



## AGENDA

### LIBRARY BOARD OF TRUSTEES MEETING

Monday, November 25, 2024

5:00 PM

City Hall Council Chambers  
232 W. Sierra Madre Boulevard  
Sierra Madre, CA 91024

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

#### **PLEDGE OF ALLEGIANCE**

Diane Sands

#### **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 October 28, 2024, meeting.

#### **PUBLIC COMMENT**

The Library Board of Trustees will listen to the public on any item on the agenda. In addition, the Library Board of Trustees will devote time for public comment on items not on the agenda. Addressing the Library Board of Trustees from the audience is not permitted; all comments addressing the Library Board of Trustees must be made from the podium. Only public comments made from the podium will be recognized by the Library Board of Trustees and entered into public record.

#### Providing Public Comment for Items on the Meeting Agenda

Persons wishing to speak on any item on the agenda will be called during the comment period at the time the agenda item is brought forward.

#### Provide Public Comment for Topics not on the Meeting Agenda

Time shall be devoted to provide public comments for items not on the agenda. Under the Brown Act, Trustees are prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting.

Providing Public Comment

1. Any person wishing to provide public comment is asked to complete a comment card. Please include your name and address. Each speaker will be limited to up to three continuous minutes, which may not be delegated or deferred.
2. The City provides a podium for public comment. Comments addressed to the Trustees shall occur during the appropriate time on the agenda and should not be construed as an opportunity for dialogue. Each speaker will be limited to three continuous minutes, which may not be delegated or deferred.

**CONSENT CALENDAR**

1. **Library Warrants** – Recommendation that the Board approves payment of Library Warrants in the aggregate amount of: \$9,808.45, \$3,043.24, \$6,491.76, \$200, \$900
2. **Library Statistics** – Recommendation to receive and file October 2024 Statistical Reports.

**ACTION ITEMS AND REPORTS**

**1. Library Construction Project Ad Hoc Committee**

A report out from the Trustee that attended the most recent Library Construction Project Ad Hoc Committee. This is to update the rest of the Trustees on the Library Meaningful Improvement Project.

**2. Library Foundation Update and Discussion**

Update on the Library Foundation's current membership and fundraising. It is recommended, the Library Board of Trustees discuss and identify guidelines for the Library Foundation as well as fundraising ideas moving forward. No action required.

**3. Sierra Madre Historical Preservation Society Report**

The Sierra Madre Historical Preservation Society will discuss upcoming fundraising events and projects. 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. No action required.

**5. City Council Liaison Report**

Update from City Council Liaison to Board regarding recent City Council meetings. No action required.

**6. Trustees Updates**

Trustees to provide reports pertaining to Library service or community involvement which impacts the Library. No action required.

**7. City Librarian Report**

City Librarian Leila Regan to present an oral report concerning Library services since the last Board Meeting. 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 January 27, 2025.

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, October 28, 2024

5:00 PM

City Hall Council Chambers  
232 W. Sierra Madre Boulevard  
Sierra Madre, CA 91024

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

Late: Trustee Gluck

Meeting called order at 5:01 pm

#### **PLEDGE OF ALLEGIANCE**

Trustee Adde led the pledge of allegiance

#### **APPROVAL OF AGENDA**

Trustee Adde moved to approve

Trustee Palmer seconded

All were in favor

#### **APPROVAL OF MINUTES**

Majority vote of the Board to approve the minutes from September 23, 2024, meeting.

Trustee Gallagher moved to approve

Trustee Adde seconded

All were in favor

#### **PUBLIC COMMENT**

No Public Comment

## CONSENT CALENDAR

1. **Library Warrants** – Recommendation that the Board approves payment of Library Warrants in the aggregate amount of: -\$130.00, \$13,630.49, \$13,881.06, \$1,735.68, \$7,168.00, \$1,099.76, \$3,372.83

### *Questions/Comments:*

Trustee Adde asked about \$130 to Wildan

City Librarian Regan replied it was an engineering firm

Trustee Sands asked about Brainfuse and Califa

Library Management Analyst Garza replied Brainfuse is a learning database and City Librarian Regan mentioned it has 3 components and is funded from a State Grant through our SCLC consortium

Trustee Gallagher asked if it is general or targeted learning

Library Management Analyst Garza replied it is targeted for kids but not sure about adults.

Library Management Analyst Garza it is for children and adult learning and career support

2. **Library Statistics** – Recommendation to receive and file September 2024 Statistical Reports.

### *Questions/Comments:*

Trustee Sands noticed circulation has gone down the last few months

City Librarian Regan replied the Temporary Library has only about half of our collection available for checkout

Trustee Gallagher asked about not counting patrons anymore

City Librarian Regan confirmed we no longer have a people counter

3. **2025 Library Days Closed** – Recommendation to receive and file the 2025 list of days the Library will be closed.

### *Questions/Comments:*

Trustee Adde asked if Library is closed Saturday after Thanksgiving and why Library is closed after Christmas before New Year?

City Librarian Regan confirmed we are closed the Saturday after Thanksgiving and that it is a City policy to close the week before the New Year holiday.

Trustee Palmer moved to approve the Consent Calendar

Trustee Adde seconded

All were in favor

## ACTION ITEMS AND REPORTS

### 1. **Library Construction Project Ad Hoc Committee Discussion**

There will no longer be Library construction project updates at the Library Board of Trustee meetings from Public Works Director Arnulfo Yanez. Instead, it is recommended the Library Board of Trustees nominate a primary and secondary trustee to join the Library Construction Project Ad Hoc Committee.

### *Questions/Comments:*

Trustee Sands nominated Leigh Gluck for the primary representative.

Trustee Gluck responded: ...with: Yes, I would like to take the position but would like an alternate option because of my Tournament of Roses commitment.

### **Trustee Sands Moved to approve Gluck as the representative**

Trustee Palmer seconded

All were in favor

Trustee Gallagher nominates Catherine Adde as an alternate

Trustee Gluck nominates Sands as an alternate

### **Trustee Gluck moved to approve Adde as alternate for months of November and December and for Gallagher to serve as an alternate for January 2025 onwards as necessary**

Trustee Palmer seconded

All were in favor

## **2. Cancellation of Upcoming Library Board of Trustee Meetings**

It is recommended, the Library Board of Trustees cancel the scheduled Monday, December 23, 2024, Trustee meeting. Additionally, a discussion regarding the possibility of cancelling the Monday, November 25, 2023, meeting.

#### *Questions/Comments:*

Trustee Adde: December cancelling is fine. November I don't think we should cancel

Trustee Gluck: I will be out of town.

Trustee Adde Moved to approve the cancellation of December but continue to have a meeting in November.

Trustee Gluck seconded

All were in favor

## **3. California Library Association Annual Conference Recap**

The Library was closed on Saturday, October 19 to allow staff to attend the California Library Association Annual Conference. This conference took place in Pasadena from Thursday, October 17 to Saturday, October 19.

The City Librarian discussed the submitted Agenda Report which gave a summary of several of the programs that were attended by Staff. Programs and exhibits visited included AI, de-escalation concepts and strategies, family literacy, furniture vendors, networking with other Libraries, and construction relevant programs. Staff also attended after hours CLA programs like Silent Book Club, Jefferson School Temporary Childrens and Teen Library, and a Haunted Pasadena Tour. Regan was grateful Trustees allowed the Library to close Saturday October 19 as it allowed Ten out of 12 Staff to attend programs over the 3-day conference. Next year's CLA conference will be in Riverside and Trustees are welcome to attend.

#### *Questions/Comments:*

Trustee Gallagher commented/asked if the Silent Library Book Club would be something we might want to try. It has been mentioned there are a lot of people living in town by themselves who might be super lonely and might be interested in attending the program as a way to connect to other people.

City Librarian Regan replied she had attended the CLA Silent Library Book Club and felt it could be a good program.

## **4. Library Foundation Update and Discussion**

Update on the Library Foundation's current membership and fundraising.

City Librarian Regan reported Rob Stockly was not able to attend this evening. There will be a Foundation member attending the Library Construction Ad Hoc Committee tonight in his stead.

## **5. Sierra Madre Historical Preservation Society Report**

The Sierra Madre Historical Preservation Society President was not able to attend. Trustee Gallagher gave an update on events such as the November 18<sup>th</sup> Program on the history of Japanese in Sierra Madre. Trustee Sands mentioned there will be an Open House in December. More information will be available at the November meeting.

### *Questions/Comments:*

Trustee Adde: Asked what time the program was. Trustee Gallagher responded it is at 6 PM.

Trustee Gluck: Asked where. Trustee Gallagher responded it is at Hart Park House.

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

Friends of the Library President Jeanne Martin gave an oral report concerning activities since the last Board meeting. For the Ad Hoc Construction committee we have Julie Bencosme as the representative and Leslie Ziff will be the alternative. Friends had the Wine Tasting. People worked very hard. It was the 50<sup>th</sup> Anniversary. The BAG and local restaurants and merchants were amazing with their generosity. There were so many happy faces, laughter, joy in seeing friends and making new friends.

In the process of doing a partners reception which will be on November 8<sup>th</sup>. We will have a pop up in Kersting Court for the Winter Festival and we will need volunteers.

The Friends are renovating too - going through our handbooks and policies.

The Friends are looking for volunteers. You don't have to be a friend, you don't have to be a partner but you can contribute. For our Wine Tasting we had some young teens from the Library come. They worked so hard and it was so nice.

### *Questions/Comments:*

City Librarian Regan: How much was made from the wine tasting?

Friends President Martin replied: about \$15,000 which for us is great. We were pleased with that.

## **7. City Council Liaison Report**

City Council Liaison Gene Goss gave an update regarding recent City Council meetings.

He reported about the Fire Department Master Plan and the Police Department Master Plan. City Council went through it at their last meeting until 10:30 pm, but couldn't take any action on it. Tomorrow we are having a special meeting for the fire department and the police department master plans. The first 15 minutes of the City Council presentation is the most important time when the consultant came in and gave a summary of the Master Plan.

## **8. Trustees Updates**

Trustees provided reports pertaining to Library service or community involvement which impacts the Library. No action required.

Trustee Palmer: October 5<sup>th</sup> I arrived early at the Wellness fair. Shannon McDermott and I had wellness kits with bookmarks. It was very popular. That night I went to the Wine Tasting. I liked it at the BAG. It was more intimate and smaller. Trustee Palmer also gave an *SME Through the Years* book to the Library.

Trustee Adde: I attended the One Book One City Committee and it was quick because we all agreed on the book, *What You Are Looking for is in the Library* by Michiko Aoyama. I am working with the Playhouse to bring back *The World's Strongest Librarian*, Japanese cooking class at Sauté, and all kinds of other activities. I attended the Wine Tasting, It was different, it was intimate, I liked it but I am hoping we can go back to Alverno at some point. When Lisa Spigai passed away I was with her sister and her caretaker and in lieu of flowers they want people to donate money to the Library Foundation, especially for Children's needs.

Trustee Gallagher: I took the second shift at the Wellness Fair and it was a lot of fun. I was involved with the Wine Tasting and on the Friends Committee. We love Alverno but it is a lot of uneven steps and some hazards and access so we have to consider all these things and will probably not be returning.

Trustee Gluck: I was at the Wine Tasting as well and had a great time. I attended the September meeting of the Foundation and they have a lot going on. They are moving forward and are working on their living room pitches with small groups. They are working on the ability to start taking in the funds.

Trustee Sands: I had the pleasure of being at the Wine Tasting. Besides the fact \$15,000 was raised, the Gallery also sold 3 paintings. We had a lot of happy people coming and going. The Library is sponsoring in November a writer's workshop event. We'll have 3 evenings on Mondays. We are not doing Monday the 11<sup>th</sup> because it's Veterans day. Authors Naomi Hirahara and Scott Okamoto are coming back to participate. The third author wrote *Pioneer Picnics*. The first and fourth workshops will be at the Hart Park House but the Third will be at Emmi's restaurant because the Historical Society will be at the Hart Park House.

## **9. City Librarian Report**

City Librarian Leila Regan gave an oral report concerning Library services since the last Board Meeting. No action was required. Regan reported 440 has fencing up. AMG has signed the contract. They will be putting in a trailer and taking up the asphalt first. We have 3 bids for the FF&E Design project. She is checking with the City for current protocols for the bid process. Fun Library programs are: Caregiver/Family Place Workshops with oral health in November. The Children's Hospital Blood Drive is December 4<sup>th</sup>. We have Astronomy in the Park in November. The Gingerbread Jamboree with icing from Poppy Cake is on Friday December 20<sup>th</sup>, from 12:30-2:30 pm. The teen volunteers will be helping. Halloween candy donations start Saturday November 2<sup>nd</sup> to be used for the Gingerbread Jamboree. We will have the Hike with Bob Spears on 11/23/24 at 7am, and will be going to first water.

## **10. Items for Future Agenda - None given**

## **ADJOURNMENT**

Trustee Adde moved to adjourn

Trustee Gluck seconded

All in were in favor

**Meeting was adjourned at 5:58 pm – Go Dodgers!**



City of Sierra Madre, CA

# Check Register

Packet: APPKT07679 - LIB 10/22/24

By Check Number

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						
VEN03454	AMAZON CAPITAL SERVICES	10/22/2024	Regular	0.00	227.42	68834
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">139T-L3MH-TRP9</a>	Invoice	09/30/2024	MISC SUPPLIES CREDIT	0.00	10.24	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES CREDIT	10.24	
<a href="#">1HLW-RYG9-TY6D</a>	Invoice	09/30/2024	MISC SUPPLIES 9/16/24 - 9/29/24	0.00	46.03	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		MISC SUPPLIES 9/16/24 - ...	46.03	
<a href="#">1HLW-RYG9-X4FK</a>	Credit Memo	09/30/2024	MISC SUPPLIES CREDIT	0.00	-22.05	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES CREDIT	-22.05	
<a href="#">1JLL-WGKC-WVXX</a>	Credit Memo	09/30/2024	MISC SUPPLIES CREDIT	0.00	-23.14	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES CREDIT	-23.14	
<a href="#">1JRP-MPTY-V7XH</a>	Credit Memo	09/30/2024	MISC SUPPLIES CREDIT	0.00	-50.11	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES CREDIT	-50.11	
<a href="#">1L7P-WVT7-V97T</a>	Invoice	09/30/2024	MISC SUPPLIES 9/16/24 - 9/29/24	0.00	283.11	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 9/16/24 - ...	283.11	
<a href="#">1VRT-4479-WM...</a>	Credit Memo	09/30/2024	MISC SUPPLIES CREDIT	0.00	-16.66	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES CREDIT	-16.66	
VEN02711	AMERICAS PRINTER	10/22/2024	Regular	0.00	51.28	68835
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1250360</a>	Invoice	09/30/2024	LIBRARY POSTCARDS	0.00	51.28	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		LIBRARY POSTCARDS	51.28	
0132	BAKER & TAYLOR, INC.	10/22/2024	Regular	0.00	617.95	68836
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">5019116897</a>	Invoice	09/19/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	155.43	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	155.43	
<a href="#">5019116898</a>	Invoice	09/19/2024	LIBRARY SUPPLIES	0.00	3.57	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	3.57	
<a href="#">5019132367</a>	Invoice	09/26/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	108.06	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	108.06	
<a href="#">5019132368</a>	Invoice	09/26/2024	LIBRARY SUPPLIES	0.00	5.75	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	5.75	
<a href="#">5019134175</a>	Invoice	09/30/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	311.12	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	311.12	
<a href="#">5019134176</a>	Invoice	09/30/2024	LIBRARY SUPPLIES	0.00	34.02	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	34.02	
VEN03072	CA DEPT OF TAX AND FEE ADMINIST	10/22/2024	Regular	0.00	69.00	68837
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">JULY-SEPT2024</a>	Invoice	09/30/2024	JULY - SEPT 2024 Q1 USE TAX ACCT #017-...	0.00	69.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		JULY - SEPT 2024 Q1 USE T...	69.00	
VEN04261	ISAAC KOO	10/22/2024	Regular	0.00	825.00	68838

## Check Register

Packet: APPKT07679-LIB 10/22/24

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="#">2413</a>	Invoice	09/30/2024	GROUND BREAKING CEREMONY	0.00	825.00	
<a href="#">39002.90000.53999</a>		OTHER PURCHASED SUPP...		GROUND BREAKING CERE...	825.00	
VEN04152	KANOPY INC	10/22/2024	Regular	0.00	160.00	68839
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">420152-PPU</a>	Invoice	09/30/2024	LIBRARY VIDEOS	0.00	160.00	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY VIDEOS	160.00	
VEN04268	KING OFFICE SERVICES	10/22/2024	Regular	0.00	3,584.00	68840
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">89731-011</a>	Invoice	08/09/2024	LIB MAT STORAGE FEES DURING REMODEL...	0.00	1,792.00	
<a href="#">29007.90000.56010</a>		IMPROVEMENTS O/T BUI...		LIB MAT STORAGE FEES D...	1,792.00	
<a href="#">89731-012</a>	Invoice	09/06/2024	LIB MAT STORAGE FEES DURING REMODEL...	0.00	1,792.00	
<a href="#">29007.90000.56010</a>		IMPROVEMENTS O/T BUI...		LIB MAT STORAGE FEES D...	1,792.00	
0786	OFFICE DEPOT, INC	10/22/2024	Regular	0.00	109.39	68841
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">386604682001</a>	Invoice	09/24/2024	OFFICE SUPPLIES	0.00	109.39	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		OFFICE SUPPLIES	109.39	
VEN01043	OVERDRIVE INC	10/22/2024	Regular	0.00	1,746.81	68842
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">01148CO243007...</a>	Invoice	10/08/2024	EBOOK/AUDIOBOOKS	0.00	1,746.81	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		EBOOK/AUDIOBOOKS	1,746.81	
1817	SOUTHERN CALIFORNIA LIBRARY CO	10/22/2024	Regular	0.00	2,293.00	68843
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">1624</a>	Invoice	09/30/2024	SCLC and CALIFA CONSORTIUM MEMBER...	0.00	2,293.00	
<a href="#">10000.90000.53409</a>		MEMBERSHIP/DUES/SUB...		SCLC and CALIFA CONSORT...	2,293.00	
VEN03926	T-MOBILE	10/22/2024	Regular	0.00	124.60	68844
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV038983</a>	Invoice	09/21/2024	984433408 8/21/24 - 9/20/24	0.00	124.60	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		984433408 8/21/24 - 9/20...	124.60	

Total Regular: 9,808.45

## Bank Code APBWEST Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	23	11	0.00	9,808.45
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
	23	11	0.00	9,808.45

Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	10/2024	9,808.45
			<u>9,808.45</u>

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee



City of Sierra Madre, CA

## Check Register

Packet: APPKT07674 - LIB BOA MAN 10/22/24

By Check Number

## Check Register

Packet: APPKT07674-LIB BOA MAN 10/22/24

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						
0823	BANK OF AMERICA	10/11/2024	Regular	0.00	3,043.24	68822
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<a href="#">INV038947</a>	Invoice	08/19/2024	LR - WINTER PROGRAM - STAFF MEAL	0.00	229.71	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPP...		229.71	
<a href="#">INV038948</a>	Invoice	08/19/2024	LR - CITY POTLUCK	0.00	10.49	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPP...		10.49	
<a href="#">INV038949</a>	Invoice	08/24/2024	LR - WATER BOTTLE SERVICE	0.00	59.94	
<a href="#">10000.90000.53100</a>			OFFICE SUPPLIES		59.94	
<a href="#">INV038950</a>	Invoice	08/27/2024	LR - CLA CONFERENCE REG FEE: CHELSEA L...	0.00	165.00	
<a href="#">10000.90000.53402</a>			CONFERENCE & MEETING		165.00	
<a href="#">INV038951</a>	Invoice	08/28/2024	LR - CLA CONFERENCE REG. FEE: SHANNON..	0.00	225.00	
<a href="#">10000.90000.53402</a>			CONFERENCE & MEETING		225.00	
<a href="#">INV038952</a>	Invoice	08/27/2024	LR - CLA CONFERENCE REG. FEE: DIANA S...	0.00	225.00	
<a href="#">10000.90000.53402</a>			CONFERENCE & MEETING		225.00	
<a href="#">INV038953</a>	Invoice	08/27/2024	LR - CLA CONFERENCE REG FEE: THOMAS ...	0.00	450.00	
<a href="#">10000.90000.53402</a>			CONFERENCE & MEETING		450.00	
<a href="#">INV038954</a>	Invoice	08/28/2024	LR - CLA CONFERENCE REG FEE: DEBORAH...	0.00	225.00	
<a href="#">10000.90000.53402</a>			CONFERENCE & MEETING		225.00	
<a href="#">INV038955</a>	Invoice	08/27/2024	LR - CLA CONFERENCE REG FEE: SHANNON...	0.00	225.00	
<a href="#">10000.90000.53402</a>			CONFERENCE & MEETING		225.00	
<a href="#">INV038956</a>	Invoice	08/27/2024	LR - CLA CONFERENCE REG FEE: LORI GAR...	0.00	225.00	
<a href="#">10000.90000.53402</a>			CONFERENCE & MEETING		225.00	
<a href="#">INV038957</a>	Invoice	08/28/2024	LR - BANNED BOOKS WEEK: PHOTO BOOT...	0.00	65.06	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPP...		65.06	
<a href="#">INV038958</a>	Invoice	09/03/2024	LR - EMPLOYEE APPRECIATION ALL STAFF...	0.00	321.52	
<a href="#">10000.90000.53999</a>			OTHER PURCHASED SUPP...		321.52	
<a href="#">INV038960</a>	Invoice	09/04/2024	LR - LIBRARY GROUNDBREAKING	0.00	183.75	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPP...		183.75	
<a href="#">INV038961</a>	Invoice	09/10/2024	LR - SIERRA MADRE DAY: POSTCARDS STA...	0.00	115.36	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPP...		115.36	
<a href="#">INV038962</a>	Invoice	09/11/2024	LR - PROGRAMMING - FREE BENCH PROJE...	0.00	49.61	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPP...		49.61	
<a href="#">INV038963</a>	Invoice	09/11/2024	LR - GROUNDBREAKING REFRESHMENTS	0.00	253.64	
<a href="#">39006.90000.53999</a>			OTHER PURCHASED SUPP...		253.64	
<a href="#">INV038964</a>	Invoice	09/12/2024	LR - EMPLOYEE APPRECIATION	0.00	14.16	
<a href="#">10000.90000.53999</a>			OTHER PURCHASED SUPP...		14.16	
Total Regular:					3,043.24	

## Bank Code APBWEST Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	17	1	0.00	3,043.24
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
	17	1	0.00	3,043.24

Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	10/2024	3,043.24
			<u>3,043.24</u>

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City of Sierra Madre, CA

# Check Register

Packet: APPKT07713 - LIB 11/12/24

By Check Number

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						
VEN03454	AMAZON CAPITAL SERVICES	11/12/2024	Regular	0.00	908.36	68906
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">13TX-QPXM-7W...</a>	Invoice	10/14/2024	MISC SUPPLIES 9/30/24 - 10/13/24	0.00	26.50	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 9/30/24 - ...	26.50	
<a href="#">13VR-9TCQ-R6VQ</a>	Invoice	08/05/2024	MISC SUPPLIES 7/22/24 - 8/4/24	0.00	30.78	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		MISC SUPPLIES 7/22/24 - ...	30.78	
<a href="#">141C-RYQQ-7976</a>	Invoice	10/14/2024	MISC SUPPLIES 9/30/24 - 10/13/24	0.00	14.32	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 9/30/24 - ...	14.32	
<a href="#">144H-DPRD-19DJ</a>	Invoice	10/28/2024	MISC SUPPLIES 10/14/24 - 10/27/24	0.00	57.29	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 10/14/24 -...	57.29	
<a href="#">146H-RHG4-19CR</a>	Invoice	10/28/2024	MISC SUPPLIES 10/14/24 - 10/27/24	0.00	62.85	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		MISC SUPPLIES 10/14/24 -...	62.85	
<a href="#">149D-MP63-697C</a>	Invoice	10/14/2024	MISC SUPPLIES 9/30/24 - 10/13/24	0.00	57.22	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 9/30/24 - ...	57.22	
<a href="#">16GT-QQ6Q-XX3F</a>	Invoice	10/28/2024	MISC SUPPLIES 10/14/24 - 10/27/24	0.00	62.37	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 10/14/24 -...	62.37	
<a href="#">1797-P64C-RW7M</a>	Invoice	08/05/2024	MISC SUPPLIES 7/22/24 - 8/4/24	0.00	19.79	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 7/22/24 - ...	19.79	
<a href="#">19G1-H4VK-7VWY</a>	Invoice	10/14/2024	MISC SUPPLIES 9/30/24 - 10/13/24	0.00	68.30	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 9/30/24 - ...	68.30	
<a href="#">19PV-N1H9-7K4C</a>	Invoice	10/14/2024	MISC SUPPLIES 9/30/24 - 10/13/24	0.00	44.16	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		MISC SUPPLIES 9/30/24 - ...	44.16	
<a href="#">1CDT-TK3R-RHYK</a>	Invoice	08/05/2024	MISC SUPPLIES 7/22/24 - 8/4/24	0.00	17.06	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 7/22/24 - ...	17.06	
<a href="#">1GRF-634W-QW...</a>	Invoice	08/05/2024	MISC SUPPLIES 7/22/24 - 8/4/24	0.00	100.57	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		MISC SUPPLIES 7/22/24 - ...	100.57	
<a href="#">1J3Q-DMVJ-7RIH</a>	Invoice	10/14/2024	MISC SUPPLIES 9/30/24 - 10/13/24	0.00	48.27	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		MISC SUPPLIES 9/30/24 - ...	48.27	
<a href="#">1KCR-FTGT-QLYD</a>	Invoice	08/05/2024	MISC SUPPLIES 7/22/24 - 8/4/24	0.00	88.19	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		MISC SUPPLIES 7/22/24 - ...	88.19	
<a href="#">1KJF-YNQP-WNXC</a>	Invoice	10/28/2024	MISC SUPPLIES 10/14/24 - 10/27/24	0.00	33.09	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 10/14/24 -...	33.09	
<a href="#">1M9L-1JVG-Y76L</a>	Invoice	10/28/2024	MISC SUPPLIES 10/14/24 - 10/27/24	0.00	16.50	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 10/14/24 -...	16.50	
<a href="#">1MNG-3DJR-X9W4</a>	Invoice	10/28/2024	MISC SUPPLIES 10/14/24 - 10/27/24	0.00	59.50	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		MISC SUPPLIES 10/14/24 -...	59.50	
<a href="#">1VNX-HWXX-7L7C</a>	Invoice	10/14/2024	MISC SUPPLIES 9/30/24 - 10/13/24	0.00	63.35	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		MISC SUPPLIES 9/30/24 - ...	63.35	
<a href="#">1YKH-GXLY-3QDJ</a>	Invoice	10/28/2024	MISC SUPPLIES 10/14/24 - 10/27/24	0.00	38.25	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		MISC SUPPLIES 10/14/24 -...	38.25	
0132	BAKER & TAYLOR, INC.	11/12/2024	Regular	0.00	2,322.42	68907

## Check Register

Packet: APPKT07713-LIB 11/12/24

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="#">2038620202</a>	Invoice	10/17/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	298.93	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	298.93	
<a href="#">2038620203</a>	Invoice	10/17/2024	LIBRARY SUPPLIES	0.00	93.86	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	93.86	
<a href="#">5019136434</a>	Invoice	09/30/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	659.96	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	659.96	
<a href="#">5019136435</a>	Invoice	09/30/2024	LIBRARY SUPPLIES	0.00	36.73	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	36.73	
<a href="#">5019142547</a>	Invoice	10/03/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	242.03	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	242.03	
<a href="#">5019142548</a>	Invoice	10/03/2024	LIBRARY SUPPLIES	0.00	11.94	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	11.94	
<a href="#">5019154313</a>	Invoice	10/11/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	368.73	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	368.73	
<a href="#">5019154314</a>	Invoice	10/11/2024	LIBRARY SUPPLIES	0.00	28.72	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	28.72	
<a href="#">5019158481</a>	Invoice	10/15/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	255.38	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	255.38	
<a href="#">5019158482</a>	Invoice	10/15/2024	LIBRARY SUPPLIES	0.00	23.44	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	23.44	
<a href="#">5019162934</a>	Invoice	10/17/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	263.29	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	263.29	
<a href="#">5019162935</a>	Invoice	10/17/2024	LIBRARY SUPPLIES	0.00	22.98	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	22.98	
<a href="#">5019168053</a>	Invoice	10/21/2024	BOOKS AND REFERENCE & MEDIA (FY 202...	0.00	15.98	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOKS AND REFERENCE &...	15.98	
<a href="#">5019168054</a>	Invoice	10/21/2024	LIBRARY SUPPLIES	0.00	0.45	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		LIBRARY SUPPLIES	0.45	
VEN04206	CHELSEA LEE	11/12/2024	Regular	0.00	86.34	68908
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039128</a>	Invoice	10/29/2024	TRAVEL REIMB: PROGRAMMING SUPPLIES...	0.00	3.62	
<a href="#">10000.90000.53404</a>		MILEAGE REIMBURSEME...		TRAVEL REIMB: PROGRA...	3.62	
<a href="#">INV039129</a>	Invoice	10/29/2024	TRAVEL REIMB: CALF. LIB ASSOCIATION C...	0.00	82.72	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		TRAVEL REIMB: CALF. LIB A...	82.72	
VEN04429	DEBORAH KO	11/12/2024	Regular	0.00	70.49	68909
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039135</a>	Invoice	10/29/2024	TRAVEL REIMB: CALF. LIB ASSOCIATION C...	0.00	70.49	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		TRAVEL REIMB: CALF. LIB A...	70.49	
VEN03061	DIANA SHAW	11/12/2024	Regular	0.00	90.11	68910
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039132</a>	Invoice	10/31/2024	TRAVEL REIMB: CALF. LIB ASSOCIATION C...	0.00	90.11	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		TRAVEL REIMB: CALF. LIB A...	90.11	
VEN03929	DOREEN THOMAS	11/12/2024	Regular	0.00	24.88	68911

## Check Register

Packet: APPKT07713-LIB 11/12/24

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="#">INV039130</a>	Invoice	10/28/2024	TRAVEL REIMB: CALF. LIB ASSOCIATION C...	0.00	24.88	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		TRAVEL REIMB: CALF. LIB A...	24.88	
VEN04415	EMMI'S SIERRA MADRE	11/12/2024	Regular	0.00	65.00	68912
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039055</a>	Invoice	10/23/2024	CATERING ORDER NOVEMBER 18TH	0.00	65.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		CATERING ORDER NOVEM...	65.00	
VEN04427	JULIE IMAHARA	11/12/2024	Regular	0.00	83.91	68913
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039137</a>	Invoice	10/31/2024	TRAVEL REIMB: CALF. LIB ASSOCIATION C...	0.00	83.91	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		TRAVEL REIMB: CALF. LIB A...	83.91	
VEN04110	LEILA REGAN	11/12/2024	Regular	0.00	156.08	68914
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039131</a>	Invoice	10/31/2024	TRAVEL REIMB: CALF. LIB ASSOCIATION C...	0.00	156.08	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		TRAVEL REIMB: CALF. LIB A...	156.08	
VEN01666	LORI GARZA	11/12/2024	Regular	0.00	68.09	68915
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039138</a>	Invoice	10/31/2024	TRAVEL REIMB: CALF. LIB ASSOCIATION C...	0.00	68.09	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		TRAVEL REIMB: CALF. LIB A...	68.09	
VEN04277	MIDDLE COUNTRY PUBLIC LIBRARY	11/12/2024	Regular	0.00	1,300.00	68916
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039126</a>	Invoice	10/29/2024	FAMILY PLACE LIB TRAIN. INST. - DOREEN ...	0.00	1,300.00	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		FAMILY PLACE LIB TRAIN. I...	1,300.00	
VEN04331	NAOMI HIRAHARA	11/12/2024	Regular	0.00	200.00	68917
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">202410232024</a>	Invoice	10/23/2024	WRITING WORKSHOP NOVEMBER 18TH	0.00	200.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		WRITING WORKSHOP NOV...	200.00	
0786	OFFICE DEPOT, INC	11/12/2024	Regular	0.00	34.58	68918
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">381339865001</a>	Credit Memo	08/15/2024	OFFICE SUPPLIES	0.00	-23.38	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		OFFICE SUPPLIES	-23.38	
<a href="#">382534156001</a>	Invoice	08/27/2024	OFFICE SUPPLIES	0.00	57.96	
<a href="#">10000.90000.53100</a>		OFFICE SUPPLIES		OFFICE SUPPLIES	57.96	
VEN01043	OVERDRIVE INC	11/12/2024	Regular	0.00	813.16	68919
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">01148CO243255...</a>	Invoice	10/21/2024	EBOOK/AUDIOBOOKS	0.00	813.16	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE		EBOOK/AUDIOBOOKS	813.16	
1578	PETTY CASH FUND-LIBRARY	11/12/2024	Regular	0.00	91.68	68920
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV038998</a>	Invoice	09/01/2024	BOOK PURCHASE	0.00	30.80	
<a href="#">10000.90000.53406</a>		BOOKS AND REFERENCE		BOOK PURCHASE	30.80	

## Check Register

Packet: APPKT07713-LIB 11/12/24

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<a href="#">INV038999</a>	Invoice	09/30/2024	LAUNDRY	0.00	2.50	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...	LAUNDRY		2.50	
<a href="#">INV039000</a>	Invoice	10/03/2024	SHIPMENT OF DAMAGED LAUNCHPADS	0.00	18.60	
<a href="#">39006.90000.53406</a>		BOOKS AND REFERENCE	SHIPMENT OF DAMAGED ...		18.60	
<a href="#">INV039001</a>	Invoice	10/07/2024	SNACK FOR CAREGIVER WORKSHOP	0.00	39.78	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...	SNACK FOR CAREGIVER W...		39.78	

VEN04428	SHANNON KING	11/12/2024	Regular	0.00	52.06	68921
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039134</a>	Invoice	10/28/2024	TRAVEL REIMB: CALF. LIB ASSOCIATION C...	0.00	52.06	
<a href="#">10000.90000.53402</a>		CONFERENCE & MEETING		TRAVEL REIMB: CALF. LIB A...	52.06	

VEN03926	T-MOBILE	11/12/2024	Regular	0.00	124.60	68922
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039127</a>	Invoice	10/21/2024	984433408 9/21/24 - 10/20/24	0.00	124.60	
<a href="#">10000.90000.52200</a>		CONTRACT SERVICES		984433408 9/21/24 - 10/...	124.60	

Total Regular: 6,491.76

## Bank Code APBWEST Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	53	17	0.00	6,491.76
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
	53	17	0.00	6,491.76

Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	11/2024	6,491.76
			<u>6,491.76</u>

Chair

Trustee

Trustee

Trustee

Trustee



By Check Number

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						
VEN04422	ROBBIN SCOTT OKAMOTO	10/31/2024	Regular	0.00	200.00	68884
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<a href="#">INV039113</a>	Invoice	10/23/2024	WRITING WORKSHOP	0.00	200.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		WRITING WORKSHOP	200.00	
Total Regular:					200.00	

Bank Code APBWEST Summary				
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	200.00
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
	1	1	0.00	200.00

Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	10/2024	200.00
			200.00

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Trustee

Trustee

Trustee



City of Sierra Madre, CA

# Check Register

Packet: APPKT07688 - LIB MAN 11/12/24

By Check Number

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

VEN04420	FRANCIE HART	10/22/2024	Regular	0.00	500.00	68832
<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="#">INV038995</a>	Invoice	10/21/2024	HALLOWEEN MAKEUP CLASS - 10/23/24	0.00	500.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		HALLOWEEN MAKEUP CLA...	500.00	

VEN02975	NOTEWORTHY PUPPETS INC	10/22/2024	Regular	0.00	400.00	68833
<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="#">0000761</a>	Invoice	10/21/2024	KID ZORRO: THE BILINGUAL PUPPET MUSI...	0.00	400.00	
<a href="#">39006.90000.53999</a>		OTHER PURCHASED SUPP...		KID ZORRO: THE BILINGUAL...	400.00	

Total Regular: 900.00

## Bank Code APBWEST Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	2	0.00	900.00
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>2</b>	<b>2</b>	<b>0.00</b>	<b>900.00</b>

Fund Summary

Fund	Name	Period	Amount
99999	POOLED CASH - GENERAL	10/2024	900.00
			900.00

Chair

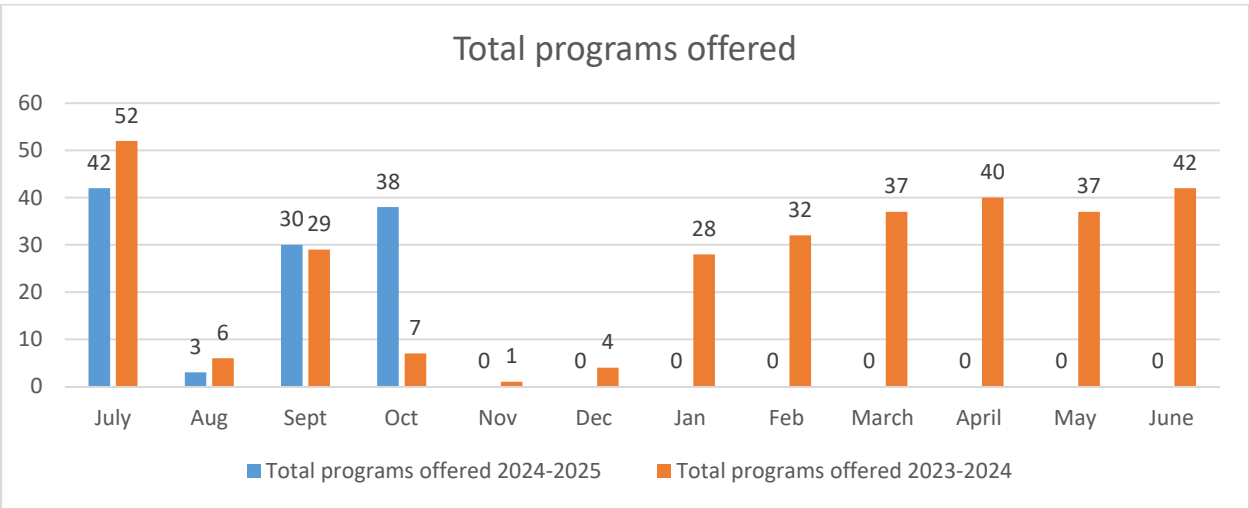
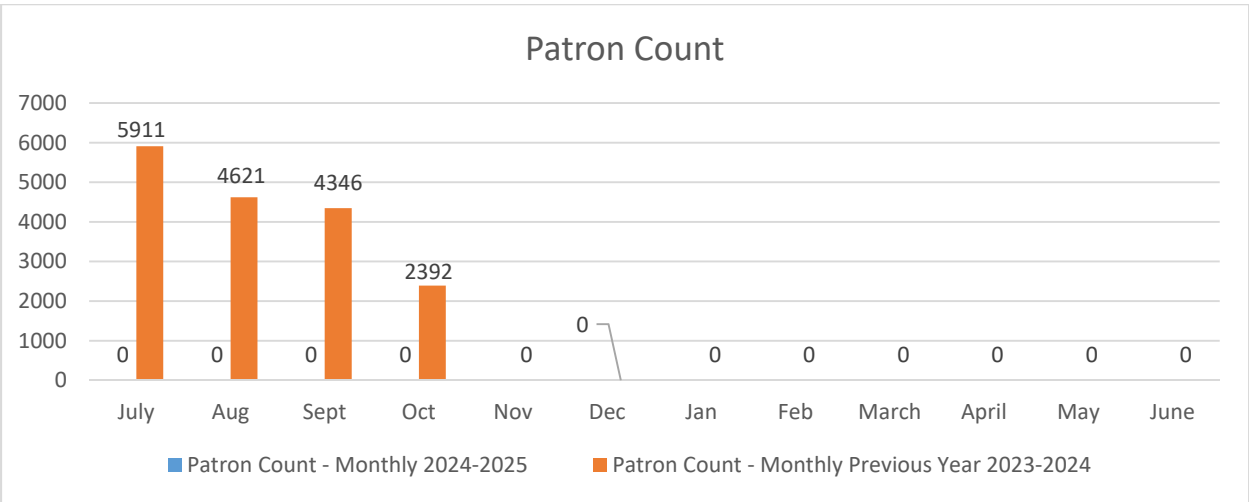
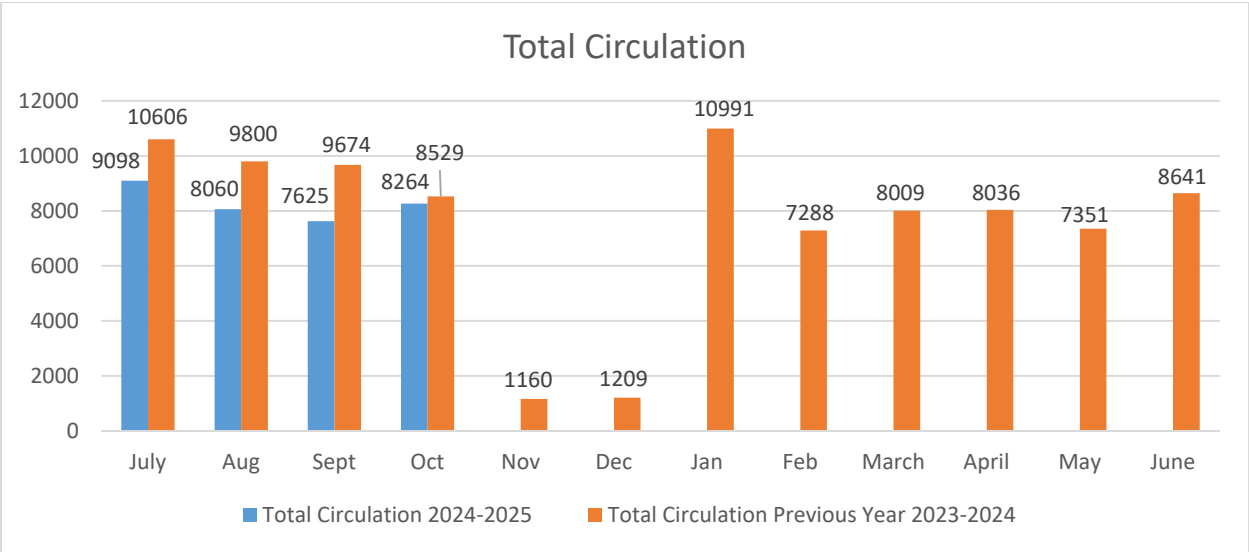
Trustee

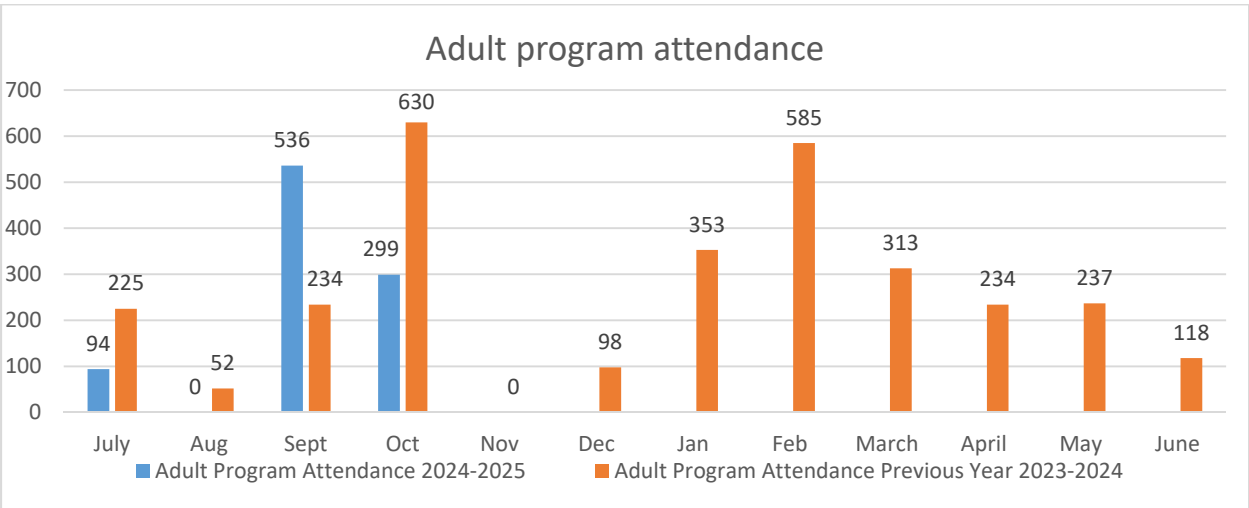
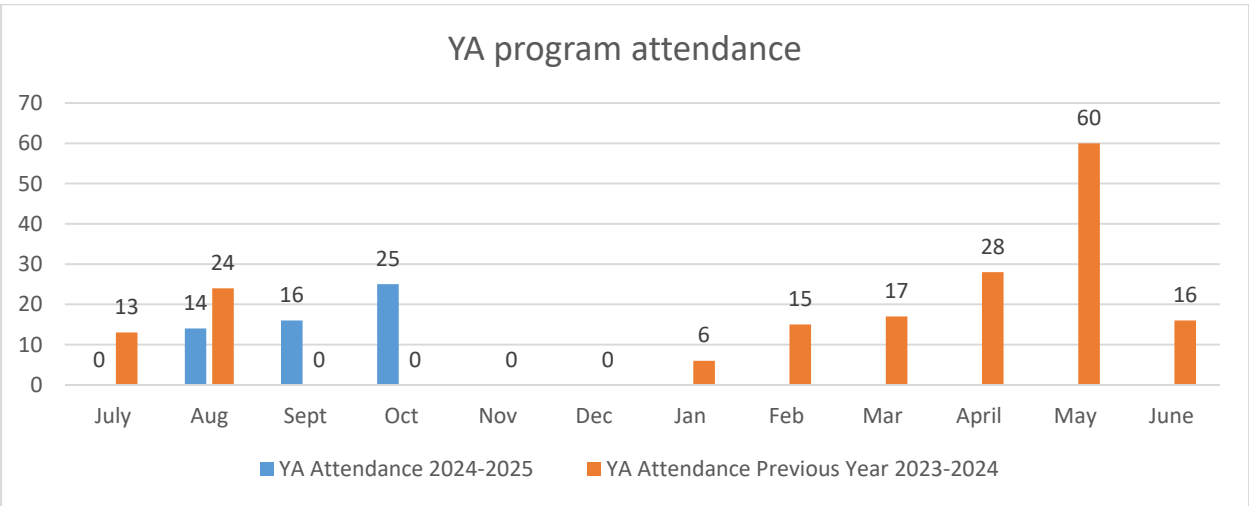
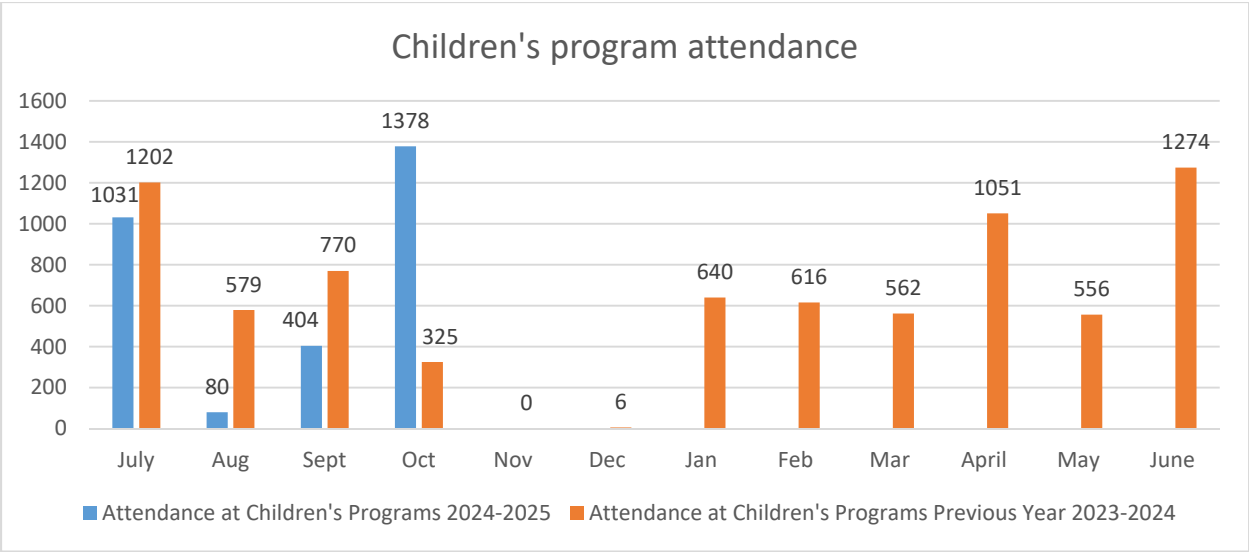
Trustee

Trustee

Trustee

# Oct 2024 Library Statistics





## October 2024 Online Content

**In October, the Library had 38 social media posts with 10,234 reactions (likes/comments/views). Many were for the following:**

Bailey Canyon Nature Walk  
 Big Pumpkin Smash  
 Sensory Play  
 FOL Best Used Book Sale  
 Noteworthy Puppets  
 Library TikTok - Hiking Backpack  
 Fire Prevention Week Storytime  
 This is How We Roll  
 Caregiver Workshop  
 Fire Prevention Week Green Teens  
 Throw Back Thursday - Fire Prevention Festival  
 3D Printing Basics  
 Holiday Closure  
 Tails & Tales  
 Pajama Storytime  
 Library Closure - Staff Training  
 Library TikTok - A Nice View  
 Green Teens - Special Effects Makeup  
 Brainfuse HelpNow  
 Throw Back Thursday - Nature Friends Los Angeles  
 Library TikTok - Fall Haul  
 Community Colors  
 Kanopy  
 Writer's Workshop  
 Candy Drop Off  
 National Cat Day  
 Human Library  
 Library TikTok - Happy Halloween  
 Halloween - City Staff Picture

