

AGENDA
HOUSTON COUNTY PUBLIC LIBRARY BOARD

May 6th, 2022 – Perry Branch - Perry

1. Call to order
2. *Approval of minutes*
3. Public comments
4. Trustee comments
5. Treasurer’s Report
 Acceptance of Treasurer’s Report
6. Director’s Report
 { VRP handouts }
7. Committee Reports
8. Old Business
9. New Business

 Review and awarding of bids for Centerville Column work

 Review and approval of state forms

 Review and approval of Budget amendments for FY 2022
10. *Adjournment*

means a board vote is required

**

The next meeting is : June 9th, 2022 at Nola Brantley



Houston County Public Library System Board of Trustees
Minutes- April 14, 2022– Centerville Branch, Centerville, GA

The Houston County Public Library System Board met in regular session on April 14, 2022. Board members attending were Daniel Bibler, Denisa Davis, Samantha Hulbert, Jean Jones, Linda Jones, Jim Newton, George Nunn, Jessica Perdue, Emily Silva and Pam Yates. Also attending was J. Sara Paulk. Chair Davis called the meeting to order at 6:00 pm.

Addendum to Agenda – Davis called for an addendum to the agenda regarding the disposal of outdated electronic parts. On a motion by Newton and a second by J. Jones, the agenda was amended.

Minutes – Davis called for the approval of the Minutes from the March 10, 2022 meeting. On a motion by L. Jones and a second by Hulbert, the minutes were approved.

Public Comments. None.

Trustee Comments. Yates reminded Trustees about the dates and volunteer needs for the upcoming Friends of the Library booksale.

Treasurer’s report – Financials for the month of March were presented by Davis. On a motion by Yates and a second by Silva, the report was accepted as presented.

Director’s report – Presented at meeting.

Committee Reports – The Personnel Committee presented the Director’s annual work performance evaluation to the board. The committee and board stated they were well pleased with Paulk’s work performance and Paulk should receive a wage increase if budget permits. On a motion by Nunn and a second by L. Jones, the evaluation was accepted.

Old Business – None.

New Business –

Paulk presented a list of computer components that were useless and needed to be declared surplus so they could go to an electronics recycler. On a motion by Nunn and a second by Perdue, the items were declared surplus.

Davis called for the approval of the 2022-2023 Trustee meeting schedule. On a motion by Yates and a second by J. Jones, the schedule was approved.

Adjournment – Davis called for a motion to adjourn. On a motion by Perdue and a second by Hulbert, the motion passed.

The board adjourned by 6:17 pm.

Respectfully submitted - J. Sara Paulk

Board Chair – Denisa Davis

Houston County Public Library System

Balance Sheet by Fund

As of 4/30/2022

	General	Friends of the Library	Federal Grants	State Grants	SPLOST	Permanent/Lo... Investments
Assets						
Cadence Bank Operating Acct	275,556.09	6,808.60	0.00	6,637.19	68,332.65	5,489.19
Cadence Bank SPLOST Acct	0.00	0.00	0.00	0.00	187,683.17	0.00
Persons/Bank of Perry Merchant Acct	219,319.35	0.00	0.00	0.00	0.00	0.00
NB Restricted CD	0.00	0.00	0.00	0.00	0.00	26,860.78
Unemployment CD 2	7,794.97	0.00	0.00	0.00	0.00	0.00
Cash On Hand	1,176.00	0.00	0.00	0.00	0.00	0.00
Total Assets	503,846.41	6,808.60	0.00	6,637.19	256,015.82	32,349.97
Liabilities						
Total Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance						
Beginning Fund Balance						
Nonspendable Fund Balance	0.00	0.00	0.00	0.00	0.00	26,839.40
Assigned Fund Balance - Op Contingency	230,000.00	0.00	0.00	0.00	0.00	0.00
Assigned Fund Balance - Donations	22,146.00	0.00	0.00	0.00	0.00	0.00
Assigned Fund Balance - Cash on Hand	1,176.00	0.00	0.00	0.00	0.00	0.00
Restricted Fund Balance	0.00	93.14	0.00	0.00	272,812.95	5,510.57
Unassigned Fund Balance	194,534.46	0.00	0.00	0.00	0.00	0.00
Total Beginning Fund Balance	447,856.46	93.14	0.00	0.00	272,812.95	32,349.97
Current YTD Change	55,989.95	6,715.46	0.00	6,637.19	(16,797.13)	0.00
Total Fund Balance	503,846.41	6,808.60	0.00	6,637.19	256,015.82	32,349.97
Total Liabilities and Ending Fund Balance	503,846.41	6,808.60	0.00	6,637.19	256,015.82	32,349.97

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
100 - General
From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
Local Revenue	711,833.30	854,200.00	(16.67)%
Library Generated Revenue	57,911.49	70,700.00	(18.09)%
Donations	6,441.19	1,040.00	519.35%
Other Income	7,590.33	9,000.00	(15.66)%
Total Revenues	<u>783,776.31</u>	<u>934,940.00</u>	<u>(16.17)%</u>
Expenditures			
Salaries and Wages	367,464.18	468,813.00	21.62%
Benefits and FICA	130,105.50	184,828.05	29.61%
Professional Services	17,580.96	21,000.00	16.28%
Copiers and Equipment	5,067.28	6,400.00	20.82%
Utilities	67,054.16	80,000.00	16.18%
Insurance	34,068.00	35,000.00	2.66%
Maintenance & Repairs	63,830.73	76,800.00	16.89%
Materials	1,546.64	1,800.00	14.08%
Motor Vehicle Costs	2,106.22	3,000.00	29.79%
Other Purchased Services	5,094.61	7,300.00	30.21%
Supplies	15,191.71	26,300.00	42.24%
Technology & Telecommunications	12,136.91	17,000.00	28.61%
Travel and Training	422.87	750.00	43.62%
Dues & Memberships	1,455.00	1,800.00	19.17%
Miscellaneous	4,661.59	6,000.00	22.31%
Total Expenditures	<u>727,786.36</u>	<u>936,791.05</u>	<u>22.31%</u>
Net Revenue Over Expenditures - Surplus/(Deficit)	<u>55,989.95</u>	<u>(1,851.05)</u>	<u>(3,124.77)%</u>

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
112 - Friends of the Library
From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
Donations	20,000.00	20,000.00	0.00%
Total Revenues	<u>20,000.00</u>	<u>20,000.00</u>	<u>0.00%</u>
Expenditures			
Maintenance & Repairs	11,225.00	11,300.00	0.66%
Materials	2,059.54	2,100.00	1.93%
Other Purchased Services	0.00	0.00	0.00%
Total Expenditures	<u>13,284.54</u>	<u>13,400.00</u>	<u>0.86%</u>
Net Revenue Over Expenditures - Surplus/(Deficit)	<u><u>6,715.46</u></u>	<u><u>6,600.00</u></u>	<u><u>1.75%</u></u>

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
200 - Federal Grants
From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
Federal Grants	10,228.45	10,228.45	0.00%
Total Revenues	<u>10,228.45</u>	<u>10,228.45</u>	<u>0.00%</u>
Expenditures			
Copiers and Equipment	7,786.00	7,786.00	0.00%
Technology & Telecommunications	2,442.45	2,442.45	0.00%
Total Expenditures	<u>10,228.45</u>	<u>10,228.45</u>	<u>0.00%</u>
Net Revenue Over Expenditures - Surplus/(Deficit)	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
310 - State Grants
From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
State Grants	331,448.90	395,835.36	(16.27)%
Total Revenues	<u>331,448.90</u>	<u>395,835.36</u>	<u>(16.27)%</u>
Expenditures			
Salaries and Wages	189,984.40	231,974.30	18.10%
Benefits and FICA	65,397.85	76,109.06	14.07%
Copiers and Equipment	0.00	0.00	0.00%
Utilities	0.00	10,995.00	100.00%
Maintenance & Repairs	10,245.00	10,245.00	0.00%
Materials	56,761.93	65,012.00	12.69%
Supplies	1,499.33	1,500.00	0.04%
Travel and Training	923.20	0.00	0.00%
Dues & Memberships	0.00	0.00	0.00%
Total Expenditures	<u>324,811.71</u>	<u>395,835.36</u>	<u>17.94%</u>
Net Revenue Over Expenditures - Surplus/(Deficit)	<u><u>6,637.19</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
390 - SPLOST
From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
Local Revenue	125,000.00	125,000.00	0.00%
Library Generated Revenue	157.86	0.00	0.00%
Other Income	0.00	0.00	0.00%
Total Revenues	<u>125,157.86</u>	<u>125,000.00</u>	<u>0.13%</u>
Expenditures			
Professional Services	0.00	1,000.00	100.00%
Copiers and Equipment	0.00	10,000.00	100.00%
Maintenance & Repairs	67,035.00	69,000.00	2.85%
Materials	71,250.71	80,000.00	10.94%
Supplies	3,669.28	10,000.00	63.31%
Miscellaneous	0.00	0.00	0.00%
Total Expenditures	<u>141,954.99</u>	<u>170,000.00</u>	<u>16.50%</u>
Net Revenue Over Expenditures - Surplus/(Deficit)	<u>(16,797.13)</u>	<u>(45,000.00)</u>	<u>(62.67)%</u>

**HCPLS Financial Report
as of April 30, 2022**

Balance Sheet (A):

1) The Library's financial activity from July 1 through April 30, 2022 resulted in the following changes in Fund Balance:

- a) a net increase in the General Fund (Fund 100) of \$55,989.95;
- b) a net increase of \$6,637.19 in the State Grants Fund (Fund 310); and
- c) a net decrease of \$16,797.13 in the SPLOST Fund (Fund 390).

The Fund Balances of the Federal Grants Fund (Fund 200), the Friends of the Library Fund (Fund 112), and Local Investments Fund (Fund 500) remain unchanged from last month, with no activity in those funds for this period.

Statements of Revenues and Expenditures:

These statements by Fund show the actual revenues and expenditures during the current fiscal year (July 1, 2021 through June 30, 2022) and how those amounts compare to the budget for the year. Ten months into the fiscal year, the Library expects to have about 16% of the budget remaining.

In the General Fund - 100 (B1):

- 1) Library-generated revenue continues to be slightly below budgeted amounts (includes revenue from fines, fees, copies, and faxes).
- 2) As a whole, expenditures are below budget, with 22% of the budget remaining. The Library is in good shape to finish the fiscal year at or below budget.

In the Friends of the Library Fund – 112 (B2):

- 1) The remaining FOL funds will be carried over into FY2023 and go toward the Library's annual membership in GADD (Georgia Download Destination/Libby) for July 2022 through June 2023.

In the State Grants Fund - 310 (B4):

- 1) Upon the Governor's approval of the amended FY2022 budget, the Library received additional revenue for State-reimbursed salaries beginning with April. All State-reimbursed positions (4) received one-time COLA supplements and salary increases. The increases will be carried forward into FY2023.
- 2) The Library has almost 13% of the State materials grant remaining as of the end of April.

In the SPLOST Fund - 390 (B5):

- 1) In April, the Library received the remaining budgeted SPLOST funds for this fiscal year from the County.
- 2) Spending for Library materials is running a little above budget, with 11% of the budget remaining.

A

Houston County Public Library System
Balance Sheet by Fund
As of 4/30/2022

	General	Friends of the Library	Federal Grants	State Grants	SPLOST	Permanent/Lo... Investments
Assets						
Cadence Bank Operating Acct	275,556.09	6,808.60	0.00	6,637.19	68,332.65	5,489.19
Cadence Bank SPLOST Acct	0.00	0.00	0.00	0.00	187,683.17	0.00
Persons/Bank of Perry Merchant Acct	219,319.35	0.00	0.00	0.00	0.00	0.00
NB Restricted CD	0.00	0.00	0.00	0.00	0.00	26,860.78
Unemployment CD 2	7,794.97	0.00	0.00	0.00	0.00	0.00
Cash On Hand	1,176.00	0.00	0.00	0.00	0.00	0.00
Total Assets	503,846.41	6,808.60	0.00	6,637.19	256,015.82	32,349.97
Liabilities						
Total Liabilities	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance						
Beginning Fund Balance						
Nonspendable Fund Balance	0.00	0.00	0.00	0.00	0.00	26,839.40
Assigned Fund Balance - Op Contingency	230,000.00	0.00	0.00	0.00	0.00	0.00
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Unassigned Fund Balance	194,534.46	0.00	0.00	0.00	0.00	0.00
Total Beginning Fund Balance	447,856.46	93.14	0.00	0.00	272,812.95	32,349.97
Current YTD Change	(a) 55,989.95	6,715.46	0.00	(b) 6,637.19	(c) (16,797.13)	0.00
Total Fund Balance	503,846.41	6,808.60	0.00	6,637.19	256,015.82	32,349.97
Total Liabilities and Ending Fund Balance	503,846.41	6,808.60	0.00	6,637.19	256,015.82	32,349.97

B1

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
 100 - General
 From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
Local Revenue	711,833.30	854,200.00	(16.67)%
Library Generated Revenue	57,911.49	70,700.00	(18.09)% ¹
Donations	6,441.19	1,040.00	519.35%
Other Income	7,590.33	9,000.00	(15.66)%
Total Revenues	783,776.31	934,940.00	(16.17)%
Expenditures			
Salaries and Wages	367,464.18	468,813.00	21.62%
Benefits and FICA	130,105.50	184,828.05	29.61%
Professional Services	17,580.96	21,000.00	16.28%
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Materials	1,546.64	1,800.00	14.08%
Motor Vehicle Costs	2,106.22	3,000.00	29.79%
Other Purchased Services	5,094.61	7,300.00	30.21%
Supplies	15,191.71	26,300.00	42.24%
Technology & Telecommunications	12,136.91	17,000.00	28.61%
Travel and Training	422.87	750.00	43.62%
Dues & Memberships	1,455.00	1,800.00	19.17%
Miscellaneous	4,661.59	6,000.00	22.31%
Total Expenditures	727,786.36	936,791.05	22.31% ²
Net Revenue Over Expenditures - Surplus/(Deficit)	55,989.95	(1,851.05)	(3,124.77)%

B2

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
112 - Friends of the Library
From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
Donations	20,000.00	20,000.00	0.00%
Total Revenues	<u>20,000.00</u>	<u>20,000.00</u>	<u>0.00%</u>
Expenditures			
Maintenance & Repairs	11,225.00	11,300.00	0.66%
Materials	2,059.54	2,100.00	1.93%
Other Purchased Services	0.00	0.00	0.00%
Total Expenditures	<u>13,284.54</u>	<u>13,400.00</u>	<u>0.86%</u>
Net Revenue Over Expenditures - Surplus/(Deficit)	<u>① 6,715.46</u>	<u>6,600.00</u>	<u>1.75%</u>

B3

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
200 - Federal Grants
From 7/1/2021 Through 4/30/2022

no change -
ARPA Grant
complete

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
Federal Grants	10,228.45	10,228.45	0.00%
Total Revenues	<u>10,228.45</u>	<u>10,228.45</u>	<u>0.00%</u>
Expenditures			
Copiers and Equipment	7,786.00	7,786.00	0.00%
Technology & Telecommunications	2,442.45	2,442.45	0.00%
Total Expenditures	<u>10,228.45</u>	<u>10,228.45</u>	<u>0.00%</u>
Net Revenue Over Expenditures - Surplus/(Deficit)	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>

B4

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
310 - State Grants
From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
State Grants	331,448.90	395,835.36	(16.27)%
Total Revenues	331,448.90	395,835.36	(16.27)%
Expenditures			
Salaries and Wages	189,984.40	231,974.30	18.10%
Benefits and FICA	65,397.85	76,109.06	14.07%
Copiers and Equipment	0.00	0.00	0.00%
Utilities	0.00	10,995.00	100.00%
Maintenance & Repairs	10,245.00	10,245.00	0.00%
Materials	56,761.93	65,012.00	12.69%
Supplies	1,499.33	1,500.00	0.04%
Travel and Training	923.20	0.00	0.00%
Dues & Memberships	0.00	0.00	0.00%
Total Expenditures	324,811.71	395,835.36	17.94%
Net Revenue Over Expenditures - Surplus/(Deficit)	6,637.19	0.00	0.00%

①
②

B5

Houston County Public Library System
Statement of Revenues and Expenditures by Fund
390 - SPLOST
From 7/1/2021 Through 4/30/2022

	YTD Actual	Total Budget - Annual Budget	Percent Total Budget Remaining
Revenues			
Local Revenue	① 125,000.00	125,000.00	0.00%
Library Generated Revenue	157.86	0.00	0.00%
Other Income	0.00	0.00	0.00%
Total Revenues	125,157.86	125,000.00	0.13%
Expenditures			
Professional Services	0.00	1,000.00	100.00%
Copiers and Equipment	0.00	10,000.00	100.00%
Maintenance & Repairs	67,035.00	69,000.00	2.85%
Materials	71,250.71	80,000.00	10.94%
Supplies	3,669.28	10,000.00	63.31%
Miscellaneous	0.00	0.00	0.00%
Total Expenditures	141,954.99	170,000.00	16.50%
Net Revenue Over Expenditures - Surplus/(Deficit)	(16,797.13)	(45,000.00)	(62.67)%

2

Director's report - May, 2022

Paulk attended the Spring Director's meeting online. Paulk was also re-nominated and elected to continue as the Selection Chair of GADD (Georgia Download Destination).

Paulk shared notes of meeting and slides with all staff.

Supervisors will begin conducting staff evaluations this month and be finished by June 30. Paulk will meet with Branch Managers, Cataloger and Head of IT for their performance evaluations once they have completed meetings with those they supervise.

Henning oversaw the installation of a wireless system upgrade. This was paid for largely by E-Rate funds. E-Rate is a federal – FCC – program that uses funds from everyone's phone service. You can see the amount you pay on your phone bill under the item Universal Service Fund. It is a competitive, complicated grant process, which we apply for each year. We apply under the schools and libraries track. E-Rate pays a portion of the library's dedicated 2GB fiber internet and sometimes for services such as the wireless upgrade. The library's internet bill is \$1250 per location per month. A successful E-rate application currently pays for 80% of this cost and the state library pays the other 20% under their own E-Rate process.

Logan Baucom (WR) has resigned to accept a full-time position on the base. Samara Terry (CV) requested a transfer from CV to WR for the part-time position and has graciously agreed to work extra hours until a CV replacement is hired.

The next meeting is : June 9th, 2022 at the Nola Brantley Memorial Library in Warner Ro



Houston County Public Library System

Budget Amendments for FY2022 - Presented for Approval

Submitted to Library Board of Trustees by: J. Sara Paulk, Director and Cynthia Sprattling, Business Manager

5/12/2022 Meeting

	Original Budget Amount	Over (Under) Original Budget	New Amended Budget Amount	Amount of Increase/(Decrease)	Explanation
Revenues					
a) 100-00-41110 - County Commissioners	828,000.00	na	853,000.00	25,000.00	Board of Commissioners committed to maintain increased funding level in November 2021
b) 112-00-41910 - FOL Donations	-	na	20,000.00	20,000.00	FOL November Book Sale proceeds; not planned for in original budget
c) 310-00-43314-State Salaries	215,980.00	na	231,975.21	15,995.21	FY22 State Amended Budget - One-time COLA Supplement + Salary Increase
d) 310-00-43315-State TRS Benefits	42,785.52	na	43,528.41	742.89	FY22 State Amended Budget - One-time COLA Supplement + Salary Increase
e) 310-0043317-State FICA	2,079.48	na	2,231.74	152.26	FY22 State Amended Budget - One-time COLA Supplement + Salary Increase
Expenditures					
a) Entirety of increase from the Commissioners was spent on increased salaries, wages, and corresponding benefits for all locally paid employees (not State-reimbursed)				61,890.36	Increase in budgeted revenue for FY2022
b) Some of the FOL revenue was spent on print magazine subscriptions and having the flooring cleaned for all library locations; remaining funds (\$6808.60) will be carried over to FY2023					
c, d, and e) Spent entirely on the salaries and corresponding benefits for all State-reimbursed employees					

Houston County Public Library System Circulation Report - April 2022

Circulations	Centerville	Nola Brantley	Perry	Houston Totals				
Check outs								
Print items	10,776	5,055	8,408	24,239				
Non-Print items	2,372	2,306	2,432	7,110				
Check Out Totals	13,148	7,361	10,840	31,349				
In-Library Use								
Internet Computers	1,275	991	626	2,892				
Technology Equipment	7	5	3	15				
Children's Computers	57	15	40	112				
WiFi Sign-ins	298	170	92	560				
Notary Public Service	27	18	32	77				
Reference Asked	248	335	412	995				
In House OPAC/KPAC Use	151	82	130	363				
In-Library Use Totals	1,637	1,181	761	5,014				
Total Circulation	14,785	8,542	11,601	36,363				
Programs & Attendance	Centerville		Nola Brantley		Perry		Total Patron Count	
	# of Prog	Attendance	# of Prog	Attendance	# of Prog	Attendance	Active Patrons	35,152
Adult programs			4	11			New Patrons	185
YA Programs	1	19			1	3		
Children (Ages 0-11)	24	583	19	258	13	535		
All Ages	1	33	6	42	2	63		
Meeting Room	30	105	15	76	12	156	Total Door Count	
Door Count		3,169		3,859		4,104	11,132	
New Items Added		Transits			Volunteer Hours			
Centerville	328	Centerville		5,082	Centerville		11.83	
Nola Brantley	425	Nola Brantley		3,884	Nola Brantley		24	
Perry	350	Perry		4,179	Perry		78	
Total Added	1,103	Total Transits		13,145	Total Volunteer Hours		113.83	

CENTERVILLE BRANCH - April 2022									
CIRCULATION			PINES Cards			Door Count			
Print			New Patrons	85		3169			
Adult Non-Fiction	916		Active Patrons	15,028					
Adult Fiction	3,096		Notary Public Service	27					
Young Adult	623		Items Added	328					
Junior Non-Fiction	927		Reference Questions Asked	248					
Junior Fiction	1,620		Self Check-outs	%		Self check-out computers removed.			
Easy	3,590		TRANSITS						
Magazines	4		Incoming	2,530		Total			
Print Total	10,776		Outgoing	2,552		5,082			
Non Print Material			Technology Equipment						
Kill A Watt Meter			Internet Computers	1,275					
Georgia State Park Pass	9		ChromeBook/Projector/Tablet/Harddrive	7					
Parks Discovery Backpack			Children's Computers	57					
Go Fish Pass	6		WiFi Sign-ins	298					
Puppetry Arts Pass			Total	1,637					
Zoo Atlanta DVD	9		VOLUNTEERS	Volunteers	Volunteer Hours				
Carlos Museum			Adult	1	3.5				
Breman Jewish Museum			YA	3	8.33				
Chattahoochee Nature Center	1		Summer Ambassadors						
Macon Museum Pass	5		Total	4	11.83				
Galileo Sessions	39		PROGRAMS & ATTENDANCE						
eRead Kids	16		Type of Program Total	# of Programs	# Patrons/Views				
GADD Audiobook	860		Children's	24	583				
GADD eBook	545		Young Adult	1	19				
GADD Magazines	86	1,576	Adult						
Audiobook CD	Adult	226	All Ages	1	33				
DVD	Adult	233	Grand Total	26	635				
Kits	Adult		MEETING ROOM						
Music CD	Adult	15	Times Used	Attendees					
Audiobook CD	Easy	3	30	105					
DVD	Easy	39	In-House OPAC/KPAC Use	151					
Kits	Easy	30							
Music CD	Easy								
Audiobook CD	Juv	28							
DVD	Juv	186							
Kits	Juv	35							
Music CD	Juv								
Audiobook CD	Juv	249							
DVD	YA	1							
Music CD	YA								
		1							
Non Print total			2,372						
TOTAL CIRCULATION			13,148						

NOLA BRANTLEY - April 2022

CIRCULATION			PINES Cards		Door Count
Print			New Patrons	53	3859
Adult Non-Fiction	673		Active Patrons	11,656	
Adult Fiction	1,607		Notary Public Service	18	
Young Adult	304		Items Added	425	
Junior Non-Fiction	481		Reference Questions Asked	335	
Junior Fiction	657		Self Check-outs	%	Self check-out computer has been removed.
Easy	1,333		TRANSITS		
Magazines	0		Incoming	2,066	Total
Print Total	5,055		Outgoing	1,818	3,884
Non Print			Technology Equipment		
Kill A Watt Meter			Internet Computers		991
Georgia State Park Pass	7		ChromeBook/Projector/Tablet/Harddrive		5
Parks Discovery Backpack	2		Children's Computers		15
Go Fish Pass			WiFi Sign-ins		170
Puppetry Arts Pass	2		Total	1,181	
Zoo Atlanta DVD	4		VOLUNTEERS	#of Volunteers	Volunteer Hours
Carlos Museum	1		Adult	1	18
Breman Jewish Museum			YA	1	6
Chattahoochee Nature Center			Summer Ambassadors		
Macon Museum Pass	3		Total	2	24
Galileo Sessions	38		PROGRAMS & ATTENDANCE		
eRead Kids	17		Type of Program Total	# of Programs	# Patrons/Views
GADD Audiobook	859		Children's	19	258
GADD eBook	545		Young Adult		
GADD Magazines	86	1,564	Adult	4	11
Audiobook CD	Adult	83	All Ages	6	42
DVD	Adult	469	Grand Total	29	311
Kits	Adult	2	MEETING ROOM		
Music CD	Adult	8	Times Used	Attendees	
Audiobook CD	Easy		15	76	
DVD	Easy	23	In-House OPAC/KPAC Use	82	
Kits	Easy	4			
Music CD	Easy				
Audiobook CD	Juv	9			
DVD	Juv	135			
Kits	Juv	6			
Music CD	Juv	2			
Audiobook CD	YA	1			
DVD	YA				
Music CD	YA	1			
Non Print Total					
TOTAL CIRCULATION					

PERRY BRANCH - April 2022

CIRCULATION			PINES Cards		Door Count	
Print			New Patrons	47	4104	
Adult Non-Fiction	1,031		Active Patrons	8468		
Adult Fiction	2,302		Notary Public Service	32		
Young Adult	345		Items Added	350		
Junior Non-Fiction	790		Reference Questions Asked	412		
Junior Fiction	1,312		Self Check-outs	%	Self Check-out computers removed.	
Easy	2,623		TRANSITS			
Magazines	5		Incoming	2,003	Total	
Print Total	8,408		Outgoing	2,176	4,179	
Non Print Material			Technology Equipment			
Kill A Watt Meter		1,574	Internet Computers	626		
Georgia State Park Pass	8		ChromeBook/Projector/Tablet/Harddrive	3		
Parks Discovery Backpack			Children's Computers	40		
Go Fish Pass	4		WiFi Sign-ins	92		
Puppetry Arts Pass			Total	761		
Zoo Atlanta DVD	7		VOLUNTEERS	Volunteers	Volunteer Hours	
Carlos Museum			Adult	4	78	
Breman Jewish Museum			YA			
Chattahoochee Nature Center	2		Summer Ambassadors			
Macon Museum Pass	6		Total	4	78	
Galileo Sessions	39		PROGRAMS & ATTENDANCE			
eRead Kids	16		Type of Program Total	# of Programs	# Patrons/Views	
GADD Audiobook	859		Children's	13	535	
GADD eBook	546		Young Adult	1	3	
GADD Magazines	87		Adult			
Audiobook CD	Adult		121	All Ages	2	63
DVD	Adult		369	Grand Total	16	601
Kits	Adult		MEETING ROOM			
Music CD	Adult	490	Times Used	Attendees		
Audiobook CD	Easy		12	156		
DVD	Easy	84	h-House OPAC/KPAC Us	130		
Kits	Easy	4				
Music CD	Easy	88				
Audiobook CD	Juv	28				
DVD	Juv	232				
Kits	Juv	17				
Music CD	Juv	1				
Audiobook CD	YA	2				
DVD	YA					
Music CD	YA	2				
Non Print Total						
TOTAL CIRCULATION						