

YANKTON COMMUNITY LIBRARY BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, July 14, 2021, 5:30 p.m.
Virtual Meeting-GoToMeeting interface
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078

AGENDA

Call to Order

Additions to the Agenda

Approval of June 9, 2021 Minutes

Public Comment Period

Discussion of Bills / Financial Report

Communications and Correspondence

Director's Report

Old Business

- **American Rescue Plan Act**
- **Relationship of Board of Trustees and Director Statement**

New Business

Other Business

Public Comment Period

Adjourn Sine Die

The Yankton Community Library is committed to making its facilities accessible to everyone.
If you have additional accommodation requirements, please call 668-5276.

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Regular Meeting
Wednesday, July 14, 2021, 5:30 p.m.
Virtual Meeting-GoToMeeting interface
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078

AGENDA

Call to Order

Election of Officers for 2021-2022

Nominations:

- **President: Sarah Mechtenberg**
- **Vice President: David Koerner**

Public Comment Period

Old Business

New Business

- **Board of Directors Training video**

Other Business

Public Comment Period

Adjourn the meeting of July 14, 2021

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If you have additional accommodation requirements, please call 668-5276.

MINUTES OF THE BOARD OF TRUSTEES MEETING

YANKTON COMMUNITY LIBRARY

Wednesday, June 9, 2021, 5:30 p.m.

Virtual Meeting-GoToMeeting interface and physical location in the Meeting Room

Meeting called to order by President Christine Tielke at 5:31 p.m. Present were Sue Otterman, Amy Nelson, Sarah Mechtenberg, Yankton County Commissioner Dan Klimisch, Yankton City Commissioner, Jerry Webber, Assistant Library Director Linda Dobrovolny and Library Director Dana Schmidt.

Absent with regrets: David Koerner

Additions to the Agenda: None.

Approval of May 12, 2021 Minutes: Webber made a motion to approve the May 12, 2021 minutes with a second by Nelson. Unanimous approval.

Public comment Period: None

Discussion of Bills / Financial Report: Schmidt reported that budget discussions for 2022 were in progress. Schmidt reported that one of the small HVAC units was not working and that the three small units would be replaced in the near future. This item was previously budgeted for 2021. Schmidt also reported that the library received the first half of the County's 2021 contribution to the library (\$7,500). Webber made a motion to accept the financial report with a second by Otterman. Unanimous approval.

Communications and Correspondence: Schmidt shared a Facebook message from a parent about how much the library has helped her children improve in their reading as well as their overall confidence. She expressed how much they loved coming to the library and appreciated all the programs.

Director's Report: In addition to the written report, Schmidt reported on the success of the Cemetery Walk event. She reported that the library programs were back to normal and that there has been good attendance at programs so far this summer. Schmidt reported that the library was working with the Mead to acquire museum passes that could be checked out at the library.

Old Business:

- **American Rescue Plan Act:** Schmidt reported that YCL's proposal for grant money had been approved. Schmidt is waiting on a contract from the Department of Education before monies can be spent. One of the projects in the proposal was digitizing a majority of the microfilm that is housed at YCL. This is a big project with an estimate of about \$63,000. Additional money will be needed for the company to build, host and maintain a website.
- **2020 Annual Report:** Statistics from the 2020 annual report have been compiled into a pamphlet. This information will be shared with County and City Commissioners as well as being available to patrons in the library and on the website.

New Business

- **Proposed slate of officers:** Klimisch nominated Mechtenberg as President. Otterman nominated Koerner as Vice President. Weber made a motion to cease nominations with a second by Klimisch.
- **Relationship of Board of Trustees and Director Statement:** After some discussion, the Board suggested that Schmidt check with the City Attorney on the necessity of keeping this statement or absorbing it into the Bylaws.

Other Business: None.

Public Comment Period: None.

Adjourn the meeting of June 9, 2021: Webber made a motion to adjourn the meeting at 6:13pm with a second by Nelson. Unanimous approval.

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

| VENDOR NAME DESCRIPTION | AMOUNT | ACCOUNT NAME | FUND & ACCOUNT CLAIM | INVOICE | PO# | F/P ID LINE |
|--|----------|--------------------------|----------------------|-----------|----------|-------------|
| GENERAL FUND | ***** | | | | | |
| COMMUNITY LIBRARY | | | | | | |
| CITY UTILITIES | | | | | | |
| WATER-WW CHARGES | 74.26 | WATER SERVICE | 101.142.274 | 6.22.21 | 002793 P | 131 00001 |
| WATER-WW CHARGES | 38.42 | SEWER SERVICE | 101.142.275 | 6.22.21 | 002793 P | 131 00002 |
| | 112.68 | *VENDOR TOTAL | | | | |
| J & H CARE & CLEANING CO JANITORIAL SERVICE | 1,200.00 | PROFESSIONAL SERVICES | 101.142.202 | 100324 | 022272 P | 131 00003 |
| MIDAMERICAN ENERGY FUEL | 15.00 | FUEL-HEATING | 101.142.273 | 6.30.21 | 002794 P | 131 00005 |
| MIDWEST TAPE AV | 354.91 | AV - CAPITAL | 101.142.342 | 292-036 | 022271 P | 131 00006 |
| NORTHWESTERN ENERGY ELECTRICITY | 1,547.37 | ELECTRICITY | 101.142.272 | 6.22.21 | 002795 P | 131 00007 |
| ROGERS/CHARLES BOOK | 15.00 | BOOKS | 101.142.340 | 6.14.21 | 022270 P | 131 00008 |
| POSTAGE | 3.00 | POSTAGE | 101.142.231 | 6.14.21 | 022270 P | 131 00009 |
| | 18.00 | *VENDOR TOTAL | | | | |
| US BANK EQUIPMENT FINANC COPIER LEASE | 366.62 | RENTALS & XEROX SUPPLIES | 101.142.212 | 446555724 | 022273 P | 131 00010 |
| | 3,614.58 | | | | | |
| GENERAL FUND | 3,614.58 | ***** | | | | |

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 | | | | | | |
| MEAD CULTURAL EDUCATION CEMETERY WALK | 547.50 | RECREATION SUPPLIES | 701.701.242 | 6.3.21 | 021168 P | 131 00004 |
| YANKTON CO 4-H BABYSITTING CLINIC | 375.00 | RECREATION SUPPLIES | 701.701.242 | 6.3.21 | 021169 P | 131 00011 |
| | 922.50 | | | | | |
| LIBRARY TRUST | 922.50 | ***** | | | | |

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

| VENDOR NAME DESCRIPTION | AMOUNT | ACCOUNT NAME | FUND & ACCOUNT CLAIM | INVOICE | PO# | F/P ID LINE |
|----------------------------|----------|--------------|----------------------|---------|-----|-------------|
| REPORT TOTALS: | 4,537.08 | | | | | |

RECORDS PRINTED - 000011

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 2131J5D50 A | | | | | | |
| OFFICE SUPPLIES | 96.41 | OFFICE SUPPLIES | 101.142.232 | Dobrovolny | | 142 00002 |
| PROGRAM SUPPLIES | 12.00 | PROGRAM SUPPLIES | 101.142.242 | Dobrovolny | | 142 00003 |
| BOOKS | 53.99 | BOOKS | 101.142.340 | Dobrovolny | | 142 00004 |
| DVD'S | 57.95 | AV - CAPITAL | 101.142.342 | Dobrovolny | | 142 00005 |
| | 220.35 | *VENDOR TOTAL | | | | |
| AMZN MKTP US 2R4R267W2 | | | | | | |
| DVD'S | 40.03 | AV - CAPITAL | 101.142.342 | Dobrovolny | | 142 00386 |
| AMZN MKTP US 2R57D6WN1 | | | | | | |
| BOOKS | 89.44 | BOOKS | 101.142.340 | Dobrovolny | | 142 00469 |
| DVD | 12.96 | AV - CAPITAL | 101.142.342 | Dobrovolny | | 142 00470 |
| | 102.40 | *VENDOR TOTAL | | | | |
| AMZN MKTP US 2X1GI0OZ0 | | | | | | |
| OFFICE SUPPLIES | 8.60 | OFFICE SUPPLIES | 101.142.232 | Dobrovolny | | 142 00326 |
| BOOK | 14.95 | BOOKS | 101.142.340 | Dobrovolny | | 142 00327 |
| DVD'S | 100.38 | AV - CAPITAL | 101.142.342 | Dobrovolny | | 142 00328 |
| | 123.93 | *VENDOR TOTAL | | | | |
| AMZN MKTP US 2X1WM69X1 | | | | | | |
| BOOK | 17.98 | BOOKS | 101.142.340 | Dobrovolny | | 142 00243 |
| AMZN MKTP US 2X30I43R1 | | | | | | |
| OFFICE SUPPLIES | 14.45 | OFFICE SUPPLIES | 101.142.232 | Dobrovolny | | 142 00430 |
| JANITORIAL SUPPLIES | 54.99 | JANITORIAL SUPPLIES | 101.142.236 | Dobrovolny | | 142 00431 |
| | 69.44 | *VENDOR TOTAL | | | | |
| AMZN MKTP US 2X4PT3FO1 | | | | | | |
| DVD | 23.92 | AV - CAPITAL | 101.142.342 | Dobrovolny | | 142 00442 |
| AMZN MKTP US 2X4111GY0 | | | | | | |
| BOOK | 5.57 | BOOKS | 101.142.340 | Dobrovolny | | 142 00231 |
| AMZN MKTP US 211EH9560 | | | | | | |
| OFFICE SUPPLIES | 51.54 | OFFICE SUPPLIES | 101.142.232 | Dobrovolny | | 142 00041 |
| AMZN MKTP US 215YX6FT0 | | | | | | |
| PROGRAM SUPPLIES | 19.99 | PROGRAM SUPPLIES | 101.142.242 | Dobrovolny | | 142 00116 |
| BOOK | 5.99 | BOOKS | 101.142.340 | Dobrovolny | | 142 00117 |
| DVD'S | 84.90 | AV - CAPITAL | 101.142.342 | Dobrovolny | | 142 00118 |
| | 110.88 | *VENDOR TOTAL | | | | |

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

| VENDOR NAME DESCRIPTION | AMOUNT | ACCOUNT NAME | FUND & ACCOUNT CLAIM | INVOICE | PO# | F/P ID LINE |
|---|----------|--------------------------|----------------------|------------|-----|-------------|
| GENERAL FUND | ***** | | | | | |
| COMMUNITY LIBRARY | | | | | | |
| AMZN MKTP US 218NC1P40 PROGRAM SUPPLIES | 19.99 | PROGRAM SUPPLIES | 101.142.242 | Dobrovolny | | 142 00061 |
| BOOKS | 19.88 | BOOKS | 101.142.340 | Dobrovolny | | 142 00062 |
| DVD'S | 93.82 | AV - CAPITAL | 101.142.342 | Dobrovolny | | 142 00063 |
| | 133.69 | *VENDOR TOTAL | | | | |
| BAKER-TAYLOR POSTAGE | 33.75 | POSTAGE | 101.142.231 | Schmidt | | 142 00138 |
| BOOKS | 3,708.10 | BOOKS | 101.142.340 | Schmidt | | 142 00139 |
| | 3,741.85 | *VENDOR TOTAL | | | | |
| CENTER POINT LARGE PRI LARGE PRINT BOOKS | 161.93 | BOOKS | 101.142.340 | Schmidt | | 142 00169 |
| ECO WATERS PROFESSIONAL SERVICES | 108.00 | PROFESSIONAL SERVICES | 101.142.202 | Schmidt | | 142 00306 |
| FINDAWAY WONDERBOOKS | 693.35 | AV - CAPITAL | 101.142.342 | Schmidt | | 142 00263 |
| IN BOOK PAGE SUBSCRIPTION | 354.00 | SUBSCRIPTIONS & PUBLICAT | 101.142.235 | Schmidt | | 142 00140 |
| KAHOOT] AS PROFESSIONAL SERVICES | 72.00 | PROFESSIONAL SERVICES | 101.142.202 | Clare | | 142 00450 |
| LARRYS HEATING AND CO A/C REPAIRS | 153.00 | PROFESSIONAL SERVICES | 101.142.202 | Schmidt | | 142 00112 |
| MENARDS YANKTON SD REPLACE TOILET VALVE | 9.95 | REP. & MAINT. - BUILDING | 101.142.223 | Miles | | 142 00054 |
| OLSONS PEST TECHNICIAN PEST CONTROL | 90.00 | PROFESSIONAL SERVICES | 101.142.202 | Schmidt | | 142 00113 |
| OVERDRIVE DIST E-BOOKS | 2,277.92 | PROFESSIONAL SERVICES | 101.142.202 | Schmidt | | 142 00176 |
| PB LEASING POSTAGE FEES | 122.00 | POSTAGE | 101.142.231 | Schmidt | | 142 00024 |
| SCALEFUSION MOBILE DEVICE MANAGEMENT | 240.00 | PROFESSIONAL SERVICES | 101.142.202 | Yonke | | 142 00135 |

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 | | | | | | |
| USPS PO 4698100078 POSTAGE | 22.00 | POSTAGE | 101.142.231 | Schmidt | | 142 00262 |
| VASTBROADBAND-VEXUS PHONE | 75.00 | TELEPHONE | 101.142.271 | Yardley | | 142 00397 |
| PHONE | 45.06 | TELEPHONE | 101.142.271 | Yardley | | 142 00419 |
| | 120.06 | *VENDOR TOTAL | | | | |
| WAL-MART #1483 OFFICE SUPPLIES | 11.85 | OFFICE SUPPLIES | 101.142.232 | Caine | | 142 00048 |
| | 9,077.64 | | | | | |

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 | | | | | | |
| AMZN MKTP US 2R1U38QZ0 SUMMER PROGRAM SUPPLIES | 18.98 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00457 |
| AMZN MKTP US 2R4R267W2 SUMMER PROGRAM SUPPLIES | 6.77 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00387 |
| AMZN MKTP US 2R52T2IK0 SUMMER READING SUPPLIES | 8.98 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00373 |
| AMZN MKTP US 2X1GI0OZ0 SUMMER PROGRAM SUPPLIES | 132.14 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00329 |
| AMZN MKTP US 2X8WG6CU1 SUMMER PROGRAM SUPPLIES | 60.70 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00460 |
| AMZN MKTP US 213MH80Q1 SUMMER PROGRAM SUPPLIES | 6.22 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00162 |
| AMZN MKTP US 215YX6FT0 SUMMER PROGRAM SUPPLIES | 11.79 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00119 |
| DELIGHT DONUTS STAFF APPRECIATION | 15.05 | RECREATION SUPPLIES | 701.701.242 | Caine | | 142 00226 |
| DOLLAR TREE CEMETERY WALK | 5.00 | RECREATION SUPPLIES | 701.701.242 | Schmidt | | 142 00357 |
| HY-VEE YANKTON 1899 STAFF APPRECIATION | 17.22 | RECREATION SUPPLIES | 701.701.242 | Caine | | 142 00131 |
| SUMMER READING PROGRAM | 5.37 | RECREATION SUPPLIES | 701.701.242 | Caine | | 142 00454 |
| CEMETERY WALK | 9.40 | RECREATION SUPPLIES | 701.701.242 | Caine | | 142 00455 |
| CEMETERY WALK | 29.94 | RECREATION SUPPLIES | 701.701.242 | Schmidt | | 142 00356 |
| | 61.93 | *VENDOR TOTAL | | | | |
| KOPETSKYS ACE HDWE SUMMER READ ADULT PROGRM | 34.56 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00001 |
| SOUTH DAKOTA MAGAZINE SUMMER READING PROGRAM | 25.00 | RECREATION SUPPLIES | 701.701.242 | Dobrovolny | | 142 00195 |
| WAL-MART #1483 SUMMER READING PROGRAM | 32.28 | RECREATION SUPPLIES | 701.701.242 | Caine | | 142 00047 |
| | 419.40 | | | | | |
| LIBRARY TRUST | 419.40 | ***** | | | | |

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 AND IN PROCESS | MTD POSTED AND IN PROCESS | YTD POSTED AND IN PROCESS | REMAINING BALANCE | PCT |
|-----------------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|-------------------|----------------|
| 101 GENERAL FUND | | | | | | | |
| INTERGOVERNMENTAL REVENUES | | | | | | | |
| 3380 COUNTY SHARE OF LIBRARY BUDG | 15,000.00 | 15,000.00 | 0.00 | 7,500.00 | 7,500.00 | 7,500.00 | 50 ----- |
| TOTAL: INTERGOVERNMENTAL REVENUES | 15,000.00 | 15,000.00 | 0.00 | 7,500.00 | 7,500.00 | 7,500.00 | 50 ----- |
| GOODS AND SERVICES | | | | | | | |
| 3450 LIBRARY COPY FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3451 NON-RESIDENT LIBRARY CARDS | 6,800.00 | 6,800.00 | 1,290.00 | 4,025.00 | 2,775.00 | 2,775.00 | 59 ----- |
| 3452 LIBRARY A.V. FEES | 500.00 | 500.00 | 0.00 | 190.00 | 310.00 | 310.00 | 38 --- |
| 3453 LIBRARY LONG OR (SHORT) | 10.00 | 10.00 | 0.00 | 30.00- | 40.00 | 40.00 | 300 -----]]]] |
| 3454 SALE OF WITHDRAWN ITEMS | 200.00 | 200.00 | 16.25 | 276.12 | 76.12- | 76.12- | 138 -----]]]] |
| 3455 OTHER-LIBRARY REVENUES | 1,500.00 | 1,500.00 | 103.30 | 549.05 | 950.95 | 950.95 | 36 --- |
| 3456 PC PRINTING | 6,000.00 | 6,000.00 | 364.05 | 1,860.95 | 4,139.05 | 4,139.05 | 31 --- |
| 3490 SALE OF MATERIALS | 100.00 | 100.00 | 0.00 | 21.74 | 78.26 | 78.26 | 21 -- |
| 3491 OTHER NON-TAXABLE | 2,000.00 | 2,000.00 | 99.80 | 2,286.60 | 286.60- | 286.60- | 114 -----] |
| 3492 OTHER TAXABLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| TOTAL: GOODS AND SERVICES | 17,110.00 | 17,110.00 | 1,873.40 | 9,179.46 | 7,930.54 | 7,930.54 | 53 ----- |
| FINES | | | | | | | |
| 3510 COURT FINES | 1,600.00 | 1,600.00 | 67.46 | 641.76 | 958.24 | 958.24 | 40 ---- |
| 3511 PARKING FINES | 5,000.00 | 5,000.00 | 125.00 | 932.50 | 4,067.50 | 4,067.50 | 18 - |
| 3520 LIBRARY FINES | 650.00 | 650.00 | 26.00 | 105.99 | 544.01 | 544.01 | 16 - |
| TOTAL: FINES | 7,250.00 | 7,250.00 | 218.46 | 1,680.25 | 5,569.75 | 5,569.75 | 23 -- |
| MISCELLANEOUS | | | | | | | |
| 3610 INTEREST | 40,000.00 | 40,000.00 | 3,115.68 | 15,654.13 | 24,345.87 | 24,345.87 | 39 --- |
| 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 | 6,940.00 | 6,940.00 | 3,060.00 | 3,060.00 | 69 ----- |
| 3613 IN LIEU OF TAX | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3614 BOND PROCEEDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3615 MISC REIMBURSEMENTS | 4,000.00 | 4,000.00 | 310.07 | 5,605.71 | 1,605.71- | 1,605.71- | 140 -----]]]] |
| 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 | 0.00 | 35,989.44 | 32,989.44- | 32,989.44- | 1199 -----]]]] |
| 3641 LIBR COMP FOR LOSS & DAMAGE | 1,500.00 | 1,500.00 | 144.97 | 666.31 | 833.69 | 833.69 | 44 ---- |
| TOTAL: MISCELLANEOUS | 58,500.00 | 58,500.00 | 10,510.72 | 64,855.59 | 6,355.59- | 6,355.59- | 110 -----] |
| TOTAL: GENERAL FUND | 97,860.00 | 97,860.00 | 12,602.58 | 83,215.30 | 14,644.70 | 14,644.70 | 91 ----- |

| | 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 | 9.68 | 48.67 | 48.67- | 9999 -----]]]] |
| 3660 DONATIONS FROM PRIVATE | 0.00 | 0.00 | 7,746.11 | 11,743.12 | 11,743.12- | 9999 -----]]]] |
| TOTAL: LIBRARY TRUST | 0.00 | 0.00 | 7,755.79 | 11,791.79 | 11,791.79- | 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 | 365,143.00 | 0.00 | 28,067.75 | 156,043.69 | 209,099.31 | 42 ---- |
| 102 TEMPORARY WAGES | 84,000.00 | 0.00 | 2,088.15 | 12,278.36 | 71,721.64 | 14 - |
| 103 OVERTIME WAGES | 350.00 | 0.00 | 79.02 | 199.46 | 150.54 | 56 ----- |
| 111 OASI | 34,386.00 | 0.00 | 2,230.20 | 12,419.53 | 21,966.47 | 36 --- |
| 121 RETIREMENT | 21,930.00 | 0.00 | 1,688.83 | 9,238.64 | 12,691.36 | 42 ---- |
| 131 WORKMENS COMPENSATION | 2,796.00 | 0.00 | 0.00 | 211.73- | 3,007.73 | 7 |
| 132 GROUP INSURANCE | 99,678.00 | 0.00 | 4,295.34 | 22,645.17 | 77,032.83 | 22 -- |
| 133 UNEMPLOYMENT INSURANCE | 1,054.00 | 0.00 | 32.75 | 314.70 | 739.30 | 29 -- |
| TOTAL: PERSONNEL SERVICES | 609,337.00 | 0.00 | 38,482.04 | 212,927.82 | 396,409.18 | 34 --- |
| OTHER CURRENT EXPENDITURES | | | | | | |
| 201 INSURANCE | 12,212.00 | 0.00 | 0.00 | 11,048.77 | 1,163.23 | 90 ----- |
| 202 PROFESSIONAL SERVICES | 47,900.00 | 0.00 | 3,994.31 | 22,626.51 | 25,273.49 | 47 ---- |
| 211 PUBLISHING | 3,000.00 | 0.00 | 0.00 | 0.00 | 3,000.00 | 0 |
| 212 RENTALS & XEROX SUPPLIES | 5,000.00 | 0.00 | 349.31 | 1,595.29 | 3,404.71 | 31 --- |
| 221 REP. & MAINT. - EQUIPMENT | 3,000.00 | 0.00 | 5.98 | 5.98 | 2,994.02 | 0 |
| 223 REP. & MAINT. - BUILDINGS | 4,000.00 | 0.00 | 0.00 | 352.13 | 3,647.87 | 8 |
| 224 REP. & MAINT.-CENTRAL GARAGE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 231 POSTAGE | 3,000.00 | 0.00 | 258.69 | 758.29 | 2,241.71 | 25 -- |
| 232 OFFICE SUPPLIES | 9,500.00 | 0.00 | 126.63 | 576.12 | 8,923.88 | 6 |
| 233 PRINTING & BINDING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 234 COPIES | 0.00 | 0.00 | 0.00 | 189.50 | 189.50- | 9999 -----]]]] |
| 235 SUBSCRIPTIONS & PUBLICATIONS | 9,500.00 | 0.00 | 4,677.15 | 4,677.15 | 4,822.85 | 49 ---- |
| 236 JANITORIAL SUPPLIES | 3,000.00 | 0.00 | 0.00 | 701.93 | 2,298.07 | 23 -- |
| 242 PROGRAM SUPPLIES | 5,000.00 | 0.00 | 111.47 | 1,342.30 | 3,657.70 | 26 -- |
| 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 | 64.00 | 936.00 | 6 |
| 263 TRAVEL EXPENSE | 3,500.00 | 0.00 | 0.00 | 0.00 | 3,500.00 | 0 |
| 265 CONFERENCE & MEETINGS | 1,500.00 | 0.00 | 200.00 | 299.00 | 1,201.00 | 19 - |
| 271 TELEPHONE | 1,800.00 | 0.00 | 186.32 | 848.03 | 951.97 | 47 ---- |
| 272 ELECTRICITY | 20,000.00 | 0.00 | 1,397.71 | 6,073.29 | 13,926.71 | 30 --- |
| 273 FUEL-HEATING | 3,000.00 | 0.00 | 255.44 | 2,394.51 | 605.49 | 79 ----- |
| 274 WATER SERVICE | 3,500.00 | 0.00 | 67.96 | 371.30 | 3,128.70 | 10 - |
| 275 SEWER SERVICE | 1,200.00 | 0.00 | 31.62 | 192.10 | 1,007.90 | 16 - |
| 276 LANDFILL | 500.00 | 0.00 | 40.00 | 208.00 | 292.00 | 41 ---- |
| 277 RUBBLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| TOTAL: OTHER CURRENT EXPENDITURES | 141,112.00 | 0.00 | 11,702.59 | 54,324.20 | 86,787.80 | 38 --- |
| CAPITAL OUTLAY | | | | | | |
| 301 CAPITAL REPAIR & MAINTENANCE | 22,000.00 | 0.00 | 0.00 | 0.00 | 22,000.00 | 0 |
| 320 BUILDINGS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 340 BOOKS | 51,000.00 | 0.00 | 4,940.78 | 15,799.52 | 35,200.48 | 30 --- |
| 342 AV - CAPITAL | 12,500.00 | 0.00 | 1,072.57 | 3,736.67 | 8,763.33 | 29 -- |

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2021 THROUGH JUN 30, 2021

| | ANNUAL REVISED BUDGET | ENCUMBERED | ACT MTD POSTED AND IN PROCESS | ACT YTD POSTED AND IN PROCESS | REMAINING BALANCE | PCT |
|------------------------------|--------------------------|------------|----------------------------------|----------------------------------|----------------------|--------|
| 101 GENERAL FUND | | | | | | |
| 142 COMMUNITY LIBRARY | | | | | | |
| CAPITAL OUTLAY | | | | | | |
| 350 EQUIPMENT | 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 | 85,500.00 | 0.00 | 6,013.35 | 19,536.19 | 65,963.81 | 22 -- |
| 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 | 835,949.00 | 0.00 | 56,197.98 | 286,788.21 | 549,160.79 | 34 --- |
| TOTAL: GENERAL FUND | 835,949.00 | 0.00 | 56,197.98 | 286,788.21 | 549,160.79 | 34 --- |

| | 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 | 1,806.71 | 5,247.29 | 5,247.29- | 9999 -----]]]] |
| 248 PHOTOGRAPHY/AUDIO-VISUAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| TOTAL: OTHER CURRENT EXPENDITURES | 0.00 | 0.00 | 1,806.71 | 5,247.29 | 5,247.29- | 9999 -----]]]] |
| CAPITAL OUTLAY | | | | | | |
| 340 BOOKS | 0.00 | 0.00 | 250.00 | 329.42 | 329.42- | 9999 -----]]]] |
| 342 AV - CAPITAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 350 EQUIPMENT | 0.00 | 0.00 | 0.00 | 1,048.99 | 1,048.99- | 9999 -----]]]] |
| TOTAL: CAPITAL OUTLAY | 0.00 | 0.00 | 250.00 | 1,378.41 | 1,378.41- | 9999 -----]]]] |
| TOTAL: LIBRARY TRUST | 0.00 | 0.00 | 2,056.71 | 6,625.70 | 6,625.70- | 9999 -----]]]] |
| TOTAL: LIBRARY TRUST | 0.00 | 0.00 | 2,056.71 | 6,625.70 | 6,625.70- | 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 | 32,183.74 | 5,699.08 | 4,348.73 | 36,532.47 |
| | TOTAL CURRENT ASSETS: | 32,183.74 | 5,699.08 | 4,348.73 | 36,532.47 |
| | TOTAL ASSETS: | 32,183.74 | 5,699.08 | 4,348.73 | 36,532.47 |
| LIABILITIES AND FUND BALANCE | | | | | |
| ----- | | | | | |
| CURRENT LIABILITIES: | | | | | |
| 701.2011 | ACCOUNTS PAYABLE | 817.36CR | 0.00 | 817.36 | 0.00 |
| | TOTAL CURRENT LIABILITIES: | 817.36CR | 0.00 | 817.36 | 0.00 |
| | TOTAL LIABILITIES: | 817.36CR | 0.00 | 817.36 | 0.00 |
| FUND BALANCE: | | | | | |
| 701.2511 | FUND BALANCE - UNDESIGNATED | 32,613.70CR | 0.00 | 0.00 | 32,613.70CR |
| 701.2900 | REVENUE CONTROL | 7,671.29CR | 7,755.79CR | 11,791.79CR | 19,463.08CR |
| 701.2910 | EXPENDITURE CONTROL | 8,918.61 | 2,056.71 | 6,625.70 | 15,544.31 |
| | TOTAL FUND BALANCE: | 31,366.38CR | 5,699.08CR | 5,166.09CR | 36,532.47CR |
| | TOTAL LIABILITIES AND FUND BALANCE: | 32,183.74CR | 5,699.08CR | 4,348.73CR | 36,532.47CR |
| | TOTAL FUND: | 0.00 | 0.00 | 0.00 | 0.00 |

| | | ANNUAL | ACT MTD POSTED | ACT YTD POSTED | REMAINING | | | |
|----------------------------|---|----------------|----------------|----------------|------------------------|------------|-----|-------|
| | | REVISED BUDGET | AND IN PROCESS | AND IN PROCESS | BALANCE | PCT | | |
| SOURCE-JE-ID | VENDOR/CUSTOMER/EXPLANATION | REF/REC/CHK | INVOICE | AMOUNT | DESCRIPTION | P.O. | F 9 | FIL |
| 101 | GENERAL FUND | | | | | | | |
| 142 | COMMUNITY LIBRARY PERSONNEL SERVICES | | | | | | | |
| 101 | REGULAR WAGES | 365,143.00 | 0.00 | 28,067.75 | 156,043.69 | 209,099.31 | 42 | ---- |
| J-061121-107 | JUNE 11TH PAYROLL | | | 13,441.52 | LIBRARY-REG WAGES | | P | A |
| J-062521-133 | PAYROLL JUNE 25, 2021 | | | 14,044.90 | LIBRARY-REG WAGES | | P | A |
| J-063021-130 | JUNE JOURNAL ENTRIES | JE 228 | | 581.33 | PAYROLL 6/11 INTER ADJ | | | A |
| 102 | TEMPORARY WAGES | 84,000.00 | 0.00 | 2,088.15 | 12,278.36 | 71,721.64 | 14 | - |
| J-061121-107 | JUNE 11TH PAYROLL | | | 797.77 | LIBRARY-TEMP WAGES | | P | A |
| J-062521-133 | PAYROLL JUNE 25, 2021 | | | 1,290.38 | LIBRARY-TEMP WAGES | | P | A |
| 103 | OVERTIME WAGES | 350.00 | 0.00 | 79.02 | 199.46 | 150.54 | 56 | ----- |
| J-061121-107 | JUNE 11TH PAYROLL | | | 79.02 | | | P | A |
| 111 | OASI | 34,386.00 | 0.00 | 2,230.20 | 12,419.53 | 21,966.47 | 36 | --- |
| J-061121-107 | JUNE 11TH PAYROLL | | | 1,053.97 | LIBRARY-OASI | | P | A |
| J-062521-133 | PAYROLL JUNE 25, 2021 | | | 1,131.76 | LIBRARY-OASI | | P | A |
| J-063021-130 | JUNE JOURNAL ENTRIES | JE 228 | | 44.47 | PAYROLL 6/11 INTER ADJ | | | A |
| 121 | RETIREMENT | 21,930.00 | 0.00 | 1,688.83 | 9,238.64 | 12,691.36 | 42 | ---- |
| J-061121-107 | JUNE 11TH PAYROLL | | | 811.23 | LIBRARY-RETIREMENT | | P | A |
| J-062521-133 | PAYROLL JUNE 25, 2021 | | | 842.69 | LIBRARY-RETIREMENT | | P | A |
| J-063021-130 | JUNE JOURNAL ENTRIES | JE 228 | | 34.91 | PAYROLL 6/11 INTER ADJ | | | A |
| 131 | WORKMENS COMPENSATION | 2,796.00 | 0.00 | 0.00 | 211.73- | 3,007.73 | 7 | |
| 132 | GROUP INSURANCE | 99,678.00 | 0.00 | 4,295.34 | 22,645.17 | 77,032.83 | 22 | -- |
| J-061121-107 | JUNE 11TH PAYROLL | | | 2,057.76 | LIBRARY-GROUP INS | | P | A |
| J-062521-133 | PAYROLL JUNE 25, 2021 | | | 2,147.67 | LIBRARY-GROUP INS | | P | A |
| J-063021-130 | JUNE JOURNAL ENTRIES | JE 228 | | 89.91 | PAYROLL 6/11 INTER ADJ | | | A |
| 133 | UNEMPLOYMENT INSURANCE | 1,054.00 | 0.00 | 32.75 | 314.70 | 739.30 | 29 | -- |
| J-061121-107 | JUNE 11TH PAYROLL | | | 15.71 | LIBRARY-UNEMP INS | | P | A |
| J-062521-133 | PAYROLL JUNE 25, 2021 | | | 17.04 | LIBRARY-UNEMP INS | | P | A |
| TOTAL: PERSONNEL SERVICES | | 609,337.00 | 0.00 | 38,482.04 | 212,927.82 | 396,409.18 | 34 | --- |
| OTHER CURRENT EXPENDITURES | | | | | | | | |
| 201 | INSURANCE | 12,212.00 | 0.00 | 0.00 | 11,048.77 | 1,163.23 | 90 | ----- |
| 202 | PROFESSIONAL SERVICES | 47,900.00 | 0.00 | 3,994.31 | 22,626.51 | 25,273.49 | 47 | ---- |
| M-060421-094 | .17507 YANKTON MEDICAL CLINC | 202105 | Bailey | 274.00 | EMPLOYEE EXAM | | - | A |
| M-060421-094 | .14274 OLSONS PEST TECHNICIAN | 202105 | Schmidt | 90.00 | PEST CONTROL | | - | A |
| M-060421-094 | .17894 DROPBOX 5YW1MTW411M3 | 202105 | Schmidt | 127.67 | PROFESSIONAL SERVICES | | - | A |
| M-060421-094 | .13843 OVERDRIVE DIST | 202105 | Schmidt | 2,302.64 | E-BOOKS | | - | 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 | | | | | | | | |
| 255 | COVID EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | | |
| 261 | MEMBERSHIP DUES | 1,000.00 | 0.00 | 0.00 | 64.00 | 936.00 | 6 | | |
| 263 | TRAVEL EXPENSE | 3,500.00 | 0.00 | 0.00 | 0.00 | 3,500.00 | 0 | | |
| 265 | CONFERENCE & MEETINGS | 1,500.00 | 0.00 | 200.00 | 299.00 | 1,201.00 | 19 | - | |
| M-060421-094 | .17896 INFOPEOPLE | 202105 | Schmidt | 200.00 | STAFF TRAINING | | | - | A |
| 271 | TELEPHONE | 1,800.00 | 0.00 | 186.32 | 848.03 | 951.97 | 47 | ---- | |
| M-060421-094 | .17371 VASTBROADBAND-VEXUS | 202105 | Yardley | 45.06 | PHONE | | | - | A |
| M-060421-094 | .17371 VASTBROADBAND-VEXUS | 202105 | Yardley | 80.76 | PHONE | | | - | A |
| J-061121-107 | JUNE 11TH PAYROLL | | | 60.50 | LIBRARY-TELEPHONE | | | P | A |
| 272 | ELECTRICITY | 20,000.00 | 0.00 | 1,397.71 | 6,073.29 | 13,926.71 | 30 | --- | |
| D-061421-078 | 00455 NORTHWESTERN ENERGY | 065985 | 5.20.21 | 1,397.71 | ELECTRICITY | 002795 | P | - | A |
| 273 | FUEL-HEATING | 3,000.00 | 0.00 | 255.44 | 2,394.51 | 605.49 | 79 | ----- | |
| D-061421-078 | 00303 MIDAMERICAN ENERGY | 065975 | 5.27.21 | 255.44 | FUEL | 002794 | P | - | A |
| 274 | WATER SERVICE | 3,500.00 | 0.00 | 67.96 | 371.30 | 3,128.70 | 10 | - | |
| D-061421-078 | 00109 CITY UTILITIES | 065945 | 5.20.21 | 67.96 | WTR-WW CHARGES | 002793 | P | - | A |
| 275 | SEWER SERVICE | 1,200.00 | 0.00 | 31.62 | 192.10 | 1,007.90 | 16 | - | |
| D-061421-078 | 00109 CITY UTILITIES | 065945 | 5.20.21 | 31.62 | WTR-WW CHARGES | 002793 | P | - | A |
| 276 | LANDFILL | 500.00 | 0.00 | 40.00 | 208.00 | 292.00 | 41 | ---- | |
| J-063021-130 | JUNE JOURNAL ENTRIES | JE 221 | | 40.00 | DUMPSTER CHGS - JUNE | | | | A |
| 277 | RUBBLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | | |
| TOTAL: | OTHER CURRENT EXPENDITURES | 141,112.00 | 0.00 | 11,702.59 | 54,324.20 | 86,787.80 | 38 | --- | |
| CAPITAL OUTLAY | | | | | | | | | |
| 301 | CAPITAL REPAIR & MAINTENANCE | 22,000.00 | 0.00 | 0.00 | 0.00 | 22,000.00 | 0 | | |
| 320 | BUILDINGS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | | |
| 340 | BOOKS | 51,000.00 | 0.00 | 4,940.78 | 15,799.52 | 35,200.48 | 30 | --- | |
| M-060421-094 | .11785 CENTER POINT LARGE PRI | 202105 | Schmidt | 133.62 | BOOKS | | | - | A |
| M-060421-094 | .11798 BAKER-TAYLOR | 202105 | Schmidt | 4,123.51 | BOOKS | | | - | A |
| M-060421-094 | .17899 AMZN MKTP US 2L51G9T12 | 202105 | Dobrovolny | 77.90 | BOOKS | | | - | A |
| M-060421-094 | .17906 AMZN MKTP US GW53G1X53 | 202105 | Dobrovolny | 11.12 | BOOK | | | - | A |
| M-060421-094 | .17910 AMZN MKTP US 2L98K1PA1 | 202105 | Dobrovolny | 53.80 | BOOKS | | | - | A |
| M-060421-094 | .17917 DATA AXLE-CITYDIRECTOR | 202105 | Schmidt | 390.00 | BOOKS | | | - | A |
| M-060421-094 | .17928 AMZN MKTP US ZR1C00FG3 | 202105 | Dobrovolny | 40.44 | BOOKS | | | - | A |
| D-061421-078 | .17861 CAMPBELL/STU | 065934 | 5.14.21 | 60.64 | BOOKS | 021842 | P | - | 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 | | | | | | | | |
| | CAPITAL OUTLAY | | | | | | | | |
| 340 | BOOKS | | | | | | | | |
| D-061421-078 | 07510 LUCKY LUKE LLC | 065972 | D1115 | 49.75 | BOOKS | 002143 | P | - | A |
| 342 | AV - CAPITAL | 12,500.00 | 0.00 | 1,072.57 | 3,736.67 | 8,763.33 | 29 | -- | |
| M-060421-094 | .17884 AMAZON.COM 2R4UN4C52 | 202105 | Dobrovolny | 33.21 | DVD'S | | | | A |
| M-060421-094 | .17888 AMZN MKTP US 2L6Y177L2 | 202105 | Dobrovolny | 18.12 | DVD | | | | A |
| M-060421-094 | .17898 AMZN MKTP US 2L4UF7GW0 | 202105 | Dobrovolny | 17.96 | DVD | | | | A |
| M-060421-094 | .17899 AMZN MKTP US 2L51G9T12 | 202105 | Dobrovolny | 75.94 | DVD'S | | | | A |
| M-060421-094 | .17902 AMZN MKTP US 2L4H121Z0 | 202105 | Dobrovolny | 17.96 | DVD | | | | A |
| M-060421-094 | .17903 AMAZON.COM JS5C43NK3 | 202105 | Dobrovolny | 43.99 | DVD'S | | | | A |
| M-060421-094 | .11811 AMAZON.COM | 202105 | Dobrovolny | 5.00 | REFUND FOR DVD PREORDER | | | | A |
| M-060421-094 | .17904 AMZN MKTP US 2L5T87NI0 | 202105 | Dobrovolny | 27.91 | DVD'S | | | | A |
| M-060421-094 | .17910 AMZN MKTP US 2L98K1PA1 | 202105 | Dobrovolny | 72.83 | DVD'S | | | | A |
| M-060421-094 | .17928 AMZN MKTP US ZR1CO0FG3 | 202105 | Dobrovolny | 106.83 | DVD'S | | | | A |
| D-061421-078 | 04785 MIDWEST TAPE | 065979 | 5.20.21 | 662.82 | AV | 021844 | P | - | 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 | | 85,500.00 | 0.00 | 6,013.35 | 19,536.19 | 65,963.81 | 22 | -- | |
| 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 | | 835,949.00 | 0.00 | 56,197.98 | 286,788.21 | 549,160.79 | 34 | --- | |
| TOTAL: GENERAL FUND | | 835,949.00 | 0.00 | 56,197.98 | 286,788.21 | 549,160.79 | 34 | --- | |

Director's Report – July 2021

Summer Reading: We currently have 383 participants signed up for the Summer Reading Program! Of those registered, 249 are children between age 3 through Grade 5. This group has logged 88,170 minutes of reading so far! We have had great attendance at our performances and activities so far and hope it continues for the remainder of the program. Victoria has been offering teen programs along with the opportunity to volunteer at events and we have been happy with the growing teen participation this summer!

Hoop Dancer: The library hosted Starr Chief Eagle on June 21. She is a story teller and hoop dancer that celebrates and educates about the Lakota culture. There were 160 people in attendance for this awesome event!

Local Partnerships: Along with many great performers from around the state and around the country, we have been lucky to partner with several local organizations for programs as well. Some of our local partners include the Mead Cultural Education Center, Cornerstones Career and Learning Center, the Vermillion Music Museum, the Heartland Humane Society, Yankton County 4-H, a local yoga instructor-Amy Reyes, Gavins Point Fish Hatchery, and local wildlife photographer-Roger Dietrich. In addition, we have received support from many local businesses and service organizations to help make these summer reading events possible!

Upcoming Summer Events: The library has been hosting about 7 events per week. Some of the highlights for the last few weeks in July include the Yankton County 4-H Animal Showcase (July 14), the Zoo Man (July 26), a teen after-hours event (July 28) and an end of summer dance party with Red Beard, Blue Beard (July 30).

Fall Programming: Always looking ahead, library staff are busy putting together some Fall programming with a mix of old favorites and new experiences. The library will be hosting Historic Neighborhood Walking Tours in August, September and October, beginning with the library neighborhood on Wednesday, August 4 at 6:30pm. We will also be restarting our popular Adult Craft Nights beginning on Tuesday, August 10. New to our calendar, we will be hosting a Fantasy Football 101 class with the opportunity to join the library's Fantasy Football League for a chance to win some great prizes. We will also be hosting a Name That Tune trivia event with guest musicians in honor of International Country Music Day in September!

Staffing: We have been lucky to be fully staffed since March 2021. We have been able to get caught up on certain tasks, we have more staff to work on programming, and we have been able to delve into some projects that sometimes get put onto the back burner when we are short staffed. We have resumed our monthly 7:30am staff meetings to help with team building and being able to discuss and communicate information to the larger group. We have a strong, creative and friendly team of staff at the library!

Next Meeting: The next Library Board meeting will be scheduled for Wednesday, August 11 at 5:30pm. We will have the option to attend virtually or in person.

June 2021 Program Statistics

| | Registered | Activity Badges earned | Minutes/Books read |
|----------|-------------------|-----------------------------------|-------------------------------|
| Children | 248 | 1,386 | 67,916 |
| Teen | 68 | 195 | n/a |
| Adult | 65 | 141 | n/a |

| Weekly Craft Days | Children | Adults | Take & Makes |
|---------------------------------|-----------------|---------------|-------------------------|
| 6/1 Butterfly Release | 10 | 10 | 15 |
| 6/8 Invisible Dog Walking Leash | 17 | 5 | 7 |
| 6/15 Frilled Neck Lizard Craft | 17 | 6 | N/A |
| 6/22/ Pipe Cleaner Animals | 26 | 10 | N/A |
| 6/29 Flapping Bird | 22 | 10 | N/A |
| Total: | 92 | 41 | 22 |

| Weekly Activity Days | Children | Adults | Take & Makes |
|-----------------------------|-----------------|---------------|-------------------------|
| 6/2 Bear Hunt | 13 | 6 | N/A |
| 6/9 Hungry, Hungry Hippos | 20 | 7 | N/A |
| 6/16 HHS Storywalk | 35 | 25 | 13 |
| 6/23 Movement and Dance | 10 | 5 | N/A |
| 6/25 Owl Pellets | 15 | 10 | 7 |
| Total: | 93 | 53 | 20 |

| Lego Club | Children | Adults |
|------------------|-----------------|---------------|
| 3-Jun | 15 | 4 |
| 10-Jun | 22 | 6 |
| 17-Jun | 22 | 10 |
| 24-Jun | 23 | 9 |
| Total: | 82 | 29 |

| Storytime | Children | Adults |
|----------------------------|-----------------|---------------|
| 1-Jun | 11 | 4 |
| 3-Jun | 9 | 5 |
| 8-Jun Bilingual Storytime | 13 | 5 |
| 10-Jun Bilingual Storytime | 15 | 6 |
| 15-Jun | 16 | 11 |
| 17-Jun | 13 | 6 |
| 22-Jun | 19 | 10 |
| 29-Jun | 20 | 10 |
| Total: | 116 | 57 |

| Weekly Teen Events (Wednesdays) | Attendance |
|--|-------------------|
| 6/2 VIRTUAL Canva 101 | 4 |
| 6/4 Hungry, Hungry Hippos | 8 |
| 6/23 Felt Sloth | 20 |
| 6/30 Break in Bags | 20 |
| Total: | 52 |

| Teen Volunteers | Teens | Hours |
|------------------------|--------------|--------------|
| Active Volunteers | 6 | 37 |
| Total: | 6 | 37 |

| Miscellaneous | | |
|--------------------------------|--|------------|
| Kids Art Fest | | 175 |
| Bilingual Storytime Llama Kits | | 15 |
| Teen Subscription Bags | | 15 |
| Total: | | 205 |

| Weekly Performers/Programs | Attendance |
|-----------------------------------|-------------------|
| 6/7 Will Stuck | 60 |
| 6/14 Vermillion Music Museum | 28 |
| 6/12 Starr Chief Eagle | 160 |
| 6/28 Yoga | 19 |
| Total: | 267 |

| Adult Programs | Date | Time | Attendance |
|-----------------------|-------------|--------------|-------------------|
| Cemtery Walk | 2-Jun | 6pm & 8:30pm | 123 |
| Hedgehog book | 29-Jun | 6:30 PM | 27 |

Total: 150

| Food for Fines | | |
|-----------------------|------|----|
| Cereal | June | 31 |

| Book Clubs | | | |
|--------------------|--------|---------|---|
| Reader's Anonymous | 15-Jun | 2:00 PM | 4 |
| Between the Lines | 22-Jun | 4:30 PM | 7 |

Total: 11

JUNE 2021 USAGE & CIRCULATION STATISTICS

| Total Circulation Statistics* | | | |
|-------------------------------|---------------|--------------|---------------|
| | 2021 | 2020 | 2019 |
| Adult | 6,508 | 4,260 | 8,171 |
| Juvenile | 5,171 | 1,854 | 4,663 |
| Total | 11,679 | 6,114 | 12,834 |

*Includes physical collection, ILL, and eBooks

| Physical Collection Circulation | | | |
|---------------------------------|--------------|--------------|---------------|
| | 2021 | 2020 | 2019 |
| Adult | 4,427 | 2,262 | 6,353 |
| Juvenile | 5,161 | 1,826 | 4,649 |
| Total | 9,588 | 4,088 | 11,002 |

| Interlibrary Loan | | | |
|-------------------|-----------|------------|------------|
| | 2021 | 2020 | 2019 |
| Requested | 70 | 81 | 131 |
| Supplied | 29 | 29 | 128 |
| Total | 99 | 110 | 259 |

| Electronic Resources | | | |
|----------------------|--------------|--------------|--------------|
| | 2021 | 2020 | 2019 |
| OverDrive | 1,982 | 1,888 | 1,559 |
| TumbleBooks | 10 | 28 | 14 |
| Total | 1,992 | 1,916 | 1,573 |

| Adult Outreach | | | |
|----------------|------|------|------|
| | 2021 | 2020 | 2019 |
| Locations | 4 | 0 | 14 |
| Patrons | 10 | 15 | 41 |
| Circulations | 61 | 76 | 217 |

| Current Cards | | | |
|----------------|--------------|--------------|--------------|
| | 2021 | 2020 | 2019 |
| Resident | 4,227 | 4,016 | 5,137 |
| Non-Resident | 234 | 223 | 338 |
| Mount Marty | 37 | 36 | 40 |
| Teacher | 54 | 49 | 48 |
| Yankton County | 977 | 936 | 1,027 |
| Total | 5,529 | 5,260 | 6,590 |

| New Cards | | | |
|---------------------------|------|------|------|
| | 2021 | 2020 | 2019 |
| Resident Adult | 35 | N/A | N/A |
| Resident Youth (<18) | 19 | N/A | N/A |
| County | 42 | 25 | 17 |
| County (Households) | 35 | NA | NA |
| Non-resident | 14 | 5 | 6 |
| Non-resident (households) | 14 | NA | NA |

| 30 Day Trial Cards | | | |
|---------------------|----------|----------|----------|
| | 2021 | 2020 | 2019 |
| In-Town New | 7 | N/A | N/A |
| County -New | 1 | N/A | N/A |
| County-Renewal | 1 | N/A | N/A |
| Nonresident-New | 0 | N/A | N/A |
| Nonresident-Renewal | 0 | N/A | N/A |
| Total | 9 | 0 | 0 |

| Public Computer Use | | | |
|---------------------|------|------|-------|
| | 2021 | 2020 | 2019 |
| Uses | 279 | 13 | 1,105 |
| Hours | 136 | 4.5 | 820 |

| WiFi Usage | | | |
|---------------------|-------|-------|-------|
| | 2021 | 2020 | 2019 |
| Sessions | 1,114 | 1,153 | 1374 |
| Total Session Hours | 1,040 | 4,568 | 972.0 |
| Unique Users | 245 | 122 | 427 |

| Meeting Room Use | | | |
|-------------------|------|------|------|
| | 2021 | 2020 | 2019 |
| Library Uses | 28 | 0 | 37 |
| Library Hours | 50.0 | 0.0 | 80.0 |
| Non-Library Uses | 4 | 0 | 10 |
| Non-Library Hours | 6.0 | 0.0 | 22.0 |

| Study Room Use | | | |
|----------------|------|------|-------|
| | 2021 | 2020 | 2019 |
| Uses | 27 | 0 | 46 |
| Hours | 49.0 | 0.0 | 170.0 |

| Notary | | | |
|----------|------|------|------|
| | 2021 | 2020 | 2019 |
| Requests | 5 | 0 | 2 |

| Proctor | | | |
|---------|------|------|------|
| | 2021 | 2020 | 2019 |
| Tests | 5 | 1 | 29 |

| Genealogy Requests | | | |
|--------------------|------|------|------|
| | 2021 | 2020 | 2019 |
| Patrons | 2 | 3 | 4 |
| Hours | 0.5 | 1 | 3.0 |

| Teacher Requests | | | |
|------------------|------|------|------|
| | 2021 | 2020 | 2019 |
| Patrons | 1 | 0 | 1 |

| Courier | | | |
|----------------|------------|------------|------------|
| | 2021 | 2020 | 2019 |
| Total Incoming | 120 | 92 | 248 |
| Total Outgoing | 106 | 24 | 271 |
| Total | 226 | 116 | 519 |

| Collection | | | |
|---------------|------|------|------|
| | 2021 | 2020 | 2019 |
| Items Added | 652 | 448 | 487 |
| Items Deleted | 134 | 37 | 131 |

| Curbside Pick-Ups | | | |
|-------------------|------|------|------|
| | 2021 | 2020 | 2019 |
| | 82 | 1013 | NA |

| Summer Reading Registrations | | | |
|------------------------------|------|------|------|
| | 2021 | 2020 | 2019 |
| | 381 | 276 | |

Tails and Tales • July 2021

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--|--|--|--|--|--|
| |  | | | 1 10:30 AM Storytime 2 PM Legos | 2 | 3 |
| 4 | 5 | 6 10:30 AM Storytime 2 PM Perler Bead Snake Craft | 7 10:30 AM Dr. Doolittle Vet Pretend 3:30 PM Bird Feeder | 8 10:30 AM Storytime 2 PM Legos | 9 | 10 10 am-11 am Big Bang Bubbles @ Memorial Park |
| 11 | 12 6pm-7pm Science Steve | 13 10:30 AM Storytime 2 PM Stuffed Otter Craft 7 PM Roger Dietrich, Wildlife Photographer | 14 10-11 AM 4H 3:30 PM Origami Animals | 15 10:30 AM Storytime 2 PM Legos | 16 | 17 |
| 18 | 19 2pm-3pm Gavins Point Fish Hatchery | 20 10:30 AM Storytime 2 PM Hedgehog Painted Rocks | 21 2 PM Make your own Animal Poop 3:30 PM Animate with Scratch (Virtual) | 22 10:30 AM Storytime 2 PM Legos | 23 | 24 |
| 25 | 26 11am-12pm Zoo Man | 27 10:30 AM Storytime 2 PM Popsicle Stick Animal Craft 5 PM Virtual One Book South Dakota Author Talk | 28 Stuffed Animal Sleepover 6 PM Teen After Hours Event | 29 10:30 AM Storytime 2 PM Legos | 30 7pm-8pm Red Beard Blue Beard Performance | 31 |

Green-Preschool

Blue-Elementary

Red-Teen

Purple - All Ages

Yankton Community Library • August 2021

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------------------------|--------|---|--|---|--|--|
| 1 | 2 | 3 | 4 Historic Homes Walking Tour 6:30pm | 5 | 6 | 7 |
| 8 <i>Library Closed</i> | 9 | 10 Adult Craft Night 6:30pm | 11 Teen Event: Shrinky Dinks 3:30 Library Board, 5:30pm | 12 Craft Buffet for Kids All day | 13 Craft Buffet for kids All day | 14 Craft Buffet for kids All day |
| 15 <i>Library Closed</i> | 16 | 17 | 18 | 19 | 20 | 21 Library Closed |
| 22 <i>Library Closed</i> | 23 | 24 Warm Welcome to the Library for kids 3:30-6pm | 25 Teen Event: Stress Balls Take Home Kit | 26 | 27 | 28 |
| 29 <i>Library Closed</i> | 30 | 31 Fantasy Football 101 6pm | August Food for Fines Peanut Butter or Jelly | Yankton Community Library—515 Walnut Street http://library.cityofyankton.org 605-668-5275 — library@cityofyankton.org Hours: Mon/Tues, 9a-8p; Wed/Thurs, 9a-6p; Fri/Sat, 9a-5p; Closed Sun. | | |

Relationship of Board of Trustees and Director Statement

While the funding body of the Library is the Yankton City Commission, the Library Board of Trustees holds exclusive legal responsibility for the operation of the YCL, budgetary process, and policies. The Board shall appoint a Library Director as the administrator with full responsibility for services, book selection, personnel management, and physical facilities upkeep/management. The Library Director shall have the responsibility for recommending policies and for bringing to the attention of the governing board the desirability of formulating policies. It is the responsibility of the Library Director to follow the policies established by the Library Board of Trustees. It is also the responsibility of the Library Director to interpret Board policies and enact daily procedures and direct staff tasks that accurately reflect those policies.