

Agenda

Library District 1 Do.Co.

April 1, 2026

7:00 pm

Troy, KS

- **Call Trustee Meeting to order**
- **Approve March 2025 minutes**
- **Patron Petitions Correspondence**
- **Librarian Report**
- **Disbursements**
- **Budget Review**
- **Building Maintenance Report**
- **New Business: elect board officers**
- **Old Business:**
- **Executive Session:**
- **Next Meeting Wednesday May 6, 2025 7:00pm**
Elwood, Ks

Library District #1 Doniphan County

Board of Trustees

Monthly Meeting

Wednesday, March 3, 2026

7:30 pm

Troy, Kansas

- **Call Meeting to Order**

President Greg Bevis called the meeting to order at 7:50 pm.

Trustees present: Ruth Reiter, Morris Watkins, Kerry Braithwait, Greg Bevis, Melanie Davis, Dan Glynn, Amy Foley

Library Staff member present: Teresa Root, Renee Weber, David Reiter

Community members present: Various.

- **Approve Agenda**

Agenda approved.

- **Approve board minutes**

Minutes for February were approved as written.

- **Patron's Petitions Correspondence**

Correspondence was received by Greg Bevis but will be brought to the April meeting for review by the Board.

- **Library Director's Report**

No librarian report was available for review.

- **Disbursements**

Glynn made a motion to accept disbursements as presented. Braithwait seconded the motion. Motion passed 7-0.

- **Budget Review**

Budget discussed with no concerns.

- **Building Maintenance Report**

Davis stated that the heat in the Senior Center in the Elwood Library Building has not been working well. Diana Johnson brought the issue to Davis for resolution. Staff member Weber

described the situation in the building. Discussion of the issue by Board members. Space heaters have been provided and will be discussed further as needed.

- **New Business**

There was no new business.

- **Old Business**

Davis made a motion to go into Executive Session to discuss personnel for 7 minutes. Braithwait seconded. Motion passed 7-0. Starting 8:15. Ending 8:22.

Bevis made a motion to go into Executive Session to discuss Executive Director Search for 25 minutes. Glynn seconded. Motion passed 7-0. Starting 8:22. Ending 8:45.

Meeting was adjourned President Greg Bevis at 8:47 pm

The next Annual Board Meeting will be held Tuesday, March 2, 2027, 7:30 pm @ the Troy Kansas Branch. The next monthly Board meeting will be held April 1, 2026.

Minutes approved: Greg Bevis, Board President

Ruth A. Reiter, Recording Board Member



Librarian Report

Upcoming events:

4/3/26 Easter Basket give-away

4/19-4/25/26 National Library week

4/30/26 Shelter Pets day

We are starting to plan Summer Reading programs. SR will be June 1st -July 24th . Brochures will be out by May 1. All schools will receive the brochures by the 2nd week of May.

Thanks,

Becky

Library District 1 Doniphan County Board of Trustees 2026-27

- | | | |
|---------|---|-------------------------|
| Seat 1: | Amy Foley, treasurer
2067 175th Road
Wathena, KS 66090
cell: 816-390-5443
email: afoley@highlandcc.edu | partial term: 2024-2028 |
| Seat 2: | Ruth Reiter, secretary
P.O Box 252
Highland, KS 66035
cell: 785-741-2590
e-mail: ruthannere@yahoo.com or ruthreiter80@gmail.com | second term: 2025-2029 |
| Seat 3: | Morris Watkins
1711 Peck Road
Troy, KS 66087
Home: 785-985-3923; cell: 785-850-1866
e-mail: 1981watkins@gmail.com | second term: 2025-2029 |
| Seat 4: | Marla Taylor
308 N Genesee
Highland, Kansas 66035
cell: 785-741-1037
e-mail: marlataylor@yahoo.com | first term: 2026-2030 |
| Seat 5: | Mindy Courtin
Wathena, KS 66090
cell: 217-617-6066
e-mail: bc2mommy@gmail.com | first term: 2026-2030 |
| Seat 6: | Melanie Davis
305 Vine St.
Elwood, KS 66024 (physical)
305 Vine St.
Wathena, KS 66090 (mailing)
cell: 785-741-3299 | partial term: 2024-2027 |
| Seat 7: | Greg Bevis, president
105 Willow Lane
Bendena, KS 66008
home: 785-988-4288; cell: 785-691-9064
e-mail: gbevis69@gmail.com | third term: 2023-2027 |

Account QuickReport

Library District #1, Doniphan County
March 7-April 1, 2026

Distribution account	Transaction date	Transaction type	Num	Name	Memo/Description	Full name	Cleared	Amount	Balance
A-Account (Pony Express)									
Beginning Balance									65,563.04
A-Account (Pony Express)	03/07/2026	Check	Debit	Amazon.com	Amazon kids	A-Account (Pony Express)	Uncleared	-8.75	65,554.29
A-Account (Pony Express)	03/10/2026	Check	EFT	City Of Troy	Troy utilities	A-Account (Pony Express)	Uncleared	-582.97	64,971.32
A-Account (Pony Express)	03/10/2026	Check	Debit	King Squeegee	window cleaning	A-Account (Pony Express)	Uncleared	-178.00	64,793.32
A-Account (Pony Express)	03/15/2026	Check	EFT	Rainbow Communications	Internet/phone	A-Account (Pony Express)	Uncleared	-1,070.34	63,722.98
A-Account (Pony Express)	03/16/2026	Check	EFT	ProServe	Copiers	A-Account (Pony Express)	Uncleared	-655.00	63,067.98
A-Account (Pony Express)	03/16/2026	Check	Debit	Oriental Trading Company Inc.	SRP supplies	A-Account (Pony Express)	Uncleared	-61.81	63,006.17
A-Account (Pony Express)	03/19/2026	Check	Debit	Sam's Club	snacks	A-Account (Pony Express)	Uncleared	-333.54	62,672.63
A-Account (Pony Express)	03/19/2026	Check	Debit	Walmart	Easter & SRP	A-Account (Pony Express)	Uncleared	-157.25	62,515.38
A-Account (Pony Express)	03/25/2026	Check	EFT	Kansas Gas Service	utilities Troy	A-Account (Pony Express)	Uncleared	-621.79	61,893.59
A-Account (Pony Express)	03/25/2026	Check	EFT	Kansas Gas Service	utilities Wathena	A-Account (Pony Express)	Uncleared	-178.76	61,714.83
A-Account (Pony Express)	03/25/2026	Check	EFT	Kansas Gas Service	utilities Elwood	A-Account (Pony Express)	Uncleared	-266.50	61,448.33
A-Account (Pony Express)	03/25/2026	Payroll		Lesly R Etherton	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-2,769.51	58,678.82
A-Account (Pony Express)	03/25/2026	Payroll		Robert D Simmons	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-1,083.83	57,594.99
A-Account (Pony Express)	03/25/2026	Payroll		Connie S Higgins	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-1,788.74	55,806.25
A-Account (Pony Express)	03/25/2026	Payroll		Renee E Weber	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-1,094.10	54,712.15
A-Account (Pony Express)	03/25/2026	Payroll		Timothy A. Myers	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-1,172.76	53,539.39
A-Account (Pony Express)	03/25/2026	Payroll		David G Reiter	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-1,058.92	52,480.47

Account QuickReport

Library District #1, Doniphan County
March 7-April 1, 2026

Distribution account	Transaction date	Transaction type	Num	Name	Memo/Description	Full name	Cleared	Amount	Balance
A-Account (Pony Express)	03/25/2026	Payroll		Rachelle R McConaughy	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-103.44	52,377.03
A-Account (Pony Express)	03/25/2026	Check		Holly L Uplinger	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-2,383.70	49,993.33
A-Account (Pony Express)	03/25/2026	Payroll		Lawanda I Worthen	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-207.57	49,785.76
A-Account (Pony Express)	03/25/2026	Check		Theresa L Root	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-1,950.24	47,835.52
A-Account (Pony Express)	03/25/2026	Check		Lisa M. Simbro	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-682.15	47,153.37
A-Account (Pony Express)	03/25/2026	Payroll		Carla A Watkins	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-2,369.49	44,783.88
A-Account (Pony Express)	03/25/2026	Check		Rebecca J Etherton	Pay Period: 02/21/2026-03/20/2026	A-Account (Pony Express)	Uncleared	-3,410.63	41,373.25
A-Account (Pony Express)	03/25/2026	Check	DEBIT	Mainstreet flower shoppe	Esther Gormley	A-Account (Pony Express)	Uncleared	-75.00	41,298.25
A-Account (Pony Express)	03/26/2026	Check	EFT	Kansas Gas Service	utilities Highland	A-Account (Pony Express)	Uncleared	-103.89	41,194.36
A-Account (Pony Express)	03/27/2026	Tax Payment	IRS		Tax Payment for Period: 03/25/2026-03/27/2026 EFT	A-Account (Pony Express)	Uncleared	-5,211.47	35,982.89
A-Account (Pony Express)	03/27/2026	Tax Payment	KS Employment Security Fund		Tax Payment for Period: 01/01/2026-03/31/2026 EFT	A-Account (Pony Express)	Uncleared	-80.24 58.55 35,902.65	
A-Account (Pony Express)	03/27/2026	Tax Payment	KS Withholding Tax		Tax Payment for Period: 03/01/2026-03/31/2026 EFT	A-Account (Pony Express)	Uncleared	-1,538.75	34,363.90
A-Account (Pony Express)	03/30/2026	Check	EFT	Westar Energy/Evergy	utilities Highland	A-Account (Pony Express)	Uncleared	-82.20	34,281.70
A-Account (Pony Express)	04/01/2026	Check		Midwest Tape	Inv# 508469668 Audio books	A-Account (Pony Express)	Uncleared	-242.95	34,038.75
A-Account (Pony Express)	04/01/2026	Check		City Of Highland	utilities	A-Account (Pony Express)	Uncleared	-171.00	33,867.75
A-Account (Pony Express)	04/01/2026	Check		City Of Wathena	utilities	A-Account (Pony Express)	Uncleared	-367.73	33,500.02
A-Account (Pony Express)	04/01/2026	Check		Farm Bureau (RETIREMENT)	401k - Feb	A-Account (Pony Express)	Uncleared	-496.56	33,003.46

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Library District #1, Doniphan County
March 7-April 1, 2026

Distribution account	Transaction date	Transaction type	Num	Name	Memo/Description	Full name	Cleared	Amount	Balance
A-Account (Pony Express)	04/01/2026	Tax Payment		KS Employment Security Fund	Tax Payment for Period: 10/01/2025-12/31/2025	A-Account (Pony Express)	Uncleared	-10.97	32,992.49
A-Account (Pony Express)	04/01/2026	Check		ProServe	282685	A-Account (Pony Express)	Uncleared	-584.48	32,408.01
A-Account (Pony Express)	04/01/2026	Check		Midwest Tape	Hoopla Inv# 508511520	A-Account (Pony Express)	Uncleared	-732.24	31,675.77
A-Account (Pony Express)	04/01/2026	Check		Municipal Services Section	Audit Registration	A-Account (Pony Express)	Uncleared	-300.00	31,375.77
A-Account (Pony Express)	04/01/2026	Check		United States Treasury	cp220	A-Account (Pony Express)	Uncleared	-1,082.61	30,293.16
A-Account (Pony Express)	04/01/2026	Check		OCLC	ILL database	A-Account (Pony Express)	Uncleared	-890.95	29,402.21
A-Account (Pony Express)	04/01/2026	Check		EBSCO	magazines INV 1813308	A-Account (Pony Express)	Uncleared	-468.25	28,933.96
A-Account (Pony Express)	04/01/2026	Check		Rebecca Etherton	Summer Reading Program	A-Account (Pony Express)	Uncleared	-208.00	28,725.96
A-Account (Pony Express)	04/01/2026	Check		Rebecca Etherton	Katie's Faves	A-Account (Pony Express)	Uncleared	-211.00	28,514.96
A-Account (Pony Express)	04/01/2026	Check		Midwest Tape	Inv# 508531672	A-Account (Pony Express)	Uncleared	-481.91	28,033.05
A-Account (Pony Express)	04/01/2026	Check		Kansas Dept. of Revenue	Audio books 010103880871	A-Account (Pony Express)	Uncleared	-52.84	27,980.21
A-Account (Pony Express)	04/01/2026	Check		Preferred Pest Control	KW3-2025 Inv 8078	A-Account (Pony Express)	Uncleared	-780.00	27,200.21
A-Account (Pony Express)	04/01/2026	Check		ProServe	Exterminator Inv 296768	A-Account (Pony Express)	Uncleared	-229.55	26,970.66
A-Account (Pony Express)	04/01/2026	Check		NEKLS	Copiers bar codes	A-Account (Pony Express)	Uncleared	-118.50	26,852.16
A-Account (Pony Express)	04/01/2026	Check		Demco	invoice 7779683 office supplies	A-Account (Pony Express)	Uncleared	-63.62	26,788.54
A-Account (Pony Express)	04/01/2026	Check		The Kansas Chief	Director ad	A-Account (Pony Express)	Uncleared	-56.00	26,732.54
A-Account (Pony Express)	04/01/2026	Check	EFT	City Of Troy	Troy utilities	A-Account (Pony Express)	Uncleared	-522.08	26,210.46

Account QuickReport

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March 7-April 1, 2026

Distribution account	Transaction date	Transaction type	Num	Name	Memo/Description	Full name	Cleared	Amount	Balance
A-Account (Pony Express)	04/01/2026	Check	141	Library District #1, A-Account		A-Account (Pony Express)	Uncleared	60,000.00	86,210.46
A-Account (Pony Express)	04/01/2026	Check		Farm Bureau (RETIREMENT)	401k - March	A-Account (Pony Express)	Uncleared	-468.38	85,742.08
A-Account (Pony Express)	04/01/2026	Check		KS Employment Security Fund	1st quarter	A-Account (Pony Express)	Uncleared	-80.24	85,661.84
Total for A-Account (Pony Express)								\$20,098.80	
TOTAL								\$20,098.80	

Account QuickReport

Library District #1, Doniphan County
March 7-April 1, 2026

Distribution account	Transaction date	Transaction type	Num	Name	Memo/Description	Full name	Cleared	Amount	Balance
Treasury Index(Exchange)									
Beginning Balance									272,988.13
Treasury Index(Exchange)	03/17/2026	Deposit			Deposit	Treasury Index(Exchange)	Uncleared	728.75	273,716.88
Treasury Index(Exchange)	03/20/2026	Deposit			Doniphan County tax check 038728	Treasury Index(Exchange)	Uncleared	31,040.49	304,757.37
Treasury Index(Exchange)	04/01/2026	Check	141	Library District #1, A-Account	A account	Treasury Index(Exchange)	Uncleared	-60,000.00	244,757.37
Total for Treasury Index(Exchange)									-
									\$28,230.76
TOTAL									-
									\$28,230.76

Library District #, Doniphan County

Profit Loss

March 7 - April 1, 2026

	TOTAL
Revenue	
EMP. BENEFIT TAXES	0.00
Co. Ad Valorum	0.00
neighborhood revit.	-31.46
property tax	2,914.68
Total Co. Ad Valorum	2,883.22
commercial veh.tax	92.20
Delinquent Tax	222.90
Motor Veh. Tax	588.83
R.V. Tax Dist.	8.83
Redempt Distr	1,301.50
Total EMP. BENEFIT TAXES	5,097.48
Fees	0.00
Copies & fax	428.75
Total Fees	428.75
GENERAL FUND TAXES	0.00
16-20 M Vehicles	2,907.68
Co. Ad Valorum	15,145.95
Neighborhood Revit.	-164.56
Total Co. Ad Valorum	14,981.39
Commerical Vehicle Tax	455.32
Delinquent Tax	1,137.78
R.V. Tax Dist.	43.59
Redemption Distr	6,417.25
Total GENERAL FUND TAXES	25,943.01
REIMBURSEMENT	0.00
Income	300.00
Total REIMBURSEMENT	300.00
Total Revenue	\$31,769.24
GROSS PROFIT	\$31,769.24
Expenditures	
66000 Payroll Expense Employee Benefit	25.14
COMM.	0.00
Cleaning/office Supplies	411.67
Copier supplies	1,239.48
EMPLOYEE / PUBLIC RELATIONS	75.00

Library District #, Doniphan County

Profit Loss

March 7 - April 1, 2026

	TOTAL
Food	0.00
snacks & lunches	333.54
Total Food	333.54
Programming	0.00
Program supplies - juv	63.88
Juv summer reading	398.37
Total Program supplies - juv	462.25
Program supplies- adult	114.00
Summer Reading	61.81
Total Programming	638.06
Total COMM.	2,697.75
MATERIALS	0.00
Audio	0.00
Audios adult	724.86
Total Audio	724.86
Database	1,631.94
Periodicals	0.00
Magazines	468.25
Total Periodicals	468.25
Total MATERIALS	2,825.05
OPERATIONAL EXPENSES	0.00
Advertising	56.00
Auditor	300.00
Building Maintenance	780.00
Contractor Highland	13.00
Contractor Troy	138.00
Contractor Wathena	27.00
Total Building Maintenance	958.00
Utilities	0.00
electricity - Highland	82.20
Elwood	266.50
gas service - Highland	103.89
gas service - Wathena	178.76
Highland	171.00
Internet/Phone	1,070.34
Troy	1,726.84
Wathena	367.73
Total Utilities	3,967.26
Total OPERATIONAL EXPENSES	5,281.26

Library District #, Doniphan County

Profit Loss

March 7 - April 1, 2026

	TOTAL
Payroll Expenses	0.00
KS Unemployment Tax*	80.24
Payroll Expense Employee Benefit	0.00
Match-Farm Bur. Retirement	482.47
Medicare - Library	364.48
Soc. Sec. - Library	1,558.45
Total Payroll Expense Employee Benefit	2,405.40
Penalties	1,082.61
Total Payroll Expenses	3,568.25
Personnel	0.00
SALARIES	25,136.56
Total Personnel	25,136.56
Total Expenditures	\$39,534.01
NET OPERATING REVENUE	\$ -7,764.77
NET REVENUE	\$ -7,764.77