

William K. Kohrs Memorial Library  
Board of Trustees Meeting Agenda  
February 18, 2021

The regular meeting of the Wm. K. Kohrs Memorial Library trustees will be Thursday, February 18, 2021 at 4:00 pm in the library meeting room. The agenda is posted in the library and at City Hall.

Library Board of Trustees Candidate interviews

4:00 pm Jesse Mullen

4:15 pm Kathy Bair

Opening:

Call to order / attendance

Adoption of the agenda

Public comment

Minutes of previous meeting approval

Claims for February approval

Reports:

Budget

Unfinished Business:

Foundation audit

New Business:

Closing:

The next regular meeting will be Thursday, March 18, 2021 at 4:00 pm in the library meeting room.

Meeting adjourns.

William K. Kohrs Memorial Library  
Board of Trustees  
Meeting Minutes  
January 21, 2021

Attendance:

Board members: Val Ericson, Warner Bair, Jami Eads  
City council: Amanda Bohrer  
Staff: Cindy Grieshaber

Call to order: Warner called the meeting to order at 3:52 pm.

Adoption of the Agenda: Jami moved to adopt the agenda. Val seconded the motion. The agenda was adopted unanimously.

Public comment: There was no public comment.

Minutes from previous meeting: Jami moved to approve the minutes from the previous meeting. Val seconded the motion. The minutes were approved unanimously.

Claims for January: Val moved to approve the claims for January. Jami seconded the motion. The claims were approved unanimously.

Reports:

Foundation: There were no Foundation members present. The Foundation's last meeting was December 14 2020. Cindy Grieshaber attended the last meeting.

The next Foundation meeting is scheduled for March 8, 2021 at 5:30 pm

Budget: Cindy presented an update on the current state of the library budget. As of December we have finished 50% of the fiscal year, with 53% of revenue in, spending is at 48%.

Unfinished business:

Foundation audit: Steve Owens contacted Mary Ann after receiving Warner's letter about the Foundation audit. Steve told Mary Ann that all Foundation records are in the file cabinet at the library and can be accessed by anyone at anytime. Warner is working on a plan to resolve the issue of the audit. He will email his plan to all library trustees and the director for review prior to the next board meeting.

New Business: Warner believes the previous Friends of the Library's 501C3 is still active and can be used by a new Friends group. Jami will work with Amanda to determine what steps are required to start a new Friends group.

Val is applying for training for the Association for Small and Rural Libraries. Warner will give her a letter of recommendation.

Deb Benes emailed her letter of resignation from the board effective immediately. Val will head the interview committee for a new trustee.

Closing: The meeting adjourned at 4:30 pm.

The next regular meeting of the Library Board of Trustees will be Thursday, February 18, 2021 at 4:00 pm in the library meeting room.

William K. Kohrs Memorial Library  
Library Statistics January 2021

People count: 1958

Children's programs: 5 programs, 68 in attendance

Preschool storytime: 25 children, 18 adults

Avon School: 25 children

Meeting room usage: 103

Computer users: 154

New library cards issued: 11

Photocopies: 729

Montana Library 2 Go: 521

Interlibrary Loans:

Borrowed in state: 15

Borrowed out of state: 6

Loaned in state: 5

Loaned out of state: 5

Children's materials: 407

Total Checkouts: 1701



WILLIAM K. KOHRS LIBRARY BUDGET REPORT FYE 2021

REVENUE

Column1	EXPECTED	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	TOTALS	%
TAXES REAL	\$ 56,000.00	\$ 891.97	\$ 506.05	\$ 110.98	\$ 604.03	\$ 30,588.91	\$ 2,622.01							\$ 35,323.95	63%
PERSONAL	\$ 1,100.00	\$ 17.53	\$ 12.07	\$ 58.24	\$ 6.60	\$ 51.33	\$ 12.02							\$ 157.79	14%
PENALTY	\$ 300.00	\$ 79.31	\$ 62.93	\$ 17.18	\$ 6.66	\$ 3.19	\$ 25.66							\$ 194.93	65%
GROUP TOT.	\$ 57,400.00	\$ 988.81	\$ 581.05	\$ 186.40	\$ 617.29	\$ 30,643.43	\$ 2,659.69							\$ 35,676.67	62%
FRANCHISE	\$ 18,000.00														
STATE	\$ 11,560.00		\$ 2,890.41			\$ 2,890.41								\$ 5,780.82	50%
LOCAL	\$ 1,947.00			\$ 2,034.69										\$ 2,034.69	105%
COUNTY	\$ 6,000.00	\$ 6,000.00												\$ 6,000.00	100%
GROUP TOT.	\$ 19,507.00	\$ 6,000.00	\$ 2,890.41	\$ 2,034.69	\$ 2,890.41									\$ 13,815.51	71%
LIB REV	\$ 2,500.00	\$ 120.00	\$ 178.75	\$ 320.50	\$ 249.20		\$ 406.20	\$ 141.05						\$ 1,415.70	57%
LIB DON.	\$ 8,500.00	\$ 275.00	\$ 2,225.00	\$ 665.00	\$ 3,473.95		\$ 1,070.00	\$ 525.00						\$ 8,233.95	97%
GROUP TOT.	\$ 11,000.00	\$ 395.00	\$ 2,403.75	\$ 985.50	\$ 3,723.15		\$ 1,476.20	\$ 666.05						\$ 9,649.65	88%
Invest. Earn.	\$ 400.00	\$ 10.15	\$ 6.43	\$ 5.00	\$ 4.71	\$ 2.83	\$ 6.03							\$ 35.15	9%
TOTALS	\$ 106,307.00	\$ 6,395.00	\$ 3,402.71	\$ 4,463.39	\$ 5,949.24	\$ 622.00	\$ 35,012.87	\$ 3,331.77						\$ 59,176.98	56%

EXPENSES

	BUDGET	8%	16%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%		
110	\$ 62,500.00	\$ 4,164.10	\$ 5,151.50	\$ 5,292.78	\$ 4,782.58	\$ 5,355.48	\$ 5,057.54	\$ 5,243.74						\$ 35,047.72	56%
141	\$ 340.00	\$ 22.89	\$ 28.33	\$ 29.10	\$ 26.30	\$ 29.46	\$ 27.82	\$ 28.84						\$ 192.74	57%
143	\$ 3,800.00	\$ 258.18	\$ 319.40	\$ 328.16	\$ 296.53	\$ 332.03	\$ 313.57	\$ 325.11						\$ 2,172.98	57%
144	\$ 4,900.00	\$ 317.37	\$ 404.76	\$ 415.62	\$ 372.41	\$ 418.09	\$ 391.96	\$ 409.24						\$ 2,729.45	56%
145	\$ 10,560.00	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75						\$ 6,158.25	58%
147	\$ 275.00	\$ 16.33	\$ 20.49	\$ 21.05	\$ 19.02	\$ 21.31	\$ 20.12	\$ 39.58						\$ 157.90	57%
148	\$ 900.00	\$ 60.39	\$ 74.71	\$ 76.75	\$ 69.36	\$ 77.65	\$ 73.33	\$ 76.03						\$ 508.22	56%
200	\$ 2,000.00	\$ 164.93	\$ 144.99	\$ 444.89	\$ 35.55	\$ 279.93	\$ 66.11							\$ 1,136.40	57%
226	\$ 4,500.00	\$ 8.98	\$ 134.91	\$ 46.74	\$ 663.66	\$ 700.61	\$ 268.17	\$ 325.05						\$ 2,139.14	48%
310	\$ 1,200.00	\$ 8.98	\$ 73.36	\$ 78.52	\$ 70.02	\$ 40.24	\$ 79.48	\$ 87.82						\$ 438.42	37%
330	\$ 2,200.00		\$ 1,453.54											\$ 1,453.54	66%
341	\$ 5,800.00	\$ 479.00	\$ 479.00	\$ 479.00	\$ 479.00	\$ 479.00	\$ 306.00	\$ 306.00						\$ 3,007.00	52%
343	\$ 1,300.00	\$ 104.94	\$ 107.82	\$ 107.82	\$ 104.94	\$ 102.06	\$ 102.06	\$ 104.94						\$ 734.58	57%
350	\$ 250.00														0%
360	\$ 5,000.00	\$ 108.00	\$ 480.00	\$ 384.00	\$ 448.00	\$ 204.00	\$ 1,199.00	\$ 242.00						\$ 3,065.00	61%
370	\$ 100.00														0%
510	\$ 500.00	\$ 500.00												\$ 500.00	100%
TOTALS	\$ 106,125.00	\$ 7,084.86	\$ 9,752.56	\$ 8,584.18	\$ 8,247.12	\$ 8,919.61	\$ 8,784.91	\$ 8,068.10						\$ 59,441.34	56%