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Knoxville Public Library Board Meeting

JAN 14 2026

December 2, 2025

CITY OF KNOXVILLE

Call to Order: The December, 2025 Board Meeting was called to order by President Rose Garrison.

Attending Members: Kathy Breeden, Pat Rose, Pam Eagle, Rose Garrison, Doug Slaton, Val Morris, Rae Slaton, Angie Hillier, Knoxville City Council

Absent: Kaarina Stanley, Ann Peck

Public Comment: None

Secretary's Report: Pam Eagle read last month's Board Meeting minutes.

Motion to Approve Secretary's Report: Rae Slaton

Seconded: Kathy Breeden

Secretary's Report was approved by the Board

Treasurer's Report: Treasurer Doug Slaton presented the Treasurer's Report.

Motion to Approve Treasurer's Report: Pam Eagle

Seconded: Kathy Breeden

Treasurer's Report approved by the Board.

Bills Presented for Payment: Bills were reviewed by the board.

Motion to Approve Bills for Payment: Pam Eagle

Seconded: Pat Rose

The bills were approved for payment.

Librarian's Report: Librarian Michelle Walker reported the following:

Library visited: 308

Circulation: 786 Items

New cards: 5 Adults, 1 Student, and 1 Non-Resident

Tuesday November 25th: The delivery driver accidentally broke the front glass of the antique glass display when he brought in the tote. Rails will reimburse us for the replacement of the glass. Glass Specialty will come in and look at replacing the glass. Steve Morris from Creations Glass Studio will also take a look at it to see if they can repair it as well.

We received \$25 for the memorial fund in memory of Marily Putnam.

The Journal Star increased \$6.00 in December with no notice. The monthly fee went from \$51.57 to 57.57.

January 1, 2026, the Register Mail will increase from \$30 to \$40 per month.

Unfinished Business: None

New Business: None

Maintenance: Antique Cabinet (details covered in Librarian's notes.)

Council Report: Angie Hillier reported:

The Knoxville Christmas Parade will be December 6th at 5:00 p.m.

The City Christmas Party will be December 14th at the Knoxville American Legion.

Adjournment:

Motion to Adjourn: Pam Eagle

Seconded: Doug Slaton

The meeting was adjourned: 7:24 p.m.

Respectfully submitted by,

Val Morris

Knoxville Public Library Treasurer's Report for January 1, 2026

General Checking Account

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CITY OF KNOXVILLE

Balance in Checking for December 1, 2025		\$ 29,942.80		
	Monthly Revenue		Budget for 2025/2026	Year To Date
Income	Library Cards	\$ 175.00		\$ 980.00
	Copies	\$ 108.30		\$ 586.85
	Faxes	\$ 35.50		\$ 145.00
	Book Sales	\$ 28.50		\$ 137.50
	Lost Items	\$ -		\$ 4.87
	MWES Fund Raiser	\$ -		\$ -
	Donations	\$ -		\$ 58.26
	Fines	\$ -		\$ -
	Vendor Refund (Cengage)	\$ -		\$ 248.14
	Online Fines	\$ -		\$ -
	Total	\$ 347.30	\$ 3,500.00	\$ 2,160.62
	Real Estate Taxes	\$ -	\$ 43,500.00	\$ 41,514.66
	Replacement Taxes	\$ -	\$ 3,500.00	\$ -
	Per Capita Grant	\$ -	\$ 4,300.00	\$ 4,278.98
	From City	\$ -	\$ 16,600.00	\$ -
	From Memorial Fund	\$ -	\$ -	\$ -
	Bank charge refunds	\$ -	\$ -	\$ -
	Technology Grant	\$ -	\$ -	\$ 12,500.00
	Date Logsdon Estate	\$ -	\$ -	\$ 13,235.00
	Miscellaneous Deposit Error Credit	\$ -	\$ -	\$ 0.05
	Total	\$ 347.30	\$ 71,400.00	\$ 73,689.31
	Monthly Expenses			
Disbursements	Librarian Salary	\$ 3,307.63	\$ 40,950.00	\$ 30,476.16
	Part Time Salaries	\$ 315.00	\$ 5,336.00	\$ 2,426.25
	FICA Tax	\$ 255.36	\$ 3,541.00	\$ 2,432.79
	Unemployment Tax	\$ -	\$ 250.00	\$ 79.70
	Retirement Contributions	\$ 165.38	\$ 2,050.00	\$ 1,523.81
	Custodian Salary	\$ 250.00	\$ 3,200.00	\$ 2,060.00
	Phone/Internet	\$ 152.01	\$ 1,800.00	\$ 1,059.65
	Technology Expense	\$ 49.52	\$ 1,000.00	\$ 891.82
	Books/Periodicals	\$ 504.80	\$ 8,000.00	\$ 4,139.86
	Supplies	\$ 148.40	\$ 1,500.00	\$ 507.12
	Summer Reading	\$ -	\$ 500.00	\$ 157.85
	Building repairs/mtn.	\$ -	\$ 500.00	\$ 193.30
	Fixtures for Library	\$ -	\$ 700.00	\$ -
	Equipment Purchase Computer	\$ -	\$ 1,500.00	\$ 1,998.00
	Miscellaneous Expenses	\$ -		
	Withdrawal For CD	\$ -	\$ -	\$ 13,235.05
	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	\$ 2,833.01
	ADML Membership	\$ -	\$ 375.00	\$ 500.00
	IL Library Assoc. Membership	\$ -	\$ 85.00	\$ 85.00
	Total of Expenses	\$ 5,167.90	\$ 74,027.00	\$ 64,619.37
	Balance in checking for January 1, 2026	\$ 25,122.20		

MEMORIAL FUNDS

Savings Account balance December 1, 2025	\$ 4,829.96
Marilyn Putnam Deposits	\$ -
Paid 1/4ly Interest	\$ 0.11
Savings Account Balance January 1, 2026	\$ 4,829.07

Certificate of Deposit Balance January 1, 2026 \$ 13,368.31