

City of Salem

Salem Public Library

April 10th, 2024

5:00p.m. at the Salem Public Library Collaboration Studio and via the
Salem Public Library YouTube Channel

Si necesita ayuda para comprender esta información, por favor llame
503-588-6178

PARTICIPANTS

Board Members

Francine Boullosa; Gretchen Coppedge; Sarah Bishop; David Levy, Valerie
Harris; Matthew Jobson; Dana Castano; Kelly Rath

Staff

Bridget Esqueda, City Librarian; Clarissa Maciel-Garibay, Staff Assistant

AGENDA

1. Welcome and call to order
2. Approval of Minutes
3. Public Comment - Appearance of persons wishing to address
the Board on any matter other than those which appear on this
Agenda
4. Information Items
 - Teen Advisory Board (TAB) update
 - Chair's report
 - City Librarian's report
 - Friends of SPL report
 - SPL Foundation report
5. Discussion Items
 - LAB strategic planning discussion (David)
 - LAB board recruitment (David)
 - Nomination and voting of a LAB liaison to the Foundation
 - LAB Support and advocacy from State Library's Office- Buzzy
Nielsen, Program Manager for Library Support and Tribal
Liaison (Bridget)
 - Flyer Distribution request (Bridget)
 - Printing changes and community support opportunity (Bridget)
6. Action Items
7. Miscellaneous Board Items
8. Adjourn

Next Meeting: May 8th, 2024

This meeting is being conducted hybrid at the at the Salem Public Library 585 Liberty St. SE, Salem, OR 97301 and online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at spladmin@cityofsalem.net

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

March 2024 City Librarian's Report

Stats

Number of Visitors:

Location	Current Month	Previous Month	Previous Year
Main	28,615	25,669	33,710
West Salem	1,264	1,261	3,414

Other Stats:

	Current Month	Previous Month	Previous Year
Active Cardholders	35,231	38,790	Unavailable
Programs	45	51	66
Meeting/Study Room Reservations	504	527	573
Reference/Directional Assistance	7,136	6,899	10,855

Number of physical items checked out/renewals:

Location	Current Month	Previous Month	Previous Year
Main	57,067	49,943*	124,483
West Salem	428	395*	1,507
Total First Time Checkouts (Both Branches)	57,495	50,338*	66,445

*Corrected amounts from last report.

Number of digital items checked out:

	Current Month	Previous Month	Previous Year
Cloud Library	8,006	6,994	23,390
Overdrive	27,251	25,616	2,541

Library Value Calculator

<https://ilovelibraries.org/what-libraries-do/calculator/>

Staff News

Jennifer Ortiz Solis shared that a patron approached her on Saturday, March 2 "I'm advocating for you guys because I think you guys are great and essential to the community, I hope library services are extended soon."

Hannah Bostrom had an interaction with a patron on Saturday, March 23rd about her growing usage of the library. This patron, who is deaf, shared that she lives alone and doesn't get the chance to interact with other adults as often as she likes. She pointed out the library's in-house games for adults, and said she would like to invite people to play with her in her upcoming visits. She talked more about her positive interactions with other patrons and her growing experience with the printing process- being proud of herself for retaining the information staff have taught her. She said that all of these experiences have made her feel comfortable and safe in the library, and that she will be making more regular visits to be with us.

Eleven staff members attended a 90 minute, in-person training session on the process of becoming a U.S. Citizen and reviewed the other immigration status' in the U.S. Amber Herber, a Community Relations Specialist from the U.S. Citizenship and Immigration Services (USCIS) shared her expertise and USCIS materials, which will be provided to the public via the library collection and in our free distribution areas. One hundred percent of the attendees said they learned something new and that they would apply something they learned at work. Amber will return later this year to present sessions to the public in English and Spanish.

Heather Deede-Jones joined the team as the Customer Experience and Circulation Supervisor in March. She is no stranger to the Salem Public Library having worked in the circulation department until 2018. She has 12 years of library and customer service experience. We look forward to Heather's contributions and future successes in leading the Circulation Team.

Collections

New cultural passes have been purchased with funding from the Friends of the Salem Public Library. 24 passes have been purchased to allow patrons free access to Evergreen Aviation and Space Museum, Gilbert House Children's Museum, Hallie Ford Museum of Art, Lan Su Chinese Garden, Oregon Garden, Oregon State Parks, Pittock Mansion, Portland Japanese Garden, and the Willamette Heritage Center. With the generous additional funding from the Library Advisory Board, many more will be purchased soon. The passes check out for one week, are non-holdable, and cannot be renewed.

Projects and Programs

The Salem Public Library was part of a nationwide promotion of "Read Across America" in collaboration with St. Charles City County Library in Missouri. Alyssa, Kristy, Priscilla, and Sonja recorded footage of passing a library card across the screen so it appears that we are passing a library card across America. Below is the final video which was posted to our Facebook and Instagram: <https://www.facebook.com/reel/723467583104080>.

Book Match has surpassed 500 requests! That is 500 personalized booklists made since we revamped and launched the Book Match service in October 2020!

The CCRLS Mobile app, which went off-line unexpectedly in November, was restored in early March. The app again allows patrons to search the library catalog, place holds, manage their accounts, and store their library card number.

Spring Break Garden Crafts for Kids brought in more than 200 kids and caregivers. Kids planted seeds, created bee houses, plant markers, nature bookmarks, and learned some interesting facts about pollinators and seeds.

110 kids and caregivers enjoyed a family-friendly music performance with Eric Herman and Puppy Dog Dave during Spring Break.

The Programs for Accessible Learning (PAL) event focused on springtime and 12 excited attendees got to decorate terracotta pots after sensory storytime.

The Teen Board Game Extravaganza brought in 17 teens who connected with one another over board games. Three Teen Advisory Board (TAB) members taught other teen attendees how to play various board and tabletop games, as well as one library staff person. Board and tabletop games can be cost-prohibitive and difficult to learn; it was incredible watching teens enjoy socializing together as they explored these resources at the library.

The library hosted a Spotlight Storytelling welcoming spring with the reading of a Japanese folktale and musical accompaniment by Masumi Timson on koto and Joseph Harchanko on cello. After the storytelling, attendees heard a variety of traditional, modern, and classical pieces performed by this musical duo. More than 90 people attended, many of them families with young children. There were also Japanese-speaking adults in the diverse audience. Participants expressed gratitude to the library for bringing this performance to our community as they exited.

What we are Looking Forward to!

Planning is underway for our Staff Development Day, which will take place on Friday, May 17, 2024 and be a full day of learning, connecting, eating and fun! The library will be closed to the public.

From April 24-27, the Oregon Library Association will meet for its annual conference in Salem! Salem Public Library will be well represented. The conference chair is Sonja Somerville, Programming and Outreach Supervisor; the volunteer coordinator is Emily Byers, Senior Librarian; 8 staff members are presenting and/or coordinating programs; Salem Public Library Foundation Executive Director Kate Van Ummersen is presenting; and 19 staff members will be attending. In addition, Salem Public Library is hosting a reception for the Public Library Division and taking part in a Library Crawl, encouraging conference-goers to visit and tour Salem area libraries.

Strategic Plan Updates

Next month in April, we are celebrating all library workers and volunteers during National Library Workers Day on April 9th. The Library Leadership Team is hosting a BBQ with all the fixings. Food, fun, and games are planned from 12-2pm. This is part of strengthening our organizational culture and operations by appreciating all the hard work staff and volunteers do each day.

Eclipse glasses are being handed out to all community members during the first week of April. Community members are welcomed to get two glasses each to view the Solar Eclipse happening on April 8th. This is part of continually evolving services to increase accessibility.

TRUST AND AGENCY REPORT
Fund 461 - - - FY 2023-24
L.A.B.CONTROLLED DONATIONS (Gifts)
Cost Center - 33982800 - Project #337147

Fiscal Year	Revenue Source	Revenue	Expend Source	Expend \$	Description	Balance
Balance at 06/30/23						171,708.67
Jul-23	Interest	368.72				
	<i>Total Jul 23 - Revenue</i>	<u>368.72</u>	<i>Total Jul 23 - Expenditures</i>	<u>-</u>		172,077.39
Aug-23	Interest	363.37				
	<i>Total Aug 23 - Revenue</i>	<u>363.37</u>	<i>Total Aug 23 - Expenditures</i>	<u>-</u>		172,440.76
Sep-23	Interest	351.22	Allocated banking fees	9.68		
	<i>Total Sep 23 - Revenue</i>	<u>351.22</u>	<i>Total Sep 23 - Expenditures</i>	<u>9.68</u>		172,782.30
Oct-23	Interest	207.19	Allocated banking fees	8.26		
	<i>Total Oct 23 - Revenue</i>	<u>207.19</u>	<i>Total Oct 23 - Expenditures</i>	<u>8.26</u>		172,981.23
Nov-23	Interest	454.20	Allocated banking fees	46.27		
			Donations	3,500.00		
	<i>Total Nov 23 - Revenue</i>	<u>454.20</u>	<i>Total Nov 23 - Expenditures</i>	<u>3,546.27</u>		169,889.16
Dec-23	Interest	517.84				
	<i>Total Dec 23 - Revenue</i>	<u>517.84</u>	<i>Total Dec 23 - Expenditures</i>	<u>-</u>		170,407.00
Jan-24	Interest	583.85	Allocated banking fees	28.98		
	<i>Total Jan 24 - Revenue</i>	<u>583.85</u>	<i>Total Jan 24 - Expenditures</i>	<u>28.98</u>		170,961.87
Feb-24	Interest	530.41	Allocated banking fees	2.74		
	<i>Total Feb 24 - Revenue</i>	<u>530.41</u>	<i>Total Feb 24 - Expenditures</i>	<u>2.74</u>		171,489.54
	<i>Total 23/24 Revenue</i>	<u>3,376.80</u>	<i>Total 23/24 Expenditures</i>	<u>3,595.93</u>		
Balance as of 2/29/2024						<u>171,489.54</u>
Prepared By: Randy Chittenden - Finance						187,518.76
						187,518.76

TRUST AND AGENCY REPORT
Fund 461 - - - FY 2023-24
L.A.B.CONTROLLED DONATIONS (Luella Charlton Estate)
Cost Center - 33982800 - Project #337149

Fiscal Year	Revenue Source	Revenue	Expend Source	Expend \$	Description	Balance
Balance at 06/30/23						25,584.66
Jul-23	Interest	54.95				
	<i>Total Jul 23 - Revenue</i>	<u>54.95</u>	<i>Total Jul 23 - Expenditures</i>	<u>-</u>		25,639.61
Aug-23	Interest	54.15				
	<i>Total Aug 23 - Revenue</i>	<u>54.15</u>	<i>Total Aug 23 - Expenditures</i>	<u>-</u>		25,693.76
Sep-23	Interest	52.34				
	<i>Total Sep 23 - Revenue</i>	<u>52.34</u>	<i>Total Sep 23 - Expenditures</i>	<u>-</u>		25,746.10
Oct-23	Interest	30.88				
	<i>Total Oct 23 - Revenue</i>	<u>30.88</u>	<i>Total Oct 23 - Expenditures</i>	<u>-</u>		25,776.98
Nov-23	Interest	69.31				
	<i>Total Nov 23 - Revenue</i>	<u>69.31</u>	<i>Total Nov 23 - Expenditures</i>	<u>-</u>		25,846.29
Dec-23	Interest	78.75				
	<i>Total Dec 23 - Revenue</i>	<u>78.75</u>	<i>Total Dec 23 - Expenditures</i>	<u>-</u>		25,925.04
Jan-24	Interest	54.59	Other Special Payments	5,000.00	READS 2023 PROJECT OCTOBER	
			Other Special Payments	5,000.00	READS 2024 PROJECT OCTOBER	
	<i>Total Jan 24 - Revenue</i>	<u>54.59</u>	<i>Total Jan 24 - Expenditures</i>	<u>10,000.00</u>		15,979.63
Feb-24	Interest	49.59				
	<i>Total Feb 24 - Revenue</i>	<u>49.59</u>	<i>Total Feb 24 - Expenditures</i>	<u>-</u>		16,029.22
	<i>Total 23/24 Revenue</i>	<u>444.56</u>	<i>Total 23/24 Expenditures</i>	<u>10,000.00</u>		
Balance as of					2/29/2024	<u>16,029.22</u>

TRUST AND AGENCY REPORT
Fund 461 - - - FY 2023-24
L.A.B.CONTROLLED DONATIONS (Gifts)
Cost Center - 33982800 - Project #337147

Fiscal Year	Revenue Source	Revenue	Expend Source	Expend \$	Description	Balance
Balance at 06/30/23						171,708.67
Jul-23	Interest	368.72				
	<i>Total Jul 23 - Revenue</i>	<u>368.72</u>	<i>Total Jul 23 - Expenditures</i>	<u>-</u>		172,077.39
Aug-23	Interest	363.37				
	<i>Total Aug 23 - Revenue</i>	<u>363.37</u>	<i>Total Aug 23 - Expenditures</i>	<u>-</u>		172,440.76
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Oct-23	Interest	207.19	Allocated banking fees	8.26		
	<i>Total Oct 23 - Revenue</i>	<u>207.19</u>	<i>Total Oct 23 - Expenditures</i>	<u>8.26</u>		172,981.23
Nov-23	Interest	454.20	Allocated banking fees	46.27		
			Donations	3,500.00		
	<i>Total Nov 23 - Revenue</i>	<u>454.20</u>	<i>Total Nov 23 - Expenditures</i>	<u>3,546.27</u>		169,889.16
Dec-23	Interest	517.84				
	<i>Total Dec 23 - Revenue</i>	<u>517.84</u>	<i>Total Dec 23 - Expenditures</i>	<u>-</u>		170,407.00
Jan-24	Interest	583.85	Allocated banking fees	28.98		
	<i>Total Jan 24 - Revenue</i>	<u>583.85</u>	<i>Total Jan 24 - Expenditures</i>	<u>28.98</u>		170,961.87
Feb-24	Interest	530.41	Allocated banking fees	2.74		
	<i>Total Feb 24 - Revenue</i>	<u>530.41</u>	<i>Total Feb 24 - Expenditures</i>	<u>2.74</u>		171,489.54
	<i>Total 23/24 Revenue</i>	<u>3,376.80</u>	<i>Total 23/24 Expenditures</i>	<u>3,595.93</u>		
Balance as of 2/29/2024						<u>171,489.54</u>
						187,518.76
Prepared By: Randy Chittenden - Finance						187,518.76

TRUST AND AGENCY REPORT
Fund 461 - - - FY 2023-24
L.A.B.CONTROLLED DONATIONS (Luella Charlton Estate)
Cost Center - 33982800 - Project #337149

Fiscal Year	Revenue Source	Revenue	Expend Source	Expend \$	Description	Balance
Balance at 06/30/23						25,584.66
Jul-23	Interest	54.95				
	Total Jul 23 - Revenue	<u>54.95</u>	Total Jul 23 - Expenditures	<u>-</u>		25,639.61
Aug-23	Interest	54.15				
	Total Aug 23 - Revenue	<u>54.15</u>	Total Aug 23 - Expenditures	<u>-</u>		25,693.76
Sep-23	Interest	52.34				
	Total Sep 23 - Revenue	<u>52.34</u>	Total Sep 23 - Expenditures	<u>-</u>		25,746.10
Oct-23	Interest	30.88				
	Total Oct 23 - Revenue	<u>30.88</u>	Total Oct 23 - Expenditures	<u>-</u>		25,776.98
Nov-23	Interest	69.31				
	Total Nov 23 - Revenue	<u>69.31</u>	Total Nov 23 - Expenditures	<u>-</u>		25,846.29
Dec-23	Interest	78.75				
	Total Dec 23 - Revenue	<u>78.75</u>	Total Dec 23 - Expenditures	<u>-</u>		25,925.04
Jan-24	Interest	54.59	Other Special Payments	5,000.00	READS 2023 PROJECT OCTOBER	
			Other Special Payments	5,000.00	READS 2024 PROJECT OCTOBER	
	Total Jan 24 - Revenue	<u>54.59</u>	Total Jan 24 - Expenditures	<u>10,000.00</u>		15,979.63
Feb-24	Interest	49.59				
	Total Feb 24 - Revenue	<u>49.59</u>	Total Feb 24 - Expenditures	<u>-</u>		16,029.22
	Total 23/24 Revenue	<u>444.56</u>	Total 23/24 Expenditures	<u>10,000.00</u>		
					Balance as of	
					2/29/2024	16,029.22

TRUST AND AGENCY REPORT
Fund 461 - - - FY 2022-23
L.A.B.CONTROLLED DONATIONS (Gifts)
Cost Center - 33982800 - Project #337147

Fiscal Year	Revenue Source	Revenue	Expend Source	Expend \$	Description	Balance
Balance at 06/30/22						168,184.48
Jul-22	Interest	138.79				
	<i>Total Jul 22 - Revenue</i>	<u>138.79</u>	<i>Total Jul 22 - Expenditures</i>	<u>-</u>		168,323.27
Aug-22	Interest	161.62	Allocated banking fees	1.65		
	<i>Total Aug 22 - Revenue</i>	<u>161.62</u>	<i>Total Aug 22 - Expenditures</i>	<u>1.65</u>		168,483.24
Sep-22	Interest	174.49	Allocated banking fees	16.38		
	<i>Total Sep 22 - Revenue</i>	<u>174.49</u>	<i>Total Sep 22 - Expenditures</i>	<u>16.38</u>		168,641.35
Oct-22	Interest	218.15				
	<i>Total Oct 22 - Revenue</i>	<u>218.15</u>	<i>Total Oct 22 - Expenditures</i>	<u>-</u>		168,859.50
Nov-22	Interest	250.05	Allocated banking fees	22.90		
	<i>Total Nov 22 - Revenue</i>	<u>250.05</u>	<i>Total Nov 22 - Expenditures</i>	<u>22.90</u>		169,086.65
Dec-22	Interest	409.34				
	<i>Total Dec 22 - Revenue</i>	<u>409.34</u>	<i>Total Dec 22 - Expenditures</i>	<u>-</u>		169,495.99
Jan-23	Interest	431.53	Allocated banking fees	15.56		
	<i>Total Jan 23 - Revenue</i>	<u>431.53</u>	<i>Total Jan 23 - Expenditures</i>	<u>15.56</u>		169,911.96
Feb-23	Interest	438.71	Allocated banking fees	32.59		
	<i>Total Feb 23 - Revenue</i>	<u>438.71</u>	<i>Total Feb 23 - Expenditures</i>	<u>32.59</u>		170,318.08
Mar-23	Interest	438.53	Allocated banking fees	19.26		
	<i>Total Mar 23 - Revenue</i>	<u>438.53</u>	<i>Total Mar 23 - Expenditures</i>	<u>19.26</u>		170,737.35
Apr-23	Interest	426.66	Supplies	168.91	No Project Listed	
	<i>Total Apr 23 - Revenue</i>	<u>426.66</u>	<i>Total Apr 23 - Expenditures</i>	<u>168.91</u>		170,995.10
May-23	Interest	327.19	Allocated banking fees	19.85		
	<i>Total May 23 - Revenue</i>	<u>327.19</u>	<i>Total May 23 - Expenditures</i>	<u>19.85</u>		171,302.44
Jun-23	Interest	471.73	Allocated banking fees	65.50		
	<i>Total Jun 23 - Revenue</i>	<u>471.73</u>	<i>Total Jun 23 - Expenditures</i>	<u>65.50</u>		171,708.67
	<i>Total 22/23 Revenue</i>	<u>3,886.79</u>	<i>Total 22/23 Expenditures</i>	<u>362.60</u>		
Balance as of 6/30/2023						<u>171,708.67</u>
						197,293.33
Prepared By: Randy Chittenden - Finance						197,293.33

TRUST AND AGENCY REPORT
Fund 461 - - - FY 2021-22
L.A.B.CONTROLLED DONATIONS (Gifts)
Cost Center - 33982800 - Project #337147

Fiscal Year	Revenue Source	Revenue	Expend Source	Expend \$	Description	Balance
Balance at 06/30/21						171,613.47
Jul-21	Interest	194.28	Allocated banking fees	9.38		
	Total Jul 21 - Revenue	<u>194.28</u>	Total Jul 21 - Expenditures	<u>9.38</u>		171,798.37
Aug-21	Interest	178.41	Allocated banking fees	24.85		
	Total Aug 21 - Revenue	<u>178.41</u>	Total Aug 21 - Expenditures	<u>24.85</u>		171,951.93
Sep-21	Interest	166.67	Allocated banking fees			
	Total Sep 21 - Revenue	<u>166.67</u>	Total Sep 21 - Expenditures	<u>-</u>		172,118.60
Oct-21	Interest	148.49	Allocated banking fees	29.91		
	Total Oct 21 - Revenue	<u>148.49</u>	Total Oct 21 - Expenditures	<u>29.91</u>		172,237.18
Nov-21	Interest	162.32	Allocated banking fees	15.21		
			Other Special Payments	300.00	Somerville, Sonja Donation - 1	
	Total Nov 21 - Revenue	<u>162.32</u>	Total Nov 21 - Expenditures	<u>315.21</u>		172,084.29
Dec-21	Interest	138.01	Other Special Payments	(300.00)		
	Total Dec 21 - Revenue	<u>138.01</u>	Total Dec 21 - Expenditures	<u>(300.00)</u>		172,522.30
Jan-22	Interest	151.75	Allocated banking fees	26.28		
	Total Jan 22 - Revenue	<u>151.75</u>	Total Jan 22 - Expenditures	<u>26.28</u>		172,647.77
Feb-22	Interest	137.35	Allocated banking fees	27.61		
			Other Special Payments	5,000.00	Salem Public Library Foundati	
			Mail	4.32		
	Total Feb 22 - Revenue	<u>137.35</u>	Total Feb 22 - Expenditures	<u>5,031.93</u>		167,753.19
Mar-22	Interest	135.27	Allocated banking fees	5.75		
	Total Mar 22 - Revenue	<u>135.27</u>	Total Mar 22 - Expenditures	<u>5.75</u>		167,882.71
Apr-22	Interest	129.86	Allocated banking fees	17.50		
	Total Apr 22 - Revenue	<u>129.86</u>	Total Apr 22 - Expenditures	<u>17.50</u>		167,995.07
May-22	Interest	129.61	Allocated banking fees	11.40		
	Total May 22 - Revenue	<u>129.61</u>	Total May 22 - Expenditures	<u>11.40</u>		168,113.28
Jun-22	Interest	124.74	Allocated banking fees	53.54		
	Total Jun 22 - Revenue	<u>124.74</u>	Total Jun 22 - Expenditures	<u>53.54</u>		168,184.48
	Total 21/22 Revenue	<u>1,796.76</u>	Total 21/22 Expenditures	<u>5,225.75</u>		
Balance as of 6/30/2022						<u>168,184.48</u>

Prepared By: Randy Chittenden - Finance

193,237.89
193,237.89

City of Salem**461-33982800 - Interest Allocation****6/30/2023**

Project #	Nov-22		Dec-22		Jan-23		Feb-23		Mar-23	
	Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc
337147	168,836.60	250.05	169,086.65	409.34	169,480.43	431.53	169,879.37	438.71	170,298.82	438.53
337149	25,156.69	37.27	25,146.52	60.89	25,207.41	64.20	25,271.61	65.26	25,336.87	65.24
Totals	193,993.29	287.32	194,233.17	470.23	194,687.84	495.73	195,150.98	503.97	195,635.69	503.77

Apr-23		May-23		Jun-23		Jul-23		Aug-23		Sep-23
Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc	Balance
170,568.44	426.66	170,955.40	327.19	171,236.94	471.73	171,708.67	368.72	172,077.39	363.37	172,431.08
25,402.11	63.53	25,465.64	48.72	25,514.36	70.30	25,584.66	54.95	25,639.61	54.15	25,693.76
195,970.55	490.19	196,421.04	375.91	196,751.30	542.03	197,293.33	423.67	197,717.00	417.52	198,124.84

23	Oct-23		Nov-23		Dec-23		Jan-24		Feb-24	
Int Alloc	Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc	Balance	Int Alloc
351.22	172,774.04	207.19	169,434.96	454.20	169,889.16	517.84	170,378.02	583.85	170,959.13	530.29
52.34	25,746.10	30.88	25,846.29	69.31	25,846.29	78.75	15,925.04	54.59	16,029.22	49.71
403.56	198,520.14	238.07	195,281.25	523.51	195,735.45	596.59	186,303.06	638.44	186,988.35	580.00