

AGENDA
WASCO COUNTY LIBRARY SERVICE DISTRICT
BOARD MEETING

Tuesday, November 14, 2017

4:00 p.m.

Location: Dufur

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. ADDITIONS TO AGENDA
- V. SHARED CONCERNS OF THE BOARD
- VI. LIBRARY DIRECTOR REPORTS
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
- IX. FINANCIAL REVIEW
- X. UPDATES
- XI. ADJOURNMENT
 - a. Set Next Meeting Date and Location
 - b. Adjourn

Wasco County Library Service District
Board Meeting
October 17, 2017
Location: Maupin

MINUTES SUBJECT TO APPROVAL:

Board members present: Rita Rathkey, Carolyn Wood, Carol Jones Dick Stentz (Margaret Brewer was absent)

Staff present: Jeff Wavrunek, Valerie Stephenson (Sarah Tierney was absent)

Called to order: at 4:02 by Carolyn Wood

Corrections to minutes: None, Rita Rathkey moved to approve, Carol Jones seconded, and the minutes were approved.

Recognition of visitors and interested parties: None

Additions to agenda: None

Shared Concerns: It was mentioned that Tygh Valley would like to have the Library Board visit sometime with the District Librarian. There was a brief discussion regarding the possibility of having a board meeting there, perhaps in the spring. Jeff will make a visit during the December outreach visit; Dick Stentz is interested in being included.

Library Directors' Reports:

Dufur – none provided

Maupin – Working on the Edge Initiative action plan. Storyteller Christopher Leebrick is going to perform the *Tell-Tale Heart*, it will be held at the Legion Hall (which, according to Christopher, has great acoustics). They have hired a new grant writer, Westby and Associates, from Vancouver, and they are working on things now (this is the same company that the Deschutes Rim Health Clinic has used successfully). They will be meeting to work on a mission and vision statement for the new library. The library has looked into getting a movie license, and confirmed that they would be able to show the movies at the Legion Hall rather than the library.

The Dalles – Christopher Leebrick will also be performing in The Dalles, on October 27th. It will be held in the basement of The Mint (attendees can have dinner upstairs at Freebridge first, then come down to the performance at 7 pm). That same night the Teen Librarian will be doing the 3rd annual Humans vs Zombies program, to be held after hours in the library. She is still looking for adult volunteers to help out. On Columbus Day, PUD was doing community service work in various locations in town. The library was one of the locations that benefited. Their arborist looked at our London Planetree and trimmed it up properly, as well as other trees on the library property. The open position we had has been filled. About 20 of the applicants had been invited to participate in a reception. They were asked to bring a favorite toy, and explain why they had chosen that one. It was very interesting, and the first one to share turned out to be the one hired. The position was a full-time, front desk position. The new person is Jeannie Glaspy, she is originally from The Dalles and moved back here a few years ago. She will be working Tuesday through Saturday.

Old Business: Nothing; though it was asked why there is a separate Shared Concerns on the agenda, instead of having that included under New Business. It was explained that this gives board members a chance to bring up any concerns they may have.

New Business: There was a discussion about the Library District being on its own and what that might look like. The tax rate for the current structure of the Library District was created for a service district and did not include maintenance. The City owns the building the Library is in, and is responsible for the maintenance and upkeep. If the District was on its own, the Library District would become responsible for the upkeep and repairs, as well as having to hire or contract with other companies for things that the City currently handles (payroll, insurance, etc.) through charging the Library District an administrative fee. Carolyn Wood and Rita Rathkey went on to explain that with the current tax rate it would not be in the best interest of the Library District to become fully independent.

Financial Review: It was asked - what are all the zeros at the bottom of page 3? They seem to be for the same items as above, just different line numbers (office equipment, vehicles). The answer - these are capital items, and nothing was budgeted for these this year. There is an expense for an item for the Children's Wing that has not yet been purchased.

Updates: Jeff has been in contact with Fort Vancouver Regional Library District regarding a reciprocal agreement. He is trying to streamline the process for our patrons to get a library card with them. Having a card with them gives our patrons access to all the databases available through their website. A lot of these databases charge based on usage, so while we would benefit, FVRLD might not. Consequently, they could be reluctant to have library card reciprocity.

The next meeting will be held at 4 pm at Dufur, on Tuesday, November 14.

Meeting adjourned at 5:25

WASCO COUNTY LIBRARY SERVICE
DISTRICT BOARD OF DIRECTORS

Carolyn Wood, Chair

Carol Jones, Vice-Chair

Rita Rathkey, Board Member

Margaret Brewer, Board Member

Dick Stentz, Board Member

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
VISITOR COUNT	12,291	13,077	11,395	12,050		
INTERNET USERS	1,510	1,822	1,523	1,667		
Overdrive Read	49	56	39	52		
Open EPUB ebook	5	5	4	5		
overdrive video	0	0	0	0		
adobe PDF ebook	1	2	1	0		
kindle book	138	149	177	149		
adobe EPUB ebook	119	174	97	143		
overdrive MP3 audio	420	414	455	541		
Open PDF ebook	0	0	0	0		
Pending (ebook)	48	64	49	65		
Pending (audiobook)	38	52	48	76		
overdrive Listens	15	31	20	22		
Kobo ebook	0	0	0	0		
LIBRARY2Go total	833	947	890	1,053		
TUMBLEBOOKS	7	3	112	78		
PATRONS ADDED	101	157	125	104		
ILL'S SENT	897	969	945	1,041		
ILL'S RECEIVED	746	752	709	728		
MONTHLY CIRC	18,281	18,734	16,941	18,344		
LIBRARY2GO	833	947	890	1,053		
TOTAL CIRC	19,114	19,681	17,831	19,397		

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2017

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 300</u>					
004-0000-300.00-0 BEGINNING BALANCE	.00	1,493,357.22	1,135,852.00	(357,505.22)	131.5
TOTAL SOURCE 300	.00	1,493,357.22	1,135,852.00	(357,505.22)	131.5
<u>GRANTS</u>					
004-0000-334.20-0 STATE FOR LIBRARY	.00	.00	3,264.00	3,264.00	.0
TOTAL GRANTS	.00	.00	3,264.00	3,264.00	.0
<u>LOCAL GOVERNMENT REVENUES</u>					
004-0000-337.10-0 URBAN RENEWAL	.00	.00	.00	.00	.0
004-0000-337.20-0 SHARE OF LIBRARY TAXES	.00	.00	1,233,315.00	1,233,315.00	.0
TOTAL LOCAL GOVERNMENT REVENUES	.00	.00	1,233,315.00	1,233,315.00	.0
<u>FINES</u>					
004-0000-351.50-0 LIBRARY FINES	.00	4,238.44	12,500.00	8,261.56	33.9
TOTAL FINES	.00	4,238.44	12,500.00	8,261.56	33.9
<u>INTEREST REVENUES</u>					
004-0000-361.00-0 INTEREST REVENUES	1,363.67	4,332.52	7,000.00	2,667.48	61.9
TOTAL INTEREST REVENUES	1,363.67	4,332.52	7,000.00	2,667.48	61.9
<u>GIFTS AND DONATIONS</u>					
004-0000-365.00-0 GIFTS AND DONATIONS	.00	.00	1,000.00	1,000.00	.0
TOTAL GIFTS AND DONATIONS	.00	.00	1,000.00	1,000.00	.0
<u>OTHER MISC REVENUES</u>					
004-0000-369.00-0 OTHER MISC REVENUES	1,500.00	1,500.00	100.00	(1,400.00)	1500.0
TOTAL OTHER MISC REVENUES	1,500.00	1,500.00	100.00	(1,400.00)	1500.0

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2017

LIBRARY FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>OPERATING TRANSFERS IN</u>					
004-0000-391.37-0 FROM CAPITAL PROJECT FUND	.00	.00	.00	.00	.0
TOTAL OPERATING TRANSFERS IN	.00	.00	.00	.00	.0
 TOTAL FUND REVENUE	 2,863.87	 1,503,428.18	 2,393,031.00	 886,602.82	 62.8

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2017

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
004-2100-000.11-00 REGULAR SALARIES	35,589.53	143,029.44	427,396.00	283,766.56	33.6
004-2100-000.12-00 PARTTIME/TEMP SALARIES	4,436.02	19,172.78	70,929.00	51,756.22	27.0
004-2100-000.13-00 OVERTIME SALARIES	.00	345.50	2,500.00	2,154.50	13.9
004-2100-000.21-10 MEDICAL INSURANCE	15,101.76	59,280.31	168,696.00	109,715.69	35.1
004-2100-000.21-20 L-T DISABILITY INSURANCE	268.82	1,068.67	3,038.00	1,969.33	35.2
004-2100-000.21-30 LIFE INSURANCE	45.38	169.06	503.00	333.94	33.6
004-2100-000.21-40 WORKERS COMP INSURANCE	571.88	2,320.14	3,008.00	687.86	77.1
004-2100-000.22-00 FICA	2,905.50	11,904.85	38,313.00	26,408.15	31.1
004-2100-000.23-00 RETIREMENT CONTRIBUTIONS	4,299.58	17,956.72	57,120.00	39,163.28	31.4
004-2100-000.28-00 VEBIA CONTRIBUTIONS	19.35	1,137.30	3,178.00	2,040.70	35.8
004-2100-000.29-00 OTHER EMPLOYEE BENEFITS	15.00	50.00	180.00	130.00	27.8
004-2100-000.31-10 CONTRACTUAL SERVICES	1,339.93	17,543.95	73,731.00	56,187.05	23.8
004-2100-000.32-20 SPECIAL LEGAL SERVICES	.00	.00	500.00	500.00	.0
004-2100-000.41-10 WATER & SEWER	406.89	1,795.83	4,727.00	2,931.17	38.0
004-2100-000.41-20 GARBAGE SERVICES	.00	182.24	1,122.00	939.76	16.2
004-2100-000.41-40 ELECTRICITY	1,480.22	6,398.46	29,151.00	22,752.54	22.0
004-2100-000.43-10 BUILDINGS AND GROUNDS	400.00	1,139.59	27,052.00	25,912.41	4.2
004-2100-000.43-40 OFFICE EQUIPMENT	.00	1,285.17	17,881.00	16,595.83	7.2
004-2100-000.43-45 JOINT USE OF LABOR/EQUIP	.00	.00	300.00	300.00	.0
004-2100-000.43-51 GAS/OIL/LUBRICANTS	65.85	94.78	.00	(94.78)	.0
004-2100-000.43-52 LIBRARY VEHICLE	36.62	232.33	3,200.00	2,967.67	7.3
004-2100-000.43-77 HVAC SYSTEMS	.00	.00	5,117.00	5,117.00	.0
004-2100-000.52-10 LIABILITY	.00	3,910.02	4,169.00	278.98	93.3
004-2100-000.52-30 PROPERTY	.00	5,678.97	6,107.00	428.03	93.0
004-2100-000.52-50 AUTOMOTIVE	.00	389.55	466.00	106.45	78.5
004-2100-000.53-20 POSTAGE	.00	119.42	2,000.00	1,880.58	6.0
004-2100-000.53-30 TELEPHONE	253.08	2,596.34	9,215.00	6,618.66	28.2
004-2100-000.58-10 TRAVEL, FOOD & LODGING	.00	.00	6,744.00	6,744.00	.0
004-2100-000.58-50 TRAINING AND CONFERENCES	.00	.00	10,381.00	10,381.00	.0
004-2100-000.58-70 MEMBERSHIPS/DUES/SUBSCRIP	294.00	1,091.00	2,306.00	1,215.00	47.3
004-2100-000.60-10 OFFICE SUPPLIES	2,557.78	9,251.92	32,223.00	22,971.08	28.7
004-2100-000.60-20 JANITORIAL SUPPLIES	1,154.77	1,154.77	12,441.00	11,286.23	9.3
004-2100-000.60-85 SPECIAL DEPT SUPPLIES	79.43	1,105.01	21,642.00	20,536.99	5.1
004-2100-000.64-20 LIBRARY BOOKS AND BINDING	8,427.05	25,599.85	108,920.00	83,320.15	23.5
004-2100-000.64-30 LIBRARY PERIODICALS	1,382.42	1,430.36	5,073.00	3,642.64	28.2
004-2100-000.64-40 AUDIOVISUAL MATERIALS	1,802.89	5,162.68	25,821.00	20,658.32	20.0
004-2100-000.64-80 COMPUTER SOFTWARE	478.65	661.60	22,858.00	22,196.40	2.9
004-2100-000.69-50 MISCELLANEOUS EXPENSES	.00	.00	1,000.00	1,000.00	.0
004-2100-000.69-80 ASSETS < \$5000	.00	.00	135,579.00	135,579.00	.0
004-2100-000.72-20 BUILDINGS	.00	.00	85,000.00	85,000.00	.0
004-2100-000.74-20 VEHICLES	.00	.00	.00	.00	.0
004-2100-000.74-30 FURNITURE AND FIXTURES	.00	.00	.00	.00	.0
004-2100-000.74-40 OFFICE EQUIPMENT	.00	.00	.00	.00	.0
004-2100-000.74-50 COMPUTER EQUIPMENT	.00	.00	.00	.00	.0
TOTAL LIBRARY	83,431.20	343,858.61	1,429,937.00	1,086,078.39	24.1

CITY OF THE DALLAS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2017

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER</u>					
004-9500-000.81-01 TO GENERAL FUND	7,727.19	30,908.76	85,619.00	54,710.24	36.1
004-9500-000.81-10 TO UNEMPLOYMENT FUND	.00	.00	.00	.00	.0
004-9500-000.86-00 CONTINGENCY	.00	.00	184,362.00	184,362.00	.0
004-9500-000.86-01 RSRV FUTURE EXPENDITURES	.00	.00	23,153.00	23,153.00	.0
004-9500-000.89-00 UNAPPROPRIATED ENDING BAL	.00	.00	669,960.00	669,960.00	.0
TOTAL OTHER	7,727.19	30,908.76	963,094.00	932,185.24	3.2
TOTAL FUND EXPENDITURES	91,158.39	374,767.37	2,393,031.00	2,018,263.63	15.7

Report Criteria:

Actual Amounts
All Accounts
Summarize Payroll Detail
Print Period Totals
Print Grand Totals
Include All Comments
Include Funds: 004
Page and Total by Fund
Include Gs: None
All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
BEGINNING BALANCE			09/30/2017 (09/17) Balance	004-0000-300.00-00			1,493,357.22-
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	1,493,357.22-
YTD Encumbrance	.00	YTD Actual	-1,493,357.22 Total	-1,493,357.22 YTD Budget	-1,135,852.00 Unearned	(357,505.22)	
STATE FOR LIBRARY			09/30/2017 (09/17) Balance	004-0000-334.20-00			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	-3,264.00 Unearned	3,264.00	
URBAN RENEWAL			09/30/2017 (09/17) Balance	004-0000-337.10-00			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00	
SHARE OF LIBRARY TAXES			09/30/2017 (09/17) Balance	004-0000-337.20-00			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	-1,233,315.00 Unearned	1,233,315.00	
LIBRARY FINES			09/30/2017 (09/17) Balance	004-0000-351.50-00			4,238.44-
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	4,238.44-
YTD Encumbrance	.00	YTD Actual	-4,238.44 Total	-4,238.44 YTD Budget	-12,500.00 Unearned	8,261.56	
INTEREST REVENUES			09/30/2017 (09/17) Balance	004-0000-361.00-00			2,968.65-
10/31/2017 CRJE		9	Record Pooled Equity Interest - LGIP			1,358.14-	
10/31/2017 CRJE		26	Record Pooled Equity Interest - RESERVE			5.53-	
			10/31/2017 (10/17) Period Totals and Balance		.00 *	1,363.67- *	4,332.52-
YTD Encumbrance	.00	YTD Actual	-4,332.52 Total	-4,332.52 YTD Budget	-7,000.00 Unearned	2,667.48	
GIFTS AND DONATIONS			09/30/2017 (09/17) Balance	004-0000-365.00-00			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	-1,000.00 Unearned	1,000.00	
OTHER MISC REVENUES			09/30/2017 (09/17) Balance	004-0000-369.00-00			.00
10/11/2017 CR		5043135	COURIER SERVICE - SHERMAN COUNTY			1,500.00-	
			Description: COURIER SERVICE - SHERMAN COUNTY				
			10/31/2017 (10/17) Period Totals and Balance		.00 *	1,500.00- *	1,500.00-
YTD Encumbrance	.00	YTD Actual	-1,500.00 Total	-1,500.00 YTD Budget	-100.00 Unearned	(1,400.00)	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
FROM CAPITAL PROJECT FUND			09/30/2017 (09/17) Balance	004-0000-391.37-00			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned		
REGULAR SALARIES			09/30/2017 (09/17) Balance	004-2100-000.11-00			108,039.91
10/21/2017	PC	43	PAYROLL TRANS FOR 10/21/2017 PAY PERI		35,589.53		
			10/31/2017 (10/17) Period Totals and Balance		35,589.53 *	.00 *	143,629.44
YTD Encumbrance		.00 YTD Actual	143,629.44 Total	143,629.44 YTD Budget	427,396.00 Unexpended	283,736.56	
PARTTIME/TEMP SALARIES			09/30/2017 (09/17) Balance	004-2100-000.12-00			14,736.76
10/21/2017	PC	52	PAYROLL TRANS FOR 10/21/2017 PAY PERI		4,436.02		
			10/31/2017 (10/17) Period Totals and Balance		4,436.02 *	.00 *	19,172.78
YTD Encumbrance		.00 YTD Actual	19,172.78 Total	19,172.78 YTD Budget	70,929.00 Unexpended	51,756.22	
OVERTIME SALARIES			09/30/2017 (09/17) Balance	004-2100-000.13-00			345.50
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	345.50
YTD Encumbrance		.00 YTD Actual	345.50 Total	345.50 YTD Budget	2,500.00 Unexpended	2,154.50	
MEDICAL INSURANCE			09/30/2017 (09/17) Balance	004-2100-000.21-10			44,178.55
10/21/2017	PB	51	PAYROLL TRANS FOR 10/21/2017 PAY PERI		15,101.76		
			10/31/2017 (10/17) Period Totals and Balance		15,101.76 *	.00 *	59,280.31
YTD Encumbrance		.00 YTD Actual	59,280.31 Total	59,280.31 YTD Budget	168,996.00 Unexpended	109,715.69	
L-T DISABILITY INSURANCE			09/30/2017 (09/17) Balance	004-2100-000.21-20			779.85
10/21/2017	PB	54	PAYROLL TRANS FOR 10/21/2017 PAY PERI		288.82		
			10/31/2017 (10/17) Period Totals and Balance		288.82 *	.00 *	1,068.67
YTD Encumbrance		.00 YTD Actual	1,068.67 Total	1,068.67 YTD Budget	3,038.00 Unexpended	1,969.33	
LIFE INSURANCE			09/30/2017 (09/17) Balance	004-2100-000.21-30			123.68
10/21/2017	PB	53	PAYROLL TRANS FOR 10/21/2017 PAY PERI		45.38		
			10/31/2017 (10/17) Period Totals and Balance		45.38 *	.00 *	169.06
YTD Encumbrance		.00 YTD Actual	169.06 Total	169.06 YTD Budget	503.00 Unexpended	333.94	
WORKERS COMP INSURANCE			09/30/2017 (09/17) Balance	004-2100-000.21-40			1,748.26
10/11/2017	AP	267	SAIF CLAIM REIMBURSEMENT **VendorNo: 1175 **Inv. No: 8424250L 10-17 **Desc: SAMANTHA LUTH **Inv. Date: 10/11/2017 **PO No: **Remit Name: SAIF CLAIM REIMBURSEMENT **Merchant Vendor No: 1175 **Merchant Vendor Name: SAIF CLAIM REIMBURSEMENT **Invoice Created By: Irowland		549.70		
10/21/2017	PB	50	PAYROLL TRANS FOR 10/21/2017 PAY PERI		22.18		
			10/31/2017 (10/17) Period Totals and Balance		571.88 *	.00 *	2,320.14
YTD Encumbrance		.00 YTD Actual	2,320.14 Total	2,320.14 YTD Budget	3,908.00 Unexpended	687.86	
FICA			09/30/2017 (09/17) Balance	004-2100-000.22-00			8,999.35
10/21/2017	PB	55	PAYROLL TRANS FOR 10/21/2017 PAY PERI		2,905.50		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/13/2017	CD	2	Void Ck #122788 10/23/15 stale not owed			540.00-	
			10/31/2017 (10/17) Period Totals and Balance		1,878.93 *	540.00- *	17,543.95
YTD Encumbrance		.00 YTD Actual	17,543.95 Total	17,543.95 YTD Budget	73,731.00 Unexpended	56,187.05	
SPECIAL LEGAL SERVICES			09/30/2017 (09/17) Balance	004-2100-000.32-20			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	500.00 Unexpended	500.00	
WATER & SEWER			09/30/2017 (09/17) Balance	004-2100-000.41-10			1,389.14
10/04/2017	AP	26	H2 OREGON BOTTLED WATER, INC **VendorNo: 611 **Inv. No: 17972 9-17 **Desc: LIBRARY WATER **Inv. Date: 10/4/2017 **PO No: **Remit Name: H2 OREGON BOTTLED WATER, INC **Merchant Vendor No: 611 **Merchant Vendor Name: H2 OREGON BOTTLED WATER, INC **Invoice Created By: Irowland		25.85		
10/05/2017	AP	29	H2 OREGON BOTTLED WATER, INC **VendorNo: 611 **Inv. No: 522742 **Desc: LIBRARY WATER **Inv. Date: 10/5/2017 **PO No: **Remit Name: H2 OREGON BOTTLED WATER, INC **Merchant Vendor No: 611 **Merchant Vendor Name: H2 OREGON BOTTLED WATER, INC **Invoice Created By: Irowland		29.75		
10/18/2017	AP	523	H2 OREGON BOTTLED WATER, INC **VendorNo: 611 **Inv. No: 17972 10-17 **Desc: LIBRARY WATER **Inv. Date: 10/18/2017 **PO No: **Remit Name: H2 OREGON BOTTLED WATER, INC **Merchant Vendor No: 611 **Merchant Vendor Name: H2 OREGON BOTTLED WATER, INC **Invoice Created By: Irowland		11.90		
10/17/2017	AP	843	H2 OREGON BOTTLED WATER, INC **VendorNo: 611 **Inv. No: 525712 **Desc: LIBRARY WATER **Inv. Date: 10/17/2017 **PO No: **Remit Name: H2 OREGON BOTTLED WATER, INC **Merchant Vendor No: 611 **Merchant Vendor Name: H2 OREGON BOTTLED WATER, INC **Invoice Created By: Irowland		47.60		
10/18/2017	CD	7	TO RECORD CITY WATER BILLS AUTO DRA		291.59		
			10/31/2017 (10/17) Period Totals and Balance		408.69 *	.00 *	1,795.83
YTD Encumbrance		.00 YTD Actual	1,795.83 Total	1,795.83 YTD Budget	4,727.00 Unexpended	2,931.17	
GARBAGE SERVICES			09/30/2017 (09/17) Balance	004-2100-000.41-20			182.24
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	182.24
YTD Encumbrance		.00 YTD Actual	182.24 Total	182.24 YTD Budget	1,122.00 Unexpended	939.76	
ELECTRICITY			09/30/2017 (09/17) Balance	004-2100-000.41-40			4,918.24
10/12/2017	AP	284	NORTHERN WASCO COUNTY PUD **VendorNo: 1487 **Inv. No: 1175-001 10-17 **Desc: 722 COURT **Inv. Date: 10/12/2017 **PO No: **Remit Name: NORTHERN WASCO COUNTY PUD **Merchant Vendor No: 1487 **Merchant Vendor Name: NORTHERN WASCO COUNTY PUD **Invoice Created By: Irowland		1,306.73		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/12/2017	AP	285	NORTHERN WASCO COUNTY PUD **VendorNo: 1487 **Inv. No: 1175-002 10-17 **Desc: 722 COURT **Inv. Date: 10/12/2017 **PO No: **Remit Name: NORTHERN WASCO COUNTY PUD **Merchant Vendor No: 1487 **Merchant Vendor Name: NORTHERN WASCO COUNTY PUD **Invoice Created By: Irowland		132.02		
10/12/2017	AP	286	NORTHERN WASCO COUNTY PUD **VendorNo: 1487 **Inv. No: 1175-003 10-17 **Desc: 722 COURT SHOP **Inv. Date: 10/12/2017 **PO No: **Remit Name: NORTHERN WASCO COUNTY PUD **Merchant Vendor No: 1487 **Merchant Vendor Name: NORTHERN WASCO COUNTY PUD **Invoice Created By: Irowland		41.47		
10/31/2017 (10/17) Period Totals and Balance					1,480.22 *	.00 *	6,398.46
YTD Encumbrance	.00	YTD Actual	6,398.46 Total	6,398.46 YTD Budget	29,151.00 Unexpended	22,752.54	
BUILDINGS AND GROUNDS							
09/30/2017 (09/17) Balance				004-2100-000.43-10			739.59
10/05/2017	AP	146	TENNANT SALES & SERVICE COMPANY **VendorNo: 4502 **Inv. No: 914654273 **Desc: SERVICE CONTRACT **Inv. Date: 10/5/2017 **PO No: **Remit Name: TENNANT SALES & SERVICE COMPANY **Merchant Vendor No: 4502 **Merchant Vendor Name: TENNANT SALES & SERVICE COMPANY **Invoice Created By: Irowland		37.50		
10/05/2017	AP	148	TENNANT SALES & SERVICE COMPANY **VendorNo: 4502 **Inv. No: 914719652 **Desc: SERVICE CONTRACT **Inv. Date: 10/5/2017 **PO No: **Remit Name: TENNANT SALES & SERVICE COMPANY **Merchant Vendor No: 4502 **Merchant Vendor Name: TENNANT SALES & SERVICE COMPANY **Invoice Created By: Irowland		37.50		
10/10/2017	AP	298	T & L COMMUNICATIONS, INC. **VendorNo: 2344 **Inv. No: 109439 **Desc: FIRE ALARM INSPECTION **Inv. Date: 10/10/2017 **PO No: **Remit Name: T & L COMMUNICATIONS, INC. **Merchant Vendor No: 2344 **Merchant Vendor Name: T & L COMMUNICATIONS, INC. **Invoice Created By: Irowland		325.00		
10/31/2017 (10/17) Period Totals and Balance					400.00 *	.00 *	1,139.59
YTD Encumbrance	.00	YTD Actual	1,139.59 Total	1,139.59 YTD Budget	27,052.00 Unexpended	25,912.41	
OFFICE EQUIPMENT							
09/30/2017 (09/17) Balance				004-2100-000.43-40			1,285.17
10/31/2017 (10/17) Period Totals and Balance					.00 *	.00 *	1,285.17
YTD Encumbrance	.00	YTD Actual	1,285.17 Total	1,285.17 YTD Budget	17,881.00 Unexpended	16,595.63	
JOINT USE OF LABOR/EQUIP							
09/30/2017 (09/17) Balance				004-2100-000.43-45			.00
10/31/2017 (10/17) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	300.00 Unexpended	300.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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GAS/OIL/LUBRICANTS			09/30/2017 (09/17) Balance	004-2100-000.43-51			28.93
10/10/2017	AP	376	QWIK CHANGE LUBE CENTER **VendorNo: 3698 **Inv. No: 44714 **Desc: VEHICLE SRVS LIBRARY VAN **Inv. Date: 10/10/2017 **PO No: **Remit Name: QWIK CHANGE LUBE CENTER **Merchant Vendor No: 3698 **Merchant Vendor Name: QWIK CHANGE LUBE CENTER **Invoice Created By: Irowland		65.85		
			10/31/2017 (10/17) Period Totals and Balance		65.85 *	.00 *	94.78
YTD Encumbrance		.00	YTD Actual 94.78 Total 94.78	YTD Budget .00	Unexpended (94.78)		
<hr/>							
LIBRARY VEHICLE			09/30/2017 (09/17) Balance	004-2100-000.43-52			195.71
10/15/2017	AP	1043	HATTENHAUER ENERGY CO LLC **VendorNo: 3983 **Inv. No: CL78105 **Desc: FUEL CHARGES **Inv. Date: 10/15/2017 **PO No: **Remit Name: HATTENHAUER ENERGY CO LLC **Merchant Vendor No: 3983 **Merchant Vendor Name: HATTENHAUER ENERGY CO LLC **Invoice Created By: Irowland		36.62		
			10/31/2017 (10/17) Period Totals and Balance		36.62 *	.00 *	232.33
YTD Encumbrance		.00	YTD Actual 232.33 Total 232.33	YTD Budget 3,200.00	Unexpended 2,967.67		
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HVAC SYSTEMS			09/30/2017 (09/17) Balance	004-2100-000.43-77			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00	YTD Actual .00 Total .00	YTD Budget 5,117.00	Unexpended 5,117.00		
<hr/>							
LIABILITY			09/30/2017 (09/17) Balance	004-2100-000.52-10			3,910.02
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	3,910.02
YTD Encumbrance		.00	YTD Actual 3,910.02 Total 3,910.02	YTD Budget 4,189.00	Unexpended 278.98		
<hr/>							
PROPERTY			09/30/2017 (09/17) Balance	004-2100-000.52-30			5,678.97
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	5,678.97
YTD Encumbrance		.00	YTD Actual 5,678.97 Total 5,678.97	YTD Budget 6,107.00	Unexpended 428.03		
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AUTOMOTIVE			09/30/2017 (09/17) Balance	004-2100-000.52-50			389.55
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	389.55
YTD Encumbrance		.00	YTD Actual 389.55 Total 389.55	YTD Budget 496.00	Unexpended 106.45		
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POSTAGE			09/30/2017 (09/17) Balance	004-2100-000.53-20			119.42
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	119.42
YTD Encumbrance		.00	YTD Actual 119.42 Total 119.42	YTD Budget 2,000.00	Unexpended 1,880.58		
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TELEPHONE			09/30/2017 (09/17) Balance	004-2100-000.53-30			2,343.26
10/16/2017	AP	912	CENTURYLINK **VendorNo: 1347 **Inv. No: 313900900 10-17 **Desc: LIBRARY PHONE **Inv. Date: 10/16/2017 **PO No: **Remit Name: CENTURYLINK **Merchant Vendor No: 1347 **Merchant Vendor Name: CENTURYLINK **Invoice Created By: Irowland		92.10		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/11/2017	AP	1038	CENTURYLINK **VendorNo: 3947 **Inv. No: 300325914 10-17 **Desc: S WASCO COUNTY PHONE **Inv. Date: 10/11/2017 **PO No: **Remit Name: CENTURYLINK **Merchant Vendor No: 3947 **Merchant Vendor Name: CENTURYLINK **Invoice Created By: Irowland		108.98		
10/21/2017	PC	65	PAYROLL TRANS FOR 10/21/2017 PAY PERI 10/31/2017 (10/17) Period Totals and Balance		52.00 253.08 *	.00 *	2,596.34
YTD Encumbrance		.00 YTD Actual	2,596.34 Total	2,596.34 YTD Budget	9,215.00 Unexpended	8,618.66	
TRAVEL, FOOD & LODGING			09/30/2017 (09/17) Balance 10/31/2017 (10/17) Period Totals and Balance	004-2100-000.58-10	.00 *	.00 *	.00 .00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	6,744.00 Unexpended	6,744.00	
TRAINING AND CONFERENCES			09/30/2017 (09/17) Balance 10/31/2017 (10/17) Period Totals and Balance	004-2100-000.58-50	.00 *	.00 *	.00 .00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	10,381.00 Unexpended	10,381.00	
MEMBERSHIPS/DUES/SUBSCRIP			09/30/2017 (09/17) Balance	004-2100-000.58-70			797.00
10/05/2017	AP	10	DALLES CHAMBER OF COMMERCE **VendorNo: 348 **Inv. No: 7552 **Desc: ANNUAL MEMBERSHIP RENEWAL **Inv. Date: 10/5/2017 **PO No: **Remit Name: DALLES CHAMBER OF COMMERCE **Merchant Vendor No: 348 **Merchant Vendor Name: DALLES CHAMBER OF COMMERCE **Invoice Created By: Irowland		144.00		
10/20/2017	AP	1249	BANKCARD CENTER 8925 **VendorNo: 10163 **Inv. No: 0044-8925 **Desc: BOOKS/DVDS/SUPPLIES J WAVRUNEK **Inv. Date: 10/20/2017 **PO No: **Remit Name: BANKCARD CENTER 8925 **Merchant Vendor No: 10163 **Merchant Vendor Name: BANKCARD CENTER 8925 **Invoice Created By: Irowland		150.00		
			10/31/2017 (10/17) Period Totals and Balance		294.00 *	.00 *	1,091.00
YTD Encumbrance		.00 YTD Actual	1,091.00 Total	1,091.00 YTD Budget	2,306.00 Unexpended	1,215.00	
OFFICE SUPPLIES			09/30/2017 (09/17) Balance	004-2100-000.60-10			6,694.14
10/05/2017	AP	18	DEMCO **VendorNo: 389 **Inv. No: 6217520 **Desc: BOOK SUPPLIES **Inv. Date: 10/5/2017 **PO No: **Remit Name: DEMCO **Merchant Vendor No: 389 **Merchant Vendor Name: DEMCO **Invoice Created By: Irowland		503.27		
10/10/2017	AP	1087	SYNCB/AMAZON **VendorNo: 4488 **Inv. No: 6045787810412896 10- **Desc: DVD/BOOKS/SUPPLIES **Inv. Date: 10/10/2017 **PO No: **Remit Name: SYNCB/AMAZON **Merchant Vendor No: 4488 **Merchant Vendor Name: SYNCB/AMAZON **Invoice Created By: Irowland		611.03		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/20/2017	AP	1248	BANKCARD CENTER 8925 **VendorNo: 10163 **Inv. No: 0044-8925 **Desc: BOOKS/DVDS/SUPPLIES J WAVRUNEK **Inv. Date: 10/20/2017 **PO No: **Remit Name: BANKCARD CENTER 8925 **Merchant Vendor No: 10163 **Merchant Vendor Name: BANKCARD CENTER 8925 **Invoice Created By: Irowland		1,443.48		
10/31/2017 (10/17) Period Totals and Balance					2,557.78 *	.00 *	9,251.92
YTD Encumbrance	.00	YTD Actual	9,251.92	Total	9,251.92	YTD Budget	32,223.00 Unexpended 22,971.08
JANITORIAL SUPPLIES			09/30/2017 (09/17) Balance	004-2100-000.60-20			.00
10/05/2017	AP	183	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463163276 **Desc: LIBRARY JANITORIAL SUPPLIES & RUGS **Inv. Date: 10/5/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		56.06		
10/11/2017	AP	447	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463168933 **Desc: LIBRARY JANITORIAL AND RUGS **Inv. Date: 10/11/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		56.06		
10/18/2017	AP	690	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463130838 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		61.76		
10/18/2017	AP	697	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463134434 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		61.76		
10/18/2017	AP	704	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463138079 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		88.43		
10/18/2017	AP	711	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463141657 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		108.35		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/18/2017	AP	712	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463141658 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		173.00		
10/18/2017	AP	720	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463145277 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		108.35		
10/18/2017	AP	727	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463148925 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		88.20		
10/18/2017	AP	734	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463152530 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		88.20		
10/18/2017	AP	741	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463156102 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		88.20		
10/18/2017	AP	748	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463159705 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/18/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		88.20		
10/16/2017	AP	757	CINTAS CORPORATION NO 3 **VendorNo: 10145 **Inv. No: 463170508 **Desc: LIBRARY JANITORIAL SUPPLIES AND RUGS **Inv. Date: 10/16/2017 **PO No: **Remit Name: CINTAS CORPORATION NO 3 **Merchant Vendor No: 10145 **Merchant Vendor Name: CINTAS CORPORATION NO 3 **Invoice Created By: Irowland		88.20		
10/31/2017 (10/17) Period Totals and Balance					1,154.77 *	.00 *	1,154.77
YTD Encumbrance	.00	YTD Actual	1,154.77 Total	1,154.77 YTD Budget	12,441.00 Unexpended	11,286.23	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance			
SPECIAL DEPT SUPPLIES			09/30/2017 (09/17) Balance	004-2100-000.60-85			1,025.58			
10/10/2017	AP	1069	SYNCB/AMAZON **VendorNo: 4488 **Inv. No: 6045787810412896 10- **Desc: DVD/BOOKS/SUPPLIES **Inv. Date: 10/10/2017 **PO No: **Remit Name: SYNCB/AMAZON **Merchant Vendor No: 4488 **Merchant Vendor Name: SYNCB/AMAZON **Invoice Created By: Irowland		79.43					
10/31/2017 (10/17) Period Totals and Balance					79.43 *	.00 *	1,105.01			
YTD Encumbrance		.00	YTD Actual	1,105.01	Total	1,105.01	YTD Budget	21,642.00	Unexpended	20,536.99
LIBRARY BOOKS AND BINDING			09/30/2017 (09/17) Balance	004-2100-000.64-20			17,172.80			
10/03/2017	AP	30	INGRAM **VendorNo: 628 **Inv. No: 30600884 **Desc: BOOK ORDER **Inv. Date: 10/3/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		25.34					
10/03/2017	AP	31	INGRAM **VendorNo: 628 **Inv. No: 30600885 **Desc: BOOK ORDER **Inv. Date: 10/3/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		124.50					
10/05/2017	AP	32	INGRAM **VendorNo: 628 **Inv. No: 30656556 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		805.98					
10/05/2017	AP	33	INGRAM **VendorNo: 628 **Inv. No: 30656557 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		71.26					
10/05/2017	AP	34	INGRAM **VendorNo: 628 **Inv. No: 30656558 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		73.68					
10/05/2017	AP	35	INGRAM **VendorNo: 628 **Inv. No: 30656559 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		27.59					
10/05/2017	AP	36	INGRAM **VendorNo: 628 **Inv. No: 30656560 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		95.49					
10/05/2017	AP	37	INGRAM **VendorNo: 628 **Inv. No: 30656561 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name:		13.05					

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			INGRAM **Invoice Created By: Irowland				
10/05/2017	AP	38	INGRAM **VendorNo: 628 **Inv. No: 30656562 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		235.85		
10/05/2017	AP	39	INGRAM **VendorNo: 628 **Inv. No: 30656563 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		303.75		
10/05/2017	AP	40	INGRAM **VendorNo: 628 **Inv. No: 30656564 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		135.20		
10/05/2017	AP	41	INGRAM **VendorNo: 628 **Inv. No: 30656565 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		2.37		
10/05/2017	AP	42	INGRAM **VendorNo: 628 **Inv. No: 30679040 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		21.77		
10/05/2017	AP	43	INGRAM **VendorNo: 628 **Inv. No: 30679041 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		15.55		
10/05/2017	AP	44	INGRAM **VendorNo: 628 **Inv. No: 30679042 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		10.37		
10/05/2017	AP	45	INGRAM **VendorNo: 628 **Inv. No: 30679043 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		83.65		
10/05/2017	AP	46	INGRAM **VendorNo: 628 **Inv. No: 30679044 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		54.06		
10/05/2017	AP	47	INGRAM **VendorNo: 628 **Inv. No: 30679045 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant		199.48		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland				
10/05/2017	AP	48	INGRAM **VendorNo: 628 **Inv. No: 30679046 **Desc: BOOK ORDER **Inv. Date: 10/5/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		125.86		
10/09/2017	AP	243	INGRAM **VendorNo: 628 **Inv. No: 30735590 **Desc: BOOK ORDER **Inv. Date: 10/9/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		26.75		
10/09/2017	AP	244	INGRAM **VendorNo: 628 **Inv. No: 30735591 **Desc: BOOK ORDER **Inv. Date: 10/9/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		18.41		
10/09/2017	AP	245	INGRAM **VendorNo: 628 **Inv. No: 30735592 **Desc: BOOK ORDER **Inv. Date: 10/9/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		31.30		
10/09/2017	AP	246	INGRAM **VendorNo: 628 **Inv. No: 30782394 **Desc: BOOK ORDER **Inv. Date: 10/9/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		45.58		
10/09/2017	AP	247	INGRAM **VendorNo: 628 **Inv. No: 30782395 **Desc: BOOK ORDER **Inv. Date: 10/9/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		51.38		
10/09/2017	AP	248	INGRAM **VendorNo: 628 **Inv. No: 30782396 **Desc: BOOK ORDER **Inv. Date: 10/9/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		15.55		
10/09/2017	AP	249	INGRAM **VendorNo: 628 **Inv. No: 30782397 **Desc: BOOK ORDER **Inv. Date: 10/9/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		69.21		
10/10/2017	AP	250	INGRAM **VendorNo: 628 **Inv. No: 30797147 **Desc: BOOK ORDER **Inv. Date: 10/10/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		65.32		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/10/2017	AP	251	INGRAM **VendorNo: 628 **Inv. No: 30797149 **Desc: BOOK ORDER **Inv. Date: 10/10/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		14.39		
10/10/2017	AP	252	INGRAM **VendorNo: 628 **Inv. No: 30797150 **Desc: BOOK ORDER **Inv. Date: 10/10/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		103.48		
10/10/2017	AP	253	INGRAM **VendorNo: 628 **Inv. No: 30797151 **Desc: BOOK ORDER **Inv. Date: 10/10/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		178.13		
10/10/2017	AP	254	INGRAM **VendorNo: 628 **Inv. No: 30797152 **Desc: BOOK ORDER **Inv. Date: 10/10/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		115.24		
10/10/2017	AP	255	INGRAM **VendorNo: 628 **Inv. No: 30797153 **Desc: BOOK ORDER **Inv. Date: 10/10/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		712.98		
10/10/2017	AP	256	INGRAM **VendorNo: 628 **Inv. No: 30797154 **Desc: BOOK ORDER **Inv. Date: 10/10/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		699.68		
10/09/2017	AP	290	OCLC, INC **VendorNo: 1661 **Inv. No: 0000558059 **Desc: INTER LIB LOAN **Inv. Date: 10/9/2017 **PO No: **Remit Name: OCLC, INC **Merchant Vendor No: 1661 **Merchant Vendor Name: OCLC, INC **Invoice Created By: Irowland		89.64		
10/16/2017	AP	525	INGRAM **VendorNo: 628 **Inv. No: 30685024 **Desc: BOOK ORDER **Inv. Date: 10/16/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		181.30		
10/17/2017	AP	526	INGRAM **VendorNo: 628 **Inv. No: 30797148 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		5.93		
10/17/2017	AP	527	INGRAM **VendorNo: 628 **Inv. No: 30797321 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		11.87		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/17/2017	AP	528	INGRAM **VendorNo: 628 **Inv. No: 30838206 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		4.74		
10/17/2017	AP	529	INGRAM **VendorNo: 628 **Inv. No: 30838207 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		8.88		
10/17/2017	AP	530	INGRAM **VendorNo: 628 **Inv. No: 30838208 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		162.20		
10/17/2017	AP	531	INGRAM **VendorNo: 628 **Inv. No: 30838209 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		170.16		
10/17/2017	AP	532	INGRAM **VendorNo: 628 **Inv. No: 30843602 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		16.70		
10/17/2017	AP	533	INGRAM **VendorNo: 628 **Inv. No: 30843603 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		31.09		
10/17/2017	AP	534	INGRAM **VendorNo: 628 **Inv. No: 30843604 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		14.39		
10/17/2017	AP	535	INGRAM **VendorNo: 628 **Inv. No: 30843605 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		15.69		
10/17/2017	AP	536	INGRAM **VendorNo: 628 **Inv. No: 30843606 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		55.14		
10/17/2017	AP	537	INGRAM **VendorNo: 628 **Inv. No: 30843607 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		171.59		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/17/2017	AP	538	INGRAM **VendorNo: 628 **Inv. No: 30843608 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		63.56		
10/17/2017	AP	539	INGRAM **VendorNo: 628 **Inv. No: 30843609 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		49.25		
10/17/2017	AP	540	INGRAM **VendorNo: 628 **Inv. No: 30843610 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		4.15		
10/17/2017	AP	541	INGRAM **VendorNo: 628 **Inv. No: 30843611 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		14.82		
10/17/2017	AP	542	INGRAM **VendorNo: 628 **Inv. No: 30843612 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		35.77		
10/17/2017	AP	543	INGRAM **VendorNo: 628 **Inv. No: 30843613 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		5.33		
10/17/2017	AP	544	INGRAM **VendorNo: 628 **Inv. No: 30843614 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		10.37		
10/17/2017	AP	545	INGRAM **VendorNo: 628 **Inv. No: 30843615 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		4.74		
10/17/2017	AP	546	INGRAM **VendorNo: 628 **Inv. No: 30863782 **Desc: BOOK ORDER **Inv. Date: 10/17/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		25.78		
10/10/2017	AP	844	INGRAM **VendorNo: 628 **Inv. No: 30843601 **Desc: BOOK ORDER **Inv. Date: 10/10/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		467.60		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/11/2017	AP	845	INGRAM **VendorNo: 628 **Inv. No: 30858344 **Desc: BOOK ORDER **Inv. Date: 10/11/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		37.80		
10/19/2017	AP	846	INGRAM **VendorNo: 628 **Inv. No: 30993896 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		38.60		
10/19/2017	AP	847	INGRAM **VendorNo: 628 **Inv. No: 30993899 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		10.37		
10/19/2017	AP	848	INGRAM **VendorNo: 628 **Inv. No: 30993900 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		17.28		
10/19/2017	AP	849	INGRAM **VendorNo: 628 **Inv. No: 30993901 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		171.66		
10/19/2017	AP	850	INGRAM **VendorNo: 628 **Inv. No: 30993902 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		299.41		
10/19/2017	AP	851	INGRAM **VendorNo: 628 **Inv. No: 30993903 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		249.84		
10/19/2017	AP	852	INGRAM **VendorNo: 628 **Inv. No: 30993904 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		60.16		
10/19/2017	AP	853	INGRAM **VendorNo: 628 **Inv. No: 30993905 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		64.48		
10/19/2017	AP	854	INGRAM **VendorNo: 628 **Inv. No: 30993906 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		10.37		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/19/2017	AP	855	INGRAM **VendorNo: 628 **Inv. No: 30993907 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		10.94		
10/19/2017	AP	856	INGRAM **VendorNo: 628 **Inv. No: 30993908 **Desc: BOOK ORDER **Inv. Date: 10/19/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		17.82		
10/20/2017	AP	857	INGRAM **VendorNo: 628 **Inv. No: 31010981 **Desc: BOOK ORDER **Inv. Date: 10/20/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		89.70		
10/20/2017	AP	858	INGRAM **VendorNo: 628 **Inv. No: 31010982 **Desc: BOOK ORDER **Inv. Date: 10/20/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		98.51		
10/20/2017	AP	859	INGRAM **VendorNo: 628 **Inv. No: 31010983 **Desc: BOOK ORDER **Inv. Date: 10/20/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		41.30		
10/20/2017	AP	860	INGRAM **VendorNo: 628 **Inv. No: 31010984 **Desc: BOOK ORDER **Inv. Date: 10/20/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		25.93		
10/20/2017	AP	861	INGRAM **VendorNo: 628 **Inv. No: 31010985 **Desc: BOOK ORDER **Inv. Date: 10/20/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		51.62		
10/20/2017	AP	862	INGRAM **VendorNo: 628 **Inv. No: 31010986 **Desc: BOOK ORDER **Inv. Date: 10/20/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		16.13		
10/20/2017	AP	863	INGRAM **VendorNo: 628 **Inv. No: 31010987 **Desc: BOOK ORDER **Inv. Date: 10/20/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		10.09		
10/20/2017	AP	864	INGRAM **VendorNo: 628 **Inv. No: 31010988 **Desc: BOOK ORDER **Inv. Date: 10/20/2017 **PO No: **Remit Name: INGRAM **Merchant Vendor No: 628 **Merchant Vendor Name: INGRAM **Invoice Created By: Irowland		289.33		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/10/2017	AP	1068	SYNCB/AMAZON **VendorNo: 4488 **Inv. No: 6045787810412896 10- **Desc: DVD/BOOKS/SUPPLIES **Inv. Date: 10/10/2017 **PO No: **Remit Name: SYNCB/AMAZON **Merchant Vendor No: 4488 **Merchant Vendor Name: SYNCB/AMAZON **Invoice Created By: Irowland		358.42		
10/20/2017	AP	1246	BANKCARD CENTER 8925 **VendorNo: 10163 **Inv. No: 0044-8925 **Desc: BOOKS/DVDS/SUPPLIES J WAVRUNEK **Inv. Date: 10/20/2017 **PO No: **Remit Name: BANKCARD CENTER 8925 **Merchant Vendor No: 10163 **Merchant Vendor Name: BANKCARD CENTER 8925 **Invoice Created By: Irowland		284.40		
10/31/2017 (10/17) Period Totals and Balance					8,427.05 *	.00 *	25,599.85
YTD Encumbrance	.00	YTD Actual	25,599.85 Total	25,599.85 YTD Budget	108,920.00 Unexpended	83,320.15	
LIBRARY PERIODICALS							
09/30/2017 (09/17) Balance				004-2100-000.64-30			47.94
10/20/2017	AP	1251	BANKCARD CENTER 8925 **VendorNo: 10163 **Inv. No: 0044-8925 **Desc: BOOKS/DVDS/SUPPLIES J WAVRUNEK **Inv. Date: 10/20/2017 **PO No: **Remit Name: BANKCARD CENTER 8925 **Merchant Vendor No: 10163 **Merchant Vendor Name: BANKCARD CENTER 8925 **Invoice Created By: Irowland		1,382.42		
10/31/2017 (10/17) Period Totals and Balance					1,382.42 *	.00 *	1,430.36
YTD Encumbrance	.00	YTD Actual	1,430.36 Total	1,430.36 YTD Budget	5,073.00 Unexpended	3,642.64	
AUDIO/VISUAL MATERIALS							
09/30/2017 (09/17) Balance				004-2100-000.64-40			3,359.79
10/10/2017	AP	1055	SYNCB/AMAZON **VendorNo: 4488 **Inv. No: 6045787810412896 10- **Desc: DVD/BOOKS/SUPPLIES **Inv. Date: 10/10/2017 **PO No: **Remit Name: SYNCB/AMAZON **Merchant Vendor No: 4488 **Merchant Vendor Name: SYNCB/AMAZON **Invoice Created By: Irowland		474.14		
10/10/2017	AP	1056	SYNCB/AMAZON **VendorNo: 4488 **Inv. No: 6045787810412896 10- **Desc: DVD/BOOKS/SUPPLIES **Inv. Date: 10/10/2017 **PO No: **Remit Name: SYNCB/AMAZON **Merchant Vendor No: 4488 **Merchant Vendor Name: SYNCB/AMAZON **Invoice Created By: Irowland			16.29-	
10/20/2017	AP	1244	BANKCARD CENTER 8925 **VendorNo: 10163 **Inv. No: 0044-8925 **Desc: BOOKS/DVDS/SUPPLIES J WAVRUNEK **Inv. Date: 10/20/2017 **PO No: **Remit Name: BANKCARD CENTER 8925 **Merchant Vendor No: 10163 **Merchant Vendor Name: BANKCARD CENTER 8925 **Invoice Created By: Irowland		1,687.39		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
10/20/2017	AP	1245	BANKCARD CENTER 8925 **VendorNo: 10163 **Inv. No: 0044-8925 **Desc: BOOKS/DVDS/SUPPLIES J WAVRUNEK **Inv. Date: 10/20/2017 **PO No: **Remit Name: BANKCARD CENTER 8925 **Merchant Vendor No: 10163 **Merchant Vendor Name: BANKCARD CENTER 8925 **Invoice Created By: Irowland			342.35-	
10/31/2017 (10/17) Period Totals and Balance					2,161.53 *	358.64- *	5,162.68
YTD Encumbrance	.00	YTD Actual	5,162.68 Total	5,162.68 YTD Budget	25,621.00 Unexpended	20,658.32	
COMPUTER SOFTWARE			09/30/2017 (09/17) Balance	004-2100-000.64-80			182.95
10/20/2017	AP	1247	BANKCARD CENTER 8925 **VendorNo: 10163 **Inv. No: 0044-8925 **Desc: BOOKS/DVDS/SUPPLIES J WAVRUNEK **Inv. Date: 10/20/2017 **PO No: **Remit Name: BANKCARD CENTER 8925 **Merchant Vendor No: 10163 **Merchant Vendor Name: BANKCARD CENTER 8925 **Invoice Created By: Irowland		295.70		
10/20/2017	AP	1250	BANKCARD CENTER 8925 **VendorNo: 10163 **Inv. No: 0044-8925 **Desc: BOOKS/DVDS/SUPPLIES J WAVRUNEK **Inv. Date: 10/20/2017 **PO No: **Remit Name: BANKCARD CENTER 8925 **Merchant Vendor No: 10163 **Merchant Vendor Name: BANKCARD CENTER 8925 **Invoice Created By: Irowland		182.95		
10/31/2017 (10/17) Period Totals and Balance					478.65 *	.00 *	661.60
YTD Encumbrance	.00	YTD Actual	661.60 Total	661.60 YTD Budget	22,858.00 Unexpended	22,196.40	
MISCELLANEOUS EXPENSES			09/30/2017 (09/17) Balance	004-2100-000.69-50			.00
10/31/2017 (10/17) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended	1,000.00	
ASSETS < \$5000			09/30/2017 (09/17) Balance	004-2100-000.69-80			.00
10/31/2017 (10/17) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	135,579.00 Unexpended	135,579.00	
BUILDINGS			09/30/2017 (09/17) Balance	004-2100-000.72-20			.00
10/31/2017 (10/17) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	85,000.00 Unexpended	85,000.00	
VEHICLES			09/30/2017 (09/17) Balance	004-2100-000.74-20			.00
10/31/2017 (10/17) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
FURNITURE AND FIXTURES			09/30/2017 (09/17) Balance	004-2100-000.74-30			.00
10/31/2017 (10/17) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
OFFICE EQUIPMENT							
			09/30/2017 (09/17) Balance	004-2100-000.74-40			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
COMPUTER EQUIPMENT							
			09/30/2017 (09/17) Balance	004-2100-000.74-50			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
TO GENERAL FUND							
			09/30/2017 (09/17) Balance	004-9500-000.81-01			23,181.57
10/31/2017 TF		1 Record	Budgeted Monthly Transfers		7,727.19		
			10/31/2017 (10/17) Period Totals and Balance		7,727.19 *	.00 *	30,908.76
YTD Encumbrance		.00 YTD Actual	30,908.76 Total	30,908.76 YTD Budget	85,619.00 Unexpended	54,710.24	
TO UNEMPLOYMENT FUND							
			09/30/2017 (09/17) Balance	004-9500-000.81-10			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
CONTINGENCY							
			09/30/2017 (09/17) Balance	004-9500-000.88-00			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	184,362.00 Unexpended	184,362.00	
RSRV FUTURE EXPENDITURES							
			09/30/2017 (09/17) Balance	004-9500-000.88-01			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	23,153.00 Unexpended	23,153.00	
UNAPPROPRIATED ENDING BAL							
			09/30/2017 (09/17) Balance	004-9500-000.89-00			.00
			10/31/2017 (10/17) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	669,960.00 Unexpended	669,960.00	

Number of Transactions: 141 Number of Accounts: 58

Total LIBRARY FUND:

Number of Transactions: 141 Number of Accounts: 58
Grand Totals:

Debit	Credit	Proof
92,057.03	3,762.31-	88,294.72
92,057.03	3,762.31-	88,294.72

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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Report Criteria:

Actual Amounts
All Accounts
Summarize Payroll Detail
Print Period Totals
Print Grand Totals
Include All Comments
Include Funds: 004
Page and Total by Fund
Include Gs: None
All Segments Tested for Total Breaks

Today's Date**Youth Services**

Date	Name of Event/Outreach	Total includes adults
10/4/2017	Family Craft Night	6
10/5/2017	Toddler storytime	15
10/6/2017	Preschool storytime	28
10/11/2017	Family Movie Night	16
10/12/2017	Toddler storytime	16
10/13/2017	Preschool storytime	22
10/19/2017	Toddler storytime	18
10/20/2017	Preschool storytime	35
10/26/2017	Toddler storytime	12
10/27/2017	Preschool storytime	21
Total		189

Teen Services

10/2/2013	Youth Fiber Guild	5
10/1/2013	Teen DIY Night	17
10/2/2013	TLAB	3
10/3/2013	Yu-gi-oh Club	4
10/4/2013	BYOB Club	4
10/9/2013	Teen Game Night	8
10/15/2013	Youth Fiber Guild	6
10/16/13	Teen Movie Night	5
10/17/13	Yu-gi-oh Club	11
10/20/13	Teen Writing Workshop	3
10/26/13	MECha Dia Display	7
10/26/13	Humans vs. Zombies	29
OCTOBER	Xbox One (passive)	8
OCTOBER	Maker Tower (passive)	10
Total		120

Adult Services

10/3/2017 Flagstone (outreach services)	9	
10/3/2017 First Tuesday movies	12	
10/4/2017 Dufur Potlatch (outreach services)	17	
10/10/2017 Springs at Mill Creek (outreach services)		did not go this month
10/12/2017 Canyon Rim (outreach services)		did not go this month
10/12/2017 Tygh Valley (outreach services)	12	
10/19/2017 3rd Thursday Book Club	4	
10/31/2017 Monster movie marathon	20	
10/12/2017 Pride Book Club	3	
10/25/2017 Tell-Tale Heart	57	
10/26/2017 Myst/Crime BkClb	0	Canceled

Total	134	
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