

Knoxville Public Library Board Meeting

February 6th, 2024

Call to Order: The February 2024 meeting of the Knoxville Public Library Board was called to order by president Rose Garrison. The following members were in attendance: Doug Slaton, Kaarina Stanley, Rae Slaton, Kathy Breeden, Pam Eagle, Val Morris, and Pat Rose. Ann Peck was not present.

Public Comment: None

Secretary's Report: The January 2024 minutes were read by Rae Slaton. There were no additions or corrections. Kathy Breeden made a motion to approve the minutes, and Doug Slaton seconded it. The minutes were then approved by the board.

Treasurer's Report: The January 2024 treasurer's report was presented by treasurer Doug Slaton. The library received real estate taxes in the amount of \$1,439.49. Rae Slaton made a motion to approve the treasurer's report, and Pam Eagle seconded it. The treasurer's report was then approved by the board.

Bills Presented for Payment: The monthly bills for January were distributed to the members to review. Doug Slaton made a motion to approve the bills for payment, and Pat Rose seconded it. The board then unanimously approved the bills for payment.

Librarian's Report: The library was visited 388 times in January 2024. There were 11 new adult cards, 5 juvenile cards, and 2 student cards issued during the month. The library closed due to weather on January 9th, 12, and 13th. This caused the cancellation of the book club and story hour for the month for January. Michelle traveled to Fairview on February 5th to complete the form 471 requirement to continue to receive E-rate funds for phone and internet.

Unfinished Business: None

New Business: Doug Slaton made a motion to approve the Library Bill of Rights which is required to receive the per capita grant from the state of Illinois, and Kaarina Stanley seconded it. It was then unanimously approved by the board. Rae Slaton and Doug Slaton will not be present at the March 2024 meeting.

Maintenance: The sump pump was making a strange noise, but it has been repaired.

Council Report: None

Adjournment: The meeting was adjourned at 7:18p.

Respectfully Submitted:

Knoxville Public Library-Treasurer's Report for March 5, 2024

General Checking Account

Balance in checking for February 1, 2024

\$32,554.90

Income:	<u>Monthly Revenue Budget for 23/24</u>		<u>Year to date</u>
Library cards	\$105.00		\$1,260.00
Copies	\$77.70		\$807.11
Faxes	\$21.00		\$161.50
Book sales	\$36.00		\$341.50
Lost Item	\$21.00		\$150.67
MWES Fund raiser	\$0.00		\$167.38
Donation	\$0.00		\$35.00
Total	\$260.70	\$3,500.00	\$2,923.16
Real Estate Taxes	\$0.00	\$43,000.00	\$42,418.10
Replacement tax	\$0.00	\$4,450.00	\$4,455.16
Per Capita Grant	\$0.00	\$5,000.00	\$4,278.98
Fr City	\$0.00	\$16,600.00	\$0.00
Fr Memorial Fund	\$0.00	\$0.00	\$0.00
Bank charge-refunded	\$0.00	\$0.00	\$12.05
Check # 9934 voided	\$0.00	\$0.00	\$24.95
Miscellaneous	\$0.00	\$0.00	\$0.25
Total	\$260.70	\$72,550.00	\$54,112.65

Disbursements:	<u>Monthly Expense</u>		
Librarian Salary	\$4,547.25	\$41,000.00	\$37,635.29
Part-time salaries	\$343.00	\$4,600.00	\$4,763.00
Fica tax	\$364.62	\$3,500.00	\$3,144.21
Unemployment tax	\$0.00	\$250.00	\$244.52
Retirement contribution	\$227.36	\$2,100.00	\$1,881.80
Custodian salary	\$260.00	\$3,200.00	\$2,860.00
Phone/internet	\$137.96	\$1,800.00	\$1,504.75
Technology expense	\$18.58	\$600.00	\$361.15
Books/Periodicals	\$378.24	\$8,000.00	\$5,065.96
Supplies	\$0.00	\$1,250.00	\$1,112.71
Summer reading	\$0.00	\$500.00	\$336.74
Building repair/mtn	\$0.00	\$500.00	\$276.80
Fixtures for Library	\$0.00	\$310.00 kids table	\$0.00
Equipment Purchase	\$0.00	\$1,500.00 computer	\$0.00
Miscellaneous Expense:			
CC-Late fee and interest	\$0.00	\$300.00	\$54.64
Lost book/other	\$0.00	\$100.00	\$71.49
Wreaths for door	\$0.00	\$300.00	\$0.00
Web-site hosting	\$0.00	\$300.00	\$0.00
Mileage for Librarian	\$30.82	\$0.00	\$30.82
Treasurer's Bond	\$142.00	\$180.00	\$322.00
RSA Membership	\$0.00	\$2,100.00	\$1,925.00
ADML Membership	\$0.00	\$375.00	\$375.00
IL Library Assoc. membership	\$0.00	\$85.00	\$85.00
Grand total of expenses	\$6,449.83	\$72,550.00	\$62,050.88

Balance in checking for February 29, 2024

\$26,365.77

Savings Account balance January 31, 2024

\$ 3,388.36

Deposits

\$ -

Paid 1/4ly Interst paid on account

\$ -

Savings Account balance February 29, 2024

\$ 3,388.36