

Agenda

Library District 1 Do.Co.

August 6, 2025

7:00 pm

Troy, KS

- Call Trustee Meeting to order
- Approve July 2025 minutes (July minutes not submitted)
- Patron Petitions Correspondence
- Librarian Report
- Disbursements
- Budget Review
- Building Maintenance Report:
- New Business:
- Old Business:
- Executive Session:
- Next Meeting Wednesday September 3, 2025
7:00pm **Troy, Ks**

Librarian Report

**August 6-8 Troy Library 7th – 12th grade school supply giveaway
9:00am-4:00pm or while supplies last.**

August 11(Monday) will be the staff mental health day. We will be having lunch in St. Joseph, Mo, playing miniature golf & visiting the Patee House Museum.

August 12-15 Back to school party at each library branch. Hot dog lunch, snow cones and games noon-3pm

8/12 Troy 8/13 Highland 8/14 Elwood 8/15 Wathena

Collaborating with the Health dept on a foam machine.

Summer Reading numbers:

Adult programs 8 with 56 attending

Juvenile programs 19 with 190 attending

Passive programs 3 with 45 participating

Family programs 10 182 attending

Becky Etherton

Account QuickReport

Library District #1, Doniphan County

July 5-August 6, 2025

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	FULL NAME	CLEARED	AMOUNT	BALANCE
A-Account (Pony Express)									
Beginning Balance									
A-Account (Pony Express)	07/05/2025	Check	DEBIT	Farm House		A-Account (Pony Express)	Uncleared	-53.84	71,187.45
A-Account (Pony Express)	07/08/2025	Check	Debit	Butchart Flowers		A-Account (Pony Express)	Uncleared	-87.79	71,133.61
A-Account (Pony Express)	07/08/2025	Check	Debit	Wal-Mart	JD Euler	A-Account (Pony Express)	Uncleared	-120.63	71,045.82
A-Account (Pony Express)	07/14/2025	Check	ACH	Kansas Withholding Tax	5195-58A4-35DK	A-Account (Pony Express)	Uncleared	-54.45	70,925.19
A-Account (Pony Express)	07/14/2025	Check	Debit	Amazon.com	BTS	A-Account (Pony Express)	Uncleared	-352.44	70,870.74
A-Account (Pony Express)	07/14/2025	Check	Debit	Amazon.com	BTS	A-Account (Pony Express)	Uncleared	-72.98	70,518.30
A-Account (Pony Express)	07/14/2025	Check	Debit	Amazon.com	BTS	A-Account (Pony Express)	Uncleared	-193.29	70,445.32
A-Account (Pony Express)	07/16/2025	Check	Debit	Wal-Mart	BTS	A-Account (Pony Express)	Uncleared	-72.98	70,252.03
A-Account (Pony Express)	07/16/2025	Check	Debit	Wal-Mart	BTS	A-Account (Pony Express)	Uncleared	-275.33	69,903.72
A-Account (Pony Express)	07/17/2025	Check	Debit	Kansas Library Association	KLA dues	A-Account (Pony Express)	Uncleared	-566.59	69,337.13
A-Account (Pony Express)	07/22/2025	Check	EFT	Amazon.com	BTS	A-Account (Pony Express)	Uncleared	-45.00	69,292.13
A-Account (Pony Express)	07/22/2025	Payroll Check		Rebecca J Eltherton	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-129.00	69,163.13
A-Account (Pony Express)	07/22/2025	Payroll Check		Lawanda I Worthen	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-339.82	65,764.31
A-Account (Pony Express)	07/22/2025	Payroll Check		Holly L. Uplinger	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-350.77	65,413.54
A-Account (Pony Express)	07/22/2025	Payroll Check		Timothy A. Myers	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-2,248.08	63,165.46
A-Account (Pony Express)	07/22/2025	Payroll Check		Lesly R Eltherton	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-193.94	62,971.52
A-Account (Pony Express)	07/22/2025	Payroll Check		David G Reiter	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-2,811.52	60,160.00
A-Account (Pony Express)	07/22/2025	Payroll Check		Robert D Simmons	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-985.92	59,174.08
A-Account (Pony Express)	07/22/2025	Payroll Check		Connie S Higgins	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-1,228.83	57,945.25
A-Account (Pony Express)	07/22/2025	Payroll Check		Amy L Stanton	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-1,784.43	56,160.82
A-Account (Pony Express)	07/22/2025	Payroll Check		Carla A Watkins	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-2,166.93	53,993.89
A-Account (Pony Express)	07/22/2025	Payroll Check		Theresa L Root	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-2,147.17	51,846.72
A-Account (Pony Express)	07/22/2025	Payroll Check		Rachelle R McConaughy	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-1,232.73	50,613.99
A-Account (Pony Express)	07/22/2025	Payroll Check		Renee E Weber	Pay Period: 06/22/2025-07/21/2025	A-Account (Pony Express)	Uncleared	-1,896.64	48,715.35
A-Account (Pony Express)	07/22/2025	Check	DD	Rebecca Eltherton	260*.675	A-Account (Pony Express)	Uncleared	-883.64	47,831.71
A-Account (Pony Express)	07/22/2025	Check	DD	Lesly Eltherton	70*.675	A-Account (Pony Express)	Uncleared	-175.50	47,656.21
A-Account (Pony Express)	07/22/2025	Check	DD	Holly Uplinger	360*.675	A-Account (Pony Express)	Uncleared	-47.25	47,608.96
A-Account (Pony Express)	07/22/2025	Check	DD	Carla Watkins	87*.675	A-Account (Pony Express)	Uncleared	-243.00	47,365.96
A-Account (Pony Express)	07/22/2025	Check	DD	Amy Stanton	105*.675	A-Account (Pony Express)	Uncleared	-58.73	47,307.23
A-Account (Pony Express)	07/23/2025	Check	EFT	Kansas Gas Service.		A-Account (Pony Express)	Uncleared	-70.88	47,236.35
A-Account (Pony Express)	07/23/2025	Check	EFT	Kansas Gas Service.		A-Account (Pony Express)	Uncleared	-102.98	47,133.37
A-Account (Pony Express)	07/23/2025	Check	EFT	Kansas Gas Service.		A-Account (Pony Express)	Uncleared	-55.63	47,077.74
A-Account (Pony Express)	07/23/2025	Check	EFT	Kansas Gas Service		A-Account (Pony Express)	Uncleared	-48.63	47,029.11
A-Account (Pony Express)	07/24/2025	Check	EFT	Kansas Gas Service		A-Account (Pony Express)	Uncleared	-47.45	46,991.66
A-Account (Pony Express)	07/24/2025	Check	EFT	Kansas Gas Service		A-Account (Pony Express)	Uncleared	-47.45	46,991.66
A-Account (Pony Express)	07/24/2025	Check	DEBIT	Amazon.com	Highland	A-Account (Pony Express)	Uncleared	-323.72	46,657.94
A-Account (Pony Express)	07/24/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-67.32	46,590.62
A-Account (Pony Express)	07/24/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-406.21	46,184.41
A-Account (Pony Express)	07/25/2025	Check	DEBIT	Fred Pryor Seminars	renew	A-Account (Pony Express)	Uncleared	-545.31	45,639.10
A-Account (Pony Express)	07/28/2025	Check	EFT	Weslar Energy	Highland	A-Account (Pony Express)	Uncleared	-231.59	45,407.51
A-Account (Pony Express)	07/28/2025	Check	EFT	Crickel wires		A-Account (Pony Express)	Uncleared	-335.00	45,072.51
A-Account (Pony Express)	07/28/2025	Check	DEBIT	Dollar General		A-Account (Pony Express)	Uncleared	-71.00	45,001.51
A-Account (Pony Express)	07/29/2025	Check	DEBIT	Wal-Mart	school supply giveaway	A-Account (Pony Express)	Uncleared	-670.06	44,331.45
A-Account (Pony Express)	07/30/2025	Check	EFT	Blue Cross and Blue Shield of Kansas		A-Account (Pony Express)	Uncleared	-6,521.89	37,809.56

Account QuickReport

Library District #1, Doniphan County

July 5-August 6, 2025

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMORDESCRIPTION	FULL NAME	CLEARED	AMOUNT	BALANCE
A-Account (Pony Express)	07/30/2025	Check		InTut		A-Account (Pony Express)	Uncleared	-104.00	37,705.56
A-Account (Pony Express)	07/30/2025	Check	EFT	Dollar General	monthly	A-Account (Pony Express)	Uncleared	-53.49	37,652.07
A-Account (Pony Express)	08/01/2025	Check	EFT	City Of Troy	school supply giveaway	A-Account (Pony Express)	Uncleared	-772.13	36,879.94
A-Account (Pony Express)	08/06/2025	Check		Quill Corporation		A-Account (Pony Express)	Uncleared	-22.64	36,857.30
A-Account (Pony Express)	08/06/2025	Check		Quill Corporation		A-Account (Pony Express)	Uncleared	-446.37	36,410.93
A-Account (Pony Express)	08/06/2025	Check		NEKLS		A-Account (Pony Express)	Uncleared	-27.00	36,383.93
A-Account (Pony Express)	08/06/2025	Check		Midwest Tape		A-Account (Pony Express)	Uncleared	-455.22	35,928.71
A-Account (Pony Express)	08/06/2025	Check		Miller Trash Service	Hoopla	A-Account (Pony Express)	Uncleared	-330.00	35,598.71
A-Account (Pony Express)	08/06/2025	Check		City Of Highland		A-Account (Pony Express)	Uncleared	-83.00	35,515.71
A-Account (Pony Express)	08/06/2025	Check		Farm Bureau (RETIREMENT)		A-Account (Pony Express)	Uncleared	-615.46	34,900.25
A-Account (Pony Express)	08/06/2025	Check		King Squeeze Window cleaning		A-Account (Pony Express)	Uncleared	-178.00	34,722.25
Total for A-Account (Pony Express)								-	\$36,465.20
TOTAL								-	\$36,465.20

Account QuickReport

Library District #1, Doniphan County

July 3-August 6, 2025

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	FULL NAME	CLEARED	AMOUNT	BALANCE
Treasury Index(Exchange)									
Beginning Balance									236,022.47
Treasury Index(Exchange)	07/14/2025	Deposit		Doniphan County Courthouse	Reimburse Elwood Rent	Treasury Index(Exchange)	Uncleared	300.00	236,322.47
Treasury Index(Exchange)	07/28/2025	Deposit				Treasury Index(Exchange)	Uncleared	3,350.00	239,672.47
Treasury Index(Exchange)	07/28/2025	Deposit				Treasury Index(Exchange)	Uncleared	775.61	240,448.08
Total for Treasury Index(Exchange)								\$4,425.61	
TOTAL								\$4,425.61	

Library District #, Doniphan County

Profit Loss

July 2025

	TOTAL
Revenue	
DONATION	0.00
Copies	290.00
Total DONATION	290.00
DONATIONS	0.00
General	3,300.00
Summer Reading	50.00
Total DONATIONS	3,350.00
REIMBURSEMENT	0.00
Elwood rent	300.00
Income	485.61
Total REIMBURSEMENT	785.61
Total Revenue	\$4,425.61
GROSS PROFIT	\$4,425.61
Expenditures	
COMM.	0.00
Cleaning/office Supplies	251.15
EMPLOYEE / PUBLIC RELATIONS	87.79
Food	8.00
snacks & lunches	203.71
Total Food	211.71
Programming	0.00
Program supplies - juv	857.10
Juv summer reading	4.97
Total Program supplies - juv	862.07
Total Programming	862.07
Total COMM.	1,412.72
MATERIALS	0.00
Books - juv	1,282.52
Books-adult	3,508.09
Database	251.33
DVD	769.85
games	72.98
Newspapers	175.44
Puzzles	249.29
Total MATERIALS	6,309.50

Library District #, Doniphan County

Profit Loss

July 2025

	TOTAL
OPERATIONAL EXPENSES	0.00
Building Maintenance	780.00
Lawn/Snow removal	400.00
Elwood	400.00
Total Lawn/Snow removal	800.00
Total Building Maintenance	1,580.00
Memberships	129.00
Mileage	595.36
Utilities	0.00
electricity - Highland	83.00
Elwood	307.83
gas service - Highland	47.45
gas service - Troy	102.98
gas service - Wathena	48.63
Highland	231.59
Internet/Phone	1,073.98
Troy	704.52
Wathena	251.13
Total Utilities	2,851.11
Total OPERATIONAL EXPENSES	5,155.47
Payroll Expense Employee Benefit	6.04
Health Insurance	6,521.89
Match-Farm Bur. Retirement	657.60
Total Payroll Expense Employee Benefit	7,185.53
Personnel	0.00
CONTINUING EDUCATION	0.00
Conferences	545.31
Dues	45.00
Total CONTINUING EDUCATION	590.31
SALARIES	26,874.95
Total Personnel	27,465.26
TECHNOLOGY	0.00
Software	104.00
Tech Equipment	335.00
Total TECHNOLOGY	439.00
Total Expenditures	\$47,967.48
NET OPERATING REVENUE	\$ -43,541.87
NET REVENUE	\$ -43,541.87

Account	31-Dec-24	31-Jan-25	28-Feb-25	31-Mar-25	30-Apr-25	31-May-25	30-Jun-25	31-Jul-25
A Account	\$37,324.96	\$57,126.08	\$26,952.84	\$17,770.12	\$18,139.91	\$19,729.13	\$36,305.60	\$37,652.07
Treasury Index	\$3,877.00	\$341,984.90	\$313,482.30	\$312,056.29	\$259,542.81	\$170,029.17	\$293,468.47	\$240,448.08
Cap. Imp.	\$2,525.38	\$2,528.85	\$2,526.32	\$2,526.26	\$2,537.04	\$2,537.04	\$2,542.53	\$2,547.87
Library Stifel	\$24,487.78	\$24,105.85	\$24,667.44	\$24,453.17	\$23,624.81	\$23,624.81	\$24,380.80	\$25,144.53
Euler Stifel	\$166,716.30	\$161,521.10	\$164,087.98	\$165,535.44	\$161,439.89	\$161,439.89	\$154,739.35	\$154,614.45
G.M.C.F.	\$31,158.00	\$31,158.00	\$30,787.13	\$30,896.99	\$30,452.02	\$30,452.02	\$31,338.48	\$32,167.21