

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

The regular meeting of the Wm. K. Kohrs Memorial Library trustees will be Thursday, July 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 July approval

Reports:

- Budget
- Foundation

Unfinished Business:

- Foundation audit
- City child abuse prevention policy

New Business:

- Security system upgrade

Closing:

The next regular meeting will be Thursday, September 16, 2021 at 4:00 pm in the library meeting room.

Meeting adjourns.

William K. Kohrs Memorial Library  
Board of Trustees  
Meeting Minutes  
May 19, 2021

Attendance:

Board members: Warner Bair, Jami Eads, Mary Ann Fraley, Kathy Bair

Staff: Cindy Grieshaber

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

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

Public comment: There was no public comment.

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

Claims for May: Mary Ann moved to approve the claims for May. 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 April 30 we have finished 83% of the fiscal year, with 80% of revenue in, spending is at 80%.

Town Pump Grant: Cindy reported that the library has received \$1,000.00 from Town Pump Charitable Giving to be used for the Summer Reading Program.

Unfinished business:

Foundation audit: Kathy has begun the review of the Foundation's finances. She has not found anything so far that is concerning. She hopes to have the audit finished before the July board meeting. She will email her report to the board members for review before the meeting.

Budget 2022: Cindy presented the board with a draft of the 2022 budget. She also presented information on library director salaries. The board approved the budget draft. Cindy will present the budget draft to the city treasurer.

New Business:

City Child Abuse Policy: Tabled until next board meeting.

Closing: The meeting adjourned at 4:20 pm.

The next regular meeting of the Library Board of Trustees will be Thursday, July 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	\$ 860.54	\$ 1,235.87	\$ 19,633.88	\$ 57,831.61	103%	
PERSONAL	\$ 1,100.00	\$ 17.53	\$ 12.07	\$ 58.24	\$ 6.60	\$ 51.33	\$ 12.02	\$ -	\$ 14.26	\$ 56.33	\$ 9.26	\$ 200.69	\$ 438.33	40%	
PENALTY	\$ 300.00	\$ 79.31	\$ 62.93	\$ 17.18	\$ 6.66	\$ 3.19	\$ 25.66	\$ 19.74	\$ 13.75	\$ 28.48	\$ 28.09	\$ 63.45	\$ 348.44	116%	
GROUP TOT.	\$ 57,400.00	\$ 988.81	\$ 581.05	\$ 186.40	\$ 617.29	\$ 30,643.43	\$ 2,659.69	\$ 351.36	\$ 473.76	\$ 945.35	\$ 1,273.22	\$ 19,898.02	\$ 58,618.38	102%	
FRANCHISE	\$ 18,000.00								\$ 20,514.24				\$ 20,514.24	114%	
STATE	\$ 11,560.00		\$ 2,890.41			\$ 2,890.41				\$ 2,890.41			\$ 2,890.41	100%	
LOCAL	\$ 1,947.00			\$ 2,034.69							\$ 1,000.00			156%	
COUNTY	\$ 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	\$ 1,000.00		\$ 1,000.00	\$ 20,596.33	106%	
LIB REV	\$ 2,500.00	\$ 120.00	\$ 178.75	\$ 320.50	\$ 249.20	\$ 406.20	\$ 141.05	\$ 308.10	\$ 218.00	\$ 282.00	\$ 419.20	\$ 282.00	\$ 419.20	\$ 2,643.00	106%
LIB DON.	\$ 8,500.00	\$ 275.00	\$ 2,225.00	\$ 665.00	\$ 3,473.95	\$ 1,070.00	\$ 525.00	\$ 375.00	\$ 125.00	\$ 50.00	\$ 478.21	\$ 50.00	\$ 478.21	\$ 9,262.16	109%
GROUP TOT.	\$ 11,000.00	\$ 395.00	\$ 2,403.75	\$ 985.50	\$ 3,723.15	\$ 1,476.20	\$ 666.05	\$ 683.10	\$ 343.00	\$ 50.00	\$ 50.00	\$ 282.00	\$ 897.41	\$ 11,905.16	108%
Invest. Earn.	\$ 400.00	\$ 10.15	\$ 6.43	\$ 5.00	\$ 4.71	\$ 2.83	\$ 6.03	\$ 4.75	\$ 2.86	\$ 4.02	\$ 3.02	\$ 2.79	\$ 2.79	\$ 52.59	13%
TOTALS	\$ 106,307.00	\$ 6,995.00	\$ 3,402.71	\$ 4,463.39	\$ 5,949.24	\$ 622.00	\$ 35,012.87	\$ 3,331.77	\$ 1,039.21	\$ 24,224.27	\$ 999.37	\$ 2,558.24	\$ 23,688.63	\$ 111,686.70	105%

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	\$ 5,057.54	\$ 5,243.74	\$ 5,575.16	\$ 4,999.79	\$ 5,226.00	\$ 5,245.20	\$ 5,223.18	\$ 61,257.05	98%	
141	\$ 340.00	\$ 22.89	\$ 28.33	\$ 29.10	\$ 26.30	\$ 29.46	\$ 28.84	\$ 30.67	\$ 27.17	\$ 28.74	\$ 28.85	\$ 28.73	\$ 336.90	99%	
143	\$ 3,800.00	\$ 258.18	\$ 319.40	\$ 328.16	\$ 296.53	\$ 332.03	\$ 313.57	\$ 345.66	\$ 306.27	\$ 324.02	\$ 325.21	\$ 323.84	\$ 3,797.98	100%	
144	\$ 4,900.00	\$ 317.37	\$ 404.76	\$ 415.62	\$ 372.41	\$ 418.09	\$ 409.24	\$ 430.62	\$ 384.12	\$ 404.60	\$ 404.76	\$ 408.95	\$ 4,762.50	97%	
145	\$ 10,560.00	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 10,557.00	100%	
147	\$ 275.00	\$ 16.33	\$ 20.49	\$ 21.05	\$ 19.02	\$ 21.31	\$ 39.58	\$ 42.08	\$ 37.29	\$ 39.44	\$ 39.60	\$ 39.42	\$ 355.73	129%	
148	\$ 900.00	\$ 60.39	\$ 74.71	\$ 76.75	\$ 69.36	\$ 77.65	\$ 76.03	\$ 80.83	\$ 71.63	\$ 75.78	\$ 76.07	\$ 75.73	\$ 886.26	99%	
200	\$ 2,000.00	\$ 164.93	\$ 144.99	\$ 444.89	\$ 35.55	\$ 279.93	\$ 66.11	\$ 222.57	\$ 93.95	\$ 295.33	\$ 391.13	\$ 102.22	\$ 2,241.60	112%	
226	\$ 4,500.00	\$ 8.98	\$ 73.36	\$ 78.52	\$ 70.02	\$ 40.24	\$ 79.48	\$ 87.82	\$ 54.27	\$ 110.23	\$ 101.22	\$ 116.81	\$ 4,265.84	95%	
310	\$ 1,200.00	\$ 8.98	\$ 73.36	\$ 78.52	\$ 70.02	\$ 40.24	\$ 79.48	\$ 87.82	\$ 54.27	\$ 110.23	\$ 101.22	\$ 116.81	\$ 900.09	75%	
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	\$ 306.00	\$ 306.00	\$ 306.00	\$ 4,537.00	78%	
343	\$ 1,300.00	\$ 104.94	\$ 107.82	\$ 107.82	\$ 104.94	\$ 102.06	\$ 104.94	\$ 107.82	\$ 107.82	\$ 104.94	\$ 102.06	\$ 102.06	\$ 1,259.28	97%	
350	\$ 250.00										\$ 275.00		\$ 275.00	110%	
360	\$ 5,000.00	\$ 108.00	\$ 480.00	\$ 384.00	\$ 448.00	\$ 204.00	\$ 1,199.00	\$ 144.00	\$ 144.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 481.00	\$ 4,194.00	84%
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	\$ 8,068.10	\$ 8,767.18	\$ 7,661.64	\$ 8,536.22	\$ 8,896.33	\$ 8,752.20	\$ 102,057.91	96%	

William K. Kohrs Memorial Library  
Library Statistics May 2021

People count: 1747

Children's programs: 5 programs, 57 in attendance

    Preschool storytime: 18 children, 14 adults

    Avon School: 25 children

Meeting room usage: 119

Computer users: 140

New library cards issued: 8

Photocopies: 723

Montana Library 2 Go: 518

Interlibrary Loans:

    Borrowed in state: 9

    Borrowed out of state: 5

    Loaned in state: 4

    Loaned out of state: 6

Children's materials: 267

Total Checkouts: 1488

William K. Kohrs Memorial Library  
Library Statistics June 2021

People count: 1870

Children's programs: Tails and Tales Summer Reading Program  
Programs: 3, Attendance: 147

Meeting room usage: 149

Computer users: 168

New library cards issued: 15

Photocopies: 1224

Montana Library 2 Go: 442

Interlibrary Loans:

    Borrowed in state: 13

    Borrowed out of state: 5

    Loaned in state: 3

    Loaned out of state: 7

Children's materials: 353

Total Checkouts: 1553