

**YANKTON COMMUNITY LIBRARY BOARD OF TRUSTEES MEETING**  
**Regular Meeting**  
**Wednesday, April 10, 2019, 5:30 p.m.**  
**Yankton Community Library Meeting Room**

**AGENDA**

**Call to Order**

**Additions to the Agenda**

**Approval of March 20, 2019 Minutes**

**Discussion of Bills / Financial Report**

**Communications and Correspondence**

**Public Comment Period**

**Director's Report**

**Old Business**

- State Library Annual Survey

**New Business**

- Budget review and recommendations
- Trustee Training

**Other Business**

**Adjourn the meeting of April 10, 2019**

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, March 13, 2019, at 5:30 p.m.  
Yankton Community Library, Director's Office**

Meeting called to order by President Lilah Gillis at 5:30 p.m. Present were Sue Otterman, Tony Maibaum, Amy Nelson, Library Director Dana Schmidt, and Assistant Director Linda Dobrovlny.

Absent with regrets: Tonja Koenigs, Joe Healy, Christine Tielke

**Additions to the agenda:** South Dakota State Library annual survey added at Dana's request

**Minutes:**

Motion to approve the minutes of the February 13, 2019 meeting by Nelson, with second by Maibaum; unanimous approval

**Discussion of Bills and Financial Report:**

No questions/discussion

**Communications and Correspondence:**

Dana shared a note from a patron thanking the library for purchasing a particular DVD series that they had requested.

**Public Comment Period:** None.

**Director's Report:**

In addition to the written report, Schmidt noted that one of the part time staff has been out due to a surgery and that the other staff have been good about being flexible and picking up shifts in her absence and helping one another when needed. She also reported that the library did not withstand any major damage from the flooding; the roof was still leaking but not coming through the ceiling. The library was closed for a day and half due to the inclement weather and flooding in the area, with an author event needing to be cancelled. Schmidt reported that the library is working hard to promote this year's One Book South Dakota, *Neither Wolf Nor Dog*. The library has 35 copies of the book available for checkout, has scheduled a book discussion and has purchased the movie rights for eve. We are also hoping to get the author to visit this year. Amanda Raiche has been working on fundraising for the Summer Reading Program by sending out letters to businesses in the community. Staff are busy planning activities for this summer.

**Old Business:** None.

**New Business:**

- National Library Week / Librarian for a Day – Board members along with City Commissioners, City Department Heads and other members of the community will be invited to spend some time behind the scenes with library staff as part of NLW activities
- Board training video and discussion moved to April meeting due to small group

- SDSL Annual Survey was reviewed; Dana will update OverDrive numbers and provide clarification regarding legal service area, correct internet connectivity terminology, and correct vocabulary for city commission vs. city council

**Other Business:** None.

**Adjourn the meeting of March 13, 2019**

Motion by Maibaum to adjourn with second by Nelson. Meeting adjourned at 6:00 p.m.

Respectfully submitted,  
Dana Schmidt, Library Director

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

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY	.....					
CHUCKS SANITARY SERVICE REPAIRS	80.00	REP. & MAINT. - BUILDING	101.142.223	6980	020318 P	008 00001
CITY UTILITIES						
WATER-WW CHARGES	131.34	WATER SERVICE	101.142.274	3.22.19	002793 P	008 00002
WATER-WW CHARGES	102.73	SEWER SERVICE	101.142.275	3.22.19	002793 P	008 00003
	234.07	*VENDOR TOTAL				
MIDAMERICAN ENERGY FUEL	462.35	FUEL-HEATING	101.142.273	3.27.19	002794 P	008 00004
MIDWEST TAPE AV	187.95	AV - CAPITAL	101.142.342	454-119-921	020316 P	008 00005
NORTHWESTERN ENERGY ELECT	1,363.90	ELECTRICITY	101.142.272	3.25.19	002795 P	008 00006
US BANK EQUIPMENT FINANC COPIER LEASE	306.22	RENTALS & XEROX SUPPLIES	101.142.212	3.25.19	020317 P	008 00007
YANKTON FIRE & SAFETY CO FIRE EXT INSPECTION	30.00	REP. & MAINT. - EQUIPMEN	101.142.221	24127	020319 P	008 00008
	2,664.49	.....				
GENERAL FUND	2,664.49	*****				

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:	2,664.49					

RECORDS PRINTED - 000008

Schedule of Bills (Fund/Dept)

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

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

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

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY	.....					
AMAZON.COM*MW0730052						
BOOKS	90.89	BOOKS	101.142.340	Dobrovolny		010 00143
DVD	17.99	AV - CAPITAL	101.142.342	Dobrovolny		010 00144
	108.88	*VENDOR TOTAL				
AMERICAN LIBRARY ASSN						
PROGRAM SUPPLIES	67.00	PROGRAM SUPPLIES	101.142.242	Lippert		010 00017
AMZN MKTP US*MIOZA3U82						
DVD	34.50	AV - CAPITAL	101.142.342	Dobrovolny		010 00189
POSTAGE	4.99	POSTAGE	101.142.231	Dobrovolny		010 00190
	39.49	*VENDOR TOTAL				
AMZN MKTP US*MI1KR4981						
OFFICE SUPPLIES	31.78	OFFICE SUPPLIES	101.142.232	Dobrovolny		010 00326
PROGRAM SUPPLIES	8.99	PROGRAM SUPPLIES	101.142.242	Dobrovolny		010 00327
DVD'S	70.59	AV - CAPITAL	101.142.342	Dobrovolny		010 00328
	111.36	*VENDOR TOTAL				
AMZN MKTP US*MW2Y11FD2						
BOOK	14.43	BOOKS	101.142.340	Dobrovolny		010 00133
DVD	78.97	AV - CAPITAL	101.142.342	Dobrovolny		010 00134
	93.40	*VENDOR TOTAL				
AMZN MKTP US*MW4YK6C60						
BOOK	17.98	BOOKS	101.142.340	Dobrovolny		010 00223
AMZN MKTP US*MW9K880A2						
BOOKS	59.97	BOOKS	101.142.340	Dobrovolny		010 00141
BAKER-TAYLOR						
BOOKS	3,532.69	BOOKS	101.142.340	Schmidt		010 00024
POSTAGE	33.32	POSTAGE	101.142.231	Schmidt		010 00025
	3,566.01	*VENDOR TOTAL				
CENTER POINT LARGE PRI						
LARGE PRINT BOOKS	133.62	BOOKS	101.142.340	Schmidt		010 00028
GRAINGER						
JANITORIAL SUPPLIES	157.69	JANITORIAL SUPPLIES	101.142.236	Reifenrath		010 00001
JANITORIAL SUPPLIES	50.44	JANITORIAL SUPPLIES	101.142.236	Reifenrath		010 00246
JANITORIAL SUPPLIES	116.24	JANITORIAL SUPPLIES	101.142.236	Reifenrath		010 00250
JANITORIAL SUPPLIES	31.68CR	JANITORIAL SUPPLIES	101.142.236	Reifenrath		010 00256
	292.69	*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	.....					
KWIK CASE, INC OFFICE SUPPLIES	268.40	OFFICE SUPPLIES	101.142.232	Dobrovolny		010 00097
OLSONS PEST TECHNICIAN PEST CONTROL	90.00	PROFESSIONAL SERVICES	101.142.202	Schmidt		010 00045
PEST CONTROL	90.00	PROFESSIONAL SERVICES	101.142.202	Schmidt		010 00339
	180.00	*VENDOR TOTAL				
PBI*LEASEDEQUIPMENT POSTAGE MACHINE LEASE	122.00	POSTAGE	101.142.231	Schmidt		010 00034
PITNEY BOWES PBP POSTAGE	200.00	POSTAGE	101.142.231	Schmidt		010 00359
PRIME VIDEO*MI43I7750 PROGRAM SUPPLIES	15.96	PROGRAM SUPPLIES	101.142.242	Dobrovolny		010 00314
RIVISTAS SUBSCRIPTION MAGAZINE RENEWALS	4,654.30	SUBSCRIPTIONS & PUBLICAT	101.142.235	Schmidt		010 00156
RON S AUTO GLASS REPAIR TO SOUTH DOOR	102.04	REP. & MAINT. - BUILDING	101.142.223	Schmidt		010 00103
SD LIBRARY ASSOCIATION SDLA MEMBERSHIP DUES	27.50	MEMBERSHIP DUES	101.142.261	Raiche		010 00236
SPECIALTY STORE SERVIC OFFICE SUPPLIES	176.96	OFFICE SUPPLIES	101.142.232	Dobrovolny		010 00346
WAL-MART #1483						
DVDS	93.76	AV - CAPITAL	101.142.342	Dobrovolny		010 00007
OFFICE SUPPLIES	46.77	OFFICE SUPPLIES	101.142.232	Dobrovolny		010 00008
DVD'S	52.88	AV - CAPITAL	101.142.342	Dobrovolny		010 00197
DVDS	57.84	AV - CAPITAL	101.142.342	Raiche		010 00111
PROGRAM SUPPLIES	9.72	PROGRAM SUPPLIES	101.142.242	Raiche		010 00112
OFFICE SUPPLIES	19.78	OFFICE SUPPLIES	101.142.232	Raiche		010 00113
DVDS	62.84	AV - CAPITAL	101.142.342	Raiche		010 00290
OFFICE SUPPLIES	9.54	OFFICE SUPPLIES	101.142.232	Raiche		010 00291
PROGRAM SUPPLIES	21.62	PROGRAM SUPPLIES	101.142.242	Raiche		010 00292
	374.75	*VENDOR TOTAL				
	10,612.31	.....				



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

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
LIBRARY TRUST	*****					
LIBRARY TRUST	.....					
AMAZON.COM*MW0730052 SEED LIBRARY SUPPLIES	25.98	RECREATION SUPPLIES	701.701.242	Dobrovolny		010 00145
AMZN MKTP US*MI07I97E2 ADULT CRAFT NIGHT SUPPLY	35.70	RECREATION SUPPLIES	701.701.242	Dobrovolny		010 00216
AMZN MKTP US*MI8IO42L2 ADULT CRAFT NIGHT SUPPLY	6.80	RECREATION SUPPLIES	701.701.242	Dobrovolny		010 00224
AMZN MKTP US*MW2Y11FD2 ADULT CRAFT NIGHT SUPPLY	49.34	RECREATION SUPPLIES	701.701.242	Dobrovolny		010 00135
AMZN MKTP US*MW9K880A2 ADULT CRAFT NIGHT SUPPLY	56.48	RECREATION SUPPLIES	701.701.242	Dobrovolny		010 00142
HY VEE 1820 JUMPSTART PROGRAM SUPPLY	37.15	RECREATION SUPPLIES	701.701.242	Raiche		010 00363
MINERVAS GRILL AND BAR STAFF JUMPSTART EXPENSE	13.75	RECREATION SUPPLIES	701.701.242	Raiche		010 00342
WAL-MART #1483 ADULT CRAFT NIGHT SUPPLY	19.62	RECREATION SUPPLIES	701.701.242	Dobrovolny		010 00198
STAFF APPRECIATION	8.91	RECREATION SUPPLIES	701.701.242	Raiche		010 00114
	28.53	*VENDOR TOTAL				
	253.73	.....				
LIBRARY TRUST	253.73	*****				

Schedule of Bills (Fund/Dept)

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

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

	ADOPTED BUDGET	REVISED 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	24,000.00	24,000.00	0.00	0.00	24,000.00 0
TOTAL: INTERGOVERNMENTAL REVENUES	24,000.00	24,000.00	0.00	0.00	24,000.00 0
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	495.00	1,440.00	5,360.00 21 --
3452 LIBRARY A.V. FEES	500.00	500.00	38.50	83.50	416.50 16 -
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	1.00-	0.80-	10.80 8
3454 SALE OF WITHDRAWN ITEMS	200.00	200.00	1.60	61.13	138.87 30 ---
3455 OTHER-LIBRARY REVENUES	1,500.00	1,500.00	86.00	319.70	1,180.30 21 --
3456 PC PRINTING	6,000.00	6,000.00	470.95	1,299.85	4,700.15 21 --
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	83.00	787.05	1,212.95 39 ---
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00 0
TOTAL: GOODS AND SERVICES	17,110.00	17,110.00	1,174.05	3,990.43	13,119.57 23 --
FINES					
3510 COURT FINES	3,000.00	3,000.00	107.48	159.15	2,840.85 5
3511 PARKING FINES	3,000.00	3,000.00	125.00	610.00	2,390.00 20 --
3520 LIBRARY FINES	500.00	500.00	78.00	247.50	252.50 49 ----
TOTAL: FINES	6,500.00	6,500.00	310.48	1,016.65	5,483.35 15 -
MISCELLANEOUS					
3610 INTEREST	40,000.00	40,000.00	11,721.39	24,373.47	15,626.53 60 -----
3611 UTILITY REFUNDS	10,000.00	10,000.00	0.00	0.00	10,000.00 0
3612 SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00 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	119.27	253.43	3,746.57 6
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	376.37	459.51	2,540.49 15 -
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	134.89	253.85	1,246.15 16 -
TOTAL: MISCELLANEOUS	58,500.00	58,500.00	12,351.92	25,340.26	33,159.74 43 ----
TOTAL: GENERAL FUND	106,110.00	106,110.00	13,836.45	30,347.34	75,762.66 36 ---

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
701 LIBRARY TRUST						
3610 INTEREST	0.00	0.00	60.27	127.17	127.17-	9999 -----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	352.40	1,550.05	1,550.05-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	412.67	1,677.22	1,677.22-	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	26,135.04	71,215.55	295,088.45	19 -
102 TEMPORARY WAGES	84,000.00	0.00	3,732.99	11,540.42	72,459.58	13 -
103 OVERTIME WAGES	350.00	0.00	0.00	0.00	350.00	0
111 OASI	34,475.00	0.00	2,243.41	6,227.08	28,247.92	18 -
121 RETIREMENT	21,999.00	0.00	1,568.10	4,272.96	17,726.04	19 -
131 WORKMENS COMPENSATION	2,542.00	0.00	0.00	0.00	2,542.00	0
132 GROUP INSURANCE	90,616.00	0.00	4,547.70	13,643.04	76,972.96	15 -
133 UNEMPLOYMENT INSURANCE	1,004.00	0.00	95.24	264.46	739.54	26 --
TOTAL: PERSONAL SERVICES	601,290.00	0.00	38,322.48	107,163.51	494,126.49	17 -
OTHER CURRENT EXPENDITURES						
201 INSURANCE	10,066.00	0.00	10,092.62	10,092.62	26.62-	100 -----
202 PROFESSIONAL SERVICES	30,000.00	0.00	8,607.16	8,706.86	21,293.14	29 --
211 PUBLISHING	3,000.00	0.00	0.00	0.00	3,000.00	0
212 RENTALS & XEROX SUPPLIES	6,000.00	0.00	321.52	613.76	5,386.24	10 -
221 REP. & MAINT. - EQUIPMENT	3,000.00	0.00	167.08	167.08	2,832.92	5
223 REP. & MAINT. - BUILDINGS	4,000.00	0.00	35.00	277.65	3,722.35	6
224 REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0
231 POSTAGE	2,500.00	0.00	40.70	300.63	2,199.37	12 -
232 OFFICE SUPPLIES	9,500.00	0.00	842.84	1,381.52	8,118.48	14 -
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	596.40	596.40	8,903.60	6
236 JANITORIAL SUPPLIES	3,000.00	0.00	404.18	797.76	2,202.24	26 --
242 PROGRAM SUPPLIES	3,000.00	0.00	411.16	435.23	2,564.77	14 -
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
261 MEMBERSHIP DUES	1,000.00	0.00	55.00	55.00	945.00	5
263 TRAVEL EXPENSE	3,500.00	0.00	36.39	36.39	3,463.61	1
265 CONFERENCE & MEETINGS	1,500.00	0.00	22.00	22.00	1,478.00	1
271 TELEPHONE	1,800.00	0.00	140.55	427.19	1,372.81	23 --
272 ELECTRICITY	23,000.00	0.00	1,365.26	2,674.12	20,325.88	11 -
273 FUEL-HEATING	3,000.00	0.00	656.07	1,301.92	1,698.08	43 ----
274 WATER SERVICE	3,500.00	0.00	148.83	239.36	3,260.64	6
275 SEWER SERVICE	1,200.00	0.00	121.24	180.78	1,019.22	15 -
276 LANDFILL	500.00	0.00	32.00	104.00	396.00	20 --
277 RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	122,566.00	0.00	24,096.00	28,410.27	94,155.73	23 --
CAPITAL OUTLAY						
301 CAPITAL REPAIR & MAINTENANCE	12,000.00	0.00	0.00	0.00	12,000.00	0
320 BUILDINGS	10,000.00	0.00	0.00	0.00	10,000.00	0
340 BOOKS	50,000.00	0.00	4,081.11	5,907.62	44,092.38	11 -
342 AV - CAPITAL	12,000.00	0.00	1,360.70	1,893.68	10,106.32	15 -
350 EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2019 THROUGH MAR 31, 2019

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND						
142 COMMUNITY LIBRARY						
TOTAL: CAPITAL OUTLAY	85,000.00	0.00	5,441.81	7,801.30	77,198.70	9
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	808,856.00	0.00	67,860.29	143,375.08	665,480.92	17 -
TOTAL: GENERAL FUND	808,856.00	0.00	67,860.29	143,375.08	665,480.92	17 -

	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	413.81	1,202.18	1,202.18-	9999 -----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	413.81	1,202.18	1,202.18-	9999 -----]]]]
CAPITAL OUTLAY						
340 BOOKS	0.00	0.00	134.04	134.04	134.04-	9999 -----]]]]
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	134.04	134.04	134.04-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	547.85	1,336.22	1,336.22-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	547.85	1,336.22	1,336.22-	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	30,481.05	135.18CR	799.21CR	29,681.84
	TOTAL CURRENT ASSETS:	30,481.05	135.18CR	799.21CR	29,681.84
	TOTAL ASSETS:	30,481.05	135.18CR	799.21CR	29,681.84
LIABILITIES AND FUND BALANCE					
-----					
CURRENT LIABILITIES:					
701.2011					
	ACCOUNTS PAYABLE	1,140.21CR	0.00	1,140.21	0.00
	TOTAL CURRENT LIABILITIES:	1,140.21CR	0.00	1,140.21	0.00
	TOTAL LIABILITIES:	1,140.21CR	0.00	1,140.21	0.00
FUND BALANCE:					
701.2511					
	FUND BALANCE - UNDESIGNATED	24,607.63CR	0.00	0.00	24,607.63CR
701.2900					
	REVENUE CONTROL	16,319.60CR	412.67CR	1,677.22CR	17,996.82CR
701.2910					
	EXPENDITURE CONTROL	11,586.39	547.85	1,336.22	12,922.61
	TOTAL FUND BALANCE:	29,340.84CR	135.18	341.00CR	29,681.84CR
	TOTAL LIABILITIES AND FUND BALANCE:	30,481.05CR	135.18	799.21	29,681.84CR
	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	26,135.04	71,215.55	295,088.45	19	-	
P-030819-980	PAYROLL INTERFACE	030819		13,375.13	CODE-Y,PER#-1,FUND-	101			A
P-032219-986	PAYROLL INTERFACE	032219		12,759.91	CODE-Y,PER#-2,FUND-	101			A
102	TEMPORARY WAGES	84,000.00	0.00	3,732.99	11,540.42	72,459.58	13	-	
P-030819-980	PAYROLL INTERFACE	030819		1,731.67	CODE-Y,PER#-1,FUND-	101			A
P-032219-986	PAYROLL INTERFACE	032219		2,001.32	CODE-Y,PER#-2,FUND-	101			A
103	OVERTIME WAGES	350.00	0.00	0.00	0.00	350.00	0		
111	OASI	34,475.00	0.00	2,243.41	6,227.08	28,247.92	18	-	
P-030819-980	PAYROLL INTERFACE	030819		1,134.91	CODE-Y,PER#-1,FUND-	101			A
P-032219-986	PAYROLL INTERFACE	032219		1,108.50	CODE-Y,PER#-2,FUND-	101			A
121	RETIREMENT	21,999.00	0.00	1,568.10	4,272.96	17,726.04	19	-	
P-030819-980	PAYROLL INTERFACE	030819		802.51	CODE-Y,PER#-1,FUND-	101			A
P-032219-986	PAYROLL INTERFACE	032219		765.59	CODE-Y,PER#-2,FUND-	101			A
131	WORKMENS COMPENSATION	2,542.00	0.00	0.00	0.00	2,542.00	0		
132	GROUP INSURANCE	90,616.00	0.00	4,547.70	13,643.04	76,972.96	15	-	
P-030819-980	PAYROLL INTERFACE	030819		2,273.86	CODE-Y,PER#-1,FUND-	101			A
P-032219-986	PAYROLL INTERFACE	032219		2,273.84	CODE-Y,PER#-2,FUND-	101			A
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	95.24	264.46	739.54	26	--	
P-030819-980	PAYROLL INTERFACE	030819		48.33	CODE-Y,PER#-1,FUND-	101			A
P-032219-986	PAYROLL INTERFACE	032219		46.91	CODE-Y,PER#-2,FUND-	101			A
TOTAL: PERSONAL SERVICES		601,290.00	0.00	38,322.48	107,163.51	494,126.49	17	-	
OTHER CURRENT EXPENDITURES									
201	INSURANCE	10,066.00	0.00	10,092.62	10,092.62	26.62-	100	-----	
M-033119-994	05569 SD PUBLIC ASSURANCE ALLI	007849 25941		10,092.62	PROPERTY/LIABILITY INS	014582 F N			A
202	PROFESSIONAL SERVICES	30,000.00	0.00	8,607.16	8,706.86	21,293.14	29	--	
M-030519-968	.13843 OVERDRIVE DIST	201902 Schmidt		3,812.46	OVERDRIVE E-BOOKS				A
M-030519-968	.13881 BOOK SYSTEMS INC	201902 Schmidt		3,195.00	ATRIUM SOFTWARE				A
D-031119-948	05140 AVERA HEALTH PLANS	062909 19460-IN		9.70	FLEX SPENDING FEES	005311 P N			A
D-031119-950	07192 ZOOBEAN INC	063006 1902		1,590.00	SOFTWARE LICENSE	020314 P N			A
211	PUBLISHING	3,000.00	0.00	0.00	0.00	3,000.00	0		

		ANNUAL	ACT MTD POSTED	ACT YTD POSTED	REMAINING			
		REVISED BUDGET	AND IN PROCESS	AND IN PROCESS	BALANCE	PCT		
		ENCUMBERED	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE					
101	GENERAL FUND							
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES							
212	RENTALS & XEROX SUPPLIES	6,000.00	0.00	321.52	613.76	5,386.24	10 -	
D-031119-950	07098 US BANK EQUIPMENT FINANC	062991 378720221		321.52	COPIER LEASE	020312	P N	A
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	167.08	167.08	2,832.92	5	
M-030519-968	.16043 AMZN MKTP US*MI8QR00H1	201902 Dobrovolny		167.08	REFRIGERATOR		N	A
223	REP. & MAINT. - BUILDINGS	4,000.00	0.00	35.00	277.65	3,722.35	6	
M-030519-968	.12984 KAISER REFRIGERATION I	201902 Miles		35.00	MAINTENANCE SUPPLIES		N	A
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0	
231	POSTAGE	2,500.00	0.00	40.70	300.63	2,199.37	12 -	
M-030519-968	.11798 BAKER-TAYLOR	201902 Schmidt		34.70	POSTAGE		N	A
M-030519-968	.16048 LEONE PRESS	201902 Dobrovolny		6.00	SHIPPING		N	A
232	OFFICE SUPPLIES	9,500.00	0.00	842.84	1,381.52	8,118.48	14 -	
M-030519-968	.12434 WAL-MART #1483	201902 Dobrovolny		27.62	OFFICE SUPPLIES		N	A
M-030519-968	.11787 DEMCO INC	201902 Schmidt		52.41	OFFICE SUPPLIES		N	A
M-030519-968	.16032 SP * BUYREGISTERROLLS	201902 Schmidt		69.99	OFFICE SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		15.01	OFFICE SUPPLIES		N	A
M-030519-968	.12434 WAL-MART #1483	201902 Dobrovolny		8.44	OFFICE SUPPLY RETURN		N	A
M-030519-968	.13320 WM SUPERCENTER #1483	201902 Raiche		9.44	OFFICE SUPPLIES		N	A
M-030519-968	.11787 DEMCO INC	201902 Schmidt		676.81	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	596.40	596.40	8,903.60	6	
M-030519-968	.12208 D J*WALL ST JOURNAL	201902 Schmidt		596.40	NEWSPAPER SUBSCRIPTION		N	A
236	JANITORIAL SUPPLIES	3,000.00	0.00	404.18	797.76	2,202.24	26 --	
M-030519-968	.16019 MOZAKS FLOORS & MORE	201902 Schmidt		43.19	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		269.50	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		22.10	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		22.10	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		22.10	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		46.68	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		144.28	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		36.70	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		16.10	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		43.67	JANITORIAL SUPPLIES		N	A
M-030519-968	.16042 MIDLAND HARDWARE	201902 Reifenrath		14.95	JANITORIAL SUPPLIES		N	A
M-030519-968	.15543 GRAINGER	201902 Reifenrath		111.26	JANITORIAL SUPPLIES		N	A

		ANNUAL		ACT MTD POSTED	ACT YTD POSTED	REMAINING			
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE	PCT		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
101	GENERAL FUND								
142	COMMUNITY LIBRARY								
	OTHER CURRENT EXPENDITURES								
236	JANITORIAL SUPPLIES								
M-030519-968	.15543 GRAINGER	201902	Reifenrath	150.55	JANITORIAL SUPPLIES		N		A
242	PROGRAM SUPPLIES	3,000.00	0.00	411.16	435.23	2,564.77	14	-	
M-030519-968	.12923 WAL-MART #3734	201902	Raiche	19.60	PROGRAM SUPPLIES		N		A
M-030519-968	.13320 WM SUPERCENTER #1483	201902	Dobrovolny	14.16	PROGRAM SUPPLIES		N		A
M-030519-968	.14844 DOLLAR TREE	201902	Lippert	12.00	PROGRAM SUPPLIES		N		A
M-030519-968	.12434 WAL-MART #1483	201902	Dobrovolny	23.63	PROGRAMMING SUPPLIES		N		A
M-030519-968	.12686 HY VEE 1820	201902	Raiche	45.53	PROGRAMMING SUPPLIES		N		A
M-030519-968	.12593 SOUTH DAKOTA HUMANITIE	201902	Dobrovolny	100.00	PROGRAMMING FEES		N		A
M-030519-968	.12434 WAL-MART #1483	201902	Dobrovolny	37.74	PROGRAM SUPPLIES		N		A
M-030519-968	.16040 4443 AMC YANKTON 5	201902	Schmidt	30.00	PROGRAM SUPPLIES		N		A
M-030519-968	.16056 AMAZON.COM*MB6978IZ1	201902	Raiche	24.09	PROGRAMMING SUPPLIES		N		A
M-030519-968	.13320 WM SUPERCENTER #1483	201902	Raiche	55.95	PROGRAMMING		N		A
M-030519-968	.16070 AMZN MKTP US*MB6N16502	201902	Dobrovolny	48.46	PROGRAM SUPPLIES		N		A
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0		
261	MEMBERSHIP DUES	1,000.00	0.00	55.00	55.00	945.00	5		
M-030519-968	.16033 SD LIBRARY ASSOCIATION	201902	Lippert	55.00	MEMBERSHIP DUES		N		A
263	TRAVEL EXPENSE	3,500.00	0.00	36.39	36.39	3,463.61	1		
M-030519-968	.14072 COWBOY #8	201902	Lippert	36.39	TRAVEL EXPENSE		N		A
265	CONFERENCE & MEETINGS	1,500.00	0.00	22.00	22.00	1,478.00	1		
M-033119-981	00430 MUNICIPAL LEAGUE, SD	007826		22.00	SDML DISTRICT MEETING	019311	F	N	A
271	TELEPHONE	1,800.00	0.00	140.55	427.19	1,372.81	23	--	
P-030819-980	PAYROLL INTERFACE	030819		10.50	CODE-Y, PER#-1, FUND-	101			A
M-033119-994	06976 VAST BROADBAND	007842		81.82	PHONE BILL	003513	F	N	A
M-033119-994	06976 VAST BROADBAND	007843		48.23	PHONE BILL	003513	F	N	A
272	ELECTRICITY	23,000.00	0.00	1,365.26	2,674.12	20,325.88	11	-	
D-031119-950	00455 NORTHWESTERN ENERGY	062967	2.22.19	1,365.26	ELECT	002795	P	N	A
273	FUEL-HEATING	3,000.00	0.00	656.07	1,301.92	1,698.08	43	----	
D-031119-950	00303 MIDAMERICAN ENERGY	062957	2.24.19	656.07	FUEL	002794	P	N	A
274	WATER SERVICE	3,500.00	0.00	148.83	239.36	3,260.64	6		
D-031119-950	00109 CITY UTILITIES	062921	2.22.19	148.83	WTR/WW CHARGES	002793	P	N	A
275	SEWER SERVICE	1,200.00	0.00	121.24	180.78	1,019.22	15	-	
D-031119-950	00109 CITY UTILITIES	062921	2.22.19	121.24	WTR/WW CHARGES	002793	P	N	A

		ANNUAL	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9	FIL
101	GENERAL FUND							
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES							
276	LANDFILL	500.00	0.00	32.00	104.00	396.00	20 --	
J-033119-983	MARCH JOURNAL ENTRIES	JE 89		32.00	DUMPSTER CHARGES - MARCH			A
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	OTHER CURRENT EXPENDITURES	122,566.00	0.00	24,096.00	28,410.27	94,155.73	23 --	
	CAPITAL OUTLAY							
301	CAPITAL REPAIR & MAINTENANCE	12,000.00	0.00	0.00	0.00	12,000.00	0	
320	BUILDINGS	10,000.00	0.00	0.00	0.00	10,000.00	0	
340	BOOKS	50,000.00	0.00	4,081.11	5,907.62	44,092.38	11 -	
M-030519-968	.11798 BAKER-TAYLOR	201902	Schmidt	3,521.18	BOOKS		N	A
M-030519-968	.11785 CENTER POINT LARGE PRI	201902	Schmidt	133.62	LARGE PRINT BOOKS		N	A
M-030519-968	.16022 AMZN MKTP US*MI9N13M20	201902	Dobrovolny	9.13	BOOK		N	A
M-030519-968	.16028 AMZN MKTP US*MI6H46GF1	201902	Dobrovolny	37.85	BOOKS		N	A
M-030519-968	.11819 JUNIOR LIBRARY GUILD	201902	Raiche	80.10	BOOKS		N	A
M-030519-968	.16043 AMZN MKTP US*MI8QR00H1	201902	Dobrovolny	47.25	BOOKS		N	A
M-030519-968	.16048 LEONE PRESS	201902	Dobrovolny	30.00	BOOK		N	A
M-030519-968	.16070 AMZN MKTP US*MB6N16502	201902	Dobrovolny	109.76	BOOKS		N	A
M-030519-968	.13583 THOMSON WEST*TCD	201902	Schmidt	99.78	BOOKS		N	A
M-030519-968	.16073 AMZN MKTP US*MB2AP35S2	201902	Dobrovolny	12.44	BOOKS		N	A
342	AV - CAPITAL	12,000.00	0.00	1,360.70	1,893.68	10,106.32	15 -	
M-030519-968	.13320 WM SUPERCENTER #1483	201902	Dobrovolny	19.96	DVD		N	A
M-030519-968	.16022 AMZN MKTP US*MI9N13M20	201902	Dobrovolny	146.37	DVD'S		N	A
M-030519-968	.12434 WAL-MART #1483	201902	Dobrovolny	31.92	DVDS		N	A
M-030519-968	.16028 AMZN MKTP US*MI6H46GF1	201902	Dobrovolny	210.26	DVD'S		N	A
M-030519-968	.12434 WAL-MART #1483	201902	Dobrovolny	51.88	DVDS		N	A
M-030519-968	.13320 WM SUPERCENTER #1483	201902	Dobrovolny	55.84	DVDS		N	A
M-030519-968	.16043 AMZN MKTP US*MI8QR00H1	201902	Dobrovolny	29.03	DVD'S		N	A
M-030519-968	.13320 WM SUPERCENTER #1483	201902	Raiche	127.76	DVDS		N	A
M-030519-968	.16070 AMZN MKTP US*MB6N16502	201902	Dobrovolny	57.90	DVD'S		N	A
M-030519-968	.16073 AMZN MKTP US*MB2AP35S2	201902	Dobrovolny	26.92	DVD'S		N	A
D-031119-950	04785 MIDWEST TAPE	062960	96960941/28115	169.96	AUDIO BOOKS	020311	P N	A
D-031119-950	04785 MIDWEST TAPE	062960	96896933	402.90	AUDIO BOOKS	020313	P N	A
D-031119-950	05863 RANDOM HOUSE INC	062974	997	30.00	CD	020315	P N	A
350	EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0	
TOTAL:	CAPITAL OUTLAY	85,000.00	0.00	5,441.81	7,801.30	77,198.70	9	

OTHER EXPENDITURES

		ANNUAL		ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT	
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9	FIL
101	GENERAL FUND							
142	COMMUNITY LIBRARY OTHER EXPENDITURES							
530	REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	COMMUNITY LIBRARY	808,856.00	0.00	67,860.29	143,375.08	665,480.92	17	-
TOTAL:	GENERAL FUND	808,856.00	0.00	67,860.29	143,375.08	665,480.92	17	-

## Director's Report-April 2019

**March Presenter:** On March 31, we had Molly Rozum, professor at USD at the library to give a presentation on Women's Suffrage. She was a great presenter with lots of knowledge on the topic and the group that attended was very engaged in the conversation. This presentation was made possible with help from the South Dakota Humanities.

**May story time break:** May is traditionally the month that we take a break from some of our regular programming to gear up for Summer Reading. We will continue to offer our after school programs from 3:45 to 4:45 each Thursday in May. Storytime and Stay and Play activities will not be on their regular schedule through the month, but we plan to announce some "pop-up" Stay and Plays on Facebook when the meeting room is available. The Adult Craft night also takes a break in May and resumes in June and July. These little "pauses" in our schedule help staff to refresh, work on new projects, plan for future events, and even do a little spring cleaning throughout the building.

**Explore Activities:** On April 23, Amy Reyes will be at the library to teach a free yoga class. We are also hoping to have some students from the National Honor Society take part in this activity. We have shared this information at The Center and with ABS admin as we hope many members of the community are able to attend.

**Summer Reading:** Donation request letters have been sent out to local businesses asking for support for our Summer Reading Program. We are excited to see some donations coming in and for the planning that is already in full gear.

This summer we have a variety of performers lined up for children and families. These include The Rope Warrior, Omaha Zoo program bringing animals to YCL for the children to meet, storyteller Will Stuck, and musical group One Beard, Two Beard. We will once again end the summer with a Talent Show that will be open to all ages. It will be another summer full of activities and fun and we will be trying a new reward system as well.

For the adults, we have dates set for our annual Cemetery Walk on Tuesday, June 4. We are excited to be welcoming genealogist, Gail Blankenau in July to do a presentation on Women Homesteaders. She is such a knowledgeable woman and I'm sure this will be a great presentation chock full of good stories and information. The summer will also include a Pup-up Library in the dog park. There will be a speaker there to talk about grooming and some dog friendly locations in Yankton, as well as the ability to check out some dog-themed books right there at the park.

**Seed Library:** The Seed Library is gearing up for another growing season. They will begin distributing seeds at the April Seed Library meeting.

### **Staffing:**

Heath Davis resigned on April 4. We will be posting for this full-time and a part-time position soon.

### **Friends of the Library:**

The Friends of the Library will hold their monthly meeting on Monday, April 15 at 5:15pm in the Director's office.

### March 2019 Program Statistics

Recurring Programs	Date	Time	Kids	Adults
Stay & Play	Mar. 6	10:30 AM	8	3
	Mar. 13	10:30 AM	2	1
	Mar. 20	10:30 AM	9	4
	Mar. 27	10:30 AM	11	7
<b>Total:</b>			<b>30</b>	<b>15</b>

Story Time	Mar. 4	6:00 PM	7	6
	Mar. 5	10:30 AM	13	8
	Mar. 7	10:30 AM	8	6
	Mar. 11	6:00 PM	11	10
	Mar. 12	10:30 PM	18	13
	Mar. 14	10:30 AM	closed	closed
	Mar. 18	6:00 PM	6	8
	Mar. 19	10:30 AM	18	13
	Mar. 21	10:30 AM	9	6
	Mar. 25	6:00 PM	5	7
	Mar. 26	10:30 AM	15	12
	Mar. 28	10:30 AM	12	9
<b>Total:</b>			<b>122</b>	<b>98</b>

Thursday Kids Activities				
Craft Club	Mar. 7	3:45 PM	4	3
LEGO Club	Mar. 14	3:45 PM	closed	closed
Science Club: States of Ma	Mar. 21	3:45 PM	4	1
<i>Ralph Breaks the Internet</i>	Mar. 28	3:45 PM	22	6
<b>Total:</b>			<b>30</b>	<b>10</b>

Friday Wii	Mar. 1	3:30 PM	0	
	Mar. 8	3:30 PM	0	
	Mar. 15	3:30 PM	0	
	Mar. 22	3:30 PM	0	

Adult Programs	Date	Time	Num.
<i>The Green Book</i>	Mar. 9	11:00 AM	23
<i>Can You Ever Forgive Me?</i>	Mar. 9	2:00 PM	23
<i>The Favourite</i>	Mar. 10	2:00 PM	18
Presentation-Dana Beta Signm	Mar. 7	7:00 PM	21
Explore: Watercolors	Mar. 20	2:00 PM	6
Presentation: Women's Su	Mar. 31	2:00 PM	12
Seed Library: Garden Plan	Mar. 12	2:00 PM	43
Seed Library: Garden Plan	Mar. 12	6:30 PM	15
Teen Tech Tutors	Mar. 16	1:00 PM	cancelled
Unplug, Unwind, Craft	Mar. 19	6:00 PM	5
<b>Total:</b>			<b>75</b>

Food for Fines		
Mac n Cheese	March 1-10	<b>112</b>

Book Clubs			
Reader's Anonymous	Mar. 12	1:00 PM	4
Between the Lines	Mar. 26	5:30 PM	8
<b>Total:</b>			<b>12</b>

Miscellaneous				
Kid's Art Club	Mar. 9	-	10	4
Homeschool Group	Mar. 8	10:00 AM	28	7
Sacred Heart Family Night	Mar. 21	5:30-7:30 PM	60	40
<b>Total:</b>			<b>98</b>	<b>51</b>

Teen Events			
TAB	Mar. 4	7:00 PM	0
<b>Total:</b>			<b>0</b>





## March 2019 Usage & Circulation Statistics

### Total Circulation Statistics\*

	2019	2018
Adult	8,720	9,052
Juvenile	4,214	4,816
<b>Total</b>	<b>12,934</b>	<b>13,868</b>

\*Includes physical collection, ILL, and eBooks

### Physical Collection Circulation

	2019	2018
Adult	7,086	7,500
Juvenile	3,841	4,718
<b>Total</b>	<b>10,927</b>	<b>12,218</b>

### Interlibrary Loan

	2019	2018
Requested	210	123
Supplied	152	209
<b>Total</b>	<b>362</b>	<b>332</b>

### Electronic Resources

	2019	2018
OverDrive	1,383	1,220
TumbleBooks	373	98
<b>Total</b>	<b>1,756</b>	<b>1,318</b>

### Freegal

	2019	2018
Songs Downloaded	41	55
Patrons Downloading	14	8
Songs Streamed	117	254
Patrons Streaming	16	8

### Adult Outreach

	2019	2018
Locations	10	10
Patrons	44	38
Circulations	250	273

### Daycare Outreach

	2019	2018
Locations	16	20
Patrons	254	280
Circulations	266	318

### Public Computer Use

	2019	2018
Uses	1,100	1,490
Hours	780.0	946.5

### WiFi Usage

	2019	2018
Sessions	1,341	
Total Session Hours	1,307	
Unique Users	400	

### Meeting Room Use

	2019	2018
Library Uses	32	39
Library Hours	65.0	66.0
Non-Library Uses	12	24
Non-Library Hours	21.0	41.0

### Study Room Use

	2019	2018
Uses	39	66
Hours	57.0	44.0

### Notary

	2019	2018
Requests	4	5

### Proctor

	2019	2018
Tests	28	42

### Traffic

	2019	2018
Count		18,485*

\*south door count estimate

### Genealogy Requests

	2019	2018
Patrons	1	3
Hours	1.0	4.0

### Teacher Requests

	2019	2018
Requests	2	7

<b>Current Cards</b>	<b>2019</b>	<b>2018</b>
Resident	5,034	4,605
Non-Resident	339	229
Mount Marty	40	28
Teacher	47	42
Yankton County	1,062	974
<b>Total</b>	<b>6,522</b>	<b>5,878</b>

<b>Courier</b>		
	<b>2019</b>	<b>2018</b>
Total Incoming	309	503
Total Outgoing	349	487
<b>Grand Total</b>	<b>658</b>	<b>990</b>

<b>Yankton County</b>		
	<b>2019</b>	<b>2018</b>
Households	57	45

**March Additions: 494**

Adult		YA	JR	Easy
Fiction	89	22	56	57
Nonfiction	43	1	24	24
DVD	30	-	1	-
CD books	26	1	0	0
<b>Total</b>	<b>188</b>	<b>24</b>	<b>81</b>	<b>81</b>

<b>Yankton County</b>	Cards	Adults	Kids
New Cards	7	14	0
Renewals	33	60	40

<b>Non-Resident</b>	Cards	Adults	Kids
New Cards	1	2	3
Renewals	6	17	6



## Yankton Community Library • April 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Story Time, 6:00 p TAB, 7 pm	2 Story Time 10:30 am Selfies with Sacajawea, 6:30pm	3 Stay & Play 10:30 am	4 Story Time, 10:30a Craft Club, 3:45	5 Wii, 3:30 pm	6 Friends Book Sale 9:30 - 12 pm
7 National Library Week →	8 Story Time, 6:00p	9 Story Time, 10:30 Seed Library: Proactive Planting, 2p/6:30p Readers Anon, 1p	10 Stay & Play 10:30 am Library Board Meeting, 5:30 pm	11 Story Time 10:30 am LEGO Club, 3:45	12 Wii, 3:30 pm D.E.A.R. Day	13 Kid's Art Club Escape Room Teen After-Hours Event 6pm-9pm
14	15 Friends of the Library, 5:15 pm Story Time, 6:00p	16 Story Time 10:30 am Unplug, Unwind, Craft: 6:00	17 Stay & Play 10:30 am	18 Story Time 10:30 am Science Club, 3:45p	19 Wii, 3:30 pm	20
21 Library Closed	22 Story Time, 6:00p	23 Story Time 10:30 am Between the Lines 5:30	24 Stay & Play 10:30 am	25 Story Time 10:30 am Spider-Man: Into the Spider Verse, 3:45 pm	26	27
28	29	30 Kindergarten Screening	Food for Fines Tuna or Hamburger Helper April 1-10	Yankton Community Library—515 Walnut Street <a href="http://library.cityofyankton.org">http://library.cityofyankton.org</a> 605-668-5275 — <a href="mailto:library@cityofyankton.org">library@cityofyankton.org</a> Hours: Monday-Thursday, 9a-8p; Friday-Saturday, 9a-5p; Sunday, 1p-5p		

## Yankton Community Library • May 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
515 Walnut Street—605-668-5275 <a href="http://library.cityofyankton.org">http://library.cityofyankton.org</a> <a href="mailto:library@cityofyankton.org">library@cityofyankton.org</a> Mon-Thurs, 9a-8p; Fri-Sat, 9a-5p; Sun, 1p-5p		Food For Fines Paper Products May 1-10	1 Kindergarten Screening	2 Craft Club 3:45 pm	3 Wii 3:30 pm	4 Friends Book Sale 9:30 - 12 pm
5	6 TAB, 7 pm	7	8 Library Board Meeting, 5:30 pm	9 LEGO Club 3:45 pm	10 Wii 3:30 pm	11 Kid's Art Club
12	13	14 Seed Library: 2pm/6:30pm Readers Anon, 1p	16	16 Science Club 3:45pm	17 Wii 3:30 pm	18
19	20 Friends of the Library, 5:15	21	22	23 Movie 3:45 pm	24 Wii 3:30 pm	25
26 Library Closed	27 Library Closed	28 Between the Lines, 5:30pm  Summer Hours Begin	29	30 LEGO Club 3:45 pm	31	

**City of Yankton**  
**Adopted 2019 Budget**

Fund: **General**

Function: **Culture - Recreation**

Activity: **Community Library**

ACCOUNT NO.	DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ADOPTED	2018 Y.T.D.	2018 ESTIMATED	2019 ADOPTED
101 142 101	Regular Salaries & Wages	\$323,362	\$332,309	\$322,931	\$355,762	\$171,832	\$351,418	\$366,304
101 142 102	Temp. Salaries & Wages	\$44,792	\$48,727	\$44,615	\$59,699	\$22,007	\$59,000	\$84,000
101 142 103	Overtime Wages	\$110	\$72	\$66	\$350	\$135	\$350	\$350
101 142 111	OASI	\$27,075	\$27,767	\$27,388	\$31,810	\$14,514	\$31,424	\$34,475
101 142 121	Retirement	\$19,408	\$19,682	\$19,326	\$21,367	\$10,310	\$21,106	\$21,999
101 142 131	Worker's Compensation	\$1,693	\$1,900	\$1,246	\$2,542	(\$44)	\$2,311	\$2,542
101 142 132	Group Insurance	\$58,489	\$56,390	\$59,277	\$82,378	\$28,101	\$82,378	\$90,616
101 142 133	Unemployment Insurance	\$712	\$815	\$762	\$1,004	\$437	\$956	\$1,004
	Subtotal Personnel Services	\$475,641	\$487,662	\$475,611	\$554,912	\$247,292	\$548,943	\$601,290
101 142 201	Insurance	\$8,148	\$8,189	\$8,486	\$10,066	\$9,121	\$9,151	\$10,066
101 142 202	Professional Services	\$43,171	\$28,740	\$36,778	\$39,000	\$25,651	\$39,000	\$30,000
101 142 211	Publishing	\$2,310	\$2,314	\$2,923	\$3,000	\$1,855	\$3,000	\$3,000
101 142 212	Rentals & Xerox Supplies	\$7,041	\$4,646	\$5,071	\$8,000	\$2,446	\$6,000	\$6,000
101 142 221	Rep. & Maintenance-Equipment	\$813	\$1,405	\$3,841	\$3,000	\$927	\$3,000	\$3,000
101 142 223	Rep. & Maintenance-Buildings	\$1,823	\$18,807	\$3,171	\$4,000	\$1,071	\$4,000	\$4,000
101 142 224	Rep. & Maintenance-Central Garage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
101 142 231	Postage	\$1,732	\$2,206	\$2,006	\$2,500	\$1,393	\$2,500	\$2,500
101 142 232	Office Supplies	\$6,847	\$10,667	\$9,728	\$9,500	\$5,008	\$9,500	\$9,500
101 142 233	Printing & Binding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
101 142 235	Subscriptions & Publications	\$7,875	\$8,216	\$8,498	\$10,500	\$4,890	\$10,500	\$9,500
101 142 236	Janitorial Supplies	\$2,035	\$1,672	\$2,760	\$2,500	\$2,058	\$2,500	\$3,000
101 142 242	Program Supplies	\$1,640	\$1,499	\$2,293	\$4,000	\$901	\$4,000	\$3,000
101 142 261	Membership Dues	\$778	\$661	\$483	\$1,000	\$380	\$1,000	\$1,000
101 142 263	Travel Expense	\$1,392	\$1,502	\$2,718	\$3,500	\$2,409	\$3,500	\$3,500
101 142 265	Conference & Meetings	\$902	\$1,721	\$1,050	\$1,500	\$740	\$1,500	\$1,500
101 142 271	Telephone	\$1,476	\$1,546	\$1,630	\$1,700	\$803	\$1,700	\$1,800
101 142 272	Electricity	\$18,871	\$18,598	\$20,554	\$22,000	\$8,588	\$22,000	\$23,000
101 142 273	Fuel-Heating	\$1,797	\$1,566	\$1,750	\$3,000	\$1,831	\$3,000	\$3,000
101 142 274	Water Service	\$2,262	\$3,023	\$2,828	\$3,200	\$760	\$3,200	\$3,500
101 142 275	Sewer Service	\$674	\$916	\$1,021	\$1,000	\$616	\$1,200	\$1,200
101 142 276	Landfill	\$424	\$432	\$400	\$500	\$208	\$500	\$500
	Subtotal Other Current Expenditures	\$112,011	\$118,326	\$117,989	\$133,466	\$71,656	\$130,751	\$122,566
101 142 301	Capital Repairs and Maintenance	\$0	\$0	\$11,431	\$22,000	\$0	\$22,000	\$12,000
101 142 320	Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
101 142 340	Books	\$53,138	\$52,824	\$51,511	\$53,000	\$20,027	\$53,000	\$50,000
101 142 342	A V Capital	\$11,718	\$12,409	\$11,319	\$13,500	\$6,228	\$13,500	\$12,000
101 142 350	Equipment	\$0	\$2,543	\$786	\$1,000	\$309	\$1,000	\$1,000
	Subtotal Capital Expenditures	\$64,856	\$67,776	\$75,047	\$89,500	\$26,564	\$89,500	\$85,000
	Total Expenditures	\$652,508	\$673,764	\$668,647	\$777,878	\$345,512	\$769,194	\$808,856