

Agenda

Library District 1 Do.Co.

February 5, 2025

7:00 pm

Troy, KS

- **Call Trustee Meeting to order**
- **Approve January 2024 minutes**
- **Patron Petitions Correspondence**
- **Librarian Report:** Oral report will be given
- **Disbursements**
- **Budget Review**
- **Building Maintenance Report:**
- **New Business:**
- **Executive Session:**
- Next Meeting **Tuesday March 4, 2025 7:30pm Troy,KS**

Library District #1, Doniphan County

Account QuickReport

January 9-February 5, 2025

DISTRIBUTION ACCOUNT	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT FULL NAME	CLEARED	AMOUNT	BALANCE
A-Account (Pony Express)									
Beginning Balance									\$28,907.22
A-Account (Pony Express)	01/09/2025	Check	11529	City Of Highland		A-Account (Pony Express)	Uncleared	-\$83.00	\$28,824.22
A-Account (Pony Express)	01/09/2025	Check	11521	Farm Bureau (RETIREMENT)	Amy 161.88 Carla 185.06 Becky 275.00	A-Account (Pony Express)	Uncleared	-\$621.94	\$28,202.28
A-Account (Pony Express)	01/09/2025	Check	11522	Preferred Pest Control		A-Account (Pony Express)	Uncleared	-\$780.00	\$27,422.28
A-Account (Pony Express)	01/09/2025	Check	11523	City Of Wathena	Wathena	A-Account (Pony Express)	Uncleared	-\$337.34	\$27,084.94
A-Account (Pony Express)	01/09/2025	Check	11524	King Squeeze Window cleaning		A-Account (Pony Express)	Uncleared	-\$178.00	\$26,906.94
A-Account (Pony Express)	01/09/2025	Check	11525	John's Market		A-Account (Pony Express)	Uncleared	-\$145.70	\$26,761.24
A-Account (Pony Express)	01/09/2025	Check	11526	Kansas Chief	Troy 2025 renewal	A-Account (Pony Express)	Uncleared	-\$38.35	\$26,722.89
A-Account (Pony Express)	01/14/2025	Check	11527	United States Treasury	941cp220	A-Account (Pony Express)	Uncleared	-\$802.91	\$25,919.98
A-Account (Pony Express)	01/14/2025	Check	11528	Junior Library Guild	invoice#699964	A-Account (Pony Express)	Uncleared	-\$2,860.62	\$23,059.36
A-Account (Pony Express)	01/14/2025	Check	DEBIT	Wal-Mart		A-Account (Pony Express)	Uncleared	-\$217.47	\$22,841.89
A-Account (Pony Express)	01/14/2025	Check	DEBIT	Dollar General		A-Account (Pony Express)	Uncleared	-\$5.10	\$22,836.79
A-Account (Pony Express)	01/15/2025	Tax Payment		IRS	Tax Payment for Period: 12/01/2024-12/31/2024	A-Account (Pony Express)	Uncleared	-\$6,038.75	\$16,798.04
A-Account (Pony Express)	01/15/2025	Check	EFT	Clune (Proserv)		A-Account (Pony Express)	Uncleared	-\$655.00	\$16,143.04
A-Account (Pony Express)	01/16/2025	Deposit		Deposit		A-Account (Pony Express)	Uncleared	\$75,000.00	\$91,143.04
A-Account (Pony Express)	01/16/2025	Check	DEBIT	Sams		A-Account (Pony Express)	Uncleared	-\$477.64	\$90,665.40
A-Account (Pony Express)	01/16/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-\$157.80	\$90,507.60
A-Account (Pony Express)	01/16/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-\$300.15	\$90,207.45
A-Account (Pony Express)	01/21/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-\$22.92	\$90,184.53
A-Account (Pony Express)	01/21/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-\$27.96	\$90,156.57
A-Account (Pony Express)	01/21/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-\$217.96	\$89,938.61
A-Account (Pony Express)	01/22/2025	Check	DEBIT	ProServe	003103 Code	A-Account (Pony Express)	Uncleared	-\$897.57	\$89,041.04
A-Account (Pony Express)	01/22/2025	Check	DEBIT	Wal-Mart		A-Account (Pony Express)	Uncleared	-\$108.78	\$88,932.26
A-Account (Pony Express)	01/24/2025	Payroll Check		Renee E Weber	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$657.44	\$88,274.82
A-Account (Pony Express)	01/24/2025	Payroll Check		Morgan E Morris	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$581.40	\$87,693.42
A-Account (Pony Express)	01/24/2025	Payroll Check		Carla A Watkins	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$2,146.58	\$85,546.84
A-Account (Pony Express)	01/24/2025	Payroll Check		Lawanda I Worthen	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$201.44	\$85,345.40
A-Account (Pony Express)	01/24/2025	Payroll Check		Rebecca J Etherton	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$3,357.55	\$81,987.85
A-Account (Pony Express)	01/24/2025	Payroll Check		Holly L Uplinger	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$2,293.35	\$79,694.50
A-Account (Pony Express)	01/24/2025	Payroll Check		Amy L Stanton	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$2,129.71	\$77,564.79
A-Account (Pony Express)	01/24/2025	Payroll Check		Ashawnti A Robinson	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$521.79	\$77,043.00
A-Account (Pony Express)	01/24/2025	Payroll Check		Theresa L Root	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$556.51	\$76,486.49
A-Account (Pony Express)	01/24/2025	Payroll Check		Lesly R Etherton	Pay Period: 12/22/2024- 01/21/2025	A-Account (Pony Express)	Uncleared	-\$2,732.71	\$73,753.78

DISTRIBUTION ACCOUNT	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT FULL NAME	CLEARED	AMOUNT	BALANCE
A-Account (Pony Express)	01/24/2025	Payroll Check		Connie S Higgins	Pay Period: 12/22/2024-01/21/2025	A-Account (Pony Express)	Uncleared	-\$1,885.84	\$71,867.94
A-Account (Pony Express)	01/24/2025	Payroll Check		Robert D Simmons	Pay Period: 12/22/2024-01/21/2025	A-Account (Pony Express)	Uncleared	-\$1,138.65	\$70,729.29
A-Account (Pony Express)	01/24/2025	Payroll Check		David G Reiter	Pay Period: 12/22/2024-01/21/2025	A-Account (Pony Express)	Uncleared	-\$1,033.04	\$69,696.25
A-Account (Pony Express)	01/24/2025	Payroll Check		Rachelle R McConnaughey	Pay Period: 12/22/2024-01/21/2025	A-Account (Pony Express)	Uncleared	-\$1,937.51	\$67,758.74
A-Account (Pony Express)	01/24/2025	Check	DD	Rachelle McConnaughey	100*.675	A-Account (Pony Express)	Uncleared	-\$67.50	\$67,691.24
A-Account (Pony Express)	01/24/2025	Check	DD	Rebecca Elherton	200*.675	A-Account (Pony Express)	Uncleared	-\$135.00	\$67,556.24
A-Account (Pony Express)	01/24/2025	Check	DD	Lesly Elherton	30*.675	A-Account (Pony Express)	Uncleared	-\$20.25	\$67,535.99
A-Account (Pony Express)	01/24/2025	Check	DD	Holly Uplinger	155*.675	A-Account (Pony Express)	Uncleared	-\$104.63	\$67,431.36
A-Account (Pony Express)	01/24/2025	Check	DD	Connie Higgins	10*.675	A-Account (Pony Express)	Uncleared	-\$6.75	\$67,424.61
A-Account (Pony Express)	01/24/2025	Check	DD	Amy Stanton	75*.675	A-Account (Pony Express)	Uncleared	-\$50.63	\$67,373.98
A-Account (Pony Express)	01/24/2025	Check	DD	Carla A. Watkins	75*.675	A-Account (Pony Express)	Uncleared	-\$50.63	\$67,323.35
A-Account (Pony Express)	01/27/2025	Check	EFT	Westar Energy	Highland	A-Account (Pony Express)	Uncleared	-\$92.01	\$67,231.34
A-Account (Pony Express)	01/27/2025	Check	EFT	Kansas Gas Service	Highland	A-Account (Pony Express)	Uncleared	-\$178.94	\$67,052.40
A-Account (Pony Express)	01/27/2025	Check	EFT	Kansas Gas Service	Elwood	A-Account (Pony Express)	Uncleared	-\$441.00	\$66,611.40
A-Account (Pony Express)	01/27/2025	Check	EFT	Kansas Gas Service	Troy	A-Account (Pony Express)	Uncleared	-\$1,016.86	\$65,594.54
A-Account (Pony Express)	01/27/2025	Check	EFT	Kansas Gas Service	Wathena	A-Account (Pony Express)	Uncleared	-\$264.06	\$65,330.48
A-Account (Pony Express)	01/28/2025	Check	EFT	Cricknet wireles		A-Account (Pony Express)	Uncleared	-\$335.00	\$64,995.48
A-Account (Pony Express)	01/29/2025	Tax Payment		KS Employment Security Fund	Tax Payment for Period: 10/01/2024-12/31/2024	A-Account (Pony Express)	Uncleared	-\$192.66	\$64,802.82
A-Account (Pony Express)	01/29/2025	Tax Payment		IRS	Tax Payment for Period: 01/01/2024-12/31/2024	A-Account (Pony Express)	Uncleared	-\$485.62	\$64,317.20
A-Account (Pony Express)	01/31/2025	Check	EFT	Blue Cross and Blue Shield of Kansas		A-Account (Pony Express)	Uncleared	-\$7,191.12	\$57,126.08
A-Account (Pony Express)	02/01/2025	Check	EFT	City Of Troy		A-Account (Pony Express)	Uncleared	-\$406.86	\$56,719.22
A-Account (Pony Express)	02/05/2025	Check		Quill Corporation		A-Account (Pony Express)	Uncleared	-\$367.78	\$56,351.44
A-Account (Pony Express)	02/05/2025	Check		Midwest Tape	506588379	A-Account (Pony Express)	Uncleared	-\$398.91	\$55,952.53
A-Account (Pony Express)	02/05/2025	Check		City Of Highland		A-Account (Pony Express)	Uncleared	-\$83.00	\$55,869.53
A-Account (Pony Express)	02/05/2025	Check		Farm Bureau (RETIREMENT)	Amy 161.48 Rebecca 275.00 Carla 170.36	A-Account (Pony Express)	Uncleared	-\$606.84	\$55,262.69
A-Account (Pony Express)	02/05/2025	Check		CJ Garner		A-Account (Pony Express)	Uncleared	-\$180.00	\$55,082.69
A-Account (Pony Express)	02/05/2025	Check		Farm Bureau Property & Casualty Insurance	QAP0025955	A-Account (Pony Express)	Uncleared	-\$13,087.00	\$41,995.69
Total for A-Account (Pony Express)								\$13,088.47	
								\$13,088.47	

Library District #1, Doniphan County

Account QuickReport

January 1-February 5, 2025

DISTRIBUTION ACCOUNT	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT FULL NAME	CLEARED	AMOUNT	BALANCE
Treasury Index(Exchange)									
Beginning Balance									\$3,877.00
Treasury Index(Exchange)	01/13/2025	Deposit			Ruthanna Seward (Edward Jones)	Treasury Index(Exchange)	Uncleared	\$1,424.55	\$5,301.55
Treasury Index(Exchange)	01/15/2025	Deposit					Uncleared	\$406,324.46	\$411,626.01
Treasury Index(Exchange)	01/15/2025	Check	686	Library District #1, A-Account	A account	Treasury Index(Exchange)	Uncleared	-\$75,000.00	\$336,626.01
Treasury Index(Exchange)	01/17/2025	Deposit		Deposit	Merrill Lynch (Library Trust)	Treasury Index(Exchange)	Uncleared	\$5,000.00	\$341,626.01
Treasury Index(Exchange)	01/17/2025	Deposit		Deposit	Betty Snyder memorial	Treasury Index(Exchange)	Uncleared	\$95.00	\$341,721.01
Treasury Index(Exchange)	01/29/2025	Deposit		Deposit		Treasury Index(Exchange)	Uncleared	\$263.89	\$341,984.90
Treasury Index(Exchange)	02/05/2025	Check	687	Library District #1, A-Account	A account	Treasury Index(Exchange)	Uncleared	-\$30,000.00	\$311,984.90
Total for Treasury Index(Exchange)								\$308,107.90	
								\$308,107.90	

Library District #, Doniphan County

Profit Loss

January 2025

	TOTAL
Revenue	
DONATIONS	0.00
General	1,095.00
Trust	5,000.00
Total DONATIONS	6,095.00
EMP. BENEFIT TAXES	0.00
Co. Ad Valorum	69,245.79
neighborhood revit.	-1,300.70
Total Co. Ad Valorum	67,945.09
commercial veh.tax	0.20
Motor Veh. Tax	294.42
R.V. Tax Dist.	2.31
Total EMP. BENEFIT TAXES	68,242.02
Fees	0.00
Copies & fax	688.44
Total Fees	688.44
GENERAL FUND TAXES	0.00
Co. Ad Valorum	342,732.31
Neighborhood Revit.	-6,423.00
Total Co. Ad Valorum	336,309.31
Commerical Vehicle Tax	1.20
Motor Veh. Tax	1,758.17
R.V. Tax Dist.	13.76
Total GENERAL FUND TAXES	338,082.44
Tranfers to Account	0.00
Total Revenue	\$413,107.90
GROSS PROFIT	\$413,107.90
Expenditures	
COMM.	0.00
Cleaning/office Supplies	1,914.19
Food	0.00
snacks & lunches	559.75
Total Food	559.75
Misc. Supplies	118.66
Office supplies	726.79
Total COMM.	3,319.39

Library District #, Doniphan County

Profit Loss

January 2025

	TOTAL
MATERIALS	0.00
Books - juv	2,887.40
Books-adult	1,817.23
Database	2,050.92
DVD	249.50
Lost/ damage reimbursement	99.99
Newspapers	38.35
Total MATERIALS	7,143.39
OPERATIONAL EXPENSES	0.00
Building Maintenance	780.00
Contractor Elwood	135.00
Total Building Maintenance	915.00
Copier Services	655.00
Janitor	178.00
Mileage	435.39
Utilities	0.00
electricity - Highland	83.00
Elwood	639.83
gas service - Highland	178.94
gas service - Troy	1,016.86
gas service - Wathena	264.06
Highland	92.01
Internet/Phone	1,047.96
Troy	438.04
Wathena	337.34
Total Utilities	4,098.04
Total OPERATIONAL EXPENSES	6,281.43
Payroll Expense Emplpyee Benefit	0.00
Health Insurance	7,191.12
Match-Farm Bur. Retirement	621.94
Total Payroll Expense Emplpyee Benefit	7,813.06
Payroll Expenses	0.00
Taxes	2,299.53
Wages	26,584.36
Total Payroll Expenses	28,883.89
Personnel	0.00
CONTINUING EDUCATION	0.00
Dues	55.00
Total CONTINUING EDUCATION	55.00
Total Personnel	55.00

Library District #, Doniphan County

Profit Loss

January 2025

	TOTAL
TECHNOLOGY	0.00
Software	162.00
Tech Equipment	335.00
Total TECHNOLOGY	497.00
Total Expenditures	\$53,993.16
NET OPERATING REVENUE	\$359,114.74
NET REVENUE	\$359,114.74

Account	31-Dec	31-Jan-25						
A Account	\$37,324.96	\$57,126.08						
Treasury Index	\$3,877.00	\$341,984.90						
Cap. Imp.	\$2,525.38	\$2,528.85						
Library Stifel	\$24,487.78	\$24,105.85						
Euler Stifel	\$166,716.30	\$161,521.10						
G.M.C.F.	\$31,158.00	\$31,158.00						