

YANKTON COMMUNITY LIBRARY BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, October 11, 2017, 5:30 p.m.
Yankton Community Library Meeting Room

AGENDA

Call to Order

Additions to the Agenda

Approval of September 13, 2017 Minutes

Discussion of Bills / Financial Report

Communications and Correspondence

Public Comment Period

Director's Report

Old Business

- Review Board Bylaws
 - Proposed change to Article IV, Section I (changes in red):
“Additionally, the Library Director shall perform the duties of secretary of the library board, and shall attend, **or send a substitute to**, all board meetings except when his/her employment or salary is to be discussed.”

New Business

- South Dakota State Library Accreditation

Other Business

Adjourn until November 8, 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, September 13, 2017, at 5:30 p.m.
Yankton Community Library Meeting Room

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

Absent without regrets: Todd Woods.

Additions to the Agenda: None.

Minutes:

Motion to approve the minutes of the August 9, 2017 by Nelson, with second by Koerner; unanimous approval.

Discussion of Bills and Financial Report:

Spending is on track for the year. We are still in the 5% contingency budget, with a decision by City Manager Amy Nelson to be made later in the year when more data is available.

Communications and Correspondence:

Linda received a very nice voicemail from an attendee on last week's "Who Lived in That House?" Walking Tour. It was the second time we'd held the program and very well attended both times.

Public Comment Period: None.

Director's Report: Nothing to add.

Old Business

- Circulation Policy
 - The changes from last meeting are all updated on the website and in print. No further changes needed at this time.

New Business

- Review Board Bylaws
 - Olson Ferrell suggested adding the possibility of the library director designating a substitute if she cannot make it to the meeting. This has been done in practice, but is not currently stated in the bylaws. Koerner suggested also looking into the possibility of attending meetings electronically. There was a motion by Koerner to look into that possibility and also put the amendment of the bylaws on the agenda for next time, with a second by Feltes; unanimous approval.

Other Business

Escape Room

- The board and assistant director Linda Dobrovolny participated in the Escape Room that had been created by library staff this summer. They were successful in solving it in under 45 minutes.

Adjourn until October 11, 2017:

Motion by Nelson to adjourn with second by Maibaum. Meeting adjourned at 6:25 p.m.

Respectfully submitted,
Tonya Olson Ferrell, 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	610.30	WATER SERVICE	101.142.274	9.25.17	002793	P 178 00001
WATER-WW CHARGES	53.95	SEWER SERVICE	101.142.275	9.25.17	002793	P 178 00002
	664.25	*VENDOR TOTAL				
MIDAMERICAN ENERGY						
FUEL-SEPT	15.00	FUEL-HEATING	101.142.273	9.25.17	002794	P 178 00003
MIDWEST TAPE						
AV	896.77	AV - CAPITAL	101.142.342	118-699-339	016568	P 178 00004
NORTHWESTERN ENERGY						
ELECT-SEPT	1,783.93	ELECTRICITY	101.142.272	9.25.17	002795	P 178 00005
US BANK EQUIPMENT FINANC						
COPIER LEASE	307.56	RENTALS & XEROX SUPPLIES	101.142.212	340304369	016567	P 178 00006
	3,667.51				
GENERAL FUND	3,667.51	*****				

Schedule of Bills (Fund/Dept)

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						
DVD	7.88	AV - CAPITAL	101.142.342	Dobrovolny		195 00023
OFFICE SUPPLIES	14.32	OFFICE SUPPLIES	101.142.232	Dobrovolny		195 00034
BOOK	5.03	BOOKS	101.142.340	Dobrovolny		195 00035
SHIPPING	23.10	POSTAGE	101.142.231	Dobrovolny		195 00036
PROGRAM SUPPLIES	6.99	PROGRAM SUPPLIES	101.142.242	Dobrovolny		195 00296
BOOKS	34.84	BOOKS	101.142.340	Dobrovolny		195 00297
DVDS	14.99	AV - CAPITAL	101.142.342	Dobrovolny		195 00298
PROGRAM SUPPLIES	26.97	PROGRAM SUPPLIES	101.142.242	Dobrovolny		195 00299
BOOK	3.05	BOOKS	101.142.340	Dobrovolny		195 00310
SHIPPING	3.99	POSTAGE	101.142.231	Dobrovolny		195 00311
OFFICE SUPPLIES	42.08	OFFICE SUPPLIES	101.142.232	Dobrovolny		195 00382
BOOKS	113.58	BOOKS	101.142.340	Dobrovolny		195 00383
DVDS	37.38	AV - CAPITAL	101.142.342	Dobrovolny		195 00384
	334.20	*VENDOR TOTAL				
CENTER POINT LARGE PRI LARGE PRINT BOOKS	134.22	BOOKS	101.142.340	Ferrell		195 00009
ENVISION WARE SOFTWARE	538.85	PROFESSIONAL SERVICES	101.142.202	Johnson		195 00105
FOREIGN POLICY ASSOCIA BOOK	25.00	BOOKS	101.142.340	Ferrell		195 00077
SHIPPING	5.13	POSTAGE	101.142.231	Ferrell		195 00078
	30.13	*VENDOR TOTAL				
GRESSCO LTD DVD CASES	536.80	OFFICE SUPPLIES	101.142.232	Ferrell		195 00256
HY VEE 1899 STAMPS	9.80	POSTAGE	101.142.231	Ferrell		195 00376
KOPETSKYS ACE HDWE KEYS / SOAP	14.16	OFFICE SUPPLIES	101.142.232	Ferrell		195 00346
MENARDS YANKTON SD CRAFT NIGHT SUPPLIES	27.88	PROGRAM SUPPLIES	101.142.242	Lippert		195 00102
ONE OFFICE SOLUTION OFFICE SUPPLIES	19.97	OFFICE SUPPLIES	101.142.232	Ferrell		195 00047
OTC BRANDS, INC. PROGRAM SUPPLIES	57.97	PROGRAM SUPPLIES	101.142.242	Raiche		195 00278

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 EBOOKS	1,424.96	PROFESSIONAL SERVICES	101.142.202	Ferrell		195 00202
POSTAGE REFILL POSTAGE REFILL	200.00	POSTAGE	101.142.231	Ferrell		195 00367
PRANDOMHOUSE8007333000 AUDIOBOOKS	337.50	AV - CAPITAL	101.142.342	Ferrell		195 00364
RAPID CITY JOURNAL RAPID CITY SUBSCRIPTION	407.16	SUBSCRIPTIONS & PUBLICAT	101.142.235	Ferrell		195 00318
RECORDED BOOKS CD BOOK	35.99	AV - CAPITAL	101.142.342	Dobrovolny		195 00375
SD AG HERITAGE MUSEUM BOOK	49.95	BOOKS	101.142.340	Dobrovolny		195 00107
SHIPPING	6.33	POSTAGE	101.142.231	Dobrovolny		195 00108
	56.28	*VENDOR TOTAL				
SD LIB ASSOCIATION SDLA DUES	45.00	MEMBERSHIP DUES	101.142.261	Lippert		195 00133
STAPLES DIRECT LAPTOP	659.56	EQUIPMENT	101.142.350	Ferrell		195 00148
OFFICE SUPPLIES	29.99	OFFICE SUPPLIES	101.142.232	Ferrell		195 00149
	689.55	*VENDOR TOTAL				
THE STAR TRIBUNE CIRCU STAR TRIBUNE	131.95	SUBSCRIPTIONS & PUBLICAT	101.142.235	Ferrell		195 00026
WAL-MART #1483 OFFICE SUPPLIES	9.45	OFFICE SUPPLIES	101.142.232	Dobrovolny		195 00215
DVDS	90.84	AV - CAPITAL	101.142.342	Dobrovolny		195 00216
DVDS	25.92	AV - CAPITAL	101.142.342	Dobrovolny		195 00361
OFFICE SUPPLIES	79.92	OFFICE SUPPLIES	101.142.232	Ferrell		195 00087
DVDS	89.88	AV - CAPITAL	101.142.342	Ferrell		195 00110
CURTAINS	119.23	REP. & MAINT. - BUILDING	101.142.223	Ferrell		195 00111
TOLKIEN WEEK SUPPLIES	50.52	PROGRAM SUPPLIES	101.142.242	Lippert		195 00189
PROGRAM SUPPLIES	11.94	PROGRAM SUPPLIES	101.142.242	Raiche		195 00267
	477.70	*VENDOR TOTAL				
WM SUPERCENTER #1483 OFFICE SUPPLIES	2.91	OFFICE SUPPLIES	101.142.232	Ferrell		195 00019
DVDS	52.88	AV - CAPITAL	101.142.342	Ferrell		195 00020
CARD STOCK	5.48	OFFICE SUPPLIES	101.142.232	Ferrell		195 00186

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					
WM SUPERCENTER #1483						
PAINT SCRAPPERS	14.91	JANITORIAL SUPPLIES	101.142.236	Ferrell		195 00187
DVDS	100.26	AV - CAPITAL	101.142.342	Ferrell		195 00291
OFFICE SUPPLIES	82.83	OFFICE SUPPLIES	101.142.232	Ferrell		195 00293
PROGRAM SUPPLIES	37.10	PROGRAM SUPPLIES	101.142.242	Ferrell		195 00294
	296.37	*VENDOR TOTAL				
WOODWORKS, LTD						
STORY TIME SUPPLIES	43.95	PROGRAM SUPPLIES	101.142.242	Raiche		195 00228
WW GRAINGER						
JANITORIAL SUPPLIES	137.36	JANITORIAL SUPPLIES	101.142.236	Ferrell		195 00353
JANITORIAL SUPPLIES	66.84	JANITORIAL SUPPLIES	101.142.236	Reifenrath		195 00030
LIGHT BULBS	55.29	REP. & MAINT. - BUILDING	101.142.223	Reifenrath		195 00070
CLEANING SUPPLIES	274.46	REP. & MAINT. - BUILDING	101.142.223	Reifenrath		195 00071
	533.95	*VENDOR TOTAL				
	6,384.34				

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						
ADULT CRAFT SUPPLIES	51.74	RECREATION SUPPLIES	701.701.242	Dobrovolny		195 00143
ADULT CRAFT SUPPLIES	51.74	RECREATION SUPPLIES	701.701.242	Dobrovolny		195 00300
ADULT CRAFT NIGHT SUPPLY	15.98	RECREATION SUPPLIES	701.701.242	Dobrovolny		195 00385
	119.46	*VENDOR TOTAL				
CASEYS GEN STORE 2268						
STAFF APPRECIATION	12.99	RECREATION SUPPLIES	701.701.242	Schmidt		195 00154
INT*IN *ELM USA INC.						
DVD CLEANER PART	46.64	OFFICE SUPPLIES	701.701.232	Ferrell		195 00324
STAPLES DIRECT						
PRINTER	199.99	EQUIPMENT	701.701.350	Ferrell		195 00150
WAL-MART #1483						
STAFF LOUNGE SUPPLIES	37.58	RECREATION SUPPLIES	701.701.242	Ferrell		195 00124
CRAFT NIGHT SUPPLIES	16.52	RECREATION SUPPLIES	701.701.242	Lippert		195 00138
	54.10	*VENDOR TOTAL				
WM SUPERCENTER #1483						
STAFF APPRECIATION	8.98	RECREATION SUPPLIES	701.701.242	Ferrell		195 00292
	442.16				
LIBRARY TRUST	442.16	*****				

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

DATE APPROVED BY
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	ADOPTED BUDGET	REVISIED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED AND IN PROCESS AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND					
3380 COUNTY SHARE OF LIBRARY BUDG	24,000.00	24,000.00	0.00	12,000.00	12,000.00 50 -----
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	670.00	5,200.00	1,600.00 76 -----
3452 LIBRARY A.V. FEES	400.00	400.00	20.00	567.40	167.40- 141 -----]]]]
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	0.01	7.47-	17.47 74 -----
3454 SALE OF WITHDRAWN ITEMS	300.00	300.00	1.00	116.64	183.36 38 ---
3455 OTHER-LIBRARY REVENUES	1,700.00	1,700.00	59.10	1,217.05	482.95 71 -----
3456 PC PRINTING	7,000.00	7,000.00	442.20	4,607.35	2,392.65 65 -----
3490 SALE OF MATERIALS	0.00	0.00	0.00	127.53	127.53- 9999 -----]]]]
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	0.00	3,403.63	1,403.63- 170 -----]]]]
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00 0 -----
3510 COURT FINES	5,000.00	5,000.00	189.80	1,980.12	3,019.88 39 ---
3511 PARKING FINES	6,500.00	6,500.00	100.00	2,225.00	4,275.00 34 ---
3520 LIBRARY FINES	3,000.00	3,000.00	161.95	1,660.10	1,339.90 55 -----
3610 INTEREST	16,500.00	16,500.00	4,063.70	30,045.45	13,545.45- 182 -----]]]]
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	396.54	7,086.33	3,086.33- 177 -----]]]]
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	650.50	5,889.02	2,889.02- 196 -----]]]]
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	179.22	1,304.93	195.07 86 -----
TOTAL: GENERAL FUND	91,710.00	91,710.00	6,934.02	97,423.08	5,713.08- 126 -----]]

	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	31.77	191.46	191.46-	9999 -----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	173.00	8,177.53	8,177.53-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	204.77	8,368.99	8,368.99-	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	24,775.77	229,774.50	121,643.50	65 -----
102 TEMPORARY WAGES	59,699.00	0.00	3,796.14	31,708.45	27,990.55	53 -----
103 OVERTIME WAGES	350.00	0.00	0.00	0.00	350.00	0
111 OASI	31,477.00	0.00	2,128.39	19,469.11	12,007.89	61 -----
121 RETIREMENT	21,106.00	0.00	1,486.55	13,733.11	7,372.89	65 -----
131 WORKMENS COMPENSATION	2,311.00	0.00	0.00	0.00	2,311.00	0
132 GROUP INSURANCE	82,378.00	0.00	4,984.39	44,860.63	37,517.37	54 -----
133 UNEMPLOYMENT INSURANCE	1,004.00	0.00	24.16	684.48	319.52	68 -----
TOTAL: PERSONAL SERVICES	549,743.00	0.00	37,195.40	340,230.28	209,512.72	61 -----
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	8,474.41	29,253.27	8,746.73	76 -----
211 PUBLISHING	3,500.00	0.00	0.00	1,645.37	1,854.63	47 ----
212 RENTALS & XEROX SUPPLIES	8,000.00	0.00	284.30	3,519.47	4,480.53	43 ----
221 REP. & MAINT. - EQUIPMENT	3,000.00	0.00	2,220.96	2,994.06	5.94	99 -----
223 REP. & MAINT. - BUILDINGS	5,000.00	0.00	522.24	1,505.92	3,494.08	30 ---
224 REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0
231 POSTAGE	2,500.00	0.00	164.31	1,178.80	1,321.20	47 ----
232 OFFICE SUPPLIES	10,000.00	0.00	1,390.35	5,927.26	4,072.74	59 -----
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	838.49	6,510.29	2,989.71	68 -----
236 JANITORIAL SUPPLIES	2,500.00	0.00	161.17	1,782.37	717.63	71 -----
242 PROGRAM SUPPLIES	2,500.00	0.00	31.47	835.68	1,664.32	33 ---
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
261 MEMBERSHIP DUES	1,000.00	0.00	55.00	438.00	562.00	43 ----
263 TRAVEL EXPENSE	2,000.00	0.00	23.47	1,366.62	633.38	68 -----
265 CONFERENCE & MEETINGS	2,500.00	0.00	570.00	1,050.00	1,450.00	42 ----
271 TELEPHONE	1,700.00	0.00	137.09	1,214.87	485.13	71 -----
272 ELECTRICITY	22,000.00	0.00	2,247.14	13,957.80	8,042.20	63 -----
273 FUEL-HEATING	3,000.00	0.00	15.00	1,242.03	1,757.97	41 ----
274 WATER SERVICE	3,000.00	0.00	556.40	1,874.63	1,125.37	62 -----
275 SEWER SERVICE	800.00	0.00	59.54	694.33	105.67	86 -----
276 LANDFILL	500.00	0.00	32.00	296.00	204.00	59 -----
277 RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	130,151.00	0.00	17,783.34	85,772.46	44,378.54	65 -----
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	4,523.45	24,117.15	27,882.85	46 ----
342 AV - CAPITAL	13,000.00	0.00	991.91	6,354.75	6,645.25	48 ----
350 EQUIPMENT	1,500.00	0.00	0.00	125.97	1,374.03	8

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH SEP 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	5,515.36	30,597.87	80,902.13	27 --
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	60,494.10	456,600.61	334,793.39	57 -----
TOTAL: GENERAL FUND	791,394.00	0.00	60,494.10	456,600.61	334,793.39	57 -----

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH SEP 30, 2017

	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	0.00	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	503.26	6,215.26	6,215.26- 9999	-----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00 0	
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	503.26	6,364.02	6,364.02- 9999	-----]]]]
CAPITAL OUTLAY						
340 BOOKS	0.00	0.00	191.29	434.66	434.66- 9999	-----]]]]
342 AV - CAPITAL	0.00	0.00	30.00	30.00	30.00- 9999	-----]]]]
350 EQUIPMENT	0.00	0.00	0.00	804.00	804.00- 9999	-----]]]]
TOTAL: CAPITAL OUTLAY	0.00	0.00	221.29	1,268.66	1,268.66- 9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	724.55	7,632.68	7,632.68- 9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	724.55	7,632.68	7,632.68- 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	519.78CR	726.83CR	23,568.20
TOTAL CURRENT ASSETS:	24,295.03	519.78CR	726.83CR	23,568.20
TOTAL ASSETS:	24,295.03	519.78CR	726.83CR	23,568.20
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	204.77CR	8,368.99CR	26,612.21CR
701.2910 EXPENDITURE CONTROL	15,648.69	724.55	7,632.68	23,281.37
TOTAL FUND BALANCE:	22,831.89CR	519.78	736.31CR	23,568.20CR
TOTAL LIABILITIES AND FUND BALANCE:	24,295.03CR	519.78	726.83	23,568.20CR
TOTAL FUND:	0.00	0.00	0.00	0.00

Trust Fund	8/28/2017 - 9/27/2017					
Expenditure Ledger	Description	Previous Balance	Amount Received	Amount Spent	Line Item Balance	
701.701.200	<u>Unrestricted Funds</u>	14987.98			14,987.98	
Donations	Marvin Kamback	17.87			17.87	
	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	
	Ferrell	50.00			50.00	
1023.2	<u>Professional Services</u>					
	book bags/earbuds/pens	105.87	13.00		118.87	
701.701.232	<u>Office Supplies</u>					
	DVD cleaning	-582.36		46.64	-629.00	
701.701.235	<u>Subscriptions/Publications</u>					
701.701.242	<u>Recreation Supplies</u>					
	Teget	2,099.38		59.55	2,039.83	
	Summer Reading/Story Walk	1,173.01			1,173.01	
	After School Program	173.85			173.85	
	Parents' Night Out	389.57			389.57	
	Teen Advisory Board	327.65			327.65	
	Adult Craft Night	710.30	80.00	147.88	642.42	
	Parade float	216.65			216.65	
	1,000 Bks Before Kindg. (Friends)	72.75			72.75	
	SDLA/Rural Conference	-173.07			-173.07	
	Cemetery Walk	100.00			100.00	
	Babysitting Clinic	0.00			0.00	
	Yankton Seed Library	173.84			173.84	
	NASA Programming Stipend	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>	4,646.79	7.00		4,653.79	
701.701.350	<u>Equipment</u>	0.00			0.00	
	Total	27,320.53	100.00	254.07	27,166.46	
				Monthly Interest (including year-end)	31.77	
				Current Balance	\$27,198.23	

		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

101	GENERAL FUND							
142	COMMUNITY LIBRARY PERSONAL SERVICES							
101	REGULAR WAGES	351,418.00	0.00	24,775.77	229,774.50	121,643.50	65	-----
P-090817-172	PAYROLL INTERFACE	090817		12,387.88	CODE-Y, PER#-1, FUND- 101			A
P-092217-177	PAYROLL INTERFACE	092217		12,387.89	CODE-Y, PER#-2, FUND- 101			A
102	TEMPORARY WAGES	59,699.00	0.00	3,796.14	31,708.45	27,990.55	53	-----
P-090817-172	PAYROLL INTERFACE	090817		1,941.14	CODE-Y, PER#-1, FUND- 101			A
P-092217-177	PAYROLL INTERFACE	092217		1,855.00	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	2,128.39	19,469.11	12,007.89	61	-----
P-090817-172	PAYROLL INTERFACE	090817		1,067.48	CODE-Y, PER#-1, FUND- 101			A
P-092217-177	PAYROLL INTERFACE	092217		1,060.91	CODE-Y, PER#-2, FUND- 101			A
121	RETIREMENT	21,106.00	0.00	1,486.55	13,733.11	7,372.89	65	-----
P-090817-172	PAYROLL INTERFACE	090817		743.27	CODE-Y, PER#-1, FUND- 101			A
P-092217-177	PAYROLL INTERFACE	092217		743.28	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	4,984.39	44,860.63	37,517.37	54	-----
P-090817-172	PAYROLL INTERFACE	090817		2,492.19	CODE-Y, PER#-1, FUND- 101			A
P-092217-177	PAYROLL INTERFACE	092217		2,492.20	CODE-Y, PER#-2, FUND- 101			A
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	24.16	684.48	319.52	68	-----
P-090817-172	PAYROLL INTERFACE	090817		12.27	CODE-Y, PER#-1, FUND- 101			A
P-092217-177	PAYROLL INTERFACE	092217		11.89	CODE-Y, PER#-2, FUND- 101			A
TOTAL: PERSONAL SERVICES		549,743.00	0.00	37,195.40	340,230.28	209,512.72	61	-----
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	8,474.41	29,253.27	8,746.73	76	-----
M-090517-154	.13843 OVERDRIVE DIST	201708 Ferrell		60.00	EBOOK		N	A
M-090517-154	.13843 OVERDRIVE DIST	201708 Ferrell		3,000.00	OVERDRIVE PLATFORM FEE		N	A
M-090517-154	.13843 OVERDRIVE DIST	201708 Ferrell		29.97	EBOOK		N	A
M-090517-154	.13843 OVERDRIVE DIST	201708 Ferrell		2,975.69	EBOOKS		N	A
D-091117-126	06800 WAGE WORKS INC	060533 INV259259		20.00	FLEX SERVICE FEE	005311	P N	A
D-091117-137	07197 LIBRARY IDEAS LLC	060481 57240		1,900.00	SUBSCRIPTION	016560	P N	A
D-091117-137	04117 RECORDED BOOKS INC	060504 1260777		488.75	SUBSCRIPTION	016559	P N	A
211	PUBLISHING	3,500.00	0.00	0.00	1,645.37	1,854.63	47	----

		ANNUAL	ACT MTD POSTED	ACT YTD POSTED	REMAINING		
		REVISED BUDGET	AND IN PROCESS	AND IN PROCESS	BALANCE	PCT	
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9
101	GENERAL FUND						
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES						
212	RENTALS & XEROX SUPPLIES	8,000.00	0.00	284.30	3,519.47	4,480.53	43 ----
D-091117-137	07098 US BANK EQUIPMENT FINANC	060529	338113202	284.30	COPIER CHARGES	016566	P N A
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	2,220.96	2,994.06	5.94	99 -----
M-090517-154	.11780 ECO WATER	201708	Ferrell	108.00	WATER RENT		N A
M-090517-154	.15208 WWW.ATBATT.COM	201708	Reifenrath	80.55	BATTERIES		N A
M-090517-154	.15177 CONSOLIDATED BUSINESS	201708	Ferrell	2,032.41	NEW PHONE SYSTEM		N A
223	REP. & MAINT. - BUILDINGS	5,000.00	0.00	522.24	1,505.92	3,494.08	30 ---
M-090517-154	.14028 LARRYS HEATING AND	201708	Ferrell	522.24	AIR CONDITIONING REPAIR		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	164.31	1,178.80	1,321.20	47 ----
M-090517-154	.11798 BAKER-TAYLOR	201708	Ferrell	34.33	SHIPPING		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	3.99	POSTAGE		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	3.99	POSTAGE		N A
M-090517-154	.13361 PBI*LEASEEQUIPMENT	201708	Ferrell	122.00	PITNEY BOWES LEASE		N A
232	OFFICE SUPPLIES	10,000.00	0.00	1,390.35	5,927.26	4,072.74	59 -----
M-090517-154	.12434 WAL-MART #1483	201708	Ferrell	1.74	OFFICE SUPPLIES		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Ferrell	21.11	OFFICE SUPPLIES		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	93.90	RECEIPT TAPE		N A
M-090517-154	.11811 AMAZON.COM	201708	Ferrell	10.56	OFFICE SUPPLIES		N A
M-090517-154	.15200 DRI*PRINTPLACE	201708	Ferrell	167.78	LIBRARY CARD APPLICATION		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	49.76	OFFICE SUPPLIES		N A
M-090517-154	.13320 WM SUPERCENTER #1483	201708	Ferrell	24.02	OFFICE SUPPLIES		N A
M-090517-154	.11788 HY VEE 1899	201708	Raiche	7.92	BATTERIES		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	21.78	OFFICE SUPPLIES		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	50.99	OFFICE SUPPLIES		N A
M-090517-154	.13320 WM SUPERCENTER #1483	201708	Raiche	6.35	OFFICE SUPPLIES		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	238.68	OFFICE SUPPLIES		N A
M-090517-154	.11866 GRESSCO LTD	201708	Ferrell	527.73	DVD CASES		N A
D-091117-137	03241 BERING SALES	060424	3223	168.03	NAMETAGS	016561	P 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	838.49	6,510.29	2,989.71	68 -----
M-090517-154	.15203 SIOUX CITY JOURNAL CIR	201708	Ferrell	558.82	SIOUX CITY JOURNAL		N A
M-090517-154	.12921 GAN*USATODAYCIRC	201708	Ferrell	279.67	USA TODAY SUBSCRIPTION		N 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
101	GENERAL FUND							
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES							
236	JANITORIAL SUPPLIES	2,500.00	0.00	161.17	1,782.37	717.63	71	-----
M-090517-154	.11793 WW GRAINGER	201708 Reifenrath		161.17	JANITORIAL SUPPLIES		N	A
242	PROGRAM SUPPLIES	2,500.00	0.00	31.47	835.68	1,664.32	33	---
M-090517-154	.13320 WM SUPERCENTER #1483	201708 Raiche		9.74	ECLIPSE PROGRAM SUPPLIES		N	A
M-090517-154	.13320 WM SUPERCENTER #1483	201708 Ferrell		4.96	PROGRAM SUPPLIES		N	A
M-090517-154	.13320 WM SUPERCENTER #1483	201708 Raiche		16.77	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	55.00	438.00	562.00	43	----
M-090517-154	.15128 SD LIB ASSOCIATION	201708 Schmidt		55.00	SDLA DUES		N	A
263	TRAVEL EXPENSE	2,000.00	0.00	23.47	1,366.62	633.38	68	-----
M-090517-154	.15184 THE FOX STOP INC	201708 Ferrell		23.47	MITCHELL MEETING		N	A
265	CONFERENCE & MEETINGS	2,500.00	0.00	570.00	1,050.00	1,450.00	42	----
M-090517-154	.15128 SD LIB ASSOCIATION	201708 Dobrovolny		190.00	SDLA CONFERENCE		N	A
M-090517-154	.15128 SD LIB ASSOCIATION	201708 Ferrell		190.00	SDLA CONFERENCE		N	A
M-090517-154	.15128 SD LIB ASSOCIATION	201708 Schmidt		190.00	SDLA CONFERENCE		N	A
271	TELEPHONE	1,700.00	0.00	137.09	1,214.87	485.13	71	-----
P-090817-172	PAYROLL INTERFACE	090817		10.50	CODE-Y, PER#-1, FUND- 101			A
M-093017-173	06976 VAST BROADBAND	007128		88.30	PHONE BILL	003513	F N	A
M-093017-173	06976 VAST BROADBAND	007129		38.29	PHONE BILL	003513	F N	A
272	ELECTRICITY	22,000.00	0.00	2,247.14	13,957.80	8,042.20	63	-----
D-091117-137	00455 NORTHWESTERN ENERGY	060497 8.28.17		2,247.14	ELECTRIC-AUG	002795	P N	A
273	FUEL-HEATING	3,000.00	0.00	15.00	1,242.03	1,757.97	41	----
D-091117-137	00303 MIDAMERICAN ENERGY	060487 8.28.17		15.00	FUEL-AUGUST	002794	P N	A
274	WATER SERVICE	3,000.00	0.00	556.40	1,874.63	1,125.37	62	-----
D-091117-137	00109 CITY UTILITIES	060440 8.28.17		556.40	WTR/WW CHARGES	002793	P N	A
275	SEWER SERVICE	800.00	0.00	59.54	694.33	105.67	86	-----
D-091117-137	00109 CITY UTILITIES	060440 8.28.17		59.54	WTR/WW CHARGES	002793	P N	A
276	LANDFILL	500.00	0.00	32.00	296.00	204.00	59	-----
J-093017-171	SEPTEMBER JOURNAL ENTRY	JE 288		32.00	DUMPSTER CHARGES - SEPT			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
101	GENERAL FUND						
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES						
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL:	OTHER CURRENT EXPENDITURES	130,151.00	0.00	17,783.34	85,772.46	44,378.54	65 -----
	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	4,523.45	24,117.15	27,882.85	46 ----
M-090517-154	.13583 THOMSON WEST*TCD	201708	Ferrell	200.00	BOOKS		N A
M-090517-154	.15092 CENTER POINT L00 OF 00	201708	Ferrell	134.22	LARGE PRINT BOOKS		N A
M-090517-154	.11798 BAKER-TAYLOR	201708	Ferrell	3,480.72	BOOKS		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	11.84	BOOK		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	57.70	BOOKS		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	4.00	BOOK		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	5.17	BOOK		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	23.03	BOOKS		N A
M-090517-154	.13151 FARM & HOME PUBLISHERS	201708	Dobrovolny	269.00	BOOKS		N A
M-090517-154	.15092 CENTER POINT L00 OF 00	201708	Ferrell	264.84	LARGE PRINT BOOKS		N A
D-091117-137	.15192 CAMPBELL/LARRY N	060433	8.25.17	31.45	BOOK	016564	P N A
D-091117-137	.15193 CAMPBELL/STU	060434	416667	41.48	BOOKS	016563	P N A
342	AV - CAPITAL	13,000.00	0.00	991.91	6,354.75	6,645.25	48 ----
M-090517-154	.15198 TWO LITTLE HANDS PRODU	201708	Raiche	159.99	DVD SERIES		N A
M-090517-154	.12434 WAL-MART #1483	201708	Ferrell	52.92	DVDS		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	20.01	DVDS		N A
M-090517-154	.12434 WAL-MART #1483	201708	Dobrovolny	84.76	DVDS		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	86.47	DVDS		N A
M-090517-154	.13320 WM SUPERCENTER #1483	201708	Raiche	78.76	DVDS		N A
M-090517-154	.13936 PRANDOMHOUSE8007333000	201708	Ferrell	191.25	CD BOOKS		N A
M-090517-154	.13320 WM SUPERCENTER #1483	201708	Dobrovolny	68.84	DVDS		N A
M-090517-154	.11802 AMAZON MKTPLACE PMTS	201708	Dobrovolny	26.97	DVDS		N A
D-091117-137	04785 MIDWEST TAPE	060490	95320117-2926	221.94	AUDIO BOOKS	016565	P N A
350	EQUIPMENT	1,500.00	0.00	0.00	125.97	1,374.03	8
TOTAL:	CAPITAL OUTLAY	111,500.00	0.00	5,515.36	30,597.87	80,902.13	27 --
	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	60,494.10	456,600.61	334,793.39	57 -----
TOTAL:	GENERAL FUND	791,394.00	0.00	60,494.10	456,600.61	334,793.39	57 -----

Yankton Community Library
Director's Report
October 2017

Gourmet Guys

Gourmet Guys is Saturday, October 7. Ticket sales have been relatively low so the Friends will be deciding whether or not they want to continue it, move to an every other year schedule, or something else.

Food for Fines

We collected 28 boxes of pancake mix and syrup in September. We are currently accepting soup and crackers with all donations going to the Contact Center.

South Dakota Library Association Conference

Linda, Dana, Amanda, and I enjoyed the conference. There were a lot of good sessions and good keynotes. Linda and Dana are working on an event for Veteran's Day that they came up with after a session about "living libraries" where people are the "books" who tell their stories.

October Teen Events

Teen Read Week is October 8-14 this year. The theme is "Unleash Your Story". We are hosting a short story writing contest. Their stories must contain a library element and are being judged by some former teachers, with the winner being announced at the Teen After Hours event on October 20. I will be helping Amanda at that event as Scott is off that day and I haven't been to one yet.

Yankton Seed Library

October is our last Seed Library class for the year. We are having a beekeeper in for the afternoon class and will show a recording of his talk at the evening class. We'll take November and December to plan for next year.

LifeServe Blood Drive

LifeServe will be here on Friday, October 20 from 9 am to 1 pm.

Classic Movie Series

We will be showing *Gone with the Wind* on Sunday, October 8 at 2:00 pm. While attendance wasn't fairly small at the first session, people seem to like this idea, so I plan to continue it through Spring.

Cut the Cord? Class

We will be hosting a "Cut the Cord?" class on October 24. The class will go over different

options for TV in the age of streaming from Netflix to Hulu to Sling to traditional cable and the plusses and minuses of each. Amanda's husband has agreed to lead the class for us.

Jane Austen Week

We will be celebrating Jane Austen Week October 16-22. We are having the Jane Austen Society down from Sioux Falls on Monday, October 16 to host a program entitled "Jane Austen: Regency Letter Writer", are theming our adult craft night around 'quilling', an art form popular in Jane Austen's time, and are having a movie marathon Saturday and Sunday.

Vacation Days

I will be out of the library October 29 – November 5.

November Meeting

Our next meeting is scheduled for November 8, 2017 at 5:30 p.m.

September Additions: 349

	Adult	YA	JR	Easy
Fiction	104	13	40	50
Nonfiction	42	0	10	17
DVD	18	-	13	-
Audiobooks	41	0	0	0
Music CD's	1	-	-	0
Book Club Bags	0	-	-	-
Professional	0	-	-	-
Total	206	13	63	67

September 2017 Program Statistics

Recurring Programs	Date	Time	Kids	Adults
Sensory Free Play	Sep. 5	10:30 AM	0	0
	Sep. 6	10:30 AM	1	1
	Sep. 7	10:30 AM	0	0
Total:			1	1

Stay & Play	Sep. 13	10:30 AM	8	4
	Sep. 20	10:30 AM	7	4
	Sep. 27	10:30 AM	6	4
Total:			21	12

Story Time	Sep. 11	5:30 PM	11	9
	Sep. 12	10:30 AM	18	12
	Sep. 14	10:30 AM	10	7
	Sep. 18	5:30 PM	8	8
	Sep. 19	10:30 AM	17	9
	Sep. 21	10:30 AM	13	9
	Sep. 25	5:30 AM	15	9
	Sep. 26	10:30 AM	17	11
Sep. 28	10:30 AM	18	11	
Total:			127	85

Thursday Kids Activities				
Craft Day	Sep. 7	3:45 PM	5	1
LEGO Club	Sep. 14	3:45 PM	10	2
Science Club	Sep. 21	3:45 PM	8	0
<i>Smurfs</i>	Sep. 28	3:45 PM	16	3
Total:			39	6

Friday Wii	Sep. 8	3:30 PM	6	
	Sep. 15	3:30 PM	6	
	Sep. 21	3:30 PM	4	
	Sep. 28	3:30 PM	5	
Total:			21	

Teen Events				
TAB	Sep. 11	7:00 PM	4	
Total:			4	

Special Events				
Kid's Art Club	Sep. 9	-	2	1
Batman Day Party	Sep. 26	3:45 PM	34	15
Total:			2	1

Adult Programs	Date	Time	Num.
Historic Home Tour	Sep. 7	6:00 PM	20
<i>Breakfast at Tiffany's</i>	Sep. 10	2:00 PM	4
Tolkien Reader's Theater	Sep. 11	6:15 PM	20
Tolkien Game Night	Sep. 13	5:30 PM	0
Tolkien Party	Sep. 14	5:30 PM	22
Teen Tech Tutors	Sep. 16	1:00 PM	1
<i>Fellowship of the Ring</i>	Sep. 16	9:15 AM	10
<i>The Two Towers</i>	Sep. 16	1:00 PM	1
<i>The Return of the King</i>	Sep. 17	1:15 PM	9
Adult Craft: Tile Coasters	Sep. 19	6:00 PM	15
Stitches in the Stacks	Sep. 21	6:00 PM	3
eBook Class	Sep. 21	6:30 PM	0
Total:			105

Seed Library	Date	Time	Num.
Class	Sep. 12	1:00 PM	16
Class	Sep. 12	6:30 PM	15
Total:			31

Food for Fines		
Pancake Mix & Syrup	September 1-10	28

Book Clubs	
Overreader's Anonymous	September 10
Reader's Anonymous	September 12
Between the Lines	September 26

September Usage & Circulation Statistics

Total Circulation Statistics*

	2017	2016
Adult	7,755	7,220
Juvenile	4,176	6,498
Total	11,931	13,718

*Includes physical collection, ILL, and eBooks

Physical Collection Circulation

	2017	2016
Adult	6,636	6,241
Juvenile	3,990	3,959
Total	10,626	10,200

Interlibrary Loan

	2017	2016
Requested	106	
Supplied	174	
Total	280	

eBook Circulation

	2017	2016
OverDrive	1,071	923
One Click Digital	39	34
Zinio	9	22
IndieFlix	0	0
TumbleBooks	186	2539
Total	1,305	3,518

Courier

	2017	2016
Total Incoming	404	220
Total Outgoing	364	224
Grand Total	768	444

Adult Outreach

	2017	2016
Locations	10	11
Patrons	39	38
Circulations	242	207

Daycare Outreach

	2017	2016
Locations	14	13
Patrons	195	
Circulations	257	283

Public Computer Use

	2017	2016
Uses	1,468	1,466
Hours	955.7	874.60

Meeting Room Use

	2017	2016
Library Uses	39	34
Library Hours	82.0	66.0
Non-Library Uses	18	17
Non-Library Hours	36.0	30.0

Study Room Use

	2017	2016
Uses	42	32
Hours	69.0	56.5

Notary

	2017	2016
Requests	3	12

Proctor

	2017	2016
Tests	48	21

Traffic

	2017	2016
Count	20,412	11,809

*south door count estimated 2016

Computer Assistance

	2017	2016
Patrons	229	

Genealogy Requests

	2017	2016
Patrons	0	
Hours	0.0	

Teacher Requests

	2017	2016
Patrons	6	8

Current Cards

	2017	2016
Resident	4,645	3,287
Non-Resident	232	209
Mount Marty	22	18
Teacher	76	79
Yankton County	937	824
Total	5,912	4,417

Yankton County

	Cards	Adults	Kids
New Cards	10	16	3
Renewals	25	44	18

Non-Resident

	Cards	Adults	Kids
New Cards	4	6	2
Renewals	12	8	9

Yankton Community Library • October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Food for Fines October 1-10 <i>Soup & Crackers</i>	2 Story Time, 5:30 p TAB, 7 pm	3 Story Time, 10:30 Blade Runner (R) 6:00 pm	4 Stay & Play, 10:30	5 Story Time, 10:30 Kid's Crafts, 3:45	6 Wii, 3:30	7 Friends Book Sale, 9:30 - 12:00 9th Annual Gourmet Guys, 6p
8 Classic Movie Series: <i>Gone with the Wind</i> 2pm	9 Story Time, 5:30 p	10 Story Time, 10:30 Reader's Anon., 1p Seed Library Class 1/6:30 pm	11 Stay & Play, 10:30	12 Story Time, 10:30 LEGO Club! 3:45 One Book SD: <i>Kitchens of the Great Midwest</i> , 6:30 pm	13 Wii, 3:30	14 Kid's Art Club
15 Jane Austen Week →	16 Story Time, 5:30 p Jane Austen: Regency Letter Writer, 7 pm	17 Story Time, 10:30 Unplug, Unwind, Craft: Quilling, 6 pm	18 Stay & Play, 10:30	19 Story Time, 10:30 Science Club, 3:45p Stitches in the Stacks, 6 pm	20 LifeServe Blood Drive, 9a-1p Wii, 3:30	21 Jane Austen Movie Club: Persuasion (9:30a), Sense & Sensibility (12p), Pride & Prejudice (2:30p) Teen Tech Tutors, 1p
22 Jane Austen Movie Club: Emma (1p) Jane Austen Book Club (3p)	23 Story Time, 5:30 p	24 Story Time, 10:30 Between the Lines 5:30 pm Cut the Cord? class 6 pm	25 Stay & Play, 10:30	26 Friends Book Sale Story Time, 10:30 <i>Monster House (PG)</i> 3:45 pm	27 Friends Book Sale Wii, 3:30	28 Friends Book Sale
29	30 Story Time, 5:30 p	31 Halloween Story Time, 10:30	Yankton Community Library—515 Walnut Street 605-668-5275 — http://library.cityofyankton.org — library@cityofyankton.org Hours: Monday-Thursday, 9a-8p; Friday-Saturday, 9a-5p; Sunday, 1p-5p Find us on Facebook & Instagram (@yanktoncommunitylibrary)			

Yankton Community Library • November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
515 Walnut Street — 605-668-5275 http://library.cityofyankton.org — library@cityofyankton.org Find us on Facebook & Instagram (@yanktonlibrary) Hours: Monday-Thursday, 9a-8p; Friday-Saturday, 9a-5p; Sunday, 1p-5p			1 Stay & Play, 10:30	2 Story Time, 10:30 Kid's Crafts, 3:45	3 Wii, 3:30	4 Friends Book Sale 9:30 - 12 pm International Game Day
5	6 Story Time, 5:30 p TAB, 7 pm	7 Story Time, 10:30 Living Library Event	8 Stay & Play, 10:30 Library Board Meeting, 5:30 pm	9 Story Time, 10:30 LEGO Club, 3:45 Library Closing at 5 pm	10 Library Closed	11 Library Closed
12 Classic Movie Series: <i>Casablanca</i> 2pm	13 Story Time, 5:30 p	14 Story Time, 10:30 Reader's Anon., 1p Bunco 101, 6 pm	15 Stay & Play, 10:30	16 Story Time 10:30 am Science Club, 3:45p Stitches in the Stacks, 6 pm	17 Wii, 3:30	18
19	20 Story Time, 5:30 p	21 Story Time 10:30 am Unplug, Unwind, Craft: Winter Decorations, 6 pm	22 Stay & Play, 10:30 Library Closing at 5 pm	23 Library Closed	24 Library Closed	25
26	27 Story Time, 5:30 p	28 Story Time, 10:30 Between the Lines, 5:30 pm Bob Ross Paintalong, 6 pm	29 Stay & Play, 10:30	30 Story Time, 10:30 <i>Nut Job 2: Nutty by Nature (PG)</i> , 3:45p	Food for Fines November 1-10 Canned Veggies	