

**Dixon Public Library - Fund 426, Net Position as of June 30, 2017
(final results)**

		Actuals - Fiscal years 2016-2017			
Assets					
Cash in Treasury	\$	881,702			
Imprest Cash	\$	700			
Other assets	\$	13,634			
Future Loan Redemption Requirement	\$	12,297			
Land	\$	427,021			
Structures and Improvements	\$	1,096,876			
Equipment	\$	226,114			
Intangibles	\$	15,670			
Construction-in-progress	\$	581,339			
Allowance for Depreciation	\$	(1,168,967)			
Total Assets	\$	2,086,386			
Liabilities and Equities					
Outstanding Warrants	\$	11,196			
Other Liabilities	\$	45,320			
Due to Other Agencies	\$	14,735			
Accrued Compensated Absences	\$	12,297			
Reserve - Other (Imprest Cash is \$700)	\$	279,700			
Fund Balance Available	\$	545,085			
Investments in General Fixed Assets	\$	1,178,053			
Appropriations	\$	-			
Revenues less Expenditures	\$	-			
	\$	2,086,386			
Revenues					
		Actuals - Fiscal	Annual Budget	Actuals %	(Over) Under
		years 2016-2017		of Annual	Budget
Revenue From Library Operations	\$	15,457	\$ 14,000	110%	\$ (1,457)
Revenue From State & County Govt.	\$	1,229,677	\$ 972,766	126%	\$ (256,911)
Revenue From Grants	\$	-	\$ -	0%	\$ -
Other Revenues	\$	14,210	\$ 6,650	214%	\$ (7,560)
Total Revenues	\$	1,259,344	\$ 993,416	127%	\$ (265,928)
Expenditures					
Salaries & Employee Benefits	\$	739,673	\$ 790,579	94%	\$ 50,906
Services & Supplies	\$	353,208	\$ 425,078	83%	\$ 71,870
Other Charges & Fixed Assets & Deprec	\$	47,321	\$ 33,900	0%	\$ (13,421)
Total Expenditures	\$	1,140,202	\$ 1,249,557	91%	\$ 109,355
Revenues less Expenditures	\$	119,142	\$ (256,141)		

Fund 428, Net Position as of June 30, 2017 (final results)

		Actuals - Fiscal years 2016-2017			
Assets					
Cash in Treasury	\$	613,994			
Due from Other Agency	\$	-			
Land	\$	1,175,043			
Construction-in-progress	\$	79,453			
Allowance for Depreciation	\$	-			
Total Assets	\$	1,868,489			
Liabilities and Equities					
Fund Balance Available	\$	613,994			
Investments in General Fixed Assets	\$	1,254,495			
Appropriations	\$	-			
Revenues less Expenditures	\$	-			
	\$	1,868,489			
Revenues					
		Actuals - Fiscal	Annual Budget	Actuals %	Remaining
		years 2016-2017		of Annual	Budget
Intergovernmental & Other Revenues	\$	57,588	\$ 78,484	73%	\$ 20,896
Total Revenues	\$	57,588	\$ 78,484	73%	\$ 20,896
Expenditures					
Salaries & Employee Benefits	\$	-	\$ -	0%	\$ -
Services & Supplies	\$	4,691	\$ 55,800	8%	\$ 51,109
Other Charges & Fixed Assets	\$	-	\$ -	0%	\$ -
Total Expenditures	\$	4,691	\$ 55,800	8%	\$ 51,109
Revenues less Expenditures	\$	52,897	\$ 22,684		

SELECT FUND: 426,428

Sort Order: SUBOBJ within ACCTTYPE within within within FUND

Fund	Fund Description	Account Code	***** Sub-Account *****	***** Account *****
			Debits	Credits
426	DIXON PUBLIC LIBRARY DISTRICT			
Assets:				
	CASH IN TREASURY	0000010	881,702.06	
	CASH IN TREASURY	010		881,702.06
	IMPREST CASH	0000030	700.00	
	IMPREST CASH	030		700.00
	ACCOUNTS RECEIVABLE	0000110	1,269.61	
	ACCOUNTS RECEIVABLE	110		1,269.61
	FUTURE LOAN REQUIREMENT	0000250	12,296.89	
	FUTURE LOAN REDEMP REQ	250		12,296.89
	LAND	0000310	427,020.70	
	LAND	310		427,020.70
	BUILDINGS AND IMPROVEMENTS	0000320	1,096,876.42	
	BUILDINGS AND IMPROVEMENTS	320		1,096,876.42
	INTANGIBLES: NON-DEPRECIABLE	0000336	15,670.00	
	INTANGIBLES	335		15,670.00
	EQUIPMENT	0000340	226,114.00	
	EQUIPMENT	340		226,114.00
	CONSTRUCTION IN PROGRESS	0000360	581,339.25	
	CONSTRUCTION IN PROGRESS	360		581,339.25
	ACCUMULATED DEPRECIATION	0000370		1,168,967.22
	ALLOWANCE FOR DEPRECIATION	370		1,168,967.22
	PREPAID EXPENSE	0000420	12,364.61	
	PREPAID EXPENSE	420		12,364.61
	Total Assets		3,255,353.54	1,168,967.22

SELECT FUND: 426,428

Account Code ***** Sub-Account ***** Account *****
 Debits Credits Debits Credits
 =====

Account Code	Sub-Account	Debits	Credits	Account	Debits	Credits
0000500		40,089.46				
500						40,089.46
0000699		11,195.76				
505						11,195.76
0000510		5,230.50				
510						5,230.50
0000540		13,557.29				
4260530		459.55				
4260560		15.88				
4260590		702.58				
540						14,735.30
0000620		12,296.89				
620						12,296.89
4260731		700.00				
4260732		250,000.00				
4260734		29,000.00				
4260735		0.12				
730						279,700.12
0000740		545,085.14				
740						545,085.14
0000770		1,178,053.15				
770						1,178,053.15

Liabilities and Equities:

ACCOUNTS PAYABLE-APS GENERATED
 ACCOUNTS PAYABLE APS GENERATED
 OUTSTANDING WARRANTS
 OUTSTANDING WARRANTS / EBT
 ACCOUNTS PAYABLE
 ACCOUNTS PAYABLE
 DUE TO OTHER AGENCIES
 DIXON LIBRARY MEDICAL
 DIXON LIBRARY DENTAL
 DIXON LIBRARY VISION
 DUE TO OTHER AGENCIES
 ACCRUED COMPENSATED ABSENCES
 ACCRUED COMPENSATED ABSENCES
 RESERVE - IMPREST CASH
 EMERGENCY OPERATIONS
 MAJOR ASSET
 BUILDING FUND
 RESERVE - OTHER
 FUND BALANCE AVAILABLE
 FUND BALANCE AVAILABLE
 INVESTED IN CAPITAL ASSETS, NET
 INVESTMENTS IN GEN FIXED ASSETS

SELECT FUND: 426,428
 SORT ORDER: SUBOBJ within ACCTTYPE within within within FUND

Fund	Fund Description	Account Code	Sub-Account	Debits	Credits	Account	Debits	Credits
426	DIXON PUBLIC LIBRARY DISTRICT						0.00	2,086,386.32
Total Liabilities and Equities								

** Fund Totals ** 3,255,353.54 3,255,353.54

SELECT FUND: 426,428
 SORT ORDER: SUBOBJ within ACCTTYPE within within FUND

Fund	Fund Description	Account Code	***** Sub-Account Debits	***** Account Debits	***** Credits
428	DIXON PUBLIC LIB DISTRICT-PFF	0000010	613,993.59		
		010		613,993.59	
		0000310	1,175,042.82		
		310		1,175,042.82	
		0000360	79,452.62		
		360		79,452.62	

Assets:

CASH IN TREASURY	0000010	613,993.59			
CASH IN TREASURY	010		613,993.59		
LAND	0000310	1,175,042.82			
LAND	310		1,175,042.82		
CONSTRUCTION IN PROGRESS	0000360	79,452.62			
CONSTRUCTION IN PROGRESS	360		79,452.62		
Total Assets			1,868,489.03		0.00

Liabilities and Equities:

FUND BALANCE AVAILABLE	0000740		613,993.59		613,993.59
FUND BALANCE AVAILABLE	740				
INVESTED IN CAPITAL ASSETS, NET	0000770		1,254,495.44		1,254,495.44
INVESTMENTS IN GEN FIXED ASSETS	770				
Total Liabilities and Equities			0.00	1,868,489.03	1,868,489.03

** Fund Totals ** 1,868,489.03 1,868,489.03

SORT ORDER: SUBOBJ within ACCTTYPE within within within FUND

SELECT FUND: 426,428

Account Code	***** Sub-Account *****	***** Account *****
=====	Debits	Debits
=====	Credits	Credits
=====	=====	=====
	5,123,842.57	5,123,842.57

** Grand Totals **

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

Fund	Fund Description	Object	Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
426	DIXON PUBLIC LIBRARY DISTRICT									
1000	SALARIES AND EMPLOYEE BENEFITS									
0001110	SALARY/WAGES REGULAR	372,300.00	0.00	44,316.51	378,105.50	0.00	-5,805.50	102%		
0001121	SALARY/WAGES-EXTRA HELP	148,834.00	0.00	14,898.21	114,446.64	0.00	34,387.36	77%		
0001131	SALARY/WAGES OT/CALL-BACK	0.00	0.00	0.00	52.07	0.00	-52.07	9999%		
0001210	RETIREMENT-EMPLOYER	97,453.00	0.00	6,618.32	94,027.40	0.00	3,425.60	96%		
0001220	FICA-EMPLOYER	39,867.00	0.00	4,529.96	37,679.92	0.00	2,187.08	95%		
0001230	HEALTH INS-EMPLOYER	124,173.00	0.00	13,187.25	107,013.83	0.00	17,159.17	86%		
0001231	VISION CARE INSURANCE	0.00	0.00	36.57	359.48	0.00	-359.48	9999%		
0001240	COMPENSATION INSURANCE	2,300.00	0.00	0.00	918.10	0.00	1,381.90	40%		
0001250	UNEMPLOYMENT INSURANCE	1,000.00	0.00	0.00	835.18	0.00	164.82	84%		
0001260	DENTAL INS-EMPLOYER	4,652.00	0.00	843.00	6,235.29	0.00	-1,583.29	134%		
1000	SALARIES AND EMPLOYEE BEN	790,579.00	0.00	84,429.82	739,673.41	0.00	50,905.59	94%		
2000	SERVICES AND SUPPLIES									
0002028	TELEPHONE SERVICES	6,000.00	0.00	961.19	5,444.06	0.00	555.94	91%		
0002035	HOUSEHOLD EXPENSE	4,000.00	0.00	407.73	3,839.18	0.00	160.82	96%		
0002050	INSURANCE-RISK MANAGEMENT	5,996.00	0.00	0.00	5,696.11	0.00	299.89	95%		
0002051	LIABILITY INSURANCE	7,713.00	0.00	0.00	7,327.42	0.00	385.58	95%		
0002055	INSURANCE-OTHER	43.00	0.00	0.00	40.73	0.00	2.27	95%		
0002120	MAINTENANCE EQUIPMENT	6,000.00	0.00	0.00	11,708.25	0.00	-5,708.25	195%		
0002140	MAINTENANCE-BLDGS & IMPRO	75,000.00	0.00	6,912.67	49,553.91	0.00	25,446.09	66%		
0002170	MEMBERSHIPS	6,500.00	0.00	0.00	3,798.00	0.00	2,702.00	58%		
0002175	MISCELLANEOUS EXPENSE	150.00	0.00	2,505.68	2,655.68	0.00	-2,505.68	1770%		
0002176	FEES AND PERMITS	0.00	0.00	0.00	491.47	0.00	-491.47	9999%		
0002178	CASH/INVENTORY SHORTAGE	0.00	0.00	0.50	18.95	0.00	-18.95	9999%		
0002180	BOOKS & SUBSCRIPTIONS	4,000.00	0.00	0.00	3,414.00	0.00	586.00	85%		
0002200	OFFICE EXPENSE	3,500.00	0.00	817.47	3,717.64	0.00	-217.64	106%		
0002201	EQUIPMENT UNDER \$1,500	2,500.00	0.00	865.07	1,882.81	0.00	617.19	75%		
0002203	COMPUTER COMPONENTS <\$1,5	10,000.00	0.00	0.00	11,632.76	0.00	-1,632.76	116%		
0002204	COMPUTER RELATED ITEMS:<\$	300.00	0.00	0.00	145.73	0.00	154.27	49%		
0002205	POSTAGE	900.00	0.00	0.00	771.80	0.00	128.20	86%		
0002235	ACCOUNTING & FINANCIAL SE	15,000.00	0.00	0.00	12,931.00	0.00	2,069.00	86%		
0002239	LEGAL SERVICE	25,000.00	0.00	4,811.75	22,264.63	0.00	2,735.37	89%		

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

Fund	Fund Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
426	DIXON PUBLIC LIBRARY DISTRICT							
0002245	CONTRACTED SERVICES	47,000.00	0.00	7,366.93	53,676.84	0.00	-6,676.84	114%
0002250	OTHER PROFESSIONAL SERVIC	7,000.00	0.00	170.10	6,949.45	0.00	50.55	99%
0002260	DATA PROCESSING SERVICES	105.00	0.00	0.00	0.00	0.00	105.00	
0002261	SOFTWARE MAINTENANCE & SU	60,000.00	0.00	1,801.94	29,675.40	0.00	30,324.60	49%
0002281	ADVERTISING/MARKETING	1,000.00	0.00	0.00	117.99	0.00	882.01	12%
0002285	RENTS & LEASES - EQUIPMEN	6,000.00	0.00	510.53	5,820.45	0.00	179.55	97%
0002310	EDUCATION & TRAINING	1,200.00	0.00	0.00	749.00	0.00	451.00	62%
0002311	TUITION REIMBURSEMENT	500.00	0.00	0.00	0.00	0.00	500.00	
0002312	SPECIAL DEPARTMENTAL EXPE	0.00	0.00	0.00	161.87	0.00	-161.87	9999%
0002322	LIBRARY ADULT BOOKS	23,000.00	0.00	1,449.80	18,749.94	0.00	4,250.06	82%
0002323	LIBRARY JUVENILE BOOKS	20,000.00	0.00	1,416.48	12,872.86	0.00	7,127.14	64%
0002324	LIBRARY PERIODICALS/MICRO	5,000.00	0.00	-3,784.25	7,826.70	0.00	-2,826.70	157%
0002325	LIBRARY AUDIO-VISUAL	20,000.00	0.00	1,570.72	15,967.31	0.00	4,032.69	80%
0002326	LIBRARY BOOK RENTAL	8,112.00	0.00	0.00	6,956.04	0.00	1,155.96	86%
0002327	LIBRARY MATERIALS PROCESS	5,700.00	0.00	455.26	2,824.86	0.00	2,875.14	50%
0002328	LIBRARY MATERIALS	11,000.00	0.00	3,007.49	14,616.95	0.00	-3,616.95	133%
0002335	TRAVEL EXPENSE	1,220.00	0.00	0.00	354.59	0.00	865.41	29%
0002336	TRAVEL OUT-OF-STATE	2,649.00	0.00	0.00	314.80	0.00	2,334.20	12%
0002337	MEALS/REFRESHMENTS	540.00	0.00	0.00	0.00	0.00	540.00	
0002338	EMPLOYEE RECOGNITION	0.00	0.00	0.00	60.00	0.00	-60.00	9999%
0002355	PERSONAL MILEAGE	1,450.00	0.00	74.37	630.46	0.00	819.54	43%
0002360	UTILITIES	26,000.00	0.00	4,449.09	23,818.73	0.00	2,181.27	92%
0002361	WATER	5,000.00	0.00	465.26	3,729.35	0.00	1,270.65	75%
2000	SERVICES AND SUPPLIES	425,078.00	0.00	36,235.78	353,207.72	0.00	71,870.28	83%
3000	OTHER CHARGES							
0003020	REFUND OF PRIOR YEAR CHAR	0.00	0.00	296.26	913.61	0.00	-913.61	9999%
3000	OTHER CHARGES	0.00	0.00	296.26	913.61	0.00	-913.61	9999%
4000	FIXED ASSETS							
0004303	EQUIPMENT	18,900.00	0.00	0.00	11,892.00	0.00	7,008.00	63%
0004520	INTANGIBLE:DEPRECIABLE	15,000.00	0.00	0.00	0.00	0.00	15,000.00	

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

Fund	Fund Description	Object	Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
426	DIXON PUBLIC LIBRARY DISTRICT	0004521	INTANGIBLES: NON-DEPRECIA	0.00	0.00	0.00	15,670.00	0.00	-15,670.00	9999%
4000	FIXED ASSETS			33,900.00	0.00	0.00	27,562.00	0.00	6,338.00	81%
8500	OTHER EXPENDITURES (NON-BUDGET)									
000888	DEPRECIATION			0.00	0.00	4,667.87	18,844.94	0.00	-18,844.94	9999%
8500	OTHER EXPENDITURES (NON-BU			0.00	0.00	4,667.87	18,844.94	0.00	-18,844.94	9999%
9000	TAXES									
0009001	CURRENT SECURED			330,000.00	0.00	11.70	352,840.27	0.00	-22,840.27	107%
0009002	CURRENT UNSECURED			20,000.00	0.00	-108.54	22,646.40	0.00	-2,646.40	113%
0009003	PRIOR UNSECURED			0.00	0.00	75.46	478.61	0.00	-478.61	9999%
0009004	SUPPLEMENTAL SECURED			6,000.00	0.00	879.29	8,663.90	0.00	-2,663.90	144%
0009005	PRIOR SECURED			0.00	0.00	321.10	418.95	0.00	-418.95	9999%
0009015	LIBRARY SALES TAX - MEASU			573,765.88	0.00	94,908.74	791,703.57	0.00	-217,937.69	138%
0009018	UNITARY			18,000.00	0.00	0.00	18,654.85	0.00	-654.85	104%
0009020	ABX1 26 PASS THROUGH			25,000.00	0.00	0.00	29,382.67	0.00	-4,382.67	118%
9000	TAXES			972,765.88	0.00	96,087.75	1,224,789.22	0.00	-252,023.34	126%
9400	REVENUE FROM USE OF MONEY/PROP									
0009401	INTEREST INCOME			3,400.00	0.00	2,305.59	6,375.48	0.00	-2,975.48	188%
0009405	BUILDING RENTAL			2,250.00	0.00	0.00	1,500.00	0.00	750.00	67%
9400	REVENUE FROM USE OF MONEY			5,650.00	0.00	2,305.59	7,875.48	0.00	-2,225.48	139%
9500	INTERGOVERNMENTAL REVENUES									
0009021	LMIHF & OTHER ASSETS			0.00	0.00	0.00	1,837.88	0.00	-1,837.88	9999%
0009504	FISH & GAME			0.00	0.00	0.00	30.00	0.00	-30.00	9999%

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 SORT ORDER: SECTION within BUREAU within DIVISION within DEPTMNT within SUBOBJ within CATEGORY within FUND

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

Sort Order: SECTION within BUREAU within DIVISION within DEPTMNT within SUBOBJ within CATEGORY within FUND

Fund	Fund Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
426	DIXON PUBLIC LIBRARY DISTRICT							
0009505	STATE HIGHWAY RENTALS	0.00	0.00	0.00	1.16	0.00	-1.16	9999%
0009507	HOMEOWNERS PROPERTY TAX R	0.00	0.00	0.00	3,018.35	0.00	-3,018.35	9999%
9500	INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	4,887.39	0.00	-4,887.39	9999%
9600	CHARGES FOR SERVICES							
0009603	PHOTO/MICROFICHE COPIES	4,000.00	0.00	486.40	4,515.05	0.00	-515.05	113%
0009605	LIBRARY FINES	10,000.00	0.00	1,423.69	10,942.34	0.00	-942.34	109%
9600	CHARGES FOR SERVICES	14,000.00	0.00	1,910.09	15,457.39	0.00	-1,457.39	110%
9700	MISC REVENUES							
0009702	CASH OVERAGE	0.00	0.00	1.70	16.96	0.00	-16.96	9999%
0009703	OTHER REVENUE	0.00	0.00	0.00	60.00	0.00	-60.00	9999%
0009704	DONATIONS AND CONTRIBUTIO	0.00	0.00	0.00	4,845.00	0.00	-4,845.00	9999%
0009708	MISCELLANEOUS SALES-OTHER	1,000.00	0.00	292.34	1,412.58	0.00	-412.58	141%
9700	MISC REVENUES	1,000.00	0.00	294.04	6,334.54	0.00	-5,334.54	633%
Total Revenue		993,415.88	0.00	100,597.47	1,259,344.02	0.00	-265,928.14	127%
Total Expense		1,249,557.00	0.00	125,629.73	1,140,201.68	0.00	109,355.32	91%
				-25,032.26	119,142.34			

SORT ORDER: SECTION within BUREAU within DIVISION within DEPTMNT within SUBOBJ within CATEGORY within FUND

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

Fund	Fund Description	Object	Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
2000	SERVICES AND SUPPLIES									
0002235	ACCOUNTING & FINANCIAL SE			3,000.00	0.00	0.00	0.00	0.00	3,000.00	
0002245	CONTRACTED SERVICES			52,800.00	0.00	0.00	4,690.90	0.00	48,109.10	9%
2000	SERVICES AND SUPPLIES			55,800.00	0.00	0.00	4,690.90	0.00	51,109.10	8%
9400	REVENUE FROM USE OF MONEY/PROP									
0009401	INTEREST INCOME			2,000.00	0.00	1,560.13	5,026.00	0.00	-3,026.00	251%
9400	REVENUE FROM USE OF MONEY			2,000.00	0.00	1,560.13	5,026.00	0.00	-3,026.00	251%
9600	CHARGES FOR SERVICES									
0009601	CAPITAL FACILITIES FEES			76,483.60	0.00	0.00	52,561.72	0.00	23,921.88	69%
9600	CHARGES FOR SERVICES			76,483.60	0.00	0.00	52,561.72	0.00	23,921.88	69%
Total Revenue				78,483.60	0.00	1,560.13	57,587.72	0.00	20,895.88	73%
Total Expense				55,800.00	0.00	0.00	4,690.90	0.00	51,109.10	8%
						1,560.13	52,896.82			

2017 Summer Reading Program Report

The theme of the 2017 Summer Reading Program was “Reading By Design.”

Little Elliot, a picture book character, was the mascot for the program, and was featured in promotional materials for preschool and school-age children. Teens also had the “Reading By Design” theme, but with teen-oriented characters and prizes.



576 children and teens participated in the 2017 Summer Reading Program at Dixon Public Library. This was an 11% decrease in participation due to a few preschools requesting parents sign up their children at the library, rather than at the preschool automatically.

Early Literacy Component (0-4)

98 children were in the Early Literacy component (to age 4).

They received a reading log at signup. Parents were required to read ten picture books to their children, plus attend at least one library program and complete a few activities with the entire family.

Upon completion of the reading log, children were awarded a bag of prizes, including a growth chart, sippy cup, squirt gun, beach ball, a picture book, and a pass to Legoland. The first 30 children who finished received a Little Elliot T-Shirt.

The age breakdown of the Early Literacy children was as follows:

Early Literacy	
Age	Readers
0 - 6 months	1
6 months - 1	12
2	11
3	32
4	42
5	0
5+	0
Total	98

Kids Component (5-12)

423 children (ages 6-12) participated in the Kids component. At signup, they received a timed reading log and stickers. Each sticker on the log was 15 minutes of reading. Every three hours of completed reading, children returned their reading logs for prizes. Among the prizes were wind-up robot puzzles, a Legoland pass, and food certificates for Carl's Jr. and Round Table Pizza. The Sacramento Kings also donated items for giveaways.

The goal of the 6-12 age group was to read a minimum of twelve hours during the summer. Upon reaching this goal, the children received a chapter book, and they were entered into a raffle to receive prizes such as a Minecraft wallet or backpack. The children also received a ticket for the Summer Reading Program event/party on Friday, August 4.

The age breakdown of the children ages 6-12 was as follows:

Ages 5-12	
Age	Readers
5	52
6	72
7	50
8	49
9	64
10	64
11	50
12	22
younger	0
Total	423

Teen Component (12-18)

55 children (ages 12-18) were in the Teen component. They read two teen-oriented books and wrote a book review for each title. When they turned in their reviews, they received prizes including fidget spinners, cell phone stand and amplifier, and Sacramento Kings items.

The age breakdown of the teenagers was as follows:

Teens	
Age	Readers
12	9
13	22
14	7
15	7
16	6
17	4
other	0
Total	55

Final Party

195 parents and children attended the final Summer Reading Program party on August 4. Children that attended watched a free show by the Fratello Marionettes and received tickets for an upcoming San Francisco Giants home game. They also received refreshments and extra Summer Reading Program prizes, including water bottles, Frisbees, and binders. Feedback from parents and children regarding the party was positive; many had never seen a marionette show before.

Special Programs

A number of special programs for children were offered at the library during the summer. They included the following:

Puppeteer Tony Borders (June 8) – 110 attendance
 Bri Crabree's Silly Circus (June 12) - 115
 Elephant and Piggie Show (June 19) - 90
 Wild About Monkeys (June 22) - 120
 The Barnstormers Music Show (June 29) - 80
 Mister Illusion Magic Show (July 13) - 165
 Juggler Jeremiah Johnston (July 20) - 110
 Circus of Smiles (July 24) - 115
 Fratello Marionettes (August 4) – 195

Total special program attendees: 1,100

Lunch at the Library

For the second year in a row, DPL partnered with the Dixon Unified School District for "Lunch at the Library," a program offering free lunches to children ages 2-18. A number of California libraries offered this program last year, with great success.

Dixon's participation exceeded expectations. During the 34 days of "Lunch at the Library," 1,844 meals were served to local children, averaging about 54 meals per day. This was double the number of lunches served in 2016 (927).

Final numbers – SRP comparison 2016 to 2017

Comparison – Participation in SRP 2016 to 2017

Age Group	2016	2017	Difference
Early Literacy	161	98	-63
Children's	446	423	-23
Teens	39	55	+16
Total:	646	576	-70

Percentage of children that finished their reading requirements

Early Literacy (0-4, Ten Picture Books) 54.08%

Children's (5-12, Twelve Hours of Total Summer Reading) 51.30%

Teen (12-18, Two Teen-Oriented Books/Reviews) : 43.64%

Jim Tinder

Children's Librarian

Minutes—Draft
DIXON PUBLIC LIBRARY DISTRICT
GOVERNING BOARD OF LIBRARY TRUSTEES
7:00 P. M., THURSDAY, July 13, 2017,
REGULAR MEETING

MEETING LOCATION
DIXON CITY COUNCIL CHAMBERS
600 EAST A STREET, DIXON, CA 95620

1. Call to Order

Ms. Maseda called the meeting to order at 7 pm

2. Closed session

3. Business meeting

a. Pledge of Allegiance

Pledge of Allegiance said

b. Roll Call

Trustees

Melissa Maseda, President—present

John Gabby, Vice President—present

Luke Foster, Clerk—absent

Caitlin O'Halloran, Member—present

Guy Garcia, Member—absent

Staff

Steve Arozena, Library Director—present

4. Notice to the Public

None

5. Correspondence

None

6. Consent Agenda

None

7. Public Comment

None

8. Guests & Presentations

None

9. Director's Report

Mr. Arozena stated that the Lunch at the Library program has served 1250 meals in comparison with last year's 950 and that there are still two weeks to go. Summer Reading Club's six special programs have drawn 650 people, averaging more than one hundred per show. Counts per show: Tony Borders (ventriloquist) 110, Bri Crabtree (juggler) 115, Elephant and Piggie 90, Wild About Monkeys 120, Barnstormers (musical group) 80 and Mister Illusion (magician) drew 165, the library's biggest crowd ever. Mr. Arozena stated that Wild About Monkeys brought 3 baboons, 2 capuchin monkeys, an alligator, a parrot and a python. He said that the kids got to touch the alligator and python and that adults could hold one animal of their choosing. He stated that 561 people have signed up for the Summer Reading Club. Ms. O'Halloran asked if that was a typical number and Mr. Arozena said that last year the number was close to 600. Ms. Maseda stated that the prizes were good this year. Mr. Arozena said that last year the library solicited dozens of businesses for donations, but that this year only approached those who made donations last year and supplemented the prizes with some purchases.

Mr. Arozena said that Jim, the Youth Services Librarian, will be in touch with the principal at Gretchen Higgins to try to get library cards in the hands of children for back to school night. He will go to the school with applications, have them filled out and return with library cards.

Mr. Arozena also said that he has invited Officer Harms from the Dixon Police Department to attend the library's August staff meeting to discuss what to do in case an active shooter incident were to ever happen in Dixon, when to call the police department and other topics.

10, Ongoing Business

Discussion of Future Governance of Library

Mr. Arozena said that he included the memo from the last meeting to remind the Board where the discussion ended. The memo talked about the ability of the Board to appoint a subcommittee that would report to the Board on library topics. Ms. O'Halloran said that there was discussion of the subcommittee looking closer at the library's proposed budget before it was presented to the full Board. She said that she would like to see the full Board convened to discuss how that would work, be publicized, etc. Ms. Maseda clarified that the subcommittee wouldn't have authority, but would present to the full Board their findings.

Revision of Policy 3040.9.1

Mr. Arozena stated that the policy revision which covers FMLA/CFRA/pregnancy disability and paid family leave had been tabled from the last meeting. Ms. Maseda stated that she had read the policy and that paid family leave would apply to pregnant employees, but that FMLA/CFRA would not apply to the library until the library reached 50 employees. Mr. Arozena stated that those things were true. Ms. O'Halloran confirmed that

the policy was the same one that the Board saw at the last meeting. Ms. Maseda asked if it was the policy that Scott (the Board attorney) had written up. Mr. Arozena stated that it was one of his assistants, Josephine Hang that had written it up. Ms. O'Halloran moved to accept the revision. Mr. Gabby seconded. The policy revision was passed 3-0.

10. New Business

- **Proposed New Limit to Purchases requiring Board Signatures**

Mr. Arozena stated that the current policy was to require the signature of the Board President for any purchases over \$10,000. The hiring of another benefitted employee made the payments to SDRMA for health insurance exceed \$10,000. He is asking that the Board approve amending the policy to exclude health insurance. Ms. O'Halloran said that she would be comfortable excluding that one item, but that all other purchases over \$10,000 would still require a signature of approval. Ms. Maseda agreed. Motion made by Ms. O'Halloran. Seconded by Mr. Gabby. The motion passed 3-0.

- **Approval of Minutes of June 8, 2017 Regular meeting**

Mr. Arozena stated that the last meeting had not been recorded and that he recreated the minutes as best as he could from memory. He stated that he asked the Board to suggest changes, but there were none. Mr. Gabby moved to accept the minutes. Ms. O'Halloran seconded. The minutes were adopted 3-0.

The June meeting minutes were approved by the Board, 3-0.

Ms. Maseda said that the mayor had approached her and Mr. Arozena expressing interest in purchasing some of the library property in order to build a house. Mr. Gabby said that selling the property would probably result in a break even situation. Ms. Maseda said that she didn't want to sell it to break even. Ms. O'Halloran said that we should talk about the plan for the future of the library and its properties and that this is the sort of thing that should be discussed by a subcommittee. She said that she would like to see the formation of a subcommittee added to the next meeting's agenda. Ms. Maseda suggested that the future of the library could be discussed in a staff meeting with library staff. Ms. O'Halloran suggested that Mr. Arozena invite staff to a future meeting discussing the future of the library. Mr. Arozena stated that it was discussed at a staff meeting, but that so much of the discussion hinges on the plans and projected cost that the architect comes up with. Mr. Arozena stated that the architect was trying to locate plans for the remodeling of the building that took place in 1990. Mr. Arozena stated that he found limited plans—a rough sketch and detailed plans of the electrical system were all that he found. He stated that he contacted the Sacramento architect involved, but didn't hear back from them. Ms. Maseda asked if the city had plans. Mr. Arozena said that they didn't have plans from the Miller Building, but would ask about the remodel. Mr. Arozena also said that the architect had suggested that we go visit other libraries that have had recent remodeling projects to see what they liked and didn't like about the projects. Ms. Maseda suggested that a Board member accompany Mr. Arozena on one of those trips. Mr. Gabby asked if Mr. Arozena could come up with a timeline as to what needed to happen if the library were to sell a property. Ms. Maseda said that we should consider what would happen if there

was a home on that property and the library chose to expand. Ms. O'Halloran asked that library expansion and plans be on the agenda for the next meeting and asked that Mr. Arozena see what he could find about zoning and related questions for the next meeting.

Meeting adjourned.

Melissa Maseda, Board President

Luke Foster, Clerk
