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SEP - 4 2025

Knoxville Public Library Board Meeting

August 5, 2025

CITY OF KNOXVILLE

**Call to Order:** The August, 2025 Board Meeting was called to order at 7 p.m. by President Rose Garrison.

Attending members: Kathy Breeden, Rose Garrison, Pam Eagle, Ann Peck, Pat Rose, Kaarina Stanley, Doug Slaton, Rae Slaton and Angie Hillier, Knoxville City Council

Absent: Val Morris

**Secretary's Report:** In the absence of Val Morris, Kaarina read the secretary's report and volunteered to record the minutes of the meeting.

- Motion to Approve: Pat Rose
- Seconded: Doug Slaton
- Report approved unanimously by the Board

**Treasurer's Report:** Treasurer Doug Slaton reported a balance of \$9,295.90 in the general fund and a balance of \$3, 533.87 in the savings account.

- Motion to approve: Rae Slaton
- Seconded: Ann Peck
- Report approved unanimously by the Board

**Bills Presented for Payment:** The current bills were reviewed by the Board. Michelle explained that the bill from Resource Sharing Alliance for \$500.00 will be applied to the recently received tech grant.

- Motion to approve bills for payment: Doug Slaton
- Seconded: Pam Eagle
- Approval to pay bills passed by the Board

**Librarian's Report:**

- Library visited: 468 times
- Circulation: 1092 items
- Card: 7 new adult and 1 non-resident
- Michelle informed the board that a letter was received from attorneys Massie & Quick regarding the estate of Dale Logsdon. Michelle signed and returned the included letter. Once all beneficiaries have returned their letters, our library can expect a check for \$13, 235.05. The Board was advised to bring ideas of possible expenditures for this money to the next meeting. Meanwhile, it was suggested that Michelle obtain a quote for possible carpet replacement.

- Michelle also announced that the technology grant check for \$12,500 from the Secretary of State has been received and will be deposited this month.
- Additional memorial donations of \$50.00 in memory of Sally Hutchcroft have been received.
- Midcentury Fiber sent a \$200 Amazon gift card to be used for the purchase of books.

**Unfinished Business:** None

**New Business:** The Board reviewed a quote from Office Specialists for 2 Lenovo Computers for public use.

- Motion: Rae Slaton made a motion to accept the bid from Office Specialists for 2 Lenovo Computers plus installation.
- Seconded by Pam Eagle
- Motion passed unanimously

**Maintenance:** None

**Council Report:** Angie announced that the City Council approved our request for \$16,600. The city will pay for air conditioning repair and the Halloween Parade is scheduled for October 18.

**Adjournment:**

Motion to adjourn: Pam Eagle

Seconded: Doug Slaton

Motion passed unanimously. Meeting adjourned at 7:22 p.m.

Report respectfully submitted by,

Kaarina Stanley, acting secretary

Knoxville Public Library Treasurer's Report for September 1, 2025  
General Checking Account

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Balance In Checking for August 1, 2025		\$	9,295.90		
		Monthly Revenue		Budget for 2024/2025	Year To Date
Income	Library Cards	\$	210.00		\$ 385.00
	Copies	\$	62.75		\$ 251.75
	Faxes	\$	28.75		\$ 51.00
	Book Sales	\$	26.00		\$ 46.00
	Lost Items	\$	-		\$ -
	MWES Fund Raiser	\$	-		\$ -
	Donations	\$	-		\$ 58.26
	Fines	\$	-		\$ -
	Online Fines	\$	-		\$ -
	<b>Total</b>	\$	327.50	\$ 3,500.00	\$ 792.01
Real Estate Taxes		\$	-	\$ 43,500.00	\$ 8,348.17
Replacement Taxes		\$	-	\$ 3,500.00	\$ -
Per Capita Grant		\$	4,278.98	\$ 4,300.00	\$ -
From City		\$	-	\$ 16,600.00	\$ -
From Memorial Fund		\$	-	\$ -	\$ -
Bank charge refunds		\$	-	\$ -	\$ -
Technology Grant		\$	12,500.00	\$ -	\$ 12,500.00
Dale Logsdon Estate		\$	13,235.00	\$ -	\$ 13,235.00
Miscellaneous Deposit Error Credit		\$	0.05	\$ -	\$ 0.05
<b>Total</b>		\$	30,341.53	\$ 71,400.00	\$ 34,875.23
		Monthly Expenses			
Disbursements	Librarian Salary	\$	4,952.63	\$ 40,950.00	\$ 14,690.02
	Part Time Salaries	\$	375.00	\$ 5,336.00	\$ 1,263.75
	FICA Tax	\$	398.28	\$ 3,541.00	\$ 1,183.34
	Unemployment Tax	\$	-	\$ 250.00	\$ 79.70
	Retirement Contributions	\$	247.63	\$ 2,050.00	\$ 734.50
	Custodian Salary	\$	260.00	\$ 3,200.00	\$ 1,040.00
	Phone/Internet	\$	151.25	\$ 1,800.00	\$ 452.37
	Technology Expense	\$	53.00	\$ 1,000.00	\$ 174.67
	Books/Periodicals	\$	226.53	\$ 8,000.00	\$ 2,130.01
	Supplies	\$	39.67	\$ 1,500.00	\$ 138.56
	Summer Reading	\$	-	\$ 500.00	\$ 157.85
	Building repairs/mtn.	\$	-	\$ 500.00	\$ 143.30
	Fixtures for Library	\$	-	\$ 700.00	\$ -
	Equipment Purchase Computer	\$	-	\$ 1,500.00	\$ -
	Miscellaneous Expenses				
	Bank Service Charges	\$	-	\$ -	\$ -
	Floral Arrangements	\$	-	\$ -	\$ -
	Wreaths for door	\$	-	\$ 100.00	\$ -
	Web-site hosting	\$	-	\$ 300.00	\$ -
	Mileage for Librarian	\$	-	\$ 70.00	\$ -
	Treasurer's Bond	\$	-	\$ 180.00	\$ -
	RSA Membership	\$	-	\$ 2,090.00	\$ -
	ADML Membership	\$	500.00	\$ 375.00	\$ 500.00
	IL Library Assoc. Membership	\$	-	\$ 85.00	\$ 85.00
	<b>Total of Expenses</b>	\$	7,203.99	\$ 74,027.00	\$ 22,773.07
Balance In checking for September 1, 2025		\$	32,433.44		

Savings Account balance August 1, 2025	\$3,533.87
Deposits	0
Paid 1/4ly Interest	0
Savings Account Balance September 1, 2025	\$3,533.87