

# Sanibel Public Library District

770 Dunlop Road

Sanibel, FL 33957

239.472.2483

www.sanlib.org

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## Agenda

Board of Commissioners

Regular Meeting

Thursday, December 15, 2022 10:00 A.M.

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|---|-----------|
| 1. Call to Order  | Congress  |
| 2. Roll Call  |           |
| 3. Set Agenda   |           |
| 4. Secretary's Report<br>Minutes from October, November, 2022 | Uhler     |
| 5. Public Comment   |           |
| 6. Treasurer's Report – August, 2022                          | Zahorchak |
| 7. Director's Report  | Mohundro  |
| 8. Board Comments   |           |
| 9. Foundation Update  | Uhler     |
| 10. Adjourn   | Congress  |

### Upcoming Meeting Dates:

**Thursday January 26, 2023 – 9:00 A.M.**

**Thursday, February 23, 2023 – 9:00 A.M.**

**Sanibel Public Library District**  
**Statement of Financial Position**  
**As of August 31, 2022**

	Aug 31, 22	Jul 31, 22	\$ Change	Aug 31, 21	\$ Change
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>					
<b>Cash in Bank</b>					
Bank of Islands	448,948.70	625,811.55	(176,862.85)	506,306.03	(57,357.33)
Synovus MM	1,502,458.16	1,502,262.65	195.51	750,753.71	751,704.45
<b>Total Cash in Bank</b>	<b>1,951,406.86</b>	<b>2,128,074.20</b>	<b>(176,667.34)</b>	<b>1,257,059.74</b>	<b>694,347.12</b>
<b>Cash on Hand</b>					
Petty Cash	104.44	104.44	0.00	124.18	(19.74)
Register	200.00	200.00	0.00	200.00	0.00
Undeposited	45.30	188.60	(143.30)	0.00	45.30
<b>Total Cash on Hand</b>	<b>349.74</b>	<b>493.04</b>	<b>(143.30)</b>	<b>324.18</b>	<b>25.56</b>
<b>Certificate of Deposits</b>					
Bank of Islands .23% 5/31/22	0.00	0.00	0.00	100,200.20	(100,200.20)
Bank of Islands .23% 5/30/22	0.00	0.00	0.00	200,400.40	(200,400.40)
SCM 18 Month .30% 02/12/22	0.00	0.00	0.00	1,453,986.01	(1,453,986.01)
SCM 24 Month .260% 02/12/24	1,458,436.82	1,458,114.80	322.02	0.00	1,458,436.82
<b>Total Certificate of Deposits</b>	<b>1,458,436.82</b>	<b>1,458,114.80</b>	<b>322.02</b>	<b>1,754,586.61</b>	<b>(296,149.79)</b>
<b>Total Checking/Savings</b>	<b>3,410,193.42</b>	<b>3,586,682.04</b>	<b>(176,488.62)</b>	<b>3,011,970.53</b>	<b>398,222.89</b>
<b>Other Current Assets</b>					
<b>Accounts Receivable - Other</b>					
AR - Other	1,085.32	868.45	216.87	89.58	995.74
<b>Total Accounts Receivable - Other</b>	<b>1,085.32</b>	<b>868.45</b>	<b>216.87</b>	<b>89.58</b>	<b>995.74</b>
<b>Prepaid</b>					
Prepaid Expense	56,909.57	32,853.45	24,056.12	50,272.66	6,636.91
Prepaid Insurance	9,483.39	18,883.84	(9,400.45)	9,510.93	(27.54)
Prepaid Subscriptions	9,603.78	7,556.08	2,047.70	5,771.78	3,832.00
<b>Total Prepaid</b>	<b>75,996.74</b>	<b>59,293.37</b>	<b>16,703.37</b>	<b>65,555.37</b>	<b>10,441.37</b>
<b>Total Other Current Assets</b>	<b>77,082.06</b>	<b>60,161.82</b>	<b>16,920.24</b>	<b>65,644.95</b>	<b>11,437.11</b>
<b>Total Current Assets</b>	<b>3,487,275.48</b>	<b>3,646,843.86</b>	<b>(159,568.38)</b>	<b>3,077,615.48</b>	<b>409,660.00</b>
<b>Fixed Assets</b>					
<b>Building &amp; Building Improvement</b>					
Building	9,401,882.04	9,401,882.04	0.00	9,401,882.04	0.00
Building Improvements	269,128.35	269,128.35	0.00	269,128.35	0.00
Accum Depr - Bldg & Bldg Improv	(2,153,192.36)	(2,153,192.36)	0.00	(1,911,637.63)	(241,554.73)
<b>Total Building &amp; Building Improvement</b>	<b>7,517,818.03</b>	<b>7,517,818.03</b>	<b>0.00</b>	<b>7,759,372.76</b>	<b>(241,554.73)</b>
<b>Land &amp; Land Improvements</b>					
Land	511,954.55	511,954.55	0.00	511,954.55	0.00
Land Improvements	76,786.71	76,786.71	0.00	76,786.71	0.00
Accum Depr - Land Improve	(12,777.86)	(12,777.86)	0.00	(10,420.08)	(2,357.78)
<b>Total Land &amp; Land Improvements</b>	<b>575,963.40</b>	<b>575,963.40</b>	<b>0.00</b>	<b>578,321.18</b>	<b>(2,357.78)</b>
<b>Furniture/Fixtures/Equipment</b>					
Furniture & Equipment	625,784.35	625,784.35	0.00	624,439.41	1,344.94
Accum Depr - Furn & Equip	(174,811.67)	(174,811.67)	0.00	(124,939.12)	(49,872.55)
<b>Total Furniture/Fixtures/Equipment</b>	<b>450,972.68</b>	<b>450,972.68</b>	<b>0.00</b>	<b>499,500.29</b>	<b>(48,527.61)</b>
<b>Lending Collection</b>					
<b>Physical Collection - Print</b>					
Adult Print	1,172,504.83	1,172,504.83	0.00	1,116,435.47	56,069.36
Audio	4,829.65	4,829.65	0.00	390.25	4,439.40
Reference	125,440.96	125,440.96	0.00	125,103.99	336.97
Video/Gaming	7,197.18	7,197.18	0.00	283.93	6,913.25
Youth Print	112,530.98	112,530.98	0.00	98,030.49	14,500.49
A/D - Physical Collection Print	(826,940.36)	(826,940.36)	0.00	(760,766.67)	(66,173.69)
<b>Total Physical Collection - Print</b>	<b>595,563.24</b>	<b>595,563.24</b>	<b>0.00</b>	<b>579,477.46</b>	<b>16,085.78</b>
<b>Digital NonPrint</b>					
Audio	192,771.08	192,771.08	0.00	182,911.12	9,859.96

**Sanibel Public Library District**  
**Statement of Financial Position**  
**As of August 31, 2022**

	Aug 31, 22	Jul 31, 22	\$ Change	Aug 31, 21	\$ Change
Video/Gaming	126,281.29	126,281.29	0.00	119,749.20	6,532.09
References	22,059.15	22,059.15	0.00	22,059.15	0.00
Digital	189,946.46	189,946.46	0.00	147,117.56	42,828.90
Music Recordings	4,344.57	4,344.57	0.00	4,344.57	0.00
Accum Depr - Lending Other	(363,593.90)	(363,593.90)	0.00	(320,641.74)	(42,952.16)
<b>Total Digital NonPrint</b>	<b>171,808.65</b>	<b>171,808.65</b>	<b>0.00</b>	<b>155,539.86</b>	<b>16,268.79</b>
<b>Total Lending Collection</b>	<b>767,371.89</b>	<b>767,371.89</b>	<b>0.00</b>	<b>735,017.32</b>	<b>32,354.57</b>
<b>Non-Depreciable Assets</b>	<b>72,288.50</b>	<b>72,288.50</b>	<b>0.00</b>	<b>72,288.50</b>	<b>0.00</b>
<b>Total Fixed Assets</b>	<b>9,384,414.50</b>	<b>9,384,414.50</b>	<b>0.00</b>	<b>9,644,500.05</b>	<b>(260,085.55)</b>
<b>TOTAL ASSETS</b>	<b>12,871,689.98</b>	<b>13,031,258.36</b>	<b>(159,568.38)</b>	<b>12,722,115.53</b>	<b>149,574.45</b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
<b>Current Liabilities</b>					
<b>Accounts Payable</b>					
Accounts Payable	19,747.69	36,773.76	(17,026.07)	19,914.52	(166.83)
<b>Total Accounts Payable</b>	<b>19,747.69</b>	<b>36,773.76</b>	<b>(17,026.07)</b>	<b>19,914.52</b>	<b>(166.83)</b>
<b>Other Current Liabilities</b>					
<b>Other Current Liabilities</b>					
Accruals	885.15	1,613.93	(728.78)	1,038.17	(153.02)
Accrued Retirement Benefit	114,583.34	104,166.67	10,416.67	114,583.33	0.01
Accrued Vacation	29,245.56	28,884.32	361.24	40,468.30	(11,222.74)
Due to SPL Foundation	222.75	285.25	(62.50)	83.75	139.00
Employee Health Insurance	0.00	0.00	0.00	136.36	(136.36)
Sales Tax Payable	54.69	24.17	30.52	33.99	20.70
Spouse/Dependent Health	0.00	0.00	0.00	115.41	(115.41)
<b>Total Other Current Liabilities</b>	<b>144,991.49</b>	<b>134,974.34</b>	<b>10,017.15</b>	<b>156,459.31</b>	<b>(11,467.82)</b>
<b>Total Other Current Liabilities</b>	<b>144,991.49</b>	<b>134,974.34</b>	<b>10,017.15</b>	<b>156,459.31</b>	<b>(11,467.82)</b>
<b>Total Current Liabilities</b>	<b>164,739.18</b>	<b>171,748.10</b>	<b>(7,008.92)</b>	<b>176,373.83</b>	<b>(11,634.65)</b>
<b>Total Liabilities</b>	<b>164,739.18</b>	<b>171,748.10</b>	<b>(7,008.92)</b>	<b>176,373.83</b>	<b>(11,634.65)</b>
<b>Equity</b>					
Unrealized Gain / (Loss)	6,132.96	6,132.96	0.00	13,441.96	(7,309.00)
<b>Investment in Capital Assets</b>					
Committed for Cap Projects/Impr	700,000.00	700,000.00	0.00	0.00	700,000.00
Committed for Unemployment	50,000.00	50,000.00	0.00	50,000.00	0.00
Committed Insurance Deductibles	400,000.00	400,000.00	0.00	400,000.00	0.00
Committed Emergencies	620,000.00	620,000.00	0.00	620,000.00	0.00
Committed - Self Ins Flood	500,000.00	500,000.00	0.00	500,000.00	0.00
Committed Technology	10,000.00	10,000.00	0.00	10,000.00	0.00
<b>Total Investment in Capital Assets</b>	<b>2,280,000.00</b>	<b>2,280,000.00</b>	<b>0.00</b>	<b>1,580,000.00</b>	<b>700,000.00</b>
<b>Net Position- beginning of year</b>	<b>9,824,276.78</b>	<b>9,824,276.78</b>	<b>0.00</b>	<b>10,292,153.19</b>	<b>(467,876.41)</b>
<b>Net Income</b>	<b>596,541.06</b>	<b>749,100.52</b>	<b>(152,559.46)</b>	<b>660,146.55</b>	<b>(63,605.49)</b>
<b>Total Equity</b>	<b>12,706,950.80</b>	<b>12,859,510.26</b>	<b>(152,559.46)</b>	<b>12,545,741.70</b>	<b>161,209.10</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>12,871,689.98</b>	<b>13,031,258.36</b>	<b>(159,568.38)</b>	<b>12,722,115.53</b>	<b>149,574.45</b>

**Sanibel Public Library District  
Schedule of Profit and Loss Budget Performance  
August 2022**

	Aug 22	Budget	\$ Over Budget	Oct '21 - Aug 22	YTD Budget	\$ Over Budget	Annual Budget
Printing	556.00	541.67	14.33	4,164.35	5,958.34	(1,793.99)	6,500.00
Transponder	0.00	0.00	0.00	4,040.00	3,240.00	800.00	3,240.00
<b>Total Administrative</b>	<b>13,512.48</b>	<b>14,830.69</b>	<b>(1,318.21)</b>	<b>140,510.32</b>	<b>166,377.38</b>	<b>(25,867.06)</b>	<b>181,208.00</b>
<b>Building Repair &amp; Maintenance</b>							
Covid/Pandemic	0.00	716.67	(716.67)	2,728.33	7,883.34	(5,155.01)	8,600.00
Labor, Materials, & Repairs	2,357.00	2,166.67	190.33	21,499.83	23,833.34	(2,333.51)	26,000.00
Licenses	0.00	12.50	(12.50)	211.98	137.50	74.48	150.00
Supplies Building/Maintenance	272.45	375.00	(102.55)	4,576.20	4,125.00	451.20	4,500.00
Service Contracts	2,105.36	5,625.00	(3,519.64)	47,894.62	61,875.00	(13,980.38)	67,500.00
<b>Total Building Repair &amp; Maintenance</b>	<b>4,734.81</b>	<b>8,895.84</b>	<b>(4,161.03)</b>	<b>76,910.96</b>	<b>97,854.18</b>	<b>(20,943.22)</b>	<b>106,750.00</b>
<b>Collections</b>							
<b>Physical</b>							
Adult	7,662.47	4,166.67	3,495.80	47,140.79	45,833.34	1,307.45	50,000.00
Audio	0.00	416.67	(416.67)	1,862.54	4,583.34	(2,720.80)	5,000.00
Reference	445.50	83.33	362.17	445.50	916.66	(471.16)	1,000.00
Video/Gaming	5.99	333.33	(327.34)	3,940.67	3,666.66	274.01	4,000.00
Youth	318.40	1,250.00	(931.60)	5,114.07	13,750.00	(8,635.93)	15,000.00
<b>Total Physical</b>	<b>8,432.36</b>	<b>6,250.00</b>	<b>2,182.36</b>	<b>58,503.57</b>	<b>68,750.00</b>	<b>(10,246.43)</b>	<b>75,000.00</b>
<b>Digital</b>							
Audio	0.00	1,333.33	(1,333.33)	9,967.99	14,666.66	(4,698.67)	16,000.00
E-Shelf	3,383.86	4,133.33	(749.47)	22,190.48	45,466.66	(23,276.18)	49,600.00
Video/Gaming	1,098.00	500.00	598.00	6,506.68	5,500.00	1,006.68	6,000.00
<b>Total Digital</b>	<b>4,481.86</b>	<b>5,966.66</b>	<b>(1,484.80)</b>	<b>38,665.15</b>	<b>65,633.32</b>	<b>(26,968.17)</b>	<b>71,600.00</b>
<b>Total Collections</b>	<b>12,914.22</b>	<b>12,216.66</b>	<b>697.56</b>	<b>97,168.72</b>	<b>134,383.32</b>	<b>(37,214.60)</b>	<b>146,600.00</b>
<b>Furniture &amp; Fixtures</b>	<b>0.00</b>	<b>2,083.33</b>	<b>(2,083.33)</b>	<b>4,295.79</b>	<b>22,916.66</b>	<b>(18,620.87)</b>	<b>25,000.00</b>
<b>Lee County Fees</b>							
Property Appraiser	1,328.65	1,328.25	0.40	13,051.99	14,610.75	(1,558.76)	15,939.00
Tax Collector	0.00	4,166.67	(4,166.67)	47,415.10	45,833.34	1,581.76	50,000.00
<b>Total Lee County Fees</b>	<b>1,328.65</b>	<b>5,494.92</b>	<b>(4,166.27)</b>	<b>60,467.09</b>	<b>60,444.09</b>	<b>23.00</b>	<b>65,939.00</b>
<b>Library Program</b>							
Adult	104.24	1,666.67	(1,562.43)	26,486.62	18,333.34	8,153.28	20,000.00
Youth	129.28	1,250.00	(1,120.72)	9,136.26	13,750.00	(4,613.74)	15,000.00
<b>Total Library Program</b>	<b>233.52</b>	<b>2,916.67</b>	<b>(2,683.15)</b>	<b>35,622.88</b>	<b>32,083.34</b>	<b>3,539.54</b>	<b>35,000.00</b>
<b>Preservation</b>							
Print	0.00	175.00	(175.00)	0.00	1,925.00	(1,925.00)	2,100.00
Digital	591.00	583.33	7.67	7,122.08	6,416.66	705.42	7,000.00
Supplies	0.00	83.33	(83.33)	216.48	916.66	(700.18)	1,000.00
<b>Total Preservation</b>	<b>591.00</b>	<b>841.66</b>	<b>(250.66)</b>	<b>7,338.56</b>	<b>9,258.32</b>	<b>(1,919.76)</b>	<b>10,100.00</b>
<b>Product Purchases</b>							
Misc. Purchases	1,295.68	250.00	1,045.68	5,621.80	2,750.00	2,871.80	3,000.00
<b>Total Product Purchases</b>	<b>1,295.68</b>	<b>250.00</b>	<b>1,045.68</b>	<b>5,621.80</b>	<b>2,750.00</b>	<b>2,871.80</b>	<b>3,000.00</b>

**Sanibel Public Library District**  
**Schedule of Profit and Loss Budget Performance**  
**August 2022**

	<u>Aug 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Oct '21 - Aug 22</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Professional Development</b>							
Continuing Education	83.85	316.67	(232.82)	3,186.53	3,483.34	(296.81)	3,800.00
Travel	0.00	954.17	(954.17)	6,152.37	10,495.84	(4,343.47)	11,450.00
<b>Total Professional Development</b>	<b>83.85</b>	<b>1,270.84</b>	<b>(1,186.99)</b>	<b>9,338.90</b>	<b>13,979.18</b>	<b>(4,640.28)</b>	<b>15,250.00</b>
<b>Professional Services</b>							
Audit	0.00	0.00	0.00	21,315.00	0.00	21,315.00	0.00
Accounting	2,437.00	4,333.33	(1,896.33)	26,766.00	47,666.66	(20,900.66)	52,000.00
eRate	0.00	500.00	(500.00)	2,797.20	5,500.00	(2,702.80)	6,000.00
Legal	257.00	416.67	(159.67)	1,305.42	4,583.34	(3,277.92)	5,000.00
Other	0.00	708.33	(708.33)	8,358.00	7,791.66	566.34	8,500.00
<b>Total Professional Services</b>	<b>2,694.00</b>	<b>5,958.33</b>	<b>(3,264.33)</b>	<b>60,541.62</b>	<b>65,541.66</b>	<b>(5,000.04)</b>	<b>71,500.00</b>
<b>Rental Contracts</b>							
Rentals	1,573.40	1,083.33	490.07	13,982.62	11,916.66	2,065.96	13,000.00
<b>Total Rental Contracts</b>	<b>1,573.40</b>	<b>1,083.33</b>	<b>490.07</b>	<b>13,982.62</b>	<b>11,916.66</b>	<b>2,065.96</b>	<b>13,000.00</b>
<b>Salaries, Wages &amp; Benefits</b>							
Employee Insurance	12,068.44	13,750.00	(1,681.56)	132,847.73	151,250.00	(18,402.27)	165,000.00
Payroll - Deferred Comp	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
Payroll - Fees	549.26	416.67	132.59	4,629.37	4,583.34	46.03	5,000.00
Payroll - Gross	68,641.30	78,533.58	(9,892.28)	813,803.30	863,869.41	(50,066.11)	942,403.00
Payroll - Other	0.00	750.00	(750.00)	0.00	8,250.00	(8,250.00)	9,000.00
Payroll - Taxes	5,065.00	5,550.00	(485.00)	59,014.38	61,050.00	(2,035.62)	66,600.00
Pension	10,416.67	10,416.67	0.00	114,583.34	114,583.34	0.00	125,000.00
<b>Total Salaries, Wages &amp; Benefits</b>	<b>96,740.67</b>	<b>109,416.92</b>	<b>(12,676.25)</b>	<b>1,124,878.12</b>	<b>1,203,586.09</b>	<b>(78,707.97)</b>	<b>1,316,003.00</b>
<b>Subscriptions</b>							
Electronic (E-Shelf)	2,334.52	1,716.67	617.85	27,466.89	18,883.34	8,583.55	20,600.00
Print	454.36	858.33	(403.97)	15,606.04	9,441.66	6,164.38	10,300.00
<b>Total Subscriptions</b>	<b>2,788.88</b>	<b>2,575.00</b>	<b>213.88</b>	<b>43,072.93</b>	<b>28,325.00</b>	<b>14,747.93</b>	<b>30,900.00</b>
<b>Technology</b>							
Equipment Maintenance	2,027.05	2,545.83	(518.78)	8,100.41	28,004.16	(19,903.75)	30,550.00
ILS Catalog	1,972.58	2,208.33	(235.75)	23,480.22	24,291.66	(811.44)	26,500.00
Licenses & Software	3,280.86	1,552.08	1,728.78	23,745.58	17,072.91	6,672.67	18,625.00
<b>Total Technology</b>	<b>7,280.49</b>	<b>6,306.24</b>	<b>974.25</b>	<b>55,326.21</b>	<b>69,368.73</b>	<b>(14,042.52)</b>	<b>75,675.00</b>
<b>Utility Services</b>							
Electric	6,858.97	4,116.67	2,742.30	66,179.01	45,283.34	20,895.67	49,400.00
Other	0.00	250.00	(250.00)	168.92	2,750.00	(2,581.08)	3,000.00
Sewer	429.87	483.33	(53.46)	4,202.98	5,316.66	(1,113.68)	5,800.00
Telecommunications	1,477.44	2,333.33	(855.89)	22,090.60	25,666.66	(3,576.06)	28,000.00
Trash Removal	130.16	225.00	(94.84)	1,431.76	2,475.00	(1,043.24)	2,700.00
Water	101.80	66.67	35.13	1,955.35	733.34	1,222.01	800.00
<b>Total Utility Services</b>	<b>8,998.24</b>	<b>7,475.00</b>	<b>1,523.24</b>	<b>96,028.62</b>	<b>82,225.00</b>	<b>13,803.62</b>	<b>89,700.00</b>
<b>Contingency - General</b>	0.00	4,166.67	(4,166.67)	0.00	45,833.34	(45,833.34)	50,000.00
<b>Contingency - Technology</b>	0.00	833.33	(833.33)	0.00	9,166.66	(9,166.66)	10,000.00
<b>Total Operating Expenditures</b>	<b>154,769.89</b>	<b>186,615.43</b>	<b>(31,845.54)</b>	<b>1,831,105.14</b>	<b>2,056,009.61</b>	<b>(224,904.47)</b>	<b>2,245,625.00</b>

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Accrual Basis

**Sanibel Public Library District**  
**Schedule of Profit and Loss Budget Performance**  
**August 2022**

	<u>Aug 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Oct '21 - Aug 22</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Capital Outlay</b>							
Book Drop	0.00	833.33	(833.33)	0.00	9,166.66	(9,166.66)	10,000.00
Library Plaza	0.00	1,500.00	(1,500.00)	4,897.23	16,500.00	(11,602.77)	18,000.00
Solar	0.00	5,000.00	(5,000.00)	0.00	55,000.00	(55,000.00)	60,000.00
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>7,333.33</b>	<b>(7,333.33)</b>	<b>4,897.23</b>	<b>80,666.66</b>	<b>(75,769.43)</b>	<b>88,000.00</b>
<b>Total Expense</b>	<b>154,769.89</b>	<b>193,948.76</b>	<b>(39,178.87)</b>	<b>1,836,002.37</b>	<b>2,136,676.27</b>	<b>(300,673.90)</b>	<b>2,333,625.00</b>
<b>Net Income</b>	<b>(152,559.46)</b>	<b>13,410.15</b>	<b>(165,969.61)</b>	<b>596,541.06</b>	<b>144,271.79</b>	<b>452,269.27</b>	<b>154,682.00</b>

# Sanibel Public Library District Schedule of Fund Balance October 2021 through August 2022

<u>Source of Funds</u>	<u>Oct '21 - Aug 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Beginning Fund Balance</b>	1,847,468.00	1,800,000.00	47,468.00
<b>Income</b>			
<b>Property Taxes</b>			
Tax	2,347,670.31	2,239,442.34	108,227.97
Slippage	0.00	(89,577.59)	89,577.59
<b>Total Property Taxes</b>	<u>2,347,670.31</u>	<u>2,149,864.75</u>	<u>197,805.56</u>
<b>Grants and Gifts</b>			
<b>Foundation Grants/Contribution</b>			
Adult & Youth	0.00	22,916.66	(22,916.66)
Designated	0.00	4,583.33	(4,583.33)
Outreach	0.00	22,916.66	(22,916.66)
Youth	1,500.00	0.00	1,500.00
<b>Total Foundation Grants/Contribution</b>	<u>1,500.00</u>	<u>50,416.65</u>	<u>(48,916.65)</u>
eRate	13,986.00	22,916.66	(8,930.66)
State Grant/Revenue	37,120.00	27,500.00	9,620.00
<b>Total Grants and Gifts</b>	<u>52,606.00</u>	<u>100,833.31</u>	<u>(48,227.31)</u>
<b>Investment</b>			
Interest/Dividends	5,874.39	4,583.34	1,291.05
<b>Total Investment</b>	<u>5,874.39</u>	<u>4,583.34</u>	<u>1,291.05</u>
<b>Other Income</b>			
Copy Machine	5,269.90	5,500.00	(230.10)
Fines	3,958.41	3,666.66	291.75
User Fees	11,312.45	11,000.00	312.45
Room Rental	325.00	916.66	(591.66)
<b>Total Other Income</b>	<u>20,865.76</u>	<u>21,083.32</u>	<u>(217.56)</u>
<b>Product Sales</b>			
Hats	40.38	0.00	40.38
Tote Bag Sales	5,477.83	4,583.34	894.49
<b>Total Product Sales</b>	<u>5,518.21</u>	<u>4,583.34</u>	<u>934.87</u>
Sales Tax Discount	8.76	0.00	8.76
<b>Total Income</b>	<u>2,432,543.43</u>	<u>2,280,948.06</u>	<u>151,595.37</u>
<b>Total Source of Funds</b>	4,280,011.43	4,080,948.06	199,063.37
<b>Expense</b>			
<b>Operating Expenditures</b>			
<b>Administrative</b>			
Bank Fees	2,337.17	0.00	2,337.17
Community Relations	1,429.56	4,583.34	(3,153.78)
Insurance	101,646.61	118,679.00	(17,032.39)
Insurance-Workers' Compensation	1,833.37	1,833.34	0.03
Office Supplies	11,775.10	14,208.34	(2,433.24)
Organization Membership	7,849.92	5,958.34	1,891.58

**Sanibel Public Library District  
Schedule of Fund Balance  
October 2021 through August 2022**

	<u>Oct '21 - Aug 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Other	2,269.48	7,333.34	(5,063.86)
Over/Short	(20.74)	0.00	(20.74)
Postage	3,185.50	4,583.34	(1,397.84)
Printing	4,164.35	5,958.34	(1,793.99)
Transponder	4,040.00	3,240.00	800.00
<b>Total Administrative</b>	<b>140,510.32</b>	<b>166,377.38</b>	<b>(25,867.06)</b>
<b>Building Repair &amp; Maintenance</b>			
Covid/Pandemic	2,728.33	7,883.34	(5,155.01)
Labor, Materials, & Repairs	21,499.83	23,833.34	(2,333.51)
Licenses	211.98	137.50	74.48
Supplies Building/Maintenance	4,576.20	4,125.00	451.20
Service Contracts	47,894.62	61,875.00	(13,980.38)
<b>Total Building Repair &amp; Maintenance</b>	<b>76,910.96</b>	<b>97,854.18</b>	<b>(20,943.22)</b>
<b>Collections</b>			
<b>Physical</b>			
Adult	47,140.79	45,833.34	1,307.45
Audio	1,862.54	4,583.34	(2,720.80)
Reference	445.50	916.66	(471.16)
Video/Gaming	3,940.67	3,666.66	274.01
Youth	5,114.07	13,750.00	(8,635.93)
<b>Total Physical</b>	<b>58,503.57</b>	<b>68,750.00</b>	<b>(10,246.43)</b>
<b>Digital</b>			
Audio	9,967.99	14,666.66	(4,698.67)
E-Shelf	22,190.48	45,466.66	(23,276.18)
Video/Gaming	6,506.68	5,500.00	1,006.68
<b>Total Digital</b>	<b>38,665.15</b>	<b>65,633.32</b>	<b>(26,968.17)</b>
<b>Total Collections</b>	<b>97,168.72</b>	<b>134,383.32</b>	<b>(37,214.60)</b>
Furniture & Fixtures	4,295.79	22,916.66	(18,620.87)
<b>Lee County Fees</b>			
Property Appraiser	13,051.99	14,610.75	(1,558.76)
Tax Collector	47,415.10	45,833.34	1,581.76
<b>Total Lee County Fees</b>	<b>60,467.09</b>	<b>60,444.09</b>	<b>23.00</b>
<b>Library Program</b>			
Adult	26,486.62	18,333.34	8,153.28
Youth	9,136.26	13,750.00	(4,613.74)
<b>Total Library Program</b>	<b>35,622.88</b>	<b>32,083.34</b>	<b>3,539.54</b>
<b>Preservation</b>			
Print	0.00	1,925.00	(1,925.00)
Digital	7,122.08	6,416.66	705.42
Supplies	216.48	916.66	(700.18)
<b>Total Preservation</b>	<b>7,338.56</b>	<b>9,258.32</b>	<b>(1,919.76)</b>
<b>Product Purchases</b>			
Misc. Purchases	5,621.80	2,750.00	2,871.80
<b>Total Product Purchases</b>	<b>5,621.80</b>	<b>2,750.00</b>	<b>2,871.80</b>



**Sanibel Public Library District  
Schedule of Fund Balance  
October 2021 through August 2022**

	<u>Oct '21 - Aug 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Professional Development</b>			
Continuing Education	3,186.53	3,483.34	(296.81)
Travel	6,152.37	10,495.84	(4,343.47)
<b>Total Professional Development</b>	<u>9,338.90</u>	<u>13,979.18</u>	<u>(4,640.28)</u>
<b>Professional Services</b>			
Audit	21,315.00	0.00	21,315.00
Accounting	26,766.00	47,666.66	(20,900.66)
eRate	2,797.20	5,500.00	(2,702.80)
Legal	1,305.42	4,583.34	(3,277.92)
Other	8,358.00	7,791.66	566.34
<b>Total Professional Services</b>	<u>60,541.62</u>	<u>65,541.66</u>	<u>(5,000.04)</u>
<b>Rental Contracts</b>			
Rentals	13,982.62	11,916.66	2,065.96
<b>Total Rental Contracts</b>	<u>13,982.62</u>	<u>11,916.66</u>	<u>2,065.96</u>
<b>Salaries, Wages &amp; Benefits</b>			
Employee Insurance	132,847.73	151,250.00	(18,402.27)
Payroll - Fees	4,629.37	4,583.34	46.03
Payroll - Gross	813,803.30	863,869.41	(50,066.11)
Payroll - Other	0.00	8,250.00	(8,250.00)
Payroll - Taxes	59,014.38	61,050.00	(2,035.62)
Pension	114,583.34	114,583.34	0.00
<b>Total Salaries, Wages &amp; Benefits</b>	<u>1,124,878.12</u>	<u>1,203,586.09</u>	<u>(78,707.97)</u>
<b>Subscriptions</b>			
Electronic (E-Shelf)	27,466.89	18,883.34	8,583.55
Print	15,606.04	9,441.66	6,164.38
<b>Total Subscriptions</b>	<u>43,072.93</u>	<u>28,325.00</u>	<u>14,747.93</u>
<b>Technology</b>			
Equipment Maintenance	8,100.41	28,004.16	(19,903.75)
ILS Catalog	23,480.22	24,291.66	(811.44)
Licenses & Software	23,745.58	17,072.91	6,672.67
<b>Total Technology</b>	<u>55,326.21</u>	<u>69,368.73</u>	<u>(14,042.52)</u>
<b>Utility Services</b>			
Electric	66,179.01	45,283.34	20,895.67
Other	168.92	2,750.00	(2,581.08)
Sewer	4,202.98	5,316.66	(1,113.68)
Telecommunications	22,090.60	25,666.66	(3,576.06)
Trash Removal	1,431.76	2,475.00	(1,043.24)
Water	1,955.35	733.34	1,222.01
<b>Total Utility Services</b>	<u>96,028.62</u>	<u>82,225.00</u>	<u>13,803.62</u>
Contingency - General	0.00	45,833.34	(45,833.34)
Contingency - Technology	0.00	9,166.66	(9,166.66)
<b>Total Operating Expenditures</b>	<u>1,831,105.14</u>	<u>2,056,009.61</u>	<u>(224,904.47)</u>
<b>Capital Outlay</b>			
Book Drop	0.00	9,166.66	(9,166.66)
Library Plaza	4,897.23	16,500.00	(11,602.77)

**Sanibel Public Library District**  
**Schedule of Fund Balance**  
 October 2021 through August 2022

	<u>Oct '21 - Aug 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Solar</b>	0.00	55,000.00	(55,000.00)
<b>Total Capital Outlay</b>	<u>4,897.23</u>	<u>80,666.66</u>	<u>(75,769.43)</u>
<b>Total Operating &amp; Capital Outlay Expense</b>	1,836,002.37	2,136,676.27	(300,673.90)
<b>Non-Operating Expenditures</b>			
<b>Committed for Cap Projects/Improvements</b>	700,000.00	700,000.00	-
<b>Committed for unemployment</b>	50,000.00	50,000.00	-
<b>Committed for insurance deductibles</b>	400,000.00	400,000.00	-
<b>Committed for emergencies</b>	620,000.00	620,000.00	-
<b>Committed for self-insurance</b>	500,000.00	500,000.00	-
<b>Committed Technology</b>	<u>10,000.00</u>	<u>10,000.00</u>	<u>-</u>
<b>Total Non-Operating Expenditures</b>	2,280,000.00	2,280,000.00	-
<b>Unassigned Reserves/Fund Balance</b>	164,009.06	(335,728.21)	499,737.27
<b>Fund Balance/Reserves</b>	2,444,009.06		
<b>Total Use of Funds</b>	4,280,011.43		
Unassigned Reserves Prior Month	316,568.52		
Change in Unassigned Reserves from Prior Month	(152,559.46)		

**Sanibel Public Library District**  
**Statement of Activities Current Month and Prior Yr Comp**  
**August 2022**

	Aug 22	Aug 21	\$ Change
<b>Income</b>			
<b>Property Taxes</b>			
Tax	5.42	88.94	(83.52)
<b>Total Property Taxes</b>	5.42	88.94	(83.52)
<b>Grants and Gifts</b>			
eRate	0.00	1,575.00	(1,575.00)
<b>Total Grants and Gifts</b>	0.00	1,575.00	(1,575.00)
<b>Investment</b>			
Interest/Dividends	526.58	164.61	361.97
<b>Total Investment</b>	526.58	164.61	361.97
<b>Other Income</b>			
Copy Machine	378.10	331.20	46.90
Fines	350.85	373.00	(22.15)
User Fees	450.00	355.00	95.00
Room Rental	30.00	0.00	30.00
<b>Total Other Income</b>	1,208.95	1,059.20	149.75
<b>Product Sales</b>			
Hats	28.17	0.00	28.17
Tote Bag Sales	441.31	131.46	309.85
<b>Total Product Sales</b>	469.48	131.46	338.02
<b>Total Income</b>	2,210.43	3,019.21	(808.78)
<b>Gross Profit</b>	2,210.43	3,019.21	(808.78)
<b>Expense</b>			
<b>Operating Expenditures</b>			
<b>Administrative</b>			
Bank Fees	205.34	77.58	127.76
Community Relations	0.00	240.00	(240.00)
Insurance	9,233.78	9,185.91	47.87
Insurance-Workers' Compensation	166.67	166.67	0.00
Office Supplies	1,849.24	1,902.27	(53.03)
Organization Membership	1,289.24	682.81	606.43
Other	155.81	226.10	(70.29)
Postage	56.40	5.40	51.00
Printing	556.00	114.05	441.95
<b>Total Administrative</b>	13,512.48	12,600.79	911.69
<b>Building Repair &amp; Maintenance</b>			
Covid/Pandemic	0.00	2,858.59	(2,858.59)
Labor, Materials, & Repairs	2,357.00	2,953.00	(596.00)
Supplies Building/Maintenance	272.45	774.94	(502.49)
Service Contracts	2,105.36	5,361.95	(3,256.59)
<b>Total Building Repair &amp; Maintenance</b>	4,734.81	11,948.48	(7,213.67)
<b>Collections</b>			
<b>Physical</b>			
Adult	7,662.47	4,940.76	2,721.71
Audio	0.00	217.45	(217.45)
Reference	445.50	0.00	445.50
Video/Gaming	5.99	698.04	(692.05)
Youth	318.40	0.00	318.40
<b>Total Physical</b>	8,432.36	5,856.25	2,576.11

**Sanibel Public Library District**  
**Statement of Activities Current Month and Prior Yr Comp**  
**August 2022**

	Aug 22	Aug 21	\$ Change
<b>Digital</b>			
Audio	0.00	985.33	(985.33)
E-Shelf	3,383.86	5,349.30	(1,965.44)
Video/Gaming	1,098.00	351.00	747.00
<b>Total Digital</b>	4,481.86	6,685.63	(2,203.77)
<b>Total Collections</b>	12,914.22	12,541.88	372.34
<b>Furniture &amp; Fixtures</b>			
Furniture & Fixtures	0.00	281.93	(281.93)
<b>Total Furniture &amp; Fixtures</b>	0.00	281.93	(281.93)
<b>Lee County Fees</b>			
Property Appraiser	1,328.65	564.20	764.45
Tax Collector	0.00	1.78	(1.78)
<b>Total Lee County Fees</b>	1,328.65	565.98	762.67
<b>Library Program</b>			
Adult	104.24	0.00	104.24
Youth	129.28	0.00	129.28
Library Program - Other	0.00	43.35	(43.35)
<b>Total Library Program</b>	233.52	43.35	190.17
<b>Preservation</b>			
Digital	591.00	0.00	591.00
<b>Total Preservation</b>	591.00	0.00	591.00
<b>Product Purchases</b>			
Misc. Purchases	1,295.68	672.42	623.26
<b>Total Product Purchases</b>	1,295.68	672.42	623.26
<b>Professional Development</b>			
Continuing Education	83.85	275.00	(191.15)
Travel	0.00	397.41	(397.41)
<b>Total Professional Development</b>	83.85	672.41	(588.56)
<b>Professional Services</b>			
Accounting	2,437.00	2,342.00	95.00
eRate	0.00	466.20	(466.20)
Legal	257.00	281.00	(24.00)
<b>Total Professional Services</b>	2,694.00	3,089.20	(395.20)
<b>Rental Contracts</b>			
Rentals	1,573.40	2,184.43	(611.03)
<b>Total Rental Contracts</b>	1,573.40	2,184.43	(611.03)
<b>Salaries, Wages &amp; Benefits</b>			
Employee Insurance	12,068.44	11,566.31	502.13
Payroll - Fees	549.26	513.10	36.16
Payroll - Gross	68,641.30	67,314.83	1,326.47
Payroll - Taxes	5,065.00	4,849.54	215.46
Pension	10,416.67	10,416.67	0.00
<b>Total Salaries, Wages &amp; Benefits</b>	96,740.67	94,660.45	2,080.22
<b>Subscriptions</b>			
Electronic (E-Shelf)	2,334.52	3,057.51	(722.99)
Print	454.36	706.77	(252.41)
<b>Total Subscriptions</b>	2,788.88	3,764.28	(975.40)

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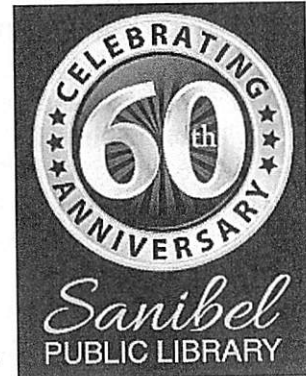
Accrual Basis

**Sanibel Public Library District**  
**Statement of Activities Current Month and Prior Yr Comp**  
**August 2022**

	Aug 22	Aug 21	\$ Change
<b>Technology</b>			
Computer Equipment	0.00	1,046.23	(1,046.23)
Equipment Maintenance	2,027.05	0.00	2,027.05
ILS Catalog	1,972.58	1,630.41	342.17
Licenses & Software	3,280.86	3,659.80	(378.94)
<b>Total Technology</b>	<b>7,280.49</b>	<b>6,336.44</b>	<b>944.05</b>
<b>Utility Services</b>			
Electric	6,858.97	5,158.83	1,700.14
Sewer	429.87	422.58	7.29
Telecommunications	1,477.44	2,670.57	(1,193.13)
Trash Removal	130.16	127.60	2.56
Water	101.80	141.10	(39.30)
<b>Total Utility Services</b>	<b>8,998.24</b>	<b>8,520.68</b>	<b>477.56</b>
<b>Total Operating Expenditures</b>	<b>154,769.89</b>	<b>157,882.72</b>	<b>(3,112.83)</b>
<b>Capital Outlay</b>			
Paver Repair & Asphalt	0.00	4,985.00	(4,985.00)
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>4,985.00</b>	<b>(4,985.00)</b>
<b>Total Expense</b>	<b>154,769.89</b>	<b>162,867.72</b>	<b>(8,097.83)</b>
<b>Net Income</b>	<b>(152,559.46)</b>	<b>(159,848.51)</b>	<b>7,289.05</b>



# Sanibel PUBLIC LIBRARY



## Board of Commissioners Director's Report – 12/15/2022

### Customer Service

- SPL is always open with its 24/7/365 service. This year globally we celebrate 3 billion checkouts with the most popular ebooks of all time! A billion is a lot of books. But what about 3 billion? That's how many checkouts of digital books have been borrowed by millions of readers from libraries around the world through OverDrive and the Libby reading app. SPL implemented and introduced users to ebooks in 2010. Digital borrowing has been growing for years since the early 2000s and accelerated during the height of the pandemic and the trend continues; we have seen it with the recent Hurricane Ian. This is due to the SPL staff and the work that they do daily to get books into the hands of every reader as easily and conveniently as possible. So even with Ian and its effects, we are still seeing the growth of ebooks; and we're seeing the growth of audiobooks by 18% annually since 2019. So, what has everyone been reading all these years on their phones, tablets, eReaders and digital audiobooks?

#### Most popular ebooks:

1. *Where the Crawdads Sing* by Delia Owens
2. *Gone Girl* by Gillian Flynn
3. *Fifty Shades Of Grey* by E L James
4. *Little Fires Everywhere* by Celeste Ng
5. *The Book Thief* by Markus Zusak
6. *Educated* by Tara Westover
7. *Outlander* by Diana Gabaldon
8. *The Girl on the Train* by Paula Hawkins
9. *The Goldfinch* by Donna Tartt
10. *The Whistler* by John Grisham

#### Most popular digital audiobooks:

1. *The Last Thing He Told Me* by Laura Dave
2. *Where the Crawdads Sing* by Delia Owens
3. *The Four Winds* by Kristin Hannah
4. *Apples Never Fall* by Liane Moriarty
5. *The Guest List* by Lisa Foley
6. *Atomic Habits* by James Clear
7. *Dune* by Frank Herbert
8. *The Silent Patient* by Alex Michaelides
9. *The Subtle Art of Not Giving a F\*ck* by Mark Manson
10. *Malibu Rising* by Taylor Jenkins Reid

- Print materials are holding at our request at vendors, mainly Ingram and Midwest Tape, due to operations. Still **PLENTY** of **NEW** titles to check out! Interlibrary Loan is in hold non-lender/borrow status. SPL continues to process items in the system pre-Ian.
- Curbside pickup begins "by demand" as users are encouraged to drive in parking garage to curbside area (follow signs) and call Library service desk.
- Operational hours – building open to public – M-F, 10-3; evaluation to expand hours in January.
- Drive-through book drop available in parking garage; walk-up book drop blocked by cracked sidewalk (unsafe, liability). New book drop for each of the 2 front entrances are being ordered.

- Staff reviewing grace periods, overdue fee, loss/damage fees, card renewal fees, and other operational and procedural activities to enable patrons to continue using services virtually or in person.
- Library users have many opportunities to see prominent authors via SPL's Virtual Author Talk series. Produced by Library Speakers Consortium, SPL is considered a "founding member" for public libraries, as we were quick to move to incorporate it into our regular services. Prominent and bestselling authors are featured at about 3 per month. Service is so popular that more authors are being added. Users/viewers via SPL is over 2,800 so far. This service is funded with a grant from the SPL Foundation.
- AWE stations (Early Literacy Computers) for youth – computers offering software and educational tools for preschoolers and early readers – are on order; funded by SPL Foundation through gifts from Sanibel-Captiva Kiwanis Foundation, Asplundh Foundation, and Leslie Fleischner. This learning tool offers interactive educational activities on shapes, colors, basic math and language, art, maps, music, and more. Items are being shipped via UPS now.

## Library Environment

Reviewing Public Lands Inventory's new system to comply with Florida Statutes.

Most activities address or support Your Library Restored activities following Hurricane Ian damage.

- Awaiting scheduling from Otis Elevator regarding removing hydraulic fluid; following that:
  - Install additional fire alarm pull.
  - Amend scope of work for Johnson Controls (sprinkler system).
  - Otis to provide estimate on work needed on elevator(s); then state inspection on elevators; then open elevators for public use.
- Post-Ian inventories by Duane Shaffer and by First Onsite, some items removed from SPLD Inventory (those tagged and barcoded for SPL as they remain depreciable). SPL replacing some things immediately, as needed, including book drops, temporary walls, some furniture, and more; those will be checked against current inventories by Shaffer and On Site as we move forward from there.
- FEMA representative from National Park Service US Department of Interior and MMohundro had discussion regarding archival materials, preservation, and access; will investigate various grants and other assistance from FEMA for safeguarding SPL's archives, historic books, and more. FEMA rep is Archivist at Frederick Law Olmsted National Historic Site in Brookline MA.
- Current Tech Services, previously on lower level, is temporarily housed in bullpen (i.e., workroom behind Service Desk East).
- United Mechanical: airflow sensor repair for AHU-3, replaced wall sensors on Level 1.
- All Digital: replaced onboard battery backups in 2 panels, replaced 2 pull stations, inspected elevator pit sensors and electrical whips in elevator shafts.
- Latest from Greg Moon/EngleMartin Claims Service and Matt Bryant/First Onsite Property Restoration (as of 12/14/22, 5:37 pm) includes:

*Should have the final billing out for the mitigation work soon. Sorry for delay on that, our billing department has been extremely backed up. Regarding the repairs I submitted our estimate to your adjuster and waiting for approval. Once the scope of work is approved if you would like us to handle the repairs, I will send you a separate contract for that work. We would be able to start repairs immediately. The cabinets will be a long lead time and we would want to get those ordered as soon as possible.*

- SPL working as fast as possible. Waiting on the adjuster to ok and the restorer to bid; HBM Architects has assured they will assist with design schemes to complement those in place.

- Caution appears to be cabinetry as the original vendor for Reimagined custom cabinetry is backlogged minimum 3-4 months; restorers anxious to submit bids/pricing/proposals to get on cabinetry vendor list asap. Meantime, SPL staff has backup plan for delays in this area.
- General grounds cleanup/FEMA pickup proceeded; updated grounds and landscape.

## Convenience Through Technology

Most activities address or support Your Library Restored activities following Hurricane Ian damage.

- Post Hurricane Ian IT general recovery tasks in process or completed
- Identify damaged equipment on Level 1
- Setup tech services machines in circulation workroom (bullpen)
- Removed Level 1 damaged equipment from inventory
- Updated all public systems
- Replaced dead battery backups on staff and public machines

## Outreach

- Regular updates on services and activities posted on various social media sites.
- Sanibel Captiva Art League and other artists on exhibit will remain in place until SCAL has some returning artists to the Island and reorganizes.

## Organizational Management

- Staffing Update: B Shewfelt, Head of Technical Services; Candy Heise, Adult Services Coordinator; Deanna Evans, Youth Librarian; Library Associates Ian Wainwright, Melissa Balthasar; MLS candidates Florinda Patterson in IT, Viviana Whelen in Youth – from 17 to 10 FTE;. Hurricane Ian-related (Patterson and Whelen accepted FT employment with Lee County Library System and with Lee County Schools, respectively).
- Currently [three-quarters](#) of staff is not living in their homes due to hurricane damage.
- Staff job descriptions being updated.
- Staff Safety Committees – investigating to update and consolidate weather and crisis communications procedures, as well as social media procedures; following that, move forward to policy update drafts and Board of Commissioner review.

## Financial Management

- Distribution from Lee County Tax Collector for ACH deposit on Thursday, 12/15/2022 for \$389,158.57 – from Tax Revenue Nov 16-30, 2022 Collections.
- Preparing audit information for confirmation, records, planning, and more to begin in early 2023.
- SPLD submitted State Grant Application part 2 to FL Department of State, Division of Grants – Division of Library and Information Services. Results available in Spring, following FL Legislative Session.
- Holding on payments for physical items (books, movies music CDs and Blu-Rays) until received.