

**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, November 13, 2024 5:30 pm
Virtual Meeting – GoToMeeting Interface &
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078**

AGENDA

Call to order

Approval of October 9, 2024 minutes

Public Comment Period

Discussion of bills/Accept Financial Report

Communications and correspondence

Director's Report

Old Business

New Business

- **Library Card Policy**
- **Unattended Child Policy**
- **Circulation Policy**

Other Business:

- **Foundation update**

Adjourn the meeting of November 13, 2024

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

**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, October 9, 2024 5:30 pm
Virtual Meeting – GoToMeeting Interface &
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078**

MINUTES

The meeting was called to order at 5:30 pm by Sarah Mechtenberg. Present were MaryPat Bierle, Meg Severson, Yankton City Commissioner Jerry Webber, Yankton County Commissioner Ryan Heine, Library Director Dana Schmidt and Assistant Library Director Linda Dobrovolny. David Koerner was absent with regrets. Nathan Johnson joined the meeting online at 6:05.

Additions to the agenda: None. This will be removed from future agendas.

Approval of September 18, 2024 minutes: Webber made a motion to approve the September 18, 2024 minutes with a second by Bierle. Unanimous approval.

Public Comment Period: None

Discussion of bills/Accept Financial Report: Schmidt reminded the board hotspot service had ended in August pending possible grant extension. YCL has withdrawn from the grant and is now working with Verizon and AT&T for service as there has been no movement on the availability of grant funds. Friends have agreed to pay for service for the remainder of 2024. The 2025 budget includes funding for hotspot service. She also noted that the deadline for use of funds from the Accessibility grant has been extended. Payment has been made to the Government Research Bureau for the feasibility study. Bierle made a motion to accept the financial report with a second by Severson. Unanimous approval.

Communications and correspondence: Schmidt shared a note of thanks from the Contact Center for the donation of 135 pounds of food collected from the monthly Food for Fines program. She also shared a note of appreciation from the family of an Outreach patron who passed away recently and a note from a patron who thanked the library for a summer reading prize package and also stated that they had rediscovered their love of reading! The Niobrara Historical Society sent a card of thanks for the donation made by the Friends during the Adult Field Trip that was taken in July.

Director's Report: In addition to the written report Schmidt discussed possible policy updates to ensure compliance with HB 1197 that amends SD Law 22-24-56 effective January 1, 2025. Current policies that may be affected are Collection Development, Circulation, Unattended Children, Library Card, and Computer and Internet Use. Two potential new policies are Programs and Restricting Minors From Accessing Obscene Matter or Materials. She suggested reviewing these over the next two meetings and approving them as a package in December. She also discussed moving the Technology Plan to a future agenda to allow additional time for input from the IT Department. She noted that staff annual reviews in progress. Schmidt's review with President Koerner and City Manager Leon is scheduled for November 14. Board members are welcome to provide feedback to either of them prior to the meeting. Discussion of the review will be on the December agenda to provide documentation for accreditation. She noted that the board needs 30 hours of training during the next accreditation cycle to qualify for Enhanced Status and 45 hours to qualify for Exemplary

Status. There are currently 14 hours documented toward that process. She invited board members to attend all or part of the staff training day on January 20. She will also be offering recordings that can be viewed prior to meetings and then discussed as a group during meetings to meet training requirements. She congratulated Lizz Nedved, Danita Jordan, Kelly O'Dea, Cassi Pietz and Linda Dobrovolny who were awarded certification through the SD State Library this year.

Old Business

- **2025 Agreement for the Provision of Library Services with Yankton County** – Approval of the agreement is on the agenda for the Yankton County Commission on November 7 at 6:20 pm. Board Members are invited to join Schmidt at the meeting.

New Business

- **2025 Calendar:** Schmidt noted examples of dates and times that vary from either the city's calendar or the library's standard operating hours. Webber made a motion to approve the calendar with a second by Heine. Unanimous approval.
- **Restricting Minors from Obscene Matter or Materials Policy:** Board members held discussion. No action taken.
- **Computer and Internet Use Policy:** Board members held discussion. No action taken.

Other Business:

- **Foundation update:** Locations pros and cons for a new building are being considered. A slide show with survey results, highlights of library visits and possible features of a new building has been prepared as a tool to share with community groups. The Foundation's next meeting is scheduled for November 6 at 4:00 pm at the library,

Heine left the meeting at 6:18.

Adjourn the meeting of October 9, 2024: Bierle motioned to adjourn at 6:30 pm with a second by Webber. Unanimous approval.

Vendor Payment History by Fund
 OCTOBER LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
A&B BUSINESS SOLUTIONS			03445						
	70375	10/28/24	PRINTER	440.22		IN1196407	081624	P N D RENTALS & XEROX SUPPLIE	101.142.212
AMAZON MARK RK3CN7KK0			.20661						
	202409	10/04/24	OFFICE SUPPLIES	17.99		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	PROGRAM SUPPLIES	37.26		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOK	36.85		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVD	17.95		Dobrovolny		- M AV - CAPITAL	101.142.342
			VENDOR TOTAL	110.05		*TOTAL CHECK			
				110.05					
AMAZON MARK RK4N067J1			.20664						
	202409	10/04/24	OFFICE SUPPLIES	17.09		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	PROGRAM SUPPLIES	26.15		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
			VENDOR TOTAL	43.24		*TOTAL CHECK			
				43.24					
AMAZON MARK RW1QT7MG3			.20627						
	202409	10/04/24	BOOKS	36.39		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVDS	39.98		Dobrovolny		- M AV - CAPITAL	101.142.342
			VENDOR TOTAL	76.37		*TOTAL CHECK			
				76.37					
AMAZON MARK VR9U02H93			.20596						
	202409	10/04/24	PROGRAM SUPPLIES	56.47		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOK	10.95		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVD	22.92		Dobrovolny		- M AV - CAPITAL	101.142.342
			VENDOR TOTAL	90.34		*TOTAL CHECK			
				90.34					
AMAZON MARK ZW8K32ZL3			.20621						
	202409	10/04/24	PROGRAM SUPPLIES	19.99		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOKS	129.63		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVDS	99.12		Dobrovolny		- M AV - CAPITAL	101.142.342
			VENDOR TOTAL	248.74		*TOTAL CHECK			
				248.74					
AMAZON MKTPL AN8CO3NK3			.20626						
	202409	10/04/24	BOOK	18.95		Dobrovolny		- M BOOKS	101.142.340
AMAZON MKTPL KO4P75OL3			.20597						
	202409	10/04/24	DVD	19.96		Dobrovolny		- M AV - CAPITAL	101.142.342
AMAZON MKTPL RD4VX7GT3			.20601						
	202409	10/04/24	OFFICE SUPPLIES	54.18		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	JANITORIAL SUPPLIES	69.65		Dobrovolny		- M JANITORIAL SUPPLIES	101.142.236
	202409	10/04/24	PROGRAM SUPPLIES	35.66		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOKS	20.93		Dobrovolny		- M BOOKS	101.142.340

Vendor Payment History by Fund
 OCTOBER LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
AMAZON MKTPL RD4VX7GT3			.20601						
	202409	10/04/24	DVD	12.95		Dobrovolny		- M AV - CAPITAL	101.142.342
				193.37	*TOTAL	CHECK			
			VENDOR TOTAL	193.37					
AMAZON MKTPL RK4U13N00			.20669						
	202409	10/04/24	OFFICE SUPPLIES	81.17		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	PROGRAM SUPPLIES	26.42		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOKS	50.89		Dobrovolny		- M BOOKS	101.142.340
				158.48	*TOTAL	CHECK			
			VENDOR TOTAL	158.48					
AMAZON MKTPL RK4VE4GZ1			.20662						
	202409	10/04/24	BOOKS	72.08		Dobrovolny		- M BOOKS	101.142.340
AMAZON MKTPL SE0EP8LY3			.20589						
	202409	10/04/24	OFFICE SUPPLIES	10.39		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	JANITORIAL SUPPLIES	33.01		Dobrovolny		- M JANITORIAL SUPPLIES	101.142.236
	202409	10/04/24	BOOK	15.41		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVD	19.96		Dobrovolny		- M AV - CAPITAL	101.142.342
				78.77	*TOTAL	CHECK			
			VENDOR TOTAL	78.77					
AMAZON MKTPL Z86KW6371			.20643						
	202409	10/04/24	OFFICE SUPPLIES	28.98		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	JANITORIAL SUPPLIES	101.88		Dobrovolny		- M JANITORIAL SUPPLIES	101.142.236
	202409	10/04/24	BOOKS	104.50		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVD	16.85		Dobrovolny		- M AV - CAPITAL	101.142.342
				252.21	*TOTAL	CHECK			
			VENDOR TOTAL	252.21					
AMAZON MKTPL 6H0VT9123			.20629						
	202409	10/04/24	OFFICE SUPPLIES	27.73		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
AMAZON MKTPL 7Z3MF62K3			.20617						
	202409	10/04/24	DVD	27.99		Dobrovolny		- M AV - CAPITAL	101.142.342
AMAZON MKTPL 8J73R71X3			.20602						
	202409	10/04/24	OFFICE SUPPLIES	29.64		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	BOOKS	108.79		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVDS	34.57		Dobrovolny		- M AV - CAPITAL	101.142.342
				173.00	*TOTAL	CHECK			
			VENDOR TOTAL	173.00					
AMAZON MKTPL 9C9JU8W33			.20624						
	202409	10/04/24	BOOK	17.27		Dobrovolny		- M BOOKS	101.142.340

Vendor Payment History by Fund
OCTOBER LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
GENERAL FUND										
AMAZON MKTPL 9X8HP03T3			.20611							
	202409	10/04/24	DVD	20.29		Dobrovolny		-	M AV - CAPITAL	101.142.342
AMZN MKTP US AA2L16883			.20616							
	202409	10/04/24	POSTAGE	3.99		Dobrovolny		-	M POSTAGE	101.142.231
	202409	10/04/24	BOOKS	62.00		Dobrovolny		-	M BOOKS	101.142.340
				65.99		*TOTAL CHECK				
			VENDOR TOTAL	65.99						
AMZN MKTP US NB2ES1RO3			.20615							
	202409	10/04/24	OFFICE SUPPLIES	15.79		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
AMZN MKTP US YR0X77AQ3			.20606							
	202409	10/04/24	OFFICE SUPPLIES	38.70		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
AMZN MKTP US ZT4VY83A1			.20656							
	202409	10/04/24	BOOK	9.05		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US ZT7RV63W0			.20655							
	202409	10/04/24	BOOK	14.88		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US ZT9CX7AJ1			.20654							
	202409	10/04/24	BOOKS	25.79		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US Z86B14C10			.20648							
	202409	10/04/24	BOOKS	179.06		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US 686683K83			.20599							
	202409	10/04/24	OFFICE SUPPLIES	19.27		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
AMZN MKTP US 8562E7I93			.20641							
	202409	10/04/24	OFFICE SUPPLIES	72.00		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
BARBEQUE TWIST			.20585							
	202409	10/04/24	TRAVEL EXPENSE	48.97		Dobrovolny		-	M TRAVEL EXPENSE	101.142.263
BLUEPEAK			.18669							
	202409	10/04/24	PHONE	135.89		Yardley		-	M TELEPHONE	101.142.271
CENTER POINT LARGE PRI			.11785							
	202409	10/04/24	LARGE PRINT BOOKS	145.02		Schmidt		-	M BOOKS	101.142.340
CITY UTILITIES			00109							
	202422	10/31/24	WATER-WW CHARGES	518.57		09/19/2024	002642	P - M	WATER SERVICE	101.142.274
	202422	10/31/24	WATER-WW CHARGES	64.64		09/19/2024	002642	P - M	SEWER SERVICE	101.142.275
				583.21		*TOTAL CHECK				
			VENDOR TOTAL	583.21						

Vendor Payment History by Fund
 OCTOBER LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
GENERAL FUND										
CULVERS OF MITCHELL			.17047							
	202409	10/04/24	TRAVEL EXPENSE	23.98		Dobrovolny		- M	TRAVEL EXPENSE	101.142.263
ECHO ELECTRIC SUPPLY			.12003							
	202409	10/04/24	LED PANEL	705.44		Mastalir		- M	REP. & MAINT. - BUILDIN	101.142.223
	202409	10/04/24	LED PANEL	570.00		Mastalir		- M	REP. & MAINT. - BUILDIN	101.142.223
			VENDOR TOTAL	1,275.44		*TOTAL CHECK				
ECOWATER SYSTEMS OF YANK			05007							
	70323	10/15/24	EQUIPMENT RENTAL	126.00		74744	081621	P - D	REP. & MAINT. - EQUIPME	101.142.221
FARONICS TECHNOLOGIES			.19781							
	202409	10/04/24	SOFTWARE	315.00		Johnson		- M	PROFESSIONAL SERVICES	101.142.202
HANSON BRIGGS ADVERTISIN			05866							
	70333	10/15/24	RECEIPT BOOKS	175.09		34405	081620	P - D	OFFICE SUPPLIES	101.142.232
J & H CLEANING SERVICE			05937							
	70339	10/15/24	JANITORIAL	1,200.00		03312352	081618	P - D	CONTRACTED SERVICES	101.142.204
MGM SPR - TAP			.20620							
	202409	10/04/24	TRAVEL EXPENSE	18.19		Schmidt		- M	TRAVEL EXPENSE	101.142.263
MIDAMERICAN ENERGY COMPA			00303							
	202422	10/31/24	HEATING FUEL	21.25		10/11/2024		- M	FUEL-HEATING	101.142.273
MIDWEST TAPE			04785							
	70351	10/15/24	BOOKS	173.96		505973902	081619	P N D	AV - CAPITAL	101.142.342
	70351	10/15/24	BOOKS	197.95		506001736	081619	P N D	AV - CAPITAL	101.142.342
	70351	10/15/24	BOOKS	34.99		506042282	081619	P N D	AV - CAPITAL	101.142.342
			VENDOR TOTAL	406.90		*TOTAL CHECK				
NADIMS			.20631							
	202409	10/04/24	TRAVEL EXPENSE	36.62		Schmidt		- M	TRAVEL EXPENSE	101.142.263
NORTHWESTERN ENERGY - BU			00455							
	202422	10/31/24	ELECTRICITY	1,409.88		10/10/2024		- M	ELECTRICITY	101.142.272
OVERDRIVE DIST			.13843							
	202409	10/04/24	EBOOKS	129.99		Schmidt		- M	E-BOOKS	101.142.209
	202409	10/04/24	EBOOKS	59.99		Schmidt		- M	E-BOOKS	101.142.209
	202409	10/04/24	EBOOKS	877.28		Schmidt		- M	E-BOOKS	101.142.209
	202409	10/04/24	EBOOKS	678.65		Schmidt		- M	E-BOOKS	101.142.209
			VENDOR TOTAL	1,745.91		*TOTAL CHECK				
			VENDOR TOTAL	1,745.91						

Vendor Payment History by Fund
 OCTOBER LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
GENERAL FUND										
PITNEY BOWES			.19037							
	202409	10/04/24	POSTAGE	517.50		Schmidt		- M	POSTAGE	101.142.231
PY PIZZA RANCH			.20286							
	202409	10/04/24	PROGRAM SUPPLIES	28.50		Dobrovolny		- M	PROGRAM SUPPLIES	101.142.242
RED ROSE PIZZERIA			.20628							
	202409	10/04/24	TRAVEL EXPENSE	19.25		Schmidt		- M	TRAVEL EXPENSE	101.142.263
SDML WORKERS COMPENSATIO			05538							
	70414	10/28/24	WORK COMP RENEWAL	1,513.00		24432	022344	P - D	WORKMENS COMPENSATION	101.142.131
SF REGIONAL AIRPORT			.11879							
	202409	10/04/24	TRAVEL EXPENSE	48.00		Schmidt		- M	TRAVEL EXPENSE	101.142.263
SOUTH DAKOTA STATE HISTO			06126							
	70416	10/28/24	SHIPPING	8.00		118837	081625	P - D	POSTAGE	101.142.231
	70416	10/28/24	BOOKS	85.62		118837	081625	P - D	BOOKS	101.142.340
			VENDOR TOTAL	93.62						
				93.62					*TOTAL CHECK	
SOUTHEASTSD-F27E42T1			.20649							
	202409	10/04/24	STAFF TRAINING	156.40		Yankton Librar		- M	CONFERENCE & MEETINGS	101.142.265
SPR - FRONT DESK			.20625							
	202409	10/04/24	TRAVEL EXPENSE	68.07		Schmidt		- M	TRAVEL EXPENSE	101.142.263
THE ATLANTIC			.18095							
	202409	10/04/24	MAGAZINE SUBSCRIPTION	89.99		Schmidt		- M	SUBSCRIPTIONS & PUBLICA	101.142.235
TST STUDENT PRINCE RES			.20635							
	202409	10/04/24	TRAVEL EXPENSE	20.05		Schmidt		- M	TRAVEL EXPENSE	101.142.263
VISTAPRINT			.18554							
	202409	10/04/24	OFFICE SUPPLIES	83.99		Schmidt		- M	OFFICE SUPPLIES	101.142.232
WAL-MART #1483			.12434							
	202409	10/04/24	PROGRAM SUPPLIES	4.00		Yankton Librar		- M	PROGRAM SUPPLIES	101.142.242
WALMART.COM			.12308							
	202409	10/04/24	PROGRAM SUPPLIES	46.22		Schmidt		- M	PROGRAM SUPPLIES	101.142.242
WATERTOWN REGIONAL LIBRA			06694							
	70368	10/15/24	BOOK REPLACEMENT	23.00		85627	081617	P - D	PROFESSIONAL SERVICES	101.142.202
WWP OLSONS PEST TECHN			.20307							
	202409	10/04/24	PEST CONTROL	93.00		Schmidt		- M	PROFESSIONAL SERVICES	101.142.202

Vendor Payment History by Fund
OCTOBER LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
YANKTON FIRE & SAFETY CO			04250						
	70423	10/28/24	YEARLY INSPECTION	35.00		29143	081623	P - D PROFESSIONAL SERVICES	101.142.202
GENERAL FUND									
				13,016.53	**TOTAL				

Vendor Payment History by Fund
 OCTOBER LIBRARY TRUST FUND

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
A&B BUSINESS SOLUTIONS			03445						
	70375	10/28/24	PRINTER	440.22		IN1196407	081624	P N D RENTALS & XEROX SUPPLIE	101.142.212
AMAZON MARK RK3CN7KK0			.20661						
	202409	10/04/24	OFFICE SUPPLIES	17.99		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	PROGRAM SUPPLIES	37.26		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOK	36.85		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVD	17.95		Dobrovolny		- M AV - CAPITAL	101.142.342
			VENDOR TOTAL	110.05		*TOTAL CHECK			
				110.05					
AMAZON MARK RK4N067J1			.20664						
	202409	10/04/24	OFFICE SUPPLIES	17.09		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	PROGRAM SUPPLIES	26.15		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
			VENDOR TOTAL	43.24		*TOTAL CHECK			
				43.24					
AMAZON MARK RW1QT7MG3			.20627						
	202409	10/04/24	BOOKS	36.39		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVDS	39.98		Dobrovolny		- M AV - CAPITAL	101.142.342
			VENDOR TOTAL	76.37		*TOTAL CHECK			
				76.37					
AMAZON MARK VR9U02H93			.20596						
	202409	10/04/24	PROGRAM SUPPLIES	56.47		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOK	10.95		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVD	22.92		Dobrovolny		- M AV - CAPITAL	101.142.342
			VENDOR TOTAL	90.34		*TOTAL CHECK			
				90.34					
AMAZON MARK ZW8K32ZL3			.20621						
	202409	10/04/24	PROGRAM SUPPLIES	19.99		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOKS	129.63		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVDS	99.12		Dobrovolny		- M AV - CAPITAL	101.142.342
			VENDOR TOTAL	248.74		*TOTAL CHECK			
				248.74					
AMAZON MKTPL AN8CO3NK3			.20626						
	202409	10/04/24	BOOK	18.95		Dobrovolny		- M BOOKS	101.142.340
AMAZON MKTPL KO4P75OL3			.20597						
	202409	10/04/24	DVD	19.96		Dobrovolny		- M AV - CAPITAL	101.142.342
AMAZON MKTPL RD4VX7GT3			.20601						
	202409	10/04/24	OFFICE SUPPLIES	54.18		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	JANITORIAL SUPPLIES	69.65		Dobrovolny		- M JANITORIAL SUPPLIES	101.142.236
	202409	10/04/24	PROGRAM SUPPLIES	35.66		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOKS	20.93		Dobrovolny		- M BOOKS	101.142.340

Vendor Payment History by Fund
 OCTOBER LIBRARY TRUST FUND

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
AMAZON MKTPL RD4VX7GT3			.20601						
	202409	10/04/24	DVD	12.95		Dobrovolny		- M AV - CAPITAL	101.142.342
				193.37	*TOTAL	CHECK			
			VENDOR TOTAL	193.37					
AMAZON MKTPL RK4U13N00			.20669						
	202409	10/04/24	OFFICE SUPPLIES	81.17		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	PROGRAM SUPPLIES	26.42		Dobrovolny		- M PROGRAM SUPPLIES	101.142.242
	202409	10/04/24	BOOKS	50.89		Dobrovolny		- M BOOKS	101.142.340
				158.48	*TOTAL	CHECK			
			VENDOR TOTAL	158.48					
AMAZON MKTPL RK4VE4GZ1			.20662						
	202409	10/04/24	BOOKS	72.08		Dobrovolny		- M BOOKS	101.142.340
AMAZON MKTPL SE0EP8LY3			.20589						
	202409	10/04/24	OFFICE SUPPLIES	10.39		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	JANITORIAL SUPPLIES	33.01		Dobrovolny		- M JANITORIAL SUPPLIES	101.142.236
	202409	10/04/24	BOOK	15.41		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVD	19.96		Dobrovolny		- M AV - CAPITAL	101.142.342
				78.77	*TOTAL	CHECK			
			VENDOR TOTAL	78.77					
AMAZON MKTPL Z86KW6371			.20643						
	202409	10/04/24	OFFICE SUPPLIES	28.98		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	JANITORIAL SUPPLIES	101.88		Dobrovolny		- M JANITORIAL SUPPLIES	101.142.236
	202409	10/04/24	BOOKS	104.50		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVD	16.85		Dobrovolny		- M AV - CAPITAL	101.142.342
				252.21	*TOTAL	CHECK			
			VENDOR TOTAL	252.21					
AMAZON MKTPL 6H0VT9123			.20629						
	202409	10/04/24	OFFICE SUPPLIES	27.73		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
AMAZON MKTPL 7Z3MF62K3			.20617						
	202409	10/04/24	DVD	27.99		Dobrovolny		- M AV - CAPITAL	101.142.342
AMAZON MKTPL 8J73R71X3			.20602						
	202409	10/04/24	OFFICE SUPPLIES	29.64		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202409	10/04/24	BOOKS	108.79		Dobrovolny		- M BOOKS	101.142.340
	202409	10/04/24	DVDS	34.57		Dobrovolny		- M AV - CAPITAL	101.142.342
				173.00	*TOTAL	CHECK			
			VENDOR TOTAL	173.00					
AMAZON MKTPL 9C9JU8W33			.20624						
	202409	10/04/24	BOOK	17.27		Dobrovolny		- M BOOKS	101.142.340

Vendor Payment History by Fund
 OCTOBER LIBRARY TRUST FUND

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
GENERAL FUND										
AMAZON MKTPL 9X8HP03T3			.20611							
	202409	10/04/24	DVD	20.29		Dobrovolny		-	M AV - CAPITAL	101.142.342
AMZN MKTP US AA2L16883			.20616							
	202409	10/04/24	POSTAGE	3.99		Dobrovolny		-	M POSTAGE	101.142.231
	202409	10/04/24	BOOKS	62.00		Dobrovolny		-	M BOOKS	101.142.340
				65.99		*TOTAL CHECK				
			VENDOR TOTAL	65.99						
AMZN MKTP US NB2ES1RO3			.20615							
	202409	10/04/24	OFFICE SUPPLIES	15.79		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
AMZN MKTP US YR0X77AQ3			.20606							
	202409	10/04/24	OFFICE SUPPLIES	38.70		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
AMZN MKTP US ZT4VY83A1			.20656							
	202409	10/04/24	BOOK	9.05		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US ZT7RV63W0			.20655							
	202409	10/04/24	BOOK	14.88		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US ZT9CX7AJ1			.20654							
	202409	10/04/24	BOOKS	25.79		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US Z86B14C10			.20648							
	202409	10/04/24	BOOKS	179.06		Dobrovolny		-	M BOOKS	101.142.340
AMZN MKTP US 686683K83			.20599							
	202409	10/04/24	OFFICE SUPPLIES	19.27		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
AMZN MKTP US 8562E7I93			.20641							
	202409	10/04/24	OFFICE SUPPLIES	72.00		Dobrovolny		-	M OFFICE SUPPLIES	101.142.232
BARBEQUE TWIST			.20585							
	202409	10/04/24	TRAVEL EXPENSE	48.97		Dobrovolny		-	M TRAVEL EXPENSE	101.142.263
BLUEPEAK			.18669							
	202409	10/04/24	PHONE	135.89		Yardley		-	M TELEPHONE	101.142.271
CENTER POINT LARGE PRI			.11785							
	202409	10/04/24	LARGE PRINT BOOKS	145.02		Schmidt		-	M BOOKS	101.142.340
CITY UTILITIES			00109							
	202422	10/31/24	WATER-WW CHARGES	518.57		09/19/2024	002642	P -	M WATER SERVICE	101.142.274
	202422	10/31/24	WATER-WW CHARGES	64.64		09/19/2024	002642	P -	M SEWER SERVICE	101.142.275
				583.21		*TOTAL CHECK				
			VENDOR TOTAL	583.21						

Vendor Payment History by Fund
 OCTOBER LIBRARY TRUST FUND

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
GENERAL FUND										
CULVERS OF MITCHELL			.17047							
	202409	10/04/24	TRAVEL EXPENSE	23.98		Dobrovolny		- M	TRAVEL EXPENSE	101.142.263
ECHO ELECTRIC SUPPLY			.12003							
	202409	10/04/24	LED PANEL	705.44		Mastalir		- M	REP. & MAINT. - BUILDIN	101.142.223
	202409	10/04/24	LED PANEL	570.00		Mastalir		- M	REP. & MAINT. - BUILDIN	101.142.223
			VENDOR TOTAL	1,275.44		*TOTAL CHECK				
ECOWATER SYSTEMS OF YANK			05007							
	70323	10/15/24	EQUIPMENT RENTAL	126.00		74744	081621	P - D	REP. & MAINT. - EQUIPME	101.142.221
FARONICS TECHNOLOGIES			.19781							
	202409	10/04/24	SOFTWARE	315.00		Johnson		- M	PROFESSIONAL SERVICES	101.142.202
HANSON BRIGGS ADVERTISIN			05866							
	70333	10/15/24	RECEIPT BOOKS	175.09		34405	081620	P - D	OFFICE SUPPLIES	101.142.232
J & H CLEANING SERVICE			05937							
	70339	10/15/24	JANITORIAL	1,200.00		03312352	081618	P - D	CONTRACTED SERVICES	101.142.204
MGM SPR - TAP			.20620							
	202409	10/04/24	TRAVEL EXPENSE	18.19		Schmidt		- M	TRAVEL EXPENSE	101.142.263
MIDAMERICAN ENERGY COMPA			00303							
	202422	10/31/24	HEATING FUEL	21.25		10/11/2024		- M	FUEL-HEATING	101.142.273
MIDWEST TAPE			04785							
	70351	10/15/24	BOOKS	173.96		505973902	081619	P N D	AV - CAPITAL	101.142.342
	70351	10/15/24	BOOKS	197.95		506001736	081619	P N D	AV - CAPITAL	101.142.342
	70351	10/15/24	BOOKS	34.99		506042282	081619	P N D	AV - CAPITAL	101.142.342
			VENDOR TOTAL	406.90		*TOTAL CHECK				
NADIMS			.20631							
	202409	10/04/24	TRAVEL EXPENSE	36.62		Schmidt		- M	TRAVEL EXPENSE	101.142.263
NORTHWESTERN ENERGY - BU			00455							
	202422	10/31/24	ELECTRICITY	1,409.88		10/10/2024		- M	ELECTRICITY	101.142.272
OVERDRIVE DIST			.13843							
	202409	10/04/24	EBOOKS	129.99		Schmidt		- M	E-BOOKS	101.142.209
	202409	10/04/24	EBOOKS	59.99		Schmidt		- M	E-BOOKS	101.142.209
	202409	10/04/24	EBOOKS	877.28		Schmidt		- M	E-BOOKS	101.142.209
	202409	10/04/24	EBOOKS	678.65		Schmidt		- M	E-BOOKS	101.142.209
			VENDOR TOTAL	1,745.91		*TOTAL CHECK				
			VENDOR TOTAL	1,745.91						

Vendor Payment History by Fund
 OCTOBER LIBRARY TRUST FUND

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
GENERAL FUND										
PITNEY BOWES			.19037							
	202409	10/04/24	POSTAGE	517.50		Schmidt		- M	POSTAGE	101.142.231
PY PIZZA RANCH			.20286							
	202409	10/04/24	PROGRAM SUPPLIES	28.50		Dobrovolny		- M	PROGRAM SUPPLIES	101.142.242
RED ROSE PIZZERIA			.20628							
	202409	10/04/24	TRAVEL EXPENSE	19.25		Schmidt		- M	TRAVEL EXPENSE	101.142.263
SDML WORKERS COMPENSATIO			05538							
	70414	10/28/24	WORK COMP RENEWAL	1,513.00		24432	022344	P - D	WORKMENS COMPENSATION	101.142.131
SF REGIONAL AIRPORT			.11879							
	202409	10/04/24	TRAVEL EXPENSE	48.00		Schmidt		- M	TRAVEL EXPENSE	101.142.263
SOUTH DAKOTA STATE HISTO			06126							
	70416	10/28/24	SHIPPING	8.00		118837	081625	P - D	POSTAGE	101.142.231
	70416	10/28/24	BOOKS	85.62		118837	081625	P - D	BOOKS	101.142.340
			VENDOR TOTAL	93.62						
				93.62					*TOTAL CHECK	
SOUTHEASTSD-F27E42T1			.20649							
	202409	10/04/24	STAFF TRAINING	156.40		Yankton Librar		- M	CONFERENCE & MEETINGS	101.142.265
SPR - FRONT DESK			.20625							
	202409	10/04/24	TRAVEL EXPENSE	68.07		Schmidt		- M	TRAVEL EXPENSE	101.142.263
THE ATLANTIC			.18095							
	202409	10/04/24	MAGAZINE SUBSCRIPTION	89.99		Schmidt		- M	SUBSCRIPTIONS & PUBLICA	101.142.235
TST STUDENT PRINCE RES			.20635							
	202409	10/04/24	TRAVEL EXPENSE	20.05		Schmidt		- M	TRAVEL EXPENSE	101.142.263
VISTAPRINT			.18554							
	202409	10/04/24	OFFICE SUPPLIES	83.99		Schmidt		- M	OFFICE SUPPLIES	101.142.232
WAL-MART #1483			.12434							
	202409	10/04/24	PROGRAM SUPPLIES	4.00		Yankton Librar		- M	PROGRAM SUPPLIES	101.142.242
WALMART.COM			.12308							
	202409	10/04/24	PROGRAM SUPPLIES	46.22		Schmidt		- M	PROGRAM SUPPLIES	101.142.242
WATERTOWN REGIONAL LIBRA			06694							
	70368	10/15/24	BOOK REPLACEMENT	23.00		85627	081617	P - D	PROFESSIONAL SERVICES	101.142.202
WWP OLSONS PEST TECHN			.20307							
	202409	10/04/24	PEST CONTROL	93.00		Schmidt		- M	PROFESSIONAL SERVICES	101.142.202

Vendor Payment History by Fund
OCTOBER LIBRARY TRUST FUND

VENDOR NAME AND NUMBER								
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND								
YANKTON FIRE & SAFETY CO		04250						
70423	10/28/24	YEARLY INSPECTION	35.00		29143	081623	P - D PROFESSIONAL SERVICES	101.142.202
GENERAL FUND			13,016.53	**TOTAL				

	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	20,000.00	20,000.00	0.00	10,000.00	10,000.00 50 -----
TOTAL: INTERGOVERNMENTAL REVENUES	20,000.00	20,000.00	0.00	10,000.00	10,000.00 50 -----
GOODS AND SERVICES					
3450 LIBRARY COPY FEES	0.00	0.00	0.00	7.50	7.50- 9999 -----]]]]
3451 NON-RESIDENT LIBRARY CARDS	8,500.00	8,500.00	1,141.50	10,311.50	1,811.50- 121 -----]]
3452 LIBRARY A.V. FEES	500.00	500.00	0.00	0.00	500.00 0
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	0.00	0.80	9.20 8
3454 SALE OF WITHDRAWN ITEMS	200.00	200.00	7.77	124.50	75.50 62 -----
3455 OTHER-LIBRARY REVENUES	1,500.00	1,500.00	83.00	544.10	955.90 36 ---
3456 PC PRINTING	6,000.00	6,000.00	488.25	6,433.24	433.24- 107 -----
3490 SALE OF MATERIALS	100.00	100.00	0.00	56.50	43.50 56 -----
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	154.26	3,849.27	1,849.27- 192 -----]]]]
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00 0
TOTAL: GOODS AND SERVICES	18,810.00	18,810.00	1,874.78	21,327.41	2,517.41- 113 -----]
FINES					
3510 COURT FINES	3,000.00	3,000.00	251.88	2,828.69	171.31 94 -----
3511 PARKING FINES	1,000.00	1,000.00	75.00	1,100.00	100.00- 110 -----]
3520 LIBRARY FINES	500.00	500.00	20.00	310.10	189.90 62 -----
TOTAL: FINES	4,500.00	4,500.00	346.88	4,238.79	261.21 94 -----
MISCELLANEOUS					
3610 INTEREST	40,000.00	40,000.00	37,087.20	359,214.90	319,214.90- 898 -----]]]]
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	1,439.52	1,439.52- 9999 -----]]]]
3614 BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00 0
3615 MISC REIMBURSEMENTS	4,000.00	4,000.00	831.12	23,651.76	19,651.76- 591 -----]]]]
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	4,400.00	4,400.00- 9999 -----]]]]
3640 COMPENSATION LOSS & DAMAGE	3,000.00	3,000.00	4,748.99	91,706.57	88,706.57- 3056 -----]]]]
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	151.71	1,566.86	66.86- 104 -----
TOTAL: MISCELLANEOUS	58,500.00	58,500.00	42,819.02	481,979.61	423,479.61- 823 -----]]]]
TOTAL: GENERAL FUND	101,810.00	101,810.00	45,040.68	517,545.81	415,735.81- 508 -----]]]]

	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	216.71	2,158.18	2,158.18-	9999 -----]]]]
3642 GRANTS	0.00	0.00	0.00	1,800.00	1,800.00-	9999 -----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	677.75	18,428.30	18,428.30-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	894.46	22,386.48	22,386.48-	9999 -----]]]]

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND						
142 COMMUNITY LIBRARY PERSONNEL SERVICES						
101 REGULAR WAGES	451,859.00	0.00	35,540.28	372,200.09	79,658.91	82 -----
102 TEMPORARY WAGES	40,000.00	0.00	3,781.04	45,373.25	5,373.25-	113 -----]
103 OVERTIME WAGES	750.00	0.00	251.37	1,129.07	379.07-	150 -----]]]]
111 OASI	37,685.00	0.00	2,923.25	31,041.69	6,643.31	82 -----
121 RETIREMENT	27,157.00	0.00	2,147.48	22,399.65	4,757.35	82 -----
131 WORKMENS COMPENSATION	3,076.00	0.00	1,513.00	1,513.00	1,563.00	49 ----
132 GROUP INSURANCE	101,490.00	0.00	4,208.16	42,292.60	59,197.40	41 ----
133 UNEMPLOYMENT INSURANCE	1,104.00	0.00	6.39	258.09	845.91	23 --
TOTAL: PERSONNEL SERVICES	663,121.00	0.00	50,370.97	516,207.44	146,913.56	77 -----
OTHER CURRENT EXPENDITURES						
201 INSURANCE	13,433.00	0.00	0.00	11,648.52	1,784.48	86 -----
202 PROFESSIONAL SERVICES	10,000.00	0.00	466.00	11,633.19	1,633.19-	116 -----]
204 CONTRACTED SERVICES	16,000.00	0.00	1,200.00	12,000.00	4,000.00	75 -----
209 E-BOOKS	29,500.00	0.00	1,745.91	14,253.04	15,246.96	48 ----
211 PUBLISHING	500.00	0.00	0.00	0.00	500.00	0
212 RENTALS & XEROX SUPPLIES	4,500.00	0.00	440.22	4,385.37	114.63	97 -----
221 REP. & MAINT. - EQUIPMENT	3,000.00	0.00	126.00	1,746.84	1,253.16	58 ----
223 REP. & MAINT. - BUILDINGS	6,000.00	0.00	1,287.44	3,824.55	2,175.45	63 ----
224 REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0
231 POSTAGE	3,800.00	0.00	529.49	4,765.79	965.79-	125 -----]]
232 OFFICE SUPPLIES	8,000.00	0.00	844.51	4,833.74	3,166.26	60 -----
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	89.99	5,019.77	4,480.23	52 ----
236 JANITORIAL SUPPLIES	3,000.00	0.00	204.54	1,507.98	1,492.02	50 ----
242 PROGRAM SUPPLIES	5,000.00	0.00	280.67	2,061.89	2,938.11	41 ----
244 UNIFORMS & DRY GOODS	0.00	0.00	0.00	0.00	0.00	0
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
255 COVID EXPENSE	0.00	0.00	0.00	0.00	0.00	0
261 MEMBERSHIP DUES	1,000.00	0.00	0.00	173.00	827.00	17 -
263 TRAVEL EXPENSE	3,000.00	0.00	283.13	1,609.46	1,390.54	53 ----
265 CONFERENCE & MEETINGS	1,500.00	0.00	156.40	1,624.90	124.90-	108 -----
271 TELEPHONE	2,300.00	0.00	196.39	1,655.23	644.77	71 -----
272 ELECTRICITY	20,000.00	0.00	1,409.88	11,236.93	8,763.07	56 ----
273 FUEL-HEATING	6,000.00	0.00	21.25	2,306.77	3,693.23	38 ---
274 WATER SERVICE	3,500.00	0.00	518.57	1,944.57	1,555.43	55 ----
275 SEWER SERVICE	1,200.00	0.00	64.64	540.96	659.04	45 ----
276 LANDFILL	500.00	0.00	40.00	352.00	148.00	70 -----
277 RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	151,233.00	0.00	9,905.03	99,124.50	52,108.50	65 -----
CAPITAL OUTLAY						
301 CAPITAL REPAIR & MAINTENANCE	27,001.00	0.00	0.00	0.00	27,001.00	0

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2024 THROUGH OCT 31, 2024

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND						
142 COMMUNITY LIBRARY						
CAPITAL OUTLAY						
320 BUILDINGS	40,000.00	0.00	0.00	20,000.00	20,000.00	50 -----
340 BOOKS	53,000.00	0.00	1,144.06	27,499.28	25,500.72	51 -----
342 AV - CAPITAL	10,500.00	0.00	739.44	4,070.42	6,429.58	38 ---
350 EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0
355 COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: CAPITAL OUTLAY	130,501.00	0.00	1,883.50	51,569.70	78,931.30	39 ---
OTHER EXPENDITURES						
530 REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
TOTAL: COMMUNITY LIBRARY	944,855.00	0.00	62,159.50	666,901.64	277,953.36	70 -----
TOTAL: GENERAL FUND	944,855.00	0.00	62,159.50	666,901.64	277,953.36	70 -----

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
701 LIBRARY TRUST							
701 LIBRARY TRUST							
OTHER CURRENT EXPENDITURES							
202 PROFESSIONAL SERVICES	0.00	0.00	0.00	39.66	39.66-	9999	-----]]]]
221 REP. & MAINT. - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0	
223 REP. & MAINT. - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0	
232 OFFICE SUPPLIES	0.00	0.00	0.00	209.25	209.25-	9999	-----]]]]
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0	
242 RECREATION SUPPLIES	0.00	0.00	1,317.26	21,317.99	21,317.99-	9999	-----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0	
263 TRAVEL EXPENSE	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	1,317.26	21,566.90	21,566.90-	9999	-----]]]]
CAPITAL OUTLAY							
301 ALA LAPTOP GRANT	0.00	0.00	0.00	0.00	0.00	0	
317 MMIP GRANT	0.00	0.00	0.00	2,011.18	2,011.18-	9999	-----]]]]
318 ALA ACCESSIBILITY GRANT	0.00	0.00	0.00	9,325.56	9,325.56-	9999	-----]]]]
319 DIGITAL LITERACY GRANT	0.00	0.00	0.00	0.00	0.00	0	
340 BOOKS	0.00	0.00	27.43	27.43	27.43-	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	27.43	11,364.17	11,364.17-	9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	1,344.69	32,931.07	32,931.07-	9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	1,344.69	32,931.07	32,931.07-	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	64,197.18	450.23CR	11,773.57CR	52,423.61
701.1022	CD'S - 1ST DAKOTA	0.00	0.00	0.00	0.00
701.1023	CD'S - HOME FEDERAL	0.00	0.00	0.00	0.00
701.1024	CD'S - CORTRUST	0.00	0.00	0.00	0.00
701.1025	CD'S - WELLS FARGO BANK	0.00	0.00	0.00	0.00
701.1026	CD'S FIRST NATIONAL BANK SD	0.00	0.00	0.00	0.00
701.1027	CD'S - NORWEST	0.00	0.00	0.00	0.00
701.1031	INVESTMENTS - TREASURY BONDS	0.00	0.00	0.00	0.00
701.1311	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
701.1321	INTEREST RECEIVABLE	0.00	0.00	0.00	0.00
	TOTAL CURRENT ASSETS:	64,197.18	450.23CR	11,773.57CR	52,423.61
	TOTAL ASSETS:	64,197.18	450.23CR	11,773.57CR	52,423.61
LIABILITIES AND FUND BALANCE					
CURRENT LIABILITIES:					
701.2011	ACCOUNTS PAYABLE	1,228.98CR	0.00	1,228.98	0.00
701.2084	DEFERRED INTEREST RECEIVABLE	0.00	0.00	0.00	0.00
	TOTAL CURRENT LIABILITIES:	1,228.98CR	0.00	1,228.98	0.00
	TOTAL LIABILITIES:	1,228.98CR	0.00	1,228.98	0.00
FUND BALANCE:					
701.2311	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
701.2511	FUND BALANCE - UNDESIGNATED	62,968.20CR	0.00	0.00	62,968.20CR
701.2900	REVENUE CONTROL	0.00	894.46CR	22,386.48CR	22,386.48CR
701.2910	EXPENDITURE CONTROL	0.00	1,344.69	32,931.07	32,931.07
701.2920	ESTIMATED REVENUE	0.00	0.00	0.00	0.00
701.2930	APPROPRIATIONS	0.00	0.00	0.00	0.00
	TOTAL FUND BALANCE:	62,968.20CR	450.23	10,544.59	52,423.61CR
	TOTAL LIABILITIES AND FUND BALANCE:	64,197.18CR	450.23	11,773.57	52,423.61CR
	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	FILE
101	GENERAL FUND							
142	COMMUNITY LIBRARY PERSONNEL SERVICES							
101	REGULAR WAGES	451,859.00	0.00	35,540.28	372,200.09	79,658.91	82	-----
J-101124-078	PAYROLL OCTOBER 11, 2024			17,769.99	LIBRARY-REG WAGES		P	A
J-102524-080	PAYROLL OCTOBER 25, 2024			17,770.29	LIBRARY-REG WAGES		P	A
102	TEMPORARY WAGES	40,000.00	0.00	3,781.04	45,373.25	5,373.25-	113	-----]
J-101124-078	PAYROLL OCTOBER 11, 2024			1,829.83	LIBRARY-TEMP WAGES		P	A
J-102524-080	PAYROLL OCTOBER 25, 2024			1,951.21	LIBRARY-TEMP WAGES		P	A
103	OVERTIME WAGES	750.00	0.00	251.37	1,129.07	379.07-	150	-----]]]]
J-101124-078	PAYROLL OCTOBER 11, 2024			41.02	LIBRARY OVERTIME		P	A
J-102524-080	PAYROLL OCTOBER 25, 2024			210.35	LIBRARY OVERTIME		P	A
111	OASI	37,685.00	0.00	2,923.25	31,041.69	6,643.31	82	-----
J-101124-078	PAYROLL OCTOBER 11, 2024			1,450.51	LIBRARY-OASI		P	A
J-102524-080	PAYROLL OCTOBER 25, 2024			1,472.74	LIBRARY-OASI		P	A
121	RETIREMENT	27,157.00	0.00	2,147.48	22,399.65	4,757.35	82	-----
J-101124-078	PAYROLL OCTOBER 11, 2024			1,068.65	LIBRARY-RETIREMENT		P	A
J-102524-080	PAYROLL OCTOBER 25, 2024			1,078.83	LIBRARY-RETIREMENT		P	A
131	WORKMENS COMPENSATION	3,076.00	0.00	1,513.00	1,513.00	1,563.00	49	----
D-102824-068	05538 SDML WORKERS COMPENSATIO 070414 24432			1,513.00	WORK COMP RENEWAL	022344	P -	A
132	GROUP INSURANCE	101,490.00	0.00	4,208.16	42,292.60	59,197.40	41	----
J-101124-078	PAYROLL OCTOBER 11, 2024			2,104.08	LIBRARY-GROUP INS		P	A
J-102524-080	PAYROLL OCTOBER 25, 2024			2,104.08	LIBRARY-GROUP INS		P	A
133	UNEMPLOYMENT INSURANCE	1,104.00	0.00	6.39	258.09	845.91	23	--
J-101124-078	PAYROLL OCTOBER 11, 2024			3.09	LIBRARY-UNEMP INS		P	A
J-102524-080	PAYROLL OCTOBER 25, 2024			3.30	LIBRARY-UNEMP INS		P	A
TOTAL: PERSONNEL SERVICES		663,121.00	0.00	50,370.97	516,207.44	146,913.56	77	-----
OTHER CURRENT EXPENDITURES								
201	INSURANCE	13,433.00	0.00	0.00	11,648.52	1,784.48	86	-----
202	PROFESSIONAL SERVICES	10,000.00	0.00	466.00	11,633.19	1,633.19-	116	-----]
M-100424-041	.19781 FARONICS TECHNOLOGIES 202409 Johnson			315.00	SOFTWARE		-	A
M-100424-041	.20307 WWP OLSONS PEST TECHN 202409 Schmidt			93.00	PEST CONTROL		-	A
D-101524-042	06694 WATERTOWN REGIONAL LIBRA 070368 85627			23.00	BOOK REPLACEMENT	081617	P -	A
D-102824-068	04250 YANKTON FIRE & SAFETY CO 070423 29143			35.00	YEARLY INSPECTION	081623	P -	A

		ANNUAL		ACT MTD POSTED	ACT YTD POSTED	REMAINING			
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE	PCT		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9	FIL	
101	GENERAL FUND								
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES								
204	CONTRACTED SERVICES	16,000.00	0.00	1,200.00	12,000.00	4,000.00	75	-----	
D-101524-042	05937 J & H CLEANING SERVICE	070339	03312352	1,200.00	JANITORIAL	081618	P	-	A
209	E-BOOKS	29,500.00	0.00	1,745.91	14,253.04	15,246.96	48	----	
M-100424-041	.13843 OVERDRIVE DIST	202409	Schmidt	129.99	EBOOKS		-		A
M-100424-041	.13843 OVERDRIVE DIST	202409	Schmidt	59.99	EBOOKS		-		A
M-100424-041	.13843 OVERDRIVE DIST	202409	Schmidt	877.28	EBOOKS		-		A
M-100424-041	.13843 OVERDRIVE DIST	202409	Schmidt	678.65	EBOOKS		-		A
211	PUBLISHING	500.00	0.00	0.00	0.00	500.00	0		
212	RENTALS & XEROX SUPPLIES	4,500.00	0.00	440.22	4,385.37	114.63	97	-----	
D-102824-068	03445 A&B BUSINESS SOLUTIONS	070375	IN1196407	440.22	PRINTER	081624	P N		A
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	126.00	1,746.84	1,253.16	58	-----	
D-101524-042	05007 ECOWATER SYSTEMS OF YANK	070323	74744	126.00	EQUIPMENT RENTAL	081621	P	-	A
223	REP. & MAINT. - BUILDINGS	6,000.00	0.00	1,287.44	3,824.55	2,175.45	63	-----	
M-100424-041	.12003 ECHO ELECTRIC SUPPLY	202409	Mastalir	705.44	LED PANEL		-		A
M-100424-041	.12003 ECHO ELECTRIC SUPPLY	202409	Mastalir	570.00	LED PANEL		-		A
J-103124-086	OCTOBER JOURNAL ENTRIES	JE 192		12.00	LANDFILL CHGS-OCTOBER 24				A
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0		
231	POSTAGE	3,800.00	0.00	529.49	4,765.79	965.79	125	-----]]	
M-100424-041	.20616 AMZN MKTP US AA2L16883	202409	Dobrovolny	3.99	POSTAGE		-		A
M-100424-041	.19037 PITNEY BOWES	202409	Schmidt	517.50	POSTAGE		-		A
D-102824-068	06126 SOUTH DAKOTA STATE HISTO	070416	118837	8.00	SHIPPING	081625	P	-	A
232	OFFICE SUPPLIES	8,000.00	0.00	844.51	4,833.74	3,166.26	60	-----	
M-100424-041	.20589 AMAZON MKTPL SE0EP8LY3	202409	Dobrovolny	10.39	OFFICE SUPPLIES		-		A
M-100424-041	.18554 VISTAPRINT	202409	Schmidt	83.99	OFFICE SUPPLIES		-		A
M-100424-041	.20599 AMZN MKTP US 686683K83	202409	Dobrovolny	19.27	OFFICE SUPPLIES		-		A
M-100424-041	.20601 AMAZON MKTPL RD4VX7GT3	202409	Dobrovolny	54.18	OFFICE SUPPLIES		-		A
M-100424-041	.20602 AMAZON MKTPL 8J73R71X3	202409	Dobrovolny	29.64	OFFICE SUPPLIES		-		A
M-100424-041	.20606 AMZN MKTP US YR0X77AQ3	202409	Dobrovolny	38.70	OFFICE SUPPLIES		-		A
M-100424-041	.20615 AMZN MKTP US NB2ES1RO3	202409	Dobrovolny	15.79	OFFICE SUPPLIES		-		A
M-100424-041	.20629 AMAZON MKTPL 6H0VT9123	202409	Dobrovolny	27.73	OFFICE SUPPLIES		-		A
M-100424-041	.20641 AMZN MKTP US 8562E7I93	202409	Dobrovolny	72.00	OFFICE SUPPLIES		-		A
M-100424-041	.20643 AMAZON MKTPL Z86KW6371	202409	Dobrovolny	28.98	OFFICE SUPPLIES		-		A
M-100424-041	.20661 AMAZON MARK RK3CN7KK0	202409	Dobrovolny	17.99	OFFICE SUPPLIES		-		A
M-100424-041	.20664 AMAZON MARK RK4N067J1	202409	Dobrovolny	17.09	OFFICE SUPPLIES		-		A
M-100424-041	.20669 AMAZON MKTPL RK4U13N00	202409	Dobrovolny	81.17	OFFICE SUPPLIES		-		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								
232	OFFICE SUPPLIES								
D-101524-042	05866 HANSON BRIGGS ADVERTISIN	070333	34405	175.09	RECEIPT BOOKS	081620	P	-	A
J-103124-086	OCTOBER JOURNAL ENTRIES	JE 199		172.50	LIBRARY PAPER CHG 10/28				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	89.99	5,019.77	4,480.23	52	-----	
M-100424-041	.18095 THE ATLANTIC	202409	Schmidt	89.99	MAGAZINE SUBSCRIPTION		-		A
236	JANITORIAL SUPPLIES	3,000.00	0.00	204.54	1,507.98	1,492.02	50	-----	
M-100424-041	.20589 AMAZON MKTPL SE0EP8LY3	202409	Dobrovolny	33.01	JANITORIAL SUPPLIES		-		A
M-100424-041	.20601 AMAZON MKTPL RD4VX7GT3	202409	Dobrovolny	69.65	JANITORIAL SUPPLIES		-		A
M-100424-041	.20643 AMAZON MKTPL Z86KW6371	202409	Dobrovolny	101.88	JANITORIAL SUPPLIES		-		A
242	PROGRAM SUPPLIES	5,000.00	0.00	280.67	2,061.89	2,938.11	41	----	
M-100424-041	.20596 AMAZON MARK VR9U02H93	202409	Dobrovolny	56.47	PROGRAM SUPPLIES		-		A
M-100424-041	.20601 AMAZON MKTPL RD4VX7GT3	202409	Dobrovolny	35.66	PROGRAM SUPPLIES		-		A
M-100424-041	.12434 WAL-MART #1483	202409	Yankton Librar	4.00	PROGRAM SUPPLIES		-		A
M-100424-041	.20621 AMAZON MARK ZW8K32ZL3	202409	Dobrovolny	19.99	PROGRAM SUPPLIES		-		A
M-100424-041	.20286 PY PIZZA RANCH	202409	Dobrovolny	28.50	PROGRAM SUPPLIES		-		A
M-100424-041	.12308 WALMART.COM	202409	Schmidt	46.22	PROGRAM SUPPLIES		-		A
M-100424-041	.20661 AMAZON MARK RK3CN7KK0	202409	Dobrovolny	37.26	PROGRAM SUPPLIES		-		A
M-100424-041	.20664 AMAZON MARK RK4N067J1	202409	Dobrovolny	26.15	PROGRAM SUPPLIES		-		A
M-100424-041	.20669 AMAZON MKTPL RK4U13NO0	202409	Dobrovolny	26.42	PROGRAM SUPPLIES		-		A
244	UNIFORMS & DRY GOODS	0.00	0.00	0.00	0.00	0.00	0		
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0		
255	COVID EXPENSE	0.00	0.00	0.00	0.00	0.00	0		
261	MEMBERSHIP DUES	1,000.00	0.00	0.00	173.00	827.00	17	-	
263	TRAVEL EXPENSE	3,000.00	0.00	283.13	1,609.46	1,390.54	53	-----	
M-100424-041	.20585 BARBEQUE TWIST	202409	Dobrovolny	48.97	TRAVEL EXPENSE		-		A
M-100424-041	.17047 CULVERS OF MITCHELL	202409	Dobrovolny	23.98	TRAVEL EXPENSE		-		A
M-100424-041	.20620 MGM SPR - TAP	202409	Schmidt	18.19	TRAVEL EXPENSE		-		A
M-100424-041	.20625 SPR - FRONT DESK	202409	Schmidt	68.07	TRAVEL EXPENSE		-		A
M-100424-041	.20628 RED ROSE PIZZERIA	202409	Schmidt	19.25	TRAVEL EXPENSE		-		A
M-100424-041	.11879 SF REGIONAL AIRPORT	202409	Schmidt	48.00	TRAVEL EXPENSE		-		A
M-100424-041	.20631 NADIMS	202409	Schmidt	36.62	TRAVEL EXPENSE		-		A
M-100424-041	.20635 TST STUDENT PRINCE RES	202409	Schmidt	20.05	TRAVEL EXPENSE		-		A
265	CONFERENCE & MEETINGS	1,500.00	0.00	156.40	1,624.90	124.90-	108	-----	
M-100424-041	.20649 SOUTHEASTSD-F27E42T1	202409	Yankton Librar	156.40	STAFF TRAINING		-		A

		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 OTHER CURRENT EXPENDITURES								
271	TELEPHONE	2,300.00	0.00	196.39	1,655.23	644.77	71	-----	
M-100424-041	.18669 BLUEPEAK	202409	Yardley	135.89	PHONE		-		A
J-101124-078	PAYROLL OCTOBER 11, 2024			60.50	LIBRARY-TELEPHONE		P		A
272	ELECTRICITY	20,000.00	0.00	1,409.88	11,236.93	8,763.07	56	-----	
M-103124-055	00455 NORTHWESTERN ENERGY - BU	202422	10/10/2024	1,409.88	ELECTRICITY		-		A
273	FUEL-HEATING	6,000.00	0.00	21.25	2,306.77	3,693.23	38	---	
M-103124-055	00303 MIDAMERICAN ENERGY COMPA	202422	10/11/2024	21.25	HEATING FUEL		-		A
274	WATER SERVICE	3,500.00	0.00	518.57	1,944.57	1,555.43	55	-----	
M-103124-055	00109 CITY UTILITIES	202422	09/19/2024	518.57	WATER-WW CHARGES	002642	P	-	A
275	SEWER SERVICE	1,200.00	0.00	64.64	540.96	659.04	45	----	
M-103124-055	00109 CITY UTILITIES	202422	09/19/2024	64.64	WATER-WW CHARGES	002642	P	-	A
276	LANDFILL	500.00	0.00	40.00	352.00	148.00	70	-----	
J-103124-086	OCTOBER JOURNAL ENTRIES	JE 191		40.00	DUMPSTER CHGS-OCTOBER 24				A
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0		
TOTAL: OTHER CURRENT EXPENDITURES		151,233.00	0.00	9,905.03	99,124.50	52,108.50	65	-----	
CAPITAL OUTLAY									
301	CAPITAL REPAIR & MAINTENANCE	27,001.00	0.00	0.00	0.00	27,001.00	0		
320	BUILDINGS	40,000.00	0.00	0.00	20,000.00	20,000.00	50	-----	
340	BOOKS	53,000.00	0.00	1,144.06	27,499.28	25,500.72	51	-----	
M-100424-041	.20589 AMAZON MKTPL SE0EP8LY3	202409	Dobrovolny	15.41	BOOK		-		A
M-100424-041	.20596 AMAZON MARK VR9U02H93	202409	Dobrovolny	10.95	BOOK		-		A
M-100424-041	.20601 AMAZON MKTPL RD4VX7GT3	202409	Dobrovolny	20.93	BOOKS		-		A
M-100424-041	.20602 AMAZON MKTPL 8J73R71X3	202409	Dobrovolny	108.79	BOOKS		-		A
M-100424-041	.20616 AMZN MKTP US AA2L16883	202409	Dobrovolny	62.00	BOOKS		-		A
M-100424-041	.20621 AMAZON MARK ZW8K32ZL3	202409	Dobrovolny	129.63	BOOKS		-		A
M-100424-041	.20624 AMAZON MKTPL 9C9JU8W33	202409	Dobrovolny	17.27	BOOK		-		A
M-100424-041	.20626 AMAZON MKTPL AN8CO3NK3	202409	Dobrovolny	18.95	BOOK		-		A
M-100424-041	.20643 AMAZON MKTPL Z86KW6371	202409	Dobrovolny	104.50	BOOKS		-		A
M-100424-041	.20627 AMAZON MARK RW1QT7MG3	202409	Dobrovolny	36.39	BOOKS		-		A
M-100424-041	.20648 AMZN MKTP US Z86B14C10	202409	Dobrovolny	179.06	BOOKS		-		A
M-100424-041	.20654 AMZN MKTP US ZT9CX7AJ1	202409	Dobrovolny	25.79	BOOKS		-		A
M-100424-041	.20655 AMZN MKTP US ZT7RV63W0	202409	Dobrovolny	14.88	BOOK		-		A
M-100424-041	.20656 AMZN MKTP US ZT4VY83A1	202409	Dobrovolny	9.05	BOOK		-		A
M-100424-041	.11785 CENTER POINT LARGE PRI	202409	Schmidt	145.02	LARGE PRINT 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								
	CAPITAL OUTLAY								
340	BOOKS								
M-100424-041	.20661 AMAZON MARK RK3CN7KK0	202409	Dobrovolny	36.85	BOOK		-		A
M-100424-041	.20662 AMAZON MKTPL RK4VE4GZ1	202409	Dobrovolny	72.08	BOOKS		-		A
M-100424-041	.20669 AMAZON MKTPL RK4U13NO0	202409	Dobrovolny	50.89	BOOKS		-		A
D-102824-068	06126 SOUTH DAKOTA STATE HISTO	070416	118837	85.62	BOOKS	081625	P	-	A
342	AV - CAPITAL	10,500.00	0.00	739.44	4,070.42	6,429.58	38	---	
M-100424-041	.20589 AMAZON MKTPL SE0EP8LY3	202409	Dobrovolny	19.96	DVD		-		A
M-100424-041	.20596 AMAZON MARK VR9U02H93	202409	Dobrovolny	22.92	DVD		-		A
M-100424-041	.20597 AMAZON MKTPL KO4P75OL3	202409	Dobrovolny	19.96	DVD		-		A
M-100424-041	.20601 AMAZON MKTPL RD4VX7GT3	202409	Dobrovolny	12.95	DVD		-		A
M-100424-041	.20602 AMAZON MKTPL 8J73R71X3	202409	Dobrovolny	34.57	DVDS		-		A
M-100424-041	.20611 AMAZON MKTPL 9X8HP03T3	202409	Dobrovolny	20.29	DVD		-		A
M-100424-041	.20617 AMAZON MKTPL 7Z3MF62K3	202409	Dobrovolny	27.99	DVD		-		A
M-100424-041	.20621 AMAZON MARK ZW8K32ZL3	202409	Dobrovolny	99.12	DVDS		-		A
M-100424-041	.20643 AMAZON MKTPL Z86KW6371	202409	Dobrovolny	16.85	DVD		-		A
M-100424-041	.20627 AMAZON MARK RW1QT7MG3	202409	Dobrovolny	39.98	DVDS		-		A
M-100424-041	.20661 AMAZON MARK RK3CN7KK0	202409	Dobrovolny	17.95	DVD		-		A
D-101524-042	04785 MIDWEST TAPE	070351	505973902	173.96	BOOKS	081619	P	N	A
D-101524-042	04785 MIDWEST TAPE	070351	506001736	197.95	BOOKS	081619	P	N	A
D-101524-042	04785 MIDWEST TAPE	070351	506042282	34.99	BOOKS	081619	P	N	A
350	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0		
355	COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	CAPITAL OUTLAY	130,501.00	0.00	1,883.50	51,569.70	78,931.30	39	---	
	OTHER EXPENDITURES								
530	REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	COMMUNITY LIBRARY	944,855.00	0.00	62,159.50	666,901.64	277,953.36	70	-----	
TOTAL:	GENERAL FUND	944,855.00	0.00	62,159.50	666,901.64	277,953.36	70	-----	

Director's Report-November 2024

Warm Welcome to the Library: On Saturday, November 9, the library partnered with Yankton Elks 994 for this family event. There was Bingo for a Book, crafts, hot chocolate and cookies, and photo ops with fun winter props. This partnership came about as a grant that was given to the Elks that included giving coats to children in need. One of the grant requirements was to have an event with the local library. This event was open to the public, but the Elks were also able to give info about the event to the children that received coats. We saw new faces in the library during this event which is something we also love to accomplish. It is great to get folks into the library so they can see and learn about all the great things we have to offer!

Snapshot Sunday: This new program this year took place on Sunday, November 10. We had backdrops, lights and a wonderful (amateur) photographer to take family portraits and headshots for free. Participants then would receive a flash drive with all of their digital photos. We reached out to Pathways, River City Domestic Violence Center, Ability Building Services and Lewis and Clark Behavior Health to see if they had any individuals they would like to send our way for sign-ups for this event. Our spots quickly filled up and we added an extra afternoon to accommodate, assisting 43 individuals total! This was a fun event that we will likely do again sooner rather than later.

Partnership with River City Domestic Violence Center: Through a partnership with RCDVC, the library was able to host a book club for the book, *It Ends with Us*, by popular author Colleen Hoover. During multiple sessions, participants had the chance to read and discuss the book alongside specialists who work with individuals who experience domestic violence. The aim is to learn how we can contribute to breaking the cycle of trauma in our community through survivor empowerment, advocacy, education, awareness, and social change. On Friday, November 15, we will be playing the movie based on this book in a special after-hours event at the library. Refreshments will be provided. RCDVC staff will be on hand for a short discussion after the movie. We are grateful for these partnerships that bring in professionals to help discuss and explore important topics.

Holiday Swap: With the growing popularity of our Halloween costume swaps, as well as a kitchen swap and a craft swap, we are trying something new again. We are inviting folks to clean out their closets again and bring in any holiday décor or holiday clothing (think festive or ugly sweaters or cute Christmas outfits for the little ones) they no longer have a need for to take part in our Holiday Swap. We will be taking donations from Sunday, November 17 through Friday, December 6. On Saturday, December 7, swappers will have the first pick of the items from 9am-10am. Then the "Swap Shop" is open to everyone from 10am-5pm on Saturday, December 7 and 1pm-5pm on Sunday, December 8. All items are free.

Upcoming Library Closures: With the upcoming holiday season, the library will be closing at 5pm on Wednesday, November 27 and closed on Thursday, November 28 and Friday, November 29 for Thanksgiving. We will be closing at 5pm on Monday, December 23 and closed on Tuesday, December 24 and Wednesday, December 25 for Christmas. The library will be closing at 5pm on Tuesday, December 31 and will be closed on Wednesday, January 1 for New Year's Day.

Next Library Board Meeting: Our next regularly scheduled library board meeting is Wednesday, December 11 at 5:30 and will be available online: <https://global.gotomeeting.com/join/541968125>

OCTOBER 2024 PROGRAM STATISTICS

Storytime	Date	Time	Kids	Adults
Apple/Pumpkin Storytime	10/2/24	10:00 AM	7	4
	10/3/24	10:00 AM	9	5
Bilingual Spider Storytime	10/7/24	6:00 PM	4	3
	10/8/24	10:00 AM	5	3
	10/10/24	10:00 AM	13	6
Nocturnal Animals Storytime	10/14/24	6:00 PM	0	0
	10/15/24	10:00 AM	cancelled due to construction	
	10/17/24	10:00 AM	9	5
Monster Storytime	10/21/24	6:00 PM	1	2
	10/22/24	10:00 AM	3	2
	10/24/24	10:00 AM	14	9
Halloween Storytime	10/28/24	6:00 PM	0	0
	10/29/24	10:00 AM	7	4
	10/31/24	10:00 AM	9	6
		Total:	81	49
Stay and Play	Date	Time	Kids	Adults
	10/2/2024	9-11 AM	3	2
	10/9/2024	9-11 AM	7	3
	10/16/2024	9-11 AM	4	3
	10/23/2024	9-11 AM	4	2
	10/30/2024	9-11 AM	6	4
		Total:	24	14

OCTOBER 2024 PROGRAM STATISTICS

Elementary Events	Date	Time	Kids	Adults
Owl Craft	10/3/24	3:45 PM	17	7
LEGO Club	10/10/24	3:45 PM	11	3
Bouncy Ball STEAM	10/17/24	3:45 PM	20	6
Movie Inside Out 2	10/24/24	3:45 PM	9	4
		Total:	57	20
Teen Events	Date	Time	Teens	Adults
Halloween Party	10/28	4:00 PM	12	5
		Total:	12	5
Family Events:		Time	Kids/Adults	
Costume Swap	10/5 & 10/6	all day	100	
Monster Mash Library Bash	10/20	1-4 PM	185	
Harvest Halloween*	10/26	11-2pm	387	
Pumpkin Decorating Contest	10/14-10/31		336 votes	
		Total:	672	0
Adult Programs	Date	Time	Adults	Virtual
It Ends With Us #1	10/2	6:00 PM	4	NA
Seed Library	10/8	2:00 PM	15	0
Seed Library	10/8	6:00 PM	4	0
Adult Craft	10/15	6:00 PM	20	NA
It Ends With Us #2	10/16	6:00 PM	5	NA
Meditation Group	10/17	6:30 PM	12	NA
Planning with Purpose	10/22	6:00 PM	5	NA
Therapeutic Writing Group	10/26	10:00 AM	6	NA
Conversational Spanish	10/26	6:00 PM	5	NA
		Total:	72	0

OCTOBER 2024 PROGRAM STATISTICS

Book Clubs	Date	Time	Adults	
Readers Anyomous	10/8/24	2:00 PM	7	
Books and Beer @ Ben's	10/10/24	6:30 PM	33	
Between the Lines	10/22/24	4:30 PM	2	
The Center Book Club	10/3/24	10:00 AM	7	
		Total:	49	
Video Views for Previous Month	Date	Video Views		
Seed Library	9/13	17		
Mental Wellness Matters	9/13	47		
	Total:	64		

OCTOBER 2024 USAGE & CIRCULATION STATISTICS

Total Circulation Statistics*			
	2024	2023	2022
Adult	6,612	6,970	6,805
Juvenile	4,836	4,654	4,528
Total	11,448	11,624	11,333

*Includes physical collection, ILL, and eBooks

Physical Collection Circulation			
	2024	2023	2022
Adult	3,952	4,582	4,655
Juvenile	3,921	4,343	4,052
Total	7,873	8,925	8,707

Interlibrary Loan			
	2024	2023	2022
Requested	120	92	89
Supplied	32	32	37
Total	152	124	126

Electronic Resources			
	2024	2023	2022
OverDrive Adult	2,508	2,264	2,024
OverDrive Juvenile	277	301	247
TumbleBooks	638	10	229
Total	3,423	2,575	2,500

Adult Outreach			
	2024	2023	2022
Locations	9	9	9
Patrons	42	41	43
Circulations	102	141	145

Daycare Outreach			
	2024	2023	2022
Locations	6	4	4
Patrons	123	51	46
Circulations	180	120	80

Teen Subscription Bags			
	2024	2023	2022
Active Subscriptions	24	20	13

Toy Lending Library Checkouts			
	2024	2023	2022
Toy Bins	44	36	NA

Public Computer Use			
	2024	2023	2022
Uses	603	736	583
Hours	399	451	341

WiFi Usage			
	2024	2023	2022
Sessions	1,021	910	740
Total Session Hours	1,262	1,145	871
Unique Users	285	279	275

Meeting Room Use			
	2024	2023	2022
Library Uses	39	35	39
Library Hours	126.5	88	121
Non-Library Uses	36	33	22
Non-Library Hours	82	87	65

Study Room Use			
	2024	2023	2022
Uses	40	23	20
Hours	78.5	36	40

Notary			
	2024	2023	2022
Requests	12	NA	3

Proctor			
	2024	2023	2022
Tests	6	9	5

Research Requests			
	2024	2023	2022
Patrons	0	2	0
Hours	0	2.00	0.0

Teacher Requests			
	2024	2023	2022
Patrons	1	1	1

Courier			
	2024	2023	2022
Total Incoming	152	121	124
Total Outgoing	209	211	179
Total	361	332	303

OCTOBER 2024 USAGE & CIRCULATION STATISTICS

Current Cards				Collection			
	2024	2023	2022		2024	2023	2022
Resident	4,449	4,061	3,593	Items Added	580	562	510
Non-Resident	271	240	199	Items Deleted	597	696	205
Mount Marty	26	20	12	Total Collection	85,838	NA	NA
Teacher	52	49	37	Curbside Pick-Ups			
Yankton County	907	880	770		2024	2023	2022
Total	5,705	5,250	4,611		4	3	7
New Cards				Food For Fines			
	2024	2023	2022		2024	2023	2022
Resident Adult	35	41	44		71	35	63
Resident Youth (<18)	5	10	18	Book a Librarian			
County	11	11	8		2024	2023	2022
County (Households)	10	9	7	Number of Sessions	10	5	9
Non-resident	8	1	2	Time (minutes)	160	125	180
Non-resident (households)	7	0	2	Pass Checkouts			
Total New Cards	59	63	72		2024	2023	2022
Total New Households	17	9	9	State Park Pass	1	1	NA
30 Day Trial Cards				Mead Museum Pass	2	2	NA
	2024	2023	2022	Summit Pass	11	11	NA
30 Day Trial Cards	2	0	7	Huether Pass	NA	NA	NA
Online Signup	0	0	2	Door counters: East Entrance: South entrance: Total:			
Total	2	0	9		2,546	5000*	7,546
Social Media Follows				*South entry estimate. Door counter not working.			
	2024	2023	2022				
Facebook	3,347	NA	NA				
Instagram	400	NA	NA				
Youtube	167	NA	NA				
Total:	3,914	NA	NA				

Yankton Community Library • DINOvember 2024

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Food for Fines: Canned Veggies	28 Teen/Tween Halloween Party 4-5:30 pm Storytime 6 pm	29 Storytime 10 am Conversational Spanish 6 pm	30 Stay & Play 9—11 am	31 Storytime 10 am Closing at 5pm	1	2 Financial Wellness 10 am
3	4 Storytime 6 pm	5 Storytime 10 am	6 Stay & Play 9—11 am It Ends With Us Book Discussion #3 6 pm	7 Storytime 10 am Center Book Club 10 am LEGO Club 3:45 pm Ben's Book Club 6pm Moving Through Grief 6pm	8	9 Warm Welcome with the Elks Lodge 994 2-4 pm
10 Snapshot Sunday* 1-5 pm	11 Closed in observance of Veterans Day	12 Storytime 10 am Special Storytime SD 6 pm	13 Stay & Play 9—11 am Library Board Meeting 5:30 pm	14 Storytime 10 am K-5 Craft 3:45 pm Slice of Spice 6 pm	15 Movie: It Ends With Us 6pm	16 Therapeutic Writing Group 10 am
17 Holiday Decoration Drop-off Nov. 17-Dec 6	18 Teen/Tween Time 3:45 pm FOL Meeting 5:15 pm Storytime 6 pm	19 Storytime 10 am Adult Craft **6 pm LEGOS @ The Mead 6 pm	20 Stay & Play 9—11 am	21 Storytime 10 am K-5 STEAM 3:45 pm Meditation Group 6:30 pm	22	23
24 The Garfield Movie with pizza! 1:30 pm	25	26 Conversational Spanish 6 pm	27 Stay & Play 9—11 am Closing at 5 pm	28 Closed in observance of Thanksgiving	29 Closed in observance of Thanksgiving	30



If you require special accommodation to fully participate in a library event please contact us.

library.cityofyankton.org | 515 Walnut St. | (605) 668-5275

11/12/2024

Yankton Community Library • December 2024

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Holiday Decoration Drop-off Nov. 17-Dec 6	2 Storytime 6 pm	3 Storytime 10 am	4 Stay & Play 9—11 am	5 Storytime 10 am The Center Book Club 10am Holiday Parade of Lights 6 pm (Downtown Yankton)	6	7 Holiday Decoration Swap 9-10 am Swappers 10a-5p: Everyone!
8 Holiday Decoration Swap 1-5 pm: Everything Free!	9 Storytime 6 pm	10 Storytime 10 am	11 Stay & Play 9—11 am Library Board Meeting 5:30 pm	12 Storytime 10 am Winter Wonderland Workshop 3:45 pm Ben's Book Club 6pm	13	14 What do Survivors Want You to Know? 1 pm
15	16	17	18 Stay & Play 9—11 am	19 LEGO Club: 3:45 pm Meditation Group 6:30 pm	20 Holiday Movie 1:30 pm	21 Therapeutic Writing Group 10 am
22	23 Closing at 5 pm	24 Closed in observance of Christmas	25 Closed in observance of Christmas	26 Holiday BINGO 2-4pm	27 Board Games 2-4pm	28 Teen/Tween Time 2-4 pm
29	30 Craft Buffet 2-4pm	31 Noon Year's Eve 11am-1pm Closing at 5 pm	1 Closed in observance of New Year's Day	Food for Fines: Socks		



If you require special accommodation to fully participate in a library event please contact us.

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11/12/2024

Library Card Policy

The Yankton Community Library is a free library, open to all for in-house use. We seek to foster an atmosphere of free inquiry and to provide a diverse range of materials to meet the needs and interests of our entire community without bias or discrimination. A valid library card is required to check out materials and to access e-books. A valid YCL card refers to any card that does not have fines/ fees equaling or exceeding \$5 and is not expired. All persons applying for a library card must provide a photo ID and physical address verification. A post office box number is not sufficient. Business owners must be able to provide a current year property tax bill, lease/rental agreement, or other proof showing business ownership/property tax payment.

Types of Valid Library Cards:

~~Any patron possessing a valid YCL card can check out materials. YCL has the following types of cards:~~

1) Resident Library Card (Adult/High School Student/Child)

~~These patrons live or own property within the city limits of Yankton. These cards are issued to individuals. A child card is for children ages birth through age 13 with a parent/ guardian signature. Individuals 14 and over can get a library card without parental permission/ signature.~~ All resident cards are free of charge and need to be renewed annually.

2) County Library Card (out of City limits but within Yankton County)

~~These patrons live or own property outside of Yankton city limits but within Yankton County. The Yankton County Commission has contracted with the City for library services. This agreement defines a county resident as a "person or persons owning residential or business property within Yankton County or, through rent or lease, paying property taxes to the County and County youth, high school freshmen through seniors....The property owners (residing within the county or not) as well as the renter/lessee have the same right to obtain a card."~~ There is a required fee per household for County cards which is reflected in the current Agreement for the Provision of Library Services with Yankton County. The library defines a household as a "related family or other persons living in the same household." The head of the household or a household member over 13 ~~County youth~~ must fill out a county registration, which includes all members of the household wishing to receive library services. Each member of the household may receive a physical card. ~~All County cards expire one year from the application date and must be renewed annually in order to be valid.~~ A County card may be purchased for a 1-year, 6-month or 3-month membership. ~~increments.~~

3) Nonresident Library Card (outside Yankton County)

~~These patrons live or own property outside of Yankton County and are not limited to any geographical area. There is a required fee per household for Nonresident cards. Refer to the definition of "household" above. This type of card is given to people with permanent addresses outside Yankton County and is not limited to any geographical area.~~ Each member of the household may receive a physical card. A non-resident card may be purchased ~~The card may be purchased~~ for a 1-year (\$40), 6-month (\$20) or 3-month (\$10) membership. ~~increments. with~~

the following pricing: \$40 for 12 months; \$20 for 6 months; or \$10 for 3 months.

4) Youth

Youth cards are available for each of the three above categories. Children 13 and under require a parent or guardian signature to receive a card.

5) Mount Marty University cards:

Cards ~~expire at the end of every semester and~~ must be renewed every semester in order to be valid. Students must also show proof of current enrollment at Mount Marty University. These cards are free of charge.

6) Teacher card:

Teacher cards can only be used for school/curriculum materials checkout. Applicants must show proof of current employment with a school or homeschool status. Teacher cards are free of charge and need to be renewed annually. Fines do not accrue. There are four types of teacher cards:

- Any member of the Yankton School District
- Teachers who live in Yankton but teach outside the library service area
- Teachers residing outside and teaching outside the library service area
- Families who homeschool their children.

7) Daycare card:

Daycare cards can only be used to check out materials for daycare usage. Applicants must show proof of daycare ownership or employment. Daycare cards are free of charge and need to be renewed annually. Fines do not accrue.

8) Other library cards with special privileges or restrictions may be issued at the discretion of the Library Director.

Lost Cards and Card Renewals

Patrons having lost/stolen/misplaced cards can purchase a new card for \$1.00. Reimbursement will not be given for found library cards once a new card has been issued.

Privacy and Library Cards

~~Pursuant to the American Library Association Code of Ethics, “we protect each library user’s right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted.” Therefore, we will only release information about items checked out, titles on reserve, past history, etc. to the named cardholder. If a cardholder would like this information to be shared with family members, friends, etc. they must list the person(s) with the library as authorized users. Additionally, the issuance of a library card is of an individual contractual nature that is normally not transferable to other parties. This means that the library cardholder is the only person who can use that card. If the cardholder wishes to let others check out using their library card, they must be in possession of the physical card or be listed on the account as an authorized user. The named cardholder is wholly~~

~~responsible for items checked out by any authorized users. Staff has the right, at any time, to not permit an individual to check out on another person's card and to confiscate that card if misuse of library materials or theft of the card is suspected, or a knowing violation of the Privacy Act is occurring.~~

Under the U.S. Privacy Act and the Library Bill of Rights, endorsed by the Yankton Community Library Board of Trustees, U.S. citizens, regardless of age, are protected from violations of privacy including all library records, registration information, current and past circulation histories and online sites and resources accessed. ~~This Act applies to all adult card holders 14 years and older.~~

As specified in South Dakota Codified Law 14-2-51:

All public library records containing personally identifiable information are confidential. Any information contained in public library records may not be released except by court order or upon request of a parent of a child who is under eighteen years of age. As used in this section, "personally identifiable" means any information a library maintains that would identify a patron. Acts by library officers or employees in maintaining a check out system are not violations of this section.

Adult patron information will not be divulged to any other person, organization, or government agency including the courts, without a subpoena, unless the cardholder has listed that person as an authorized user. In the event that any library employee is served with a court order to provide information prohibited by this policy, that employee shall immediately inform the Library Director who shall in turn inform the president of the Board of Trustees and consult with an attorney before complying with the order.

Fines, fees, and other charge totals can be given to someone other than the responsible cardholder or patron upon request if the library staff believe that the intent of the requester is to pay those fines for the cardholder or patron. However, no personally identifiable information of any cardholder shall be released. ~~Library records of patron or cardholder minors under the age of 18 may be released to the parent or legal guardian of the minor upon the request of the parent or guardian.~~

Limitation or Denial of Service

The use of the library may be limited or denied for due cause such as failure to return materials or pay fines, destruction of library property, or objectionable or disruptive conduct in the library.

Library Card Policy

The Yankton Community Library (YCL) is a free library, open to all for in-house use. We seek to foster an atmosphere of free inquiry and to provide a diverse range of materials to meet the needs and interests of our entire community without bias or discrimination. A valid YCL library card is required to check out materials and to access e-books. A valid card refers to cards that do not have fines/fees equaling or exceeding \$5 and is not expired. All persons applying for a library card must provide a photo ID and physical address verification. Business owners must be able to provide a current year property tax bill, lease/rental agreement, or other proof showing business ownership/property tax payment.

Types of Library Cards:

1) Resident

These patrons live or own property within the city limits of Yankton. All resident cards are free of charge and need to be renewed annually.

2) County

These patrons live or own property outside of Yankton city limits but within Yankton County. The Yankton County Commission has contracted with the City for library services. There is a required fee per household for County cards which is reflected in the current Agreement for the Provision of Library Services with Yankton County. The library defines a household as a "related family or other persons living in the same household." The head of the household or a household member over 13 must fill out a county registration, which includes all members of the household wishing to receive library services. Each member of the household may receive a physical card. Fees for a County card may be purchased for a 1 year, 6-month or 3-month membership.

3) Nonresident

These patrons live or own property outside of Yankton County and are not limited to any geographical area. There is a required fee per household for Nonresident cards. Refer to the definition of "household" above. Each member of the household may receive a physical card. Fees for a non-resident card may be purchased for a 1-year (\$40), 6-month (\$20) or 3-month (\$10) membership.

4) Youth

Youth cards are available for each of the three above categories for children from birth to age 17. Children 13 and under require a parent or guardian signature to receive a card.

5) Mount Marty University

Cards must be renewed every semester in order to be valid. Students must show proof of current enrollment at Mount Marty University. These cards are free of charge.

6) Teacher

Teacher cards can only be used for school/curriculum materials checkout. Applicants must show proof of current employment with a school or homeschool status. Teacher cards are free of charge and need to be renewed annually. Fines do not accrue. There are four types of teacher cards:

- Any member of the Yankton School District
- Teachers who live in Yankton but teach outside the library service area

- Teachers residing outside and teaching outside the library service area
- Families who homeschool their children.

7) Daycare

Daycare cards can only be used to check out materials for daycare usage. Applicants must show proof of daycare ownership or employment. Daycare cards are free of charge and need to be renewed annually. Fines do not accrue.

8) Other library cards with special privileges or restrictions may be issued at the discretion of the Library Director.

Lost Cards and Card Renewals

Patrons having lost/stolen/misplaced cards can purchase a new card for \$1.00. Reimbursement will not be given for found library cards once a new card has been issued.

All fines and fees must be paid in full when renewing library cards.

Privacy and Library Cards

Privacy Act and the Library Bill of Rights, endorsed by the Yankton Community Library Board of Trustees, U.S. citizens, regardless of age, are protected from violations of privacy including all library records, registration information, current and past circulation histories and online sites and resources accessed.

As specified in South Dakota Codified Law 14-2-51:

All public library records containing personally identifiable information are confidential. Any information contained in public library records may not be released except by court order or upon request of a parent of a child who is under eighteen years of age. As used in this section, "personally identifiable" means any information a library maintains that would identify a patron. Acts by library officers or employees in maintaining a check out system are not violations of this section.

Adult patron information will not be divulged to any other person, organization, or government agency including the courts, without a subpoena, unless the cardholder has listed that person as an authorized user. In the event that any library employee is served with a court order to provide information prohibited by this policy, that employee shall immediately inform the Library Director who shall in turn inform the president of the Board of Trustees and consult with an attorney before complying with the order.

Fines, fees, and other charge totals can be given to someone other than the responsible cardholder or patron upon request if the library staff believe that the intent of the requester is to pay those fines for the cardholder or patron. However, no personally identifiable information of any cardholder shall be released.

Limitation or Denial of Service

The use of the library may be limited or denied for due cause such as failure to return materials or pay fines, destruction of library property, or objectionable or disruptive conduct in the library.

Unattended Child Policy

Yankton Community Library (YCL) strives to maintain a safe, inviting, comfortable, and clean environment that allows patrons to freely and safely access library information and resources. YCL welcomes children of all ages to use materials and services. ~~The library staff:~~

- ~~• nurture children to develop a love of reading and learning~~
- ~~• help children find materials for school work and recreational reading~~
- ~~• provide an environment that encourages study and exploration.~~

Staff members are committed to the well-being and safety of children, but are not responsible for their care, their supervision or for accidents or other incidents that happen to them or that result from their actions. At all times, the responsibility for the care, safety and behavior of children lies with the parent, guardian, or designated caregiver (referred to as “Caregiver” going forward), including times when the Caregiver is not present within the library building or on library property. Caregivers are responsible for any actions including, but not limited to monetary responsibility for property damage or loss caused by their children under the age of 18.

Children under the age of eight (8) may not be left unattended in the library. Unattended means that the Caregiver is not actively supervising and/or in the line of sight of the child. Children under the age of eight (8) must be supervised by a caregiver at least fourteen (14) years of age. A child under the age of eight (8) may attend library programs appropriate to their age without the Caregiver in the room provided that the Caregiver remains within the library for the duration of the program. Disruptive children, attended or unattended, may lose computer privileges or be asked to leave the library.

Closing Time:

When visiting the library without an adult, any child under the age of fourteen (14) must make arrangements to be picked up prior to closing time. If a Caregiver cannot be reached or does not arrive within fifteen minutes past closing time, the Yankton Police Department may be called to escort the child home or keep the child until a parent or guardian can be reached. Two library employees will stay with the child until the police or Caregiver arrives. An incident report describing the situation will be filed and given to the Library Director. Library staff is not permitted to give an unattended child a ride home.

Circulation Policy

Yankton Community Library is a free library, open to all for in-house use. Any person possessing a valid YCL card can check out materials. A valid card refers to any card that does not have fines/fees equaling or exceeding \$5 and is not expired. YCL patrons are responsible for the return of any items in the same fair condition as originally loaned to them, as agreed when registering for a library card.

Holds Policy and Procedures

Patrons may place a hold on most materials in the library's collection. When that item is returned to the library, the next person on the hold list will be notified. The item will remain on hold for three (3) days after which it is placed back on the shelf or moved on to the next hold. No item currently checked out will be recalled before the normal due date by staff because of the number of holds or at another patron's request.

Renewal of Items

Renewal of materials varies by material type. The renewal period is equal to another loan period for that type of material. Materials may not be renewed if the patron has outstanding fines/fees over the limit or if another patron has a hold on that item. Renewals may be done in person, by telephone or through our online circulation system.

Fines

The library does not charge late fines on borrowed materials with the exception of DVD's, laptops & hotspots. The fine is computed from the date due. Fines do not accrue on days that the library is not open. When an item is overdue for an extended period, the patron will be billed for the replacement cost of the item. Patrons will also be responsible for paying the replacement cost of items that are returned damaged. Upon renewal of a card all fines and fees must be paid. Refer to Damaged/Lost Policy for details.

Borrowing Guidelines

Restrictions on the number and types of items that can be borrowed vary by card type. See Library Card Policy for details.

Multi Media Equipment

Multi Media equipment can be booked up to 90 days in advance. Individuals using equipment for nonprofit organizations are not required to pay a deposit. Any cost associated with damage/loss/theft while equipment is in their possession will be assessed to the patron. Equipment will be inspected at time of checkout and returned. The full deposit will be returned after confirmation that all pieces are in good condition and are accounted for. It is recommended that the patron check the compatibility of the equipment with patron devices before checkout. A brief training session with a staff person on how to use the equipment is available upon request.

Account Blocks

When an account reaches a balance of \$5.00 or more in fines, privileges will be suspended and the library card is blocked until the balance is brought under \$5.00. Blocked privileges include borrowing additional items in the library, accessing digital services and computer usage in the library.

Suspension of Library Services

Library privileges are accorded to those who follow library rules and regulations. At times, it becomes necessary to suspend or limit a patron's library privileges. These decisions will be made at the discretion of the Library Director or their designee.

Policy Restricting Minors From Accessing Obscene Matter Or Materials

South Dakota State Law 22-24-56 requires each public library in the state to:

- (1) Equip each public access computer with software that will limit minors' ability to gain access to obscene matter or material, as defined by § 22-24-27, or purchase internet connectivity from an internet service provider that provides filter services to limit access to obscene material; and
- (2) Develop and implement, by January 1, 2025, a local policy that establishes measures to restrict minors from accessing obscene matter or materials. The public library shall:
 - (a) Publish the policy on the official website of the political subdivision that maintains the library; or
 - (b) Publish the policy annually in a legal newspaper designated by the governing body of the political subdivision that maintains the library pursuant to § 7-18-3 or 9-12-6.

South Dakota State Law 22-24-27(11) defines obscene materials as:

- (11) "Obscene material," material:
 - (a) The dominant theme of which, taken as a whole, appeals to the prurient interest;
 - (b) Which is patently offensive because it affronts contemporary community standards relating to the description or representation of sado-masochistic abuse or sexual conduct; and
 - (c) Lacks serious literary, artistic, political, or scientific value.

In compliance with South Dakota law, the library does not collect materials found to violate Section 22-24-27(11).

In compliance with the Children's Internet Protection Act, the library utilizes a technology protection measure that blocks access to images deemed (a) obscene; (b) child pornography; or (c) harmful to minors (for computers that are accessed by minors). YCL does not monitor and has no control over the information published by third parties that is accessed through the Internet and cannot be held responsible for any such content accessed on the Internet.

Library staff are not responsible for the supervision of children in the library. Parents or adult caregivers must assume responsibility for their children's access to and use of library resources. Parents and adult caregivers are expected to monitor and supervise children's use of the library's resources, including the Internet, in selecting material that is consistent with personal and family values. Parents are cautioned that the library and its available resources may contain materials that some find controversial.

YCL supports the right of all members of the community to have free and equal access to the entire range of library resources, regardless of content, approach, format, or amount of detail. YCL upholds and affirms the right of each individual to have access to constitutionally protected materials and also affirms the right and responsibility of parents to determine and monitor their children's use of library materials and resources.

~~Children under 18 may get a library card if a parent or guardian accepts responsibility for the child's use of the card. There is no minimum age. A parent or guardian is required to complete and sign a registration form to obtain a library card for a minor they are responsible for.~~

Children under the age of eight (8) must be accompanied by a parent or guardian over the age of 14.

For more information on library resources, how they are selected, withdrawal, replacement, donations, intellectual freedom, and reconsideration please refer to our Collection Development Policy.

More information on library card registration and usage is available in our Library Card Policy and Circulation Policy.

Additional information regarding unattended children in the library and minor's use of our computers and the Internet can be located in our Unattended Child and Computer and Internet Use Policy.