

**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, July 10, 5:30 pm
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 June 12, 2024 minutes

Public Comment Period

Discussion of bills/Accept Financial Report

Communications and correspondence

Director's Report

Old Business

New Business

- **Recognition of Sue Otterman, retiring board member**

Other Business:

Adjourn Sine Die

The Yankton Community Library meeting room is accessible to everyone. If you have any additional accommodation requirements, please call 668-5276.

**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, July 10, 5:45 pm
Virtual Meeting – GoToMeeting Interface &
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078**

AGENDA

Call to order

Welcome to new board members Nathan Johnson and Meg Severson

Election of Officers for 2024-2025

- **President**
- **Vice President**

Old Business

New Business

- **Personnel Policy**
- **Petitions and Solicitations Policy**
- **Display of Items Policy**

Other Business:

- **Foundation Report**

Adjourn

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**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, June 12, 2024 5:30 pm
Virtual Meeting – GoToMeeting Interface &
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078**

MINUTES

The meeting was called to order by President Koerner at 5:30 pm. Present were Sue Otterman, Sarah Mechtenberg, MaryPat Bierle, Yankton City Commissioner Jerry Webber, Yankton County Commissioner Ryan Heine, Library Director Dana Schmidt and Assistant Library Director Linda Dobrovolny.

Additions to the agenda: None.

Approval of May 8, 2024 minutes: Webber made a motion to approve the May 8, 2024 minutes with a second by Mechtenberg. Unanimous approval.

Public Comment Period: none

Discussion of bills/Accept Financial Report: Schmidt reported that ALA has approved a grant extension until September 1 to complete work on the bathroom modifications. The contractors have indicated verbally that they can meet that deadline. Flooring covered by the grant funds has been installed in both entryways. Motion: Webber made a motion to accept the financial report with a second by Bierle. Unanimous approval.

Communications and correspondence: Schmidt shared a thank you from the Mead Museum for the Cemetery Walk partnership. She also shared an email from a patron thanking staff for a book recommendation and for their helpful friendly service. Next, she shared a report of an appreciative out of town caller who thanked the staff by sending flowers after receiving assistance by phone.

Director's Report: Schmidt added several announcements to the written report. Nathan Johnson and Meg Severson have been appointed to serve three-year terms on the board by Mayor Schramm. Commissioner Webber will continue to serve as the City Commission liaison. There has been conversation with other South Dakota libraries and attorneys regarding HB 1197. Schmidt will be bringing potential updates to the Collection Development Policy and Computer Policy to ensure we are compliant with the terms of the law. Bierle suggested a follow up with Mike Stevens after City Attorney DenHerder's review of possible policy changes. Karley Schieffer has returned for the summer along with Emilee LaBarge, a part time employee, who has additional hours available during the summer as she works for the Yankton School District during the school year. Tonya Ferrell has completed her temporary position. A new bench and trash can have been placed at the library's east entrance in honor of Delores Nelson, longtime library volunteer. The City has chosen to give employees an additional holiday on July 5. The library will close at 5 pm on July 3 and will be closed on July 4 and 5. YCL hosted a successful Yankton School District literacy event attended by 150 students and parents. Cassi Pietz, Youth Services Librarian, visited schools in May help to encourage summer reading registration, Schmidt attended a recent County Commission meeting to give library updates. The library survey is now closed. A report is anticipated in August. Budget preparation for 2025 is in progress. Pending commission approval and survey results, there is \$50,000 in the YCL

2025 budget for a design concept of a potential library building project. Mechtenberg complimented the successful Party in the Park collaboration with Parks & Rec.

Old Business: none

New Business

- **Website Policy:** Schmidt presented a recommendation to remove the Website Policy and follow the City Personnel Manual as it relates to website use. Bierle made a motion to remove the Website Policy with a second by Heine. Unanimous approval.
- **Marketing Plan:** Webber moved to approve proposed updates with a second by Bierle. Unanimous approval.

Other Business:

- YCL Foundation update: Dr. Kindle and Melanie Ryken were present at the last meeting to give a virtual tour of Trailhead Learning Center progress, Upcoming site visits are planned for Norfolk, NE, Columbus, NE. and Marshall, MN, Foundation members, Board of Trustees members and City Commissioners are invited to participate
- Otterman commented that she has enjoyed serving on the board and is thankful for the opportunity. Schmidt and board members thanked her for her two terms of service.
- Members discussed a potential slate of officers for the upcoming year. No action was taken.

Adjourn the meeting of June 12, 2024: Webber made a motion to adjourn at 6:16 pm with a second by Bierle. Unanimous approval.

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Vendor Payment History by Fund
 JUNE LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
GENERAL FUND										
AMAZON.COM IB1UK70D3			.20343							
	202405	06/05/24	SHIPPING	0.86		Dobrovolny		-	M POSTAGE	101.142.231
	202405	06/05/24	DVDS	39.92		Dobrovolny		-	M AV - CAPITAL	101.142.342
			VENDOR TOTAL	40.78		*TOTAL CHECK				
AMZN MKTP US GS24G82O3			.20342							
	202405	06/05/24	DVDS	24.75		Dobrovolny		-	M AV - CAPITAL	101.142.342
AMZN MKTP US P13C40AC3			.20274							
	202405	06/05/24	OFFICE SUPPLIES	71.88		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
AMZN MKTP US SA5XY8JG3			.20346							
	202405	06/05/24	OFFICE SUPPLIES	45.13		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
	202405	06/05/24	DVD	4.99		Dobrovolny		-	M AV - CAPITAL	101.142.342
			VENDOR TOTAL	50.12		*TOTAL CHECK				
AMZN MKTP US UH9302HO3			.20305							
	202405	06/05/24	DVD	19.95		Dobrovolny		-	M AV - CAPITAL	101.142.342
AMZN MKTP US WY74N1EA3			.20308							
	202405	06/05/24	OFFICE SUPPLIES	59.39		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
	202405	06/05/24	BOOK	14.50		Dobrovolny		-	M BOOKS	101.142.340
			VENDOR TOTAL	73.89		*TOTAL CHECK				
AMZN MKTP US YG9PT3U13			.20311							
	202405	06/05/24	OFFICE SUPPLIES	6.98		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
	202405	06/05/24	PROGRAM SUPPLIES	79.97		Dobrovolny		-	M PROGRAM SUPPLIES	101.142.242
	202405	06/05/24	BOOK	18.89		Dobrovolny		-	M BOOKS	101.142.340
	202405	06/05/24	DVDS	38.19		Dobrovolny		-	M AV - CAPITAL	101.142.342
			VENDOR TOTAL	144.03		*TOTAL CHECK				
AMZN MKTP US 0X0DF8QD3			.20309							
	202405	06/05/24	OFFICE SUPPLIES	14.20		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
AMZN MKTP US 1519R3BW3			.20345							
	202405	06/05/24	BOOK	11.00		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US 7B0HZ01C3			.20266							
	202405	06/05/24	OFFICE SUPPLIES	287.76		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
	202405	06/05/24	BOOK	14.99		Dobrovolny		-	M BOOKS	101.142.340
			VENDOR TOTAL	302.75		*TOTAL CHECK				

Vendor Payment History by Fund
JUNE LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
GENERAL FUND										
AMZN MKTP US 8C2NF98Y3			.20269							
	202405	06/05/24	OFFICE SUPPLIES	10.52		Dobrovolny		- M	OFFICE SUPPLIES	101.142.232
	202405	06/05/24	JANITORIAL SUPPLIES	151.41		Dobrovolny		- M	JANITORIAL SUPPLIES	101.142.236
	202405	06/05/24	PROGRAM SUPPLIES	175.11		Dobrovolny		- M	PROGRAM SUPPLIES	101.142.242
	202405	06/05/24	BOOKS	56.96		Dobrovolny		- M	BOOKS	101.142.340
			VENDOR TOTAL	394.00		*TOTAL CHECK				
AMZN MKTP US 9X1V67QF3			.20278							
	202405	06/05/24	POSTAGE	3.99		Dobrovolny		- M	POSTAGE	101.142.231
	202405	06/05/24	BOOK	23.96		Dobrovolny		- M	BOOKS	101.142.340
			VENDOR TOTAL	27.95		*TOTAL CHECK				
BAKER-TAYLOR			.11798							
	202405	06/05/24	POSTAGE	60.46		Schmidt		- M	POSTAGE	101.142.231
	202405	06/05/24	BOOKS	3,150.79		Schmidt		- M	BOOKS	101.142.340
			VENDOR TOTAL	3,211.25		*TOTAL CHECK				
BLUEPEAK			.18669							
	202405	06/05/24	PHONE	139.72		Yardley		- M	TELEPHONE	101.142.271
CENTER POINT LARGE PRI			.11785							
	202405	06/05/24	LARGE PRINT BOOKS	140.82		Schmidt		- M	BOOKS	101.142.340
CITY UTILITIES			00109							
	202418	06/30/24	WTR-WW CHARGES	80.56		6/7/2024	002642 P	- M	WATER SERVICE	101.142.274
	202418	06/30/24	WTR-WW CHARGES	57.84		6/7/2024	002642 P	- M	SEWER SERVICE	101.142.275
			VENDOR TOTAL	138.40		*TOTAL CHECK				
DATA AXLE-CITYDIRECTOR			.17917							
	202405	06/05/24	POSTAGE	10.00		Schmidt		- M	POSTAGE	101.142.231
	202405	06/05/24	BOOK	380.00		Schmidt		- M	BOOKS	101.142.340
			VENDOR TOTAL	390.00		*TOTAL CHECK				
DOLLAR TREE			.14844							
	202405	06/05/24	PROGRAM SUPPLIES	8.75		Yankton Librar		- M	PROGRAM SUPPLIES	101.142.242
ECHO ELECTRIC SUPPLY			.12003							
	202405	06/05/24	LED PANEL	149.44		Homstad		- M	REP. & MAINT. - BUILDIN	101.142.223
	202405	06/05/24	LED PANEL	570.00		Mastalir		- M	REP. & MAINT. - BUILDIN	101.142.223
			VENDOR TOTAL	719.44		*TOTAL CHECK				

Vendor Payment History by Fund
JUNE LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
J & H CLEANING SERVICE			05937						
	69853	06/10/24	JANITORIAL SERVICES	1,200.00		03312136	081600	P - D CONTRACTED SERVICES	101.142.204
MENARDS YANKTON SD			.14179						
	202405	06/05/24	HOSE	61.79		Mastalir		- M REP. & MAINT. - BUILDIN	101.142.223
	202405	06/05/24	CORNER BRACE	16.56		Mastalir		- M REP. & MAINT. - BUILDIN	101.142.223
				78.35		*TOTAL CHECK			
			VENDOR TOTAL	78.35					
MIDAMERICAN ENERGY COMPA			00303						
	202418	06/30/24	FUEL	249.93		6/06/2024		- M FUEL-HEATING	101.142.273
MIDWEST TAPE			04785						
	69863	06/10/24	BOOKS	39.99		505353627	081603	P N D AV - CAPITAL	101.142.342
NORTHWESTERN ENERGY			00455						
	202418	06/30/24	ELECTRICITY	1,200.43		6/10/2024		- M ELECTRICITY	101.142.272
OLSONS PEST TECHNICIAN			.14274						
	202405	06/05/24	PEST CONTROL	93.00		Schmidt		- M PROFESSIONAL SERVICES	101.142.202
OVERDRIVE DIST			.13843						
	202405	06/05/24	EBOOKS	1,392.40		Schmidt		- M E-BOOKS	101.142.209
PITNEY BOWES			.19037						
	202405	06/05/24	POSTAGE	207.00		Schmidt		- M POSTAGE	101.142.231
PLAYAWAY PRODUCTS LLC			.19327						
	202405	06/05/24	WONDERBOOK	52.24		Schmidt		- M AV - CAPITAL	101.142.342
SP BEADTIN.COM			.20306						
	202405	06/05/24	SUMMER READING PROGRAM	26.79		Yankton Librar		- M PROGRAM SUPPLIES	101.142.242
TST THE BOAT HOUSE -			.20313						
	202405	06/05/24	SUMMER READING SUPPLIES	40.00		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
TUMBLEBOOKS			.19353						
	202405	06/05/24	DATABASE SUBSCRIPTION	699.00		Schmidt		- M PROFESSIONAL SERVICES	101.142.202
WAL-MART #1483			.12434						
	202405	06/05/24	OFFICE SUPPLIES	64.80		Yankton Librar		- M OFFICE SUPPLIES	101.142.232
WALGREENS #9806			.11840						
	202405	06/05/24	PROGRAM SUPPLIES	15.99		Yankton Librar		- M PROGRAM SUPPLIES	101.142.242
WALMART.COM			.12308						
	202405	06/05/24	OFFICE SUPPLIES	47.40		Schmidt		- M OFFICE SUPPLIES	101.142.232

Vendor Payment History by Fund
JUNE LIBRARY BILLS

VENDOR NAME AND NUMBER								
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND								
1		OFFICE SOLUTION	.17169					
202405	06/05/24	OFFICE SUPPLIES	54.44		Schmidt		- M OFFICE SUPPLIES	101.142.232
GENERAL FUND			11,385.44	**TOTAL				

Vendor Payment History by Fund
JUNE LIBRARY BILLS

VENDOR NAME AND NUMBER								
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
REPORT TOTALS:			11,385.44					

RECORDS PRINTED - 000051

Vendor Payment History by Fund
JUNE LIBRARY TRUST FUND

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
LIBRARY TRUST										
AMZN MKTP US CC5213NY3			.20282							
	202405	06/05/24	SUMMER READING	19.99		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
AMZN MKTP US K15ZI8M33			.20323							
	202405	06/05/24	SUMMER READING SUPPLIES	29.98		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
AMZN MKTP US RH2Z74ZT3			.20303							
	202405	06/05/24	SUMMER READING SUPPLIES	84.88		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
AMZN MKTP US WY74N1EA3			.20308							
	202405	06/05/24	SUMMER READING SUPPLIES	92.68		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
AMZN MKTP US XR1YH95U3			.20281							
	202405	06/05/24	SUMMER READING	16.89		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
AMZN MKTP US YG9PT3U13			.20311							
	202405	06/05/24	SUMMER READING & CRAFTS	201.40		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
AMZN MKTP US 1519R3BW3			.20345							
	202405	06/05/24	SUMMER READING SUPPLIES	54.97		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
AMZN MKTP US 7B0HZ01C3			.20266							
	202405	06/05/24	SUMMER READING SUPPLIES	59.99		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
AMZN MKTP US 8C2NF98Y3			.20269							
	202405	06/05/24	SUMMER READING SUPPLIES	330.21		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
BAKER-TAYLOR			.11798							
	202405	06/05/24	MMIP GRANT	323.31		Schmidt		- M	MMIP GRANT	701.701.317
DOLLAR TREE			.14844							
	202405	06/05/24	SUMMER READING PROGRAM	17.50		Yankton Librar		- M	RECREATION SUPPLIES	701.701.242
GASKELL/SEAN			07136							
	69898	06/24/24	LIBRARY SUMMER EVENT	575.00			081599	P N D	RECREATION SUPPLIES	701.701.242
MEAD CULTURAL EDUCATION			07385							
	69941	06/24/24	CEMETERY WALK	637.50			081610	P - D	RECREATION SUPPLIES	701.701.242
NOAH RIEMER PRODUCTIONS			07834							
	69918	06/24/24	LIBRARY PROGRAM	450.00			081606	P N D	RECREATION SUPPLIES	701.701.242
OMAHA CHILDRENS MUSEUM			07701							
	69923	06/24/24	LIBRARY PROGRAM	415.00			081605	P - D	RECREATION SUPPLIES	701.701.242
PAYPAL BARKLEYMOVI			.20327							
	202405	06/05/24	SUMMER READING PROGRAM	154.49		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242

Vendor Payment History by Fund
 JUNE LIBRARY TRUST FUND

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
LIBRARY TRUST										
PIZZA HUT 040914			.20267							
	202405	06/05/24	STAFF APPRECIATION	45.37		Yankton Librar		- M	RECREATION SUPPLIES	701.701.242
PP LITTLE RED SHED			.20263							
	202405	06/05/24	SUMMER READING PROGRAM	129.22		Schmidt		- M	RECREATION SUPPLIES	701.701.242
QUINN/JEFFREY			07434							
	69868	06/10/24	LIBRARY PERFORMANCE	400.00		5.23.24	081602	P N D	RECREATION SUPPLIES	701.701.242
THE BOXCAR SWEET SHOP			.20273							
	202405	06/05/24	SUMMER READING PROGRAM	427.51		Schmidt		- M	RECREATION SUPPLIES	701.701.242
THE HURDLE LIFE COACH, L			07833							
	9001	06/30/24	SUMMER PROGRAM	600.00		6/17/2024	081604	P N M	RECREATION SUPPLIES	701.701.242
VISTAPRINT			.18554							
	202405	06/05/24	SUMMER READING PROGRAM	531.44		Yankton Librar		- M	RECREATION SUPPLIES	701.701.242
WALGREENS #9806			.11840							
	202405	06/05/24	MMIP GRANT	150.00		Dobrovolny		- M	MMIP GRANT	701.701.317
WALMART.COM			.12308							
	202405	06/05/24	SUMMER READING PROGRAM	78.51		Schmidt		- M	RECREATION SUPPLIES	701.701.242
YANKTON COMMUNITY LIBRAR			07608							
	69942	06/24/24	CEMETERY WALK	637.50			081609	P N D	RECREATION SUPPLIES	701.701.242
4IMPRINT, INC			.19838							
	202405	06/05/24	SUMMER READING PROGRAM	601.60		Schmidt		- M	RECREATION SUPPLIES	701.701.242
LIBRARY TRUST				7,064.94		**TOTAL				

Vendor Payment History by Fund
JUNE LIBRARY TRUST FUND

VENDOR NAME AND NUMBER								
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
REPORT TOTALS:			7,064.94					

RECORDS PRINTED - 000026

	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	20,000.00	20,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50 -----
TOTAL: INTERGOVERNMENTAL REVENUES	20,000.00	20,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50 -----
GOODS AND SERVICES							
3450 LIBRARY COPY FEES	0.00	0.00	0.00	7.50	7.50	7.50	9999 -----]]]]
3451 NON-RESIDENT LIBRARY CARDS	8,500.00	8,500.00	955.00	5,450.00	3,050.00	3,050.00	64 -----
3452 LIBRARY A.V. FEES	500.00	500.00	0.00	0.00	500.00	500.00	0 -----
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	0.00	1.50	8.50	8.50	15 -
3454 SALE OF WITHDRAWN ITEMS	200.00	200.00	11.07	86.83	113.17	113.17	43 -----
3455 OTHER-LIBRARY REVENUES	1,500.00	1,500.00	70.00	318.00	1,182.00	1,182.00	21 --
3456 PC PRINTING	6,000.00	6,000.00	546.10	3,911.35	2,088.65	2,088.65	65 -----
3490 SALE OF MATERIALS	100.00	100.00	0.00	32.96	67.04	67.04	32 ---
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	75.60	3,573.92	1,573.92	1,573.92	178 -----]]]]
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00	0.00	0 -----
TOTAL: GOODS AND SERVICES	18,810.00	18,810.00	1,657.77	13,382.06	5,427.94	5,427.94	71 -----
FINES							
3510 COURT FINES	3,000.00	3,000.00	408.73	1,972.21	1,027.79	1,027.79	65 -----
3511 PARKING FINES	1,000.00	1,000.00	175.00	950.00	50.00	50.00	95 -----
3520 LIBRARY FINES	500.00	500.00	17.00	185.10	314.90	314.90	37 ---
TOTAL: FINES	4,500.00	4,500.00	600.73	3,107.31	1,392.69	1,392.69	69 -----
MISCELLANEOUS							
3610 INTEREST	40,000.00	40,000.00	38,110.16	191,954.04	151,954.04	151,954.04	479 -----]]]]
3611 UTILITY REFUNDS	0.00	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	10,000.00	0 -----
3613 IN LIEU OF TAX	0.00	0.00	1,439.52	1,439.52	1,439.52	1,439.52	9999 -----]]]]
3614 BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0 -----
3615 MISC REIMBURSEMENTS	4,000.00	4,000.00	140.00	20,923.18	16,923.18	16,923.18	523 -----]]]]
3617 CAPITAL LEASE	0.00	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	0.00	0 -----
3620 LAND RENT	0.00	0.00	0.00	0.00	0.00	0.00	0 -----
3640 COMPENSATION LOSS & DAMAGE	3,000.00	3,000.00	18,589.26	67,166.64	64,166.64	64,166.64	2238 -----]]]]
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	148.81	928.37	571.63	571.63	61 -----
TOTAL: MISCELLANEOUS	58,500.00	58,500.00	58,427.75	282,411.75	223,911.75	223,911.75	482 -----]]]]
TOTAL: GENERAL FUND	101,810.00	101,810.00	70,686.25	308,901.12	207,091.12	207,091.12	303 -----]]]]

	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	0.00	0.00	0
3610 INTEREST	0.00	0.00	256.33	1,206.65	1,206.65-	9999 -----]]]]
3642 GRANTS	0.00	0.00	0.00	1,800.00	1,800.00-	9999 -----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	4,053.50	13,777.05	13,777.05-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	4,309.83	16,783.70	16,783.70-	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					
	PERSONNEL SERVICES					
101	REGULAR WAGES	451,859.00	0.00	35,492.59	212,435.09	239,423.91 47 ----
102	TEMPORARY WAGES	40,000.00	0.00	5,694.46	26,397.48	13,602.52 65 -----
103	OVERTIME WAGES	750.00	0.00	135.01	186.80	563.20 24 --
111	OASI	37,685.00	0.00	3,057.01	17,712.34	19,972.66 47 ----
121	RETIREMENT	27,157.00	0.00	2,137.63	12,757.26	14,399.74 46 ----
131	WORKMENS COMPENSATION	3,076.00	0.00	0.00	0.00	3,076.00 0
132	GROUP INSURANCE	101,490.00	0.00	4,208.16	25,248.96	76,241.04 24 --
133	UNEMPLOYMENT INSURANCE	1,104.00	0.00	9.68	225.89	878.11 20 --
TOTAL:	PERSONNEL SERVICES	663,121.00	0.00	50,734.54	294,963.82	368,157.18 44 ----
	OTHER CURRENT EXPENDITURES					
201	INSURANCE	13,433.00	0.00	0.00	11,648.52	1,784.48 86 -----
202	PROFESSIONAL SERVICES	10,000.00	0.00	792.00	10,400.88	400.88- 104 -----
204	CONTRACTED SERVICES	16,000.00	0.00	1,200.00	7,200.00	8,800.00 45 ----
209	E-BOOKS	29,500.00	0.00	1,392.40	7,976.17	21,523.83 27 --
211	PUBLISHING	500.00	0.00	0.00	0.00	500.00 0
212	RENTALS & XEROX SUPPLIES	4,500.00	0.00	0.00	1,669.66	2,830.34 37 ---
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	1,620.84	1,379.16 54 -----
223	REP. & MAINT. - BUILDINGS	6,000.00	0.00	797.79	1,607.66	4,392.34 26 --
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00 0
231	POSTAGE	3,800.00	0.00	1,721.83	3,395.38	404.62 89 -----
232	OFFICE SUPPLIES	8,000.00	0.00	662.50	2,984.60	5,015.40 37 ---
233	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00 0
234	COPIES	0.00	0.00	0.00	0.00	0.00 0
235	SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	0.00	1,031.00	8,469.00 10 -
236	JANITORIAL SUPPLIES	3,000.00	0.00	151.41	860.88	2,139.12 28 --
242	PROGRAM SUPPLIES	5,000.00	0.00	346.61	1,354.20	3,645.80 27 --
244	UNIFORMS & DRY GOODS	0.00	0.00	0.00	0.00	0.00 0
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00 0
255	COVID EXPENSE	0.00	0.00	0.00	0.00	0.00 0
261	MEMBERSHIP DUES	1,000.00	0.00	0.00	0.00	1,000.00 0
263	TRAVEL EXPENSE	3,000.00	0.00	0.00	13.92	2,986.08 0
265	CONFERENCE & MEETINGS	1,500.00	0.00	0.00	427.25	1,072.75 28 --
271	TELEPHONE	2,300.00	0.00	200.22	875.58	1,424.42 38 ---
272	ELECTRICITY	20,000.00	0.00	1,200.43	5,159.88	14,840.12 25 --
273	FUEL-HEATING	6,000.00	0.00	249.93	1,935.39	4,064.61 32 ---
274	WATER SERVICE	3,500.00	0.00	80.56	402.80	3,097.20 11 -
275	SEWER SERVICE	1,200.00	0.00	57.84	289.20	910.80 24 --
276	LANDFILL	500.00	0.00	32.00	208.00	292.00 41 ----
277	RUBBLE	0.00	0.00	0.00	0.00	0.00 0
TOTAL:	OTHER CURRENT EXPENDITURES	151,233.00	0.00	8,885.52	61,061.81	90,171.19 40 ----
	CAPITAL OUTLAY					
301	CAPITAL REPAIR & MAINTENANCE	27,001.00	0.00	0.00	0.00	27,001.00 0

	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					
320	BUILDINGS	40,000.00	0.00	0.00	40,000.00	0
340	BOOKS	53,000.00	0.00	3,811.91	15,428.21	37,571.79 29 --
342	AV - CAPITAL	10,500.00	0.00	220.03	1,949.98	8,550.02 18 -
350	EQUIPMENT	0.00	0.00	0.00	0.00	0
355	COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0
TOTAL:	CAPITAL OUTLAY	130,501.00	0.00	4,031.94	17,378.19	113,122.81 13 -
	OTHER EXPENDITURES					
530	REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0
TOTAL:	OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0
TOTAL:	COMMUNITY LIBRARY	944,855.00	0.00	63,652.00	373,403.82	571,451.18 39 ---
TOTAL:	GENERAL FUND	944,855.00	0.00	63,652.00	373,403.82	571,451.18 39 ---

	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	39.66	39.66-	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	209.25	209.25-	9999 -----]]]]
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0
242 RECREATION SUPPLIES	0.00	0.00	6,591.63	14,941.81	14,941.81-	9999 -----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
263 TRAVEL EXPENSE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	6,591.63	15,190.72	15,190.72-	9999 -----]]]]
CAPITAL OUTLAY						
301 ALA LAPTOP GRANT	0.00	0.00	0.00	0.00	0.00	0
317 MMIP GRANT	0.00	0.00	473.31	1,481.62	1,481.62-	9999 -----]]]]
318 ALA ACCESSIBILITY GRANT	0.00	0.00	0.00	7,950.00	7,950.00-	9999 -----]]]]
319 DIGITAL LITERACY GRANT	0.00	0.00	0.00	0.00	0.00	0
340 BOOKS	0.00	0.00	0.00	0.00	0.00	0
342 AV - CAPITAL	0.00	0.00	0.00	0.00	0.00	0
350 EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL: CAPITAL OUTLAY	0.00	0.00	473.31	9,431.62	9,431.62-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	7,064.94	24,622.34	24,622.34-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	7,064.94	24,622.34	24,622.34-	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	63,939.70	2,755.11CR	8,810.14CR	55,129.56
701.1311	ACCOUNTS RECEIVABLE	257.48	0.00	257.48CR	0.00
	TOTAL CURRENT ASSETS:	64,197.18	2,755.11CR	9,067.62CR	55,129.56
	TOTAL ASSETS:	64,197.18	2,755.11CR	9,067.62CR	55,129.56
LIABILITIES AND FUND BALANCE					

CURRENT LIABILITIES:					
701.2011	ACCOUNTS PAYABLE	1,228.98CR	0.00	1,228.98	0.00
	TOTAL CURRENT LIABILITIES:	1,228.98CR	0.00	1,228.98	0.00
	TOTAL LIABILITIES:	1,228.98CR	0.00	1,228.98	0.00
FUND BALANCE:					
701.2511	FUND BALANCE - UNDESIGNATED	30,373.92CR	0.00	0.00	30,373.92CR
701.2900	REVENUE CONTROL	55,605.24CR	4,309.83CR	16,783.70CR	72,388.94CR
701.2910	EXPENDITURE CONTROL	23,010.96	7,064.94	24,622.34	47,633.30
	TOTAL FUND BALANCE:	62,968.20CR	2,755.11	7,838.64	55,129.56CR
	TOTAL LIABILITIES AND FUND BALANCE:	64,197.18CR	2,755.11	9,067.62	55,129.56CR
	TOTAL FUND:	0.00	0.00	0.00	0.00

		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 PERSONNEL SERVICES							
101	REGULAR WAGES	451,859.00	0.00	35,492.59	212,435.09	239,423.91	47	----
J-060724-888	PAYROLL JUNE 7, 2024			17,750.29	LIBRARY-REG WAGES		P	A
J-062124-890	PAYROLL JUNE 21, 2024			17,742.30	LIBRARY-REG WAGES		P	A
102	TEMPORARY WAGES	40,000.00	0.00	5,694.46	26,397.48	13,602.52	65	-----
J-060724-888	PAYROLL JUNE 7, 2024			2,575.45	LIBRARY-TEMP WAGES		P	A
J-062124-890	PAYROLL JUNE 21, 2024			3,119.01	LIBRARY-TEMP WAGES		P	A
103	OVERTIME WAGES	750.00	0.00	135.01	186.80	563.20	24	--
J-060724-888	PAYROLL JUNE 7, 2024			8.74	LIBRARY OVERTIME		P	A
J-062124-890	PAYROLL JUNE 21, 2024			126.27	LIBRARY OVERTIME		P	A
111	OASI	37,685.00	0.00	3,057.01	17,712.34	19,972.66	47	----
J-060724-888	PAYROLL JUNE 7, 2024			1,503.53	LIBRARY-OASI		P	A
J-062124-890	PAYROLL JUNE 21, 2024			1,553.48	LIBRARY-OASI		P	A
121	RETIREMENT	27,157.00	0.00	2,137.63	12,757.26	14,399.74	46	----
J-060724-888	PAYROLL JUNE 7, 2024			1,065.53	LIBRARY-RETIREMENT		P	A
J-062124-890	PAYROLL JUNE 21, 2024			1,072.10	LIBRARY-RETIREMENT		P	A
131	WORKMENS COMPENSATION	3,076.00	0.00	0.00	0.00	3,076.00	0	
132	GROUP INSURANCE	101,490.00	0.00	4,208.16	25,248.96	76,241.04	24	--
J-060724-888	PAYROLL JUNE 7, 2024			2,104.08	LIBRARY-GROUP INS		P	A
J-062124-890	PAYROLL JUNE 21, 2024			2,104.08	LIBRARY-GROUP INS		P	A
133	UNEMPLOYMENT INSURANCE	1,104.00	0.00	9.68	225.89	878.11	20	--
J-060724-888	PAYROLL JUNE 7, 2024			4.37	LIBRARY-UNEMP INS		P	A
J-062124-890	PAYROLL JUNE 21, 2024			5.31	LIBRARY-UNEMP INS		P	A
TOTAL:	PERSONNEL SERVICES	663,121.00	0.00	50,734.54	294,963.82	368,157.18	44	----
OTHER CURRENT EXPENDITURES								
201	INSURANCE	13,433.00	0.00	0.00	11,648.52	1,784.48	86	-----
202	PROFESSIONAL SERVICES	10,000.00	0.00	792.00	10,400.88	400.88	104	-----
M-060524-858	.14274 OLSONS PEST TECHNICIAN	202405 Schmidt		93.00	PEST CONTROL		-	A
M-060524-858	.19353 TUMBLEBOOKS	202405 Schmidt		699.00	DATABASE SUBSCRIPTION		-	A
204	CONTRACTED SERVICES	16,000.00	0.00	1,200.00	7,200.00	8,800.00	45	----
D-061024-864	05937 J & H CLEANING SERVICE	069853 03312136		1,200.00	JANITORIAL SERVICES	081600 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							
209	E-BOOKS	29,500.00	0.00	1,392.40	7,976.17	21,523.83	27 --	
M-060524-858	.13843 OVERDRIVE DIST	202405 Schmidt		1,392.40	EBOOKS		-	A
211	PUBLISHING	500.00	0.00	0.00	0.00	500.00	0	
212	RENTALS & XEROX SUPPLIES	4,500.00	0.00	0.00	1,669.66	2,830.34	37 ---	
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	1,620.84	1,379.16	54 -----	
223	REP. & MAINT. - BUILDINGS	6,000.00	0.00	797.79	1,607.66	4,392.34	26 --	
M-060524-858	.12003 ECHO ELECTRIC SUPPLY	202405 Mastalir		570.00	LED PANEL		-	A
M-060524-858	.12003 ECHO ELECTRIC SUPPLY	202405 Homstad		149.44	LED PANEL		-	A
M-060524-858	.14179 MENARDS YANKTON SD	202405 Mastalir		61.79	HOSE		-	A
M-060524-858	.14179 MENARDS YANKTON SD	202405 Mastalir		16.56	CORNER BRACE		-	A
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0	
231	POSTAGE	3,800.00	0.00	1,721.83	3,395.38	404.62	89 -----	
M-060524-858	.20278 AMZN MKTP US 9X1V67QF3	202405 Dobrovolny		3.99	POSTAGE		-	A
M-060524-858	.17917 DATA AXLE-CITYDIRECTOR	202405 Schmidt		10.00	POSTAGE		-	A
M-060524-858	.19037 PITNEY BOWES	202405 Schmidt		207.00	POSTAGE		-	A
M-060524-858	.11798 BAKER-TAYLOR	202405 Schmidt		60.46	POSTAGE		-	A
M-060524-858	.20343 AMAZON.COM IB1UK7OD3	202405 Dobrovolny		0.86	SHIPPING		-	A
J-063024-907	JUNE JOURNAL ENTRIES	JE 106		1,439.52	POSTAGE MACHINE LEASE		-	A
232	OFFICE SUPPLIES	8,000.00	0.00	662.50	2,984.60	5,015.40	37 ---	
M-060524-858	.12308 WALMART.COM	202405 Schmidt		47.40	OFFICE SUPPLIES		-	A
M-060524-858	.20266 AMZN MKTP US 7B0HZ01C3	202405 Dobrovolny		287.76	OFFICE SUPPLIES		-	A
M-060524-858	.20269 AMZN MKTP US 8C2NF98Y3	202405 Dobrovolny		10.52	OFFICE SUPPLIES		-	A
M-060524-858	.20274 AMZN MKTP US P13C40AC3	202405 Dobrovolny		71.88	OFFICE SUPPLIES		-	A
M-060524-858	.20308 AMZN MKTP US WY74N1EA3	202405 Dobrovolny		59.39	OFFICE SUPPLIES		-	A
M-060524-858	.20309 AMZN MKTP US 0X0DF8QD3	202405 Dobrovolny		14.20	OFFICE SUPPLIES		-	A
M-060524-858	.20311 AMZN MKTP US YG9PT3U13	202405 Dobrovolny		6.98	OFFICE SUPPLIES		-	A
M-060524-858	.17169 1 OFFICE SOLUTION	202405 Schmidt		54.44	OFFICE SUPPLIES		-	A
M-060524-858	.12434 WAL-MART #1483	202405 Yankton Librar		64.80	OFFICE SUPPLIES		-	A
M-060524-858	.20346 AMZN MKTP US SA5XY8JG3	202405 Dobrovolny		45.13	OFFICE SUPPLIES		-	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	0.00	1,031.00	8,469.00	10 -	
236	JANITORIAL SUPPLIES	3,000.00	0.00	151.41	860.88	2,139.12	28 --	
M-060524-858	.20269 AMZN MKTP US 8C2NF98Y3	202405 Dobrovolny		151.41	JANITORIAL SUPPLIES		-	A
242	PROGRAM SUPPLIES	5,000.00	0.00	346.61	1,354.20	3,645.80	27 --	
M-060524-858	.20269 AMZN MKTP US 8C2NF98Y3	202405 Dobrovolny		175.11	PROGRAM SUPPLIES		-	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							
242	PROGRAM SUPPLIES							
M-060524-858	.14844 DOLLAR TREE	202405	Yankton Librar	8.75	PROGRAM SUPPLIES		-	A
M-060524-858	.20306 SP BEADTIN.COM	202405	Yankton Librar	26.79	SUMMER READING PROGRAM		-	A
M-060524-858	.20311 AMZN MKTP US YG9PT3U13	202405	Dobrovolny	79.97	PROGRAM SUPPLIES		-	A
M-060524-858	.20313 TST THE BOAT HOUSE -	202405	Dobrovolny	40.00	SUMMER READING SUPPLIES		-	A
M-060524-858	.11840 WALGREENS #9806	202405	Yankton Librar	15.99	PROGRAM SUPPLIES		-	A
244	UNIFORMS & DRY GOODS	0.00	0.00	0.00	0.00	0.00	0	
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0	
255	COVID EXPENSE	0.00	0.00	0.00	0.00	0.00	0	
261	MEMBERSHIP DUES	1,000.00	0.00	0.00	0.00	1,000.00	0	
263	TRAVEL EXPENSE	3,000.00	0.00	0.00	13.92	2,986.08	0	
265	CONFERENCE & MEETINGS	1,500.00	0.00	0.00	427.25	1,072.75	28 --	
271	TELEPHONE	2,300.00	0.00	200.22	875.58	1,424.42	38 ---	
M-060524-858	.18669 BLUEPEAK	202405	Yardley	139.72	PHONE		-	A
J-060724-888	PAYROLL JUNE 7, 2024			60.50	LIBRARY-TELEPHONE		P	A
272	ELECTRICITY	20,000.00	0.00	1,200.43	5,159.88	14,840.12	25 --	
M-063024-871	00455 NORTHWESTERN ENERGY	202418	6/10/2024	1,200.43	ELECTRICITY		-	A
273	FUEL-HEATING	6,000.00	0.00	249.93	1,935.39	4,064.61	32 ---	
M-063024-871	00303 MIDAMERICAN ENERGY COMPA	202418	6/06/2024	249.93	FUEL		-	A
274	WATER SERVICE	3,500.00	0.00	80.56	402.80	3,097.20	11 -	
M-063024-871	00109 CITY UTILITIES	202418	6/7/2024	80.56	WTR-WW CHARGES	002642	P -	A
275	SEWER SERVICE	1,200.00	0.00	57.84	289.20	910.80	24 --	
M-063024-871	00109 CITY UTILITIES	202418	6/7/2024	57.84	WTR-WW CHARGES	002642	P -	A
276	LANDFILL	500.00	0.00	32.00	208.00	292.00	41 ----	
J-063024-907	JUNE JOURNAL ENTRIES	JE 98		32.00	DUMPSTER CHARGES-JUNE			A
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	OTHER CURRENT EXPENDITURES	151,233.00	0.00	8,885.52	61,061.81	90,171.19	40 ----	
	CAPITAL OUTLAY							
301	CAPITAL REPAIR & MAINTENANCE	27,001.00	0.00	0.00	0.00	27,001.00	0	
320	BUILDINGS	40,000.00	0.00	0.00	0.00	40,000.00	0	
340	BOOKS	53,000.00	0.00	3,811.91	15,428.21	37,571.79	29 --	
M-060524-858	.11785 CENTER POINT LARGE PRI	202405	Schmidt	140.82	LARGE PRINT BOOKS		-	A
M-060524-858	.20266 AMZN MKTP US 7B0HZ01C3	202405	Dobrovolny	14.99	BOOK		-	A
M-060524-858	.20269 AMZN MKTP US 8C2NF98Y3	202405	Dobrovolny	56.96	BOOKS		-	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							
	CAPITAL OUTLAY							
340	BOOKS							
M-060524-858	.20278 AMZN MKTP US 9X1V67QF3	202405	Dobrovolny	23.96	BOOK		-	A
M-060524-858	.20308 AMZN MKTP US WY74N1EA3	202405	Dobrovolny	14.50	BOOK		-	A
M-060524-858	.20311 AMZN MKTP US YG9PT3U13	202405	Dobrovolny	18.89	BOOK		-	A
M-060524-858	.17917 DATA AXLE-CITYDIRECTOR	202405	Schmidt	380.00	BOOK		-	A
M-060524-858	.11798 BAKER-TAYLOR	202405	Schmidt	3,150.79	BOOKS		-	A
M-060524-858	.20345 AMZN MKTP US 1519R3BW3	202405	Dobrovolny	11.00	BOOK		-	A
342	AV - CAPITAL	10,500.00	0.00	220.03	1,949.98	8,550.02	18	-
M-060524-858	.20305 AMZN MKTP US UH9302HO3	202405	Dobrovolny	19.95	DVD		-	A
M-060524-858	.20311 AMZN MKTP US YG9PT3U13	202405	Dobrovolny	38.19	DVDS		-	A
M-060524-858	.19327 PLAYAWAY PRODUCTS LLC	202405	Schmidt	52.24	WONDERBOOK		-	A
M-060524-858	.20342 AMZN MKTP US GS24G8203	202405	Dobrovolny	24.75	DVDS		-	A
M-060524-858	.20343 AMAZON.COM IB1UK7OD3	202405	Dobrovolny	39.92	DVDS		-	A
M-060524-858	.20346 AMZN MKTP US SA5XY8JG3	202405	Dobrovolny	4.99	DVD		-	A
D-061024-864	04785 MIDWEST TAPE	069863	505353627	39.99	BOOKS	081603	P N	A
350	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0	
355	COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	CAPITAL OUTLAY	130,501.00	0.00	4,031.94	17,378.19	113,122.81	13	-
	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	944,855.00	0.00	63,652.00	373,403.82	571,451.18	39	---
TOTAL:	GENERAL FUND	944,855.00	0.00	63,652.00	373,403.82	571,451.18	39	---

Director's Report-- July 2024

Summer Reading: Our first month of Summer Reading 2024 has been very successful! We have had great (and consistent) attendance at programs for all ages. Pool storytime was canceled twice due to inclement weather, but has otherwise received rave reviews! The Great Yankton Challenge, our Juneteenth speaker, Terry Liggins, the SD Day Trips program by Bernie Hunhoff, and our One Book South Dakota author visit by Trent Preszler have been well attended adult events and we've received positive feedback including requests to repeat the programs. Our Monday performances have all been packed and generously followed by free treats by Runza. We've also managed to squeeze in a visit from Smokey Bear, learned some tips on kayaking from our friends at Missouri National Recreational River, along with lots of other crafts, games, movies, LEGOs and FUN!

Library of Things: Yankton Community Library has added disc golf and pickle ball sets which are now available for checkout with an adult library card. Our community has great spaces for these recreational opportunities and the library can now help supply the equipment needed to play! This is a great way to try something new before you invest in your own equipment, borrow from the library so you don't have to purchase or store your own equipment, and to have access to an extra set when you invite family or friends to play who may not have their own gear!

Public Notaries: The library has two notaries on staff: Dana Schmidt and Kelly O'Dea. This is a service that the library offers free of charge during business hours when these staff members are available. Folks are sometimes excited to find a notary in the evening or on a weekend when they can't be found at some other typical locations.

Friends of the Library: The June book sale was moved indoors due to rain but still had outstanding results: selling over \$1,200 in just 4 hours! They have also been having good luck with getting volunteers to help move books in and out for their sales as well as working during the sales. This is hard work and they are always grateful for volunteers. Their next book sale is planned for Saturday, July 13 from 9am-1pm out on the library lawn—weather permitting!

Library visits: A group of community members, Foundation members and a library board representative, along with library staff, visited three regional libraries in June: Norfolk Public Library, Columbus Public Library and Community Building, and Marshall-Lyon Public Library. We toured the libraries and learned about features the staff and patrons of those libraries particularly enjoyed and wished they could change. We visited with staff about their experiences and knowledge about the fundraising, design and building process of the library. The visits were very informative and it was great to make connections and network with new librarians from neighboring states. We plan to present more information about our visits at upcoming Foundation and Big 3 meetings.

Big 3 Meeting: The Government Research Bureau will be presenting results from the feasibility study to the Foundation and City Commission in August. There will also be a public meeting for the results to be shared. We will plan a Big 3 meeting for the end of August or early September for the Friends, Foundation and Board to gather for updates and to discuss next steps based on survey results.

Board of Director's Meeting: Our next regularly scheduled Board of Director's meeting will be on Wednesday, August 14 at 5:30pm in the library's meeting room and available virtually at

<https://meet.goto.com/541968125>

JUNE 2024 PROGRAM STATISTICS

Storytime	Date	Time	Kids	Adults
Summer	6/4	10:30 AM	17	6
Pool	6/6	10:30 AM	41	22
Camping	6/11	10:30 AM	12	5
Pool	6/13	10:30 AM	40	23
Animals	6/18	10:30 AM	6	4
Pool	6/20	10:30 AM	NA	NA
Travel	06/25	10:30 AM	18	7
Pool	06/27	10:30 AM	NA	NA
Total:			134	67

*6/20 and *6/27 pool storytimes canceled due to rain

Stay and Play	Date	Time	Kids	Adults
	6/5	9-11 AM	8	4
	6/12	9-11 AM	10	6
	6/19	9-11 AM	11	5
	6/26	9-11 AM	10	6
Total:			39	21

Elementary Events	Date	Time	Kids	Adults
Passport Decorating	6/4	2:00 PM	47	6
Adventure Bag Decorating	6/5	2:00 PM	30	4
Calvary Baptist Lego	6/6	10:00 AM	8	2
Lego Club	6/6	2:00 PM	37	9
Lantern Craft	6/11	2:00 PM	31	5
Edible Campfire	6/12	2:00 PM	65	10
Calvary Baptist Lego	6/13	9:00 AM	11	2
LEGO Club	6/13	2:00 PM	22	5
Lightning Bug Craft	6/18	2:00 PM	17	7
Animal Yoga	6/19	2:00 PM	18	9

JUNE 2024 PROGRAM STATISTICS

Calvary Baptist Lego	6/20	10:00 AM	0	0
Boys and Girls Club Field Trip	6/20	12:00 PM	50	4
LEGO Club	6/20	2:00 PM	36	13
Travel Trailer Craft	6/25	2:00 PM	21	9
MNRR Kayak Relay Game	6/26	2:00 PM	13	3
Calvary Baptist Lego	6/27	10:00 AM	30	2
LEGO Club	6/27	2:00 PM	18	7
		Total:	454	97

Teen Events	Date	Time	Teens	Adults
Travel Journal	6/6	3:30 AM	9	1
Campfire Cupcake	6/13	3:30 AM	18	1
Dragon Eye Craft	6/20	3:30 AM	25	2
MNRR Kayak Clinic	6/27	3:30 AM	11	2
		Total:	63	6

Family Events:		Time	Kids	Adults
Summer Reading Kickoff	6/3	4:30-7:30 pm	400	150
Board Games	6/7	2-4 pm	12	6
Tim Read	6/10	6:00 PM	29	22
Movie-Camp Rock	6/14	2:00 PM	0	1
Zoo Man	6/17	10:30 AM	213	30
Video Game Club	6/21	2:00 PM	16	4
Jeff Quinn	6/24	6:00 PM	76	62
Learn-to-Play Dice Games	6/28	2:00 PM	22	5
		Total:	768	280

JUNE 2024 PROGRAM STATISTICS

Adult Programs	Date	Time	Adults	Virtual
Craft Swap	6/1	9:00 AM	100	NA
Conversational Spanish	6/4	6:00 PM	4	NA
Cemetery Walk	6/5	6:30 & 8:00 PM	129	3
Seed Library	6/11	2:00 PM	25	2
Seed Library	6/11	6:00 PM	13	0
Great Yankton Challenge	6/13	6:00 PM	25	NA
Therapeutic Writing	6/15	10:00 AM	6	NA
Adult Craft	6/18	6:00 PM	9	NA
Juneteenth Speaker	6/19	10:00 AM	48	6
Movie: The Barkley Marathons	6/22	10:00 AM	8	NA
SD Day Trips	6/25	6:30 PM	25	1
		Total:	392	12
Book Clubs	Date	Time	Adults	
Readers Anyomous	6/11	2:00 PM	10	
Between the Lines	6/25	4:30 PM	5	
		Total:	15	
Video Views for	Date	Video Views		
Seed Library	May	24		
	Total:	24		

JUNE 2024 USAGE & CIRCULATION STATISTICS

Total Circulation Statistics*			
	2024	2023	2022
Adult	7,073	7,468	7,175
Juvenile	5,827	5,891	5,540
Total	12,900	13,359	12,715

*Includes physical collection, ILL, and eBooks

Physical Collection Circulation			
	2024	2023	2022
Adult	4,413	5,192	5,096
Juvenile	5,416	5,551	5,521
Total	9,829	10,743	10,617

Interlibrary Loan			
	2024	2023	2022
Requested	83	102	127
Supplied	21	25	25
Total	104	127	152

Electronic Resources			
	2024	2023	2022
OverDrive Adult	2556	2,149	1,927
OverDrive Juvenile	404	337	404
TumbleBooks	7	3	19
Total	411	2,489	2,350

Adult Outreach			
	2024	2023	2022
Locations	10	9	8
Patrons	38	44	51
Circulations	136	160	150

Daycare Outreach			
	2024	2023	2022
Locations	NA	NA	NA
Patrons	NA	NA	NA
Circulations	NA	NA	NA

Teen Subscription Bags			
	2024	2023	2022
Active Subscriptions	NA	NA	NA

Toy Lending Library Checkouts			
	2024	2023	2022
Toy Bins	24	NA	NA

Current Cards			
	2024	2023	2022
Resident	4570	4,029	3,341

Public Computer Use			
	2024*	2023	2022
Uses	361	565	544
Hours	238	345	335

*Software not accurately counting stats this month. Looking into issue.

WiFi Usage			
	2024	2023	2022
Sessions	862	908	791
Total Session Hours	1250	1,184	748
Unique Users	224	274	324

Meeting Room Use			
	2024	2023	2022
Library Uses	46	47	37
Library Hours	135.5	132	76
Non-Library Uses	23	18	11
Non-Library Hours	39	25	21

Study Room Use			
	2024	2023	2022
Uses	28	12	30
Hours	50.5	27	52

Notary			
	2024	2023	2022
Requests	2	NA	8

Proctor			
	2024	2023	2022
Tests	1	1	7

Genealogy Requests			
	2024	2023	2022
Patrons	0	1	2
Hours	0	1.00	1.0

*Microfilm out to be digitized.

Teacher Requests			
	2024	2023	2022
Patrons	0	0	0

Courier			
	2024	2023	2022
Total Incoming	97	143	127
Total Outgoing	167	158	176
Total	264	301	303





Collection			
	2024	2023	2022

JUNE 2024 USAGE & CIRCULATION STATISTICS

Non-Resident	266	224	187		Items Added	392	465	544
Mount Marty	23	19	9		Items Deleted	235	140	263
Teacher	51	45	36		Total Collection	85,695	NA	NA
Yankton County	935	832	734					
Total	5845	5,149	4,307					
					Curbside Pick-Ups			
New Cards						2024	2023	2022
	2024	2023	2022			5	4	23
Resident Adult	60	74	65		Food For Fines			
Resident Youth (<18)	15	10	22			2024	2023	2022
County	19	19	14			76	106	37
County (Households)	12	15	11		Book a Librarian			
Non-resident	9	7	8			2024	2023	2022
Non-resident (households)	7	6	7			90	290	225
Total New Cards	103	110	109		Number of Sessions	7	9	10
Total New Households	19	21	18		Pass Checkouts			
						2024	2023	2022
30 Day Trial Cards					State Park Pass	7	5	NA
	2024	2023	2022		Mead Museum Pass	5	5	NA
In-Town New	0	4	7		Summit Pass	14	12	NA
County -New	0	0	1		Huether Pass	150	100	NA
County-Renewal	0	1	1		Summer Reading Registration			
Nonresident-New	0	0	0			2024	2023	2022
Nonresident-Renewal	0	0	0			805	517	548
Online Signup	1	1	0		Door counters:			
Total	1	6	9		East Entrance:	7,263	6,712	Total:
								13,975
Social Media Follows								
	2024	2023	2022					
Facebook	3239							
Instagram	392							
Youtube	92							
Total:	3723							

Yankton Community Library • July 2024

All Ages—Purple | Adults—Red | Teen 4th-12th—Green | K-5th—Orange | Preschool—Blue *Registration + Fee

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30 Closed	1 Family LEGO Challenge 5 pm—7 pm	2 Storytime 10:30 am Author Visit: Trent Preszler 12 pm	3 Stay & Play 9 am—11 am Movie: Homeward Bound 2pm Closing at 5 pm	4 Closed in observance of Independence Day	5 Closed in observance of Independence Day	6 
7  Closed	8 Omaha Children's Museum (Space Program) 10:30 am	9 Storytime 10:30 am Hot Air Balloon Craft 2 pm Seed Library 2 pm & 6 pm	10 Stay & Play 9 am—11 am Paper Airplanes 2 pm Library Board Meeting 5:30 pm	11 Storytime @ Pool 10:30 am LEGO Club 2 pm Book Page Balloons 3:30 pm	12 Board Games 2 pm—4 pm	13 Friends of the Library Book Sale 9 am—1 pm
14 Sean Gaskell West African Kora (G.A.R. Hall) 4 pm Closed	15 Duke Otherwise (Musician) 6 pm	16 Storytime 10:30 am Tommy the Turtle 2pm Treasure Hunting: Geocaching 101 5:30 pm	17 Stay & Play 9 am—11 am Creating Geocaches 2 pm	18 Storytime @ Pool 10:30 am LEGO Club 2 pm Code Talker Scavenger Hunt 3:30 pm	19 Video Game Club: Among Us 2 pm—4 pm	20 Adult Field Trip: Niobrara, NE 10 am* Therapeutic Writing Group 10 am
21 Closed	22 Bike Ride 5:30 pm (Meet @ library) Omaha Street Percussion (Riverside Park) 6 pm	23 Storytime 10:30 am Summer Adventure Craft 2 pm Paper Petals 6 pm** Conversational Spanish 6 pm	24 Stay & Play 9 am—11 am Craft Buffet 2 pm	25 Storytime @ Pool 10:30 am LEGO Club 2 pm Stained Glass Craft 3:30 pm	26 Learn to Play: Card Games 2 pm—4 pm Appetizers Around the World** 6 pm	27 Movie: The Walk 10 am
28 Closed	29 Closing at 5 pm Party in the Park! (Riverside Park) 4:30 pm—7:30 pm Real Reptiles 6 pm	30 	31 Stay & Play 9 am—11 am Last day to log reading on Beanstack!	1 Last day to turn in passports / bucket lists for a chance to win prizes.	2 	Food for Fines: Pasta



Yankton Community Library • August 2024

All Ages—Purple | Adults—Red | Teen—Green | K-5—Orange | Preschool—Blue *Registration Required

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Food for Fines: PB & Jelly	29	30 Storytime 10 am	31 Stay & Play 9—11 am	1	2	3
4 Closed	5 Estate Planning 6 pm	6	7 Stay & Play 9—11 am	8	9	10
11 Closed	12	13 Seed Library 2 pm & 6 pm	14 Stay & Play 9—11 am Library Board Meeting 5:30 pm	15	16	17 Closed in observance of Riverboat Days
18 Closed	19	20 Adult Craft 6 pm	21 Stay & Play 9—11 am	22	23	24
25 Closed	26	27	28 Stay & Play 9—11 am	29	30	31 Friends of the Library Book Sale 9am-1pm

Check out our website: library.cityofyankton.org | 515 Walnut St. | (605) 668-5275

7/8/2024

Personnel Policy

The library will follow the ~~Uniform Personnel Rules and Regulations~~ Manual for the City of Yankton, South Dakota and the Collective Bargaining Agreement between the City of Yankton and American Federation of State, County and Municipal Employees, AFL-CIO, **Local 3968** with changes as deemed necessary to suit the unique needs of the Library. All personnel policies will adhere to any county, regional, state and federal laws.

Petitions and Solicitation Policy

The First Amendment of the Constitution of the United States affords citizens the right to freedom of speech as well as the right to petition the government for the redress of grievances.

This policy sets forth guidelines and conditions for circulating petitions and soliciting to protect both the free exercise of individual rights as well as maintenance of a safe and welcoming environment for all patrons while visiting the library.

Petitions:

Circulating petitions for signatures in the common areas of the library and on library property, including the parking lot is prohibited. It disturbs the orderly operating of the library and may make some patrons feel harassed. Also, it may give the appearance that the library is supporting a specific cause or issue. This policy is content-neutral and applies to all regardless of the candidate, issue or cause.

As such, the library allows people to circulate petitions on the sidewalk on the north side of the building or the petitioners may reserve the meeting room for such purpose. If using the library's meeting room, the meeting room policies must be followed, including keeping all activity and materials inside the meeting room. Petitioners may not actively pursue, harass or intimidate library patrons. Additionally, in issuing posters, press releases or other publicity, groups may not imply that their programs are sponsored, co-sponsored or endorsed by the Yankton Community Library. **As a requirement of utilizing the meeting room, the following disclaimer shall be added to any marketing (including all online social media posts) by the event hosts using one of the library's meeting rooms:**

THIS PRIVATE EVENT IS NOT HOSTED, SPONSORED, OR ENDORSED BY THE YANKTON COMMUNITY LIBRARY OR BY THE CITY OF YANKTON.

Soliciting:

Soliciting inside the library and on library property, including in the parking lot and meeting room is prohibited. Individuals or businesses may not sell products or materials, ask for donations, seek membership fees or payment of dues inside the library or on library property. Not for profit fundraising activities are not permitted inside the library or on library property by any person or organization when the purpose is to benefit a group or organization other than the library or the Friends of the Yankton Community Library **or the Yankton Community Library Foundation except at the discretion of the library director.**

Anyone who violates this policy, or other library policies such as the ~~Behavior Policy~~ **Rules of Conduct**, or engages in unlawful behavior will be asked and required to leave the premises.

Display of Items Policy

Temporary Exhibits Displays

The Yankton Community Library maintains several exhibit cases and areas and, ~~on a regular basis, solicits and~~ **at the discretion of the library director** permits ~~artists and collectors to~~ **the display of** privately-owned artwork, collector's items, and other artifacts of cultural and artistic merit for temporary display at the library. All items are displayed upon the library premises at the owner's sole risk. Privately owned items displayed upon the library premises are **not** covered by the library's fire/hazard/liability insurance and the owner of the item(s) is responsible for assuring the displayed items are covered by the owner's personal insurance. People displaying items in the library must complete the Agreement for Display Items form, which shall contain a release of any liability of the City for casualty, loss, theft, or damage of the owner's item while upon the library premises.

Storage of Displayed Items:

Owners of displayed items may retrieve their items at any time during normal library hours of operation. Owners shall retrieve their items immediately upon request of library staff. **The library's display of privately-owned items does not create a legal obligation upon the library to safe-keep and protect such displayed items.** The library is ~~not a bailor and~~ will not accept storage responsibility and any attendant liability for materials or objects upon the library property owned or controlled by any other groups or individuals.

Agreement for Display Items

The Yankton Community Library appreciates your generosity to the community by allowing the following items to be displayed in the library from:

(date) _____ to (date) _____.

DESCRIPTION/TITLES

\$ VALUE

The library will exercise as much care as possible to insure the safety of your collection; however, we also expect that you have the items covered by your personal insurance. The library is not liable for any damages due to on-site mutilation, theft, or loss except in circumstances of gross negligence or misconduct by staff.

Signature of Owner/Responsible Party

Date

Signature of Library Staff Member

Date