

William K. Kohrs Memorial Library
Board of Trustees Meeting Agenda
April 15, 2021

The regular meeting of the Wm. K. Kohrs Memorial Library trustees will be Thursday, April 15, 2021 at 4:00 pm in the library meeting room. The agenda is posted in the library and at City Hall.

Opening:

- Call to order / attendance
- Adoption of the agenda
- Public comment
- Minutes of previous meeting approval
- Claims for April approval

Reports:

- Budget

Unfinished Business:

- Foundation audit
- Friends of the Library

New Business:

- Budget draft FYE 2022

Closing:

The next regular meeting will be Thursday, May 20, 2021 at 4:00 pm in the library meeting room.

Meeting adjourns.

William K. Kohrs Memorial Library
Board of Trustees
Meeting Minutes
March 18, 2021

Attendance:

Board members: Warner Bair, Jami Eads, Mary Ann Fraley, Kathy Bair
City council: Amanda Bohrer
Staff: Cindy Grieshaber

Call to order: Warner called the meeting to order at 4:00 pm.

Adoption of the Agenda: Jami moved to adopt the agenda. Mary Ann 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. Mary Ann seconded the motion. The minutes were approved unanimously.

Claims for March: Mary Ann moved to approve the claims for March. Jami seconded the motion. The claims were approved unanimously.

Reports:

Budget: Cindy presented an update on the current state of the library budget. As of February 28 we have finished 67% of the fiscal year, with 57% of revenue in, spending is at 64%.

Foundation: The Library Foundation met March 2. The Foundation is donating \$1000.00 to the library to purchase books. The Foundation has a quote to upgrade the library's security system to include fire alert. The quote is from Dynamark for \$4,800.00. The next meeting is June 1, 2021.

Unfinished business:

Foundation audit: Warner led a discussion on resolving the issue with the Foundation audit. The estimate to have a CPA conduct an audit is \$8,000.00 - \$12,000.00. The Board agreed that the estimate is prohibitively expensive. Mary Ann made a motion to appoint Kathy Bair to conduct an audit for the Board. Jami seconded the motion. The motion passed unanimously. Kathy will not receive compensation for the audit. Mary Ann and Kathy will meet with Steve Owens to request financial records.

New Business:

Book Banning: The Board reviewed the library's policy for removal of materials from the collection. The Board agreed that the policy is good and did not make any changes.

Friends of the Library: Amanda and Jami are working on establishing a new Friends of the Library. They had considered joining the Friends with the Youth Board, but have decided that is not feasible. They may be able to use the 501c3 status of the previous Friends if it is still active.

Closing: The meeting adjourned at 5:00 pm.

The next regular meeting of the Library Board of Trustees will be Thursday, April 15, 2021 at 4:00 pm in the library meeting room.

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	\$ 331.62	\$ 445.75					\$ 36,101.32	64%
PERSONAL	\$ 1,100.00	\$ 17.53	\$ 12.07	\$ 58.24	\$ 6.60	\$ 51.33	\$ 12.02	\$ -	\$ 14.26					\$ 172.05	16%
PENALTY	\$ 300.00	\$ 79.31	\$ 62.93	\$ 17.18	\$ 6.66	\$ 3.19	\$ 25.66	\$ 19.74	\$ 13.75					\$ 228.42	76%
GROUP TOT.	\$ 57,400.00	\$ 988.81	\$ 581.05	\$ 186.40	\$ 617.29	\$ 30,643.43	\$ 2,659.69	\$ 351.36	\$ 473.76					\$ 36,501.79	64%
FRANCHISE	\$ 18,000.00							\$ 20,514.24						\$ 20,514.24	114%
STATE	\$ 11,560.00		\$ 2,890.41			\$ 2,890.41			\$ 2,890.41					\$ 8,671.23	75%
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	\$ 2,890.41	\$ 2,890.41	\$ 2,890.41	\$ 2,890.41					\$ 16,705.92	86%
LIB REV	\$ 2,500.00	\$ 120.00	\$ 178.75	\$ 320.50	\$ 249.20	\$ 406.20	\$ 141.05	\$ 308.10	\$ 218.00					\$ 1,941.80	78%
LIB DON.	\$ 8,500.00	\$ 275.00	\$ 2,225.00	\$ 665.00	\$ 3,473.95	\$ 1,070.00	\$ 525.00	\$ 375.00	\$ 125.00					\$ 8,733.95	103%
GROUP TOT.	\$ 11,000.00	\$ 395.00	\$ 2,403.75	\$ 985.50	\$ 3,723.15	\$ 1,476.20	\$ 666.05	\$ 683.10	\$ 343.00					\$ 10,675.75	97%
Invest. Earn.	\$ 400.00	\$ 10.15	\$ 6.43	\$ 5.00	\$ 4.71	\$ 2.83	\$ 6.03	\$ 4.75	\$ 2.86					\$ 42.76	11%
TOTALS	\$ 106,307.00	\$ 6,395.00	\$ 3,402.71	\$ 4,463.39	\$ 5,949.24	\$ 6,220.00	\$ 35,012.87	\$ 3,331.77	\$ 1,039.21	\$ 23,747.65				\$ 84,440.46	79%

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	\$ 5,243.74	\$ 5,575.16	\$ 4,939.79			\$ 45,562.67	73%	
141	\$ 340.00	\$ 22.89	\$ 28.33	\$ 29.10	\$ 26.30	\$ 29.46	\$ 28.84	\$ 30.67	\$ 27.17			\$ 250.58	74%	
143	\$ 3,800.00	\$ 258.18	\$ 319.40	\$ 328.16	\$ 296.53	\$ 332.03	\$ 325.11	\$ 345.66	\$ 306.27			\$ 2,824.91	74%	
144	\$ 4,900.00	\$ 317.37	\$ 404.76	\$ 415.62	\$ 372.41	\$ 418.09	\$ 409.24	\$ 430.62	\$ 384.12			\$ 3,544.19	72%	
145	\$ 10,560.00	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75			\$ 7,917.75	75%	
147	\$ 275.00	\$ 16.33	\$ 20.49	\$ 21.05	\$ 19.02	\$ 21.31	\$ 39.58	\$ 42.08	\$ 37.29			\$ 237.27	86%	
148	\$ 900.00	\$ 60.39	\$ 74.71	\$ 76.75	\$ 69.36	\$ 77.65	\$ 76.03	\$ 80.83	\$ 71.63			\$ 660.68	73%	
200	\$ 2,000.00	\$ 164.93	\$ 144.99	\$ 444.89	\$ 35.55	\$ 279.93	\$ 66.11	\$ 222.57	\$ 93.95			\$ 1,452.92	73%	
226	\$ 4,500.00	\$ 134.91	\$ 134.91	\$ 46.74	\$ 663.66	\$ 700.61	\$ 268.17	\$ 46.74	\$ 309.58			\$ 2,495.46	55%	
310	\$ 1,200.00	\$ 8.98	\$ 73.36	\$ 78.52	\$ 70.02	\$ 40.24	\$ 87.82	\$ 79.14	\$ 54.27			\$ 571.83	48%	
330	\$ 2,200.00	\$ 1,453.54					\$ 476.14					\$ 1,929.68	88%	
341	\$ 5,800.00	\$ 479.00	\$ 479.00	\$ 479.00	\$ 479.00	\$ 479.00	\$ 306.00	\$ 306.00	\$ 306.00			\$ 3,619.00	62%	
343	\$ 1,300.00	\$ 104.94	\$ 107.82	\$ 107.82	\$ 104.94	\$ 102.06	\$ 104.94	\$ 107.82	\$ 107.82			\$ 950.00	73%	
350	\$ 250.00													0%
360	\$ 5,000.00	\$ 108.00	\$ 480.00	\$ 384.00	\$ 448.00	\$ 204.00	\$ 1,199.00	\$ 144.00	\$ 144.00			\$ 3,353.00	67%	
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	\$ 8,767.18	\$ 7,661.64				\$ 75,870.16	71%

William K. Kohrs Memorial Library
Library Statistics March 2021

People count: 2012

Children's programs: 6 programs, 71 in attendance
Preschool storytime: 26 children, 20 adults
Avon School: 25 children

Meeting room usage: 137

Computer users: 178

New library cards issued: 10

Photocopies: 707

Montana Library 2 Go: 490

Interlibrary Loans:

Borrowed in state: 8

Borrowed out of state: 6

Loaned in state: 8

Loaned out of state: 3

Children's materials: 414

Total Checkouts: 1697