

Library District#1 Annual Meeting

March 4, 2025

7:30 Annual Meeting & Election

Troy Central Branch 105 North Main Troy, KS

Call to Order

Approve Agenda

Minutes

Nominees for Library District #1 Do.Co. Board of Trustees

Nominees presentation

Election

Next Annual Meeting March 3,2026 7:30 Troy Central Branch

Library District #1 Doniphan County

Board of Trustees

Annual Meeting and Election

7:30 pm, Tuesday, March 5, 2024

- **Call to Order**

Annual meeting was called to order by Vice President Kerry Braithwait at 7:30 pm.

Trustees present: Ruth Reiter, Greg Bevis, Morris Watkins, Kerry Braithwait,
Melanie Davis

Staff member present: Library Director Becky Etherton

Community members present

- **Approve Agenda**

Agenda was approved.

- **Minutes of Previous Meeting**

The minutes for the previous annual meeting were approved as written.

- **Nominations made for Library District #1 Doniphan County Board of Trustees**

There were no nominations for seat #1.

- **Nominees Presentation**

There was no presentation

- **Election**

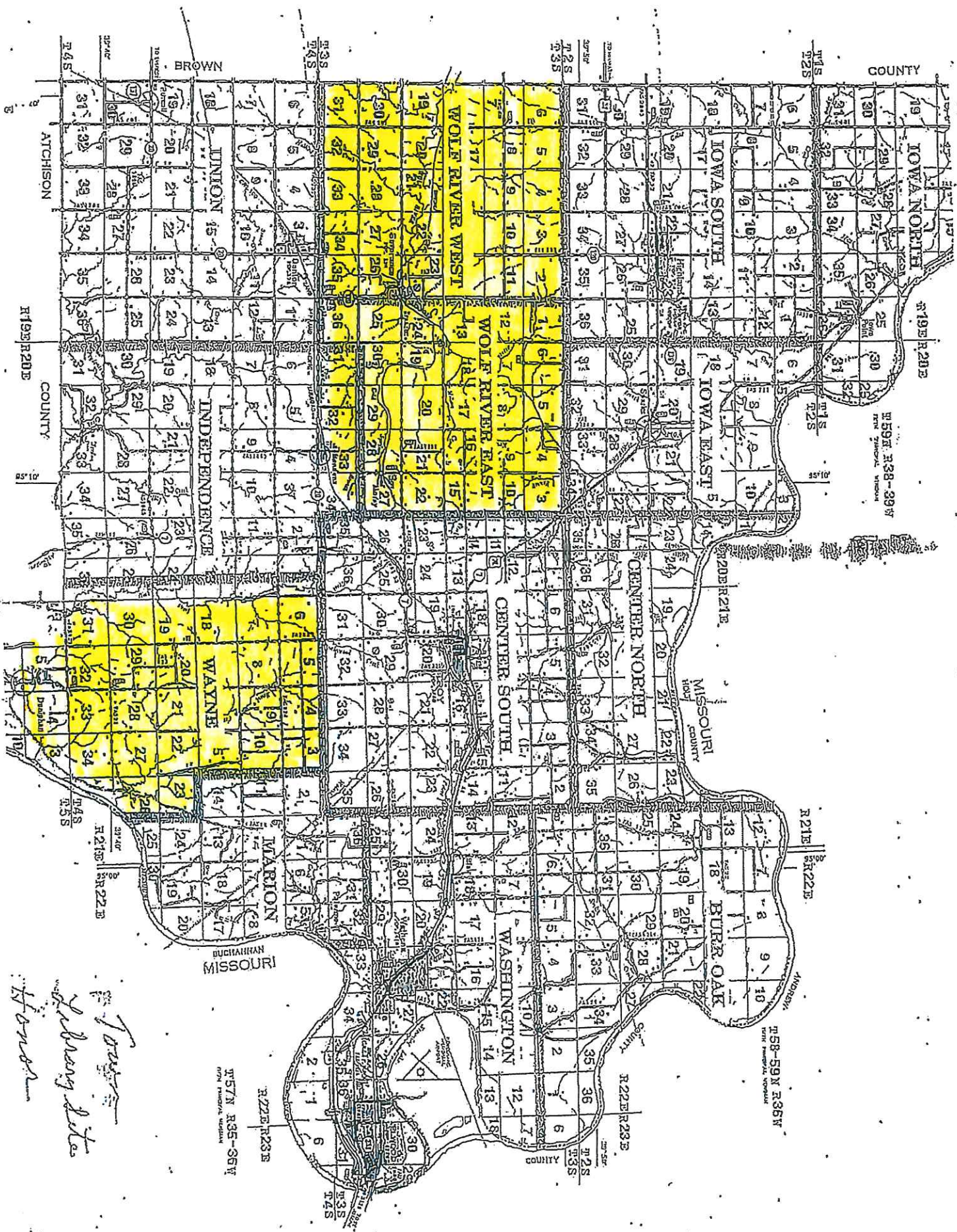
There was no election.

Meeting was adjourned by Vice President Braithwait at 7:35 pm.

Next annual meeting will be held Tuesday, March 4, 2025 at Troy, Kansas

Minutes approved: Dan Glynn

Ruth A. Reiter, Recording Board Member



*For
Library Use
Horn*

March Board Meeting Sign-In

<u>Name</u>	<u>Township</u>
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Agenda

Library District 1 Do.Co.

March 4, 2025

7:30 pm(following the election)

Troy, KS

- **Call Trustee Meeting to order**
- **Approve February 2024 minutes**
- **Patron Petitions Correspondence**
- **Librarian Report**
- **Disbursements**
- **Budget Review**
- **Building Maintenance Report:**
- **New Business:**
- **Executive Session:**
- **Next Meeting Wednesday April 2, 2025 7:00pm Troy,KS**

Librarian Report

2/28/25 Pre-Employment Transition Services meeting Troy Library meeting room 10:00am.

3/4/25 Trustee elections & meeting 7:30pm Troy Library.

3/5/25 CSLP (Summer Reading zoom meeting) 1pm

3/10/25 CBDG directors meeting 1pm

3/11/25 Summer Reading meeting & scheduling of programs.

3/13/25 Troy Elementary school Pie Day

Account QuickReport

Library District #1, Doniphan County
February 6-March 4, 2025

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	LINE DESCRIPTION	ACCOUNT FULL NAME	CATEGORY/PRODUCT/SERVICE CLEARED	CATEGORY/PRODUCT/SERVICE AMOUNT	BALANCE
A-Account (Pony Express)	02/06/2025	Deposit		Deposit		A-Account (Pony Express)	Uncleared	\$38,933.00	
A-Account (Pony Express)	02/06/2025	Check	DEBIT	MyHeritage		A-Account (Pony Express)	Uncleared	\$30,000.00	\$8,933.00
A-Account (Pony Express)	02/07/2025	Check	EFT	EFTPS Federal Tax	27054394932214	A-Account (Pony Express)	Uncleared	-\$199.00	\$8,734.00
A-Account (Pony Express)	02/07/2025	Check	EFT	Kansas Withholding Tax	5037h83274d	A-Account (Pony Express)	Uncleared	-\$5,566.28	\$3,167.72
A-Account (Pony Express)	02/07/2025	Check	DEBIT	Sweet Emotions	Donuts for meeting	A-Account (Pony Express)	Uncleared	-\$1,574.83	\$1,592.89
A-Account (Pony Express)	02/08/2025	Check	DEBIT	Amazon.com	SRP	A-Account (Pony Express)	Uncleared	-\$66.62	\$1,506.27
A-Account (Pony Express)	02/08/2025	Check	DEBIT	Amazon.com	hospitol battery	A-Account (Pony Express)	Uncleared	-\$111.08	\$1,395.19
A-Account (Pony Express)	02/11/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-\$20.00	\$1,375.19
A-Account (Pony Express)	02/13/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-\$53.44	\$1,321.75
A-Account (Pony Express)	02/15/2025	Check	EFT	Cume (Proseny)		A-Account (Pony Express)	Uncleared	-\$161.09	\$1,160.66
A-Account (Pony Express)	02/17/2025	Check	DEBIT	Amazon.com		A-Account (Pony Express)	Uncleared	-\$655.00	\$60,505.71
A-Account (Pony Express)	02/18/2025	Check	DEBIT	Dreamy Designs		A-Account (Pony Express)	Uncleared	-\$650.77	\$59,854.95
A-Account (Pony Express)	02/24/2025	Check	EFT	Kansas Gas Service	shifts for SRP	A-Account (Pony Express)	Uncleared	-\$270.00	\$59,584.95
A-Account (Pony Express)	02/24/2025	Check	EFT	Kansas Gas Service	Wellness	A-Account (Pony Express)	Uncleared	-\$207.67	\$59,357.30
A-Account (Pony Express)	02/24/2025	Check	EFT	Kansas Gas Service		A-Account (Pony Express)	Uncleared	-\$1,105.98	\$58,251.32
A-Account (Pony Express)	02/24/2025	Check	EFT	Kansas Gas Service		A-Account (Pony Express)	Uncleared	-\$447.93	\$57,803.39
A-Account (Pony Express)	02/24/2025	Check	EFT	Kansas Gas Service		A-Account (Pony Express)	Uncleared	-\$2,977.37	\$54,826.02
A-Account (Pony Express)	02/24/2025	Payroll Check		Lesly R Eltherton	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$657.44	\$54,168.58
A-Account (Pony Express)	02/24/2025	Payroll Check		Renée E Weber	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$227.93	\$53,940.64
A-Account (Pony Express)	02/24/2025	Payroll Check		Lawanda J Worthen	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$647.39	\$53,293.24
A-Account (Pony Express)	02/24/2025	Payroll Check		Morgan E Morris	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$503.38	\$52,789.86
A-Account (Pony Express)	02/24/2025	Payroll Check		Ashawni A Robinson	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$2,104.98	\$50,684.91
A-Account (Pony Express)	02/24/2025	Payroll Check		Rachelle R McConaughy	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$1,192.33	\$49,492.57
A-Account (Pony Express)	02/24/2025	Payroll Check		Robert D Simmons	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$3,357.56	\$46,135.01
A-Account (Pony Express)	02/24/2025	Payroll Check		Rebecca J Eltherton	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$1,250.41	\$44,876.60
A-Account (Pony Express)	02/24/2025	Payroll Check		David G Reiter	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$227.17	\$44,649.43
A-Account (Pony Express)	02/24/2025	Payroll Check		Theresa L Root	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$2,479.18	\$42,170.25
A-Account (Pony Express)	02/24/2025	Payroll Check		Holly L Uplinger	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$2,345.00	\$39,825.25
A-Account (Pony Express)	02/24/2025	Payroll Check		Amy L Stanton	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$2,342.08	\$37,483.17
A-Account (Pony Express)	02/24/2025	Payroll Check		Carla A Watkins	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$2,066.48	\$35,426.69
A-Account (Pony Express)	02/24/2025	Payroll Check		Connie S Higgins	Pay Period: 01/22/2025-02/21/2025	A-Account (Pony Express)	Uncleared	-\$101.25	\$35,325.44
A-Account (Pony Express)	02/24/2025	Check	DD	Amy Stanton		A-Account (Pony Express)	Uncleared	-\$41.86	\$35,283.58
A-Account (Pony Express)	02/24/2025	Check	DD	Carla Watkins		A-Account (Pony Express)	Uncleared	-\$6.75	\$35,276.83
A-Account (Pony Express)	02/24/2025	Check	DD	Connie Higgins		A-Account (Pony Express)	Uncleared	-\$222.75	\$35,054.08
A-Account (Pony Express)	02/24/2025	Check	DD	Holly Uplinger		A-Account (Pony Express)	Uncleared	-\$195.75	\$34,858.33
A-Account (Pony Express)	02/24/2025	Check	DD	Rebecca Eltherton		A-Account (Pony Express)	Uncleared	-\$20.25	\$34,838.08
A-Account (Pony Express)	02/24/2025	Check	DD	Theresa Root		A-Account (Pony Express)	Uncleared	-\$60.76	\$34,777.32
A-Account (Pony Express)	02/24/2025	Check	DD	Rachelle McConaughy		A-Account (Pony Express)	Uncleared	-\$200.48	\$34,576.84
A-Account (Pony Express)	02/24/2025	Check	DD	Kansas Gas Service		A-Account (Pony Express)	Uncleared	-\$97.90	\$34,478.94
A-Account (Pony Express)	02/24/2025	Check	EFT	Weslar Energy		A-Account (Pony Express)	Uncleared	-\$335.00	\$34,143.94
A-Account (Pony Express)	02/24/2025	Check	EFT	Chicken wires		A-Account (Pony Express)	Uncleared	-\$7,191.12	\$26,952.82
A-Account (Pony Express)	02/28/2025	Check	EFT	Blue Cross and Blue Shield of Kansas		A-Account (Pony Express)	Uncleared	-\$920.57	\$26,032.25
A-Account (Pony Express)	02/28/2025	Check	EFT	EBSCO	Invoice 175464	A-Account (Pony Express)	Uncleared	-\$90.00	\$25,942.25
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	Nolary renew	A-Account (Pony Express)	Uncleared	-\$87.16	\$25,855.09
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	barcodes	A-Account (Pony Express)	Uncleared	-\$26,295.17	\$0.00
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	counter services	A-Account (Pony Express)	Uncleared	-\$2,000.00	\$23,925.11
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	Waltham Troy Library Feb snow	A-Account (Pony Express)	Uncleared	-\$370.00	\$23,555.11
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	506862420	A-Account (Pony Express)	Uncleared	-\$19.92	\$23,535.19
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	trash removal	A-Account (Pony Express)	Uncleared	-\$330.00	\$23,205.19
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	member Becky	A-Account (Pony Express)	Uncleared	-\$125.00	\$23,080.19
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	supplies	A-Account (Pony Express)	Uncleared	-\$140.35	\$22,939.84
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	crafts	A-Account (Pony Express)	Uncleared	-\$33.67	\$22,906.17
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	crafts	A-Account (Pony Express)	Uncleared	-\$63.00	\$22,843.17
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	crafts	A-Account (Pony Express)	Uncleared	-\$220.00	\$22,623.17
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	crafts	A-Account (Pony Express)	Uncleared	-\$658.44	\$21,964.73
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	crafts	A-Account (Pony Express)	Uncleared	-\$16,721.25	\$5,243.48
A-Account (Pony Express)	02/28/2025	Check	EFT	NEKLS	crafts	A-Account (Pony Express)	Uncleared	-\$16,721.25	\$0.00

Account QuickReport

Library District #1, Doniphan County

February 8-March 4, 2025

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	LINE DESCRIPTION	ACCOUNT FULL NAME	CATEGORY/PRODUCT/SERVICE CLEARED	CATEGORY/PRODUCT/SERVICE AMOUNT	BALANCE
Treasury Index(Exchange)									
Beginning Balance									\$312,307.69
Treasury Index(Exchange)	02/19/2025	Deposit						\$1,174.61	\$313,482.30
Treasury Index(Exchange)	03/04/2025	Check	688	Library District #1, A-Account	A account	Treasury Index(Exchange)	Uncleared	-\$40,000.00	\$273,482.30
Total for Treasury Index(Exchange)								-\$36,825.39	
TOTAL								-\$36,825.39	

Library District #, Doniphan County

Profit Loss

February 2025

	TOTAL
Revenue	
Fees	
Copies & fax	0.00
Total Fees	70.00
REIMBURSEMENT	
Elwood rent	0.00
Income	300.00
Total REIMBURSEMENT	804.61
Tranfers to Account	0.00
Total Revenue	\$1,174.61
GROSS PROFIT	\$1,174.61
Expenditures	
COMM.	
Cleaning/office Supplies	0.00
EMPLOYEE / PUBLIC RELATIONS	387.78
Programming	86.62
Program supplies - juv	0.00
Juv summer reading	111.08
Total Program supplies - juv	161.09
Summer Reading	272.17
Total Programming	210.00
Total COMM.	482.17
MATERIALS	
Audios adult	0.00
Books-adult	398.91
Database	704.21
digital access	199.00
Total MATERIALS	706.39
Total MATERIALS	2,008.51
OPERATIONAL EXPENSES	
Building Maintenance	0.00
Lawn/Snow removal	0.00
Total Building Maintenance	180.00
Copier Services	655.00
Insurance	13,087.00
Mileage	649.35

Library District #, Doniphan County

Profit Loss
February 2025

	TOTAL
Utilities	
electricity - Highland	0.00
Elwood	83.00
gas service - Troy	447.93
gas service - Wathena	1,105.98
Highland	287.67
Internet/Phone	298.38
Troy	1,048.44
Wathena	406.86
Total Utilities	351.11
Total OPERATIONAL EXPENSES	4,029.37
Payroll Expense Employee Benefit	
Health Insurance	0.00
Match-Farm Bur. Retirement	7,191.12
Total Payroll Expense Employee Benefit	606.84
Payroll Expenses	
Taxes	0.00
Wages	2,443.25
Total Payroll Expenses	28,245.20
TECHNOLOGY	30,688.45
Tech Equipment	0.00
Total TECHNOLOGY	335.00
Total Expenditures	\$60,387.21
NET OPERATING REVENUE	\$ -59,212.60
NET REVENUE	\$ -59,212.60

Account	31-Dec	31-Jan-25	28-Feb-25					
A Account	\$37,324.96	\$57,126.08	\$26,952.84					
Treasury Index	\$3,877.00	\$341,984.90	\$313,482.30					
Cap. Imp.	\$2,525.38	\$2,528.85	\$2,526.32					
Library Stifel	\$24,487.78	\$24,105.85	\$24,667.44					
Euler Stifel	\$166,716.30	\$161,521.10	\$164,087.98					
G.M.C.F.	\$31,158.00	\$31,158.00	\$30,787.13					