

# WEST VIRGINIA LIBRARY COMMISSION

## AGENDA

August 5, 2011

1. Call to Order – Betty Gunnoe, Chairman
2. Approval of Minutes – [May 20, 2011 Meeting](#)
3. Public Comments
4. [FY 2011 & 2012 Financial Report](#) – Denise Seabolt
5. Interim Secretary's Report – Karen Goff
6. [Agency Activities Report](#) (Enclosure)
7. Old Business
8. New Business
  - a. Second Public Hearing FY 2013 Budget
  - b. Search Committee Progress Report
9. Executive Session
10. Announcements
11. Adjourn

West Virginia Library Commission

Minutes

May 20, 2011

The West Virginia Library Commission met at the Parkersburg & Wood County Public Library at 10:00 a.m. on Friday, May 20, 2011. Members present were Chairman Betty Gunnoe, David Dalzell, Dr. Charles Julian, Dennis Taylor and Katy White. Also present was Karen Goff, Interim Secretary.

The agenda was:

1. Call to Order – Betty Gunnoe, Chairman
2. Approval of Minutes – March 1, 2010 Meeting
3. Public Comments
4. Financial Report - Denise Seabolt
5. Interim Secretary's Report – Karen Goff
6. Agency Activities Report
7. Old Business
8. New Business
  - a. Search Committee Progress Report
  - b. First Public Hearing FY 2013 Budget
9. Election of Chairman (Effective July 1, 2011)
10. Announcements
11. Adjourn

**Call to Order**

Chairman Gunnoe called the meeting to order at 10:00 a.m.

**Approval of Minutes**

Commissioner Julian moved to approve the minutes of the March 1, 2011 meeting. Commissioner Taylor seconded. The motion was approved.

**Public Comments**

Bridgeport Public Library Director, Sharon Saye, spoke regarding the 2010 Census change and how quickly the change will be reflected in the grants to

public libraries (GIA). The Director believes the agency should make the appropriate adjustments quickly to assure that the new service population will be reflected in the second quarter of fiscal year 2012. Director Saye cited several statistics and stated that while she understands the hardship for those libraries losing funding, the revisions should be made in time for the October distribution. Interim Secretary Goff responded that she had received correspondence regarding the 2010 Census adjustments from only one library; Bridgeport. The Interim Secretary added that she responded to the Director's concerns and offered a thorough explanation of the delay. Chairman Gunnoe thanked Ms. Saye for her comments.

Brian Raitz, Director of the Parkersburg & Wood County Public Library welcomed the Commissioners to the library and invited them to stay for a tour of the facility immediately following the meeting.

### **Financial Report**

Denise Seabolt, Library Administrative Services Director, reported that with 17% of the budget remaining, the agency was on track for the balance of the current fiscal. The current financial reports reflect normal monthly activity in all funds for April. The Commissioners were provided informational details on a few particular expenses.

Ms. Seabolt reported the General Fund reflected the final FY 2011 quarterly BRIM payment of \$3,701 to complete the annual Fire/Auto/Bond & Other Insurance of \$14,804. The fourth quarter GIA distribution to libraries in the amount of \$62,652 was reported. Ms. Seabolt explained that the FY 2012 budget will reflect all Grants to Public Libraries in the Lottery Fund; not split between General and Lottery as it is the current year. The split is due to the cut in the agency's Lottery Fund when the 2011 budget was passed. A supplemental appropriation of \$250,000 from the General Fund to restore a portion of the cut was passed after the regular session. The \$250,000 is approximately 3% of GIA; \$7,931,440 or 97% is in the Lottery Fund.

The Video Fund reflects normal monthly activity.

The Radar Fund reflects personal services and benefits.

The Lottery Fund reflects normal monthly activity, Ms. Seabolt reported the expenditure of \$51.23 under Payment of Taxes was sales tax on a book order from an out of state vendor. The fourth quarter GIA distribution of \$1,987,445 and the \$137,500 in the Service to Libraries line exhausts both the GIA and Services to Libraries FY 2011 appropriation.

The Gifts, Grants and Donations Fund reflects normal monthly activity.

The Federal fund also reflects normal monthly activity. Ms. Seabolt reported that a \$57,049 sub-recipient grant payment to Martinsburg-Berkeley Public Library was a reimbursement for the TLC catalog software maintenance period of June 1, 2011 through May 31, 2012. Two additional sub-recipient grants were disbursed; \$21,700 to Martinsburg-Berkeley Public Library to add Hampshire County Public Library to the TLC catalog, and \$15,450 to Clarksburg-Harrison County Public Library to add Hardy County Public Library to the Northern Library Network's Innovative catalog. On May 16, 2011 the agency received the \$15,450 grant check back from Clarksburg-Harrison County Public Library. Hardy County had reconsidered and decided to go with TLC at Martinsburg. As soon as the request and proper paperwork is received and processed, the grant will be redirected to Martinsburg-Berkeley County Public Library.

Commissioner Dalzell moved the financial reports be filed for audit. Commissioner White seconded. Motion carried.

### **Secretary's Report**

Interim Secretary Karen Goff reported on her first few weeks in the position. She mentioned that in order to mentor the four professional librarians hired during the past year, she established a Librarian's Forum that is meeting monthly. The Forum includes all the professional librarians on staff and encourages collaboration across section divisions. For example, librarians from Library Services, Special Services, and Technical Services are working on the agency's social media presence.

Ms. Goff also discussed her pleasant but not encouraging visits with the West Virginia Congressional delegation during the American Library Association's annual Legislative Day. The message that was received in each office was that funding was tight and more cuts were on the horizon. She distributed copies of the packet of information sheets provided to each member of the delegation. These sheets concerned broadband access in public libraries, the role of libraries in employment assistance, the use of Library Service and Technology Act(LSTA) funds, and the importance of school libraries.

Ms. Goff reported that the Spring meeting of the Chief Officers of State Library Agencies (COSLA) included discussions of the LSTA five year evaluation that will require the services of an outside evaluator, the need for libraries to influence the development of e-book products and pricing, services to the blind, and the implementation of broadband grants. She informed the Commissioners that the forms that libraries complete annually to receive grants in aid had been revised and posted on the WVLC web site.

### **Agency Activities Report**

There were no comments.

### **Old Business**

There was no old business.

### **New Business**

Search Committee Chairman, Commissioner Taylor reported that the Secretary's position is currently advertised at the state and national level in electronic and print format. To date the Committee has received three applications and will meet first of July.

Commissioner Julian moved to open the first public hearing for the fiscal year 2013 budget. Commissioner White seconded. Motion carried. There were no comments. Commissioner Julian moved to close the public hearing. Commissioner White seconded. Motion carried.

### **Election of Chairman (effective July 2011)**

Chairman Gunnoe asked for nominations. Commissioner Taylor nominated Chairman Gunnoe. Commissioner Dalzell seconded. Commissioner Gunnoe accepted the nomination. Chairman Gunnoe asked for further nominations, twice more. Nominations closed. Chairman Gunnoe agreed to serve another term. Motion carried to re-elect Chairman Gunnoe for fiscal year 2012.

**Announcements**

The next meeting of the Library Commission will be August 12, 2011 at 10:00 a.m. at Library Commission Headquarters.

**Adjourn**

Commissioner Taylor moved that the meeting adjourn. Commissioner Dalzell seconded. The motion carried.

Respectfully Submitted,

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Karen Goff, Interim Secretary

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Betty Gunnoe, Chairman

**SUMMARY BUDGET REPORT  
GENERAL FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	964,501.41	0.00	964,501.41	0.00	0.00%
004	ANNUAL INCREMENT	37,680.00	0.00	30,970.82	6,709.18	17.81%
<b>Total Personal Services</b>		<b>\$1,002,181.41</b>	<b>\$0.00</b>	<b>\$995,472.23</b>	<b>\$6,709.18</b>	<b>0.67%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	7,610.00	0.00	7,610.00	0.00	0.00%
011	SOCIAL SECURITY MATCHING	72,994.39	0.00	72,994.39	0.00	0.00%
012	PUBLIC EMPLOYEES INS	113,697.69	0.00	113,697.69	0.00	0.00%
014	WORKERS COMPENSATION	3,829.34	0.00	3,829.34	0.00	0.00%
016	PENSION AND RETIREMENT	122,265.51	0.00	122,265.51	0.00	0.00%
<b>Total Employee Benefits</b>		<b>\$320,396.93</b>	<b>\$0.00</b>	<b>\$320,396.93</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Current Expenses</b>						
021	PRINTING AND BINDING	10,837.75	0.00	10,837.75	0.00	0.00%
022	RENT EXP (REAL PROP) BLDG	0.00	0.00	0.00	0.00	0.00%
025	CONTRACTUAL/PROFESSIONAL	2,749.50	0.00	2,749.50	0.00	0.00%
027	COMPUTER SERVICES	885.00	54.00	885.00	0.00	0.00%
029	VEHICLE RENTAL	599.41	98.13	599.41	0.00	0.00%
030	RENTAL (MACHINE & MISC)	9,419.50	1,366.00	9,419.50	0.00	0.00%
031	ASSOC DUES & PROF MEMBERS	6,605.00	605.00	6,605.00	0.00	0.00%
032	FIRE/AUTO/BOND/ & OTHR IN	15,177.00	0.00	14,804.00	373.00	2.46%
033	FOOD PRODUCTS	1,325.82	200.97	1,325.82	0.00	0.00%
034	CLOTH, HOUSEHOLD & REC SU	0.00	0.00	0.00	0.00	0.00%
035	ADVERTISING & PROMOTIONAL	2,498.88	11.88	2,498.88	0.00	0.00%
036	VEHICLE OPERATING EXP	3,159.33	504.85	3,159.33	0.00	0.00%
042	HOSPITALITY	934.60	36.21	934.60	0.00	0.00%
044	ENERGY EXP MTR VEH/AIR.	8,745.70	942.98	8,745.70	0.00	0.00%
047	ENERGY EXPENSE UTILITIES	83,571.27	18,225.61	83,571.27	0.00	0.00%
051	MISCELLANEOUS	2,762.80	984.03	2,762.80	0.00	0.00%
053	POSTAL AND FREIGHT	19,011.64	868.29	19,011.64	0.00	0.00%
054	COMPUTER SUPPLIES/EQUIP	3,157.72	828.96	3,157.72	0.00	0.00%
056	ATTY LEGAL SERVICE PYMTS	563.05	91.00	563.05	0.00	0.00%
252	TRAINING/DEVELOPMENT WVLC	1,512.00	0.00	1,512.00	0.00	0.00%
320	OFFICE EXPENSES	19,134.01	4,686.87	19,134.01	0.00	0.00%
326	TRAVEL-WVLC	15,827.16	1,708.60	15,827.16	0.00	0.00%
<b>Total Current Expenses</b>		<b>\$208,477.14</b>	<b>\$31,213.38</b>	<b>\$208,104.14</b>	<b>\$373.00</b>	<b>0.18%</b>
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	2,520.31	35.00	2,520.31	0.00	0.00%
063	BLDNG/HSEHLD EQUIP REPAIR	4,211.90	4,035.90	4,211.90	0.00	0.00%
064	ROUTINE MAINT OF BLDGS	0.00	0.00	0.00	0.00	0.00%
065	VEHICLE REPAIRS	0.00	0.00	0.00	0.00	0.00%
<b>Total Repairs and Alterations</b>		<b>\$6,732.21</b>	<b>\$4,070.90</b>	<b>\$6,732.21</b>	<b>\$0.00</b>	<b>0.00%</b>

**SUMMARY BUDGET REPORT  
GENERAL FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>Equipment</b>						
070	OFFICE AND COMM EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
073	HOUSEHOLD EQUIP & FURNG	0.00	0.00	0.00	0.00	0.00%
277	BOOKS	133,830.85	17,162.47	119,778.05	14,052.80	10.50%
<b>Total Equipment</b>		<b>\$133,830.85</b>	<b>\$17,162.47</b>	<b>\$119,778.05</b>	<b>\$14,052.80</b>	<b>10.50%</b>
<b>Other Disbursements</b>						
096	OTHER INTEREST AND PENALT	0.88	0.00	0.88	0.00	0.00%
243	ADMINISTRATIVE GRANTS	145,480.21	145,480.21	145,480.21	0.00	0.00%
295	PER CAPITA	250,000.00	0.00	250,000.00	0.00	0.00%
<b>Total Other Disbursements</b>		<b>\$395,481.09</b>	<b>\$145,480.21</b>	<b>\$395,481.09</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>058</b>						
058	MISC EQUIPMENT PURCHASES	1,456.35	479.89	1,456.35	0.00	0.00%
<b>Total 058</b>		<b>\$1,456.35</b>	<b>\$479.89</b>	<b>\$1,456.35</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>110</b>						
110	PEIA RESERVE TRANSFER	10,000.00	0.00	10,000.00	0.00	0.00%
<b>Total 110</b>		<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	50,672.38	0.00	50,672.38	0.00	0.00%
<b>Total 160</b>		<b>\$50,672.38</b>	<b>\$0.00</b>	<b>\$50,672.38</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL FUND 0296</b>		<b>\$2,129,228.36</b>	<b>\$198,406.85</b>	<b>\$2,108,093.38</b>	<b>\$21,134.98</b>	<b>0.99%</b>

**SUMMARY BUDGET REPORT  
VIDEO FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Current Expenses</b>						
051	MISCELLANEOUS	1,780.18	0.00	1,531.61	248.57	13.96%
053	POSTAL AND FREIGHT	600.00	0.00	551.53	48.47	8.08%
054	COMPUTER SUPPLIES/EQUIP	3,230.45	0.00	3,230.45	0.00	0.00%
320	OFFICE EXPENSES	7,689.37	0.00	6,750.26	939.11	12.21%
<b>Total Current Expenses</b>		<b>\$13,300.00</b>	<b>\$0.00</b>	<b>\$12,063.85</b>	<b>\$1,236.15</b>	<b>9.29%</b>
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	638.70	0.00	638.70	0.00	0.00%
064	ROUTINE MAINT OF BLDGS	27.88	0.00	27.88	0.00	0.00%
<b>Total Repairs and Alterations</b>		<b>\$666.58</b>	<b>\$0.00</b>	<b>\$666.58</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Equipment</b>						
070	OFFICE AND COMM EQUIPMENT	21,594.62	0.00	0.00	21,594.62	100.00%
<b>Total Equipment</b>		<b>\$21,594.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,594.62</b>	<b>100.00%</b>
<b>058</b>						
058	MISC EQUIPMENT PURCHASES	14,438.80	0.00	4,024.69	10,414.11	72.13%
<b>Total 058</b>		<b>\$14,438.80</b>	<b>\$0.00</b>	<b>\$4,024.69</b>	<b>\$10,414.11</b>	<b>72.13%</b>
<b>TOTAL FUND 3550</b>		<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$16,755.12</b>	<b>\$33,244.88</b>	<b>66.49%</b>

**SUMMARY BUDGET REPORT  
RADAR FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	16,812.00	0.00	12,609.00	4,203.00	25.00%
004	ANNUAL INCREMENT	420.00	0.00	420.00	0.00	0.00%
<b>Total Personal Services</b>		<b>\$17,232.00</b>	<b>\$0.00</b>	<b>\$13,029.00</b>	<b>\$4,203.00</b>	<b>24.39%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	250.00	0.00	230.00	20.00	8.00%
011	SOCIAL SECURITY MATCHING	1,318.00	0.00	980.19	337.81	25.63%
012	PUBLIC EMPLOYEES INS	2,876.00	0.00	2,025.54	850.46	29.57%
014	WORKERS COMPENSATION	128.00	0.00	119.67	8.33	6.51%
016	PENSION AND RETIREMENT	2,154.00	0.00	1,628.58	525.42	24.39%
<b>Total Employee Benefits</b>		<b>\$6,726.00</b>	<b>\$0.00</b>	<b>\$4,983.98</b>	<b>\$1,742.02</b>	<b>25.90%</b>
<b>Current Expenses</b>						
024	TELECOMMUNICATIONS	1,200.00	0.00	1,200.00	0.00	0.00%
030	RENTAL (MACHINE & MISC)	1,000.00	0.00	605.00	395.00	39.50%
035	ADVERTISING & PROMOTIONAL	64,410.00	0.00	8,880.00	55,530.00	86.21%
053	POSTAL AND FREIGHT	5,000.00	0.00	802.53	4,197.47	83.95%
320	OFFICE EXPENSES	1,000.00	0.00	0.00	1,000.00	100.00%
326	TRAVEL-WVLC	500.00	0.00	0.00	500.00	100.00%
<b>Total Current Expenses</b>		<b>\$73,110.00</b>	<b>\$0.00</b>	<b>\$11,487.53</b>	<b>\$61,622.47</b>	<b>84.29%</b>
<b>Equipment</b>						
277	BOOKS	1,000.00	0.00	0.00	1,000.00	100.00%
<b>Total Equipment</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>100.00%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	1,932.00	0.00	1,449.00	483.00	25.00%
<b>Total 160</b>		<b>\$1,932.00</b>	<b>\$0.00</b>	<b>\$1,449.00</b>	<b>\$483.00</b>	<b>25.00%</b>
<b>TOTAL FUND 3552</b>		<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$30,949.51</b>	<b>\$69,050.49</b>	<b>69.05%</b>

**SUMMARY BUDGET REPORT  
LOTTERY FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	422,938.87	0.00	422,938.87	0.00	0.00%
004	ANNUAL INCREMENT	7,920.00	0.00	7,920.00	0.00	0.00%
<b>Total Personal Services</b>		<b>\$430,858.87</b>	<b>\$0.00</b>	<b>\$430,858.87</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	3,270.00	0.00	3,270.00	0.00	0.00%
011	SOCIAL SECURITY MATCHING	31,124.43	0.00	31,124.43	0.00	0.00%
012	PUBLIC EMPLOYEES INS	76,789.54	0.00	76,789.54	0.00	0.00%
014	WORKERS COMPENSATION	1,675.35	0.00	1,675.35	0.00	0.00%
016	PENSION AND RETIREMENT	53,850.88	0.00	53,850.88	0.00	0.00%
<b>Total Employee Benefits</b>		<b>\$166,710.20</b>	<b>\$0.00</b>	<b>\$166,710.20</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Current Expenses</b>						
025	CONTRACTUAL/PROFESSIONAL	2,000.00	0.00	2,000.00	0.00	0.00%
027	COMPUTER SERVICES	103,613.14	3,300.11	103,613.14	0.00	0.00%
029	VEHICLE RENTAL	568.70	0.00	568.70	0.00	0.00%
030	RENTAL (MACHINE & MISC)	2,408.80	204.00	2,408.80	0.00	0.00%
034	CLOTH, HOUSEHOLD & REC SU	0.00	0.00	0.00	0.00	0.00%
035	ADVERTISING & PROMOTIONAL	38.79	3.83	38.79	0.00	0.00%
042	HOSPITALITY	0.00	0.00	0.00	0.00	0.00%
044	ENERGY EXP MTR VEH/AIR.	49.01	0.00	49.01	0.00	0.00%
047	ENERGY EXPENSE UTILITIES	35,000.00	0.00	35,000.00	0.00	0.00%
051	MISCELLANEOUS	341.75	7.80	341.75	0.00	0.00%
053	POSTAL AND FREIGHT	4,788.79	49.49	4,788.79	0.00	0.00%
054	COMPUTER SUPPLIES/EQUIP	36,817.93	5,841.63	36,817.93	0.00	0.00%
252	TRAINING/DEVELOPMENT WVLC	8,450.00	0.00	8,450.00	0.00	0.00%
320	OFFICE EXPENSES	2,499.70	122.83	2,499.70	0.00	0.00%
326	TRAVEL-WVLC	4,221.66	0.00	4,221.66	0.00	0.00%
327	TRAVEL-FIELD TECHS	17,919.75	921.49	17,919.75	0.00	0.00%
<b>Total Current Expenses</b>		<b>\$218,718.02</b>	<b>\$10,451.18</b>	<b>\$218,718.02</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	0.00	0.00	0.00	0.00	0.00%
<b>Total Repairs and Alterations</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Equipment</b>						
070	OFFICE AND COMM EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
170	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
276	ELECTRONIC DATABASES	219,992.00	0.00	219,992.00	0.00	0.00%
277	BOOKS	28,549.36	203.86	28,549.36	0.00	0.00%
377	SUBSCRIPTIONS	227,741.04	0.00	227,741.04	0.00	0.00%
477	STANDING ORDERS	54,068.15	912.02	54,068.15	0.00	0.00%
577	VIDEO	4,842.85	0.00	4,842.85	0.00	0.00%
677	AUDIO	75,707.76	5,440.86	75,707.76	0.00	0.00%
777	MISCELLANEOUS	1,565.51	0.00	1,565.51	0.00	0.00%
<b>Total Equipment</b>		<b>\$612,466.67</b>	<b>\$6,556.74</b>	<b>\$612,466.67</b>	<b>\$0.00</b>	<b>0.00%</b>

**SUMMARY BUDGET REPORT  
LOTTERY FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Other Disbursements</b>						
080	PAYMENT OF TAXES	51.23	0.00	51.23	0.00	0.00%
243	ADMINISTRATIVE GRANTS	43,439.01	43,439.01	43,439.01	0.00	0.00%
295	PER CAPITA	7,931,440.00	0.00	7,931,440.00	0.00	0.00%
296	LD SPECIAL PROJECTS	1,051,166.00	0.00	642,266.00	408,900.00	38.90%
298	SERVICES TO LIBRARIES	550,000.00	0.00	550,000.00	0.00	0.00%
<b>Total Other Disbursements</b>		<b>\$9,576,096.24</b>	<b>\$43,439.01</b>	<b>\$9,167,196.24</b>	<b>\$408,900.00</b>	<b>4.27%</b>
<b>110</b>						
110	PEIA RESERVE TRANSFER	3,488.00	0.00	3,488.00	0.00	0.00%
<b>Total 110</b>		<b>\$3,488.00</b>	<b>\$0.00</b>	<b>\$3,488.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	24,311.00	0.00	24,311.00	0.00	0.00%
<b>Total 160</b>		<b>\$24,311.00</b>	<b>\$0.00</b>	<b>\$24,311.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL FUND 3559</b>		<b>\$11,032,649.00</b>	<b>\$60,446.93</b>	<b>\$10,623,749.00</b>	<b>\$408,900.00</b>	<b>3.71%</b>

**SUMMARY BUDGET REPORT  
GIFTS,GRANTS & DONATIONS FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	18,552.00	0.00	13,561.84	4,990.16	26.90%
004	ANNUAL INCREMENT	300.00	0.00	240.00	60.00	20.00%
<b>Total Personal Services</b>		<b>\$18,852.00</b>	<b>\$0.00</b>	<b>\$13,801.84</b>	<b>\$5,050.16</b>	<b>26.79%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	250.00	0.00	230.00	20.00	8.00%
011	SOCIAL SECURITY MATCHING	1,442.00	0.00	972.71	469.29	32.54%
012	PUBLIC EMPLOYEES INS	65.00	0.00	21.38	43.62	67.11%
014	WORKERS COMPENSATION	139.00	0.00	119.66	19.34	13.91%
016	PENSION AND RETIREMENT	2,357.00	0.00	1,665.39	691.61	29.34%
<b>Total Employee Benefits</b>		<b>\$4,253.00</b>	<b>\$0.00</b>	<b>\$3,009.14</b>	<b>\$1,243.86</b>	<b>29.25%</b>
<b>Current Expenses</b>						
024	TELECOMMUNICATIONS	1,200.00	0.00	1,200.00	0.00	0.00%
030	RENTAL (MACHINE & MISC)	1,620.00	0.00	605.00	1,015.00	62.65%
035	ADVERTISING & PROMOTIONAL	89,106.75	0.00	39,983.74	49,123.01	55.13%
042	HOSPITALITY	500.00	0.00	353.19	146.81	29.36%
043	EDUC TRAINING (STIPENDS)	0.00	0.00	0.00	0.00	0.00%
047	ENERGY EXPENSE UTILITIES	12,000.00	0.00	12,000.00	0.00	0.00%
051	MISCELLANEOUS	388,955.29	0.00	15,338.39	373,616.90	96.06%
053	POSTAL AND FREIGHT	11,315.00	0.00	4,547.40	6,767.60	59.81%
320	OFFICE EXPENSES	11,572.59	0.00	516.47	11,056.12	95.54%
326	TRAVEL-WVLC	3,405.42	0.00	0.00	3,405.42	100.00%
<b>Total Current Expenses</b>		<b>\$519,675.05</b>	<b>\$0.00</b>	<b>\$74,544.19</b>	<b>\$445,130.86</b>	<b>85.66%</b>
<b>Repairs and Alterations</b>						
063	BLDNG/HSEHLD EQUIP REPAIR	0.00	0.00	0.00	0.00	0.00%
064	ROUTINE MAINT OF BLDGS	0.00	0.00	0.00	0.00	0.00%
066	ROUTINE MAINT OF GROUNDS	0.00	0.00	0.00	0.00	0.00%
<b>Total Repairs and Alterations</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Equipment</b>						
073	HOUSEHOLD EQUIP & FURNG	0.00	0.00	0.00	0.00	0.00%
277	BOOKS	17,880.00	0.00	8,505.00	9,375.00	52.43%
<b>Total Equipment</b>		<b>\$17,880.00</b>	<b>\$0.00</b>	<b>\$8,505.00</b>	<b>\$9,375.00</b>	<b>52.43%</b>
<b>Other Disbursements</b>						
243	ADMINISTRATIVE GRANTS	436,000.00	0.00	0.00	436,000.00	100.00%
<b>Total Other Disbursements</b>		<b>\$436,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$436,000.00</b>	<b>100.00%</b>
<b>058</b>						
058	MISC EQUIPMENT PURCHASES	1,407.95	0.00	0.00	1,407.95	100.00%
<b>Total 058</b>		<b>\$1,407.95</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,407.95</b>	<b>100.00%</b>

**SUMMARY BUDGET REPORT  
GIFTS,GRANTS & DONATIONS FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	1,932.00	0.00	838.14	1,093.86	56.62%
<b>Total 160</b>		<b>\$1,932.00</b>	<b>\$0.00</b>	<b>\$838.14</b>	<b>\$1,093.86</b>	<b>56.62%</b>
<b>TOTAL FUND 3562</b>		<b>\$1,000,000.00</b>	<b>\$0.00</b>	<b>\$100,698.31</b>	<b>\$899,301.69</b>	<b>89.93%</b>

**SUMMARY BUDGET REPORT  
FEDERAL FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	236,532.00	0.00	121,331.69	115,200.31	48.70%
004	ANNUAL INCREMENT	3,300.00	0.00	3,300.00	0.00	0.00%
<b>Total Personal Services</b>		<b>\$239,832.00</b>	<b>\$0.00</b>	<b>\$124,631.69</b>	<b>\$115,200.31</b>	<b>48.03%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	1,500.00	0.00	1,230.00	270.00	18.00%
011	SOCIAL SECURITY MATCHING	18,348.00	0.00	9,047.49	9,300.51	50.69%
012	PUBLIC EMPLOYEES INS	22,037.00	0.00	12,771.34	9,265.66	42.05%
014	WORKERS COMPENSATION	1,699.00	0.00	358.98	1,340.02	78.87%
016	PENSION AND RETIREMENT	29,979.00	0.00	15,656.65	14,322.35	47.77%
<b>Total Employee Benefits</b>		<b>\$73,563.00</b>	<b>\$0.00</b>	<b>\$39,064.46</b>	<b>\$34,498.54</b>	<b>46.90%</b>
<b>Current Expenses</b>						
021	PRINTING AND BINDING	804.35	0.00	804.35	0.00	0.00%
024	TELECOMMUNICATIONS	357,800.00	0.00	278,088.83	79,711.17	22.28%
025	CONTRACTUAL/PROFESSIONAL	6,704.25	0.00	6,704.25	0.00	0.00%
027	COMPUTER SERVICES	13,016.93	0.00	6,875.71	6,141.22	47.18%
029	VEHICLE RENTAL	68.12	0.00	68.12	0.00	0.00%
030	RENTAL (MACHINE & MISC)	3,000.00	0.00	2,858.00	142.00	4.73%
035	ADVERTISING & PROMOTIONAL	2,134.95	0.00	2,134.95	0.00	0.00%
036	VEHICLE OPERATING EXP	180.65	0.00	0.00	180.65	100.00%
042	HOSPITALITY	1,000.00	0.00	571.55	428.45	42.85%
044	ENERGY EXP MTR VEH/AIR.	61.62	0.00	61.62	0.00	0.00%
051	MISCELLANEOUS	17,911.05	0.00	15,236.40	2,674.65	14.93%
053	POSTAL AND FREIGHT	1,200.00	0.00	452.13	747.87	62.32%
054	COMPUTER SUPPLIES/EQUIP	160,395.99	0.00	157,541.76	2,854.23	1.78%
252	TRAINING/DEVELOPMENT WVLC	4,200.00	0.00	2,939.00	1,261.00	30.02%
253	TRAINING/DEVLOPMENT LIBS	6,076.00	0.00	6,041.00	35.00	0.58%
320	OFFICE EXPENSES	2,960.00	315.15	2,896.91	63.09	2.13%
326	TRAVEL-WVLC	15,793.07	0.00	12,830.52	2,962.55	18.76%
<b>Total Current Expenses</b>		<b>\$593,306.98</b>	<b>\$315.15</b>	<b>\$496,105.10</b>	<b>\$97,201.88</b>	<b>16.38%</b>
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	1,500.00	0.00	0.00	1,500.00	100.00%
<b>Total Repairs and Alterations</b>		<b>\$1,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,500.00</b>	<b>100.00%</b>
<b>Equipment</b>						
276	ELECTRONIC DATABASES	600,275.52	0.00	599,869.27	406.25	0.07%
277	BOOKS	25,450.43	0.00	11,883.19	13,567.24	53.31%
<b>Total Equipment</b>		<b>\$625,725.95</b>	<b>\$0.00</b>	<b>\$611,752.46</b>	<b>\$13,973.49</b>	<b>2.23%</b>
<b>Other Disbursements</b>						
243	ADMINISTRATIVE GRANTS	1,200.00	0.00	1,200.00	0.00	0.00%
273	SYSTEM MAINTENANCE GRANTS	319,033.07	0.00	319,033.07	0.00	0.00%
<b>Total Other Disbursements</b>		<b>\$320,233.07</b>	<b>\$0.00</b>	<b>\$320,233.07</b>	<b>\$0.00</b>	<b>0.00%</b>

**SUMMARY BUDGET REPORT  
FEDERAL FUND**

**Period Ending 07/31/2011  
PROCESS FY 2011**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>128</b>						
231	BOOK ESTABLISHMENT GRANTS	10,000.00	0.00	10,000.00	0.00	0.00%
244	PROGRAMMING GRANTS	22,000.00	0.00	22,000.00	0.00	0.00%
297	AUTOMATION GRANT	52,600.00	0.00	37,150.00	15,450.00	29.37%
<b>Total 128</b>		<b>\$84,600.00</b>	<b>\$0.00</b>	<b>\$69,150.00</b>	<b>\$15,450.00</b>	<b>18.26%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	11,590.00	0.00	5,796.00	5,794.00	49.99%
<b>Total 160</b>		<b>\$11,590.00</b>	<b>\$0.00</b>	<b>\$5,796.00</b>	<b>\$5,794.00</b>	<b>49.99%</b>
<b>TOTAL FUND 8720</b>		<b>\$1,950,351.00</b>	<b>\$315.15</b>	<b>\$1,666,732.78</b>	<b>\$283,618.22</b>	<b>14.54%</b>
	<b>GRAND TOTAL</b>	<b>\$16,262,228.36</b>	<b>\$259,168.93</b>	<b>\$14,546,978.10</b>	<b>\$1,715,250.26</b>	<b>10.55%</b>

**SUMMARY BUDGET REPORT****For Period Ending 07/31/2011****Fiscal Year 2011**

<b>OBJ CODE</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	1,659,336.28	0.00	1,534,942.81	124,393.47	7.50%
004	ANNUAL INCREMENT	49,620.00	0.00	42,850.82	6,769.18	13.64%
<b>Total Personal Services</b>		<b>1,708,956.28</b>	<b>0.00</b>	<b>1,577,793.63</b>	<b>131,162.65</b>	<b>7.68%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	12,880.00	0.00	12,570.00	310.00	2.41%
011	SOCIAL SECURITY MATCHING	125,226.82	0.00	115,119.21	10,107.61	8.07%
012	PUBLIC EMPLOYEES INS	215,465.23	0.00	205,305.49	10,159.74	4.72%
014	WORKERS COMPENSATION	7,470.69	0.00	6,103.00	1,367.69	18.31%
016	PENSION AND RETIREMENT	210,606.39	0.00	195,067.01	15,539.38	7.38%
<b>Total Employee Benefits</b>		<b>571,649.13</b>	<b>0.00</b>	<b>534,164.71</b>	<b>37,484.42</b>	<b>6.56%</b>
<b>Current Expenses</b>						
021	PRINTING AND BINDING	11,642.10	0.00	11,642.10	0.00	0.00%
022	RENT EXP (REAL PROP) BLDG	0.00	0.00	0.00	0.00	0.00%
024	TELECOMMUNICATIONS	360,200.00	0.00	280,488.83	79,711.17	22.13%
025	CONTRACTUAL/PROFESSIONAL	11,453.75	0.00	11,453.75	0.00	0.00%
027	COMPUTER SERVICES	117,515.07	3,354.11	111,373.85	6,141.22	5.23%
029	VEHICLE RENTAL	1,236.23	98.13	1,236.23	0.00	0.00%
030	RENTAL (MACHINE & MISC)	17,448.30	1,570.00	15,896.30	1,552.00	8.89%
031	ASSOC DUES & PROF MEMBERS	6,605.00	605.00	6,605.00	0.00	0.00%
032	FIRE/AUTO/BOND/ & OTHR IN	15,177.00	0.00	14,804.00	373.00	2.46%
033	FOOD PRODUCTS	1,325.82	200.97	1,325.82	0.00	0.00%
034	CLOTH, HOUSEHOLD & REC SU	0.00	0.00	0.00	0.00	0.00%
035	ADVERTISING & PROMOTIONAL	158,189.37	15.71	53,536.36	104,653.01	66.16%
036	VEHICLE OPERATING EXP	3,339.98	504.85	3,159.33	180.65	5.41%
042	HOSPITALITY	2,434.60	36.21	1,859.34	575.26	23.63%
043	EDUC TRAINING (STIPENDS)	0.00	0.00	0.00	0.00	0.00%
044	ENERGY EXP MTR VEH/AIR.	8,856.33	942.98	8,856.33	0.00	0.00%
047	ENERGY EXPENSE UTILITIES	130,571.27	18,225.61	130,571.27	0.00	0.00%
051	MISCELLANEOUS	411,751.07	991.83	35,210.95	376,540.12	91.45%
053	POSTAL AND FREIGHT	41,915.43	917.78	30,154.02	11,761.41	28.06%
054	COMPUTER SUPPLIES/EQUIP	203,602.09	6,670.59	200,747.86	2,854.23	1.40%
056	ATTY LEGAL SERVICE PYMTS	563.05	91.00	563.05	0.00	0.00%
252	TRAINING/DEVELOPMENT WVLC	14,162.00	0.00	12,901.00	1,261.00	8.90%
253	TRAINING/DEVLOPMENT LIBS	6,076.00	0.00	6,041.00	35.00	0.58%
320	OFFICE EXPENSES	44,855.67	5,124.85	31,797.35	13,058.32	29.11%
326	TRAVEL-WVLC	39,747.31	1,708.60	32,879.34	6,867.97	17.28%
327	TRAVEL-FIELD TECHS	17,919.75	921.49	17,919.75	0.00	0.00%
<b>Total Current Expenses</b>		<b>1,626,587.19</b>	<b>41,979.71</b>	<b>1,021,022.83</b>	<b>605,564.36</b>	<b>37.23%</b>
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	4,659.01	35.00	3,159.01	1,500.00	32.20%
063	BLDNG/HSEHLD EQUIP REPAIR	4,211.90	4,035.90	4,211.90	0.00	0.00%
064	ROUTINE MAINT OF BLDGS	27.88	0.00	27.88	0.00	0.00%
065	VEHICLE REPAIRS	0.00	0.00	0.00	0.00	0.00%
066	ROUTINE MAINT OF GROUNDS	0.00	0.00	0.00	0.00	0.00%
<b>Total Repairs and Alterations</b>		<b>8,898.79</b>	<b>4,070.90</b>	<b>7,398.79</b>	<b>1,500.00</b>	<b>16.86%</b>

**SUMMARY BUDGET REPORT**

**For Period Ending 07/31/2011**

Fiscal Year 2011

OBJ CODE	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Equipment</b>						
070	OFFICE AND COMM EQUIPMENT	21,594.62	0.00	0.00	21,594.62	100.00%
073	HOUSEHOLD EQUIP & FURNG	0.00	0.00	0.00	0.00	0.00%
170	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
276	ELECTRONIC DATABASES	820,267.52	0.00	819,861.27	406.25	0.05%
277	BOOKS	206,710.64	17,366.33	168,715.60	37,995.04	18.38%
377	SUBSCRIPTIONS	227,741.04	0.00	227,741.04	0.00	0.00%
477	STANDING ORDERS	54,068.15	912.02	54,068.15	0.00	0.00%
577	VIDEO	4,842.85	0.00	4,842.85	0.00	0.00%
677	AUDIO	75,707.76	5,440.86	75,707.76	0.00	0.00%
777	MISCELLANEOUS	1,565.51	0.00	1,565.51	0.00	0.00%
<b>Total Equipment</b>		<b>1,412,498.09</b>	<b>23,719.21</b>	<b>1,352,502.18</b>	<b>59,995.91</b>	<b>4.25%</b>
<b>Other Disbursements</b>						
080	PAYMENT OF TAXES	51.23	0.00	51.23	0.00	0.00%
096	OTHER INTEREST AND PENALT	0.88	0.00	0.88	0.00	0.00%
243	ADMINISTRATIVE GRANTS	626,119.22	188,919.22	190,119.22	436,000.00	69.64%
273	SYSTEM MAINTENANCE GRANTS	319,033.07	0.00	319,033.07	0.00	0.00%
295	PER CAPITA	8,181,440.00	0.00	8,181,440.00	0.00	0.00%
296	LD SPECIAL PROJECTS	1,051,166.00	0.00	642,266.00	408,900.00	38.90%
298	SERVICES TO LIBRARIES	550,000.00	0.00	550,000.00	0.00	0.00%
<b>Total Other Disbursements</b>		<b>10,727,810.40</b>	<b>188,919.22</b>	<b>9,882,910.40</b>	<b>844,900.00</b>	<b>7.88%</b>
<b>058</b>						
058	MISC EQUIPMENT PURCHASES	17,303.10	479.89	5,481.04	11,822.06	68.32%
<b>Total 058</b>		<b>17,303.10</b>	<b>479.89</b>	<b>5,481.04</b>	<b>11,822.06</b>	<b>68.32%</b>
<b>110</b>						
110	PEIA RESERVE TRANSFER	13,488.00	0.00	13,488.00	0.00	0.00%
<b>Total 110</b>		<b>13,488.00</b>	<b>0.00</b>	<b>13,488.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>128</b>						
231	BOOK ESTABLISHMENT GRANTS	10,000.00	0.00	10,000.00	0.00	0.00%
244	PROGRAMMING GRANTS	22,000.00	0.00	22,000.00	0.00	0.00%
297	AUTOMATION GRANT	52,600.00	0.00	37,150.00	15,450.00	29.37%
<b>Total 128</b>		<b>84,600.00</b>	<b>0.00</b>	<b>69,150.00</b>	<b>15,450.00</b>	<b>18.26%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	90,437.38	0.00	83,066.52	7,370.86	8.15%
<b>Total 160</b>		<b>90,437.38</b>	<b>0.00</b>	<b>83,066.52</b>	<b>7,370.86</b>	<b>8.15%</b>
		<b>\$16,262,228.36</b>	<b>\$259,168.93</b>	<b>\$14,546,978.10</b>	<b>\$1,715,250.26</b>	<b>10.55%</b>

**CASH BALANCES  
PERIOD ENDING: 06/30/2011  
PROCESS FY 2011**

	<u>Beginning Balance</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>
<b>3550 Video Fund</b>	13,557.22	13,567.22	12,101.05	9,126.90	9,211.40	10,608.84	10,438.89	7,995.38	6,106.52	9,482.48	8,878.92	14,088.33	24,894.10	24,894.10
	<u>13,557.22</u>	<u>13,567.22</u>	<u>12,101.05</u>	<u>9,126.90</u>	<u>9,211.40</u>	<u>10,608.84</u>	<u>10,438.89</u>	<u>7,995.38</u>	<u>6,106.52</u>	<u>9,482.48</u>	<u>8,878.92</u>	<u>14,088.33</u>	<u>24,894.10</u>	<u>24,894.10</u>
	<u>Beginning Balance</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>
<b>3562 Gifts, Grants, &amp; Donations</b>	308,537.38	308,330.51	306,938.22	305,758.30	359,318.22	355,995.94	343,188.34	331,115.53	325,741.80	324,162.92	311,858.60	342,699.01	329,994.07	329,994.07
	<u>308,537.38</u>	<u>308,330.51</u>	<u>306,938.22</u>	<u>305,758.30</u>	<u>359,318.22</u>	<u>355,995.94</u>	<u>343,188.34</u>	<u>331,115.53</u>	<u>325,741.80</u>	<u>324,162.92</u>	<u>311,858.60</u>	<u>342,699.01</u>	<u>329,994.07</u>	<u>329,994.07</u>

**SUMMARY BUDGET REPORT  
GENERAL FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	1,041,406.00	80,320.11	80,320.11	961,085.89	92.29%
004	ANNUAL INCREMENT	37,080.00	25,320.00	25,320.00	11,760.00	31.72%
<b>Total Personal Services</b>		<b>\$1,078,486.00</b>	<b>\$105,640.11</b>	<b>\$105,640.11</b>	<b>\$972,845.89</b>	<b>90.20%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	8,000.00	1,450.00	0.00	6,550.00	81.88%
011	SOCIAL SECURITY MATCHING	82,504.00	7,810.51	7,810.51	74,693.49	90.53%
012	PUBLIC EMPLOYEES INS	144,672.00	9,495.25	9,495.25	135,176.75	93.44%
014	WORKERS COMPENSATION	2,851.00	2,109.00	2,109.00	742.00	26.03%
016	PENSION AND RETIREMENT	156,381.00	14,261.50	14,261.50	142,119.50	90.88%
<b>Total Employee Benefits</b>		<b>\$394,408.00</b>	<b>\$35,126.26</b>	<b>\$33,676.26</b>	<b>\$359,281.74</b>	<b>91.09%</b>
<b>Current Expenses</b>						
021	PRINTING AND BINDING	10,175.00	0.00	0.00	10,175.00	100.00%
022	RENT EXP (REAL PROP) BLDG	500.00	28.00	28.00	472.00	94.40%
025	CONTRACTUAL/PROFESSIONAL	11,000.00	995.00	995.00	10,005.00	90.95%
027	COMPUTER SERVICES	1,000.00	0.00	0.00	1,000.00	100.00%
029	VEHICLE RENTAL	5,500.00	26.40	26.40	5,473.60	99.52%
030	RENTAL (MACHINE & MISC)	10,900.00	212.00	0.00	10,688.00	98.06%
031	ASSOC DUES & PROF MEMBERS	9,740.00	0.00	0.00	9,740.00	100.00%
032	FIRE/AUTO/BOND/ & OTHR IN	15,177.00	3,232.00	3,232.00	11,945.00	78.70%
034	CLOTH, HOUSEHOLD & REC SU	611.00	39.00	0.00	572.00	93.62%
035	ADVERTISING & PROMOTIONAL	1,000.00	0.00	0.00	1,000.00	100.00%
036	VEHICLE OPERATING EXP	4,000.00	0.00	0.00	4,000.00	100.00%
042	HOSPITALITY	2,675.00	24.50	0.00	2,650.50	99.08%
044	ENERGY EXP MTR VEH/AIR.	2,500.00	0.00	0.00	2,500.00	100.00%
047	ENERGY EXPENSE UTILITIES	115,000.00	0.00	0.00	115,000.00	100.00%
051	MISCELLANEOUS	2,091.70	319.70	0.00	1,772.00	84.72%
053	POSTAL AND FREIGHT	20,500.00	205.51	0.00	20,294.49	99.00%
054	COMPUTER SUPPLIES/EQUIP	4,500.00	88.33	0.00	4,411.67	98.04%
056	ATTY LEGAL SERVICE PYMTS	250.00	0.00	0.00	250.00	100.00%
252	TRAINING/DEVELOPMENT WVLC	1,800.00	0.00	0.00	1,800.00	100.00%
320	OFFICE EXPENSES	18,489.30	160.50	0.00	18,328.80	99.13%
326	TRAVEL-WVLC	19,500.00	0.00	0.00	19,500.00	100.00%
<b>Total Current Expenses</b>		<b>\$256,909.00</b>	<b>\$5,330.94</b>	<b>\$4,281.40</b>	<b>\$251,578.06</b>	<b>97.92%</b>
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	2,300.00	0.00	0.00	2,300.00	100.00%
063	BLDNG/HSEHLD EQUIP REPAIR	500.00	0.00	0.00	500.00	100.00%
064	ROUTINE MAINT OF BLDGS	1,000.00	0.00	0.00	1,000.00	100.00%
065	VEHICLE REPAIRS	3,000.00	0.00	0.00	3,000.00	100.00%
<b>Total Repairs and Alterations</b>		<b>\$6,800.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,800.00</b>	<b>100.00%</b>

**SUMMARY BUDGET REPORT  
GENERAL FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>Equipment</b>						
070	OFFICE AND COMM EQUIPMENT	300.00	0.00	0.00	300.00	100.00%
073	HOUSEHOLD EQUIP & FURNG	150.00	0.00	0.00	150.00	100.00%
277	BOOKS	121,973.00	945.58	0.00	121,027.42	99.22%
<b>Total Equipment</b>		<b>\$122,423.00</b>	<b>\$945.58</b>	<b>\$0.00</b>	<b>\$121,477.42</b>	<b>99.23%</b>
<b>110</b>						
110	PEIA RESERVE TRANSFER	10,000.00	0.00	0.00	10,000.00	100.00%
<b>Total 110</b>		<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>100.00%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	54,108.00	4,008.00	4,008.00	50,100.00	92.59%
<b>Total 160</b>		<b>\$54,108.00</b>	<b>\$4,008.00</b>	<b>\$4,008.00</b>	<b>\$50,100.00</b>	<b>92.59%</b>
<b>TOTAL FUND 0296</b>		<b>\$1,923,134.00</b>	<b>\$151,050.89</b>	<b>\$147,605.77</b>	<b>\$1,772,083.11</b>	<b>92.15%</b>

**SUMMARY BUDGET REPORT  
VIDEO FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>Current Expenses</b>						
053	POSTAL AND FREIGHT	27.89	27.89	0.00	0.00	0.00%
054	COMPUTER SUPPLIES/EQUIP	750.00	750.00	0.00	0.00	0.00%
320	OFFICE EXPENSES	10,000.00	396.00	0.00	9,604.00	96.04%
<b>Total Current Expenses</b>		<b>\$10,777.89</b>	<b>\$1,173.89</b>	<b>\$0.00</b>	<b>\$9,604.00</b>	<b>89.11%</b>
<b>Equipment</b>						
070	OFFICE AND COMM EQUIPMENT	24,222.11	0.00	0.00	24,222.11	100.00%
<b>Total Equipment</b>		<b>\$24,222.11</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$24,222.11</b>	<b>100.00%</b>
<b>058</b>						
058	MISC EQUIPMENT PURCHASES	15,000.00	759.96	0.00	14,240.04	94.93%
<b>Total 058</b>		<b>\$15,000.00</b>	<b>\$759.96</b>	<b>\$0.00</b>	<b>\$14,240.04</b>	<b>94.93%</b>
<b>TOTAL FUND 3550</b>		<b>\$50,000.00</b>	<b>\$1,933.85</b>	<b>\$0.00</b>	<b>\$48,066.15</b>	<b>96.13%</b>

**SUMMARY BUDGET REPORT  
RADAR FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Current Expenses</b>						
030	RENTAL (MACHINE & MISC)	55.00	55.00	55.00	0.00	0.00%
<b>Total Current Expenses</b>		<b>\$55.00</b>	<b>\$55.00</b>	<b>\$55.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Other Disbursements</b>						
093	REIMBURSEMENT	111,520.00	0.00	0.00	111,520.00	100.00%
<b>Total Other Disbursements</b>		<b>\$111,520.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$111,520.00</b>	<b>100.00%</b>
<b>TOTAL FUND 3552</b>		<b>\$111,575.00</b>	<b>\$55.00</b>	<b>\$55.00</b>	<b>\$111,520.00</b>	<b>99.95%</b>

**SUMMARY BUDGET REPORT  
LOTTERY FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	443,940.00	36,908.00	36,908.00	407,032.00	91.69%
004	ANNUAL INCREMENT	8,520.00	8,520.00	8,520.00	0.00	0.00%
<b>Total Personal Services</b>		<b>\$452,460.00</b>	<b>\$45,428.00</b>	<b>\$45,428.00</b>	<b>\$407,032.00</b>	<b>89.96%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	3,500.00	561.69	0.00	2,938.31	83.95%
011	SOCIAL SECURITY MATCHING	34,613.00	3,300.43	3,300.43	31,312.57	90.46%
012	PUBLIC EMPLOYEES INS	77,051.00	6,409.60	6,409.60	70,641.40	91.68%
014	WORKERS COMPENSATION	1,176.00	924.00	924.00	252.00	21.43%
016	PENSION AND RETIREMENT	65,607.00	6,587.09	6,587.09	59,019.91	89.96%
<b>Total Employee Benefits</b>		<b>\$181,947.00</b>	<b>\$17,782.81</b>	<b>\$17,221.12</b>	<b>\$164,164.19</b>	<b>90.23%</b>
<b>Current Expenses</b>						
025	CONTRACTUAL/PROFESSIONAL	2,000.00	0.00	0.00	2,000.00	100.00%
027	COMPUTER SERVICES	93,295.50	13,447.17	13,447.17	79,848.33	85.59%
029	VEHICLE RENTAL	6,000.00	26.40	26.40	5,973.60	99.56%
030	RENTAL (MACHINE & MISC)	2,040.00	0.00	0.00	2,040.00	100.00%
034	CLOTH, HOUSEHOLD & REC SU	300.00	0.00	0.00	300.00	100.00%
035	ADVERTISING & PROMOTIONAL	500.00	0.00	0.00	500.00	100.00%
042	HOSPITALITY	300.00	0.00	0.00	300.00	100.00%
047	ENERGY EXPENSE UTILITIES	42,500.00	0.00	0.00	42,500.00	100.00%
051	MISCELLANEOUS	500.00	7.80	0.00	492.20	98.44%
053	POSTAL AND FREIGHT	5,500.00	118.33	0.00	5,381.67	97.85%
054	COMPUTER SUPPLIES/EQUIP	13,184.00	343.88	0.00	12,840.12	97.39%
252	TRAINING/DEVELOPMENT WVLC	2,500.00	0.00	0.00	2,500.00	100.00%
320	OFFICE EXPENSES	2,700.00	0.00	0.00	2,700.00	100.00%
326	TRAVEL-WVLC	8,000.00	0.00	0.00	8,000.00	100.00%
327	TRAVEL-FIELD TECHS	11,500.00	260.96	21.26	11,239.04	97.73%
<b>Total Current Expenses</b>		<b>\$190,819.50</b>	<b>\$14,204.54</b>	<b>\$13,494.83</b>	<b>\$176,614.96</b>	<b>92.56%</b>
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	1,000.00	0.00	0.00	1,000.00	100.00%
<b>Total Repairs and Alterations</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>100.00%</b>
<b>Equipment</b>						
276	ELECTRONIC DATABASES	219,992.00	54,975.00	54,975.00	165,017.00	75.01%
277	BOOKS	30,030.50	353.46	0.00	29,677.04	98.82%
377	SUBSCRIPTIONS	176,023.67	17,485.44	17,485.44	158,538.23	90.07%
477	STANDING ORDERS	66,253.17	9,103.67	0.00	57,149.50	86.26%
577	VIDEO	3,500.00	33.00	0.00	3,467.00	99.06%
677	AUDIO	58,004.04	7,222.53	3,711.23	50,781.51	87.55%
777	MISCELLANEOUS	55,393.12	638.40	0.00	54,754.72	98.85%
<b>Total Equipment</b>		<b>\$609,196.50</b>	<b>\$89,811.50</b>	<b>\$76,171.67</b>	<b>\$519,385.00</b>	<b>85.26%</b>

**SUMMARY BUDGET REPORT  
LOTTERY FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Other Disbursements</b>						
243	ADMINISTRATIVE GRANTS	52,611.00	0.00	0.00	52,611.00	100.00%
295	PER CAPITA	8,348,884.00	2,087,221.00	2,087,221.00	6,261,663.00	75.00%
296	LD SPECIAL PROJECTS	1,258,900.00	4,000.00	4,000.00	1,254,900.00	99.68%
298	SERVICES TO LIBRARIES	550,000.00	137,500.00	137,500.00	412,500.00	75.00%
<b>Total Other Disbursements</b>		<b>\$10,210,395.00</b>	<b>\$2,228,721.00</b>	<b>\$2,228,721.00</b>	<b>\$7,981,674.00</b>	<b>78.17%</b>
<b>110</b>						
110	PEIA RESERVE TRANSFER	5,000.00	0.00	0.00	5,000.00	100.00%
<b>Total 110</b>		<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>100.00%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	26,052.00	2,171.00	2,171.00	23,881.00	91.67%
<b>Total 160</b>		<b>\$26,052.00</b>	<b>\$2,171.00</b>	<b>\$2,171.00</b>	<b>\$23,881.00</b>	<b>91.67%</b>
<b>TOTAL FUND 3559</b>		<b>\$11,676,870.00</b>	<b>\$2,398,118.85</b>	<b>\$2,383,207.62</b>	<b>\$9,278,751.15</b>	<b>79.46%</b>

**SUMMARY BUDGET REPORT  
GIFTS,GRANTS & DONATIONS FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	19,056.00	773.00	773.00	18,283.00	95.94%
004	ANNUAL INCREMENT	360.00	360.00	360.00	0.00	0.00%
<b>Total Personal Services</b>		<b>\$19,416.00</b>	<b>\$1,133.00</b>	<b>\$1,133.00</b>	<b>\$18,283.00</b>	<b>94.16%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	250.00	0.00	0.00	250.00	100.00%
011	SOCIAL SECURITY MATCHING	1,485.00	83.99	83.99	1,401.01	94.34%
012	PUBLIC EMPLOYEES INS	65.00	4.00	4.00	61.00	93.85%
014	WORKERS COMPENSATION	144.00	0.00	0.00	144.00	100.00%
016	PENSION AND RETIREMENT	2,427.00	164.29	164.29	2,262.71	93.23%
<b>Total Employee Benefits</b>		<b>\$4,371.00</b>	<b>\$252.28</b>	<b>\$252.28</b>	<b>\$4,118.72</b>	<b>94.23%</b>
<b>Current Expenses</b>						
030	RENTAL (MACHINE & MISC)	55.00	55.00	55.00	0.00	0.00%
051	MISCELLANEOUS	483,759.00	2,605.18	1,544.82	481,153.82	99.46%
053	POSTAL AND FREIGHT	539.87	330.39	323.85	209.48	38.80%
320	OFFICE EXPENSES	5,518.60	0.00	0.00	5,518.60	100.00%
326	TRAVEL-WVLC	2,355.00	0.00	0.00	2,355.00	100.00%
<b>Total Current Expenses</b>		<b>\$492,227.47</b>	<b>\$2,990.57</b>	<b>\$1,923.67</b>	<b>\$489,236.90</b>	<b>99.39%</b>
<b>Repairs and Alterations</b>						
063	BLDNG/HSEHLD EQUIP REPAIR	1,874.57	0.00	0.00	1,874.57	100.00%
064	ROUTINE MAINT OF BLDGS	300.00	0.00	0.00	300.00	100.00%
<b>Total Repairs and Alterations</b>		<b>\$2,174.57</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,174.57</b>	<b>100.00%</b>
<b>Equipment</b>						
070	OFFICE AND COMM EQUIPMENT	23,625.00	0.00	0.00	23,625.00	100.00%
277	BOOKS	6,375.00	0.00	0.00	6,375.00	100.00%
<b>Total Equipment</b>		<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30,000.00</b>	<b>100.00%</b>
<b>Other Disbursements</b>						
093	REIMBURSEMENT	61,871.63	0.00	0.00	61,871.63	100.00%
243	ADMINISTRATIVE GRANTS	385,999.53	0.00	0.00	385,999.53	100.00%
<b>Total Other Disbursements</b>		<b>\$447,871.16</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$447,871.16</b>	<b>100.00%</b>
<b>058</b>						
058	MISC EQUIPMENT PURCHASES	1,935.80	1,935.80	1,935.80	0.00	0.00%
<b>Total 058</b>		<b>\$1,935.80</b>	<b>\$1,935.80</b>	<b>\$1,935.80</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	2,004.00	0.00	0.00	2,004.00	100.00%
<b>Total 160</b>		<b>\$2,004.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,004.00</b>	<b>100.00%</b>
<b>TOTAL FUND 3562</b>		<b>\$1,000,000.00</b>	<b>\$6,311.65</b>	<b>\$5,244.75</b>	<b>\$993,688.35</b>	<b>99.37%</b>

**SUMMARY BUDGET REPORT  
FEDERAL FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	236,208.00	13,100.00	13,100.00	223,108.00	94.45%
004	ANNUAL INCREMENT	3,480.00	3,480.00	3,480.00	0.00	0.00%
<b>Total Personal Services</b>		<b>\$239,688.00</b>	<b>\$16,580.00</b>	<b>\$16,580.00</b>	<b>\$223,108.00</b>	<b>93.08%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	1,500.00	200.00	0.00	1,300.00	86.67%
011	SOCIAL SECURITY MATCHING	18,336.00	1,222.04	1,222.04	17,113.96	93.34%
012	PUBLIC EMPLOYEES INS	16,284.00	1,055.00	1,055.00	15,229.00	93.52%
014	WORKERS COMPENSATION	1,698.00	264.00	264.00	1,434.00	84.45%
016	PENSION AND RETIREMENT	29,961.00	2,404.12	2,404.12	27,556.88	91.98%
<b>Total Employee Benefits</b>		<b>\$67,779.00</b>	<b>\$5,145.16</b>	<b>\$4,945.16</b>	<b>\$62,633.84</b>	<b>92.41%</b>
<b>Current Expenses</b>						
021	PRINTING AND BINDING	1,000.00	0.00	0.00	1,000.00	100.00%
024	TELECOMMUNICATIONS	625,306.25	75,213.97	75,213.97	550,092.28	87.97%
025	CONTRACTUAL/PROFESSIONAL	6,000.00	0.00	0.00	6,000.00	100.00%
027	COMPUTER SERVICES	30,000.00	208.33	208.33	29,791.67	99.31%
030	RENTAL (MACHINE & MISC)	3,000.00	265.20	265.20	2,734.80	91.16%
035	ADVERTISING & PROMOTIONAL	3,500.00	91.88	24.95	3,408.12	97.37%
036	VEHICLE OPERATING EXP	500.00	0.00	0.00	500.00	100.00%
042	HOSPITALITY	1,000.00	0.00	0.00	1,000.00	100.00%
044	ENERGY EXP MTR VEH/AIR.	500.00	60.69	60.69	439.31	87.86%
051	MISCELLANEOUS	1,984.00	1,405.40	1,395.00	578.60	29.16%
053	POSTAL AND FREIGHT	1,000.00	0.00	0.00	1,000.00	100.00%
054	COMPUTER SUPPLIES/EQUIP	10,000.00	0.00	0.00	10,000.00	100.00%
252	TRAINING/DEVELOPMENT WVLC	4,400.00	0.00	0.00	4,400.00	100.00%
253	TRAINING/DEVLOPMENT LIBS	14,000.00	75.00	0.00	13,925.00	99.46%
320	OFFICE EXPENSES	2,500.00	0.00	0.00	2,500.00	100.00%
326	TRAVEL-WVLC	15,000.00	385.38	385.38	14,614.62	97.43%
<b>Total Current Expenses</b>		<b>\$719,690.25</b>	<b>\$77,705.85</b>	<b>\$77,553.52</b>	<b>\$641,984.40</b>	<b>89.20%</b>
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	1,000.00	0.00	0.00	1,000.00	100.00%
<b>Total Repairs and Alterations</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>100.00%</b>
<b>Equipment</b>						
276	ELECTRONIC DATABASES	544,543.75	208,057.50	208,057.50	336,486.25	61.79%
277	BOOKS	5,000.00	-31.98	-31.98	5,031.98	100.64%
<b>Total Equipment</b>		<b>\$549,543.75</b>	<b>\$208,025.52</b>	<b>\$208,025.52</b>	<b>\$341,518.23</b>	<b>62.15%</b>
<b>Other Disbursements</b>						
273	SYSTEM MAINTENANCE GRANTS	367,500.00	0.00	0.00	367,500.00	100.00%
<b>Total Other Disbursements</b>		<b>\$367,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$367,500.00</b>	<b>100.00%</b>

**SUMMARY BUDGET REPORT  
FEDERAL FUND**

**Period Ending 07/31/2011  
PROCESS FY 2012**

<b>OBJ</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	8,016.00	501.00	501.00	7,515.00	93.75%
<b>Total 160</b>		<b>\$8,016.00</b>	<b>\$501.00</b>	<b>\$501.00</b>	<b>\$7,515.00</b>	<b>93.75%</b>
<b>TOTAL FUND 8720</b>		<b>\$1,953,217.00</b>	<b>\$307,957.53</b>	<b>\$307,605.20</b>	<b>\$1,645,259.47</b>	<b>84.23%</b>
	<b>GRAND TOTAL</b>	<b>\$16,714,796.00</b>	<b>\$2,865,427.77</b>	<b>\$2,843,718.34</b>	<b>\$13,849,368.23</b>	<b>82.86%</b>

**SUMMARY BUDGET REPORT****For Period Ending 07/31/2011****Fiscal Year 2012**

<b>OBJ CODE</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>CURRENT PERIOD EXPENDITURES</b>	<b>YTD EXPENDITURES</b>	<b>BUDGET VARIANCE</b>	<b>% BUDGET REMAINING</b>
<b>Personal Services</b>						
001	PERS SERVICE(W/ PR DEDUC)	1,740,610.00	131,101.11	131,101.11	1,609,508.89	92.47%
004	ANNUAL INCREMENT	49,440.00	37,680.00	37,680.00	11,760.00	23.79%
<b>Total Personal Services</b>		<b>1,790,050.00</b>	<b>168,781.11</b>	<b>168,781.11</b>	<b>1,621,268.89</b>	<b>90.57%</b>
<b>Employee Benefits</b>						
010	CIVIL SERV PEIA/PERS	13,250.00	2,211.69	0.00	11,038.31	83.31%
011	SOCIAL SECURITY MATCHING	136,938.00	12,416.97	12,416.97	124,521.03	90.93%
012	PUBLIC EMPLOYEES INS	238,072.00	16,963.85	16,963.85	221,108.15	92.87%
014	WORKERS COMPENSATION	5,869.00	3,297.00	3,297.00	2,572.00	43.82%
016	PENSION AND RETIREMENT	254,376.00	23,417.00	23,417.00	230,959.00	90.79%
<b>Total Employee Benefits</b>		<b>648,505.00</b>	<b>58,306.51</b>	<b>56,094.82</b>	<b>590,198.49</b>	<b>91.01%</b>
<b>Current Expenses</b>						
021	PRINTING AND BINDING	11,175.00	0.00	0.00	11,175.00	100.00%
022	RENT EXP (REAL PROP) BLDG	500.00	28.00	28.00	472.00	94.40%
024	TELECOMMUNICATIONS	625,306.25	75,213.97	75,213.97	550,092.28	87.97%
025	CONTRACTUAL/PROFESSIONAL	19,000.00	995.00	995.00	18,005.00	94.76%
027	COMPUTER SERVICES	124,295.50	13,655.50	13,655.50	110,640.00	89.01%
029	VEHICLE RENTAL	11,500.00	52.80	52.80	11,447.20	99.54%
030	RENTAL (MACHINE & MISC)	16,050.00	587.20	375.20	15,462.80	96.34%
031	ASSOC DUES & PROF MEMBERS	9,740.00	0.00	0.00	9,740.00	100.00%
032	FIRE/AUTO/BOND/ & OTHR IN	15,177.00	3,232.00	3,232.00	11,945.00	78.70%
034	CLOTH, HOUSEHOLD & REC SU	911.00	39.00	0.00	872.00	95.72%
035	ADVERTISING & PROMOTIONAL	5,000.00	91.88	24.95	4,908.12	98.16%
036	VEHICLE OPERATING EXP	4,500.00	0.00	0.00	4,500.00	100.00%
042	HOSPITALITY	3,975.00	24.50	0.00	3,950.50	99.38%
044	ENERGY EXP MTR VEH/AIR.	3,000.00	60.69	60.69	2,939.31	97.98%
047	ENERGY EXPENSE UTILITIES	157,500.00	0.00	0.00	157,500.00	100.00%
051	MISCELLANEOUS	488,334.70	4,338.08	2,939.82	483,996.62	99.11%
053	POSTAL AND FREIGHT	27,567.76	682.12	323.85	26,885.64	97.53%
054	COMPUTER SUPPLIES/EQUIP	28,434.00	1,182.21	0.00	27,251.79	95.84%
056	ATTY LEGAL SERVICE PYMTS	250.00	0.00	0.00	250.00	100.00%
252	TRAINING/DEVELOPMENT WVLC	8,700.00	0.00	0.00	8,700.00	100.00%
253	TRAINING/DEVELOPMENT LIBS	14,000.00	75.00	0.00	13,925.00	99.46%
320	OFFICE EXPENSES	39,207.90	556.50	0.00	38,651.40	98.58%
326	TRAVEL-WVLC	44,855.00	385.38	385.38	44,469.62	99.14%
327	TRAVEL-FIELD TECHS	11,500.00	260.96	21.26	11,239.04	97.73%
<b>Total Current Expenses</b>		<b>1,670,479.11</b>	<b>101,460.79</b>	<b>97,308.42</b>	<b>1,569,018.32</b>	<b>93.93%</b>

**SUMMARY BUDGET REPORT**

**For Period Ending 07/31/2011**

Fiscal Year 2012

OBJ CODE	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
<b>Repairs and Alterations</b>						
061	OFFICE & COMM EQUIP REPRS	4,300.00	0.00	0.00	4,300.00	100.00%
063	BLDNG/HSEHLD EQUIP REPAIR	2,374.57	0.00	0.00	2,374.57	100.00%
064	ROUTINE MAINT OF BLDGS	1,300.00	0.00	0.00	1,300.00	100.00%
065	VEHICLE REPAIRS	3,000.00	0.00	0.00	3,000.00	100.00%
<b>Total Repairs and Alterations</b>		<b>10,974.57</b>	<b>0.00</b>	<b>0.00</b>	<b>10,974.57</b>	<b>100.00%</b>
<b>Equipment</b>						
070	OFFICE AND COMM EQUIPMENT	48,147.11	0.00	0.00	48,147.11	100.00%
073	HOUSEHOLD EQUIP & FURNG	150.00	0.00	0.00	150.00	100.00%
276	ELECTRONIC DATABASES	764,535.75	263,032.50	263,032.50	501,503.25	65.60%
277	BOOKS	163,378.50	1,267.06	-31.98	162,111.44	99.22%
377	SUBSCRIPTIONS	176,023.67	17,485.44	17,485.44	158,538.23	90.07%
477	STANDING ORDERS	66,253.17	9,103.67	0.00	57,149.50	86.26%
577	VIDEO	3,500.00	33.00	0.00	3,467.00	99.06%
677	AUDIO	58,004.04	7,222.53	3,711.23	50,781.51	87.55%
777	MISCELLANEOUS	55,393.12	638.40	0.00	54,754.72	98.85%
<b>Total Equipment</b>		<b>1,335,385.36</b>	<b>298,782.60</b>	<b>284,197.19</b>	<b>1,036,602.76</b>	<b>77.63%</b>
<b>Other Disbursements</b>						
093	REIMBURSEMENT	173,391.63	0.00	0.00	173,391.63	100.00%
243	ADMINISTRATIVE GRANTS	438,610.53	0.00	0.00	438,610.53	100.00%
273	SYSTEM MAINTENANCE GRANTS	367,500.00	0.00	0.00	367,500.00	100.00%
295	PER CAPITA	8,348,884.00	2,087,221.00	2,087,221.00	6,261,663.00	75.00%
296	LD SPECIAL PROJECTS	1,258,900.00	4,000.00	4,000.00	1,254,900.00	99.68%
298	SERVICES TO LIBRARIES	550,000.00	137,500.00	137,500.00	412,500.00	75.00%
<b>Total Other Disbursements</b>		<b>11,137,286.16</b>	<b>2,228,721.00</b>	<b>2,228,721.00</b>	<b>8,908,565.16</b>	<b>79.99%</b>
<b>058</b>						
058	MISC EQUIPMENT PURCHASES	16,935.80	2,695.76	1,935.80	14,240.04	84.08%
<b>Total 058</b>		<b>16,935.80</b>	<b>2,695.76</b>	<b>1,935.80</b>	<b>14,240.04</b>	<b>84.08%</b>
<b>110</b>						
110	PEIA RESERVE TRANSFER	15,000.00	0.00	0.00	15,000.00	100.00%
<b>Total 110</b>		<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>100.00%</b>
<b>160</b>						
160	WV OPEB CONTRIBUTION	90,180.00	6,680.00	6,680.00	83,500.00	92.59%
<b>Total 160</b>		<b>90,180.00</b>	<b>6,680.00</b>	<b>6,680.00</b>	<b>83,500.00</b>	<b>92.59%</b>
		<b>\$16,714,796.00</b>	<b>\$2,865,427.77</b>	<b>\$2,843,718.34</b>	<b>\$13,849,368.23</b>	<b>82.86%</b>

**CASH BALANCES  
PERIOD ENDING: 07/31/2011  
PROCESS FY 2012**

	<u>Beginning Balance</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>
<b>3550 Video Fund</b>	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10	24,894.10
	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>	<u>24,894.10</u>

	<u>Beginning Balance</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>
<b>3562 Gifts, Grants, &amp; Donations</b>	329,994.07	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32	324,749.32
	<u>329,994.07</u>	<u>324,749.32</u>												



**Activity Report  
May 23 – July 29, 2011**

**May 23-27, 2011**

**Interim Secretary**

This week's E-Bulletin included a link to the electronic version of the [Upper Big Branch Report](#) that was released this week by the Governor's Independent Panel. Debbie Roberts of McAteer Associates contacted the Interim Secretary about placing a copy of in every public library. After a flurry of emails, arrangements were made for the Adult Services Consultant to pick up hard copies of the report during her visit to the Eastern Panhandle next week. WVLC will mail these copies to all public libraries as part of the Summer general mailing.

The Director of the Mary H. Weir Public Library called with questions about the application process for grants through the Broadband Technology Opportunities Program. He was particularly interested in funding for public computer centers with an eye to funding a new facility for the library. It was an ambitious plan and he was quite disappointed to learn that the grants had been awarded and that there was not currently an application process in place.

In preparation for the 2013-2017 LSTA plans the Institute of Museum and Library Services (IMLS) launched the first of seven Measuring Success webinars this week. The Measuring Success sessions and wiki serve as an open forum for IMLS and state library agencies to: share resources and "best practices" related to evaluation and program management; gather feedback on evaluating program activities now and in the future; and maintain a repository of information for new state library agency members and partners. The Interim Secretary is part of the group looking at Library Services and Technology Act Priority 6: Targeting library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line (as defined by the Office of Management and Budget and revised annually in accordance with section 9902(2) of title 42) applicable to a family of the size involved.

When not pondering the varied implications of that statement, The Interim Secretary began updating the Library Development materials on training staff for encounters with difficult patrons. The Greenbrier Service Center has requested a presentation on this perennially popular topic.

**Library Development**

The Library Operations Consultant visited the Allegheny Mountaintop Public Library in Mt. Storm to check on the mold remediation project. She then moved on to Pioneer Memorial Library in Harman where the Librarian told her that new county regulations for construction in a flood plain will affect their building plans. The library Board is

considering addressing lack of space for print materials by purchasing e-book readers and putting the classics on them.

The Adult Services Consultant and the Program and Planning Consultant met with Stephen Dailey and Claudia George of WorkForceWV about writing an MOU for a partnership. The meeting went very well. Locations of 5 or 6 initial sites are being reviewed at this time. A follow-up meeting is scheduled for June 13<sup>th</sup>.

### **Network Services**

Before meeting with key personnel involved in the Broadband Infrastructure project, the Network Services Director instructed the WVLC Field Technicians to call each library in their areas of responsibility. This information assisted him in presenting the problems being experienced by libraries and, in turn, by Network Services. On Wednesday, the Director, Network Services Supervisor, and E-Rate Coordinator headed out to another BTOP meeting. One of the outcomes of the meeting brings reality in line with expectations. Instead of expecting libraries needing construction prior to running fiber to call a particular phone number, Network Services will now compile a weekly list of any libraries that have been told they need hardware then send it onto the BTOP committee. The WVLC group also learned that the BTOP committee has also started posting sites that DON'T need an initial site survey on its webpage. This greatly facilitates the ability of WVLC Network Services to deliver and setup new routers at these sites. All involved declared this a most productive meeting.

### **Special Services**

Special Services debuted a redesign of the patron newsletter, *That All May Read*, with the Spring edition. The large print version of the newsletter was mailed to 1,055 patrons and posted on the WVLC web site in [MS Word Version](#), [PDF version](#), [Text Version](#), and , for the first time, in [Audio \(mp3\) version](#).

The Television Services Supervisor trained Victoria Wilburn, an intern from the Department of Education and the Arts, on using the studio's small field camera. She wasn't familiar with the type camera and had a few questions. Also she looked at the wireless and handheld microphone systems. Her first location shoot for the Governor's Honors Academy is set for the end of June.

## **May 30-June 3, 2011**

### **Interim Secretary**

The Interim Secretary discussed end-of-year financial issues with the Administrative Services Director. Initial reviews indicate that there will probably not be end-of-year funds in a significant enough amount to distribute to library projects but that it might be possible to upgrade some agency equipment. Other discussions resulted in completing the initial version of the web page workbook provided by West Virginia Interactive as, inspired by Education and the Arts, we continue to move cautiously in the direction of a new web page design.

In an effort to improve communications with each other and with WVLC's outside customers, beginning Monday, June 6, WVLC is launching an experimental shared Agency Calendar. The purpose of the calendar is to identify who is in the office at any given time so messages can be delivered and questions asked and answered in a timely manner.

The Interim Secretary received a copy of the executive summary of a needs assessment study of the Arkansas State Library. With minor variations this could easily be a needs assessment of the West Virginia Library Commission. Of particular interest are the recommendations "To ensure that state leaders, state employees, and the general public take seriously ASL's (Arkansas State Library) legal mandate to serve state government."

### **Administrative Services**

Administrative Services continues to review 2011 financial activities and to prepare for fiscal year 2012.

### **Library Development**

The Library Development / Technical Services/Network Services event of the week was a collection maintenance trip to Taylor County Public Library. The trip was in response to a request by the new Director of the library who wanted to weed outdated and no longer used materials from the collection but was overwhelmed by the size of the task. The WVLC SWAT team targeted specific areas. For example, in the computer science and health sections many of the items removed were published in the mid-eighties to late nineties. Not only did the team remove books from the shelves, it also removed records from the catalogs and assisted in removing the books from the library completely. Meanwhile, the Northern Network administrator reported that the team sent her more than 3200 item barcodes to be deleted from the shared NLN catalog. As a follow-up to the effort, the Taylor County Director will receive lists of suggested titles to add to the health and computer science areas. There are photos from the trip on the Commission's [Facebook](#) page.

### **Network Services**

After about two weeks of in-house testing, Network Services began moving the BTOP routers to library sites. Unfortunately, the first on the list was Eleanor PL and the box was one of many that were crushed when the folks delivering them piled those 10 high. Parts started falling off as soon as the box was opened. The Network Services Director reported the issue to the BTOP project director started working on new scripts to generate the Cisco configuration files and delivery forms. The router destined for Southern Area was opened with trepidation but this one was OK. It will be delivered next week. Once the in-house techs have installed the first 5 or so routers without incident, the field techs will deliver and set them up.

### **Special Services**

This week, Special Services recognized Capitol High School volunteers with certificates of appreciation and a reception. More student volunteers will not be in place until summer school begins. In the meantime, their work on the morning routines of inspection and rewinding will be missed. Special Services staff has sent out 11 digital machines since the postcards were sent to patrons that do not have the format. This has kept staff busy selecting books in the new format. Also several calls have come in concerning articles in the spring newsletter. Special Services worked with the Public

Information Specialist to develop the following visual design for future communications with patrons.

The Special Services Director reports that she is serving on the nominating committee for the selection of officers and conference site for the Northern Conference of Librarians Serving the Blind and Physically Handicapped.



**June 13-17, 2011**

### **Interim Secretary**

The Interim Secretary, accompanied by the Program and Planning Consultant traveled to Monroe County to meet with the Greenbrier Service Center libraries to discuss ways to diffuse or prevent problem patron situations. Of course, it is much easier to discuss problem patrons than to have them shouting at you. Everyone was quite startled to learn that the Cowen Public Library does not have problem patrons but concluded that the director is obviously at master of the Zen of customer service. The rest of the group offered to send some of their angry patrons to Cowen for time out.

The Interim Secretary and Adult Services Consultant talked with Jennifer Peterson of WebJunction to discuss scholarships for three or four WV librarians to attend a ProjectCompass workshop. Project Compass is a nationwide effort to support public libraries as they strive to meet the urgent and growing needs of the unemployed and underemployed. WebJunction will be hosting a day-long Project Compass workshop prior to the Association for Rural and Small Libraries Annual Conference in Frisco, Texas. This workshop will help public library staffs increase their knowledge of available resources to respond to the service needs of unemployed and job-seeking patrons. The goal of Project Compass is to support the workforce recovery efforts of libraries, particularly in counties with high unemployment. The workshop will introduce library staff to programs and services covering job-seeker information, personal financial skills, and resources for small businesses and entrepreneurs. At the session, participants from small and rural libraries will learn and exchange ideas, information, and resources. This Project Compass workshop is made as part of a grant funded by the Institute of Museum of Library Services.

After working with Mark Lynch and other C & H maintenance staff, 3 lighting projects will be addressed on the Library Commission side of the Culture Center. The projects are being funded with end of FY 2011 unclassified dollars.

- The can light bulbs in the Reading Room will be replaced as soon as C&H can schedule the lift. The bulbs were ordered and received at a cost of only \$170. The lights have not worked for quite some time for reasons not quite understood, but nonetheless, we should have light be end of next week.

- The lighting project in Library Development is also on the schedule. We ordered all of the materials at a cost of \$3,990 to install 60 new light fixtures on the steel light bars that run 4 across the length of the room. The current steel fixtures use the old 6 or 8 foot bulbs and do not produce the correct lighting for an office environment. The new fixtures, 15 per steel bar, are energy efficient.
- We also ordered the materials to update and replace the ceiling lighting in the Reading Room. This project will include replacing the can lights with 14 fixtures at a total cost of \$6,930. C & H maintenance staff will do the installation sometime between July 1<sup>st</sup> and September 30.

### **Administrative Services**

The Administrative Services Director submitted the final 2010 LSTA Grant award draw in the amount of \$501,353. The majority of the draw will cover the 2012 costs for Bibliostat, Learning Express, the first quarter of the EBSCO statewide package and Lyrasis.

At the request of Martha McKee, Education and the Arts Chief of Staff, the Administrative Services Director conducted a detailed review of current and future telecommunication costs and submitted an Executive Summary regarding the Library Commission's concerns regarding financial sustainability on the BTOP initiative.

The WVLC in-house telecom E-Rate application was funded in the first wave of the 2011-2012 funding year in the amount of \$8,436.32. This represents a 60% discount percentage. The discount is only the Kanawha County discount, not the statewide that we claim for the network application.

### **Library Development**

The Adult Services Consultant and Program and Planning Consultant met with the Workforce WV representatives this week to discuss a draft Memorandum of Understanding for the collaboration between WVLC and Workforce WV. The five Eastern Panhandle libraries targeted for local collaboration in the Region 7 Workforce WV area were contacted and all are on board to be a part of this pilot project that will provide training and place in the participating libraries computers dedicated to job search assistance.

The first [Reference News Bulletin](#) was posted on Tuesday. It's a handsome, informative window to the library. Another window to the library is the television monitor that plays promotional videos for the Commission, for libraries, and – any minute now – for books and audiobooks owned by the Reference Library. Soon to come will be promotional videos for Capitol Reads and subscription databases .

The Library Operations Consultant and Technical Services Manager drove to Pioneer Memorial Library on Saturday, June 11 to attend its first manga party at the library. Five teens participated, which is good for such a small library in such a rural location. All attempted to make cranes, ate a lot of Japanese snack food, and watched *Ponyo*. The visit provided an opportunity to discuss the collection and its reception with the high school students. The Director commented that the use was by only a couple of students in the beginning, but word of mouth quickly spread. During lunch times, the high school students are coming in to use the collection and have started making requests for anime.

After eleven years of development, it has finally happened. The national libraries have finally approved resource description and access (RDA) and will begin using it for cataloging. This will require the Technical Services staff to begin training sessions to move the Library Commission over to using the new standard.

### **Network Services**

Network Services reports troubles with circuits going up and down this week in Follansbee, Benwood and Ripley. Two routers were delivered to the Northern Panhandle Field Technician to replace those at Follansbee and Benwood but that did not fix the problem. The Network Services Director and Information Systems Coordinator Harlan plan a "fix it or else" trip next week. A WVNET ticket to open ports for the MLN cat server will hopefully solve the problem of patron authentication for libraries that are members of the various consortia established for downloading e-books and audiobooks. The Network Services Director updated all of the WAN maps, internal computer IP lists and DNS list. He forwarded copies to the appropriate folks at WVNET and will create domain listings for each field technician's responsibility area. The Network Services Director is fielding calls from field technicians about Frontier and their library site visits.

He is advising the field staff to encourage Frontier to get the new drop as close to the original as possible. This way WVLC can use the new router even if it is not possible to upgrade the circuit in the near future. If that is not possible, Frontier contractors should call the Network Service Director so he can put them on the "fix" list.

The Network Services Director and the E-Rate Coordinator Jennifer had a conference call with Allen at WVNET about upgrading our WAN backbone so that we could start looking into future site upgrades. Although much was learned from that call, cost estimates remain elusive. The bigger question is going to be dealing with type of circuit(s) we will need (looking for something that can run Frame and Ethernet) and whether we will have to jump from WVNET and onto the States MPLS to do it. On the good news side, although not without some mystery, the replacement for the router for the Eleanor PL arrived in Network Services on Friday (or maybe Thursday).

### **Special Services**

Special Services is pleased that Summer Patron newsletter should be ready in all formats except cassette, by the end of the week. Steve Bennett has worked hard to complete before he leaves the position at the end of the month. The Special Services Director completed her work as a member of the nominating committee for the Northern conference. This does not end her responsibilities however as she has been asked to serve as co-chair of the conference.

**June 20-24, 2011**

### **Interim Secretary**

Several recent changes illuminated and enlarged the capabilities of the Library Commission. The long burned out and even thought extinct overhead lights in the Waggoner Reading Room were replaced with startling results – both staff and patrons can see clearly, even on dim gray days. The ability of staff throughout the agency to see their work was also enhanced with the delivery and installation of 17" to 22" flat screen monitors for everyone who was

squinting at tiny screens. The lights, monitors, and remodeling of the staff room on the fourth floor was celebrated with a pizza party of Friday.

The Interim Secretary attended the third in a series of six Measuring for Success webinars presented by IMLS. The group has finished Phase I (Concept Mapping) and is beginning to plow into Phase II ("Results Chains") with somewhere between 5-8 distinct results chains to finish over the next six weeks. During last Tuesday's webinar, progress was made on the first results chain.

After a review of the details concerning the renewal of the March 2010 levy for The Hampshire County Public Library, the library was granted a waiver of the Maintenance of Effort requirement for fiscal year 2012. Although the levy passed handily, there was a misplaced decimal point on the ballot that resulted in the library receiving only 1% of the expected funding from the levy. Although this issue was resolved by re-running the levy during the General Election in November, the library had to significantly reduce FY 2011 expenditures and its ability to comply with the Maintenance of Effort requirement.

The third Librarian's Forum resulted in a lively discussion of the agency's target audiences and how well the agency is serving these audiences. A group from the various departments is going to examine current procedures for Deposit Collections and present recommendations for more consistent delivery at the next meeting.

### **Administrative Services**

Administrative Services continues to resolve 2011 finances and prepare for 2012.

### **Library Development**

This week's E-Bulletin encouraged librarians to register for the annual Bibliostat workshop, reminded them that the window for filing the annual report (Bibliostat) opens July 1, and informed them once again of the procedure for requesting approval of in-kind funding.

The Youth Services Consultant spoke with Mary Kay Bond of Read Aloud WV concerning a list of "All Star" youth services librarians to suggest good read aloud materials. Ms. Bond would prefer they are in counties that have an active Read Aloud program, but that isn't a total requirement. They also discussed Read to Me Day and WV Children's Choice Book Awards (WVCCBA).

Continuing to work until the moment of her retirement, the Library Operations Consultant explored explanations for edit checks received from Census concerning the 2010 Public Libraries Survey. One particular mystery involved why Other Operating Expenditures for a particular increased by around \$11,000. When the director could offer no explanation the Consultant requested actually the end of year profit and loss statement under the impression that the explanation would be crystal clear; not so. The investigation proceeds.

The Attorney General's office has approved WVLC signing the agreement to participate in the e-book consortium WV-READS.

### **Network Services**

Network Services reports that the problems with Follansbee, Benwood and Ripley have been resolved. The Ripley issue was fixed by Frontier on Saturday; At Benwood they put the old router back in and all was ok. Frontier had worked on the wiring somewhere and the router that was previously sent was programmed wrong so Harlan checked and reprogrammed the original router for safety's sake and all was good.

At Follansbee they found the card in the smart jack DEAD, called it in to Frontier that dispatched yet another tech who had never been there before. He found a bird nest around the line on the pole and said the bird crap had eaten through the insulation and the wire. This despite the fact that checks by numerous other Frontier techs assured WVLC techs that the circuit was good to the CSU. Another mystery.

The Email/Web server tried to get a head start of the WV Day weekend by going down at 4PM on 6.17. Even though the Southern Area Super Tech had the hot-swap set up remotely and working in less than 30 minutes, there were still some unhappy customers but 99.999% of the folks that called Network accepted the reason for the outage and were happy that they were able to get their email running again.

Installation of the replacement router at Eleanor last week confirmed that mounting the router on the wall is a one person job only if that one person has a very disciplined weight lifting protocol. Once mounted, a bandwidth test indicated that the router was running faster than 79% of the U.S.

### **Special Services**

As part of the continuing change in format from cassette to digital, Special Services is now starting to distribute locally produced magazines on digital cartridge. Staff downloaded and duplicated 32 copies of *Wonderful West Virginia* to be sent to patrons. National Library Service has been slowly updating their promotional media information to show the new digital formats. This week, NLS announced the availability of two new brochures and a large print and Braille imprinted ruler. These new tools to help promote the service will be ordered for both sub regional and WVLC use.

## **June 27-July 1, 2011**

### **Interim Secretary**

The Interim Secretary conducted interesting and informative exit interviews with Steve Bennett and Karen Hiser. Steve had some very perceptive comments and the discussion with Karen Hiser verified how much knowledge and experience is being lost with her retirement.

The details of the new options for Lyrasis membership were reviewed resulting in new questions that need answers.

The Director of the Martinsburg-Berkeley Co. Public Library reported that she is waiting on a proposal from TLC concerning costs for adding the Hardy County libraries to the Eastern Panhandle consortium. She was not sure if TLC had been in contact with Hardy Co. or not. She also reported that the Project for adding the Hampshire County libraries to the consortium is moving along.

WVLC was notified by its partner, Northern Kentucky University, that the 3 year project "Bridging the Gap II: Supplying the Next Generation of Librarians to Appalachian West Virginia" has been awarded an IMLS Laura Bush 21<sup>st</sup> Century Librarians grant. The project is based on *Bridging the Gap* (Kentucky), an IMLS-funded project currently under way. Through a combination of financial assistance, a unique mentoring system, online colloquia, and travel stipends library workers will be assisted and encouraged to progress through undergraduate programs at Northern Kentucky University (NKU) and Mountwest Community and Technical College (MCTC), obtaining undergraduate degrees and preparation to proceed to graduate study. Students will enroll in MCTC's Associate and NKU's Bachelor programs in library science. Both programs are entirely online, effectively addressing the barrier of geographical isolation. Knowledge, skills, and perspectives developed through undergraduate study will be put to work immediately, resulting in continuing incremental improvements in service to library clientele. A unique peer-mentoring system, developed through the original *Bridging the Gap* (Kentucky) project, will pair MLS-degreed librarians with non-degreed library workers, and an online environment will provide a gateway to educational opportunities, networking tools, and twice yearly online colloquia. The grant award will be formally announced in the next few weeks.

### **Library Development**

The Adult Services Consultant prepared an outline to better explain the benefits of Project Compass this to the four librarians selected to participate in this project.

The Youth Services Consultant responded to a request from a library Director concerning clarification of copyright laws regarding Disney and other storybook characters used in murals. She supported the short answer "Don't do it" with some research and documentation including an excerpt from a new book from Libraries Unlimited called *Law for K-12 Libraries and Librarians*. It clearly outlines what copyright is, what you can and can't do.

The Reference Library reports an increase in computer usage. Hour time-limits are being strictly enforced because of the line of patrons. Basic questions about computer usage (Word, email, etc.) have also increased.

### **Network Services**

Network Services, used to being noticed only when something goes wrong, received this note from Suzette Lowe, Director of the Jackson C. Public Library:

*Fred, I just wanted to thank you for taking care of the outage Jackson County Library had with Frontier Communications. It was a tough few days but you kept after them to get it fixed -- and it finally was. I wanted to thank you for your patience with me (and the other staff) when you're trying to explain to us what you want us to check.*

*All of you in Network Services do a great job -- and it's wonderful to know that you're there for us to call for advice and when trouble hits.*

*And I want to give a shout-out to our tech, Mike Wilson. I wouldn't trade him for anything -- he works so well with all of us, looking out for us, advising us, and generally making us feel more competent than we probably are at all this "techie" stuff.*

Although the Network staff usually works with cables and computers, and printers and software, and other mysteries of the technical world, their work always affects people. The Field Technician based in Weirton sent the following: "I have spent a good deal of time helping the public at Mary H. Weir Public Library. Eight people had to take a test for their job with only 48 hours notice to complete the test. It killed the bandwidth (lots of flash) and I had to help them a lot as some had never used a computer, but I am happy to say that everybody passed. It took them 8 hours to do the practice test, and a half hour for the real test. I also set up equipment for people taking Red Cross test." The Eastern Panhandle technician helped a patron at Shepherdstown set up Overdrive (e-book service) on her MAC and fixed several issues in the children's dept with printing (share issues) and connection. While at the library in Paw Paw she noticed most of their software was out of date and started updating to the most recent of everything. When not keeping library staff and patrons connected to the world, the technicians create and update information technology [maps](#) of every library in the state.

### **Special Services**

With some unexpended funds in book budget, Special Services purchased approximately 200 juvenile titles for Romney School for the Blind Library. Since the students are residential it will be a welcome surprise when they return to school. Summer school has started and Special Services welcomed back the student volunteers. Four to five students come with 2 teachers 4 days per week, with Fridays off. They do a great job with rewinding and inspecting Recorded Cassettes.

**July 4-8, 2011**

### **Interim Secretary**

The Interim Secretary completed discussions with a speaker that WVLC will be sponsoring at the Annual Conference of the West Virginia Library Association. This presentation is intended to appeal to public library directors and trustees. The presenter will share funding success stories, expert advice, and innovative library funding ideas. She will also discuss more traditional library funding methods and changes that can be made to increase their effectiveness.

In her role as Director of Library Development, she also met with the staff of that department to discuss expectations and goals. The most immediate goal is to cope with the variety of questions concerning the annual Bibliostat report that is the bane of many a local librarian's existence – and not without reason. Two libraries let us know on Friday that the information from last year's report that was appearing on their reports was for an entirely different library. We are waiting on a reply from the vendor.

### **Administrative Services**

Administrative Services staff spent much of the week reviewing the 2011-2012 Grants-in-Aid applications, Service Plans, and budgets submitted by each of the 97 public library systems in the state. These applications must be checked for completeness and accuracy before the first quarter Grants-in-Aid allotments can be distributed. The first quarter allotments will be distributed based on Census 2000 service populations and with the assumption that all libraries are in compliance with the requirements of the Library Commission Administrative Rule. Adjustments needed for non-compliance of specific requirements will be made in the remaining quarters of the fiscal year.

### **Library Development**

This week's e-Bulletin encouraged libraries to play a part in the ReadWV Project. [ReadWV](#) is designed to encourage children and the adults in their lives to make reading a priority early in life and to ensure that children read every day. The web site is a rich source of for promotional videos and other resources. This project is a joint effort of the West Virginia Department of Education, Read Aloud West Virginia, the West Virginia Library Commission, and the Imagination Library.

The Adult Services Consultant reported that in two years total site visits to LearningExpress went up 33%!! While attending a Foundation Center workshop at the Kanawha County Public Library she negotiated an agreement for WVLC to receive superseded Foundation Center materials to make available to libraries throughout the state.

Lauren Townsend, of the Flinn Elementary Energy Express program called the Youth Service Consultant for help in recruiting read aloud volunteers. The Consultant suggested she call Mary Kay Bond at Read Aloud West Virginia and also offered to read.

The Program and Planning Consultant contacted West Virginia 211 ([wv211.org](http://wv211.org)) about including public libraries in the online services directory. As a result, all public libraries and WVLC will be added. *2-1-1 is an easy to remember telephone number that connects people with important community services, disaster information and volunteer opportunities.*

Library Development, with the help of staff from Technical Services and Building Services packed up and mailed the following materials to every public library.

- Anthology of Appalachian Writers, v.III
- Appalachian Heritage Writer-in-Residence 2011 Brochure
- Gas Facts – 2010 Edition – West Virginia Oil and Natural Gas Association
- Letters About Literature 2011 Anthology
- Net Cetera Community Outreach Toolkit
- Upper Big Branch Report to the Governor
- West Virginia Humanities Council History Alive! Brochure
- West Virginia Kid's Count Data Book -2010

### **Network Services**

Network Services had a normally busy week starting with a bunch of outages; including a big one at the Raleigh hub. Next up was Putnam Co. that had a large group coming in and called pleading for service. The Network Services Director responded by contacting Frontier then going to the site to make sure the problem was not a WVLC

problem. On arrival, he noticed immediately that WAN interface card was dead. Back at the office, "Carl, trying to emulate his mentor Fred, stayed on Frontier until it came back up." The scope of Network's activity is reflected in the following end of year statistics submitted by the director.

Job requests: 4,837 (418 more than 09-10)  
Visits: 879 (124 More than 09-10)  
VNC: 1,827 (267 more than 09-10)  
Mileage: 57,726 (3,820 more than 09-10)

### **Special Services**

Special Services will soon be interviewing for an OA II position since the current employee submitted her resignation effective July 29. The Special Service staff continues to prepare for the July 18-19 visit of the National Library Services consultant.

### **July 11-15, 2011**

The Interim Secretary and Administrative Services Director spent most of the week finalizing the list of end of year grant recipients. Included in the grants are those to libraries in Morgantown and Martinsburg to help offset dramatic increases demand for services resulting from dramatic increases in population. As mentioned before, WVLC is continuing to award 2012 Grants-in-Aid on service populations based on the 2000 Census. However, with population increases of more than 28,000 in Berkeley County and 13,000 in Monongalia County, it is gratifying to be able to provide assistance to these two counties. They were the only two counties experiencing five digit increases.

### **Library Development**

Library Development is knee deep in data collection. Several calls a day are received from public librarians struggling with the distinctions between operating and capital expenditures, in-kind contributions, and the intricacies of circulation counts. LD consultants who do not work with these questions on a regular basis are brushing up their skills, including a confidence inspiring tone of voice. Not satisfied with disturbing the summers of public librarians, LD also nags academic and special librarians for data. After working for two years with a less-than-satisfactory in-house version of a collection tool for data from academic and special libraries, LD's Office Assistant Extraordinaire designed a SurveyMonkey tool to collect and analyze the annual reports of these libraries.

The Youth Services Consultant submitted proposals for two teen programming sessions at the WVLA Annual Conference, one on integrating new media into teen programming and another on successful teen programming in rural libraries.

The Program and Planning Consultant visited four very different libraries this week, Morgan County Public Library impressed her with collection maintenance and community connections, the organizational dynamics at the Capon Bridge surprised her, collection maintenance at the Kingwood Public Library gave her a new appreciation for weeding, and the definition of "circulation" at Terra Alta astounded her; all in a week's work for a new consultant.

The Reference Library staff is preparing for a major change in access to downloadable print and audio books. The Government Printing Office has sent all depository libraries a booklet, *Legal Requirements and Program Regulations of the Federal Depository Library Program*. Depository libraries must be in compliance by January 1, 2012.

Technical Services is busy cataloging a collection of materials for the deaf and hard of hearing formerly housed in the library at Rehabilitation Services. The collection will be added to the Library Commission collection.

### **Network Services**

Network Services reports that Frontier gave the Cabell County Public Library the thumbs up; the building is ready for fiber. Since Cabell has a different setup than the other libraries, it may be next week before the router is updated and installed. The library (needs work) sheet, was sent to the OT. The library (doesn't need work and is ready for fiber) list was received with Vienna as the only new addition.

Kanawha County Public Library (KCPL) called concerning the Whois domain problem West Virginia Library Commission has been dealing with for over 2 years. KCPL and folks from secure-server-net are asking that WVLC create a new web server with a new domain name.

Reports from the field – Burlington was having connections issues with the patron printer, Frontier was there for the fiber install and failed to confirm that everything was still connected properly before they left. The cable for the printer ran under the floor and over to the switch by the router. There was also a switch under the main desk, right there at the printer, so the field tech ran a new cable to that switch which will hopefully prevent that from happening again.

### **Special Services**

Special Services staff has been working to duplicate requested titles that are now available for download. Many of the titles are classic or older titles. Downloading the titles onto cartridges is fast and not difficult. The time consuming and labor intensive part is printing and embossing labels with Braille for both the cartridges and containers. Accuracy is a must or the effort and time is wasted.

## **July 25-29, 2011**

### **Interim Secretary**

In order to keep aware of problems librarians are having with the Bibliostat report, the Interim Secretary is responding to calls sent directly to her while keeping the Planning and Programming Consultant informed of both the questions and the answers. To date, none of the problems are major and Bibliostat is responding promptly to technical problems.

Several of the libraries that received end-of-year grants called; some needed to revise the project, some were speechless with delight, all promised to return the paperwork promptly.

In order to give the Government Documents Librarian more time to work on outreach services associated with government documents, the Interim Secretary met

with the Library Services and Technical Services managers to discuss the reassignment of Government Document processing activities to Technical Services. Topics of discussion at the monthly Librarian's Forum included the recommendations of the group working on consistent procedures that will encourage more libraries to take advantage of deposit collections and the developments with the WV-READS Overdrive consortium.

Preparing for a 20 minute WVInfoDepot presentation to the Vandalia Chapter of Rotary International took the Interim Secretary much longer than anticipated. It is very difficult to explore the wonders of WVInfoDepot in just 20 minutes. Former Secretary of State Betty Ireland commented on how impressed she was with activity in the Philippi Public Library when there on a campaign visit. She also remarked that, when she asked how the library was able to provide all the computers and electronic resources, the answer was "the West Virginia Library Commission" – yes!

The Interim Secretary continues to participate in the online discussions of LSTA Priority 6. The group is currently working on the proposed result to "provide a range of after school and summer services targeting school-age children in underserved communities to support learning within and outside school settings". It is a constant challenge to concentrate on logic and not grammar.

All requests for approval of in-kind funding were processed by end of day Wednesday, July 27. Thirteen libraries received approval for a total of \$92,777 in tax-based in-kind funding and \$9,955 in non-tax based in-kind funding. This approval will help these libraries meet the match requirement of the Library Commission Administrative Rule.

The Interim Secretary and Administrative Service Director made a Friday morning trip to Beckley to attend the opening of the traveling Library of Congress exhibit. The exhibit looks great even after 73 stops throughout the country. The curators told us that the stop in Charleston last year, in addition to being the second stop of the trip was also the only Center for the Book stop and only one of two that was visited by the State Librarian. Darroll Hylton gave us a brief tour of the Raleigh County PL and discussed the impending renovation plans.

### **Administrative Services**

- Balanced and closed FY 2011 ledger. Distributed 22 end-of-year critical needs grants to public libraries totaling \$188,919.22
- Balanced and closed July, 2011 ledger
- Worked with Special Services to finalize the Librarian I job posting. The posting is on the DOP board until August 11<sup>th</sup> to allow the general public time to submit applications to DOP for a new Librarian I register.
- E-rate - The status of the SLN application is now "Held for further review and verification". Staff contacted our PIA reviewer, to see if he could shed some light on what is being reviewed and if there was any information that we could help provide. He responded and asked for a copy of the DATA09 contract that is expiring in regards to the State Replacement Contract FRN we submitted. Staff sent the link to the DATA09 contract on the Division of Personnel website. Currently WV Libraries have only been funded in the 1st, 6th, and 7th waves.  
Staff filed BEAR forms for WVNET and Frontier services received from January 1, 2011 – June 30, 2011. Both forms have been certified by the

Service Provider and are completed. We will receive \$20,930.40 from WVNET and \$6,800.00 from Frontier. We will be returning \$4,258.48 from the Frontier FRN because the Princeton Public Library dropped of the Library Network in September. We are waiting for the Auditor's Office to complete the invoice of the final bill to submit the BEAR form for Verizon and will be filing for a reimbursement from Verizon for a total of \$251,484.00. Our total funding received for the Statewide Library Network for the second half of funding year 2010 will be \$279,214.40. The total reimbursement for the year will be \$554,596.64.

### **Library Development**

The Library Development Continuing Education monitor reports that in less than a week she received 10 reservations for the workshop promoted in this week's E-Bulletin, *Dream Services for Nightmare Patrons*. The "problem patron" is an unfortunate, but omnipresent, character type in library culture. WVLC is paying tuition for the first 10 to register and approving continuing education for everyone who takes the course.

The Planning and Programming Consultant drafted development plans for four separate libraries and forwarded them to the libraries for review. She also participated in a highly successful meeting with Claudia George and Sandra Hamilton of WorkForce. As a result, WorkForce will be providing libraries participating in the pilot job development project new, and not refurbished computers. The next steps involve implementing agreements between the local libraries and regional WorkForce offices. The Consultant is also working with a Library Value calculator. She plans on applying it to the data reported in the Bibliostat reports and then sending the results to the libraries that have already turned in their surveys to give them a glimpse of their value. She will also encourage the libraries to use the link and the data to use the link on their web pages.

The Technical Services Manager is exploring a possible trial for EBSCO's OPAC (online catalog interface) for the agency. The EBSCO representative sent a [link](#) to a site currently using the service. The service integrates online databases with the online catalog, so the results show both books, etc., and articles.

The Adult Services Consultant recently read about a Microsoft software grant awarded to "Future Generations WV", a non-profit with projects in Afghanistan, Peru, China, and WV?!!! The WV group has placed computer labs in 30 fire departments with plans for 30 more by 2012. The Adult Services Consultant sent out an email congratulating the group on their recent \$70,000 grant and proposed a meeting/discussion of collaboration with WVLC and Future Generations WV. She is attempting to remain neutral concerning the Future Generations description of its Microsoft project that reads "*Unlike libraries, fire departments also have volunteers who are able to keep the computer centers open on weekends and in evenings and be responsive to community needs and interests.*" An August 11 meeting has been scheduled.

### **Network Services**

The Network Services Director has canceled the Technician meeting scheduled for August 2. He also reported that the Tech Atlas inventory is not current for several of the library sites. Some field techs are doing a great job of keeping the

inventory updated but others seem to have inherited some problems. This is a great tool when it comes to grants and maintenance. The Network impression of the BTOP status meeting/lunch hosted by Education and the Arts was the same as the Interim Secretary's. "Everything seems to be moving along. The grant folks seem pleased with the Library's cooperation and progress. Hopefully the Secretary (of Education and the Arts) will find some cash to allow us to actually connect to this miracle of modern technology." The Network Service staff continues to work to make the addition of the new Overdrive service for downloading e-books and audiobooks as painless as possible for both library staff and patrons.

### **Special Services**

On July 18<sup>th</sup> and 19<sup>th</sup> Special Services was visited by the National Library Services Network Consultant MaryBeth Wise. Ms. Wise conducted interviews with all Special Services staff and had a meeting with Interim Secretary Goff. Ms Wise took staff through the Standards and Guidelines and will make a complete report of the findings and recommendations. This biennial visit is an opportunity to learn of activities in other Regional Libraries and the National Library Service. It also affords staff the opportunity to ask questions and make comments and recommendations. During her last week of employment the Office Assistant II and the volunteer reader finished the narration of the Hospice Volunteer Training Manual. This was a special request for a new volunteer that is blind.

## WVLC Weekly Events Calendar May 16 – July 29, 2011

▲ Susan Hayden, Suzy McGinley, Melissa Brown to Southern Council State Library Agencies Consultant Development Forum, Atlanta GA	Mon, May 16 to Wed, May 18
▲ Heather Shock and Shannon Neu - NorLN cataloging/procedure manual meeting - Clarksburg	Tue, May 17 to Wed, May 18
▲ Heather Shock presenting webinar on what to expect from RDA Network Services staff and Melissa Brown visiting Lincoln County PL in Hamlin	Wed, May 18
▲ Special Services - Volunteer Appreciation Capitol Reads Book Discussion Group - Waggoner Reading Room  Commission Meeting – 10AM – Parkersburg	Thu, May 19  Fri, May 20
▲ WVLC E- Bulletin	Mon, May 23
▲ Melissa Brown - Gilmer County site visit HeatherShock, Shannon Neu, Megan Tarbett Overdrive Meeting SCPL Susan Hayden St. Albans PLBDG	Tue, May 24 Tue, May 24
▲ Harlan White, Cris Spradling, Jennifer Johnson meet with BTOP project team	Wed, May 25
▲ Melissa Brown - Calhoun County site visit Susan Hayden - Database Workshop Presentation - Wheeling Jesuit U Librarian's Forum - Childers Room	Thu, May 26 Thu, May 26 Thu, May 26
▲ Susan Hayden – S. Charleston HS- Database training -	Fri, May 27
▲ Memorial Day Holiday	Mon, May 30
▲ Heather Shock, Shannon Neu, Suzy McGinley and MelissaBrown assisting major weeding project at the Taylor County Public Library	Tue, May 31 to Thu, Jun 02
▲ Susan Hayden - Advising new Book Discussion Group at the St.Albans PL	Thu, Jun 02

▲ Susan Hayden - Eastern Panhandle to present a weekend database training session for Military One Source, a One Book, One West Virginia meeting at Shepherd U on Monday, and more database training at Martinsburg on Tuesday. Weds-travel.	Fri, Jun 03 to Wed, Jun 08
▲ WVLC E- Bulletin	Mon, Jun 06
Heather Shock and Shannon Neu - MLN Executive Board Meeting	Mon, Jun 06
▲ Karen Goff. - Game Changers Meeting - Ohio State Library	Tue, Jun 07 to Wed, Jun 08
Melissa Brown to Charles Gibson PL to assist with Development Plan	Tue, Jun 07
▲ Melisa Brown to Gassaway to assist with Development Plan	Wed, Jun 08
Suzy McGinley to Oceana for storytime workshop	Wed, Jun 08
▲ Susan Hayden - Book Discussion assistance for KCPL Britton Adult Summer Reading Club	Fri, Jun 10
▲ Heather Shock - Manga Party - Pioneer Memorial Library - Harman, WV	Sat, Jun 11 to Sun, Jun 12
▲ WEST VIRGINIA DAY	Mon, Jun 20
▲ Harlan White and others - Northern Panhandle - Assorted problems	Tue, Jun 21 to Wed, Jun 22
WVLC E- Bulletin	Tue, Jun 21
▲ Heather - Level 1 Cataloging Training Webinar - Doddridge Co.	Wed, Jun 22 to Fri, Jun 24
▲ Karen H. and Melissa Bibliostat Webinar 9-10 AM	Thu, Jun 23
Librarians' Forum 11:00 AM - Noon	Thu, Jun 23
▲ Pizza Lunch to Celebrate Grand Opening of the Refurbised Break Room - 4th Floor	Fri, Jun 24
▲ Melissa - meeting 1:30	Mon, Jun 27
▲ Catalog 1 Training - Burnsville - Heather	Wed, Jun 29 to Fri, Jul 01
Bibliostat Webinar 9AM-10AM Melissa and Karen H.	Wed, Jun 29
▲ Moving On to Retirement (Karen Hiser) and Illinois (Steve Bennett)	Thu, Jun 30

▲ <b>Susan Hayden. - KCPL Foundation Center Meeting</b>	Wed, Jul 06
<b>WVLC E- Bulletin</b>	Wed, Jul 06
▲ <b>Karen Goff. - IMLS Webinar</b>	Thu, Jul 07
▲ <b>Melissa Brown - Morgan County; Capon Bridge</b>	Mon, Jul 11
▲ <b>Melissa Brown - Keyser, Kingwood</b>	Tue, Jul 12
▲ <b>Melissa Brown- Terra Alta</b>	Wed, Jul 13
▲ <b>Special Services - Visit from National Library Services Consultant MaryBeth Wise</b>	Mon, Jul 18 to Tue, Jul 19
<b>WVLC E- Bulletin</b>	Mon, Jul 18
▲ <b>WV-READS Consortium Meeting 10AM - Childers Room</b>	Tue, Jul 19
▲ <b>Broadband Meeting - Education &amp; the Arts - Noon</b>	Wed, Jul 20
▲ <b>Librarian's Forum 10AM - LD Training Room</b>	Thu, Jul 21
▲ <b>Karen Goff. - Connecting to Collections - WV Wesleyan</b>	Fri, Jul 22
▲ <b>Karen Goff - Rotary - Christ United Methodist- 7:30 AM WVInfoDepot</b>	Wed, Jul 27
▲ <b>Karen Goff, Denise Seabolt - Library of Congress mobile exhibit at RCPL - ribbon cutting 9AM</b>	Fri, Jul 29