

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

**AGENDA**

**Call to Order**

**Welcome New Board Member Christine Feltes**

**Additions to the Agenda**

**Approval of May 10, 2017 Minutes**

**Discussion of Bills**

**Financial Report**

**Communications and Correspondence**

**Public Comment Period**

**Director's Report**

- Food for Fines
- Youth Summer Reading Program
- Adult Summer Reading Program
- Meridian Bridge Story Walk
- Unplug, Unwind, Craft
- Yankton Seed Library
- American Library Association Conference
- South Dakota Library Association Conference
- Friends of the Library Update
- Staffing Update
- August Meeting
- June Additions
- June Usage Statistics
- June Program Statistics
- July/August Calendar

**Old Business**

- 2016 Annual Report

**New Business**

- Election of Officers for 2016-2017
  - President
  - Vice-President
- AV Equipment Loan Policy

**Other Business**

- 6-Month Evaluation

**Adjourn until August 9, 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, May 10, 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, and Jim Miner; and assistant director Linda Dobrovolny.

Absent with regrets: Amy Nelson, Tonya Olson

**Minutes:**

Motion to approve the minutes of the April 12, 2017 by Gillis with second by Koerner; unanimous approval.

**Discussion of Bills and Financial Report:** Dobrovolny reported that we continue to be on track with spending for 2017 and have prepared both 5% and 10% budget reductions as requested by City Manager Amy Nelson.

**Communications and Correspondence:** Dobrovolny shared a letter of thanks from a Yankton High School student who did job shadowing at the library.

**Public Comment:** none

**Director's Report:**

Additions to the report by Dobrovolny:

- YCL has been awarded \$1000 from the Yankton Area Foundation for the Seed Library
- YCL is one of 75 libraries to receive a NASA@ my library grant. Materials and funds will be used to increase and enhance STEM (science, technology, engineering, mathematics) activities in the library.

**Old Business:**

**Children's cards:**

Director Olson made edits to the policy as discussed last month. Motion to approve policy with changes highlighted in red below by Gillis with second by Koerner; unanimous approval.

**New Business:**

**2016 Annual Report:**

Dobrovolny highlighted outreach efforts and partnerships with various community organizations.

**Other Business:**

Friends of the Library Meeting: May 15, 2017, 5:15 pm

President Koenigs presented Jim Miner with a certificate of appreciation for his years of service on the board.

**Adjourn:**

Motion by Miner to adjourn with second by Koerner. Meeting adjourned at 5:55 p.m.

Respectfully submitted,  
Linda Dobrovolny, Assistant Library Director

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	157.54	WATER SERVICE	101.142.274	6.30.17	002793	P 053 00001
WATER-WW CHARGES	53.95	SEWER SERVICE	101.142.275	6.30.17	002793	P 053 00002
	211.49	*VENDOR TOTAL				
DOBROVOLNY/LINDA						
BOOK	65.00	BOOKS	101.142.340	6.21.17	016551	P 053 00003
MIDAMERICAN ENERGY						
FUEL-JUNE	15.00	FUEL-HEATING	101.142.273	6.29.17	002794	P 053 00009
NORTHWESTERN ENERGY						
ELECT-JUNE	1,699.30	ELECTRICITY	101.142.272	6.30.17	002795	P 053 00005
SOUTH DAKOTA HUMANITIES						
SD ONE BOOK FEE	50.00	PROGRAM SUPPLIES	101.142.242	6210	016547	P 053 00006
TRI-STATE TURF						
SPRINKLER REPAIRS	90.51	REP. & MAINT. - BUILDING	101.142.223	32211	016550	P 053 00007
US BANK EQUIPMENT FINANC						
COPIER LEASE	487.30	RENTALS & XEROX SUPPLIES	101.142.212	33690352	016548	P 053 00008
	2,618.60	.....				
GENERAL FUND	2,618.60	*****				

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	.....					
JOHNSON/REBECCA YOGA CLASS	40.00	RECREATION SUPPLIES	701.701.242	6.20.17	016546	P 053 00004
YANKTON CO 4-H SEED & BABYSITTING CLASS	769.93	RECREATION SUPPLIES	701.701.242	6.20.17	016549	P 053 00010
	809.93	.....				
LIBRARY TRUST	809.93	*****				

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:	3,428.53					

RECORDS PRINTED - 000010

Schedule of Bills (Fund/Dept)

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

DATE ..... APPROVED BY .....  
.....  
.....



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						
BOOK	8.67	BOOKS	101.142.340	Dobrovolny		054 00049
POSTAGE	3.99	POSTAGE	101.142.231	Dobrovolny		054 00050
BOOKS	72.12	BOOKS	101.142.340	Dobrovolny		054 00134
DVD'S	64.36	AV - CAPITAL	101.142.342	Dobrovolny		054 00135
	149.14	*VENDOR TOTAL				
AMAZON.COM						
BOOKS	69.81	BOOKS	101.142.340	Dobrovolny		054 00051
DVD'S	50.98	AV - CAPITAL	101.142.342	Dobrovolny		054 00052
	120.79	*VENDOR TOTAL				
AMER LIB ASSOC-CAREER						
ALA CONFERENCE	300.00	CONFERENCE & MEETINGS	101.142.265	Olson		054 00257
AMTRAK .COM						
ALA TRAVEL EXPENSE	52.00	TRAVEL EXPENSE	101.142.263	Olson		054 00055
ALA CONFERENCE	192.00	TRAVEL EXPENSE	101.142.263	Olson		054 00255
	244.00	*VENDOR TOTAL				
AMTRAK TELEPHONE SALE						
ALA TRAVEL CHANGE-REFUND	153.60CR	TRAVEL EXPENSE	101.142.263	Olson		054 00054
ARAMARK SD STATE UNIV						
LIBRARY INSTITUTE	94.70	TRAVEL EXPENSE	101.142.263	Lippert		054 00112
BAKER-TAYLOR						
BOOKS	3,693.57	BOOKS	101.142.340	Olson		054 00100
POSTAGE	34.98	POSTAGE	101.142.231	Olson		054 00101
	3,728.55	*VENDOR TOTAL				
BOLLER PRINTING						
OFFICE SUPPLIES	106.00	OFFICE SUPPLIES	101.142.232	Olson		054 00076
BOOKPAGE						
SUBSCRIPTION	324.00	SUBSCRIPTIONS & PUBLICAT	101.142.235	Olson		054 00137
EXPEDIA 7273042736535						
ALA CONFERENCE	1,010.27	TRAVEL EXPENSE	101.142.263	Olson		054 00215
ALA CONFERENCE	226.26CR	TRAVEL EXPENSE	101.142.263	Olson		054 00216
	784.01	*VENDOR TOTAL				
GREYHOUND LINES CNP						
ALA CONFERENCE	43.50	TRAVEL EXPENSE	101.142.263	Olson		054 00256
ALA CONFERENCE	38.50	TRAVEL EXPENSE	101.142.263	Olson		054 00258
	82.00	*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	.....					
HY VEE GAS 5899 LIBRARY INSTITUTE	43.33	TRAVEL EXPENSE	101.142.263	Lippert		054 00261
JIMMY JOHNS - 1037 ALA CONFERENCE	14.13	TRAVEL EXPENSE	101.142.263	Olson		054 00012
KOPETSKYS ACE HDWE PHONE CORD	15.99	REP. & MAINT. - EQUIPMEN	101.142.221	Raiche		054 00423
LILYCREST BUILDING REPAIRS	53.60	REP. & MAINT. - BUILDING	101.142.223	Dobrovolny		054 00210
NOODLES & CO 7203 YARP MEETING	21.26	TRAVEL EXPENSE	101.142.263	Schmidt		054 00302
ONE OFFICE SOLUTION OFFICE SUPPLIES	10.24	OFFICE SUPPLIES	101.142.232	Dobrovolny		054 00205
PRANDOMHOUSE8007333000 CD BOOKS	185.25	AV - CAPITAL	101.142.342	Olson		054 00136
RECORDED BOOKS						
CD BOOK	39.99	AV - CAPITAL	101.142.342	Dobrovolny		054 00118
CD BOOK	34.99	AV - CAPITAL	101.142.342	Dobrovolny		054 00157
CD BOOK	31.50	AV - CAPITAL	101.142.342	Dobrovolny		054 00211
CD BOOK	33.29	AV - CAPITAL	101.142.342	Dobrovolny		054 00236
CD BOOK	26.99	AV - CAPITAL	101.142.342	Dobrovolny		054 00326
CD BOOKS	804.61	AV - CAPITAL	101.142.342	Dobrovolny		054 00359
CD BOOK	40.50	AV - CAPITAL	101.142.342	Dobrovolny		054 00400
	1,011.87	*VENDOR TOTAL				
RICOBENES ALA CONFERENCE	13.23	TRAVEL EXPENSE	101.142.263	Olson		054 00023
SAVOR-MCCORMICK PLACE ALA CONFERENCE	12.25	TRAVEL EXPENSE	101.142.263	Olson		054 00013
ALA CONFERENCE	15.77	TRAVEL EXPENSE	101.142.263	Olson		054 00022
	28.02	*VENDOR TOTAL				
SD LIB ASSOCIATION MEMBERSHIP DUES	55.00	MEMBERSHIP DUES	101.142.261	Dobrovolny		054 00048
SOUTH LOOP MARKET ALA CONFERENCE	13.54	TRAVEL EXPENSE	101.142.263	Olson		054 00014

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	.....					
THE STAR TRIBUNE CIRCU STAR TRIBUNE	131.95	SUBSCRIPTIONS & PUBLICAT	101.142.235	Olson		054 00145
USPS PO 4698100078 POSTAGE	7.16	POSTAGE	101.142.231	Schmidt		054 00371
WAL-MART #1483						
OFFICE SUPPLIES	5.98CR	OFFICE SUPPLIES	101.142.232	Dobrovolny		054 00296
DVD'S	32.92	AV - CAPITAL	101.142.342	Dobrovolny		054 00450
OFFICE SUPPLIES	8.95	OFFICE SUPPLIES	101.142.232	Dobrovolny		054 00451
	35.89	*VENDOR TOTAL				
WM SUPERCENTER #1483						
OFFICE SUPPLIES	12.28	OFFICE SUPPLIES	101.142.232	Dobrovolny		054 00234
DVD'S	50.88	AV - CAPITAL	101.142.342	Dobrovolny		054 00235
DVD'S	17.96	AV - CAPITAL	101.142.342	Lippert		054 00104
PROGRAM SUPPLIES	3.52	PROGRAM SUPPLIES	101.142.242	Lippert		054 00105
OFFICE SUPPLIES	4.95	OFFICE SUPPLIES	101.142.232	Lippert		054 00106
PLANNER	9.86	OFFICE SUPPLIES	101.142.232	Lippert		054 00421
OFFICE SUPPLIES	54.95	OFFICE SUPPLIES	101.142.232	Olson		054 00075
PLANNER	7.48	OFFICE SUPPLIES	101.142.232	Olson		054 00144
OFFICE SUPPLIES	33.38	OFFICE SUPPLIES	101.142.232	Olson		054 00214
DVD	17.96	AV - CAPITAL	101.142.342	Olson		054 00367
PHONE	28.76	REP. & MAINT. - EQUIPMEN	101.142.221	Olson		054 00368
	241.98	*VENDOR TOTAL				
WW GRAINGER						
CLEANING SUPPLIES	39.84	JANITORIAL SUPPLIES	101.142.236	Reifenrath		054 00206
EQUIPMENT MAINTENANCE	54.96	REP. & MAINT. - EQUIPMEN	101.142.221	Reifenrath		054 00207
CLEANING SUPPLIES	66.95	JANITORIAL SUPPLIES	101.142.236	Reifenrath		054 00379
FILTER	5.26	REP. & MAINT. - BUILDING	101.142.223	Reifenrath		054 00397
VACUUM BELT	6.34	REP. & MAINT. - EQUIPMEN	101.142.221	Reifenrath		054 00462
	173.35	*VENDOR TOTAL				
YANKTONMEDIAINC						
P&D SUBSCRIPTION	139.64	SUBSCRIPTIONS & PUBLICAT	101.142.235	Olson		054 00146
	7,975.02	.....				

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	.....					
CASEYS GEN STORE 2268 STAFF APPRECIATION	7.49	RECREATION SUPPLIES	701.701.242	Schmidt		054 00147
DOLLAR TREE SUMMER READING KICKOFF	6.39	RECREATION SUPPLIES	701.701.242	Raiche		054 00417
HY VEE 1899 STAFF APPRECIATION	8.98	RECREATION SUPPLIES	701.701.242	Olson		054 00369
KOPETSKYS ACE HDWE STORY WALK	11.37	RECREATION SUPPLIES	701.701.242	Raiche		054 00225
SDSU RESIDENTIAL HALL LIBRARY INSTITUTE / SDLA	235.00	RECREATION SUPPLIES	701.701.242	Lippert		054 00372
WAL-MART #1483 SUMMER READING PROGRAM	25.41	RECREATION SUPPLIES	701.701.242	Dobrovolny		054 00452
WAL-MART #3734 STORY WALK	9.13	RECREATION SUPPLIES	701.701.242	Raiche		054 00217
WM SUPERCENTER #1483 CRAFT SUPPLIES	104.33	RECREATION SUPPLIES	701.701.242	Lippert		054 00107
STAFF APPRECIATION	26.74	RECREATION SUPPLIES	701.701.242	Lippert		054 00138
SUMMER READ TEEN PRIZES	17.02	RECREATION SUPPLIES	701.701.242	Raiche		054 00422
	148.09	*VENDOR TOTAL				
	451.86	.....				
LIBRARY TRUST	451.86	*****				

Schedule of Bills (Fund/Dept)

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

DATE ..... APPROVED BY .....  
.....  
.....

	ADOPTED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED	REMAINING BALANCE	PCT
	REVISED BUDGET	AND IN PROCESS AND IN PROCESS		
101 GENERAL FUND				
3380 COUNTY SHARE OF LIBRARY BUDG	24,000.00	24,000.00	0.00	12,000.00
3450 LIBRARY COPY FEES	0.00	0.00	0.00	0.00
3451 NON-RESIDENT LIBRARY CARDS	6,800.00	6,800.00	709.60	3,380.00
3452 LIBRARY A.V. FEES	400.00	400.00	115.00	390.20
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	5,426.26-	8.38-
3454 SALE OF WITHDRAWN ITEMS	300.00	300.00	1.03	111.56
3455 OTHER-LIBRARY REVENUES	1,700.00	1,700.00	123.20	924.05
3456 PC PRINTING	7,000.00	7,000.00	470.75	2,528.65
3490 SALE OF MATERIALS	0.00	0.00	0.00	126.59
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	80.00	2,976.93
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00
3510 COURT FINES	5,000.00	5,000.00	395.54	1,276.18
3511 PARKING FINES	6,500.00	6,500.00	130.00	1,860.00
3520 LIBRARY FINES	3,000.00	3,000.00	149.39	1,095.57
3610 INTEREST	16,500.00	16,500.00	3,723.10	16,478.47
3611 UTILITY REFUNDS	0.00	0.00	0.00	0.00
3612 SALE OF FIXED ASSETS	10,000.00	10,000.00	0.00	20,000.00
3613 IN LIEU OF TAX	0.00	0.00	0.00	0.00
3614 BOND PROCEEDS	0.00	0.00	0.00	0.00
3615 MISC REIMBURSEMENTS	4,000.00	4,000.00	788.92	6,258.64
3617 CAPITAL LEASE	0.00	0.00	0.00	0.00
3618 USDA RURAL DEVELOPMENT LOAN	0.00	0.00	0.00	0.00
3620 LAND RENT	0.00	0.00	0.00	0.00
3640 COMPENSATION LOSS & DAMAGE	3,000.00	3,000.00	4,541.58	5,238.52
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	180.73	793.57
TOTAL: GENERAL FUND	91,710.00	91,710.00	5,982.58	75,430.55

	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	25.86	100.15	100.15-	9999 -----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	3,220.78	7,729.78	7,729.78-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	3,246.64	7,829.93	7,829.93-	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	37,169.07	155,567.20	195,850.80	44 ----
102 TEMPORARY WAGES	59,699.00	0.00	5,751.89	21,660.80	38,038.20	36 ---
103 OVERTIME WAGES	350.00	0.00	0.00	0.00	350.00	0
111 OASI	31,477.00	0.00	3,231.82	13,207.06	18,269.94	41 ----
121 RETIREMENT	21,106.00	0.00	2,230.15	9,280.67	11,825.33	43 ----
131 WORKMENS COMPENSATION	2,311.00	0.00	0.00	0.00	2,311.00	0
132 GROUP INSURANCE	82,378.00	0.00	4,984.41	29,907.47	52,470.53	36 ---
133 UNEMPLOYMENT INSURANCE	1,004.00	0.00	68.23	618.02	385.98	61 -----
TOTAL: PERSONAL SERVICES	549,743.00	0.00	53,435.57	230,241.22	319,501.78	41 ----
OTHER CURRENT EXPENDITURES						
201 INSURANCE	9,151.00	0.00	0.00	8,485.69	665.31	92 -----
202 PROFESSIONAL SERVICES	38,000.00	0.00	2,801.34	17,120.21	20,879.79	45 ----
211 PUBLISHING	3,500.00	0.00	501.95	1,119.73	2,380.27	31 ---
212 RENTALS & XEROX SUPPLIES	8,000.00	0.00	300.26	2,412.80	5,587.20	30 ---
221 REP. & MAINT. - EQUIPMENT	3,000.00	0.00	80.94	441.95	2,558.05	14 -
223 REP. & MAINT. - BUILDINGS	5,000.00	0.00	146.09	623.81	4,376.19	12 -
224 REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0
231 POSTAGE	2,500.00	0.00	214.24	735.76	1,764.24	29 --
232 OFFICE SUPPLIES	10,000.00	0.00	1,817.11	3,715.45	6,284.55	37 ---
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	745.35	5,076.21	4,423.79	53 -----
236 JANITORIAL SUPPLIES	2,500.00	0.00	283.21	1,331.61	1,168.39	53 -----
242 PROGRAM SUPPLIES	2,500.00	0.00	18.48	727.03	1,772.97	29 --
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
261 MEMBERSHIP DUES	1,000.00	0.00	144.00	248.00	752.00	24 --
263 TRAVEL EXPENSE	2,000.00	0.00	0.00	95.82	1,904.18	4
265 CONFERENCE & MEETINGS	2,500.00	0.00	0.00	180.00	2,320.00	7
271 TELEPHONE	1,700.00	0.00	131.91	800.46	899.54	47 ----
272 ELECTRICITY	22,000.00	0.00	1,521.06	8,010.78	13,989.22	36 ---
273 FUEL-HEATING	3,000.00	0.00	30.64	1,197.03	1,802.97	39 ---
274 WATER SERVICE	3,000.00	0.00	82.05	625.85	2,374.15	20 --
275 SEWER SERVICE	800.00	0.00	59.54	521.30	278.70	65 -----
276 LANDFILL	500.00	0.00	32.00	200.00	300.00	40 ----
277 RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	130,151.00	0.00	8,910.17	53,669.49	76,481.51	41 ----
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	3,553.65	13,544.71	38,455.29	26 --
342 AV - CAPITAL	13,000.00	0.00	878.05	3,025.29	9,974.71	23 --
350 EQUIPMENT	1,500.00	0.00	79.99	125.97	1,374.03	8



Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH JUN 30, 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	4,511.69	16,695.97	94,804.03	14 -
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	66,857.43	300,606.68	490,787.32	37 ---
TOTAL: GENERAL FUND	791,394.00	0.00	66,857.43	300,606.68	490,787.32	37 ---

	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	20.00	20.00- 9999	-----]]]]
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	60.15	128.76	128.76- 9999	-----]]]]
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00 0	
242 RECREATION SUPPLIES	0.00	0.00	1,965.73	3,716.05	3,716.05- 9999	-----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00 0	
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	2,025.88	3,864.81	3,864.81- 9999	-----]]]]
CAPITAL OUTLAY						
340 BOOKS	0.00	0.00	17.22	243.37	243.37- 9999	-----]]]]
342 AV - CAPITAL	0.00	0.00	0.00	0.00	0.00 0	
350 EQUIPMENT	0.00	0.00	804.00	804.00	804.00- 9999	-----]]]]
TOTAL: CAPITAL OUTLAY	0.00	0.00	821.22	1,047.37	1,047.37- 9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	2,847.10	4,912.18	4,912.18- 9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	2,847.10	4,912.18	4,912.18- 9999	-----]]]]

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

ACCOUNT -----	BEGINNING BALANCE -----	ACTUAL-THIS MONTH -----	ACTUAL-THIS YEAR -----	ENDING BALANCE -----
ASSETS -----				
CURRENT ASSETS:				
701.1012        NOW ACCOUNT - 1ST DAKOTA	24,295.03	399.54	1,454.61	25,749.64
TOTAL CURRENT ASSETS:	24,295.03	399.54	1,454.61	25,749.64
TOTAL ASSETS:	24,295.03	399.54	1,454.61	25,749.64
LIABILITIES AND FUND BALANCE -----				
CURRENT LIABILITIES:				
701.2011        ACCOUNTS PAYABLE	1,463.14CR	0.00	1,463.14	0.00
TOTAL CURRENT LIABILITIES:	1,463.14CR	0.00	1,463.14	0.00
TOTAL LIABILITIES:	1,463.14CR	0.00	1,463.14	0.00
FUND BALANCE:				
701.2511        FUND BALANCE - UNDESIGNATED	20,237.36CR	0.00	0.00	20,237.36CR
701.2900        REVENUE CONTROL	18,243.22CR	3,246.64CR	7,829.93CR	26,073.15CR
701.2910        EXPENDITURE CONTROL	15,648.69	2,847.10	4,912.18	20,560.87
TOTAL FUND BALANCE:	22,831.89CR	399.54CR	2,917.75CR	25,749.64CR
TOTAL LIABILITIES AND FUND BALANCE:	24,295.03CR	399.54CR	1,454.61CR	25,749.64CR
TOTAL FUND:	0.00	0.00	0.00	0.00

Trust Fund	5/28/2017 - 6/27/2017					
Expenditure Ledger	Description	Previous Balance	Amount Received	Amount Spent	Line Item Balance	
701.701.200	<u>Unrestricted Funds</u>	15057.78			15,057.78	
Donations	Marvin Kamback	33.97			33.97	
	Town & Country Garden Club	58.19			58.19	
	Master Gardener's	299.48			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	1.45			1.45	
1023.2	<u>Professional Services</u>					
	book bags/earbuds/pens	1.87	64.00		65.87	
701.701.232	<u>Office Supplies</u>					
	DVD cleaning	-632.36	14.00		-618.36	
701.701.235	<u>Subscriptions/Publications</u>					
701.701.242	<u>Recreation Supplies</u>					
	Teget	2,452.47		34.23	2,418.24	
	Summer Reading/Story Walk	1,346.22	75.00	109.32	1,311.90	
	After School Program	173.85			173.85	
	Parents' Night Out	389.57			389.57	
	Teen Advisory Board	327.65			327.65	
	Adult Craft Night	798.32	30.00	104.33	723.99	
	Parade float	216.65			216.65	
	1,000 Bks Before Kindg. (Friends)	-123.53	196.28		72.75	
	SDLA/Rural Conference	251.93		235.00	16.93	
	Cemetery Walk	0.00	610.00		610.00	
	Babysitting Clinic	0.00	700.00	700.00	0.00	
	Yankton Seed Library	243.77		69.93	173.84	
	NASA Programming Stipend	0.00	500.00		500.00	
1131.78	<u>Capital Outlay</u>					
	Building Fund	175.00			175.00	
701.701.340	<u>Books - Adult</u>	990.57			990.57	
701.701.342	<u>AV - Capital</u>	4,448.54	31.50		4,480.04	
701.701.350	<u>Equipment</u>	-804.00	1,000.00	196.00	0.00	
	<b>Total</b>	<b>26,513.15</b>	<b>3,220.78</b>	<b>1,448.81</b>	<b>28,285.12</b>	
				Monthly Interest (including year-end)	25.86	
				<b>Current Balance</b>	<b>\$28,310.98</b>	

		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	37,169.07	155,567.20	195,850.80	44	----	
P-060217-018	PAYROLL INTERFACE	060217		12,387.89	CODE-Y,PER#-1,FUND-	101			A
P-061617-020	PAYROLL INTERFACE	061617		12,393.31	CODE-Y,PER#-2,FUND-	101			A
P-063017-048	PAYROLL INTERFACE	063017		12,387.87	CODE-Y,PER#-3,FUND-	101			A
102	TEMPORARY WAGES	59,699.00	0.00	5,751.89	21,660.80	38,038.20	36	---	
P-060217-018	PAYROLL INTERFACE	060217		1,953.50	CODE-Y,PER#-1,FUND-	101			A
P-061617-020	PAYROLL INTERFACE	061617		2,050.26	CODE-Y,PER#-2,FUND-	101			A
P-063017-048	PAYROLL INTERFACE	063017		1,748.13	CODE-Y,PER#-3,FUND-	101			A
103	OVERTIME WAGES	350.00	0.00	0.00	0.00	350.00	0		
111	OASI	31,477.00	0.00	3,231.82	13,207.06	18,269.94	41	----	
P-060217-018	PAYROLL INTERFACE	060217		1,071.29	CODE-Y,PER#-1,FUND-	101			A
P-061617-020	PAYROLL INTERFACE	061617		1,079.11	CODE-Y,PER#-2,FUND-	101			A
P-063017-048	PAYROLL INTERFACE	063017		1,081.42	CODE-Y,PER#-3,FUND-	101			A
121	RETIREMENT	21,106.00	0.00	2,230.15	9,280.67	11,825.33	43	----	
P-060217-018	PAYROLL INTERFACE	060217		743.28	CODE-Y,PER#-1,FUND-	101			A
P-061617-020	PAYROLL INTERFACE	061617		743.60	CODE-Y,PER#-2,FUND-	101			A
P-063017-048	PAYROLL INTERFACE	063017		743.27	CODE-Y,PER#-3,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	4,984.41	29,907.47	52,470.53	36	---	
P-060217-018	PAYROLL INTERFACE	060217		2,492.21	CODE-Y,PER#-1,FUND-	101			A
P-061617-020	PAYROLL INTERFACE	061617		2,492.20	CODE-Y,PER#-2,FUND-	101			A
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	68.23	618.02	385.98	61	-----	
P-060217-018	PAYROLL INTERFACE	060217		29.41	CODE-Y,PER#-1,FUND-	101			A
P-061617-020	PAYROLL INTERFACE	061617		26.15	CODE-Y,PER#-2,FUND-	101			A
P-063017-048	PAYROLL INTERFACE	063017		12.67	CODE-Y,PER#-3,FUND-	101			A
TOTAL:	PERSONAL SERVICES	549,743.00	0.00	53,435.57	230,241.22	319,501.78	41	----	
OTHER CURRENT EXPENDITURES									
201	INSURANCE	9,151.00	0.00	0.00	8,485.69	665.31	92	-----	
202	PROFESSIONAL SERVICES	38,000.00	0.00	2,801.34	17,120.21	20,879.79	45	----	
M-060517-009 .13843	OVERDRIVE DIST	201705 Olson		2,566.67	EBOOKS		N		A
M-060517-009 .11991	MOTION PICTURE LICENSI	201705 Olson		185.67	MOVIE LICENSE		N		A
M-060517-009 .13727	CENTURION TECHNOLOGIES	201705 Olson		29.00	SMART SHIELD		N		A
D-061217-002 06800	WAGE WORKS INC	060082 146958		20.00	FLEX SERVICE FEE	005311	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								
211	PUBLISHING	3,500.00	0.00	501.95	1,119.73	2,380.27	31	---	
M-060517-009	.12463 DEX*ONE	201705	Olson	27.25	ADVERTISING		N		A
M-060517-009	.15111 FACEBK EPPKMCECP2	201705	Olson	10.00	FACEBOOK BOOST		N		A
D-061217-002	00499 PRESS DAKOTA MSTAR SOLUT	060049	2504	464.70	CLASSIFIED AD	016762	P	N	A
212	RENTALS & XEROX SUPPLIES	8,000.00	0.00	300.26	2,412.80	5,587.20	30	---	
D-061217-010	07098 US BANK EQUIPMENT FINANC	060079	331466359	300.26	COPIER CONTRACT	016235	P	N	A
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	80.94	441.95	2,558.05	14	-	
M-060517-009	.11793 WW GRAINGER	201705	Reifenrath	41.33	EQUIPMENT MAINTENANCE		N		A
M-060517-009	.11793 WW GRAINGER	201705	Reifenrath	16.28	EQUIPMENT MAINTENANCE		N		A
M-060517-009	.11793 WW GRAINGER	201705	Reifenrath	23.33	MULTITOOLO		N		A
223	REP. & MAINT. - BUILDINGS	5,000.00	0.00	146.09	623.81	4,376.19	12	-	
M-060517-009	.11793 WW GRAINGER	201705	Reifenrath	110.58	BUILDING MAINTENANCE		N		A
M-060517-009	.11793 WW GRAINGER	201705	Reifenrath	35.51	TOOLS		N		A
M-060517-009	.12434 WAL-MART #1483	201705	Reifenrath	72.84	CREDIT		N		A
M-060517-009	.13320 WM SUPERCENTER #1483	201705	Reifenrath	72.84	SUPPLIES		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	214.24	735.76	1,764.24	29	--	
M-060517-009	.11798 BAKER-TAYLOR	201705	Olson	14.24	POSTAGE		N		A
M-060517-009	.12920 POSTAGE REFILL	201705	Olson	200.00	POSTAGE REFILL		N		A
232	OFFICE SUPPLIES	10,000.00	0.00	1,817.11	3,715.45	6,284.55	37	---	
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	65.26	OFFICE SUPPLIES		N		A
M-060517-009	.15086 NBF*NATL BIZ FURNITURE	201705	Olson	1,048.00	OFFICE SUPPLIES		N		A
M-060517-009	.15090 SUPERMEDIASTORE.COM	201705	Olson	53.98	DVD CASES		N		A
M-060517-009	.13320 WM SUPERCENTER #1483	201705	Schmidt	15.35	OFFICE SUPPLIES		N		A
M-060517-009	.12434 WAL-MART #1483	201705	Lippert	3.28	TECH SERVICES		N		A
M-060517-009	.12434 WAL-MART #1483	201705	Dobrovolny	18.88	FILE FOLDERS		N		A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	18.88	OFFICE SUPPLIES		N		A
M-060517-009	.13320 WM SUPERCENTER #1483	201705	Olson	67.68	OFFICE SUPPLIES		N		A
M-060517-009	.11787 DEMCO INC	201705	Olson	163.50	OFFICE SUPPLIES		N		A
M-060517-009	.11997 SPECIALTY STORE SERVIC	201705	Olson	257.41	DVD LABELS		N		A
M-060517-009	.13320 WM SUPERCENTER #1483	201705	Olson	24.41	OFFICE SUPPLIES		N		A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	47.50	RECEIPT PAPER		N		A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	19.99	OFFICE SUPPLIES		N		A
M-060517-009	.11787 DEMCO INC	201705	Raiche	12.99	OFFICE SUPPLIES		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								
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	745.35	5,076.21	4,423.79	53	-----	
M-060517-009	.12801 YANKTON COUNTY OBSERVE	201705	Olson	30.00	OBSERVER SUBSCRIPTION		N		A
M-060517-009	.13185 SOUTH DAKOTA STATE HIS	201705	Olson	40.00	SDSHS SUBSCRIPTION		N		A
M-060517-009	.14468 NYT*TIMES E-BILLING	201705	Olson	447.20	NY TIMES SUBSCRIPTION		N		A
M-060517-009	.13249 GAN*1085ARGUSLEADCIRC	201705	Olson	228.15	SUBSCRIPTION		N		A
236	JANITORIAL SUPPLIES	2,500.00	0.00	283.21	1,331.61	1,168.39	53	-----	
M-060517-009	.11793 WW GRAINGER	201705	Reifenrath	133.78	JANITORIAL SUPPLIES		N		A
M-060517-009	.11793 WW GRAINGER	201705	Reifenrath	29.58	JANITORIAL SUPPLIES		N		A
M-060517-009	.11793 WW GRAINGER	201705	Reifenrath	119.85	JANITORIAL SUPPLIES		N		A
242	PROGRAM SUPPLIES	2,500.00	0.00	18.48	727.03	1,772.97	29	--	
M-060517-009	.12434 WAL-MART #1483	201705	Dobrovolny	14.00	PROGRAM SUPPLIES		N		A
M-060517-009	.12434 WAL-MART #1483	201705	Lippert	4.48	PROGRAMMING		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	144.00	248.00	752.00	24	--	
M-060517-009	.14975 AMER LIB ASSOC-IMIS	201705	Olson	144.00	MEMBERSHIP DUES		N		A
263	TRAVEL EXPENSE	2,000.00	0.00	0.00	95.82	1,904.18	4		
265	CONFERENCE & MEETINGS	2,500.00	0.00	0.00	180.00	2,320.00	7		
271	TELEPHONE	1,700.00	0.00	131.91	800.46	899.54	47	----	
P-060217-018	PAYROLL INTERFACE	060217		10.50	CODE-Y, PER#-1, FUND-	101			A
M-063017-013	06976 VAST BROADBAND	007007		38.29	PHONE BILL	003513	F N		A
M-063017-013	06976 VAST BROADBAND	007008		83.12	PHONE BILL	003513	F N		A
272	ELECTRICITY	22,000.00	0.00	1,521.06	8,010.78	13,989.22	36	---	
D-061217-010	00455 NORTHWESTERN ENERGY	060037	5.22.17	1,521.06	ELECT-MAY	002795	P N		A
273	FUEL-HEATING	3,000.00	0.00	30.64	1,197.03	1,802.97	39	---	
D-061217-010	00303 MIDAMERICAN ENERGY	060027	5.24.17	30.64	FUEL-MAY	002794	P N		A
274	WATER SERVICE	3,000.00	0.00	82.05	625.85	2,374.15	20	--	
D-061217-010	00109 CITY UTILITIES	059971	5.22.17	82.05	WATER-WW CHARGES	002793	P N		A
275	SEWER SERVICE	800.00	0.00	59.54	521.30	278.70	65	-----	
D-061217-010	00109 CITY UTILITIES	059971	5.22.17	59.54	WATER-WW CHARGES	002793	P 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							
276	LANDFILL	500.00	0.00	32.00	200.00	300.00	40	----
J-063017-063	JUNE JOURNAL ENTRIES	JE 203		32.00	DUMPSTER CHARGES - JUNE			A
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	OTHER CURRENT EXPENDITURES	130,151.00	0.00	8,910.17	53,669.49	76,481.51	41	----
	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	3,553.65	13,544.71	38,455.29	26	--
M-060517-009	.11798 BAKER-TAYLOR	201705	Olson	1,481.22	BOOKS		N	A
M-060517-009	.14127 AMAZON.COM AMZN.COM/BI	201705	Dobrovolny	36.23	BOOKS		N	A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	7.87	BOOKS		N	A
M-060517-009	.15092 CENTER POINT L00 OF 00	201705	Olson	260.04	LP BOOKS		N	A
M-060517-009	.11801 DAVIDSON TITLES INC	201705	Olson	1,017.91	BOOKS		N	A
M-060517-009	.13524 SOUTH DAKOTA HISTORICA	201705	Dobrovolny	78.88	BOOKS		N	A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	20.05	BOOKS		N	A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	5.99	BOOKS		N	A
M-060517-009	.13936 PRANDOMHOUSE8007333000	201705	Olson	180.75	LARGE PRINT BOOKS		N	A
M-060517-009	.12707 INF* CITY DIRECTORIES	201705	Olson	380.00	BOOK		N	A
M-060517-009	.13524 SOUTH DAKOTA HISTORICA	201705	Olson	64.04	BOOKS		N	A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	20.67	BOOKS		N	A
342	AV - CAPITAL	13,000.00	0.00	878.05	3,025.29	9,974.71	23	--
M-060517-009	.12434 WAL-MART #1483	201705	Dobrovolny	85.80	DVD'S,		N	A
M-060517-009	.14127 AMAZON.COM AMZN.COM/BI	201705	Dobrovolny	12.99	DVD		N	A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	159.75	DVD'S		N	A
M-060517-009	.13320 WM SUPERCENTER #1483	201705	Schmidt	50.88	DVDS		N	A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	5.00	DVD		N	A
M-060517-009	.12434 WAL-MART #1483	201705	Dobrovolny	17.96	DVDS		N	A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	17.86	DVDS		N	A
M-060517-009	.13936 PRANDOMHOUSE8007333000	201705	Olson	351.00	CD BOOK		N	A
M-060517-009	.13320 WM SUPERCENTER #1483	201705	Olson	50.88	DVDS		N	A
M-060517-009	.15113 SQU*SQ *SEAN GASKELL	201705	Olson	10.00	CD		N	A
M-060517-009	.13185 SOUTH DAKOTA STATE HIS	201705	Olson	32.00	MICROFILM		N	A
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	83.93	DVDS		N	A
350	EQUIPMENT	1,500.00	0.00	79.99	125.97	1,374.03	8	
M-060517-009	.11802 AMAZON MKTPLACE PMTS	201705	Dobrovolny	79.99	EXTERNAL HARDDRIVE		N	A
TOTAL:	CAPITAL OUTLAY	111,500.00	0.00	4,511.69	16,695.97	94,804.03	14	-

OTHER EXPENDITURES



		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 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	66,857.43	300,606.68	490,787.32	37	---
TOTAL:	GENERAL FUND	791,394.00	0.00	66,857.43	300,606.68	490,787.32	37	---

**Yankton Community Library**  
**Director's Report**  
**July 2017**

**Food for Fines**

We collected 64 boxes of cereal in May. We are currently accepting pasta with all donations going to the Contact Center.

**Youth Summer Reading Program**

The Youth Summer Reading Program has been great this year! We currently have 428 youth registered. The age breakdowns are as follows: 151 up to 1<sup>st</sup> grade; 189 2<sup>nd</sup>-5<sup>th</sup> graders; and 88 teens (6<sup>th</sup>-12<sup>th</sup> grade).

The programs have also been very popular this summer. We have a "family night" on Monday nights with either a performer or activity, daily activities Tues-Fri at 2 p.m. for kids, a weekly program for teens, and a special event (which in June was a comedy juggler). At those programs, we had 449 kids, 156 adults, and 34 teens. We've also had 45 instances of teens volunteering at the different kids programs. And of course, we've continued with Story Time, trying out a combined Story Time (rather than encouraging different ages at different times) with 223 kids attending and 123 adults accompanying them in June. All in all, we've had 1,030 people at children's programs in the month of June.

**Adult Summer Reading Program**

The Adult Summer Reading Program has also been very popular this year. We have had trouble in the past with getting adults excited about logging the amount of their reading, so we didn't do an adult sign-up related to that, but instead decided to focus on programs. We started with our annual Cemetery Walk with the Dakota Territorial Museum and had a great turnout – 130 people. We also tried a different set up this year, with 5 groups starting at the same time, each at a different station first, and rotating throughout the station. We were able to have just two start times this way and everyone seemed to like it. We are planning to do the same this year. We also hosted a Q&A on the single stream recycling system, had Tom & Rogene Cihak in to talk about the use of LEGO in his rehab from a stroke, our adult craft night, and a new historic home walking tour. For this, we partnered with local homeowners, visited their front yards, and they talked about their favorite things about their historic homes. It went over well and I hope we can do it again next year.

**Meridian Bridge Story Walk**

The new Story Walk books were installed June 15 with the help of Todd Larsen in Parks & Rec. The two titles are *Who Has These Feet?* By Laura Hulbert and *There's a Bear on My Chair* by Laura Hulbert. I love this program and am excited to continue it! We also hosted one of our

evening Story Times at the bridge in June and Amanda connected with a few new families there, so we were happy with that as well.

### **Unplug, Unwind, Craft**

In June we made "Little Dresses for Africa". This craft night was not as well attended as some are, but with all of the donations of material we received, we were able to make about 60 dresses. They will be sent to the nonprofit soon. We take a break from craft class in August.

### **Yankton Seed Library**

The Seed Library continued holding classes this month with 41 in attendance. There were two adult classes and two youth classes. The youth classes were not well attended, so we will have to consider that for next year. I recently sent a letter off to the Federal Prison Camp requesting their continued involvement in the program as we have to reapply annually with them and seed harvesting will begin in the fall.

### **American Library Association Conference**

The ALA conference was excellent and well worth the expense. I am preparing a complete report on the sessions I attended and how I think we can utilize those ideas here, but I think a national conference such as this or the Association for Rural and Small Libraries conference that Linda attended last year should be a priority for our professional development budget moving forward.

### **South Dakota Library Association Conference**

The SDLA Conference is in Chamberlain this year, September 27-29. I will be presenting on Friday on a panel of new and recently retired library directors. I need to look at our budget and decide whether we are able to send 3 or 4 staff members. I believe institutional members of SDLA receive one board member registration, so if anyone is interested in attending, please let me know.

### **Beanstack**

A few months ago, Susie had mentioned a program called Readsquared that Siouxland Libraries subscribe to. It is a reading tracking program for patrons to track their reading on, kind of like Goodreads, but library-centric. I did some looking into the program and also stumbled upon a company called Zoobean. After doing some research and seeing some demos, I decided to sign a contract with Zoobean for their program called Beanstack. They are currently working on setting up our site and I am hoping for it to be live mid-August. I think we can do a lot of things with this kind of program, but the first thing that comes to mind is 1,000 Books Before Kindergarten and the Summer Reading Program. As I was considering this product, taking a look at our 1,000 Books Before Kindergarten program convinced me that it would be useful. We have a fair number of people signed up, but very few that have moved through the program. With this kind of program, we are able to pull reports and contact patrons with far less staff time invested. I am excited to try it! Check out their website here:

<https://www.beanstack.com/>.

### **Friends of the Library Update**

The Friends are working on planning Gourmet Guys. The event will be October 7. They are sending out letters to their potential “guys” this month.

### **Staffing Update**

Unfortunately, Lisa Hare resigned the 28 hour position at the end of June for something closer to home and we are again searching for a part time staff member. The position closes July 6.

### **August Meeting**

The August meeting is scheduled for August 9, 2017 at 5:30 p.m.

### **June Additions: 360**

	Adult	YA	JR	Easy
Fiction	137	19	26	32
Nonfiction	36	0	19	17
DVD	30	-	0	-
Audiobooks	43	0	0	0
Music CD's	0	-	0	-
Book Club Bags	0	-	-	-
Professional	1	-	-	-
<b>Total</b>	<b>247</b>	<b>19</b>	<b>45</b>	<b>49</b>

## June 2017 Program Statistics

### Recurring Programs      Date      Time      Kids      Adults

Family Night (Mondays)				
Indiana Bones/Kickoff	5-Jun	6:00 PM	77	38
Ahuna Ohana	12-Jun	6:00 PM	42	33
Family Movie	19-Jun	6:00 PM	7	2
Recycling Art/Craft	26-Jun	6:00 PM	7	3

**Total: 133      76**

Craft Day (Tuesdays)	6-Jun	2:00 PM	41	8
	13-Jun	2:00 PM	14	3
	20-Jun	2:00 PM	19	2
	27-Jun	2:00 PM	15	3

**Total: 89      16**

Hands-On Fun (Wednesdays)				
Building Stations	7-Jun	2:00 PM	14	3
Nature Journal	14-Jun	2:00 PM	14	4
Rebecca Johnson Yoga	21-Jun	2:00 PM	22	6
Recycling materials - bul	28-Jun	2:00 PM	12	1

**Total: 62      14**

LEGO Club (Thursdays)	8-Jun	2:00 PM	17	4
	15-Jun	2:00 PM	11	2
	22-Jun	2:00 PM	25	5
	29-Jun	2:00 PM	20	5

**Total: 73      16**

Movies (Fridays)				
<i>The LEGO Movie</i>	9-Jun	2:00 PM	13	1
<i>Hoot</i>	16-Jun	2:00 PM	9	3
<i>Home</i>	23-Jun	2:00 PM	15	1
<i>Dr. Seuss' The Lorax</i>	30-Jun	2:00 PM	3	1

**Total: 40      6**

Teen Events				
T-Shirt Iron-ons	5-Jun	2:00 PM	9	
Engineering Challenge	12-Jun	2:00 PM	14	
Wells Fargo Speaker	19-Jun	2:00 PM	5	
Recycling Craft	26-Jun	2:00 PM	6	
Monthly Volunteers	June	-	45	

**Total: 34**

### Special Events      Date      Time      Kids      Adults

Comedy Juggler	15-Jun	11:00 AM	52	28
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### Adult Programs      Date      Time      Num.

Cemetery Walk	6-Jun	6:00 PM	130
Recycling Q&A	7-Jun	12:00 PM	1
Building Life/LEGO	13-Jun	6:00 PM	15
Adult Craft Night	20-Jun	6:00 PM	8
LifeServe Blood Drive	23-Jun	9:00 AM	12
House Walking Tour	27-Jun	6:00 PM	23

**Total: 189**

### Seed Library      Date      Time      Num.

Class	13-Jun	1:00 PM	16
Class	13-Jun	6:30 PM	17
Youth Class	13-Jun	1:00 PM	8
Youth Class	13-Jun	6:30 PM	0

**Total: 41**

### Food for Fines

Cereal	June 1-10	64
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### Book Clubs

Overreader's Anonymous	June 8
Reader's Anonymous	June 13
Between the Lines	June 27

### Summer Story Time      Date      Time      Kids      Adults

Summer Story Time	6-Jun	10:15 AM	29	16
	6-Jun	5:30 PM	8	4
	7-Jun	10:15 AM	25	13
	8-Jun	10:15 AM	0	0
	13-Jun	10:15 AM	26	15
	13-Jun	5:30 PM	4	3
	14-Jun	10:15 AM	14	8
	15-Jun	10:15 AM	3	3
	20-Jun	10:15 AM	25	14
	20-Jun	5:30 PM	7	4
	21-Jun	10:15 AM	18	8
	22-Jun	10:15 AM	6	4
	27-Jun	10:15 AM	25	15
	27-Jun	5:30 PM	10	4
	28-Jun	10:15 AM	8	4
29-Jun	10:15 AM	15	8	

**223      123**

## June Usage & Circulation Statistics

### Total Circulation Statistics\*

	2017	2016
Adult	8,658	8,287
Juvenile	5,975	6,171
<b>Total</b>	<b>14,633</b>	<b>14,458</b>

\*Includes physical collection, ILL, and eBooks

### Physical Collection Circulation

	2017	2016
Adult	7,369	7,085
Juvenile	5,915	6,079
<b>Total</b>	<b>13,284</b>	<b>13,164</b>

### Interlibrary Loan

	2017	2016
Requested	117	
Supplied	173	
<b>Total</b>	<b>290</b>	<b>120</b>

### Electronic Collection Circulation

	2017	2016
OverDrive	914	979
One Click Digital	69	43
Zinio	16	60
IndieFlix	0	0
TumbleBooks	60	92
<b>Total</b>	<b>1,059</b>	<b>1,174</b>

### Courier

	2017	2016
Total Incoming	412	199
Total Outgoing	360	229
<b>Grand Total</b>	<b>772</b>	<b>428</b>

### Adult Outreach

	2017	2016
Locations	10	11
Patrons	40	33
Circulations	246	178

### Daycare Outreach

	2017	2016
Locations	0	0
Patrons	0	
Circulations	0	

(On Summer Break)

### Public Computer Use

	2017	2016
Uses	1,276	1,082
Hours	913.18	629.28

### Meeting Room Use

	2017	2016
Library Uses	47	55
Library Hours	81.5	116.0
Non-Library Uses	8	7
Non-Library Hours	18.0	10.5

### Study Room Use

	2017	2016
Uses	35	29
Hours	59.0	39.5

### Notary

	2017	2016
Requests	1	3

### Proctor

	2017	2016
Tests	17	11

### Traffic

	2017	2016
Count	24,078	12,494

\*2016 may include just east doors

### Computer Assistance

	2017	2016
Patrons	260	

### Genealogy Requests

	2017	2016
Patrons	1	
Hours	2.0	

### Teacher Requests

	2017	2016
Patrons	0	0

### Current Cards

	2017	2016
Resident	4,469	3,838
Non-Resident	224	234
Mount Marty	21	16
Teacher	79	74
Yankton County	906	761
<b>Total</b>	<b>5,699</b>	<b>4,923</b>

### Yankton County

	Cards	Adults	Kids
New Cards	7	13	6
Renewals	37	81	40

### Non-Resident

	Cards	Adults	Kids
New Cards	6	22	5
Renewals	14	36	28

## Yankton Community Library • July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	July 1: Friends Book Sale 9:30 - 12 pm
2 <i>Library Closed</i>	3 <b>Teen Event, 2 pm</b> <b>Library Closing at 5 pm</b>	4 <b>Library Closed</b>	5 <b>Summer Story Time 10:15a</b> <b>Hands-On Fun, 2p</b>	6 <b>Summer Story Time, 10:15a</b> <b>LEGO Club, 2 pm</b>	7 <b>Rock Dog (PG)</b> <b>2 pm</b>	8
9 <i>Library Closed</i>	10 <b>Special Event: The Zoo Man, 11 am</b> <b>Teen Event, 2 pm</b> <b>Family Movie: Herbie Fully Loaded (G), 6p</b>	11 <b>Summer Story Time, 10:15/5:30</b> <b>Seed Library, 1/6:30</b> Reader's Anon., 1p <b>Craft Day, 2p</b> <b>Adult LEGO Night, 6p</b>	12 <b>Summer Story Time, 10:15a</b> <b>Hands-On Fun, 2p</b> Library Board Meeting, 5:30 pm	13 <b>Summer Story Time, 10:15a</b> <b>LEGO Club, 2 pm</b>	14 <b>Cars (G)</b> <b>2 pm</b>	15
16 <i>Library Closed</i>	17 <b>Teen Event, 2p</b> <b>Family Night with Heartland Humane Society 6 pm</b>	18 <b>Special Sewing Craft Day, 10 am</b> <b>Story Time, 5:30</b> <b>Adult Craft Night: Knitting Caps, 6 pm</b>	19 <b>Summer Story Time, 10:15a</b> <b>Rebecca Johnson Yoga, 2 pm</b>	20 <b>Summer Story Time, 10:15a</b> <b>LEGO Club, 2 pm</b>	21 <b>Rio 2 (G)</b> <b>2 pm</b>	22
23 <i>Library Closed</i>	24 <b>Teen Event, 2 pm</b> <b>Family Night 6 pm</b>	25 <b>Craft Day, 2 pm</b> <b>Story Time, 10:15/5:30</b> Between the Lines, 5:30 <b>Photography Basics, 6</b> <b>Pool Party, 7 pm</b>	26 <b>Summer Story Time 10:15a</b> <b>Hands-On Fun, 2p</b>	27 <b>Summer Story Time, 10:15a</b> <b>LEGO Club, 2 pm</b>	28 <b>Beauty &amp; the Beast (2017) (PG)</b> <b>2 pm</b>	29
30 <i>Library Closed</i>	31 <b>End of Summer Reading Program Party for all Youth</b>	<b>Food for Fines</b> <b>Pasta</b> <b>July 1-10</b>	515 Walnut Street — 605-668-5275 <a href="http://library.cityofyankton.org">http://library.cityofyankton.org</a> — <a href="mailto:library@cityofyankton.org">library@cityofyankton.org</a> Find us on Facebook & Instagram (@yanktonlibrary) Summer Hours: Mon/Tues: 9a-8p; Wed/Thurs: 9a-6p; Fri/Sat: 9a-5p; Sun: Closed			

## Yankton Community Library • August 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Food for Fines</b> <b>Peanut Butter &amp; Jelly</b> <b>August 1-10</b>		1	2	3	4	5 <b>Friends Book Sale,</b> <b>9:30 - 12:00</b>
6 <i>Library Closed</i>	7	8 Reader's Anon., 1p <b>Seed Library Class 1/6:30 pm</b>	9	10	11	12
13 <i>Library Closed</i>	14	15	16	17	18 LifeServe Blood Drive, 9a-1p	19 <b>Library Closed</b>
20 <i>Library Closed</i>	21	22 Between the Lines, 5:30	23	24	25	26
27 <i>Library Closed</i>	28	29	30	31	515 Walnut Street — 605-668-5275 <a href="http://library.cityofyankton.org">http://library.cityofyankton.org</a> <b>Summer Hours:</b> Mon/Tues: 9a-8p; Wed/Thurs: 9a-6p; Fri/Sat: 9a-5p; Sun: Closed	