

MONROE COUNTY PUBLIC LIBRARY
Minutes of the Library Advisory Board
Big Pine Key Library
April 28, 2015

CALL TO ORDER

The meeting of the Monroe County Library Board was called to order at 10:30 a.m. by Chair Michael Shields. Present were Board members Stephanie Griffiths, George McHugh, Susan Miller and Mimi Young.

Participants included (alphabetically), Big Pine Key Library Manager Steven Chambers, Fred Feldman, Director of Libraries Norma Kula, and Library Administrator Anne Layton Rice.

INTRODUCTIONS: Participants briefly introduced themselves. New District IV Board Member was welcomed by the Director of Libraries and by the Board.

APPROVAL OF MINUTES: The minutes for the February 24, 2015 meeting were unanimously approved.

COMMUNICATIONS:

- Deputy County Administrator Debbie Fredericks sends her regrets. Director of Libraries Norma Kula mentioned the Deputy County Administrator's retirement later in the summer and plans for restructuring the county's organizational chart.
- The Hidden Collection grant opportunity suggested by Chair Michael Shields was discussed. Staff was encouraged to pursue grant projects scaled for smaller institutions.

NEW BUSINESS:

- The Board reviewed Sections 3—6 of the Handbook and suggested updates that will be incorporated by Director of Libraries Norma Kula.
- Director of Libraries Norma Kula announced new staff appointments in Marathon, Islamorada and Key West libraries.
- Staff is requested to review and update the Library Wishlist, given the changes in library management and priorities.

CONTINUING BUSINESS:

- Director of Libraries Norma Kula announced completion of implementation of the Useful software/hardware system. The Library is dividing the \$70,000 cost with the county IT department and has a 5-year contract with Useful.

- Director of Libraries Norma Kula updated the Board on the Special Budget meeting held earlier in the month. Department Heads were directed to submit a flat budget including a 2% salary increase. The library budget decreased \$42,000 in the operating and materials line items.
- Director of Libraries Norma Kula updated the Board on the Marathon Library building project. The Request for Qualifications period has closed and the responses are currently being reviewed by county staff. A meeting is scheduled to rank the responses.
- The Board determined that Takeaway items will be to advocate to their County Commissioners for an adjusted budget and to interact with the libraries in their district.

ADJOURNMENT: The meeting was adjourned at 12:30 pm. The next meeting will be June 23, 2015 at the Key West Library.

Respectfully submitted,

A handwritten signature in cursive script that reads "Anne Layton Rice".

Anne Layton Rice
Library Administrator

SUNGARD PENTAMATION - FUND ACCOUNTING
 DATE: 06/16/15
 TIME: 11:28:48

MONROE COUNTY BOARD
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
 EXPST11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn4 like '620%'
 ACCOUNTING PERIOD: 9/15

FUND-001 GENERAL FUND
 FUND/COST CT-62023 LIBRARIES ADMIN SUPPORT

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
510120	REGULAR SALARIES & WAGES	494,168.00	19,607.77	.00	332,194.81	161,973.19	67.22
510210	FICA TAXES	43,548.00	1,451.99	.00	24,524.05	19,023.95	56.31
510220	RETIREMENT CONTRIBUTIONS	35,863.00	1,512.25	.00	26,287.69	9,575.31	73.30
510230	LIFE AND HEALTH INSURANC	85,320.00	.00	.00	49,770.00	35,550.00	58.33
510240	WORKERS' COMPENSATION	3,638.00	.00	.00	.00	3,638.00	.00
TOTAL	**PERSONAL SERVICES	662,537.00	22,572.01	.00	432,776.55	229,760.45	65.32
530400	TRAVEL AND PER DIEM	1,600.00	.00	.00	847.27	752.73	52.95
530409	VEHICLE MAINTENANCE CHRG	5,314.00	.00	.00	5,314.00	.00	100.00
530410	PHONE & POSTAGE/FREIGHT	16,000.00	6.56	.00	8,251.25	7,748.75	51.57
530440	RENTALS AND LEASES	2,220.00	.00	.00	.00	2,220.00	.00
530451	RISK MANAGEMENT CHARGES	4,735.00	.00	.00	4,735.00	.00	100.00
530460	REPAIR AND MAINTENANCE	10,539.00	.00	.00	.00	10,539.00	.00
530470	PRINTING AND BINDING	100.00	.00	.00	.00	100.00	.00
530510	OFFICE SUPPLIES	1,900.00	.00	.00	514.34	1,385.66	27.07
530520	OPERATING SUPPLIES	5,800.00	159.09	140.30	3,864.51	1,935.49	69.05
530528	INTERNAL FUEL	3,142.00	.00	.00	1,088.78	2,053.22	34.65
530540	BOOKS, PUBS, SUBS, EDUC, MEM	3,000.00	.00	.00	1,975.99	1,024.01	65.87
TOTAL	**OPERATING EXPEND/EXPENS	54,350.00	165.65	140.30	26,591.14	27,618.56	49.18
560641	CAPITAL OUTLAY VEHICLES	22,251.00	.00	22,251.00	.00	.00	100.00
560660	BOOKS, PUBS, & LIB MATERIA	2,500.00	.00	.00	598.98	1,901.02	23.96
TOTAL	**CAPITAL OUTLAY	24,751.00	.00	22,251.00	598.98	1,901.02	92.32
TOTAL LIBRARIES ADMIN SUPPORT		741,638.00	22,737.66	22,391.30	459,966.67	259,280.03	65.04

FUND-001 GENERAL FUND
 FUND/COST CT-62024 LIBRARIES KEY WEST

510120	REGULAR SALARIES & WAGES	428,474.00	20,620.13	.00	252,164.53	176,309.47	58.85
510140	OVERTIME	.00	.00	.00	61.79	-61.79	.00
510210	FICA TAXES	40,756.00	1,541.35	.00	18,820.26	21,935.74	46.18
510220	RETIREMENT CONTRIBUTIONS	31,096.00	1,477.37	.00	18,249.12	12,846.88	58.69
510230	LIFE AND HEALTH INSURANC	104,280.00	.00	.00	47,400.00	56,880.00	45.45
510240	WORKERS' COMPENSATION	1,650.00	.00	.00	.00	1,650.00	.00
TOTAL	**PERSONAL SERVICES	606,256.00	23,638.85	.00	336,695.70	269,560.30	55.54
530310	PROFESSIONAL SERVICES	64,800.00	1,040.00	.00	41,340.00	23,460.00	63.80
530400	TRAVEL AND PER DIEM	500.00	.00	.00	.00	500.00	.00
530410	PHONE & POSTAGE/FREIGHT	9,000.00	25.46	.00	393.94	8,606.06	4.38
530440	RENTALS AND LEASES	2,200.00	.00	.00	.00	2,200.00	.00
530451	RISK MANAGEMENT CHARGES	16,365.00	.00	.00	16,365.00	.00	100.00
530460	REPAIR AND MAINTENANCE	250.00	.00	30.00	173.50	46.50	81.40
530470	PRINTING AND BINDING	150.00	.00	.00	.00	150.00	.00
530510	OFFICE SUPPLIES	2,800.00	.00	.00	145.23	2,654.77	5.19
530520	OPERATING SUPPLIES	7,500.00	273.64	1,040.80	4,153.34	2,305.86	69.26
530540	BOOKS, PUBS, SUBS, EDUC, MEM	500.00	.00	.00	162.32	337.68	32.46
TOTAL	**OPERATING EXPEND/EXPENS	104,065.00	1,339.10	1,070.80	62,733.33	40,260.87	61.31

SUNGARD PENTAMATION - FUND ACCOUNTING
 DATE: 06/16/15
 TIME: 11:28:48

COUNTY BOARD
 RE STATUS REPORT

PAGE NUMBER: 2
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn4 1
 ACCOUNTING PERIOD: 9/15

FUND-001 GENERAL FUND
 FUND/COST CT-62024 LIBRARIES KEY WEST

ACCOUNT	TITLE	BUDG	PERIOD NDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
560660	BOOKS, PUBS, & LIB MATERIA	39,000.00	1,053.99	.00	26,165.62	12,834.38	67.09
TOTAL	**CAPITAL OUTLAY	39,000.00	1,053.99	.00	26,165.62	12,834.38	67.09
TOTAL LIBRARIES KEY WEST		749,321.00	26,031.94	1,070.80	425,594.65	322,655.55	56.94

FUND-001 GENERAL FUND
 FUND/COST CT-62025 LIBRARIES KW DONATIONS

530400	TRAVEL AND PER DIEM	7,500.00	3,723.70	.00	4,968.70	2,531.30	66.25
530460	REPAIR AND MAINTENANCE	1,540.50	.00	.00	1,540.50	.00	100.00
530520	OPERATING SUPPLIES	7,398.08	1,298.55	574.18	5,303.30	1,520.60	79.45
530540	BOOKS, PUBS, SUBS, EDUC, MEM	1,116.00	.00	.00	1,116.00	.00	100.00
TOTAL	**OPERATING EXPEND/EXPENS	17,554.58	5,022.25	574.18	12,928.50	4,051.90	76.92
560660	BOOKS, PUBS, & LIB MATERIA	73,147.26	362.95	.00	10,286.12	62,861.14	14.06
TOTAL	**CAPITAL OUTLAY	73,147.26	362.95	.00	10,286.12	62,861.14	14.06
TOTAL LIBRARIES KW DONATIONS		90,701.84	5,385.20	574.18	23,214.62	66,913.04	26.23

FUND-001 GENERAL FUND
 FUND/COST CT-62026 LIBRARIES MARATHON

510120	REGULAR SALARIES & WAGES	215,377.00	261.58	.00	148,737.59	66,639.41	69.06
510210	FICA TAXES	20,102.00	514.79	.00	10,736.27	9,365.73	53.41
510220	RETIREMENT CONTRIBUTIONS	12,823.00	535.18	.00	10,381.89	2,441.11	80.96
510230	LIFE AND HEALTH INSURANC	47,400.00	.00	.00	22,910.00	24,490.00	48.33
510240	WORKERS' COMPENSATION	829.00	.00	.00	.00	829.00	.00
TOTAL	**PERSONAL SERVICES	296,531.00	8,311.55	.00	192,765.75	103,765.25	65.01
530400	TRAVEL AND PER DIEM	250.00	.00	.00	226.06	23.94	90.42
530410	PHONE & POSTAGE/FREIGHT	1,500.00	.00	.00	43.72	1,456.28	2.91
530440	RENTALS AND LEASES	1,116.00	.00	.00	.00	1,116.00	.00
530451	RISK MANAGEMENT CHARGES	8,846.00	.00	.00	8,846.00	.00	100.00
530460	REPAIR AND MAINTENANCE	25.01	.00	.00	.00	25.01	.00
530470	PRINTING AND BINDING	150.00	.00	.00	4.76	150.00	.00
530510	OFFICE SUPPLIES	200.00	.00	.00	3,020.70	132.40	95.83
530520	OPERATING SUPPLIES	3,174.99	591.73	21.89	54.25	245.75	18.08
530540	BOOKS, PUBS, SUBS, EDUC, MEM	300.00	.00	.00	12,195.49	3,344.62	78.51
TOTAL	**OPERATING EXPEND/EXPENS	15,562.00	591.73	21.89	12,195.49	3,344.62	78.51
560660	BOOKS, PUBS, & LIB MATERIA	26,800.00	630.91	.00	9,941.81	16,858.19	37.10
TOTAL	**CAPITAL OUTLAY	26,800.00	630.91	.00	9,941.81	16,858.19	37.10
TOTAL LIBRARIES MARATHON		338,893.00	9,534.19	21.89	214,903.05	123,968.06	63.42

FUND-001 GENERAL FUND
 FUND/COST CT-62027 LIBRARIES MTHN DONATIONS

530310	PROFESSIONAL SERVICES	350.00	.00	.00	350.00	.00	100.00
--------	-----------------------	--------	-----	-----	--------	-----	--------

SUNGARD PENTAMATION - FUND ACCOUNTING
 DATE: 06/16/15
 TIME: 11:28:48

MONROE COUNTY BOARD
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
 EXPSTALL

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn4 like '620%'
 ACCOUNTING PERIOD: 9/15

FUND-001 GENERAL FUND
 FUND/COST CT-62027 LIBRARIES MTHN DONATIONS

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
530520	OPERATING SUPPLIES	1,700.00	.00	.00	612.19	1,087.81	36.01
TOTAL	**OPERATING EXPEND/EXPENS	2,050.00	.00	.00	962.19	1,087.81	46.94
560660	BOOKS, PUBS, & LIB MATERIA	9,113.10	.00	88.98	847.80	8,176.32	10.28
TOTAL	**CAPITAL OUTLAY	9,113.10	.00	88.98	847.80	8,176.32	10.28
TOTAL LIBRARIES MTHN DONATION		11,163.10	.00	88.98	1,809.99	9,264.13	17.01

FUND-001 GENERAL FUND
 FUND/COST CT-62028 LIBRARIES ISLAMORADA

510120	REGULAR SALARIES & WAGES	182,920.00	5,405.65	.00	117,476.67	65,443.33	64.22
510210	FICA TAXES	17,621.00	408.69	.00	8,902.56	8,718.44	50.52
510220	RETIREMENT CONTRIBUTIONS	13,276.00	398.39	.00	8,425.99	4,850.01	63.47
510230	LIFE AND HEALTH INSURANC	47,400.00	.00	.00	23,080.00	24,320.00	48.69
510240	WORKERS' COMPENSATION	703.00	.00	.00	.00	703.00	.00
TOTAL	**PERSONAL SERVICES	261,920.00	6,212.73	.00	157,885.22	104,034.78	60.28
530400	TRAVEL AND PER DIEM	250.00	.00	.00	.00	250.00	.00
530410	PHONE & POSTAGE/FREIGHT	15,000.00	.00	.00	482.59	14,517.41	3.22
530440	RENTALS AND LEASES	1,116.00	.00	.00	.00	1,116.00	.00
530451	RISK MANAGEMENT CHARGES	7,166.00	.00	.00	7,166.00	.00	100.00
530460	REPAIR AND MAINTENANCE	100.00	.00	.00	.00	100.00	.00
530470	PRINTING AND BINDING	150.00	.00	.00	.00	150.00	.00
530510	OFFICE SUPPLIES	450.00	.00	.00	240.08	209.92	53.35
530520	OPERATING SUPPLIES	1,400.00	.00	60.41	865.44	474.15	66.13
530540	BOOKS, PUBS, SUBS, EDUC, MEM	400.00	.00	.00	.00	400.00	.00
TOTAL	**OPERATING EXPEND/EXPENS	26,032.00	.00	60.41	8,754.11	17,217.48	33.86
560660	BOOKS, PUBS, & LIB MATERIA	17,600.00	272.30	.00	9,873.41	7,726.59	56.10
TOTAL	**CAPITAL OUTLAY	17,600.00	272.30	.00	9,873.41	7,726.59	56.10
TOTAL LIBRARIES ISLAMORADA		305,552.00	6,485.03	60.41	176,512.74	128,978.85	57.79

FUND-001 GENERAL FUND
 FUND/COST CT-62029 LIBRARIES ISLA DONATIONS

530520	OPERATING SUPPLIES	150.00	.00	.00	85.68	64.32	57.12
TOTAL	**OPERATING EXPEND/EXPENS	150.00	.00	.00	85.68	64.32	57.12
560660	BOOKS, PUBS, & LIB MATERIA	1,439.21	.00	.00	.00	1,439.21	.00
TOTAL	**CAPITAL OUTLAY	1,439.21	.00	.00	.00	1,439.21	.00
TOTAL LIBRARIES ISLA DONATION		1,589.21	.00	.00	85.68	1,503.53	5.39

FUND-001 GENERAL FUND
 FUND/COST CT-62030 LIBRARIES KEY LARGO

510120	REGULAR SALARIES & WAGES	261,185.00	10,071.03	.00	174,191.56	86,993.44	66.69
--------	--------------------------	------------	-----------	-----	------------	-----------	-------

SUNGARD PENTAMATION - FUND ACCOUNTING
 DATE: 06/16/15
 TIME: 11:28:48

MORRIS COUNTY BOARD
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 4
 EXPST11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn4 like '620%'
 ACCOUNTING PERIOD: 9/15

FUND-001 GENERAL FUND
 FUND/COST CT-62030 LIBRARIES KEY LARGO

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE	AVAILABLE BALANCE	YTD/BUD
510210	FICA TAXES	24,309.00	768.17	.00	13,311.00	10,982.49	54.82
510220	RETIREMENT CONTRIBUTIONS	18,956.00	742.24	.00	12,877.00	6,118.72	67.72
510230	LIFE AND HEALTH INSURANC	56,560.00	.00	.00	32,915.00	23,584.05	58.30
510240	WORKERS' COMPENSATION	1,006.00	.00	.00	.00	1,006.00	.00
TOTAL	**PERSONAL SERVICES	362,016.00	11,581.44	.00	233,333.00	128,684.70	64.45
530400	TRAVEL AND PER DIEM	500.00	.00	.00	411.00	452.83	9.43
530410	PHONE & POSTAGE/FREIGHT	12,500.00	.00	.00	114.00	12,385.41	.92
530440	RENTALS AND LEASES	935.50	.00	.00	.00	935.50	.00
530451	RISK MANAGEMENT CHARGES	10,544.00	.00	.00	10,544.00	.00	100.00
530460	REPAIR AND MAINTENANCE	280.50	.00	.00	265.00	15.00	94.65
530470	PRINTING AND BINDING	150.00	.00	.00	.00	150.00	.00
530510	OFFICE SUPPLIES	350.00	.00	.00	4.00	345.24	1.36
530520	OPERATING SUPPLIES	3,000.00	.00	162.47	1,873.00	963.73	67.88
530540	BOOKS, PUBS, SUBS, EDUC, MEM	200.00	.00	.00	24.00	175.95	12.03
TOTAL	**OPERATING EXPEND/EXPENS	28,460.00	.00	162.47	12,873.00	15,423.66	45.81
560660	BOOKS, PUBS, & LIB MATERIA	29,900.00	654.76	.00	15,769.43	14,130.57	52.74
TOTAL	TOTAL LIBRARIES KEY LARGO	420,376.00	12,236.20	162.47	261,974.60	158,238.93	62.36

FUND-001 GENERAL FUND
 FUND/COST CT-62031 LIBRARIES KL DONATIONS

560660	BOOKS, PUBS, & LIB MATERIA	2,705.47	.00	.00	.00	2,705.47	.00
TOTAL	**CAPITAL OUTLAY	32,605.47	654.76	.00	15,769.43	16,836.04	48.36
TOTAL	TOTAL LIBRARIES KL DONATIONS	2,705.47	.00	.00	.00	2,705.47	.00

FUND-001 GENERAL FUND
 FUND/COST CT-62032 LIBRARIES BIG PINE

510120	REGULAR SALARIES & WAGES	198,310.00	7,642.21	.00	132,208.63	66,101.37	66.67
510210	FICA TAXES	18,072.00	560.88	.00	9,746.77	8,325.23	53.93
510220	RETIREMENT CONTRIBUTIONS	12,882.00	563.23	.00	9,741.33	3,140.67	75.62
510230	LIFE AND HEALTH INSURANC	37,920.00	.00	.00	22,120.00	15,800.00	58.33
510240	WORKERS' COMPENSATION	762.00	.00	.00	.00	762.00	.00
TOTAL	**PERSONAL SERVICES	267,946.00	8,766.32	.00	173,816.73	94,129.27	64.87
530400	TRAVEL AND PER DIEM	900.00	44.52	.00	533.13	366.87	59.24
530410	PHONE & POSTAGE/FREIGHT	15,400.00	.00	.00	2,720.79	12,679.21	17.67
530440	RENTALS AND LEASES	36,000.00	.00	8,546.46	25,360.08	2,093.46	94.18
530450	INSURANCE	13,000.00	.00	.00	.00	13,000.00	.00
530451	RISK MANAGEMENT CHARGES	4,541.00	.00	.00	4,541.00	.00	100.00
530460	REPAIR AND MAINTENANCE	200.00	.00	.00	12.50	187.50	6.25
530470	PRINTING AND BINDING	150.00	.00	.00	.00	150.00	.00
530510	OFFICE SUPPLIES	200.00	.00	.00	9.52	190.48	4.76
530520	OPERATING SUPPLIES	2,000.00	.00	401.87	1,476.00	122.13	93.89
530540	BOOKS, PUBS, SUBS, EDUC, MEM	200.00	.00	.00	102.00	98.00	51.00
TOTAL	**OPERATING EXPEND/EXPENS	72,591.00	44.52	8,948.33	34,755.02	28,887.65	60.20

SUNGARD PENTAMATION - FUND ACCOUNTING
 DATE: 06/16/15
 TIME: 11:28:48

MONROE COUNTY BOARD
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 5
 EXPSTA11

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn4 like '620%'
 ACCOUNTING PERIOD: 9/15

FUND-001 GENERAL FUND
 FUND/COST CT-62032 LIBRARIES BIG PINE

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
560660	BOOKS, PUBS, & LIB MATERIA	18,800.00	553.61	.00	13,725.97	5,074.03	73.01
	TOTAL LIBRARIES BIG PINE	359,337.00	9,364.45	8,948.33	222,297.72	128,090.95	64.35

FUND-001 GENERAL FUND
 FUND/COST CT-62033 LIBRARIES BP DONATIONS

560660	BOOKS, PUBS, & LIB MATERIA	11,657.30	.00	.00	.00	11,657.30	.00
TOTAL	**CAPITAL OUTLAY	30,457.30	553.61	.00	13,725.97	16,731.33	45.07
	TOTAL LIBRARIES BP DONATIONS	11,657.30	.00	.00	.00	11,657.30	.00

FUND-001 GENERAL FUND
 FUND/COST CT-62035 LAW LIBRARY GENERAL FUND

510120	REGULAR SALARIES & WAGES	46,208.00	1,781.22	.00	30,822.62	15,385.38	66.70
510210	FICA TAXES	4,260.00	133.69	.00	2,332.91	1,927.09	54.76
510220	RETIREMENT CONTRIBUTIONS	3,354.00	131.28	.00	2,270.89	1,083.11	67.71
510230	LIFE AND HEALTH INSURANC	9,480.00	.00	.00	5,530.00	3,950.00	58.33
510240	WORKERS' COMPENSATION	178.00	.00	.00	.00	178.00	.00
TOTAL	**PERSONAL SERVICES	63,480.00	2,046.19	.00	40,956.42	22,523.58	64.52
530400	TRAVEL AND PER DIEM	100.00	.00	.00	46.73	53.27	46.73
530520	OPERATING SUPPLIES	50.00	.00	.00	.00	50.00	.00
TOTAL	**OPERATING EXPEND/EXPENS	150.00	.00	.00	46.73	103.27	31.15
560660	BOOKS, PUBS, & LIB MATERIA	6,000.00	880.00	.00	355.00	5,645.00	5.92
	TOTAL LAW LIBRARY GENERAL FUN	69,630.00	2,926.19	.00	41,358.15	28,271.85	59.40
	TOTAL GENERAL FUND	3,102,563.92	94,700.86	33,318.36	1,827,717.87	1,241,527.69	59.98

TOTAL REPORT		3,102,563.92	94,700.86	33,318.36	1,827,717.87	1,241,527.69	59.98
--------------	--	--------------	-----------	-----------	--------------	--------------	-------

Monroe County Library—April 2015

	Key Largo	Islamorada	Marathon	Big Pine	Key West	Total
Circulation						
Adult	1,736	1,099	1,741	1,394	4,271	10,241
Juvenile	1,279	387	945	387	2,462	5,460
Audio/visual	1,389	1,011	2,381	1,511	5,360	11,652
Total	4,404	2,497	5,067	3,292	12,093	27,353
% Change Previous YR	-10%	3%	-13%	-20%	-10%	-11%
Check out Type						
First time	3,108	1,464	3,980	2,613	8,133	19,298
Renewals	1,296	1,033	1,087	679	3,960	8,055
Borrowers						
Adult	8,221	2,643	5,925	4,334	14,439	35,562
Juvenile	877	405	1,268	482	2,518	5,550
Fee	162	153	381	133	302	1,131
Location total	9,260	3,201	7,574	4,949	17,259	42,243
Added this month	36	14	29	19	85	183
Usage						
PC Sessions	1273	735	1367	602	3602	7,579
% Change Previous YR	-27%	4%	14%	-15%	3%	-3%
Wireless Sessions	421	296	548	292	1448	3005
% Change Previous YR	12%	-5%	51%	2%	17%	16%
Library Visits	6,793	3,717	5,084	3,342	14,990	33,926
% Change Previous YR	-1%	-2%	14%	-12%	3%	1%
eVisits			512,206			
% Change Previous YR			18%			
Reference Services						
Info, In-Person	1,172	501	469	423	7,390	9,955
Info, Telephone	1,178	176	142	138	2,184	3,818
Info, Electronic			284			
Programming						
Adult, Number	17	8	4	1	24	54
Adult, Attendance	355	49	18	10	289	721
Juvenile, Number	12	8	16	5	33	74
Juvenile, Attendance	372	80	99	93	424	1,068
Class Visits, Number	4	1		1	2	8
Class Visits, Attendance	60	19		12	62	153
Adult Outreach, Number				4	4	8
Adult Outreach, Attendance				43	29	72
Juvenile Outreach, Number	5		6	7	0	18
Juvenile Outreach, Attendance	1,100		72	306	0	1,478
Community use, Number	21	6	10	25	16	78
Community use, Attendance	364	64	146	116	279	969
Volunteers						
Number	11		1	1	44	57
Hours	73		80	11	282	446
Revenue						
Copier	\$327.80	\$67.10	\$211.60	\$276.90	\$496.55	1,379.95
Fines	\$117.55	\$34.75	\$185.40	\$79.55	\$342.15	759.40
Lost Material	\$34.95	\$0.00	\$57.95	\$55.00	\$74.54	222.44
Fee	\$30.00	\$30.00	\$60.00	\$30.00	\$0.00	150.00
Storage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Total	\$510.30	\$131.85	\$514.95	\$441.45	\$913.24	\$2,511.79

Monroe County Library—May 2015

	Key Largo	Islamorada	Marathon	Big Pine	Key West	Total
Circulation						
Adult	1,476	973	1,606	1,339	3,698	9,092
Juvenile	798	514	868	390	2,498	5,068
Audio/visual	1,437	1,035	2,122	1,270	4,836	10,700
Total	3,711	2,522	4,596	2,999	11,032	24,860
% Change Previous YR	-16%	16%	-14%	-16%	-14%	-12%
Check out Type						
First time	2,714	1,402	3,675	2,304	7,557	17,652
Renewals	3,711	1,120	921	695	3,475	9,922
Borrowers						
Adult	8,255	2,656	5,951	4,351	14,539	35,752
Juvenile	877	408	1,268	482	2,568	5,603
Fee	162	153	383	133	303	1,134
Location total	9,294	3,217	7,602	4,966	17,410	42,489
Added this month	34	16	29	16	153	248
Usage						
PC Sessions	880	675	1585	773	2055	5,968
% Change Previous YR	-35%	0%	44%	15%	-44%	-20%
Wireless Sessions	318	221	447	238	1296	2520
% Change Previous YR	9%	-10%	72%	10%	1%	9%
Library Visits	5,321	3,040	4,666	3,020	15,082	31,129
% Change Previous YR	-16%	-18%	25%	-16%	0%	-4%
eVisits			344,566			
% Change Previous YR			-4%			
Reference Services						
Info, In-Person	846	375	449	221	5,134	7,025
Info, Telephone	553	170	110	64	1,767	2,664
Info, Electronic			274			
Programming						
Adult, Number	26	6	7		19	58
Adult, Attendance	1651	32	36		146	1,865
Juvenile, Number	12	9	16	4	37	78
Juvenile, Attendance	342	106	112	81	474	1,115
Class Visits, Number	1	1	2		4	8
Class Visits, Attendance	20	22	31		63	136
Adult Outreach, Number			1	3	2	6
Adult Outreach, Attendance			75	25	12	112
Juvenile Outreach, Number	12	5	4	4	1	26
Juvenile Outreach, Attendance	1,180	350	38	158	300	2,026
Community use, Number		7	5	8	9	29
Community use, Attendance		94	46	65	58	263
Volunteers						
Number	8		4	1	23	36
Hours	168		90	18	178	454
Revenue						
Copier	\$236.20	\$53.60	\$152.60	\$120.30	\$348.35	911.05
Fines	\$143.80	\$61.90	\$159.75	\$181.15	\$388.12	934.72
Lost Material	\$16.45	\$0.00	\$50.00	\$34.80	\$66.00	167.25
Fee	\$0.00	\$0.00	\$60.00	\$0.00	\$30.00	90.00
Storage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Total	\$396.45	\$115.50	\$422.35	\$336.25	\$832.47	\$2,103.02

OverDrive Circulation Activity by Month

Month (14)	Checkouts (23,164)	Checkouts (chart)
1 05/01/2015	1,832	
2 04/01/2015	1,923	
3 03/01/2015	1,894	
4 02/01/2015	1,572	
5 01/01/2015	1,951	
6 12/01/2014	1,611	
7 11/01/2014	1,621	
8 10/01/2014	1,596	
9 09/01/2014	1,643	
10 08/01/2014	1,665	
11 07/01/2014	1,498	
12 06/01/2014	1,565	
13 05/01/2014	1,518	
14 04/01/2014	1,275	