

**Notice Yankton Community Library Board of Trustees**

**There will be NO REGULAR MEETING in April.**

**The next regular meeting will be May 9, 2018.**

**515 Walnut Street – Yankton, SD 57078**

**For further information call 605-668-5275**

**MINUTES OF THE BOARD OF TRUSTEES MEETING  
YANKTON COMMUNITY LIBRARY**

Regular Meeting, March 14, 2018, at 5:30 p.m.  
Yankton Community Library Meeting Room

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

Absent with regrets: Todd Woods.

**Minutes:**

Motion to approve the minutes of the January 10, 2018 by Nelson, with second by Koenigs; unanimous approval.

**Discussion of Bills and Financial Report:** Nothing to report.

**Communications and Correspondence:**

A thank you note to Dana about help with genealogy research was passed around.

**Public Comment Period:** None.

**Director's Report:**

The date of the upcoming April meeting was incorrect in the original Director's Report. That will be updated to the correct date of April 11, 2018.

**Old Business**

- 2018 Holiday/Closures
- Unattended Children's Policy

**New Business:**

- Annual Report
  - Olson Ferrell presented the 2017 Annual Report. She reported that she will also be presenting the report to the City Commission on April 9. There was a motion by Maibaum, with a second by Koerner, to approve the 2017 Annual Report; unanimous approval.
- Meeting Room Policy
  - Olson Ferrell reported that the question of whether tutors can use the library to conduct sessions had come up and that led her to looking over the Meeting Room policy in general. They did some cleaning up of redundant language, changed how far in advance things can be booked, and added stronger language about library programs taking priority. There was a motion by Nelson, with a

second by Koenigs, to approve the updated Meeting Room Policy as written;  
unanimous approval.

**Other Business**

**Adjourn until April 11, 2018:**

Motion by Tielke to adjourn with second by Koerner. Meeting adjourned at 6:00 p.m.

Respectfully submitted,  
Tonya Olson Ferrell, Library Director

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

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY	.....					
CITY UTILITIES						
WATER-WW CHARGES	121.96	WATER SERVICE	101.142.274	3.26.18	002793 P	473 00001
WATER-WW CHARGES	97.74	SEWER SERVICE	101.142.275	3.26.18	002793 P	473 00002
	219.70	*VENDOR TOTAL				
MIDAMERICAN ENERGY						
FUEL	314.99	FUEL-HEATING	101.142.273	3.26.18	002794 P	473 00003
MIDWEST TAPE						
AUDIO BOOKS	759.79	AV - CAPITAL	101.142.342	327-016-483	016594 P	473 00004
NORTHWESTERN ENERGY						
ELECT	1,426.94	ELECTRICITY	101.142.272	3.26.18	002795 P	473 00005
US BANK EQUIPMENT FINANC						
COPIER CONTRACT	348.49	RENTALS & XEROX SUPPLIES	101.142.212	353695752	016596 P	473 00006
YANKTON FIRE & SAFETY CO						
FIRE EXT INSPECTION	30.00	REP. & MAINT. - EQUIPMEN	101.142.221	23089	016595 P	473 00008
	3,099.91	.....				
GENERAL FUND	3,099.91	*****				

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	.....					
03ICHE/JOE SUMMER READING PROGRAM	200.00	RECREATION SUPPLIES	701.701.242	3.26.18	016597 P	473 00007
	200.00	.....				
LIBRARY TRUST	200.00	*****				

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

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	3,299.91					

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 MKTPLACE PMTS						
DVDS	28.72	AV - CAPITAL	101.142.342	Dobrovolny		485 00086
OFFICE SUPPLIES	32.85	OFFICE SUPPLIES	101.142.232	Dobrovolny		485 00087
BOOKS	37.92	BOOKS	101.142.340	Dobrovolny		485 00189
OFFICE SUPPLIES	13.55	OFFICE SUPPLIES	101.142.232	Dobrovolny		485 00190
DVDS	100.71	AV - CAPITAL	101.142.342	Dobrovolny		485 00191
DVD	8.49	AV - CAPITAL	101.142.342	Dobrovolny		485 00240
BOOK	19.76	BOOKS	101.142.340	Dobrovolny		485 00337
POSTAGE	3.99	POSTAGE	101.142.231	Dobrovolny		485 00338
OFFICE SUPPLIES	45.57	OFFICE SUPPLIES	101.142.232	Dobrovolny		485 00361
	291.56	*VENDOR TOTAL				
AMAZON.COM AMZN.COM/BI						
BOOKS	117.52	BOOKS	101.142.340	Dobrovolny		485 00096
BOOKS	61.62	BOOKS	101.142.340	Dobrovolny		485 00366
DVD	5.00	AV - CAPITAL	101.142.342	Dobrovolny		485 00367
	184.14	*VENDOR TOTAL				
AMER LIB ASSOC-CAREER						
CONFERENCE REGISTRATION	320.00	CONFERENCE & MEETINGS	101.142.265	Ferrell		485 00173
BAKER-TAYLOR						
POSTAGE	26.44	POSTAGE	101.142.231	Ferrell		485 00287
BOOKS	2,773.77	BOOKS	101.142.340	Ferrell		485 00288
BOOKS	3,428.11	BOOKS	101.142.340	Ferrell		485 00353
POSTAGE	32.62	POSTAGE	101.142.231	Ferrell		485 00354
	6,260.94	*VENDOR TOTAL				
CENTER POINT LARGE PRI						
LARGE PRINT BOOKS	133.62	BOOKS	101.142.340	Ferrell		485 00003
DEMCO INC						
LIBRARY STICKERS	120.07	OFFICE SUPPLIES	101.142.232	Ferrell		485 00053
HY VEE 1820						
PROGRAM SUPPLIES	3.97	PROGRAM SUPPLIES	101.142.242	Raiche		485 00248
INT*IN *SENSOURCE, INC						
DOOR COUNTER PLATES	25.80	REP. & MAINT. - EQUIPMEN	101.142.221	Ferrell		485 00006
OVERDRIVE DIST						
EBOOKS	920.72	PROFESSIONAL SERVICES	101.142.202	Schmidt		485 00127
EBOOKS	2,249.91	PROFESSIONAL SERVICES	101.142.202	Schmidt		485 00331
	3,170.63	*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	.....					
PBI*LEASEDEQUIPMENT POSTAGE METER LEASE	122.00	POSTAGE	101.142.231	Ferrell		485 00241
POSTAGE REFILL POSTAGE REFILL	200.00	POSTAGE	101.142.231	Ferrell		485 00126
SPECIALTY STORE SERVIC SHIPPING	178.72	POSTAGE	101.142.231	Ferrell		485 00020
SQU*SQ *HANSON BRIGGS SEED LIBRARY BROCHURES	375.43	SUBSCRIPTIONS & PUBLICAT	101.142.235	Ferrell		485 00371
USPS PO 4698100078 POSTAGE	20.00	POSTAGE	101.142.231	Dobrovolny		485 00133
WAL-MART #1483						
PROGRAM SUPPLIES	8.75	PROGRAM SUPPLIES	101.142.242	Dobrovolny		485 00120
OFFICE SUPPLIES	4.24	OFFICE SUPPLIES	101.142.232	Dobrovolny		485 00121
DVDS	76.80	AV - CAPITAL	101.142.342	Dobrovolny		485 00122
DVDS	74.84	AV - CAPITAL	101.142.342	Dobrovolny		485 00325
OFFICE SUPPLIES	12.88	OFFICE SUPPLIES	101.142.232	Dobrovolny		485 00326
OFFICE SUPPLIES	8.33	OFFICE SUPPLIES	101.142.232	Dobrovolny		485 00456
DVDS	106.72	AV - CAPITAL	101.142.342	Dobrovolny		485 00457
OSCARS PROGRAM	44.96	PROGRAM SUPPLIES	101.142.242	Lippert		485 00376
	337.52	*VENDOR TOTAL				
WALMART.COM						
SEED LIBRARY LABELS	17.76	OFFICE SUPPLIES	101.142.232	Ferrell		485 00365
SEED LIBRARY LABELS	24.62	OFFICE SUPPLIES	101.142.232	Ferrell		485 00380
	42.38	*VENDOR TOTAL				
WM SUPERCENTER #1483						
DVDS	97.76	AV - CAPITAL	101.142.342	Ferrell		485 00218
WW GRAINGER						
LIGHT BULB CREDIT	95.88CR	REP. & MAINT. - BUILDING	101.142.223	Reifenrath		485 00028
LIGHT BULBS	95.88	REP. & MAINT. - BUILDING	101.142.223	Reifenrath		485 00168
JANITORIAL SUPPLIES	219.44	JANITORIAL SUPPLIES	101.142.236	Reifenrath		485 00205
VACUUM BELTS	16.71	REP. & MAINT. - EQUIPMEN	101.142.221	Reifenrath		485 00453
	236.15	*VENDOR TOTAL				
YANKTON WINNELSON CO SUPPLIES	23.07	REP. & MAINT. - BUILDING	101.142.223	Miles		485 00272
	12,143.76	.....				

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

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
LIBRARY TRUST	*****					
LIBRARY TRUST	.....					
AMAZON MKTPLACE PMTS						
FRIENDS GAMES	22.99	RECREATION SUPPLIES	701.701.242	Dobrovolny		485 00192
SEED LIBRARY	27.80	RECREATION SUPPLIES	701.701.242	Dobrovolny		485 00360
	50.79	*VENDOR TOTAL				
BAKER-TAYLOR						
MEMORIAL BOOKS	24.54	BOOKS	701.701.340	Ferrell		485 00289
MEMORIAL BOOKS	32.72	BOOKS	701.701.340	Ferrell		485 00355
	57.26	*VENDOR TOTAL				
BLACKHAWKS T2 ORD						
NASA TRAINING	17.50	RECREATION SUPPLIES	701.701.242	Raiche		485 00464
CUBA CUBA SANDWICHERIA						
NASA TRAINING	18.74	RECREATION SUPPLIES	701.701.242	Raiche		485 00387
OSTERIA MARCO						
NASA TRAINING	7.54	RECREATION SUPPLIES	701.701.242	Raiche		485 00404
RENAISSANCE HOTELS						
NASA TRAINING	270.00	RECREATION SUPPLIES	701.701.242	Raiche		485 00392
RTD EAST CENTRAL PARK						
NASA TRAINING	9.00	RECREATION SUPPLIES	701.701.242	Raiche		485 00388
RTD EAST DIA						
NASA TRAINING	9.00	RECREATION SUPPLIES	701.701.242	Raiche		485 00443
SF REGIONAL AIRPORT						
NASA TRAINING	21.00	RECREATION SUPPLIES	701.701.242	Raiche		485 00363
SPECIALTY STORE SERVIC						
AV SHELVING	509.97	AV - CAPITAL	701.701.342	Ferrell		485 00021
SQ *SQ *WHOLESALE SUPP						
CRAFT NIGHT SUPPLIES	37.65	RECREATION SUPPLIES	701.701.242	Lippert		485 00451
WAL-MART #1483						
STAFF APPRECIATION	5.36	RECREATION SUPPLIES	701.701.242	Dobrovolny		485 00327
CRAFT NIGHT SUPPLIES	46.57	RECREATION SUPPLIES	701.701.242	Lippert		485 00377
	51.93	*VENDOR TOTAL				
	1,060.38	.....				
LIBRARY TRUST	1,060.38	*****				

Schedule of Bills (Fund/Dept)

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

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

	ADOPTED BUDGET	REVISIED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED AND IN PROCESS AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND					
3380 COUNTY SHARE OF LIBRARY BUDG	24,000.00	24,000.00	0.00	0.00	24,000.00 0
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	480.00	1,410.00	5,390.00 20 --
3452 LIBRARY A.V. FEES	700.00	700.00	35.00	35.00	665.00 5
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	4.80	7.19-	17.19 71 -----
3454 SALE OF WITHDRAWN ITEMS	200.00	200.00	2.30	86.90	113.10 43 ----
3455 OTHER-LIBRARY REVENUES	1,500.00	1,500.00	69.10	268.60	1,231.40 17 -
3456 PC PRINTING	6,000.00	6,000.00	261.95	1,180.55	4,819.45 19 -
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	80.00	707.50	1,292.50 35 ---
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00 0
3510 COURT FINES	3,000.00	3,000.00	161.85	287.62	2,712.38 9
3511 PARKING FINES	3,000.00	3,000.00	485.00	980.00	2,020.00 32 ---
3520 LIBRARY FINES	3,000.00	3,000.00	60.10	203.50	2,796.50 6
3610 INTEREST	16,500.00	16,500.00	5,539.87	11,714.23	4,785.77 70 -----
3611 UTILITY REFUNDS	0.00	0.00	0.00	0.00	0.00 0
3612 SALE OF FIXED ASSETS	10,000.00	10,000.00	0.00	0.00	10,000.00 0
3613 IN LIEU OF TAX	0.00	0.00	0.00	0.00	0.00 0
3614 BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00 0
3615 MISC REIMBURSEMENTS	4,000.00	4,000.00	1,197.19	1,502.43	2,497.57 37 ---
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	0.00	0.00	3,000.00 0
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	144.42	491.81	1,008.19 32 ---
TOTAL: GENERAL FUND	85,310.00	85,310.00	8,521.58	18,860.95	66,449.05 30 ---

	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	34.60	73.17	73.17-	9999 -----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	332.00	4,285.58	4,285.58-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	366.60	4,358.75	4,358.75-	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	355,762.00	0.00	25,698.69	70,415.25	285,346.75	19 -
102 TEMPORARY WAGES	59,699.00	0.00	3,006.85	7,445.52	52,253.48	12 -
103 OVERTIME WAGES	350.00	0.00	0.00	122.72	227.28	35 ---
111 OASI	31,810.00	0.00	2,143.38	5,827.54	25,982.46	18 -
121 RETIREMENT	21,367.00	0.00	1,541.92	4,232.28	17,134.72	19 -
131 WORKMENS COMPENSATION	2,542.00	0.00	0.00	0.00	2,542.00	0
132 GROUP INSURANCE	82,378.00	0.00	4,447.93	13,343.82	69,034.18	16 -
133 UNEMPLOYMENT INSURANCE	1,004.00	0.00	91.86	249.53	754.47	24 --
TOTAL: PERSONAL SERVICES	554,912.00	0.00	36,930.63	101,636.66	453,275.34	18 -
OTHER CURRENT EXPENDITURES						
201 INSURANCE	10,066.00	0.00	0.00	9,120.84	945.16	90 -----
202 PROFESSIONAL SERVICES	39,000.00	0.00	4,929.89	13,648.49	25,351.51	34 ---
211 PUBLISHING	3,000.00	0.00	0.00	0.00	3,000.00	0
212 RENTALS & XEROX SUPPLIES	8,000.00	0.00	479.63	783.76	7,216.24	9
221 REP. & MAINT. - EQUIPMENT	3,000.00	0.00	269.50	513.74	2,486.26	17 -
223 REP. & MAINT. - BUILDINGS	4,000.00	0.00	97.42	347.56	3,652.44	8
224 REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0
231 POSTAGE	2,500.00	0.00	252.59	272.47	2,227.53	10 -
232 OFFICE SUPPLIES	9,500.00	0.00	899.89	1,815.49	7,684.51	19 -
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	10,500.00	0.00	582.40	3,506.11	6,993.89	33 ---
236 JANITORIAL SUPPLIES	2,500.00	0.00	449.86	572.62	1,927.38	22 --
242 PROGRAM SUPPLIES	4,000.00	0.00	111.58	162.12	3,837.88	4
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
261 MEMBERSHIP DUES	1,000.00	0.00	175.00	175.00	825.00	17 -
263 TRAVEL EXPENSE	3,500.00	0.00	327.08	327.08	3,172.92	9
265 CONFERENCE & MEETINGS	1,500.00	0.00	0.00	25.00	1,475.00	1
271 TELEPHONE	1,700.00	0.00	134.09	393.63	1,306.37	23 --
272 ELECTRICITY	22,000.00	0.00	588.73	2,093.25	19,906.75	9
273 FUEL-HEATING	3,000.00	0.00	566.38	1,250.91	1,749.09	41 ----
274 WATER SERVICE	3,200.00	0.00	149.71	304.97	2,895.03	9
275 SEWER SERVICE	1,000.00	0.00	127.09	260.05	739.95	26 --
276 LANDFILL	500.00	0.00	40.00	104.00	396.00	20 --
277 RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	133,466.00	0.00	10,180.84	35,677.09	97,788.91	26 --
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	53,000.00	0.00	638.62	1,025.00	51,975.00	1
342 AV - CAPITAL	13,500.00	0.00	1,304.92	1,712.72	11,787.28	12 -
350 EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2018 THROUGH MAR 31, 2018

	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	89,500.00	0.00	1,943.54	2,737.72	86,762.28	3
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	777,878.00	0.00	49,055.01	140,051.47	637,826.53	18 -
TOTAL: GENERAL FUND	777,878.00	0.00	49,055.01	140,051.47	637,826.53	18 -

	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	12.99	12.99	12.99-	9999 -----]]]]
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0
242 RECREATION SUPPLIES	0.00	0.00	811.91	2,274.59	2,274.59-	9999 -----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	824.90	2,287.58	2,287.58-	9999 -----]]]]
CAPITAL OUTLAY						
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	0.00	0.00	0.00	0
TOTAL: LIBRARY TRUST	0.00	0.00	824.90	2,287.58	2,287.58-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	824.90	2,287.58	2,287.58-	9999 -----]]]]

----FUND---- 701 LIBRARY TRUST

ACCOUNT	BEGINNING BALANCE	ACTUAL-THIS MONTH	ACTUAL-THIS YEAR	ENDING BALANCE
-----				
ASSETS				
-----				
CURRENT ASSETS:				
701.1012	25,506.01	458.30CR	1,172.79	26,678.80
	25,506.01	458.30CR	1,172.79	26,678.80
	25,506.01	458.30CR	1,172.79	26,678.80
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LIABILITIES AND FUND BALANCE				
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CURRENT LIABILITIES:				
701.2011	898.38CR	0.00	898.38	0.00
	898.38CR	0.00	898.38	0.00
	898.38CR	0.00	898.38	0.00
-----				
FUND BALANCE:				
701.2511	22,831.89CR	0.00	0.00	22,831.89CR
701.2900	12,118.27CR	366.60CR	4,358.75CR	16,477.02CR
701.2910	10,342.53	824.90	2,287.58	12,630.11
	24,607.63CR	458.30	2,071.17CR	26,678.80CR
	25,506.01CR	458.30	1,172.79CR	26,678.80CR
	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 PERSONAL SERVICES							
101	REGULAR WAGES	355,762.00	0.00	25,698.69	70,415.25	285,346.75	19 -	
P-030918-446	PAYROLL INTERFACE	030918		12,849.36	CODE-Y,PER#-1,FUND-	101		A
P-032318-455	PAYROLL INTERFACE	032318		12,849.33	CODE-Y,PER#-2,FUND-	101		A
102	TEMPORARY WAGES	59,699.00	0.00	3,006.85	7,445.52	52,253.48	12 -	
P-030918-446	PAYROLL INTERFACE	030918		1,639.03	CODE-Y,PER#-1,FUND-	101		A
P-032318-455	PAYROLL INTERFACE	032318		1,367.82	CODE-Y,PER#-2,FUND-	101		A
103	OVERTIME WAGES	350.00	0.00	0.00	122.72	227.28	35 ---	
111	OASI	31,810.00	0.00	2,143.38	5,827.54	25,982.46	18 -	
P-030918-446	PAYROLL INTERFACE	030918		1,082.06	CODE-Y,PER#-1,FUND-	101		A
P-032318-455	PAYROLL INTERFACE	032318		1,061.32	CODE-Y,PER#-2,FUND-	101		A
121	RETIREMENT	21,367.00	0.00	1,541.92	4,232.28	17,134.72	19 -	
P-030918-446	PAYROLL INTERFACE	030918		770.96	CODE-Y,PER#-1,FUND-	101		A
P-032318-455	PAYROLL INTERFACE	032318		770.96	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	82,378.00	0.00	4,447.93	13,343.82	69,034.18	16 -	
P-030918-446	PAYROLL INTERFACE	030918		2,223.97	CODE-Y,PER#-1,FUND-	101		A
P-032318-455	PAYROLL INTERFACE	032318		2,223.96	CODE-Y,PER#-2,FUND-	101		A
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	91.86	249.53	754.47	24 --	
P-030918-446	PAYROLL INTERFACE	030918		46.37	CODE-Y,PER#-1,FUND-	101		A
P-032318-455	PAYROLL INTERFACE	032318		45.49	CODE-Y,PER#-2,FUND-	101		A
TOTAL: PERSONAL SERVICES		554,912.00	0.00	36,930.63	101,636.66	453,275.34	18 -	
OTHER CURRENT EXPENDITURES								
201	INSURANCE	10,066.00	0.00	0.00	9,120.84	945.16	90 -----	
202	PROFESSIONAL SERVICES	39,000.00	0.00	4,929.89	13,648.49	25,351.51	34 ---	
M-030518-434	.13843 OVERDRIVE DIST	201802	Schmidt	3,159.89	EBOOKS		N	A
D-031218-397	06800 WAGE WORKS INC	061332	INV535607	20.00	FSA SERVICE FEE		N	A
D-031218-421	07197 LIBRARY IDEAS LLC	061288	57241	1,750.00	FREGAL SUBSCRIPTION	016593	P N	A
211	PUBLISHING	3,000.00	0.00	0.00	0.00	3,000.00	0	
212	RENTALS & XEROX SUPPLIES	8,000.00	0.00	479.63	783.76	7,216.24	9	
D-031218-421	07098 US BANK EQUIPMENT FINANC	061328	351514450	323.63	COPIER LEASE	016592	P N	A
J-033118-476	MARCH JOURNAL ENTRIES	JE 66		156.00	LIBRARY COPY PAPER			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							
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	269.50	513.74	2,486.26	17 -	
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	269.50	VACUUM		N	A
223	REP. & MAINT. - BUILDINGS	4,000.00	0.00	97.42	347.56	3,652.44	8	
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	29.28	SEALANT		N	A
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	68.14	LIGHT BULBS		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	252.59	272.47	2,227.53	10 -	
M-030518-434	.13222 AMERICAN LIBRARY ASSN	201802	Ferrell	14.00	SHIPPING		N	A
M-030518-434	.14781 USPS PO 4698100078	201802	Ferrell	23.59	BOOK BAG SHIPPING		N	A
M-030518-434	.15082 ACCUCUT, LLC	201802	Ferrell	15.00	SHIPPING		N	A
M-030518-434	.12920 POSTAGE REFILL	201802	Ferrell	200.00	POSTAGE REFILL		N	A
232	OFFICE SUPPLIES	9,500.00	0.00	899.89	1,815.49	7,684.51	19 -	
M-030518-434	.11802 AMAZON MKTPLACE PMTS	201802	Dobrovolny	77.72	OFFICE SUPPLIES		N	A
M-030518-434	.13222 AMERICAN LIBRARY ASSN	201802	Ferrell	124.90	LIBRARY SUPPLIES		N	A
M-030518-434	.12434 WAL-MART #1483	201802	Ferrell	13.47	WIPES		N	A
M-030518-434	.11787 DEMCO INC	201802	Ferrell	37.93	SUPPLIES		N	A
M-030518-434	.12336 VISTAPR*VISTAPRINT.COM	201802	Schmidt	222.71	SUMMER READING CLINGS		N	A
M-030518-434	.11811 AMAZON.COM	201802	Peters	88.70	TONER		N	A
M-030518-434	.13320 WM SUPERCENTER #1483	201802	Ferrell	14.52	SUPPLIES		N	A
M-030518-434	.15082 ACCUCUT, LLC	201802	Ferrell	70.00	SUPPLIES		N	A
M-030518-434	.11811 AMAZON.COM	201802	Dobrovolny	125.93	OFFICE SUPPLIES		N	A
M-030518-434	.11787 DEMCO INC	201802	Ferrell	91.34	SUPPLIES		N	A
M-030518-434	.15312 AMAZON MKTPLACE PMTS W	201802	Dobrovolny	32.67	GLUE STICKS		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	10,500.00	0.00	582.40	3,506.11	6,993.89	33 ---	
M-030518-434	.12208 D J*WALL ST JOURNAL	201802	Ferrell	582.40	WALL STREET JOURNAL		N	A
236	JANITORIAL SUPPLIES	2,500.00	0.00	449.86	572.62	1,927.38	22 --	
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	16.73	VACUUM BAGS		N	A
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	39.44	CLEANING SUPPLIES		N	A
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	143.84	JANITORIAL SUPPLIES		N	A
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	4.33	CLEANING MASKS		N	A
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	90.84	JANITORIAL SUPPLIES		N	A
M-030518-434	.11793 WW GRAINGER	201802	Reifenrath	154.68	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								
242	PROGRAM SUPPLIES	4,000.00	0.00	111.58	162.12	3,837.88	4		
M-030518-434	.13320 WM SUPERCENTER #1483	201802	Raiche	30.96	PROGRAM SUPPLIES		N		A
M-030518-434	.15406 YANKTON 5	201802	Dobrovolny	20.00	PROGRAM SUPPLIES		N		A
M-030518-434	.12923 WAL-MART #3734	201802	Raiche	6.72	PROGRAM SUPPLIES		N		A
M-030518-434	.13320 WM SUPERCENTER #1483	201802	Dobrovolny	5.91	PROGRAM SUPPLIES		N		A
M-030518-434	.11802 AMAZON MKTPLACE PMTS	201802	Dobrovolny	17.99	PROGRAM SUPPLIES		N		A
M-030518-434	.15082 ACCUCUT, LLC	201802	Ferrell	30.00	DIECUT		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	175.00	175.00	825.00	17	-	
M-030518-434	.15128 SD LIB ASSOCIATION	201802	Ferrell	175.00	SDLA MEMBERSHIP		N		A
263	TRAVEL EXPENSE	3,500.00	0.00	327.08	327.08	3,172.92	9		
M-030518-434	.15026 CONOCO - FRESH START 1	201802	Ferrell	31.22	TRAVEL TO PIERRE		N		A
M-030518-434	.11873 GOVERNORS INN	201802	Ferrell	82.66	JUMPSTART MEETING		N		A
M-030518-434	.12468 COFFEE CUP #8	201802	Raiche	34.46	JUMPSTART MEETING		N		A
M-030518-434	.11873 GOVERNORS INN	201802	Ferrell	82.66	JUMPSTART MEETING		N		A
M-030518-434	.15427 CHOPS	201802	Raiche	22.00	JUMPSTART MEETING		N		A
M-030518-434	.11872 REDROSSA ITALIAN GRILL	201802	Schmidt	43.20	JUMPSTART MEETING		N		A
M-030518-434	.15429 PERKINS RESTAU17726274	201802	Raiche	30.88	JUMPSTART MEETING		N		A
265	CONFERENCE & MEETINGS	1,500.00	0.00	0.00	25.00	1,475.00	1		
271	TELEPHONE	1,700.00	0.00	134.09	393.63	1,306.37	23	--	
P-030918-446	PAYROLL INTERFACE	030918		10.50	CODE-Y,PER#-1,FUND-	101			A
M-033118-469	06976 VAST BROADBAND	007351		41.26	PHONE SERVICE	003513	F	N	A
M-033118-469	06976 VAST BROADBAND	007352		82.33	PHONE SERVICE	003513	F	N	A
272	ELECTRICITY	22,000.00	0.00	588.73	2,093.25	19,906.75	9		
D-031218-421	00455 NORTHWESTERN ENERGY	061305	2.26.18	588.73	ELECT	002795	P	N	A
273	FUEL-HEATING	3,000.00	0.00	566.38	1,250.91	1,749.09	41	----	
D-031218-421	00303 MIDAMERICAN ENERGY	061294	2.26.18	566.38	FUEL	002794	P	N	A
274	WATER SERVICE	3,200.00	0.00	149.71	304.97	2,895.03	9		
D-031218-421	00109 CITY UTILITIES	061254	2.26.18	149.71	WTR/WW CHARGES	002793	P	N	A
275	SEWER SERVICE	1,000.00	0.00	127.09	260.05	739.95	26	--	
D-031218-421	00109 CITY UTILITIES	061254	2.26.18	127.09	WTR/WW CHARGES	002793	P	N	A
276	LANDFILL	500.00	0.00	40.00	104.00	396.00	20	--	
J-033118-476	MARCH JOURNAL ENTRIES	JE 73		40.00	DUMPSTER CHARGES - MARCH				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							
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	OTHER CURRENT EXPENDITURES	133,466.00	0.00	10,180.84	35,677.09	97,788.91	26	--
	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	53,000.00	0.00	638.62	1,025.00	51,975.00	1	
M-030518-434	.15312 AMAZON MKTPLACE PMTS W	201802	Dobrovolny	52.54	BOOKS		N	A
M-030518-434	.13222 AMERICAN LIBRARY ASSN	201802	Ferrell	57.60	BOOKS		N	A
M-030518-434	.11785 CENTER POINT LARGE PRI	201802	Ferrell	271.44	LARGE PRINT BOOKS		N	A
M-030518-434	.11802 AMAZON MKTPLACE PMTS	201802	Dobrovolny	97.43	BOOKS		N	A
M-030518-434	.15312 AMAZON MKTPLACE PMTS W	201802	Dobrovolny	24.41	BOOKS		N	A
M-030518-434	.15312 AMAZON MKTPLACE PMTS W	201802	Dobrovolny	120.48	BOOKS		N	A
M-030518-434	.11802 AMAZON MKTPLACE PMTS	201802	Dobrovolny	14.72	BOOK		N	A
342	AV - CAPITAL	13,500.00	0.00	1,304.92	1,712.72	11,787.28	12	-
M-030518-434	.15312 AMAZON MKTPLACE PMTS W	201802	Dobrovolny	37.88	DVDS		N	A
M-030518-434	.13320 WM SUPERCENTER #1483	201802	Dobrovolny	142.72	DVDS		N	A
M-030518-434	.12434 WAL-MART #1483	201802	Raiche	33.92	DVDS		N	A
M-030518-434	.11802 AMAZON MKTPLACE PMTS	201802	Dobrovolny	203.14	DVDS		N	A
M-030518-434	.15421 AMAZON VIDEO ON DEMAND	201802	Dobrovolny	21.29	VIDEO		N	A
M-030518-434	.15421 AMAZON VIDEO ON DEMAND	201802	Dobrovolny	21.29	VIDEO RETURN		N	A
M-030518-434	.12434 WAL-MART #1483	201802	Ferrell	30.92	DVDS		N	A
M-030518-434	.12308 WALMART.COM	201802	Ferrell	14.99	DVD		N	A
M-030518-434	.13320 WM SUPERCENTER #1483	201802	Ferrell	124.68	DVDS		N	A
M-030518-434	.15312 AMAZON MKTPLACE PMTS W	201802	Dobrovolny	45.83	DVDS		N	A
M-030518-434	.15312 AMAZON MKTPLACE PMTS W	201802	Dobrovolny	62.01	DVDS		N	A
M-030518-434	.13936 PRANDOMHOUSE8007333000	201802	Ferrell	10.00	AUDIOBOOK		N	A
D-031218-421	04785 MIDWEST TAPE	061297	33593984	598.83	AUDIO BOOKS	016591	P N	A
350	EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0	
TOTAL:	CAPITAL OUTLAY	89,500.00	0.00	1,943.54	2,737.72	86,762.28	3	
	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	777,878.00	0.00	49,055.01	140,051.47	637,826.53	18	-
TOTAL:	GENERAL FUND	777,878.00	0.00	49,055.01	140,051.47	637,826.53	18	-

	<b>Trust Fund</b>	<b>2/28/2018 - 3/27/2018</b>				
	<b>Expenditure Ledger</b>	<b>Description</b>	<b>Previous Balance</b>	<b>Amount Received</b>	<b>Amount Spent</b>	<b>Line Item Balance</b>
701.701.200		<u>Unrestricted Funds</u>	\$15,235.77			\$15,235.77
	Donations	Town & Country Garden Club	\$9.57			\$9.57
		Master Gardener's	\$299.48		\$32.72	\$266.76
		Tech Club	\$607.00			\$607.00
		Farm Credit Services	\$31.54			\$31.54
		GFWC (Joan Neubauer)	\$25.00			\$25.00
		GFWC - Relda Trout memorial	\$0.00	\$25.00	\$24.54	\$0.46
		Jean B. Mielenz memorial	\$250.00			\$250.00
		Girl Scouts	\$22.22			\$22.22
		Ferrell	\$28.91			\$28.91
	1023.2	<u>Professional Services</u>				
		book bags/earbuds/pens	\$261.87	\$24.00		\$285.87
701.701.232		<u>Office Supplies</u>				
		DVD cleaning	-\$603.00	\$21.50		-\$581.50
701.701.235		<u>Subscriptions/Publications</u>				
701.701.242		<u>Recreation Supplies</u>				
		Teget	\$2,701.80		\$5.36	\$2,696.44
		Summer Reading/Story Walk	\$1,054.29	\$200.00		\$1,254.29
		After School Program	\$173.85			\$173.85
		Parents' Night Out	\$389.57			\$389.57
		Teen Advisory Board	\$327.65			\$327.65
		Adult Craft Night	\$623.01		\$84.22	\$538.79
		Parade float	\$216.65			\$216.65
		1,000 Bks Before Kindg. (Friends)	\$72.75			\$72.75
		SDLA/Rural Conference	-\$428.27			-\$428.27
		Cemetery Walk	\$100.00			\$100.00
		Babysitting Clinic	\$0.00			\$0.00
		Yankton Seed Library	\$1,287.08		\$27.80	\$1,259.28
		NASA Programming Stipend	\$484.54		\$352.78	\$131.76
		Vishay	\$300.00			\$300.00
		Friends Donations	\$842.03		\$22.99	\$819.04
	1131.78	<u>Capital Outlay</u>				
		Building Fund	\$175.00			\$175.00
701.701.340		<u>Books - Adult</u>	\$990.57			\$990.57
701.701.342		<u>AV - Capital</u>	\$5,006.89	\$61.50	\$509.97	\$4,558.42
		<b>Total</b>	<b>\$30,485.77</b>	<b>\$332.00</b>	<b>\$1,060.38</b>	<b>\$29,757.39</b>
				Monthly Interest (including year-end)		\$34.60
				<b>Current Balance</b>		<b>\$29,791.99</b>

**Yankton Community Library**  
**Director's Report**  
**April 2018**

**Food for Fines**

We collected 59 boxes of macaroni and cheese in March. We are currently accepting hamburger/tuna helper, with all donations going to the Contact Center.

**National Library Week**

We are celebrating National Library Week April 8-14 this year. Throughout the week, we are inviting the community to participate in our "Bookface Challenge". Per the New York Times article from 2015 Oh, Those Clever Librarians and Their #Bookface: "Bookface involves strategically lining up your face or another body part alongside a book cover that features a matching body part so that there appears a melding of life and art." We're asking patrons to post their own bookfaces on Facebook, tag Yankton Community Library, and add the hashtag #YCLBookFace to be entered into a contest for the best Yankton bookface.

The American Library Association is also inviting people across the country to participate in National Library Week in the following three ways: visit your library; show your support for libraries on social media using the hashtags #NationalLibraryWeek and #LibrariesTransform; and participate in their "Where did the library lead you?" promotion. They are asking people to post to Twitter, Instagram, or the I Love Libraries Facebook page with the hashtag #LibrariesLead. People who share their stories will be entered into a random drawing for a \$100 gift card and a copy of the book Firebird by Misty Copeland, this year's National Library Week Honorary Chair. Find more information at <http://www.ilovelibraries.org/national-library-week>.

Additionally, we are going to try to use the green screen to record some videos about where the library has led some of our patrons for the theme "Libraries Lead". We are receiving a microphone to use with our iPad to facilitate this. We've reached out to some patrons for help in creating some "starter" videos and if those work, we'll also open it up to the community to come in and record some videos.

For the staff, we're inviting everyone to go out to lunch on Wednesday and we're also continuing our tradition of bringing little treats to the other libraries in town.

**Annual Report Presentation**

On Monday, April 9, I will be presenting our Annual Report to the City Commission, as well as receiving the National Library Week Proclamation from Mayor Jake Hoffner. You are all welcome to attend and show your support for the library. Thanks to Tony for the suggestion!

## **DEAR Day**

On Thursday, April 12 we will once again be celebrating Beverly Cleary's birthday by hosting a "DEAR Day" – Drop Everything And Read. Visit <http://bit.ly/1nThfxW> or email me to sign up.

## **Teen Events**

Amanda, Scott, and the TAB group are currently working on an after-hours event for May 4.

## **Teen Tech Tutors**

Teen Tech Tutors will continue through April and May. We had to shift the date to the second Saturday of the month, rather than the third, as the standing dates conflicted with Prom and Graduation. We've also shortened the time to just one hour as we haven't had a lot of appointments lately.

## **Youth Activities**

Story Time, Stay and Play, afterschool activities, Homework Help and Kids Art Club are all trucking along. Story Time / Stay & Play / Homework Help will run through April 27.

## **Unplug, Unwind, Craft**

The March Craft Night was a little bit smaller registration-wise. We have Macramé planned for April and are going to limit it to 10 participants rather than 20 because of the intricate nature of the craft. Registration is open now.

## **Seed Library**

The Seed Library will be meeting on April 10 to discuss Proactive Planting. The Seed Cabinet will be open.

## **Oscars Weekend**

We hosted a second Oscars weekend at the end of March which was another success. Dana did a great job facilitating both weekends.

## **Staffing**

We're (almost) fully staffed! After we conducted interviews for the Library Assistant position, we received a resignation from a second 21 hour staff member – Peg Hamberger. Because of the timing, Amy let us offer positions to two of the people we'd just interviewed. We've welcomed Angel Mevissen and Zane Schumaker to our 21 hour positions in the last few weeks. Angel is working days and has some prior library experience. Zane is a Mount Marty student, so he's currently doing nights, but will pick up more daytime hours in the summer. They're both doing well so far. We also interviewed for the Library Page position and will be making an offer soon. Both rounds of interviews had a lot of good candidates and we were thankful to have such a good pool to choose from.

### **New AV Shelving**

Linda and I decided to discontinue our subscription to the “McNaughton” rental collection as it wasn’t the best use of funds. This allows us some “extra” space where the McNaughtons were housed. We have done a little rearranging and will be doing a little more in the coming weeks. The adult/YA graphic novels are now located where the McNaughtons were. We have ordered some additional AV shelving and will be expanding space for the DVD, CD Book, and TV Series collections, as well as moving the short shelf where the graphics were previously and hopefully moving the book club bags out there for more visibility. Exciting times!

### **Friends of the Library Meeting**

The Friends of the Library will be having their meeting on April 16 at 5:15 p.m. in my office. All are welcome.

### **May Meeting**

The May meeting is scheduled for May 9, 2018 at 5:30 p.m.

### **March Additions: 372**

	Adult	YA	JR	Easy
Fiction	132	19	48	24
Nonfiction	72	4	9	4
DVD	36	-	8	-
Audiobooks	16	0	0	0
Music CD's	0	-	-	0
Book Club Bags	0	-	-	-
Professional	0	-	-	-
<b>Total</b>	<b>256</b>	<b>23</b>	<b>65</b>	<b>28</b>

DROP  
EVERYTHING  
& READ

6TH ANNUAL  
D.E.A.R. DAY

OUR GOAL IS TO HAVE  
SOMEONE "DEAR"ING ALL  
DAY IN CELEBRATION OF  
BEVERLY CLEARY'S  
BIRTHDAY



APR 12  
9 AM-8 PM

HOW  
TO  
SIGN  
UP

Visit: <http://bit.ly/1nThfxW>  
Enter your name in your  
preferred time slot(s).

Shoot us an email  
[library@cityofyankton.org](mailto:library@cityofyankton.org)

Give us a call 605-668-5275

### March 2018 Program Statistics

Recurring Programs	Date	Time	Kids	Adults
Stay & Play	Mar. 7	10:30 AM	2	2
	Mar. 14	10:30 AM	5	4
	Mar. 21	10:30 AM	3	2
	Mar. 28	10:30 AM	6	4
<b>Total:</b>			<b>16</b>	<b>12</b>

Story Time	Mar. 1	10:30 AM	22	12
	Mar. 5	5:30 PM	Closed	
	Mar. 6	10:30 AM	Closed	
	Mar. 8	10:30 AM	22	12
	Mar. 12	5:30 PM	10	11
	Mar. 13	10:30 AM	23	15
	Mar. 15	10:30 AM	11	9
	Mar. 19	5:30 PM	11	6
	Mar. 20	10:30 AM	28	17
	Mar. 22	10:30 AM	7	6
	Mar. 26	5:30 PM	9	9
	Mar. 27	10:30 AM	20	13
	Mar. 29	10:30 AM	9	6
<b>Total:</b>			<b>172</b>	<b>116</b>

Homework Help	Mar. 5	4:00 PM	Closed	
	Mar. 12	4:00 PM	0	0
	Mar. 19	4:00 PM	0	0
	Mar. 26	4:00 PM	0	0
<b>Total:</b>			<b>0</b>	<b>0</b>

Thursday Kids Activities				
Craft Club: Dr. Seuss Day	Mar. 1	3:45 PM	46	12
LEGO Club	Mar. 8	3:45 PM	16	4
<i>Rio 2</i>	Mar. 15	3:45 PM	8	2
<i>Coco</i>	Mar. 22	3:45 PM	9	3
LEGO Club	Mar. 29	3:45 PM	11	4
<b>Total:</b>			<b>90</b>	<b>25</b>

Friday Wii	Mar. 2	3:30 PM	2	
	Mar. 9	3:30 PM	3	
	Mar. 16	3:30 PM	2	
	Mar. 23	3:30 PM	3	
<b>Total:</b>			<b>10</b>	

Teen Events				
TAB	Mar. 5	<i>closed</i>		
NASA Green Screen Event	Mar. 17	3:00 PM	4	
<b>Total:</b>			<b>4</b>	

Miscellaneous				
Homeschool Group	Mar. 9	10:00 AM	5	-
Kid's Art Club	Mar. 10	-	7	5
<b>Total:</b>			<b>12</b>	<b>5</b>

Adult Programs	Date	Time	Num.
<i>Coco</i>	Mar. 3	10:00 AM	22
<i>Darkest Hour</i>	Mar. 3	12:00 PM	22
<i>Roman J. Israel, Esq.</i>	Mar. 3	2:30 PM	8
<i>Three Billboards...</i>	Mar. 4	12:45 PM	30
<i>Dunkirk</i>	Mar. 4	3:00 PM	15
SCORE Meeting	Mar. 7	5:15 PM	7
<i>Rear Window</i>	Mar. 11	2:00 PM	2
Seed Library: Seed Starting	Mar. 13	1:00 PM	51
Seed Library: Seed Starting	Mar. 13	6:30 PM	30
Power Hour: Business Plan	Mar. 14	12:00 PM	0
Stitches in the Stacks	Mar. 15	6:00 PM	0
Teen Tech Tutors	Mar. 17	1:00 PM	0
Unplug, Unwind, Craft	Mar. 20	6:30 PM	4
<i>Ferdinand</i>	Mar. 24	10:00 AM	18
<i>Call Me By Your Name</i>	Mar. 24	12:00 PM	8
<i>The Shape of Water</i>	Mar. 24	2:30 PM	15
<i>The Big Sick</i>	Mar. 25	12:45 PM	8
<i>Get Out</i>	Mar. 25	3:00 PM	11
Power Hour: Marketing	Mar. 28	12:00 PM	6
<b>Total:</b>			<b>257</b>

Food for Fines		
Mac & Cheese	March 1-10	59

Book Clubs			
Reader's Anonymous	Mar. 13	1:00 PM	3
Overreader's Anonymous	Mar. 11	5:30 PM	8
Between the Lines	Mar. 27	5:30 PM	12
<b>Total:</b>			<b>23</b>

Outreach / Speaking Engagements			
Healthy Yankton Community Garden Event	Mar. 12	5:00 PM	37
Sacred Heart School Event	Mar. 15	5:00 PM	94
<b>Total:</b>			<b>131</b>

## March 2018 Usage & Circulation Statistics

### Total Circulation Statistics\*

	2018	2017
Adult	9,052	8,758
Juvenile	4,816	4,439
<b>Total</b>	<b>13,868</b>	<b>13,197</b>

\*Includes physical collection, ILL, and eBooks

### Physical Collection Circulation

	2018	2017
Adult	7,500	7,474
Juvenile	4,718	4,082
<b>Total</b>	<b>12,218</b>	<b>11,556</b>

### Interlibrary Loan

	2018	2017
Requested	123	91
Supplied	209	128
<b>Total</b>	<b>332</b>	<b>219</b>

### Electronic Resources

	2018	2017
OverDrive	1,220	1,065
TumbleBooks	98	357
<b>Total</b>	<b>1,318</b>	<b>1,422</b>

### Freegal

	2018	2017
Songs Downloaded	55	
Patrons Downloading	8	
Songs Streamed	254	
Patrons Streaming	8	

### Adult Outreach

	2018	2017
Locations	10	11
Patrons	38	36
Circulations	273	246

### Daycare Outreach

	2018	2017
Locations	20	19
Patrons	280	199
Circulations	318	491

### Public Computer Use

	2018	2017
Uses	1,490	1,486
Hours	946.5	997

### Meeting Room Use

	2018	2017
Library Uses	39	40
Library Hours	66.0	100.0
Non-Library Uses	24	21
Non-Library Hours	41.0	40.0

### Study Room Use

	2018	2017
Uses	66	33
Hours	44.0	59.0

### Notary

	2018	2017
Requests	5	1

### Proctor

	2018	2017
Tests	42	19

### Traffic

	2018	2017
Count	18,485*	22,793

\*south door count estimated

### Genealogy Requests

	2018	2017
Patrons	3	0
Hours	4.0	0

### Teacher Requests

	2018	2017
Patrons	7	4

### Courier

	2018	2017
Total Incoming	503	404
Total Outgoing	487	365
<b>Grand Total</b>	<b>990</b>	<b>769</b>

### Current Cards

	2018	2017
Resident	4,605	4,309
Non-Resident	229	221
Mount Marty	28	21
Teacher	42	79
Yankton County	974	876
<b>Total</b>	<b>5,878</b>	<b>5,506</b>

### Yankton County

	2018	2017
Households	45	

### Yankton County

	Cards	Adults	Kids
New Cards	9	14	10
Renewals	44	83	35

### Non-Resident

	Cards	Adults	Kids
New Cards	3	3	1
Renewals	8	11	2

## Yankton Community Library • April 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 <b>Library Closed</b>	2 Homework Help 4-5:15 pm <b>Story Time, 5:30 p</b> TAB, 7 pm	3 Story Time 10:30 am	4 Stay & Play 10:30 am	5 Story Time, 10:30a <b>The Bird Nerd &amp; Craft Club, 3:45</b> The Bird Nerd, 6:30	6 <b>Wii, 3:30 pm</b> Library Board Meeting, 5:15 pm	7 Friends Book Sale 9:30 - 12 pm
8 <i>National Library Week</i> → Classic Movie Series: <i>Singin' in the Rain</i> 2pm	9 Homework Help 4-5:15 pm <b>Story Time, 5:30p</b>	10 Story Time, 10:30 <b>Power Hour, 12p</b> Seed Library: Proactive Planting, 1p/6:30p <b>Readers Anon, 1p</b>	11 Stay & Play 10:30 am Library Board Meeting, 5:30 pm	12 Story Time 10:30 am LEGO Club, 3:45	13 Wii, 3:30 pm	14 <b>Kid's Art Club</b> Teen Tech Tutors 1 pm
15	16 <b>Homework Help 4-5:15 pm</b> Friends of the Library, 5:15 pm <b>Story Time, 5:30p</b>	17 Story Time 10:30 am <b>Unplug, Unwind, Craft: Macramé 6:30</b>	18 Stay & Play 10:30 am	19 Story Time 10:30 am <b>Science Club, 3:45p</b> Stitches in the Stacks, 6 pm	20 Wii, 3:30 pm	21
22	23 Homework Help 4-5:15 pm <b>Story Time, 5:30p</b>	24 Story Time 10:30 am Between the Lines 5:30	25 Stay & Play 10:30 am <b>Power Hour, 12p</b>	26 Story Time 10:30 am <i>Wonder</i> , 3:45 pm	27 LifeServe Blood Drive, 9a-12p Wii, 3:30 pm	28
29	30	<b>Food for Fines Tuna or Hamburger Helper April 1-10</b>		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 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>“Food” for Fines Paper Products May 1-10</b>		1 Kindergarten Screening	2 Kindergarten Screening	3 Craft Club 3:45 pm	4 Wii 3:30 pm	5 Friends Book Sale 9:30 - 12 pm
6	7 TAB, 7 pm	8 Seed Library: Bugs & Weeds 1p/6:30p <b>Readers Anon, 1p</b>	9 Library Board Meeting, 5:30 pm	10 LEGO Club 3:45 pm	11 Wii 3:30 pm	12 <b>Kid's Art Club</b> Teen Tech Tutors 1 pm
13 Classic Movie Series: <i>Psycho</i> , 2pm	14	15	16	17 <b>Science Club 3:45p</b> Stitches in the Stacks, 6 pm	18 Wii 3:30 pm	19
20	21 Friends of the Library, 5:15	22 Between the Lines 5:30	23 <b>Babysitting Clinic - Session 1</b>	24 <b>Babysitting Clinic - Session 1</b> <i>Paddington 2</i> 3:45 pm	25 Wii 3:30 pm	26
27 <b>Library Closed</b>	28 <b>Library Closed</b>	29 Riverside Art Fest, 5-7  <i>Summer Hours Begin</i>	30 <b>Babysitting Clinic - Session 2</b>	31 <b>Babysitting Clinic - Session 2</b>	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	