

Lincoln County Library District

BOARD MEETING AGENDA

Tuesday, September 18, 2018

Location: Lincoln County Library District Office

- 12:00 – 12:05 p.m. Call meeting to order
Roll call of members and introductions (if needed):
Adoption of agenda
- 12:05 – 12:15 p.m. Announcements from Board Members
Review of past Minutes: August 2018
Financial Reports: July and August 2018
- 12:15 – 12:25 p.m. District Librarian's Report and Correspondence
A. Report for August
- 12:25 – 12:30 p.m. Public Comment - General
- 12:30 – 12:45 p.m. Decision Items
A. Location of Board meetings
B. District website
C. District Librarian's six-month goals
- 12:45 – 12:55 p.m. Discussion Items
A. Report on activities at libraries in the county
B. Other
- 12:55 – 1:00 p.m. Set the next agenda
Announce next **Board Meeting**: Tuesday, October 9, 2018 at 12:00 p.m.
Adjournment

Lincoln County Library District

BOARD MEETING MINUTES

Tuesday, August 14, 2018

Location: District office: 1247 NW Grove, #2, Newport, OR 97365

Call meeting to order: The Board meeting was called to order by Chris Boyle at 12:00 p.m.

Roll call of members and introductions (if needed): Chris Boyle, Marta West, Emily Portwood, Brian Fodness, and Virginia Tardaewether, Also attending: Diedre Conkling and MaryKay Dahlgreen.

Adoption of agenda: **Action:** The agenda was approved as presented but changes may be made later in the meeting. Consent

Executive Session: The Board went into executive session after Chris read the following statement:

To be read before the Executive Session: "The Lincoln County Library District Board will now meet in executive session pursuant to ORS 192.660(2)(a), which allows the Board to meet in executive session to review candidate for the District Librarian position and the hiring contract. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberation or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session we will return to open session and welcome the audience back into the room."

Public Meeting: began at 12:30 p.m.

Public Comment on hiring new District Librarian – No public

Announcements from Board Members:

1. There was a question about when do Board terms expire. The terms on listed on the Board roster. Board elections are always in May so they are not part of the November elections. Dana Jenkins, the County Clerk usually sends out information to the District office and to the Board members with expiring terms information needed to run for election in May of the year their term expires
2. Virginia will not be at the September meeting,

Review of past Minutes: June 2018 **Action:** The minutes were approved as presented. Moved by Emily, Seconded by Marta. Unanimous approval

Financial Reports: June & July 2018 **June 2018: Revenue:** Received \$30,193 in Tax Revenue and \$7,024 in Previously Levied Taxes. Payments to the Chinook Library Network were made by Toledo, Clatsop Community College, and Waldport, \$8,306.26. Siletz received \$1,000 from the City of Siletz and \$129 from printing, photocopies and meeting room fees. **Total Revenue:** \$46,654.

June 2018 Expenditures: There are some line items that show up as red but we did not go over on expenditures in any main budget section, like Personnel or Materials and Services. Personnel shows \$109.18 over for the District Librarian. This actually seems to happen every year and is

related to when taxes are paid and not an overpayment to the District Librarian or anyone else. Total Personnel Services: \$25,502.38. Paid the yearly contract with ByWater Solutions, \$21,212. This is more than was budgeted because we didn't know what the amount for the new contract would be. We did not renew a couple of databases so we did have plenty in this category to pay for this small increase. It was mentioned earlier that we would probably go over in the postage category and we did by \$94.84. We also went over in supplies by \$1,002 but we did not go over the General Office Expenses budget. We went over this budget mainly because we paid for the job ads during this fiscal year instead of next fiscal year. The Travel and Training section is very close to being over the budget and would go over budget with Emily's hotel expenses for ALA. We still have not received a payment for Dolly Parton Imagination Library from Toledo but also they haven't been reminded. **Siletz:** The Collection Development line was overspent by \$528. Programming went over by \$435 because of the way payments were made to performers this year. LCLD usually pays for at least one of the June performers but ended up not paying for performers until July so Siletz paid more out of its programming budget than anticipated in June. This should balance out the next fiscal year. Also went over budget in Library Building Expenditures by \$541. The total balance under material and serves did not exceed the budgeted amount and there are funds left in the Equipment line. **Total Siletz Expenditures: \$5,663. Total LCLD Expenditures (including Siletz): \$126,790.**

Action: Approve June pending amendments (adding Emily's hotel bill) Moved by Brian, Seconded by Virginia. Unanimous approval. It may be that Emily's bill will actually be added to the 2018/2019 expenditures instead.

District Librarian's Report and Correspondence

- A. Report for June - August 2018 [in minute's folder]

Public Comment – General: No public was present

Decision Items

- A. **Election of officers** – President and Treasurer – Virginia for Treasurer, Brian for President – Consent
- B. **Hiring of the new District Librarian:** The hiring of MaryKay Dahlgreen as the new District Librarian was moved by Virginia and seconded by Brian. Unanimous approval
- C. **Approval of the new District Librarian contract** – One change in the contract would be to change the start day to August 20, add the no overtime language because this is an exempt position, as suggested by Wayne Belmont. [Contract in the minutes folder]
Action: Approved the contract with the suggested changes included. Moved by Emily, seconded by Marta. Unanimous approval
- D. **Bank Account Changes:** Designate new signatures on the bank accounts with Resolution 08-18.1 and a new bank card for the District Librarian with Resolution 08-18.2. [Resolutions are in the minutes folder] **Action:** The new signatures on the bank accounts will be MaryKay Dahlgreen, Chris Boyle, Brian Fodness and Virginia Tardaewether as shown in Resolution 08.18.1. Approval was moved by Emily and seconded by Virginia. Unanimous approval. **Action:** The approval of a new bank card for MaryKay Dahlgreen was moved by Brian and seconded by Marta. Unanimous approval.
- E. **Diedre's Requests from Retirement Letter:** 1. New district librarian begin on August 20 instead of August 15. This was approved in the action taken on the new District Librarian Contract so no more action was needed. 2. Pay Diedre's health insurance for September (unused vacation time amounts to about one month). **Action:** The Board decided that Diedre's employment would end on September 4 and that the September health insurance would be paid. 3. **Action:** Give old laptop to Diedre as a retirement

gift. Diedre will use some of the information on the computer to help MaryKay if questions arise. The second and third items were covered in one motion. Approval was moved by Brian and seconded by Virginia. Unanimous approval

Discussion Items

- A. Final 2018/2019 Budget Information: LB-20, LB-30, LB-31, LB-50 [In minutes folder]: The forms include changes made at the June 2018 Board meeting. The LB-50 is a form that is filed with the County Assessor and the County Clerk along with the Budget Resolution by July 15. Everything was filed before July 15.
- B. Report on activities at libraries in the county: Not much was reported. The libraries were all finishing up their summer reading programs. The Siletz Valley Friends of the Library held a fundraiser at the library before and during the Powwow parade.
- C. Items for press release and ideas for articles by Board members: there should be a press release about the change in the District Librarian position. A notice should also be sent out to all library staff.
- D. Other: There was concern about the hiring process and the following of public meeting laws. All of the issues have been addressed and it was a learning experience for everyone.

Professional Development: A reminder: What is a public meeting? [Document in minute's folder]

Set the next agenda: No suggestions given

Next Board Meeting: The September Board meeting was moved to Tuesday, September 18 at 12 p.m.

Adjournment: The meeting was adjourned by Brian at 1:52 p.m.

LCLD General Financial Report: July 2018

REVENUE	BUDGETED	CURRENT MONTH	YEAR TO DATE	BALANCE
Tax Revenue 2018/2019*	\$ 1,276,772.00	\$ 36.07	\$ 36.07	\$ 1,276,735.93
Previously Levied Taxes*	\$ 40,000.00	\$ 10,839.13	\$ 10,839.13	\$ 29,160.87
Carryover from 2017/2018	\$ 210,000.00	\$ 170,220.99	\$ 170,220.99	\$ 39,779.01
Chinook Library Network	\$ 25,255.00	\$ 2,655.51	\$ 2,655.51	\$ 22,599.49
Dolly Parton Imagination Library from Libraries	\$ 3,950.00	\$ -	\$ -	\$ 3,950.00
Interest	\$ 100.00	\$ -	\$ -	\$ 100.00
Lincoln County Law Library	\$ 13,000.00	\$ -	\$ -	\$ 13,000.00
Miscellaneous	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Ready-to-Read Grant	\$ 4,200.00	\$ -	\$ -	\$ 4,200.00
Siletz (see detail)	\$ 9,125.00	\$ 3,629.22	\$ 3,629.22	\$ 5,495.78
Siletz Useful (3 years in 2nd year)	\$ -	\$ -	\$ -	\$ -
State Forestry*	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
TBCC Orbis Courier Funds	\$ 1,804.00	\$ -	\$ -	\$ 1,804.00
Total Revenue	\$ 1,590,206.00	\$ 187,380.92	\$ 187,380.92	\$ 1,402,825.08

EXPENDITURES:

Personnel Services

District Librarian	\$ 90,000.00	\$ 7,010.08	\$ 7,010.08	\$ 82,989.92
Technical Services Coordinator	\$ 68,491.00	\$ 5,365.61	\$ 5,365.61	\$ 63,125.39
Library Assistants & Courier	\$ 43,000.00	\$ 3,488.71	\$ 3,488.71	\$ 39,511.29
Law Library	\$ 13,000.00	\$ 932.20	\$ 932.20	\$ 12,067.80
LCLD Staff Benefits	\$ 97,000.00	\$ 9,785.98	\$ 9,785.98	\$ 87,214.02
Siletz Personnel (see detail)	\$ 51,500.00	\$ 3,510.77	\$ 3,510.77	\$ 47,989.23
Total Personnel Services	\$ 362,991.00	\$ 30,093.35	\$ 30,093.35	\$ 332,897.65

Materials and Services

Professional Services:

Accounting Services	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Legal Services	\$ 500.00	\$ -	\$ -	\$ 500.00
Total Professional Services	\$ 5,500.00	\$ -	\$ -	\$ 5,500.00

General Office Expenses:

Computer Network	\$ 27,395.00	\$ 4,292.22	\$ 4,292.22	\$ 23,102.78
ByWater Solutions	\$ 21,210.00	\$ -	\$ -	\$ 21,210.00
Library2Go (Overdrive)	\$ 4,295.00	\$ 4,292.22	\$ 4,292.22	\$ 2.78
Mango Languages (no more for next 4 years)	\$ -	\$ -	\$ -	\$ -
ProQuest (Heritage Quest)	\$ 1,890.00	\$ -	\$ -	\$ 1,890.00
Copier Lease	\$ 5,000.00	\$ 284.00	\$ 284.00	\$ 4,716.00
Library Director Recruitment	\$ 5,000.00	\$ 60.82	\$ 60.82	\$ 4,939.18
Mileage	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
Orbis Cascade Alliance Courier	\$ 7,854.00	\$ 6,050.00	\$ 6,050.00	\$ 1,804.00
LCLD	\$ 6,050.00	\$ 6,050.00	\$ 6,050.00	\$ -
TBCC	\$ 1,804.00	\$ -	\$ -	\$ 1,804.00

LCLD General Financial Report: July 2018

	BUDGETED	CURRENT MONTH	YEAR TO DATE	BALANCE
Postage	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Professional Materials	\$ 700.00	\$ -	\$ -	\$ 700.00
Public Relations	\$ 200.00	\$ -	\$ -	\$ 200.00
Rent & Utilities	\$ 14,000.00	\$ 5,425.74	\$ 5,425.74	\$ 8,574.26
Electricity		\$ 46.99	\$ 46.99	
Maintenance & Supplies		\$ 74.10	\$ 74.10	
Gas		\$ 10.31	\$ 10.31	
Rent		\$ 5,165.00	\$ 5,165.00	
Telephone & Internet		\$ 129.34	\$ 129.34	
Supplies	\$ 5,000.00	\$ 32.63	\$ 32.63	\$ 4,967.37
Vans	\$ 7,000.00	\$ 389.24	\$ 389.24	\$ 6,610.76
Fuel		\$ 370.74	\$ 370.74	
Maintenance		\$ 18.50	\$ 18.50	
Supplies		\$ -	\$ -	
Total General Office Expenses	\$ 78,649.00	\$ 16,534.65	\$ 16,534.65	\$ 62,114.35
Training/Travel/Membership:				
Membership Fees	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Registration/Training/Travel	\$ 8,000.00	\$ 127.00	\$ 127.00	\$ 7,873.00
Registration		\$ 127.00	\$ 127.00	
Travel/Meals/Housing, etc.		\$ -	\$ -	
Total Training/Travel/Membership	\$ 10,000.00	\$ 127.00	\$ 127.00	\$ 9,873.00
Operating Fees/Insurance:				
Business Insurance	\$ 6,250.00	\$ -	\$ -	\$ 6,250.00
Election Fees	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
Legal Notices	\$ 250.00	\$ 193.80	\$ 193.80	\$ 56.20
Total Operating Fees/Insurance	\$ 21,500.00	\$ 193.80	\$ 193.80	\$ 21,306.20
Reimbursement/Library Development				
Cataloging/Interlibrary Loan/Reference	\$ 70,000.00	\$ 4,007.38	\$ 4,007.38	\$ 65,992.62
OCLC		\$ 4,007.38	\$ 4,007.38	
Library Development	\$ 58,225.00	\$ 3,950.00	\$ 3,950.00	\$ 54,275.00
Support Local Libraries	\$ 28,500.00	\$ 3,950.00	\$ 3,950.00	\$ 24,550.00
Special Projects (Newspapers)	\$ 17,000.00	\$ -	\$ -	\$ 17,000.00
Special Projects (Dolly Parton Imagination Library)	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
Summer Reading Programs	\$ 7,000.00	\$ 3,950.00	\$ 3,950.00	\$ 3,050.00
Siletz (see detail)	\$ 29,725.00	\$ -	\$ -	\$ 29,725.00
Materials and Services	\$ 29,016.34	\$ -	\$ -	\$ 29,016.34
Capital Outlay	\$ 500.00	\$ -	\$ -	\$ 500.00
Contingency	\$ 208.66	\$ -	\$ -	\$ 208.66
Library Reimbursement **	\$ 856,710.00	\$ -	\$ -	\$ 856,710.00
Lincoln City	\$ 240,926.60	\$ -	\$ -	\$ 240,926.60
Newport***	\$ 354,591.33	\$ -	\$ -	\$ 354,591.33
Toledo	\$ 86,302.31	\$ -	\$ -	\$ 86,302.31
Waldport	\$ 174,889.76	\$ -	\$ -	\$ 174,889.76
Total Reimbursement & Library Development	\$ 984,935.00	\$ 7,957.38	\$ 7,957.38	\$ 976,977.62

LCLD General Financial Report: July 2018

BUDGETED	CURRENT MONTH	YEAR TO DATE	BALANCE
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Total Materials and Services	\$ 1,100,584.00	\$ 24,812.83	\$ 24,812.83	\$ 1,075,771.17
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Capital Outlay:				
Office Furniture & Equipment	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Van	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00
Total Capital Outlay	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00

General Operating Contingency:	\$ 51,631.00	\$ -	\$ -	\$ 51,631.00
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Unappropriated Ending Fund Balance:	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00
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TOTAL:	\$ 1,590,206.00	\$ 54,906.18	\$ 54,906.18	\$ 1,535,299.82
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Cash on Hand 5/31/18	\$ 298,573.01	?
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*Used to determine library reimbursement and library development funds for the Driftwood, Newport, Siletz, Toledo and Walport Public Libraries

***\$782.37 transferred to Dolly Parton

LCLD General Financial Report: August 2018

REVENUE	BUDGETED	CURRENT MONTH	YEAR TO DATE	BALANCE
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Carryover from 2017/2018	\$ 210,000.00	\$ -	\$ 170,220.99	\$ 39,779.01
Chinook Library Network	\$ 25,255.00	\$ -	\$ 2,655.51	\$ 22,599.49
Dolly Parton Imagination Library from Libraries	\$ 3,950.00	\$ -	\$ -	\$ 3,950.00
Interest	\$ 100.00	\$ -	\$ -	\$ 100.00
Lincoln County Law Library	\$ 13,000.00	\$ -	\$ -	\$ 13,000.00
Miscellaneous	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Ready-to-Read Grant	\$ 4,200.00	\$ -	\$ -	\$ 4,200.00
Siletz (see detail)	\$ 9,125.00	\$ -	\$ 3,629.22	\$ 5,495.78
Siletz Useful (3 years in 2nd year)	\$ -	\$ -	\$ -	\$ -
State Forestry*	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
TBCC Orbis Courier Funds	\$ 1,804.00	\$ -	\$ -	\$ 1,804.00
Total Revenue	\$ 1,590,206.00	\$ -	\$ 187,380.92	\$ 1,402,825.08

EXPENDITURES:

Personnel Services

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Siletz Personnel (see detail)	\$ 51,500.00	\$ -	\$ 3,510.77	\$ 47,989.23
Total Personnel Services	\$ 362,991.00	\$ -	\$ 30,093.35	\$ 332,897.65

Materials and Services

Professional Services:				
Accounting Services	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Legal Services	\$ 500.00	\$ -	\$ -	\$ 500.00
Total Professional Services	\$ 5,500.00	\$ -	\$ -	\$ 5,500.00

General Office Expenses:				
Computer Network	\$ 27,395.00	\$ -	\$ 4,292.22	\$ 23,102.78
ByWater Solutions	\$ 21,210.00	\$ -	\$ -	\$ 21,210.00
Library2Go (Overdrive)	\$ 4,295.00	\$ -	\$ 4,292.22	\$ 2.78
Mango Languages (no more for next 4 years)	\$ -	\$ -	\$ -	\$ -
ProQuest (Heritage Quest)	\$ 1,890.00	\$ -	\$ -	\$ 1,890.00
Copier Lease	\$ 5,000.00	\$ -	\$ 284.00	\$ 4,716.00
Library Director Recruitment	\$ 5,000.00	\$ -	\$ 60.82	\$ 4,939.18
Mileage	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
Orbis Cascade Alliance Courier	\$ 7,854.00	\$ -	\$ 6,050.00	\$ 1,804.00
LCLD	\$ 6,050.00	\$ -	\$ 6,050.00	\$ -
TBCC	\$ 1,804.00	\$ -	\$ -	\$ 1,804.00

BUDGETED	CURRENT MONTH	YEAR TO DATE	BALANCE
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Postage	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Professional Materials	\$ 700.00	\$ -	\$ -	\$ 700.00
Public Relations	\$ 200.00	\$ -	\$ -	\$ 200.00
Rent & Utilities	\$ 14,000.00	\$ -	\$ 5,425.74	\$ 8,574.26
Electricity		\$ -	\$ 46.99	
Maintenance & Supplies		\$ -	\$ 74.10	
Gas		\$ -	\$ 10.31	
Rent		\$ -	\$ 5,165.00	
Telephone & Internet		\$ -	\$ 129.34	
Supplies	\$ 5,000.00	\$ -	\$ 32.63	\$ 4,967.37
Vans	\$ 7,000.00	\$ -	\$ 389.24	\$ 6,610.76
Fuel		\$ -	\$ 370.74	
Maintenance		\$ -	\$ 18.50	
Supplies		\$ -	\$ -	
Total General Office Expenses	\$ 78,649.00	\$ -	\$ 16,534.65	\$ 62,114.35

Training/Travel/Membership:				
Membership Fees	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Registration/Training/Travel	\$ 8,000.00	\$ -	\$ 127.00	\$ 7,873.00
Registration		\$ -	\$ 127.00	
Travel/Meals/Housing, etc.		\$ -	\$ -	
Total Training/Travel/Membership	\$ 10,000.00	\$ -	\$ 127.00	\$ 9,873.00

Operating Fees/Insurance:				
Business Insurance	\$ 6,250.00	\$ -	\$ -	\$ 6,250.00
Election Fees	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
Legal Notices	\$ 250.00	\$ -	\$ 193.80	\$ 56.20
Total Operating Fees/Insurance	\$ 21,500.00	\$ -	\$ 193.80	\$ 21,306.20

Reimbursement/Library Development				
Cataloging/Interlibrary Loan/Reference	\$ 70,000.00	\$ -	\$ 4,007.38	\$ 65,992.62
OCLC		\$ -	\$ 4,007.38	
Library Development	\$ 58,225.00	\$ -	\$ 3,950.00	\$ 54,275.00
Support Local Libraries	\$ 28,500.00	\$ -	\$ 3,950.00	\$ 24,550.00
Special Projects (Newspapers)	\$ 17,000.00	\$ -	\$ -	\$ 17,000.00
Special Projects (Dolly Parton Imagination Library)	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
Summer Reading Programs	\$ 7,000.00	\$ -	\$ 3,950.00	\$ 3,050.00
Siletz (see detail)	\$ 29,725.00	\$ -	\$ -	\$ 29,725.00
Materials and Services	\$ 29,016.34	\$ -	\$ -	\$ 29,016.34
Capital Outlay	\$ 500.00	\$ -	\$ -	\$ 500.00
Contingency	\$ 208.66	\$ -	\$ -	\$ 208.66
Library Reimbursement **	\$ 856,710.00	\$ -	\$ -	\$ 856,710.00
Lincoln City	\$ 240,926.60	\$ -	\$ -	\$ 240,926.60
Newport***	\$ 354,591.33	\$ -	\$ -	\$ 354,591.33
Toledo	\$ 86,302.31	\$ -	\$ -	\$ 86,302.31
Waldport	\$ 174,889.76	\$ -	\$ -	\$ 174,889.76
Total Reimbursement & Library Development	\$ 984,935.00	\$ -	\$ 7,957.38	\$ 976,977.62

2B

BUDGETED	CURRENT MONTH	YEAR TO DATE	BALANCE
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Total Materials and Services	\$ 1,100,584.00	\$ -	\$ 24,812.83	\$ 1,075,771.17
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Capital Outlay:				
Office Furniture & Equipment	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Van	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00
Total Capital Outlay	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00

General Operating Contingency:	\$ 51,631.00	\$ -	\$ -	\$ 51,631.00
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Unappropriated Ending Fund Balance:	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00
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TOTAL:	\$ 1,590,206.00	\$ -	\$ 54,906.18	\$ 1,535,299.82
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Cash on Hand 5/31/18	\$ 298,573.01	?
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*Used to determine library reimbursement and library development funds for the Driftwood, Newport, Siletz, Toledo and Walport Public Libraries

***\$782.37 transferred to Dolly Parton

2C

LCLD Detailed Financial Report: July 2018

REVENUE	CURRENT MONTH	YEAR TO DATE
Tax Revenue 2018/2019	\$ 36.07	\$ 36.07
Previously Levied Taxes	\$ 10,839.13	\$ 10,839.13
1998/1999	\$ -	\$ -
1999/2000	\$ -	\$ -
2000/2001	\$ -	\$ -
2001/2002	\$ -	\$ -
2002/2003	\$ -	\$ -
2003/2004	\$ -	\$ -
2004/2005	\$ -	\$ -
2005/2006	\$ -	\$ -
2006/2007	\$ -	\$ -
2007/2008	\$ 3.13	\$ 3.13
2008/2009	\$ 7.71	\$ 7.71
2009/2010	\$ 5.32	\$ 5.32
2010/2011	\$ 8.09	\$ 8.09
2011/2012	\$ 11.83	\$ 11.83
2012/2013	\$ 11.96	\$ 11.96
2013/2014	\$ 110.96	\$ 110.96
2014/2015	\$ 2,238.50	\$ 2,238.50
2015/2016	\$ 1,262.38	\$ 1,262.38
2016/2017	\$ 1,321.05	\$ 1,321.05
2017/2018	\$ 5,858.20	\$ 5,858.20
Carryover from 2017/2018	\$ 170,220.99	\$ 170,220.99
Chinook Library Network	\$ 2,655.51	\$ 2,655.51
Clatsop CC	\$ 625.55	\$ 625.55
OCCC	\$ -	\$ -
TBCC	\$ -	\$ -
Toledo	\$ -	\$ -
Waldport	\$ 2,029.96	\$ 2,029.96
Dolly Parton Imagination Library from Libraries	\$ -	\$ -
Interest	\$ -	\$ -
Lincoln County Law Library	\$ -	\$ -
Miscellaneous	\$ -	\$ -
Ready-to-Read Grant	\$ -	\$ -
Siletz (see Detail)	\$ 3,629.22	\$ 3,629.22
Siletz Useful (3 years)	\$ -	\$ -
State Forestry	\$ -	\$ -
TBCC Orbis Courier Funds	\$ -	\$ -
Total	\$ 187,380.92	\$ 187,380.92

EXPENDITURES

Personnel Services	\$ 30,093.35	\$ 30,093.35
District Librarian	\$ 7,010.08	\$ 7,010.08
Net Pay	\$ 4,490.13	\$ 4,490.13
SWH - Oregon Department of Revenue	\$ 845.00	\$ 845.00
941 - Internal Revenue Service	\$ 1,674.95	\$ 1,674.95
Technical Services Coordinator	\$ 5,365.61	\$ 5,365.61
Net Pay	\$ 3,508.33	\$ 3,508.33
SWH - Oregon Department of Revenue	\$ 602.00	\$ 602.00

LCLD Detailed Financial Report: July 2018

941 - Internal Revenue Service	\$ 1,155.28	\$ 1,155.28
Retirement - Nationwide	\$ 100.00	\$ 100.00

Library Assistants & Courier	\$ 3,488.71	\$ 3,488.71
Net Pay	\$ 2,870.99	\$ 2,870.99
SWH - Oregon Department of Revenue	\$ 262.00	\$ 262.00
941 - Internal Revenue Service	\$ 355.72	\$ 355.72

Law Library	\$ 932.20	\$ 932.20
Net Pay	\$ 664.42	\$ 664.42
SWH - Oregon Department of Revenue	\$ 80.00	\$ 80.00
941 - Internal Revenue Service	\$ 120.14	\$ 120.14
Benefits		
Health - SDAO	\$ -	\$ -
Intuit - Payroll Processing Fee	\$ 3.50	\$ 3.50
OQ - Oregon Department of Revenue	\$ -	\$ -
941 - Internal Revenue Service	\$ 64.14	\$ 64.14

LCLD Staff Benefits	\$ 9,785.98	\$ 9,785.98
Health		
SDAO	\$ 4,139.36	\$ 4,139.36
Intuit - Payroll Processing Fee	\$ 14.00	\$ 14.00
Oregon Department of Revenue	\$ -	\$ -
941 - Internal Revenue Service	\$ 1,169.95	\$ 1,169.95
Retirement - Nationwide	\$ 4,462.67	\$ 4,462.67
DC	\$ 2,293.90	\$ 2,293.90
JC	\$ 2,168.77	\$ 2,168.77

Siletz Personnel (See Detail)	\$ 3,510.77	\$ 3,510.77
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Materials & Services	\$ 24,752.01	\$ 24,752.01
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General Office Expenses	\$ 16,794.63	\$ 16,794.63
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Computer Network	\$ 4,292.22	\$ 4,292.22
ByWater (Chinook Library Network)	\$ -	\$ -
OverDrive (Library2Go)	\$ 4,292.22	\$ 4,292.22
ProQuest (Heritage Quest)	\$ -	\$ -
Mango Languages	\$ -	\$ -

Copier Lease	\$ 284.00	\$ 284.00
National Photocopy	\$ -	\$ -
Wells Fargo Finance	\$ 284.00	\$ 284.00

Library Director Recruitment	\$ 127.00	\$ 127.00
Diedre Conkling	\$ -	\$ -
Dominoes	\$ 60.82	\$ 60.82

Membership/Training/Travel	\$ 127.00	\$ 127.00
Membership Fees	\$ -	\$ -
American Library Association	\$ -	\$ -
Freedom to Read Foundation	\$ -	\$ -
Oregon Library Association	\$ -	\$ -
Special Districts Association	\$ -	\$ -
Registration/Training/Travel	\$ 127.00	\$ 127.00
Hotels	\$ -	\$ -

LCLD Detailed Financial Report: July 2018

<i>Board Members</i>	\$ -	\$ -
<i>Expedia</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -
<i>Travelocity</i>	\$ -	\$ -
<i>Super8</i>	\$ -	\$ -
<i>Other</i>	\$ -	\$ -
Meals	\$ -	\$ -
<i>ALA Conference - various restaurants</i>	\$ -	\$ -
<i>Board Members</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -
<i>Oregon Library Association Conference</i>	\$ -	\$ -
<i>Various restaurants - KohaCon13/SDAO/ALA</i>	\$ -	\$ -
Travel	\$ -	\$ -
<i>ALA/SDAO Miscellaneous</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Parking</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -
<i>Travelocity - hotel & plane</i>	\$ -	\$ -
<i>Delta</i>	\$ -	\$ -
<i>Emily Portwood</i>	\$ -	\$ -
<i>United</i>	\$ -	\$ -
<i>Southwest Airlines</i>	\$ -	\$ -
Registration	\$ 127.00	\$ 127.00
<i>American Library Association</i>	\$ -	\$ -
<i>Freedom to Read Foundation</i>	\$ -	\$ -
<i>Oregon Library Association Conference</i>	\$ 127.00	\$ 127.00
<i>Special Districts Association of Oregon</i>	\$ -	\$ -

Mileage	\$ -	\$ -
<i>Board Members</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -

Operating Fees/Insurance	\$ 193.80	\$ 193.80
<i>Election Fees</i>	\$ -	\$ -
<i>News-Times</i>	\$ 193.80	\$ 193.80
<i>Special Districts Association</i>	\$ -	\$ -

Orbis Courier	\$ 6,050.00	\$ 6,050.00
<i>Orbis Cascade Alliance - LCLD</i>	\$ 6,050.00	\$ 6,050.00
<i>Orbis Cascade Alliance - TBCC</i>	\$ -	\$ -

Postage	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -
<i>USPS/Thriftway</i>	\$ -	\$ -

Professional Materials	\$ -	\$ -
<i>Amazon</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -
<i>Barnes & Noble</i>	\$ -	\$ -
<i>Booklist</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Library Journal</i>	\$ -	\$ -
<i>Metapress (ALA/LITA)</i>	\$ -	\$ -
<i>OCLC, Inc.</i>	\$ -	\$ -

LCLD Detailed Financial Report: July 2018

<i>Oregon Department of Justice</i>	\$ -	\$ -
<i>School Library Journal</i>	\$ -	\$ -

Public Relations	\$ -	\$ -
<i>Oregon Humanities</i>	\$ -	\$ -

Rent & Utilities	\$ 5,425.74	\$ 5,425.74
<i>Electricity - Central Lincoln</i>	\$ 46.99	\$ 46.99
<i>Gas- NW Natural</i>	\$ 10.31	\$ 10.31
<i>Maintenance & Supplies</i>	\$ 74.10	\$ 74.10
<i>Garbage - Diedre Conkling</i>	\$ -	\$ -
<i>Garbage - LCLD</i>	\$ 74.10	\$ 74.10
<i>Rent</i>	\$ 5,165.00	\$ 5,165.00
<i>The Storage Place</i>	\$ 60.00	\$ 60.00
<i>Oregon Coast Property Management</i>	\$ 5,105.00	\$ 5,105.00
<i>Telephone & Internet</i>	\$ 129.34	\$ 129.34
<i>Charter Communications / Spectrum</i>	\$ 129.34	\$ 129.34

Supplies	\$ 32.63	\$ 32.63
<i>Above Board Electric</i>	\$ -	\$ -
<i>Adobe Systems</i>	\$ -	\$ -
<i>Amazon.com</i>	\$ -	\$ -
<i>AVG Technologies</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -
<i>Bank Charges</i>	\$ 14.95	\$ 14.95
<i>Checks Unlimited</i>	\$ -	\$ -
<i>Demco</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Fred Meyer</i>	\$ -	\$ -
<i>Garage Door Sales</i>	\$ -	\$ -
<i>GoDaddy.com, Inc.</i>	\$ -	\$ -
<i>Google Services</i>	\$ -	\$ -
<i>Innovative Label Technology</i>	\$ -	\$ -
<i>Intuit/QuickBooks</i>	\$ -	\$ -
<i>Miscellaneous (Interlibrary Loan)</i>	\$ -	\$ -
<i>Malwarebytes</i>	\$ -	\$ -
<i>Microsoft</i>	\$ -	\$ -
<i>Job Ads</i>	\$ -	\$ -
<i>News-Times Ads</i>	\$ -	\$ -
<i>OTC Brands</i>	\$ -	\$ -
<i>Postmaster</i>	\$ -	\$ -
<i>Staples</i>	\$ -	\$ -
<i>Thriftway</i>	\$ -	\$ -
<i>Walmart</i>	\$ 17.68	\$ 17.68

Vans	\$ 389.24	\$ 389.24
<i>Fuel</i>	\$ 370.74	\$ 370.74
<i>Lincoln County Public Works</i>	\$ 370.74	\$ 370.74
<i>Maintenance</i>	\$ 18.50	\$ 18.50
<i>Ocean Tire & Auto</i>	\$ 18.50	\$ 18.50
<i>Power Ford Lincoln Mercury</i>	\$ -	\$ -
<i>Supplies</i>	\$ -	\$ -
<i>Les Schwab</i>	\$ -	\$ -

LCLD Detailed Financial Report: July 2018

Power Ford Lincoln Mercury	\$ -	\$ -
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Reimbursement/Library Development	\$ 7,957.38	\$ 7,957.38
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Library Development	\$ 7,957.38	\$ 7,957.38
Cataloging/ILL/Reference	\$ 4,007.38	\$ 4,007.38
OCLC - LCLD	\$ 1,338.83	\$ 1,338.83
OCLC - Driftwood	\$ 1,124.38	\$ 1,124.38
OCLC - Newport	\$ 1,544.17	\$ 1,544.17
Special Projects	\$ 11,850.00	\$ 11,850.00
Newspaper Digitalization		
Ready-to-Read	\$ 3,950.00	\$ 3,950.00
Summer Reading Program	\$ 3,950.00	\$ 3,950.00
Amazon	\$ -	\$ -
Alex Zerba (SRP)	\$ 2,250.00	\$ 2,250.00
Diedre Conkling	\$ -	\$ -
Habiba Addo (SRP)	\$ 1,700.00	\$ 1,700.00
Jason Ropp (Performer)	\$ -	\$ -
Okaidja Afroso (Performer)	\$ -	\$ -
Oriental Trading	\$ -	\$ -
Mad Science of Portland (SRP)	\$ -	\$ -
Demco	\$ -	\$ -
Dolly Parton Imagination Library	\$ -	\$ -
To United Way	\$ -	\$ -
Transfer from Newport Reimbursement	\$ -	\$ -
SVFOL	\$ -	\$ -
Driftwood	\$ -	\$ -
Toledo	\$ -	\$ -
Waldport	\$ -	\$ -
Siletz (See Detail Report)	\$ -	\$ -
Materials & Services	\$ -	\$ -
Capital Outlay	\$ -	\$ -
General Operating Expenditures	\$ -	\$ -

Library Reimbursement	\$ -	\$ -
Driftwood	\$ -	\$ -
Newport	\$ -	\$ -
Toledo	\$ -	\$ -
Waldport	\$ -	\$ -

CAPITAL OUTLAY	\$ -	\$ -
Userful (Siletz 3 yr. Contract)	\$ -	\$ -
	\$ -	\$ -

GENERAL OPERATING CONTINGENCY	\$ -	\$ -
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TOTAL	\$ 54,845.36	\$ 54,845.36
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3E

LCLD detailed 8/18

REVENUE	CURRENT MONTH	YEAR TO DATE
Tax Revenue 2018/2019	\$ -	\$ 36.07
Previously Levied Taxes	\$ -	\$ 10,839.13
1998/1999	\$ -	\$ -
1999/2000	\$ -	\$ -
2000/2001	\$ -	\$ -
2001/2002	\$ -	\$ -
2002/2003	\$ -	\$ -
2003/2004	\$ -	\$ -
2004/2005	\$ -	\$ -
2005/2006	\$ -	\$ -
2006/2007	\$ -	\$ -
2007/2008	\$ -	\$ 3.13
2008/2009	\$ -	\$ 7.71
2009/2010	\$ -	\$ 5.32
2010/2011	\$ -	\$ 8.09
2011/2012	\$ -	\$ 11.83
2012/2013	\$ -	\$ 11.96
2013/2014	\$ -	\$ 110.96
2014/2015	\$ -	\$ 2,238.50
2015/2016	\$ -	\$ 1,262.38
2016/2017	\$ -	\$ 1,321.05
2017/2018	\$ -	\$ 5,858.20
Carryover from 2017/2018	\$ -	\$ 170,220.99
Chinook Library Network	\$ -	\$ 2,655.51
Clatsop CC	\$ -	\$ 625.55
OCCC	\$ -	\$ -
TBCC	\$ -	\$ -
Toledo	\$ -	\$ -
Waldport	\$ -	\$ 2,029.96
Dolly Parton Imagination Library from Libraries	\$ -	\$ -
Interest	\$ -	\$ -
Lincoln County Law Library	\$ -	\$ -
Miscellaneous	\$ -	\$ -
Ready-to-Read Grant	\$ -	\$ -
Siletz (see Detail)	\$ -	\$ 3,629.22
Siletz Useful (3 years)	\$ -	\$ -
State Forestry	\$ -	\$ -
TBCC Orbis Courier Funds	\$ -	\$ -
Total	\$ -	\$ 187,380.92

EXPENDITURES

Personnel Services	\$ -	\$ 30,093.35
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District Librarian	\$ -	\$ 7,010.08
<i>Net Pay</i>	\$ -	\$ 4,490.13
<i>SWH - Oregon Department of Revenue</i>	\$ -	\$ 845.00
<i>941 - Internal Revenue Service</i>	\$ -	\$ 1,674.95

Technical Services Coordinator	\$ -	\$ 5,365.61
<i>Net Pay</i>	\$ -	\$ 3,508.33
<i>SWH - Oregon Department of Revenue</i>	\$ -	\$ 602.00
<i>941 - Internal Revenue Service</i>	\$ -	\$ 1,155.28
<i>Retirement - Nationwide</i>	\$ -	\$ 100.00

Library Assitants & Courier	\$ -	\$ 3,488.71
<i>Net Pay</i>	\$ -	\$ 2,870.99
<i>SWH - Oregon Department of Revenue</i>	\$ -	\$ 262.00
<i>941 - Internal Revenue Service</i>	\$ -	\$ 355.72

Law Library	\$ -	\$ 932.20
<i>Net Pay</i>	\$ -	\$ 664.42
<i>SWH - Oregon Department of Revenue</i>	\$ -	\$ 80.00
<i>941 - Internal Revenue Service</i>	\$ -	\$ 120.14
<i>Benefits</i>		
<i>Health - SDAO</i>	\$ -	\$ -
<i>Intuit - Payroll Processing Fee</i>	\$ -	\$ 3.50
<i>OQ - Oregon Department of Revenue</i>	\$ -	\$ -
<i>941 - Internal Revenue Service</i>	\$ -	\$ 64.14

LCLD Staff Benefits	\$ -	\$ 9,785.98
<i>Health</i>		
<i>SDAO</i>	\$ -	\$ 4,139.36
<i>Intuit - Payroll Processing Fee</i>	\$ -	\$ 14.00
<i>Oregon Department of Revenue</i>	\$ -	\$ -
<i>941 - Internal Revenue Service</i>	\$ -	\$ 1,169.95
<i>Retirement - Nationwide</i>	\$ -	\$ 4,462.67
<i>DC</i>	\$ -	\$ 2,293.90
<i>JC</i>	\$ -	\$ 2,168.77

Siletz Personnel (See Detail)	\$ -	\$ 3,510.77
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Materials & Services	\$ -	\$ 24,752.01
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General Office Expenses	\$ -	\$ 16,794.63
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Computer Network	\$ -	\$ 4,292.22
<i>ByWater (Chinook Library Network)</i>	\$ -	\$ -
<i>OverDrive (Library2Go)</i>	\$ -	\$ 4,292.22
<i>ProQuest (Heritage Quest)</i>	\$ -	\$ -
<i>Mango Languages</i>	\$ -	\$ -

Copier Lease	\$ -	\$ 284.00
<i>National Photocopy</i>	\$ -	\$ -
<i>Wells Fargo Finance</i>	\$ -	\$ 284.00

Library Director Recruitment	\$ -	\$ 60.82
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Dominoes</i>	\$ -	\$ 60.82

Membership/Training/Travel	\$ -	\$ 127.00
Membership Fees	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -
<i>Freedom to Read Foundation</i>	\$ -	\$ -
<i>Oregon Library Association</i>	\$ -	\$ -
<i>Special Districts Association</i>	\$ -	\$ -
Registration/Training/Travel	\$ -	\$ 127.00
Hotels	\$ -	\$ -
<i>Board Members</i>	\$ -	\$ -
<i>Expedia</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -
<i>Travelocity</i>	\$ -	\$ -
<i>Super8</i>	\$ -	\$ -
<i>Other</i>	\$ -	\$ -
Meals	\$ -	\$ -
<i>ALA Conference - various restaurants</i>	\$ -	\$ -
<i>Board Members</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -
<i>Oregon Library Association Conference</i>	\$ -	\$ -
<i>Various restaurants - KohaCon13/SDAO/ALA</i>	\$ -	\$ -
Travel	\$ -	\$ -
<i>ALA/SDAO Miscellaneous</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Parking</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -
<i>Travelocity - hotel & plane</i>	\$ -	\$ -
<i>Delta</i>	\$ -	\$ -
<i>Emily Portwood</i>	\$ -	\$ -
<i>United</i>	\$ -	\$ -
<i>Southwest Airlines</i>	\$ -	\$ -
Registration	\$ -	\$ 127.00
<i>American Library Association</i>	\$ -	\$ -

<i>Freedom to Read Foundation</i>	\$ -	\$ -
<i>Oregon Library Association Conference</i>	\$ -	\$ 127.00
<i>Special Districts Association of Oregon</i>	\$ -	\$ -

Mileage	\$ -	\$ -
<i>Board Members</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -

Operating Fees/Insurance	\$ -	\$ 193.80
<i>Election Fees</i>	\$ -	\$ -
<i>News-Times</i>	\$ -	\$ 193.80
<i>Special Districts Association</i>	\$ -	\$ -

Orbis Courier	\$ -	\$ 6,050.00
<i>Orbis Cascade Alliance - LCLD</i>	\$ -	\$ 6,050.00
<i>Orbis Cascade Alliance - TBCC</i>	\$ -	\$ -

Postage	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Jane Cothron</i>	\$ -	\$ -
<i>USPS/Thriftway</i>	\$ -	\$ -

Professional Materials	\$ -	\$ -
<i>Amazon</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -
<i>Barnes & Noble</i>	\$ -	\$ -
<i>Booklist</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Library Journal</i>	\$ -	\$ -
<i>Metapress (ALA/LITA)</i>	\$ -	\$ -
<i>OCLC, Inc.</i>	\$ -	\$ -
<i>Oregon Department of Justice</i>	\$ -	\$ -
<i>School Library Journal</i>	\$ -	\$ -

Public Relations	\$ -	\$ -
<i>Oregon Humanities</i>	\$ -	\$ -

Rent & Utilities	\$ -	\$ 5,425.74
<i>Electricity - Central Lincoln</i>	\$ -	\$ 46.99
<i>Gas- NW Natural</i>	\$ -	\$ 10.31
<i>Maintenance & Supplies</i>	\$ -	\$ 74.10
<i>Garbage - Diedre Conkling</i>	\$ -	\$ -
<i>Garbage - LCLD</i>	\$ -	\$ 74.10

<i>Rent</i>	\$ -	\$ 5,165.00
<i>The Storage Place</i>	\$ -	\$ 60.00
<i>Oregon Coast Property Management</i>	\$ -	\$ 5,105.00
<i>Telephone & Internet</i>	\$ -	\$ 129.34
<i>Charter Communications / Spectrum</i>	\$ -	\$ 129.34

<i>Supplies</i>	\$ -	\$ 32.63
<i>Above Board Electric</i>	\$ -	\$ -
<i>Adobe Systems</i>	\$ -	\$ -
<i>Amazon.com</i>	\$ -	\$ -
<i>AVG Technologies</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -
<i>Bank Charges</i>	\$ -	\$ 14.95
<i>Checks Unlimited</i>	\$ -	\$ -
<i>Demco</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Fred Meyer</i>	\$ -	\$ -
<i>Garage Door Sales</i>	\$ -	\$ -
<i>GoDaddy.com, Inc.</i>	\$ -	\$ -
<i>Google Services</i>	\$ -	\$ -
<i>Innovative Label Technology</i>	\$ -	\$ -
<i>Intuit/QuickBooks</i>	\$ -	\$ -
<i>Miscellaneous (Interlibrary Loan)</i>	\$ -	\$ -
<i>Malwarebytes</i>	\$ -	\$ -
<i>Microsoft</i>	\$ -	\$ -
<i>Job Ads</i>	\$ -	\$ -
<i>News-Times Ads</i>	\$ -	\$ -
<i>OTC Brands</i>	\$ -	\$ -
<i>Postmaster</i>	\$ -	\$ -
<i>Staples</i>	\$ -	\$ -
<i>Thriftway</i>	\$ -	\$ -
<i>Walmart</i>	\$ -	\$ 17.68

<i>Vans</i>	\$ -	\$ 389.24
<i>Fuel</i>	\$ -	\$ 370.74
<i>Lincoln County Public Works</i>	\$ -	\$ 370.74
<i>Maintenance</i>	\$ -	\$ 18.50
<i>Ocean Tire & Auto</i>	\$ -	\$ 18.50
<i>Power Ford Lincoln Mercury</i>	\$ -	\$ -
<i>Supplies</i>	\$ -	\$ -
<i>Les Schwab</i>	\$ -	\$ -
<i>Power Ford Lincoln Mercury</i>	\$ -	\$ -

Reimbursement/Library Development	\$ -	\$ 7,957.38
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Library Development	\$ -	\$ 7,957.38
Cataloging/ILL/Reference	\$ -	\$ 4,007.38
<i>OCLC - LCLD</i>	\$ -	\$ 1,338.83
<i>OCLC - Driftwood</i>	\$ -	\$ 1,124.38
<i>OCLC - Newport</i>	\$ -	\$ 1,544.17
Special Projects	\$ -	\$ 11,850.00
<i>Newspaper Digitalization</i>		\$ -
Ready-to-Read	\$ -	\$ 3,950.00
Summer Reading Program	\$ -	\$ 3,950.00
<i>Amazon</i>	\$ -	\$ -
<i>Alex Zerba (SRP)</i>	\$ -	\$ 2,250.00
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Habiba Addo (SRP)</i>	\$ -	\$ 1,700.00
<i>Jason Ropp (Performer)</i>	\$ -	\$ -
<i>Okaidja Afroso (Performer)</i>	\$ -	\$ -
<i>Oriental Trading</i>	\$ -	\$ -
<i>Mad Science of Portland (SRP)</i>	\$ -	\$ -
<i>Demco</i>	\$ -	\$ -
Dolly Parton Imagination Library	\$ -	\$ -
<i>To United Way</i>	\$ -	\$ -
<i>Transfer from Newport Reimbursement</i>	\$ -	\$ -
<i>SVFOL</i>	\$ -	\$ -
<i>Driftwood</i>	\$ -	\$ -
<i>Toledo</i>	\$ -	\$ -
<i>Waldport</i>	\$ -	\$ -
Siletz (See Detail Report)	\$ -	\$ -
<i>Materials & Services</i>	\$ -	\$ -
<i>Capital Outlay</i>	\$ -	\$ -
<i>General Operating Expenditures</i>	\$ -	\$ -

Library Reimbursement	\$ -	\$ -
<i>Driftwood</i>	\$ -	\$ -
<i>Newport</i>	\$ -	\$ -
<i>Toledo</i>	\$ -	\$ -
<i>Waldport</i>	\$ -	\$ -

CAPITAL OUTLAY	\$ -	\$ -
Useful (Siletz 3 yr. Contract)	\$ -	\$ -

	\$ -	\$ -
GENERAL OPERATING CONTINGENCY	\$ -	\$ -
TOTAL	\$ -	\$ 54,845.36

Siletz General Financial Report: July 2018

REVENUE	BUDGETED	CURRENT MONTH	YEAR TO DATE	BALANCE
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LCLD-Library Development *	\$ 72,100.00	\$ 1,159.00	\$ 1,159.00	\$ 70,941.00
City of Siletz	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Carryover from 2017/2018	\$ 7,115.00	\$ 3,418.16	\$ 3,418.16	\$ 3,696.84
Interest	\$ 10.00	\$ -	\$ -	\$ 10.00
Miscellaneous	\$ 1,000.00	\$ 211.06	\$ 211.06	\$ 788.94
Confederated Tribes of Siletz Indians		\$ -	\$ -	
Meeting Room, printing, ILL, etc.		\$ 211.06	\$ 211.06	
Miscellaneous Donations & Grants		\$ -	\$ -	
SVFOL		\$ -	\$ -	
Oregon Library Association		\$ -	\$ -	

Total Revenue	\$ 81,225.00	\$ 4,788.22	\$ 4,788.22	\$ 76,436.78
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EXPENDITURES:

Personnel Services:

Library Staff	\$ 47,000.00	\$ 3,258.49	\$ 3,258.49	\$ 43,741.51
Library Manager		\$ 1,323.68	\$ 1,323.68	
Circulation Clerks		\$ 1,934.81	\$ 1,934.81	
Benefits	\$ 4,500.00	\$ 252.28	\$ 252.28	\$ 4,247.72
Total Personnel Services	\$ 51,500.00	\$ 3,510.77	\$ 3,510.77	\$ 47,989.23

Materials and Services:

Office Supplies	\$ 2,500.00	\$ 126.62	\$ 126.62	\$ 2,373.38
Collection Development	\$ 7,000.00	\$ 310.76	\$ 310.76	\$ 6,689.24
Chinook Membership	\$ 4,417.00	\$ -	\$ -	\$ 4,417.00
Copier	\$ 650.00	\$ 50.82	\$ 50.82	\$ 599.18
Programming	\$ 1,800.00	\$ 340.84	\$ 340.84	\$ 1,459.16
Membership/Training/Travel	\$ 500.00	\$ -	\$ -	\$ 500.00
Library Building Expenditures	\$ 10,000.00	\$ 447.98	\$ 447.98	\$ 9,552.02
Alarm		\$ -	\$ -	
Electricity		\$ 190.76	\$ 190.76	
Gas		\$ 8.51	\$ 8.51	
Internet & Telephone		\$ 155.71	\$ 155.71	
Water & Sewer		\$ 93.00	\$ 93.00	
Miscellaneous		\$ -	\$ -	
Grants (CTSI/SVFOL)	\$ 500.00	\$ -	\$ -	\$ 500.00
Useful (3yrs: 17/18 - 19/20)	\$ 1,649.34	\$ -	\$ -	\$ 1,649.34
Total Materials and Services	\$ 29,016.34	\$ 1,277.02	\$ 1,277.02	\$ 27,739.32

Capital Outlay:

Equipment & Building Improvements	\$ 500.00	\$ -	\$ -	\$ 500.00
Total Capital Outlay	\$ 500.00	\$ -	\$ -	\$ 500.00

General Operating Contingency: *	\$ 208.66	\$ -	\$ -	\$ 208.66
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TOTAL:	\$ 81,225.00	\$ 4,787.79	\$ 4,787.79	\$ 76,437.21
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Cash on Hand 7/31/18	\$ 0.43
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Siletz general 8/18

REVENUE	BUDGETED	CURRENT MONTH	YEAR TO DATE	BALANCE
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LCLD-Library Development *	\$ 72,100.00	\$ -	\$ 1,159.00	\$ 70,941.00
City of Siletz	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Carryover from 2017/2018	\$ 7,115.00	\$ -	\$ 3,418.16	\$ 3,696.84
Interest	\$ 10.00	\$ -	\$ -	\$ 10.00
Miscellaneous	\$ 1,000.00	\$ -	\$ 211.06	\$ 788.94
Confederated Tribes of Siletz Indians		\$ -	\$ -	
Meeting Room, printing, ILL, etc.		\$ -	\$ 211.06	
Miscellaneous Donations & Grants		\$ -	\$ -	
SVFOL		\$ -	\$ -	
Oregon Library Association		\$ -	\$ -	

Total Revenue	\$ 81,225.00	\$ -	\$ 4,788.22	\$ 76,436.78
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EXPENDITURES:

Personnel Services:

Library Staff	\$ 47,000.00	\$ -	\$ 3,258.49	\$ 43,741.51
Library Manager		\$ -	\$ 1,323.68	
Circulation Clerks		\$ -	\$ 1,934.81	
Benefits	\$ 4,500.00	\$ -	\$ 252.28	\$ 4,247.72
Total Personnel Services	\$ 51,500.00	\$ -	\$ 3,510.77	\$ 47,989.23

Materials and Services:

Office Supplies	\$ 2,500.00	\$ -	\$ 126.62	\$ 2,373.38
Collection Development	\$ 7,000.00	\$ -	\$ 310.76	\$ 6,689.24
Chinook Membership	\$ 4,417.00	\$ -	\$ -	\$ 4,417.00
Copier	\$ 650.00	\$ -	\$ 50.82	\$ 599.18
Programming	\$ 1,800.00	\$ -	\$ 340.84	\$ 1,459.16
Membership/Training/Travel	\$ 500.00	\$ -	\$ -	\$ 500.00
Library Building Expenditures	\$ 10,000.00	\$ -	\$ 447.98	\$ 9,552.02
Alarm		\$ -	\$ -	
Electricity		\$ -	\$ 190.76	
Gas		\$ -	\$ 8.51	
Internet & Telephone		\$ -	\$ 155.71	
Water & Sewer		\$ -	\$ 93.00	
Miscellaneous		\$ -	\$ -	
Grants (CTSI/SVFOL)	\$ 500.00	\$ -	\$ -	\$ 500.00
Useful (3yrs: 17/18 - 19/20)	\$ 1,649.34	\$ -	\$ -	\$ 1,649.34
Total Materials and Services	\$ 29,016.34	\$ -	\$ 1,277.02	\$ 27,739.32

Capital Outlay:

Equipment & Building Improvements	\$ 500.00	\$ -	\$ -	\$ 500.00
<i>Total Capital Outlay</i>	<i>\$ 500.00</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 500.00</i>

General Operating Contingency: *	\$ 208.66	\$ -	\$ -	\$ 208.66
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TOTAL:	\$ 81,225.00	\$ -	\$ 4,787.79	\$ 76,437.21
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Cash on Hand 6/30/18	\$ 3,418.16
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Siletz Detailed Financial Report: July 2018

REVENUE	CURRENT MONTH	YEAR TO DATE
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LCLD-Library Development	\$ 1,159.00	\$ 1,159.00
City of Siletz	\$ -	\$ -
Carryover from 2017/2018	\$ 3,418.16	\$ 3,418.16
Interest	\$ -	\$ -
Miscellaneous	\$ 211.06	\$ 211.06
<i>Confederated Tribes of Siletz Indians</i>	\$ -	\$ -
<i>Meeting Room, printing, ILL, etc.</i>	\$ 211.06	\$ 211.06
<i>Miscellaneous Donations</i>	\$ -	\$ -
<i>Oregon Library Association</i>	\$ -	\$ -
<i>Siletz Valley Friends of the Library</i>	\$ -	\$ -

Total Revenue	\$ 4,788.22	\$ 4,788.22
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EXPENDITURES:

Personnel Services:	\$ 3,510.77	\$ 3,510.77
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Library Manager	\$ 1,323.68	\$ 1,323.68
<i>Net Pay</i>	\$ 1,046.77	\$ 1,046.77
<i>Oregon Department of Revenue - SWH</i>	\$ 108.00	\$ 108.00
<i>Internal Revenue Service</i>	\$ 168.91	\$ 168.91

Circulation Clerks	\$ 1,934.81	\$ 1,934.81
<i>Net Pay</i>	\$ 1,514.94	\$ 1,514.94
<i>Oregon Department of Revenue - SWH</i>	\$ 177.00	\$ 177.00
<i>Internal Revenue Service</i>	\$ 242.87	\$ 242.87

Benefits	\$ 252.28	\$ 252.28
<i>Oregon Department of Revenue - Workers Comp+</i>	\$ -	\$ -
<i>Special Districts Assoc. - Workers Comp.</i>	\$ -	\$ -
<i>Internal Revenue Service</i>	\$ 241.78	\$ 241.78
<i>Intuit Payroll Fee</i>	\$ 10.50	\$ 10.50

Materials and Services:	\$ 1,277.02	\$ 1,277.02
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Office Supplies	\$ 126.62	\$ 126.62
<i>ACP Direct</i>	\$ -	\$ -
<i>ABECO Office Systems</i>	\$ -	\$ -
<i>AVG Technologies</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -

Siletz Detailed Financial Report: July 2018

Amazon.com	\$ 44.32	\$ 44.32
Checks Unlimited	\$ -	\$ -
Demco	\$ -	\$ -
Diedre Conkling	\$ -	\$ -
Gaylord Bros. Inc	\$ -	\$ -
GoDaddy.com, Inc. - Domain Name	\$ -	\$ -
Google Services - Email	\$ -	\$ -
Home Depot	\$ -	\$ -
iRobot	\$ 66.48	\$ 66.48
Malwarebytes	\$ -	\$ -
Microsoft	\$ -	\$ -
Movie Licensing USA	\$ -	\$ -
Motion Picture License	\$ -	\$ -
National Photocopy	\$ -	\$ -
Office Max	\$ -	\$ -
Postmaster (USPS)	\$ -	\$ -
School Outfitters	\$ -	\$ -
Staples	\$ -	\$ -
Sustainable Supplies	\$ -	\$ -
Walmart	\$ 15.82	\$ 15.82

Collection Development	\$ 310.76	\$ 310.76
Amazon	\$ 12.99	\$ 12.99
American Library Association	\$ -	\$ -
Barnes & Noble	\$ 297.77	\$ 297.77
Brave New Foundation (Misc.)	\$ -	\$ -
George Young (Misc.)	\$ -	\$ -
Center Point Large Print	\$ -	\$ -
Diedre Conkling	\$ -	\$ -
DV&A (Distribution)	\$ -	\$ -
Fred Meyers	\$ -	\$ -
News-Times	\$ -	\$ -
Smithsonian	\$ -	\$ -
TEI Landmark Audio	\$ -	\$ -
Toledo Oregonian	\$ -	\$ -

Chinook Membership	\$ -	\$ -
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Copier	\$ 50.82	\$ 50.82
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Programming	\$ 340.84	\$ 340.84
Amazon	\$ -	\$ -
American Library Association	\$ -	\$ -
Alex Lluminguina (SRP)	\$ 300.00	\$ 300.00
Angel Ocasio (SRP)	\$ -	\$ -
Carol Rasmussen Schramm	\$ -	\$ -
Diedre Conkling	\$ -	\$ -

Siletz Detailed Financial Report: July 2018

<i>Museum of Natural History (SRP)</i>	\$ -	\$ -
<i>Habiba Addo (SRP)</i>	\$ -	\$ -
<i>Julian Elizade (SRP)</i>	\$ -	\$ -
<i>Mad Science of Portland (SRP)</i>	\$ -	\$ -
<i>Nate and Jen Whitman (SRP)</i>	\$ -	\$ -
<i>Walmart</i>	\$ 40.84	\$ 40.84

Membership/Training/Travel	\$ -	\$ -
<i>Carol</i>	\$ -	\$ -
<i>Mileage</i>	\$ -	\$ -
<i>Oregon Library Association</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -

Library Building Expenditures	\$ 447.98	\$ 447.98
<i>IconiPro Security Alarm</i>	\$ -	\$ -
<i>Central Lincoln PUD - Electricity</i>	\$ 190.76	\$ 190.76
<i>NW Natural - Gas</i>	\$ 8.51	\$ 8.51
<i>Wave Business - Internet & Telephone</i>	\$ 155.71	\$ 155.71
<i>City of Siletz - Water & Sewer</i>	\$ 93.00	\$ 93.00
<i>Miscellaneous</i>	\$ -	\$ -
<i>AboveBoard Electric</i>	\$ -	\$ -
<i>CoastCom, Inc.</i>	\$ -	\$ -
<i>N.E.D.E.S.</i>	\$ -	\$ -
<i>Carpet One</i>	\$ -	\$ -
<i>Groth-Gate Heating...</i>	\$ -	\$ -
<i>Lincoln Glass Co.</i>	\$ -	\$ -

Grants	\$ -	\$ -
<i>Amazon</i>	\$ -	\$ -
<i>Books by the Bushel</i>	\$ -	\$ -

Userful		\$ -
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Capital Outlay:	\$ -	\$ -
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Equipment & Building Improvements	\$ -	\$ -
<i>GuardSite.com</i>	\$ -	\$ -
<i>Userful</i>	\$ -	\$ -
	\$ -	\$ -

General Operating Contingency:	\$ -	\$ -
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TOTAL:	\$ 4,787.79	\$ 4,787.79
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Siletz detail 8/18

REVENUE	CURRENT MONTH	YEAR TO DATE
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LCLD-Library Development	\$ -	\$ 1,159.00
City of Siletz	\$ -	\$ -
Carryover from 2017/2018	\$ -	\$ 3,418.16
Interest	\$ -	\$ -
Miscellaneous	\$ -	\$ 211.06
<i>Confederated Tribes of Siletz Indians</i>	\$ -	\$ -
<i>Meeting Room, printing, ILL, etc.</i>	\$ -	\$ 211.06
<i>Miscellaneous Donations</i>	\$ -	\$ -
<i>Oregon Library Association</i>	\$ -	\$ -
<i>Siletz Valley Friends of the Library</i>	\$ -	\$ -

Total Revenue	\$ -	\$ 4,788.22
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EXPENDITURES:

Personnel Services:	\$ -	\$ 3,510.77
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Library Manager	\$ -	\$ 1,323.68
<i>Net Pay</i>		\$ 1,046.77
<i>Oregon Department of Revenue - SWH</i>		\$ 108.00
<i>Internal Revenue Service</i>		\$ 168.91

Circulation Clerks	\$ -	\$ 1,934.81
<i>Net Pay</i>		\$ 1,514.94
<i>Oregon Department of Revenue - SWH</i>		\$ 177.00
<i>Internal Revenue Service</i>		\$ 242.87

Benefits	\$ -	\$ 252.28
<i>Oregon Department of Revenue - Workers Comp+</i>	\$ -	\$ -
<i>Special Districts Assoc. - Workers Comp.</i>	\$ -	\$ -
<i>Internal Revenue Service</i>		\$ 241.78
<i>Intuit Payroll Fee</i>		\$ 10.50

Materials and Services:	\$ -	\$ 1,277.02
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Office Supplies	\$ -	\$ 126.62
<i>ACP Direct</i>	\$ -	\$ -
<i>ABECO Office Systems</i>	\$ -	\$ -
<i>AVG Technologies</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -

<i>Amazon.com</i>	\$ -	\$ 44.32
<i>Checks Unlimited</i>	\$ -	\$ -
<i>Demco</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>Gaylord Bros. Inc</i>	\$ -	\$ -
<i>GoDaddy.com, Inc. - Domain Name</i>	\$ -	\$ -
<i>Google Services - Email</i>	\$ -	\$ -
<i>Home Depot</i>	\$ -	\$ -
<i>iRobot</i>	\$ -	\$ 66.48
<i>Malwarebytes</i>	\$ -	\$ -
<i>Microsoft</i>	\$ -	\$ -
<i>Movie Licensing USA</i>	\$ -	\$ -
<i>Motion Picture License</i>	\$ -	\$ -
<i>National Photocopy</i>	\$ -	\$ -
<i>Office Max</i>	\$ -	\$ -
<i>Postmaster (USPS)</i>	\$ -	\$ -
<i>School Outfitters</i>	\$ -	\$ -
<i>Staples</i>	\$ -	\$ -
<i>Sustainable Supplies</i>	\$ -	\$ -
<i>Walmart</i>	\$ -	\$ 15.82

Collection Development	\$ -	\$ 310.76
<i>Amazon</i>	\$ -	\$ 12.99
<i>American Library Association</i>	\$ -	\$ -
<i>Barnes & Noble</i>	\$ -	\$ 297.77
<i>Brave New Foundation (Misc.)</i>	\$ -	\$ -
<i>George Young (Misc.)</i>	\$ -	\$ -
<i>Center Point Large Print</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -
<i>DV&A (Distribution)</i>	\$ -	\$ -
<i>Fred Meyers</i>	\$ -	\$ -
<i>News-Times</i>	\$ -	\$ -
<i>Smithsonian</i>	\$ -	\$ -
<i>TEI Landmark Audio</i>	\$ -	\$ -
<i>Toledo Oregonian</i>	\$ -	\$ -

Chinook Membership	\$ -	\$ -
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Copier	\$ -	\$ 50.82
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Programming	\$ -	\$ 340.84
<i>Amazon</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -
<i>Alex Lluminquinga (SRP)</i>	\$ -	\$ 300.00
<i>Angel Ocasio (SRP)</i>	\$ -	\$ -
<i>Carol Rasmussen Schramm</i>	\$ -	\$ -
<i>Diedre Conkling</i>	\$ -	\$ -

<i>Museum of Natural History (SRP)</i>	\$ -	\$ -
<i>Habiba Addo (SRP)</i>	\$ -	\$ -
<i>Julian Elizade (SRP)</i>	\$ -	\$ -
<i>Mad Science of Portland (SRP)</i>	\$ -	\$ -
<i>Nate and Jen Whitman (SRP)</i>	\$ -	\$ -
<i>Walmart</i>	\$ -	\$ 40.84

Membership/Training/Travel	\$ -	\$ -
<i>Carol</i>	\$ -	\$ -
<i>Mileage</i>	\$ -	\$ -
<i>Oregon Library Association</i>	\$ -	\$ -
<i>American Library Association</i>	\$ -	\$ -

Library Building Expenditures	\$ -	\$ 447.98
<i>IconiPro Security Alarm</i>	\$ -	\$ -
<i>Central Lincoln PUD - Electricity</i>	\$ -	\$ 190.76
<i>NW Natural - Gas</i>	\$ -	\$ 8.51
<i>Wave Business - Internet & Telephone</i>	\$ -	\$ 155.71
<i>City of Siletz - Water & Sewer</i>	\$ -	\$ 93.00
<i>Miscellaneous</i>	\$ -	\$ -
<i>AboveBoard Electric</i>	\$ -	\$ -
<i>CoastCom, Inc.</i>	\$ -	\$ -
<i>N.E.D.E.S.</i>	\$ -	\$ -
<i>Carpet One</i>	\$ -	\$ -
<i>Groth-Gate Heating...</i>	\$ -	\$ -
<i>Lincoln Glass Co.</i>	\$ -	\$ -

Grants	\$ -	\$ -
<i>Amazon</i>	\$ -	\$ -
<i>Books by the Bushel</i>	\$ -	\$ -

Useful		\$ -
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Capital Outlay:	\$ -	\$ -
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Equipment & Building Improvements	\$ -	\$ -
<i>GuardSite.com</i>	\$ -	\$ -
<i>Useful</i>	\$ -	\$ -
	\$ -	\$ -

General Operating Contingency:	\$ -	\$ -
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TOTAL:	\$ -	\$ 4,787.79
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Lincoln County Library District
District Librarian's Report
September 18, 2018

Siletz Library:

- I am working with Associated Cleaning to schedule a deep clean for Siletz. The Friends have received a grant that will be used to pay for the deep clean.
- The SVFOL will meet on September 20th at 5:30 p.m.

District Librarian Transition:

- Securing the services of a bookkeeper is a priority project for me.
- I have learned that the District is not in compliance with the Secretary of State's Municipal Audits Division. I have spoken with the manager of that unit and we must have audits of the fiscal years ending in June 2017 and June 2018 by December 31, 2018. We are required to release a request for proposal (RFP) for auditing services.
- I worked with Diedre for two weeks before she retired. We covered several essential functions.
- I met with Chris Boyle and Brian Fodness at US Bank to get signature authority for the three of us for the District. When Virginia is back we will all go and get her signed up too.
- I took the week of September 10-14, 2018 off as leave without pay as agreed to with the Board. I will be attending the Waldport Library Board meeting on Tuesday September 18th at 9:30 a.m. and the Driftwood Library Board meeting on October 3rd at 3:30.
- I have a meeting scheduled with the City Manager of Newport and the Library Director for Thursday October 4th at 1:30
- The District office staff met on Friday September 7th and we will meet on a regular basis.
- The Siletz Library staff will meet on Thursday September 20th, we plan to meet on the third Thursday at 12:30 when all three staff members are there.
- I will be attending the Public Library Directors Meeting in Bend on Friday September 21st. I will travel to Central Oregon on Thursday the 20th after the staff meeting in Siletz.

Staffing:

- Lillian Curanzy has resigned from her position as courier/library assistant effective September 27th. She has taken a full time job at the Guin Library, Hatfield Marine Science Center. We will miss her and wish her the best. I will be working with Gary Ruch, courier/library assistant, to fill in for her until we can hire a replacement.

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Ousted state librarian takes new role

Created: 15 August 2018 | Written by Oregon Capital Insider

MaryKay Dahlgreen, former state librarian, was fired by Gov. Kate Brown in March under circumstances that were less than clear to the public.

MaryKay Dahlgreen, who was ousted as state librarian March 13, has found a new position as district librarian at the Lincoln County Library District in Newport.

Dahlgreen starts her new job Aug. 20. She succeeds District Librarian **Diedre Conkling**, who plans to retire.

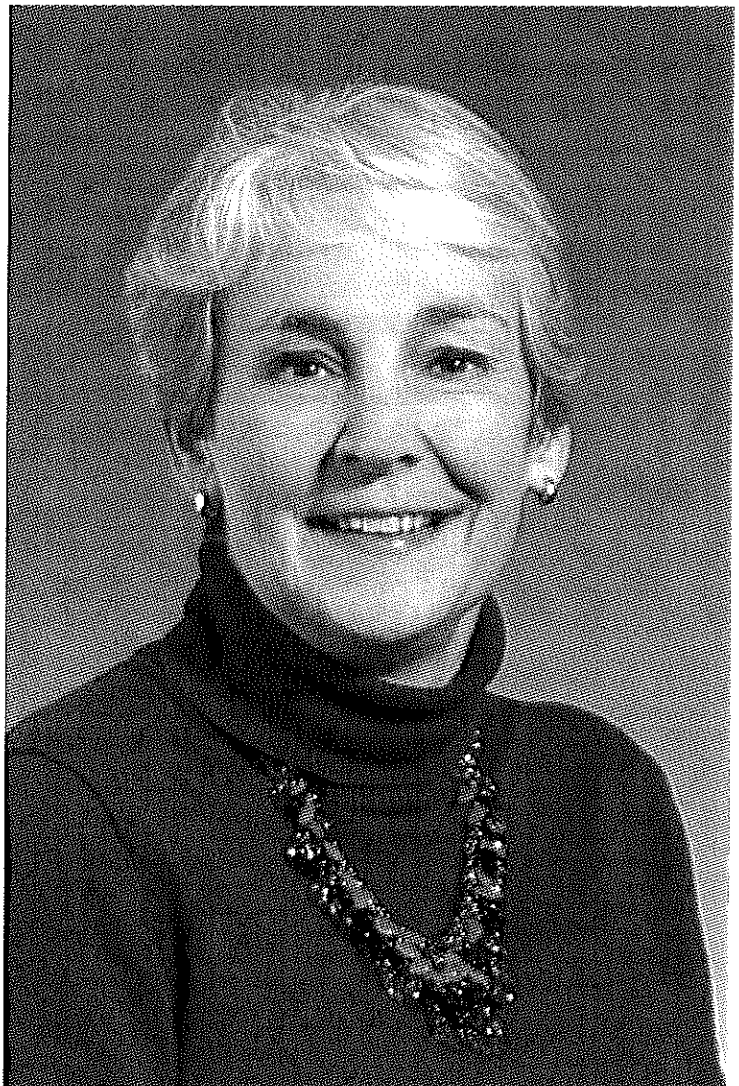
"I look forward to working with all the great library staff in Lincoln County, and I am so glad to be active again with my beloved Oregon library community," Dahlgreen wrote on the Oregon libraries association listserv.

The Oregon library community expressed outrage over Gov. **Kate Brown's** decision to fire Dahlgreen, who had been with the state library since 2012 and was well regarded by her colleagues around the state.

At the time, the Governor's Office stated that Dahlgreen had failed to meet certain expectations set by the Oregon Legislature but did not disclose what those specific expectations were.

"I know the entire situation, and I have known it since it happened," Conkling said in a phone interview with Oregon Capital Insider. "It really had nothing to do with MaryKay's work and how she was performing her job. It was more of a political issue."

The library district advertised nationally for the district librarian position in mid-June. Dahlgreen was one of 36 applicants. The library district board narrowed those choices down to seven candidates to interview and then down to three finalists, Conkling said.



MARYKAY DAHLGREEN

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Conkling said she has known Dahlgreen since the mid-1990s, but the library district didn't seek out Dahlgreen for the position; she applied.

"She has a lot of experience and was always considered a great librarian. We are happy to have her. The response on the listserv has been, yay, MaryKay, yay."

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Decision Items
Lincoln County Library District Board
September 18, 2018

Location of Board meetings

The district librarian recommends that the monthly LCLD Board meetings rotate between partner libraries including Driftwood (Lincoln City), Newport, Siletz, Toledo, and Waldport. This will provide an opportunity for Board members to interact with library staff and become familiar with our partners. The library directors of these libraries have been asked if this would be suitable for them and they all are very interested in having LCLD Board meetings at their library. The specific schedule for meetings would depend on availability at the libraries and would be scheduled by the district librarian for the second Tuesday of the month at noon.

District Website

The LCLD is badly in need of a usable website to provide information and transparency to our partner libraries and taxpayers. The Special Districts Association of Oregon (SDAO) offers a content management system specifically designed for special districts. We have requested a demonstration website which you may review here: <https://lincolnlibrary.specialdistrict.org/>. The district librarian recommends that we use this content management system for our website. The cost is \$200/month.

District Librarian's 6-month goals and trial service review schedule

The district librarian recommends that her six-month trial service review be held at the February 2019 regularly scheduled Board meeting. We will review progress at the December 2018 regularly scheduled Board meeting.

Trial Service Goals for the LCLD Director, MaryKay Dahlgreen

- Required audits completed (see District Librarian's Report)
- Website up and running
- Financial responsibilities turned over to an accounting firm
- Plan in place for a strategic planning process in 2019
- Locate suitable new office space
- Begin annual performance planning with staff

