

YANKTON COMMUNITY LIBRARY BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, January 13, 2021, 5:30 p.m.
Virtual Meeting-GoToMeeting interface
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078

AGENDA

Call to Order

Additions to the Agenda

Approval of November 18, 2020 Minutes

Public Comment Period

Discussion of Bills / Financial Report

Communications and Correspondence

Director's Report

Old Business

- **Reopen plan for the library-status update**
- **County Agreement for the Provision of Library Services update**

New Business

- **Training for Library Board**

Other Business

Public Comment Period

Adjourn the meeting of January 13, 2021

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
Wednesday, November 18, 2020, 5:30 p.m.
Virtual Meeting-GoToMeeting interface and physical location in the Meeting Room**

Meeting called to order by President Christine Tielke at 5:32 p.m. Present were Sue Otterman, Amy Nelson, David Koerner, Sarah Mechtenberg, Yankton City Commissioner Jerry Webber, Yankton County Commissioner Dan Klimisch, Assistant Library Director Linda Dobrovolny and Library Director Dana Schmidt.

Additions to the Agenda Schmidt reported that the City Attorney advised that we do a roll call vote at our virtual meetings to ensure that everyone has a chance to vote and no one is limited by any technology glitches that may occur.

Approval of October 14, 2020 Minutes Motion to approve the minutes of the October 14, 2020 meeting by Webber with a second by Klimisch. Unanimous approval.

Approval of the October 28, 2020 Special Meeting Minutes Motion to approve the minutes of the October 28, 2020 special meeting by Webber, with a second by Nelson. Unanimous approval.

Discussion of Bills / Financial Report Webber made a motion to accept the financial report with a second by Klimisch. Unanimous approval.

Communications and Correspondence Schmidt shared a couple of cards that the library had received with kudos for the work being done for the community.

Public Comment Period None.

Director's Report In addition to the written report, Schmidt reported on some of the ongoing and upcoming library events including a special Dino-delivery hour for DiNovember. The library continues to invite guest readers to join us for story time and looking to offer a monthly virtual meditation group over the winter. Another project includes compiling some local history and reflections of 2020 with the hopes of binding the submissions together to preserve the history and to share it with the community.

Old Business

Reopen plan for the library-status update Schmidt reported that she continues to monitor COVID numbers in the community and library services may have to be adjusted accordingly. The library will remain operating at reduced hours for the month of December (Mon-Thurs 8am-6pm; Fri-Sat 8am-5pm). In October, the staff reported 730 curbside pick ups, over 650 patrons in for Grab & Go and additional 250 appointments

in the afternoon. Staff are staying busy in providing services, planning and employing engaging virtual programs and employing additional safety measures.

- **By-laws** Additional changes to the by-laws were suggested after Schmidt consulted with the City Attorney. Nelson made a motion to approve the by-laws with a second by Koerner. Unanimous approval. Motion passed.

New Business

- **County Agreement for the Provision of Library Services Update** Due to a scheduling error, the agreement was pushed back to a later meeting and will be brought before the County on December 1. If approved, the agreement will be reviewed for approval at the City Commission meeting on December 14.
- **2021 Calendar** The holiday/closure calendar was presented to the Board. The calendar reflects that the library would follow the City's holiday calendar, with the addition of Monday, January 18 for a training day and Saturday, August 21 for Riverboat days. Webber made a motion to approve the 2021 Calendar of closures as presented with a second by Nelson. Unanimous approval.
- **December meeting** Nelson made a motion to cancel the regular December Board meeting unless business arises with a second by Mechtenberg. Unanimous approval.

Other Business None.

Adjourn the meeting of November 18, 2020 A motion was made by Klimisch to adjourn the meeting at 6:07 with a second by Koerner. Unanimous approval.

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	61.66	WATER SERVICE	101.142.274	11.30.20	002793 P	838 00001
WATER-WW CHARGES	24.82	SEWER SERVICE	101.142.275	11.30.20	002793 P	838 00002
	86.48	*VENDOR TOTAL				
CONS BUSINESS PROD INC						
INSTALL PHONE LINE	851.75	REP. & MAINT. - EQUIPMEN	101.142.221	15846	021812 P	838 00003
J & H CARE & CLEANING CO						
JANITORIAL SERVICES	1,200.00	PROFESSIONAL SERVICES	101.142.202	20201835	021813 P	838 00004
MIDAMERICAN ENERGY						
FUEL	313.78	FUEL-HEATING	101.142.273	11.30.20	002794 P	838 00005
MIDWEST TAPE						
AV	274.92	AV - CAPITAL	101.142.342	99662752	021814 P	838 00006
NORTHWESTERN ENERGY						
ELECT	1,232.80	ELECTRICITY	101.142.272	11.30.20	002795 P	838 00007
US BANK EQUIPMENT FINANC						
COPIER LEASE	313.92	RENTALS & XEROX SUPPLIES	101.142.212	429566078	021815 P	838 00008
	4,273.65				
GENERAL FUND	4,273.65	*****				

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:	4,273.65					

RECORDS PRINTED - 000008

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					
HANSON BRIGGS ADVERTISIN						
NOTEPADS	282.50	OFFICE SUPPLIES	101.142.232	26667	021816 P 861	00001
SHIPPING	24.26	POSTAGE	101.142.231	26667	021816 P 861	00002
	306.76	*VENDOR TOTAL				
J & H CARE & CLEANING CO						
JANITORIAL SUPPLIES	1,300.00	PROFESSIONAL SERVICES	101.142.202	11.30.20	021817 P 861	00003
	1,606.76				
GENERAL FUND	1,606.76	*****				

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:	1,606.76					

RECORDS PRINTED - 000003

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					
BERING SALES						
@FY@ NAME BADGES	64.00	OFFICE SUPPLIES	101.142.232	1235	021819 P	879 00001
@FY@ SHIPPING	14.41	POSTAGE	101.142.231	1235	021819 P	879 00009
	78.41	*VENDOR TOTAL				
CITY UTILITIES						
@FY@ WATER-WW CHARGES	67.96	WATER SERVICE	101.142.274	12.28.20	002793 P	879 00002
@FY@ WATER-WW CHARGES	31.62	SEWER SERVICE	101.142.275	12.28.20	002793 P	879 00003
	99.58	*VENDOR TOTAL				
MIDAMERICAN ENERGY						
@FY@ FUEL	447.60	FUEL-HEATING	101.142.273	12.28.20	002794 P	879 00004
MIDWEST TAPE						
@FY@ AV	306.92	AV - CAPITAL	101.142.342	2456-2460	021820 P	879 00005
NORTHWESTERN ENERGY						
@FY@ ELECT	1,209.03	ELECTRICITY	101.142.272	12.28.20	002795 P	879 00006
TUMBLEWEED PRESS INC						
@FY@ SUBSCRIPTION	599.00	PROFESSIONAL SERVICES	101.142.202	103725	021821 P	879 00007
US BANK EQUIPMENT FINANC						
@FY@ COPIER LEASE	283.66	RENTALS & XEROX SUPPLIES	101.142.212	12.28.20	021818 P	879 00008
	3,024.20				
GENERAL FUND	3,024.20	*****				

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:	3,024.20					

RECORDS PRINTED - 000009

Schedule of Bills (Fund/Dept)

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

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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.COM 2T2NW4RX0						
OFFICE SUPPLIES	139.68	OFFICE SUPPLIES	101.142.232	Dobrovolny		845 00474
PROGRAM SUPPLIES	17.31	PROGRAM SUPPLIES	101.142.242	Dobrovolny		845 00475
BOOKS	46.75	BOOKS	101.142.340	Dobrovolny		845 00476
DVD'S	28.98	AV - CAPITAL	101.142.342	Dobrovolny		845 00477
	232.72	*VENDOR TOTAL				
AMAZON.COM 209P46302						
BOOKS	81.52	BOOKS	101.142.340	Dobrovolny		845 00185
DVD'S	59.41	AV - CAPITAL	101.142.342	Dobrovolny		845 00186
	140.93	*VENDOR TOTAL				
AMZN MKTP US						
OFFICE SUPPLIES REFUND	64.50CR	OFFICE SUPPLIES	101.142.232	Dobrovolny		845 00335
AMZN MKTP US IA1WZ8XU3						
SHIPPING	3.99	POSTAGE	101.142.231	Dobrovolny		845 00177
BOOK	40.41	BOOKS	101.142.340	Dobrovolny		845 00178
	44.40	*VENDOR TOTAL				
AMZN MKTP US LP8MJ5JM3						
OFFICE SUPPLIES	69.98	OFFICE SUPPLIES	101.142.232	Dobrovolny		845 00055
AMZN MKTP US P47IP8TZ3						
PROGRAM SUPPLIES	68.92	PROGRAM SUPPLIES	101.142.242	Dobrovolny		845 00202
BOOKS	89.03	BOOKS	101.142.340	Dobrovolny		845 00203
	157.95	*VENDOR TOTAL				
AMZN MKTP US 202IG5ZR0						
JANITORIAL SUPPLIES	5.68	JANITORIAL SUPPLIES	101.142.236	Dobrovolny		845 00221
AMZN MKTP US 282SC27F0						
PROGRAM SUPPLIES	27.75	PROGRAM SUPPLIES	101.142.242	Dobrovolny		845 00270
AMZN MKTP US 2831V3UB1						
OFFICE SUPPLIES	89.96	OFFICE SUPPLIES	101.142.232	Dobrovolny		845 00287
AMZN MKTP US 8H1QH06X3						
BOOK	6.61	BOOKS	101.142.340	Dobrovolny		845 00180
BAKER-TAYLOR						
POSTAGE	22.01	POSTAGE	101.142.231	Schmidt		845 00353
BOOKS	2,596.35	BOOKS	101.142.340	Schmidt		845 00354
	2,618.36	*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					
CANVA 02881-14256474 PROFESSIONAL SERVICES	119.40	PROFESSIONAL SERVICES	101.142.202	Schmidt		845 00089
CENTER POINT LARGE PRI LARGE PRINT BOOKS	137.82	BOOKS	101.142.340	Schmidt		845 00085
LARGE PRINT BOOKS	137.82	BOOKS	101.142.340	Schmidt		845 00351
	275.64	*VENDOR TOTAL				
D J WALL ST JOURNAL NEWSPAPER SUBSCRIPTION	99.00	SUBSCRIPTIONS & PUBLICAT	101.142.235	Schmidt		845 00028
POSTAGE FEE	35.00	POSTAGE	101.142.231	Schmidt		845 00029
	134.00	*VENDOR TOTAL				
DK HARDWARE SUPPLY LLC SATIN ANODIZED ALUMINUM	57.74	REP. & MAINT. - BUILDING	101.142.223	Homstad		845 00301
DOLLAR TREE PROGRAM SUPPLIES	10.00	PROGRAM SUPPLIES	101.142.242	Clare		845 00146
GRAINGER STORAGE DEVICE	6.08	REP. & MAINT. - EQUIPMEN	101.142.221	Homstad		845 00443
HY-VEE YANKTON 1899 PROGRAM SUPPLIES	38.46	PROGRAM SUPPLIES	101.142.242	Schmidt		845 00244
KOPETSKYS ACE HDWE SUPPLIES	7.98	REP. & MAINT. - BUILDING	101.142.223	Miles		845 00324
MENARDS YANKTON SD ROOF REPAIR SUPPLIES	85.91	REP. & MAINT. - BUILDING	101.142.223	Homstad		845 00168
SUPPLIES	12.88	REP. & MAINT. - BUILDING	101.142.223	Miles		845 00303
SUPPLIES	38.23	REP. & MAINT. - BUILDING	101.142.223	Miles		845 00418
	137.02	*VENDOR TOTAL				
OLSONS PEST TECHNICIAN PEST CONTROL	90.00	PROFESSIONAL SERVICES	101.142.202	Schmidt		845 00036
PITNEY BOWES PI OFFICE SUPPLIES	234.95	OFFICE SUPPLIES	101.142.232	Schmidt		845 00020
PITNEYBOWESLEASEDEQUIP POSTAGE	32.00	POSTAGE	101.142.231	Schmidt		845 00096
POSTAGE	32.00	POSTAGE	101.142.231	Schmidt		845 00097
POSTAGE	122.00	POSTAGE	101.142.231	Schmidt		845 00105
	186.00	*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					
SOUTH DAKOTA HISTORICA POSTAGE	4.19	POSTAGE	101.142.231	Dobrovolny		845 00015
BOOKS	95.84	BOOKS	101.142.340	Dobrovolny		845 00016
	100.03	*VENDOR TOTAL				
SOUTH DAKOTA MAGAZINE MAGAZINE SUBSCRIPTION	45.00	SUBSCRIPTIONS & PUBLICAT	101.142.235	Schmidt		845 00086
SQ THE LEMONADE STAND OFFICE SUPPLIES REFUND	89.50CR	OFFICE SUPPLIES	101.142.232	Schmidt		845 00216
VASTBROADBAND-VEXUS TELEPHONE	78.18	TELEPHONE	101.142.271	Yardley		845 00365
TELEPHONE	42.27	TELEPHONE	101.142.271	Yardley		845 00381
	120.45	*VENDOR TOTAL				
WALGREENS #9806 PROGRAM SUPPLIES	52.46	PROGRAM SUPPLIES	101.142.242	Schmidt		845 00433
YANKTON COUNTY OBSERVE NEWSPAPER SUBSCRIPTION	35.00	SUBSCRIPTIONS & PUBLICAT	101.142.235	Schmidt		845 00065
1 OFFICE SOLUTION PROGRAM SUPPLIES	10.00	PROGRAM SUPPLIES	101.142.242	Schmidt		845 00479
OFFICE SUPPLIES	58.20	OFFICE SUPPLIES	101.142.232	Schmidt		845 00480
	68.20	*VENDOR TOTAL				
	4,958.75				

Schedule of Bills (Fund/Dept)

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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.COM BOOK REFUND	16.60CR	BOOKS	101.142.340	Dobrovolny		889 00123
AMAZON.COM E39L77KZ3 OFFICE SUPPLIES	66.89	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00292
PROGRAM SUPPLIES	28.60	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00293
BOOKS	47.35	BOOKS	101.142.340	Dobrovolny		889 00294
DVD'S	4.96	AV - CAPITAL	101.142.342	Dobrovolny		889 00295
	147.80	*VENDOR TOTAL				
AMAZON.COM WN2V27HE3 A DVD	19.96	AV - CAPITAL	101.142.342	Dobrovolny		889 00233
AMAZON.COM 0R4BU9OT3 DVD	14.99	AV - CAPITAL	101.142.342	Dobrovolny		889 00342
AMZN MKTP US OFFICE SUPPLIES REFUND	5.77CR	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00133
OFFICE SUPPLIES REFUND	5.77CR	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00138
OFFICE SUPPLIES REFUND	39.21CR	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00164
	50.75CR	*VENDOR TOTAL				
AMZN MKTP US BR9FE6KR3 PROGRAM SUPPLIES	9.76	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00012
AMZN MKTP US BX66N9BC3 BOOKS	18.63	BOOKS	101.142.340	Dobrovolny		889 00381
AMZN MKTP US FD80J2YX3 PROGRAM SUPPLIES	6.99	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00198
BOOKS	22.98	BOOKS	101.142.340	Dobrovolny		889 00199
	29.97	*VENDOR TOTAL				
AMZN MKTP US FW6ZF1EK3 OFFICE SUPPLIES	46.89	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00178
BOOK	15.80	BOOKS	101.142.340	Dobrovolny		889 00179
	62.69	*VENDOR TOTAL				
AMZN MKTP US GR0P87ZF3 OFFICE SUPPLIES	76.88	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00313
PROGRAM SUPPLIES	46.39	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00314
BOOKS	41.98	BOOKS	101.142.340	Dobrovolny		889 00315
DVD'S	29.99	AV - CAPITAL	101.142.342	Dobrovolny		889 00316
	195.24	*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					
AMZN MKTP US H59JQ5KG3 TOUCHLESS HAND SANITIZER	62.97	COVID EXPENSE	101.142.255	Homstad		889 00084
AMZN MKTP US K24YG5G93 DVD	19.99	AV - CAPITAL	101.142.342	Dobrovolny		889 00088
AMZN MKTP US PI7CL6FO3 OFFICE SUPPLIES	87.15	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00216
PROGRAM SUPPLIES	11.37	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00217
BOOK	11.72	BOOKS	101.142.340	Dobrovolny		889 00218
	110.24	*VENDOR TOTAL				
AMZN MKTP US PZ1XB2WJ3 OFFICE SUPPLIES	269.99	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00049
AMZN MKTP US R20WZ4G43 DVD	13.95	AV - CAPITAL	101.142.342	Dobrovolny		889 00126
AMZN MKTP US S92UH3583 DVD	19.96	AV - CAPITAL	101.142.342	Dobrovolny		889 00003
AMZN MKTP US VP8436K33 PROGRAM SUPPLIES	77.94	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00183
AMZN MKTP US WW1F83MJ3 OFFICE SUPPLIES	29.98	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00172
BOOKS	22.41	BOOKS	101.142.340	Dobrovolny		889 00173
DVD'S	222.91	AV - CAPITAL	101.142.342	Dobrovolny		889 00174
	275.30	*VENDOR TOTAL				
AMZN MKTP US 1T1YR8IY3 JANITORIAL SUPPLIES	23.65	JANITORIAL SUPPLIES	101.142.236	Dobrovolny		889 00116
AMZN MKTP US 2Q54P1Q83 PROGRAM SUPPLIES	11.79	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00200
AMZN MKTP US 8D97A8OC3 OFFICE SUPPLIES	11.96	OFFICE SUPPLIES	101.142.232	Dobrovolny		889 00064
PROGRAM SUPPLIES	43.98	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00065
DVD	9.96	AV - CAPITAL	101.142.342	Dobrovolny		889 00066
	65.90	*VENDOR TOTAL				
BAKER-TAYLOR POSTAGE	28.86	POSTAGE	101.142.231	Schmidt		889 00408
BOOKS	3,714.06	BOOKS	101.142.340	Schmidt		889 00411
	3,742.92	*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					
CENTER POINT LARGE PRI BOOKS	137.82	BOOKS	101.142.340	Schmidt		889 00144
DOLLAR TREE PROGRAM SUPPLIES	20.00	PROGRAM SUPPLIES	101.142.242	Clare		889 00152
FINDAWAY BOOKS	99.73	BOOKS	101.142.340	Schmidt		889 00358
GAN 1150DESMOINEREGCIR NEWSPAPER SUBSCRIPTION	665.02	SUBSCRIPTIONS & PUBLICAT	101.142.235	Schmidt		889 00426
HEALTH STREET PRE-EMPLOYMENT SCREENING	100.00	PROFESSIONAL SERVICES	101.142.202	Pospisil		889 00341
HY-VEE YANKTON 1899 PROGRAM SUPPLIES	19.14	PROGRAM SUPPLIES	101.142.242	Dobrovolny		889 00228
MENARDS YANKTON SD OFFICE SUPPLIES	29.99	OFFICE SUPPLIES	101.142.232	Schmidt		889 00323
PROGRAM SUPPLIES	76.94	PROGRAM SUPPLIES	101.142.242	Schmidt		889 00324
	106.93	*VENDOR TOTAL				
OLSONS PEST TECHNICIAN PEST CONTROL	90.00	PROFESSIONAL SERVICES	101.142.202	Schmidt		889 00006
OVERDRIVE DIST E-BOOKS	762.67	PROFESSIONAL SERVICES	101.142.202	Schmidt		889 00364
PITNEY BOWES PBP POSTAGE	200.00	POSTAGE	101.142.231	Schmidt		889 00074
PITNEYBOWESLEASEDEQUIP POSTAGE	122.00	POSTAGE	101.142.231	Schmidt		889 00007
THOMSON WEST TCD BOOKS	75.02	BOOKS	101.142.340	Schmidt		889 00175
VASTBROADBAND-VEXUS PHONE	75.31	TELEPHONE	101.142.271	Yardley		889 00374
PHONE	42.27	TELEPHONE	101.142.271	Yardley		889 00394
	117.58	*VENDOR TOTAL				
YANKTON WINNELSON CO LADIES BATHROOM REPAIRS	128.67	REP. & MAINT. - BUILDING	101.142.223	Miles		889 00193

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					
	7,770.87				

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					
BAKER-TAYLOR						
BURNIGHT	18.60	RECREATION SUPPLIES	701.701.242	Schmidt		889 00409
MASTER GARDENERS	28.45	RECREATION SUPPLIES	701.701.242	Schmidt		889 00410
	47.05	*VENDOR TOTAL				
PROVANTAGE						
TABLETS	716.05	RECREATION SUPPLIES	701.701.242	Johnson		889 00346
	763.10				
LIBRARY TRUST	763.10	*****				

Schedule of Bills (Fund/Dept)

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					
INTERGOVERNMENTAL REVENUES					
3380 COUNTY SHARE OF LIBRARY BUDG	15,000.00	15,000.00	0.00	7,500.00	7,500.00 50 ---
TOTAL: INTERGOVERNMENTAL REVENUES	15,000.00	15,000.00	0.00	7,500.00	7,500.00 50 ---
GOODS AND SERVICES					
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	530.00	6,795.00	5.00 99 -----
3452 LIBRARY A.V. FEES	500.00	500.00	0.00	85.00	415.00 17 -
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	0.00	3.65-	13.65 36 ---
3454 SALE OF WITHDRAWN ITEMS	200.00	200.00	7.04	115.64	84.36 57 -----
3455 OTHER-LIBRARY REVENUES	1,500.00	1,500.00	9.00	291.50	1,208.50 19 -
3456 PC PRINTING	6,000.00	6,000.00	163.45	2,326.80	3,673.20 38 ---
3490 SALE OF MATERIALS	100.00	100.00	0.00	0.00	100.00 0
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	226.80	1,876.31	123.69 93 -----
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00 0
TOTAL: GOODS AND SERVICES	17,110.00	17,110.00	936.29	11,486.60	5,623.40 67 -----
FINES					
3510 COURT FINES	1,600.00	1,600.00	183.96	3,956.09	2,356.09- 247 -----]]]]
3511 PARKING FINES	2,000.00	2,000.00	125.00	1,770.00	230.00 88 -----
3520 LIBRARY FINES	650.00	650.00	2.00	237.74	412.26 36 ---
TOTAL: FINES	4,250.00	4,250.00	310.96	5,963.83	1,713.83- 140 -----]]]]
MISCELLANEOUS					
3610 INTEREST	40,000.00	40,000.00	2,937.58	50,202.72	10,202.72- 125 -----]]
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	0.00	10,000.00 0
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	78.81	23,566.19	19,566.19- 589 -----]]]]
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	3,427.82	27,114.33	24,114.33- 903 -----]]]]
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	18.99	918.74	581.26 61 -----
TOTAL: MISCELLANEOUS	58,500.00	58,500.00	6,463.20	101,801.98	43,301.98- 174 -----]]]]
TOTAL: GENERAL FUND	94,860.00	94,860.00	7,710.45	126,752.41	31,892.41- 149 -----]]]]

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
701 LIBRARY TRUST						
3342 JUMP START GRANT	0.00	0.00	0.00	900.00	900.00- 9999	-----]]]]
3610 INTEREST	0.00	0.00	10.09	276.67	276.67- 9999	-----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	0.00	5,102.01	5,102.01- 9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	10.09	6,278.68	6,278.68- 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	366,304.00	0.00	18,580.08	261,550.15	104,753.85	71 -----
102 TEMPORARY WAGES	84,000.00	0.00	2,269.40	19,011.10	64,988.90	22 --
103 OVERTIME WAGES	350.00	0.00	0.00	280.04	69.96	80 -----
111 OASI	34,475.00	0.00	1,585.17	21,244.85	13,230.15	61 -----
121 RETIREMENT	21,999.00	0.00	1,114.82	15,674.68	6,324.32	71 -----
131 WORKMENS COMPENSATION	2,542.00	0.00	1,171.00	1,064.69	1,477.31	41 ----
132 GROUP INSURANCE	90,616.00	0.00	3,232.35	42,937.49	47,678.51	47 ----
133 UNEMPLOYMENT INSURANCE	1,004.00	0.00	6.11	320.87	683.13	31 ---
TOTAL: PERSONAL SERVICES	601,290.00	0.00	27,958.93	362,083.87	239,206.13	60 -----
OTHER CURRENT EXPENDITURES						
201 INSURANCE	11,102.00	0.00	0.00	10,130.08	971.92	91 -----
202 PROFESSIONAL SERVICES	30,000.00	0.00	3,552.44	43,249.19	13,249.19-	144 -----]]]]
211 PUBLISHING	3,000.00	0.00	0.00	0.00	3,000.00	0
212 RENTALS & XEROX SUPPLIES	6,000.00	0.00	311.54	3,039.10	2,960.90	50 -----
221 REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	181.50	2,818.50	6
223 REP. & MAINT. - BUILDINGS	4,000.00	0.00	233.47	1,554.50	2,445.50	38 ---
224 REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0
231 POSTAGE	2,500.00	0.00	259.32	2,286.80	213.20	91 -----
232 OFFICE SUPPLIES	9,500.00	0.00	370.26	4,228.21	5,271.79	44 ----
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	1,415.73	8,920.46	579.54	93 -----
236 JANITORIAL SUPPLIES	3,000.00	0.00	143.61	1,965.10	1,034.90	65 -----
242 PROGRAM SUPPLIES	3,000.00	0.00	196.13	1,508.76	1,491.24	50 -----
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
255 COVID EXPENSE	0.00	0.00	429.77-	753.25	753.25-	9999 -----]]]]
261 MEMBERSHIP DUES	1,000.00	0.00	0.00	330.00	670.00	33 ---
263 TRAVEL EXPENSE	3,500.00	0.00	0.00	0.00	3,500.00	0
265 CONFERENCE & MEETINGS	1,500.00	0.00	0.00	406.94	1,093.06	27 --
271 TELEPHONE	1,800.00	0.00	186.60	1,743.60	56.40	96 -----
272 ELECTRICITY	23,000.00	0.00	1,398.02	13,201.83	9,798.17	57 -----
273 FUEL-HEATING	3,000.00	0.00	47.08	1,533.03	1,466.97	51 -----
274 WATER SERVICE	3,500.00	0.00	61.30	771.85	2,728.15	22 --
275 SEWER SERVICE	1,200.00	0.00	23.65	405.25	794.75	33 ---
276 LANDFILL	500.00	0.00	44.83	412.83	87.17	82 -----
277 RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	123,602.00	0.00	7,814.21	96,622.28	26,979.72	78 -----
CAPITAL OUTLAY						
301 CAPITAL REPAIR & MAINTENANCE	20,000.00	0.00	0.00	0.00	20,000.00	0
320 BUILDINGS	0.00	0.00	0.00	0.00	0.00	0
340 BOOKS	51,000.00	0.00	5,332.45	29,076.08	21,923.92	57 -----
342 AV - CAPITAL	12,500.00	0.00	155.20	6,080.12	6,419.88	48 ----

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2020 THROUGH NOV 30, 2020

	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						
CAPITAL OUTLAY						
350 EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0
355 COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: CAPITAL OUTLAY	84,500.00	0.00	5,487.65	35,156.20	49,343.80	41 ----
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	809,392.00	0.00	41,260.79	493,862.35	315,529.65	61 -----
TOTAL: GENERAL FUND	809,392.00	0.00	41,260.79	493,862.35	315,529.65	61 -----

	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	0.00	0.00	0.00	0
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0
242 RECREATION SUPPLIES	0.00	0.00	506.57	6,713.91	6,713.91-	9999 -----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	506.57	6,713.91	6,713.91-	9999 -----]]]]
CAPITAL OUTLAY						
340 BOOKS	0.00	0.00	0.00	87.34	87.34-	9999 -----]]]]
342 AV - CAPITAL	0.00	0.00	0.00	0.00	0.00	0
350 EQUIPMENT	0.00	0.00	0.00	1,300.00	1,300.00-	9999 -----]]]]
TOTAL: CAPITAL OUTLAY	0.00	0.00	0.00	1,387.34	1,387.34-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	506.57	8,101.25	8,101.25-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	506.57	8,101.25	8,101.25-	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	33,397.79	496.48CR	2,606.66CR	30,791.13
	TOTAL CURRENT ASSETS:	33,397.79	496.48CR	2,606.66CR	30,791.13
	TOTAL ASSETS:	33,397.79	496.48CR	2,606.66CR	30,791.13
LIABILITIES AND FUND BALANCE					

CURRENT LIABILITIES:					
701.2011	ACCOUNTS PAYABLE	784.09CR	0.00	784.09	0.00
	TOTAL CURRENT LIABILITIES:	784.09CR	0.00	784.09	0.00
	TOTAL LIABILITIES:	784.09CR	0.00	784.09	0.00
FUND BALANCE:					
701.2511	FUND BALANCE - UNDESIGNATED	29,340.84CR	0.00	0.00	29,340.84CR
701.2900	REVENUE CONTROL	14,188.17CR	10.09CR	6,278.68CR	20,466.85CR
701.2910	EXPENDITURE CONTROL	10,915.31	506.57	8,101.25	19,016.56
	TOTAL FUND BALANCE:	32,613.70CR	496.48	1,822.57	30,791.13CR
	TOTAL LIABILITIES AND FUND BALANCE:	33,397.79CR	496.48	2,606.66	30,791.13CR
	TOTAL FUND:	0.00	0.00	0.00	0.00

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT AND IN PROCESS	MTD POSTED AND IN PROCESS	YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND							
INTERGOVERNMENTAL REVENUES							
3380 COUNTY SHARE OF LIBRARY BUDG	15,000.00	15,000.00	0.00	15,000.00	15,000.00	100 ---	
TOTAL: INTERGOVERNMENTAL REVENUES	15,000.00	15,000.00	0.00	7,500.00	7,500.00	50 ---	
GOODS AND SERVICES							
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	750.00	7,500.00	700.00-	110 -----]]]]	
3452 LIBRARY A.V. FEES	500.00	500.00	0.00	85.00	415.00	17 -	
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	6.26	2.61	7.39	26 --	
3454 SALE OF WITHDRAWN ITEMS	200.00	200.00	24.88	140.52	59.48	70 -----	
3455 OTHER-LIBRARY REVENUES	1,500.00	1,500.00	36.00	327.50	1,172.50	21 --	
3456 PC PRINTING	6,000.00	6,000.00	375.75	2,702.55	3,297.45	45 ----	
3490 SALE OF MATERIALS	100.00	100.00	0.00	0.00	100.00	0	
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	606.15	2,482.46	482.46-	124 -----]]	
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: GOODS AND SERVICES	17,110.00	17,110.00	9,254.04	20,740.64	3,630.64-	121 -----]]	
FINES							
3510 COURT FINES	1,600.00	1,600.00	182.20	4,138.29	2,538.29-	258 -----]]]]	
3511 PARKING FINES	2,000.00	2,000.00	0.00	1,770.00	230.00	88 -----	
3520 LIBRARY FINES	650.00	650.00	10.00	247.74	402.26	38 ---	
TOTAL: FINES	4,250.00	4,250.00	192.20	6,156.03	1,906.03-	144 -----]]]]	
MISCELLANEOUS							
3610 INTEREST	40,000.00	40,000.00	6,013.98	56,216.70	16,216.70-	140 -----]]]]	
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	103,253.00	103,253.00	93,253.00-	1032 -----]]]]	
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	677.09	24,243.28	20,243.28-	606 -----]]]]	
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	82.62	27,196.95	24,196.95-	906 -----]]]]	
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	53.94	972.68	527.32	64 ----	
TOTAL: MISCELLANEOUS	58,500.00	58,500.00	110,080.63	211,882.61	153,382.61-	362 -----]]]]	
TOTAL: GENERAL FUND	94,860.00	94,860.00	119,526.87	246,279.28	151,419.28-	298 -----]]]]	

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
701 LIBRARY TRUST						
3342 JUMP START GRANT	0.00	0.00	0.00	900.00	900.00- 9999	-----]]]]
3610 INTEREST	0.00	0.00	19.64	296.31	296.31- 9999	-----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	1,372.97	6,474.98	6,474.98- 9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	1,392.61	7,671.29	7,671.29- 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	366,304.00	0.00	18,644.91	280,195.06	86,108.94 76 -----
102	TEMPORARY WAGES	84,000.00	0.00	2,324.77	21,335.87	62,664.13 25 --
103	OVERTIME WAGES	350.00	0.00	0.00	280.04	69.96 80 -----
111	OASI	34,475.00	0.00	1,555.51	22,800.36	11,674.64 66 -----
121	RETIREMENT	21,999.00	0.00	1,118.69	16,793.37	5,205.63 76 -----
131	WORKMENS COMPENSATION	2,542.00	0.00	0.00	1,064.69	1,477.31 41 ----
132	GROUP INSURANCE	90,616.00	0.00	2,963.61	45,901.10	44,714.90 50 -----
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	6.26	327.13	676.87 32 ---
TOTAL:	PERSONAL SERVICES	601,290.00	0.00	26,613.75	388,697.62	212,592.38 64 -----
	OTHER CURRENT EXPENDITURES					
201	INSURANCE	11,102.00	0.00	0.00	10,130.08	971.92 91 -----
202	PROFESSIONAL SERVICES	30,000.00	0.00	3,662.07	46,911.26	16,911.26- 156 -----]]]]
211	PUBLISHING	3,000.00	0.00	252.09	252.09	2,747.91 8
212	RENTALS & XEROX SUPPLIES	6,000.00	0.00	313.92	3,353.02	2,646.98 55 -----
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	857.83	1,039.33	1,960.67 34 ---
223	REP. & MAINT. - BUILDINGS	4,000.00	0.00	331.41	1,885.91	2,114.09 47 ----
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00 0
231	POSTAGE	2,500.00	0.00	626.31	2,913.11	413.11- 116 -----]
232	OFFICE SUPPLIES	9,500.00	0.00	1,290.25	5,518.46	3,981.54 58 -----
233	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00 0
234	COPIES	0.00	0.00	151.60	151.60	151.60- 9999 -----]]]]
235	SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	844.02	9,764.48	264.48- 102 -----
236	JANITORIAL SUPPLIES	3,000.00	0.00	29.33	1,994.43	1,005.57 66 -----
242	PROGRAM SUPPLIES	3,000.00	0.00	577.80	2,086.56	913.44 69 -----
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00 0
255	COVID EXPENSE	0.00	0.00	62.97	816.22	816.22- 9999 -----]]]]
261	MEMBERSHIP DUES	1,000.00	0.00	0.00	330.00	670.00 33 ---
263	TRAVEL EXPENSE	3,500.00	0.00	0.00	0.00	3,500.00 0
265	CONFERENCE & MEETINGS	1,500.00	0.00	0.00	406.94	1,093.06 27 --
271	TELEPHONE	1,800.00	0.00	298.53	2,042.13	242.13- 113 -----]
272	ELECTRICITY	23,000.00	0.00	1,232.80	14,434.63	8,565.37 62 -----
273	FUEL-HEATING	3,000.00	0.00	313.78	1,846.81	1,153.19 61 -----
274	WATER SERVICE	3,500.00	0.00	61.66	833.51	2,666.49 23 --
275	SEWER SERVICE	1,200.00	0.00	24.82	430.07	769.93 35 ---
276	LANDFILL	500.00	0.00	40.00	452.83	47.17 90 -----
277	RUBBLE	0.00	0.00	0.00	0.00	0.00 0
TOTAL:	OTHER CURRENT EXPENDITURES	123,602.00	0.00	10,971.19	107,593.47	16,008.53 87 -----
	CAPITAL OUTLAY					
301	CAPITAL REPAIR & MAINTENANCE	20,000.00	0.00	0.00	0.00	20,000.00 0
320	BUILDINGS	0.00	0.00	0.00	0.00	0.00 0
340	BOOKS	51,000.00	0.00	7,423.05	36,499.13	14,500.87 71 -----
342	AV - CAPITAL	12,500.00	0.00	719.98	6,800.10	5,699.90 54 -----

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2020 THROUGH DEC 31, 2020

	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						
CAPITAL OUTLAY						
350 EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0
355 COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: CAPITAL OUTLAY	84,500.00	0.00	8,143.03	43,299.23	41,200.77	51 -----
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	809,392.00	0.00	45,727.97	539,590.32	269,801.68	66 -----
TOTAL: GENERAL FUND	809,392.00	0.00	45,727.97	539,590.32	269,801.68	66 -----

	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	0.00	0.00	0.00	0
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0
242 RECREATION SUPPLIES	0.00	0.00	763.10	7,477.01	7,477.01-	9999 -----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	763.10	7,477.01	7,477.01-	9999 -----]]]]
CAPITAL OUTLAY						
340 BOOKS	0.00	0.00	0.00	87.34	87.34-	9999 -----]]]]
342 AV - CAPITAL	0.00	0.00	0.00	0.00	0.00	0
350 EQUIPMENT	0.00	0.00	0.00	1,300.00	1,300.00-	9999 -----]]]]
TOTAL: CAPITAL OUTLAY	0.00	0.00	0.00	1,387.34	1,387.34-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	763.10	8,864.35	8,864.35-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	763.10	8,864.35	8,864.35-	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	33,397.79	1,392.61	1,214.05CR	32,183.74
	TOTAL CURRENT ASSETS:	33,397.79	1,392.61	1,214.05CR	32,183.74
	TOTAL ASSETS:	33,397.79	1,392.61	1,214.05CR	32,183.74
LIABILITIES AND FUND BALANCE					

CURRENT LIABILITIES:					
701.2011	ACCOUNTS PAYABLE	784.09CR	0.00	784.09	0.00
	TOTAL CURRENT LIABILITIES:	784.09CR	0.00	784.09	0.00
	TOTAL LIABILITIES:	784.09CR	0.00	784.09	0.00
FUND BALANCE:					
701.2511	FUND BALANCE - UNDESIGNATED	32,613.70CR	0.00	0.00	32,613.70CR
701.2900	REVENUE CONTROL	0.00	1,392.61CR	7,671.29CR	7,671.29CR
701.2910	EXPENDITURE CONTROL	0.00	0.00	8,101.25	8,101.25
	TOTAL FUND BALANCE:	32,613.70CR	1,392.61CR	429.96	32,183.74CR
	TOTAL LIABILITIES AND FUND BALANCE:	33,397.79CR	1,392.61CR	1,214.05	32,183.74CR
	TOTAL FUND:	0.00	0.00	0.00	0.00

		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	366,304.00	0.00	18,580.08	261,550.15	104,753.85	71	-----	
P-111320-822	PAYROLL INTERFACE	111320		9,264.67	CODE-Y,PER#-1,FUND-	101			A
P-112520-830	PAYROLL INTERFACE	112520		9,315.41	CODE-Y,PER#-2,FUND-	101			A
102	TEMPORARY WAGES	84,000.00	0.00	2,269.40	19,011.10	64,988.90	22	--	
P-111320-822	PAYROLL INTERFACE	111320		1,081.00	CODE-Y,PER#-1,FUND-	101			A
P-112520-830	PAYROLL INTERFACE	112520		1,188.40	CODE-Y,PER#-2,FUND-	101			A
103	OVERTIME WAGES	350.00	0.00	0.00	280.04	69.96	80	-----	
111	OASI	34,475.00	0.00	1,585.17	21,244.85	13,230.15	61	-----	
P-111320-822	PAYROLL INTERFACE	111320		786.54	CODE-Y,PER#-1,FUND-	101			A
P-112520-830	PAYROLL INTERFACE	112520		798.63	CODE-Y,PER#-2,FUND-	101			A
121	RETIREMENT	21,999.00	0.00	1,114.82	15,674.68	6,324.32	71	-----	
P-111320-822	PAYROLL INTERFACE	111320		555.89	CODE-Y,PER#-1,FUND-	101			A
P-112520-830	PAYROLL INTERFACE	112520		558.93	CODE-Y,PER#-2,FUND-	101			A
131	WORKMENS COMPENSATION	2,542.00	0.00	1,171.00	1,064.69	1,477.31	41	----	
D-110920-799	05538 SDML WORKERS COMPENSATIO	065289 19453		1,171.00	WORK COMP RENEWAL	021559 P N			A
132	GROUP INSURANCE	90,616.00	0.00	3,232.35	42,937.49	47,678.51	47	----	
P-111320-822	PAYROLL INTERFACE	111320		1,616.18	CODE-Y,PER#-1,FUND-	101			A
P-112520-830	PAYROLL INTERFACE	112520		1,616.17	CODE-Y,PER#-2,FUND-	101			A
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	6.11	320.87	683.13	31	---	
P-111320-822	PAYROLL INTERFACE	111320		2.91	CODE-Y,PER#-1,FUND-	101			A
P-112520-830	PAYROLL INTERFACE	112520		3.20	CODE-Y,PER#-2,FUND-	101			A
TOTAL: PERSONAL SERVICES		601,290.00	0.00	27,958.93	362,083.87	239,206.13	60	-----	
OTHER CURRENT EXPENDITURES									
201	INSURANCE	11,102.00	0.00	0.00	10,130.08	971.92	91	-----	
202	PROFESSIONAL SERVICES	30,000.00	0.00	3,552.44	43,249.19	13,249.19-	144	-----]]]]	
M-110520-810	.14274 OLSONS PEST TECHNICIAN	202010 Schmidt		90.00	PEST CONTROL		N		A
M-110520-810	.13727 CENTURION TECHNOLOGIES	202010 Schmidt		120.00	PROFESSIONAL SERVICES		N		A
M-110520-810	.13843 OVERDRIVE DIST	202010 Schmidt		1,351.95	E-BOOKS		N		A
M-110520-810	.14274 OLSONS PEST TECHNICIAN	202010 Schmidt		90.00	PEST CONTROL		N		A
M-110520-810	.11798 BAKER-TAYLOR	202010 Schmidt		396.00	PROFESSIONAL SERVICES		N		A
D-110920-798	.17460 BALLOCH MEMORIAL LIBRARY	065215 10.28.2020		12.98	LOST BOOK	021810 P N			A
D-110920-798	05937 J & H CARE & CLEANING CO	065250 20201774		1,200.00	JANITORIAL SERVICES	021806 P M			A
D-110920-798	.17462 VERMILLION LIBRARY	065313 10.28.20		30.49	LOST BOOK	021811 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							
202	PROFESSIONAL SERVICES							
J-113020-823	NOVEMBER JOURNAL ENTRIES JE 380			274.00	KRONOS SET-UP/TIME CLOCK			A
J-113020-844	NOVEMBER JOURNAL ENTRIES JE 420			12.98-	VOID CHECK #65215			A
211	PUBLISHING	3,000.00	0.00	0.00	0.00	3,000.00	0	
212	RENTALS & XEROX SUPPLIES	6,000.00	0.00	311.54	3,039.10	2,960.90	50 -----	
D-110920-798	07098 US BANK EQUIPMENT FINANC	065310	10.28.20	311.54	COPIER LEASE	021808	P N	A
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	181.50	2,818.50	6	
223	REP. & MAINT. - BUILDINGS	4,000.00	0.00	233.47	1,554.50	2,445.50	38 ---	
M-110520-810	.14179 MENARDS YANKTON SD	202010	Miles	4.98	SIGN PROJECT SUPPLIES		N	A
M-110520-810	.14179 MENARDS YANKTON SD	202010	Miles	4.98	SUPPLIES		N	A
M-110520-810	.14179 MENARDS YANKTON SD	202010	Miles	7.80	SIGN PROJECT SUPPLIES		N	A
M-110520-810	.14179 MENARDS YANKTON SD	202010	Miles	3.59	SUPPLIES		N	A
M-110520-810	.14179 MENARDS YANKTON SD	202010	Miles	34.85	SIGN PROJECT SUPPLIES		N	A
M-110520-810	.14179 MENARDS YANKTON SD	202010	Homstad	78.00	DRYWALL ANCHOR/DRYWALL		N	A
M-110520-810	.14377 KOPETSKYS ACE HDWE	202010	Miles	38.39-	PADLOCKS		N	A
M-110520-810	.14377 KOPETSKYS ACE HDWE	202010	Miles	43.97	LUGGAGE LOCKS		N	A
M-110520-810	.14377 KOPETSKYS ACE HDWE	202010	Miles	18.00	PADLOCKS/LUGGAGE LOCKS		N	A
D-110920-798	.17461 HOMSTAD/GREGG	065248	10.15.20	75.69	PADLOCKS/BUILDING REPAIR	021957	P 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	259.32	2,286.80	213.20	91 -----	
M-110520-810	.14781 USPS PO 4698100078	202010	Schmidt	17.86	POSTAGE		N	A
M-110520-810	.16124 PITNEY BOWES PBP	202010	Schmidt	200.00	POSTAGE		N	A
M-110520-810	.11798 BAKER-TAYLOR	202010	Schmidt	41.46	POSTAGE		N	A
232	OFFICE SUPPLIES	9,500.00	0.00	370.26	4,228.21	5,271.79	44 ----	
M-110520-810	.17468 AMZN MKTP US 2T4ZV19A0	202010	Dobrovolny	122.34	OFFICE SUPPLIES		N	A
M-110520-810	.17472 SQ THE LEMONADE STAND	202010	Schmidt	89.50	OFFICE SUPPLIES		N	A
M-110520-810	.17491 AMZN MKTP US 2T2WN9JH0	202010	Dobrovolny	43.55	OFFICE SUPPLIES		N	A
M-110520-810	.17493 AMZN MKTP US 2T8128300	202010	Dobrovolny	29.99	OFFICE SUPPLIES		N	A
M-110520-810	.14377 KOPETSKYS ACE HDWE	202010	Schmidt	69.89	OFFICE SUPPLIES		N	A
M-110520-810	.17502 AMZN MKTP US MK5ZK5202	202010	Dobrovolny	14.99	OFFICE SUPPLIES		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	1,415.73	8,920.46	579.54	93 -----	
M-110520-810	.16545 BHM WORLD HERALD NEWSP	202010	Schmidt	511.93	NEWSPAPER SUBSCRIPTION		N	A
M-110520-810	.16600 GAN USATODAYCIRC	202010	Schmidt	341.00	NEWSPAPER SUBSCRIPTION		N	A
M-110520-810	.11824 THE STAR TRIBUNE CIRCU	202010	Schmidt	527.80	NEWSPAPER SUBSCRIPTION		N	A
D-110920-798	06816 SDSFS	065290	10.19.20	35.00	PUBLICATION	021807	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								
236	JANITORIAL SUPPLIES	3,000.00	0.00	143.61	1,965.10	1,034.90	65	-----	
M-110520-810	.17503 AMZN MKTP US MK9ZI2SB0	202010	Dobrovolny	143.61	JANITORIAL SUPPLIES		N		A
242	PROGRAM SUPPLIES	3,000.00	0.00	196.13	1,508.76	1,491.24	50	-----	
M-110520-810	.17395 GREAT PLAINS ZOO	202010	Schmidt	60.00	VIRTUAL PROGRAMMING		N		A
M-110520-810	.17479 AMZN MKTP US 2T61H8M72	202010	Dobrovolny	45.26	PROGRAM SUPPLIES		N		A
M-110520-810	.17491 AMZN MKTP US 2T2WN9JH0	202010	Dobrovolny	38.92	PROGRAM SUPPLIES		N		A
M-110520-810	.17502 AMZN MKTP US MK5ZK52O2	202010	Dobrovolny	30.16	PROGRAM SUPPLIES		N		A
M-110520-810	.11774 QUILL CORPORATION	202010	Schmidt	21.79	PROGRAM SUPPLIES		N		A
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0		
255	COVID EXPENSE	0.00	0.00	429.77-	753.25	753.25-9999]]]]
M-110520-810	.15692 AMZN MKTP US	202010	Dobrovolny	20.10-	REFUND COVID SUPPLIES		N		A
M-110520-810	.17503 AMZN MKTP US MK9ZI2SB0	202010	Dobrovolny	60.30	COVID SUPPLIES		N		A
J-113020-823	NOVEMBER JOURNAL ENTRIES	JE 385		469.97-	DENIED COVID CODING CORR				A
261	MEMBERSHIP DUES	1,000.00	0.00	0.00	330.00	670.00	33	---	
263	TRAVEL EXPENSE	3,500.00	0.00	0.00	0.00	3,500.00	0		
265	CONFERENCE & MEETINGS	1,500.00	0.00	0.00	406.94	1,093.06	27	--	
271	TELEPHONE	1,800.00	0.00	186.60	1,743.60	56.40	96	-----	
M-110520-810	.17371 VASTBROADBAND-VEXUS	202010	Yardley	83.83	PHONE ACCOUNT #14989401		N		A
M-110520-810	.17371 VASTBROADBAND-VEXUS	202010	Yardley	42.27	PHONE SERVICES		N		A
P-111320-822	PAYROLL INTERFACE	111320		60.50	CODE-Y,PER#-1,FUND- 101				A
272	ELECTRICITY	23,000.00	0.00	1,398.02	13,201.83	9,798.17	57	-----	
D-110920-798	00455 NORTHWESTERN ENERGY	065274	10.28.20	1,398.02	ELECT	002795	P	N	A
273	FUEL-HEATING	3,000.00	0.00	47.08	1,533.03	1,466.97	51	-----	
D-110920-798	00303 MIDAMERICAN ENERGY	065267	10.28.20	47.08	FUEL	002794	P	N	A
274	WATER SERVICE	3,500.00	0.00	61.30	771.85	2,728.15	22	--	
D-110920-798	00109 CITY UTILITIES	065226	10.28.20	61.30	WATER-WW CHARGES	002793	P	N	A
275	SEWER SERVICE	1,200.00	0.00	23.65	405.25	794.75	33	---	
D-110920-798	00109 CITY UTILITIES	065226	10.28.20	23.65	WATER-WW CHARGES	002793	P	N	A
276	LANDFILL	500.00	0.00	44.83	412.83	87.17	82	-----	
M-110520-810	.17469 PSN CITY OF YANKTON	202010	Miles	12.83	LANDFILL CHARGES		N		A
J-113020-823	NOVEMBER JOURNAL ENTRIES	JE 417		32.00	DUMPSTER CHGS - NOV 2020				A

		ANNUAL	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							
277	RUBBLE	0.00	0.00	0.00	0.00		0	
TOTAL:	OTHER CURRENT EXPENDITURES	123,602.00	0.00	7,814.21	96,622.28	26,979.72	78	-----
	CAPITAL OUTLAY							
301	CAPITAL REPAIR & MAINTENANCE	20,000.00	0.00	0.00	0.00	20,000.00	0	
320	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0	
340	BOOKS	51,000.00	0.00	5,332.45	29,076.08	21,923.92	57	-----
M-110520-810	.17473 AMZN MKTP US 2T10Z0BW2	202010	Dobrovolny	5.69	BOOK		N	A
M-110520-810	.17490 AMZN MKTP US 2T50G0CB2	202010	Dobrovolny	21.05	BOOK		N	A
M-110520-810	.17491 AMZN MKTP US 2T2WN9JH0	202010	Dobrovolny	15.80	BOOKS		N	A
M-110520-810	.17493 AMZN MKTP US 2T8128300	202010	Dobrovolny	105.10	BOOKS		N	A
M-110520-810	.17503 AMZN MKTP US MK9ZI2SB0	202010	Dobrovolny	47.46	BOOKS		N	A
M-110520-810	.16809 FINDAWAY	202010	Schmidt	644.91	BOOKS		N	A
M-110520-810	.17512 AMZN MKTP US MK4DN4OB0	202010	Dobrovolny	2.06	BOOK		N	A
M-110520-810	.17514 AMZN MKTP US MK2JQ3302	202010	Dobrovolny	12.19	BOOK		N	A
M-110520-810	.11785 CENTER POINT LARGE PRI	202010	Schmidt	134.22	LARGE PRINT BOOKS		N	A
M-110520-810	.11798 BAKER-TAYLOR	202010	Schmidt	4,343.97	BOOKS		N	A
342	AV - CAPITAL	12,500.00	0.00	155.20	6,080.12	6,419.88	48	----
M-110520-810	.17491 AMZN MKTP US 2T2WN9JH0	202010	Dobrovolny	36.47	DVD'S		N	A
M-110520-810	.17493 AMZN MKTP US 2T8128300	202010	Dobrovolny	18.76	DVD		N	A
M-110520-810	.17503 AMZN MKTP US MK9ZI2SB0	202010	Dobrovolny	19.99	DVD		N	A
D-110920-798	04785 MIDWEST TAPE	065269	99436224	79.98	AV	021809	P N	A
350	EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0	
355	COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	CAPITAL OUTLAY	84,500.00	0.00	5,487.65	35,156.20	49,343.80	41	----
	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	809,392.00	0.00	41,260.79	493,862.35	315,529.65	61	-----
TOTAL:	GENERAL FUND	809,392.00	0.00	41,260.79	493,862.35	315,529.65	61	-----

		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	366,304.00	0.00	18,644.91	280,195.06	86,108.94	76	-----	
P-121120-850	PAYROLL INTERFACE	121120		9,312.59	CODE-Y,PER#-1,FUND-	101			A
P-122320-870	PAYROLL INTERFACE	122320		9,332.32	CODE-Y,PER#-2,FUND-	101			A
102	TEMPORARY WAGES	84,000.00	0.00	2,324.77	21,335.87	62,664.13	25	--	
P-121120-850	PAYROLL INTERFACE	121120		1,065.58	CODE-Y,PER#-1,FUND-	101			A
P-122320-870	PAYROLL INTERFACE	122320		1,259.19	CODE-Y,PER#-2,FUND-	101			A
103	OVERTIME WAGES	350.00	0.00	0.00	280.04	69.96	80	-----	
111	OASI	34,475.00	0.00	1,555.51	22,800.36	11,674.64	66	-----	
P-121120-850	PAYROLL INTERFACE	121120		789.02	CODE-Y,PER#-1,FUND-	101			A
P-122320-870	PAYROLL INTERFACE	122320		766.49	CODE-Y,PER#-2,FUND-	101			A
121	RETIREMENT	21,999.00	0.00	1,118.69	16,793.37	5,205.63	76	-----	
P-121120-850	PAYROLL INTERFACE	121120		558.75	CODE-Y,PER#-1,FUND-	101			A
P-122320-870	PAYROLL INTERFACE	122320		559.94	CODE-Y,PER#-2,FUND-	101			A
131	WORKMENS COMPENSATION	2,542.00	0.00	0.00	1,064.69	1,477.31	41	----	
132	GROUP INSURANCE	90,616.00	0.00	2,963.61	45,901.10	44,714.90	50	-----	
P-121120-850	PAYROLL INTERFACE	121120		1,595.56	CODE-Y,PER#-1,FUND-	101			A
P-122320-870	PAYROLL INTERFACE	122320		1,368.05	CODE-Y,PER#-2,FUND-	101			A
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	6.26	327.13	676.87	32	---	
P-121120-850	PAYROLL INTERFACE	121120		2.87	CODE-Y,PER#-1,FUND-	101			A
P-122320-870	PAYROLL INTERFACE	122320		3.39	CODE-Y,PER#-2,FUND-	101			A
TOTAL: PERSONAL SERVICES		601,290.00	0.00	26,613.75	388,697.62	212,592.38	64	-----	
OTHER CURRENT EXPENDITURES									
201	INSURANCE	11,102.00	0.00	0.00	10,130.08	971.92	91	-----	
202	PROFESSIONAL SERVICES	30,000.00	0.00	3,662.07	46,911.26	16,911.26-	156	-----]]]]]	
M-120420-845	.14274 OLSONS PEST TECHNICIAN	202011	Schmidt	90.00	PEST CONTROL				A
M-120420-845	.17542 CANVA 02881-14256474	202011	Schmidt	119.40	PROFESSIONAL SERVICES				A
D-121420-838	05937 J & H CARE & CLEANING CO	065374	20201835	1,200.00	JANITORIAL SERVICES	021813	P N		A
D-122120-861	05937 J & H CARE & CLEANING CO	065446	11.30.20	1,300.00	JANITORIAL SUPPLIES	021817	P N		A
M-123120-889	.14274 OLSONS PEST TECHNICIAN	202012	Schmidt	90.00	PEST CONTROL				D
M-123120-889	.17655 HEALTH STREET	202012	Pospisil	100.00	PRE-EMPLOYMENT SCREENING				D
M-123120-889	.13843 OVERDRIVE DIST	202012	Schmidt	762.67	E-BOOKS				D
211	PUBLISHING	3,000.00	0.00	252.09	252.09	2,747.91	8		
D-121420-837	00499 PRESS DAKOTA MSTAR SOLUT	065403	110075	252.09	AD	204003	P -		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							
212	RENTALS & XEROX SUPPLIES	6,000.00	0.00	313.92	3,353.02	2,646.98	55	-----
D-121420-838	07098 US BANK EQUIPMENT FINANC	065422	429566078	313.92	COPIER LEASE	021815	P -	A
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	857.83	1,039.33	1,960.67	34	---
M-120420-845	.15543 GRAINGER	202011	Homstad	6.08	STORAGE DEVICE		-	A
D-121420-838	00121 CONS BUSINESS PROD INC	065351	15846	851.75	INSTALL PHONE LINE	021812	P -	A
223	REP. & MAINT. - BUILDINGS	4,000.00	0.00	331.41	1,885.91	2,114.09	47	----
M-120420-845	.14179 MENARDS YANKTON SD	202011	Homstad	85.91	ROOF REPAIR SUPPLIES		-	A
M-120420-845	.17570 DK HARDWARE SUPPLY LLC	202011	Homstad	57.74	SATIN ANODIZED ALUMINUM		-	A
M-120420-845	.14179 MENARDS YANKTON SD	202011	Miles	12.88	SUPPLIES		-	A
M-120420-845	.14377 KOPETSKYS ACE HDWE	202011	Miles	7.98	SUPPLIES		-	A
M-120420-845	.14179 MENARDS YANKTON SD	202011	Miles	38.23	SUPPLIES		-	A
M-123120-889	.11964 YANKTON WINNELSON CO	202012	Miles	128.67	LADIES BATHROOM REPAIRS		-	D
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0	
231	POSTAGE	2,500.00	0.00	626.31	2,913.11	413.11-	116	-----]
M-120420-845	.13524 SOUTH DAKOTA HISTORICA	202011	Dobrovolny	4.19	POSTAGE		-	A
M-120420-845	.16820 D J WALL ST JOURNAL	202011	Schmidt	35.00	POSTAGE FEE		-	A
M-120420-845	.17544 PITNEYBOWESLEASEDEQUIP	202011	Schmidt	32.00	POSTAGE		-	A
M-120420-845	.17544 PITNEYBOWESLEASEDEQUIP	202011	Schmidt	32.00	POSTAGE		-	A
M-120420-845	.17544 PITNEYBOWESLEASEDEQUIP	202011	Schmidt	122.00	POSTAGE		-	A
M-120420-845	.17551 AMZN MKTP US IA1WZ8XU3	202011	Dobrovolny	3.99	SHIPPING		-	A
M-120420-845	.11798 BAKER-TAYLOR	202011	Schmidt	22.01	POSTAGE		-	A
D-122120-861	05866 HANSON BRIGGS ADVERTISIN	065445	26667	24.26	SHIPPING	021816	P -	A
M-123120-889	.17544 PITNEYBOWESLEASEDEQUIP	202012	Schmidt	122.00	POSTAGE		-	D
M-123120-889	.16124 PITNEY BOWES PBP	202012	Schmidt	200.00	POSTAGE		-	D
M-123120-889	.11798 BAKER-TAYLOR	202012	Schmidt	28.86	POSTAGE		-	D
232	OFFICE SUPPLIES	9,500.00	0.00	1,290.25	5,518.46	3,981.54	58	-----
M-120420-845	.12708 PITNEY BOWES PI	202011	Schmidt	234.95	OFFICE SUPPLIES		-	A
M-120420-845	.17541 AMZN MKTP US LP8MJ5JM3	202011	Dobrovolny	69.98	OFFICE SUPPLIES		-	A
M-120420-845	.17472 SQ THE LEMONADE STAND	202011	Schmidt	89.50-	OFFICE SUPPLIES REFUND		-	A
M-120420-845	.17569 AMZN MKTP US 2831V3UB1	202011	Dobrovolny	89.96	OFFICE SUPPLIES		-	A
M-120420-845	.15692 AMZN MKTP US	202011	Dobrovolny	64.50-	OFFICE SUPPLIES REFUND		-	A
M-120420-845	.17587 AMAZON.COM 2T2NW4RX0	202011	Dobrovolny	139.68	OFFICE SUPPLIES		-	A
M-120420-845	.17169 1 OFFICE SOLUTION	202011	Schmidt	58.20	OFFICE SUPPLIES		-	A
D-122120-861	05866 HANSON BRIGGS ADVERTISIN	065445	26667	282.50	NOTEPADS	021816	P -	A
M-123120-889	.17598 AMZN MKTP US PZ1XB2WJ3	202012	Dobrovolny	269.99	OFFICE SUPPLIES		-	D
M-123120-889	.17601 AMZN MKTP US 8D97A8OC3	202012	Dobrovolny	11.96	OFFICE SUPPLIES		-	D
M-123120-889	.15692 AMZN MKTP US	202012	Dobrovolny	5.77-	OFFICE SUPPLIES REFUND		-	D

		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							
232	OFFICE SUPPLIES							
M-123120-889	.15692 AMZN MKTP US	202012	Dobrovolny	5.77-	OFFICE SUPPLIES REFUND	-		D
M-123120-889	.15692 AMZN MKTP US	202012	Dobrovolny	39.21-	OFFICE SUPPLIES REFUND	-		D
M-123120-889	.17626 AMZN MKTP US WW1F83MJ3	202012	Dobrovolny	29.98	OFFICE SUPPLIES	-		D
M-123120-889	.17628 AMZN MKTP US FW6ZF1EK3	202012	Dobrovolny	46.89	OFFICE SUPPLIES	-		D
M-123120-889	.17637 AMZN MKTP US PI7CL6FO3	202012	Dobrovolny	87.15	OFFICE SUPPLIES	-		D
M-123120-889	.17649 AMAZON.COM E39L77KZ3	202012	Dobrovolny	66.89	OFFICE SUPPLIES	-		D
M-123120-889	.17651 AMZN MKTP US GR0P87ZF3	202012	Dobrovolny	76.88	OFFICE SUPPLIES	-		D
M-123120-889	.14179 MENARDS YANKTON SD	202012	Schmidt	29.99	OFFICE SUPPLIES	-		D
233	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00	0	
234	COPIES	0.00	0.00	151.60	151.60	151.60-9999	-----]]]]	
J-123120-877	DECEMBER JOURNAL ENTRIES JE 455			151.60	PAPER CHARGES - LIBRARY			A
235	SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	844.02	9,764.48	264.48-	102	-----
M-120420-845	.16820 D J WALL ST JOURNAL	202011	Schmidt	99.00	NEWSPAPER SUBSCRIPTION	-		A
M-120420-845	.12801 YANKTON COUNTY OBSERVE	202011	Schmidt	35.00	NEWSPAPER SUBSCRIPTION	-		A
M-120420-845	.13031 SOUTH DAKOTA MAGAZINE	202011	Schmidt	45.00	MAGAZINE SUBSCRIPTION	-		A
M-123120-889	.16787 GAN 1150DESMOINEREGCIR	202012	Schmidt	665.02	NEWSPAPER SUBSCRIPTION	-		D
236	JANITORIAL SUPPLIES	3,000.00	0.00	29.33	1,994.43	1,005.57	66	-----
M-120420-845	.17559 AMZN MKTP US 202IG5ZR0	202011	Dobrovolny	5.68	JANITORIAL SUPPLIES	-		A
M-123120-889	.17617 AMZN MKTP US 1T1YR8IY3	202012	Dobrovolny	23.65	JANITORIAL SUPPLIES	-		D
242	PROGRAM SUPPLIES	3,000.00	0.00	577.80	2,086.56	913.44	69	-----
M-120420-845	.14844 DOLLAR TREE	202011	Clare	10.00	PROGRAM SUPPLIES	-		A
M-120420-845	.17555 AMZN MKTP US P47IP8TZ3	202011	Dobrovolny	68.92	PROGRAM SUPPLIES	-		A
M-120420-845	.16450 HY-VEE YANKTON 1899	202011	Schmidt	38.46	PROGRAM SUPPLIES	-		A
M-120420-845	.17566 AMZN MKTP US 282SC27F0	202011	Dobrovolny	27.75	PROGRAM SUPPLIES	-		A
M-120420-845	.11840 WALGREENS #9806	202011	Schmidt	52.46	PROGRAM SUPPLIES	-		A
M-120420-845	.17587 AMAZON.COM 2T2NW4RX0	202011	Dobrovolny	17.31	PROGRAM SUPPLIES	-		A
M-120420-845	.17169 1 OFFICE SOLUTION	202011	Schmidt	10.00	PROGRAM SUPPLIES	-		A
M-123120-889	.17597 AMZN MKTP US BR9FE6KR3	202012	Dobrovolny	9.76	PROGRAM SUPPLIES	-		D
M-123120-889	.17601 AMZN MKTP US 8D97A8OC3	202012	Dobrovolny	43.98	PROGRAM SUPPLIES	-		D
M-123120-889	.14844 DOLLAR TREE	202012	Clare	20.00	PROGRAM SUPPLIES	-		D
M-123120-889	.17630 AMZN MKTP US VP8436K33	202012	Dobrovolny	77.94	PROGRAM SUPPLIES	-		D
M-123120-889	.17631 AMZN MKTP US FD80J2YX3	202012	Dobrovolny	6.99	PROGRAM SUPPLIES	-		D
M-123120-889	.17632 AMZN MKTP US 2Q54P1Q83	202012	Dobrovolny	11.79	PROGRAM SUPPLIES	-		D
M-123120-889	.17637 AMZN MKTP US PI7CL6FO3	202012	Dobrovolny	11.37	PROGRAM SUPPLIES	-		D
M-123120-889	.16450 HY-VEE YANKTON 1899	202012	Dobrovolny	19.14	PROGRAM SUPPLIES	-		D
M-123120-889	.17649 AMAZON.COM E39L77KZ3	202012	Dobrovolny	28.60	PROGRAM SUPPLIES	-		D
M-123120-889	.17651 AMZN MKTP US GR0P87ZF3	202012	Dobrovolny	46.39	PROGRAM SUPPLIES	-		D

		ANNUAL	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							
242	PROGRAM SUPPLIES							
M-123120-889	.14179 MENARDS YANKTON SD	202012	Schmidt	76.94	PROGRAM SUPPLIES		-	D
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0	
255	COVID EXPENSE	0.00	0.00	62.97	816.22	816.22-9999]]]]
M-123120-889	.17608 AMZN MKTP US H59JQ5KG3	202012	Homstad	62.97	TOUCHLESS HAND SANITIZER		-	D
261	MEMBERSHIP DUES	1,000.00	0.00	0.00	330.00	670.00	33	---
263	TRAVEL EXPENSE	3,500.00	0.00	0.00	0.00	3,500.00	0	
265	CONFERENCE & MEETINGS	1,500.00	0.00	0.00	406.94	1,093.06	27	--
271	TELEPHONE	1,800.00	0.00	298.53	2,042.13	242.13-	113	-----]
M-120420-845	.17371 VASTBROADBAND-VEXUS	202011	Yardley	78.18	TELEPHONE		-	A
M-120420-845	.17371 VASTBROADBAND-VEXUS	202011	Yardley	42.27	TELEPHONE		-	A
P-121120-850	PAYROLL INTERFACE	121120		60.50	CODE-Y, PER#-1, FUND-	101		A
M-123120-889	.17371 VASTBROADBAND-VEXUS	202012	Yardley	75.31	PHONE		-	D
M-123120-889	.17371 VASTBROADBAND-VEXUS	202012	Yardley	42.27	PHONE		-	D
272	ELECTRICITY	23,000.00	0.00	1,232.80	14,434.63	8,565.37	62	-----
D-121420-838	00455 NORTHWESTERN ENERGY	065398	11.30.20	1,232.80	ELECT	002795	P -	A
273	FUEL-HEATING	3,000.00	0.00	313.78	1,846.81	1,153.19	61	-----
D-121420-838	00303 MIDAMERICAN ENERGY	065388	11.30.20	313.78	FUEL	002794	P -	A
274	WATER SERVICE	3,500.00	0.00	61.66	833.51	2,666.49	23	--
D-121420-838	00109 CITY UTILITIES	065348	11.30.20	61.66	WATER-WW CHARGES	002793	P -	A
275	SEWER SERVICE	1,200.00	0.00	24.82	430.07	769.93	35	---
D-121420-838	00109 CITY UTILITIES	065348	11.30.20	24.82	WATER-WW CHARGES	002793	P -	A
276	LANDFILL	500.00	0.00	40.00	452.83	47.17	90	-----
J-123120-877	DECEMBER JOURNAL ENTRIES JE 475			40.00	DUMPSTER CHARGES-DEC			A
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	OTHER CURRENT EXPENDITURES	123,602.00	0.00	10,971.19	107,593.47	16,008.53	87	-----
	CAPITAL OUTLAY							
301	CAPITAL REPAIR & MAINTENANCE	20,000.00	0.00	0.00	0.00	20,000.00	0	
320	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0	
340	BOOKS	51,000.00	0.00	7,423.05	36,499.13	14,500.87	71	-----
M-120420-845	.13524 SOUTH DAKOTA HISTORICA	202011	Dobrovolny	95.84	BOOKS		-	A
M-120420-845	.11785 CENTER POINT LARGE PRI	202011	Schmidt	137.82	LARGE PRINT BOOKS		-	A
M-120420-845	.17551 AMZN MKTP US IA1WZ8XU3	202011	Dobrovolny	40.41	BOOK		-	A

		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	FIL
101	GENERAL FUND							
142	COMMUNITY LIBRARY							
	CAPITAL OUTLAY							
340	BOOKS							
M-120420-845	.17552 AMZN MKTP US 8H1QH06X3	202011	Dobrovolny	6.61	BOOK		-	A
M-120420-845	.17553 AMAZON.COM 209P46302	202011	Dobrovolny	81.52	BOOKS		-	A
M-120420-845	.17555 AMZN MKTP US P47IP8TZ3	202011	Dobrovolny	89.03	BOOKS		-	A
M-120420-845	.11785 CENTER POINT LARGE PRI	202011	Schmidt	137.82	LARGE PRINT BOOKS		-	A
M-120420-845	.11798 BAKER-TAYLOR	202011	Schmidt	2,596.35	BOOKS		-	A
M-120420-845	.17587 AMAZON.COM 2T2NW4RX0	202011	Dobrovolny	46.75	BOOKS		-	A
M-123120-889	.11811 AMAZON.COM	202012	Dobrovolny	16.60	BOOK REFUND		-	D
M-123120-889	.11785 CENTER POINT LARGE PRI	202012	Schmidt	137.82	BOOKS		-	D
M-123120-889	.17626 AMZN MKTP US WW1F83MJ3	202012	Dobrovolny	22.41	BOOKS		-	D
M-123120-889	.16403 THOMSON WEST TCD	202012	Schmidt	75.02	BOOKS		-	D
M-123120-889	.17628 AMZN MKTP US FW6ZF1EK3	202012	Dobrovolny	15.80	BOOK		-	D
M-123120-889	.17631 AMZN MKTP US FD80J2YX3	202012	Dobrovolny	22.98	BOOKS		-	D
M-123120-889	.17637 AMZN MKTP US PI7CL6FO3	202012	Dobrovolny	11.72	BOOK		-	D
M-123120-889	.17649 AMAZON.COM E39L77KZ3	202012	Dobrovolny	47.35	BOOKS		-	D
M-123120-889	.17651 AMZN MKTP US GR0P87ZF3	202012	Dobrovolny	41.98	BOOKS		-	D
M-123120-889	.16809 FINDAWAY	202012	Schmidt	99.73	BOOKS		-	D
M-123120-889	.17659 AMZN MKTP US BX66N9BC3	202012	Dobrovolny	18.63	BOOKS		-	D
M-123120-889	.11798 BAKER-TAYLOR	202012	Schmidt	3,714.06	BOOKS		-	D
342	AV - CAPITAL	12,500.00	0.00	719.98	6,800.10	5,699.90	54	-----
M-120420-845	.17553 AMAZON.COM 209P46302	202011	Dobrovolny	59.41	DVD'S		-	A
M-120420-845	.17587 AMAZON.COM 2T2NW4RX0	202011	Dobrovolny	28.98	DVD'S		-	A
D-121420-838	04785 MIDWEST TAPE	065391	99662752	274.92	AV	021814 P	-	A
M-123120-889	.17595 AMZN MKTP US S92UH3583	202012	Dobrovolny	19.96	DVD		-	D
M-123120-889	.17601 AMZN MKTP US 8D97A8OC3	202012	Dobrovolny	9.96	DVD		-	D
M-123120-889	.17610 AMZN MKTP US K24YG5G93	202012	Dobrovolny	19.99	DVD		-	D
M-123120-889	.17619 AMZN MKTP US R20WZ4G43	202012	Dobrovolny	13.95	DVD		-	D
M-123120-889	.17626 AMZN MKTP US WW1F83MJ3	202012	Dobrovolny	222.91	DVD'S		-	D
M-123120-889	.17640 AMAZON.COM WN2V27HE3 A	202012	Dobrovolny	19.96	DVD		-	D
M-123120-889	.17649 AMAZON.COM E39L77KZ3	202012	Dobrovolny	4.96	DVD'S		-	D
M-123120-889	.17651 AMZN MKTP US GR0P87ZF3	202012	Dobrovolny	29.99	DVD'S		-	D
M-123120-889	.17656 AMAZON.COM 0R4BU9OT3	202012	Dobrovolny	14.99	DVD		-	D
350	EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0	
355	COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	CAPITAL OUTLAY	84,500.00	0.00	8,143.03	43,299.23	41,200.77	51	-----
	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	809,392.00	0.00	45,727.97	539,590.32	269,801.68	66	-----

Exp. Guideline with Detail
 FOR THE PERIOD(S) JAN 01, 2020 THROUGH DEC 31, 2020

		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								
TOTAL: GENERAL FUND		809,392.00	0.00	45,727.97	539,590.32	269,801.68	66	-----	

Director's Report-January 2021

Winter Reading Raffle: The last two years we have had a Winter Reading Program to encourage reading and some fun incentives. This year we decided to try something new. During the month of January we are holding a Winter Reading Raffle. Participants earn a raffle ticket with each checkout. Every Friday we will pull five winners to receive a Hygge Kit. Hygge is the Danish concept of coziness, comfort and enjoying the simple things and is especially practiced during the long winter months. Our Hygge Kits aim to help people enjoy the present moment and to take time to relax. Our kits include items like comfy socks, hot chocolate, bath salts, crafts, puzzles and games. A week in, it has been fun to see people getting excited for some simple fun and checking their tickets to see if they are winners.

Virtual Meditation: The library has hosted a monthly virtual meditation session from November through February with the help of the Yankton Area Meditation Group. This is a great opportunity for people to try out the meditation practice in a very low key and welcoming environment. We are thankful to Jim Pearson for leading these meditations and for offering us an opportunity to practice more mindfulness in our everyday lives!

Virtual Book Club: During the past summer we hosted a couple of virtual book clubs that were well-received with requests to do more. We will be hosting a series of virtual book clubs on the fourth Tuesday of the month January through March. This offers book lovers the opportunity to engage with others and discuss some great reads all from the comfort of their own homes. While we are still practicing safety precautions due to COVID-19 and not hosting in-person events, virtual book clubs may be something we continue during winter months for years to come. Even if the weather or road conditions are not ideal, people will still be able to participate in this event.

February Events: Along with our children's activity bags, story times, Thursday activities, Meditation and Book Club we will be looking to add some tween/teen events to our schedule in February. We are also working on a BINGO game that can be played by completing certain tasks (like reading a biography, going for a hike, or donating a nonperishable food item) as well as a community history project reflecting experiences of 2020.

Library Accreditation: Yankton Community Library currently holds Exemplary Accreditation status. Accreditation is renewed everything three years-ours will expire at the end of 2021. As such, I will be reviewing the requirements checklist this year and ensuring that we will again qualify for Exemplary Status, which is the highest level in South Dakota. I will be scheduling training into our meetings this year so we can reach the total number of hours required for Board members. If you have specific topics that you would like to see covered, please let me know.

Staffing: Victoria Caine joined the YCL staff in January as our new Youth Services Librarian. She brings a lot of enthusiasm, has experience working with youth, and is currently pursuing her Master's in Library Science. We are looking forward to her fresh perspective and new ideas.

We will be looking to hire another full-time staff member in the coming weeks.

Next Meeting: Our next regular meeting is scheduled for Wednesday, February 10 at 5:30pm. The meeting will be held virtually along with an option to attend in-person at the library meeting room.

November 2020 Program Statistics

Recurring Programs	Date	Likes/ Comments/ Shares	FB Engagem ents	YouTube Views
Virtual Story Time	3-Nov	10	20	6
	10-Nov	5	7	5
	17-Nov	20	64	11
	24-Nov	254	538	8
Total:		289	629	30

Virtual Adult Programs	Date	Time	Num.
Virtual meditation 101	17-Nov	6:30 PM	15
NaNo Write In	7-Nov	6:00 AM	2
Staff Book Reviews-Nov 6	15	50	2
Staff Book Reviews-Nov 20	27	42	3
Total:			22

Thursday Kids Virtual Activities				
Turkey Craft	5-Nov	289	4	9
Veterans Letters	12-Nov	3	5	3
Dinosaur Eggs	19-Nov	2	2	
Pumpkin Pie Craft	25-Nov	1	2	
Total:		295	13	12

Food for Fines		
Canned vegetables	November (all month)	20

Book Clubs			
Reader's Anonymous	10-Nov	1:00 PM	4
Between the Lines	24-Nov	4:30 PM	N/A
Total:			4

Miscellaneous		
NaNo Writers Kits	all month	17
DiNovember curbside	23-Nov	25
DiNovember joke contest entries	all month	10
Kids Activity Bags	all month	62
Total:		114

December 2020 Program Statistics

Recurring Programs	Date	Likes/ Comments/ Shares	FB Engage- ments	YouTube Views
Story Time	1-Dec	7	24	6
	8-Dec	10	13	5
	15-Dec	16	21	2
	22-Dec	81	235	5
	29-Dec	6	10	2
Total:		120	303	20

Thursday Kids Activities				
Christmas Light Craft	3-Dec	4	7	
Christmas Tree Craft	10-Dec	3	5	
Mystery Craft	17-Dec	11	15	4
Play Dough	31-Dec	1	5	
Total:		19	32	4

Miscellaneous				
Kids Activity Bags	all month		75	
Ms. Judy Dance Time	8-Dec	956	1,306	4
Total:			75	0

Adult Programs	Date	Time	Num.
Meditation Mondays	14-Dec	6:30 p.m.	12
Kahoot Online Trivia	Dec 12-31st		17
Total:			12

Food for Fines		
Socks, hats, gloves	December (all month)	85

Book Clubs			
Reader's Anonymous	8-Dec	1:00 PM	4
Between the Lines	22-Dec	4:30 PM	n/a
Total:			4

November 2020 Usage & Circulation Statistics

Total Circulation Statistics*		
	2020	2019
Adult	5,229	7,512
Juvenile	2,059	3,603
Total	7,288	11,115

*Includes physical collection, ILL, and eBooks

Public Computer Use		
	2020	2019
Uses	147	1,199
Hours	66	780.0

Physical Collection Circulation		
	2020	2019
Adult	3588	5,967
Juvenile	2040	3,512
Total	5,628	9,479

WiFi Usage		
	2020	2019
Sessions	433	1,365
Total Session Hours	453	997.0
Unique Users	107	436

Interlibrary Loan		
	2020	2019
Requested	41	57
Supplied	38	116
Total	79	173

Meeting Room Use		
	2020	2019
Library Uses	0	30
Library Hours	0.0	48.0
Non-Library Uses	0	17
Non-Library Hours	0.0	24.5

Electronic Resources		
	2020	2019
OverDrive	1562	1,372
TumbleBooks	19	91
Total	1581	1,463

Study Room Use		
	2020	2019
Uses	0	52
Hours	0.0	47.0

Adult Outreach		
	2020	2019
Locations	4	10
Patrons	8	37
Circulations	57	238

Notary		
	2020	2019
Requests	0	0

Daycare Outreach		
	2020	2019
Locations	4	10
Patrons	40	50
Circulations	40	182

Proctor		
	2020	2019
Tests	7	33

Current Cards		
	2020	2019
Resident	4084	4,537
Non-Resident	220	240
Mount Marty	36	34
Teacher	52	49
Yankton County	931	995
Total	5,323	5,855

Genealogy Requests		
	2020	2019
Patrons	1	0
Hours	0.5	0.0

Teacher Requests		
	2020	2019
Patrons	2	1

Courier		
	2020	2019
Total Incoming	96	266
Total Outgoing	102	299
Total	198	565

Yankton County		
	2020	2019
Households	30	26

Non-city Cards	2020	2019
County	30	33
Non-resident	7	7

30 Day Trials	2020
In-town New	7
County New	0
County Renewal	8
Nonresident-New	0
Nonresident-Renewal	2
Total	17

Items Added to Catalog	2020	2019
	355	548

Items Deleted from Catalog	2020	2019
	113	198

TOTAL ITEMS IN CATALOG AS OF END OF MONTH	2020	2019
	80,957	n/a

Total Curbside Pickups	671
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Total Grab & Gos	666
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Appointments	193
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December 2020 Usage & Circulation Statistics

Total Circulation Statistics*		
	2020	2019
Adult	5,488	8,704
Juvenile	2,704	2,532
Total	8,192	11,236

*Includes physical collection, ILL, and eBooks

Physical Collection Circulation		
	2020	2019
Adult	3628	6,996
Juvenile	2647	2,502
Total	6,275	9,498

Interlibrary Loan		
	2020	2019
Requested	61	107
Supplied	28	110
Total	89	217

Electronic Resources		
	2020	2019
OverDrive	1771	1,491
TumbleBooks	57	30
Total	1828	1,521

Adult Outreach		
	2020	2019
Locations	6*	10
Patrons	14	41
Circulations	88	210

*some were pickups

Public Computer Use		
	2020	2019
Uses	125	1,150
Hours	58	835.0

WiFi Usage		
	2020	2019
Sessions	541	1,231
Total Session Hours	947	1125.0
Unique Users	116	369

Meeting Room Use		
	2020	2019
Library Uses	0	22
Library Hours	0.0	35.0
Non-Library Uses	0	11
Non-Library Hours	0.0	16.0

Study Room Use		
	2020	2019
Uses	0	30
Hours	0.0	52.0

Notary		
	2020	2019
Requests	0	1

Proctor		
	2020	2019
Tests	4	20

Daycare Outreach		
	2020	2019
Locations	4	5
Patrons	40	75
Circulations	40	91

Current Cards	2020	2019
Resident	4,141	4,093
Non-Resident	219	222
Mount Marty	36	27
Teacher	53	48
Yankton County	931	935
Total	5,380	5,325

Yankton County		
	2020	2019
Households	20	30

Non-city Cards	2020	2019
County	22	42
Non-resident	4	12

30 Day Trials	2020
In-town New	7
County New	1
County Renewal	7
Nonresident-New	0
Nonresident-Renewal	0
Total	15

Genealogy Requests		
	2020	2019
Patrons	1	1
Hours	1.5	0.5

Teacher Requests		
	2020	2019
Patrons	2	2

Courier	2020	2019
Total Incoming	113	243
Total Outgoing	112	296
Total	225	539

Items Added to Catalog	2020	2019
	433	552

Items Deleted from Catalog	2020	2019
	117	314

TOTAL ITEMS IN CATALOG AS OF END OF MONTH	2020	2019
	81080	n/a

Total Curbside Pickups	631
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Total Grab & Gos	709
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Appointments	236
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Yankton Community Library • January 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
515 Walnut Street—605-668-5275 http://library.cityofyankton.org library@cityofyankton.org Mon-Thurs, 9a-6p; Fri-Sat, 9a-5p;		Grab & Go: Mon-Sat 9am-12pm		*In January, earn a raffle ticket with every checkout!	1 Library Closed	2
3	4	5 Virtual Story Time 10:30 am	6	7 Virtual Children's Activity-Insta-Snow!	8 Winter Reading Raffle Drawing!	9
10	11 Meditation Monday 6:30 *Link can be found on Facebook or website	12 Virtual Story Time with Ms. Judy 10:30 am	13 Library Board Meeting, 5:30 pm	14 Virtual Children's Activity Yarn hats	15 Winter Reading Raffle Drawing!	16
17	18 Library Closed	19 Virtual Story Time 10:30 am	20	21 Virtual Children's Activity Paper plate penguins	22 Winter Reading Raffle Drawing	23
24 	25 31	26 Virtual Story Time with a guest reader 10:30 am Virtual Book Club 6:30 pm	27	28 Virtual Children's Activity Popsicle stick mugs	29 Winter Reading Raffle Drawing!	30 Food for Fines— Canned Fruit

Yankton Community Library • February 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Pick up your BINGO card at the library for fun activities and a chance to win prizes!	1	2 Virtual Story Time	3	4 Virtual Children's Activity	5	6
7	8 Meditation Monday 6:30pm Find the link on our website or Facebook page	9 Virtual Story Time with Ms. Judy 10:30 am	10 Library Board Mtg., 5:30 pm	11 Virtual Children's Activity	12	13
14	15 Library Closed	16 Virtual Story Time 10:30 am	17	18 Virtual Children's Activity	19	20
21	22	23 Virtual Story Time 10:30 am Virtual Book Club 6:30 pm	24	25 Virtual Children's Activity	26	27
28		Virtual Story Time 10:30 am	"Food" for Fines - Soap	Yankton Community Library— 515 Walnut Street http://library.cityofyankton.org 605-668-5275 — library@cityofyankton.org		