SITKA PUBLIC LIBRARY QUARTERLY REPORT

JULY THROUGH SEPTEMBER 2025

Staff

1 unfilled part-time library assistant position

Full-time Staff:
Acquisitions Librarian -Angela Schieler Adult
Services Librarian -Margot O'Connell Library
Assistant- Mary Beth Palof
Technical Services Librarian -Joanna Perensovich
Youth Services Librarian -Maite Lorente

Part-time Library Assistants:
1. Adriana Bryan
2. Leigh Rector

Temporary Employee:
1. Quinlyn Holder
2. Darryl Rehkopf

Budget

As of October 21, the Library has used 19% of its FY26 budget.

Programs

July

Youth

Weekly: Stay & Play, Preschool Storytime, and Storyline (new stories in Spanish & English available on the telephone)
Monthly: Sitka Babies & Books, Teen Advisory Board Meeting, Art Classes

Ready Jet Go! Space Camp ages 6-10 years
Learn and Grow Family Workshop ages 0-5 years
Sitka Fine Art's Camp Musical Theater Camp Presents The SponeBob Musical performance

Adult

Technology Assistance Appointments
Community Event: UAF Cooperative Extension Service

<u>August</u>

Youth

Weekly: Stay & Play, Preschool Storytime, and Storyline (new stories in Spanish & English available on the telephone)

Monthly: Sitka Babies & Books, Teen Advisory Board Meeting, Art Classes

Adult

Technology Assistance Appointments

2 classes- Dungeons & Dragons Master Workshop

Armchair Travels: Paddling the Yukon Canoe Trip Part 2 with Mike Morris and Gary Bagley

Big Idea Book Club co-facilitated by the Library's Adult Services Librarian Margot O'Connell and Outer Coast's faculty member Garrett Faulkner

<u>September</u>

Youth

Weekly: Stay & Play, Preschool Storytime, and Storyline (new stories in Spanish & English available on the telephone), STEM Kits To Go ages 7-10 years

Monthly: Sitka Babies & Books, Teen Advisory Board Meeting, Art Classes, Artist scavenger hunt

Adult

3 Game Nights

Technology appointments

Big Idea Book Club co-facilitated by the Library's Adult Services Librarian Margot O'Connell and Outer Coast's faculty member Garrett Faulkner

Library Highlights

- Multipurpose Room- Dimensional Communications installed a new audio and visual system
    - New projector, new speaker system that is compatible to use along with a cordless microphone
    - Reoriented the projector screen to accommodate more seating
- Summer Reading Program – May 32-August 2
    - 46 Adults participated
    - 176 Youth participated
        - 2 highlights of youth program was the mini-camps that we were able to offer with the help of 4-H (Molly of Denali Salmon Protectors), and Alaska Public Media (PBS Space Camp)
            - Great feedback from families
                - Liked the quality of the STEM & environmental programming
                - Lots of fun with free food
- Reading Buddy Program – 20 first & second grader participated

- Lots of traffic in the Teen Room throughout the summer- hanging out & participating in self-directed programs
- Teen Advisory Board- 4 members organized & implemented an acting class based on the summer reading program theme- Color Our World- 11 kids attended and had a blast
- Snack Grab N Go- June 4-July 30 serving 30 kids each week
    - Increase in demand this year, able to meet the demand with donation from the Friends of the Sitka Public Library
    - Many participants create a breakfast picnic ritual over the summer, then come inside for library visit, claim summer reading prizes

Community Outreach

Provide meeting rooms for the public to convene and disseminate information through public meetings, presentations, and program.

We partner with the Alaska Department of Health and Social Services' Project HOPE program to provide free harm reduction materials to those struggling with addiction.

Through our Little Free Pantry, we offer other FREE personal care products from diapers to toothbrushes.

We host the Sitka Seed Library, which removes barriers for Sitkans interested in gardening for food and fun.

The library provides a wide variety of services, from research assistance, technical assistance, print, copy and fax services, job application assistance, proctor site, tax & PFD filing, to fishing permits.

Statistics

Checkouts 13,200 items
Wi-Fi Sessions 18,161
Door Count 25,593
Meeting & Study Room Reservations 398
Public Computers Sessions 947

Community Data Collection

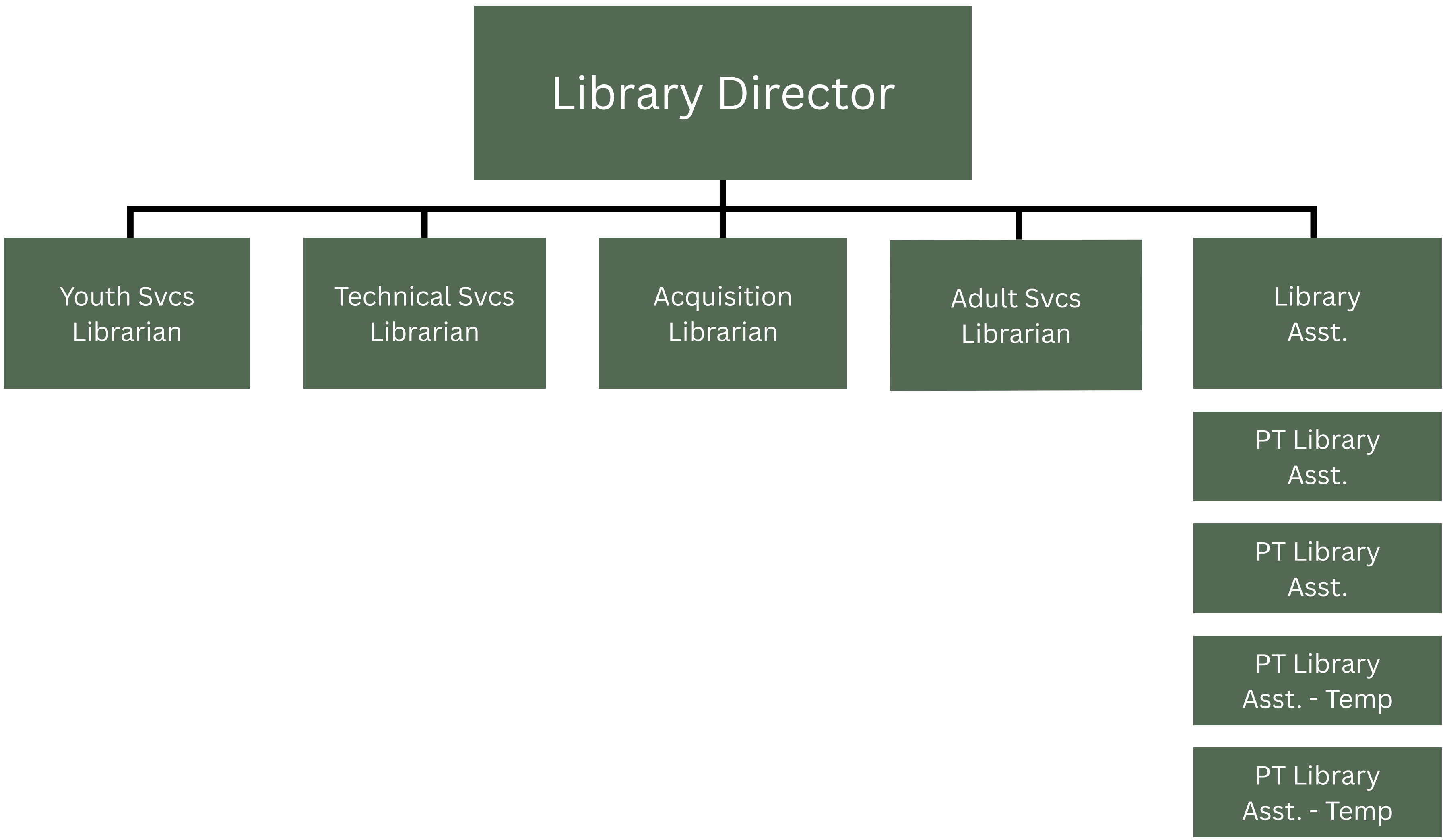
Friends of the Animal Shelter Survey, 2025 End of Season Tourism Survey

Upcoming events to look out for

- Literary Pumpkin Pageant for All Ages
- STEM Kits To Go will happen again in the months of November and December
- December 18- Screening of the documentary episode Wild Hope: Building for Birds followed by Bird's Eye Art, DIY window decals and learn about the Christmas Bird Count program. Starts at 4:00 pm, refreshments provided
- Torch-Fired Enamel Earrings workshop with Ashley Lohr- 2 sessions November 8th
- Card Printing Workshop with Caitlin Blaede December 9

- Sound Bath & Meditation Workshop with sound healing practitioner Laura Humphreys November 20

City and Borough of Sitka - Library Department



Budget Performance Report

Date Range 07/01/25 - 06/30/26

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund **100 - General Fund**									
EXPENSE									
Division **540 - Public Service**									
Department **041 - Library**									
5110									
5110.001	Regular Salaries/Wages	474,260.49	.00	474,260.49	.00	.00	103,374.54	370,885.95	22
5110.002	Holidays	.00	.00	.00	.00	.00	3,554.85	(3,554.85)	+++
5110.003	Sick Leave	.00	.00	.00	.00	.00	4,213.28	(4,213.28)	+++
5110.010	Temp Wages	17,557.84	.00	17,557.84	.00	.00	5,854.63	11,703.21	33
	5110 - Totals	$491,818.33	$0.00	$491,818.33	$0.00	$0.00	$116,997.30	$374,821.03	24%
5120									
5120.001	Annual Leave	22,941.00	.00	22,941.00	.00	.00	9,158.01	13,782.99	40
5120.002	SBS	31,554.83	.00	31,554.83	.00	.00	7,737.91	23,816.92	25
5120.003	Medicare	7,464.01	.00	7,464.01	.00	.00	1,830.36	5,633.65	25
5120.004	PERS	104,337.12	.00	104,337.12	.00	.00	25,406.34	78,930.78	24
5120.005	Health Insurance	168,771.12	.00	168,771.12	.00	.00	41,760.49	127,010.63	25
5120.006	Life Insurance	86.76	.00	86.76	.00	.00	17.55	69.21	20
5120.007	Workmen's Compensation	1,279.36	.00	1,279.36	.00	.00	339.94	939.42	27
5120.011	PERS on Behalf	12,276.00	.00	12,276.00	.00	.00	.00	12,276.00	0
	5120 - Totals	$348,710.20	$0.00	$348,710.20	$0.00	$0.00	$86,250.60	$262,459.60	25%
5201									
5201.000	Training and Travel	11,760.00	.00	11,760.00	.00	.00	146.40	11,613.60	1
	5201 - Totals	$11,760.00	$0.00	$11,760.00	$0.00	$0.00	$146.40	$11,613.60	1%
5203									
5203.001	Utilities	25,000.00	.00	25,000.00	.00	.00	2,874.45	22,125.55	11
	5203 - Totals	$25,000.00	$0.00	$25,000.00	$0.00	$0.00	$2,874.45	$22,125.55	11%
5204									
5204.000	Telephone	.99	.00	.99	.00	.00	.00	.99	0
5204.001	Cell Phone Stipend	300.00	.00	300.00	.00	.00	75.00	225.00	25
	5204 - Totals	$300.99	$0.00	$300.99	$0.00	$0.00	$75.00	$225.99	25%
5205									
5205.000	Insurance	66,750.00	.00	66,750.00	.00	.00	.00	66,750.00	0
	5205 - Totals	$66,750.00	$0.00	$66,750.00	$0.00	$0.00	$0.00	$66,750.00	0%
5206									
5206.000	Supplies	57,501.00	.00	57,501.00	.00	741.20	3,821.91	52,937.89	8
	5206 - Totals	$57,501.00	$0.00	$57,501.00	$0.00	$741.20	$3,821.91	$52,937.89	8%
5208									
5208.000	Bldg Repair & Maint	143,902.00	.00	143,902.00	.00	.00	.00	143,902.00	0
	5208 - Totals	$143,902.00	$0.00	$143,902.00	$0.00	$0.00	$0.00	$143,902.00	0%
5211									
5211.000	IT Fees	197,400.00	.00	197,400.00	.00	.00	.00	197,400.00	0

Budget Performance Report

Date Range 07/01/25 - 06/30/26
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund **100 - General Fund**									
EXPENSE									
Division **540 - Public Service**									
Department **041 - Library**									
	5211 - Totals	$197,400.00	$0.00	$197,400.00	$0.00	$0.00	$0.00	$197,400.00	0%
5212									
5212.000	Contracted Services	44,035.00	25,536.72	69,571.72	.00	19,152.54	32,299.43	18,119.75	74
	5212 - Totals	$44,035.00	$25,536.72	$69,571.72	$0.00	$19,152.54	$32,299.43	$18,119.75	74%
5222									
5222.000	Postage	13,000.00	.00	13,000.00	.00	.00	.00	13,000.00	0
	5222 - Totals	$13,000.00	$0.00	$13,000.00	$0.00	$0.00	$0.00	$13,000.00	0%
5223									
5223.000	Tools & Small Equipment	500.00	.00	500.00	.00	.00	709.00	(209.00)	142
	5223 - Totals	$500.00	$0.00	$500.00	$0.00	$0.00	$709.00	($209.00)	142%
5224									
5224.000	Dues and Publications	1,505.00	.00	1,505.00	.00	.00	340.00	1,165.00	23
	5224 - Totals	$1,505.00	$0.00	$1,505.00	$0.00	$0.00	$340.00	$1,165.00	23%
5240									
5240.000	Books & Publications	81,999.00	.00	81,999.00	.00	11,695.66	17,280.31	53,023.03	35
	5240 - Totals	$81,999.00	$0.00	$81,999.00	$0.00	$11,695.66	$17,280.31	$53,023.03	35%
	Department **041 - Library** Totals	$1,484,181.52	$25,536.72	$1,509,718.24	$0.00	$31,589.40	$260,794.40	$1,217,334.44	19%
	Division **540 - Public Service** Totals	$1,484,181.52	$25,536.72	$1,509,718.24	$0.00	$31,589.40	$260,794.40	$1,217,334.44	19%
	EXPENSE TOTALS	$1,484,181.52	$25,536.72	$1,509,718.24	$0.00	$31,589.40	$260,794.40	$1,217,334.44	19%
	Fund **100 - General Fund** Totals								
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++
	EXPENSE TOTALS	1,484,181.52	25,536.72	1,509,718.24	.00	31,589.40	260,794.40	1,217,334.44	19%
	Fund **100 - General Fund** Totals	($1,484,181.52)	($25,536.72)	($1,509,718.24)	$0.00	($31,589.40)	($260,794.40)	($1,217,334.44)	
	Grand Totals								
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++
	EXPENSE TOTALS	1,484,181.52	25,536.72	1,509,718.24	.00	31,589.40	260,794.40	1,217,334.44	19%
	Grand Totals	($1,484,181.52)	($25,536.72)	($1,509,718.24)	$0.00	($31,589.40)	($260,794.40)	($1,217,334.44)	