



## **AGENDA**

### **LIBRARY BOARD OF TRUSTEES MEETING**

**Monday, February 27, 2023**

**5:00 PM**

**City Hall Council Chambers**

**232 W. Sierra Madre Boulevard**

**Sierra Madre, CA 91024**

*Laura Palmer, Chair; Susan Gallagher, Vice Chair;  
Catherine Adde, Trustee; Diane Sands, Trustee; Leigh Gluck, Trustee*

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**THIS MEETING WILL BE CONDUCTED IN COMPLIANCE WITH THE MOST  
CURRENT LOS ANGELES COUNTY PUBLIC HEALTH OFFICER'S ORDER**

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#### **CALL TO ORDER / ROLL CALL**

Trustees Palmer, Gallagher, Adde, Gluck, and Sands.

#### **PLEDGE OF ALLEGIANCE**

Catherine Adde

#### **APPROVAL OF AGENDA**

Majority vote of the Board to proceed with Board business.

#### **APPROVAL OF MINUTES**

Majority vote of the Board to approve the minutes from January 23, 2023 meeting.

#### **COMMUNITY INPUT**

At this time, any person may address the Library Board of Trustees concerning an item that is not on the Agenda.

State legislation (Govt. Code Section 54954.2) limits the Board's ability to take action on specific requests. Govt. Code Section 54954.2 limits the placement of items on the Agenda for action 72 hours prior to meetings, except for specific findings.

No action or discussion may be undertaken by the Library Board of Trustees on any item if not posted on the Agenda, except that Trustees or staff may briefly respond to statements made or questions posed by the public, or a Trustee or staff liaison may ask a question for clarification, or make a brief report on his or her own activities. A Trustee or the Board itself may provide a reference to staff to

report back to the Board at a subsequent meeting concerning any matter or may direct staff to place a matter of business on a future agenda.

## **CONSENT CALENDAR**

- 1. Library Warrants** – Recommendation that the Board approves payment of Library Warrants in the aggregate amount of: \$11,671.71, \$938.01, \$1,651.86, \$3,893.13, \$11,901.60.
- 2. Library Statistics** – Recommendation to receive and file January 2023 Statistical Reports.

## **ACTION ITEMS AND REPORTS**

### **1. Library Renovation Update**

Deputy Director of Public Works Arnulfo Yanez will give a brief update on the state of the Library building renovations. Receive and file; no action required.

### **2. Library Foundation Funding**

Discussion on specific items the Library Foundation can focus on funding. It is recommended, the Board identify options for funding sources.

### **3. Friends of the Library New Building Needs**

Friends of the Library Liaison, Margaret Quigley, will present on the needs of the Friends of the Library to take into consideration for the upcoming Library Renovations. No action required.

### **4. Friends of the Library Liaison Report**

Liaison from the Friends of the Library to provide oral report concerning activities since the last Board meeting. Receive and file; no action required.

### **5. City Council Liaison Report**

Update from Council Liaison to Board. Receive and file; no action required.

### **6. Trustees Updates**

Trustees to provide reports pertaining to Library service or community involvement which impacts the Library. Receive and file; no action required.

### **7. City Librarian Report**

City Librarian Leila Regan to present an oral report concerning Library services since the last Board Meeting. Receive and file; no action required.

### **8. Items for Future Agenda**

#### ***\*ACTION ITEMS***

*Regardless of a staff recommendation on any agenda item, the Board will consider such matters including action to approve, conditionally approve, reject or continue such item. Further information on each item may be procured from the Library Board of Trustees.*

**ADJOURNMENT**

The Library Board of Trustees may adjourn to a meeting on March 27, 2023.

If you require special assistance to participate in this meeting, please call the City Manager's Office at 626-355-7135 at least 48 hours prior to the meeting.



## MINUTES

### LIBRARY BOARD OF TRUSTEES MEETING

Monday, January 23, 2023

5:00 PM

City Hall Council Chambers

232 W. Sierra Madre Boulevard

Sierra Madre, CA 91024

*Laura Palmer, Chair; Susan Gallagher, Vice Chair;  
Catherine Adde, Trustee; Diane Sands, Trustee; Leigh Gluck, Trustee*

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**THIS MEETING WILL BE CONDUCTED IN COMPLIANCE WITH THE MOST  
CURRENT LOS ANGELES COUNTY PUBLIC HEALTH OFFICER'S ORDER**

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#### CALL TO ORDER / ROLL CALL

Present: Trustees Palmer, Gallagher, Gluck, and Sands.

Absent: Trustee Adde

Also in Attendance: Rob Stockly, Leila Regan, Lori Garza, Laura Aguilar, Mayor Edward Garcia,  
Pat Holland

**Meeting called to order at 5:04 PM**

#### PLEDGE OF ALLEGIANCE

Catherine Adde (absent) / Susan Gallagher in place

#### APPROVAL OF AGENDA

Sands moves

Gallagher seconded

All in favor

#### APPROVAL OF MINUTES

Majority vote of the Board to approve the minutes from November 28, 2022 meeting.

**Trustee Gallagher had a correction to page 8 of "Gallagher" under 6 is misspelled**

Trustee Gluck Moves to approve

Trustee Gallagher seconded

All in Favor

#### COMMUNITY INPUT

Patrick Holland from the Senior Community Commission commented on reinstating the older 'sierra madre' American of the Year award. This award involves selecting one person, group, couple, or organization. Nominees have to have made some contributions to the Sierra Madre community. Submissions have to be in by March 16th. Individuals cannot be younger than 60 years old. Senior Community Commission will select for winner for the award at their April meeting in the city council chambers with a reception on May 10th at the Hart Park House. Extra forms available at the Hart Park House. They can be returned to the Hart Park House, City Hall, or mailed in. Previous applicants are welcome to be resubmitted.

*Questions/Comments:*

Trustee Gluck: Former recipients are they ineligible?

Holland: That is correct.

## **CONSENT CALENDAR**

- 1. Library Warrants** – Recommendation that the Board approves payment of Library Warrants in the aggregate amount of: \$972.61, \$150.00, \$2,371.51, \$841.62, \$11,901.60, \$41.23 and \$300.00

Trustee Sands Motion to file

Trustee Gluck seconded

All in Favor

- 2. Library Statistics** – Recommendation to receive and file November 2022 & December 2022 Statistical Reports.

Trustee Gluck motion to receive and file

Trustee Sands seconded

All in favor

- 3. Updated STEAM Agreement** – Recommendation to review and approve updated STEAM User Agreement form.

- 4. Updated Meeting Room Policy** – Recommendation to review and approve updated Meeting Room Agreement form.

Trustee Sands motion to receive and file

Trustee Gluck seconded

All in Favor

## **ACTION ITEMS AND REPORTS**

- 1. Library Renovation Update**

Deputy Director of Public Works Arnulfo Yanez will give a brief update on the state of the Library building renovations. Said we are in Chapter 2 of the planning process and mentioned Friday, January 13th there was an open walk through of the Library campus with architect firms, it lasted about two hours. They were allowed to see the property and ask a limited number of questions. Thirty-three firms attended. There were a total of about 72 inquiries from architect firms from across the nation. Architects firms will submit their questions through January 30th and Yanez will respond to the answers as a group on the website. Everyone can see the questions and answers. Inquiries are still being received. Many of the questions so far

were very appropriate to the design. The request for proposal closes February 10th, all bids are final. At that time, findings will be presented to our city manager, Jose Reynoso and our public works director, Chris Ciminio.

*Questions/Comments:*

Trustee Palmer: After you present your findings, what is the turn around or time frame for reviewing your recommendation?

Yanez: 2-3 weeks. Once we find a few that we think will meet our request we do a more thorough interview and vetting process. Preliminary drawings, preliminary cost analysis. I would like a breakdown of the exact cost. Construction calendar carrying through into 2024.

Trustee Gluck: Can we have a special meeting to discuss design options once we have picked a firm?

City Librarian Regan: Yes. Will we be doing a second walk through?

Yanez: Possibly, it's not scheduled, yet. This would be more in-the-weeds walk through.

Trustee Palmer: When does it look like chapter 2 will be complete

Arnulfo: April is when we will be looking at moving into Chapter 3 and I will be able to present a construction calendar at that time.

## **2. Library Foundation Update**

Rob Stockly, explains the Library Foundation was formed as a non-profit 501C3 fully incorporated. The Foundation's goals are to support the Library's long term needs by raising funds through private donations. Instead of fundraising, the foundation goes after larger amounts for specific needs. The foundation right now is dormant. It's Robert Stockly and a former mayor that has moved out of state. With the renovations, it looks like the foundation might be needed and has the ability to be more active. The foundation needs to have a tangible goal for the donors to get excited about. We're ready for when the Library is ready to reconstitute the Foundation and expand beyond the two formers on the board. The foundation needs specific visuals. It's not there to raise money for the plumbing, it's not there to raise money for the air conditioning, it's for something that donors can see and say I did that. Like a room. I think we could be very successful.

*Questions/Comments:*

Trustee Gallagher: What you're asking for from this group, is for us to come up with a vision for our Library>

Stockly: Yes this is how we envision the library 10 years from now and you'll be helping us get there, by providing XYZ.

Trustee Gallagher: Something we might want to have on the agenda.

## **3. Friends of the Library Liaison Report**

Julie Bencosme, president of the Friends of the Library gave an update on their last event, the Snowflake Festival. While that event wasn't a fundraising event, it was profitable. The Friends of the Library wants to get people to know about the Library.

*Questions/Comments:*

Trustee Palmer: What's the difference from the Library Foundation?

Bencosme: We're more the day-to-day like programming and collection development.

#### **4. City Council Liaison Report**

Mayor Edward Garcia commented that at the last city council meeting, they were able to fully fund the matching Infrastructure grant. It was helpful to see a few trustees there for a good showing/rallying for that. It's good to have voices in the crowd to encourage us to do the right thing.

Mayor Garcia talked about last week's Public Safety Town Hall meeting. Three questions asked by the Police and Fire Departments were:

- What things are we doing well?
- What services are most important to you?
- What enhancements would you like to see?

The City will be having similar town hall meetings with the Library and Community Services. The big things are public service and community enhancements. Mayor Garcia attended the Snowflake Festival and it was wonderful. He likes the way the friends are thinking outside the box and are doing more to reach out to the community.

*Questions/Comments:*

Trustee Gallagher: So you will be our Liaison for the year?

Mayor Garcia: Yes. I'm excited to be more involved.

#### **5. Trustees Updates**

Trustee Gallagher: Went to the Public Safety Town Hall Meeting. It was great. The Historical Society had a discussion about One Book One City and everyone is excited about the programs! Went to the Snowflake Festival put on by the Friends of the Library. It was an amazing event and there were families that had never been to a Friend's event before. Went to the Friends of the Library Christmas party and thanked them.

Trustee Sands: No updates, my committee will be meeting soon!

Trustee Palmer: Snowflake festival, I answered a lot of questions about if they could just go to the event and not prepay (which they could). Bookmark contest is coming! Last year, we handed off the material (flyers and applications) to the schools because of COVID, but this year each trustee will go to a school and present the material. Please sign up for a school, I am selfishly taking Sierra Madre Elementary.

Trustee Gluck: Will take Middle School and St. Rita to take materials!

Trustee Gallagher: Will take Gooden!

Trustee Sands: Will Take Bethany

Trustee Adde was absent and was assigned Alverno Heights.

Sierra Madre Elementary will have their first ever Literacy Night and Doreen Thomas (Children's Librarian) will be at the event and through the Library I got Love on a Leash so kids can read to a therapy dog!

Trustee Gluck: Sommer Scholarship recipients have been announced we're just waiting to present the awards.

## **6. City Librarian Report**

Talked about One Book One City Programming. The Library will be closed Monday, February 20.

## **7. Items for Future Agenda**

Trustee Gallagher suggested a presentation on writing a vision statement, looking at other libraries and their statements for March, not February. Make sure everyone can make it on March 27th for writing a vision statement.

Mention taking an updated Group Photo before/after March 27th

Encourage attendance at Trustee Meetings discussion in February.

Library Foundation discussion on what we can start having them work on specifically for the Library.

### **\*ACTION ITEMS**

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## **ADJOURNMENT**

The Library Board of Trustees may adjourn to a meeting on February 27, 2023.

Trustee Gallagher motions to adjourn

Trustee Gluck seconds

All in favor

**Meeting Adjourned at 6:07 PM**



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBWEST-GENERAL CHECKING - BANK OF THE WEST</b>						
<b>Payment Type: Regular</b>						
0132	BAKER & TAYLOR, INC.	01/24/2023	Regular	0.00	6,952.64	64605
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">5018052482</a>	Invoice	12/05/2022	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	2,294.73	
<a href="#">10000.90000.53406</a>	BOOKS AND REFERENCE		BOOKS AND REFERENCE & ...		2,294.73	
<a href="#">5018052483</a>	Invoice	12/05/2022	LIBRARY SUPPLIES	0.00	161.60	
<a href="#">10000.90000.52200</a>	CONTRACT SERVICES		LIBRARY SUPPLIES		161.60	
<a href="#">5018066561</a>	Invoice	12/05/2022	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	1,127.85	
<a href="#">10000.90000.53406</a>	BOOKS AND REFERENCE		BOOKS AND REFERENCE & ...		1,127.85	
<a href="#">5018066562</a>	Invoice	12/05/2022	LIBRARY SUPPLIES	0.00	73.17	
<a href="#">10000.90000.52200</a>	CONTRACT SERVICES		LIBRARY SUPPLIES		73.17	
<a href="#">5018078539</a>	Invoice	12/05/2022	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	287.92	
<a href="#">10000.90000.53406</a>	BOOKS AND REFERENCE		BOOKS AND REFERENCE & ...		287.92	
<a href="#">5018078540</a>	Invoice	12/05/2022	LIBRARY SUPPLIES	0.00	17.58	
<a href="#">10000.90000.52200</a>	CONTRACT SERVICES		LIBRARY SUPPLIES		17.58	
<a href="#">5018088132</a>	Invoice	12/06/2022	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	1,878.61	
<a href="#">10000.90000.53406</a>	BOOKS AND REFERENCE		BOOKS AND REFERENCE & ...		1,878.61	
<a href="#">5018088133</a>	Invoice	12/06/2022	LIBRARY SUPPLIES	0.00	158.01	
<a href="#">10000.90000.52200</a>	CONTRACT SERVICES		LIBRARY SUPPLIES		158.01	
<a href="#">5018093836</a>	Invoice	12/30/2022	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	899.30	
<a href="#">10000.90000.53406</a>	BOOKS AND REFERENCE		BOOKS AND REFERENCE & ...		899.30	
<a href="#">5018093837</a>	Invoice	12/30/2022	LIBRARY SUPPLIES	0.00	53.87	
<a href="#">10000.90000.52200</a>	CONTRACT SERVICES		LIBRARY SUPPLIES		53.87	
VEN01043	OVERDRIVE INC	01/24/2023	Regular	0.00	4,607.19	64606
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">01148C022453212</a>	Invoice	12/20/2022	EBOOKS/AUDIOBOOKS	0.00	1,607.19	
<a href="#">39006.90000.53406</a>	BOOKS AND REFERENCE		EBOOKS/AUDIOBOOKS		1,607.19	
<a href="#">H-0091821</a>	Invoice	01/01/2023	ANNUAL SUBSCRIPTION: 2023	0.00	3,000.00	
<a href="#">10000.90000.52200</a>	CONTRACT SERVICES		ANNUAL SUBSCRIPTION: 20...		3,000.00	
VEN03926	T-MOBILE	01/24/2023	Regular	0.00	111.88	64607

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<a href="#">INV033748</a>	Invoice	12/21/2022	984433408 11/21-12/20/22 INTERNET	0.00	111.88	
<a href="#">39006.90000.53406</a>	BOOKS AND REFERENCE		984433408 11/21-12/20/22 ...		111.88	
					<b>Total Regular:</b>	<b>11,671.71</b>

Bank Code APBWEST Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	13	3	0.00	11,671.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>13</b>	<b>3</b>	<b>0.00</b>	<b>11,671.71</b>

### Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	1/2023	11,671.71
			<u>11,671.71</u>

Chair

Trustee

Trustee

Trustee

Trustee



City of Sierra Madre, CA

# Check Register

Packet: APPKT06611 - 01/24/23 Manual LIB

By Check Number

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBWEST-GENERAL CHECKING - BANK OF THE WEST						
Payment Type: Regular						
1644	AMAZON	01/04/2023	Regular	0.00	772.15	64456
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<a href="#">439433856637</a>	Invoice	10/14/2022	DVD	0.00	19.71	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		19.71	
<a href="#">448934438756</a>	Invoice	10/24/2022	MUSIC CD	0.00	37.45	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		37.45	
<a href="#">456333747943</a>	Invoice	11/02/2022	BOOKS	0.00	10.30	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		10.30	
<a href="#">459697658448</a>	Invoice	12/14/2022	MUSIC CD	0.00	17.58	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		17.58	
<a href="#">467876445869</a>	Credit Memo	01/04/2023	CREDIT RETURN	0.00	-13.99	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		-13.99	
<a href="#">494637733778</a>	Invoice	10/24/2022	BOOKS	0.00	41.41	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		41.41	
<a href="#">537535486997</a>	Invoice	11/02/2022	BOOKS	0.00	21.03	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		21.03	
<a href="#">537568635353</a>	Invoice	10/24/2022	MUSIC CD	0.00	20.57	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		20.57	
<a href="#">539465373468</a>	Invoice	10/26/2022	OFFICE SUPPLIES	0.00	42.99	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		42.99	
<a href="#">546557848579</a>	Invoice	10/14/2022	MUSIC CD	0.00	26.31	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		26.31	
<a href="#">547973634437</a>	Invoice	11/06/2022	BOOKS	0.00	19.05	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		19.05	
<a href="#">584989978795</a>	Invoice	10/27/2022	BOOKS	0.00	12.12	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		12.12	
<a href="#">586594889738</a>	Invoice	10/24/2022	MUSIC CD	0.00	45.61	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		45.61	
<a href="#">643558994548</a>	Invoice	10/24/2022	DVD	0.00	39.75	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		39.75	
<a href="#">655348698496</a>	Invoice	10/13/2022	MUSIC CD	0.00	13.22	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		13.22	
<a href="#">669939956645</a>	Invoice	10/16/2022	MUSIC CD	0.00	12.90	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		12.90	
<a href="#">675444764436</a>	Invoice	11/02/2022	LIBRARY PROGRAM SUPPLIES	0.00	48.80	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		48.80	
<a href="#">688539344983</a>	Invoice	11/09/2022	LIBRARY OFFICE SUPPLIES	0.00	7.75	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		7.75	
<a href="#">745777636548</a>	Invoice	10/27/2022	DVD	0.00	24.56	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		24.56	
<a href="#">747883644568</a>	Invoice	11/01/2022	DVD	0.00	19.80	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		19.80	
<a href="#">757788457784</a>	Invoice	11/01/2022	LIBRARY PROGRAM SUPPLIES	0.00	15.61	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		15.61	
<a href="#">775959984949</a>	Invoice	11/03/2022	DVD	0.00	16.51	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		16.51	
<a href="#">779947497496</a>	Invoice	10/11/2022	OFFICE SUPPLIES	0.00	66.30	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		66.30	
<a href="#">783653565668</a>	Invoice	10/13/2022	DVD	0.00	13.22	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		13.22	

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">858458939674</a>	Invoice	11/01/2022	LIBRARY PROGRAM SUPPLIES	0.00	36.36	
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<a href="#">876599684983</a>	Invoice	10/12/2022	DVD	0.00	13.22	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	DVD		13.22	
<a href="#">879448753453</a>	Invoice	11/02/2022	BOOKS	0.00	16.47	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE	BOOKS		16.47	
<a href="#">887548969434</a>	Invoice	10/14/2022	SNACK CHAT BOOKS	0.00	41.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPPLI...	SNACK CHAT BOOKS		41.00	
<a href="#">946496579959</a>	Invoice	10/24/2022	BOOKS	0.00	28.18	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE	BOOKS		28.18	
<a href="#">964938749633</a>	Invoice	11/06/2022	BOOKS	0.00	38.56	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE	BOOKS		38.56	
<a href="#">989858499439</a>	Invoice	10/24/2022	DVD	0.00	19.80	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	DVD		19.80	

Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	Number
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<a href="#">16Y6-FQ11-K61C</a>	Invoice	11/01/2022	CD	0.00	15.86	64457
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	CD		15.86	

Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	Number
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<a href="#">1</a>	Invoice	12/19/2022	MEDITATION CLASS/01.14.23	0.00	150.00	64458
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPPLI...	MEDITATION CLASS/01.14.23		150.00	

**Total Regular: 938.01**

Bank Code APBWEST Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	33	3	0.00	938.01
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>33</b>	<b>3</b>	<b>0.00</b>	<b>938.01</b>

### Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	1/2023	938.01
			<u>938.01</u>

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Chair

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Trustee

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Trustee



City of Sierra Madre, CA

# Check Register

Packet: APPKT06642 - MANUAL LIB 02/14/23

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1644	AMAZON	01/26/2023	Regular	0.00	1,351.86	64611
Bank Code: APBWEST-GENERAL CHECKING - BANK OF THE WEST						
Payment Type: Regular						
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<a href="#">436689999738</a>	Invoice	11/11/2022	OFFICE SUPPLIES	0.00	38.52	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		38.52	
<a href="#">439944559594</a>	Invoice	11/11/2022	BOOKS	0.00	31.82	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		31.82	
<a href="#">443539894897</a>	Invoice	11/19/2022	BOOKS & REFERENCE	0.00	22.27	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		22.27	
<a href="#">447845366366</a>	Invoice	11/16/2022	BOOKS	0.00	5.46	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		5.46	
<a href="#">449569496964</a>	Invoice	11/16/2022	BOOKS	0.00	33.47	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		33.47	
<a href="#">455965336378</a>	Invoice	11/22/2022	LIBRARY PROGRAM SUPPLIES	0.00	148.92	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		148.92	
<a href="#">476483748763</a>	Credit Memo	01/26/2023	ADULT DVD REFUND	0.00	-13.22	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		-13.22	
<a href="#">498559496866</a>	Invoice	11/20/2022	LIBRARY PROGRAM SUPPLIES	0.00	29.75	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		29.75	
<a href="#">537895474948</a>	Credit Memo	01/26/2023	BOOKS & REFERENCE REFUND	0.00	-11.51	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		-11.51	
<a href="#">564583978537</a>	Invoice	11/17/2022	BOOKS & REFERENCE	0.00	8.64	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		8.64	
<a href="#">586346487845</a>	Invoice	11/29/2022	LIBRARY PROGRAM SUPPLIES	0.00	9.15	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		9.15	
<a href="#">749984975438</a>	Invoice	11/29/2022	LIBRARY PROGRAM SUPPLIES	0.00	6.34	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		6.34	
<a href="#">763867854997</a>	Invoice	11/18/2022	OFFICE SUPPLIES	0.00	6.28	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		6.28	
<a href="#">767445696875</a>	Invoice	11/29/2022	LIBRARY COVID SUPPLIES	0.00	39.60	
<a href="#">10000.09110.53999</a>			OTHER PURCHASED SUPPLI...		39.60	
<a href="#">787475893388</a>	Invoice	11/16/2022	MUSIC CD	0.00	16.35	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		16.35	
<a href="#">795898544957</a>	Invoice	11/21/2022	BOOKS & REFERENCE	0.00	20.94	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		20.94	
<a href="#">838795548545</a>	Invoice	11/16/2022	OFFICE SUPPLIES	0.00	11.69	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		11.69	
<a href="#">845585498359</a>	Invoice	11/16/2022	BOOKS	0.00	7.68	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		7.68	
<a href="#">854747374833</a>	Credit Memo	01/26/2023	BOOKS REFUND	0.00	-7.68	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		-7.68	
<a href="#">855447969945</a>	Invoice	11/18/2022	ADULT MUSIC CD	0.00	13.22	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		13.22	
<a href="#">859534886874</a>	Invoice	11/16/2022	ADULT MUSIC CD	0.00	62.00	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		62.00	
<a href="#">877887343587</a>	Credit Memo	01/26/2023	OFFICE SUPPLIES REFUND	0.00	-11.69	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		-11.69	
<a href="#">888784676688</a>	Invoice	11/18/2022	ADULT MUSIC CD	0.00	18.62	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		18.62	
<a href="#">897393393578</a>	Credit Memo	01/26/2023	ADULT MUSIC CD REFUND	0.00	-18.62	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		-18.62	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">956648598674</a>	Invoice	11/18/2022	BOOKS & REFERENCE	0.00	10.68	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		10.68	
<a href="#">958896976949</a>	Invoice	11/22/2022	LIBRARY PROGRAM SUPPLIES	0.00	18.73	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		18.73	
<a href="#">968996585874</a>	Invoice	11/17/2022	BOOKS & REFERENCE	0.00	11.51	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		11.51	
<a href="#">976834946958</a>	Invoice	11/11/2022	OFFICE SUPPLIES	0.00	23.36	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		23.36	
<a href="#">BCPVBVXKDCYF</a>	Invoice	12/04/2022	OFFICE SUPPLIES	0.00	6.38	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		6.38	
<a href="#">BDFBKLHKZCFV</a>	Invoice	12/18/2022	LIBRARY DVD	0.00	21.99	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		21.99	
<a href="#">BHDFMJLITOV</a>	Invoice	12/01/2022	ADULT MUSIC CD	0.00	8.69	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		8.69	
<a href="#">BJRNZCCEVDPR</a>	Invoice	12/04/2022	OFFICE SUPPLIES	0.00	13.82	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		13.82	
<a href="#">BLWVWWAYJYUG</a>	Invoice	01/09/2023	LIBRARY OBOC	0.00	45.27	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		45.27	
<a href="#">BPYFPKJZSTXU</a>	Invoice	12/13/2022	LIBRARY PROGRAM SUPPLIES	0.00	15.42	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		15.42	
<a href="#">BRUNXKSHJWON</a>	Invoice	12/02/2022	LIBRARY PROGRAM SUPPLIES	0.00	28.65	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		28.65	
<a href="#">BSPUXSNLXXBV</a>	Invoice	12/04/2022	LIBRARY DVD	0.00	7.60	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		7.60	
<a href="#">BXCDUGUTRRMJ</a>	Invoice	12/02/2022	OFFICE SUPPLIES	0.00	21.71	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		21.71	
<a href="#">BXYPNNTGNOYU</a>	Invoice	12/07/2022	BOOKS	0.00	13.01	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		13.01	
<a href="#">BYFLWVCOLRRR</a>	Invoice	11/30/2022	ADULT MUSIC CD	0.00	19.28	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		19.28	
<a href="#">BYKUBZUFLXTB</a>	Invoice	11/30/2022	ADULT MUSIC CD	0.00	27.04	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		27.04	
<a href="#">BZGUAZAHZTFT</a>	Invoice	12/02/2022	LIBRARY PROGRAM SUPPLIES	0.00	8.81	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		8.81	
<a href="#">CBBYQOPPTBCG</a>	Invoice	12/11/2022	LIBRARY PROGRAM SUPPLIES	0.00	15.79	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		15.79	
<a href="#">CBDIYYAXCDTN</a>	Invoice	12/02/2022	BOOKS	0.00	11.01	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		11.01	
<a href="#">CCLWBCODSUQU</a>	Invoice	12/13/2022	LIBRARY DVD	0.00	101.24	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		101.24	
<a href="#">CCOBAUKSLZWP</a>	Invoice	12/02/2022	LIBRARY DVD	0.00	65.93	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		65.93	
<a href="#">CESXLPWGHABC</a>	Invoice	12/14/2022	LIBRARY DVD	0.00	40.74	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		40.74	
<a href="#">CFRPKOHUWGHQ</a>	Invoice	12/17/2022	LIBRARY DVD	0.00	22.01	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		22.01	
<a href="#">CHECZVOZKLR</a>	Invoice	12/01/2022	ADULT MUSIC CD	0.00	80.34	
<a href="#">39006.90000.53406</a>			BOOKS AND REFERENCE		80.34	
<a href="#">CIMKXJKERKNC</a>	Invoice	12/06/2022	LIBRARY PROGRAM SUPPLIES	0.00	17.63	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		17.63	
<a href="#">CJBWPLWXBVRL</a>	Invoice	12/15/2022	ADULT BOOK CLUB	0.00	36.36	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		36.36	

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">CMOMDMWKIYIP</a>	Invoice	12/03/2022	ADULT MUSIC CD	0.00	31.09	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	ADULT MUSIC CD		31.09	
<a href="#">COQVPOMUBNHH</a>	Invoice	12/08/2022	ADULT MUSIC CD	0.00	23.95	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	ADULT MUSIC CD		23.95	
<a href="#">CORTZNJEOBAS</a>	Invoice	11/30/2022	ADULT MUSIC CD	0.00	8.81	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	ADULT MUSIC CD		8.81	
<a href="#">CPTRLQVAKQKU</a>	Invoice	12/11/2022	BOOKS & REFERENCE	0.00	11.01	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE	BOOKS & REFERENCE		11.01	
<a href="#">CRBSDMFVCOKU</a>	Invoice	01/06/2023	LIBRARY OBOC	0.00	28.64	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPPLI...	LIBRARY OBOC		28.64	
<a href="#">GMUQSMTYHITD</a>	Invoice	12/18/2022	LIBRARY DVD REPLACEMENT	0.00	31.41	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	LIBRARY DVD REPLACEMENT		31.41	
<a href="#">JYNYLWCVCLMZ</a>	Invoice	12/02/2022	ADULT MUSIC CD	0.00	14.08	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	ADULT MUSIC CD		14.08	
<a href="#">TYAGWUVHJCBO</a>	Invoice	12/11/2022	LIBRARY PROGRAM SUPPLIES	0.00	27.55	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPPLI...	LIBRARY PROGRAM SUPPLIES		27.55	
<a href="#">YDSZAAQEBHJ</a>	Invoice	12/11/2022	LIBRARY DVD	0.00	8.81	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	LIBRARY DVD		8.81	
<a href="#">ZTGHBCYPXJHN</a>	Invoice	12/11/2022	LIBRARY PROGRAM SUPPLIES	0.00	5.51	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPPLI...	LIBRARY PROGRAM SUPPLIES		5.51	
VEN04087	**Void**	01/26/2023	Regular	0.00	0.00	64612
	MICHELLE HOPKINS	01/26/2023	Regular	0.00	300.00	64613
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>		<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>	
<a href="#">1/28/23</a>	Invoice	01/24/2023	LIBRARY MUSIC PERFORMANCE	0.00	300.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPPLI...	LIBRARY MUSIC PERFORMA...		300.00	
<b>Total Regular:</b>					<b>1,651.86</b>	

Bank Code APBWEST Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	61	2	0.00	1,651.86
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>61</b>	<b>3</b>	<b>0.00</b>	<b>1,651.86</b>

### Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	1/2023	1,651.86
			<u>1,651.86</u>

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Chair

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Trustee

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Trustee

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Trustee

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Trustee



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBWEST-GENERAL CHECKING - BANK OF THE WEST</b>						
<b>Payment Type: Regular</b>						
VEN03454	AMAZON CAPITAL SERVICES	02/14/2023	Regular	0.00	46.28	64640
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">1HJK-6QMR-NKTV</a>	Invoice	01/20/2023	LIBRARY SUPPLIES	0.00	46.28	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPPLI...	LIBRARY SUPPLIES		46.28	
VEN02711	AMERICAS PRINTER	02/14/2023	Regular	0.00	168.15	64641
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">1221976</a>	Invoice	01/26/2023	LETTERHEADS-STATIONARY	0.00	168.15	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES	LETTERHEADS-STATIONARY		168.15	
0132	BAKER & TAYLOR, INC.	02/14/2023	Regular	0.00	1,109.04	64642
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">5018095557</a>	Invoice	01/16/2023	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	471.06	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	BOOKS AND REFERENCE & ...		471.06	
<a href="#">5018095558</a>	Invoice	01/16/2023	LIBRARY SUPPLIES	0.00	110.60	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES	LIBRARY SUPPLIES		110.60	
<a href="#">5018110074</a>	Invoice	01/17/2023	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	172.65	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE	BOOKS AND REFERENCE & ...		172.65	
<a href="#">5018110075</a>	Invoice	01/17/2023	LIBRARY SUPPLIES	0.00	4.29	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES	LIBRARY SUPPLIES		4.29	
<a href="#">5018125284</a>	Invoice	01/04/2023	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	312.38	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE	BOOKS AND REFERENCE & ...		312.38	
<a href="#">5018125285</a>	Invoice	01/04/2023	LIBRARY SUPPLIES	0.00	9.61	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES	LIBRARY SUPPLIES		9.61	
<a href="#">5018151405</a>	Invoice	01/25/2023	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	22.62	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	BOOKS AND REFERENCE & ...		22.62	
<a href="#">5018151406</a>	Invoice	01/25/2023	AUDIO BOOKS	0.00	5.83	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES	AUDIO BOOKS		5.83	
0598	DEMCO, INC.	02/14/2023	Regular	0.00	428.25	64643
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">7248038</a>	Invoice	01/23/2023	LIBRARY SUPPLIES	0.00	428.25	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES	LIBRARY SUPPLIES		428.25	
VEN03929	DOREEN THOMAS	02/14/2023	Regular	0.00	46.50	64644
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">INV033918</a>	Invoice	01/19/2023	MILEAGE REIMBURSEMENT	0.00	46.50	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING	MILEAGE REIMBURSEMENT		46.50	
VEN04152	KANOPY INC	02/14/2023	Regular	0.00	29.00	64645
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">335576-PPU</a>	Invoice	01/31/2023	LIBRARY VIDEOS	0.00	29.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPPLI...	LIBRARY VIDEOS		29.00	

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0786	OFFICE DEPOT, INC	02/14/2023	Regular	0.00	59.89	64646
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">289789979001</a>	Invoice	01/26/2023	LIBRARY OFFICE SUPPLIES	0.00	59.89	
<a href="#">10000.90000.53100</a>	OFFICE SUPPLIES		LIBRARY OFFICE SUPPLIES		59.89	
VEN01043	OVERDRIVE INC	02/14/2023	Regular	0.00	1,943.72	64647
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">01148C023024711</a>	Invoice	01/25/2023	EBOOK/AUDIOBOOKS	0.00	1,943.72	
<a href="#">39006.90000.53406</a>	BOOKS AND REFERENCE		EBOOK/AUDIOBOOKS		1,943.72	
VEN03926	T-MOBILE	02/14/2023	Regular	0.00	62.30	64648
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">INV033801</a>	Invoice	01/21/2023	984433408 12/21/22-1/20/23 INTERNET	0.00	62.30	
<a href="#">39006.90000.53406</a>	BOOKS AND REFERENCE		984433408 12/21/22-1/20/...		62.30	
<b>Total Regular:</b>					<b>3,893.13</b>	

Bank Code APBWEST Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	16	9	0.00	3,893.13
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>16</b>	<b>9</b>	<b>0.00</b>	<b>3,893.13</b>

### Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	2/2023	3,893.13
			<u>3,893.13</u>

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Trustee

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Trustee

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Trustee



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBWEST-GENERAL CHECKING - BANK OF THE WEST</b>						
<b>Payment Type: Regular</b>						
0132	BAKER & TAYLOR, INC.	12/22/2022	Regular	0.00	1,839.93	64349
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">5018030610</a>	Invoice	11/30/2022	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	1,597.26	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		1,597.26	
<a href="#">5018030611</a>	Invoice	11/30/2022	LIBRARY SUPPLIES	0.00	115.62	
<a href="#">10000.90000.52200</a>			CONTRACT SERVICES		115.62	
<a href="#">5018051671</a>	Invoice	12/03/2022	BOOKS AND REFERENCE & MEDIA (FY 2022-...	0.00	119.03	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		119.03	
<a href="#">5018051672</a>	Invoice	12/03/2022	LIBRARY SUPPLIES	0.00	8.02	
<a href="#">10000.90000.52200</a>			CONTRACT SERVICES		8.02	
0201	EBSCO	12/22/2022	Regular	0.00	6,669.77	64350
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">0489663</a>	Invoice	12/02/2022	ANNUAL PERIODICALS (2022-2023)	0.00	6,669.77	
<a href="#">10000.90000.53501</a>			PERIODICALS		6,669.77	
VEN03902	INVENGO AMERICAN CORP	12/22/2022	Regular	0.00	2,060.00	64351
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">2732</a>	Invoice	11/09/2022	FE Technologies - Annual Maintenance (2022..	0.00	2,060.00	
<a href="#">10000.90000.52200</a>			CONTRACT SERVICES		2,060.00	
VEN04152	KANOPIY INC	12/22/2022	Regular	0.00	10.00	64352
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">326654-PPU</a>	Invoice	11/30/2022	VIDEOS	0.00	10.00	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPPLI...		10.00	
1085	WORLD BOOK, INC.	12/22/2022	Regular	0.00	1,321.90	64353
<b>Payable #</b>	<b>Payable Type</b>	<b>Payable Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Item Description</b>	<b>Dist Amount</b>		
<a href="#">0001645310</a>	Invoice	11/28/2022	ENCYCLOPEDIA 2023 SET	0.00	1,321.90	
<a href="#">10000.90000.53406</a>			BOOKS AND REFERENCE		1,321.90	
<b>Total Regular:</b>					<b>11,901.60</b>	

**Bank Code APBWEST Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	5	0.00	11,901.60
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>8</b>	<b>5</b>	<b>0.00</b>	<b>11,901.60</b>

### Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	12/2022	11,901.60
			<u>11,901.60</u>

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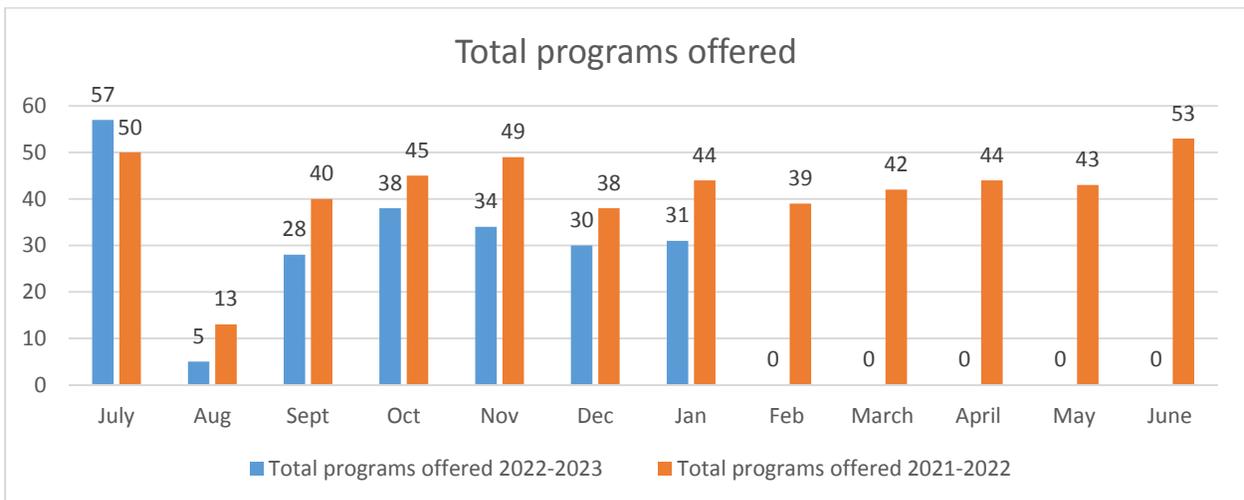
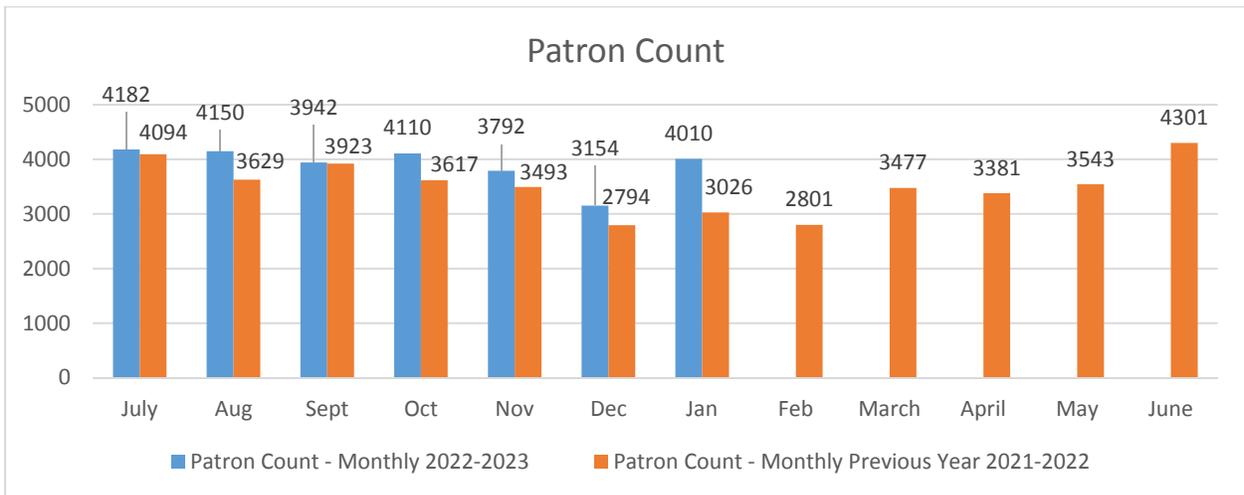
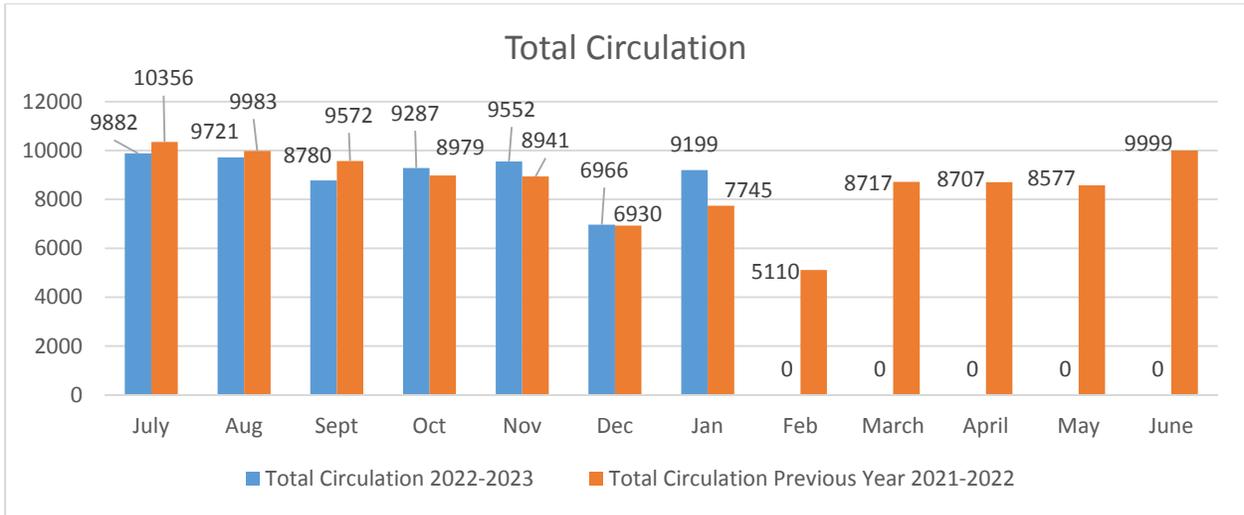
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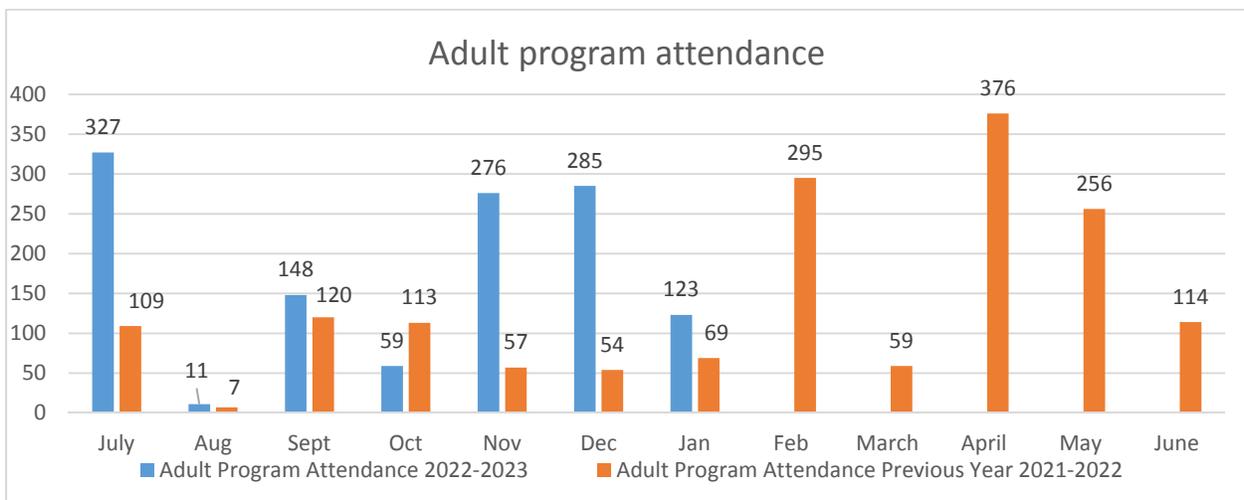
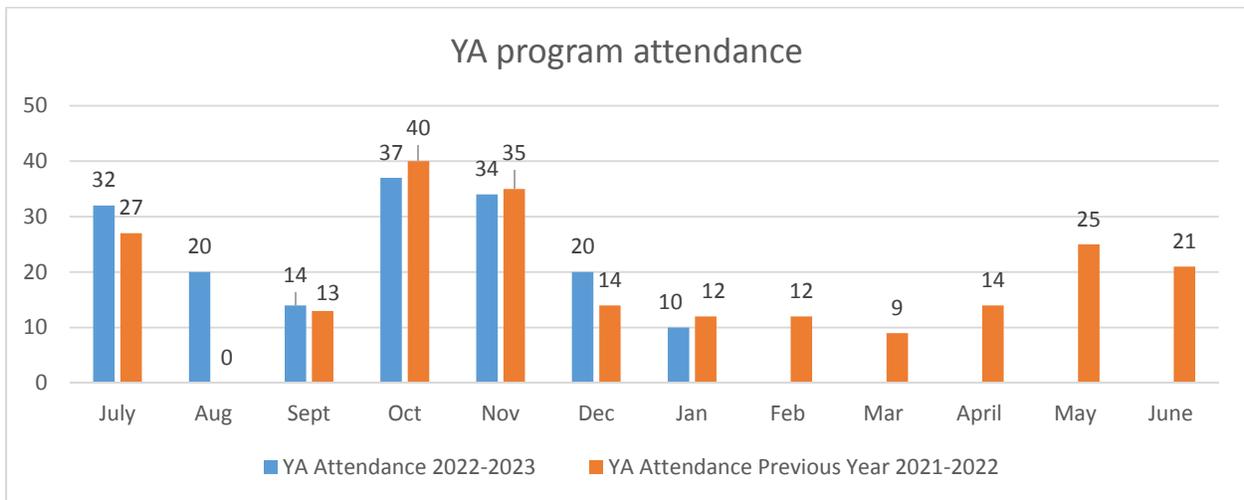
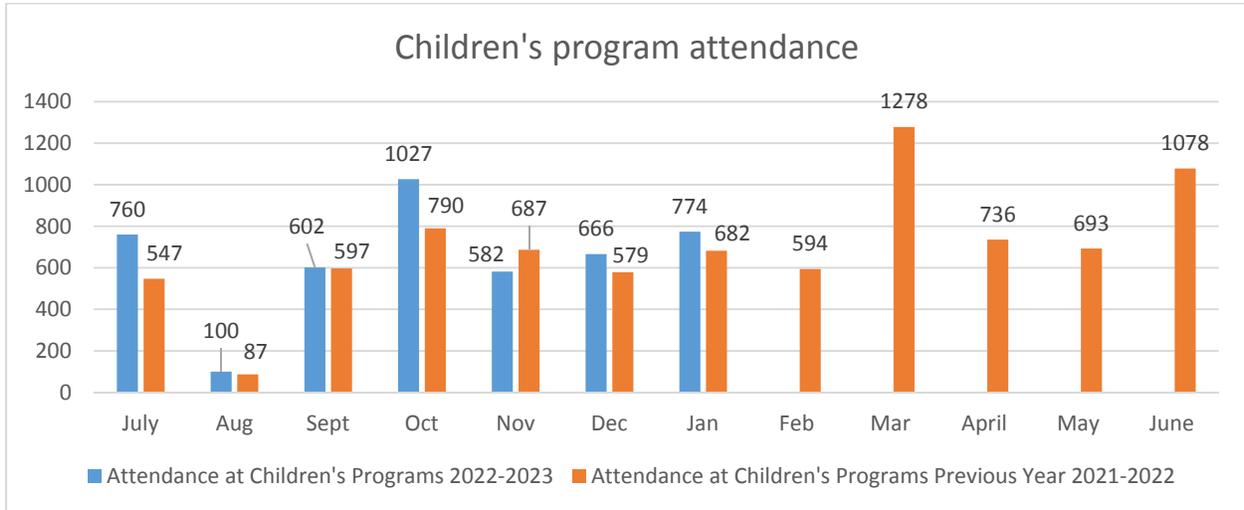
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## January 2023 Library Statistics





# January 2023 Online Content

In January, the Library had 41 social media posts with 629 reactions (likes/comments/views). Many were for the following:

- Drop In Winter Art
- Board Library Teens
- One Book One City Coming Soon
- Craft It! Winter Warmer Bear
- Digital Service Meet & Greet
- Family Fort Building
- Snackchat
- Meditation Morning
- This Week at the Library
- Cricut
- Snowflake Hunt
- Holiday Closure for MLKing Jr. Holiday
- Kanopy Streaming Service, MLKing Jr.
- Teen Anime
- Pajama Storytime
- 1-2-3D Printing Workshop
- Sewing Basics
- 3D Printing Basics and 1-2-3D Workshop
- Happy Lunar New Year
- Download eBooks with Libby by OverDrive
- Music & Mindfulness
- Friends Best Used Book Sale
- One Book One City - Author Visit
- Pixelated Art for Kids
- The Music Center - Storytelling
- OBOC Craft It - Stained Glass Airplane
- Digital Services Meet & Greet



Dear Sierra Madre Library Trustees Laura Palmer, Susan Gallagher, Catherine Adde, Leigh Gluck and Diane Sands:

The Friends of the Sierra Madre Library are writing this letter to request a space of 1,200 square feet to be included for The Friends in the plans of the newly renovated Library. This space would be sufficient for a Friend's Book Store and work/storage area. While it would be preferable for this space to be within the main Library building, we want to make sure it is in some way located on the Library grounds itself.

Over the past 10 years the "The Best Used Book Sale" and Book Store have raised over \$220,000. These Book Sales are a large fundraiser for us, and it is what helps supplement/fund special Library needs, programs or requests that may not fit in the City's annual budget.

For a few examples the last few annual quarters the Friends have been able to help supplement Library needs/programs such as teen programs, children's programs, fun teen and children special projects, musical presentations and not to mention countless books and reference materials. All these things that the Friend's money contribute to are what make the Library the Heart of our Community!

The Friends are working hard to increase Partners and Friends so as will be ready to support any further Library requests or needs during this time and for the Library Renovation.

Sincerely,

Friends of the Sierra Madre Library