

**NOTICE OF MEETING OF THE COMMISSIONERS' COURT OF  
HOCKLEY COUNTY, TEXAS**

Notice is hereby given that a Special meeting of the above named Commissioners' Court will be held on the 17<sup>th</sup> day of April, 2017 at 10:00 a.m. in the Commissioners' Courtroom, Hockley County Courthouse, Levelland, Texas, at which time the following subjects will be discussed to-wit:

1. Read for approval the minutes of a Regular Meeting of the Commissioners' Court held Monday, April 3, 2017.
2. Read for approval all monthly bills and claims submitted to the court and dated through April 17, 2017.
3. Consider and take necessary action to appoint Bill Cohen to the Airport Advisory Board in place of Raymon Jackson.
4. Consider and take necessary action to approve road crossing for Poka Lambro Telephone Cooperative on Zebra Road, Crane Road and Chickadee Road in Precinct 1.
5. Consider and take necessary action to approve the Hockley County Library's Annual Report for 2016.
6. Consider and take necessary action to approve Ad Valorem tax refunds.
7. Consider and taken necessary action to advertise for bids for a 2017 or newer 110 hp Tractor for use in Precinct 3.

**COMMISSIONERS' COURT OF HOCKLEY COUNTY, TEXAS**

BY: Sharla Baldrige  
Sharla Baldrige, Hockley County Judge

I, the undersigned County Clerk, do hereby certify that the above Notice of Meeting of the above named Commissioners' Court, is a true and correct copy of said Notice on the bulletin board at the Courthouse, and at the east door of the Courthouse of Hockley County, Texas, as place readily accessible to the general public at all times on the 13<sup>th</sup> day of April, 2017, and said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this 13<sup>th</sup> day of April, 2017.

Irene Gumula  
Irene Gumula, County Clerk, and Ex-Officio  
Clerk of Commissioners' Court, Hockley County, Texas

FILED FOR RECORD  
AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M.

**APR 13 2017**

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Irene Gumula  
County Clerk, Hockley County, Texas



SPECIAL MEETING  
APRIL 17, 2017

Be it remembered that on this the 17<sup>th</sup> day of April A.D. 2017, there came on to be held a Special meeting of the Commissioners' Court, and the Court having convened in Special session at the usual meeting place thereof at the Courthouse in Levelland, Texas, with the following members present to-wit:

Sharla Baldridge	County Judge
Curtis D. Thrash	Commissioner Precinct No. 1
Larry Carter	Commissioner Precinct No. 2
J. L. "Whitey" Barnett	Commissioner Precinct No. 3
Thomas R "Tommy" Clevenger	Commissioner Precinct No. 4

Irene Gumula, County Clerk, and Ex-Officio Clerk of Commissioners' Court when the following proceedings were had, to-wit:

Motion by Commissioner Barnett, seconded by Commissioner Carter, 4 Votes Yes, 0 Votes No, that the Minutes of Regular meeting of the Commissioners' Court, held on the 3<sup>rd</sup> day of April, A.D. 2017, be approved and stand as read.

Motion by Commissioner Clevenger, seconded by Commissioner Thrash, 4 Votes Yes, 0 Votes No, that all monthly claims and bills, submitted to the Court, and dated through April 17, A. D. 2017, be approved and stand as read.

Motion by Commissioner Carter, seconded by Commissioner Barnett, 4 Votes Yes, 0 Votes No, that Commissioners' Court appoint Bill Cohen to the Airport Advisory Board in place of Raymon Jackson, as per Appointment recorded below.

THE STATE OF TEXAS  
COUNTY OF HOCKLEY

COMMISSIONERS' COURT  
HOCKLEY COUNTY, TEXAS

**ORDER TO APPOINT TO AIRPORT ADVISORY BOARD**

It is the order of the Commissioners' Court of Hockley County that Bill Cohen be appointed in place of Raymon Jackson to the Airport Advisory Board.

DATED the 17<sup>th</sup> day of April, 2017.



*Sharla Baldrige*  
Sharla Baldrige, Hockley County Judge

*Curtis Thrash*  
Curtis Thrash, Commissioner, Prct. 1

*Larry Carter*  
Larry Carter, Commissioner, Prct. 2

*J.L. Barnett*  
J.L. "Whitey" Barnett, Commissioner, Prct. 3

*Tommy Clevenger*  
Tommy Clevenger, Commissioner, Prct. 4

ATTEST: *Irene Gumula*  
Irene Gumula, County Clerk,  
Ex-Officio Clerk of Commissioners  
Court of Hockley County, Texas

**Motion by Commissioner Thrash, seconded by Commissioner Carter,  
4 Vote Yes, 0 Votes No, that Commissioners' Court grant permission and authority to  
Poka Lambro Telephone Cooperative on Zebra Road, Crane Road and Chickadee  
Road in Precinct 1, to lay, construct, operate and maintain buried phone lines (see  
"Exhibit B") under and across certain county roads situated in Commissioner's  
Precinct No. 1, Hockley County, Texas, as set forth in the below recorded Petition,  
Exhibit and order of the Court.**

BEFORE THE HONORABLE BOARD OF COUNTY COMMISSIONERS  
HOCKLEY COUNTY, TEXAS

IN THE MATTER OF THE APPLICATION OF Poka Lambro Telephone Cooperative FOR  
AUTHORITY TO USE A PART OF THE PUBLIC ROADS OF HOCKLEY COUNTY, TEXAS

PETITION

Comes now, the Petitioner, Poka Lambro Telephone Cooperative a corporation of the State of Texas, and petitions this Honorable Board for the right and authority to lay, construct, operate and maintain buried phone lines under and across certain county roads situated in Hockley County, Texas, which said buried phone lines are to be used for the purpose of transporting phone service from the Petitioner's sources of supply to Petitioner's markets.

The location of the points at which Petitioner wishes to undercross said county roads with said phone lines and the general specifications are more particularly described on a map marked Exhibit "A" and general specifications marked Exhibit "B", all of which are attached hereto and made a part of this application. Petitioner represents and states that if granted the authority herein requested, it will conform with and abide by the rules of all persons and bodies having jurisdiction and by the following conditions:

1. The Petitioner shall, in constructing said phone lines under crossings cause the very minimum of inconvenience and obstruction of public travel along said roads, and, further, shall operate and maintain said phone lines under crossings in a manner so as not to inconvenience, endanger or obstruct public travel along said roads.
2. Upon the completion of each phone lines undercrossing constructed hereunder Petitioner shall immediately backfill, re-construct and replace the portions of the roads across which said phone lines are laid and constructed so that such roads shall be in equally as good a condition as prior to such construction.
3. So long as said phone lines are maintained and operated under said roads Petitioner shall be responsible for doing any work which, due to the existence of said phone lines undercrossings, needs to be done on said roads at the location thereof, all in order to maintain said roads, at such points, in a condition equal to other portions of said county roads.
4. Should Petitioner remove said phone lines from any of said roads, it will replace and recondition the road concerned, at the location of said removal, in substantially the same condition as it was prior to such removal, all liability of Petitioner for the maintenance and reconditioning of such roads shall cease as soon after such removal as the COUNTY OF HOCKLEY has approved the maintenance and reconditioning work done by Petitioner.
5. Petitioner agrees that if at any time the County of Hockley shall deem it necessary to make any improvements or changes on all of or any part of the right of way of the county roads which affect the Utility as located under this order, then and in such event, the Petitioner or his Assignee shall make such reasonable changes of its facilities located within such right of way as may be deemed necessary, such work to be done without cost to Hockley County, Texas.
6. The construction or laying of said phone lines by Petitioner hereunder shall be considered and shall constitute and acceptance of this order and of all of the terms and conditions herein set forth.
7. Petitioner agrees that if at any time the County of Hockley deems it necessary that these crossings be encased in accordance with the then existing State Highway specifications, Petitioner agrees to do so at its own expense.

Wherefore, your Petitioner respectfully prays that your Honorable Board enter and order herein authorizing Petitioner to use and occupy the portions of the roads in Hockley County, Texas, more particularly herein above set out and described and at the locations shown and set out in said Exhibits "A" and "B" attached to this application.

DATED this 28th day of March, 20 17.

BY:   
DAVID HAGEMAN

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EXHIBIT B

GENERAL CABLE INSTALLATION SPECIFICATIONS

Cable placement generally follows the rules of TxDOT for depth and bores.

All cable placed is inside 1 ½" HDPE duct.

All cable along County and State roads is buried at least 42" below grade per TxDOT requirements. Poka Lambro strives to be at least 48" deep whenever possible.

No county road will be trenched or plowed through. County roads, residential and business drives/entrances will be bored.

Bores are encased in 1 ½" HDPE duct.

Generally, at all county road intersections, a buried handhole is left for possible future expansion in a direction along the county road in which cable was not placed.

In this particular petition, fiber optic cable is proposed to be placed as shown on the map marked EXHIBIT A. This fiber cable's main purpose is to serve our customers with voice and internet services.

The cable route proposes to cross under County road Alamo where it intersects Wrangler and to cross under Wrangler from the south to the north where it intersects with FM 41. The cable is to cross under County road Zebra where it intersects with FM3261, cross under County road Crane where it intersects Zebra and cross under Chickadee where it intersects Zebra on the north side of Zebra.





BEFORE THE HONORABLE BOARD OF COUNTY COMMISSIONERS  
HOCKLEY COUNTY, TEXAS

IN THE MATTER OF THE APPLICATION OF CANAN MOWERY OPERATING FOR  
AUTHORITY TO USE A PART OF THE PUBLIC ROADS OF HOCKLEY COUNTY, TEXAS

ORDER


This cause coming on to be upon the petition of POKA LAMBRO TELEPHONE COOPERATIVE hereinafter referred to as "Petitioner". The Board finds that in order that Petitioner may carry out its corporate objects and powers, it is necessary for it to lay, construct, operate and maintain pipelines across certain county roads situated in Hockley County, Texas, as set forth in the Petitioner's application filed herein.

THEREFORE, IT IS HEREBY ORDERED that, subject to the conditions herein after set forth, said Petitioner, POKA LAMBRO TELEPHONE COOPERATIVE is hereby granted permission and authority to lay, construct, operate and maintain pipelines across certain county roads at the locations set forth in Exhibits "A" and "B" attached to the application of Petitioner herein, which Exhibits "A" and "B" and application are hereby made a part of this order as fully as if set out in length herein provided.

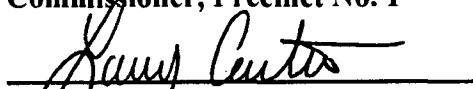
1. The Petitioner shall, in constructing said pipelines undercrossing cause the very minimum of inconvenience and obstruction of public travel along said roads, and, further, shall operate and maintain said pipelines undercrossing in a manner so as not to inconvenience, endanger or obstruct public travel along said roads.
2. Upon the completion of each pipelines undercrossing constructed hereunder Petitioner shall immediately backfill, re-construct and replace the portions of the roads across which said pipelines are laid and constructed so that such roads shall be in equally as good a condition as prior to such construction.
3. So long as said pipelines are maintained and operated under said roads Petitioner shall be responsible for doing any work which, due to the existence of said pipelines undercrossings, needs to be done on said roads at the location thereof, all in order to maintain said roads, at such points, in a condition equal to other portions of said county roads.
4. Should Petitioner remove said pipelines from any of said roads, it will replace and recondition the road concerned, at the location of said removal, in substantially the same condition as it was prior to such removal, all liability of Petitioner for the maintenance and reconditioning of such roads shall cease as soon after such removal as the COUNTY OF HOCKLEY has approved the maintenance and reconditioning work done by Petitioner.
5. Petitioner agrees that if at any time the County of Hockley shall deem it necessary to make any improvements or changes on all of or any part of the right of way of the county roads which affect the Utility as located under this order, then and in such event, the Petitioner or his Assignee shall make such reasonable changes of its facilities located within such right of way as may be deemed necessary, such work to be done without cost to Hockley County, Texas.
6. The construction or laying of said pipelines by Petitioner hereunder shall be considered and shall constitute and acceptance of this order and of all of the terms and conditions herein set forth.
7. Petitioner agrees that if at any time the County of Hockley deems it necessary that these crossings be encased in accordance with the then existing State Highway specifications, Petitioner agrees to do so at its own expense.

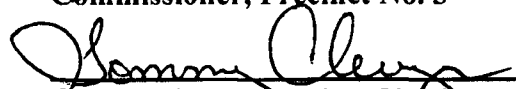
  
County Judge

4-17-17  
Date

  
Commissioner, Precinct No. 1

  
Commissioner, Precinct No. 3

  
Commissioner, Precinct No. 2

  
Commissioner, Precinct No. 4

**Motion by Commissioner Barnett, seconded by Commissioner Clevenger,  
4 Vote Yes, 0 Votes No, that Commissioners' Court approve the Hockley County  
Library's Annual Report for 2016, as per Annual Report recorded below.**

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# ACCREDITATION IN STATE LIBRARY SYSTEM

## APPLICATION

Local Fiscal Year 2016

This form must be completed by public libraries applying for accreditation in the State Library System and submitted on or before April 30, 2017.

LIBRARY NAME Hockley County Memorial Library CITY Levelland, Texas

### Certification

The below signed certify, to the best of their ability, that the information contained in the library's annual report is complete and accurate for local fiscal year 2016.

All applicable signatures are necessary, based on library's legal establishment.

Sharla Baldrige 4-17-17

SIGNATURE of  
(Check one)

- Mayor
- City Manager
- District Board Chair
- County Judge
- School Superintendent

*Signatures of city secretaries or county clerks, will not be accepted.*

Sharla Baldrige, Hockley County Judge

Printed Name

Callie Nations

SIGNATURE of Head Librarian

Callie Nations

Printed Name

N/A

SIGNATURE of Library Board Chair

N/A

Printed Name

Accreditation SFY2018

Only one electronic copy needed. Scan and send by email to: [vgreenwood@tsl.texas.gov](mailto:vgreenwood@tsl.texas.gov), or fax to: 512/936-2306.

# Verified!

## Texas Public Library Annual Report

This report is due to the Texas State Library and Archives Commission by April 30, 2017. We strongly urge libraries to report no later than March 31, 2017, to provide time to make any necessary revisions.

All questions relate to the library's local fiscal year 2016: the year that ended in calendar year 2016 and included January 1, 2016. If there was a change in the fiscal year, please contact LDN staff to update that information.

The Texas State Library and Archives Commission participates in a national public library data collection system. The purpose of this system is to ensure the collection of comparable data in all states. The data is used for the creation of a composite report on the public libraries of the United States and for state-to-state comparisons by the Institute of Museum and Library Services IMLS. This report is also used to accredit Texas public libraries and some data elements are used for that purpose. Accreditation-related questions are marked within the online questionnaire with a triangle.

Definitions are important to ensure comparability of data from different libraries and states. Please refer to the definitions as this survey is completed.

Reporting libraries should not leave any items blank. Estimates are important if exact data are not available. For Section 3: Expenditures, Section 4: Local Financial Effort, and Section 5: Revenue, enter "0" if the appropriate entry for an item is zero or "none." For the other sections, enter "0" if the appropriate entry for an item is zero or "none" and enter "N/A" in the Notes field if an item does not apply to a particular library. If an exact figure is not available for a particular item, but it is known that the amount is greater than zero, the librarian should enter an estimate of the amount, and add an explanation in the Notes field. If you need to estimate, please use a standard methodology for doing so. If you have questions, please contact LDN staff.

Texas State Library - Library Development & Networking (LDN) Contacts  
Valicia Greenwood (vgreenwood@tsl.texas.gov)  
Stacey Malek (smalek@tsl.texas.gov),  
512/463-5465, or toll free in Texas 800/252-9386.

**Section 1: Library Information - Central/Administrative Library**

This section requests information for contacting the library, its staff, board, and friends group. By entering this information you understand that this becomes public information. Do not use personal email addresses if not for public consumption.

PLEASE NOTE: Contact questions in the section 1.1 through 1.21 are locked. You will not be able to change that data. Please contact LDN staff (ld\_services@tsl.texas.gov) if changes need to be made to these questions.

1.1 Library Name ✓	Hockley County Memorial Library	
1.2 County ✓	Hockley	
1.3 The local fiscal year covered by this report began ✓	1/1/2016	
1.4 The local fiscal year covered by this report ended ✓	12/31/2016	
1.5 Mailing Address ✓	802 Houston St Ste 108	
1.6 Mailing City ✓	Levelland	
1.7 Mailing ZIP Code	79336	
1.8 Mailing ZIP+4 Extension ✓	3706	
1.9 Street Address	811 Austin St	
1.10 Street City	Levelland	
1.11 Street ZIP Code	79336	
1.12 Street ZIP+4 Extension	4500	
▶ 1.13 Does the library have a published telephone number? ✓	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
1.14 Phone	(806) 894-6750	
1.15 Telefax	<input checked="" type="checkbox"/> N/A	
1.16 Library Director/Head Librarian First Name	Callie	
1.17 Library Director/Head Librarian Last Name	Nations	
1.18 Admin Email	cnations@hockleycounty.org	
1.19 Library Email	librarian@hockleycounty.org	
▶ 1.20 Does the library have a website?	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
1.21 Web Address	https://hockleyvl.biblionix.com	
1.22 Is the information provided in 1.1 through 1.21 correct?	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
1.23 Contact Person First Name	Callie	Callie
1.24 Contact Person Last Name	Nations	Nations
1.25 Contact Email	librarian@hockleycounty.org librarian@hockleycounty.org	
1.26 Board Chair First Name		-3
1.27 Board Chair Last Name		-3
1.28 Friends President First Name	Ashley	Ashley
1.29 Friends President Last Name	Brooks	Brooks

**Section 2: Outlets**

This section requests information on public service outlets. Report figures as of the last day of the fiscal year. If there is a new branch, but it was not open for business before the end of the ...[more](#)

2.1 Number of Branch Libraries <sup>1</sup> ✓	0
2.2 Number of Bookmobiles ✓	0
2.3 Renovations, Expansion, New Construction	<input type="radio"/> Yes <input checked="" type="radio"/> No No
2.4 Square Footage of the Main Library ✓	3,363

**Section 3: Expenditures**

**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

Operating Expenditures are those current and recurrent costs necessary to support library services. Only such funds that are supported by ...[more](#)

3.0 Did the library expend any funds for library operation from sources outside the library's home county, such as Tocker Foundation, Dollar General, Hancher Foundation, Texas Book Festival, NEA, or similar sources?  Yes  No

No The library received all financial support from sources inside its home county or district.  Report all operating expenditures in Sections 3 and 4. Report all revenue in Section 5.

**Library Operating Expenditures**

**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

Operating Expenditures are those current and recurrent costs necessary to support library services. Only such funds that are supported by ...[more](#)

**Staff Expenditures**

**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

This amount should be the salaries and wages for all library staff including plant operation, security and maintenance staff. Do not report salaries paid by an outside entity, such as Green Thumb employees or employees paid under a training program administered through another entity.

3.1 Salaries & Wages Expenditures <sup>2</sup> ✓	\$121,645	\$134,952
3.2 Employee Benefits Expenditures ✓	\$59,060	\$74,796
3.3 Total Staff Expenditures ✓	\$180,705	\$209,748

**Collection Expenditures**

**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

Include all operating expenditures from the library budget for all materials in print, microform, electronic, and other formats considered part of the collection, whether purchased, leased, or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

3.4 Print Materials Expenditures ✓	\$15,067	\$17,729
3.5 Electronic Materials Expenditures ✓	\$3,479	\$10,023
3.6 Other Materials Expenditures ✓	\$2,703	\$1,394
3.7 Total Collection Expenditures ✓	\$21,249	\$29,146

**Other/Total Operating Expenditures**

This includes all expenditures other than those reported for Total Staff Expenditures and Total Collection Expenditures. Include expenses such as binding, supplies, repair or ...[more](#)

3.8 Other Operating Expenditures ✓	\$18,236	\$18,659
3.9 Total Direct Operating Expenditures	\$220,190	\$257,553
3.10 Indirect Costs ✓	\$0	\$0
3.11 Total Operating Expenditures ✓	\$220,190	\$257,553

**Capital Expenditures**

**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

This amount should never be included in any of the questions in Section 4, but should be reported in sources of funds reported in the Capital ...[more](#)

3.12 Capital Expenditures ✓	\$0	\$0
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**Section 4: Local Financial Effort**

REPORT ACTUAL EXPENDITURES, NOT BUDGETED OR ESTIMATED AMOUNTS.

This section contains questions which will help determine whether the library meets the minimum accreditation criteria. Local ...[more](#)

▶4.1 Local Expenditures on Collections ✓	\$21,249	\$29,146
▶4.2 Total Local Library Operating Expenditures ✓	\$220,190	\$257,553
▶4.3 Local Government Operating Expenditures <sup>3</sup> ✓ <input type="checkbox"/>	\$218,320	\$262,455

**Section 5: Library Revenue by Source**

The total funds reported as Library Revenue will not necessarily equal the total of library expenditures reported. Do not report grant funds spent on behalf of your library by some other entity. Do ...[more](#)

**Revenue Used for Operating Expenditures**

Report revenue received by the library for the current and recurrent costs of operation, including grants, considered operating expenditures by local accounting practice. Report by source of ...[more](#)

5.1 Operating Revenue - City, Cities or Library District ✓	\$10,878	\$31,464
5.2 Operating Revenue - County or Counties ✓	\$207,442	\$220,991
5.3 Operating Revenue - School Districts ✓	\$0	\$0
5.4 Subtotal-Local Government Operating Revenue ✓	\$218,320	\$252,455
5.5 Operating Revenue - State Government ✓	\$0	\$0
5.6 Operating Revenue - LSTA ✓	\$0	\$0
5.7 Operating Revenue - Other Federal Revenue ✓	\$0	\$0
5.8 Subtotal - Federal Government Revenue ✓	\$0	\$0
5.9 Operating Revenue - Foundation & Corporate Grants ✓	\$0	\$0
5.10 Operating Revenue - Other Local Sources <sup>4</sup> ✓ <input type="checkbox"/>	\$1,869	\$5,098
5.11 Subtotal-Other Operating Revenue ✓	\$1,869	\$5,098
5.12 Total Library Operating Revenue ✓	\$220,189	\$257,553

**Revenue Used for Capital Expenditures**

**CAPITAL REVENUE**

Report revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of ...[more](#)

5.13 Capital Revenue - City Cities or Library District ✓	\$0	\$0
5.14 Capital Revenue - County or Counties ✓	\$0	\$0
5.15 Capital Revenue - School Districts ✓	\$0	\$0
5.16 Capital Revenue - State Government ✓	\$0	\$0
5.17 Capital Revenue - LSTA ✓	\$0	\$0
5.18 Capital Revenue - Other Federal Funds ✓	\$0	\$0
5.19 Capital Revenue - Foundation & Corporate Grants ✓	\$0	\$0
5.20 Capital Revenue - Other Local Sources ✓	\$0	\$0
5.21 Total Capital Revenue ✓	\$0	\$0

**Government Revenue Sources Outside Local City or County**

ONLY complete this section if the library received funds from a city or county outside of the one in which the library is located. If funds were received from government entities outside of ...[more](#)

<input type="checkbox"/> 5.22 County providing funds	<input type="checkbox"/> 5.23 Amount received
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**Section 6: Library Collection**

This section collects data on selected types of materials. It does not cover all materials for which expenditures are reported in the Collection Expenditures section. Unless otherwise indicated, ...[more](#)

▶ 6.0 Does the library have an electronic catalog of its holdings available to the public that is searchable, at a minimum by author, title, and subject? ✓  Yes  No Yes

▶ 6.01 Has at least 1% of library's collection been published within the last five years? ✓  Yes  No Yes

**Collection Counts**

6.1 Books in Print - Titles ✓	34,713	33,815
6.2 Books in Print - Items ✓	35,463	34,380
6.3 Audio Materials - Physical Format - Titles ✓	948	872
6.4 Audio Materials - Physical Format - Items ✓	953	876
6.5 Audio Materials - Downloadable Units ✓	474	393
6.6 Video Materials - Physical Format - Titles ✓	450	451
6.7 Video Materials - Physical Format - Items <sup>5</sup> ✓	450	451
6.8 Video Materials - Downloadable Units ✓	5	0
6.9 Electronic Books ✓	12,709	10,808

**Electronic Collections/Databases**

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, ...[more](#))

6.10 Local Licensed Electronic Collections/Databases	5
6.11 TexShare/TexSelect Licensed Databases ✓	67
6.12 Consortium/Other Agreements for Electronic Collections/Licensed Databases	1

**Collection Totals**

6.13 Total Electronic Collections/Databases	73	
6.14 Collection Totals - Titles	36,111	34,938
▶ 6.15 Collection Totals - Volumes Items or Physical Units	50,059	46,913

**Subscription Counts**

6.16 Current Print Serial Subscriptions ✓	9	11
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**Section 7: Local Library Service**

▶ 7.0 Does the library have a Long-Range Plan? ✓  Yes  No Yes

**Service Measures**

7.1 Reference Transactions ✓	4,732	5,044
7.2 Library Visits <sup>6</sup> ✓	12,135	14,690
7.3 Registered Users ✓	4,270	3,780



<b>Circulation</b>			
The National Center for Education Statistics (NCES) defines children as persons age 11 and under. The Young Adult Services Association (YALSA) defines young adults as ages 12 through 18.			
7.4 Children's Circulation - Physical formats <sup>7</sup> ✓	<input type="checkbox"/>	17,793	18,083
7.5 Children's Circulation - Digital formats (Downloadable) ✓		113	62
7.6 All Other Circulation (exclude children's) - Physical format <sup>8</sup> ✓	<input type="checkbox"/>	13,621	14,774
7.7 All Other Circulation - Digital format (Downloadable; exclude children's) ✓		2,728	2,282
7.8 Total Circulation ✓		34,255	35,201

<b>Programs and Program Attendance</b>				
Report the number of planned events, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include programs sponsored by other groups that use library facilities. If ... <a href="#">more</a>				
	<b>Number of Programs</b>		<b>Total Attendance at Programs (Adults &amp; children)</b>	
7.9 Programs targeting children ~ 7.10 Attendance at children's programs	✓ 71	68	✓ 867	1,581
7.11 Programs targeting young adults ~ 7.12 Attendance at YA programs	✓ 0	0	✓ 0	0
7.13 Programs targeting adults ~ 7.14 Attendance at adult programs	✓ 0	0	✓ 0	0
7.15 Total Programs ~ 7.16 Total Program Attendance	✓ 71	68	✓ 867	1,581

<b>Section 8: Library Staffing and Salaries</b>		
Report figures as of the last day of the fiscal year. Include all positions funded in the library's budget whether those positions are filled or not. Report number of hours worked per week. ... <a href="#">more</a>		
▶ 8.1 Total hours paid work per week by Librarians with Master's degree from ALA-accredited program. ✓	0.00	0.00
8.2 Total hours paid work per week by other persons holding title of Librarian. <sup>9</sup> ✓	<input type="checkbox"/> 70.00	105.00
8.3 Total hours paid work per week by all other paid staff ✓	90.00	116.00
8.4 Total hours paid work by all library staff. ✓	160.00	221.00
8.5 How many hours last year did volunteers work in your library? ✓	105	186
8.6 Head Librarian's annual rate of salary ✓	\$42,914	\$42,814
▶ 8.7 How many hours per week is the Head Librarian currently employed in library duties?	35.00	35.00
▶ 8.8 Has the Head Librarian obtained a minimum of 10 hours of continuing education credits within this reporting period? ✓	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
▶ 8.9 Does the library have a photocopier available for use by staff? ✓	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
▶ 8.10 Does the library have a computer with internet access available for use by staff? ✓	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	

<b>Section 9: Resource Sharing</b>		
An item of library material, or a copy of the material, is made available by one autonomous library to another upon request. The libraries involved in interlibrary loan are not under the same library ... <a href="#">more</a>		
▶ 9.1 Does the library offer to borrow materials from another library for its patrons? ✓	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
▶ 9.2 Does the library offer to lend materials to another library for their patrons? ✓	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
9.3 Interlibrary Loans Received From Other Libraries ✓	8	18
9.4 Interlibrary Loans Provided To Other Libraries <sup>10</sup> ✓	<input type="checkbox"/> 33	0

Section 10: Internet and Electronic Services		
▶ 10.1 Does your library have a computer with Internet access printing/copying capability for the use by the public? ✓	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
10.2 How many computer terminals are used to access the Internet by the general public? ✓	14	14
10.3 Annual total of uses of Public Internet Computers ✓	3,114	3,387
10.4 How many persons were trained in the use of electronic resources in formal settings and/or informal settings? ✓	346	564
10.5a Does your library have wireless internet (Wi-Fi) access available to users?	<input checked="" type="radio"/> Yes <input type="radio"/> No Yes	
10.5b Report the total annual number of sessions for the Wi-Fi (wireless internet access). ✓	0	0
10.6a Do you have a way to collect the number of website visits to your library's webpage?	<input type="radio"/> Yes <input type="radio"/> No Website <input checked="" type="radio"/> Data Not Collected	

Section 11: Library Hours		
11.1 How many hours is the Central/Main library facility available to patrons during the year? ✓	2,080	2,086
11.2 How many weeks is the Central/Main library facility is available to patrons during the year? ✓	52	52
▶ 11.3 How many unduplicated hours is the library and its branches open per week during a regular scheduled week? <sup>11</sup> ✓	42	42
11.4 Total hours Central/Main Library open during a Regular Week	42	42
11.5 Total hours Central/Main Library open during a Summer Week.	42	42

Section 12: Outlet General Information		
This section requests information for contacting the library branch or bookmobile and its staff. By entering this information you understand that this becomes public information. Do not use personal email addresses if not for public consumption.		
Outlet (Location)	12.1 Branch/Bookmobile	12.2 Legal Name
Sundown Branch Library	<input checked="" type="radio"/> Branch <input type="radio"/> Bookmobile	✓ Sundown Branch Library

Address					
Outlet (Location)		12.3 Number, Street	12.4 City	12.5 ZIP Code	12.6 Zip+4
Sundown Branch Library	Mailing Address	PO Box 600	Sundown	79372	0600
Sundown Branch Library	Street Address	207 E Richardson St	Sundown	✓ 79372	

Contact info			
Outlet (Location)	12.11 Phone	12.12 Telefax	12.13 Email Address
Sundown Branch Library	(806) 229-3133	(806) 229-2161	librarian@sundowntx.com

Contact name		
Outlet (Location)	12.14 Librarian First Name	12.15 Librarian Last Name
Sundown Branch Library	Susan	Dietz

Square Feet and Hours				
Outlet (Location)	12.16 Square footage of branch	12.17 Established schedule?	12.18 Public Service HOURS Annual Total	12.19 Public Service WEEKS Annual Total
Sundown Branch Library	✓ 1,287	✓ <input type="radio"/> Yes <input checked="" type="radio"/> No Yes	12 ✓ 665 1,912	13 ✓ 19 50

**Next Steps**

**Congratulations! You've reached the end of the survey! You still have a few very important things to do, though.**

**At the top, right-hand side of this page are two buttons: 'Verify' and [...more](#)**

- <sup>1</sup>, **2.1** Sundown Branch Library was closed in May, 2016 due to lack of city revenue. (0-2017-03-28)
- <sup>2</sup>, **3.1** All expenses were affected by the closing of the Sundown Branch in May, 2016, and are lower than the previous report year. (0-2017-03-28)
- <sup>3</sup>, **▶4.3** Sundown Branch Library closed in May, 2016, therefore, both Hockley County and the City of Sundown spent less than half of the usual amount for that library. (0-2017-03-28)
- <sup>4</sup>, **5.10** Friends of Hockley County Memorial Library was less active with fund raisers than the previous year and were low on funds to assist the library. (0-2017-03-28)
- <sup>5</sup>, **6.7** There are no duplicate titles (0-2017-03-28)
- <sup>6</sup>, **7.2** Sundown Branch Library closed in May, 2016. (0-2017-03-28)
- <sup>7</sup>, **7.4** Sundown Branch Library closed in May, 2016, therefore, the children's circulation was only about one-fourth of the number in the previous year. (0-2017-03-28)
- <sup>8</sup>, **7.6** Children tend to check out more books at a time than the adults. (0-2017-03-28)
- <sup>9</sup>, **8.2** Sundown Branch Library was closed at the end of the year so this subtracted one librarian from the staff. (0-2017-03-28)
- <sup>10</sup>, **9.4** The Assistant Librarian in 2014 quit and a hold was placed on the library so no requests would be sent to HCML unknown to everyone that was on staff in 2016. The hold was discovered and removed so there were requests for materials recieved by HCML in 2016. (0-2017-03-28)
- <sup>11</sup>, **▶11.3** The hours stayed the same for the main library. (0-2017-03-28)
- <sup>12</sup>, **12.19** Sundown Branch Library closed in May, 2016. (0-2017-03-29)
- <sup>13</sup>, **12.19** This branch closed in May, 2016. (0-2017-03-28)

## 2016 Annual Report Calculations

Question	Description	Amounts
3.1	Librarian	41,214.42
	Asst Librarian	26,372.14
	Longevity	1,800.00
	Part-Time	44,194.49
	SND Salary	8,063.72
<b>TOTAL</b>		<b>121,644.77</b>
3.2	Social Security	8,300.84
	County Retirement	13,238.76
	Health Insurance	31,384.14
	SND FICA	598.50
	SND Retirement	827.34
	SND Health Insurance	4,710.16
<b>TOTAL</b>		<b>59,059.74</b>
3.3	<b>TOTAL</b>	<b>180,704.51</b>
3.4	Books	13,211.99
	Periodicals	1,386.80
	Donations (Books)	-
	SND Books	468.16
<b>TOTAL</b>		<b>15,066.95</b>
3.5	A/V Materials (Overdrive)	
	Computers (Online Subscriptions)	3,478.93
<b>TOTAL</b>		<b>3,478.93</b>
3.6	A/V Materials	2,702.62
	Donations	-
<b>TOTAL</b>		<b>2,702.62</b>
3.7	<b>TOTAL (Library Collection Exp.)</b>	<b>21,248.50</b>
3.8	Supplies	6,852.35
	Equipment	5,192.88
	Computers (Apollo)	457.00
	Seminar & Travel	-
	Membership & Dues	88.00
	Donations (Supplies & Dues)	1,868.85
	IT	3,400.00
	SND Supplies	377.24
	SND Travel & Dues	-
<b>TOTAL</b>		<b>18,236.32</b>
3.9	<b>TOTAL</b>	<b>220,189.33</b>
3.10	<b>TOTAL (Indirect Costs)</b>	
3.11	<b>TOTAL</b>	<b>220,189.33</b>
3.12	<b>TOTAL (Capital Expenditures)</b>	
4.1	<b>TOTAL (Local Exp. On Collections)</b>	<b>21,248.50</b>
4.2	<b>TOTAL (Local for Library Operating)</b>	<b>220,189.33</b>
4.3		220,189.33
	Expenses paid from Donations acct	(1,868.85)
<b>TOTAL</b>		<b>218,320.48</b>

## 2016 Annual Report Calculations

Question	Description	Amounts
5:1	SND - Salary (less County portion)	3,897.07
	SND - FICA	598.50
	SND - Retirement	827.34
	SND - Health Insurance	4,710.16
	SND - Supplies	377.24
	SND - Books	468.16
	SND - Travel/Dues	-
<b>TOTAL</b>		<b>10,878.47</b>
5:2	<b>TOTAL</b>	<b>207,442.01</b>
5:3	<b>TOTAL (School District Revenue)</b>	<b>-</b>
5:4	<b>TOTAL (Government Operating Rev.)</b>	<b>218,320.48</b>
5:5	<b>TOTAL (Other State Revenue)</b>	<b>-</b>
5:6	<b>TOTAL (LSTA Revenue)</b>	<b>-</b>
5:7	<b>TOTAL (Other Federal Revenue)</b>	<b>-</b>
5:8	<b>TOTAL (Federal Operating Revenue)</b>	<b>-</b>
5:9	<b>TOTAL (Foundation &amp; Corp. Grant)</b>	<b>-</b>
5:10	<b>TOTAL (Other Local Sources)</b>	<b>1,868.85</b>
5:11	<b>TOTAL (Other Operating Revenue)</b>	<b>1,868.85</b>
5:12	<b>TOTAL (Total Revenue Used)</b>	<b>220,189.33</b>
5:13-5:21	<b>TOTAL (Funds for Capital Expend.)</b>	<b>-</b>

Levelland 2016 Materials							
Type	Hold	%	Out	%	Titles	%	
1 - Unassigned	27	0.1	3	11.1	22	0.3	
2 - Biographies	585	1.9	12	2.1	584	1.4	
3 - Easy Non-Fiction	799	2.6	26	3.3	796	3	
4 - Easy Books	4,219	13.7	206	4.9	4,154	23.4	
5 - Easy Books in Spanish	309	1	1	0.3	299	0.1	
6 - Fiction	8,429	27.3	215	2.6	8,424	24.5	
7 - Interlibrary Loan	14	0	7	10	10	0.1	
8 - Juvenile Audiobook	291	0.3	2	2.2	289	0.2	
9 - Juvenile Biography	476	1.5	5	1.1	473	0.6	
10 - Juvenile Cassettes	42	0.1	2	2.4	41	0.1	
11 - Juvenile CD	36	0.1	1	2.8	36	0.1	
12 - Juvenile Fiction	4,588	14.9	207	4.5	4,521	23.5	
13 - Juvenile Non-Fiction	2,246	7.3	15	0.7	2,105	1.7	
14 - Juvenile VHS	400	1.3	9	2.2	391	1	
15 - Large Print Biographies	39	0.1	2	5.1	39	0.2	
16 - Large Print Fiction	2,954	9.6	66	2.2	2,953	7.5	
17 - Large Print Non-Fiction	67	0.2	1	1.5	67	0.1	
18 - Magazines	79	0.3	3	3.8	27	0.3	
20 - Non-Fiction	2,791	9	64	2.3	2,742	7.3	
22 - Play Away Items	14	0	10	14	14	0	
23 - Public Use Computers	10	0	4	40	10	0.5	
24 - Reference	523	1.7	1	0.2	300	0.1	
25 - Spanish	158	0.5	-	0	155	0	
26 - Spanish Biographies	4	0	-	0	4	0	
27 - Telephone Directories	-	0	-	0	-	0	
28 - Texas	343	1.1	9	2.6	341	1	
29 - Texas Biographies	51	0.2	1	2	50	0.1	
30 - VHS	62	0.2	0	0	59	0	
31 - Yearbooks	142	0.5	-	0	23	0	
32 - Western	630	2	2	0.3	626	0.2	
33 - Audio CD	763	2.5	22	2.9	762	2.5	
<b>TOTALS</b>	<b>30,891</b>	<b>100</b>	<b>879</b>	<b>110.2</b>	<b>30,117</b>	<b>99.8</b>	

Sundown 2016 Materials							
Type	Hold	%	Out	%	Titles	%	
1 - Unassigned	17	0.3	1	5.9	10	1.3	
2 - Fiction	2,890	47.3	11	0.4	2888	14.1	
3 - Reference	38	0.6	-	0	12	-	
4 - Biographies	92	1.5	2	2.2	92	2.6	
5 - Easy Books	804	13.2	15	1.9	794	19.2	
6 - Non-Fiction	646	10.6	11	1.7	643	14.1	
7 - Juvenile Fiction	964	15.8	28	2.9	964	35.9	
8 - Juvenile Non-Fiction	501	8.2	7	1.4	501	9.0	
9 - Juvenile Biography	50	0.8	-	0	50	-	
10 - Spanish	9	0.1	-	0	9	-	
11 - Magazines	15	0.1	-	0	1	-	
12 - Interlibrary Loan	14	0.2	2	14.3	2	2.6	
13 - Audio CD	57	0.1	-	0	16	2.9	
14 - Public Use Computer	3	0	-	0	3	-	
15 - Large Print	19	0.3	-	0	19	-	
16 - Texas	53	0.9	1	1.9	53	1.3	
<b>Total</b>	<b>6,112</b>	<b>100</b>	<b>78</b>	<b>33</b>	<b>6,047</b>	<b>100</b>	

Books	6,063	100	76	18	6,035	98
Audiobooks	7	0	2	2	6	0
Magazines	5	0	-	1	1	0
ILL Slips	14	0	2	14	2	13
Computers	3	0	-	-	3	0
<b>Total</b>	<b>6,112</b>	<b>100</b>	<b>78</b>	<b>32.6</b>	<b>6,047</b>	<b>100</b>

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## 2016 Annual Report Calculations

Question	Description	Amounts
7.8	TOTAL (Circulation)	34,255
7.9	TOTAL (# of Children's Programs)	71
7.10	TOTAL (Children's Program Attendance)	867
7.11	TOTAL (# of YA Programs)	
7.12	TOTAL (YA Program Attendance)	
7.13	TOTAL (# of Adult Programs)	
7.14	TOTAL (Adult Program Attendance)	
7.15	TOTAL (Total # of Programs)	71
7.16	TOTAL (Total Program Attendance)	867
8.1	TOTAL (Hours - Librarian w/ MLS)	
8.2	TOTAL (Hours - Other Librarian)	70
8.3	TOTAL (Hours - All Other Staff)	90
8.4	TOTAL (Total Hours for Library Staff)	160
8.5	Volunteers	79
	Community Service	26
	TOTAL (Volunteer Hours)	105
8.6	Salary	41,214.42
	Longevity	1,700.00
	TOTAL (Librarian's Rate of Salary)	42,914.42
8.7	TOTAL (Hours per Week - Head Librarian)	35
9.3	TOTAL (Interlibrary Loans Received)	8
9.4	TOTAL (Interlibrary Loans Provided)	33
10.2	TOTAL (# of public terminals w/ Internet)	14
10.3	TOTAL (Annual Public Computer Uses)	3,114
10.4	TOTAL (Training in electronic resources)	346

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## 2016 Annual Report Calculations

Question	Description	Amounts					
	Books	29,380	95	836	47	28,678	95
	Audiobooks	946	3	26	10.3	942	2.9
	Magazines	79	0	3	4	27	0
	VHS	462	1.5	9	2.2	450	1
	ILL Slips	14	0	1	7.1	10	0.1
	Computers	10	0	4	40	10	0.5
		30,891	100	879	110.2	30,117	99.8

6.1 TOTAL (Books - # of Titles) 34,713

6.2 TOTAL (Books - # of Units) 35,463

6.3 TOTAL (Audio - # of Titles) 948

6.4 TOTAL (Audio - # of Units) 953

6.5 TOTAL (Audio - Downloadable) 474

6.6 TOTAL (Video - # of Titles) 450

6.7 TOTAL (Video - # of Units) 450

6.8 TOTAL (Video - Downloadable) 5

6.9 TOTAL (E-Books) 12,709

6.10 TOTAL (Local Licensed Databases) 85

6.11 TOTAL (State Library Lic. Databases) 67

6.12 TOTAL (Other Licensed Databases) 1

6.13 TOTAL (Video - Downloadable) 73

6.14 TOTAL (Collection Total - # of Titles) 36,111

6.15 TOTAL (Collection Total - # of Units) 50,059

6.16 Current Print Serial Subscriptions 9

7.1 TOTAL (Reference Transactions) 4,732

7.2 Adult 4,785

Children 6,544

SND - Adult 608

SND - Children 198

TOTAL (Library Visits) 12,135

7.3 LVL 3,778

SND 492

TOTAL (Registered Users) 4,270

7.4 LVL - Children 17,595

SND - Children 198

TOTAL (Circ. - Children's Physical Mat.) 17,793

7.5 LVL - Children 113

SND - Children -

TOTAL (Circ. - Children's Digital Mat.) 113

7.6 LVL - Other 13,013

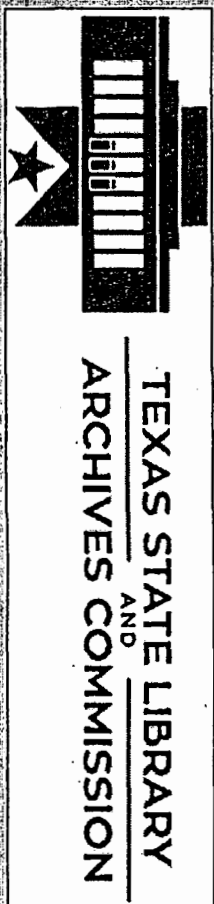
SND - Other 608

TOTAL (Circ. - Other than Child - Physical) 13,621

7.7 LVL - Other 2,728

SND - Other -

TOTAL (Circ. - Other than Child - Digital) 2,728



## Maintenance of Effort (MOE) calculations for local fiscal year 2016

Click in the box for drop-down arrow.

Select library/city from list →

Library City

Levelland

Library Name

Hockley County Memorial Library

2016 Preliminary Population Assignment

23,433

Population assignment is preliminary until after April 30.

2016 Maintenance of Effort (MOE)

Three-year average of local operating expenditures	\$242,046	The library's maintenance of effort is the <u>lower</u> of either the three year average of the total local operating expenditures or the average of the total per capita local operating expenditures. Must have a minimum of \$15,000 in local expenditures (question 4.2) in local fiscal years 2016, 2017 and 2018. (Rule §1.74)
Per capita calculation	\$242,460	
Average per capita local operating expenditures	\$10,346,94139	Minimum Standards for Accreditation - Texas Public Libraries <a href="http://hwud.com/TIACaccreditation">http://hwud.com/TIACaccreditation</a>



These charts are licensed under a Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International License. Based on the work of Connecticut State Library at <http://libguides.ctstatelibrary.org/did/stats/chartmakers> Stacey Malek, Program Coordinator, Library Development and Networking, Texas State Library and Archives Commission, 2016

Direct questions to [tl\\_services@tsl.texas.gov](mailto:tl_services@tsl.texas.gov)













512/463-5465; 800/252-9386 (toll free in Texas)



# How to Report Download Services

## Texas Public Library Annual Report

**General Rule:** If service is purchased as a package of titles with no selection on the part of the library or consortium, count as a database (6.10) and do not include usage in circulation.

Separate Circulation statistics into <ul style="list-style-type: none"> <li>• Children's circulation – Digital formats</li> <li>• All Other Circulation – Digital formats</li> </ul>	Count as Circulation?	How to Report Holdings
 <a href="http://www.3m.com/us/library/eBook/">http://www.3m.com/us/library/eBook/</a>	Yes	Report as eBooks (6.9)
 <a href="http://axis360.site.baker-taylor.com/Home.aspx">http://axis360.site.baker-taylor.com/Home.aspx</a>	Yes	Separate statistics into Downloadable Recordings - both Audiobooks and Music - (6.5), and eBooks (6.9) and report as appropriate.
 <a href="https://www.biguniverse.com/">https://www.biguniverse.com/</a>	No	Report as Local Database (6.10)
 <a href="http://auth.grolier.com/login/bookflix/login.php">http://auth.grolier.com/login/bookflix/login.php</a>	No	Report as Local Database (6.10)
 <a href="https://flipster.ebsco.com/">https://flipster.ebsco.com/</a>	No	Report as Local Database (6.10)
 <a href="http://www.freading.com/">http://www.freading.com/</a>	No	Report as Local Database (6.10)
 <a href="http://www.freegalmusic.com/">http://www.freegalmusic.com/</a>	No	Report as Local Database (6.10)
 <a href="http://auth.digital.scholastic.com/login/fflix/login.php">http://auth.digital.scholastic.com/login/fflix/login.php</a>	No	Report as Local Database (6.10)
 <a href="https://www.hoopladigital.com/">https://www.hoopladigital.com/</a>	Yes	Report as Downloadable eBooks(6.9), Audio (6.7) or Video (6.8), titles
 <a href="https://librivox.org/">https://librivox.org/</a>	No	Do not report any collection or circulation numbers on these
 <a href="https://www.mangolanguages.com/">https://www.mangolanguages.com/</a>	No	Report as Local Database (6.10)
 <a href="http://www.newsbank.com/">http://www.newsbank.com/</a>	No	Report as a Local Database (6.10)

# How to Report Download Services








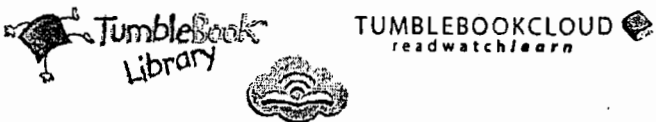
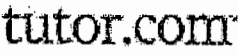
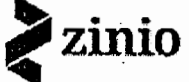
## Texas Public Library Annual Report

**General Rule:** If service is purchased as a package of titles with no selection on the part of the library or consortium, count as a database (6.10) and do not include usage in circulation.

Separate Circulation statistics into  
 • Children's circulation – Digital formats  
 • All Other Circulation – Digital formats

**Count as Circulation?**

**How to Report Holdings**

 <a href="http://www.oneclickdigital.com/">http://www.oneclickdigital.com/</a>	Maybe	Depends on how selections are acquired – see <b>General Rule</b> , above.
 <a href="https://www.overdrive.com/">https://www.overdrive.com/</a>	Yes	Include all titles to which your patrons have access, selected either by the local library or the consortium, in Downloadable Audio (6.5), Downloadable Video (6.8) or eBooks(6.9), as appropriate.
 <a href="https://shop.playaway.com/">https://shop.playaway.com/</a>	Yes	Circulation; collection – physical items
 <a href="http://www.gutenberg.org/">http://www.gutenberg.org/</a>	No	Do not report any collection or circulation numbers on these
 <a href="http://www.rocketlanguages.com/">http://www.rocketlanguages.com/</a>	No	Report as Local Database (6.10)
 <a href="http://thefutureinreading.myon.com/">http://thefutureinreading.myon.com/</a>	No	Report as Local Database (6.10)
 <a href="http://auth.grolier.com/login/tfx/login.php">http://auth.grolier.com/login/tfx/login.php</a>	No	Report as Local Database (6.10)
 <a href="http://www.AudioBookCloud.com">www.AudioBookCloud.com</a> <a href="https://www.tumblebooks.com/">https://www.tumblebooks.com/</a>	No	Report as Local Database (6.10)
 <a href="http://www.tutor.com/">http://www.tutor.com/</a>	No	Report as Local Database (6.10)
 <a href="http://www.zinio.com/">http://www.zinio.com/</a>	Yes	Report as Electronic Serial Subscription (6.17)

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## *Financial-related questions*

**Q: What's the difference between local funds for library operating expenditures [question 4.2] and local government funds used for operating expenditures [question 4.3]?**

**A:** The total operating expenditures for your library, calculated in question 3.11, may be funded from a variety of sources of revenue, which are reported in Section 5. If the library's only source of funding is from a local government entity or entities (city, county, school or district), then the amounts in 4.2 and 4.3 would be the same. If, however, the library has received any grant revenue, or any funds from fines, fees or donations, then those amounts would only be included in question 4.2 (local operating expenditures), and not in 4.3 (local government operating expenditures).

**Q: Is an Edge grant reported in Section 3, or is it considered TSLAC?**

**A:** The reimbursement funds for Edge, ILL (interlibrary loan), and all funds from competitive grant programs awarded through Texas State Library (TSLAC) are not reported in this survey. Do not include them in the library operating expenditures, nor in library revenue.

**Q: Where can we find the information about the library's population assignment and maintenance of effort (MOE) for 2015?**

**A:** We have a look-up tool, the Population & MOE Planning Tool, located in two places:

1. The Annual Report webpage: <https://www.tsl.texas.gov/ld/pubs/arsma/index.html>
2. The Home page of LibPAS: <https://tx.countingopinions.com/>

Additionally, you can contact either Valicia Greenwood, Library Statistics Specialist ([vgreenwood@tsl.texas.gov](mailto:vgreenwood@tsl.texas.gov), 512-463-5466) or Stacey Malek, Program Coordinator ([smalek@tsl.texas.gov](mailto:smalek@tsl.texas.gov), 512-463-5532) for assistance in calculating and understanding the calculations behind the MOE or populations.

**Q: If our Friends group paid for our summer programming, should that amount should be reported?**

**A:** Only the expenditures and revenues which come through the library's budget directly should be included in this report.

**Q: Is there a benefit to having friends/donors pay directly for programs versus having them give the funds to the library to pay for programs?**

As to the pros and cons of paying out of a library budget, or out of the Friends' funds, this is a decision which must be made on a local level. Just keep in mind that only Friends' revenue paid directly to the library can be reported and the expenditures made from them by the library can count towards Maintenance of Effort and the Per Capita Expenditure requirements. Resources on overall financial planning can be obtained by contacting our Library Consultants at [ld@tsl.texas.gov](mailto:ld@tsl.texas.gov).

**Q: Our library, in partnership with a local museum, wrote a Tocker grant for digitization. Do we have to report the amount?**

**A:** If grant funds were received and expended by the library, those amounts should be included in the report.

**Q: If grant funds were not paid to the library but were paid directly to the vendor, do we report that amount anywhere?**

**A:** No. If grant funds do not come through the library directly, they should not be included in this report.

**Q: Our library received approx. \$450 in FREE books from a book fair held at our library. Where would this fall in the report?**

**A:** It is not included in the report. No "in kind" revenues or expenditures are included.



## Introduction to the 2015 Texas Public Libraries Annual Report

Questions from webinar presented January 12, 2016

**Q: We have fines and donation as revenues -- however we are only allowed to spend the donations line item...Do we report both? Or just the one we are allowed to spend? To clarify - If fine/fee funds are taken in at the library but go to the city general fund and are not directly tapped by the library do we include them in section 4.2?**

**A:** Only report those revenues that are allocated to the library – which the library is allowed or authorized to spend – in this report. If there are fines and fees that are collected, but used elsewhere in the city's or county's budget, then those funds should not be reported here.

**Q: What is the threshold that determines if something is capital or not? \$1,000, \$5,000, etc.**

**A:** We rely on local accounting practice to determine whether an expenditure is reported as Operating or Capital. In general, capital expenditures, according to the definition in the form,

“would be one-time only or extraordinary expenditures. These are major capital expenditures such as the acquisition of or additions to fixed assets. Examples include expenditures for building sites, new buildings and additions to or renovations of library buildings.

Include expenditures for furnishings, equipment and initial book stock for new buildings, building additions or renovations; library automation systems, and new vehicles, and other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures.

Exclude replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency e.g., fines.”

### *Population-related questions*

**Q: Is Librarian accreditation grandfathered with the sitting librarian, or does this come into play when librarian changes after population reaches 25,000?**

**A:** The Texas State Library no longer has a County Librarian certification program – that authority was removed with Sunset legislation in 2007. There are only two librarians who were grandfathered in this program.

A library is only required to have “Professional Librarians” as defined in RULE §1.84, on staff when its assigned population is 25,001 or higher. This does not have to be the director who holds the MLS; it can be a staff person who fulfills the required number of hours, based on the library's assigned population.

**Q: If our city population is approx. 6,000...and the counties we serve is at approx. 40,000; should we have an MLS Director?**

**A:** The need for a Professional Librarian on staff, to maintain accreditation, is determined by the population that is assigned by the staff at the State Library, according to RULE §1.71. This is formulaic, and is determined by sources of local government revenue, as reported to us on this annual survey. It is not determined by geographic boundaries or designations.

### *Statistical measures*

**Q: How do you count a visitor that comes twice in a day?**

**A:** Library visits, or the gate count, should be recorded any time anyone comes into the library, for any purpose. This includes staff (again, one way), and visitors who may leave and come in again. If someone comes in twice, that should be counted as two visits.

**Q: Do we report our Wi-Fi logins and if so where do we get that info?**

**A:** Question 10.5 asks if there is a Wi-Fi access (wireless internet system) available to users at the library, and to report the total number of sessions, if available. This information is generally collected by specialized software on the library's router (part of the computer network). For more information, contact Henry Stokes, Library Technology Consultant ([hstokes@tsl.texas.gov](mailto:hstokes@tsl.texas.gov)) or your local IT support.

**Q: What do you mean by Circulation: digital?**

A: Any circulation of downloadable materials. Electronic (digital, downloadable) materials are materials that are distributed digitally and can be accessed via a computer, the Internet, or a portable device such as an e-book reader. Types of electronic materials include e-books and downloadable electronic video and audio files.

**Q: Do we count all the eBooks in our consortium or only the eBooks that we buy?**

A: Count all eBooks to which your patrons have access, whether selected by the consortium, or the library.

**Q: We use Overdrive for our eBooks. How would we count those eBooks?**

A: Overdrive should be able to provide a report to your library regarding the number of titles available to your patrons. Contact Overdrive directly, or your local coordinator. Again, report all of the eBook titles to which your patrons have access. Count only the circulation for your patrons. Overdrive or the person coordinating the consortium for your group should be able to assist you.

**Q: If you have a book on CD that is formatted to be downloaded to an MP3 player, how is that counted?**

A: That would be reported in questions 6.3 (audio materials – physical materials – titles) and 6.4 (audio materials – physical materials – items).

### *Other questions*

**Q: How long is the review period for the long-range plan? Who needs to review this document?**

A: RULE §1.83(6): The library must have a long-range plan that is approved by its governing board. This plan must be reviewed and updated at least every five years and must include a collection development element and a technology element.

The long-range plan should be reviewed and approved by the library's governing board/entity.

**Q: Will the City Manager's approval count in place of approval by City Council?**

A: The Application for Accreditation will need to be signed by someone with fiscal authority, either Mayor or City Manager for a city. Whether the application must go to Council for approval is determined locally. The long-range plan needs to be approved by the governing board.

**Q: What does the website have to have in order to be considered a website?**

A: RULE §1.83(1): The library must have a website and a telephone with a published number. There are no details provided with this; however, the Accreditation Task Force that recommended this change agreed that no social media sites (Facebook, Twitter page, etc.) would be acceptable as a library website. If you need more information about best practices for an organization website, contact Henry Stokes, our Library Technology Consultant, at [hstokes@tsl.texas.gov](mailto:hstokes@tsl.texas.gov).

**Q: How do we see our report from last year to compare?**

A: When you log in to the data entry form in Texas LibPAS, you will see last year's amounts in grey, to the right of the data collection box. You can also change the reporting period at the top of the page to "2014," and click on the word "Print" in the top right corner, and print out a copy of last year's report.

## **DEADLINE FOR REPORT AND APPLICATION SUBMISSION**

---

Texas Administrative Code, Title 13, Chapter 1, Rule §1.85 - Annual Report.

*A public library shall file a current and complete annual report with the Texas State Library and Archives Commission by April 30. Revisions to the annual report which would affect membership status for the next fiscal year will not be accepted after July 31. Staff vacancies that occur after the report is filed shall not adversely affect applications for system membership in the next fiscal year. Staff vacancies that occur prior to filing the report which affect system membership must be filled and reported prior to July 31. Willful falsification of annual reports shall cause the library to be disqualified for one year in the first instance and disqualified for three years in the second instance.*

To be considered for accreditation, the library must submit the annual report no later than April 30 and complete the Accreditation in State Library System Application. Once completed, the application should be sent to the Library Development & Networking Division (LDN).

The application is on the Texas State Library website Public Library Annual Report page: <https://www.tsl.texas.gov/ld/pubs/arsma/index.html>.

It is also on the Texas LibPAS website Home tab after log-in: <https://tx.countingopinions.com/>.

If possible, scan and email, or fax the application to us. The original is not needed, as the documents will be saved electronically.

**Email** the application to [vgreenwood@tsl.texas.gov](mailto:vgreenwood@tsl.texas.gov);

or **Fax** the application to 512-936-2306, attention Valicia Greenwood;

or **Mail** the application to PO Box 12927, Austin, Texas 78711-2927.

**QUESTIONS:** If you have any questions about this survey, please contact LDN staff members Valicia Greenwood ([vgreenwood@tsl.texas.gov](mailto:vgreenwood@tsl.texas.gov)) or Stacey Malek ([smalek@tsl.texas.gov](mailto:smalek@tsl.texas.gov)) or call 512-463-5465, toll free in Texas 1-800-252-9386

Monthly ILL Statistics report for Hockley County Memorial Library

- Search
- Requests
- Work Queue
- User
- Locations
- Reports
- Batch Reruns
- Report a Problem
- Logout
- Help
- OCCLC Policy Directory
- Texas Resource Sharing Project

User ID  
HOCKP01

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Month	Z3950			Requester			Responder		
	Searches	Requests	Shipped Ind.	Received	Requests Shipped	Non Supply - Auto	Non Supply - Manual	Expired	
December 2016	0	0	1	1	6	2	2	0	
November 2016	4	3	1	1	6	4	2	0	
October 2016	3	0	0	0	15	5	10	0	
September 2016	0	0	0	0	28	8	20	0	
August 2016	0	0	0	1	17	14	7	2	
July 2016	2	1	3	2	11	0	8	0	
June 2016	11	2	1	1	5	0	2	0	
May 2016	2	1	0	1	0	0	0	0	
April 2016	6	1	1	1	0	0	0	0	
March 2016	4	1	1	0	0	0	0	0	
February 2016	2	1	0	0	0	0	0	0	
January 2016	2	1	1	1	0	0	0	0	
				<u>8</u>		<u>33</u>			

STORYTIME 2016		KIDS	ADULTS	SUMMER READING	KIDS	ADULTS	PERFORMER
1/6/2016		4	2	6/1/2016	25	9	UMC Safety Stars
1/13/2016		6	4	6/8/2016	40	15	Devan Macha
1/20/2016		6	5	6/15/2016	26	8	Andy Mason
1/27/2016		6	4	6/22/2016	24	8	Coach Jeff Bontrager
2/3/2016		2	2	6/29/2016	4	2	UMC Safety Stars
2/10/2016		1	1	7/6/2016	13	5	Game day
2/17/2016		5	3	7/13/2016	23	11	Harlin Rhoades
2/24/2016		8	6	7/20/2016	11	4	Coach Finley
3/2/2016		6	5	7/27/2016	23	11	Awards Presentation
3/9/2016		6	4				
3/16/2016		3	1	<b>TOTAL</b>	<b>189</b>	<b>73</b>	
3/23/2016		7	5	Number of Events =	<b>9</b>		
3/30/2016		5	3				
4/6/2016		1	1				
4/13/2016		5	4				
4/20/2016		4	3				
4/27/2016		5	3				
5/4/2016		8	6				
5/11/2016		4	3				
5/18/2016		5	3				
5/25/2016		6	3				
8/24/2016		1	1				
8/31/2016		3	3				
9/7/2016		3	3				
9/14/2016		2	2				
9/21/2016		4	4				
9/28/2016		2	2				
10/5/2016		7	4				
10/12/2016		3	3				
10/19/2016		5	5				
10/26/2016		3	3				
11/2/2016		3	3				
11/9/2016		2	2				
11/16/2016		3	3				
11/23/2016		0	0				
11/30/2016		2	2				
12/7/2016		3	3				
12/14/2016		2	2				
12/21/2016		3	2				
12/28/2016		3	2				
<b>TOTAL</b>		<b>157</b>	<b>120</b>				
Number of Events =		<b>40</b>					

MOVIE TIMES	KIDS	ADULTS	PERFORMER
6/7/2016	17	7	The Good Dinosaur
6/9/2016	8	4	The Good Dinosaur
6/14/2016	7	4	Norm of the North
6/16/2016	7	4	Norm of the North
6/21/2016	8	2	Inside Out
6/23/2016	2	1	Inside Out
6/28/2016	2	1	Shaun the Sheep
6/30/2016	3	2	Shaun the Sheep
7/5/2016	4	1	Zootopia
7/7/2016	4	1	Zootopia
7/12/2016	7	3	Cinderella
7/14/2016	7	2	Cinderella
7/19/2016	8	4	Home
7/21/2016	9	2	Home
7/26/2016	3	1	Kung Fu Panda
7/28/2016	15	6	Kung Fu Panda
<b>TOTAL</b>	<b>111</b>	<b>45</b>	
Number of Events =	<b>16</b>		

OTHER ACTIVITIES	KIDS	ADULTS	GROUP
1/29/2016	39	18	ABC Field Trip Warren
2/29/2016	31	6	ABC Field Trip McFerrin
4/21/2016	58	18	ABC Field Trip Pre-K McCutchins
5/5/2016	53	12	ABC Pre-K Field Trip Coats & Knock
5/13/2016	49	10	ABC Pre-K Field Trip Vasquez, Nichols
5/23/2016	38	10	ABC Field Trip Pre-K Zubriate
<b>TOTAL</b>	<b>140</b>	<b>32</b>	
Number of Events =	<b>6</b>		



Member Statistics - Tuesday, Mar 28, 2017

• 1/2016 through 12/2016

Active Accounts by Type Group (snapshot/historical)

	Now	12-1-2016	11-1-2016	10-1-2016	9-1-2016	8-1-2016	7-1-2016	6-1-2016	5-1-2016	4-1-2016	3-1-2016	2-1-2016	1-1-2016
	36	36	36	36	36	36	37	38	38	38	38	38	40
A	3842	3742	3704	3662	3628	3584	3535	3405	3357	3329	3304	3271	3263
Total	3878	3778	3740	3698	3664	3620	3572	3443	3395	3367	3342	3309	3303

Active Accounts by Type (snapshot/historical)

	Now	12-1-2016	11-1-2016	10-1-2016	9-1-2016	8-1-2016	7-1-2016	6-1-2016	5-1-2016	4-1-2016	3-1-2016	2-1-2016	1-1-2016
1 - New Member	0	0	0	0	0	0	0	0	0	0	0	0	0
2 - ORG	206	206	206	206	206	205	206	206	206	206	204	204	206
3 - ADULT	2077	2010	1988	1958	1936	1909	1877	1822	1794	1775	1757	1731	1721
4 - JUVENILE	949	912	895	881	868	852	832	760	741	730	725	720	720
5 - YOUNGADULT	610	614	615	617	618	618	620	617	616	618	618	616	616
6 - NONRES	16	17	17	17	17	16	16	17	17	17	17	17	19
7 - TEACHER	15	15	15	15	15	15	16	16	16	16	16	16	16
8 - LIBRARY	0	0	0	0	0	0	0	0	0	0	0	0	0
9 - STAFF	5	4	4	4	4	5	5	5	5	5	5	5	5
10 - TEX-SHARE	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	3878	3778	3740	3698	3664	3620	3572	3443	3395	3367	3342	3309	3303

New Accounts (historical)

	Type Groups					Types										Total	
	A	B	C	T	L	1 - New Member	2 - ORG	3 - ADULT	4 - JUVENILE	5 - YOUNGADULT	6 - NONRES	7 - TEACHER	8 - LIBRARY	9 - STAFF	10 - TEX-SHARE		
1/2016	20					1		17	1	2							21
2/2016	33							25	6	2							33
3/2016	26						1	21	4								26
4/2016	33						1	21	11								33
5/2016	48					1		27	18	3							49
6/2016	128					1		54	72	2							129
7/2016	58							36	22								58
8/2016	57						1	32	22	2	1						58
9/2016	37							25	12								37
10/2016	43							28	15								43
11/2016	40							24	16								40
12/2016	14							9	5								14
Total	537					3	3	319	204	11	1	0	0	0	0	0	541

Renewed Accounts (historical)

	A	B	C	T	L	1 - New Member	2 - ORG	3 - ADULT	4 - JUVENILE	5 - YOUNGADULT	6 - NONRES	7 - TEACHER	8 - LIBRARY	9 - STAFF	10 - TEX-SHARE	Total	
1/2016																	
2/2016																	
3/2016																	
4/2016																	
5/2016																	
6/2016																	
7/2016	94						11	44	25	14							94
8/2016	115						5	58	24	28		1		2			118
9/2016	71						1	41	10	19				1			72
10/2016	86						12	35	27	12				1			87
11/2016	63						14	30	10	9							63
12/2016	63						9	31	11	12							63
Total	492						52	239	107	94		1		4			497

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Library statistics

Website Standard and mobile

RUN NEW REPORT

From 1/1/2016 through 12/31/2016

All unique users with checkouts: 2,330

Checkouts

Format	All checkouts
Audiobook	7,871
eBook	52,616
Video	33
Total	60,520

Holds

Format	All holds
Audiobook	2,544
eBook	13,550
Video	2
Total	16,096

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Circulation activity

Checkouts by Format

Notes:

To see the accurate number of unique checkouts across all lending models for your digital collection, click Run new report, then select "All lending models" in the "Lending model" field. If you add up checkouts by individual lending model, you may get an inaccurate total because of the way checkouts for titles purchased under multiple lending models are calculated.

To view results for formats that are no longer active in your digital collection, click Run new report, then select "All formats" in the "Formats" field.

"Pending" means that the user borrowed the title but did not select a specific format for it (e.g., Kindle Book, OverDrive Read, Adobe EPUB, etc.). If the loan expires before the user selects a format, the format will stay "Pending."

If you added the Project Gutenberg Simultaneous Use plan to your collection, activity for titles in that plan is included in this report. To see only that activity, click Run new report, then select "Publisher" in the "Checkouts by" field. Click Update, then sort by publisher and look for the publisher "Project Gutenberg."

Checkouts by	Format
Borrowed from	All
Branches	Hockley County Library
Formats	All formats
Languages	All
Audiences	All audiences
Ratings	All ratings
Subjects	All
Date	VV2016 to 12/31/2016
Lending model	All Lending models
Website	Standard and mobile

Page 1 of 1		50
Format (11)	Checkouts (2,846)	Checkouts (chart)
1 Adobe EPUB eBook	1,329	
2 Kindle Book	662	
3 OverDrive Read	495	
4 Pending (eBook)	187	
5 OverDrive MP3 Audiobook	121	
6 Pending (Audiobook)	28	
7 OverDrive Listen	10	
8 Open EPUB eBook	8	
9 Streaming Video	4	
10 Adobe PDF eBook	1	
11 Pending (Video)	1	

Notes:

To see the accurate number of unique checkouts across all lending models for your digital collection, click Run new report, then select "All lending models" in the "Lending model" field. If you add up checkouts by individual lending model, you may get an inaccurate total because of the way checkouts for titles purchased under multiple lending models are calculated.

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### Circulation activity

#### Checkouts by Format

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Checkouts by	Format
Borrowed from	All
Branches	Hockley County Library
Formats	All formats
Languages	All
Audiences	Juvenile Fiction, Juvenile Nonfiction
Ratings	All ratings
Subjects	All
Date	1/1/2016 to 12/31/2016
Lending model	All Lending models
Website	Standard and mobile

Page 1 of 1   50		
Format (6)	Checkouts (113)	Checkouts (chart)
1 Adobe EPUB eBook	61	
2 Kindle Book	17	
3 Pending (eBook)	15	
4 OverDrive Read	11	
5 OverDrive MP3 Audiobook	8	
6 Pending (Audiobook)	1	

**Notes:**

To see the accurate number of unique checkouts across all lending models for your digital collection, click [Run new report](#), then select "All lending models" in the "Lending model" field. If you add up checkouts by individual lending model, you may get an inaccurate total because of the way checkouts for titles purchased under multiple lending models are calculated.

To view results for formats that are no longer active in your digital collection, click [Run new report](#), then select "All formats" in the "Formats" field.

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Checkouts by	Format
Borrowed from	All
Branches	Hockley County Library
Formats	All formats
Languages	All
Audiences	Young Adult Fiction, Young Adult Nonfiction
Ratings	All ratings
Subjects	All
Date	V1/2016 to 12/31/2016
Lending model	All Lending models
Website	Standard and mobile

Page 1 of 1 50

	Format (7)	Checkouts (309)	Checkouts (chart)
1	Adobe EPUB eBook	173	
2	Kindle Book	38	
3	OverDrive Read	35	
4	Pending (eBook)	29	
5	OverDrive MP3 Audiobook	20	
6	Open EPUB eBook	7	
7	Pending (Audiobook)	7	

Notes:

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### Circulation activity

#### Checkouts by Format

**Notes:**

To see the accurate number of unique checkouts across all lending models for your digital collection, click [Run new report](#), then select "All lending models" in the "Lending model" field. If you add up checkouts by individual lending model, you may get an inaccurate total because of the way checkouts for titles purchased under multiple lending models are calculated.

To view results for formats that are no longer active in your digital collection, click [Run new report](#), then select "All formats" in the "Formats" field.

"Pending" means that the user borrowed the title but did not select a specific format for it (e.g., Kindle Book, OverDrive Read, Adobe EPUB, etc.). If the loan expires before the user selects a format, the format will stay "Pending."

If you added the Project Gutenberg Simultaneous Use plan to your collection, activity for titles in that plan is included in this report. To see only that activity, click [Run new report](#), then select "Publisher" in the "Checkouts by" field. Click Update, then sort by publisher and look for the publisher "Project Gutenberg."

Checkouts by	Format
Borrowed from	All
Branches	Hockley County Library
Formats	All formats
Languages	All
Audiences	Adult Fiction, Adult Nonfiction
Ratings	All ratings
Subjects	All
Date	1/1/2016 to 12/31/2016
Lending model	All Lending models
Website	Standard and mobile

Page 1 of 1			
Format (9)		Checkouts (2,419)	Checkouts (chart)
1	Adobe EPUB eBook	1,095	
2	Kindle Book	607	
3	OverDrive Read	449	
4	Pending (eBook)	143	
5	OverDrive MP3 Audiobook	93	
6	Pending (Audiobook)	20	
7	OverDrive Listen	10	
8	Open EPUB eBook	1	
9	Adobe PDF eBook	1	

**Notes:**

To see the accurate number of unique checkouts across all lending models for your digital collection, click [Run new report](#), then select "All lending models" in the "Lending model" field. If you add up checkouts by individual lending model, you may get an inaccurate total because of the way checkouts for titles purchased under multiple lending models are calculated.

To view results for formats that are no longer active in your digital collection, click [Run new report](#), then select "All formats" in the "Formats" field.

"Pending" means that the user borrowed the title but did not select a specific format for it (e.g., Kindle Book, OverDrive Read, Adobe EPUB, etc.). If the loan expires before the user selects a format, the format will stay "Pending."

If you added the Project Gutenberg Simultaneous Use plan to your collection, activity for titles in that plan is included in this report. To see only that activity, click [Run new report](#), then select "Publisher" in the "Checkouts by" field. Click Update, then sort by publisher and look for the publisher "Project Gutenberg."

Search [input field]

CARTS

No pinned carts + Create cart

SHOP One Copy/One User & Metered Access

INSIGHTS

ADMIN

CURATE

NEWS 6

SUPPORT

FEATURED

GET HELP

### Purchased titles

This report includes any One Copy/One User and Metered Access titles purchased during the date range listed at the top of the report summary. The number of copies purchased represents copies purchased during that date range, and can include copies that were purchased and then expired within that window. This report does not display the total number of units or licenses currently in your collection. See the Title status & usage report for information about your current holdings.

Exclusions: This report excludes Simultaneous Use subscriptions (including periodicals), Cost Per Circ (CPC) content, and recalled content. See the Simultaneous Use orders report, the CPC invoicing history report, or the Recalled content report for information about those types of content.

Preorders: This report can include or exclude preorder titles based on your preference (to change your preference, click Run new report). Preorder titles and copies will be counted under your "standard" totals instead of your "preorder" totals once they reach their street dates.

Notes:

A single title can sometimes be purchased under both the One Copy/One User and Metered Access lending models.

Consortia: The "Advantage purchased titles" are for all Advantage accounts in your consortium. Note that a single title may be counted in both tables if it has been purchased for the consortium and Advantage collections.

Date	Inception to 12/31/2016
Formats	Audiobook
Languages	All
Audiences	All audiences
Subjects	All
Ratings	All ratings
Lending model	All lending models
Status	In collection
Include preorder titles	No

--

Consortium purchased titles	Advantage purchased titles
Standard titles purchased	456
Standard copies purchased	474
Standard expenditures	\$21,851.69 USD
Standard titles purchased	0
Standard copies purchased	0
Standard expenditures	\$0.00 USD



English ▾ Callie Nations ▾ West Texas Digital Consortium (TX) ▾

Search

CARTS

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SHOP  
One Copy/One User & Metered Access

INSIGHTS ▾

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NEWS 6

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FEATURED

GET HELP ?

## Purchased titles

This report includes any One Copy/One User and Metered Access titles purchased during the date range listed at the top of the report summary. The number of copies purchased represents copies purchased during that date range, and can include copies that were purchased and then expired within that window. This report does not display the total number of units or licenses currently in your collection. See the Title status & usage report for information about your current holdings.

Exclusions: This report excludes Simultaneous Use subscriptions (including periodicals), Cost Per Circ (CPC) content, and recalled content. See the Simultaneous Use orders report, the CPC invoicing history report, or the Recalled content report for information about those types of content.

Preorders: This report can include or exclude preorder titles based on your preference (to change your preference, click Run new report). Preorder titles and copies will be counted under your "standard" totals instead of your "preorder" totals once they reach their street dates.

**Notes:**

A single title can sometimes be purchased under both the One Copy/One User and Metered Access lending models.

Consortia: The "Advantage purchased titles" are for all Advantage accounts in your consortium. Note that a single title may be counted in both tables if it has been purchased for the consortium and Advantage collections.

Date	Inception to 12/31/2016
Formats	Video
Languages	All
Audiences	All audiences
Subjects	All
Ratings	All ratings
Lending model	All lending models
Status	In collection
Include preorder titles	No

**Consortium purchased titles**

**Advantage purchased titles**

Standard titles purchased	5	Standard titles purchased	0
Standard copies purchased	<b>6.8</b> 5	Standard copies purchased	0
Standard expenditures	\$23.17 USD	Standard expenditures	\$0.00 USD



Search

CARTS

No pinned carts  
+ Create cart

SHOP  
One Copy/One User & Metered Access

INSIGHTS

ADMIN

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NEWS 6

SUPPORT

FEATURED

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## Purchased titles

This report includes any One Copy/One User and Metered Access titles purchased during the date range listed at the top of the report summary. The number of copies purchased represents copies purchased during that date range, and can include copies that were purchased and then expired within that window. This report does not display the total number of units or licenses currently in your collection. See the Title status & usage report for information about your current holdings.

Exclusions: This report excludes Simultaneous Use subscriptions (including periodicals), Cost Per Circ (CPC) content, and recalled content. See the Simultaneous Use orders report, the CPC invoicing history report, or the Recalled content report for information about those types of content.

Preorders: This report can include or exclude preorder titles based on your preference (to change your preference, click Run new report). Preorder titles and copies will be counted under your "standard" totals instead of your "preorder" totals once they reach their street dates.

Notes:

A single title can sometimes be purchased under both the One Copy/One User and Metered Access lending models.

Consortia: The "Advantage purchased titles" are for all Advantage accounts in your consortium. Note that a single title may be counted in both tables if it has been purchased for the consortium and Advantage collections.

Date	Inception to 12/31/2016
Formats	EBook
Languages	All
Audiences	All audiences
Subjects	All
Ratings	All ratings
Lending model	All lending models
Status	In collection
Include preorder titles	No

--

Consortium purchased titles		Advantage purchased titles	
Standard titles purchased	11,412	Standard titles purchased	0
Standard copies purchased	12,709	Standard copies purchased	0
Standard expenditures	\$253,165.50 USD	Standard expenditures	\$0.00 USD

YEAR : Oct-2015 / Sep-2016

FUND : 01 -GENERAL FUND

PERIOD TO USE: January THRU May

DEPT : 18 LIBRARY

ACCOUNTS: 518-0101 THRU 518-0540

POST DATE TRAN # REFERENCE PACKET-----DESCRIPTION----- VEND INV/JE # NOTE -----AMOUNT----- -----BALANCE-----

518-0101		SALARIES		B E G I N N I N G		B A L A N C E		5,069.54	
1/15/16	1/11	P01934	PYEXP	SMPR	011516			811.59	5,881.13
1/29/16	1/25	P01938	PYEXP	SMPR	012916			811.59	6,692.72
-----				JANUARY ACTIVITY	DB:	1,623.18	CR:	0.00	1,623.18
2/12/16	2/08	P01942	PYEXP	SMPR	021216			811.59	7,504.31
2/29/16	2/22	P01946	PYEXP	SMPR	022916			811.59	8,315.90
-----				FEBRUARY ACTIVITY	DB:	1,623.18	CR:	0.00	1,623.18
3/15/16	3/10	P01950	PYEXP	SMPR	031516			811.59	9,127.49
3/31/16	3/28	P01954	PYEXP	SMPR	033116			811.59	9,939.08
-----				MARCH ACTIVITY	DB:	1,623.18	CR:	0.00	1,623.18
4/15/16	4/11	P01958	PYEXP	SMPR	041516			811.59	10,750.67
4/29/16	4/25	P01963	PYEXP					811.59	11,562.26
-----				APRIL ACTIVITY	DB:	1,623.18	CR:	0.00	1,623.18
5/13/16	5/10	P01969	PYEXP	SMPR	051316			1,571.00	13,133.26
-----				MAY ACTIVITY	DB:	1,571.00	CR:	0.00	1,571.00
-----				ACCOUNT TOTAL	DB:	8,063.72	CR:	0.00	

518-0105		COMPENSATED ABSENCES		B E G I N N I N G		B A L A N C E		374.57	
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518-0108		SALARIES - HOURLY		B E G I N N I N G		B A L A N C E		0.00	
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518-0115		FICA/MEDICARE EXPENSE		B E G I N N I N G		B A L A N C E		402.69	
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1/15/16	1/11	A34713	CHK: 000000	FICA W/H	1004	T3 SMPR011516		48.46	451.15
1/15/16	1/11	A34713	CHK: 000000	MEDICARE W/H	1004	T4 SMPR011516		11.33	462.48
1/29/16	1/25	A34808	CHK: 000000	FICA W/H	1004	T3 SMPR012916		48.46	510.94
1/29/16	1/25	A34808	CHK: 000000	MEDICARE W/H	1004	T4 SMPR012916		11.33	522.27
-----				JANUARY ACTIVITY	DB:	119.58	CR:	0.00	119.58
2/12/16	2/08	A34925	CHK: 000000	FICA W/H	1004	T3 SMPR021216		48.46	570.73
2/12/16	2/08	A34925	CHK: 000000	MEDICARE W/H	1004	T4 SMPR021216		11.33	582.06
2/29/16	2/22	A34993	CHK: 000000	FICA W/H	1004	T3 SMPR022916		48.46	630.52
2/29/16	2/22	A34993	CHK: 000000	MEDICARE W/H	1004	T4 SMPR022916		11.33	641.85
-----				FEBRUARY ACTIVITY	DB:	119.58	CR:	0.00	119.58

YEAR : Oct-2015 / Sep-2016

FUND : 01 -GENERAL FUND

DEPT : 18 LIBRARY

PERIOD TO USE: January THRU May

ACCOUNTS: 518-0101 THRU 518-0540

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/JE #	NOTE	AMOUNT	BALANCE
3/15/16	3/10	A35103	CHK: 000000		FICA W/H	1004	T3 SMPR031516		48.46	690.31
3/15/16	3/10	A35103	CHK: 000000		MEDICARE W/H	1004	T4 SMPR031516		11.33	701.64
3/31/16	3/28	A35142	CHK: 000000		FICA W/H	1004	T3 SMPR033116		48.46	750.10
3/31/16	3/28	A35142	CHK: 000000		MEDICARE W/H	1004	T4 SMPR033116		11.33	761.43
----- MARCH ACTIVITY						DB:	119.58	CR:	0.00	119.58
4/15/16	4/11	A35264	CHK: 000000		FICA W/H	1004	T3 SMPR041516		48.46	809.89
4/15/16	4/11	A35264	CHK: 000000		MEDICARE W/H	1004	T4 SMPR041516		11.33	821.22
4/29/16	4/25	A35298	CHK: 042916		MEDICARE W/H	1004	T4 SMPR042916		11.33	832.55
4/29/16	4/25	A35300	CHK: 429162		FICA W/H	1004	T3 SMPR042916		48.46	881.01
----- APRIL ACTIVITY						DB:	119.58	CR:	0.00	119.58
5/13/16	5/10	A35414	CHK: 000000		FICA W/H	1004	T3 SMPR051316		97.40	978.41
5/13/16	5/10	A35414	CHK: 000000		MEDICARE W/H	1004	T4 SMPR051316		22.78	1,001.19
----- MAY ACTIVITY						DB:	120.18	CR:	0.00	120.18
----- ACCOUNT TOTAL						DB:	3.2	598.50	CR:	0.00

518-0116 MEDICARE EXPENSE  
B E G I N N I N G B A L A N C E 0.00

518-0117 RETIREMENT EXPENSE  
B E G I N N I N G B A L A N C E 566.80

1/15/16	1/28	A34861	CHK: 037516		RETIREMENT	1003	RETSMPR011516		83.27	650.07
1/29/16	1/28	A34862	CHK: 037516		RETIREMENT	1003	RETSMPR012916		83.27	733.34
----- JANUARY ACTIVITY						DB:	166.54	CR:	0.00	166.54
2/12/16	2/23	A35012	CHK: 037595		RETIREMENT	1003	RETSMPR021216		83.27	816.61
2/29/16	2/23	A35013	CHK: 037595		RETIREMENT	1003	RETSMPR022916		83.27	899.88
----- FEBRUARY ACTIVITY						DB:	166.54	CR:	0.00	166.54
3/15/16	3/28	A35159	CHK: 037666		RETIREMENT	1003	RETSMPR031516		83.27	983.15
3/31/16	3/28	A35160	CHK: 037666		RETIREMENT	1003	RETSMPR033116		83.27	1,066.42
----- MARCH ACTIVITY						DB:	166.54	CR:	0.00	166.54
4/15/16	4/26	A35316	CHK: 037755		RETIREMENT	1003	RETSMPR041516		83.27	1,149.69
4/29/16	4/26	A35317	CHK: 037755		RETIREMENT	1003	RETSMPR042916		83.27	1,232.96
----- APRIL ACTIVITY						DB:	166.54	CR:	0.00	166.54
5/13/16	5/31	A35504	CHK: 037870		RETIREMENT	1003	RETSMPR051316		161.18	1,394.14
----- MAY ACTIVITY						DB:	161.18	CR:	0.00	161.18
----- ACCOUNT TOTAL						DB:	3.2	827.34	CR:	0.00

12:48:54 PM

3/20/2017

User7

YEAR : Oct-2015 / Sep-2016

FUND : 01 -GENERAL FUND

PERIOD TO USE: January THRU May

DEPT : 18 LIBRARY

ACCOUNTS: 518-0101 THRU 518-0540

POST DATE TRAN # REFERENCE PACKET-----DESCRIPTION----- VEND INV/JE # NOTE -----AMOUNT----- -----BALANCE-----

518-0118 HEALTH INSURANCE EXPENSE  
B E G I N N I N G B A L A N C E 3,532.62

1/15/16	1/28	A34856	CHK: 037515		LIFE, AD&D, HEALTH INS P 1002	HLTSMR011516		1,170.79	4,703.41
1/15/16	1/28	A34857	CHK: 037515		LONG TERM DISABLILITY 1002	LTDSMPR011516		6.75	4,710.16
				-----	JANUARY ACTIVITY DB: 1,177.54	CR: 0.00		1,177.54	
2/12/16	2/23	A35007	CHK: 037594		LIFE, AD&D, HEALTH INS P 1002	HLTSMR021216		1,170.79	5,880.95
2/12/16	2/23	A35008	CHK: 037594		LONG TERM DISABLILITY 1002	LTDSMPR021216		6.75	5,887.70
				-----	FEBRUARY ACTIVITY DB: 1,177.54	CR: 0.00		1,177.54	
3/15/16	3/28	A35154	CHK: 037665		LIFE, AD&D, HEALTH INS P 1002	HLTSMR031516		1,170.79	7,058.49
3/15/16	3/28	A35155	CHK: 037665		LONG TERM DISABLILITY 1002	LTDSMPR031516		6.75	7,065.24
				-----	MARCH ACTIVITY DB: 1,177.54	CR: 0.00		1,177.54	
4/15/16	4/26	A35311	CHK: 037754		LIFE, AD&D, HEALTH INS P 1002	HLTSMR041516		1,170.79	8,236.03
4/15/16	4/26	A35312	CHK: 037754		LONG TERM DISABLILITY 1002	LTDSMPR041516		6.75	8,242.78
				-----	APRIL ACTIVITY DB: 1,177.54	CR: 0.00		1,177.54	
5/13/16	5/31	A35499	CHK: 037869		LIFE, AD&D, HEALTH INS P 1002	HLTSMR051316		0.00	8,242.78
5/13/16	5/31	A35500	CHK: 037869		LONG TERM DISABLILITY 1002	LTDSMPR051316		0.00	8,242.78
				-----	MAY ACTIVITY DB: 0.00	CR: 0.00		0.00	
				-----	ACCOUNT TOTAL DB: <b>3.2</b> 4,710.16	CR: 0.00			

518-0230 COMPUTER SUPPLIES/SUPPORT  
B E G I N N I N G B A L A N C E 0.00

518-0260 GENERAL OFFICE SUPPLIES  
B E G I N N I N G B A L A N C E 303.49

1/18/16	1/18	A34789	CHK: 037473		POSTAGE	1167 010416		5.66	309.15
1/18/16	1/18	A34795	CHK: 037479		LIBRARY LEASE	1488 010116		62.83	371.98
				-----	JANUARY ACTIVITY DB: 68.49	CR: 0.00		68.49	
2/04/16	2/04	A34912	CHK: 037545		LIBRARY LEASE	1488 020116		63.74	435.72
2/18/16	2/18	A34976	CHK: 037581		QTR LEASE	1163 7278823-FB16		33.72	469.44
				-----	FEBRUARY ACTIVITY DB: 97.46	CR: 0.00		97.46	
3/07/16	3/07	A35080	CHK: 037633		PAPER	1184 022916		6.59	476.03
3/07/16	3/07	A35086	CHK: 037639		LIBRARY LEASE	1488 030216		63.02	539.05
				-----	MARCH ACTIVITY DB: 69.61	CR: 0.00		69.61	
4/06/16	4/06	A35236	CHK: 037716		LIBRARY LEASE	1488 040116		64.75	603.80

YEAR : Oct-2015 / Sep-2016  
FUND : 01 -GENERAL FUND  
DEPT : 18 LIBRARY

PERIOD TO USE: January THRU May  
ACCOUNTS: 518-0101 THRU 518-0540

POST	DATE	TRAN #	REFERENCE	PACKET-----DESCRIPTION-----	VEND	INV/JE #	NOTE	-----AMOUNT-----	-----BALANCE-----
4/14/16	4/14	A35280	CHK: 037741	POSTAGE	1167	04042016		13.91	617.71
				APRIL ACTIVITY DB:	78.66	CR:	0.00	78.66	
5/05/16	5/05	A35386	CHK: 037799	LIBRARY LEASE	1488	050116		63.02	680.73
				MAY ACTIVITY DB:	63.02	CR:	0.00	63.02	
				ACCOUNT TOTAL DB:	377.24	CR:	0.00		

3.6

518-0265 BOOK PURCHASES

BEGINNING BALANCE

331.35

1/13/16	1/13	A34770	CHK: 037466	BOOKS- INV 87207	1584	010116		15.32	346.67
1/13/16	1/13	A34770	CHK: 037466	BOOKS- INV40503	1584	010116		14.83	361.50
1/13/16	1/13	A34770	CHK: 037466	BOOKS- INV 76802	1584	010116		8.84	370.34
1/13/16	1/13	A34770	CHK: 037466	BOOKS- INV 19880	1584	010116		15.34	385.68
1/13/16	1/13	A34770	CHK: 037466	BOOKS- INV 13439	1584	010116		13.75	399.43
1/18/16	1/18	A34797	CHK: 037481	INV# 91088101	1584	8101/1398		24.27	423.70
1/18/16	1/18	A34797	CHK: 037481	INV# 91171398	1584	8101/1398		24.29	447.99
1/26/16	1/26	A34835	CHK: 037505	INGRAM LIBRARY SERVICES,	1584	91255665		15.34	463.33
				JANUARY ACTIVITY DB:	131.98	CR:	0.00	131.98	
2/01/16	2/01	A34891	CHK: 037528	INV# 91420184- BOOK	1584	91420184		14.84	478.17
2/09/16	2/09	A34946	CHK: 037564	BOOKS	1584	91554288		38.64	516.81
2/09/16	2/09	A34946	CHK: 037564	BOOKS	1584	91554288		28.61	545.42
				FEBRUARY ACTIVITY DB:	82.09	CR:	0.00	82.09	
3/02/16	3/02	A35057	CHK: 037616	INV# 91918602- BOOK	1584	91918602		13.78	559.20
3/07/16	3/07	A35089	CHK: 037642	BOOKS	1584	91994568		31.76	590.96
3/15/16	3/15	A35128	CHK: 037656	BOOKS	1584	92089088		61.82	652.78
3/29/16	3/28	A35203	CHK: 037687	INV# 92181192	1584	922181192/92272930		35.47	688.25
3/29/16	3/28	A35203	CHK: 037687	INV# 92272930	1584	922181192/92272930		14.84	703.09
				MARCH ACTIVITY DB:	157.67	CR:	0.00	157.67	
4/06/16	4/06	A35240	CHK: 037720	INV# 92451442	1584	040616		39.20	742.29
4/06/16	4/06	A35240	CHK: 037720	INV# 92361362	1584	040616		12.18	754.47
4/14/16	4/14	A35287	CHK: 037748	BOOKS	1584	92543655		29.67	784.14
				APRIL ACTIVITY DB:	81.05	CR:	0.00	81.05	
5/05/16	5/05	A35390	CHK: 037803	BOOKS	1584	92643288		15.37	799.51
				MAY ACTIVITY DB:	15.37	CR:	0.00	15.37	
				ACCOUNT TOTAL DB:	468.16	CR:	0.00		

5.4

518-0290 PROGRAM SUPPLIES

BEGINNING BALANCE

0.00

4:10:19 PM

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3/17/2017

Users

YEAR : Oct-2015 / Sep-2016

FUND : 01 -GENERAL FUND

PERIOD TO USE: January THRU May

DEPT : 18 LIBRARY

ACCOUNTS: 518-0101 THRU 518-0540

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/JE #	NOTE	AMOUNT	BALANCE
3/31/16	4/01	C35037	RCPT 00129528		REIMBURSE/MEAL/SPCHAPTER				170.00CR	170.00CR
					MARCH ACTIVITY	DB:	0.00	CR: 170.00CR	170.00CR	
					ACCOUNT TOTAL	DB:	0.00	CR: 170.00CR		
-----										
518-0440					OFFICE EQUIP MAINTENANCE					
					BEGINNING BALANCE					0.00
-----										
518-0445					EQUIP SERVICE CONTRACTS					
					BEGINNING BALANCE					0.00
-----										
518-0510					TRAVEL/SCHOOLS/DUES					
					BEGINNING BALANCE					0.00
-----										
518-0540					INSURANCE					
					BEGINNING BALANCE					1,158.91
1/14/16	1/15	C34703	RCPT 00128043		EQUITY RETURN/WC AUDIT				70.49CR	1,088.42
					JANUARY ACTIVITY	DB:	0.00	CR: 70.49CR	70.49CR	
5/09/16	5/10	C35238	RCPT 00130198		WC AMEND PR/FY 15-16				84.31CR	1,004.11
					MAY ACTIVITY	DB:	0.00	CR: 84.31CR	84.31CR	
					ACCOUNT TOTAL	DB:	0.00	CR: 154.80CR		

000 ERRORS IN THIS REPORT!

** REPORT TOTALS **	--- DEBITS ---	--- CREDITS ---
BEGINNING BALANCES:	11,739.97	0.00
REPORTED ACTIVITY:	15,045.12	324.80CR
ENDING BALANCES:	26,785.09	324.80CR
TOTAL FUND ENDING BALANCE:	26,460.29	

SELECTION CRITERIA

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HISTORY YEAR: 2015  
 FISCAL YEAR: October / September  
 FUND: Include: 01  
 PERIOD TO USE: January THRU May  
 TRANSACTIONS: BOTH

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ACCOUNT SELECTION

ACCOUNT RANGE: 518-0101 THRU 518-0540  
 DEPARTMENT RANGE: - THRU -  
 ACTIVE FUNDS ONLY: NO  
 ACTIVE ACCOUNT ONLY: NO  
 INCLUDE RESTRICTED ACCOUNTS: NO  
 DIGIT SELECTION:

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PRINT OPTIONS                      DETAIL

OMIT ACCOUNTS WITH NO ACTIVITY: NO  
 PRINT ENCUMBRANCES: NO  
 PRINT VENDOR NAME: NO  
 PRINT PROJECTS: NO  
 PRINT MONTHLY TOTALS: YES  
 PRINT GRAND TOTALS: NO  
 PRINT: INVOICE #  
 PAGE BREAK BY: NONE

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\*\*\* END OF REPORT \*\*\*

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3/17/2017

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ACCOUNT #	ACCOUNT NAME	BUDGET	BEG BALANCE				ENDING
VENDOR	ITEM/REASON	DATE	REF #	PP	DEBIT	CREDIT	BALANCE
2016 035-650-102	LIBRARIAN SALARY		41,214.00	.00			
GROSS SALARIES	GROSS SALARIES	01/06/2016		01	1,585.17		
GROSS SALARIES	GROSS SALARIES	01/20/2016		01	3,170.34		
GROSS SALARIES	GROSS SALARIES	02/17/2016		02	1,585.17		
GROSS SALARIES	GROSS SALARIES	03/02/2016		03	1,585.17		
GROSS SALARIES	GROSS SALARIES	03/15/2016		03	1,585.17		
GROSS SALARIES	GROSS SALARIES	03/30/2016		04	1,585.17		
GROSS SALARIES	GROSS SALARIES	04/11/2016		04	1,585.17		
GROSS SALARIES	GROSS SALARIES	04/27/2016		04	1,585.17		
GROSS SALARIES	GROSS SALARIES	05/11/2016		05	1,585.17		
GROSS SALARIES	GROSS SALARIES	05/24/2016		05	1,585.17		
GROSS SALARIES	GROSS SALARIES	06/07/2016		06	1,585.17		
GROSS SALARIES	GROSS SALARIES	06/22/2016		06	1,585.17		
GROSS SALARIES	GROSS SALARIES	07/06/2016		07	1,585.17		
GROSS SALARIES	GROSS SALARIES	07/19/2016		07	1,585.17		
GROSS SALARIES	GROSS SALARIES	08/02/2016		08	1,585.17		
GROSS SALARIES	GROSS SALARIES	08/16/2016		08	1,585.17		
GROSS SALARIES	GROSS SALARIES	08/31/2016		09	1,585.17		
GROSS SALARIES	GROSS SALARIES	09/13/2016		09	1,585.17		
GROSS SALARIES	GROSS SALARIES	09/28/2016		09	1,585.17		
GROSS SALARIES	GROSS SALARIES	10/12/2016		10	1,585.17		
GROSS SALARIES	GROSS SALARIES	10/26/2016		10	1,585.17		
GROSS SALARIES	GROSS SALARIES	11/08/2016		11	1,585.17		
GROSS SALARIES	GROSS SALARIES	11/21/2016		11	1,585.17		
GROSS SALARIES	GROSS SALARIES	12/06/2016		12	1,585.17		
GROSS SALARIES	GROSS SALARIES	12/20/2016		12	1,585.17	(3.1)	41,214.42
2016 035-650-103	ASST LIBRARIAN SALARY		30,480.00	.00			
GROSS SALARIES	GROSS SALARIES	01/06/2016		01	1,172.29		
GROSS SALARIES	GROSS SALARIES	01/20/2016		01	1,172.29		
GROSS SALARIES	GROSS SALARIES	02/03/2016		02	1,172.29		
GROSS SALARIES	GROSS SALARIES	03/30/2016		04	938.00		
GROSS SALARIES	GROSS SALARIES	04/11/2016		04	1,033.60		
GROSS SALARIES	GROSS SALARIES	04/27/2016		04	1,172.29		
GROSS SALARIES	GROSS SALARIES	05/11/2016		05	1,172.29		
GROSS SALARIES	GROSS SALARIES	05/24/2016		05	1,172.29		
GROSS SALARIES	GROSS SALARIES	06/07/2016		06	1,172.29		
GROSS SALARIES	GROSS SALARIES	06/22/2016		06	1,172.29		
GROSS SALARIES	GROSS SALARIES	07/06/2016		07	1,172.29		
GROSS SALARIES	GROSS SALARIES	07/19/2016		07	1,172.29		
GROSS SALARIES	GROSS SALARIES	08/02/2016		08	1,172.29		
GROSS SALARIES	GROSS SALARIES	08/16/2016		08	1,137.72		
GROSS SALARIES	GROSS SALARIES	08/31/2016		09	995.90		
GROSS SALARIES	GROSS SALARIES	09/13/2016		09	1,165.70		
GROSS SALARIES	GROSS SALARIES	09/28/2016		09	1,172.29		
GROSS SALARIES	GROSS SALARIES	10/12/2016		10	1,172.29		
GROSS SALARIES	GROSS SALARIES	10/26/2016		10	1,172.29		
GROSS SALARIES	GROSS SALARIES	11/08/2016		11	1,172.29		
GROSS SALARIES	GROSS SALARIES	11/21/2016		11	1,172.29		
GROSS SALARIES	GROSS SALARIES	12/06/2016		12	1,172.29		
GROSS SALARIES	GROSS SALARIES	12/20/2016		12	1,172.29	(3.1)	26,372.14
2016 035-650-105	LONGEVITY		1,800.00	.00			
GROSS SALARIES	GROSS SALARIES	01/06/2016		01	1,800.00	(3.1)	1,800.00
2016 035-650-107	SUNDOWN BRANCH: SUPPLEMENT		10,000.00	.00			
CITY OF SUNDOWN	SUNDOWN MONTHLY ALLOWANCE	12/31/2015	159486C	01	833.33		



ACCOUNT #	ACCOUNT NAME	BUDGET	BEG BALANCE				ENDING
VENDOR	ITEM/REASON	DATE	REF #	PP	DEBIT	CREDIT	BALANCE
2016 035-650-107	SUNDOWN BRANCH:SUPPLEMENT		10,000.00				
CITY OF SUNDOWN	SUNDOWN MONTHLY ALLOWANCE	01/29/2016	159810C	02	833.33		
CITY OF SUNDOWN	SUNDOWN MONTHLY ALLOWANCE	03/04/2016	160251C	03	833.33		
CITY OF SUNDOWN	SUNDOWN MONTHLY ALLOWANCE	04/01/2016	160577C	04	833.33		
CITY OF SUNDOWN	SUNDOWN MONTHLY ALLOWANCE	04/29/2016	160927C	05	833.33		3.1 4,166.65
2016 035-650-108	PART TIME LABOR SALARY		48,500.00	.00			
GROSS SALARIES	GROSS SALARIES	01/06/2016		01	1,094.08		
GROSS SALARIES	GROSS SALARIES	01/20/2016		01	2,121.84		
GROSS SALARIES	GROSS SALARIES	02/03/2016		02	1,809.85		
GROSS SALARIES	GROSS SALARIES	02/17/2016		02	1,756.51		
GROSS SALARIES	GROSS SALARIES	03/02/2016		03	1,729.71		
GROSS SALARIES	GROSS SALARIES	03/15/2016		03	1,808.95		
GROSS SALARIES	GROSS SALARIES	03/30/2016		04	1,734.03		
GROSS SALARIES	GROSS SALARIES	04/11/2016		04	1,851.05		
GROSS SALARIES	GROSS SALARIES	04/27/2016		04	1,772.63		
GROSS SALARIES	GROSS SALARIES	05/11/2016		05	1,813.78		
GROSS SALARIES	GROSS SALARIES	05/24/2016		05	1,805.38		
GROSS SALARIES	GROSS SALARIES	06/07/2016		06	1,701.87		
GROSS SALARIES	GROSS SALARIES	06/22/2016		06	1,686.39		
GROSS SALARIES	GROSS SALARIES	07/06/2016		07	1,686.54		
GROSS SALARIES	GROSS SALARIES	07/19/2016		07	1,170.36		
GROSS SALARIES	GROSS SALARIES	08/02/2016		08	1,583.87		
GROSS SALARIES	GROSS SALARIES	08/16/2016		08	1,754.62		
GROSS SALARIES	GROSS SALARIES	08/31/2016		09	1,779.13		
GROSS SALARIES	GROSS SALARIES	09/13/2016		09	1,753.76		
GROSS SALARIES	GROSS SALARIES	09/28/2016		09	1,663.77		
GROSS SALARIES	GROSS SALARIES	10/12/2016		10	1,793.00		
GROSS SALARIES	GROSS SALARIES	10/26/2016		10	1,454.32		
GROSS SALARIES	GROSS SALARIES	11/08/2016		11	1,923.10		
GROSS SALARIES	GROSS SALARIES	11/21/2016		11	1,590.60		
GROSS SALARIES	GROSS SALARIES	12/06/2016		12	1,571.64		
GROSS SALARIES	GROSS SALARIES	12/20/2016		12	1,783.71		3.1 44,194.49
2016 035-650-201	SOCIAL SECURITY - LEVELLAND		9,500.00	.00			
AIM BANK	FIT, FICA, MED	01/06/2016	159525C	01	414.23		
AIM BANK	FIT, FICA, MED	01/20/2016	159718C	01	476.41		
AIM BANK	FIT, FICA, MED	02/03/2016	159874C	02	217.61		
AIM BANK	FIT, FICA, MED	02/17/2016	160062C	02	245.13		
AIM BANK	FIT, FICA, MED	03/02/2016	160215C	03	243.05		
AIM BANK	FIT, FICA, MED	03/15/2016	160407C	03	249.13		
AIM BANK	FIT, FICA, MED	03/30/2016	160546C	04	308.45		
AIM BANK	FIT, FICA, MED	04/11/2016	160735C	04	324.73		
AIM BANK	FIT, FICA, MED	04/27/2016	160897C	04	346.55		
AIM BANK	FIT, FICA, MED	05/11/2016	161085C	05	332.48		
AIM BANK	FIT, FICA, MED	05/24/2016	161270C	05	331.85		
AIM BANK	FIT, FICA, MED	06/07/2016	161457C	06	323.93		
AIM BANK	FIT, FICA, MED	06/22/2016	161633C	06	322.76		
AIM BANK	FIT, FICA, MED	07/06/2016	161794C	07	322.75		
AIM BANK	FIT, FICA, MED	07/19/2016	161966C	07	283.27		
AIM BANK	FIT, FICA, MED	08/02/2016	162134C	08	314.90		
AIM BANK	FIT, FICA, MED	08/16/2016	162315C	08	325.32		
AIM BANK	FIT, FICA, MED	08/31/2016	162459C	09	316.34		
AIM BANK	FIT, FICA, MED	09/13/2016	162669C	09	327.38		
AIM BANK	FIT, FICA, MED	09/28/2016	162818C	09	338.22		

ACCOUNT # VENDOR	ACCOUNT NAME ITEM/REASON	DATE	BUDGET REF #	BEG BALANCE PP	DEBIT	CREDIT	ENDING BALANCE
2016 035-650-201 SOCIAL SECURITY - LEVELLAND			9,500.00				
AIM BANK	FIT, FICA, MED	10/12/2016	162998C	10	330.91		
AIM BANK	FIT, FICA, MED	10/26/2016	163155C	10	305.01		
AIM BANK	FIT, FICA, MED	11/08/2016	163351C	11	340.86		
AIM BANK	FIT, FICA, MED	11/21/2016	163555C	11	315.40		
AIM BANK	FIT, FICA, MED	12/06/2016	163714C	12	313.97		
AIM BANK	FIT, FICA, MED	12/20/2016	163888C	12	330.20		8,300.84
2016 035-650-203 COUNTY RETIREMENT			16,055.00	.00			
TEXAS COUNTY & DISTRICT	RETIREMENT	01/06/2016	159731C	01	686.92		
TEXAS COUNTY & DISTRICT	RETIREMENT	01/20/2016	159731C	01	711.90		
TEXAS COUNTY & DISTRICT	RETIREMENT	02/03/2016	160075C	02	301.19		
TEXAS COUNTY & DISTRICT	RETIREMENT	02/17/2016	160075C	02	350.97		
TEXAS COUNTY & DISTRICT	RETIREMENT	03/02/2016	160420C	03	354.38		
TEXAS COUNTY & DISTRICT	RETIREMENT	03/15/2016	160420C	03	352.54		
TEXAS COUNTY & DISTRICT	RETIREMENT	03/30/2016	160906C	04	476.51		
TEXAS COUNTY & DISTRICT	RETIREMENT	04/11/2016	160906C	04	484.03		
TEXAS COUNTY & DISTRICT	RETIREMENT	04/27/2016	160906C	04	506.66		
TEXAS COUNTY & DISTRICT	RETIREMENT	05/11/2016	161282C	05	506.39		
TEXAS COUNTY & DISTRICT	RETIREMENT	05/24/2016	161282C	05	506.31		
TEXAS COUNTY & DISTRICT	RETIREMENT	06/07/2016	161645C	06	505.11		
TEXAS COUNTY & DISTRICT	RETIREMENT	06/22/2016	161645C	06	495.51		
TEXAS COUNTY & DISTRICT	RETIREMENT	07/06/2016	161978C	07	491.36		
TEXAS COUNTY & DISTRICT	RETIREMENT	07/19/2016	161978C	07	430.97		
TEXAS COUNTY & DISTRICT	RETIREMENT	08/02/2016	162327C	08	545.31		
TEXAS COUNTY & DISTRICT	RETIREMENT	08/16/2016	162327C	08	571.71		
TEXAS COUNTY & DISTRICT	RETIREMENT	08/31/2016	162826C	09	564.64		
TEXAS COUNTY & DISTRICT	RETIREMENT	09/13/2016	162826C	09	562.96		
TEXAS COUNTY & DISTRICT	RETIREMENT	09/28/2016	162826C	09	553.54		
TEXAS COUNTY & DISTRICT	RETIREMENT	10/12/2016	163167C	10	566.64		
TEXAS COUNTY & DISTRICT	RETIREMENT	10/26/2016	163167C	10	515.03		
TEXAS COUNTY & DISTRICT	RETIREMENT	11/08/2016	163566C	11	568.00		
TEXAS COUNTY & DISTRICT	RETIREMENT	11/21/2016	163566C	11	536.75		
TEXAS COUNTY & DISTRICT	RETIREMENT	12/06/2016	163899C	12	530.56		
TEXAS COUNTY & DISTRICT	RETIREMENT	12/20/2016	163899C	12	562.87		13,238.76
2016 035-650-204 HEALTH INSURANCE			36,355.00	.00			
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	01/06/2016	159533C	01	2,551.00		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	02/03/2016	159882C	02	1,764.46		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	03/02/2016	160223C	03	1,764.46		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	03/30/2016	160555C	04	2,757.16		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	05/11/2016	161092C	05	2,757.16		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	06/07/2016	161464C	06	2,757.16		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	07/06/2016	161801C	07	2,757.16		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	08/02/2016	162141C	08	2,757.16		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	08/31/2016	162466C	09	2,757.16		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	10/12/2016	163005C	10	2,920.42		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	11/08/2016	163357C	11	2,920.42		
TEXAS ASSOCIATION OF COU	HEALTH INSURANCE	12/06/2016	163720C	12	2,920.42		31,384.14
2016 035-650-310 SUPPLIES			6,900.00	.00			
PARAMOUNT LEASING	COPIER/LIBRARY	12/31/2015	159506C	01	82.00		
TASCOSA OFFICE MACHINES	CORR TAPE-DBL SDE TAPE-SH	01/14/2016	159689C	01	117.63		
PARAMOUNT LEASING	COPIER/LIBRARY	02/03/2016	159941C	02	82.00		
TASCOSA OFFICE MACHINES	ELECT PENCIL SHARPENER-PE	02/12/2016	160044C	02	30.28		
PARAMOUNT LEASING	COPIER/LIBRARY	03/04/2016	160283C	03	82.00		

ACCOUNT #	ACCOUNT NAME	BUDGET	BEG BALANCE				ENDING
VENDOR	ITEM/REASON	DATE	REF #	PP	DEBIT	CREDIT	BALANCE
2016 035-650-310	SUPPLIES	6,900.00					
TASCOSA OFFICE MACHINES	RIBBON-WASTEBSKT/LIBRARY	03/11/2016	160389C	03	15.90		
PARAMOUNT LEASING	COPIER/LIBRARY	03/30/2016	160608C	04	82.00		
RTI	COLORED PADS-COMPOUND POL	04/08/2016	160708C	04	382.05		
DEMCO INC	LAMINATING POUCH-CHAIR BA	04/08/2016	160668C	04	653.91		
TASCOSA OFFICE MACHINES	BANDAGES-WALL SIGN-EMPL S	04/21/2016	160874C	04	35.85		
PARAMOUNT LEASING	COPIER LEASE/LIBRARY	04/28/2016	160955C	05	82.00		
TASCOSA OFFICE MACHINES	DOORSTOPS-DBL SDE TAPE-GL	05/27/2016	161346C	05	112.79		
PARAMOUNT LEASING	COPIER LEASE/LIBRARY	06/02/2016	161410C	06	82.00		
UPSTART	BOOKMARKS/LIBRARY	06/09/2016	161540C	06	25.50		
DATA LINE OFFICE SYSTEMS	EQ13296-OVERAGE/LIBRARY	06/09/2016	161493C	06	16.99		
TASCOSA OFFICE MACHINES	SANITIZER/PURELL/STND	06/16/2016	161613C	06	168.30		
TASCOSA OFFICE MACHINES	TOWER FANS/LIBRARY	06/30/2016	161776C	07	125.10		
PARAMOUNT LEASING	COPIER/LIBRARY	06/30/2016	161761C	07	82.00		
TASCOSA OFFICE MACHINES	PURELL SANITIZER/LIBRARY	07/21/2016	162041C	07	43.65		
TASCOSA OFFICE MACHINES	PURELL DISPENSER-TOWER FA	07/21/2016	162041C	07	151.65		
TASCOSA OFFICE MACHINES	RETURN-PURELL DISPENSER/L	07/21/2016	162041C	07		44.55	
TASCOSA OFFICE MACHINES	PURELL SANITIZERS/LIBRARY	07/21/2016	162041C	07	39.98		
TASCOSA OFFICE MACHINES	RETURN-PURELL SANITIZER/L	07/21/2016	162041C	07		19.99	
TASCOSA OFFICE MACHINES	RETURN-2ND PURELL SANITIZ	07/21/2016	162041C	07		19.99	
TASCOSA OFFICE MACHINES	RETURN-PURELL SANITIZER S	07/21/2016		07	84.15		
TASCOSA OFFICE MACHINES	RETURN-PURELL SANITIZER S	07/22/2016		07		84.15	
TASCOSA OFFICE MACHINES	RETURN-PURELL SANITIZER S	07/22/2016	162041C	07		84.15	
PARAMOUNT LEASING	COPIER LEASE/LIBRARY	07/29/2016	162103C	08	82.00		
KAPCO	BOOK COVERS/LIBRARY	08/24/2016	162428C	08	368.66		
TASCOSA OFFICE MACHINES	NOTE PADS-SHARPIES-CORR T	08/30/2016	162559C	09	58.98		
PARAMOUNT LEASING	COPIER LEASE/LIBRARY	09/01/2016	162536C	09	82.00		
TASCOSA OFFICE MACHINES	SLOT ORGANIZER-LYSOL WIPE	09/08/2016	162645C	09	135.95		
NATIONS CALLIE	REIMB-PERSONAL CARD/CRAFT	09/15/2016	162716C	09	49.51		
TASCOSA OFFICE MACHINES	MAILERS/LIBRARY	09/22/2016	162798C	09	128.50		
PARAMOUNT LEASING	COPIER LEASE/LIBRARY	09/30/2016	162873C	10	82.00		
TASCOSA OFFICE MACHINES	ATOMIC CLOCK-DSNFT WIPES-	11/02/2016	163327C	11	266.63		
PARAMOUNT LEASING	COPIER/LIBRARY	11/02/2016	163306C	11	82.00		
TASCOSA OFFICE MACHINES	DUSTER WIPES/LIBRARY	11/18/2016	163536C	11	112.19		
TASCOSA OFFICE MACHINES	MURPHYS WOOD CLNR/LIBRARY	11/18/2016	163536C	11	7.59		
PARAMOUNT LEASING	COPIER/LIBRARY	12/02/2016	163672C	12	82.00		
NATIONS CALLIE	REIMB/LIBRARY SUPPLIES-PE	12/15/2016	163851C	12	94.09		
TASCOSA OFFICE MACHINES	SHPNG LABELS-ADDRS LABELS	12/16/2016	163865C	12	1,313.84		
DEMCO INC	BROWSE BSKTS-STORY SACKS-	12/22/2016	163920C	12	1,067.93		
KAPCO	BOOK COVERS-RBRBANOS-BGLU	12/22/2016	163928C	12	438.63		
LIBRARY STORE INC THE	REPLMNT CORK ROLL/LIBRARY	12/22/2016	163930C	12	74.95		
2016 035-650-335	AUDIO VISUAL MATERIALS	3,100.00					
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	01/15/2016	159679C	01	132.29		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	03/10/2016	160380C	03	143.99		
RECORDED BOOKS INC	BOOKS/LIBRARY	03/31/2016	160612C	04	144.00		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	04/28/2016	160961C	05	134.97		
CENTER POINT LARGE PRINT	LARGE PRINT BOOKS/LIBRARY	05/13/2016	161111C	05	91.08		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	05/27/2016	161338C	05	138.59		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	06/30/2016	161766C	07	143.98		
MPLC	JUL'16-'17/MPLC UMBRELLA	07/13/2016	161937C	07	190.00		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	07/29/2016	162107C	08	129.59		
TEJ LANDMARK AUDIO	AUG'16-'17-AUDIO BOOK CD	08/10/2016	162292C	08	535.00		
MOVIE LICENSING USA	OCT'16-'17/COMPLIANCE SIT	09/08/2016	162627C	09	284.00		

3.8 6,852.35

ACCOUNT # VENDOR	ACCOUNT NAME ITEM/REASON	BUDGET DATE	BEG BALANCE REF #	PP	DEBIT	CREDIT	ENDING BALANCE
2016 035-650-335	AUDIO VISUAL MATERIALS		3,100.00				
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	09/16/2016	162723C	09	107.07		
RECORDED BOOKS INC	RECORDED BOOK CD/LIBRARY	09/22/2016	162792C	09	28.80		
RECORDED BOOKS INC	RECORDED BOOK CD'S	10/06/2016	162961C	10	143.98		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	10/20/2016	163120C	10	139.49		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	11/18/2016	163526C	11	140.39		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	12/08/2016	163769C	12	103.49		
RECORDED BOOKS INC	DEC'16-RECORDED BOOKS/LIB	12/22/2016	163940C	12	31.49		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	12/22/2016	163940C	12	31.50	(3.6)	2,793.70 <del>491.08</del>
2016 035-650-352	EQUIPMENT		3,475.00	.00			
SHI GOVERNMENT SOLUTIONS	LIBRARY PATRONS COMPUTERS	12/30/2016	163964C	12	5,192.88	(3.8)	5,192.88
2016 035-650-356	COMPUTERS		4,000.00	.00			
GALE CENGAGE LEARNING	SUBSCRIPTION/FEB'16-'17 L	02/12/2016	160005C	02	1,450.00	(3.3)	
EBSCO INFORMATION SERVIC	APR'16-'17/ONLINE-CONSUME	03/04/2016	160255C	03	1,334.00		
BIBLIONIX	APOLLO OPTION/APR'16-'17/	03/31/2016	160572C	04	457.00	(3.8)	
TEXAS STATE LIBRARY & AR	SEPT'16-'17/TEXSHARE DATA	09/08/2016	162647C	09	360.73	(4.5)	
GALE CENGAGE LEARNING	FEB'17-'18 CHILTON LIBRAR	12/15/2016	163831C	12	761.25		
GALE CENGAGE LEARNING	CREDIT-LEGAL FORMS/LIBRAR	12/15/2016	163831C	12		427.05	3,935.93
2016 035-650-420	TELEPHONE		600.00	.00			
WINDSTREAM	PHONE/LIBRARY	12/31/2015	159519C	01	35.29		
WINDSTREAM	PHONE/LIBRARY	01/28/2016	159867C	02	35.18		
WINDSTREAM	PHONE/LIBRARY	02/26/2016	160211C	02	35.60		
WINDSTREAM	PHONE/LIBRARY	03/24/2016	160538C	03	39.12		
WINDSTREAM	PHONE/LIBRARY	04/28/2016	160982C	05	34.15		
WINDSTREAM	PHONE/LIBRARY	05/27/2016	161359C	05	34.72		
WINDSTREAM	PHONE/LIBRARY	06/30/2016	161787C	07	34.45		
WINDSTREAM	PHONE/LIBRARY	07/27/2016	162126C	08	35.34		
WINDSTREAM	PHONES/LIBRARY	09/01/2016	162573C	09	34.74		
WINDSTREAM	PHONE/LIBRARY	09/29/2016	162894C	10	38.02		
WINDSTREAM	PHONE/LIBRARY	10/28/2016	163237C	10	34.56		
WINDSTREAM	PHONE/LIBRARY	12/02/2016	163706C	12	33.88		425.05
2016 035-650-427	SEMINAR & TRAVEL EXPENSES		.00	.00			(3.8) .00
2016 035-650-481	MEMBERSHIP & DUES		150.00	.00			
WEST TEXAS LIBRARY GROUP	MBRSHIP DUES/LIBRARY	11/02/2016	163338C	11	50.00		
AMERICAN LIBRARY ASSOCIA	'17-ALA MBRSHIP C NATIONS	12/15/2016	163809C	12	38.00	(3.8)	88.00
2016 035-650-590	BOOKS		13,200.00	.00			
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	01/15/2016	159651C	01	81.43		
GALE CENGAGE LEARNING	BOOKS/LIBRARY	01/15/2016	159643C	01	86.22		
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	01/29/2016	159827C	02	991.55		
GALE CENGAGE LEARNING	FEB-BASIC 4 PLAN/LIBRARY	01/29/2016	159822C	02	28.49		
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	02/03/2016	159921C	02	260.52		
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	02/12/2016	160012C	02	196.21		
GALE CENGAGE LEARNING	BOOKS/LIBRARY	02/19/2016	160101C	02	54.73		
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	02/19/2016	160108C	02	151.78		
RECORDED BOOKS INC	RECORDED BOOKS/LIBRARY	03/04/2016	160291C	03	125.07		
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	03/04/2016	160269C	03	84.80		
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	03/10/2016	160365C	03	474.79		
GALE CENGAGE LEARNING	BOOKS/LIBRARY	03/11/2016	160358C	03	112.46		
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	03/18/2016	160450C	03	93.06		
PENWORTHY COMPANY THE	BOOKS/LIBRARY	03/18/2016	160456C	03	457.34		
GALE CENGAGE LEARNING	BOOKS-LIBRARY	03/31/2016	160589C	04	545.99		
GALE CENGAGE LEARNING	BOOKS/LIBRARY	04/08/2016	160676C	04	84.72		
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	04/08/2016	160685C	04	738.08		

ACCOUNT #	ACCOUNT NAME	BUDGET	BEG BALANCE				ENDING
VENDOR	ITEM/REASON	DATE	REF #	PP	DEBIT	CREDIT	BALANCE
2016 035-650-590	BOOKS		13,200.00				
	CENTER POINT LARGE PRINT BOOKS/LIBRARY	04/08/2016	160657C	04	88.68		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	04/21/2016	160835C	04	139.45		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	04/21/2016	160845C	04	372.46		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	04/28/2016	160942C	05	26.97		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	04/28/2016	160937C	05	19.24		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	05/13/2016	161143C	05	151.08		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	05/13/2016	161134C	05	112.46		
	SMART APPLE MEDIA BOOKS/LIBRARY	05/27/2016	161342C	05	936.52		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	05/27/2016	161323C	05	90.95		
	PENWORTHY COMPANY THE BOOKS/LIBRARY	06/09/2016	161524C	06	156.00		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	06/09/2016	161507C	06	43.91		
	BROAD REACH BOOKS BOOKS/LIBRARY	06/09/2016	161485C	06	212.78		
	CENTER POINT LARGE PRINT LARGE PRINT BOOKS/LIBRARY	06/09/2016	161486C	06	91.08		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	06/16/2016	161601C	06	72.70		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	06/16/2016	161590C	06	112.46		
	CENTER POINT LARGE PRINT LARGE PRINT BOOKS	06/16/2016	161576C	06	88.68		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	06/30/2016	161750C	07	60.65		
	CENTER POINT LARGE PRINT LARGE PRINT BOOKS/LIBRARY	06/30/2016	161733C	07	41.34		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	07/08/2016	161839C	07	29.12		
	LOOKOUT BOOKS BOOKS/LIBRARY	07/08/2016	161849C	07	984.88		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	07/08/2016	161828C	07	28.49		
	CENTER POINT LARGE PRINT LARGE PRINT BOOKS/LIBRARY	07/13/2016	161909C	07	91.08		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	07/21/2016	162014C	07	24.90		
	CENTER POINT LARGE PRINT LARGE PRINT BOOKS/LIBRARY	07/21/2016	161994C	07	41.34		
	CENTER POINT LARGE PRINT LG PRINT BOOK/LIBRARY	07/29/2016	162070C	08	26.96		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	08/04/2016	162177C	08	283.23		
	GALE CENGAGE LEARNING BOOK/LIBRARY	08/04/2016	162169C	08	26.99		
	CENTER POINT LARGE PRINT BOOKS/LIBRARY	08/10/2016	162251C	08	91.08		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	08/24/2016	162422C	08	251.91		
	CENTER POINT LARGE PRINT LARGE PRINT BOOKS/LIBRARY	08/24/2016	162413C	08	41.34		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	08/31/2016		08		297.91	
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	08/31/2016		08		297.91	
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	08/30/2016		09	297.91		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	08/31/2016		09	297.91		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	08/31/2016	162521C	09	297.91		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	09/08/2016	162608C	09	84.77		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	09/08/2016	162614C	09	45.04		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	09/15/2016	162704C	09	111.71		
	CENTER POINT LARGE PRINT BOOKS/LIBRARY	09/16/2016	162694C	09	91.08		
	CENTER POINT LARGE PRINT BOOKS-LIBRARY	09/16/2016	162694C	09	41.34		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	09/22/2016	162778C	09	155.10		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	09/29/2016	162858C	10	68.40		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	10/14/2016	163026C	10	485.75		
	CENTER POINT LARGE PRINT BOOKS/LIBRARY	10/14/2016	163022C	10	91.08		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	10/14/2016	163032C	10	39.15		
	GALE CENGAGE LEARNING BOOKS/LIBRARY	10/20/2016	163094C	10	56.23		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	10/20/2016	163105C	10	140.46		
	CENTER POINT LARGE PRINT LARGE PRINT BOOKS/LIBRARY	10/20/2016	163081C	10	41.34		
	INGRAM LIBRARY SERVICES BOOKS/LIBRARY	11/02/2016	163283C	11	256.88		
	BARNES & NOBLE INC BOOKS/LIBRARY	11/02/2016	163253C	11	355.39		
	BROAD REACH BOOKS BOOKS/LIBRARY	11/02/2016	163257C	11	301.96		
	CENTER POINT LARGE PRINT LARGE PRINT BOOKS/LIBRARY	11/18/2016	163488C	11	91.08		

ACCOUNT # VENDOR	ACCOUNT NAME ITEM/REASON	DATE	BUDGET REF #	BEG BALANCE PP	DEBIT	CREDIT	ENDING BALANCE
2016 035-650-590 BOOKS				13,200.00			
	CENTER POINT LARGE PRINT	11/18/2016	163488C	11	41.34		
	GALE CENGAGE LEARNING	11/18/2016	163500C	11	113.96		
	INGRAM LIBRARY SERVICES	11/18/2016	163507C	11	22.25		
	INGRAM LIBRARY SERVICES	12/08/2016	163750C	12	314.15		
	CENTER POINT LARGE PRINT	12/15/2016	163814C	12	91.08		
	CENTER POINT LARGE PRINT	12/15/2016	163814C	12	41.34		
	GALE CENGAGE LEARNING	12/15/2016	163831C	12	57.73		
	INGRAM LIBRARY SERVICES	12/22/2016	163926C	12	31.46		
	INGRAM LIBRARY SERVICES	12/22/2016	163926C	12	318.36		
	INGRAM LIBRARY SERVICES	12/22/2016	163926C	12	28.60	(3.4)	13,120.91
2016 035-650-595 PERIODICALS				1,400.00			
	LUBBOCK AVALANCHE JOURNA	01/29/2016		01		346.80	
	LUBBOCK AVALANCHE JOURNA	01/29/2016		02	346.80		
	LUBBOCK AVALANCHE JOURNA	01/29/2016	159833C	02	346.80		
	LEVELLAND & HOCKLEY COUN	04/28/2016	160949C	05	40.00		
	RECORDED BOOKS INC	08/10/2016	162286C	08	1,000.00	(3.4)	1,386.80
*** FUND TOTAL ***					206,089.56	1,622.50	204,467.06
*** FINAL TOTALS ***					206,089.56	1,622.50	204,467.06

ACCOUNT #	ACCOUNT NAME	BUDGET	BEG BALANCE					ENDING
VENDOR	ITEM/REASON	REF #	PP	DATE	DEBIT	CREDIT		BALANCE
2016 035-367-101 DONATIONS		1,500.00	.00					
LIBRARY CHECKING ACCT.	DON	01/04/2016 70303R	01			300.00		
LIBRARY CHECKING ACCT.	DON	01/14/2016 70366R	01			4.00		
UPSTART	SUMMER PRIZES/LIBRARY	01/15/2016 159703C	01		1,216.32 (3.8)			
LIBRARY CHECKING ACCT.	DON	01/26/2016 70418R	01			1,218.32 (4.3)		
LIBRARY CHECKING ACCT.	DON	01/29/2016 70454R	01			2.00		
LIBRARY CHECKING ACCT.	DON	02/02/2016 70528R	02			2.00		
LIBRARY CHECKING ACCT.	DON CC	02/18/2016 70620R	02			13.00		
LIBRARY CHECKING ACCT.	DON	02/26/2016 70684R	02			22.00		
LIBRARY CHECKING ACCT.	DON	02/26/2016 70685R	02			23.00		
LIBRARY CHECKING ACCT.	DON	03/08/2016 70775R	03			127.80		
LIBRARY CHECKING ACCT.	DON	03/08/2016 70776R	03			560.00		
LIBRARY CHECKING ACCT.	DON	03/17/2016 70822R	03			2.00		
LIBRARY CHECKING ACCT.	DON CC	03/18/2016 70850R	03			8.00		
LIBRARY CHECKING ACCT.	DON	03/23/2016 70898R	03			2.00		
LIBRARY CHECKING ACCT.	DON	04/07/2016 71011R	04			3.00		
LIBRARY CHECKING ACCT.	DON	04/25/2016 71143R	04			22.00		
LIBRARY CHECKING ACCT.	DON JUN 1-20	06/24/2016 71661R	06			61.00		
LIBRARY CHECKING ACCT.	DON CC JUN 1-20	06/24/2016 71662R	06			39.00		
LIBRARY CHECKING ACCT.	DONATIONS 6/21-6/30	07/13/2016 71807R	07			10.00		
LIBRARY CHECKING ACCT.	JULY DONATIONS CC	09/13/2016 72063R	07			6.00		
LIBRARY CHECKING ACCT.	JULY DONATIONS	08/10/2016 72062R	08			35.00		
LIBRARY CHECKING ACCT.	AUG 1-17 DONATIONS	08/24/2016 72253R	08			18.00		
LIBRARY CHECKING ACCT.	AUG DONATIONS CC	08/24/2016 72254R	08			47.00		
LIBRARY CHECKING ACCT.	AUG 18-31 DONATIONS	09/15/2016 72441R	09			100.00		
LIBRARY CHECKING ACCT.	SEP 9/1-9/9 DONATIONS	09/15/2016 72444R	09			13.00		
DEMCO INC	RECYCL TOTES-BAGS-POSTER	09/15/2016 162700C	09		260.44 (3.8)			
LIBRARY CHECKING ACCT.	SEP 9/10 - 9/30 DONAT CK	10/07/2016 72639R	10			260.44 (4.3)		
LIBRARY CHECKING ACCT.	OCT 10/01-10/31 DONAT	11/03/2016 72849R	11			6.00		
LIBRARY CHECKING ACCT.	DONATIONS 11/1-11/30 CC	12/02/2016 73085R	11			26.00		
LIBRARY CHECKING ACCT.	DONATIONS 11/1-11/30 CC	12/02/2016 73087R	11			1.50		
LIBRARY CHECKING ACCT.	DONATIONS 11/1-11/30 CA	12/07/2016 73083R	12			28.00		1,483.30-
*** FUND TOTAL ***					1,476.76	2,960.06		1,483.30-
*** FINAL TOTALS ***					1,476.76	2,960.06		1,483.30-

FOL Cash Expenses

1/2016	\$ 12.55
	\$ 9.03
3/2016	\$ 47.54
4/2016	\$ 21.00
	4.33
	50.60
5/2016	\$ 4.83
6/2016	\$ 6.60
	22.36
7/2016	\$ 8.00
	120.00
8/2016	\$ 35.30
9/2016	\$ 10.00
12/2016	\$ 39.95
(3.8)	<u>\$ 392.09</u> Supplies

**Weekly Total Hours Calculator - COMPOSITE NUMBER OF HOURS**

This chart is provided as an aid in calculating the total number of hours of library service provided by your main library and branches. Place a "1" in the space for each hour in which one or more of your library facilities is open. If a library is open only part of a given hour, enter "1/2", "3/4", etc. Add each column to determine the weekly total for a regular week. Report the totals in the spaces below, and then the total Weekly Total Amount in 11.5.

TIME	SUN	MON	TUES	WED	THUR	FRI	SAT		
7:00 - 8:00 a.m.									
8:00 - 9:00 a.m.									
9:00 - 10:00 a.m.		1.00	1.00	1.00	1.00	1.00			
10:00 - 11:00 a.m.		1.00	1.00	1.00	1.00	1.00			
11:00 - 12:00 a.m.		1.00	1.00	1.00	1.00	1.00			
12:00 - 1:00 p.m.		1.00	1.00	1.00	1.00	1.00			
1:00 - 2:00 p.m.		1.00	1.00	1.00	1.00	1.00			
2:00 - 3:00 p.m.		1.00	1.00	1.00	1.00	1.00			
3:00 - 4:00 p.m.		1.00	1.00	1.00	1.00	1.00			
4:00 - 5:00 p.m.		1.00	1.00	1.00	1.00	1.00			
5:00 - 6:00 p.m.					1.00				
6:00 - 7:00 p.m.					1.00				
7:00 - 8:00 p.m.									
8:00 - 9:00 p.m.									
9:00 - 10:00 p.m.									
<b>DAILY TOTALS</b>	0.00	8.00	8.00	8.00	10.00	8.00	0.00	42.00	<b>&lt;= WEEKLY TOTAL</b>

$$\begin{array}{r} 13 \text{ Holidays} \\ \times 8 \\ \hline 104 \end{array}$$

$$\begin{array}{r} \times 52 \\ \hline 2,184.00 \\ < 104.00 \\ \hline \underline{\underline{2,080.00}} \end{array}$$



**Motion by Commissioner Barnett, seconded by Commissioner Carter,  
4 Vote Yes, 0 Votes No, that Commissioners' Court approve the Ad Valorem taxes, as  
per Ad Valorem taxes recorded below.**

**Motion by Commissioner Barnett, seconded by Commissioner Carter,  
4 Vote Yes, 0 Votes No, that Commissioners' Court approve the Ad Valorem tax in  
the amount of Five Hundred and Six Dollars and Sixty Eight Cents (\$506.68) to James  
Anthony Mata,**

**Ad Valorem tax in the amount of Five Hundred Eighty Eight Dollars and Sixty Six  
Cents (\$588.66) to Melissa Potter,**

**Ad Valorem tax in the amount of Five Hundred Twenty Dollars and Fourteen Cents  
(\$520.14) to Randy W Herrin & Kathy Jackson,**

**Ad Valorem tax in the amount Five Hundred Thirty Four Dollars and Sixty One  
Cents (\$534.61) to Tomas Rodriguez,**

**Ad Valorem tax in the amount of Six Hundred Five Dollars and Ninety Five Cents  
(\$605.95) to Tracy Lee & Lisa Rodgers,**

**Ad Valorem tax in the amount of Seven Hundred Forty Seven Dollars and Fifty Five  
(\$747.55) to Ruth & Brenda Jean Kirby,**

**Ad Valorem tax in the amount of Seven Hundred Eighty Seven Dollars and Fifteen  
Cents (\$787.15) to Iris Keeling,**

**Ad Valorem tax in the amount of One Thousand One Hundred Seventy Nine Dollars  
and Sixty Seven Cents (\$1179.67) to Don & Judy Gresham,**

**Ad Valorem tax in the amount of Five Hundred Thirty Five Dollars and Twenty  
Seven Cents (\$535.27) to Michael David Felker & Elizabeth Kay Brandt,**

**Ad Valorem tax in the amount of Five Hundred Twenty Nine Dollars and Ninety Five  
Cents (\$529.95) to Jordan Boggs,**

**as per request of Debra Bramlett, Tax Assessor/Collector.**

**Motion by Commissioner Barnett, seconded by Commissioner Thrash,  
4 Vote Yes, 0 Votes No, that Commissioners' Court advertise for bids for a 2017 or  
newer 110 hp Tractor for use in Precinct 3, as per "Notice to Bidders" recorded  
below.**

THE STATE OF TEXAS

IN THE COMMISSIONERS' COURT

COUNTY OF HOCKLEY

OF HOCKLEY COUNTY, TEXAS

NOTICE TO BIDDERS

Notice is hereby given that the Commissioners' Court of Hockley County, Texas, will receive sealed bids, in the office of the County Judge located at 802 Houston St., Ste. 101, Levelland, Texas, until 10:00 A.M., Monday, May 8, 2017, for the following described equipment:

One new 2017 or newer 110 hp tractor for use in Precinct 3, as described in Exhibit A, attached hereto.

The Commissioners' Court of Hockley County, Texas, reserves the right to reject any or all bids.

The required bid forms and specifications for said tractor is available at the office of the County Judge, between 9:00 A. M., and 5:00 P. M., Monday through Friday.

Given under my hand and seal of said Court, this the 17<sup>TH</sup> day of April, 2017.



IRENE GUMULA, County Clerk, and  
Ex-Officio Clerk of Commissioners'  
Court, Hockley County, Texas



# Exhibit A

## 1 NEW 2017 OR NEWER 110 HP TRACTOR BID SPECS

<b>ENGINE</b>	
ASPIRATION	
MINIMUM	DUAL SERIES TURBOCHARGER
CYLINDERS/DISPLACEMENT, CU. IN. (L)	
MINIMUM	4/4.5 L 4/276 CU IN.
CYLINDERS LINERS	WET SLEEVE
FUEL TANK CAPACITY, US GAL. (L) (OPEN; CAB)	
STANDARD	
MINIMUM	205 L 54 U.S. GAL.
RATED RPM P TO HP	
MINIMUM	86 @ 2100 HP
ENGINE HP RATED SPEED	
MINIMUM	110 @ 2100 HP
<b>TRANSMISSION</b>	
TRANSMISSION; FORWARD/REVERSE	Mechanical 4 Wheel Drive
MINIMUM	QUAD RANGE 24 SPEED
REVERSER	LEFT-HAND BASE
CLUTCH	WET
CREEPER	YES
STANDARD	INDEPENDENT 1-3/8 IN., 5404/1000 REVERSIBLE SHAFT
PTO ACTUATION	ELECTROHYDRAULIC

<b>HYDRAULICS</b>	<b>PRESSURE COMPENSATED (PC) SYSTEM WITH LOAD SENSING FUNCTION-BASE</b>
	<b>PRESSURE &amp; FLOW COMPENSATED (PFC) SYSTEM WITH LOAD SENSING FUNCTION-OPTION</b>
<b>PUMP RATED OUTPUT, GPM (L/MIN.)</b>	
<b>MINIMUM</b>	<b>114 L/MIN 30 GPM</b>
<b>HITCH DRAFT CONTROL LOAD SENSE TYPE</b>	<b>ELECTROHYDRAULIC</b>
<b>REMOTE CONTROL VALVES AVAILABLE</b>	<b>REAR MECHANICAL OR 3 WITH POWER BEYOND, 3 MID-MOUNT MECHANICAL</b>
<b>HITCH CATEGORY</b>	<b>CATEGORY 2/3N</b>
<b>HITCH LIFT CAP. LB (KG) @24 IN. BHND LIFT PT.</b>	
<b>MINIMUM</b>	<b>2500 KG 5500 LB</b>
<b>UNBALLASTED OPERATING WEIGHT, LB (KG)</b>	<b>5000 KG 11000 LB</b>
<b>APPROX. SHIP WGT, LB (KG) OPEN; CAB</b>	<b>5000 KG 11000 LB</b>
<b>FRONT TIRES</b>	<b>340/85R24</b>
<b>REAR TIRES</b>	<b>420/85R34</b>
<b>MIRRORS</b>	<b>TELESCOPING LH &amp; RH</b>
<b>MINIMUM</b>	<b>CLOTH SEAT</b>
<b>MINIMUM</b>	<b>CAB W/ ROP AND HEATER A/C AM/FM RADIO</b>
<b>MINIMUM</b>	<b>72 MONTHS COMPREHENSIVE WARRANTY W/ TOTAL OF 3000 HOURS</b>

There being no further business to come before the Court, the Judge declared  
Court adjourned, subject to call.

The foregoing Minutes of a Commissioners' Court meeting held on the 17<sup>th</sup>  
day of April, A. D. 2017, was examined by me and approved.

Curtis Thraul  
Commissioner, Precinct No. 1

J. L. Barnett  
Commissioner Precinct No. 3

Jimmy Carter  
Commissioner, Precinct No. 2

Benny Allen  
Commissioner Precinct No. 4

Sharla Baldrick  
County Judge

Irene Gumula  
IRENE GUMULA, County Clerk, and  
Ex-Officio Clerk of Commissioners' Court  
Hockley County, Texas



