

William K. Kohrs Memorial Library  
Board of Trustees Meeting Agenda  
January 20, 2022

The regular meeting of the Wm. K. Kohrs Memorial Library trustees will be Thursday, January 20, 2022 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
- Welcome new trustee
- Adoption of the agenda
- Public comment
- Minutes of previous meeting approval
- Claims for January approval

Reports:

- Budget

Unfinished Business:

New Business:

- Conversion of fluorescent light fixtures

Closing:

The next regular meeting will be Thursday, February 17, 2022 at 4:00 pm in the library meeting room.

Meeting adjourns.

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

Attendance:

Board members: Warner Bair, Jami Eads, Mary Ann Fraley, Kathy Bair  
City Council: Amanda Bohrer  
Staff: Cindy Grieshaber  
Library Board candidate: Rose Senna

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

Reports:

Budget: Cindy presented an update on the current state of the library budget. As of October 31, 2021 we have finished 33% of the fiscal year, with 12% of revenue in, spending is at 35%.

Unfinished business:

There was no unfinished business to discuss.

New Business:

Candidates for vacant Board seat: Rose Senna attended with interest in filling the vacant Board seat. Warner explained the responsibilities of being a board member. Rose will submit a letter of interest to the mayor.

Jami made a motion to cancel the December board meeting. Mary Ann seconded the motion. The motion passed unanimously.

Closing: The meeting adjourned at 5:05 pm.

The next regular meeting of the Library Board of Trustees will be Thursday, January 20, 2022, at 4:00 pm in the library meeting room.

William K. Kohrs Memorial Library  
Library Statistics December 2021

People count: 1436

Children's programs: Preschool storytime: 34 children, 26 adults  
Avon School: 27  
Garrison School: 15  
Programs: 7, Attendance: 102

Meeting room usage: 66

Computer users: 134

New library cards issued: 10

Photocopies: 673

Montana Library 2 Go: 387

Interlibrary Loans:

Borrowed in state: 8

Borrowed out of state: 4

Loaned in state: 3

Loaned out of state: 3

Children's materials: 258

Total Checkouts: 1,236

MONTHLY CLAIMS  
JANUARY 2022

CITY #	VENDOR	INVOICE#	DESCRIPTION	BUDGET LINE	AMOUNT	LINE TOTAL
	Salaries and wages		Monthly wages	460100110	\$ 4,983.13	\$ 4,983.13
705	MMIA		Monthly benefits	460100141	\$ 836.63	\$ 836.63
1104	Center Point Large Print		Health insurance	460100145	\$ 879.75	\$ 879.75
1098	Amazon		Large Type Books	460100226	\$ 46.74	
921	Petty cash		Books	460100226	\$ 200.94	\$ 247.68
33	Northwestern Energy		Postage	460100311	\$ 47.22	\$ 47.22
1196	Spectrum Business		Gas and Electric	460100341	\$ 422.00	\$ 422.00
1466	Elissa Girky		Internet and telephone cleaning	460100343	\$ 107.00	\$ 107.00
				460100360	\$ 144.00	\$ 144.00
					\$ 7,667.41	\$ 7,667.41

WILLIAM K. KOHRS LIBRARY BUDGET REPORT FYE 2022

REVENUE

Column1	EXPECTED	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	TOTALS	%
TAXES REAL	\$ 60,000.00	\$ 770.87	\$ 246.95	\$ 384.32	\$ 271.31	\$ 33,176.81								\$ 34,850.26	58%
PERSONAL	\$ 600.00	\$ 107.80	\$ 40.60	\$ 2.07	\$ 28.06	\$ 40.43								\$ 218.96	36%
PENALTY	\$ 400.00	\$ 56.46	\$ 16.11	\$ 35.69	\$ 75.79	\$ 2.54								\$ 186.59	47%
GROUP TOT.	\$ 61,000.00	\$ 935.13	\$ 303.66	\$ 422.08	\$ 375.16	\$ 33,219.78								\$ 35,255.81	58%
FRANCHISE	\$ 18,000.00														0%
STATE	\$ 11,718.00		\$ 2,929.62			\$ 2,929.62								\$ 5,859.24	50%
LOCAL	\$ 2,127.00						\$ 2,021.17							\$ 2,021.17	95%
COUNTY	\$ 6,000.00	\$ 7,000.00												\$ 7,000.00	117%
GROUP TOT.	\$ 19,845.00	\$ 7,000.00	\$ 2,929.62			\$ 4,950.79								\$ 14,880.41	75%
LIB REV	\$ 2,600.00	\$ 280.00		\$ 284.00		\$ 364.00								\$ 928.00	36%
LIB DON.	\$ 8,900.00	\$ 72.00	\$ 310.00		\$ 425.00		\$ 5,107.75							\$ 5,914.75	66%
GROUP TOT.	\$ 11,500.00	\$ 72.00	\$ 590.00		\$ 709.00		\$ 5,471.75							\$ 6,842.75	60%
Invest. Earm.	\$ 300.00	\$ 3.34	\$ 2.60	\$ 2.62	\$ 1.89	\$ 1.32								\$ 11.77	4%
TOTALS	\$ 110,645.00	\$ 7,072.00	\$ 1,528.47	\$ 3,235.88	\$ 1,133.70	\$ 376.95	\$ 43,643.64							\$ 56,990.74	52%

EXPENSES

BUDGET	8%	16%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%	TOTALS	%
110	\$ 64,500.00	\$ 4,713.24	\$ 5,681.54	\$ 5,949.68	\$ 5,079.37	\$ 5,497.42	\$ 4,983.13						\$ 31,904.38	50%
141	\$ 350.00	\$ 31.35	\$ 36.92	\$ 38.67	\$ 33.02	\$ 35.73	\$ 32.39						\$ 208.08	59%
143	\$ 3,900.00	\$ 292.23	\$ 352.25	\$ 368.89	\$ 314.92	\$ 340.84	\$ 308.96						\$ 1,978.09	51%
144	\$ 4,900.00	\$ 370.01	\$ 440.89	\$ 438.32	\$ 405.83	\$ 436.54	\$ 392.51						\$ 2,484.10	50%
145	\$ 10,560.00	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75	\$ 879.75						\$ 5,278.50	50%
147	\$ 280.00	\$ 31.05	\$ 35.69	\$ 37.16	\$ 31.08	\$ 33.64	\$ 30.51						\$ 199.13	57%
148	\$ 950.00	\$ 68.34	\$ 82.39	\$ 86.27	\$ 73.65	\$ 79.71	\$ 72.26						\$ 462.62	49%
200	\$ 3,000.00		\$ 783.98	\$ 356.00		\$ 121.86	\$ 115.10						\$ 1,376.94	46%
226	\$ 5,000.00	\$ 46.74	\$ 398.09	\$ 469.32	\$ 183.74	\$ 521.55	\$ 380.18						\$ 1,999.62	40%
310	\$ 1,200.00	\$ 23.06	\$ 126.20	\$ 84.80	\$ 48.45	\$ 52.68	\$ 70.31						\$ 405.50	34%
330	\$ 2,200.00	\$ 2,067.18	\$ -										\$ 2,067.18	94%
341	\$ 4,500.00	\$ 306.00	\$ 306.00	\$ 422.00	\$ 422.00	\$ 422.00	\$ 422.00						\$ 2,300.00	51%
343	\$ 1,300.00	\$ 104.94	\$ 107.82	\$ 107.82	\$ 104.94	\$ 102.06	\$ 102.06						\$ 629.64	48%
350	\$ 350.00	\$ -	\$ -			\$ 204.00							\$ 204.00	58%
360	\$ 5,500.00	\$ 183.00	\$ 420.00	\$ 340.00	\$ 1,592.00	\$ 288.00	\$ 777.00						\$ 3,600.00	65%
370	\$ 100.00	\$ -	\$ -										\$ -	0%
510	\$ 500.00	\$ 500.00	\$ -										\$ 500.00	100%
TOTALS	\$ 109,090.00	\$ 9,616.89	\$ 9,651.52	\$ 9,578.68	\$ 9,168.75	\$ 9,015.78	\$ 8,566.16						\$ 55,597.78	51%