

## Knoxville Public Library Board Meeting

Sept. 3<sup>rd</sup>, 2024

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

**Public Comment:** None

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

**Treasurer's Report:** The August 2024 treasurer's report was presented by treasurer Doug Slaton. No one had any questions or corrections. Rae Slaton made a motion to approve the report and Kaarina Stanley seconded it. The treasurer's report was then approved by the board.

**Bills Presented for Payment:** The monthly bills for August were distributed to the members to review. Initially, the ADML fee had been budgeted for \$375, but it ended up being \$500. Doug Slaton made a motion to approve the bills for payment, and Pat Rose seconded it.

**Librarian's Report:** The library was visited 323 times in August 2024. There were 6 new adult, 1 juvenile, 1 student, and 2 non-resident cards issued during the month. The carpet in the entry way was replaced on Saturday August 10<sup>th</sup> by Ron Poyner. Due to Michelle testing positive for Covid, she was off the week of the 12<sup>th</sup>. Penny Flesner covered a few hours in the evenings so the library would not be closed the entire week. A new door was ordered and is being painted at Glass Specialty.

**Unfinished Business:** Ron Poyner laid new carpet in the entrance area of the library. It was decided a gift card would be given to him as a thank you. Kathy Breeden made a motion to put \$150 on a gift card for Ron Poyner, and Kaarina Stanley seconded it. It was then approved by the board.

**New Business:** The board discussed getting new fire and carbon monoxide detectors. Due to not knowing if this was taken care of by the city or the correct budget for new detectors, it was tabled until the next board meeting.

**Maintenance:** None

**Council Report:** None

**Adjournment:** The meeting was adjourned at 7:27p.

Respectfully Submitted:

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**Knoxville Public Library-Treasurer's Report for October 1, 2024**

**General Checking Account**

Balance in checking for September 1, 2024		<b>\$26,991.63</b>		Fiscal year 5-1-24 to 4-30-25
		<u>Monthly Revenue</u>	<u>Budget for 2024/2025</u>	<u>Year to date</u>
Income:	Library cards	\$245.00		\$1,085.00
	Copies	\$87.55		\$435.45
	Faxes	\$29.00		\$112.50
	Book sales	\$86.00		\$334.50
	Lost Item	\$0.00		\$12.00
	MWES Fund raiser	\$0.00		\$0.00
	Donation	\$0.00		\$25.00
	Online Fines	\$17.30		\$17.30
	Reimbursement from Michelle	\$0.00		\$38.82
	<b>Total</b>	<b>\$464.85</b>	<b>\$3,500.00</b>	<b>\$2,060.57</b>
	Real Estate Taxes	\$1,382.67	\$43,500.00	\$26,925.97
	Replacement tax	\$0.00	\$3,500.00	\$3,221.44
	Per Capita Grant	\$0.00	\$4,300.00	\$4,307.99
	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	\$20.00
	Check voided	\$0.00	\$0.00	\$0.00
	Miscellaneous	\$0.00	\$0.00	\$0.00
	<b>Total</b>	<b>\$1,847.52</b>	<b>\$72,550.00</b>	<b>\$36,535.97</b>
		<u>Monthly Expense</u>		
Disbursements:	Librarian Salary	\$5,056.88	\$40,950.00	\$20,059.64
	Part-time salaries	\$490.00	\$5,336.00	\$2,278.00
	Fica tax	\$414.54	\$3,541.00	\$1,663.56
	Unemployment tax	\$0.00	\$260.00	\$112.82
	Retirement contribution	\$252.84	\$2,050.00	\$1,002.98
	Custodian salary	\$260.00	\$3,200.00	\$1,300.00
	Phone/internet	\$137.87	\$1,800.00	\$697.11
	Technology expense	\$20.74	\$1,000.00	\$181.54
	Books/Periodicals	\$242.01	\$8,000.00	\$2,771.90
	Supplies	\$291.17	\$1,500.00	\$743.75
	Summer reading	\$0.00	\$500.00	\$292.34
	Building repair/mtn	\$0.00	\$500.00	\$161.95
	Fixtures for Library	\$0.00	\$700.00 kids table	\$0.00
	Equipment Purchase Computer	\$1,268.00	\$1,500.00 computer	\$1,268.00
	Miscellaneous Expense:			
	Michelle CC error Lost book/other	\$0.00	\$0.00	\$101.57
	Bank Service Charge ONB	\$0.00	\$0.00	\$20.00
	Wreaths for door	\$0.00	\$100.00	\$40.00
	Web-site hosting	\$0.00	\$300.00	\$0.00
	Mileage for Librarian	\$0.00	\$70.00	\$0.00
	Treasurer's Bond	\$0.00	\$180.00	\$0.00
	RSA Membership	\$2,090.00	\$2,090.00	\$2,090.00
	ADML Membership	\$500.00	\$375.00	\$500.00
	IL Library Assoc. membership	\$0.00	\$85.00	\$85.00
	<b>Grand total of expenses</b>	<b>\$11,024.05</b>	<b>\$74,037.00</b>	<b>\$35,370.16</b>
Balance in checking for September 30, 2024		<b>\$17,815.10</b>		

Savings Account balance September 1, 2024	\$ 3,388.52
Deposits	\$ -
Paid 1/4ly Interest paid on account	\$ 0.09
<b>Savings Account balance October 1, 2024</b>	<b>\$ 3,388.61</b>