

# Provo City Library Board of Directors

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## Notice of Meeting Wednesday, November 11, 2015 4:00 p.m.

The regular meeting for the Provo City Library Board is held in Room 204, the Library Board Room at the Provo City Library at Academy Square 550 North University Avenue, Provo, Utah.

## A G E N D A

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- I. **Welcome – Chairperson Teresa Tavares**
  - A. Approval of Minutes
  
- II. **Library Director’s Report – Gene Nelson**
  - A. Calendar Items for Board
  
  - B. Provo Library Board & Management Team Christmas Party -  
Wednesday, December 9, 2015 @ 6:00 pm
  
- III. **Action Items**
  - A. Amendment to *‘Loan Periods, Fines, and Charges Policy’* to Include Two New Services and Associated Fees
    - 1. Chromebook Circulation Policy & Fees
    - 2. Test Proctoring Service Policy & Fees
  
  - B. Discussion/Action on Existing Practices Relative to DVD Collection Development
  
- IV. **Discussion Items**
  - A.

Next Meeting:  
- Wednesday, January 13, 2016 at 4:00 p.m.

### Library Board Members

Nickie Allen  
801-602-5836  
854 N 1375 W  
Provo, UT 84604

[veronnicaallen@gmail.com](mailto:veronnicaallen@gmail.com)  
Husband: Gove  
07/12/11 - 06/30/17

Sue Russell  
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801-787-9492 (cell)  
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Provo, UT 84601

[suzannarusseau@gmail.com](mailto:suzannarusseau@gmail.com)  
Husband: John  
10/05/10 - 06/30/16

Dannielle McGinn  
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1888 N 1350 W  
Provo, UT 84604

[dannimcginn@gmail.com](mailto:dannimcginn@gmail.com)  
Husband: Gary  
07/01/12 - 06/30/18

Jamie Littlefield  
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341 E 300 S  
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[jamielittlefield@gmail.com](mailto:jamielittlefield@gmail.com)  
Husband: Sterling  
07/01/13 - 06/30/16

Teresa Tavares  
801-857-0413  
2496 W 430 N  
Provo, UT 84601

[teresat@centrohispanouc.org](mailto:teresat@centrohispanouc.org)  
Husband: Jorge  
08/06/14 - 06/30/17

Anona Sobczak  
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3541 Sioux Circle  
Provo, UT 84604

[e.a.sobczak@gmail.com](mailto:e.a.sobczak@gmail.com)  
Husband: Austin  
08/06/14 - 06/30/17

Elizabeth Smart  
703-283-1870  
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[elizabeth\\_smart@byu.edu](mailto:elizabeth_smart@byu.edu)  
08/06/14 - 06/30/17

Chris Clark  
3675 Timpview Drive  
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06/15/15 - 06/20/18

### City Council Liaison

Callie Hales  
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[chaless@provo.org](mailto:chaless@provo.org)

### Library Staff

Gene Nelson, Director  
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Wife: Lori

Cindy Roe, Ex Asst  
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Provo, UT 84601

[cindyr@provolibrary.com](mailto:cindyr@provolibrary.com)



*Provo Library Board  
& Management Team  
Christmas Party*

*Wednesday, December 9, 2015  
Dinner is served at 6:00 p.m.  
Bullock Room, 3rd Floor Academy Bldg*



**RSVP required for you and a guest by November 24, 2015.  
Please contact Cindy Roe at 801-852-6669**

Provo City Library Board of Directors  
MINUTES  
September 9, 2015

IN ATTENDANCE

LIBRARY BOARD

Teresa Tavares, Chairperson  
Nickie Allen  
Dannielle McGinn  
Jamie Littlefield  
Anona Sobczak  
Chris Clark

LIBRARY STAFF

Gene Nelson, Director  
Cindy Roe, Executive Assistant  
Joella Peterson, Childrens Services Mngr  
Sharon Kuttler, Support Services Mngr  
Carla Zollinger, Adult Services Mngr

GUESTS

EXCUSED

Elizabeth Smart

ABSENT

Callie Hales  
Sue Russell

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Meeting began at 4:07 p.m. in the Library Board Room with an introduction of Chris Clark.

**Approval of Minutes**

- June minutes - [AOSmoot@blogspot.com](mailto:AOSmoot@blogspot.com) should be [AOSmoot.blogspot.com](http://AOSmoot.blogspot.com)
- Anona made a motion to approve the July 2015 minutes. Jamie seconded the motion. The vote was unanimous to approve the July 2015 minutes.

**Election of Vice-Chair**

- Nickie made a motion for Anona to be the vice-chair. Chris seconded the motion. Anona accepted the motion. The vote was unanimous for Anona to be the new vice-chair.

**Library Director's Report - Gene Nelson**

- Gene handed out the Calendar of Events
- A. O. Smoot Statue - Unveiling and Ceremony on October 7
- Gene was appointed to the Newbery Award Committee in July
- Update for lab - Gene and Erika will be leaving to Colorado next week for more questions to be answered. We would like to have plans drawn up by next month for the room.

**Action Items**

- Amendment to 'Loan Periods, Fines, and Charges Policy' to Include Two New Services and Associated Fees
  - Chromebook Circulation Policy & Fees - 18 years and older can check these out. If the Chromebook is not returned, the patron will be sent to the collection agency for \$200, and will lose the use of their library card. After a Chromebook is returned, we reset it to the factory settings (power wash). Nickie made a motion to accept the new policy regarding the Chromebooks, Anona seconded the motion. The policy was voted on unanimously.
  - Test Proctoring Service Policy & Fees - Long distance education requires test proctoring. BYU charges \$15, and UVU charges \$20. Nickie motioned to pass the policy, Jamie seconded the motion. The vote was unanimous.
  - We are also changing the internet computer pass to 2 hours - Nickie motioned to pass the policy, Dannielle seconded the motion. The vote was unanimous.
- Discussion / Action on Existing Practices Relative to DVD Collection Development - Before Gene arrived, it was decided that Provo City Library would not purchase any R rated movies. We thought it would be prudent to bring it up the library board for discussion, to see how you feel

about it. To our knowledge, we are the only library in Utah county who does not purchase R rated movies. Streaming services are becoming very popular. We have a contract with the State Library, called OverDrive, which will include streaming video. There are a number of R rated movies that are quite noteworthy movies. Generally we want to allow our patrons to make decisions for themselves and their families. If we decide to purchase R rated movies, then we have to decide which ones to buy. We would also need to decide if we made restrictions on who can check out the R rated movies. Chris asked if we have books that could be considered R rated. Gene said we do, but we do not carry books considered to be pornography or erotica. Our policy now makes it easy to draw the line for what movies we buy and what movies we don't. The board would like to revisit this conversation in November after careful consideration and discussion with the public.

**Discussion Items**

- None

Meeting adjourned at 5:24 p.m.

Next Meeting Wednesday, November 11, 2015 @ 4:00 pm.

Submitted by Cindy Roe

UNAPPROVED

UNAPPROVED

Provo City Library Board of Directors  
MINUTES  
June 10, 2015

IN ATTENDANCE

LIBRARY BOARD

Nickie Allen, Chairperson  
Dannielle McGinn  
Jamie Littlefield  
Anona Sobczak  
Callie Hales

EXCUSED

Teresa Tavares  
Elizabeth Smart  
Sue Russell  
Mary Ann Christiansen

LIBRARY STAFF

Gene Nelson, Director  
Cindy Roe, Executive Assistant

GUESTS

John Curtis, Mayor

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Meeting began at 4:00 p.m. in the Library Board Room.

**Action Items**

- Proposed Statuary Donation by Dr. Douglas L. Smoot & Family - Doug's great-grandfather, A. O. Smoot, has done more for this building than anyone. It is A. O. Smoot's 200 birthday this year, and the family is having a large reunion. He is proposing a large statue of A. O. Smoot, and his family will cover all costs of the statue and installation. Gene and the Mayor are behind the installation of the statue. A. O. Smoot was the mayor of Provo for 14 years. He was on the Board of Trustees for the BY Academy. When he died, the remainder of his estate was sold to pay off this building. We would like to dedicate this statue with many people of the Smoot family here. AOSmoot.blogspot.com has a lot of information. His family will be writing a chapter a month about A. O. Smoot and will donate the book to the library when it is complete. He also built the Tabernacle as a Stake President. Dr. Smoot presented a replica of the statue. We walked out and saw the proposed site for the statue. Anona made a motion to approve the project, Dannielle seconded the motion. The vote was unanimous with the family taking the final say in how it is cast. The family has a date of October 7, 2015 for the dedication.
- The Mayor said Gene and his team does a great job of working on the Library. He also gave a shout out for Jamie's article.

Meeting adjourned at 4:30 p.m.

Next Meeting July 8, 2015 @ 4:00 pm.

Tape recorder was not working, and therefore this meeting was not recorded.

Provo City Library Board of Directors  
MINUTES  
July 8, 2015

IN ATTENDANCE

LIBRARY BOARD

Teresa Tavares, Chairperson  
Dannielle McGinn  
Jamie Littlefield  
Sue Russell  
Anona Sobczak  
Elizabeth Smart  
Callie Hales

EXCUSED

Chris Clark

ABSENT

Nickie Allen

LIBRARY STAFF

Gene Nelson, Director  
Cindy Roe, Executive Assistant  
Sharon Kuttler, Support Services Mngr  
Carla Zollinger, Adult Services Mngr  
Erika Hill, Community Relations

GUESTS

Sherri Hall Everett, Former City Council  
Stan Lockhart, Former City Council

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Meeting began at 4:00 p.m. in the Library Board Room.

**Approval of Minutes**

- Elizabeth Smart was absent in June. With that change, Jamie made a motion to approve the minutes. Anona seconded the motion. The vote was unanimous to approve the May & June 2015 minutes.

**Library Director's Report - Gene Nelson**

- We have a new board member, Chris Clark, who will be joining us in September.
- Calendar of Events was handed out
- 8/22 - The board members & their families are invited to our Staff BBQ.

**Action Items**

- Women's Memorial Art Donation - Sherri Hall Everett handed out a Women's Tree of Possibility idea booklet. She believes this is a great idea to inspire many people who come through here. There would be no cost borne by the library. They would also like to provide funding for several people to present about different women. They will bring the final concept approval to the board before it is final. Sue made the motion to approve the preliminary concept and Jamie seconded the motion. It will come back to the board for another approval with the final concept. We will get regular progress reports every meeting before the final approval. The vote was unanimous to approve the preliminary concept.

**Discussion Items**

- New Services - Some of the changes we are doing are: a smart room, ceiling mounted projection units, storytimes in the park, mobile circulation at the park, circulating Chromebooks, circulation notices sent via text, and now on the horizon is one more idea. In our west tunnel, in the underground, there is a doorway that goes to a large storage room. Our idea is to turn two-thirds of it into an audio visual media learning lab. This will be a Provo resident facility. The mayor's office is excited about this idea. We are hoping to open between January and March 2016. We will keep you posted on the updates of this space.

Meeting adjourned at 5:17 p.m.

Next Meeting September 9, 2015 @ 4:00 pm.

# LOAN PERIODS, FINES, AND CHARGES

## November 2015

### Non-resident Cards

Six month non-resident library card	\$ 50.00
One year non-resident library card	\$100.00
Three-month temporary resident card	\$ 15.00

### Loan Periods

Library materials	3 weeks (with exceptions noted below)
Chromebooks	7 days
Reference Collection	non-circulating
Special Collections	non-circulating
Current Magazines	non-circulating
Newspapers	non-circulating

- All Library materials may be renewed twice, unless requested by another patron.
- Materials may be renewed by phone, in person at the library, or on our website.

### Overdue Fines

All library materials (except Chromebooks)	\$ .10 per day per item, up to \$5.00
Chromebooks	\$ 5.00 per day per item, up to \$25.00
Debt Collection Fee	\$10.00

There is no grace period for overdue items. Fines begin accruing the day after an item is due. Full Library privileges are revoked for patrons with fines greater than \$10.00 or items that are more than one month overdue. If unpaid fines and fees exceed \$25.00, a billing notice is mailed. Accounts unpaid after ten days from the date on the billing notice will be sent to a Collection Agency and an additional \$10.00 debt collection fee will be charged.

### Damaged and Lost Fees

Materials damaged beyond use	Full replacement cost
Missing audiobook tape or CD	\$ 9.00
Missing case/packaging	\$ 5.00
Missing cover/artwork	\$ 5.00
Patron Card Replacement	\$ 2.00

The full replacement cost is the retail price of the item when purchased initially by the library.

### Other Fees

Photocopies	\$ .10/page
Printer copies - black	\$ .10/page
Printer copies - color	\$ .50/page
Microfiche copies	\$ .10/page
Internet Computer Pass	\$ 1.00 for 2 hours
Test Proctoring Services	\$15.00/exam

# Provo City Library

## September and October 2015

11/5/2015

	Sep-14	Sep-15	Oct-14	Oct-15
<b>Registered Borrowers</b>	62,237	68,285	62,875	68,853
New Borrowers this month	660	577	500	445
<b>Circulation</b>	130,623	121,867	129,756	122,738
Children's Items	73,593	67,203	73,317	66,683
Adult & YA Items	48,593	43,998	48,505	45,657
ebooks/downloadable audiobooks	8,437	10,666	7,934	10,398
<b>Items Owned</b>	266,943	261,392	267,107	261,474
Children's Items	120,388	113,971	120,389	114,396
Adult & YA Items	146,555	147,421	146,718	147,078
New Items added this month	2,800	2,434	2,982	2,217
<b>Web Page Visits</b>	41,789	43,028	40,063	42,850
<b>Programming</b>				
<b>Children's (# programs)</b>	100	102	108	105
Attendance	6,028	6,570	6,801	6,480
<b>Adult/Teen (# programs)</b>	8	14	15	13
Attendance	66	205	452	595
<b>Library Sponsored (#programs)</b>	3	4	6	7
Attendance	486	85	922	891
<b>The Attic* (# visitors)</b>	544	634	560	0
<b>Volunteer Hours</b>	118	110	79	133
<b>Scheduling Office - Room Rental/Use</b>	92	106	115	125
Free	44	49	47	55
Paid Events	48	57	68	70
Total Fees	\$ 8,739.33	\$12,739.99	\$ 8,253.66	\$10,118.67

\* In The Attic: Golden Legacy: Original Art from 65 years of Golden Books (July 16-Sept 23)  
 No exhibits in The Attic in October 2015.



Provided by Sharon Kuttler  
 Support Services Manager  
 sharonk@provolibrary.com  
 (801-852-6676)

**INCOME STATEMENT**

Run date: November 04, 2015 at 14:43  
 Report ID: P\_GLR002

**CITY OF PROVO**  
 Fund: 220, Library  
 Dept: All  
 Period end date: 2015-11-30

ACCT #	DESCRIPTION	ACTUAL CURRENT	ACTUAL YTD	ENCUMBRANCE	BUDGET	BALANCE	% YTD
<b>Revenues &amp; Transfers In</b>							
30000	Current Property Taxes	0.00	87,871.74	0.00	3,127,269.00	(3,039,397.26)	2.81%
30001	Vehicle taxes	0.00	47,869.01	0.00	235,982.00	(188,112.99)	20.29%
30002	Tax Redemption - Prior Year	0.00	8,534.61	0.00	225,732.00	(217,197.39)	3.78%
32088	Library LSTA grant	0.00	6,959.97	0.00	0.00	6,959.97	N/A
33008	Copier Fees	0.00	9,848.13	0.00	35,000.00	(25,151.87)	28.14%
33009	Library Fees	0.00	34,015.86	0.00	170,000.00	(135,984.14)	20.01%
33011	Meeting Room & Equipment Renta	0.00	40,162.98	0.00	170,000.00	(129,837.02)	23.63%
33040	Library misc program revenue	0.00	0.00	0.00	10,000.00	(10,000.00)	0.00%
36000	Interest income	0.00	2,998.01	0.00	45,000.00	(42,001.99)	6.66%
38084	Used Book Sales	0.00	3,514.76	0.00	0.00	3,514.76	N/A
38112	Merchandise revenue	0.00	695.30	0.00	4,000.00	(3,304.70)	17.38%
38613	Vending - Library	0.00	598.30	0.00	0.00	598.30	N/A
38999	Misc Revenue	0.00	19.45	0.00	3,500.00	(3,480.55)	0.56%
	<b>Total revenue</b>	<b>0.00</b>	<b>243,088.12</b>	<b>0.00</b>	<b>4,026,483.00</b>	<b>(3,783,394.88)</b>	<b>6.04%</b>
<b>Transfers in:</b>							
	<b>Total transfers in</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
	<b>Total revenue &amp; transfers in</b>	<b>0.00</b>	<b>243,088.12</b>	<b>0.00</b>	<b>4,026,483.00</b>	<b>(3,783,394.88)</b>	<b>6.04%</b>
<b>Expenses &amp; Transfers Out</b>							
<b>Personnel:</b>							
41001	Full Time Regular	0.00	393,113.58	0.00	1,125,138.00	732,024.42	34.94%
41002	Part Time Regular	0.00	245,636.15	0.00	743,995.00	498,358.85	33.02%
41006	Sick Leave Reimbursement	0.00	0.00	0.00	19,382.00	19,382.00	0.00%
41007	Vehicle Allowance	0.00	1,500.00	0.00	4,500.00	3,000.00	33.33%
41008	Employee Recognition Pay	0.00	0.00	0.00	3,300.00	3,300.00	0.00%
41300	Retirement	0.00	73,411.98	0.00	219,217.00	145,805.02	33.49%
41301	Taxes/Retirement	0.00	49,373.18	0.00	144,474.00	95,100.82	34.17%
41302	Insurance	0.00	94,496.46	0.00	295,433.00	200,936.54	31.99%
41303	Workers Compensation	0.00	2,073.68	0.00	6,221.00	4,147.32	33.33%

**INCOME STATEMENT**

Run date: November 04, 2015 at 14:43

Report ID: P\_GLR002

**CITY OF PROVO**

Fund: 220, Library

Dept: All

Period end date: 2015-11-30

ACCT #	DESCRIPTION	ACTUAL CURRENT	ACTUAL YTD	ENCUMBRANCE	BUDGET	BALANCE	% YTD
41309	Long-term Disability	0.00	1,111.06	0.00	3,602.00	2,490.94	30.85%
	<b>Total personnel expenses</b>	0.00	860,716.09	0.00	2,565,262.00	1,704,545.91	33.55%
	<b>Operating:</b>						
42001	Office Supplies	0.00	2,298.19	0.00	18,000.00	15,701.81	12.77%
42009	Supplies	0.00	6,972.16	0.00	57,000.00	50,027.84	12.23%
42012	Software maintenance	0.00	279.96	0.00	4,000.00	3,720.04	7.00%
42040	Maintenance Contracts	0.00	78,120.56	3,060.00	102,000.00	20,819.44	76.59%
42041	Maintenance	0.00	491.16	0.00	6,500.00	6,008.84	7.56%
42042	Building Maintenance	0.00	945.84	0.00	13,000.00	12,054.16	7.28%
42074	Minor Equipment	0.00	5,296.42	18,634.56	51,000.00	27,069.02	10.39%
42201	Printing	0.00	310.20	0.00	200.00	(110.20)	155.10%
42205	Postage	0.00	656.72	0.00	4,000.00	3,343.28	16.42%
42208	Bank Fees	0.00	738.96	0.00	6,000.00	5,261.04	12.32%
42209	Merchant Fees	0.00	4,465.39	0.00	8,000.00	3,534.61	55.82%
42405	Cellular Phone Bills	0.00	494.81	0.00	2,500.00	2,005.19	19.79%
42601	Membership dues & subscription	0.00	16.01	0.00	24,600.00	24,583.99	0.07%
42609	Certification and testing	0.00	25.00	0.00	0.00	(25.00)	N/A
42611	Mileage reimbursement	0.00	198.32	0.00	1,000.00	801.68	19.83%
42613	Travel	0.00	750.71	0.00	4,000.00	3,249.29	18.77%
42614	Conference registration	0.00	329.00	0.00	2,000.00	1,671.00	16.45%
42701	Water Charges	0.00	2,255.60	0.00	6,481.00	4,225.40	34.80%
42702	Waste Water Charges	0.00	386.40	0.00	2,229.00	1,842.60	17.34%
42703	Storm Drain Charges	0.00	766.68	0.00	2,217.00	1,450.32	34.58%
42704	Natural Gas Charges	0.00	5,358.53	0.00	33,571.00	28,212.47	15.96%
42705	Electric Charges	0.00	54,625.12	0.00	141,084.00	86,458.88	38.72%
42707	Sanitation charges	0.00	0.00	0.00	2,766.00	2,766.00	0.00%
42712	Facility Maintenance Contracts	0.00	3,562.45	6,084.72	30,957.00	21,309.83	11.51%
42713	Utility Transporation Charge	0.00	274.50	0.00	2,196.00	1,921.50	12.50%
43601	Professional Services	0.00	3,882.84	0.00	19,000.00	15,117.16	20.44%
44102	Uniforms	0.00	0.00	0.00	200.00	200.00	0.00%

**INCOME STATEMENT**  
 Run date: November 04, 2015 at 14:43  
 Report ID: P\_GLR002

**CITY OF PROVO**  
 Fund: 220, Library  
 Dept: All  
 Period end date: 2015-11-30

ACCT #	DESCRIPTION	ACTUAL CURRENT	ACTUAL YTD	ENCUMBRANCE	BUDGET	BALANCE	% YTD
44103	Boards & Commissions	0.00	38.00	0.00	1,000.00	962.00	3.80%
44107	Miscellaneous	0.00	4,613.33	0.00	29,641.00	25,027.67	15.56%
44119	Electronic Services	0.00	3,321.25	0.00	40,400.00	37,078.75	8.22%
44167	Public Relations	0.00	369.84	0.00	4,000.00	3,630.16	9.25%
44173	Circulating Materials	0.00	54,199.23	0.00	320,901.00	266,701.77	16.89%
44262	Special Events	0.00	9,392.41	3,000.00	58,000.00	45,607.59	16.19%
44452	Directors ball	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
44462	Art gallery	0.00	0.00	0.00	500.00	500.00	0.00%
44473	Sanitation recycling	0.00	98.01	0.00	0.00	(98.01)	N/A
44475	Business meals	0.00	80.13	0.00	500.00	419.87	16.03%
44476	Employee appreciation	0.00	1,118.80	0.00	5,207.00	4,088.20	21.49%
44535	Downloadable materials	0.00	15,049.39	0.00	58,000.00	42,950.61	25.95%
44613	Vending - Library	0.00	695.78	0.00	0.00	(695.78)	N/A
ALL	Budget line for projects	0.00	262,477.70	0.00	14,945.97	14,945.97	0.00%
	<b>Total operating expenses</b>	0.00	262,477.70	30,779.28	1,078,595.97	785,338.99	24.34%
	<b>Inventory:</b>						
	<b>Total inventory expenses</b>	0.00	0.00	0.00	0.00	0.00	0.00%
	<b>Capital:</b>						
47401	Capital Outlay	0.00	16,245.74	0.00	70,500.00	54,254.26	23.04%
	<b>Total capital expenses</b>	0.00	16,245.74	0.00	70,500.00	54,254.26	23.04%
	<b>Chargebacks:</b>						
46003	Administrative Overhead	0.00	45,468.32	0.00	136,405.00	90,936.68	33.33%
46301	Employee Benefit Overhead	0.00	24,099.68	0.00	72,299.00	48,199.32	33.33%
46401	Insurance Overhead	0.00	17,641.00	0.00	52,923.00	35,282.00	33.33%
46601	Facility Maintenance Core	0.00	15,274.00	0.00	45,822.00	30,548.00	33.33%
46602	Facility Maint. Service Direct	0.00	8,653.19	0.00	58,248.00	49,594.81	14.86%
46604	Telephone/Radio	0.00	1,762.68	0.00	5,288.00	3,525.32	33.33%
46711	Telecom	0.00	736.32	0.00	2,209.00	1,472.68	33.33%

**INCOME STATEMENT**

Run date: November 04, 2015 at 14:43  
 Report ID: P\_GLR002

**CITY OF PROVO**  
 Fund: 220, Library  
 Dept: All  
 Period end date: 2015-11-30

ACCT #	DESCRIPTION	ACTUAL CURRENT	ACTUAL YTD	ENCUMBRANCE	BUDGET	BALANCE	% YTD
	<b>Total chargeback expenses</b>	0.00	113,635.19	0.00	373,194.00	259,558.81	30.45%
	<b>Nonoperating:</b>						
49001	Appropriated Contingency	0.00	0.00	0.00	122,156.00	122,156.00	0.00%
49002	Employee Recognition	0.00	0.00	0.00	2,483.00	2,483.00	0.00%
49003	Department Carryover	0.00	0.00	0.00	245,817.00	245,817.00	0.00%
	<b>Total nonoperating expenses</b>	0.00	0.00	0.00	370,456.00	370,456.00	0.00%
	<b>Total expenses</b>	0.00	1,253,074.72	30,779.28	4,458,007.97	3,174,153.97	28.11%
	<b>Transfers out:</b>						
	<b>Total transfers out</b>	0.00	0.00	0.00	0.00	0.00	0.00%
	<b>Net Income</b>	0.00	1,253,074.72	30,779.28	4,458,007.97	3,174,153.97	28.11%
		0.00	(1,009,986.60)	(30,779.28)	(431,524.97)	(609,240.91)	234.05%