

VACAVILLE LIBRARY COMMISSION  
**Zoom Virtual Meeting**

September 13, 2021, 6:30 p.m.

Consistent with Executive Order N-29-20 from the Executive Department of the State of California and the Shelter in Place Order, the Vacaville Library Commission is not physically open to the public, and the meeting is held via teleconference.

Solano Library is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/82189135835?pwd=SWNhRFNDOFhCQ2ltMER4dVBxY05zQT09>

Meeting ID: 821 8913 5835

Passcode: 535965

Dial by your location

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Passcode: 535965

**PUBLIC COMMENTS:** To submit public comments, please see the option below.

The moderator will recognize you for the discussion at the appropriate time. Speakers will provide their name to the Vacaville Library Commission after which the speaker will have five (5) minutes to speak.

AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
4. APPROVAL OF MINUTES - Attachment 1
  - a. Vacaville Library Commission Meeting of June 14, 2021 –**ACTION**
5. APPROVAL OF AGENDA – **ACTION**
6. COMMENTS FROM THE FLOOR (5-minute time limit per individual)
  - a. Items on the Agenda – Persons wishing to speak to items on the agenda should so indicate to the President of the Commission at this time. You will be given an opportunity to speak on the subject at the time the item is discussed by the Commission.
  - b. Items Not on the Agenda – Persons wishing to speak to items not on the agenda should so indicate to the President of the Commission at this time. Subjects not on the agenda may be introduced at

this time, but no action may be taken on them at this meeting. Please stand and state your name and address.

7. CORRESPONDENCE
8. LIBRARIANS' REPORTS – The Vacaville libraries' Supervising Librarians' reports are issued in written format in the interest of time. Questions on any of the topics may be presented at the meeting - Attachment 2
9. OLD BUSINESS
  - a. FY 2021-2022 budget revision – The Commission will hear a budget revision and may take action. **ACTION**
10. ITEMS OF INTEREST TO THE COMMISSION
11. DATE OF NEXT MEETING November 8, 2021
12. ADJOURNMENT

Minutes of the  
Vacaville Library Commission  
Zoom Virtual Meeting  
June 14, 2021

CALL TO ORDER

Ms. Robison called the meeting to order at 6:31 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

**Members present:**

Cathy Valdez  
Peggy Rollins  
Dave McCallum  
Carol Sue Robison  
Beatryce Clark

**Others present:**

Suzanne Olawski, Director of Library Services  
Malissa Knapp, Branch Manager, Solano County Library  
Cathy Sheldon, Office Assistant, Solano County Library

INTRODUCTIONS

None

APPROVAL OF MINUTES

The minutes of the meeting of May 10, 2021 were unanimously approved on motion of Ms. Valdez and seconded by Ms. Rollins. So, ordered by 4-0 vote.

Yes Carol Sue Robison  
Yes Cathy Valdez  
Yes Peggy Rollins  
Yes Beatryce Clark

APPROVAL OF AGENDA

The agenda was unanimously approved on motion of Ms. Valdez and seconded by Mr. McCallum. So, ordered by 5-0 vote.

Yes Carol Sue Robison  
Yes Cathy Valdez  
Yes Peggy Rollins  
Yes Beatryce Clark  
Yes Dave McCallum

COMMENTS FROM THE FLOOR

**Items on the agenda**

None.

**Items not on the agenda**

None.

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

Ms. Rollins stated how impressed she is with amount activities being offered at the libraries. Ms. Robison commented on the NASA virtual tour. Ms. Valdez inquired if the Not Your Average Book Club has been well attended; Ms. Knapp reported 5-10 people attend the book club.

In addition to the librarians' reports, Ms. Olawski reported on the student access library card program with Vacaville Unified School District. Ms. Knapp reported this will be approved by the school board before the start of the next school year. This is a program which allows every student to receive a student access library card.

Ms. Olawski reported the library is having a library card design contest. This is part of promoting the rebranding of the library. There will be three age level winners. The contest will run the month of July and winners will be announced in September during Library Card Sign-up Month. Winners will have their design printed as a limited-edition library card. Information on the contest is at all library locations and website: solanolibrary.com.

Ms. Olawski reported the libraries will be cooling centers this summer during library operating hours. The library has welcomed the public back into the libraries; customers still need to wear masks and maintain social distancing. No reservations are needed to use the libraries. Ms. Olawski stated a lot of information is being exchanged between Cal Osha, CDC, and the State of California; masks are still required in the libraries however this is subject to change.

Ms. Olawski stated the library is still providing curbside service however the demand has decreased. The library will maintain modified hours during the summer and expects to restore normal operating hours in the fall. Ms. Olawski stated the Friends of the Library groups are back in the library and the libraries are offering outdoor programming and attendance is growing.

NEW BUSINESS

- a. Election of President-the Commission will elect a President for the fiscal year 2021-2022. **ACTION**

The election of Cathy Valdez as President to the Vacaville Library Commission was unanimously approved on motion of Ms. Clark and seconded by Mr. McCallum. So ordered by a 5-0 vote.

Yes Beatryce Clark  
Yes Dave McCallum  
Yes Carol Sue Robison  
Yes Peggy Rollins  
Yes Cathy Valdez

OLD BUSINESS

- a. Expansion of the Cultural Center Library-the Commission will receive an update on the expansion of the Cultural Center Library

Ms. Olawski reported the expansion project is moving forward. The library is working with Solano County Capital Projects division and a facility condition assessment of the building (Vacaville Cultural Center Library) will be conducted. Ms. Olawski stated the library will be working on obtaining a contract this summer for this to be completed. Ms. Olawski stated that CannonDesign will revalidate project scope and update the budget for this project. Ms. Rollins inquired about the timeframe of the expansion; there is no timeframe at this time. Ms. Clark inquired about community input for the expansion; Ms. Olawski stated the library will reach out to the public for community input. Ms. Rollins inquired on public art in the library; Ms. Olawski will find out about public art requirements and report back at the September meeting.

ITEMS OF INTEREST TO THE COMMISSION.

Ms. Knapp reported musical instruments are available at both Vacaville libraries. Outdoor Storytime attendance has increased. Ms. Knapp reported the library received a state library grant for Lunch @ the Library and with the funds received, the library will bring free books to school lunch sites for children.

Mr. McCallum inquired how the rebranding of the library is going and if there has been any public comment? Ms. Olawski stated there have been favorable comments. The library is working with a consultant on promotional strategies and there is a forthcoming signage component with the rebranding as well.

Ms. Valdez inquired if the libraries are doing outreach at the farmer's market. Ms. Knapp reported staff are not doing outreach at the farmer's market right now. Ms. Knapp stated little by little more outreach is being conducted.

Ms. Rollins commented on the partnership of Yolo County Library and Solano County Library on the sharing of Overdrive collection.

DATE OF NEXT MEETING

The next Vacaville Library Commission meeting will be held on Monday, September 13, 2021 at 6:30 p.m.

Vacaville Library Commission  
Minutes June 14, 2021  
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ADJOURNMENT

Meeting adjourned at 7:01 p.m.

A handwritten signature in blue ink, appearing to read 'MK' followed by a flourish.

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Malissa Knapp, Library Branch Manager

Librarian's Report to the Vacaville Library Commission  
Vacaville Cultural Center Library  
September 2021

Greetings, Commissioners:

It was a whirlwind summer, but our Summer Reading Challenge rebounded dramatically from last year! Like last year, we did not have in-person performers, but this year we had 1,248 participants for the reading portion and handed out over 400 prize books, which is more than three times the participation we had in 2020. We hope to see similar rebounding in programming and activities heading into the fall. Our monthly totals for borrowed items continued to grow during the summer as well, capping out at just over 20,000 by August. That puts our monthly totals around 75% of a "normal" month—still a long way to go, but a lot of encouraging signs and upward momentum.

We resumed some programming in July and August. We have a weekly Outdoor Storytime on Wednesdays at 10am, which is garnering 60-70 participants per week. It's been a very enthusiastic response and it has been a lot of fun. Some families have started to bring their dogs, and staff have been providing chalk so that kids can decorate the concrete while listening to stories. It's been nice to offer a traditional library program in a different way.

There were no suspensions during this reporting period.

Events to Highlight:

Thanks to the popularity of our Outdoor Storytime, we will be increasing to two Storytimes—both at 10, Wednesdays and Thursdays—beginning in September. In a way, holding these storytimes outdoors has been beneficial. Neither our meeting room nor our Story Hour room can hold 60+ people comfortably. We will continue to offer Storytimes outdoors to accommodate the larger crowds while the weather remains pleasant.

Solano County Library is celebrating a Homecoming in September to welcome back the community. In addition to the increase of programming, library hours will be expanded into the evenings. Vacaville Cultural Center will be open Monday thru Thursday 9-8, Friday and Saturday 9-5, and Sunday 12-5. All branches will be open on Saturdays, and at least some evenings. As of September, VCC will be back to operating seven days a week.

Tony Wade, local historian and frequent *Daily Republic* columnist, has written a book about growing up in Fairfield. He will be at the Library on Tuesday, September 21 at 6:30 to talk about the book and his experiences growing up in Solano.

Mike Perkins  
Supervising Librarian  
Vacaville Public Library-Cultural Center

Librarian's Report to the Vacaville Library Commission

Vacaville Town Square Library

September 13, 2021

Greetings, Commissioners:

From June to August, VTS welcomed 12,715 visitors, completed 174 curbside order requests (service no longer provided), and circulated 24,739 items.

VTS is offering limited programming including outdoor storytimes, online book club via Zoom, and take & make craft kits. We've added a second storytime that will be presented on Fridays.

Upcoming events highlights include:

- Touro CARES COVID-19 Vaccination Event: Tuesday, September 14<sup>th</sup>, 10:00 AM – 12:00 PM. The Touro Child and Adult Resource Education and Support (CARES) mobile vaccination team, from Touro University, will be hosting a free COVID-19 vaccine clinic at the Vacaville Town Square Library. Walk-ins are welcome, and no appointment is needed. Minors will need a parent/legal guardian present.
- Outdoor Storytime: Friday, September 17<sup>th</sup>, 9:30 – 10:00 AM. Join us for Storytime outdoors at the Vacaville Town Square Library! Enjoy stories and songs for all ages. Get comfortable and bring your own blanket/seat. The Storytime listening area is located directly left of the Town Square Library in the grassy field adjacent to Andrews Park. This is our new second Storytime of the week that will be presented every Friday at 9:30 AM.
- School of Rock House Band: Saturday, September 18<sup>th</sup>, 11:00 AM – 12:00 PM. Join us in the Town Square for live music performed by the School of Rock House Band. Be sure to stop by the library booth for children's crafts and giveaways. Please note that the event is located outside next to the library in the Town Square Plaza.
- YouTube Live – What's up at NASA?: Sunday, October 10<sup>th</sup>, 4:00 – 5:00 PM. Log on to hear a brief overview of some of the exciting projects and missions that NASA is working on including Lucy, DART, Perseverance and Ingenuity, and the Commercial Crew Program. Take part in a YouTube Live event with an interactive live chat feature. Q and A will be available throughout the presentation. Log in five minutes before the start time and look for the live event <https://www.youtube.com/user/mjguillette>

There were no suspensions for inappropriate use of the Internet during the reporting period.

Respectfully submitted,  
Johnny Parker  
Supervising Librarian  
Solano County Library



**SOLANO COUNTY LIBRARY**

**FY2021/22 BUDGET  
VACAVILLE LIBRARY DISTRICT - FUND 427**

<b>ACCOUNT/DESCRIPTION</b>	<b><u>FY2020/21</u> <u>ACTUALS</u></b>	<b><u>FY2021/22</u> <u>PROPOSED</u></b>	<b><u>FY2021/22</u> <u>REVISED</u></b>
<b><u>EXPENSES</u></b>			
2055 Insurance Fire	\$54,113	\$70,347	\$79,610
2140 Building Maintenance	\$1,500	\$2,000	\$2,000
2235 Accounting/Financial Services	\$643	\$28,300	\$28,300
2236 Consulting Services	\$0	\$0	\$0
2239 Legal Service	\$0	\$600	\$600
2250 Charge for Service (Operating Vacaville Library)	\$4,271,645	\$4,745,414	<b>\$4,660,723</b>
2250 Property Tax Administration Fee	\$32,487	\$35,000	\$35,000
2250 Other Professional Services	\$13,202	\$35,000	\$35,000
2312 Special Departmental Expense	\$40,000	\$40,000	\$40,000
3020 Refund of Prior Year Charges	\$8,816	\$15,000	\$15,000
3230 Long-Term Loan Redemption	\$87,852	\$92,733	\$92,733
3244 Interest on Long-Term Debt	\$60,276	\$55,762	\$55,762
4201 Buildings and Improvements	\$0	\$0	<b>\$250,000</b>
4202 Construction in Progress	\$0	\$350,000	\$350,000
4303 Equipment	\$0	\$0	\$0
8101 Contingency	\$0	\$4,307,222	<b>\$6,661,006</b>
8301 Reserves	\$0	\$3,000,000	\$3,000,000
<b>TOTAL EXPENSES</b>	<b>\$4,570,534</b>	<b>\$12,777,378</b>	<b>\$15,305,733</b>
<b><u>REVENUES</u></b>			
9001 Property Taxes-Secured	\$2,372,782	\$2,428,528	<b>\$2,468,138</b>
9002 Property Taxes-Unsecured	\$76,026	\$75,450	<b>\$71,428</b>
9003 Property Taxes-Prior	\$3,685	\$0	\$0
9004 Property Taxes-Supplemental	\$23,841	\$36,468	<b>\$40,335</b>
9005 Property Taxes-Prior Supplemental	\$279	\$0	\$0
9015 Library Sales Tax	\$3,270,575	\$2,381,567	<b>\$3,172,458</b>
9018 Unitary	\$42,402	\$42,414	<b>\$42,406</b>
9019 ABX1 26 Residual Taxes (Redevelopment)	\$459,313	\$322,718	<b>\$468,499</b>
9020 ABX2 26 Pass Through	\$540,247	\$552,062	<b>\$551,052</b>
9021 LM1HF & Other Assets	\$0	\$0	\$0
9401 Interest	\$125,058	\$94,150	\$94,150
9405 Building Rental	\$266,910	\$270,958	\$270,958
9504 Fish and Game	\$209	\$0	\$0
9505 State Highway Rentals	\$11	\$0	\$0
9507 Homeowner's Relief	\$24,333	\$23,970	<b>\$23,636</b>
9599 Fed Other	\$101	\$0	\$0
9604 Contract Services	\$150,000	\$150,000	\$150,000
9703 Other Revenue	\$0	\$0	\$0
9704 Developer Impact Fee Monies	\$1,015,419	\$487,840	<b>\$1,020,621</b>
9805 Reserve Transfer	\$0	\$0	\$0
9806 Fund Balance Available	\$6,932,052	\$5,911,253	\$6,932,052
<b>TOTAL REVENUES</b>	<b>\$15,303,243</b>	<b>\$12,777,378</b>	<b>\$15,305,733</b>

<b><u>CHARGE FOR SERVICE</u></b> <b><u>VACAVILLE LIBRARY OPERATING COSTS</u></b>	<b><u>FY2020/21</u></b> <b><u>ACTUALS</u></b>	<b><u>FY2021/22</u></b> <b><u>PROPOSED</u></b>	<b><u>FY2021/22</u></b> <b><u>REVISED</u></b>
<b>**EXPENSES</b>			
Expenses in the Vacaville Library	<b>\$3,553,758</b>	<b>\$3,673,902</b>	<b>\$3,711,494</b>
Overhead for Fiscal Year			
Administration	\$969,461	\$966,234	\$966,234
Technical Svs. Fees	\$649,037	\$725,800	\$725,800
Automation	\$272,571	\$296,292	\$296,292
Telephone Assistance Center	\$97,197	\$77,389	\$77,389
<b>TOTAL EXPENSES</b>	<b>\$5,542,024</b>	<b>\$5,739,617</b>	<b>\$5,777,209</b>
<b>**CREDITS</b>			
Revenue collected in the Vacaville			
Library for Fiscal Year			
Library Fines/Fees	\$68,459	\$42,424	\$42,424
Building Use Fees	\$1,215	\$1,010	\$1,010
Photo/Microfiche Copies	\$2,329	\$1,369	\$1,369
Cash Overage	\$1	\$4	\$4
Other Revenue - Federal CARES Act revenue	\$0	\$55,881	\$55,881
Tax area code credit	\$555,798	\$584,135	\$584,135
Unexpended Direct Funds	\$642,577	\$309,380	\$431,663
<b>TOTAL CREDITS</b>	<b>\$1,270,379</b>	<b>\$994,203</b>	<b>\$1,116,486</b>
<b>TOTAL CHARGE</b>	<b>\$4,271,645</b>	<b>\$4,745,414</b>	<b>\$4,660,723</b>

\*\*Per Auditor's recommendation using last full fiscal year actual costs.

**SOLANO COUNTY LIBRARY**

**VACAVILLE CULTURAL CENTER LIBRARY**

**BUDGET**

<u>Account/Description</u>	<u>FY2020/21</u> <u>ACTUALS</u>	<u>FY2021/22</u> <u>PROPOSED</u>	<u>FY2021/22</u> <u>REVISED</u>
1110 Salary/Regular	941,399	968,339	968,339
1121 Salary/Extra Help	-	100,448	128,400
1131 Salary/OT/Call back	-	4,994	4,994
1141 Salary/Premium	-	0	0
1210 Retirement	237,007	261,495	261,495
1211 PARS Retirement Costs	0	0	0
1212 Deferred Comp County Match	598	565	565
1213 OPEB costs	18,770	19,367	19,367
1220 FICA	72,361	82,144	84,283
1230 Health	199,383	210,960	210,960
1231 Vision	1,973	2,075	2,075
1240 Comp Insurance	13,874	22,897	22,897
1241 Long Term Disability Ins	420	414	414
1250 Unemployment	1,385	3,202	3,202
1260 Dental	8,473	11,183	11,183
1270 Accrued Leave CTO	132	2,000	2,000
1290 Life Insurance	977	1,031	1,031
<b>Subtotal 1000's</b>	<b>1,496,751</b>	<b>1,691,114</b>	<b>1,721,205</b>
2020 Com/Radio Services	0	0	0
2021 Telephone/County	3,343	3,822	3,822
2022 Telephone/AMC's	310	300	300
2023 Voice Mail	284	0	0
2025 Cellular Phone Service	0	0	0
2028 Telephone/Non County	0	0	0
2035 Household Expenses	59,190	68,242	68,242
2050 Liability/Risk Management	0	0	0
2051 Liability Insurance	8,394	12,758	12,758
2110 Independ. K - Travel Exp.	0	0	0
2120 Equipment Maintenance	1,000	2,500	2,500
2140 Maintenance/Buildings	12,725	62,000	62,000
2170 Memberships	0	0	0
2178 Cash/Inventory Shortage	-	20	20
2200 Office Expense	1,183	4,000	4,000
2201 Office Equipment	509	3,000	3,000
2202 Controlled Asset (>1500<5000)	0	0	0
2203 Computer Componets <1500	0	0	0
2207 Ergonomic Under \$1500	1,963	2,000	2,000
2215 Managed Print Services	476	0	0
2220 Microfilm/Fiche/Photo	0	0	0
2235 Accounting/Financial Svs.	0	0	0
2240 Legal - Minors	0	0	0

<u>Account/Description</u>	<u>FY2020/21</u> <u>ACTUALS</u>	<u>FY2021/22</u> <u>PROPOSED</u>	<u>FY2021/22</u> <u>REVISED</u>
2250 Other Professional Svs.	7,602	11,800	11,800
2260 Software (CMSI)	0	0	0
2261 Software Licenses	0	0	0
2266 Central Data Processing	0	0	0
2267 HRIS Infrastructure Costs	0	0	0
2268 CDP - Supplemental Svs.	0	0	0
2280 Publications/Legal Notes	0	0	0
2281 Advertising/Marketing	0	0	0
2285 Rent/Lease - Equipment	2,205	2,250	2,250
2295 Rent/Lease - Building	0	0	0
2301 Small Tools	0	0	0
2310 Education/Training	0	0	0
2311 Tuition Reimbursement	0	0	0
2312 Special Depart. Expense	40	100	100
2327 Library Materials Process.	0	0	0
2328 Library Materials	150,200	150,200	150,200
2335 Travel Expense	0	0	0
2336 Travel Out-of-State	0	0	0
2337 Refreshments	0	0	0
2339 Management Expense	0	0	0
2345 Moving/Freight	0	0	0
2350 County Garage Services	0	0	0
2355 Personal Mileage	17	700	700
2360 Utilities	70,697	103,770	103,770
2361 Water	3,345	5,800	5,800
<b>Subtotal 2000's</b>	<b>323,483</b>	<b>433,262</b>	<b>433,262</b>
3020 Refund of Prior Year Chrg.	0	0	0
3231 Capital Lease-Equipment	0	0	0
3690 Interfund Svs. - Sheriff	0	0	0
3694 Interfund Svs. - Professional	0	0	0
3695 Interfund Svs. - Main./Mat.	0	0	0
3696 Interfund Svs. - Small Projects	0	0	0
3697 Interfund Svs. - Postage	0	0	0
3698 Interfund Svs. - Main./Labor	0	0	0
3701 Contribution - Non County	0	0	0
3710 County Admin. Overhead	0	0	0
<b>Subtotal 3000's</b>	<b>0</b>	<b>0</b>	<b>0</b>
4201 Buildings & Improvements	0	0	0
4202 Construction in Progress	0	0	0
4303 Equipment	0	0	0
4304 Computer Equipment	0	0	0
<b>Subtotal 4000's</b>	<b>0</b>	<b>0</b>	<b>0</b>
5040 Transfer Out - POB's	14,698	15,251	15,251
8101 Contingency	0	0	0
8301 Reserves	0	0	0
9304-8101 Contingency	0	0	0
<b>Total - Expenses</b>	<b>1,834,932</b>	<b>2,139,627</b>	<b>2,169,718</b>

<u>Account/Description</u>	<u>FY2020/21</u> <u>ACTUALS</u>	<u>FY2021/22</u> <u>PROPOSED</u>	<u>FY2021/22</u> <u>REVISED</u>
9001 Prop. Taxes/Secured	0	0	0
9002 Prop. Taxes/Unsecured	0	0	0
9004 Prop. Taxes/Supplement	0	0	0
9005 Prop. Taxes/Prior	0	0	0
9401 Interest	0	0	0
9405 Building Rental	0	0	0
9407 Telephones	0	0	0
9502 Federal CARES Act Revenue	1,154	0	0
9507 Homeowner's Relief	0	0	0
9511 Other Governmental Agen.	0	0	0
9569 State Aide	0	0	0
9601 Building Use Fees- Now 9405	0	0	0
9603 Photo/Microform copies	341	500	500
9604 Contract Services	0	0	0
9605 Library Fines	1,997	2,466	2,466
9637 Other Prof. Services	0	0	0
9663 Redevelopment	0	0	0
9702 Cash Overage	2	0	0
9703 Other Revenue	0	0	0
9705 Insurance Proceeds	0	0	0
9803 Op. Transfers In	0	0	0
9805 Reserve Transfer	0	0	0
9806 Fund Balance Available	0	0	0
<b>Total Revenue</b>	<b>3,494</b>	<b>2,966</b>	<b>2,966</b>

**SOLANO COUNTY LIBRARY**

**VACAVILLE TOWN SQUARE LIBRARY**

**BUDGET**

<u>Account/Description</u>	<u>FY2020/21</u> <u>ACTUALS</u>	<u>FY2021/22</u> <u>PROPOSED</u>	<u>FY2021/22</u> <u>REVISED</u>
1110 Salary/Regular	531,858	606,694	606,694
1121 Salary/Extra Help	-	57,232	64,200
1131 Salary/OT/Call back	-	3,988	3,988
1141 Salary/Premium	-	0	0
1210 Retirement	136,369	165,646	165,646
1212 Deferred Comp County Match	811	778	778
1213 OPEB costs	10,649	12,135	12,135
1220 FICA	41,608	51,095	51,628
1230 Health	115,056	134,841	134,841
1231 Vision	972	1,162	1,162
1240 Comp Insurance	8,553	14,588	14,588
1250 Unemployment	886	2,007	2,007
1260 Dental	4,699	6,366	6,366
1270 Accrued Leave CTO	13,009	1,500	1,500
1290 Life Insurance	443	548	548
<b>Subtotal 1000's</b>	<b>864,911</b>	<b>1,058,580</b>	<b>1,066,081</b>
2020 Com/Radio Services		0	0
2021 Telephone/County	4,564	5,253	5,253
2022 Telephone/AMC's	79	160	160
2023 Voice Mail	228	0	0
2025 Cellular Phone Service	0	0	0
2028 Telephone/Non County	0	0	0
2035 Household Expenses	28,644	33,680	33,680
2050 Liability/Risk Management	0	0	0
2051 Liability Insurance	11,379	9,525	9,525
2110 Independ. K - Travel Exp.	0	0	0
2120 Equipment Maintenance	0	750	750
2140 Maintenance/Buildings	29,815	58,500	58,500
2170 Memberships	0	0	0
2178 Cash/Inventory Shortage	0	20	20
2200 Office Expense	1,777	4,000	4,000
2201 Office Equipment	516	3,000	3,000
2202 Controlled Asset (>1500<5000)	0	0	0
2203 Computer Componets <1500	0	0	0
2205 Postage	0	0	0
2215 Managed Print Services	609	0	0
2220 Microfilm/Fiche/Photo	0	0	0
2235 Accounting/Financial Svs.	0	0	0
2236 Consulting Services	0	0	0

<u>Account/Description</u>	<u>FY2020/21</u> <u>ACTUALS</u>	<u>FY2021/22</u> <u>PROPOSED</u>	<u>FY2021/22</u> <u>REVISED</u>
2250 Other Professional Svcs.	9,296	18,000	18,000
2260 Software (CMSI)	0	0	0
2261 Software Licenses	0	0	0
2266 Central Data Processing	0	0	0
2267 HRIS Infrastructure Costs	0	0	0
2268 CDP - Supplemental Svcs.	0	0	0
2280 Publications/Legal Notes	0	0	0
2281 Advertising/Marketing	0	0	0
2285 Rent/Lease - Equipment	2,205	2,250	2,250
2295 Rent/Lease - Building	0	0	0
2301 Small Tools	0	0	0
2310 Education/Training	0	0	0
2311 Tuition Reimbursement	0	0	0
2312 Special Depart. Expense	0	100	100
2327 Library Materials Process.	0	0	0
2328 Library Materials	80,000	80,000	80,000
2335 Travel Expense	0	0	0
2336 Travel Out-of-State	0	0	0
2337 Refreshments	0	0	0
2339 Management Expense	0	0	0
2345 Moving/Freight	0	0	0
2350 County Garage Services	0	0	0
2355 Personal Mileage	155	400	400
2360 Utilities	36,308	51,000	51,000
2361 Water	3,194	5,500	5,500
<b>Subtotal 2000's</b>	<b>208,769</b>	<b>272,138</b>	<b>272,138</b>
3020 Refund of Prior Year Chrg.	0	0	0
3231 Capital Lease-Equipment	0	0	0
3690 Interfund Svcs. - Sheriff	0	0	0
3694 Interfund Svcs. - Professional	141,552	194,002	194,002
3695 Interfund Svcs. - Main./Mat.	0	0	0
3696 Interfund Svcs. - Small Projects	0	0	0
3697 Interfund Svcs. - Postage	0	0	0
3698 Interfund Svcs. - Main./Labor	0	0	0
3701 Contribution - Non County	0	0	0
3710 County Admin. Overhead	0	0	0
<b>Subtotal 3000's</b>	<b>141,552</b>	<b>194,002</b>	<b>194,002</b>
4201 Buildings & Improvements	0	0	0
4202 Construction in Progress	0	0	0
4303 Equipment	0	0	0
4304 Computer Equipment	0	0	0
<b>Subtotal 4000's</b>	<b>0</b>	<b>0</b>	<b>0</b>
5040 Transfer Out - POB's	8,339	9,555	9,555
8101 Contingency	0	0	0
8301 Reserves	0	0	0
9304-8101 Contingency	0	0	0
<b>Total - Expenses</b>	<b>1,223,572</b>	<b>1,534,275</b>	<b>1,541,776</b>

<u>Account/Description</u>	<u>FY2020/21</u> <u>ACTUALS</u>	<u>FY2021/22</u> <u>PROPOSED</u>	<u>FY2021/22</u> <u>REVISED</u>
9001 Prop. Taxes/Secured	0	0	0
9002 Prop. Taxes/Unsecured	0	0	0
9004 Prop. Taxes/Supplement	0	0	0
9005 Prop. Taxes/Prior	0	0	0
9401 Interest	0	0	0
9405 Building Rental	0	0	0
9407 Telephones	0	0	0
9502 Federal CARES Act Revenue	4,178	0	0
9507 Homeowner's Relief	0	0	0
9511 Other Governmental Agen.	0	0	0
9569 State Aide	0	0	0
9601 Building Use Fees- Now 9405	0	0	0
9603 Photo/Microform copies	179	350	350
9604 Contract Services	0	0	0
9605 Library Fines	562	431	431
9637 Other Prof. Services	0	0	0
9663 Redevelopment	0	0	0
9702 Cash Overage	0	0	0
9705 Insurance Proceeds	0	0	0
9803 Op. Transfers In	0	0	0
9805 Reserve Transfer	0	0	0
9806 Fund Balance Available	0	0	0
<b>Total Revenue</b>	<b>4,919</b>	<b>781</b>	<b>781</b>