and encouraged, with the understanding that remote participation in regularly scheduled meetings should be infrequent and should not be used as a substitute for in-person attendance.~~



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

### General Ledger Detail Report

For Date Range: 6/1/2019 To: 6/30/2019

#### L0301 CENTRAL SKAGIT RURAL PARTIAL CO LIBRARY DISTRICT

<b>Beginning Cash Balance</b>	<b>\$696,193.39</b>
Cash Receipts	\$5,201.18
Investments Interest	\$4,999.88
Taxes Collected	\$4,189.17
State Forest Funds	\$15,021.33
Leasehold Excise Tax	\$20.55
<b>Subtotal Cash Increases</b>	<b>\$29,432.11</b>
Investments Purchased	-\$4,999.88
District Accounts Payable	-\$45,031.22
District Payroll	-\$44,843.93
<b>Subtotal Cash Decreases</b>	<b>-\$94,875.03</b>
<b>Ending Cash Balance</b>	<b>\$630,750.47</b>
<b>Beginning Investments</b>	<b>\$2,382,652.18</b>
Investments Purchased	\$4,999.88
<b>Ending Investments</b>	<b>\$2,387,652.06</b>
<b>Beginning Taxes Receivable</b>	<b>\$430,265.53</b>
Taxes Receivable	-\$4,279.97
<b>Ending Taxes Receivable</b>	<b>\$425,985.56</b>



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### General Ledger Detail Report

For Date Range: 7/1/2019 To: 7/31/2019

#### L0301 CENTRAL SKAGIT RURAL PARTIAL CO LIBRARY DISTRICT

<b>Beginning Cash Balance</b>	<b>\$630,750.47</b>
Cash Receipts	\$166.44
Investments Interest	\$4,867.50
Taxes Collected	\$2,491.99
State Forest Funds	\$121.35
<b>Subtotal Cash Increases</b>	<b>\$7,647.28</b>
Investments Purchased	-\$4,867.50
Other Cash Decreases	-\$1,417.04
District Accounts Payable	-\$41,918.03
District Payroll	-\$39,308.66
District IGT Decreases	-\$1,839.81
<b>Subtotal Cash Decreases</b>	<b>-\$89,351.04</b>
<b>Ending Cash Balance</b>	<b>\$549,046.71</b>
<b>Beginning Investments</b>	<b>\$2,387,652.06</b>
Investments Purchased	\$4,867.50
<b>Ending Investments</b>	<b>\$2,392,519.56</b>

<b>Beginning Taxes Receivable</b>	<b>\$425,985.56</b>
Taxes Receivable	-\$2,645.87
<b>Ending Taxes Receivable</b>	<b>\$423,339.69</b>

Central Skagit Rural Partial County Library District  
 720 Metcalf Street  
 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.

**Total Vouchers: \$50,948.50**

VOUCHER					
DATE	PAYOR	INVOICE NO.	DATE	CATEGORY	AMOUNT
6/7/2019	Leaf	9496127	05/27/19	5013512	\$292.95
	WA HCA		05/28/19	5012400	\$11,503.47
	Hoopla (Midwest Tape)	97466256	05/31/19	5014930	\$1,415.14
	Breadfarm	30622	06/05/19	5013180	\$127.50
	CreativeBug	DMARVA20-123	06/01/19	5014930	\$1,000.00
	Catherine McHugh	33	06/05/19	5014110	\$4,731.57
	City of Sedro-Woolley	20190606Metcalf	05/31/19	5014700	\$174.67
	City of Sedro-Woolley	20190606Ball	05/31/19	5014700	\$115.65
6/7/2019	Midwest Tape	97430853	05/24/19	5013515	\$157.26
	Midwest Tape	97430855	05/24/19	5013515	\$71.55
	Midwest Tape	97430856	05/24/19	5013515	\$14.90
	Midwest Tape	97302803	04/24/19	5013515	\$48.78
	Midwest Tape	97302804	04/24/19	5013515	\$27.11
	Midwest Tape	97302806	04/24/19	5013515	\$26.90
	Midwest Tape	97451675	05/29/19	5013515	\$16.53
	Midwest Tape	97451676	05/29/19	5013515	\$34.43
	Midwest Tape	97451677	05/29/19	5013515	\$58.04
	Midwest Tape	97451679	05/29/19	5013515	\$18.98
6/9/2019	THE HOME DEPOT 8561 BURLINGTON WA		04/26/19	5013110	\$88.73
	EIG*POWWEB 866-5392854 MA		05/02/19	5014930	\$2.05
	CARNICERIA LOS COMPADR MOUNT VERNON WA		05/06/19	5013180	\$21.98
	SMART FOODSERVICE 570 BURLINGTON WA		05/06/19	5013180	\$15.53
	EIG*POWWEB 866-5392854 MA		05/06/19	5014930	\$92.31
	EIG*POWWEB 866-5392854 MA		05/07/19	5014930	\$11.94
	MOTION PICTURE LICENSI 800-4628855 CA		05/08/19	5014930	\$74.04
	LIBRARY JUICE ACADEMY 2182606115 CA		05/08/19	5014920	\$175.00
	USPS PO 5476600270 SEDRO WOOLLEY WA		05/13/19	5014220	\$110.00
	PAYPAL *EIDOLONFILM 4029357733 CA		05/15/19	5014930	\$195.00
	EIG*POWWEB 866-5392854 MA		05/16/19	5014930	\$25.99
	LIBERTY BELL MARKET SEDRO WOOLLEY WA		05/21/19	5013180	\$18.95
	WALGREENS #10994 SEDRO WOOLLEY WA		05/28/19	5013110	\$21.12
6/14/2019	Abbe Roinick		06/13/19	5013180	\$75.00
	Hillary Huggins		06/14/19	5013180	\$25.00
	Skagit PUD	Ball Street	06/05/19	5014700	\$74.93
	Comcast	Metcalf	06/02/19	5014212	\$278.94
	Cascade Gas	Ball Street	06/04/19	5014700	\$10.26
	Ashley E Sweeney		06/12/19	5013180	\$150.00
	PT Metcalf LLC	July 2019 Rent	06/14/19	5014510	\$1,386.00

6/14/2019	Midwest Tape	97475024	06/03/19	5013515	\$18.98
	Midwest Tape	97475026	06/03/19	5013515	\$10.84
	Midwest Tape	97475027	06/03/19	5013515	\$13.28
	Midwest Tape	97460475	06/03/19	5013515	\$50.15
	Midwest Tape	97460477	06/03/19	5013515	\$21.41
	Midwest Tape	97460478	06/03/19	5013515	\$27.11
	Midwest Tape	97486821	06/06/19	5013515	\$56.91
	Midwest Tape	97486822	06/06/19	5013515	\$117.00
	Midwest Tape	97486824	06/06/19	5013515	\$26.81
	Midwest Tape	97486825	06/06/19	5013515	\$54.82
	Midwest Tape	97486826	06/06/19	5013515	\$19.79
6/28/2019	Puget Sound Energy	Metcalf	06/19/19	5014700	\$64.71
	Puget Sound Energy	Ball	06/19/19	5014700	\$393.43
	Comcast	Ball	06/14/19	5014212	\$344.18
	Baker & Taylor	2034606206	06/11/19	5014930	\$2,036.75
	Ingram	40632108	06/19/19	5013515	\$166.68
	Ingram	40632109	06/19/19	5013515	\$234.74
	Verizon	9831721339	06/09/19	5014212	\$143.59
	Frontline Cleaning	21837	06/15/19	5014187	\$560.00
	Midwest Tape	97547827	06/20/19	5013515	\$63.11
	Midwest Tape	97547829	06/20/19	5013515	\$14.90
	Midwest Tape	97548090	06/20/19	5013515	\$30.86
	Midwest Tape	97546841	06/20/19	5013515	\$34.43
	Midwest Tape	97520639	06/17/19	5013515	\$25.49
	Midwest Tape	97520738	06/14/19	5013515	\$25.49
	Midwest Tape	97520739	06/14/19	5013515	\$57.98
	Midwest Tape	97521640	06/14/19	5013515	\$43.90
6/27/2019	Midwest Tape	97521640	06/14/19	5013515	\$43.90
	Midwest Tape	97521642	06/14/19	5013515	\$10.84
	Midwest Tape	97517730	06/13/19	5013515	\$30.91
	Midwest Tape	97515491	06/13/19	5013515	\$23.04
	Midwest Tape	97515492	06/13/19	5013515	\$34.92
	Midwest Tape	97515493	06/13/19	5013515	\$27.11
	Midwest Tape	97515494	06/13/19	5013515	\$86.00
	Midwest Tape	97515496	06/13/19	5013515	\$34.43
6/28/2019	Layla Frey in Care of Christie J. Fix (attorney)		06/27/19	5014910	\$20,000.00
6/27/2019	SYNCB/AMAZON	434486647974	05/29/19	5013110	\$17.35
	SYNCB/AMAZON	434678488977	05/14/19	5013515	\$41.97
	SYNCB/AMAZON	435577655686	05/29/19	5013515	\$5.88
	SYNCB/AMAZON	438465388878	05/10/19	5013515	\$26.74
	SYNCB/AMAZON	444695338499	05/14/19	5013515	\$69.57
	SYNCB/AMAZON	444887487896	06/07/19	5013515	\$19.14
	SYNCB/AMAZON	446485867397	05/13/19	5013515	\$21.62
	SYNCB/AMAZON	447487584974	05/14/19	5013515	\$6.49
	SYNCB/AMAZON	448654845498	05/28/19	5013515	\$144.20
	SYNCB/AMAZON	449646499498	05/17/19	5013515	\$65.99
	SYNCB/AMAZON	453654647338	05/13/19	5013110	\$10.80
	SYNCB/AMAZON	454398368934	05/31/19	5013110	\$34.66
	SYNCB/AMAZON	456756458848	05/21/19	5013515	\$29.49
	SYNCB/AMAZON	456764895586	05/16/19	5013180	\$33.13

SYNCB/AMAZON	457775377977	05/14/19	5013515	(\$56.70)
SYNCB/AMAZON	458443369535	05/10/19	5013515	\$13.83
SYNCB/AMAZON	459744899346	06/08/19	5013515	\$46.62
SYNCB/AMAZON	459764668886	05/31/19	5013110	\$11.18
SYNCB/AMAZON	459835759499	05/29/19	5013110	\$341.75
SYNCB/AMAZON	464864968965	05/10/19	5013110	\$26.07
SYNCB/AMAZON	464876935486	05/07/19	5013515	\$12.22
SYNCB/AMAZON	464949335577	06/01/19	5013110	\$206.22
SYNCB/AMAZON	465338334453	05/14/19	5013515	\$10.32
SYNCB/AMAZON	466553389767	06/06/19	5013515	\$7.80
SYNCB/AMAZON	467475835589	05/19/19	5013110	\$25.45
SYNCB/AMAZON	467486865854	06/02/19	5013110	\$5.43
SYNCB/AMAZON	467637369454	05/13/19	5013180	\$101.18
SYNCB/AMAZON	473754747754	05/29/19	5013515	\$67.03
SYNCB/AMAZON	499633777677	05/10/19	5013515	\$27.37
SYNCB/AMAZON	534968679678	05/29/19	5013515	\$6.42
SYNCB/AMAZON	538644887757	05/23/19	5013515	\$29.16
SYNCB/AMAZON	555578534558	05/29/19	5013110	\$20.62
SYNCB/AMAZON	556769876357	06/07/19	5013515	\$127.98
SYNCB/AMAZON	569877584879	05/14/19	5013515	\$28.74
SYNCB/AMAZON	573774766434	06/07/19	5013515	\$7.78
SYNCB/AMAZON	593699397394	05/10/19	5013110	\$12.94
SYNCB/AMAZON	674368939736	05/11/19	5013110	\$27.03
SYNCB/AMAZON	685584544868	05/21/19	5013515	\$30.76
SYNCB/AMAZON	694996759986	05/16/19	5013515	\$8.65
SYNCB/AMAZON	695648456353	05/28/19	5013515	\$42.76
SYNCB/AMAZON	697855485896	05/13/19	5013110	\$68.30
SYNCB/AMAZON	753873936469	05/14/19	5013511	\$356.97
SYNCB/AMAZON	759483934864	05/15/19	5013110	\$41.88
SYNCB/AMAZON	763393367979	06/01/19	5013515	\$11.45
SYNCB/AMAZON	764679996459	05/28/19	5013515	\$13.94
SYNCB/AMAZON	766739784943	05/22/19	5013515	\$16.73
SYNCB/AMAZON	773786984456	05/16/19	5013515	\$14.64
SYNCB/AMAZON	773853359355	05/29/19	5013512	\$411.00
SYNCB/AMAZON	778434344583	05/15/19	5013180	\$60.66
SYNCB/AMAZON	843873946365	05/16/19	5013110	\$29.49
SYNCB/AMAZON	853535793847	05/15/19	5013515	\$16.14
SYNCB/AMAZON	866899895478	05/29/19	5013515	\$7.85
SYNCB/AMAZON	869334345996	05/14/19	5013515	\$12.90
SYNCB/AMAZON	877373749996	05/22/19	5013515	\$7.58
SYNCB/AMAZON	879854484498	05/14/19	5013515	\$5.40
SYNCB/AMAZON	884867454664	05/28/19	5013515	\$17.37
SYNCB/AMAZON	897565495835	05/28/19	5013515	\$21.64
SYNCB/AMAZON	938949376984	06/03/19	5013512	\$32.17
SYNCB/AMAZON	964986494738	05/31/19	5013515	\$32.56
SYNCB/AMAZON	978978494998	05/21/19	5013110	\$157.20

	SYNCB/AMAZON	989596746757	05/21/19	5013515	\$13.02
	SYNCB/AMAZON	993395547476	05/28/19	5013515	\$6.43
	SYNCB/AMAZON	994667777379	05/16/19	5013180	\$128.18
	SYNCB/AMAZON	995767965538	05/21/19	5013515	\$49.90
	SYNCB/AMAZON	997579699689	06/01/19	5013110	\$37.77
6/28/2019	Manual Warrant		06/28/19	5014120	\$25.00

  
 \_\_\_\_\_  
 Mary Alice Grobins, Chair

  
 \_\_\_\_\_  
 Mindy Coslor, Vice Chair

  
 \_\_\_\_\_  
 Timothy Howland, Trustee

  
 \_\_\_\_\_  
 Darcy Resetar, Trustee

\_\_\_\_\_  
 Lynn Torset, Trustee

Central Skagit Rural Partial County Library District  
 720 Metcalf Street  
 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.

**Total Vouchers: \$38,592.36**

VOUCHER					
DATE	VENDOR	INVOICE NO.	DATE	CATEGORY	AMOUNT
7/5/2019	Hoopla (Midwest Tape)	97598501	06/30/19	5014930	\$1,518.47
	Deborah Moskowitz		06/14/19	5013180	\$176.45
	Phillips Publishing		06/24/19	5014410	\$335.00
	The Library Corporation	64176	06/18/19	5014930	\$626.11
	World Trade Press	INV670710	06/28/19	5014930	\$320.00
	Midwest Tape	97576515	06/27/19	5013515	\$27.11
	Midwest Tape	97560250	06/24/19	5013515	\$23.04
	OASYS	162496	06/13/19	5013512	\$248.15
	LEAF	9593175	06/26/19	5013512	\$322.25
	Laser Tag LIVE	99056JG	07/05/19	5013180	\$392.00
	7/5/2019	FRED-MEYER #0024 BURLINGTO		06/27/19	5013180
RITE AID STORE - 5248 SEDRO WOOL			06/25/19	5013180	\$9.75
USPS PO 5476600270 SEDRO WOOL			06/24/19	5014220	\$2.75
DROPBOX*CZVW3PPCCYZ7 DROPBOX.C			06/24/19	5014930	\$48.83
SEDRO-WOOLLEY FOOD PAV SEDRO-WOO			06/24/19	5013180	\$41.26
7052 Dominos Pizza 360-581-6			06/24/19	5013180	\$44.96
PURCHASING AND PUBLIC WWW.CVENT.			06/24/19	5014920	\$125.00
SQ *RCN COMMUNICATI 877-417-4			06/21/19	5014212	\$29.59
LIBERTY BELL MARKET SEDRO WOOL			06/20/19	5013180	\$6.75
SEDRO-WOOLLEY FOOD PAV SEDRO-WOO			06/19/19	5013180	\$62.35
INTERPRETING TECHNOLOG 360-41955			06/17/19	5014110	\$623.17
ADOBE *ACROPRO SUBS 800-833-6			06/14/19	5014930	\$27.11
DOCKING BAY 93 MOUNT VER			06/13/19	5013180	\$25.35
WA DEPT. OF REVENUE 925-855-5			06/13/19	5014930	\$11.00
OPC WA DEPT. OF REVENU 925-855-5			06/13/19	5014930	\$0.28
MORGAN ESPRESSO STATE SEDRO WOOL			06/13/19	5013180	\$25.00
SEDRO-WOOLLEY FOOD PAV SEDRO-WOO			06/12/19	5013180	\$11.25
FRED-MEYER #0024 BURLINGTO			06/12/19	5013180	\$125.00
FLUENTSTREAM TECHNOLOG 877-31264			06/10/19	5014212	\$219.75
SUNSET PARK SELF STORA SEDRO WOO			06/07/19	5014510	\$100.00
PAYPAL *LACONNERLIB 402-935-7			06/07/19	5014310	\$375.00
SEDRO WOOLLEY MINI STO 800-528-0			06/05/19	5014510	\$150.00
7052 Dominos Pizza 360-581-6			06/05/19	5013180	\$28.72
JOANN STORES #2199 MOUNT VER			06/05/19	5013180	\$32.56
SEDRO-WOOLLEY FOOD PAV SEDRO-WOO			05/31/19	5013180	\$8.87
SEDRO-WOOLLEY FOOD PAV SEDRO-WOO			05/31/19	5013180	\$8.87
7/5/2019		Ingram	40662081	06/21/19	5013515
	Ingram	40654899	06/21/19	5015315	\$19.29
	Ingram	40654898	06/21/19	5013515	\$69.76



	Ingram	40699528	06/25/19	5013515	\$11.99
	Ingram	40699527	06/25/19	5013515	\$14.92
	Ingram	40695850	06/25/19	5013515	\$28.99
7/5/2019	WA HCA	July 2019 Premium	06/26/19	5012400	\$13,268.55
	TRAF-SYS	27449	07/01/19	5014930	\$390.60
	City of Sedro-Woolley	Ball St	07/01/19	5014700	\$214.85
	City of Sedro-Woolley	Metcalf St	07/01/19	5014700	\$174.67
7/5/2019	SONICWALL, INC. SUNNYVALE CA		06/03/19	5014930	\$260.40
	SKAGIT CITY TRUCKING S MT VERNON WA		06/03/19	5014920	\$350.00
	FRED-MEYER #0024 BURLINGTON WA		06/03/19	5013180	\$66.07
	WALGREENS #10994 SEDRO WOOLLEY WA		06/03/19	5013110	\$17.63
	GUARDIAN SECURITY SYST 206-6226545 WA		06/04/19	5014930	\$165.00
	EIG*POWWEB 866-5392854 MA		06/05/19	5014930	\$92.31
	PARTY CITY 474 BURLINGTON WA		06/05/19	5013110	\$9.75
	SEDRO-WOOLLEY FOOD PAV SEDRO-WOOLLEY V		06/05/19	5013180	\$11.56
	FUEL EXPRESS SEDRO WOO SEDRO WOOLLEY W		06/06/19	5013200	\$55.73
	SUNRISE CAR WASH LLC SEDRO WOOLLEY WA		06/06/19	5014110	\$162.75
	EIG*POWWEB 866-5392854 MA		06/06/19	5014930	\$11.94
	SEDRO-WOOLLEY FOOD PAV SEDRO-WOOLLEY V		06/06/19	5013180	\$89.65
	MESTIZO FAMILY MEXICAN SEDRO WOOLLEY WA		06/10/19	5014310	\$120.19
	BEST BUY 00007989 BURLINGTON WA		06/11/19	5013511	\$94.38
	E AND E LUMBER SEDRO SEDRO WOOLLEY WA		06/11/19	5013110	\$6.82
	EIG*POWWEB 866-5392854 MA		06/14/19	5014930	\$21.69
	EIG*POWWEB 866-5392854 MA		06/17/19	5014930	\$25.99
	GUARDIAN SECURITY SYST 206-6226545 WA		06/26/19	5014930	\$179.03
7/5/2019	Library Ideas	70136	06/18/19	5013515	\$224.70
7/12/2019	Library Ideas	70716	07/09/19	5013515	\$689.10
	Skagit PUD	Ball	07/03/19	5014700	\$117.33
	Cascade Gas	Ball	07/03/19	5014700	\$19.36
	Bintec	1900191	07/09/19	5013110	\$51.00
7/19/2019	SYNCB/AMAZON	878666893537	07/09/19	5013515	\$69.96
	SYNCB/AMAZON	463945344563	07/08/19	5013110	\$23.06
	SYNCB/AMAZON	485346656633	07/07/19	5013515	\$10.81
	SYNCB/AMAZON	463848966836	07/07/19	5013110	\$40.25
	SYNCB/AMAZON	455648886789	07/07/19	5013110	\$8.56
	SYNCB/AMAZON	969947863459	07/06/19	5013180	\$17.99
	SYNCB/AMAZON	597475986389	07/06/19	5013515	\$42.40
	SYNCB/AMAZON	897847685574	07/06/19	5013110	\$27.11
	SYNCB/AMAZON	437885743757	07/05/19	5013110	\$48.81
	SYNCB/AMAZON	668895599633	07/04/19	5013180	\$17.42
	SYNCB/AMAZON	977763999983	07/04/19	5013515	\$34.73
	SYNCB/AMAZON	984854974853	07/04/19	5013180	\$24.98
	SYNCB/AMAZON	459648434884	07/03/19	5013515	\$27.66
	SYNCB/AMAZON	459485834973	07/03/19	5013515	\$22.42
	SYNCB/AMAZON	687546343833	07/02/19	5013515	\$129.96
	SYNCB/AMAZON	447576466489	07/02/19	5013515	\$127.93
	SYNCB/AMAZON	863633444787	07/02/19	5013515	\$6.50

SYNCB/AMAZON	859983496647	07/02/19	5013180	\$21.69
SYNCB/AMAZON	445943489597	07/02/19	5013515	\$25.07
SYNCB/AMAZON	834693865837	07/02/19	5013515	\$8.23
SYNCB/AMAZON	534634843838	07/01/19	5013515	\$18.12
SYNCB/AMAZON	546367775555	07/01/19	5013180	\$28.10
SYNCB/AMAZON	998946586639	06/29/19	5013515	\$44.39
SYNCB/AMAZON	749465457393	06/28/19	5013515	\$10.26
SYNCB/AMAZON	988493658876	06/28/19	5013110	\$295.70
SYNCB/AMAZON	573536877553	06/27/19	5013515	\$10.26
SYNCB/AMAZON	965779846393	06/27/19	5013180	\$70.70
SYNCB/AMAZON	449566797567	06/27/19	5013515	\$28.50
SYNCB/AMAZON	467767345688	06/27/19	5013110	\$52.40
SYNCB/AMAZON	457637778836	06/26/19	5013515	\$30.77
SYNCB/AMAZON	997333973746	06/26/19	5013515	\$10.89
SYNCB/AMAZON	448475483743	06/26/19	5013180	\$75.39
SYNCB/AMAZON	453546995487	06/26/19	5013515	\$29.69
SYNCB/AMAZON	554659469847	06/26/19	5013515	\$5.95
SYNCB/AMAZON	458598396776	06/26/19	5013515	\$18.41
SYNCB/AMAZON	746437336649	06/26/19	5013515	\$43.21
SYNCB/AMAZON	684775853833	06/26/19	5013515	\$7.69
SYNCB/AMAZON	459479385484	06/24/19	5013515	\$36.55
SYNCB/AMAZON	447875676986	06/24/19	5013515	\$7.65
SYNCB/AMAZON	438667773363	06/24/19	5013180	\$11.92
SYNCB/AMAZON	765938797367	06/24/19	5013180	\$385.22
SYNCB/AMAZON	449439883353	06/24/19	5013180	\$149.64
SYNCB/AMAZON	434339667586	06/24/19	5013180	\$211.73
SYNCB/AMAZON	437744874335	06/24/19	5013515	\$19.38
SYNCB/AMAZON	466687658946	06/20/19	5013180	\$26.00
SYNCB/AMAZON	479674557645	06/20/19	5013180	\$87.74
SYNCB/AMAZON	573945656733	06/20/19	5013515	\$7.58
SYNCB/AMAZON	767357899546	06/20/19	5013515	\$53.20
SYNCB/AMAZON	945576337899	06/20/19	5013180	\$16.22
SYNCB/AMAZON	436384585374	06/20/19	5013180	\$16.22
SYNCB/AMAZON	747899436588	06/20/19	5013515	\$152.54
SYNCB/AMAZON	439667569559	06/18/19	5013515	\$24.47
SYNCB/AMAZON	968574737966	06/18/19	5013515	\$39.13
SYNCB/AMAZON	578437974765	06/18/19	5013515	\$64.60
SYNCB/AMAZON	697675347796	06/18/19	5013515	(\$11.92)
SYNCB/AMAZON	679769798893	06/17/19	5013110	\$29.49
SYNCB/AMAZON	437938754458	06/15/19	5013180	\$70.47
SYNCB/AMAZON	737436746838	06/15/19	5013110	\$26.34
SYNCB/AMAZON	657648959567	06/15/19	5013515	\$17.12
SYNCB/AMAZON	436346435933	06/15/19	5013180	\$27.96
SYNCB/AMAZON	445467973879	06/14/19	5013515	\$11.12
SYNCB/AMAZON	767477394634	06/14/19	5013515	\$30.49
SYNCB/AMAZON	436839346696	06/14/19	5013180	\$35.20
SYNCB/AMAZON	757345836366	06/13/19	5013512	\$112.74

	SYNCB/AMAZON	875585369539	06/13/19	5013180	\$76.72
	SYNCB/AMAZON	656857769965	06/13/19	5013512	\$25.49
	SYNCB/AMAZON	456693563859	06/13/19	5013515	\$146.90
	SYNCB/AMAZON	436846893484	06/12/19	5013110	\$22.04
	SYNCB/AMAZON	436446849987	06/12/19	5013515	\$19.90
	SYNCB/AMAZON	496793664786	06/12/19	5013110	\$98.32
	SYNCB/AMAZON	574389799669	06/12/19	5013110	\$50.95
	SYNCB/AMAZON	438437468379	06/12/19	5013110	\$34.67
	SYNCB/AMAZON	434374854433	06/11/19	5013110	\$41.22
	SYNCB/AMAZON	968677334944	06/11/19	5013110	\$21.55
	SYNCB/AMAZON	439955864463	06/10/19	5013511	\$26.20
	SYNCB/AMAZON	755838637377	06/10/19	5013511	\$6.50
7/19/2019	Verizon	9833693179	07/09/19	5014212	\$149.80
	Comcast	Metcalf	07/02/19	5014212	\$269.79
	Ingram	40897199	07/11/19	5013515	\$3.60
	Ingram	40897200	07/11/19	5013515	\$56.73
	Ingram	40865543	07/09/19	5013515	\$273.96
	Interpreting Technology	IT27490	07/15/19	5014110	\$132.97
	Proquest	70585347	07/10/19	5014930	\$495.00
7/19/2019	Midwest Tape	97611010	07/03/19	5013515	\$66.50
	Midwest Tape	97611011	07/03/19	5013515	\$15.51
	Midwest Tape	97611012	07/03/19	5013515	\$36.34
	Midwest Tape	97630528	07/10/19	5013515	\$27.11
	Midwest Tape	97633236	07/10/19	5013515	\$35.85
	Midwest Tape	97633237	07/10/19	5013515	\$27.11
	Midwest Tape	97633239	07/10/19	5013515	\$108.30
	Midwest Tape	97633250	7/10/2019	5013515	\$78.00
	Midwest Tape	97633251	07/10/19	5013515	\$15.51
	Midwest Tape	97580653	06/28/19	5013515	\$27.11
	Midwest Tape	97580655	06/28/19	5013515	\$23.04
	Midwest Tape	97580656	06/28/19	5013515	\$51.91
	Midwest Tape	97580657	06/28/19	5013515	\$35.85
	Midwest Tape	97603343	07/02/19	5013515	\$58.04
	Midwest Tape	97603345	07/02/19	5013515	\$22.02
7/26/2019	PT Metcalf LLC	August Rent (late)	07/01/19	5014510	\$1,323.00
	PT Metcalf LLC	Sept. Rent (on time)	08/01/19	5014510	\$1,323.00
	Puget Sound Energy	Metcalf	07/19/19	5014700	\$64.37
	Puget Sound Energy	Ball St	07/19/19	5014700	\$446.89
	Kristi Anderson	101	07/15/19	5013180	\$150.00
	Hillis, Clark, Martin & Peter	241212	07/15/19	5014110	\$14.00
	Frontline Cleaning	22107	07/15/19	5014187	\$560.00
	Comcast	Ball St	07/14/19	5014212	\$344.80
	Skagit PUD	Metcalf	07/17/19	5014700	\$70.89
	Midwest Tape	97661989	07/17/19	5013515	\$14.90
	Midwest Tape	97662070	07/17/19	5013515	\$49.84
	Midwest Tape	97639489	07/15/19	5013515	\$23.04
	Midwest Tape	97653410	07/15/19	5013515	\$24.67

7/5/2019

Midwest Tape	97653412	07/15/19	5013515	\$50.39
Baker & Taylor	4012545812	05/09/19	5013515	\$107.50
Baker & Taylor	4012545813	05/09/19	5013515	\$24.32
Baker & Taylor	4012545814	05/09/19	5013515	\$30.86
Baker & Taylor	4012545815	05/09/19	5013515	\$199.23
Baker & Taylor	4012545816	05/09/19	5013515	\$10.52
Baker & Taylor	4012545817	05/09/19	5013515	\$35.83
Baker & Taylor	4012545818	05/09/19	5013515	\$26.01
Baker & Taylor	4012545819	05/09/19	5013515	\$42.47
Baker & Taylor	4012545820	05/09/19	5013515	\$5.25
Baker & Taylor	4012545821	05/09/19	5013515	\$44.34
Baker & Taylor	4012545822	05/09/19	5013515	\$15.10
Baker & Taylor	4012545823	05/09/19	5013515	\$159.52
Baker & Taylor	4012545824	05/09/19	5013515	\$9.19
Baker & Taylor	4012545825	05/09/19	5013515	\$13.79
Baker & Taylor	4012549287	05/10/19	5013515	\$7.23
Baker & Taylor	4012549288	05/10/19	5013515	\$72.88
Baker & Taylor	4012547568	05/13/19	5013515	\$29.90
Baker & Taylor	4012547569	05/13/19	5013515	\$16.42
Baker & Taylor	4012547570	05/13/19	5013515	\$16.56
Baker & Taylor	4012547571	05/13/19	5013515	\$33.97
Baker & Taylor	4012547572	05/13/19	5013515	\$10.51
Baker & Taylor	4012547573	05/13/19	5013515	\$9.85
Baker & Taylor	4012547574	05/13/19	5013515	\$256.27
Baker & Taylor	4012552779	05/15/19	5013515	\$29.49
Baker & Taylor	3165052	05/16/19	5013515	(\$33.15)
Baker & Taylor	3165053	05/16/19	5013515	(\$16.83)
Baker & Taylor	4012552763	05/17/19	5013515	\$36.46
Baker & Taylor	4012552764	05/17/19	5013515	\$7.23
Baker & Taylor	4012552765	05/17/19	5013515	\$7.23
Baker & Taylor	4012552766	05/17/19	5013515	\$89.52
Baker & Taylor	4012552767	05/17/19	5013515	\$9.85
Baker & Taylor	4012552768	05/17/19	5013515	\$26.59
Baker & Taylor	4012552769	05/17/19	5013515	\$46.35
Baker & Taylor	4012552770	05/17/19	5013515	\$18.24
Baker & Taylor	4012552771	05/17/19	5013515	\$123.99
Baker & Taylor	4012557420	05/20/19	5013515	\$93.59
Baker & Taylor	4012555920	05/21/19	5013515	\$6.23
Baker & Taylor	4012555921	05/21/19	5013515	\$29.22
Baker & Taylor	4012555922	05/21/19	5013515	\$13.13
Baker & Taylor	4012555923	05/21/19	5013515	\$238.22
Baker & Taylor	4012557495	05/23/19	5013515	\$12.46
Baker & Taylor	4012557496	05/23/19	5013515	\$125.43
Baker & Taylor	4012559082	05/24/19	5013515	\$91.10
Baker & Taylor	4012559083	05/24/19	5013515	\$20.37
Baker & Taylor	4012559084	05/24/19	5013515	\$19.04
Baker & Taylor	4012559085	05/24/19	5013515	\$17.11

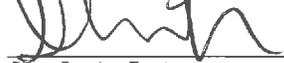
Baker & Taylor	4012559086	05/24/19	5013515	\$15.77
Baker & Taylor	4012559087	05/24/19	5013515	\$5.25
Baker & Taylor	4012559088	05/24/19	5013515	\$52.20
Baker & Taylor	4012559089	05/24/19	5013515	\$15.74
Baker & Taylor	4012559090	05/24/19	5013515	\$18.39
Baker & Taylor	4012559091	05/24/19	5013515	\$68.11
Baker & Taylor	4012559092	05/24/19	5013515	\$18.70
Baker & Taylor	4012559093	05/24/19	5013515	\$52.22
Baker & Taylor	4012559094	05/24/19	5013515	\$13.78
Baker & Taylor	4012564021	05/30/19	5013515	\$185.96
Baker & Taylor	4012564022	05/30/19	5013515	\$13.13
Baker & Taylor	4012564023	05/30/19	5013515	\$36.11
Baker & Taylor	4012564024	05/30/19	5013515	\$20.35
Baker & Taylor	4012564025	05/30/19	5013515	\$77.00
Baker & Taylor	4012564026	05/30/19	5013515	\$26.30
Baker & Taylor	4012564027	05/30/19	5013515	\$16.36
Baker & Taylor	4012564028	05/30/19	5013515	\$52.19
Baker & Taylor	4012564029	05/30/19	5013515	\$15.77
Baker & Taylor	4012564031	05/30/19	5013515	\$36.60
Baker & Taylor	4012564032	05/30/19	5013515	\$18.24
Baker & Taylor	4012564756	05/30/19	5013515	\$42.38
Baker & Taylor	4012564757	05/30/19	5013515	\$10.51
Baker & Taylor	4012564758	05/30/19	5013515	\$101.81
Baker & Taylor	4012567412	05/31/19	5013515	\$15.11
Baker & Taylor	4012567413	05/31/19	5013515	\$9.83
Baker & Taylor	4012570724	06/06/19	5013515	\$44.78
Baker & Taylor	4012570108	06/06/19	5013515	\$89.28
Baker & Taylor	4012570109	06/06/19	5013515	\$19.48
Baker & Taylor	4012570110	06/06/19	5013515	\$20.41
Baker & Taylor	4012570111	06/06/19	5013515	\$26.35
Baker & Taylor	4012570112	06/06/19	5013515	\$71.06
Baker & Taylor	4012570113	06/06/19	5013515	\$35.20
Baker & Taylor	4012570114	06/06/19	5013515	\$34.34
Baker & Taylor	4012570115	06/06/19	5013515	\$18.06
Baker & Taylor	4012570116	06/06/19	5013515	\$11.40
Baker & Taylor	4012570117	06/06/19	5013515	\$32.81
Baker & Taylor	4012570118	06/06/19	5013515	\$16.59
Baker & Taylor	4012575310	06/11/19	5013515	\$6.56
Baker & Taylor	4012575247	06/13/19	5013515	\$69.18
Baker & Taylor	4012575248	06/13/19	5013515	\$9.85
Baker & Taylor	4012575249	06/13/19	5013515	\$8.54
Baker & Taylor	4012575250	06/13/19	5013515	\$7.23
Baker & Taylor	4012575251	06/13/19	5013515	\$34.55
Baker & Taylor	4012575252	06/13/19	5013515	\$45.33
Baker & Taylor	4012575253	06/13/19	5013515	\$60.84
Baker & Taylor	4012575254	06/13/19	5013515	\$17.61

Baker & Taylor	4012575255	06/13/19	5013515	\$17.59
Baker & Taylor	4012575256	06/13/19	5013515	\$6.56
Baker & Taylor	4012576527	06/14/19	5013515	\$143.51
Baker & Taylor	3170880	06/19/19	5013515	-\$25.75
Baker & Taylor	3170881	06/19/19	5013515	-\$17.89
Baker & Taylor	4012579300	06/19/19	5013515	\$21.51
Baker & Taylor	4012579301	06/19/19	5013515	\$59.13
Baker & Taylor	4012581230	06/24/19	5013515	\$125.75
Baker & Taylor	4012581231	06/24/19	5013515	\$8.16
Baker & Taylor	4012581232	06/24/19	5013515	\$22.23
Baker & Taylor	4012581233	06/24/19	5013515	\$35.20
Baker & Taylor	4012581234	06/24/19	5013515	\$65.59
Baker & Taylor	4012581235	06/24/19	5013515	\$5.25
Baker & Taylor	4012581236	06/24/19	5013515	\$39.22
Baker & Taylor	4012581237	06/24/19	5013515	\$5.25
Baker & Taylor	4012581238	06/24/19	5013515	\$57.60
Baker & Taylor	4012581239	06/24/19	5013515	\$37.72
Baker & Taylor	4012581240	06/24/19	5013515	\$117.20
Baker & Taylor	2034628114	06/25/19	5013515	\$8.74
Baker & Taylor	2034628115	06/25/19	5013515	\$90.39
Baker & Taylor	4012583613	06/25/19	5013515	\$9.84
Baker & Taylor	4012583614	06/25/19	5013515	\$29.59
Baker & Taylor	4012583795	06/25/19	5013515	\$8.55
Baker & Taylor	4012585534	06/28/19	5013515	\$34.60
Baker & Taylor	4012585535	06/28/19	5013515	\$73.98
Baker & Taylor	4012585536	06/28/19	5013515	\$33.34
Baker & Taylor	4012585537	06/28/19	5013515	\$4.59
Baker & Taylor	4012585538	06/28/19	5013515	\$10.51
Baker & Taylor	4012585539	06/28/19	5013515	\$88.25
Baker & Taylor	4012585540	06/28/19	5013515	\$37.55

  
 Mary Alice Grobins, Chair

  
 Mindy Coslor, Vice Chair

  
 Timothy Howland, Trustee

  
 Darcy Resetar, Trustee

\_\_\_\_\_  
 Lynn Torset, Trustee

## July and August Activities

Most activities in July and August centered on the Summer Library Program. The program will conclude this week and I will have statistics in September. It has been a very busy and successful summer program this year.

Because we have been short two full-time employees, I have spent a great deal of time over the last two months working in the public areas and covering some bookmobile shifts. I have also spent time considering how to best position our staffing model for optimum coverage. The Head of Public Services search did not end up with a new team member, so I am rethinking this position. I have moved my office to the library and have taken over many of the duties Sara covered. At this juncture, I am considering having another MLIS trained librarian on staff, but the position may not include management and exemption status but will be able to help me with many of the professional librarian duties that need coverage.

I am also working on several projects to help with consistency in marketing as well as connecting our marketing to our catalog. This will involve subscriptions to some software and databases, but the efficiency it will lend will be well worth it:

- LibraryAware is a marketing product connected to Novelist that will provide us with thousands of library program marketing templates and the ability to connect that marketing directly to our catalog. It will also give me the ability to pull that marketing material directly into a newsletter and send the newsletter out without having to use Constant Contact. It will also connect our newsletter to items searched in our catalog.
- Novelist Select is an offshoot of Novelist Plus, one of our current subscriptions. This will put recommended read-alike information into our catalog so that, when a patron or staff member clicks on a title, it will provide recommendations for similar reads. It will also provide story element tags so that patrons can click on the story elements they like most and get more recommendations.
- OCLC Worldshare will allow us to get into the global interlibrary loan network. This will allow us to order books from other libraries and may help us to implement the courier service for our local ILL libraries sooner than we could if we wait for the libraries to migrate to one library automation system.
- **LOGO update – I am working with Eric Nord to redesign our current logo to look more like the logos we reviewed that the Retreat (KCLS, PCLS). He understands that we want to keep with our current logo but have a redesign to a more squared graphic. Since we won't be**

**diverging too far from the current logo, it would be appropriate to continue to use the horizontal logo on the bookmobile. He is out of the country but will be getting us drafts in September.**

On July 18-19 I traveled to the statewide directors meeting. Directors shared some of their tips and tricks for using data tags in the automation systems and in surveys to categorize and make drawing conclusions from surveys more meaningful. We also talked about the upcoming legislative season and some of the things to be watching for. We have asked our lobbyist to gather some information on the recurrence of some bills that died in committee last session and advise us on how some of the taxing legislation may affect us. We also discussed some of the threats and violence that have arisen around libraries in the state involving drag queen story time and other programs involving inclusiveness and LGBTQ issues.

On July 24<sup>th</sup> I took part in an workshop sponsored by the MRSC and Labor & Industries involving contracting and public works. This was a very informative workshop and it prompted me to reach out to the MRSC about joining the Small Works Roster. There is a process to do so that will require the Board to make a resolution to join the roster and our procurement policy will need to reflect this. The deadline to get on the next posting of notices for the Small Works roster is December 1<sup>st</sup>. Over the next two months I will be working with the MRSC to make sure that we get everything in place to join for that deadline. More on this in the near future.

## Program Highlights

- Cook Books – Just Desserts drew over 50 participants to see Mary Andersson demonstrate making various desserts while staff read excerpts from books and articles related to cooking and desserts. Patrons have been expressing how much they enjoyed the program and appreciate the library for supporting the program.
- Murder and Mayhem – Author Todd Warger spent an evening sharing the details of murders and crimes that took place in the early history of Skagit and surrounding counties. More than 25 patrons took part and the stories and pictures were very engaging.
- Cate Care – Skagit Humane Society partnered with us to host an event where patrons and adoptable cats and kittens were brought together to socialize. More than 50 participants visited and the program was a great success. Plans are to make this a regular program throughout the year. Many thanks to Marissa Malone for this idea and the work involved to make it happen.
- **SRP 2019 stats**  
**Total participants: 880 (more than 2018 by 89 participants)**  
**0-12: 453 (more than a 50% increase for babies & toddler participants, aged 0-5)**



**11-18: 146**

**Adults: 284 (123 more participants than 2018)**

## Ongoing and Upcoming Activities

- I will be attending the Association for Rural and Small Libraries conference in Vermont September 3-8.
- I will be attending the Symposium on the Future, Broadband and Libraries arranged by the Washington State Library September 22-24 in Wenatchee.
- We should have a new library associate starting next week to work evenings.
- I will be doing a presentation to the Rotary Club on August 22<sup>nd</sup> to share our accomplishments and highlight our services and programs

SKAGIT COUNTY JR DISTRICTS  
 BALANCE SHEET  
 JUNE 2019

DESCRIPTION	BEGINNING BALANCE	CURRENT DEBITS	CURRENT CREDITS	ENDING BALANCE
Fnd L03 NORTH CENTRAL RURAL LIBRARY DI				
Sub 001 NORTH CENTRAL RURAL LIBRARY DI				
Typ 001 ASSETS				
Obj 111 CASH AND CASH EQUIVALENTS	696,493.39	29,432.11	94,875.03-	531,050.47
Obj 118 TEMPORARY INVESTMENTS	2,382,652.18	4,999.88		2,387,652.06
Obj 121 TAXES RECEIVABLE (NET)	430,265.53		4,279.97-	425,985.56
Typ 002 LIABILITIES & FUND EQUITY				
Obj 213 ACCOUNTS/VOUCHERS PAYABLE		45,031.22	45,031.22-	
Obj 231 OTHER ACCRUED LIABILITIES	19,737.21-	19,737.21	17,071.42-	17,071.42-
Obj 257 DEFERRED REVENUE	430,265.53-	4,279.97		425,985.56-
Obj 287 UNRESERVED FUND BALANCE	2,856,522.63-			2,856,522.63-

SKAGIT COUNTY JR DISTRICTS  
 REVENUE/EXPENDITURE  
 JUNE 2019

Fnd L03 NORTH CENTRAL RURAL LIBRARY

DESCRIPTION	PRIOR MONTH END BALANCE	CURRENT DEBITS	CURRENT CREDITS	MONTH END BALANCE	2019 BUDGET
Sub 001 NORTH CENTRAL RURAL LIBRARY					
Typ 003 REVENUES					
Obj 310 TAXES	485,413.54-		4,209.72-	489,623.26-	
Obj 330 INTERGOVERNMENTAL REVENUES	206,450.22-		14,948.97-	221,399.19-	
Obj 340 CHARGES FOR GOODS AND SERV	119,913.13-			119,913.13-	
Obj 360 MISCELLANEOUS REVENUES	23,695.94-		10,273.42-	33,969.36-	
Typ 005 EXPENDITURES					
Obj 510 SALARIES AND WAGES	179,286.70	34,355.30		213,642.00	
Obj 520 PERSONNEL BENEFITS	92,221.25	19,326.31		111,547.56	
Obj 530 SUPPLIES - CONSUMPTION / RE	61,159.34	2,701.73		63,861.07	
Obj 540 SERVICES AND PASS THRU PMT	87,519.81	30,925.22	99.20-	118,345.83	
Obj 560 CAPITAL OUTLAYS	212,400.00			212,400.00	
Obj 599 BUDGET EXPENDITURES					2,265,561.00
Fnd L03 NORTH CENTRAL RURAL LIBRARY D	202,885.73-	87,308.56	29,531.31-	145,208.48-	2,265,561.00

SKAGIT COUNTY JR DISTRICTS  
 TRANSACTION DETAIL  
 JUNE 2019

Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance	
Fnd L03	NORTH CENTRAL RURAL LIBRARY DI									
6	061519	PA	20326	S J	91084	2 2	3943.06			
6	061519	PA	20319	S J	91084	3 2	1857.99			
6	061519	PA	20422	S J	91084	4 2	2611.07			
6	061519	PA	20363	S J	91176	52 2	1563.20			
6	061519	PA	20417	S J	91176	53 2	1020.00			
6	061519	PA	20420	S J	91176	54 2	840.00			
6	061519	PA	20472	S J	91176	55 2	54.25			
6	061519	PA	20452	S J	91176	56 2	1280.00			
6	061519	PA	20419	S J	91176	57 2	431.25			
6	061519	PA	20418	S J	91176	58 2	2082.06			
6	061519	PA	20448	S J	91176	59 2	1495.00			
6	061519	PA	20476	S J	91176	60 2	100.00			
6	063019	PA	20326	S J	91215	2 2	3948.06			
6	063019	PA	20319	S J	91215	3 2	1857.99			
6	063019	PA	20422	S J	91215	4 2	2611.07			
6	063019	PA	20363	S J	91279	39 2	1563.20			
6	063019	PA	20417	S J	91279	40 2	945.00			
6	063019	PA	20420	S J	91279	41 2	720.00			
6	063019	PA	20472	S J	91279	42 2	108.50			
6	063019	PA	20462	S J	91279	43 2	1272.00			
6	063019	PA	20419	S J	91279	44 2	360.00			
6	063019	PA	20418	S J	91279	45 2	1925.60			
6	063019	PA	20448	S J	91279	46 2	1360.00			
6	063019	PA	20476	S J	91279	47 2	400.00			
L03 5011100	SALARIES AND WAGES							179,286.70	213,642.00	
6	061019	PA		S J	91063	80000 2	1569.50			
6	062519	PA		S J	91152	80000 2	1322.23			
L03 5012100	SOCIAL SECURITY							12,205.66	15,037.79	
6	061019	PA		S J	91063	80000 2	2357.72			
6	062519	PA		S J	91152	80000 2	2142.41			
L03 5012200	RETIREMENT							19,371.54	23,871.67	

SKAGIT COUNTY JR DISTRICTS  
TRANSACTION DETAIL  
JUNE 2019

Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance
Fnd L03			NORTH CENTRAL RURAL LIBRARY DI						
6	061019	PA	S J	91063	80000	2	270.97		
6	062519	PA	S J	91192	80000	2	219.61		
L03 5012300			LABOR AND INDUSTRIES					1,997.95	2,488.53
6	060719	AP	502165 30361WA ST H	128593		2 2	11503.47		
L03 5012400			MEDICAL					57,403.35	68,906.82
L03 5012900			UNEMPLOYMENT COMPENSATION					1,242.75	1,242.75
6	060319	AP	501034 13092LIBRARY	128522		2 2	279.35		
6	060419	AP	501556 31871ELAN FI	128533		1 2	216.06		
6	061019	AP	502157 254590S BANK	128618		1 2	109.85		
L03 5013110			OFFICE SUPPLIES					5,135.44	5,760.70
L03 5013130			SOFTWARE SUPPLIES					651.25	651.25
6	060319	AP	501728 32032RIZZO M	128522		3 2	75.06		
6	060419	AP	501556 31871ELAN FI	128533		1 2	29.88		
6	060719	AP	501921 28227BREADPA	128593		4 2	127.50		
6	061019	AP	502157 254590S BANK	128618		1 2	56.46		
6	061719	AP	502199 32054SEDRO P	128688		1 2	75.06		
6	061719	AP	502298 32056HUGGINS	128688		2 2	25.00		
6	061719	AP	502213 32053SWEENEY	128688		6 2	150.06		
L03 5013180			LIBRARY PROGRAM COSTS					9,720.80	10,259.64
6	060419	AP	501556 31871ELAN FI	128533		1 2	57.28		
L03 5013200			FUEL					63.85	121.13
L03 5013511			LIBRARY COMPUTER EQUIP < \$50					2,083.27	2,083.27
6	060719	AP	502035 30912LEAF	128593		1 2	292.95		

SKAGIT COUNTY JR DISTRICTS  
TRANSACTION DETAIL  
JUNE 2019

Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance	
Fnd L03	NORTH CENTRAL RURAL LIBRARY DI									
L03 5013512	LIBRARY EQUIPMENT < \$5000								3,120.82	3,413.77
6	060319	AP	501731 29687HOOPLA	128521	1	2	58.04			
6	060319	AP	501731 29687HOOPLA	128521	2	2	27.71			
6	060319	AP	501731 29687HOOPLA	128521	3	2	30.86			
6	060319	AP	501731 29687HOOPLA	128521	4	2	18.98			
6	060319	AP	501731 29687HOOPLA	128521	5	2	15.99			
6	060319	AP	501731 29687HOOPLA	128521	6	2	45.92			
6	060319	AP	501731 29687HOOPLA	128521	7	2	48.14			
6	060319	AP	501731 29687HOOPLA	128521	8	2	39.00			
6	060319	AP	501731 29687HOOPLA	128521	9	2	31.18			
6	061019	AP	502056 29687HOOPLA	128611	1	2	157.25			
6	061019	AP	502056 29687HOOPLA	128611	2	2	71.55			
6	061019	AP	502056 29687HOOPLA	128611	3	2	14.50			
6	061019	AP	502056 29687HOOPLA	128611	4	2	48.78			
6	061019	AP	502056 29687HOOPLA	128611	5	2	27.11			
6	061019	AP	502056 29687HOOPLA	128611	6	2	26.90			
6	061019	AP	502056 29687HOOPLA	128611	7	2	16.53			
6	061019	AP	502056 29687HOOPLA	128611	8	2	34.43			
6	061019	AP	502056 29687HOOPLA	128611	9	2	58.66			
6	061019	AP	502056 29687HOOPLA	128611	10	2	18.98			
6	061719	AP	502359 29687HOOPLA	128686	1	2	18.98			
6	061719	AP	502359 29687HOOPLA	128686	2	2	10.84			
6	061719	AP	502359 29687HOOPLA	128686	3	2	13.28			
6	061719	AP	502359 29687HOOPLA	128686	4	2	50.15			
6	061719	AP	502359 29687HOOPLA	128686	5	2	21.41			
6	061719	AP	502359 29687HOOPLA	128686	6	2	27.11			
6	061719	AP	502359 29687HOOPLA	128686	7	2	56.91			
6	061719	AP	502359 29687HOOPLA	128686	8	2	117.00			
6	061719	AP	502359 29687HOOPLA	128686	9	2	26.81			
6	061719	AP	502359 29687HOOPLA	128686	10	2	54.82			
6	061719	AP	502359 29687HOOPLA	128686	11	2	19.79			
L03 5013515	LIBRARY BOOKS < \$5,000								40,363.91	41,571.31

SKAGIT COUNTY JR DISTRICTS  
TRANSACTION DETAIL  
JUNE 2019

Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance	
Fnd L03	NORTH CENTRAL RURAL LIBRARY DI									
6	060319	AP	501773 28470	ENTERPR	128522	1 2	283.08			
6	060719	AP	501927 30240	MCHUGH	128593	6 2	4731.57			
L03 5014110	PROFESSIONAL SERVICES							6,339.83	11,354.53	
L03 5014120	ACCOUNTING SERVICES							1,814.81	1,814.81	
L03 5014187	JANITORIAL							2,897.75	2,897.75	
6	060419	AP	501556 31871	ELAN FI	128533	1 2	219.75			
L03 5014210	TELEPHONE							1,370.39	1,590.14	
6	060419	AP	501556 31871	ELAN FI	128533	1 2	43.53			
6	061719	AP	502246 22610	COMCAST	128608	4 2	278.94			
L03 5014212	TELEPHONE INTERNET							3,689.34	4,012.31	
6	061019	AP	502157 25459	US BANK	128618	1 2	110.00			
L03 5014220	POSTAGE							250.46	350.46	
L03 5014310	TRAVEL							8,421.23	8,421.23	
L03 5014410	ADVERTISING							352.96	352.96	
6	060419	AP	501556 31871	ELAN FI	128533	1 2	250.00			
6	061719	AP	502393 31994	FT METC	128688	7 2	1386.00			
L03 5014510	RENTALS							10,822.28	12,458.28	
6	060419	AP	501556 31871	ELAN FI	128533	1 2	80.23			
6	060719	AP	501940 13076	CITY OF	128593	7 2	174.67			
6	060719	AP	501940 13076	CITY OF	128593	8 2	214.85			
6	060719	AP	501940 13076	CITY OF	128593	8 2	99.20			

SKAGIT COUNTY JR DISTRICTS  
TRANSACTION DETAIL  
JUNE 2019

Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance	
Fnd L03	NORTH CENTRAL RUPAL LIBRARY DI									
6	061719	AP	502296 12771PUBBLIC	128688		3 2	74.93			
6	061719	AP	502235 14158CASCAD	128688		5 2	10.26			
L03 5014700	UTILITIES							6,576.16	7,031.90	
L03 5014810	REPAIRS AND MAINTENANCE							152.33	152.33	
6	062819	AP	502859 30072FREY LA	128859		1 2	20000.00			
L03 5014910	MISCELLANEOUS							84.33	20,084.33	
L03 5014911	PRINTING							644.04	644.04	
6	061019	AP	502157 25459US BANK	128618		1 2	175.00			
L03 5014920	EDUCATION/TRAINING							2,934.88	2,259.88	
6	060419	AP	501556 31871ELAN FI	128533		1 2	75.94			
6	060719	AP	502055 29687HOOPLA	128593		3 2	1415.14			
6	060719	AP	502010 32039CREATIV	128593		5 2	1000.00			
6	061019	AP	502157 25459US BANK	128618		1 2	401.33			
L03 5014930	DUES/SUBSCRIPTIONS/MEMBERSHI							42,018.47	44,910.88	
L03 5016210	BUILDINGS AND STRUCTURES							212,400.00	212,400.00	



SKAGIT COUNTY JR DISTRICTS  
 BALANCE SHEET  
 JULY 2019

DESCRIPTION	BEGINNING BALANCE	CURRENT DEBITS	CURRENT CREDITS	ENDING BALANCE
Fnd L03 NORTH CENTRAL RURAL LIBRARY DI				
Sub 001 NORTH CENTRAL RURAL LIBRARY DI				
Typ 001 ASSETS				
Obj 111 CASH AND CASH EQUIVALENTS	631,050.47	7,738.75	89,442.51-	549,346.71
Obj 118 TEMPORARY INVESTMENTS	2,387,652.06	4,867.50		2,392,519.56
Obj 121 TAXES RECEIVABLE (NET)	425,985.56		2,645.87-	423,339.69
Typ 002 LIABILITIES & FUND EQUITY				
Obj 213 ACCOUNTS/VOUCHERS PAYABLE		41,918.03	46,377.82-	4,459.79-
Obj 231 OTHER ACCRUED LIABILITIES	17,071.42-	17,071.42	15,995.40-	15,995.40-
Obj 257 DEFERRED REVENUE	425,985.56-	2,645.87		423,339.69-
Obj 287 UNRESERVED FUND BALANCE	2,856,522.63-			2,856,522.63-

SKAGIT COUNTY JR DISTRICTS  
 REVENUE/EXPENDITURE  
 JULY 2019

Fnd L03 NORTH CENTRAL RURAL LIBRARY

DESCRIPTION	PRIOR MONTH END BALANCE	CURRENT DEBITS	CURRENT CREDITS	MONTH END BALANCE	2019 BUDGET
Sub 001 NORTH CENTRAL RURAL LIBRARY					
Typ 003 REVENUES					
Obj 310 TAXES	489,623.26-		2,491.99-	492,115.25-	
Obj 330 INTERGOVERNMENTAL REVENUES	221,399.19-		47.97-	221,447.16-	
Obj 340 CHARGES FOR GOODS AND SERV	119,913.13-			119,913.13-	
Obj 360 MISCELLANEOUS REVENUES	33,969.36-		5,107.32-	39,076.68-	
Typ 005 EXPENDITURES					
Obj 510 SALARIES AND WAGES	213,642.00	31,399.27		245,041.27	
Obj 520 PERSONNEL BENEFITS	111,547.56	21,418.21	91.47-	132,874.30	
Obj 530 SUPPLIES -CONSUMPTION / RE	63,861.07	17,986.65	93.62-	81,754.10	
Obj 540 SERVICES AND PASS THRU PMT	118,345.83	17,248.27		135,594.10	
Obj 560 CAPITAL OUTLAYS	212,400.00			212,400.00	
Obj 599 BUDGET EXPENDITURES					2,265,561.00
Fnd L03 NORTH CENTRAL RURAL LIBRARY D	145,108.48-	88,052.40	7,832.37-	64,888.45-	2,265,561.00

SKAGIT COUNTY JR DISTRICTS  
TRANSACTION DETAIL  
JULY 2019

Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance	
Fnd L03	NORTH CENTRAL RURAL LIBRARY DI									
7	071519	PA	20226	S	J	91364 2 2	3948.06			
7	071519	PA	20319	S	J	91364 3 2	1857.99			
7	071519	PA	20363	S	J	91417 72 2	1641.36			
7	071519	PA	20417	S	J	91417 73 2	1102.50			
7	071519	PA	20420	S	J	91417 74 2	810.00			
7	071519	PA	20472	S	J	91417 75 2	139.50			
7	071519	PA	20462	S	J	91417 76 2	1424.00			
7	071519	PA	20419	S	J	91417 77 2	480.00			
7	071519	PA	20418	S	J	91417 78 2	2130.20			
7	071519	PA	20448	S	J	91417 79 2	1360.00			
7	071519	PA	20476	S	J	91417 80 2	450.00			
7	071519	PA	20422	S	J	91417 85 2	60.26			
7	073119	PA	20226	S	J	91460 22 2	3948.06			
7	073119	PA	20319	S	J	91460 23 2	1857.99			
7	073119	PA	20363	S	J	91529 52 2	1895.38			
7	073119	PA	20417	S	J	91529 53 2	1290.00			
7	073119	PA	20417	S	J	91529 54 2	146.25			
7	073119	PA	20462	S	J	91529 55 2	1520.00			
7	073119	PA	20462	S	J	91529 56 2	42.00			
7	073119	PA	20419	S	J	91529 57 2	420.00			
7	073119	PA	20418	S	J	91529 58 2	2346.83			
7	073119	PA	20418	S	J	91529 59 2	126.37			
7	073119	PA	20448	S	J	91529 60 2	1632.00			
7	073119	PA	20476	S	J	91529 61 2	450.00			
7	073119	PA	20478	S	J	91529 62 2	200.00			
7	073119	PA	20422	S	J	91529 63 2	120.52			
L03 5011100	SALARIES AND WAGES								213,642.00	245,041.27
7	071019	PA		S	J	91316 80000 2	1305.97			
7	072519	PA		S	J	91443 80000 2	1178.42			
L03 5012100	SOCIAL SECURITY								15,037.79	17,522.18
7	071019	PA		S	J	91316 80000 2	2078.84			

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Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance	
End L03	NORTH CENTRAL RURAL LIBRARY DI									
7	072519	PA		S J	91443	80000 2	1843.41			
L03 5012200	RETIREMENT								23,871.67	27,793.92
7	071019	PA		S J	91316	80000 2	218.06			
7	071519	GL 83263			83263	1 2	91.47-			
7	072519	PA		S J	91443	80000 2	208.67			
L03 5012300	LABOR AND INDUSTRIES								2,488.53	2,823.79
7	070819	AP	503485 30361WA ST H		128945	1 2	13268.55			
L03 5012400	MEDICAL								68,906.82	82,175.37
7	071019	GL 83239			83239	2 2	1316.29			
L03 5012900	UNEMPLOYMENT COMPENSATION								1,242.75	2,559.04
7	070219	AP	502908 24334AMAZON.		128886	1 2	1074.14			
7	070819	AP	503197 25459US BANK		128937	1 2	34.20			
7	071719	AP	503890 31840BINTEC		129092	4 2	51.00			
7	071919	AP	503878 24334AMAZON.		129132	1 2	820.47			
L03 5013110	OFFICE SUPPLIES								5,760.70	7,740.51
L03 5013130	SOFTWARE SUPPLIES								651.25	651.25
7	070219	AP	502908 24334AMAZON.		128886	1 2	323.15			
7	070819	AP	503197 25459US BANK		128937	1 2	167.28			
7	070819	AP	503265 31905DEBORAH		128938	2 2	176.45			
7	071019	AP	503198 31871ELAN FI		128983	1 2	480.00			
7	071219	AP	503505 32109LASER T		129039	1 2	392.00			
7	071919	AP	503878 24334AMAZON.		129132	1 2	1371.31			
7	072919	AP	504451 31994ANDERSO		129217	5 2	150.00			
L03 5013180	LIBRARY PROGRAM COSTS								10,259.64	13,319.83

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Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance	
Fnd L03	NORTH CENTRAL RURAL LIBRARY DI									
7	070819	AP	503197 25459US BANK	128937		1 2	55.73			
L03 5013200	FUEL								121.13	176.86
7	070219	AP	502908 24334AMAZON.	128886		1 2	356.97			
7	070819	AP	503197 25459US BANK	128937		1 2	94.38			
7	071919	AP	503878 24334AMAZON.	129132		1 2	32.70			
L03 5013511	LIBRARY COMPUTER EQUIP < \$50								2,083.27	2,567.32
7	070219	AP	502908 24334AMAZON.	128886		1 2	443.17			
7	070819	AP	503378 31621OASYS I	128938		7 2	248.15			
7	070819	AP	503347 30912LEAF	128938		8 2	322.25			
7	071919	AP	503878 24334AMAZON.	129132		1 2	138.23			
L03 5013512	LIBRARY EQUIPMENT < \$5000								3,413.77	4,565.57
7	070219	AP	503040 29687HOOPLA	128881		1 2	43.90			
7	070219	AP	503040 29687HOOPLA	128881		2 2	10.84			
7	070219	AP	503040 29687HOOPLA	128881		3 2	30.91			
7	070219	AP	503040 29687HOOPLA	128881		4 2	23.04			
7	070219	AP	503040 29687HOOPLA	128881		5 2	34.92			
7	070219	AP	503040 29687HOOPLA	128881		6 2	27.11			
7	070219	AP	503040 29687HOOPLA	128881		7 2	86.00			
7	070219	AP	503040 29687HOOPLA	128881		8 2	34.43			
7	070219	AP	503002 11813INGRAM	128884		5 2	166.68			
7	070219	AP	503002 11813INGRAM	128884		6 2	234.74			
7	070219	AP	503040 29687HOOPLA	128884		9 2	63.11			
7	070219	AP	503040 29687HOOPLA	128884		10 2	14.90			
7	070219	AP	503040 29687HOOPLA	128884		11 2	30.86			
7	070219	AP	503040 29687HOOPLA	128884		12 2	34.43			
7	070219	AP	503040 29687HOOPLA	128884		13 2	25.49			
7	070219	AP	503040 29687HOOPLA	128884		14 2	25.49			
7	070219	AP	503040 29687HOOPLA	128884		15 2	57.98			
7	070219	AP	502908 24334AMAZON.	128886		1 2	1089.38			

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Fnd L03	NORTH CENTRAL RURAL LIBRARY DI								
7	070819	AP	503349 29795LIBRARY	128931		1 2	224.70		
7	070819	AP	503306 11813INGRAM	128936		1 2	200.82		
7	070819	AP	503306 11813INGRAM	128936		2 2	19.29		
7	070819	AP	503306 11813INGRAM	128936		3 2	69.76		
7	070819	AP	503306 11813INGRAM	128936		4 2	11.99		
7	070819	AP	503306 11813INGRAM	128936		5 2	14.92		
7	070819	AP	503306 11813INGRAM	128936		6 2	28.99		
7	070819	AP	503272 31466WORLD T	128938		4 2	320.00		
7	070819	AP	503365 29687HOOPLA	128938		5 2	27.11		
7	070819	AP	503365 29687HOOPLA	128938		6 2	23.04		
7	070919	AP	503216 B9381BAKER &	128970		1 2	107.50		
7	070919	AP	503216 B9381BAKER &	128970		2 2	24.32		
7	070919	AP	503216 B9381BAKER &	128970		3 2	30.86		
7	070919	AP	503216 B9381BAKER &	128970		4 2	199.23		
7	070919	AP	503216 B9381BAKER &	128970		5 2	10.52		
7	070919	AP	503216 B9381BAKER &	128970		6 2	35.83		
7	070919	AP	503216 B9381BAKER &	128970		7 2	26.01		
7	070919	AP	503216 B9381BAKER &	128970		8 2	42.47		
7	070919	AP	503216 B9381BAKER &	128970		9 2	5.25		
7	070919	AP	503216 B9381BAKER &	128970		10 2	44.34		
7	070919	AP	503216 B9381BAKER &	128970		11 2	15.10		
7	070919	AP	503216 B9381BAKER &	128970		12 2	159.52		
7	070919	AP	503216 B9381BAKER &	128970		13 2	9.19		
7	070919	AP	503216 B9381BAKER &	128970		14 2	13.79		
7	070919	AP	503216 B9381BAKER &	128970		15 2	7.23		
7	070919	AP	503216 B9381BAKER &	128970		16 2	72.88		
7	070919	AP	503216 B9381BAKER &	128970		17 2	29.90		
7	070919	AP	503216 B9381BAKER &	128970		18 2	16.42		
7	070919	AP	503216 B9381BAKER &	128970		19 2	16.56		
7	070919	AP	503216 B9381BAKER &	128970		20 2	33.97		
7	070919	AP	503216 B9381BAKER &	128970		21 2	10.51		
7	070919	AP	503216 B9381BAKER &	128970		22 2	9.85		
7	070919	AP	503216 B9381BAKER &	128970		23 2	256.27		
7	070919	AP	503216 B9381BAKER &	128970		24 2	29.49		
7	070919	AP	503216 B9381BAKER &	128970		25 2	33.15-		

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Fnd L03	NORTH CENTRAL RURAL LIBRARY DI								
7	070919	AP	503216 B9381BAKER &	128970	26	2	16.83-		
7	070919	AP	503216 B9381BAKER &	128970	27	2	36.46		
7	070919	AP	503216 B9381BAKER &	128970	28	2	7.23		
7	070919	AP	503216 B9381BAKER &	128970	29	2	7.23		
7	070919	AP	503216 B9381BAKER &	128970	30	2	89.52		
7	070919	AP	503216 B9381BAKER &	128970	31	2	9.85		
7	070919	AP	503216 B9381BAKER &	128970	32	2	26.59		
7	070919	AP	503216 B9381BAKER &	128970	33	2	46.35		
7	070919	AP	503216 B9381BAKER &	128970	34	2	18.24		
7	070919	AP	503216 B9381BAKER &	128970	35	2	123.99		
7	070919	AP	503216 B9381BAKER &	128970	36	2	93.59		
7	070919	AP	503216 B9381BAKER &	128970	37	2	6.23		
7	070919	AP	503216 B9381BAKER &	128970	38	2	29.22		
7	070919	AP	503216 B9381BAKER &	128970	39	2	13.13		
7	070919	AP	503216 B9381BAKER &	128970	40	2	238.22		
7	070919	AP	503216 B9381BAKER &	128970	41	2	12.46		
7	070919	AP	503216 B9381BAKER &	128970	42	2	125.43		
7	070919	AP	503216 B9381BAKER &	128970	43	2	91.10		
7	070919	AP	503216 B9381BAKER &	128970	44	2	20.37		
7	070919	AP	503216 B9381BAKER &	128970	45	2	19.04		
7	070919	AP	503216 B9381BAKER &	128970	46	2	17.11		
7	070919	AP	503216 B9381BAKER &	128970	47	2	15.77		
7	070919	AP	503216 B9381BAKER &	128970	48	2	5.25		
7	070919	AP	503216 B9381BAKER &	128970	49	2	52.20		
7	070919	AP	503216 B9381BAKER &	128970	50	2	15.74		
7	070919	AP	503216 B9381BAKER &	128970	51	2	18.39		
7	070919	AP	503216 B9381BAKER &	128970	52	2	68.11		
7	070919	AP	503216 B9381BAKER &	128970	53	2	18.70		
7	070919	AP	503216 B9381BAKER &	128970	54	2	52.22		
7	070919	AP	503216 B9381BAKER &	128970	55	2	13.78		
7	070919	AP	503216 B9381BAKER &	128970	56	2	185.96		
7	070919	AP	503216 B9381BAKER &	128970	57	2	13.13		
7	070919	AP	503216 B9381BAKER &	128970	58	2	36.11		
7	070919	AP	503216 B9381BAKER &	128970	59	2	20.35		
7	070919	AP	503216 B9381BAKER &	128970	60	2	77.00		

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Fnd L03	NORTH CENTRAL RURAL LIBRARY DI								
7	070919	AP	503216 B9381BAKER &	128970	61	2	26.30		
7	070919	AP	503216 B9381BAKER &	128970	62	2	16.36		
7	070919	AP	503216 B9381BAKER &	128970	63	2	52.19		
7	070919	AP	503216 B9381BAKER &	128970	64	2	15.77		
7	070919	AP	503216 B9381BAKER &	128970	65	2	11.16		
7	070919	AP	503216 B9381BAKER &	128970	66	2	36.60		
7	070919	AP	503216 B9381BAKER &	128970	67	2	18.24		
7	070919	AP	503216 B9381BAKER &	128970	68	2	42.38		
7	070919	AP	503216 B9381BAKER &	128970	69	2	10.51		
7	070919	AP	503216 B9381BAKER &	128970	70	2	101.81		
7	070919	AP	503216 B9381BAKER &	128970	71	2	15.11		
7	070919	AP	503216 B9381BAKER &	128970	72	2	9.83		
7	070919	AP	503216 B9381BAKER &	128970	73	2	44.78		
7	070919	AP	503216 B9381BAKER &	128970	74	2	89.28		
7	070919	AP	503216 B9381BAKER &	128970	75	2	19.48		
7	070919	AP	503216 B9381BAKER &	128970	76	2	20.41		
7	070919	AP	503216 B9381BAKER &	128970	77	2	26.35		
7	070919	AP	503216 B9381BAKER &	128970	78	2	71.06		
7	070919	AP	503216 B9381BAKER &	128970	79	2	35.20		
7	070919	AP	503216 B9381BAKER &	128970	80	2	34.34		
7	070919	AP	503216 B9381BAKER &	128970	81	2	18.06		
7	070919	AP	503216 B9381BAKER &	128970	82	2	11.40		
7	070919	AP	503216 B9381BAKER &	128970	83	2	32.81		
7	070919	AP	503216 B9381BAKER &	128970	84	2	16.59		
7	070919	AP	503216 B9381BAKER &	128970	85	2	6.56		
7	070919	AP	503216 B9381BAKER &	128970	86	2	69.18		
7	070919	AP	503216 B9381BAKER &	128970	87	2	9.85		
7	070919	AP	503216 B9381BAKER &	128970	88	2	8.54		
7	070919	AP	503216 B9381BAKER &	128970	89	2	7.23		
7	070919	AP	503216 B9381BAKER &	128970	90	2	34.55		
7	070919	AP	503216 B9381BAKER &	128970	91	2	45.33		
7	070919	AP	503216 B9381BAKER &	128970	92	2	60.84		
7	070919	AP	503216 B9381BAKER &	128970	93	2	17.61		
7	070919	AP	503216 B9381BAKER &	128970	94	2	17.59		
7	070919	AP	503216 B9381BAKER &	128970	95	2	6.56		



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Fnd L03	NORTH CENTRAL RURAL LIBRARY DI								
7	070919	AP	503216 B9381BAKER &	128970	96	2	143.51		
7	070919	AP	503216 B9381BAKER &	128970	97	2	25.75-		
7	070919	AP	503216 B9381BAKER &	128970	98	2	17.69-		
7	070919	AP	503216 B9381BAKER &	128970	99	2	21.51		
7	070919	AP	503216 B9381BAKER &	128970	100	2	59.13		
7	070919	AP	503216 B9381BAKER &	128970	101	2	125.75		
7	070919	AP	503216 B9381BAKER &	128970	102	2	8.16		
7	070919	AP	503216 B9381BAKER &	128970	103	2	22.23		
7	070919	AP	503216 B9381BAKER &	128970	104	2	35.20		
7	070919	AP	503216 B9381BAKER &	128970	105	2	65.59		
7	070919	AP	503216 B9381BAKER &	128970	106	2	5.25		
7	070919	AP	503216 B9381BAKER &	128970	107	2	39.22		
7	070919	AP	503216 B9381BAKER &	128970	108	2	5.25		
7	070919	AP	503216 B9381BAKER &	128970	109	2	57.60		
7	070919	AP	503216 B9381BAKER &	128970	110	2	37.72		
7	070919	AP	503216 B9381BAKER &	128970	111	2	117.20		
7	070919	AP	503216 B9381BAKER &	128970	112	2	8.74		
7	070919	AP	503216 B9381BAKER &	128970	113	2	90.39		
7	070919	AP	503216 B9381BAKER &	128970	114	2	9.84		
7	070919	AP	503216 B9381BAKER &	128970	115	2	29.59		
7	070919	AP	503216 B9381BAKER &	128970	116	2	8.55		
7	070919	AP	503216 B9381BAKER &	128970	117	2	34.60		
7	070919	AP	503216 B9381BAKER &	128970	118	2	73.98		
7	070919	AP	503216 B9381BAKER &	128970	119	2	33.34		
7	070919	AP	503216 B9381BAKER &	128970	120	2	4.59		
7	070919	AP	503216 B9381BAKER &	128970	121	2	10.51		
7	070919	AP	503216 B9381BAKER &	128970	122	2	88.25		
7	070919	AP	503216 B9381BAKER &	128970	123	2	37.55		
7	071719	AP	504053 29795LIBRARY	129092	1	2	689.10		
7	071819	AP	503999 11813INGRAM	129115	3	2	3.60		
7	071819	AP	503999 11813INGRAM	129115	4	2	56.73		
7	071819	AP	503999 11813INGRAM	129115	5	2	273.96		
7	071919	AP	504091 29687HOOPLA	129131	1	2	66.50		
7	071919	AP	504091 29687HOOPLA	129131	2	2	15.51		
7	071919	AP	504091 29687HOOPLA	129131	3	2	36.34		

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Fnd L03	NORTH CENTRAL RURAL LIBRARY DI									
7	071919	AP	504091 29687HOOPLA	129131		4 2	27.11			
7	071919	AP	504091 29687HOOPLA	129131		5 2	35.85			
7	071919	AP	504091 29687HOOPLA	129131		6 2	27.11			
7	071919	AP	504091 29687HOOPLA	129131		7 2	108.30			
7	071919	AP	504091 29687HOOPLA	129131		8 2	78.00			
7	071919	AP	504091 29687HOOPLA	129131		9 2	15.51			
7	071919	AP	504091 29687HOOPLA	129131		10 2	27.11			
7	071919	AP	504091 29687HOOPLA	129131		11 2	23.04			
7	071919	AP	504091 29687HOOPLA	129131		12 2	51.91			
7	071919	AP	504091 29687HOOPLA	129131		13 2	35.85			
7	071919	AP	504091 29687HOOPLA	129131		14 2	58.04			
7	071919	AP	504091 29687HOOPLA	129131		15 2	22.02			
7	071919	AP	503878 24334AMAZON.	129132		1 2	1382.52			
7	072519	GL	833491	83349		1 2	19.10			
7	072919	AP	504486 29687HOOPLA	129217		10 2	14.90			
7	072919	AP	504486 29687HOOPLA	129217		11 2	49.84			
7	072919	AP	504486 29687HOOPLA	129217		12 2	23.04			
7	072919	AP	504486 29687HOOPLA	129217		13 2	24.67			
7	072919	AP	504486 29687HOOPLA	129217		14 2	50.39			
L03 5013515	LIBRARY BOOKS < \$5,000								41,571.31	52,732.76
7	070819	AP	503197 25459US BANK	128937		1 2	162.75			
7	071019	AP	503198 31871ELAN FI	128983		1 2	623.17			
7	071819	AP	504168 28470INTERPR	129115		6 2	132.97			
7	072919	AP	504413 29431HILLIS	129217		6 2	14.00			
L03 5014110	PROFESSIONAL SERVICES								11,354.53	12,287.42
7	070119	GL	834151	83415		1 2	1814.81			
7	070219	GL	831901	83190		1 2	25.00			
L03 5014120	ACCOUNTING SERVICES								1,814.81	3,654.62
7	070219	AP	502984 22930FRONTLI	128884		8 2	560.00			

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Fnd L03			NORTH CENTRAL RURAL LIBRARY DI						
7	072919	AP	504397 22930FRONTLI	129217		7 2	560.00		
L03 5014187			JANITORIAL					2,897.75	4,017.75
L03 5014210			TELEPHONE					1,590.14	1,590.14
7	070219	AP	502949 22610COMCAST	128884		3 2	344.18		
7	070219	AP	503130 26072VERIZON	128884		7 2	143.59		
7	071019	AP	503198 31871ELAN FI	128983		1 2	249.34		
7	071819	AP	504260 26072VERIZON	129115		1 2	149.80		
7	071819	AP	503921 22610COMCAST	129115		2 2	269.79		
7	072919	AP	504362 22610COMCAST	129217		8 2	344.80		
L03 5014212			TELEPHONE INTERNET					4,012.31	5,513.81
7	071019	AP	503198 31871ELAN FI	128983		1 2	2.75		
L03 5014220			POSTAGE					360.46	363.21
7	070819	AP	503197 25459US BANK	128937		1 2	120.19		
7	071019	AP	503198 31871ELAN FI	128983		1 2	375.00		
L03 5014310			TRAVEL					8,421.23	8,916.42
7	070819	AP	503397 31525PHILIPS	128938		9 2	335.00		
L03 5014410			ADVERTISING					352.96	687.96
7	071019	AP	503198 31871ELAN FI	128983		1 2	250.00		
7	072919	AP	504509 31904PT METC	129217		1 2	1323.00		
7	072919	AP	504509 31904PT METC	129217		2 2	1323.00		
L03 5014510			RENTALS					12,458.28	15,354.28
7	070219	AP	503064 14036PUGET S	128884		1 2	64.71		

SKAGIT COUNTY JR DISTRICTS  
TRANSACTION DETAIL  
JULY 2019

Period	Date	ss	Ident	Batch	Sheet	Status	Amount	Opening Balance	Closing Balance	
Fnd L03	NORTH CENTRAL RURAL LIBRARY DI									
7	070219	AP	503064 14036PUGET S	128884		2 2	393.43			
7	070819	AP	503243 13076CITY OF	128945		3 2	214.85			
7	070819	AP	503243 13076CITY OF	128945		4 2	174.67			
7	071719	AP	504143 12771PUBLIC	129092		2 2	117.33			
7	071719	AP	503903 14158CASCADE	129092		3 2	19.36			
7	072919	AP	504511 14036PUGET S	129217		3 2	64.37			
7	072919	AP	504511 14036PUGET S	129217		4 2	446.89			
7	072919	AP	504510 12771PUBLIC	129217		9 2	70.89			
L03 5014700	UTILITIES							7,031.90	8,598.40	
L03 5014810	REPAIRS AND MAINTENANCE							152.33	152.33	
L03 5014910	MISCELLANEOUS							20,084.33	20,084.33	
L03 5014911	PRINTING							644.04	644.04	
7	070819	AP	503197 25459US BANK	128937		1 2	350.00			
7	071019	AP	503198 31871ELAN FI	128983		1 2	125.00			
L03 5014920	EDUCATION/TRAINING							2,259.88	2,734.88	
7	070219	AP	502917 B9381BAKER &	128884		4 2	2036.75			
7	070819	AP	503197 25459US BANK	128937		1 2	756.36			
7	070819	AP	503365 29687HOOPLA	128938		1 2	1518.47			
7	070819	AP	503460 31045THE LIB	128938		3 2	626.11			
7	070819	AP	503467 31541TRAF-SY	128945		2 2	390.60			
7	071019	AP	503198 31871ELAN FI	128983		1 2	87.22			
7	071819	AP	504139 C2607PROQUES	129115		7 2	495.00			
7	072519	GL	833491	83349		1 2	173.12			
L03 5014930	DUES/SUBSCRIPTIONS/MEMBERSHI							44,910.88	50,994.51	
L03 5016210	BUILDINGS AND STRUCTURES							212,400.00	212,400.00	