

AGENDA
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday December 6, 2022 – 5:00 PM

Members: Rebecca Lim, Chairperson Sara Keehfuss, Treasurer
 Gwenn Snow, Vice-Chairperson Jamie Grimes, Member
 Sara Sweeney, Secretary/Clerk

SPECIAL NOTE: Below is the agenda items scheduled to be considered. All items are approximate except for bid openings, public hearings, and any other items agendized at a specific time. Items on the agenda without a time designation may be taken out of order. The Board may combine two or more agenda items for consideration. The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Action may be taken on those items denoted (FOR ACTION)

ITEM#/SUBJECT

1. Call meeting to order –
2. **GENERAL PUBLIC COMMENT** – (Three-minute time limit per person.) Action will not be taken on the matter considered during periods until specifically included on an agenda as an action item. **Comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, willfully disruptive or deemed personal attacks will not be permitted.**
3. Approval of Agenda – For action
4. Reading, correction, and approval of minutes for November 1, 2022 - For action
5. **REPORTS, INFORMATIONAL ITEMS**
 - a. Administrative Reports-
 SVLD Statistic's, RMPL Children's report, correspondence:
 - b. SVLD Board Reports – Comments
6. **OLD BUSINESS** - For action
 - a. Discussion and possible decision concerning hosting database created by Anthony Grimes on the library website or another server outside of library district
7. **NEW BUSINESS** – For action
 - a. Discussion and possible decision concerning the Minimum Public Library Standard for Nevada
 - b. Discussion and possible decision InterLibrary Loan Policy Agreement
 - c. Discussion and possible decision concerning closing the Round Mountain Public Library @ 5:00 PM on December 12, 2022 for our annual staff Christmas Party
8. **FINANCE** – For action
 - a. Approve and sign expenditures dated for December 6, 2022
 - b. Cash flow
 - c. Audit update
9. **GENERAL PUBLIC COMMENT** – (Three-minute time limit per person.) Action will not be taken on the matter considered during periods until specifically included on

an agenda as an action item. **Comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, willfully disruptive or deemed personal attacks will not be permitted.**

10. SET DATE AND TIME FOR NEXT MEETING

11. ADJOURN

Supporting information for this agenda can be obtained from Andrea Madziarek at the Round Mountain Public Library at 775-377-2215 or andream@svld.net

All agendas are posted at the following locations:

Round Mountain Post Office	Round Mountain Public Library	Manhattan Public Library
83 Hadley Circle	73 Hadley Circle	7 Mineral Street
Round Mountain, NV 89045	Round Mountain, NV 89045	Manhattan, NV 89022

Also, can be found on the Department of Administration website <https://notice.nv.gov>
County – Nye County - Smoky Valley Library Board and on the Smoky Valley Library District website www.svld.net

Any member of the public who is disabled and requires accommodations or assistance at this meeting is requested to notify the Round Mountain Public Library in writing or call (775) 377-2215.

These minutes are a draft, subject to revision and/or approval by Board of Trustees at their next regularly scheduled meeting.

MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday November 1, 2022– 5:00 PM

Members present: Rebecca Lim, Chairperson Sara Sweeney – Secretary/Clerk
Sara Keehfuss, Treasurer Jamie Grimes, Member

Members absent: Gwenn Snow, Vice-Chairperson

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's Wing Department Head, SVLD

ITEM#/SUBJECT

1. This meeting was called to order at 5:04 PM by Becky Lim
2. General Public Comment: Sara S. said that she thought the Harvest Festival was a great success and she had lots of fun. Amy just wanted to share her opinion on the Town of Round Mountains post thanking several entities in the valley for helping and supporting their Halloween festivities. She said that there is no mention of the library and everything we provided for the haunted house. Amy said its very disheartening when we also supported their efforts.
3. Approval agenda – Sara K. made a motion to accept the agenda. Jamie seconded. All voted in favor. Motion passed.
4. Reading, correction, and approval of minutes. Sara K made a motion to accept minutes for October 4, 2022, as written. Jamie seconded. All voted in favor. Motion passed.
5. REPORTS, INFORMATIONAL ITEMS –
 - a. Administrative reports – SVLD Stats –
 1. Board read the SVLD report. Jeanne presented report to the board. Becky asked about the library being closed in Manhattan. Jeanne said that we closed on October 31st because we had no one to cover and we closed the library for a week when a staff member had a death in the family.
 - a. 2022 Local Government Annual Report
 2. Children's Wing report – Amy reported on programs, Scholastic Book Fair and how things went at the Harvest Festival.
 - b. SVLD Board Reports – Comments
 1. Nothing from the board currently.
6. OLD BUSINESS– For action
 - a Database created by Anthony Grimes on the library's website – Tabled until more information is gathered
7. NEW BUSINESS– For action
 - a. 5-year plan – Jeanne told the board that we must review every 2 years. Andrea told the board that she, Jeanne, and Amy went over this and we made some suggestions for them to look over. Andrea explained that she took things off that was budget sensitive and that we will not be able to do any of them for a while. They can be revisited in 2 years. The board read over the proposed 5-year plan. Sara S made a motion to approve the 5-year plan as presented. Sara K seconded. All voted in favor. Motion passed.
8. FINANCE – For action
 - a. Expenditures –Sara K made a motion to accept expenditures dated 11-1-2022. Jamie seconded. All voted in favor. Motion passed.

b. Cash Flow – Board reviewed cash flow that Jeanne presented. Jeanne told the board that we do have a reported negative interest rate again. We still have not heard from the auditor about this. She said that we should have revenue tax by November 16, 2022, she said that she will be keeping up with the cash flow so if changes need to be made, we can react quickly.

C. 1st quarter report. Board looked over report.

d. Audit report – nothing to report currently.

9. General Public Comment – (second) – Sara S thanked the library for always accommodating for the 4-H. She said that she uses the conference room several nights a week and appreciates the fact that there is such a nice place to hold meetings.

10. Set date and time of next meeting – the next meeting was set for December 6, 2022, Round Mountain, Nevada in the Round Mountain Public Library Conference Room at 5:00 PM

11. ADJOURN – Sara K. made a motion to adjourn at 5:40 PM.

Date approved

Sara Sweeney - Secretary/Clerk

Smoky Valley Library District

www.svid.net

Round Mountain Public Library
P.O. Box 1428
Round Mountain, Nevada, 89045
(775) 377-2215
Fax (775)-377-2699

Manhattan Public Library
P.O. Box 95
Manhattan, Nevada, 89022
(775) 487-2623

SVLD MONTHLY REPORT FOR OCTOBER 2022

Materials Added:

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	23	4	27	12,557	183
Kids	28	0	28	15,060	1,531
Entertainment	23	5	28	19,002	673
eBooks	0	0	0	2,446	27
eAudio	0	0	0	2,209	81
Databases	0	0	70	70	166
Computer	0	0	15	15	121
GRAND TOTAL	74	9	168	51,359	2782

	RMPL	MPL	TOTAL
Visits	3,872	156	4,028
Wi-Fi	788	74	862
Meeting Room	21	0	21
Hours Open	200	70	270
Museum Visits	-	11	11
Patron Cards	9	1	10

Website Visits	295
Volunteer Hours	3
Notaries	19
Tutoring	36
Proctoring	3
ILL	-
AR Testing / STAR	195
Reference ?	24
Material Requests	8
Locker Usage	-

Revenues:

Fax	\$	57.00
Fines	\$	131.30
Copies	\$	90.85
Donations	\$	11.70
Misc.	\$	751.20
GRAND TOTAL:	\$	1,042.05

PROGRAMS:

Name	Offered	Attendance
Preschool 3-Year Old	12	73
Preschool 4-Year Old	12	72
Harvest Festival	1	221
TOTAL:		366

Round Mountain Public Library

Children's Wing Report

November 2022

Tutoring: 18

Volunteers: 2 (5 hours)

New patrons: 2

Classes offered 18 times:

Ages 0-5: 40

Ages 6-11: 263

Total: 303

AR tests: 243

Star tests: 14

Table top: Ages 0-5: 18

Ages 6-11: 31

Ages 12-18: 8

Ages 19+: 7

Total: 64

Banners: 5 personal, 51 display

STEM offered 9 times:

Ages 6-11: 51

Ages 12-18: 4

Total: 55

Spanish offered 2 times:

Ages 6-11: 5

Ages 19 +: 1

Total: 6

Storytime offered 2 times:

Ages 0-5: 2

Ages 6-11: 9

Total: 11

Christmas display is up.

We will be having our Christmas Party Friday, December 9th from 1:00pm – 3:00pm. There will be games, a letter writing station, a backdrop for pictures and hot chocolate and cookies.

We have posted the library and tablet rules.

Check	MINIMUM PUBLIC LIBRARY STANDARDS FOR NEVADA
✓	1. The library must be legally established and operated in compliance with NRS 379 , NAC 379 , NRS 380.153 and NAC 380.010 including having written by-laws and policies for the management of the library board of trustees and the library.
✓	2. The library board of trustees shall have a written master plan designed to extend five years into the future and which must be made current at least every two years. The plan and its updates are filed with the Nevada State Library, Archives & Public Records by January 31 of the year following their adoption by the library board (NRS 379.003).
✓	3. The library collects, provides, and coordinates access to library materials that are organized according to a nationally accepted classification system; the library ensures access to legal materials (NRS 380.153, NAC 380.010) through collections, online resources, or collaborative agreements with other agencies.
✓	4. The library must have a completed annual statistical report for the preceding fiscal year accepted by, and on file with, the Nevada State Library, Archives & Public Records by December 31 to be made available in a timely manner for national reporting.
✓	5. The library has regular and published hours of operation with a "system" wide average of twenty hours per identified branch/outlet per week including some night and/or weekend hours.
✓	6. The library consists of a specific space designated for providing library services with the facilities, equipment, and staff necessary to enable public access to information.
✓	7. The Library Board of Trustees shall select from one of three listed options as a means by which to validate and document the library's efforts to maintain a collection appropriate to community needs. The option selected by a jurisdiction may be revised each year. a. Option I: Meet or exceed at 90% - The five-year average of amounts spent on collections. b. Option II: Meet or exceed at 30% - Amount spent on collections divided by Total Services and Supplies budget. c. Option III: Meet or exceed at 10% - Adjusted total operating budget divided by collection budget. Exclude from TOB rent for facility(s), motor pool/vehicle charges, technology = Adjusted TOB
✓	8. Librarian certification for staff: a. Population (legal service area) of 1,000 – 14,999. Public library jurisdictions shall have a library director who holds the credential of certified librarian from the State of Nevada (NAC 379.010). b. Population (legal service area) of 15,000 – 49,999. Public library jurisdictions shall have a library director who holds the credential of certified librarian from the State of Nevada (NAC 379.010). Any additional staff holding a full-time library position performing the duties of reference and/or children's services shall hold the credential of certified librarian from the State of Nevada (NAC 379.010). c. Population (legal service area) of 50,000 or more. Public library jurisdictions shall have a library director who holds a master's degree in library or information science from a college or university accredited by the American Library Association. Any additional staff in the position of librarian or other full-time professional library position performing the duties of reference and/or children's services shall hold the credential of certified librarian from the State of Nevada (NAC 379.010). d. Any public Library Board of Trustees that has declined to adopt NAC 379.010, Section 1 and whose librarians are not exempted under NAC 379.010, Section 2 may bring their library into compliance with this standard by adopting a good faith effort to meet the standards for public library employees delineated in NAC 379.020.
✓	9. Public libraries shall agree to lend circulating materials in accordance with the state-wide interlibrary loan program Information Nevada. Postage charges for interlibrary loans are assumed by the library, not the user.
✓	10. Public libraries shall extend to Nevada library card holders the same lending privileges received by their card holders. Nevada card holders will not be charged a non-resident fee when borrowing from any Nevada public library.
	11. Public libraries not meeting one or more of the above standards shall submit a "Request for Waiver of Minimum Standards" form to NSLAPR which includes the reason for the waiver, the action taken to comply with the standard, and the projected date for compliance with the standard.

(Amended 11/03/2017)

Certification: I certify to the best of my knowledge and belief that the information above is correct.

 Signature of Authorized Official

 Date Submitted

 Typed (printed) Name and Title



**Nevada State Library, Archives & Public Records
Information Nevada**



Interlibrary Loan Policy Agreement

Information Nevada is a statewide agreement among Nevada libraries and related institutions to provide access to their resources for all Nevadans. Nevada residents request such access to meet their informational needs through their local public libraries.

By signing this agreement the named institution agrees:

1. To answer all formal interlibrary loan requests and/or requests sent via an automated library network.
2. To loan basic materials such as books, and to provide photocopies of articles free or at cost. To loan other materials and/or provide information requested that does not conflict with the institutions own stated policies.
3. To loan materials purchased through LSTA funding.

This policy agreement may be reviewed at any time by the named institution. A copy of the agreement will be filed with the Office of the State Librarian, Nevada State Library, Archives & Public Records.

Library/Institution: Smoky Valley Library District

Date Approved: 12/6/2022

Approved By: Smoky Valley Library District Board of Trustees

Authorized Signature:

Send completed forms electronically, in PDF format, to:

Nena Fresia at nenafresia@admin.nv.gov

FIVE YEAR PLAN FOR SMOKY VALLEY LIBRARY DISTRICT

Updated November 2022 revised every 2 years

Goal #1 Growth in services to the Smoky Valley Library District

Objective: Maintain or exceed Minimum Public Library Standards for Nevada.

Objective: Continue to give quality services to library customers.

Objective: Keep libraries current in materials and services.

Goal #2 Be aware of customer and community needs

Objective: Visit local community meetings

Goal #3 Save revenue for Capital Projects

Round Mountain Public Library.

Objective:

Manhattan Public Library

Objective: Collect additional materials for museum

Objective: Landscape around school building

Objective: Install security system

Objective: Continue to work on Manhattan Roof project

Goal #4 Technology

Objective: Stay abreast of changing technology

Objective: Keep staff trained in daily computer operation

Objective: Offer technology classes to patrons

Objective: Digitize regional special collections

Goal #5 Continuing Education

Objective: Support Arts and Humanities, and science projects in the library

Objective: Encourage staff members to enroll in the library courses

Objective: Continue to support adult literacy programs

Objective: Develop and implement tutoring program for adults and children

SMOKY VALLEY LIBRARY DISTRICT
PO BOX 1428
ROUND MOUNTAIN, NV 89045
EXPENDITURE LISTING

APPROVED USING PRE-APPROVAL LETTER:

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON CAPITAL SERVICES,	11/1/2022	1XFP-KV3T-6CDX	\$41.68	Building Maint
AMAZON CAPITAL SERVICES,	11/1/2022	1NMM-HY7Y-VNMY	\$32.68	Movies
AMAZON CAPITAL SERVICES,	11/2/2022	1LCC-CH3J-MMJL	\$44.91	Movies
AMAZON CAPITAL SERVICES,	11/2/2022	1W6C-9XVM-1RWJ	(\$33.28)	Credit
AMAZON CAPITAL SERVICES,	11/3/2022	1H1T-HQYT-1YJN	\$109.94	Programs - Christmas
AMAZON CAPITAL SERVICES,	11/4/2022	1PTL-DRPR-391H	\$5.00	Kids Books
AMAZON CAPITAL SERVICES,	11/6/2022	1T4Q-GMHX-VD9V	\$19.13	Building Maint
AMAZON CAPITAL SERVICES,	11/7/2022	1DWN-DRJP-4T74	\$75.90	Movies
AMAZON CAPITAL SERVICES,	11/8/2022	1RFT-R9QY-DY14	\$52.89	Office Supplies
AMAZON CAPITAL SERVICES,	11/8/2022	1KD1-QDJ1-DQVC	\$69.28	Office Supplies
AMAZON CAPITAL SERVICES,	11/9/2022	1DPT-6CC3-J4FV	\$18.99	Adult Books
AMAZON CAPITAL SERVICES,	11/10/2022	19QL-7NKC-NYTP	\$24.63	Kids Books
AMAZON CAPITAL SERVICES,	11/10/2022	1L9X-F7KL-NVR3	\$26.53	Kids Books
AMAZON CAPITAL SERVICES,	11/12/2022	167V-3Y3N-YVMY	\$190.37	Office - Printing
AMAZON CAPITAL SERVICES,	11/13/2022	1LCP-RRWV-CJ74	\$294.00	Office - Printing
AMAZON CAPITAL SERVICES,	11/15/2022	17HM-FLWX-71HF	\$140.00	Office - Printing
AMAZON CAPITAL SERVICES,	11/15/2022	1GKP-HL3Q-7PKQ	\$25.14	Kids Books
AMAZON CAPITAL SERVICES,	11/16/2022	1J73-MP46-37CC	\$130.39	Office Supplies
AMAZON CAPITAL SERVICES,	11/16/2022	1DVC-71L3-3PFV	\$108.92	Kids Books
AMAZON CAPITAL SERVICES,	11/17/2022	11CP-GOJL-4RRI	\$4.01	Office Supplies
AMAZON CAPITAL SERVICES,	11/18/2022	1J7V-JLDJ-DD6R	\$85.15	Kids Books
AMAZON CAPITAL SERVICES,	11/18/2022	1J7V-JLDJ-GYJC	(\$4.01)	Credit
AMAZON CAPITAL SERVICES,	11/21/2022	1D9R-11P1-7FWQ	\$11.47	Office Supplies
AMAZON CAPITAL SERVICES,	11/22/2022	1CTH-XCYC-CPYC	\$47.35	Kids Books
AMAZON CAPITAL SERVICES,	11/22/2022	1WM7-14FJ-F74L	\$19.99	Movies
AMAZON CAPITAL SERVICES,	11/22/2022	1GWY-34X3-HKGQ	-\$8.65	Credit
AMAZON CAPITAL SERVICES,	11/22/2022	11FH-HNDP-HLKT	\$14.99	Kids Books
AMAZON CAPITAL SERVICES,	11/23/2022	11YW-YVGH-KMHR	-\$2.50	Movies
AMAZON CAPITAL SERVICES,	11/26/2022	1YWL-MCP4-PR9C	\$24.47	Kids Books
AMAZON CAPITAL SERVICES,	11/28/2022	1W76-P4J3-M66P	\$85.81	Kids Books
AT&T	10/28/2022	AT&T Nov 22	\$56.04	Phone, Fax RMPL
JW WELDING	11/3/2022	276717	\$531.26	Helium Tank
NV ENERGY	11/2/2022	379561 Oct 22	\$209.62	Power MPL
NV ENERGY	11/12/2022	378178 Oct 22	\$386.67	Power RMPL
NYE COUNTY PUBLIC WORKS	11/1/2022	27-0012941	\$55.00	Water MPL
ROUND MTN PUBLIC UTILITIES	11/7/2022	403 Oct 2022	\$198.50	Water RMPL
XEROX	11/4/2022	017582440	\$155.05	Office - Printing
XEROX	11/4/2022	017582441	\$129.91	Office - Printing

AMOUNT \$3,377.23

NEW INVOICES:

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON	11/10/2022	Amazon Dec 2022	\$62.34	Various
BAKER & TAYLOR INC	11/1/2022	2037124852	\$51.36	Adult Books
BAKER & TAYLOR INC	11/11/2022	2037152006	\$78.62	Adult Books
MICROMARKETING	11/3/2022	905490	\$39.98	Kids Books
MICROMARKETING	11/10/2022	906013	\$15.19	Kids Books
MIDAMERICA BOOKS	11/1/2022	558595	\$230.55	Kids Books
QUILL	11/16/2022	29055918	\$174.90	Office Supplies

NEW INVOICE TOTAL: \$652.94
PRE-APPROVED TOTAL: \$3,377.23
GRAND TOTAL: \$4,030.17

Rebecca Lim, Chairperson

Gwenn Snow, Vice-Chairperson

Sara Sweeney, Secretary/Clerk

Sara Keehfuss, Treasurer

Jamie Grimes, Member

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Beginning Balance	\$ 423,000	\$ 327,559	\$ 449,915	\$ 391,474	\$ 472,930	\$ 391,889	\$ 289,448	\$ 419,604	\$ 321,213	\$ 441,569	\$ 349,128	\$ 307,807	\$ 1,021,412
Revenues	\$ 4,384	\$ 233,181	\$ 4,384	\$ 223,181	\$ 21,984	\$ 10,384	\$ 223,181	\$ 4,384	\$ 223,181	\$ 4,384	\$ 74,504	\$ 4,380	\$ 675,000
Wages	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,140	\$ 330,000
Benefits	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 126,000
Operating	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 21,000
Office	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 2,000
Fuel	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 163	\$ 250
Ads	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500
Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500
Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communications	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000
Utilities	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,663	\$ 20,000
Building Maint.	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,663	\$ 20,000
Vehicle Maint.	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 87	\$ 1,000
Equipment Maint.	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,021	\$ 1,019	\$ 12,250
Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Dues	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500
Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000
Unemployment	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
Capital Outlay	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000
MONTHLY EXPENDITURE	\$ 327,559	\$ 101,992	\$ 101,992	\$ 391,474	\$ 101,992	\$ 102,992	\$ 419,504	\$ 321,213	\$ 441,569	\$ 349,128	\$ 307,807	\$ 117,938	\$ 1,254,000

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Beginning Balance	\$ 1,320	\$ 186,481	\$ 47,980	\$ 381,923	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 330,307
Revenues	\$ 41,161	\$ 48,003	\$ 47,840	\$ 48,429	\$ 48,429	\$ 48,429	\$ 48,429	\$ 48,429	\$ 48,429	\$ 48,429	\$ 48,429	\$ 48,429	\$ 1,020,412
Wages	\$ 22,422	\$ 24,482	\$ 28,236	\$ 23,178	\$ 23,178	\$ 23,178	\$ 23,178	\$ 23,178	\$ 23,178	\$ 23,178	\$ 23,178	\$ 23,178	\$ 875,000
Benefits	\$ 2,468	\$ 7,555	\$ 15,573	\$ 2,443	\$ 2,443	\$ 2,443	\$ 2,443	\$ 2,443	\$ 2,443	\$ 2,443	\$ 2,443	\$ 2,443	\$ 330,000
Operating	\$ 1,331	\$ 1,423	\$ 708	\$ 771	\$ 771	\$ 771	\$ 771	\$ 771	\$ 771	\$ 771	\$ 771	\$ 771	\$ 126,000
Office	\$ -	\$ -	\$ -	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 21,000
Fuel	\$ -	\$ -	\$ -	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 149	\$ 2,000
Ads	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250
Postage	\$ -	\$ 68	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18	\$ 500
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communications	\$ 58	\$ 322	\$ 398	\$ 474	\$ 474	\$ 474	\$ 474	\$ 474	\$ 474	\$ 474	\$ 474	\$ 474	\$ 5,000
Utilities	\$ -	\$ 370	\$ 816	\$ 885	\$ 885	\$ 885	\$ 885	\$ 885	\$ 885	\$ 885	\$ 885	\$ 885	\$ 20,000
Building Maint.	\$ 135	\$ 135	\$ 224	\$ 202	\$ 202	\$ 202	\$ 202	\$ 202	\$ 202	\$ 202	\$ 202	\$ 202	\$ 20,000
Vehicle Maint.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Equipment Maint.	\$ -	\$ 20	\$ 516	\$ 59	\$ 59	\$ 59	\$ 59	\$ 59	\$ 59	\$ 59	\$ 59	\$ 59	\$ 12,250
Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Dues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000
Unemployment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
Capital Outlay	\$ 67,575	\$ 82,378	\$ 93,909	\$ 76,607	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 5,000
MONTHLY EXPENDITURE	\$ 386,237	\$ 470,330	\$ 381,923	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 482,321	\$ 1,254,000

	BUDGET	Remaining
Total	\$ 1,020,412	\$ 690,105
Revenues	\$ 875,000	\$ 489,987
Wages	\$ 330,000	\$ 231,682
Benefits	\$ 126,000	\$ 97,961
Operating	\$ 21,000	\$ 16,767
Office	\$ 2,000	\$ 1,851
Fuel	\$ 250	\$ 250
Ads	\$ 500	\$ 396
Postage	\$ 500	\$ 500
Travel	\$ -	\$ -
Training	\$ 5,000	\$ 3,748
Communications	\$ 20,000	\$ 17,929
Utilities	\$ 20,000	\$ 19,304
Building Maint.	\$ 1,000	\$ 1,000
Vehicle Maint.	\$ 12,250	\$ 11,656
Equipment Maint.	\$ 8,000	\$ 8,000
Professional Services	\$ 500	\$ 500
Dues	\$ 500	\$ 500
Property Insurance	\$ 16,000	\$ 16,000
Unemployment	\$ 5,000	\$ 5,000
Grant	\$ 6,000	\$ 6,000
Capital Outlay	\$ 5,000	\$ 5,000
MONTHLY EXPENDITURE	\$ 1,254,000	\$ 933,532