

White House Library Board Meeting Agenda
Billy S. Hobbs Municipal Center
July 14th, 2016

- I. Call TO ORDER
 - A. Roll call of Trustees
 - B. Welcome Visitors
- II. APPROVAL OF MINUTES FROM May 12th, 2016
- III. REPORTS
 - A. Regional Director
 - B. Library Director
 - a. Monthly Reports
 - b. Upcoming events/updates
 - i. Comic books/newsletter
 - c. Budget
 - C. Committees
 - 1. Executive
 - 2. Finance and Budget
 - 3. Marketing and Public Relations
 - 4. Policy Review
 - a. City Personnel Policy
- IV. COMMUNICATIONS
- V. UNFINISHED BUSINESS
- VI. NEW BUSINESS
 - a. School zones
- VII. ADJOURN

White House Library Board Meeting
May 12, 2016, at 7:00 pm
Billy S. Hobbs Municipal Center

- I. CALL TO ORDER: 7:01 pm
 - A. Roll Call of Trustees present: Vice Chairperson Joyce Partain, Alderman Dave Paltzik, Emily McCormick, and Secretary Christina West. Absent: Chairperson Bethany Davis, Ken Lee, and June Taylor.
 - B. Library Director Elizabeth Kozlowski, Red River Regional Library Assistant Director Kate Smith, and City Administrator Gerald Herman were also present.
- II. APPROVAL OF MINUTES FOR BOARD MEETING, March 10, 2016
Dave Paltzik made the motion to approve the minutes with one change (changing June Taylor to absent), which was seconded by Emily McCormick. All approved.
- III. REPORTS
 - A. Regional Director
 1. *Upcoming Events*: A webinar on "Providing Excellent Service to Patrons Who Are Disabled" will take place on May 12. The following in-service events will take place at the Red River Regional Library: "Collection Development & Weeding" will be held on May 24, and "Standards Survey-Open Lab Day" will be held on June 7.
 2. *Trustee Certification Program and Upcoming Workshop*: (1) The trustee certification program is now available online for trustees to complete. Twelve trustees have completed the program to date. The certification is good for 3 years. (2) The annual trustee workshop will be held on September 26 in Clarksville at William O. Beach Civic Hall. At least one trustee should plan to attend this event, as participation affects the library's Tech Grant.
 3. *Salary Survey*: The 2015/2016 Salary Survey is complete and the report is available from the Region.
 4. *Grant Opportunities*: The library has the opportunity to apply for 2 grants. The Growing Readers grant helps to provide early literacy outreach and is fully funded (range, \$5000-\$10,000. The grant runs from July 1, 2016 to June 30, 2017, and the deadline is May 16, 2016. The Tech Grant for 2016/2017 is a 50/50 matching grant, and the deadline is July 1, 2016.
 - B. Reports from Library Director Elizabeth Kozlowski
 1. *Monthly Reports*
 - a. *March 2016*: (1) The catalog librarian and one library clerk attended an in-service on the state standards on technology. (2) The library board met on March 10 and reviewed the state standards and the results of the new library's image evaluation. The board voted to update the technology check-out form and also looked at events for March and April. (3) The library added board games and puzzles for check out with help from donations to the Friends of the Library. Sixteen puzzles and 37 board games were checked out in March. The library staff is also attempting to track the number of individuals using the Lego table, and there were 140 users in March. (4) The library had 20 children's programs, 5 teen programs, and 4 adult programs in March. Events included movie nights, maker programs, story times, and the homeschool programs. There were 267 individuals at the children's programs, 14 teens at the teen programs, and 13 people at the adult programs. (5) The director met with the Portland library director in March to discuss their presentation for the Tennessee Library Association (TLA) annual conference in April. The 2 directors will present on "Unique Checkouts," in which they will describe the technology devices their libraries offer for check out as well as policies and procedures related to these offerings. (6) Bookworm Book Club members have been donating canned food at their monthly meetings, which resulted in 2 boxes of food that will be donated to the Hope Center Food Bank in White House.
 - b. *April 2016*: (1) The Friends of the Library met on April 5. There were not enough members to form a quorum, so the group discussed the pancake breakfast held at Colorado Grill on April 16 and items for the next agenda. Due to changes in the Friends board, advertising of the breakfast was delayed. However, the Friends raised \$630 from the event. (2) The library director attended the TLA conference on April 7-8 in Kingsport. Her presentation on "Unique Checkouts" drew 49 attendees and she received

a variety of positive feedback. She also attended several helpful in-service events. (3) On April 12, the library director and a circulation clerk attended the Friends of the Library and Parliamentary Procedures in-service. Attendees received tips on how to rejuvenate a friends group and on procedures for board meetings. (4) The library director chairs the Tenn-Share Marketing Committee, which met on April 14 to discuss Facebook posts, a contest, a newsletter, and marketing for Tenn-Share's fall conference. (5) The library had 19 children's programs, 4 teen programs, and 6 adult programs in April. Events included movie nights, story times, homeschool programs, crafts, book club meetings, computer classes, an animation prom night, workshops on alternatives to cable, and a jewelry engraving class. There were 209 individuals at the children's programs. There were 22 teens who participated in the animation prom night, which was one of the largest teen events at the library. The adult programs drew 54 attendees, which was also one of the largest turnouts for adult programs. The library hopes to hold more of these types of programs in the future. (6) The library made a video for contest with many prize offerings, one of which included \$2500 worth of audio books. The contest winner will be announced in June.

2. *Upcoming Events and Updates*

- a. *May and June 2016 Events*: Elizabeth provided calendars outlining the many planned events for May and June.
- b. *State Standards*: Elizabeth distributed an update on compliance with the state standards. In 2015, the library completed 81 of 94 level 3 standards. As of the time of the May 2016 board meeting, the library had met 75 of 94 level 3 standards.

3. *Budget*: Elizabeth provided the budget to the trustees.

C. Committees

1. *Executive*: Elizabeth distributed the library's long-range plan for review. Christina West made the motion to approve the plan, which was seconded by Dave Paltzik. All approved.
2. *Finance and Budget*: No report.
3. *Marketing and Publication Relations*: No report.
4. *Policy Review*: The White House Public Library Technology Plan was circulated for approval. Joyce made the motion to approve, which was seconded by Emily McCormick. All approved.

IV. COMMUNICATIONS: NONE

V. UNFINISHED BUSINESS: NONE

VI. NEW BUSINESS

- A. *Hours Change*: Elizabeth asked the board to consider making a motion to change the library hours from 49 hours per week to 48 hours per week starting on July 5, 2016. Dave Paltzik made the motion to approve, which was seconded by Emily McCormick. All approved.
- B. *CPR Class*: Discussions were held regarding whether the library would be a suitable place to hold a CPR class that patrons would pay for. The board members felt that the library is not the appropriate venue for this type of class at this time, because the library aims to offer non-for-profit programs and events.
- C. *Trustee Terms*: Emily McCormick's term is up in July 2016 and she will not be renewing her term. The board thanked her for her many years of service.

VII. ADJOURNMENT: 7:54 pm

Christina West made the motion to adjourn, which was seconded by Emily McCormick. All approved.

Library Monthly Report
May 2016
Submitted by Elizabeth Kozlowski

Summary of Activities

Walmart donated 33 Kindles to the library at the beginning of May. These Kindles are the keyboard style; however, they are still easy to use. As a result of this donation, the library purchased a total of 266 ebooks through Amazon. The library decided to see what books in a series they were missing and to purchase those in ebook format to put on the Kindle. These Kindles will allow us to add more books to the collection without taking up more shelf space. Additionally, many of these ebooks cost less than their print version which saves the library money, are quicker to download, and since we are purchasing them through Amazon and putting them on a Kindle, the books will not have to be repurchased regardless of how many times they check out.

Due to the end of school and preparation for summer reading, the library had fewer programs in the month of May. There were a total of 3 teen events, 4 adult events, and our regular story times and Monday maker ended a week early. Still, even with these fewer programs we had a total of 10 teens, 178 children, and 18 adults come to these programs. Additionally, children, teens, and adults could start signing up for the summer reading program, which started the last week of May. During that first week, we had about 50 individuals sign up for the program, which is very successful for the first week.

The library board met on Thursday, May 12th. The board discussed the summer reading program, voted to update the technology plan and long range plan, and vote to extend the library hours to 48 a week by adding more hours to Saturday. These new hours will take effect on July 5th.

The Library Director and Library Assistant attended an in-service at the region on May 24th. This in-service was on the process that should be used to weed items from the collection that are old and outdated in order to make room for new items. After this presentation, the region had a number of vendors in house to talk with the librarians about the products they sell. The library staff spoke with both the Sprint and Verizon sales rep as the library is looking to get more hot spots this coming fiscal year. Additionally, the librarians ordered a large charging port from one of the vendors since it received a donation from Walmart of 30 more Kindles. Lastly, the library director spoke with an individual from Recorded Books about a graphic novel and comic book database which has over 18,000 plus titles that allow for more than one user at a time. The library director is going to purchase this database for the year as the graphic novels are being checked out faster than the library can purchase them.

Department Highlights

The department highlight is the large Kindle donation that the library received from Walmart and our new ebook purchases that should help the library in many ways.

**White House Inn Library & Museum
May 2016
Performance Measures**

Official Service Area Populations

2009	2010	2011	2012	2013	2014	2015	2016
12,980	13,316	13,257	13,421	13,386	13,477	13,616	

May Membership

Cumulative Members

Year	New Members	Updated Members	Total Members	% of Population with Membership
2013	50	1	10,854	81
2014	48	1,532	8,815	65
2015	38	1,542	9,383	69
2016	130	397	11,141	81

The library's goal is to maintain or exceed total membership from the previous calendar year. In October 2013, the library did a purge of inactive users, which is why there is such a difference in membership from 2013 to 2014. However, even with the purge, our users have increased greatly with the new library opening and we have passed our numbers from 2013 when we did the purge.

Total Material Available: 29,196

Estimated Value of Total Materials: \$729,900

Last Month: \$729,275

Total Materials Available Per Capita: 2.14

Last Month: 2.14

State Minimum Standard: 2.00

The library's goal is to meet or exceed the state standard of 2.00 items per capita either with print or electronic items, which the library is currently meeting.

Materials Added In May

2011	2012	2013	2014	2015	2016
280	155	266	176	136	111

Yearly Material Added

2011	2012	2013	2014	2015	2016
3,036	2,671	4,108	3,488	2,830	1,250

The library's goal is to add material that meets the current and future needs of city patrons. The library just received a donation of kindles, so the library is going to order ebooks to put on these devices, which the library believes will circulate well.

Physical Items Checked Out in May

2011	2012	2013	2014	2015	2016
4,803	4,935	3,987	3,605	3,504	6,147

Cumulative Physical Items Check Out

2011	2012	2013	2014	2015	2016
63,395	51,116	47,160	47,509	49,442	27,842

The library's goal is to maintain or exceed the state standard of every item checking out 2.5 times a year. The library managed to slight increase in the number of print items it checked out in 2015 compared to 2014. Even with this increase, the library was still below the 2.5 state standards. However, we expect to be much closer to this requirement since we are seeing an increase in circulation at the new library.

May Users

Yearly Users

	2015	2016	2015	2016
Technology Devices	0	15	48	54
Kids Tech Devices	0	3	33	20
Study Rooms	0	61	300	348
Lego Table	0	149	145	706
Board Games	0	26	0	92
Puzzles	0	12	0	49

In addition to our tech devices and study rooms, the library's newly added puzzles and board games are circulating well. As of right now, our board games are checking out more than our puzzles. This is only the third month that these items have been available for checkout, so the library will continue to monitor each of these items' circulation to determine if more need to be purchased in the future.

Volunteers: 25 **Hours:** 145 hours and 25 minutes

**White House Inn Library & Museum
May 2016
Performance Measures**

May Computer Users

	2011	2012	2013	2014	2015	2016
Wireless	***	***	89	98	122	567
Internet Computers	420	311	275	280	288	412
Kids	140	332	150	151	141	162

Yearly Computer Users

2011	2012	2013	2014	2015	2016
***	***	1,071	1,315	3,704	2,653
5,983	4,282	3,791	3,743	3,882	1,907
3,244	2,874	1,691	1,478	1,857	794

The library's goal is to stay current with technology needs in the community by observing technology's use and making changes to increase usage. The new library has better WI-FI which is being used greatly. Our computers are still checking out in great numbers as well. Additionally, we are now checking out hot spots which have over a month and a half waiting list for each device due to their popularity.

Kids Programs

May	Kids Sessions	Kids Attendance
2011	10	222
2012	6	195
2013	7	109
2014	8	118
2015	7	68
2016	14	178

Yearly Totals

Kids Sessions	Kids Attendance
91	2,805
76	2,232
92	2,193
109	2,225
96	1,743
87	998

The library had 14 children programs in May. These programs consist of our regular toddler and, preschool story times, homeschool group, Monday after school programs, and Saturday story times. There were fewer programs in general in May due to the fact that the library is getting ready for the summer reading program.

May	Teen Sessions	Teen Attendance
2011	0	0
2012	0	0
2013	0	0
2014	0	0
2015	0	0
2016	3	10

Teen Sessions	Teen Attendance
0	0
4	31
7	35
14	100
16	87
21	68

The library had a total of three teen events in May which included a mystery game, card game night and a movie night.

May Totals	Adult Sessions	Adult Attendance
2011	0	0
2012	1	12
2013	1	7
2014	1	8
2015	1	8
2016	4	18

Adult Sessions	Adult Attendance
14	217
16	245
11	107
15	243
25	294
22	124

The library had four adult programs in May which included our regular book club, two computer classes and a night time book club.

**Services Provided by Contracting with State
May Interlibrary Loan Services**

	2011	2012	2013	2014	2015	2016
Borrowed	9	28	13	25	15	47
Loaned	0	0	21	21	11	5

Yearly Interlibrary Loan Services

2011	2012	2013	2014	2015	2016
337	362	136	271	303	286
64	100	165	411	253	113

White House Inn Library & Museum
May 2016
Performance Measures

Yearly R.E.A.D.S. Statistics

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
eBooks	792	2,010	3,688	5,664	5,556
Audios	1,717	2,501	2,521	3,308	3,937

The goal of the R.E.A.D.S. program is to provide books in an electronic and audio version for patrons across the entire state of Tennessee. The library promotes this program a great amount as it is a free service to our patrons and provides them another means of access to books.

Library Monthly Report
June 2016
Submitted by Elizabeth Kozlowski

Summary of Activities

The library director attended a Tenn-Share meeting on June 6th. The library director is the chair of Tenn-Share's marketing committee. She is going to work with Tenn-Share on creating a newsletter to try and market Tenn-Share's events better.

HFR, the architect who worked on the library building, did their final walk through inspection. They did find a few things that needed to be corrected before the one year warranty on the building ends.

The library held its summer reading kick-off party on June 8th at the splash pad. A total of 100 people showed up. The library felt this number was low in comparison to previous years when about 100 to 125 people would show up. The library is looking into ways to possibly change the kick-off party to make it have higher attendance.

Despite the low kick-off party number, the 2 performer programs, Mr. Bond the Science Guy and Animal Tales, had a greater attendance with a total of 139 and 164 respectively, which in times past averaged about 100 and 130 respectively.

The library also had 5 teen programs in June, 2 on Saturday and 3 on Tuesday. A total of 15 individuals show up for these teen programs.

The library started its seed lending library the last week in May. June was the first whole month of this program. A total of 20 patrons check out seeds and a total of 40 seed packets were taken. The library felt this was a good turn out since we were delayed in starting this program and most individuals plant in the spring. The library hopes to have an even better turn out next year since patrons will be able to get their seeds sooner.

The library also set up its very own newsletter which was sent out for the first time in June. The library hopes to use this newsletter to give updates about upcoming events and better market the library. For our first email newsletter, we sent a newsletter to a total of 4,451 addresses, 1,131 opened the email, 638 bounced back, and 32 requested to unsubscribe to the newsletter. The library is going to try and get correct email addresses for the 638 bounce backs in the hope that more individuals can be reached.

Department Highlights

The highlights for the month were the library's success with the seed lending library and the email newsletter. Both went well for our first start up and the library believes they will continue to be a success.

**White House Inn Library & Museum
June 2016
Performance Measures**

Official Service Area Populations

2009	2010	2011	2012	2013	2014	2015	2016
12,980	13,316	13,257	13,421	13,386	13,477	13,616	

June Membership

Year	June Membership			Cumulative Members	
	New Members	Updated Members	Total Members	% of Population with Membership	
2013	53	6	10,903	82	
2014	73	989	8,897	66	
2015	64	267	9,444	70	
2016	182	508	11,311	83	

The library's goal is to maintain or exceed total membership from the previous calendar year. In October 2013, the library did a purge of inactive users, which is why there is such a difference in membership from 2013 to 2014. However, even with the purge, our users have increased greatly with the new library opening and we have passed our numbers from 2013 when we did the purge.

Total Material Available: 29,485

Estimated Value of Total Materials: \$737,125 **Last Month:** \$729,900

Total Materials Available Per Capita: 2.16 **Last Month:** 2.14

State Minimum Standard: 2.00

The library's goal is to meet or exceed the state standard of 2.00 items per capita either with print or electronic items, which the library is currently meeting thanks to additional room at the new library.

Materials Added In June

2011	2012	2013	2014	2015	2016
209	180	319	278	391	291

Yearly Material Added

2011	2012	2013	2014	2015	2016
3,036	2,671	4,108	3,488	2,830	1,541

The library's goal is to add material that meets the current and future needs of city patrons. The library just received a donation of kindles, so the library is going to order ebooks to put on these devices, which the library believes will circulate well.

Physical Items Checked Out in June

2011	2012	2013	2014	2015	2016
6,813	5,291	4,685	4,818	4,775	7,393

Cumulative Physical Items Check Out

2011	2012	2013	2014	2015	2016
63,395	51,116	47,160	47,509	49,442	35,235

The library's goal is to maintain or exceed the state standard of every item checking out 2.5 times a year. The library managed to slight increase in the number of print items it checked out in 2015 compared to 2014. Even with this increase, the library was still below the 2.5 state standards. However, we expect to be much closer to this requirement since we are seeing an increase in circulation at the new library.

June Users

	June Users		Yearly Users	
	2015	2016	2015	2016
Technology Devices	0	8	48	62
Kids Tech Devices	0	1	33	21
Study Rooms	0	68	300	416
Lego Table	0	235	145	941
Board Games	0	39	0	131
Puzzles	0	20	0	69
Seeds	0	42	0	42

In addition to our tech devices and study rooms, the library's newly added puzzles and board games for circulation. As of right now, our board games are checking out more than our puzzles, so the library is going to add more board games in the future. Additionally, the library has added a seed lending library using our old card catalog. We checked out a total of 42 seed packets which the library believes is a good number for our first month with this project.

Volunteers: 15 **Hours:** 154 hours and 33 minutes

**White House Inn Library & Museum
June 2016
Performance Measures**

July Computer Users

	2011	2012	2013	2014	2015	2016
Wireless	***	***	75	101	156	772
Internet Computers	568	496	272	286	286	395
Kids	315	150	102	192	226	262

Yearly Computer Users

2011	2012	2013	2014	2015	2016
***	***	1,071	1,315	3,704	3,425
5,983	4,282	3,791	3,743	3,882	2,302
3,244	2,874	1,691	1,478	1,857	1,056

The library's goal is to stay current with technology needs in the community by observing technology's use and making changes to increase usage. The new library has better WI-FI which is being used greatly. Our computers are still checking out in great numbers as well.

Kids Programs

June	Kids Sessions	Kids Attendance
2011	5	380
2012	5	382
2013	4	195
2014	7	437
2015	0	0
2016	10	665

Yearly Totals

Kids Sessions	Kids Attendance
91	2,805
76	2,232
92	2,193
109	2,225
96	1,743
97	1,663

The library held 10 programs for the month of June. Since it is summer reading, the library brought in 2 performers as programs, had a kick-off party and a field day event. Additionally, the library held 2 craft days and one movie day. Additionally, the library did hold its story time for tots (ages 4 and under) since all other age groups could come to the other programs. The library was really pleased with the number of attendees at these programs.

June	Teen Sessions	Teen Attendance
2011	0	0
2012	0	0
2013	0	0
2014	2	24
2015	0	0
2016	5	15

Teen Sessions	Teen Attendance
0	0
4	31
7	35
14	100
16	87
26	83

The library had a total of 5 teen events in June, which were held on Tuesdays and Saturdays as part of our special summer reading program.

June Totals	Adult Sessions	Adult Attendance
2011	2	13
2012	1	12
2013	1	7
2014	1	7
2015	0	0
2016	1	12

Adult Sessions	Adult Attendance
14	217
16	245
11	107
15	243
25	294
23	136

With the increase in patrons from summer reading, the library's book club is the only adult program that met. However, this year, adults could participate in the adult summer reading program and enter to win prizes for reading.

White House Inn Library & Museum

June 2016

Performance Measures

Services Provided by Contracting with State

June Interlibrary Loan Services

	2011	2012	2013	2014	2015	2016
Borrowed	40	31	31	29	4	61
Loaned	2	0	15	26	2	30

Yearly Interlibrary Loan Services

2011	2012	2013	2014	2015	2016
337	362	136	271	303	347
64	100	165	411	253	143

Yearly R.E.A.D.S. Statistics

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
eBooks	792	2,010	3,688	5,664	6,209
Audios	1,717	2,501	2,521	3,308	4,466

The goal of the R.E.A.D.S. program is to provide books in an electronic and audio version for patrons across the entire state of Tennessee. The library promotes this program a great amount as it is a free service to our patrons and provides them another means of access to books.

August 2016



Sun Mon Tue Wed Thu Fri Sat

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
7	8	9	10	11	12	13	
14	15 Monday Movie: 4:00 pm My Neighbor Totoro (G) Cyber Monday Com- puter Class: 5:30pm ComicsPlus	16 Tot's Story Time 10:30am TUESDAY TEENS: 5:30 pm DIY CAT EARS	17 Preschool Wednesday: 10:30 am	18 Homeschool Group: Intro to Library Re- sources, 2:00 pm Socialize Thursday: 5:30pm, DIY Anime Per- ler Bead Artwork	19	20 Kidz Korner: 11:00am Minute To Win It Games	
21	22 Monday Crafter- noon: 4:00pm My Neighbor Totoro Soot Ball Craft Device Advice: 5:30pm Schedule Appointments	23 Tot's Story Time 10:30am TUESDAY TALK: 5:30pm LEARN ORIGAMI!	24 Preschool Wednesday: 10:30 am	25 BookWorms Book Club: 10am The Rent Col- lector by Camron Wright Socialize Thursday: 5:30pm, Howl's Moving Castle (PG) Anime Movie Night	26	27 Kidz Korner: 11:00am Despicable Me Movie	
28	29 Monday Maker: 4:00pm Marshmallow structures Cyber Monday: Com- puter Class 5:30pm Learn a Language	30 Tot's Story Time 10:30am TUESDAY TALK: 5:30pm Nightly Readers Book Club At Home With Mifford by Jan Karon	31				

ALWAYS

AVAILABLE!

ENJOY THOUSANDS OF
GRAPHIC NOVELS AND COMICS

COMICS PLUS[®]

LIBRARY EDITION

powered by iversemedia

- Thousands of digital graphic novels and comics
- Easy collection browsing
- Seven-day checkouts
- Anytime, anywhere access with Web-connected devices such as tablets, PCs and smartphones
- 24/7 availability for all titles

Visit our library's website today!



www.yousemore.com/whl



July 2016 News & Updates

Visit our Website

This is our new monthly newsletter. If you do not wish to receive them please click 'unsubscribe' at the bottom.

Starting **Saturday, July 9, 2016** the library will have extended Saturday hours.

The new library hours will be as follows:

Monday	9:00am - 8:00pm
Tuesday	9:00am - 8:00pm
Wednesday	9:00am - 5:00pm
Thursday	9:00am - 8:00pm
Friday	Closed
Saturday	9:00am - 4:00pm
Sunday	Closed



SurveyMonkey

Take our survey and let us know how we are doing.

[Click Here for Survey](#)

Thank you for your participation.

Tot's Story Time

Join us for Story Time!

Reading, Dancing and Arts & Crafts

Ages 0 - 4

When: Tuesdays at 10:30am

Where: Story Time Room (Library)



Summer Reading Program

[SRP Brochure](#)



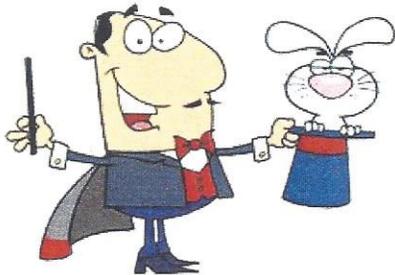
Vanatta's Martial Arts

Come watch Vanatta's perform Karate moves for us.

Ages 5 - 12

When: Wednesday, July 6, 2016

Where: in City Hall auditorium

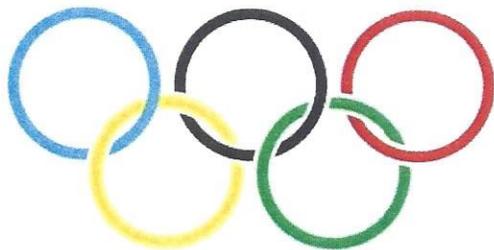


Prepare to be amazed as **Magic Wayne, the Magician** performs feats of wonder.

Ages 5 - 12

When: Wednesday, July 13, 2016

Where: in City Hall auditorium



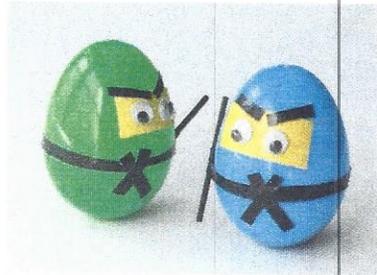
Olympic Day

Come and play Olympic inspired games.

Ages 5 - 12

When: Wednesday, July 20, 2016

Where: outside by Splash Pad

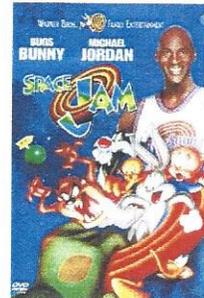


Create a **Wobble Egg Ninja** with plastic eggs and a little imagination.

Ages 5 - 12

When: Thursday, July 7, 2016 at 1:30pm

Where: Story Time Room (Library)



Movie Day : Space Jam (PG)

Popcorn and drinks will be provided.

Ages 5 - 12

When: Thursday, July 14, 2016 at 1:30pm

Where: Story Time Room (Library)



Olympic Medals Craft

Each child gets to create their own award medal.

Ages 5 - 12

When: Thursday, July 21, 2016 at 1:30pm

Where: Story Time Room (Library)

Teen Events

[SRP Brochure](#)

Book Stacking

Teens will race to see who can stack the most books in set time.

Ages 13 - 17

When: Tuesday, July 5, 2016

Where: Teen Room (Library)



DIY Hacky Sac

Come make your own hacky sac to take home.

Ages 13 - 17

When: Tuesday, July 12, 2016

Where: Teen Room (Library)

Teen Pick Movie Night

Ages 13 - 17

When: Tuesday, July 19, 2016

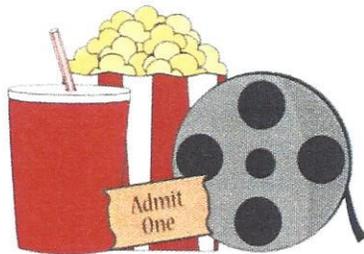
Where: Story Time Room (Library)



Teedult Programs

(Teens & Adults 13 & up)

[SRP Brochure](#)



You Pick Movie

Ages 13 & up

When: Saturday, July 2, 2016

Where: Story Time Room (Library)



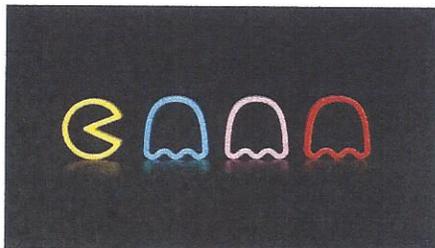
Minute-to-Win-it

Teens and adults will get to compete in Minute-to-Win-It games.

Ages 13 & up

When: Saturday, July 9, 2016

Where: Teen Room (Library)



Human Pac-Man

Each participant will get to pick their own Pac-



Mixed-Up Sports

Come and play our mixed-up version of classic

Man character to play as they race through a maze.

Ages 13 & up

When: Saturday, July 16, 2016

Where: Outside by the Library

sport games.

Ages 13 & up

When: Saturday, July 23, 2016

Where: Outside by Splash Pad

Book Club

White House Library

BookWorms

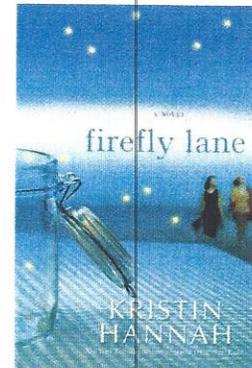
What (are we reading): Firefly Lane by Kristin Hannah

When: Thursday, July 28, 2016

Where: Story Time Room (Library)

[Book Summary](#)

* If you have any questions about the Bookworms Book Club please contact Janet at 615-672-0239 or jparchman@cityofwhitehouse.com.



White House Library | 105b College St. | 615.672.0239 | 615.672.9733 | www.youseemore.com/whl

STAY CONNECTED



White House Library | 105b College St., White House, TN 37188

[Unsubscribe](#)

[Update Profile](#) | [About our service provider](#)

Sent by ekoziowski@cityofwhitehouse.com in collaboration with

Constant Contact

Try it free today

1. Have you already complete this survey online or in print? Yes No

2. Do you believe that the library's collection adequately meets your needs?

Strongly Agree Agree Neutral
Disagree Strongly Disagree Other _____

3. What type of items would you like the see the library increase? Circle all that apply.

Ebooks	Audio books	Music CDs	DVDs	Board Games	Video Games
Puzzles	Magazines	Graphic Novels	Plush Sets	Large Print	Kids tablets
Nooks/Kindles	Hot Spots	Tablets	Other _____	_____	_____

4. The library held 230 programs during the 2015-2016 year. If you attended one of these events, please specify what type. Circle all that apply.

Adult/Senior Teen/Tween Children
Computer N/A Other _____

5. How did you hear about the library programs? Circle all that applies.

Library Flyer/Handout	Library Website	Library Facebook Page
Bargain Browser	Word on White House	City Facebook Page
Comcast Channel 3	Other	N/A

6. What day would you be most likely/able to attend a library program? Please mark 1 as being the most likely and 5 being the least likely.

Monday _____	Tuesday _____
Wednesday _____	Thursday _____
Saturday _____	

7. What time(s) would you be most likely/able to attend a program? Circle all that apply.

9:00am	10:00am	11:00am	12:00pm
1:00pm	2:00pm	3:00pm	4:00pm
5:00pm	6:00pm	7:00pm	

8. What type of program(s) would you like the library to offer in the future?

9. The library extended its hours from 45 hours per week to 48 per week. Do you feel that the library hours meet your needs?

Strongly Agree Agree Neutral
Disagree Strongly Disagree Other _____

10. What day(s) and time(s) would you prefer the library extend its hours?

11. Is there anything about the new building itself that you dislike or wish could be changed? E.g. lighting, signs, etc.

DRAFT

Fund : 110		Monthly Comparative:		100.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44800	Libraries							
110		Salaries	(121,868.00) 0.00	(121,868.00)	121,314.39 0.00	(553.61)	99.55%	9,561.60 0.00
114		Salaries - Temporary Employees - Regular	(31,313.00) 7,776.00	(23,537.00)	22,174.03 0.00	(1,362.97)	94.21%	1,734.43 0.00
117		Salaries - Annual Longevity Bonus	(1,000.00) 0.00	(1,000.00)	1,000.00 0.00	0.00	100.00%	0.00 0.00
130		Employee Benefits	(12,361.00) 0.00	(12,361.00)	10,997.79 0.00	(1,363.21)	88.97%	804.58 0.00
142		Hospital And Health Insurance	(42,533.00) 0.00	(42,533.00)	31,503.44 0.00	(11,029.56)	74.07%	0.00 0.00
143		Retirement - Current	(7,178.00) 0.00	(7,178.00)	6,951.27 0.00	(226.73)	96.84%	547.88 0.00
144		Dental Insurance	(1,813.00) 0.00	(1,813.00)	1,427.39 0.00	(385.61)	78.73%	121.48 0.00
145		Vision Benefit	(800.00) 0.00	(800.00)	506.20 0.00	(293.80)	63.28%	0.00 0.00
147		Unemployment Insurance	(756.00) 0.00	(756.00)	383.02 0.00	(372.98)	50.66%	10.40 0.00
148		Employee Education And Training	(600.00) 0.00	(600.00)	609.56 0.00	9.56	101.59%	0.00 0.00
200		Contractual Services	(10,000.00) 200.00	(9,800.00)	9,267.67 93.00	(439.33)	95.52%	31.95 (111.20)
205		Museum Contractual Services	0.00 0.00	0.00	0.00 0.00	0.00	No Budget	0.00 0.00
211		Postage, Box Rent, Etc.	(275.00) 0.00	(275.00)	109.99 0.00	(165.01)	40.00%	13.57 0.00
230		Publicity, Subscriptions, And Dues	(7,200.00) 0.00	(7,200.00)	5,460.09 0.00	(1,739.91)	75.83%	1,083.00 0.00

Fund : 110		Monthly Comparative:		100.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
231			(70.00)	(270.00)	147.15	(122.85)	54.50%	0.00
		Publication Of Formal And Legal Notices	(200.00)		0.00			(22.65)
235			(600.00)	(600.00)	75.00	(525.00)	12.50%	0.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
241			(20,000.00)	(35,500.00)	33,175.43	(2,324.57)	93.45%	2,043.89
		Electric	(15,500.00)		0.00			0.00
242			(1,400.00)	(1,400.00)	904.67	(495.33)	64.62%	40.28
		Water	0.00		0.00			0.00
243			(2,880.00)	(2,880.00)	1,423.97	(1,456.03)	49.44%	60.70
		Sewer	0.00		0.00			0.00
244			(8,000.00)	0.00	0.00	0.00	No Budget	0.00
		Gas	8,000.00		0.00			0.00
245			(3,232.00)	(3,232.00)	3,420.59	188.59	105.84%	290.74
		Telephone And Telegraph	0.00		0.00			0.00
249			(438.00)	(438.00)	383.04	(54.96)	87.45%	27.36
		Stormwater Fee	0.00		0.00			0.00
265			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
		Repair And Maintenance Grounds And Ground	0.00		0.00			0.00
266			(600.00)	(600.00)	228.33	(371.67)	38.06%	0.00
		Repair And Maintenance Buildings	0.00		0.00			(128.61)
305			0.00	0.00	0.00	0.00	No Budget	0.00
		Museum Materials And Supplies	0.00		0.00			0.00
310			0.00	0.00	0.00	0.00	No Budget	0.00
		Office Supplies And Materials	0.00		0.00			0.00
312			(7,300.00)	(7,300.00)	7,738.85	438.85	106.01%	1,960.22
		Small Items Of Equipment	0.00		0.00			(503.79)
320			(6,000.00)	(12,276.00)	10,300.02	(1,939.98)	84.20%	2,563.65
		Operating Supplies	(6,276.00)		36.00			(3,593.95)
324			(1,500.00)	(1,500.00)	1,205.65	(294.35)	80.38%	0.00
		Household And Janitorial Supplies	0.00		0.00			0.00

Fund : 110

Monthly Comparative: 100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
331			(400.00)	(400.00)	375.31	(24.69)	93.83%	9.88
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
345			(25.00)	(25.00)	0.00	(25.00)	0.00%	0.00
		First Aid Supplies	0.00		0.00			0.00
347			(3,300.00)	(6,800.00)	4,166.05	(1,133.95)	83.32%	3,227.90
		Books And Audio Books	(3,500.00)		1,500.00			(1,553.78)
900			(150,000.00)	(113,953.00)	113,952.35	(0.65)	100.00%	0.00
		Capital Outlay	36,047.00		0.00			0.00
Total 44800	Libraries		(443,542.00)	(416,995.00)	389,201.25	(26,164.75)	93.73 %	24,133.51
			26,547.00		1,629.00			(5,913.98)

City of White House
 Statement of Expenditures and Encumbrances
 June 2016

Fund : 110

Monthly Comparative: 100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44880 Children's Library Services								
110	Salaries		(24,108.00) 0.00	(24,108.00)	24,060.81 0.00	(47.19)	99.80%	1,854.40 0.00
130	Employee Benefits		(1,956.00) 0.00	(1,956.00)	1,883.83 0.00	(72.17)	96.31%	135.11 0.00
142	Hospital And Health Insurance		(5,956.00) (75.00)	(6,031.00)	6,017.49 0.00	(13.51)	99.78%	0.00 0.00
143	Retirement - Current		(1,420.00) 0.00	(1,420.00)	1,378.70 0.00	(41.30)	97.09%	106.25 0.00
144	Dental Insurance		(454.00) 75.00	(379.00)	364.44 0.00	(14.56)	96.16%	30.37 0.00
145	Vision Benefit		(200.00) 0.00	(200.00)	66.00 0.00	(134.00)	33.00%	66.00 0.00
147	Unemployment Insurance		(108.00) 0.00	(108.00)	47.97 0.00	(60.03)	44.42%	0.00 0.00
148	Employee Education And Training		(50.00) 0.00	(50.00)	30.00 0.00	(20.00)	60.00%	0.00 0.00
200	Contractual Services		(900.00) 0.00	(900.00)	450.00 0.00	(450.00)	50.00%	0.00 (225.00)
235	Memberships, Registration Fees, And Tuition		(75.00) 0.00	(75.00)	0.00 0.00	(75.00)	0.00%	0.00 0.00
300	Supplies		(800.00) (880.00)	(1,680.00)	907.76 139.06	(633.18)	62.31%	252.87 (300.00)
347	Books And Audio Books		(1,650.00) 0.00	(1,650.00)	1,605.66 0.00	(44.34)	97.31%	0.00 0.00
Total 44880 Children's Library Services			(37,677.00) (880.00)	(38,557.00)	36,812.66 139.06	(1,605.28)	95.84 %	2,445.00 (525.00)

City of White House
 Statement of Expenditures and Encumbrances
 June 2016

Fund : 110		Monthly Comparative:		100.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44520	Museum Services							
110		Salaries	(20,946.00) 2,180.00	(18,766.00)	11,741.58 0.00	(7,024.42)	62.57%	77.40 0.00
112		Salaries - Permanent Employees - Overtime	0.00 0.00	0.00	11.61 0.00	11.61	No Budget	0.00 0.00
130		Employee Benefits	(1,700.00) 0.00	(1,700.00)	831.50 0.00	(868.50)	48.91%	5.44 0.00
142		Hospital And Health Insurance	(15,311.00) 0.00	(15,311.00)	6,653.05 0.00	(8,657.95)	43.45%	0.00 0.00
143		Retirement - Current	(1,234.00) 0.00	(1,234.00)	147.04 0.00	(1,086.96)	11.92%	4.44 0.00
144		Dental Insurance	(454.00) 0.00	(454.00)	182.22 0.00	(271.78)	40.14%	0.00 0.00
145		Vision Benefit	(200.00) 0.00	(200.00)	64.18 0.00	(135.82)	32.09%	64.18 0.00
147		Unemployment Insurance	(108.00) 0.00	(108.00)	70.08 0.00	(37.92)	64.89%	0.07 0.00
200		Contractual Services	(500.00) (593.40)	(1,093.40)	787.61 0.00	(305.79)	72.03%	(1,690.00) (360.00)
231		Publication Of Formal And Legal Notices	0.00 (56.60)	(56.60)	56.60 0.00	0.00	100.00%	0.00 0.00
241		Electric	(5,000.00) 1,461.00	(3,539.00)	2,032.39 0.00	(1,506.61)	57.43%	125.91 0.00
242		Water	(350.00) 0.00	(350.00)	89.76 0.00	(260.74)	25.50%	8.49 0.00
243		Sewer	(720.00) 0.00	(720.00)	204.40 0.00	(515.60)	28.39%	40.17 0.00
244		Gas	(2,000.00) 0.00	(2,000.00)	1,529.30 0.00	(470.70)	76.47%	46.20 0.00

Fund : 110		Monthly Comparative:		100.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44800	Libraries							
110	Salaries		(121,868.00) 0.00	(121,868.00)	121,314.39 0.00	(553.61)	99.55%	9,561.60 0.00
114	Salaries - Temporary Employees - Regular		(31,313.00) 7,776.00	(23,537.00)	22,174.03 0.00	(1,362.97)	94.21%	1,734.43 0.00
117	Salaries - Annual Longevity Bonus		(1,000.00) 0.00	(1,000.00)	1,000.00 0.00	0.00	100.00%	0.00 0.00
130	Employee Benefits		(12,361.00) 0.00	(12,361.00)	10,997.79 0.00	(1,363.21)	88.97%	804.58 0.00
142	Hospital And Health Insurance		(42,533.00) 0.00	(42,533.00)	31,503.44 0.00	(11,029.56)	74.07%	0.00 0.00
143	Retirement - Current		(7,178.00) 0.00	(7,178.00)	6,951.27 0.00	(226.73)	96.84%	547.88 0.00
144	Dental Insurance		(1,813.00) 0.00	(1,813.00)	1,427.39 0.00	(385.61)	78.73%	121.48 0.00
145	Vision Benefit		(800.00) 0.00	(800.00)	506.20 0.00	(293.80)	63.28%	0.00 0.00
147	Unemployment Insurance		(756.00) 0.00	(756.00)	383.02 0.00	(372.98)	50.66%	10.40 0.00
148	Employee Education And Training		(600.00) 0.00	(600.00)	609.56 0.00	9.56	101.59%	0.00 0.00
200	Contractual Services		(10,000.00) 200.00	(9,800.00)	9,267.67 93.00	(439.33)	95.52%	31.95 (111.20)
205	Museum Contractual Services		0.00 0.00	0.00	0.00 0.00	0.00	No Budget	0.00 0.00
211	Postage, Box Rent, Etc.		(275.00) 0.00	(275.00)	109.99 0.00	(165.01)	40.00%	13.57 0.00
230	Publicity, Subscriptions, And Dues		(7,200.00) 0.00	(7,200.00)	5,460.09 0.00	(1,739.91)	75.83%	1,083.00 0.00