

William K. Kohrs Memorial Library
Board of Trustees Meeting Agenda
May 19, 2022

The regular meeting of the Wm. K. Kohrs Memorial Library trustees will be Thursday, May 19, 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
- Adoption of the agenda
- Public comment
- Minutes of previous meeting approval
- Claims for May approval

Reports:

- Budget

Unfinished Business:

- Budget FYE 2023 Draft

New Business:

Closing:

The next regular meeting will be Thursday, July 21, 2022 at 4:00 pm in the library meeting room.

Meeting adjourns.

William K. Kohrs Memorial Library
Board of Trustees
Meeting Minutes
April 21, 2022

Attendance:

Board members: Warner Bair, Jami Eads, Kathy Bair, Rose Sena, Mary Ann Fraley
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 April: Mary Ann moved to approve the claims for April. Jami seconded the motion. The claims were approved unanimously.

Reports:

Foundation: Cindy reported that the Foundation's project to update the security system to include fire alert has been completed.

Budget: Cindy presented an update on the current state of the library budget. As of March 31, 2022 we have finished 75% of the fiscal year, with 60% of revenue in, spending is at 75%.

Unfinished business:

Cindy presented a draft for the library budget fiscal year ending 2023. Warner led a discussion about the draft. The board decided to give raises to the staff. Cindy Grieshaber's salary would be increased from \$32,000.00 per year to \$34,000.00 per year. Tina Saville's pay would increase from \$10.00 per hour to \$11.00 per hour, Elissa Girky's pay would increase from \$9.75 per hour to \$10.00 per hour. Cindy will make changes in the budget draft to reflect these increases. The draft will be presented at the next library board meeting for approval from the Board.

New Business: There was no new business to discuss.

Closing: The meeting adjourned at 4:55 pm.

The next regular meeting of the Library Board of Trustees will be Thursday, May 19, 2022, at 4:00 pm in the library meeting room.

William K. Kohrs Memorial Library
Library Statistics April 2022

People count: 1874

Children's programs: Preschool storytime: 32 children, 28 adults

Avon School: 27

Garrison School: 14

Gold Creek: 5

Programs: 7, Attendance: 106

Meeting room usage: 83

Computer users: 151

New library cards issued: 7

Photocopies: 1302

Montana Library 2 Go: 409

Interlibrary Loans:

Borrowed in state: 6

Borrowed out of state: 16

Loaned in state: 2

Loaned out of state: 2

Children's materials: 280

Total Checkouts: 1,271

WILLIAM K. KOHRS MEMORIAL LIBRARY
DRAFT BUDGET FYE 2023



2023

BUDGET REVENUE	BUDGET REVENUE
\$ 62,000.00	\$ 62,000.00
\$ 500.00	\$ 500.00
\$ 300.00	\$ 300.00
\$ 62,800.00	\$ 62,800.00
\$ 18,000.00	\$ 18,000.00
\$ 18,000.00	\$ 18,000.00
\$ 11,718.00	\$ 11,718.00
\$ 3,050.00	\$ 3,050.00
\$ 7,000.00	\$ 7,000.00
\$ 21,768.00	\$ 21,768.00
\$ 2,500.00	\$ 2,500.00
\$ 9,000.00	\$ 9,000.00
\$ 11,500.00	\$ 11,500.00
\$ 60.00	\$ 60.00
\$ 114,128.00	\$ 114,128.00

2022

BUDGET REVENUE	PROJECTED	BUDGET REVENUE	PROJECTED
\$ 60,000.00	\$ 62,000.00	\$ 60,000.00	\$ 62,000.00
\$ 600.00	\$ 500.00	\$ 600.00	\$ 500.00
\$ 400.00	\$ 300.00	\$ 400.00	\$ 300.00
\$ 61,000.00	\$ 62,800.00	\$ 61,000.00	\$ 62,800.00
\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
\$ 11,718.00	\$ 11,718.00	\$ 11,718.00	\$ 11,718.00
\$ 2,127.00	\$ 2,021.17	\$ 2,127.00	\$ 2,021.17
\$ 6,000.00	\$ 7,000.00	\$ 6,000.00	\$ 7,000.00
\$ 19,845.00	\$ 20,739.17	\$ 19,845.00	\$ 20,739.17
\$ 2,600.00	\$ 2,500.00	\$ 2,600.00	\$ 2,500.00
\$ 8,900.00	\$ 9,000.00	\$ 8,900.00	\$ 9,000.00
\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
\$ 300.00	\$ 60.00	\$ 300.00	\$ 60.00
\$ 110,645.00	\$ 113,099.17	\$ 110,645.00	\$ 113,099.17

2021

BUDGET REVENUE	ACTUAL	BUDGET REVENUE	ACTUAL
\$ 56,000.00	\$ 57,831.61	\$ 56,000.00	\$ 57,831.61
\$ 1,100.00	\$ 438.33	\$ 1,100.00	\$ 438.33
\$ 300.00	\$ 348.44	\$ 300.00	\$ 348.44
\$ 57,400.00	\$ 58,618.38	\$ 57,400.00	\$ 58,618.38
\$ 18,000.00	\$ 20,514.24	\$ 18,000.00	\$ 20,514.24
\$ 18,000.00	\$ 20,514.24	\$ 18,000.00	\$ 20,514.24
\$ 11,560.00	\$ 11,561.64	\$ 11,560.00	\$ 11,561.64
\$ 1,947.00	\$ 3,034.69	\$ 1,947.00	\$ 3,034.69
\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
\$ 19,507.00	\$ 20,596.33	\$ 19,507.00	\$ 20,596.33
\$ 2,500.00	\$ 2,643.00	\$ 2,500.00	\$ 2,643.00
\$ 8,500.00	\$ 9,262.16	\$ 8,500.00	\$ 9,262.16
\$ 11,000.00	\$ 11,905.16	\$ 11,000.00	\$ 11,905.16
\$ 400.00	\$ 52.59	\$ 400.00	\$ 52.59
\$ 106,307.00	\$ 111,686.70	\$ 106,307.00	\$ 111,686.70

2220 LIBRARY
310000 TAXES
311010 REAL PROPERTY TAXES
311020 PERSONAL PROPERTY TAXES
312000 PENALTY & INTEREST
GROUP TOTALS
320000 LICENSES AND PERMITS
322030 FRANCHISE FEES
GROUP TOTALS
330000 INTERGOVERNMENTAL REVENUES
335230 STATE ENTITLEMENT SHARE
337000 LOCAL GRANTS
338000 LOCAL SHARED REVENUE
GROUP TOTALS
360000 MISCELLANEOUS REVENUE
362000 MISCELLANEOUS REVENUE
365000 CONTRIBUTIONS/DONATIONS
GROUP TOTALS
INVESTMENT EARNINGS
GRAND TOTAL

EXPENDITURES

\$ 67,500.00
\$ 420.00
\$ 4,200.00
\$ 5,500.00
\$ 10,560.00
\$ 420.00
\$ 950.00
\$ 2,000.00
\$ 5,000.00
\$ 1,000.00
\$ 2,700.00
\$ 5,200.00
\$ 1,300.00
\$ 500.00
\$ 6,000.00
\$ 100.00
\$ 500.00
\$ 113,850.00

EXPENDITURES PROJECTED

\$ 64,000.00
\$ 350.00
\$ 3,900.00
\$ 5,000.00
\$ 10,560.00
\$ 350.00
\$ 950.00
\$ 3,000.00
\$ 5,000.00
\$ 1,200.00
\$ 2,200.00
\$ 4,500.00
\$ 1,300.00
\$ 350.00
\$ 5,500.00
\$ 100.00
\$ 500.00
\$ 108,760.00
\$ 108,765.00

EXPENDITURES ACTUAL

\$ 62,500.00
\$ 340.00
\$ 3,800.00
\$ 4,900.00
\$ 10,560.00
\$ 275.00
\$ 900.00
\$ 2,000.00
\$ 4,500.00
\$ 1,200.00
\$ 2,200.00
\$ 5,800.00
\$ 1,300.00
\$ 250.00
\$ 5,000.00
\$ 100.00
\$ 500.00
\$ 106,125.00
\$ 102,057.91

460100 LIBRARY SERVICES
110 SALARIES AND WAGES
141 UNEMPLOYMENT INSURANCE
143 SOCIAL SECURITY
144 PERS
145 HEALTH INSURANCE
147 WORKERS COMPENSATION
148 MEDICARE
200 SUPPLIES
226 LIBRARY BOOKS/MAGS/NEWS
310 POSTAGE
330 SUBSCRIPTION SERV./PUBLICITY
341 GAS/ELECTRIC
343 TELEPHONE INTERNET
350 PROFESSIONAL SERVICES
360 REPAIRS/ MAINTENANCE
370 TRAINING
510 INSURANCE
GRAND TOTAL

Allows additional \$3500.00 for staff raises.