

YANKTON COMMUNITY LIBRARY BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, April 12, 2017, 5:30 p.m.
Yankton Community Library Meeting Room

AGENDA

Call to Order

Approval of March 8, 2017 Minutes

Discussion of Bills

Financial Report

Communications and Correspondence

Public Comment Period

Director's Report

- Food for Fines
- Teen Tech Tutors
- Unplug, Unwind, Craft
- Seed Library
- Friends of the Library Update
- Teen Events
- National Library Week
- Watchlists
- Staffing Update
- Annual Report
- March Additions
- March Usage Statistics
- March Program Statistics
- April/May Calendar

Old Business

New Business

- National Library Week Video
- Children's Cards
- Closing Procedures
- 2018 Budget

Other Business

- Friends of the Library Annual Meeting: April 24, 2017, 5:15 pm

Adjourn until May 10, 2017

The Yankton Community Library is committed to making its facilities accessible to everyone.
If you have additional accommodation requirements, please call 668-5276.

**MINUTES OF THE BOARD OF TRUSTEES MEETING
YANKTON COMMUNITY LIBRARY**

Regular Meeting, March 8, 2017, at 5:30 p.m.
Yankton Community Library Meeting Room

Meeting called to order by President Tonja Koenigs at 5:30 p.m. Present were Lilah Gillis, David Koerner, Tony Maibaum, Todd Woods; library director Tonya Olson, assistant director Linda Dobrovolny, and city manager Amy Nelson.

Absent with regrets: Jim Miner, Amy Nelson.

Minutes:

Motion to approve the minutes of the February 8, 2017 by Gillis, with second by Koerner; unanimous approval.

Discussion of Bills and Financial Report:

Koerner inquired about a credit and charge from McNaughton. Olson explained that McNaughton had charged us incorrectly last month, so they issued a credit for the original amount and re-charged us for the correct amount.

Communications and Correspondence:

Olson passed around an email from a patron thanking her for some photos from the library's Dr. Seuss Day program and for the programming and opportunities the library provides. She also passed around a note from a patron who had sent in a check for a lost item, thanking the library for being a wonderful resource.

Public Comment Period: None.

Director's Report:

In addition to the written report, Olson discussed the "Gitchie Girl" author talk that took place in February. It went well and was well received.

Old Business

- 2011 Library Building Task Force Report
 - Nothing further to report.
- 2018 State Reaccreditation Timeline
 - Olson will continue to communicate with the State Library to solidify what is meant by "in person" training for our trustees.
- DVD Cleaning Cost
 - The City Manager approved our new policy language and the policy took effect February 9. It has been going well.

New Business

Other Business

- Friends of the Library Local Author Book Signing, March 12, 2-4 p.m.

Adjourn into Executive Session to Discuss Contractual Matters Under SDCL 1-25-2:

Motion to adjourn into executive session at 5:41 p.m. to discuss contractual matters by Gillis with a second by Koerner.

Reconvene as Library Board of Trustees:

The Library Board of Trustees is reconvened by President Koenigs at 6:06 p.m.

Adjourn:

Motion by Koerner to adjourn with second by Gillis. Meeting adjourned at 6:08 p.m.

The Yankton Community Library is committed to making its facilities accessible to everyone.
If you have additional accommodation requirements, please call 668-5276.

Schedule of Bills (Fund/Dept)
BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY					
CITY UTILITIES						
WATER-WW CHARGES	130.56	WATER SERVICE	101.142.274	3.23.17	002793 P	904 00001
WATER-WW CHARGES	109.85	SEWER SERVICE	101.142.275	3.23.17	002793 P	904 00002
	240.41	*VENDOR TOTAL				
GASKELL/SEAN						
PERFORMANCE	275.00	PROGRAM SUPPLIES	101.142.242	35	016224 P	904 00004
JOHNSON ELECTRIC LLP						
REPAIRS	89.59	REP. & MAINT. - BUILDING	101.142.223	6968	016225 P	904 00006
MIDAMERICAN ENERGY						
FUEL-MAR	234.62	FUEL-HEATING	101.142.273	3.27.17	002794 P	904 00007
FUEL-FEB	305.28	FUEL-HEATING	101.142.273	3.8.17	002794 P	904 00008
	539.90	*VENDOR TOTAL				
MIDWEST TAPE						
AUDIO BOOK	34.99	AV - CAPITAL	101.142.342	94801849	016221 P	904 00009
NORTHWESTERN ENERGY						
ELECT-MAR	1,478.58	ELECTRICITY	101.142.272	3.23.17	002795 P	904 00012
ELECT-FEB	1,465.27	ELECTRICITY	101.142.272	3.8.17	002795 P	904 00011
	2,943.85	*VENDOR TOTAL				
US BANK EQUIPMENT FINANC						
COPIER LEASE	597.94	RENTALS & XEROX SUPPLIES	101.142.212	325172138	016228 P	904 00013
YANKTON FIRE & SAFETY CO						
FIRE EXT INSPECTION	52.50	REP. & MAINT. - EQUIPMEN	101.142.221	22048	016226 P	904 00014
	4,774.18				

Schedule of Bills (Fund/Dept)
 BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
LIBR COMP FOR LOSS & DAMAGE					
EIDSNESS/HILARY REFUND	9.99	LIBR COMP FOR LOSS & DAM	101.3641	3.1.17	016222 P	904 00003
MITCHELL PUBLIC LIBRARY REPLACEMENT COST-BOOK	14.99	LIBR COMP FOR LOSS & DAM	101.3641	3.1.17	016223 P	904 00010
	24.98				
GENERAL FUND	4,799.16	*****				

Schedule of Bills (Fund/Dept)
 BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
LIBRARY TRUST	*****					
LIBRARY TRUST					
GASKELL/SEAN PERFORMANCE	100.00	RECREATION SUPPLIES	701.701.242	35	016224	P 904 00005
	100.00				
LIBRARY TRUST	100.00	*****				

Schedule of Bills (Fund/Dept)
BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	4,899.16					

RECORDS PRINTED - 000014

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY
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Schedule of Bills (Fund/Dept)
 BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY					
AMAZON MKTPLACE PMTS						
BOOKS	24.98	BOOKS	101.142.340	Dobrovolny		913 00143
DVDS	19.95	AV - CAPITAL	101.142.342	Dobrovolny		913 00144
PROGRAM SUPPLIES	22.36	PROGRAM SUPPLIES	101.142.242	Dobrovolny		913 00145
BOOKS	35.75	BOOKS	101.142.340	Dobrovolny		913 00272
DVDS	28.96	AV - CAPITAL	101.142.342	Dobrovolny		913 00273
CD PLAYER	28.00	EQUIPMENT	101.142.350	Dobrovolny		913 00274
	160.00	*VENDOR TOTAL				
AMAZON.COM AMZN.COM/BI						
BOOKS	45.94	BOOKS	101.142.340	Dobrovolny		913 00247
DVD	14.96	AV - CAPITAL	101.142.342	Dobrovolny		913 00248
	60.90	*VENDOR TOTAL				
APL*APPLE ONLINE STORE						
PROGRAM SUPPLIES	10.00	PROGRAM SUPPLIES	101.142.242	Raiche		913 00151
BAKERS-SQUARE-REST #01						
LIBRARY TECH CONFERENCE	15.83	TRAVEL EXPENSE	101.142.263	Schmidt		913 00120
BNR*BOATING						
SUBSCRIPTION CREDIT	22.00CR	SUBSCRIPTIONS & PUBLICAT	101.142.235	Wibbels		913 00351
BOOK SYSTEMS INC						
LABELS	36.36	OFFICE SUPPLIES	101.142.232	Olson		913 00398
INTEGRATED LIBRARY SYS	3,195.00	PROFESSIONAL SERVICES	101.142.202	Olson		913 00399
	3,231.36	*VENDOR TOTAL				
CENTER POINT LARGE PRI						
BOOKS	254.47	BOOKS	101.142.340	Olson		913 00259
DEX*ONE						
DIGITAL ADVERTISING	118.08	PUBLISHING	101.142.211	Olson		913 00183
GOOD EARTH II						
LIBRARY TECH CONFERENCE	20.94	TRAVEL EXPENSE	101.142.263	Schmidt		913 00207
INT*IN *LIVING HERE MA						
LIVING HERE X2	38.00	SUBSCRIPTIONS & PUBLICAT	101.142.235	Olson		913 00113
JMAC SUPPLY						
PART REPLACEMENT	14.90	REP. & MAINT. - EQUIPMEN	101.142.221	Reifenrath		913 00431
OVERDRIVE DIST						
EBOOKS	782.77	PROFESSIONAL SERVICES	101.142.202	Olson		913 00218
EBOOKS	1,647.23	PROFESSIONAL SERVICES	101.142.202	Olson		913 00422

Schedule of Bills (Fund/Dept)
 BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY					
OVERDRIVE DIST	2,430.00	*VENDOR TOTAL				
POSTAGE REFILL POSTAGE REFILL	100.00	POSTAGE	101.142.231	Olson		913 00244
PRANDOMHOUSE8007333000 LP BOOKS	60.75	BOOKS	101.142.340	Olson		913 00223
CD BOOKS	180.00	AV - CAPITAL	101.142.342	Olson		913 00224
	240.75	*VENDOR TOTAL				
RADISSON HOTEL MPLS/ST LIBRARY TECH CONFERENCE	253.28	TRAVEL EXPENSE	101.142.263	Schmidt		913 00100
SOUTH DAKOTA STATE HIS P&D MICROFILM	96.00	AV - CAPITAL	101.142.342	Olson		913 00222
SUPERAMERICA 4704 LIBRARY TECH CONFERENCE	28.00	TRAVEL EXPENSE	101.142.263	Schmidt		913 00184
SUPERAMERICA 4709 LIBRARY TECH CONFERENCE	26.23	TRAVEL EXPENSE	101.142.263	Schmidt		913 00101
VISTAPR*VISTAPRINT.COM BUSINESS CARDS	14.98	OFFICE SUPPLIES	101.142.232	Johnson		913 00297
WAL-MART #1483 DVDS	51.88	AV - CAPITAL	101.142.342	Olson		913 00208
PROGRAM SUPPLIES	15.08	PROGRAM SUPPLIES	101.142.242	Olson		913 00209
OFFICE SUPPLIES	23.85	OFFICE SUPPLIES	101.142.232	Olson		913 00210
	90.81	*VENDOR TOTAL				
WM SUPERCENTER #1483 DVD	17.96	AV - CAPITAL	101.142.342	Dobrovolny		913 00294
OFFICE SUPPLY	1.77	OFFICE SUPPLIES	101.142.232	Dobrovolny		913 00295
DVDS	76.80	AV - CAPITAL	101.142.342	Lippert		913 00082
TOOLS	5.85	REP. & MAINT. - BUILDING	101.142.223	Olson		913 00165
PROGRAM SUPPLIES	88.97	PROGRAM SUPPLIES	101.142.242	Olson		913 00166
DVDS	65.84	AV - CAPITAL	101.142.342	Raiche		913 00407
DR. SEUSS SUPPLIES	15.06	PROGRAM SUPPLIES	101.142.242	Raiche		913 00408
	272.25	*VENDOR TOTAL				
WW GRAINGER TRASH BAGS, CLEANER	61.66	JANITORIAL SUPPLIES	101.142.236	Reifenrath		913 00114
PART REPLACEMENT	68.52	REP. & MAINT. - EQUIPMEN	101.142.221	Reifenrath		913 00141
	130.18	*VENDOR TOTAL				

Schedule of Bills (Fund/Dept)
BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY					
	7,584.96				

Schedule of Bills (Fund/Dept)
 BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
LIBRARY TRUST	*****					
LIBRARY TRUST					
AMAZON MKTPLACE PMTS SEED LIBRARY - PEAS	9.98	RECREATION SUPPLIES	701.701.242	Lippert		913 00191
BONANZA STAFF APPRECIATION	151.57	RECREATION SUPPLIES	701.701.242	Dobrovolny		913 00216
DEMCO INC SUMMER READING SUPPLIES	436.62	RECREATION SUPPLIES	701.701.242	Raiche		913 00187
HY VEE 1820 SUMMER READING SUPPLIES	28.44	RECREATION SUPPLIES	701.701.242	Raiche		913 00119
HY VEE 1899 STAFF APPRECIATION	4.99	RECREATION SUPPLIES	701.701.242	Schmidt		913 00311
MINERVA GRILL AND BAR SUMMER READING JUMPSTART	25.96	RECREATION SUPPLIES	701.701.242	Raiche		913 00123
PAYPAL *JFJDISCREPA DVD CLEANING SUPPLIES	42.71	OFFICE SUPPLIES	701.701.232	Olson		913 00077
WM SUPERCENTER #1483 CRAFT NIGHT SUPPLIES	17.86	RECREATION SUPPLIES	701.701.242	Lippert		913 00083
STAFF APPRECIATION	3.98	RECREATION SUPPLIES	701.701.242	Olson		913 00164
SUMMER READING PROGRAM	6.11	RECREATION SUPPLIES	701.701.242	Sobocinski		913 00189
	27.95	*VENDOR TOTAL				
YANKTON PIZZA RANCH STAFF APPRECIATION	33.47	RECREATION SUPPLIES	701.701.242	Olson		913 00032
	761.69				
LIBRARY TRUST	761.69	*****				

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY
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	ADOPTED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED	REVISIONS	ACT YTD POSTED	REMAINING BALANCE	PCT
		BUDGET AND IN PROCESS	BUDGET AND IN PROCESS	AND IN PROCESS		
101 GENERAL FUND						
3380 COUNTY SHARE OF LIBRARY BUDG	24,000.00	24,000.00	0.00	0.00	24,000.00	0
3450 LIBRARY COPY FEES	0.00	0.00	0.00	0.00	0.00	0
3451 NON-RESIDENT LIBRARY CARDS	6,800.00	6,800.00	675.00	1,695.00	5,105.00	24 --
3452 LIBRARY A.V. FEES	400.00	400.00	35.00	205.00	195.00	51 -----
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	1.55-	3.39-	13.39	33 ---
3454 SALE OF WITHDRAWN ITEMS	300.00	300.00	6.82	73.77	226.23	24 ---
3455 OTHER-LIBRARY REVENUES	1,700.00	1,700.00	238.40	538.20	1,161.80	31 ---
3456 PC PRINTING	7,000.00	7,000.00	525.70	1,321.15	5,678.85	18 -
3490 SALE OF MATERIALS	0.00	0.00	152.43	153.37	153.37-	9999 -----]]]]
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	574.66	2,005.43	5.43-	100 -----
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00	0
3510 COURT FINES	5,000.00	5,000.00	203.77	362.37	4,637.63	7
3511 PARKING FINES	6,500.00	6,500.00	560.00	1,585.00	4,915.00	24 --
3520 LIBRARY FINES	3,000.00	3,000.00	252.90	576.09	2,423.91	19 -
3610 INTEREST	16,500.00	16,500.00	3,250.68	6,730.30	9,769.70	40 ----
3611 UTILITY REFUNDS	0.00	0.00	0.00	0.00	0.00	0
3612 SALE OF FIXED ASSETS	10,000.00	10,000.00	0.00	20,000.00	10,000.00-	200 -----]]]]
3613 IN LIEU OF TAX	0.00	0.00	0.00	0.00	0.00	0
3614 BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00	0
3615 MISC REIMBURSEMENTS	4,000.00	4,000.00	167.19	298.70	3,701.30	7
3617 CAPITAL LEASE	0.00	0.00	0.00	0.00	0.00	0
3618 USDA RURAL DEVELOPMENT LOAN	0.00	0.00	0.00	0.00	0.00	0
3620 LAND RENT	0.00	0.00	0.00	0.00	0.00	0
3640 COMPENSATION LOSS & DAMAGE	3,000.00	3,000.00	696.94	696.94	2,303.06	23 --
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	169.09	388.53	1,111.47	25 --
TOTAL: GENERAL FUND	91,710.00	91,710.00	7,507.03	36,626.46	55,083.54	54 -----

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
701 LIBRARY TRUST						
3610 INTEREST	0.00	0.00	15.97	34.27	34.27-	9999 -----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	589.00	1,240.00	1,240.00-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	604.97	1,274.27	1,274.27-	9999 -----]]]]

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND						
142 COMMUNITY LIBRARY						
PERSONAL SERVICES						
101 REGULAR WAGES	351,418.00	0.00	24,740.34	68,846.58	282,571.42	19 -
102 TEMPORARY WAGES	59,699.00	0.00	3,657.89	10,188.65	49,510.35	17 -
103 OVERTIME WAGES	350.00	0.00	0.00	0.00	350.00	0
111 OASI	31,477.00	0.00	2,120.81	5,850.21	25,626.79	18 -
121 RETIREMENT	21,106.00	0.00	1,484.42	4,077.44	17,028.56	19 -
131 WORKMENS COMPENSATION	2,311.00	0.00	0.00	0.00	2,311.00	0
132 GROUP INSURANCE	82,378.00	0.00	4,984.40	14,954.22	67,423.78	18 -
133 UNEMPLOYMENT INSURANCE	1,004.00	0.00	127.76	355.63	648.37	35 ---
TOTAL: PERSONAL SERVICES	549,743.00	0.00	37,115.62	104,272.73	445,470.27	18 -
OTHER CURRENT EXPENDITURES						
201 INSURANCE	9,151.00	0.00	8,485.69	8,485.69	665.31	92 -----
202 PROFESSIONAL SERVICES	38,000.00	0.00	4,174.32	6,182.21	31,817.79	16 -
211 PUBLISHING	3,500.00	0.00	0.00	0.00	3,500.00	0
212 RENTALS & XEROX SUPPLIES	8,000.00	0.00	0.00	745.42	7,254.58	9
221 REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	38.16	2,961.84	1
223 REP. & MAINT. - BUILDINGS	5,000.00	0.00	110.91	224.70	4,775.30	4
224 REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0
231 POSTAGE	2,500.00	0.00	19.56	138.36	2,361.64	5
232 OFFICE SUPPLIES	10,000.00	0.00	383.01	928.89	9,071.11	9
233 PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00	0
234 COPIES	0.00	0.00	0.00	0.00	0.00	0
235 SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	3,935.18	4,060.02	5,439.98	42 ----
236 JANITORIAL SUPPLIES	2,500.00	0.00	281.46	690.87	1,809.13	27 --
242 PROGRAM SUPPLIES	2,500.00	0.00	178.64	186.60	2,313.40	7
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
261 MEMBERSHIP DUES	1,000.00	0.00	104.00	104.00	896.00	10 -
263 TRAVEL EXPENSE	2,000.00	0.00	246.79	246.79	1,753.21	12 -
265 CONFERENCE & MEETINGS	2,500.00	0.00	20.00	180.00	2,320.00	7
271 TELEPHONE	1,700.00	0.00	127.14	402.10	1,297.90	23 --
272 ELECTRICITY	22,000.00	0.00	1,506.04	1,506.04	20,493.96	6
273 FUEL-HEATING	3,000.00	0.00	569.82	569.82	2,430.18	18 -
274 WATER SERVICE	3,000.00	0.00	277.29	277.29	2,722.71	9
275 SEWER SERVICE	800.00	0.00	236.47	236.47	563.53	29 --
276 LANDFILL	500.00	0.00	40.00	104.00	396.00	20 --
277 RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	130,151.00	0.00	20,696.32	25,307.43	104,843.57	19 -
CAPITAL OUTLAY						
301 CAPITAL REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
320 BUILDINGS	45,000.00	0.00	0.00	0.00	45,000.00	0
340 BOOKS	52,000.00	0.00	2,992.16	3,063.36	48,936.64	5
342 AV - CAPITAL	13,000.00	0.00	398.84	1,098.86	11,901.14	8
350 EQUIPMENT	1,500.00	0.00	17.98	17.98	1,482.02	1

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH MAR 31, 2017

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND						
142 COMMUNITY LIBRARY						
TOTAL: CAPITAL OUTLAY	111,500.00	0.00	3,408.98	4,180.20	107,319.80	3
OTHER EXPENDITURES						
530 REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
TOTAL: COMMUNITY LIBRARY	791,394.00	0.00	61,220.92	133,760.36	657,633.64	16 -
TOTAL: GENERAL FUND	791,394.00	0.00	61,220.92	133,760.36	657,633.64	16 -

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
701 LIBRARY TRUST						
701 LIBRARY TRUST						
OTHER CURRENT EXPENDITURES						
202 PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0
221 REP. & MAINT. - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0
223 REP. & MAINT. - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0
232 OFFICE SUPPLIES	0.00	0.00	9.17	25.90	25.90-	9999 -----]]]]
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0
242 RECREATION SUPPLIES	0.00	0.00	37.25	210.94	210.94-	9999 -----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	46.42	236.84	236.84-	9999 -----]]]]
CAPITAL OUTLAY						
340 BOOKS	0.00	0.00	0.00	0.00	0.00	0
342 AV - CAPITAL	0.00	0.00	0.00	0.00	0.00	0
350 EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL: CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
TOTAL: LIBRARY TRUST	0.00	0.00	46.42	236.84	236.84-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	46.42	236.84	236.84-	9999 -----]]]]

----FUND---- 701 LIBRARY TRUST

ACCOUNT	BEGINNING BALANCE	ACTUAL-THIS MONTH	ACTUAL-THIS YEAR	ENDING BALANCE

ASSETS				

CURRENT ASSETS:				
701.1012	24,295.03	558.55	425.71CR	23,869.32
	24,295.03	558.55	425.71CR	23,869.32
	24,295.03	558.55	425.71CR	23,869.32
LIABILITIES AND FUND BALANCE				

CURRENT LIABILITIES:				
701.2011	1,463.14CR	0.00	1,463.14	0.00
	1,463.14CR	0.00	1,463.14	0.00
	1,463.14CR	0.00	1,463.14	0.00
FUND BALANCE:				
701.2511	20,237.36CR	0.00	0.00	20,237.36CR
701.2900	18,243.22CR	604.97CR	1,274.27CR	19,517.49CR
701.2910	15,648.69	46.42	236.84	15,885.53
	22,831.89CR	558.55CR	1,037.43CR	23,869.32CR
	24,295.03CR	558.55CR	425.71	23,869.32CR
	0.00	0.00	0.00	0.00

	Trust Fund	March-17				
	Expenditure Ledger	Description	Previous Balance	Amount Received	Amount Spent	Line Item Balance
	701.701.200	<u>Unrestricted Funds</u>	14,996.79	25.00		15,021.79
	Donations	Marvin Kamback	33.97			33.97
		Town & Country Garden Club	175.76			175.76
		Master Gardener's	99.48	200.00		299.48
		Tech Club	477.00			477.00
		Farm Credit Services	31.54			31.54
		GFWC (Joan Neubauer)	25.00			25.00
		Jean B. Mielenz memorial	250.00			250.00
		Girl Scouts	22.22			22.22
		Shirley Foss memorial	20.00			20.00
	1023.2	<u>Professional Services</u>				
		book bags/earbuds/pens	-88.13	18.00		-70.13
	701.701.232	<u>Office Supplies</u>				
		DVD cleaning	-574.50	5.00	42.71	-612.21
	701.701.235	<u>Subscriptions/Publications</u>				
	701.701.242	<u>Recreation Supplies</u>				
		Teget	2,795.61		194.01	2,601.60
		Summer Reading/Story Walk	1,127.01	100.00	497.13	729.88
		After School Program	173.85			173.85
		Parents' Night Out	389.57			389.57
		Teen Advisory Board	327.65			327.65
		Adult Craft Night	671.17		17.86	653.31
		Parade float	216.65			216.65
		1,000 Bks Before Kindg. (Friends)	88.75			88.75
		SDLA/Rural Conference	393.00			393.00
		Yankton Seed Library	59.40	200.00	9.98	249.42
	1131.78	<u>Capital Outlay</u>				
		Building Fund	175.00			175.00
	701.701.340	<u>Books - Adult</u>	1,097.82			1,097.82
	701.701.342	<u>AV - Capital</u>	4,295.54	41.00		4,336.54
		Total	27,280.15	589.00	761.69	27,107.46
				Monthly Interest (including year-end)		15.97
					Current Balance	\$27,123.43

		ANNUAL	ENCUMBERED	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET		AND IN PROCESS	AND IN PROCESS	BALANCE			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
101	GENERAL FUND								
142	COMMUNITY LIBRARY PERSONAL SERVICES								
101	REGULAR WAGES	351,418.00	0.00	24,740.34	68,846.58	282,571.42	19	-	
P-031017-887	PAYROLL INTERFACE	031017		12,352.46	CODE-Y,PER#-1,FUND-	101			A
P-032417-911	PAYROLL INTERFACE	032417		12,387.88	CODE-Y,PER#-2,FUND-	101			A
102	TEMPORARY WAGES	59,699.00	0.00	3,657.89	10,188.65	49,510.35	17	-	
P-031017-887	PAYROLL INTERFACE	031017		1,755.39	CODE-Y,PER#-1,FUND-	101			A
P-032417-911	PAYROLL INTERFACE	032417		1,902.50	CODE-Y,PER#-2,FUND-	101			A
103	OVERTIME WAGES	350.00	0.00	0.00	0.00	350.00	0		
111	OASI	31,477.00	0.00	2,120.81	5,850.21	25,626.79	18	-	
P-031017-887	PAYROLL INTERFACE	031017		1,053.43	CODE-Y,PER#-1,FUND-	101			A
P-032417-911	PAYROLL INTERFACE	032417		1,067.38	CODE-Y,PER#-2,FUND-	101			A
121	RETIREMENT	21,106.00	0.00	1,484.42	4,077.44	17,028.56	19	-	
P-031017-887	PAYROLL INTERFACE	031017		741.15	CODE-Y,PER#-1,FUND-	101			A
P-032417-911	PAYROLL INTERFACE	032417		743.27	CODE-Y,PER#-2,FUND-	101			A
131	WORKMENS COMPENSATION	2,311.00	0.00	0.00	0.00	2,311.00	0		
132	GROUP INSURANCE	82,378.00	0.00	4,984.40	14,954.22	67,423.78	18	-	
P-031017-887	PAYROLL INTERFACE	031017		2,492.21	CODE-Y,PER#-1,FUND-	101			A
P-032417-911	PAYROLL INTERFACE	032417		2,492.19	CODE-Y,PER#-2,FUND-	101			A
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	127.76	355.63	648.37	35	---	
P-031017-887	PAYROLL INTERFACE	031017		63.47	CODE-Y,PER#-1,FUND-	101			A
P-032417-911	PAYROLL INTERFACE	032417		64.29	CODE-Y,PER#-2,FUND-	101			A
TOTAL: PERSONAL SERVICES		549,743.00	0.00	37,115.62	104,272.73	445,470.27	18	-	
OTHER CURRENT EXPENDITURES									
201	INSURANCE	9,151.00	0.00	8,485.69	8,485.69	665.31	92	-----	
D-031317-874	05569 SD PUBLIC ASSURANCE ALLI	059611 24295		8,485.69	PROP/LIABILITY INSURANCE	018385 P N			A
202	PROFESSIONAL SERVICES	38,000.00	0.00	4,174.32	6,182.21	31,817.79	16	-	
M-030217-871	.14313 RECORDED BOOKS	201702 Olson		454.82	ZINIO ONLINE SERVICE		N		A
M-030217-871	.12528 DART/TARTAN/MCNAUGH	201702 Olson		1,932.00	LEASE PLAN CREDIT		N		A
M-030217-871	.12528 DART/TARTAN/MCNAUGH	201702 Olson		1,893.36	LEASE PLAN CHARGE		N		A
M-030217-871	.13843 OVERDRIVE DIST	201702 Olson		3,725.64	EBOOKS		N		A
D-031317-874	06800 WAGE WORKS	059628 40289		20.00	FLEX SERVICE FEE	005311 P N			A
D-031317-874	00707 YANKTON MEDICAL CLINIC	059641 4274		12.50	RANDOM DRUG TESTING	015647 P M			A

		ANNUAL	ENCUMBERED	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET		AND IN PROCESS	AND IN PROCESS	BALANCE			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
101	GENERAL FUND								
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES								
211	PUBLISHING	3,500.00	0.00	0.00	0.00	3,500.00	0		
212	RENTALS & XEROX SUPPLIES	8,000.00	0.00	0.00	745.42	7,254.58	9		
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	38.16	2,961.84	1		
223	REP. & MAINT. - BUILDINGS	5,000.00	0.00	110.91	224.70	4,775.30	4		
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	68.13	LIGHT BULBS		N		A
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	9.77	FLASHLIGHT		N		A
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	22.71	LIGHT BULBS		N		A
M-030217-871	.12780 MCDONALD S F4208		201702 Miles	10.30	DOC WORK PROGRAM		N		A
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0		
231	POSTAGE	2,500.00	0.00	19.56	138.36	2,361.64	5		
M-030217-871	.11798 BAKER-TAYLOR		201702 Olson	19.56	POSTAGE		N		A
232	OFFICE SUPPLIES	10,000.00	0.00	383.01	928.89	9,071.11	9		
M-030217-871	.14934 VISTAPR*WEBSITE PKG		201702 Johnson	33.37	BUSINESS CARDS		N		A
M-030217-871	.12434 WAL-MART #1483		201702 Olson	23.81	OFFICE SUPPLIES		N		A
M-030217-871	.11787 DEMCO INC		201702 Olson	126.13	TAPE, LABELS		N		A
M-030217-871	.11787 DEMCO INC		201702 Olson	159.72	BOOK COVERS		N		A
M-030217-871	.11802 AMAZON MKTPLACE PMTS		201702 Johnson	39.98	BATTERIES		N		A
233	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00	0		
234	COPIES	0.00	0.00	0.00	0.00	0.00	0		
235	SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	3,935.18	4,060.02	5,439.98	42	----	
M-030217-871	.14968 RIVISTAS SUBSCRIPTION		201702 Olson	4,070.96	SUBSCRIPTION SERVICE		N		A
M-030217-871	.13841 BNR*BOATING		201702 Wibbels	22.00	MAGAZINE SUBSCRIPTION		N		A
M-030217-871	.14923 WOMEN		201702 Wibbels	14.97-	SUBSCRIPTION CREDIT		N		A
M-030217-871	.12523 COUNTRY LIVING MAGAZIN		201702 Wibbels	34.97-	SUBSCRIPTION CREDIT		N		A
M-030217-871	.13806 TME*SPORTS ILLS KIDS		201702 Wibbels	39.95-	SUBSCRIPTION CREDIT		N		A
R-032917-907	BANK OF MONTREAL		075071	67.89-	SUBSCRIPTION REFUND		N		A
236	JANITORIAL SUPPLIES	2,500.00	0.00	281.46	690.87	1,809.13	27	--	
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	56.28	TOILET PAPER		N		A
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	99.08	CLEANING SUPPLIES		N		A
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	40.03	CLEANING SUPPLIES		N		A
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	9.87	CLEANING SUPPLIES		N		A
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	56.28	PAPER TOWELS		N		A
M-030217-871	.11793 WW GRAINGER		201702 Reifenrath	19.92	CLEANING SUPPLIES		N		A
242	PROGRAM SUPPLIES	2,500.00	0.00	178.64	186.60	2,313.40	7		
M-030217-871	.12434 WAL-MART #1483		201702 Olson	14.73	PROGRAM SUPPLIES		N		A
M-030217-871	.13442 077070 YANKTON MALL 5		201702 Dobrovolny	20.00	PROGRAM SUPPLIES		N		A

		ANNUAL	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9	FIL
101	GENERAL FUND							
142	COMMUNITY LIBRARY							
	OTHER CURRENT EXPENDITURES							
242	PROGRAM SUPPLIES							
M-030217-871	.11802 AMAZON MKTPLACE PMTS	201702	Dobrovolny	14.57	PROGRAM SUPPLIES		N	A
M-030217-871	.13320 WM SUPERCENTER #1483	201702	Raiche	13.29	PROGRAM SUPPLIES		N	A
M-030217-871	.14764 OTC BRANDS, INC.	201702	Raiche	99.98	SUMMER READING PROGRAM		N	A
M-030217-871	.13320 WM SUPERCENTER #1483	201702	Olson	9.22	PROGRAM SUPPLIES		N	A
M-030217-871	.14977 WM SUPERCENTER #3734	201702	Raiche	6.85	PROGRAM SUPPLIES		N	A
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0	
261	MEMBERSHIP DUES	1,000.00	0.00	104.00	104.00	896.00	10 -	
M-030217-871	.14567 SD LIB ASSOCIA00 OF 00	201702	Raiche	55.00	MEMBERSHIP DUES		N	A
M-030217-871	.14975 AMER LIB ASSOC-IMIS	201702	Dobrovolny	49.00	MEMBERSHIP DUES		N	A
263	TRAVEL EXPENSE	2,000.00	0.00	246.79	246.79	1,753.21	12 -	
M-030217-871	.11873 GOVERNORS INN	201702	Raiche	85.00	JUMPSTART TRAINING		N	A
M-030217-871	.14939 DRIFTERS BAR AND GRILL	201702	Raiche	15.44	JUMPSTART TRAINING		N	A
M-030217-871	.11873 GOVERNORS INN	201702	Raiche	85.00	JUMPSTART TRAINING		N	A
M-030217-871	.14939 DRIFTERS BAR AND GRILL	201702	Sobocinski	15.44	JUMPSTART TRAINING		N	A
M-030217-871	.14943 CENEX CUBBY S 09890062	201702	Sobocinski	19.41	JUMPSTART TRAINING		N	A
M-030217-871	.11872 REDROSSA ITALIAN GRILL	201702	Sobocinski	26.50	JUMPSTART TRAINING		N	A
265	CONFERENCE & MEETINGS	2,500.00	0.00	20.00	180.00	2,320.00	7	
M-033117-886	00430 MUNICIPAL LEAGUE, SD	006897	3/16/17	20.00	REGISTRATION FEE	016272	F N	A
271	TELEPHONE	1,700.00	0.00	127.14	402.10	1,297.90	23 --	
P-031017-887	PAYROLL INTERFACE	031017		10.50	CODE-Y, PER#-1, FUND- 101			A
M-033117-886	06976 VAST BROADBAND	006894		38.29	PHONE BILL	003513	F N	A
M-033117-886	06976 VAST BROADBAND	006895		78.35	PHONE BILL	003513	F N	A
272	ELECTRICITY	22,000.00	0.00	1,506.04	1,506.04	20,493.96	6	
D-031317-866	00455 NORTHWESTERN ENERGY	059598	2.1.17	1,506.04	ELECT-FEB	002795	P N	A
273	FUEL-HEATING	3,000.00	0.00	569.82	569.82	2,430.18	18 -	
D-031317-866	00303 MIDAMERICAN ENERGY	059590	2.1.17	569.82	FUEL-FEB	002794	P N	A
274	WATER SERVICE	3,000.00	0.00	277.29	277.29	2,722.71	9	
D-031317-866	00109 CITY UTILITIES	059531	2.1.17	141.34	WATER-WW CHARGES	002793	P N	A
D-031317-866	00109 CITY UTILITIES	059531	2.16.17	135.95	WATER-WW CHARGES	002793	P N	A
275	SEWER SERVICE	800.00	0.00	236.47	236.47	563.53	29 --	
D-031317-866	00109 CITY UTILITIES	059531	2.1.17	121.03	WATER-WW CHARGES	002793	P N	A
D-031317-866	00109 CITY UTILITIES	059531	2.16.17	115.44	WATER-WW CHARGES	002793	P N	A

		ANNUAL		ACT MTD POSTED	ACT YTD POSTED	REMAINING			
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE	PCT		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9	FIL	
101	GENERAL FUND								
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES								
276	LANDFILL	500.00	0.00	40.00	104.00	396.00	20 --		
J-033117-914	MARCH JOURNAL ENTRIES	JE 85		40.00	DUMPSTER CHARGES - MARCH			A	
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0		
TOTAL: OTHER CURRENT EXPENDITURES		130,151.00	0.00	20,696.32	25,307.43	104,843.57	19 -		
CAPITAL OUTLAY									
301	CAPITAL REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0		
320	BUILDINGS	45,000.00	0.00	0.00	0.00	45,000.00	0		
340	BOOKS	52,000.00	0.00	2,992.16	3,063.36	48,936.64	5		
M-030217-871	.11811 AMAZON.COM	201702	Dobrovolny	77.89	BOOKS		N	A	
M-030217-871	.11802 AMAZON MKTPLACE PMTS	201702	Dobrovolny	5.97	BOOKS		N	A	
M-030217-871	.13936 PRANDOMHOUSE8007333000	201702	Olson	662.75	BOOKS		N	A	
M-030217-871	.11798 BAKER-TAYLOR	201702	Olson	2,035.11	BOOKS		N	A	
M-030217-871	.13151 FARM & HOME PUBLISHERS	201702	Olson	44.70	BOOK		N	A	
M-030217-871	.11785 CENTER POINT LARGE PRI	201702	Olson	134.22	LARGE PRINT BOOKS		N	A	
M-030217-871	.11811 AMAZON.COM	201702	Dobrovolny	31.52	BOOKS		N	A	
342	AV - CAPITAL	13,000.00	0.00	398.84	1,098.86	11,901.14	8		
M-030217-871	.12434 WAL-MART #1483	201702	Olson	47.88	DVDS		N	A	
M-030217-871	.11811 AMAZON.COM	201702	Dobrovolny	27.88	DVDS		N	A	
M-030217-871	.13320 WM SUPERCENTER #1483	201702	Dobrovolny	81.80	DVDS		N	A	
M-030217-871	.11802 AMAZON MKTPLACE PMTS	201702	Dobrovolny	69.45	DVD'S		N	A	
M-030217-871	.11811 AMAZON.COM	201702	Dobrovolny	30.04	DVDS		N	A	
M-030217-871	.13320 WM SUPERCENTER #1483	201702	Raiche	35.92	DVDS		N	A	
M-030217-871	.11802 AMAZON MKTPLACE PMTS	201702	Dobrovolny	54.99	DVDS		N	A	
M-030217-871	.12434 WAL-MART #1483	201702	Olson	50.88	DVDS		N	A	
350	EQUIPMENT	1,500.00	0.00	17.98	17.98	1,482.02	1		
M-030217-871	.11802 AMAZON MKTPLACE PMTS	201702	Dobrovolny	17.98	CABLES		N	A	
TOTAL: CAPITAL OUTLAY		111,500.00	0.00	3,408.98	4,180.20	107,319.80	3		
OTHER EXPENDITURES									
530	REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0		
TOTAL: OTHER EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0		
TOTAL: COMMUNITY LIBRARY		791,394.00	0.00	61,220.92	133,760.36	657,633.64	16 -		
TOTAL: GENERAL FUND		791,394.00	0.00	61,220.92	133,760.36	657,633.64	16 -		

Director's Report

April 2017

March Statistics

Please see the attached documents for Program, Usage, and Circulation statistics.

Food for Fines

We collected 108 boxes of macaroni and cheese in March! We are currently accepting hamburger/tuna helper, with all donations going to the Contact Center, and already have several boxes.

Teen Tech Tutors

We had 6 participants on March 18 for Teen Tech Tutors. We will have it again on April 15, from 1-3 p.m. This will be our last session before the summer break. The people who use it are so appreciative and we are so appreciative to the students for volunteering.

Unplug, Unwind, Craft

March's craft class was a hit once again. We had 17 participants and the activity was "Zenbroidery". Our next class is April 18 at 6 pm and we are doing "Fun and Fancy Lettering".

Seed Library

The Seed Library had a class on composting in March. Seed Library classes continue to be well attended. On April 11 they will be having classes at 1:00 and 6:30 with seedlings in conjunction with Modern Woodmen. The new process for checking out the seeds went very smoothly in March and we will be training Linda and Dana on the new procedure on the 11th.

Friends of the Library Update

The Friends' March local book author book signing went very well. The weather wasn't the best, but most everyone was pleased with the turnout, including the invited authors who sold some books. The Friends will next be turning their attention to their Annual Meeting this month for election of officers and then onto Gourmet Guys, which is scheduled for October 7. The Friends has approved funding for a new bench for us, a kids "exploration station", and our two large summer reading performers.

Teen Events

We had a "Brush Bots" event in March for the teens where they created robots out of electric tooth brushes. We had 10 attendees and they seemed to enjoy the activity. On April 21st we are having our "After Hours" teen event; we already have six teens signed up.

National Library Week

It's National Library Week! To celebrate, we made a video which we will show at the meeting and is also available on our website and Facebook page. We also brought back a version of

“Dial-A-Story” on our website and created an infographic highlighting services we provided in 2016. Lastly, we are having our 5th annual Read-A-Thon in celebration of Beverly Cleary’s birthday on April 12th.

Watchlists

Linda has gotten the catalog “watchlist” feature working and we are so excited! The premise is that if you have authors you are interested in following, you can sign up to be emailed when their items are added to our collection. It hasn’t worked since we converted and Linda troubleshooted the problem and solution in March.

Staffing Update

Just today, we officially filled the two open 14 hour positions. I believe we had over 20 applications and ended up interviewing several candidates. The two new employees will begin on April 11th and 12th. We are excited to have them on board! We are also currently advertising for a 28 hour position. That position closes April 12th and we will start reviewing applications right away. Hopefully we will be all staffed up by summer!

Annual Report

I submitted the annual report to the South Dakota State Library last week.

May Meeting

The May meeting is scheduled for May 10, 2017 at 5:30 p.m.

March Additions: 242

	Adult	YA	JR	Easy
Fiction	125	7	6	9
Nonfiction	51	0	2	6
DVD	25	-	1	-
Audiobooks	7	1	0	0
Music CD's	0	-	0	-
Book Club Bags	2	-	-	-
Professional	0	-	-	-
Total	210	8	9	15

March 2017 Program Statistics

Recurring Programs	Date	Time	Kids	Adults
Toddler Time	Mar. 7	10:15 AM	18	10
	Mar. 7	5:30 PM	10	8
	Mar. 14	10:15 AM	16	10
	Mar. 14	5:30 PM	13	9
	Mar. 21	10:15 AM	18	12
	Mar. 21	5:30 PM	11	8
	Mar. 28	10:15 AM	15	12
	Mar. 28	5:30 PM	12	9
Total:			113	78

Adult Programs	Date	Time	Num.
Chess Sundays	Mar. 5	2:00 PM	0
Chess Sundays	Mar. 12	2:00 PM	3
Teen Tech Tutors	Mar. 18	1:00 PM	6
Oscar Weekend 2	Mar. 18		27
Oscar Weekend 2	Mar. 19		25
Chess Sundays	Mar. 19	2:00 PM	8
Craft Night	Mar. 21	6:00 PM	17
Chess Sundays	Mar. 26	2:00 PM	9
Total:			95

Story Time	Mar. 1	10:15 AM	1	1
	Mar. 2	10:15 AM	17	10
	Mar. 6	6:30 PM	12	9
	Mar. 8	10:15 AM	6	5
	Mar. 9	10:15 AM	16	9
	Mar. 13	6:30 PM	8	6
	Mar. 15	10:15 AM	6	4
	Mar. 16	10:15 AM	13	9
	Mar. 20	6:30 PM	6	5
	Mar. 22	10:15 AM	7	5
	Mar. 23	10:15 AM	13	11
	Mar. 27	6:30 PM	6	4
Mar. 29	10:15 AM	4	5	
Mar. 30	10:15 AM	15	11	
Total:			130	94

Seed Library	Date	Time	Num.
Class	Mar. 14	1:00 PM	25
Class	Mar. 14	6:30 PM	19
Total:			44

Food for Fines		
Mac & Cheese	March 1-10	108

Book Clubs	
Overreader's Anonymous	March 12
Reader's Anonymous	March 14
Between the Lines	March 28

Thursday Kids Activities				
Dr. Seuss Birthday	Mar. 2	3:45 PM	35	11
LEGO Club	Mar. 9	3:45 PM	11	4
Science Club	Mar. 16	3:45 PM	11	2
Moana	Mar. 23	3:45 PM	9	2
Total:			66	19

Friday Wii	Mar. 3	3:30 PM	2	
	Mar. 10	3:30 PM	8	
	Mar. 17	3:30 PM	4	
	Mar. 24	3:30 PM	6	
	Mar. 31	3:30 PM	4	
Total:			24	

Teen Events				
TAB	Mar. 6	7:00 PM	7	
Teen Event: Robotics	Mar. 18	2:00 PM	10	
Total:			17	

March Usage & Circulation Statistics

Total Circulation Statistics*

	2017	2016
Adult	8,758	9,301
Juvenile	4,439	5,665
Total	13,197	15,066

*Includes physical collection, ILL, and eBooks

Physical Collection Circulation

	2017	2016
Adult	7,474	8,294
Juvenile	4,082	5,137
Total	11,556	13,431

Interlibrary Loan

	2017	2016
Requested	91	
Supplied	128	
Total	219	

eBook Circulation

	2017	2016
OverDrive	1,065	1007
TumbleBooks	357	528
Total	1,422	1,535

Courier

	2017	2016
Total Incoming	404	250
Total Outgoing	365	297
Grand Total	769	547

Adult Outreach

	2017	2016
Locations	11	11
Patrons	36	30
Circulations	246	162

Daycare Outreach

	2017	2016
Locations	19	25
Patrons	199	
Circulations	491	

Public Computer Use

	2017	2016
Uses	1,486	1,534
Hours	997.17	916.75

Meeting Room Use

	2017	2016
Library Uses	40	41
Library Hours	100.0	58.5
Non-Library Uses	21	13
Non-Library Hours	40.0	91.5

Study Room Use

	2017	2016
Uses	33	27
Hours	59.0	42.0

Notary

	2017	2016
Requests	1	2

Proctor

	2017	2016
Tests	19	17

Traffic

	2017	2016
Count	22,793	12,743

Computer Assistance

	2017	2016
Patrons	393	

Genealogy Requests

	2017	2016
Patrons	0	
Hours	0.0	

Teacher Requests

	2017	2016
Patrons	4	6

Current Cards

	2017	2016
Resident	4,309	4,143
Non-Resident	221	211
Mount Marty	21	21
Teacher	79	77
Yankton County	876	829
Total	5,506	5,281

Yankton County

	Cards	Adults	Kids
New Cards			
Renewals			

Non-Resident

	Cards	Adults	Kids
New Cards			
Renewals			

Yankton Community Library • April 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	April 1: Friends Book Sale 9:30 - 12 pm
2	3 Story Time 6:30 pm TAB, 7 pm	4 Toddler Time 10:15 am/5:30 pm	5 Story Time & sensory play, 10:15a	6 Story Time & sensory play, 10:15a Craft Day, 3:45 pm	7 Wii, 3:30 pm	8
9 National Library Week! Apr. 9-15 <i>Fantastic Beasts & Where to Find Them</i> , 2 pm	10 Story Time 6:30 pm	11 Toddler Time 10:15 am/5:30 pm Readers Anon., 1p Seed Library Class 1/6:30 pm	12 Story Time & sensory play, 10:15a Library Board Meeting, 5:30 pm	13 Story Time & sensory play, 10:15a LEGO Club, 3:45p	14 Wii, 3:30 pm	15 National Library Week! Apr. 9-15 Teen Tech Tutors, 1-3p
16 Library Closed	17 Story Time 6:30 pm	18 Toddler Time 10:15 am/5:30 pm Unplug, Unwind, Craft, 6 pm	19 Story Time & sensory play, 10:15a	20 Story Time, 10:15a Science Club, 3:45p Library Foundation Meeting, 5:30 pm	21 Wii, 3:30 pm Teen Event AFTER HOURS!	22
23	24 Story Time 6:30 pm	25 Toddler Time 10:15 am/5:30 pm Between the Lines, 5:30 pm	26 Story Time & sensory play, 10:15a	27 Story Time & sensory play, 10:15a Sing (PG), 3:45 pm	28 LifeServe Blood Drive, 9a - 1p Wii, 3:30 pm	29
30 <i>Sean Gaskell</i> <i>West African Kora Musician</i> <i>GAR Hall, 2 pm</i>	515 Walnut Street — 605-668-5275 http://library.cityofyankton.org — library@cityofyankton.org Find us on Facebook & Instagram (@yanktoncommunitylibrary)! Hours: Monday-Thursday, 9a-8p; Friday-Saturday, 9a-5p; Sunday, 1p-5p					Food for Fines Tuna or Hamburger Helper April 1-10

Yankton Community Library • May 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
"Food" for Fines Paper Products May 1-10	1 Children's Book Week →	2 Kindergarten Screening	3 Kindergarten Screening	4 "May the 4th Be With You" Day Craft Day, 3:45 pm	5 Wii, 3:30 pm	6 Friends Book Sale 9:30 - 12 pm
7	8 TAB, 7 pm	9 Readers Anon., 1p Seed Library Class 1/6:30 pm	10 LEGO Club, 3:45 pm Library Board Meeting, 5:30 pm	11 Youth Seed Library Class, 3:45/6 pm	12 Wii, 3:30 pm	13
14	15	16 Readers Anon., 1p	17	18 Science Club, 3:45p	19 Wii, 3:30 pm	20
21	22 Babysitting Clinic	23 Babysitting Clinic Between the Lines, 5:30 pm	24 Babysitting Clinic	25 Babysitting Clinic Movie, 3:45 pm	26 Wii, 3:30 pm	27
28 Library Closed	29 Library Closed	30 <i>Summer Hours Begin</i>	31	515 Walnut Street — 605-668-5275 http://library.cityofyankton.org — library@cityofyankton.org Find us on Facebook & Instagram (@yanktoncommunitylibrary)! Winter Hours: Mon.-Thurs., 9a-8p; Fri.-Sat., 9a-5p; Sun., 1p-5p		