

Bertha Bartlett Public Libraries

Board Meeting - Wednesday, May 27, 2026 6:30 p.m.

Opening of Meeting: Theresa Sens, President

Approval of Agenda

Approval of April Meeting Minutes

City Update:

Citizens' Appearance:

Correspondence/Communications:

Board Training: The Budget

Additional training opportunities: <https://statelibraryofiowa.gov/support-training/library-boards>

Please be sure to keep track of any time spent training as we will report this each year for our accreditation report

Treasurer's Report: Duane Fournier

Review City reports

May Bills **Approval**

Policy updates to be voted on: ILL policy

Strategic Plan Check-in -(Review calendar events **May -July**)

Library update/ Circulation Report: Tara Turner – snapshot

Gilbert Update: Gilbert Anniversary

RAGBRAI in Gilbert

Foundation update:

Old Business: Meeting room naming – ceremony date August 1, 5pm Semlers have asked for this to be a small celebration. Invitations will be sent to City Hall, City Council, Library Staff, Foundation and Library Board and the Semler family.

Scandinavian Days plan

SRP 2026

New Business:

Story Walk

Assistance Needed:

- Fundraising
- SRP Kick Off Wednesday June 3 4-6pm
- Scandinavian Days Parade
- Anniversary of Gilbert Library June 1, 5-7pm
- RAGBRAI Wednesday, 8 - 12 July 22

Adjournment:

Next monthly Board Meeting: **Monday, June 23, 2026**, 6:30 pm

Upcoming Library Events:

Please plan to attend the Monday Coffee Chat

Please attend and help us promote them - like us on Facebook!

Every Tuesday Mahjong 1:00

May 25 Library closed – Memorial Day

June 1 – 8 am Monday Chat

6 pm Welcome to Medicare

June 3 – SRP Kick Off

June 5-6 Scandinavian Days

BERTHA BARTLETT PUBLIC LIBRARIES

May 2026

Story City Bills				
001-4410-6150	Wellmark	auto	\$ 553.00	Health Insurance, TT (split with Gilbert)
001-4410-6371	Black Hills Energy		\$ 150.00	May
001-4410-6320	Aspen	auto	\$ 55.00	Trash removal (automatic monthly payment)
001-4410-6320	Sabrina Gogerty	May	\$ 450.00	Cleaning
001-4410-6373	GNB Visa Ubiquiti Phone	May	\$ 19.98	Phone service - 2 lines
001-4410-6500	Laura Loots reimbursement	May	\$ 40.00	Gift Card SRP
001-4410-6500	GNB Visa - Meta, cricut, Miche	May	\$ 103.29	Ads, cricut, tshirts
001-4410-6506	GNB Visa -Sam's	May	\$ 217.24	pens, paper towels, etc
001-4410-6506	Coast to Coast	May	\$ 441.93	toner and ink
001-4410-6770	GNB Visa - periodicals	May	\$ 245.03	The Week, Consumer Reports
001-4410-6772	GNB Via - BWB, thriftbooks	May	\$ 158.30	books
001-4410-6772	Centerpoint	May	\$ 98.22	large print books
001-4410-6772	Ingram	May	\$ 391.07	books
001-4410-6772	Brodart	May	\$ 354.10	books
001-4410-6772	Amazon Capital	May	\$ 72.87	books
		Total	<u>\$ 3,350.03</u>	
Gilbert Bills				
033-4410-6150	Wellmark	auto	\$ 200.00	Health Insurance, TT (split with Gilbert)
001-4410-6500	GNB Visa Cyclone Engravi	May	\$ 8.00	engraving for plaque
0033-4410-6772	GNB Visa - Book Depot	May	\$ 209.87	books
0033-4410-6772	Ingram	May	\$ 391.07	books
0033-4410-6772	Brodart	May	\$ 328.23	books
0033-4410-6772	Dog Eared Books	May	\$ 115.55	books
0033-4410-6773	Amazon	May		DVD
		TOTAL	<u>\$ 1,252.72</u>	

#REF!

#REF!

Submitted to City _____

Approved on this day _____ by _____

BBPL - Expenses May - Goal 8.3 % Remaining Budget

Acct #	Story City Expenses	2025-2026 Budget	04/30/2026 budget spent	May 2026 Submitted expenses	Budget remaining
001-4410-6010	Salaries: Full Time	\$ 50,250.00	\$ 42,155.01	\$ 3,700.00	8.75%
001-4410-6020	Salaries: Part-time	\$ 106,000.00	\$ 91,330.31	\$ 8,000.00	6.29%
001-4410-6110	FICA/Medicare (7.65%)	\$ 11,953.00	\$ 10,024.40	\$ 950.00	8.19%
001-4410-6130	IPERS (8.75%)	\$ 14,750.00	\$ 11,941.43	\$ 1,200.00	10.91%
001-4410-6150	Insurance - Group Health	\$ 6,500.00	\$ 5,818.80	\$ 553.00	1.97%
001-4410-6230	Travel/Training	\$ 847.00	\$ -	\$ -	100.00%
001-4410-6320	Building/Grounds	\$ 5,000.00	\$ 9,800.62	\$ 505.00	-106.11%
001-4410-6350	Equip Repair	\$ -	\$ 897.71		
001-4410-6371	Utilities	\$ 4,500.00	\$ 2,928.96	\$ 150.00	31.58%
001-4410-6373	Telephone	\$ 500.00	\$ 371.35	\$ 19.98	21.73%
001-4410-6408	Insurance-General	\$ 10,800.00	\$ 16,727.89		-54.89%
001-4410-6490	Professional Services	\$ 1,500.00	\$ 1,712.00		-14.13%
001-4410-6499	Miscellaneous	\$ 250.00	\$ 19.95		92.02%
001-4410-6500	Programming	\$ 3,250.00	\$ 1,485.53	\$ 143.29	49.88%
001-4410-6501	Building Supplies	\$ 500.00	\$ -		100.00%
001-4410-6502	Technology	\$ 1,000.00	\$ 846.13		15.39%
	Minor Equipment	\$ 250.00			100.00%
001-4410-6505	Cataloging Supplies	\$ 1,550.00	\$ 3,434.08		-121.55%
001-4410-6506	Office Supplies	\$ 2,500.00	\$ 3,549.25	\$ 659.17	-68.34%
001-4410-6507	Misc. Operating supplies	\$ 250.00	\$ 689.15		-175.66%
001-4410-6508	Petty Cash/Postage	\$ 250.00	\$ -		100.00%
001-4410-6727	Capital Equipment				
001-4410-6770	Magazines	\$ 1,500.00	\$ 1,484.48	\$ 245.03	-15.30%
001-4410-6771	Audio	\$ 250.00			100.00%
001-4410-6772	Books	\$ 15,500.00	\$ 10,846.56	\$ 1,074.56	23.09%
001-4410-6773	Video	\$ 600.00	\$ 421.37		29.77%
001-4410-6774	Online Databases	\$ 2,750.00	\$ 2,121.24		22.86%
		\$ 243,000.00	\$ 218,606.22	\$ 17,200.03	2.96%

estimates

areas of concern

bills not paid at time of report

Building Expenses

\$ 678.93	New HVAC control panel	Staff Overages		
\$ 470.61	Hardward and thermostats	Budget for part time salaries: \$106,000 with \$2000 for add't summe		
\$ 160.00	Window Cleaning	monthly budget	\$ 8,667.00	
\$ 481.50	Fire Monitoring			budget
\$ 754.82	HVAC semi annual maintenance	July	\$ 13,037.00	\$ (4,370.00)
\$ 171.94	Carpet cleaner	August	\$ 8,725.00	\$ (58.00)
\$ 210.00	Storage space rental	Sept	\$ 8,216.00	\$ 451.00
\$ 1,931.25	Cleaning	October	\$ 8,924.00	\$ (257.00)
\$ 202.50	Server issu due to move	November	\$ 9,431.00	\$ (764.00)
\$ 86.03	Furnace filters	December	\$ 10,867.00	\$ (2,200.00)
Total \$ 5,147.58		January	\$ 7,969.52	\$ 697.48
			\$ 67,169.52	\$ (6,500.52)

Gilbert - Expenses May - Goal 8.3 % Remaining Budget

<u>Acct #</u>	<u>Gilbert Expenses</u>	<u>2025-2026 Budget</u>	<u>04/30/2026 budget spent</u>	<u>May 2026 Submitted expenses</u>	<u>Budget remaining</u>
033-4410-6010	Salaries, Full-time	\$16,750.00	\$ 14,051.64	\$ 1,200.00	8.9%
033-4410-6020	Salaries, Part-time	\$42,000.00	\$ 29,008.39	\$ 2,700.00	24.5%
033-4410-6110	FICA & Medicare	\$4,465.00	\$ 3,231.49	\$ 298.35	20.9%
033-4410-6130	IPERS	\$5,546.00	\$ 3,795.92	\$ 341.25	25.4%
033-4410-6150	Insurance,	\$1,400.00	\$ 1,848.99	\$ 200.00	-46.4%
033-4410-6230	Travel & Training	\$339.00	\$ 189.56		
033-4410-6490	Professional Services	\$500.00			
033-4410-6500	Programming	\$2,000.00		\$ 8.00	
033-4410-6502	Technology		\$ 165.22		
033-4410-6504	Minor Equipment		\$ 745.29		
033-4410-6505	Cataloging Supplies	\$1,500.00	\$ 6,173.62		-311.6%
033-4410-6506	Office Supplies	\$750.00	\$ 858.14		-14.4%
033-4410-6507	Misc. Operating Supplies		\$ 8.99		
033-4410-6770	Magazines	\$500.00	\$ -		100.0%
033-4410-6772	Books	\$7,500.00	\$ 3,985.54	\$ 1,044.72	32.9%
033-4410-6773	Video	\$-	\$ 64.83		
033-4410-6774	Online Licensing/Databases	\$1,750.00	\$ 1,472.24		15.9%
033-4410-6910	Transfer	\$3,000.00	\$ 3,000.00		0.0%
	Total Gilbert Exp.	\$ 88,000.00	\$ 68,599.86	\$ 5,792.32	15.5%

estimates

areas of concern

MONTHLY SNAPSHOT

April 2026

Story City



Items added.....216 Items withdrawn.....260 Books Repaired.....10 Interlibrary Loans.....77 Internet Usage:.....0* Unique Users:.....0* *Wifi tracking went down 3/10 and has not been fixed yet Computer Users.....145 Website visits951 Unique visitors.....651 Google interactions.....358	Meeting Room Use.....36 uses Library Sponsored.....14 Meeting Hall Use.....45 Library Sponsored.....28 Study Room Use.....70 Booked Ahead.....23 Number of Programs.....38 Program Attendance.....710 Story Time.....398 KOOL After School.....124 Tweens and Teens.....61 Adult (Non Book Club)...62 Book Club.....12 Passive/Patron led.....53	New Patrons18 Reference Questions.....119 Technical Assistance.....37 Makerspace Usage.....19 Number of volunteers20 Volunteer hours.....96 Staff hours.....506.25 Hours Open.....226 Staff hours/hours open ..2.5 Average staff wage.....\$15.8 Staff cost/hour open..\$39
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Library Usage	This month	Last Month	Increase or Decrease	April 2025	cost/previous year
Physical items checked out	2045	2383	↓ 16.5%	2375	↓ 16.1%
(Both Libraries)					
Bridges Materials Unique users	801	895	↓ 11.7%	852	\$100
	185	179	↑ 3.2%	178	
Hoopla Books Unique users	354	388	↓ 9.6%	259	\$889.21
	129	144	↓ 11.6%	105	
Total Items checked out	3200	3666	↓ 14.6%	3486	↓ 8.9%
Website Visits	951	605	↑ 36.4%	1177	↓ 23.8%
wifi	0	374*	↓ 100%	613	↓ 100%
Library Visits	5212	4102	↑ 21.3%	3122	↑ 40.1%

*Average staff pay, Staffing cost per hour did not include director cost, FICA, IPERS.



MONTHLY SNAPSHOT

April 2026

Gilbert

<p>Items added.....95</p> <p>Items withdrawn.....204</p> <p>WiFi usage:.....0*</p> <p>Unique users.....0*</p> <p>Google interactions...112</p> <p>PC.....41</p> <p>New Cards.....8</p> <p>*The Gilbert WiFi tracking has been down since 4/27/25.</p>	<p>Programs.....39</p> <p>Story Time.....368</p> <p>After School.....45</p> <p>Bingo.....26</p> <p>Mahjong.....50</p> <p>Book Club.....7</p> <p>Passive Programming....103</p>	<p>Reference Questions.....17</p> <p>Technical Assistance.....6</p> <p>Number of volunteers....1</p> <p>Staff hours.....180</p> <p>Hours Open.....148</p> <p>Staff Hours/Hours Open....1.4</p> <p>Average staff pay.....\$15</p> <p>Staffing per hour cost.....\$21</p>
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Library Usage	This month	Last Month	Increase or Decrease	April 2025	Increase or Decrease
Physical items checked out	531	612	↓ 15.3%	406	↑ 23.5%
Library Visits	717	633	↑ 11.7%	493	↑ 31.2%

Bertha Bartlett Public Library
Story City, Iowa

Inter-library Loan Services & Book Club Policy

Bertha Bartlett Public Library participates in the Open Access and Open Access Plus programs. These are partially funded through the Enrich Iowa program which allows us to offer books to other libraries for loan to individual patrons or to book club groups.

There is a \$1.00 charge to Bertha Bartlett Public Library patrons who request items which need to be borrowed from another library. Patrons who request an Inter-library loan must be in good standing with the library, and agree to pay the \$1.00 fee when the book is received. Non-residents (those who live outside Story City whose primary library would not be Story City) who request an interlibrary loan through our library at will pay a \$3.00 fee upon request of the interlibrary loan which will usually cover the cost of postage. Story County residents who use Story City as their primary library would still pay \$1.00.

The Enrich Iowa Program includes: Direct State Aid (for public libraries), Open Access and Access Plus.

- Direct State Aid for public libraries is intended to improve library services and reduce inequities among communities.
- Open Access makes it possible for Iowans from participating libraries to check out materials at other participating libraries, thereby providing them with direct access to more materials and information resources.
- Access Plus provides Iowans with equal access to library resources by encouraging and supporting interlibrary loan among all types of libraries.

A limited number of titles have been purchased for the Bertha Bartlett Public Library book clubs. These are then made available to other libraries which are listed on the Central Iowa Library Services website. The number of books loaned to other libraries through this program, are recorded for the state reimbursement program.

Approved 1/08
Reviewed 11/10, 12/14, 8/16,
Revised 10/18
Reviewed 8/21, 1/22

Bertha Bartlett Public Libraries

Interlibrary Loan Policy

Gilbert and Story City, Iowa

1. Purpose

The purpose of the Interlibrary Loan (ILL) service is to provide patrons of Bertha Bartlett Public Libraries access to materials that are not available within the library's own collection. The library participates in Iowa's statewide resource-sharing network, SILO Interlibrary Loan, to efficiently borrow and lend materials with other Iowa libraries.

2. Eligibility

- ILL services are available to all Bertha Bartlett Public Libraries cardholders who have held a card for 30 days or more and whose account is in good standing.
- Accounts must have no outstanding fines exceeding \$20 and no outstanding lost items.
- Patrons may be required to show current contact information before placing an ILL request.

3. Request Limits

- Patrons may have up to 2 active ILL requests at one time (Book Club requests count as 1 request and this number may be changed at Librarian discretion).
- Limits may be adjusted based on staffing, volume or statewide SILO policies.

4. Materials That May Be Requested

ILL requests through SILO may include:

Materials **not** typically available through ILL include:

5. How to Place a Request

Patrons may place ILL requests by:

- Filling out a request form at the circulation desk
- Submitting a request online through **SILO/ILL** (staff-assisted)

- Contacting library staff by phone or email to initiate a request

Library staff will verify item availability through the SILO Locator and submit the request on the patron's behalf.

6. Borrowing Time and Renewals

- Patrons should request renewals **at least 3 days before** the due date by contacting the Library.

7. Fees

- Most Iowa SILO ILL transactions are free; however, some libraries may charge lending fees.
- Patrons will be informed of any fees **before** the request is placed.
- The patron agrees to pay any lending fees, lost-item charges, or damage fees associated with the borrowed material.

8. Pickup and Returns

- Patrons will be notified when the material is ready for pickup.
- Items must be returned directly to **either Bertha Bartlett Public Library or the Gilbert Library**—not to another library or book return outside the building.
- Items must be returned by the due date assigned by the lending library.

9. Responsibility for Materials

Borrowed items should be treated with care.

Patrons are responsible for:

- Damage to items
- Lost materials
- Any replacement or processing fees set by the owning library

Failure to return items on time may result in suspension of ILL privileges.

10. Lending to Other Libraries

Bertha Bartlett Public Libraries participate fully in Iowa's SILO resource-sharing network and follow statewide best practices, including:

- Prompt processing of incoming ILL requests
- Lending materials in good condition
- Meeting shipping and return deadlines
- Communicating availability or unavailability of items in a timely manner
- The libraries reserve the right to restrict lending of any materials due to conditions and demand

Typically items less than 6 months old are not available for inter-library loans except within Bertha Bartlett Public Libraries system.

Revised December 2025

BERTHA BARTLETT PUBLIC LIBRARIES INTERLIBRARY LOAN POLICY

1. Purpose

1.1 To provide equitable access to materials beyond the Library's collection through resource sharing and statewide collaboration.

2. Policy Statement

2.1 The Library participates in Open Access and Access Plus, supported in part by the Enrich Iowa program.

2.2 These services expand access to materials for Library patrons and enable resource sharing with other Iowa libraries.

3. Eligibility

3.1 Services are available to:

3.1.1 Story City residents

3.1.2 Gilbert residents

3.1.3 Residents of Story, Boone, and Hamilton counties who designate the Library as their primary library

3.2 Non-resident access is provided in accordance with Open Access and Access Plus guidelines.

3.3 Interlibrary Loan (ILL) services are available to patrons in good standing (i.e., fines under \$20, no outstanding lost or missing items, no other blocks on the account and current contact information).

3.4 ILL services are available to patrons who have held a library card for at least 30 days.

3.5 Library staff reserve the right to deny requests based on cost, availability, or policy constraints.

4. Interlibrary Loan (ILL) Services

4.1 Requests may be made for materials not owned by the Library; however, fulfillment is not guaranteed.

4.2 Typical fulfillment time is 1–3 weeks, depending on availability.

4.3 The Library uses statewide systems and delivery networks to obtain materials.

4.4 The following materials may not be requested:

4.4.1 Reference, rare, or archival materials

4.4.2 Items restricted by lending libraries

4.5 Patrons are responsible for:

4.5.1 Timely return of materials

4.5.2 Compliance with lending library restrictions

4.5.3 Costs associated with lost or damaged materials

4.6 Loan periods and renewals are determined by the lending library.

4.7 Materials must be picked up within the designated timeframe.

4.8 Fees and Limitations:

4.8.1 No fees are charged for standard ILL requests

4.8.2 Charges may apply for replacement or special handling costs

4.8.3 The Library may limit the number of active requests per patron per week

4.8.4 Privileges may be suspended for overdue materials or unpaid charges

4.8.5 Patrons agree to pay any lending fees, lost-item charges, or damage fees associated with borrowed materials

5. Lending

5.1 Bertha Bartlett Public Libraries participate fully in Iowa's SILO resource-sharing network and follow statewide best practices, including:

5.1.1 Prompt processing of incoming ILL requests

5.1.2 Lending materials in good condition

5.1.3 Meeting shipping and return deadlines

5.1.4 Communicating availability or unavailability of items in a timely manner

5.2 The Library reserves the right to restrict lending of materials based on condition, demand, or other considerations.

5.3 Typically, items less than six (6) months old are not available for interlibrary loan, except within the Bertha Bartlett Public Libraries system.

6. Enrich Iowa Program

6.1 The Library participates in:

6.1.1 Direct State Aid

6.1.2 Open Access

6.1.3 Access Plus

7. Book Club Collections

7.1 The Library maintains book club sets for local and participating libraries.

7.2 Borrowing libraries are responsible for:

7.2.1 Returning complete sets on time

7.2.2 Replacement costs for lost or damaged items

7.3 Loan periods for book club sets are typically six (6) weeks but may vary. Circulation is tracked for state reporting.

8. Policy Review

8.1 This policy will be reviewed periodically by Library staff and the Library Board.

9. Adoption & Revision History

9.1 Approved: January 2008

9.2 Revised: October 2018

9.3 Reviewed: August 2021; January 2022

9.4 Revised: December 2025

9.5 Revised: April 2026

Library

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Proposed FY 26-27</u>	<u>Line item percentage increase</u>	<u>FY 26-27</u>	<u>Line item percent increase</u>	
Salaries, Full	51,976	51,548	50,000	50,250	51,758	3.00%	51,758	3.00%	
Salaries, Part	56,284	78,452	91,500	106,000	123,500	16.51%	110,780	4.51%	3% increase - open daily at 9
FICA - 7.6%	8,215	9,843	10,825	11,953	13,407	12.16%	12,515	4.70%	
IPERS -9.44%	10,119	11,624	13,358	14,750	16,544	12.16%	15,441	4.69%	adjust to actual
Insurance, Health	4,886	4,916	6,250	6,500	6,750	3.85%	6,825	5.00%	
Travel/Training	278	986	750	847	1000	18.06%	500	-40.97%	
Building/Grounds	8,136	7,763	8,800	5,000	5,250	5.00%	1,350	-73.00%	
Equipment Repair/Main't							650		printer
Utilities	4,678	1,032	4,500	4,500	4750	5.56%	3,750	-16.67%	increased efficiency
Telephone	553	971	1,000	500	500	0.00%	250	-50.00%	Volp
Insurance, General	4,718	8,037	8,200	10,800	12000	11.11%	17,500	62.04%	OUCH!!
Professional Services	5,884	977	1,500	1,500	2000	33.33%	1,750	16.67%	
Miscellaneous		9	200	250	250	0.00%	0	-100.00%	
Programming	4,765	1,719	1,000	3,250	5000	53.85%	3,250	0.00%	growing attendance
Building Supplies	914	703		500	500	0.00%	500	0.00%	
Technology	7,282	1,753	1,000	1,000	2500	150.00%	750	-25.00%	aging equipment
Minor Equipment		292		250	250	0.00%	500	100.00%	
Cataloging Supplies	956	985	1,500	1,550	2000	29.03%	3,000	93.55%	increased circ
Office Supplies	2,475	2,162	2,300	2,500	2500	0.00%	2,850	14.00%	
Miscellaneous Oper. Supplies	119	244	250	250	0		0	-100.00%	
Postage/Petty Cash	184	68		250	250	0.00%	350	40.00%	
Capital Equipment	4,601		250	-	0		0	.	
Magazines	1,089	1,004	1,000	1,500	2000	33.33%	1,750	16.67%	newspapers
Audio	26	32	250	250	500	100.00%	500	100.00%	audio enabled books
Books	16,862	17,089	13,067	15,500	16500	6.45%	15,280	-1.42%	
Video	917	534		600	650	8.33%	600	0.00%	
Online Licensing/Databases	4,502	2,282	2,500	2,750	4500	63.64%	2,600	-5.45%	cloud, increasing use
Capital Projects									
							255,000		
TOTAL	200,419	205,025	220,000	243,000	274,859		255,000	4.94%	
	#REF!	2.3%	7.3%	10.5%	13.1%		4.94%		

Gilbert Expenses

Gilbert Expenses	2024-2025 Budget	FY 24 Budget	FY26 Budget	FY 27 Budget	Line item percent increase
033-4410-6010	Salaries, Full-time	\$ 12,500.00	\$ 16,750.00	17,252	3.00%
033-4410-6020	Salaries, Part-time	\$ 30,000.00	\$ 42,500.00	43,775	3.00%
033-4410-6110	FICA & Medicare	\$ 3,251.00	\$ 4,465.00	4,669	4.56%
033-4410-6130	IPERS	\$ 4,012.00	\$ 5,546.00	5,492	-0.97%
033-4410-6150	Insurance,	\$ 1,200.00	\$ 1,400.00	2,300	64.29%
033-4410-6230	Travel & Training	\$ 250.00	\$ 339.00	200	-41.00%
033-4410-6490	Professional Services	\$ 500.00	\$ 500.00	500	0.00%
033-4410-6500	Programming	\$ 500.00	\$ 2,000.00	912	-54.40%
033-4410-6502	Technology	\$ -			
033-4410-6504	Minor Equipment	\$ -			
033-4410-6505	Cataloging Supplies	\$ 1,250.00	\$ 1,500.00	2,150	43.33%
033-4410-6506	Office Supplies	\$ 500.00	\$ 750.00	1,000	33.33%
033-4410-6507	Misc. Operating Supplies	\$ -			
033-4410-6770	Magazines	\$ -	\$ 500.00	0	-100.00%
033-4410-6772	Books	\$ 3,287.00	\$ 7,500.00	5,500	-26.67%
033-4410-6773	Video	\$ 250.00	\$ -	0	
033-4410-6774	Online Licensing/Databases	\$ 1,500.00	\$ 1,750.00	1,750	0.00%
033-4410-6910	Transfer	\$ 3,000.00	\$ 3,000.00	3,000	0.00%
	Total Gilbert Exp.	\$ 62,000.00	\$ 88,500.00	88,500	0.00%