GUAM PUBLIC LIBRARY SYSTEM
Sisteman Laibirihan Pupbleko Guåhan
A Division of the Department of Chamorro Affairs
Government of Guam

Honorable Edward J.B. Calvo
Governor of Guam

Raymond S. Tenorio
Lieutenant Governor of Guam

Johnny G. Sablan
DCA President

May 9, 2018

GU#34-10-1869
Speaker Benjamin J.F. Cruz

MAY 11 2018
Time: 932 [ ] AM [ ] PM File No.
Received By:

The Honorable Benjamin J.F. Cruz
Speaker, 34th Guam Legislature
163 Chalan Santo Papa
Hagåtña, Guam 96910
(via email: senator@senatorbjcruz.com)

Re: Reporting Requirements

Dear Speaker Cruz:

Attached are the reporting requirements for Boards and Commissions pursuant to Public Law No. 31-233 regarding the May 8, 2018 meeting of the Guam Public Library System.

Should you have any questions, please do not hesitate to contact Sandra M. Stanley, Administrative Officer at 475-4765 or via email at sandra.stanley@guampls.guam.gov.

Sincerely,

Johnny G. Sablan
President, DCA

Attachments

2018 MAY 11 AM 9:54

GUAM PUBLIC LIBRARY SYSTEM
Sisteman Laibirihan Pupbleko Guåhan
A Division of the Department of Chamorro Affairs
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The Guam Public Library System Board
Regular Board Meeting - May 8, 2018
4:00 p.m.

Agenda

I. Call to Order
1. Roll Call

II. Approval of Minutes - Meeting of April 12, 2018

III. Reports
1. Administrative Officer's Report:
   a. Grant History – GPLS
   b. Projection Analysis for (3) Accounts

2. Library Technician Supervisor Report:
   a. Statistical Reports for April 2018

IV. Old Business
1. Proposal packet(s) of technical upgrades for GPLS to be provided by Mr. Seerengan.

V. New Business

VI. Open Discussion

VII. Announcements
1. Next Board meeting on June 4, 2018, Merizo Branch at 2:00 p.m.

VIII. Adjournment

Guam Public Library System
Regular Board Meeting
April 12, 2018
4:00 pm

Minutes of Meeting

I. **Call Meeting to Order.** The meeting was held at the Guam Public Library System (GPLS) Barrigada Branch library and was called to order to by Mr. Kyle Mandapat, Chairman of the Board on April 12, 2018 at 4:14 p.m.

A. Roll Call

Present: Mr. Kyle Mandapat; Mr. William Sarmiento, Vice Chairman; Mr. Krishnan Seerengan, Secretary/Treasurer; Mrs. Marissa Mears, Member-at-Large; Mr. Johnny Sablan, President, Department of Chamorro Affairs.

II. **Approval of Meeting Minutes of March 8, 2018 GPLS Board meeting.**

Chairman Mandapat stated that the board meeting minutes of March 8, 2018 were emailed to each member. Mr. Sarmiento motioned to approve the minutes and Mrs. Marissa Mears seconded the motion. With subject to corrections mentioned by Mr. Johnny Sablan. All were in favor of approving the minutes.

III. **Reports**

1. **Administrative Officer's Report. Chairman Mandapat called on GPLS Administrative Officer, Mrs. Sandra Stanley to discuss her report.**

Mrs. Stanley mentioned that she sent different emails to the board members regarding the Saturday Reading Program that was moved from Friday afternoons back to Saturdays. A copy of the 5-Year State Grant 2018-2022 was provided to board members as well. Mrs. Stanley also added that the Purchase Order was issued for the tarp that was requested by Mr. & Mrs. Perez due to the tree on Yona Branch property that ruined their tarp. The tarp was picked up and signed out for on Tuesday afternoon, April 10, 2018. Mrs. Stanley mentioned that Mr. Luis Camacho, Building Custodian for Yona branch measured the rear of the building at 80 ft long. This is the side near Mr. & Mrs. Perez's property. At the request of Mr. Chair, Mrs. Stanley stated that the tarp cost a little over $80.00.

Mr. Sablan brought up that Mr. Luis Camacho inquired if the board is anticipating putting up a fence, how high will it be. Mr. Chair stated that in the last discussion, the board discussed that the fence should be 6 ft high, which Mr. Sablan added that 6 ft is the bylaws.

2. **Library Technician Supervisor's Reports. Chairman Mandapat called on GPLS Library Technician Supervisor, Mrs. Teresita Kennimer to discuss Library Technician Supervisor Report. Mrs. Kennimer was not present on this day.**

Mr. Chair acknowledged that Mrs. Kennimer provided Statistical Reports, Registration Reports, Overdue Reports, numbers for March 2018 and the Service Report. Members did not have questions about the Library Technician Supervisor's Reports.

IV. Old Business:

None discussed.

V. New Business:

None discussed.

VI. Open Discussions:

Chairman Mandapat stated that the board had a good time at the National Library Day with all the great supporters that came out and that in continuing to talk to them about our plans, Chairman Mandapat feels that the support will continue to come from them. Mr. Chair added that in previous discussions, it was discussed to get some kind Mobile/Wifi Lab to be able to bring around different villages. Mr. Chair asked the board if that is something they would like to focus on. Board members all agreed. Vice Chairman Sarmiento stated that he feels the need for this and it's service to all the different schools. It was discussed to have as many as (30-60) computers and to provide service to the community and schools. This will help the students do their homework and research and administrators will appreciate it. This would just be the beginning of bigger things to come. Mr. Sarmiento added that the library is an attraction in itself. We should start out small by doing the Mobile lab and getting all the computers we need.

Mr. Sablan mentioned that board members are all in agreement and made one step forward by talking to one of the sponsors. Secretary/Treasurer Seerengan explained that Mr. Mark Sablan with the Marketing department from 76 Circle K Gas Station has showed so much interest in helping GPLS. Mr. Mark Sablan needs a proposal as to how the Mobile Lab can be implemented and to purchase the (30-60) computers. Mr. Seerengan stated that he explained to Mr. Mark Sablan the needs and Mr. Mark Sablan is willing to see what he can do for GPLS.

Secretary/Treasurer Seerengan stated in the meantime, he also has different concerns that he hears from some of the employees; that, the employees in the Business office (there are about (10) of them). They are saying that the board needs to see what the functions in each employee are. They feel that there are too many employees in the Business office and they are saying that some of them can be utilized in the service side.

The other concern Mr. Seerengan stated is that the Mobile Library was supposed to be in the studies section and was removed without anybody's permission to the Business Section so it is under the Business part. Therefore it is not being utilized because it is not under the studies department. Mr. Sablan is also willing to be a part of this service too. And we have a driver already who is part of the Business part too.

Mr. Seerengan mentioned so if we can find a way to find out what is the cost repair, that we might want to approach Matson again and see what they can do. Mr. Sablan added that Mr. Mark Sablan wants a proposal and Mr. Secretary/Treasurer is more adverse to what GPLS is looking for. Mr. Seerengan to put the proposal together and have the board review it via email before the next meeting. Mr. Seerengan will be providing the cost and unit and size which is a new and upgraded version. The newest Mobile Lab is much lighter. The board is talking about spending about $12,000 - $13,000 per Mobile Lab. Mr. Sablan asked Mr. Seerengan to put the packet together and the board will connect with the sponsor after the board approves it. Mr. Sablan stated to make it one of the strategic goals before the end of the year. Mr. Seerengan stated the timeline to get the packet with the price and model number and type of unit in about (2) weeks. Mr. Sablan and Mr. Chair added for Mr. Seerengan to add in the packet, how this will benefit the community. Mr. Chair and Mr. Sablan also asked about getting Wifi connection. Mr. Chair officially tasked Mr. Krishnan Seerengan to provide back a plan for the Mobile Lab endeavor in (2) weeks.

Mr. Sablan brought up the CAHA request to put up a mural on the exterior wall facing the court side of the library from one of the professional artists from off island. The contractor is through CAHA in partnership with the Lieutenant Governor's Beautification Task Force. Mr. Sablan asked permission from the board for their approval to make a motion to approve a mural for the Hagatna Public Library. Vice Chair Sarmiento made the motion to approve for a mural for the Hagatna Public Library. Mrs. Mears seconded the motion. Mr. Sablan explained that the detailed information is that right now, through CAHA, they will provide (3) different choices, however the board will discuss to focus on local culture. This is pretty general and the artist will come up with something and through email, board members can come up with a vote. Mr. Sarmiento stated that if it is not too much to ask, to ask the employees of GPLS if they have any ideas and to submit them. Motion was made to approve, subject to the selection of designs agreed upon, to include the suggestions of the employees of GPLS. All were in favor.

Board members and Mr. Sablan agree that it would be nice to have the employees involved and to provide feedback in decisions. Mr. Sablan suggested for Mr. Seerengan and Chairman Mandapat to discuss with employees what they think about the plan for the Mobile Lab as part of their research and a consensus. Mrs. Stanley and/or Ms. Tenorio to provide email addresses of all GPLS employees tomorrow, April 13, 2018 to board members.

Mrs. Mears stated that she spoke to Mr. Mark Sablan from 76 Circle K and brought up the Bookmobile. Mr. Mark Sablan mentioned that he is part of the board with Matson and stated that he will bring it up. Mr. Mark Sablan mentioned to Mrs. Mears that there are funds for the Bookmobile Foundation. Mrs. Mears had in mind to maybe get a gently used bus because a brand new one will cost around $200,000. It was also mentioned that to repair the Bookmobile will cost around $20,000 and it would probably be best to try to find another slightly used one. Mr. Seerengan stated that we can also put in on the American Library Association to see if anyone would like to donate one to GPLS and we would just have to pay for the shipping. The first step, however, would still have to be to wait for the research and proposal.

Mrs. Stanley stated that in the Board Manual, there is stipulation of having the board meetings on the 2nd or 4th Wednesdays in Hagatna. Mr. Chair made a motion to change the Board Manual to include the rotation of meeting locations per the Board's decision together as an official Board meeting. Vice Chair Sarmiento made a motion to have Board meetings rotate at different locations provided that the Board coordinates the time and place, if from time to time and will be considered official Board meetings. Mrs. Marissa Mears seconded the motion. All were in favor.

Mr. Sablan announced that they have been trying to finalize the permanent exhibit which is about the journey of the Chamorro people. The soft opening is set for May. Mr. Sablan stated that he would particularly really like for the Library staff to go through the permanent exhibit because of its history in archiving and artifacts. Mr. Sablan would like to set a time where we can all come in to see it before the mini soft opening and come celebrate.

VII. **Next Meeting:** May 8, 2018 at 4:00 p.m. at the Dededo Branch Library.

VIII. **Adjournment:** Motion was made by the Vice Chairman Sarmiento to adjourn the meeting. Motion was seconded by Secretary/Treasurer Seerengan.

Meeting was adjourned at 4:42 p.m.

Approved by: _____ **Date:** 5/2/18

Kyle R. Mandapat, Chairman

Countersigned by: _____

Bonnie J. Tenorio,
Secretary I (Typist)

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Johnny G. Sablan
DCA President

May 8, 2018

Administrative Officer's Report
GPLS Board Meeting
Dededo Branch Library

I am submitting the following:

1. Federal Grants received by GPLS

2. Projection Analysis --

   a. Territorial Education Facilities Fund for GPLS
   b. FY 2017 State Grant – Institute of Museum and Library Services (IMLS) – funding expires September 30, 2018
   c. FY 2017 Competitive Grant (IMLS) – funding expires September 30, 2018

Sandra Manley Stanley

Attachments

GUAM PUBLIC LIBRARY SYSTEM
GRANT HISTORY FROM INSTITUTE OF MUSEUM OF LIBRARY SCIENCE (IMLS)

(Updated: April 20, 2018)

Grant	Fiscal Year	Award Amount	Returned to IMLS
LS-80053-98	1998	$98,117.00	$12,961.87
LS-90055-99	1999	$103,886.00	$66,758.87
LS-900055-00	2000	$106,337.00	$83,402.00
LS-10053-01	2001	$112,156.00	$8,418.29
LS-00-02-0053-02	*2002	$113,672.00	$113,672.00
LS-00-03-0053-03	*2003	$114,147.00	$114,147.00
LS-00-04-0053-04	*2004	$114,146.00	$114,146.00
	*2005	0	0
GRAND TOTAL:		**$762,461.00**	**$513,506.03**

Note: *NOT APPROVED (Due to non-compliance of reporting requirements)
Total funding lost: $513,506.03
Total funding received: $248,954.97

Financial reports for the above Grants and Narrative we're prepared where applicable and it was then that IMLS approved and released the funding for Fiscal Year 2005 and up to present time as specified below:

STATE GRANT

Grant	Fiscal Year	Award Amount	Unobligated	Actual Amount Used
State Grant – Five Year	2005	$114,513.00	$38,604.49	$75,908.51
State Grant - Five Year	2006	$114,960.00	0	$114,960.00
State Grant - Five Year	2007	$115,305.00	0	$115,305.00
State Grant - Five Year (2008 – 2012)	2008	$115,602.00	0	$115,602.00
	2009	$137,958.00	0	$137,958.00
	2010	$140,770.00	0	$140,770.00
	2011	$131,530.00	0	$131,530.00
	2012	$121,361.00	$425.39	$120,935.61
State Grant - Five Year (2013-2017)	2013	$117,625.00	$2,504.05	$115,120.95
	2014	$120,449.00	$4,606.85	$115,842.15
	2015	$119,926.00	$458.26	$119,467.74
	2016	$120,853.00	$2,176.90	$118,676.10
	2017	$120,116.00	0	
State Grant - Five Year (2018-2022)	2018	$123,679.00	**0**	
	2019			
	2020			
	2021			
	2022			
GRAND TOTAL:		**$1,714,647.00**	**$48,775.94**	**$1,422,076.06**

COMPETITIVE GRANT

Grant	Fiscal Year	Award Amount	Unobligated	Actual Amount Used
Competitive Grant	1999	$43,121	$5,211.00	$37,910.00
Competitive Grant	2002	$50,681	$6,127.00	$44,554.00
Competitive Grant	2006	$6,000.00	$122.00	$5,878.00
Competitive Grant	2007	$7,000.00	$1,086.68	$5,913.32
Competitive Grant	2008	$39,964.00	0	$39,964.00
Competitive Grant	2009	$4,1982.00	0	$41,982.00
Competitive Grant	2010	0	0	0
Competitive Grant	2011	$35,735.00	$2,026.68	$33,708.32
Competitive Grant	2012	$42,385.00	$194.46	$42,190.54
Competitive Grant	2013	$40,720.00	$271.92	$40,448.08
Competitive Grant	2014	**0**	**0**	**0**
Competitive Grant	2015	$36,000.00	$19.24	$35,980.76
Competitive Grant	2016	$36,000.00	$2,666.56	$33,333.44
Competitive Grant	2017	$42,000.00	0	0
Competitive Grant	2018		**0**	**0**
GRAND TOTAL:		**$421,588.00**	**$17,725.54**	**$361,862.46**

***Note: FY 1998; FY 2000 and FY 2001 – Not approved by IMLS**
FY 2010 Grant Proposal was not approved by IMLS.

FY 2014 – No application was submitted

GRANTS (OTHER)

Grant	Fiscal Year	Award Amount	Remarks
Congressional Grant	2008	$190,000.00	Funding awarded to GPLS
Department of Interior – IT Room	2009	$49,000.00	Funding was Re-programmed to DOA Data IT Dept.
Technical Assistance Grant	2010	$72,081.00	Funding was given to DOA Data
Department of Interior – Capital Improvement Project	2011	$1,586,000.00	On-going with GPLS
GRAND TOTAL:		**$1,897,081.00**	

Total funding received from all the Grants identified above is:

Grant	Fiscal Year	Award Amount	Unobligated	Actual Amount Used
State Grant	**2005-2018**	**$1,714,647.00**	**$48,775.94**	**$1,422,076.06**
Competitive Grant	**2006-2018**	**$421,588.00**	**$17,725.54**	**$361,862.46**
Other Grants	**2008-2011**	**$1,897,081.00**	**0**	**$1,897,081.00**
GRAND TOTAL:		**$4,033,316.00**	**$66,501.48**	**$3,681,019.52**

Note: Sandra M. Stanley is the Project Director for GPLS.
Updated as of: April 20, 2018

FISCAL YEAR 2018
DEPARTMENTAL SUMMARY
Territorial Education Facilities Fund (TEFF)

Department: Guam Public Library System (Div. of DCA)
Division: SUMMARY
Account No.: ----------

Budget Act(s) (P.L. #) P. L. 34-042:V
YTD Exp & Enc. Date: 4-24-2018
Labor Cost (PPE #1) 3-31-2018
Labor Cost (PPE #2) 4-14-2018
Remaining PP 11

A	B	C	D	E	F	G	H	I	J		K
Account Code	Budget Acts Appropriations	Reserve (15%)	FY 2018 Allotments (B - C)	Year to Date Exp./Encumb. As of: 4-24-18	Pay Period Labor 3-31-2018	Pay Period Labor 4-14-2018	Avg PP Requirement (F+G)/2	Personnel Projected (Remain. PPxH)	Requirements		(D - (E+I+J+K)) Projected Lapse/ Shortfall
111 Salary	678,243.00	0.00	678,243.00	339,933.01	28,831.21	22,575.20	25,703.21	282,735.26	4,515.04		51,059.70
112 OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
113 Benefits	288,909.00	0.00	288,909.00	138,475.88	9,892.88	9,423.76	9,658.32	106,241.52	1,884.75		42,306.85
TOTAL PerSvs	**967,152.00**	**0.00**	**967,152.00**	**478,408.89**	**38,724.09**	**31,998.96**	**35,361.53**	**388,976.78**	**6,399.79**		**93,366.54**
220 Travel	0.00	0.00	0.00	0.00					0.00		0.00
230 Contract	97,000.00	0.00	97,000.00	78,397.29					18,602.71		0.00
233 Rent	0.00	0.00	0.00	0.00					0.00		0.00
240 Supplies	12,514.00	0.00	12,514.00	6,559.58					5,954.42		0.00
250 Equip.	0.00	0.00	0.00	0.00					0.00		0.00
271 Drug test	467.00	0.00	467.00	40.00					427.00		0.00
290 Misc.	0.00	0.00	0.00	0.00					0.00		0.00
361 Power	126,068.00	0.00	126,068.00	126,068.00					0.00		0.00
362 Water	10,000.00	0.00	10,000.00	10,000.00					0.00		0.00
363 Tele.	32,820.00	0.00	32,820.00	22,699.62					10,120.38		0.00
450 Cap. Out.	0.00	0.00	0.00	0.00					0.00		0.00
TOTAL Opers	**278,869.00**	**0.00**	**278,869.00**	**243,764.49**					**35,104.51**		**0.00**
TOTALS	**1,246,021.00**	**0.00**	**1,246,021.00**	**722,173.38**	**38,724.09**	**31,998.96**	**35,361.53**	**388,976.78**	**41,504.30**		**93,366.54**

Footnote / Notes:
1/
2/

Reserrve: 0.00
Lapse/Shortfall: 93,366.54

Prepared by Sandra M. Stanley 4/24/2018

FISCAL YEAR 2018
PROJECTION ANALYSIS
General Fund

Department: Guam Public Library System (GPLS) (DCA Div.)
Division: GPLS
Account No.: 5205 A18 3611 GA 002 TEFF Account

A	B	C	D	E	F	G	H	I	J		K
Account Code	Budget Acts Appropriations P. L. 34-042:V	Reserve (15%)	FY 2018 Allotments (B - C)	Year to Date Exp./Encumb. As of: 4-24-18	Pay Period Labor 3-31-2018	Pay Period Labor 4-14-2018	Avg PP Requirement (F+G)/2	Personnel Projected (Remain. PPxH) (11)	Requirements		(D - (E+I+J+K)) Projected Lapse/ Shortfall
111 Salary	678,243.00	0.00	678,243.00	339,933.01	28,831.21	22,575.20	25,703.21	282,735.26	4,515.04		51,059.70
112 OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
113 Benefits	288,909.00	0.00	288,909.00	138,475.88	9,892.88	9,423.76	9,658.32	106,241.52	1,884.75		42,306.85
TOTAL PerSvs	**967,152.00**	**0.00**	**967,152.00**	**478,408.89**	**38,724.09**	**31,998.96**	**35,361.53**	**388,976.78**	**6,399.79**		**93,366.54**
220 Travel	0.00	0.00	0.00	0.00					0.00		0.00
230 Contract	97,000.00	0.00	97,000.00	78,397.29					18,602.71		0.00
233 Rent	0.00	0.00	0.00	0.00					0.00		0.00
240 Supplies	12,514.00	0.00	12,514.00	6,559.58					5,954.42		0.00
250 Equip.	0.00	0.00	0.00	0.00					0.00		0.00
271 Drug Test	467.00	0.00	467.00	40.00					427.00		0.00
290 Misc.	0.00	0.00	0.00	0.00					0.00		0.00
361 Power	126,068.00	0.00	126,068.00	126,068.00					0.00		0.00
362 Water	10,000.00	0.00	10,000.00	10,000.00					0.00		0.00
363 Tele.	32,820.00	0.00	32,820.00	22,699.62					10,120.38		0.00
450 Cap. Out.	0.00	0.00	0.00	0.00					0.00		0.00
TOTAL Opers	**278,869.00**	**0.00**	**278,869.00**	**243,764.49**					**35,104.51**		**0.00**
TOTALS	**1,246,021.00**	**0.00**	**1,246,021.00**	**722,173.38**	**38,724.09**	**31,998.96**	**35,361.53**	**388,976.78**	**41,504.30**		**93,366.54**

Payroll for 5 dys
9-24 to 9-28-18

Prepared by Sandra M. Stanley 4/24/2018

Doc. No. 34GL-18-1869.

Guam Public Library System
April 24, 2018

New Account # 5205 A18 3611 GA 002	Appropriation	Reserve / Unreleased	YTD Allotment	Expenditures	O/S Encumbrance	Available	Unalloted Balance
(111)	$678,243.00	$286,946.00	$391,297.00	$339,933.01	$0.00	$51,363.99	$286,946.00
(113)	$288,909.00	$122,229.00	$166,680.00	$138,475.88	$0.00	$28,204.12	$122,229.00
(114)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
(115)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
(230)	$97,000.00		$97,000.00	$45,226.77	$33,170.52	$18,602.71	$0.00
(240)	$12,514.00	$0.00	$12,514.00	$5,177.50	$1,382.08	$5,954.42	$0.00
(250)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
(271)	$467.00	$70.00	$397.00	$40.00	$0.00	$357.00	$70.00
(361)	$126,068.00		$126,068.00	$59,639.59	$66,428.41	$0.00	$0.00
(362)	$10,000.00		$10,000.00	$2,815.05	$7,184.95	$0.00	$0.00
(363)	$32,820.00	$0.00	$32,820.00	$15,455.16	$7,244.46	$10,120.38	$0.00
(450)	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00
Grand Total:	$1,246,021.00	$409,245.00	$836,776.00	$606,762.96	$115,410.42	$114,602.62	$409,245.00
				$722,173.38			

New Account # 5100A133611GA001	Expenditures		O/S Encumbrance	Total
(111)	$339,933.01		$0.00	$339,933.01
(113)	$138,475.88		$0.00	$138,475.88
(114)	$0.00			
(115)	$0.00			
(230)	$45,226.77		$33,170.52	$78,397.29
(240)	$5,177.50		$1,382.08	$6,559.58
(250)	$0.00			
(271)	$40.00			
(361)	$59,639.59		$66,428.41	$126,068.00
(362)	$2,815.05		$7,184.95	$10,000.00
(363)	$15,455.16		$7,244.46	$22,699.62
(450)	$0.00			
Grand Total:	$606,762.96		$115,410.42	$722,173.38

Prepared by Sandra M. Stanley

Doc. No. 34GL-18-1869.

FISCAL YEAR 2018
DEPARTMENTAL SUMMARY
State Grant (FY 2017)

Department: Guam Public Library System (Div. of DCA)
Division: SUMMARY
Account No.: ----------

LSTA State Grant FY 2017
YTD Exp & Enc. Date: 4-24-2018
Labor Cost (PPE #1) 3-31-2018
Labor Cost (PPE #2) 4-14-2018
Remaining PP (11)

A	B	C	D	E	F	G	H	I	J		K
Account Code	Budget Acts Appropriations LS-00-17-0053-17	Reserve (15%)	FY 2018 Allotments (B - C)	Year to Date Exp./Encumb. As of: 4-24-18	Pay Period Labor 3-31-2018	Pay Period Labor 4-14-2018	Avg PP Requirement (F+G)/2	Personnel Projected (Remain. PPxH)	Requirements		(D - (E+I+J+K)) Projected Lapse/ Shortfall
111 Salary	33,911.00	0.00	33,911.00	18,256.00	1,304.00	1,304.00	1,304.00	14,344.00	260.80		1,050.20
112 OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
113 Benefits	13,410.00	0.00	13,410.00	7,173.67	512.41	512.41	512.41	5,636.51	102.48		497.34
TOTAL PerSvs	**47,321.00**	**0.00**	**47,321.00**	**25,429.67**	**1,816.41**	**1,816.41**	**1,816.41**	**19,980.51**	**363.28**		**1,547.54**
220 Travel	10,000.00	0.00	10,000.00	4,171.97					0.00		5,828.03
230 Contract	3,020.00	0.00	3,020.00	2,506.00					0.00		514.00
233 Rent	0.00	0.00	0.00	0.00					0.00		0.00
240 Supplies	20,000.00	0.00	20,000.00	19,118.67					0.00		881.33
250 Equip.	29,880.00	0.00	29,880.00	28,921.76					0.00		958.24
271 Drug test	40.00	0.00	40.00	0.00					0.00		40.00
290 Misc.	0.00	0.00	0.00	0.00					0.00		0.00
361 Power	0.00	0.00	0.00	0.00					0.00		0.00
362 Water	0.00	0.00	0.00	0.00					0.00		0.00
363 Tele.	0.00	0.00	0.00	0.00					0.00		0.00
450 Cap. Out.	0.00	0.00	0.00	0.00					0.00		0.00
TOTAL Opers	**62,940.00**	**0.00**	**62,940.00**	**54,718.40**					**0.00**		**8,221.60**
TOTALS	**110,261.00**	**0.00**	**110,261.00**	**80,148.07**	**1,816.41**	**1,816.41**	**1,816.41**	**19,980.51**	**363.28**		**9,769.14**

Footnote / Notes:
1/
2/

Reserrve: 0.00
Lapse/Shortfall: 9,769.14

Prepared by Sandra M. Stanley 4/24/2018

FISCAL YEAR 2018
PROJECTION ANALYSIS
Competitive Grant - FY 2017

Department: Guam Public Library System (GPLS) (DCA Div.)
Division: GPLS
Account No.: 5101 H17 3611 EI 107
Grant No.: LS-00-17-0053-17

A	B	C	D	E	F	G	H	I	J		K
Account Code	Budget Acts Appropriations LS-00-17-0053-17	Reserve (15%)	FY 2018 Allotments (B - C)	Year to Date Exp./Encumb. As of: 4-24-18	Pay Period Labor 3-31-2018	Pay Period Labor 4-14-2018	Avg PP Requirement (F+G)/2	Personnel Projected (Remain. PPxH) (11)	Requirements		(D - (E+I+J+K)) Projected Lapse/ Shortfall
111 Salary	33,911.00	0.00	33,911.00	18,256.00	1,304.00	1,304.00	1,304.00	14,344.00	260.80		1,050.20
112 OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
113 Benefits	13,410.00	0.00	13,410.00	7,173.67	512.41	512.41	512.41	5,636.51	102.48		497.34
TOTAL PerSvs	**47,321.00**	**0.00**	**47,321.00**	**25,429.67**	**1,816.41**	**1,816.41**	**1,816.41**	**19,980.51**	**363.28**		**1,547.54**
220 Travel	10,000.00	0.00	10,000.00	4,171.97					0.00		5,828.03
230 Contract	3,020.00	0.00	3,020.00	2,506.00					0.00		514.00
233 Rent	0.00	0.00	0.00	0.00					0.00		0.00
240 Supplies	20,000.00	0.00	20,000.00	19,118.67					0.00		881.33
250 Equip.	29,880.00	0.00	29,880.00	28,921.76					0.00		958.24
271 Drug Test	40.00	0.00	40.00	0.00					0.00		40.00
290 Misc.	0.00	0.00	0.00	0.00					0.00		0.00
361 Power	0.00	0.00	0.00	0.00					0.00		0.00
362 Water	0.00	0.00	0.00	0.00					0.00		0.00
363 Tele.	0.00	0.00	0.00	0.00					0.00		0.00
450 Cap. Out.	0.00	0.00	0.00	0.00					0.00		0.00
TOTAL Opers	**62,940.00**	**0.00**	**62,940.00**	**54,718.40**					**0.00**		**8,221.60**
TOTALS	**110,261.00**	**0.00**	**110,261.00**	**80,148.07**	**1,816.41**	**1,816.41**	**1,816.41**	**19,980.51**	**363.28**		**9,769.14**

Payroll for 5 dys
9-24 to 9-28-18

Prepared by Sandra M. Stanley 4/24/2018

Guam Public Library System
April 24, 2018

Account # 5101 H17 3611 EI 107	Appropriation	Reserve / Unreleased	YTD Allotment	Expenditures	O/S Encumbrance	Available	Unalloted Balance
(111)	$33,911.00	$0.00	$33,911.00	$18,256.00	$0.00	$15,655.00	$0.00
(113)	$13,410.00	$0.00	$13,410.00	$7,173.67	$0.00	$6,236.33	$0.00
(114)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(115)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(220)	$10,000.00	$0.00	$10,000.00	$3,701.65	$470.32	$5,828.03	$0.00
(230)	$3,020.00	$0.00	$3,020.00	$0.00	$2,506.00	$514.00	$0.00
(240)	$20,000.00	$0.00	$20,000.00	$5,827.78	$13,290.89	$881.33	$0.00
(250)	$29,880.00	$0.00	$29,880.00	$5,063.63	$23,858.13	$958.24	$0.00
(271)	$40.00	$0.00	$40.00	$0.00	$0.00	$40.00	$0.00
(361)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(362)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(363)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(450)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$110,261.00	$0.00	$110,261.00	$40,022.73	$40,125.34	$30,112.93	$0.00
				$80,148.07			

Account # 5101 H17 3611 EI 107	Expenditures		O/S Encumbrance	Total
(111)	$18,256.00		$0.00	$18,256.00
(113)	$7,173.67		$0.00	$7,173.67
(114)	$0.00		$0.00	$0.00
(115)	$0.00		$0.00	$0.00
(220)	$3,701.65		$470.32	$0.00
(230)	$0.00		$2,506.00	$2,506.00
(240)	$5,827.78		$13,290.89	$19,118.67
(250)	$5,063.63		$23,858.13	$0.00
(271)	$0.00		$0.00	$0.00
(361)	$0.00		$0.00	$0.00
(362)	$0.00		$0.00	$0.00
(363)	$0.00		$0.00	$0.00
(450)	$0.00			
Grand Total:	$40,022.73		$40,125.34	$80,148.07

Prepared by Sandra M. Stanley

Doc. No. 34GL-18-1869.

FISCAL YEAR 2018
DEPARTMENTAL SUMMARY
Competitive Grant (FY 2017)

Department: Guam Public Library System (Div. of DCA)
Division: SUMMARY
Account No.: ----------

LSTA Competitive Grant FY 2017
YTD Exp & Enc. Date: 4-24-2018
Labor Cost (PPE #1)
Labor Cost (PPE #2)
Remaining PP

A	B	C	D	E	F	G	H	I	J		K
Account Code	Budget Acts Appropriations LS-01-17-0059-17	Reserve (15%)	FY 2018 Allotments (B - C)	Year to Date Exp./Encumb. As of: 4-24-18	Pay Period Labor 3-31-2018	Pay Period Labor 4-14-2018	Avg PP Requirement (F+G)/2	Personnel Projected (Remain. PPxH)	Requirements		(D - (E+I+J+K)) Projected Lapse/ Shortfall
111 Salary	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
112 OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
113 Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL PerSvs	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**		**0.00**
220 Travel	6,300.00	0.00	6,300.00	5,891.30					0.00		408.70
230 Contract	0.00	0.00	0.00	0.00					0.00		0.00
233 Rent	0.00	0.00	0.00	0.00					0.00		0.00
240 Supplies	953.12	0.00	953.12	542.80					0.00		410.32
250 Equip.	33,066.88	0.00	33,066.88	31,180.83					0.00		1,886.05
271 Drug test	0.00	0.00	0.00	0.00					0.00		0.00
290 Misc.	0.00	0.00	0.00	0.00					0.00		0.00
361 Power	0.00	0.00	0.00	0.00					0.00		0.00
362 Water	0.00	0.00	0.00	0.00					0.00		0.00
363 Tele.	0.00	0.00	0.00	0.00					0.00		0.00
450 Cap. Out.	0.00	0.00	0.00	0.00					0.00		0.00
TOTAL Opers	**40,320.00**	**0.00**	**40,320.00**	**37,614.93**					**0.00**		**2,705.07**
TOTALS	**40,320.00**	**0.00**	**40,320.00**	**37,614.93**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**		**2,705.07**

Footnote / Notes:
1/
2/

Reserrve: **0.00**
Lapse/Shortfall: 2,705.07

Prepared by Sandra M. Stanley 4/24/2018

FISCAL YEAR 2018
PROJECTION ANALYSIS
Competitive Grant - FY 2017

Department: Guam Public Library System (GPLS) (DCA Div.)
Division: GPLS
Account No.: 5101 H17 3611 EI 108
Grant No.: LS-01-17-0059-17

A	B	C	D	E	F	G	H	I	J		K
Account Code	Budget Acts Appropriations LS-00-17-0053-17	Reserve (15%)	FY 2018 Allotments (B - C)	Year to Date Exp./Encumb. As of: 4-24-18	Pay Period Labor 3-31-2018	Pay Period Labor 4-14-2018	Avg PP Requirement (F+G)/2	Personnel Projected (Remain. PPxH) (11)	Requirements		(D - (E+I+J+K)) Projected Lapse/ Shortfall
111 Salary	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
112 OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
113 Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL PerSvs	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**		**0.00**
220 Travel	6,300.00	0.00	6,300.00	5,891.30					0.00		408.70
230 Contract	0.00	0.00	0.00	0.00					0.00		0.00
233 Rent	0.00	0.00	0.00	0.00					0.00		0.00
240 Supplies	953.12	0.00	953.12	542.80					0.00		410.32
250 Equip.	33,066.88	0.00	33,066.88	31,180.83					0.00		1,886.05
271 Drug Test	0.00	0.00	0.00	0.00					0.00		0.00
290 Misc.	0.00	0.00	0.00	0.00					0.00		0.00
361 Power	0.00	0.00	0.00	0.00					0.00		0.00
362 Water	0.00	0.00	0.00	0.00					0.00		0.00
363 Tele.	0.00	0.00	0.00	0.00					0.00		0.00
450 Cap. Out.	0.00	0.00	0.00	0.00					0.00		0.00
TOTAL Opers	**40,320.00**	**0.00**	**40,320.00**	**37,614.93**					**0.00**		**2,705.07**
TOTALS	**40,320.00**	**0.00**	**40,320.00**	**37,614.93**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**		**2,705.07**

Payroll for 5 dys
9-24 to 9-28-18

Prepared by Sandra M. Stanley 4/24/2018

Guam Public Library System
April 24, 2018

Account # 5101 H17 3611 EI 108	Appropriation	Reserve / Unreleased	YTD Allotment	Expenditures	O/S Encumbrance	Available	Unalloted Balance
(111)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(113)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(114)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(115)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(220)	$6,300.00	$0.00	$6,300.00	$3,371.30	$2,520.00	$408.70	$0.00
(230)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(240)	$953.12	$0.00	$953.12	$0.00	$542.80	$410.32	$0.00
(250)	$33,066.88	$0.00	$33,066.88	$2,785.95	$28,394.88	$1,886.05	$0.00
(271)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(361)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(362)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(363)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
(450)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$40,320.00	$0.00	$40,320.00	$6,157.25	$31,457.68	$2,705.07	$0.00
				$37,614.93			

Account # 5101 H17 3611 EI 108	Expenditures		O/S Encumbrance	Total
(111)	$0.00		$0.00	$0.00
(113)	$0.00		$0.00	$0.00
(114)	$0.00		$0.00	$0.00
(115)	$0.00		$0.00	$0.00
(220)	$3,371.30		$2,520.00	$0.00
(230)	$0.00		$0.00	$0.00
(240)	$0.00		$542.80	$542.80
(250)	$2,785.95		$28,394.88	$0.00
(271)	$0.00		$0.00	$0.00
(361)	$0.00		$0.00	$0.00
(362)	$0.00		$0.00	$0.00
(363)	$0.00		$0.00	$0.00
(450)	$0.00			
Grand Total:	$6,157.25		$31,457.68	$37,614.93

Prepared by Sandra M. Stanley

Doc. No. 34GL-18-1869.

Guam Public Library System
Library Board Meeting
Tuesday, May 8, 2018
Library Technician Supervisor Report

- **Statistics:** Main/Children's Library, and Branch Libraries
  Services, Programs and Collections

- **Libraries Operation and Employee's Schedule:**
  April 2018 (Library Hours and Library Technicians)

  Retiring: Rose Santiago, Library Technician II, August 30, 2018

  Currently on board, a total of nine (9) Library Technicians, and one (1) CWEP Public Health Trainee to maintain the five (5) Branch Libraries, Main Branch, and the Children's Library.

  Coverage at the Main Branch and Children's Library is a priority, should one or two employees called in sick, or is on Annual Leave then one of the Branch Libraries will be closed (see: Branch/Employee's Schedule) and "behind the scenes" operations such as, cataloging, technical processing, collections inventory, discarding, etc. will remain untouched.

- **Book Sale: Wednesday, April 11 to Saturday, April 28, 2018**
  Our Book Sale event ended Saturday, April 14, 2018. Left over books was donated to Dept of Corrections and Dept of Youth Affairs. Sandy shared with me that the sales collected for those 4 days, $658.10. Money received will be deposited Into the GPLS Gifts/Fundraising account.

- **Amnesty Month: Monday, April 2nd to Monday, April 30th**
  For the entire month of April, we offered Amnesty on all overdue GPLS items/materials.

  See attachment: Amnesty Statistics for breakdown on Amnesty 2017 and 2018

FY 2018 : Library Board Weekly Report
Guam Public Library System - AGANA BRANCH
April 2018

APRIL 2018		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTAL
		2	3	4	5	6	7	
MAIN LIBRARY	Attendance	89	115	207	120	99	105	735
	Circulation	43	62	69	59	47	37	317
	Registration	4	1	4	2	1	4	16
	Reference Info / Research	1	7	11	9	4	4	36
	Computer Usage	23	23	11	13	14	8	92
	Board Games	-	-	-	-	-	-	-
	PS4 (Game Console)	-	-	-	-	-	-	-
	Wii (Game Console)	-	-	-	-	-	-	-
CHILDREN'S LIBRARY	Attendance	52	16	63	51	54	67	303
	Circulation	46	29	113	51	45	20	304
	Registration	2	-	-	2	-	1	5
	Reference Info / Research	3	-	3	4	-	3	13
	Computer Usage	4	1	-	-	-	-	5
	Board Games	-	-	-	-	-	-	-
	PS4 (Game Console)	-	-	-	-	-	-	-
	Wii (Game Console)	-	-	-	-	-	-	-
PROGRAMS	Toddler Story Program	-	-	27	-	-	-	27
	After School Program	-	-	-	-	-	-	-
	Saturday Story Program	-	-	-	-	-	21	21
	Friday Story Hour	-	-	-	-	11	-	11
	BLTTC: Students with Hearing Impairment Program (HI - Elem.)	-	-	-	-	-	-	-
	Library Tours	-	-	-	-	-	-	-
	Karid åt	-	-	-	-	-	-	-
	St. Dominic's	-	-	-	-	-	-	-
	Guam Behaviorial Health and Wellness Center	-	-	-	-	-	-	-
	Volunteer (YA)	-			-	-	-	-
	Volunteer (A)	1	1	1	1	-		4
	Board Meeting	-	-	-	-	-	-	-
	Conference Room Use							
	Workshop : Court	-	-	-	-	-	-	-

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTAL
	9	10	11	12	13	14	
Attendance	241	65	150	252	Closed Friday effective April 13, 2018 (Re-open on Saturday)	146	854
Circulation		40	36	40		57	173
Registration	4	1	5	3		3	16
Reference Info / Research	11	8	5	24		15	63
Computer Usage	22	15	22	20		23	102
Board Games	-	-	-	-		-	-
PS4 (Game Console)	-	-	-	-		-	-
Wii (Game Console)	-	-	-	-		-	-
Attendance	67	48	79	23		98	315
Circulation	78	55	116	32		85	366
Registration	-	3	1	-		1	5
Reference Info / Research	3	4	9	9		-	25
Computer Usage	-	2	-	-		1	3
Board Games	2	-	-	-		4	6
PS4 (Game Console)	-	-	-	-		-	-
Wii (Game Console)	-	-	-	-		-	-
Toddler Story Program	-	-	29	-		-	29
After School Program	-	7	-	-		-	7
Saturday Story Program	-	-	-	-		24	24
Friday Story Hour	-	-	-	-		-	-
BLTTC: Students with Hearing Impairment Program (HI - Elem.)	-	-	-	-		-	-
Library Tours	-	-	-	-		-	-
Karid åt	-	-	-	-		-	-
St. Dominic's	-	-	-	-	25	-	
Guam Behaviorial Health and Wellness Center	-	-	-	-		-	-
Volunteer (YA)	-	-	-	-		4	4
Volunteer (A)	-	-	-	-		-	-
Board Meeting	-	-	-	-		-	-
Conference Room Use							
Workshop : Court	-	18	21	-		-	39

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTAL
	16	17	18	19	20	21	
Attendance	138	106	237	166		210	857
Circulation	70	81	61	65		52	329
Registration	3	1	-	3		2	9
Reference Info / Research	11	7	6	8		8	40
Computer Usage	19	23	31	18		11	102
Board Games	-	-	-	2		-	2
PS4 (Game Console)	-	-	-	-		-	-
Wii (Game Console)	-	-	-	-		-	-
Attendance	48	63	98	39		71	319
Circulation	105	67	115	47		55	389
Registration	3	-	-	1		1	5
Reference Info / Research	-	-	18	5		2	25
Computer Usage	-	-	5	-		-	5
Board Games	-	3	2	1		-	6
PS4 (Game Console)	-	-	-	-		-	-
Wii (Game Console)	-	-	-	-		-	-
Toddler Story Program	-	-	47	-		-	47
After School Program	-	-	-	-		-	-
Saturday Story Program	-	-	-	-		69	69
Friday Story Hour							
BLTTC: Students with Hearing Impairment Program (HI - Elem.)	-	-	-	-		-	-
Library Tours	-	-	-	-		-	-
Karid åt	-	-	-	16		-	16
St. Dominic's	-	-	-	-	20	-	20
Guam Behaviorial Health and Wellness Center	-	17	-	-		-	17
Volunteer (YA)	-	-	-	-		1	1
Volunteer (A)	-	-	-	-		-	-
Board Meeting	-	-	-	-		-	-
Conference Room Use							
Workshop : Court	-	-	-	-		-	-

Prepared by: Francine Uncangco, Library Technician II

FY 2018 : Library Board Weekly Report
Guam Public Library System - AGANA BRANCH
April 2018

APRIL 2018		MONDAY 23	TUESDAY 24	WEDNESDAY 25	THURSDAY 26	FRIDAY 27	SATURDAY 28	TOTAL	MONDAY 30	TOTAL
MAIN LIBRARY	Attendance	106	173	205	132		232	848	117	117
	Circulation	50	37	32	17		62	198	55	55
	Registration	1	-	1	-		-	2	1	1
	Reference Info / Research	5	15	8	7		42	77	3	3
	Computer Usage	17	14	12	20		14	77	6	6
	Board Games	-	-	-	-		-	-	-	-
	PS4 (Game Console)	-	-	-	-		-	-	-	-
	Wii (Game Console)	-	-	-	-		-	-	-	-
CHILDREN'S LIBRARY	Attendance	31	76	84	38		56	285	39	39
	Circulation	42	35	108	26		55	266	22	22
	Registration	-	5	-	-		2	7	-	-
	Reference Info / Research	4	4	-	-		-	8	3	3
	Computer Usage	-	-	-	-		-	-	-	-
	Board Games	-	-	-	-		-	-	-	-
	PS4 (Game Console)	-	-	-	-		-	-	-	-
	Wii (Game Console)	-	-	-	-		-	-	-	-
PROGRAMS	Toddler Story Program	-	-	32	-		-	32	-	-
	After School Program	-	15	-	-		-	15	-	-
	Saturday Story Program	-	-	-	-		18	18	-	-
	BLTTC: Students with Hearing Impairment Program (HI - Elem.)	-	-	-	-		-	-	-	-
	Library Tours	-	-	-	-		-	-	-	-
	Karid åt	-	-	-	-		-	-	-	-
	St. Dominic's	-	-	-	-		-	-	-	-
	Guam Behaviorial Health and Wellness Center	-	18	-	-		-	18	-	-
	Volunteer (YA)	1	-	-	-		-	1	-	-
	Volunteer (A)	-	-	-	-		-	-	-	-
	Board Meeting	-	-	-	-		-	-	-	-
	Conference Room Use								-	-
	Workshop	-	-	-	-		-	-		

Prepared by: Francine Uncangco, Library Technician II

FY 2018 : Library Board Weekly Report
Guam Public Library System : Branches (Agat, Barrigada, Dededo, Merizo Yona)
April 2018

APRIL 2018	MERIZO	AGAT	DEDEDO	YONA	BARRIGADA	TOTAL
	MONDAY	TUESDAY		WEDNESDAY	THURSDAY	
	2	3		4	5	
Attendance	3	43	88	56	61	117
Circulation	-	39	66	1	88	89
Registration	-	1	-	-	2	2
Reference Info / Research	-	2	14	-	8	8
Computer Usage	-	2	-	1	9	10
Board Games	-	-	-	-	1	1
PS4	-	-	-	-	-	-
Wii	-	-	-	-	-	-
PROGRAMS						
Toddler Story Program	-	-	-	26	-	26
After School Program	-	-	-	-	-	-
School Library Visits	-	32	-	-	-	-
Daycare Library Visits	-	-	-	-	-	-
Outreach Event	-	-	-	-	-	-
Summer Reading Program				-	-	-
Volunteers (YA)	-	-	-	-	-	-
Volunteers (Adult)	-	1	1	-	1	1
GPS Board Meeting	-	-	-	-	-	-

MERIZO	AGAT	DEDEDO	YONA	BARRIGADA	TOTAL
MONDAY	TUESDAY		WEDNESDAY	THURSDAY	
9	10		11	12	
CLOSED in preparation of GPLS 2018 Booksale	CLOSED DUE TO LIBRARY WORKER'S DAY (Certificate of presentation to Sponsors and GPLS Staff)		73	124	197
			13	53	66
			1	2	3
			-	9	9
			1	24	25
			-	-	-
			-	-	-
			-	-	-
			27	15	42
			-	3	3
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	1	1
			-	8	8

MERIZO	AGAT	DEDEDO	YONA	BARRIGADA	TOTAL
MONDAY	TUESDAY		WEDNESDAY	THURSDAY	
16	17		18	19	
24	62	139	65	36	326
-	82	30	41	55	208
-	-	1	1	2	4
-	1	8	-	7	16
-	1	15	3	7	26
-	-	-	-	-	-
12	-	5	-	-	17
-	-	-	15	5	20
-	44	-	-	-	44
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	1	-	-	1	2
-	-	-	-	-	-

APRIL 2018	MERIZO	AGAT	DEDEDO	YONA	BARRIGADA	TOTAL
	MONDAY	TUESDAY		WEDNESDAY	THURSDAY	
	23	24		25	26	
Attendance	21	149	127	35	72	404
Circulation	3	73	40	14	99	229
Registration	-	-	-	-	-	-
Reference Info / Research	-	-	9	-	7	16
Computer Usage	1	-	14	-	15	30
Board Games	-	-	-	-	-	-
PS4						
Wii						
PROGRAMS						
Toddler Story Program	3	-	7	-	-	10
After School Program	12	-	-	31	3	46
School Library Visits	-	102	-	-	-	102
Daycare Library Visits	-	-	-	-	-	-
Outreach Event	-	-	-	-	-	-
Summer Reading Program	-	-	-	-	-	-
Volunteers (YA)	-	-	-	-	-	-
Volunteers (Adult)	-	-	-	-	-	-
GPS Board Meeting	-	-	-	-	-	-

MERIZO	TOTAL
MONDAY	
30	
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Prepared by: Francine Uncangco, Library Technician II

Guam Public Library System
Overall Service Measures "Main and Branch Libraries"
APRIL 2018

SERVICES	AGANA	AGAT	BARRIGADA	DEDEDO	MERIZO	YONA	TOTAL
Attendance	5,500	254	293	354	48	229	6,678
Circulation	1,072	194	295	136	3	69	1,769
Registration	44	1	6	1	-	2	10
Reference Info / Research	403	3	31	31	-	-	65
Computer Usage	937	3	55	29	1	5	93
Board Games	2	-	1	-	-	-	1
PS4	-	-	-	-	-	-	-
Wii	-	-	-	-	-	-	-
CHILDREN'S LIBRARY							
Attendance	1,261						1,261
Circulation	1,347						1,347
Registration	22						22
Reference Info / Research	74						74
Computer Usage	13						13
Board Games	12						12
PROGRAMS							
Toddler Story Program	135	-	15	12	15	53	230
After School Program	22	-	11	-	12	46	91
Saturday Story Program	132						132
Friday Story Hour	11						11
BLTTC (Price Elem. School)	-						-
Library Tours	-	-	-	-	-	-	-
School Library Visits	-	178	-	-	-	-	178
Karidat (Group Home)	16						16
St. Dominics (Senior Home Care	20						20
Guam Behaviorial Health	35						35
Volunteer (YA)	6	-	-	-	-	-	6
Volunteer (A)	4	2	3	1	-	-	10
Workshop: Superior Court	39						39

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Guam Public Library System
Overall Service Measures "Main and Branch Libraries"
APRIL 2018

WiFi

	Agana	Agat	Barrigada	Dededo	Merizo	Yona	TOTAL
Oct-17	209	-	21	1	-	0	231
Nov-17	177	-	10	3	-	2	190
Dec-17	157	1	11	-	-	4	169
Jan-18	226	-	12	-	-	3	238
Feb-18	229	3	13	-	-	1	245
Mar-18	277	-	14	-	-	1	291
Apr-18	286	-	11	-	0	0	297
May-18							
Jun-18							
Jul-18							
Aug-18							
Sep-18							
Total	1,561	4	92	4	-		1,661

WebSite Hits

	Agana
Oct-17	3,292
Nov-17	3,292
Dec-17	3,292
Jan-18	3,292
Feb-18	3,292
Mar-18	7,229
Apr-18	
May-18	
Jun-18	
Jul-18	
Aug-18	
Sep-18	
Total	23,689

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Guam Public Library System
Registration and Collections Report
APRIL 2018

REGISTRATION

	In Active	Launched New Borrowers Card, April 9, 2010 / 24757**********								
Branch	2009	2010 - 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr-18	
Agana	36,630	9,250	98	61	52	77	73	56	44	9,659
Children's Library	-	-	51	14	11	24	30	32	17	103
Agat	1,615	610	5	1	2	4	2	1	1	618
Barrigada	1,151	694	2	1	0	1	2	3	6	706
Dededo	5,433	933	2	6	6	4	6	6	1	950
Merizo	971	239	0	0	0	1	2	-	0	242
Yona	1,025	283	0	2	2	2	-	1	2	288
BKM	1,625	1,078	0	0	0	-	-	-	0	1,078
TOTAL	**48,450**	**13,087**	**98**	**85**	**73**	**113**	**115**	**99**	**71**	**13,741**

FY 2017: COLLECTIONS - PRINT

BRANCH	TOTAL	Oct-18	Nov-18	Dec-18	Jan-18	Feb-18	Mar-18	Apr-18
Agana	112,431	423	100	318	103	108	109	90
Agat	35,533	80	52	29	16	8	17	21
Barrigada	35,627	884	48	31	17	20	56	47
Bookmobile	4,981	-	0	0	0	0	0	0
Dededo	38,589	154	53	43	29	29	21	24
Merizo	25,068	55	37	22	9	13	41	17
Yona	20,458	47	34	55	14	10	31	16
Total	**272,687**	**1,643**	**324**	**498**	**188**	**188**	**275**	**215**

FY 2017: COLLECTIONS - NON-PRINT

BRANCH	TOTAL	Oct-18	Nov-18	Dec-18	Jan-18	Feb-18	Mar-18	Apr-18
Agana	19,037	-	-	248	-	-	100	-
Agat	265	-	-	7	-	-	1	-
Barrigada	209	-	-	8	-	-	2	-
Bookmobile	1	-	-	0	-	-	-	-
Dededo	348	-	-	5	-	-	-	-
Merizo	112	-	-	3	-	-	-	-
Yona	142	-	-	4	-	-	-	-
Total	**20,114**	**-**	**-**	**275**	**-**	**-**	**103**	**-**

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Guam Public Library System
Registration and Collections Report
APRIL 2018

FY 2017: COLLECTIONS - ARCHIVES (Barcode/Accession)

BRANCH	TOTAL	Oct-18	Nov-18	Dec-18	Jan-18	Feb-18	Mar-18	Apr-18
Agana	41,507	-	-		-	-		-
Legislature							92	59
Photographs							362	-
Print (Books)	-						37	48
ines (Guam/Pacific)	-			13	88	2	9	-
pers (Guam/Pacific)	-						0	60
Vertical Files	-						280	121
Total	**41,507**	**-**	**-**	**-**	**-**	**-**	**367**	**288**

FY 2017: COLLECTIONS - SERIALS (Barcode/Accession)

BRANCH	TOTAL	Oct-18	Nov-18	Dec-18	Jan-18	Feb-18	Mar-18	Apr-18
Agana	810	9	7	20	88	13	-	103
Agat	34	1	1	2	-	1	-	2
Barrigada	29	1	1	2	-	1	-	9
Bookmobile	-	-	-	-	-	0	-	0
Dededo	43	1	1	2	-	1	-	3
Merizo	38	1	-	1	-	1	-	2
Yona	24	1	1	2	-	0	-	2
Total	**978**	**14**	**11**	**29**	**88**	**17**	-	**121**

Prepared by: Francine Uncangco, Library Technician II

Guam Public Library System
Overdue and Amnesty Month Report
APRIL 2018

	Overdue 2000 to 2018 (March)		
	PATRONS	OUTSTANDING ITEMS/MATERIALS	FINES OWED
Main	1,875	3,480	$ 40,483.72
Agat	172	356	$ 2,776.21
Barrigada	142	323	$ 1,111.50
Bookmobile	143	304	$ 9,085.79
Dededo	297	644	$ 13,814.92
Merizo	40	108	$ 1,585.20
Yona	71	146	$ 887.79
TOTAL	**2,740**	**5,361**	**$ 69,745.13**

AMNESTY MONTH 2017

	PATRONS	OUTSTANDING ITEMS/MATERIALS	OD PAYMENT REC'D	WAIVED
Main	49	211	$ 17.95	$ 821.89
Children's	21	145	$ -	$ 356.50
Agat	4	20	$ -	$ 99.45
Barrigada	3	30	$ -	$ 320.00
Bookmobile	-	-	$ -	$ -
Dededo	9	13	$ 10.20	$ -
Merizo	1	14	$ -	$ 128.00
Yona	-	-	$ -	$ -
TOTAL	**87**	**433**	**$ 28.15**	**$ 1,725.84**

AMNESTY MONTH 2018

	PATRONS	OUTSTANDING ITEMS/MATERIALS	OD PAYMENT REC'D	WAIVED
Main	52	128	$ -	$ 656.45
Children's	17	81	$ -	$ 451.21
Agat	5	4	$ -	$ 31.75
Barrigada	5	17	$ -	$ 46.00
Bookmobile	-	-	$ -	$ -
Dededo	2	10	$ -	$ 7.50
Merizo	-	-	$ -	$ -
Yona	-	-	$ -	$ -
TOTAL	**81**	**240**	**$ -**	**$ 1,192.91**

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