

**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, July 9, 2025 5:30 pm
Virtual Meeting – GoToMeeting Interface &
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078**

AGENDA

Call to order

Additions to the agenda

Approval of June 11, 2025 minutes

Public Comment Period

Discussion of bills/Accept Financial Report

Communications and correspondence

Director's Report

Old Business

New Business

- **Recognition of David Koerner, retiring board member**

Other Business:

Adjourn Sine Die

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

**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, July 9, 2025 5:45 pm
Virtual Meeting – GoToMeeting Interface &
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078**

AGENDA

Call to order

Welcome to new board members Brian Bertsch and Beryl Olson

Election of Officers for 2025-2026

- President
- Vice President

Old Business

New Business

- Confidentiality of Library Records Policy
- Technology Plan
- Telephone/Cell Phone Use Policy
- Photography and Video Policy

Other Business:

- Accreditation Update
- Foundation Report

Adjourn

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BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, June 11, 2025 5:30 pm
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MINUTES

The meeting was called to order by President David Koerner at 5:30 pm. Present were MaryPat Bierle, Meg Severson, Nathan Johnson, Sarah Mechtenberg, Yankton City Commissioner Brian Bertsch, Yankton County Commissioner Ryan Heine (online), Library Director Dana Schmidt and Assistant Director Linda Dobrovolny. Board appointee Beryl Olson attended as a non-voting member pending the reorganization meeting in July.

Approval of April 9, 2025 minutes: Johnson made a motion to approve the April 9, 2025 minutes with a second by Severson. Unanimous approval.

Public Comment Period: None

Discussion of bills/Accept Financial Report: Schmidt commented on the timeline of the 2026 budget process and noted that items under \$5000 have been moved from the capital to the operating portion of the budget. She invited board members to attend the upcoming work session with the City Commission on the Capital Improvement Plan on Monday, June 18 at 6:00 pm. at the CMTEA building. Bertsch motioned to accept the financial report with a second by Severson. Unanimous approval.

Communications and correspondence: Dobrovolny shared that a heartfelt donation was made by the daughter of a longtime library user, expressing sincere gratitude for the meaningful bond her mother had formed with the library staff.

Director's Report: In addition to the written report, Schmidt discussed the potential next steps with a Request for Reconsideration. She also highlighted several upcoming programs: Fontenelle Forest Birds of Prey Raptor Show, The Zoo Man, Mirabile, and a fundraiser at Ben's Brew Station. She noted that TumbleMath had been added to the library's digital offerings, the ILL courier has been funded through September, and she is continuing to investigate the streaming service Kanopy as an additional digital offering.

Old Business: None

New Business

- Collection Development Policy: Bierle motioned to approve the policy with corrections and to continue edits on the Request for Reconsideration of Library Materials Form. Mechtenberg seconded. Unanimous approval

Other Business:

- Foundation update (Johnson): Gloria Pearson is a new member of the board. They are continuing to cultivate donors, work on a location recommendation, and plan to meet individually with City Commissioners.

- Accreditation update: Application is due to the State Library by August 1. The goal is to submit two weeks early to allow time for feedback and potential additions and/or corrections. Severson suggested a shared document for board members to track training hours with a goal of three hours per board member.
- A potential slate of officers for the reorganization meeting in July was discussed. Johnson and Severson are willing to serve as President and Vice President.

Adjourn the meeting of June 11, 2025: Bierle made a motion to adjourn at 6:30 pm with a second by Severson. Unanimous approval.

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
A&B BUSINESS SOLUTIONS			03445						
	71199	06/23/25	COPIER LEASE	762.13		IN1267775	081583	P - D RENTALS & XEROX SUPPLIE	101.142.212
AMAZON MARK NB5CK7382			.21247						
	202505	06/05/25	BOOKS	561.49		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	OFFICE SUPPLIES	16.94		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
			VENDOR TOTAL	578.43		*TOTAL CHECK			
AMAZON MARK NI0L39ML2			.21224						
	202505	06/05/25	BOOKS	120.61		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	DVDS	103.06		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	OFFICE SUPPLIES	22.53		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
	202505	06/05/25	JANITORIAL SUPPLIES	41.47		Dobrovolny		- M JANITORIAL SUPPLIES	101.142.236
			VENDOR TOTAL	287.67		*TOTAL CHECK			
AMAZON MARK NW42737S0			.21194						
	202505	06/05/25	BOOKS	30.48		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
AMAZON MARK NZ4UY5371			.21181						
	202505	06/05/25	BOOKS	66.99		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	DVDS	28.90		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	OFFICE SUPPLIES	69.73		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
			VENDOR TOTAL	165.62		*TOTAL CHECK			
AMAZON MKTPL NB17A1250			.21219						
	202505	06/05/25	OFFICE SUPPLIES	80.88		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
AMAZON MKTPL NZ66C5V11			.21173						
	202505	06/05/25	BOOK	32.30		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
AMAZON RETA NI2E91OF0			.21212						
	202505	06/05/25	BOOKS	42.09		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
AMAZON RETA NW7IN9HH2			.21208						
	202505	06/05/25	BOOK	3.00		Dobrovolny		- M CIRCULATION MATERIALS	101.142.209
AT&T BILL PAYMENT			.16492						
	202505	06/05/25	CELL DATA	96.20		Bailey		- M PROFESSIONAL SERVICES	101.142.202
BAKER & TAYLOR LLC			.21042						
	202505	06/05/25	BOOKS	2,596.22		Schmidt		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	POSTAGE	44.24		Schmidt		- M POSTAGE	101.142.231
			VENDOR TOTAL	2,640.46		*TOTAL CHECK			

Vendor Payment History by Fund
JUNE LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
BARNES & NOBLE #2968			.11775						
	202505	06/05/25	BOOKS	123.84		Schmidt		- M CIRCULATION MATERIALS	101.142.209
BLUEPEAK			.18669						
	202505	06/05/25	PHONE	169.64		Yardley		- M TELEPHONE	101.142.271
BUYREGISTER			.21240						
	202505	06/05/25	OFFICE SUPPLIES	138.04		Schmidt		- M OFFICE SUPPLIES	101.142.232
CENTER POINT LARGE PRI			.11785						
	202505	06/05/25	LARGE PRINT BOOKS	145.02		Schmidt		- M CIRCULATION MATERIALS	101.142.209
CITY UTILITIES			00109						
	202518	06/09/25	WATER-WW CHARGES	81.51		5/16/2025	002642	P - M WATER SERVICE	101.142.274
	202518	06/09/25	WATER-WW CHARGES	65.15		5/16/2025	002642	P - M SEWER SERVICE	101.142.275
				146.66		*TOTAL CHECK			
			VENDOR TOTAL	146.66					
CORNERSTONES CAREER LEAR			07895						
	71165	06/09/25	LESSONS	200.00		2025236	081581	P - D CONFERENCE & MEETINGS	101.142.265
HANSON BRIGGS ADVERTISIN			05866						
	71168	06/09/25	FREIGHT	85.48		33031/35221	081582	P - D POSTAGE	101.142.231
	71168	06/09/25	NOTEPADS	579.00		33031/35221	081582	P - D OFFICE SUPPLIES	101.142.232
	71168	06/09/25	PROGRAM SUPPLIES	449.00		35187	081582	P - D PROGRAM SUPPLIES	101.142.242
				1,113.48		*TOTAL CHECK			
			VENDOR TOTAL	1,113.48					
J & H CLEANING SERVICES,			05937						
	71173	06/09/25	JANITORIAL SERVICES	1,200.00		03312722	081578	P - D CONTRACTED SERVICES	101.142.204
KOPETSKYS ACE HDWE			.14377						
	202505	06/05/25	OFFICE SUPPLIES	168.97		Schmidt		- M OFFICE SUPPLIES	101.142.232
	202505	06/05/25	OFFICE SUPPLIES	28.90		Schmidt		- M OFFICE SUPPLIES	101.142.232
				197.87		*TOTAL CHECK			
			VENDOR TOTAL	197.87					
MIDAMERICAN ENERGY COMPA			00303						
	202518	06/05/25	FUEL	276.20		06/05/2025		- M FUEL-HEATING	101.142.273
NORTHWESTERN ENERGY - BU			00455						
	202518	06/05/25	ELECTRICITY	1,280.67		06/05/2025		- M ELECTRICITY	101.142.272
ONE OFFICE SOLUTION			.14654						
	202505	06/05/25	OFFICE SUPPLIES	13.60		Schmidt		- M OFFICE SUPPLIES	101.142.232

Vendor Payment History by Fund
 JUNE LIBRARY BILLS

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
GENERAL FUND									
ONWARD YANKTON			07048						
	71183	06/09/25	POPCORN	50.00		03052025	081568	P - D PROGRAM SUPPLIES	101.142.242
OVERDRIVE DIST			.13843						
	202505	06/05/25	EBOOKS	943.28		Schmidt		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	EBOOKS	150.29		Schmidt		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	EBOOKS	13.25		Schmidt		M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	EBOOKS	61.19		Schmidt		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	EBOOKS	1,459.02		Schmidt		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	EBOOKS	1,477.43		Schmidt		- M CIRCULATION MATERIALS	101.142.209
				4,104.46					
			VENDOR TOTAL	4,104.46		*TOTAL CHECK			
PITNEY BOWES			.19037						
	202505	06/05/25	POSTAGE	515.00		Schmidt		- M POSTAGE	101.142.231
PLAYAWAY PRODUCTS LLC			.19327						
	202505	06/05/25	WONDERBOOKS	930.83		Schmidt		- M CIRCULATION MATERIALS	101.142.209
	202505	06/05/25	WONDERBOOKS	59.84		Schmidt		- M CIRCULATION MATERIALS	101.142.209
			VENDOR TOTAL	990.67		*TOTAL CHECK			
THE LIBRARY STORE			.13094						
	202505	06/05/25	POSTAGE	19.75		Dobrovolny		- M POSTAGE	101.142.231
	202505	06/05/25	OFFICE SUPPLIES	215.40		Dobrovolny		- M OFFICE SUPPLIES	101.142.232
			VENDOR TOTAL	235.15		*TOTAL CHECK			
TUMBLEBOOKS			.19353						
	202505	06/05/25	TUMBLEMATH SUBSCRIPTION	383.00		Schmidt		- M PROFESSIONAL SERVICES	101.142.202
VISTAPRINT			.18554						
	202505	06/05/25	PROGRAM SUPPLIES	58.37		Yankton Librar		- M PROGRAM SUPPLIES	101.142.242
WM SUPERCENTER #1483			.13320						
	202505	06/05/25	OFFICE SUPPLIES	19.98		Yankton Librar		- M OFFICE SUPPLIES	101.142.232
GENERAL FUND				16,080.91		**TOTAL			

Vendor Payment History by Fund
JUNE LIBRARY TRUST FUND

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT NAME	ACCOUNT
LIBRARY TRUST										
AMAZON MARK NB5CK7382			.21247							
	202505	06/05/25	SUMMER READING SUPPLIES	129.98		Dobrovolny		- M	SUMMER READING PROGRAM	701.701.250
AMAZON MARK NI0L39ML2			.21224							
	202505	06/05/25	IMAGINATION STATION	165.21		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
	202505	06/05/25	SUMMER READING PROGRAM	785.28		Dobrovolny		- M	SUMMER READING PROGRAM	701.701.250
				950.49		*TOTAL CHECK				
			VENDOR TOTAL	950.49						
AMAZON MARK NW42737S0			.21194							
	202505	06/05/25	SUMMER READING PROGRAM	457.33		Dobrovolny		- M	SUMMER READING PROGRAM	701.701.250
AMAZON MARK NZ4UY5371			.21181							
	202505	06/05/25	SUMMER READING PROGRAM	110.74		Dobrovolny		- M	SUMMER READING PROGRAM	701.701.250
AMAZON MKTPL NI6PH2CH2			.21233							
	202505	06/05/25	IMAGINATION STATION	29.99		Dobrovolny		- M	RECREATION SUPPLIES	701.701.242
BARNES & NOBLE #2968			.11775							
	202505	06/05/25	SUMMER READING PROGRAM	71.91		Schmidt		- M	SUMMER READING PROGRAM	701.701.250
CHIEF EAGLE/STARR			07501							
	71209	06/23/25	HOOP DANCING	550.00		01/09/2025	079318	P N D	SUMMER READING PROGRAM	701.701.250
DOLLAR TREE			.14844							
	202505	06/05/25	SUMMER READING PROGRAM	77.75		Schmidt		- M	SUMMER READING PROGRAM	701.701.250
	202505	06/05/25	SUMMER READING PROGRAM	20.00		Yankton Librar		- M	SUMMER READING PROGRAM	701.701.250
				97.75		*TOTAL CHECK				
			VENDOR TOTAL	97.75						
FONTENELLE FOREST			07912							
	71167	06/09/25	RAPTOR SHOW	258.50		14435275	081579	P - D	RECREATION SUPPLIES	701.701.242
KOPETSKYS ACE HDWE			.14377							
	202505	06/05/25	SUMMER READING PROGRAM	22.29		Schmidt		- M	SUMMER READING PROGRAM	701.701.250
MAY/JONATHAN R.			07898							
	71234	06/23/25	MAGIC WORKSHOP & SHOW	480.00		06/11/2025	079328	P N D	SUMMER READING PROGRAM	701.701.250
MEAD MUSEUM			07385							
	71260	06/23/25	CEMETERY WALK	500.00		06/10/2025	081585	P - D	RECREATION SUPPLIES	701.701.242
MJA CREATIVE, LLC			07915							
	71238	06/23/25	CARTOONING WORKSHOP	500.00		03/21/2025	079319	P - D	SUMMER READING PROGRAM	701.701.250
ONE OFFICE SOLUTION			.14654							
	202505	06/05/25	SUMMER READING PROGRAM	32.70		Schmidt		- M	SUMMER READING PROGRAM	701.701.250

Vendor Payment History by Fund
JUNE LIBRARY TRUST FUND

VENDOR NAME AND NUMBER CHECK# DATE DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT NAME	ACCOUNT
LIBRARY TRUST						
PRH BOOKS 800-733-3000 .21226 202505 06/05/25 BOOKS FOR DISCUSSION	384.00		Schmidt		- M BOOKS	701.701.340
RED HYDRANT INN & PLAY .20381 202505 06/05/25 SUMMER READING PROGRAM	52.75		Dobrovolny		- M SUMMER READING PROGRAM	701.701.250
VISTAPRINT .18554 202505 06/05/25 SUMMER READING PROGRAM	114.35		Yankton Librar		- M SUMMER READING PROGRAM	701.701.250
WALMART.COM 8009256278 .20386 202505 06/05/25 IMAGINATION STATION	181.98		Schmidt		- M RECREATION SUPPLIES	701.701.242
202505 06/05/25 SUMMER READING PROGRAM	66.86		Schmidt		- M SUMMER READING PROGRAM	701.701.250
	248.84	*TOTAL	CHECK			
VENDOR TOTAL	248.84					
WM SUPERCENTER #1483 .13320 202505 06/05/25 SUMMER READING PROGRAM	7.94		Yankton Librar		- M SUMMER READING PROGRAM	701.701.250
YANKTON LIBRARY FOUNDATI 07608 71264 06/23/25 CEMETERY WALK	500.00		06/10/2025	081584 P	- D RECREATION SUPPLIES	701.701.242
ZOO MAN'S ATTRACTIONS 06906 71198 06/09/25 LIBRARY PROGRAM	700.00		05/22/2025	081580 P N D	RECREATION SUPPLIES	701.701.242
LIBRARY TRUST	6,199.56	**TOTAL				

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT AND IN PROCESS	MTD POSTED AND IN PROCESS	YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND							
INTERGOVERNMENTAL REVENUES							
3380 COUNTY SHARE OF LIBRARY BUDG	20,000.00	20,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50 -----
TOTAL: INTERGOVERNMENTAL REVENUES	20,000.00	20,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50 -----
GOODS AND SERVICES							
3450 LIBRARY COPY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0
3451 NON-RESIDENT LIBRARY CARDS	8,500.00	8,500.00	1,185.00	6,115.00	2,385.00	71 -----	
3452 LIBRARY A.V. FEES	0.00	0.00	40.00	40.00	40.00	9999 -----]]]]	
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	0.00	0.00	10.00	0	
3454 SALE OF WITHDRAWN ITEMS	200.00	200.00	12.95	123.34	76.66	61 -----	
3455 OTHER-LIBRARY REVENUES	1,500.00	1,500.00	134.00	394.00	1,106.00	26 --	
3456 PC PRINTING	6,000.00	6,000.00	700.20	3,611.45	2,388.55	60 -----	
3490 SALE OF MATERIALS	100.00	100.00	10.00	10.00	90.00	10 -	
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	169.00	3,492.43	1,492.43	174 -----]]]]	
3492 OTHER TAXABLE	0.00	0.00	28.25	28.25	28.25	9999 -----]]]]	
TOTAL: GOODS AND SERVICES	18,310.00	18,310.00	2,279.40	13,814.47	4,495.53	75 -----	
FINES							
3510 COURT FINES	2,500.00	2,500.00	198.25	742.95	1,757.05	29 --	
3511 PARKING FINES	1,700.00	1,700.00	125.00	950.00	750.00	55 -----	
3520 LIBRARY FINES	500.00	500.00	17.25	171.25	328.75	34 ---	
3530 LATE FEE	0.00	0.00	0.00	2.21	2.21	9999 -----]]]]	
TOTAL: FINES	4,700.00	4,700.00	340.50	1,866.41	2,833.59	39 ---	
MISCELLANEOUS							
3610 INTEREST	40,000.00	40,000.00	32,440.12	161,448.57	121,448.57	403 -----]]]]	
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 LEASE ISSUANCE PROCEEDS	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	2,420.79	24,276.59	20,276.59	606 -----]]]]	
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	10,370.96	43,972.16	40,972.16	1465 -----]]]]	
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	131.07	631.88	868.12	42 ----	
TOTAL: MISCELLANEOUS	58,500.00	58,500.00	45,362.94	230,329.20	171,829.20	393 -----]]]]	
TOTAL: GENERAL FUND	101,510.00	101,510.00	57,982.84	256,010.08	154,500.08	252 -----]]]]	

	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	199.77	870.78	870.78-	9999 -----]]]]
3642 GRANTS	0.00	0.00	0.00	0.00	0.00	0
3660 DONATIONS FROM PRIVATE	0.00	0.00	2,621.37	17,076.70	17,076.70-	9999 -----]]]]
3661 DONATIONS SUMMER READING	0.00	0.00	20.00	20.00	20.00-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	2,841.14	17,967.48	17,967.48-	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	471,000.00	0.00	37,302.46	222,042.69	248,957.31	47 ----
102 TEMPORARY WAGES	40,000.00	0.00	5,329.05	25,298.85	14,701.15	63 -----
103 OVERTIME WAGES	750.00	0.00	8.62	494.82	255.18	65 -----
111 OASI	39,149.00	0.00	3,114.29	18,151.34	20,997.66	46 ----
121 RETIREMENT	28,305.00	0.00	2,238.68	13,334.23	14,970.77	47 ----
131 WORKMENS COMPENSATION	3,384.00	0.00	0.00	0.00	3,384.00	0
132 GROUP INSURANCE	94,178.00	0.00	4,209.18	25,465.80	68,712.20	27 --
133 UNEMPLOYMENT INSURANCE	1,214.00	0.00	9.05	218.87	995.13	18 -
TOTAL: PERSONNEL SERVICES	677,980.00	0.00	52,211.33	305,006.60	372,973.40	44 ----
OTHER CURRENT EXPENDITURES						
201 INSURANCE	14,776.00	0.00	0.00	12,878.77	1,897.23	87 -----
202 PROFESSIONAL SERVICES	17,000.00	0.00	461.72	7,439.36	9,560.64	43 ----
204 CONTRACTED SERVICES	16,000.00	0.00	1,200.00	7,200.00	8,800.00	45 ----
209 CIRCULATION MATERIALS	33,000.00	0.00	8,949.13	28,311.46	4,688.54	85 -----
211 PUBLISHING	500.00	0.00	0.00	80.00	420.00	16 -
212 RENTALS & XEROX SUPPLIES	4,500.00	0.00	762.13	3,079.81	1,420.19	68 -----
221 REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	426.98	2,573.02	14 -
223 REP. & MAINT. - BUILDINGS	6,000.00	0.00	0.00	4,569.37	1,430.63	76 -----
224 REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0
231 POSTAGE	3,800.00	0.00	664.47	2,068.78	1,731.22	54 ----
232 OFFICE SUPPLIES	8,000.00	0.00	1,353.97	4,961.51	3,038.49	62 -----
233 PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00	0
234 COPIES	0.00	0.00	0.00	0.00	0.00	0
235 SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	0.00	2,301.39	7,198.61	24 --
236 JANITORIAL SUPPLIES	3,000.00	0.00	41.47	584.48	2,415.52	19 -
242 PROGRAM SUPPLIES	5,000.00	0.00	557.37	3,188.45	1,811.55	63 -----
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	360.00	640.00	36 ---
263 TRAVEL EXPENSE	3,000.00	0.00	0.00	565.31	2,434.69	18 -
265 CONFERENCE & MEETINGS	1,500.00	0.00	200.00	1,564.00	64.00	104 -----
271 TELEPHONE	2,300.00	0.00	230.14	941.46	1,358.54	40 ----
272 ELECTRICITY	20,000.00	0.00	1,280.67	4,888.95	15,111.05	24 --
273 FUEL-HEATING	6,000.00	0.00	276.20	3,330.28	2,669.72	55 -----
274 WATER SERVICE	3,500.00	0.00	81.51	420.53	3,079.47	12 -
275 SEWER SERVICE	1,200.00	0.00	65.15	339.75	860.25	28 --
276 LANDFILL	500.00	0.00	40.00	216.00	284.00	43 ----
277 RUBBLE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	163,076.00	0.00	16,163.93	89,716.64	73,359.36	55 -----
CAPITAL OUTLAY						
301 CAPITAL REPAIR & MAINTENANCE	29,700.00	0.00	0.00	0.00	29,700.00	0

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2025 THROUGH JUN 30, 2025

	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	50,000.00	0.00	0.00	0.00	50,000.00	0
340 BOOKS	53,000.00	0.00	0.00	0.00	53,000.00	0
342 AV - CAPITAL	10,000.00	0.00	0.00	0.00	10,000.00	0
350 EQUIPMENT	2,500.00	0.00	0.00	0.00	2,500.00	0
355 COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: CAPITAL OUTLAY	145,200.00	0.00	0.00	0.00	145,200.00	0
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	986,256.00	0.00	68,375.26	394,723.24	591,532.76	40 ----
TOTAL: GENERAL FUND	986,256.00	0.00	68,375.26	394,723.24	591,532.76	40 ----

	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
209 CIRCULATION MATERIALS	0.00	0.00	463.33	463.33	463.33-	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	478.00	478.00-	9999 -----]]]]
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0
242 RECREATION SUPPLIES	0.00	0.00	2,335.68	6,239.72	6,239.72-	9999 -----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
250 SUMMER READING PROGRAM	0.00	0.00	4,196.88	5,869.92	5,869.92-	9999 -----]]]]
263 TRAVEL EXPENSE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	6,995.89	13,050.97	13,050.97-	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	0.00	0.00	0
318 ALA ACCESSIBILITY GRANT	0.00	0.00	0.00	1,584.99	1,584.99-	9999 -----]]]]
319 DIGITAL LITERACY GRANT	0.00	0.00	0.00	0.00	0.00	0
340 BOOKS	0.00	0.00	79.33-	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	79.33-	1,584.99	1,584.99-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	6,916.56	14,635.96	14,635.96-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	6,916.56	14,635.96	14,635.96-	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	44,744.81	4,075.42CR	1,652.63	46,397.44
	TOTAL CURRENT ASSETS:	44,744.81	4,075.42CR	1,652.63	46,397.44
	TOTAL ASSETS:	44,744.81	4,075.42CR	1,652.63	46,397.44
LIABILITIES AND FUND BALANCE					

CURRENT LIABILITIES:					
701.2011	ACCOUNTS PAYABLE	1,678.89CR	0.00	1,678.89	0.00
	TOTAL CURRENT LIABILITIES:	1,678.89CR	0.00	1,678.89	0.00
	TOTAL LIABILITIES:	1,678.89CR	0.00	1,678.89	0.00
FUND BALANCE:					
701.2511	FUND BALANCE - UNDESIGNATED	62,968.20CR	0.00	0.00	62,968.20CR
701.2900	REVENUE CONTROL	25,876.73CR	2,841.14CR	17,967.48CR	43,844.21CR
701.2910	EXPENDITURE CONTROL	45,779.01	6,916.56	14,635.96	60,414.97
	TOTAL FUND BALANCE:	43,065.92CR	4,075.42	3,331.52CR	46,397.44CR
	TOTAL LIABILITIES AND FUND BALANCE:	44,744.81CR	4,075.42	1,652.63CR	46,397.44CR
	TOTAL FUND:	0.00	0.00	0.00	0.00

		ANNUAL	ENCUMBERED	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET		AND IN PROCESS	AND IN PROCESS	BALANCE			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
101	GENERAL FUND								
142	COMMUNITY LIBRARY PERSONNEL SERVICES								
101	REGULAR WAGES	471,000.00	0.00	37,302.46	222,042.69	248,957.31	47	----	
J-060625-404	PAYROLL JUNE 6, 2025			18,653.72	LIBRARY-REG WAGES		P		A
J-062025-406	PAYROLL JUNE 20, 2025			18,648.74	LIBRARY-REG WAGES		P		A
102	TEMPORARY WAGES	40,000.00	0.00	5,329.05	25,298.85	14,701.15	63	-----	
J-060625-404	PAYROLL JUNE 6, 2025			1,667.91	LIBRARY-TEMP WAGES		P		A
J-062025-406	PAYROLL JUNE 20, 2025			3,661.14	LIBRARY-TEMP WAGES		P		A
103	OVERTIME WAGES	750.00	0.00	8.62	494.82	255.18	65	-----	
J-060625-404	PAYROLL JUNE 6, 2025			8.62	LIBRARY OVERTIME		P		A
111	OASI	39,149.00	0.00	3,114.29	18,151.34	20,997.66	46	----	
J-060625-404	PAYROLL JUNE 6, 2025			1,481.43	LIBRARY-OASI		P		A
J-062025-406	PAYROLL JUNE 20, 2025			1,632.86	LIBRARY-OASI		P		A
121	RETIREMENT	28,305.00	0.00	2,238.68	13,334.23	14,970.77	47	----	
J-060625-404	PAYROLL JUNE 6, 2025			1,119.75	LIBRARY-RETIREMENT		P		A
J-062025-406	PAYROLL JUNE 20, 2025			1,118.93	LIBRARY-RETIREMENT		P		A
131	WORKMENS COMPENSATION	3,384.00	0.00	0.00	0.00	3,384.00	0		
132	GROUP INSURANCE	94,178.00	0.00	4,209.18	25,465.80	68,712.20	27	--	
J-060625-404	PAYROLL JUNE 6, 2025			2,104.59	LIBRARY-GROUP INS		P		A
J-062025-406	PAYROLL JUNE 20, 2025			2,104.59	LIBRARY-GROUP INS		P		A
133	UNEMPLOYMENT INSURANCE	1,214.00	0.00	9.05	218.87	995.13	18	-	
J-060625-404	PAYROLL JUNE 6, 2025			2.83	LIBRARY-UNEMP INS		P		A
J-062025-406	PAYROLL JUNE 20, 2025			6.22	LIBRARY-UNEMP INS		P		A
TOTAL: PERSONNEL SERVICES		677,980.00	0.00	52,211.33	305,006.60	372,973.40	44	----	
OTHER CURRENT EXPENDITURES									
201	INSURANCE	14,776.00	0.00	0.00	12,878.77	1,897.23	87	-----	
202	PROFESSIONAL SERVICES	17,000.00	0.00	461.72	7,439.36	9,560.64	43	----	
M-060525-388	.16492 AT&T BILL PAYMENT	202505	Bailey	96.20	CELL DATA		-		A
M-060525-388	.19353 TUMBLEBOOKS	202505	Schmidt	383.00	TUMBLEMATH SUBSCRIPTION		-		A
R-062525-427	SCHMIDT, DANA	097066		17.48	P-CARD REIMB				A
204	CONTRACTED SERVICES	16,000.00	0.00	1,200.00	7,200.00	8,800.00	45	----	
D-060925-381	05937 J & H CLEANING SERVICES, 071173 03312722			1,200.00	JANITORIAL SERVICES	081578	P	-	A

		ANNUAL		ACT MTD POSTED	ACT YTD POSTED	REMAINING			
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE	PCT		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
101	GENERAL FUND								
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES								
209	CIRCULATION MATERIALS	33,000.00	0.00	8,949.13	28,311.46	4,688.54	85	-----	
M-060525-388	.21173 AMAZON MKTPL NZ66C5VII	202505	Dobrovolny	32.30	BOOK				A
M-060525-388	.11775 BARNES & NOBLE #2968	202505	Schmidt	123.84	BOOKS				A
M-060525-388	.21181 AMAZON MARK NZ4UY5371	202505	Dobrovolny	66.99	BOOKS				A
M-060525-388	.21181 AMAZON MARK NZ4UY5371	202505	Dobrovolny	28.90	DVDS				A
M-060525-388	.21194 AMAZON MARK NW42737S0	202505	Dobrovolny	30.48	BOOKS				A
M-060525-388	.13843 OVERDRIVE DIST	202505	Schmidt	943.28	EBOOKS				A
M-060525-388	.13843 OVERDRIVE DIST	202505	Schmidt	150.29	EBOOKS				A
M-060525-388	.21208 AMAZON RETA NW7IN9HH2	202505	Dobrovolny	3.00	BOOK				A
M-060525-388	.21212 AMAZON RETA NI2E91OF0	202505	Dobrovolny	42.09	BOOKS				A
M-060525-388	.13843 OVERDRIVE DIST	202505	Schmidt	13.25	EBOOKS				A
M-060525-388	.13843 OVERDRIVE DIST	202505	Schmidt	61.19	EBOOKS				A
M-060525-388	.13843 OVERDRIVE DIST	202505	Schmidt	1,459.02	EBOOKS				A
M-060525-388	.21042 BAKER & TAYLOR LLC	202505	Schmidt	2,596.22	BOOKS				A
M-060525-388	.21224 AMAZON MARK NI0L39ML2	202505	Dobrovolny	120.61	BOOKS				A
M-060525-388	.21224 AMAZON MARK NI0L39ML2	202505	Dobrovolny	103.06	DVDS				A
M-060525-388	.11785 CENTER POINT LARGE PRI	202505	Schmidt	145.02	LARGE PRINT BOOKS				A
M-060525-388	.13843 OVERDRIVE DIST	202505	Schmidt	1,477.43	EBOOKS				A
M-060525-388	.19327 PLAYAWAY PRODUCTS LLC	202505	Schmidt	930.83	WONDERBOOKS				A
M-060525-388	.19327 PLAYAWAY PRODUCTS LLC	202505	Schmidt	59.84	WONDERBOOKS				A
M-060525-388	.21247 AMAZON MARK NB5CK7382	202505	Dobrovolny	561.49	BOOKS				A
211	PUBLISHING	500.00	0.00	0.00	80.00	420.00	16	-	
212	RENTALS & XEROX SUPPLIES	4,500.00	0.00	762.13	3,079.81	1,420.19	68	-----	
D-062325-396	03445 A&B BUSINESS SOLUTIONS	071199	IN1267775	762.13	COPIER LEASE	081583	P	-	A
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	426.98	2,573.02	14	-	
223	REP. & MAINT. - BUILDINGS	6,000.00	0.00	0.00	4,569.37	1,430.63	76	-----	
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0		
231	POSTAGE	3,800.00	0.00	664.47	2,068.78	1,731.22	54	-----	
M-060525-388	.13094 THE LIBRARY STORE	202505	Dobrovolny	19.75	POSTAGE				A
M-060525-388	.21042 BAKER & TAYLOR LLC	202505	Schmidt	44.24	POSTAGE				A
M-060525-388	.19037 PITNEY BOWES	202505	Schmidt	515.00	POSTAGE				A
D-060925-381	05866 HANSON BRIGGS ADVERTISIN	071168	33031/35221	85.48	FREIGHT	081582	P	-	A
232	OFFICE SUPPLIES	8,000.00	0.00	1,353.97	4,961.51	3,038.49	62	-----	
M-060525-388	.21181 AMAZON MARK NZ4UY5371	202505	Dobrovolny	69.73	OFFICE SUPPLIES				A
M-060525-388	.13094 THE LIBRARY STORE	202505	Dobrovolny	215.40	OFFICE SUPPLIES				A
M-060525-388	.14654 ONE OFFICE SOLUTION	202505	Schmidt	13.60	OFFICE SUPPLIES				A
M-060525-388	.14377 KOPETSKYS ACE HDWE	202505	Schmidt	168.97	OFFICE SUPPLIES				A
M-060525-388	.21219 AMAZON MKTPL NB17A1250	202505	Dobrovolny	80.88	OFFICE SUPPLIES				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								
232	OFFICE SUPPLIES								
M-060525-388	.13320 WM SUPERCENTER #1483	202505	Yankton Librar	19.98	OFFICE SUPPLIES		-		A
M-060525-388	.21224 AMAZON MARK NI0L39ML2	202505	Dobrovolny	22.53	OFFICE SUPPLIES		-		A
M-060525-388	.21240 BUYREGISTER	202505	Schmidt	138.04	OFFICE SUPPLIES		-		A
M-060525-388	.14377 KOPETSKYS ACE HDWE	202505	Schmidt	28.90	OFFICE SUPPLIES		-		A
M-060525-388	.21247 AMAZON MARK NB5CK7382	202505	Dobrovolny	16.94	OFFICE SUPPLIES		-		A
D-060925-381	05866 HANSON BRIGGS ADVERTISIN	071168	33031/35221	579.00	NOTEPADS	081582	P	-	A
233	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00	0		
234	COPIES	0.00	0.00	0.00	0.00	0.00	0		
235	SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	0.00	2,301.39	7,198.61	24	--	
236	JANITORIAL SUPPLIES	3,000.00	0.00	41.47	584.48	2,415.52	19	-	
M-060525-388	.21224 AMAZON MARK NI0L39ML2	202505	Dobrovolny	41.47	JANITORIAL SUPPLIES		-		A
242	PROGRAM SUPPLIES	5,000.00	0.00	557.37	3,188.45	1,811.55	63	-----	
M-060525-388	.18554 VISTAPRINT	202505	Yankton Librar	58.37	PROGRAM SUPPLIES		-		A
D-060925-381	05866 HANSON BRIGGS ADVERTISIN	071168	35187	449.00	PROGRAM SUPPLIES	081582	P	-	A
D-060925-381	07048 ONWARD YANKTON	071183	03052025	50.00	POPCORN	081568	P	-	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	360.00	640.00	36	---	
263	TRAVEL EXPENSE	3,000.00	0.00	0.00	565.31	2,434.69	18	-	
265	CONFERENCE & MEETINGS	1,500.00	0.00	200.00	1,564.00	64.00-	104	-----	
D-060925-381	07895 CORNERSTONES CAREER LEAR	071165	2025236	200.00	LESSONS	081581	P	-	A
271	TELEPHONE	2,300.00	0.00	230.14	941.46	1,358.54	40	----	
M-060525-388	.18669 BLUEPEAK	202505	Yardley	169.64	PHONE		-		A
J-060625-404	PAYROLL JUNE 6, 2025			60.50	LIBRARY-TELEPHONE		P		A
272	ELECTRICITY	20,000.00	0.00	1,280.67	4,888.95	15,111.05	24	--	
M-063025-395	00455 NORTHWESTERN ENERGY - BU	202518	06/05/2025	1,280.67	ELECTRICITY		-		A
273	FUEL-HEATING	6,000.00	0.00	276.20	3,330.28	2,669.72	55	-----	
M-063025-395	00303 MIDAMERICAN ENERGY COMPA	202518	06/05/2025	276.20	FUEL		-		A
274	WATER SERVICE	3,500.00	0.00	81.51	420.53	3,079.47	12	-	
M-063025-395	00109 CITY UTILITIES	202518	5/16/2025	81.51	WATER-WW CHARGES	002642	P	-	A
275	SEWER SERVICE	1,200.00	0.00	65.15	339.75	860.25	28	--	
M-063025-395	00109 CITY UTILITIES	202518	5/16/2025	65.15	WATER-WW CHARGES	002642	P	-	A

		ANNUAL		ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
101	GENERAL FUND								
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES								
276	LANDFILL	500.00	0.00	40.00	216.00	284.00	43	----	
J-063025-436	JUNE JOURNAL ENTRIES	JE 107		40.00	DUMPSTER CHGS-JUNE 2025				A
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0		
TOTAL: OTHER CURRENT EXPENDITURES		163,076.00	0.00	16,163.93	89,716.64	73,359.36	55	-----	
CAPITAL OUTLAY									
301	CAPITAL REPAIR & MAINTENANCE	29,700.00	0.00	0.00	0.00	29,700.00	0		
320	BUILDINGS	50,000.00	0.00	0.00	0.00	50,000.00	0		
340	BOOKS	53,000.00	0.00	0.00	0.00	53,000.00	0		
342	AV - CAPITAL	10,000.00	0.00	0.00	0.00	10,000.00	0		
350	EQUIPMENT	2,500.00	0.00	0.00	0.00	2,500.00	0		
355	COVID CAPITAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0		
TOTAL: CAPITAL OUTLAY		145,200.00	0.00	0.00	0.00	145,200.00	0		
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		986,256.00	0.00	68,375.26	394,723.24	591,532.76	40	----	
TOTAL: GENERAL FUND		986,256.00	0.00	68,375.26	394,723.24	591,532.76	40	----	

		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
GRAND TOTAL		986,256.00	0.00	68,375.26	394,723.24	591,532.76	40	----

TOTAL NUMBER OF RECORDS PRINTED 109

Director's Report-July 2025

Summer Programming: It's hard to believe our 2025 Summer Reading Program is already halfway over! This summer has been very busy and very fun. We had great attendance and a wide variety of performers this month: Absolute Science (171 attendees), Birds of Prey (182), Zoo Man (191 & 268), and Magician Jonathan May (170). Pool Storytime continues to be a big hit with our three highest days have 92, 98 and 133 in attendance! We have added a few special weekend storytimes with guest readers from Connecting Cultures (Spanish Storytime) and Mrs. Bergeson (Family Storytime). We are excited to continue encouraging reading and participation throughout the month and to compare our numbers to previous years.

Kanopy: Kanopy is a streaming service that can give library users access to critically acclaimed movies, inspiring documentaries, award winning foreign films, and more. After researching the service, and in taking advantage of a promotional offer, we have decided to provide Kanopy as a service to our library users for the next 12 months. Once set up, the service can be accessed with a library card and password, similar to accessing e-books found on Libby. For the upcoming year, users will have unlimited access to the movies, documentaries and children's programming found on Kanopy. This service will be paid for with money from our audiovisual budget which we traditionally have used to buy DVDs and CD books. These formats are becoming less popular and the request for streaming services continues to increase. We are aiming to have this service live by August 1, 2025.

Library Accreditation: The South Dakota State Library offers an accreditation program for libraries within the state. Libraries can become accredited at one of three levels: essential, enhanced, and exemplary. This year our library is applying for exemplary status which requires a total of 80 standards to be met. The deadline to apply for accreditation through the South Dakota State Library is Friday, August 15. As part of the accreditation, library board members are required to complete training hours. For the highest level of accreditation (Exemplary), the board must complete a total of 45 hours of continuing education concerning library board issues, with a maximum of 30 of those hours being obtained online. Board members have now logged 45 training hours. Those hours have been submitted in advance to the SD State Library ensure that all training hours are approved. Thank you for your work and dedication to this process.

Upcoming Closed Date: The library will be closed on Saturday, August 16 during Yankton's celebration of Riverboat Days.

The library is operating its summer business hours through Labor Day, Monday, September 1:

Monday & Tuesday: 9am-8pm

Wednesday & Thursday: 9am-6pm

Friday & Saturday: 9am-5pm

Sunday: Closed

Next Meeting: The next regularly scheduled Library Board of Trustees meeting will be held on Wednesday, August 13 at 5:30pm in the YCL meeting room or online at <https://global.gotomeeting.com/join/541968125>

JUNE 2025 USAGE & CIRCULATION STATISTICS





Total Circulation Statistics*				Public Computer Use			
	2025	2024	2023		2025	2024*	2023
Adult	7,392	7,073	7,468	Uses	454	361	565
Juvenile	6,345	5,827	5,891	Hours	336.5	238	345
Total	13,737	12,900	13,359	*Software not accurately counting stats this month.			
*Includes physical collection, ILL, and eBooks				WiFi Usage			
	2025*	2024	2023	Sessions	225	862	908
				Total Session Hours	247.5	1250	1,184
				Unique Users	128	224	274
				*WhoFi was offline part of June			
Physical Collection Circulation				Meeting Room Use			
	2025	2024	2023		2025	2024	2023
Adult	4,369	4,413	5,192	Library Uses	36	46	47
Juvenile	5,943	5,416	5,551	Library Hours	119	135.5	132
Total	10,312	9,829	10,743	Non-Library Uses	14	23	18
				Non-Library Hours	21	39	25
Interlibrary Loan				Study Room Use			
	2025	2024	2023		2025	2024	2023
Requested	97	83	102	Uses	51	28	12
Supplied	29	21	25	Hours	82	50.5	27
Total	126	104	127				
Electronic Resources				Notary			
	2025*	2024	2023		2025	2024	2023
OverDrive Adult	2,897	2,556	2,149	Requests	12	2	NA
OverDrive Juvenile	402	404	337				
TumbleBooks Views	18	7	3				
TumbleMath Views	10	NA	NA				
Total	3,327	2,967	2,489				
				*Removed Tumble stats from total circulation			
Adult Outreach				Proctor			
	2025	2024	2023		2025	2024	2023
Locations	8	10	9	Tests	3	1	1
Patrons	44	38	44				
Circulations	123	136	160				
Toy Lending Library Checkouts				Genealogy Requests			
	2025	2024	2023		2025	2024	2023
Toy Bins	24	24	NA	Patrons	1	0	1
				Hours	1	0	1.00
				*Microfilm out to be digitized.			
Current Cards				Teacher Requests			
	2025	2024	2023		2025	2024	2023
Resident	4,096	4,570	4,029	Patrons	0	0	0
Non-Resident	278	266	224				
Mount Marty	26	23	19				
Teacher	47	51	45				
Yankton County	908	935	832				
Total	5,355	5,845	5,149				
				Courier			
					2025	2024	2023
				Total Incoming	143	97	143
				Total Outgoing	160	167	158
				Total	303	264	301

JUNE 2025 USAGE & CIRCULATION STATISTICS

New Cards				Collection			
	2025	2024	2023		2025	2024	2023
Resident Adult	61	60	74	Items Added	560	392	465
Resident Youth (<18)	12	15	10	Items Deleted	619	235	140
County	16	19	19	Total Collection	85,215	85,695	NA
County (Households)	10	12	15				
Non-resident	14	9	7	Curbside Pick-Ups			
Non-resident (households)	11	7	6		2025	2024	2023
Total New Cards	103	103	110		3	5	4
Total New Households	21	19	21				
				Food For Fines			
30 Day Trial Cards					2025	2024	2023
	2025	2024	2023		54	76	106
30 Day Trial Cards	3	5	8	Book a Librarian			
Online Signup	1	1	0		2025	2024	2023
Total	4	6	8	Time (minutes)	125	90	290
				Number of Sessions	5	7	9
Social Media Follows							
	2025	2024	2023	Pass Checkouts			
Facebook	3,532	3,239	NA		2025	2024	2023
Instagram	440	392	NA	State Park Pass	17	7	5
Youtube	167	92	NA	Mead Museum Pass	11	5	5
Total:	4,139	3,723	NA	Summit Pass	54	14	12
				Huether Pass	157	150	100
				Summer Reading Registration			
					2025	2024	2023
					1,032	805	517
				Door counters:	East Entrance:	South entrance:	Total:
					NA*	6,132	6,132
				*Issue with East door counter			

Yankton Community Library • July 2025

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Storytime @ Pool 10:30 am Squeegee Art 2 pm	2 Stay & Play 9 am—11 am Fil Fashion Contest 2 pm	3 Storytime @ Pool 10:30 am LEGO Club 2 pm Poetry Buffet 3:30 pm	4 Closed in observance of Independence Day	5 
6  Closed	7 Starr Chief Eagle (Riverside Park) 6 pm	8 Storytime @ Pool 10:30 am Northern Lights Art 2 pm Seed Library 2 pm & 6 pm	9 Stay & Play 9—11 am Writing Workshop 10:30 am Constellation Stories 2 pm Library Board Meeting 5:30 pm Books & Beers 6:30 pm	10 Storytime @ Pool 10:30 am LEGO Club 2 pm Mosaic Tiles 3:30 pm	11 Junie B. Jones Party 10 am	12 Friends of the Library Book Sale 9 am—1 pm
13 Closed 	14 Mike Artell Cartooning Workshops Grades K-3 5:30 pm Grades 4-12 6:30 pm	15 Storytime @ Pool 10:30 am Pinewood Derby Cars & Pennants 2 pm Adult Craft: Sketching Class 6 pm**	16 Stay & Play 9 am—11 am Editing Workshop 10:30 am Messy Art Day 2 pm	17 Storytime @ Pool 10:30 am LEGO Club 2 pm Fairy Houses 3:30 pm	18 Tie Dye Friday* 10 am (Rain date 7/21)	19 Therapeutic Writing Group 10 am Family Storytime w/ Mrs. Bergeson 3 pm J. White Live Painting 5 pm
20 Closed 	21 James Wedgwood Ventriloquist 6 pm	22 Storytime @ Pool 10:30 am Woven Rainbows 2 pm	23 Stay & Play 9 am—11 am Editing Workshop 10:30 am Puppet Filmmaking 2 pm	24 Storytime @ Pool 10:30 am LEGO Club 2 pm Woven Bookmarks 3:30 pm	25 	26 Spanish Storytime with Connecting Cultures 10 am
27 Closed	28 Closing at 5 pm Finale PARTY (Riverside Park) 5 pm—7:30 pm	29 Storytime @ Pool 10:30 am Conversational Spanish 6 pm	30 Stay & Play 9 am—11 am Submission Workshop 10:30 am	31 Storytime @ Pool 10:30 am LEGO Club 2 pm Last day to log reading on Beanstack!	Beanstack  https://tinyurl.com/mux5tkrp	

Confidentiality Policy

The policy of the Yankton Community Library is to protect the privacy of those who use the library. Staff members and volunteers shall protect information about library patrons, their requests for information and materials, the online sites and resources they access, and their loan transactions. Such information will not be transmitted to individuals or to any private or public agency without an order from a court or as otherwise required by law.

The Yankton Community Library abides by the following South Dakota Codified Law in dealing with the confidentiality of library records:

South Dakota Code

14-2-51. Confidential library records

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.

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 seek legal advice before complying with the order.

Privacy of Patron Records Policy

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.

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) Restricted or Privileged

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 the City's attorney before complying with the order.

The amount of outstanding fines, fees, and other charge totals may be shared with 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 totals 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.

Yankton Community Library Technology Plan

Library Mission Statement

The mission of the Yankton Community Library is to uphold the public's freedom of access to information by providing a dynamic collection in a variety of formats and technologies, and responding to the needs of the community through timely services and programs.

Technology Vision Statement

The Yankton Community Library (YCL) strives to be a technological leader in the community in order to provide opportunities to bridge the digital divide that is still very present in rural communities. By providing opportunities to utilize technology and receive training, the Library helps provide equitable access to technological opportunities to all citizens of the Yankton area.

Current Technology Assessment

*Indicates items available for patron checkout.

- 11 staff desktop computers
- 5 staff laptop computers
- 10 public access desktop computers with time management software (Envisionware)
- 2 public access printing, scanning, and online catalog computer stations
- 2 dedicated online catalog computer stations
- 1 dedicated print release station computer with coin-op machine
- 1 dedicated self-checkout station computer
- 1 iPad for staff use
- 1 tablet for staff use
- 5 tablets for public/program use
- Telephone and voicemail system with ten staff phones and one patron phone
- Fax machine with ~~sending and receiving capabilities for staff and patrons~~ scanning/copying/printing capabilities
- 2 staff printers/scanners
- 1 patron printer and copier with print management software
- 2 microfilm readers with printers ~~for staff and patron use~~
- ~~3~~ 2 scanners available for patron use
- 6 receipt printers
- WiFi system with multiple access points
- Large screen television in Meeting Room ~~for use in presentations and programs~~
- WiiU Gaming System and Wii Gaming System ~~for use in library programs~~
- ~~DVD cleaning system for library and patron use~~
- Vibe board
- Staff call button
- Bluetooth speaker ~~for programming~~
- Google calendar for ~~space~~ scheduling meeting spaces
- Meeting Owl
- Restroom smoke detectors
- 2 small charging stations and cords ~~for patron use~~
- ~~5~~ 4 laptops ~~for checkout~~ *
- 5 hotspots ~~for checkout~~ *
- 2 LCD video projectors ~~available for staff and patron use~~ *
- 1 overhead and 1 opaque projector ~~available for staff use and patron rental~~ *

- 2 public address systems ~~for staff use and patron rental~~ *
- External CD drive ~~for staff and patron use~~ *
- 2 NASA Backpacks ~~available for checkout~~ that each include a coding mouse and a telescope *
- Light therapy lamps *
- Karaoke machine ~~for programming and/or checkout~~ *

Current Digital Library Resources

- Windows 10~~1~~ operating system and Microsoft Office on all staff and patron computers
- Atrium Integrated Library System through Booksystems, Inc. **including Online Public Access Catalog (OPAC) and Librista App**
- eBooks and eAudiobooks for all ages which are ~~downloadable~~ **accessible** through a variety of platforms
- Beanstack online platform for tracking **reading** programs ~~such as Summer Reading and logging books~~
- Digitized microfilm database website
- DMV practice tests
- ~~Dozens of South Dakota State Library databases including newspaper access, genealogy resources, car repair manuals, language instruction courses, and much more~~
- GoToMeeting software for conducting virtual meetings
- Social media pages ~~for library information~~ including Facebook, ~~Pinterest~~, Instagram & Twitter
- Website
- ~~Online Public Access Catalog (OPAC)~~
- Staff email accounts
- **Streaming video content via Kanopy**

Identified Technologies for Library to Explore in the Future

- **Priorities for the next three years**
 - a. Security Cameras
 - b. Wireless printing
 - c. Overhead mounted projector in Meeting Room
 - d. Credit/debit card payment system
 - e. Additional smoke detectors
 - f. **Artificial Intelligence (AI) technology**
- RFID Checkout
- Virtual Reality (VR) Technology
- 3D Printing Technology
- Digital Microfilm Reader/Printer
- Overhead scanner for preservation materials
- **Additional** digitized microfilm/yearbooks/historical library documents
- ~~Large Computer Lab~~

- Portable laptop bank
- Replacement schedule for staff and public computers
- Kid-friendly educational computer programs/software/devices
- Panic Button
- Video gaming system upgrades

Technology Goals and Objectives

I. People will think of the Library as a technology leader and resource in the community.

- Actively seek additional funding to meet technology needs not possible through our current budget.
- Actively promote our Digital Library and resources such as free WiFi.
- Stay on top of maintaining the Library's website and social media channels.
- Continually evaluate staff and patron needs and satisfaction to plan for hardware or software upgrades to improve productivity and quality of service.

II. Patrons of the Library will encounter a library technology infrastructure that provides them with the information they need.

- ~~Maintain technology and support teams and add staff if needed~~
- Maintain reliable high-speed wireless Internet access
- Provide fast and reliable, user-friendly computers for public and staff access to the Internet, the library catalog and other software applications.
- Provide access to non-computer technology needs such as fax machines, microfilm readers, photocopiers, projectors, **scanners** and more, as needed.

III. People will encounter staff who are knowledgeable about technology and able to guide them in its use to support life-long learning needs.

- ~~Improve technology training for the public either by utilizing staff time and abilities, attending technology conferences/trainings or contracting with a database that can provide training opportunities.~~
- ~~Empower staff by improving enhance their technology skills. and Encouraging continual training and learning of new technologies for all levels of library staff by providing time and direction.~~
- Assign library staff to troubleshoot issues and act as liaisons to City IT staff. Provide continual training to those staff in order to improve technology experiences for the public.**
- Develop tutorials and training materials to facilitate learning of new technologies.
- Foster a positive learning environment for ongoing technological change by maintaining open lines of communication and sharing information and technical skills.
- ~~Enhance~~ **Continue to offer** one-on-one technology assistance from staff and volunteers.
- Provide basic classes for technology training including how to use the library's digital resources, internet/email basics, and how to stay safe online.

IV. Maintain flexibility and readiness to adapt to new and changing technologies.

- ~~Review and investigate technology to improve~~ **provide exemplary** library services **and experiences.** ~~which may include research and reference databases.~~
- Stay aware of changing and emerging technologies by reviewing professional publications, attending conferences, and monitoring social media.

Training Needs

The library will encourage staff participation in training workshops, conferences, and webinars related to technological advancement. This knowledge is fundamental in serving our patron base as well as effectively executing other areas of our jobs.

Technology Budget

The library does not purchase its computers as they are included in a line item in the City's IT budget. All computers are replaced on a rotating schedule set up through the IT department.

The library will maintain updated computers in order to meet our vision of being a technological leader in the Yankton community. In addition to this, we will continue to search for additional funding in the form of grants, gifts, and endowments.

Library databases have typically ~~traditionally~~ been handled through the ~~South Dakota~~ State Library, but YCL is beginning to evaluate ~~important~~ options that are available at reasonable prices to provide directly to our patrons by absorbing the costs into the Professional Services portion of our operating budget. ~~When we've had success with new databases, we will advocate for their purchases at the State Library level.~~

Evaluation

We will evaluate this plan by reviewing and revising it ~~annually~~ ~~regularly~~ with the Board of Trustees. Patron satisfaction with software and other technology provided by the Library will be assessed through library surveys, the annual City community wide survey, usage statistics, and patron comments or suggestions.

Telephone/Cell Phone Use

The telephone system at the Yankton Community Library is in place as a daily business tool. However, staff will accept calls on a limited basis (no collect calls) from individuals inquiring about the whereabouts of individuals, which may include minor children.

Staff may ask the caller's name and let them know we can check if that individual is in the library. Staff should not let the caller know if the individual is in the library or not for privacy reasons. Staff may then check the premises and, if found, let the individual know they have a phone call and who is calling.

The library maintains a telephone in the lobby for individual use at no charge for local calls. Long distance calls are not available on this phone. Use of the telephone by individual users is restricted to ten minutes per day. Abuse of that telephone regarding physical damage to the phone or use of profane, threatening or abusive language while using the phone may result in restricted access to the telephone by that particular user.

Cell phones can be used in the library but users are required to follow these guidelines:

- Turn off your ringer or set it to vibrate.
- If you must answer your cell phone, do so quietly and discreetly.
- Take extended conversations and personal calls to the entry way or outside the library.
- If using the phone for watching videos or playing games, the volume must be off or patrons must use earbuds or headphones.

Rules of Conduct

Yankton Community Library (YCL) strives to maintain a safe, inviting, comfortable, clean environment for all library users. The Rules of Conduct are enforced on all YCL property, inclusive of the interior facilities, grounds and parking lot. All library users are expected to behave in a civil, respectful manner to staff and other library users.

Conduct not allowed on library property:

1. Verbally, physically, or sexually threatening or harassing other users, volunteers, or staff, including stalking, loitering, offensive touching and obscene acts such as sex acts and indecent exposure.
2. Inappropriate use of grounds, furniture or equipment.
3. Illegal activities.
4. Being in the Library without shoes or a shirt, or being otherwise attired to be disruptive to the Library environment.
5. Offensive body odor.
6. Excessive loudness, extreme outbursts or disruptive noises.
7. Not actively supervising children in your care (refer to the Unattended Child Policy).
8. Abuse of Library rules/policies or general loitering.
9. Using wheeled devices in the Library including skateboards, skates, bikes, scooters (except for baby strollers and ADA-assistive devices; e.g., wheelchairs).
10. Smoking, chewing and other tobacco or nicotine product use including vaping and e-cigarettes.
11. Being under the influence of alcohol/illegal drugs, and selling, using, or possessing alcohol/illegal drugs.
12. Lying down or sleeping.
13. Blocking aisles, exits, or entrances.
14. Leaving possessions unattended.
15. Bringing pets or animals, other than service animals necessary for disabilities or involved in preapproved Library programming into the Library. Animals in the Library must not be disruptive or aggressive.
16. Trespassing in non-public areas or being in the Library without permission of an authorized Library employee before or after Library hours.

Food and Beverages

Beverages in containers with lids are permitted in all areas of the Library. Food items must be consumed in seating areas and are not permitted near computers or library materials. Trash should be disposed of properly.

Cell phones and personal devices

These items should be set to silent/vibrate when in the library. Headphones/earbuds should be used if viewing videos or playing games. Phone conversations should be short and discreet or taken outside of the library.

Library staff has the authority and responsibility to enforce these rules as they see fit. Enforcement of these rules will be conducted in a fair and reasonable manner. Local law enforcement may be called if patrons are abusive or unresponsive to the restrictions prescribed by staff on a per incident basis. Repeated violations of these Rules of Conduct may result in a notice of "no trespass". Noncompliance with this policy will result in revocation of computer privileges and/or Library use privileges. Illegal use may be subject to prosecution. If a patron feels that they were wrongly banned from computer or library privileges, they may request to be added to the agenda of the next regularly scheduled Library Board meeting. There they may present a letter explaining why they feel the decision was wrong and asking the Board to reverse the ban. The Board will then decide on whether or not to uphold the ban based on a majority vote of the quorum.

Library Photography and Video 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. This requires the library to maintain policies that protect the privacy of patrons and staff members and ensures their freedom from harassment, intimidation, and threats to their safety and well-being. In order to provide appropriate safeguards against such behavior and enforce policies and procedures addressing that behavior when it occurs, YCL has adopted the following policy regarding the taking of photographs or videos inside and outside the library building.

General Policy

Photography and filming are allowed in the public spaces of YCL subject to the policies stated herein.

Photographers/videographers are asked to be respectful of other library users and to observe the following:

- Refrain from disturbing other library users. Any persons filming, photographing, and/or recording on library premises have sole responsibility for gaining all necessary releases and permissions from persons who are filmed, photographed or recorded.
- Taking photos/video of copyrighted (or otherwise protected) materials for the purpose of redistribution is not permitted and may be subject to legal action by the copyright holder.
- Members of the media are asked to notify the Library Director prior to or upon entering the library to alert staff of the intent to photograph or video inside the library. When possible, staff in the facility will be notified in advance to avoid potential interruption of library services and operations.

Persons taking photographs and videos shall not:

- Compromise or disrupt the right to privacy of any patron or staff member
- Harass, intimidate, or threaten a patron or staff member
- Block library aisles, walkways, doors, or exits
- Enter, attempt to enter, or remain in any area marked "STAFF ONLY" without express prior written permission
- Take photographs or video of areas designated "STAFF ONLY"
- Take photographs, video, or audio of any person in a restroom
- Engage in activity that disrupts or interferes with:
 - the normal operation or administration of YCL business;
 - the lawful use by YCL staff and patrons of YCL facilities;
 - YCL permitted activities.

Exterior Photography and Videos

Taking photographs and videos outside of the library building and/or of the library grounds does not require permission. However, the activity may not impede patrons or staff entering or exiting the library building and must abide by the General Policy outlined above.

Library Photography, Videos, and Recording

The Library reserves the right to document its services and the public's use of the Library building and grounds. These photographs, videos, and audio recordings may be copied, displayed, televised, and published (including on any Library web site or social media site). Any individual that does not wish the Library to use a photograph or video of them or their child should inform a Library staff member prior to or while such photographs or videos are being taken. Library staff will make every effort to notify members of the public when photography and video recording is taking place.

Right to Enforce Compliance with Policy

No person shall refuse or fail to obey any Reasonable Directive of Library management as it pertains to any violation of this policy. Reasonable Directives include but are not limited to:

- Requests to cease taking photographs or video
- Requests to leave any restricted area
- Requests to leave YCL property when it is determined that any violation of this policy is severe or substantial.

Codified Laws

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PREVIOUS

NEXT

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PRINTER FRIENDLY

14-2-43. Quarters for library--Location--Selection and approval.

Each local governmental unit shall provide and maintain quarters for its public library. Such quarters shall be accessible to and conveniently located for all citizens of the area to be served and shall be selected by the board of public library trustees and approved by the governing body.

Source: SDC 1939, §§ 12.2503, 45.3104; SL 1959, ch 167, § 6; SDC Supp 1960, § 29.03A06 (5); SDCL, §§ 14-2-17, 14-3-12, 14-4-11; SL 1976, ch 143, § 17.

HOW MUCH IS YOUR LIBRARY CARD WORTH?

\$20
PER YEAR
for Yankton County
Residents



AVERAGE COST PER YEAR:	WITHOUT A LIBRARY CARD	WITH A LIBRARY CARD
HOTSPOT	\$300	\$0 1-week checkout
LAPTOP	\$350	\$0 1-week checkout
HUETHER FAMILY AQUATICS CENTER SEASON PASS X4	\$284	\$0 1-day entry once per month for 2 adults and 6 kids
MEAD MUSEUM FAMILY PASS	\$50	\$0 1-day entry twice per 12-month period
SD STATE PARK PASS	\$40	\$0 3-day entry once per month for 12 months
MAGAZINE SUBSCRIPTION	\$79 /per magazine	\$0 1-week checkout
TOY OR LEGO KITS	\$20	\$0 2-week checkout
NASA BACKPACK	\$254	\$0 2-week checkout
BOOKS	\$30 /per book	\$0 3-week checkout
eBOOKS (KINDLE UNLIMITED)	\$144	\$0 3-week checkout
eAUDIOBOOKS (AUDIBLE)	\$96	\$0 3-week checkout
AVERAGE STREAMING SERVICE	\$180	\$0 DVD s and TV series 1-week checkout
DISC GOLF OR PICKLEBALL KITS	\$60	\$0 1-week checkout
GRAND TOTAL	\$1897+ per year	OR \$20 per year



- AND THERE'S MORE YOU CAN'T PUT A PRICE ON!**
- EDUCATIONAL AND ENTERTAINING PROGRAMMING FOR ALL AGES
 - PRINTING/COPYING
 - ILL SERVICES
 - MEETING SPACE
 - SEED LIBRARY
 - NEWSPAPERS
 - TECH CLASSES
 - STUDY SPACE
 - TECH RENTALS
 - NOTARY
 - THEMED PARTIES
 - STORYTIME
 - AFTER SCHOOL PROGRAMS
 - BOOK-A-LIBRARIAN
 - TEST PROCTORING
 - OUTREACH