

**AGENDA**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Manhattan Public Library**  
**Manhattan, Nevada**  
**Tuesday September 6, 2022 – 5:30 PM**

Members:      Rebecca Lim, Chairperson                      Sara Keehfuss, Treasurer  
                    Gwenn Snow, Vice-Chairperson  
                    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)

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**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 August 2, 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.
7. **NEW BUSINESS** – For action
  - a.
8. **FINANCE** – For action
  - a. Approve and sign expenditures dated for September 6, 2022
  - b. Cash flow
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](mailto: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](http://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.

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**MINUTES**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Round Mountain Public Library**  
**Round Mountain, Nevada**  
**Tuesday August 2, 2022– 5:00 PM**

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

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  
Jamie Grimes

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

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**ITEM#/SUBJECT**

1. This meeting was called to order at 5:04 PM by Becky Lim
2. General Public Comment: Sara S. mentioned that she and her kids are incredibly happy all the library programs are starting up again.
3. Approval agenda – Sara S. made a motion to accept the agenda. Sara K. seconded. All voted in favor. Motion passed.
4. Reading, correction, and approval of minutes. Sara S. made a motion to accept minutes for July 5, 2022, as written. Sara K. seconded. All voted in favor. Motion passed.
5. REPORTS, INFORMATIONAL ITEMS –
  - a. Administrative reports – SVLD Stats –
    1. The library board read over the SVLD report. Jeanne asked if there was anything new that they would like to see on the report? Jeanne said that she will be adding hours opened for the libraries. Sara S asked if she could add the use of the locker system. Jeanne told the board that she has been working on patron records and deleting people who are no longer here. Also, in Overdrive. She told them this has cleaned Overdrive and our system tremendously.
    2. Children’s Wing report – Amy reported on the Children’s wing report. Amy explained to the board about the programs that will be starting again. She told them that we will have registration forms with the class rules on them with a place to sign for both parent and student. Sara S. mentioned that soccer practice will begin also and that it is at the same time as our programs. Amy explained that we have limited space so she thinks that it will still work fine. Amy told the board that the program NC Labs is not renewing their license with the state, so we will not have that option for a program anymore. Sara S. told Amy that there is another program through MIT that is a free coding class. Amy said she will investigate that.
  - b. SVLD Board Reports – Comments
    1. Nothing from the board currently.
6. OLD BUSINESS– For action
  - a
7. NEW BUSINESS– For action
  - a. Employee policy update – Andrea told the board that she corrected the employee policy to reflect changes in pronoun verbiage that POOL/PACT suggested. Sara K made a motion to accept the pronoun verbiage changes suggested by POOL/PACT to our employee policies. Sara S. seconded. All voted in favor. Motion passed.

b. SVLD By-Laws changes – Andrea told the board that she corrected the by-laws to reflect that current agenda order of business. Article IV: Meetings. Sara K. made a motion to accept the changes to the SVLD By-Laws Article IV: Meetings to reflect the current agenda order of business. Sara S. seconded. All voted in favor. Motion passed.

c. Manhattan Library Hours – Jeanne explained to the board that with the two current employees who work in the Manhattan Public Library that with current health issues and doctor appointments, we have had to close the library in their absence. We are currently open Wednesday – Saturday 10 am to 5 pm. With budget cuts and not wanting to pay overtime, if we change the hours, we will be able to cover their absences much easier. Sara K asked about possibly having a later night again. Jeanne said that is a possibility. Sara S. made a motion to change the Manhattan Public Library hours to 25 hours a week. Monday – Friday, with Thursday night staying open until 6 PM. Sara K. seconded. All voted in favor. Motion passed.

8. FINANCE – For action

- a. Expenditures – Sara S. made a motion to accept expenditures dated 8-2-2022 for ending fiscal year 2021-22 and beginning fiscal year 2022-23. Sara K. seconded. All voted in favor. Motion passed.
- b. Cash Flow – Board looked over cash flow.
- c. Indebtedness report – Jeanne reported we have no debt and accrue no debt
- d. 4<sup>th</sup> Quarter Report – Board looked over the report. Jeanne and Sara K signed the report.
- e. Capital improvement plan – Jeanne said that she still wants to complete the Manhattan roof project. So, she will put money in this account the next few years if she can.
- f. Designation of Chief Financial Officer – Jeanne reported that she is designated as the Chief Financial Officer for the district All correspondence and reports are sent to her.
- g. Understanding of services – This is a letter from the auditor to explain services provided.

9. General Public Comment – (second) –

10. Set date and time of next meeting – the next meeting was set for September 6, 2022, Manhattan, Nevada in the Manhattan Public Library Conference Room at 5:30 PM

11. ADJOURN – Sara S. made a motion to adjourn at 6:10 PM.

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Date approved

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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 JULY 2022

### Materials Added:

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	16	6	22	12,561	171
Kids	0	21	21	14,901	487
Entertainment	25	39	64	19,083	586
eBooks	0	0	0	2,465	30
eAudio	0	0	0	2,301	84
Databases	0	0	56	56	196
Computer	0	0	15	15	67
<b>GRAND TOTAL</b>	<b>41</b>	<b>66</b>	<b>178</b>	<b>51,382</b>	<b>1621</b>

	RMPL	MPL	TOTAL
Visits	1,097	191	1,288
Wi-Fi	567	47	614
Meeting Room	16	0	16
Hours Open	200	112	312
Museum Visits	-	13	13
Patron Cards	10	0	10

Website Visits	482
Volunteer Hours	-
Notaries	28
Tutoring	29
Proctoring	1
ILL	-
AR Testing	-
Reference ?	35
Material Requests	16
Locker Usage	1

### Revenues:

Fax	\$	54.00
Fines	\$	200.35
Copies	\$	188.55
Donations	\$	20.30
Misc.	\$	136.75
<b>GRAND TOTAL:</b>	<b>\$</b>	<b>599.95</b>

# Round Mountain Public Library

## Children's Wing Report

August 2022

Tutoring: 33

Classes offered 5 times:

Ages 6-11: 297

AR tests: 207

Star tests: 107

Table top: Ages 0-5: 37

Ages 6-11: 50

Ages 12-18: 2

**Total: 88**

Banners: 67

STEM offered 4 times:

Ages 6-11: 32

Ages 12-18: 4

**Total: 36**

3-D Pen Class offered 3 times:

Ages 6-11: 10

Ages 12-18: 4

**Total: 14**

Spanish offered 3 times:

Ages 0-5: 2

Ages 6-11: 24

19+: 3

**Total: 29**

Storytime offered 3 times:

Ages 0-5: 8

**Ages 6-11: 16**

**Total: 24**

**We currently have 1<sup>st</sup> grade – 5<sup>th</sup> grade AR testing. We will be sending monthly reports to the teachers on their students test scores.**

**Harvest Festival is planned for Saturday, October 22<sup>nd</sup>.**

**We are starting to brainstorm for the Christmas display and party.**

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
CHASE	7/29/2022	Chase July 2022	\$423.99	Credit Card
NV ENERGY	8/4/2022	379561 July 2022	\$51.83	Power MPL
NV ENERGY	8/16/2022	378178 July 2022	\$583.63	Power RMPL
OVERDRIVE	8/1/2022	H-0087966	\$6,000.00	Platform & Credit
ROUND MTN PUBLIC UTILITIES	8/2/2022	403 July 2022	\$318.50	Water RMPL
XEROX	8/13/2022	016934093	\$1,088.00	Xerox Purchase
<b>AMOUNT</b>			<b>\$8,465.95</b>	

**NEW INVOICES:**

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON	8/10/2022	Amazon Sept 2022	\$1,656.01	Various
BAKER & TAYLOR INC	8/1/2022	2036915318	\$48.70	Adult Books
BAKER & TAYLOR INC	8/9/2022	2036937146	\$50.98	Adult Books
DESERT GREEN DISPOSAL &	9/1/2022	4788	\$135.00	Trash Disposal
GENERAL STORE	8/9/2022	01-1716930	\$9.47	Office - Janitorial
J W WELDING SUPPLY	8/26/2022	274180	\$493.60	Equipment Maint
PENWORTHY COMPANY	8/2/2022	0583307-IN	\$750.74	Kids Books
PENWORTHY COMPANY	8/17/2022	0583773-IN	\$299.70	Kids Books
PUBLIC AGENCY COMP TRUST	9/30/2022	093022-87	\$3,462.00	Workers Comp
SIRSI DYNIX	8/11/2022	INV11409	\$12,203.99	Database
XEROX CORPORATION	9/1/2022	017033908	\$71.54	Office

<b>NEW INVOICE TOTAL:</b>	<b>\$19,181.73</b>
<b>PRE-APPROVED TOTAL:</b>	<b>\$8,465.95</b>
<b>GRAND TOTAL:</b>	<b>\$27,647.68</b>

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Rebecca Lim, Chairperson

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Gwenn Snow, Vice-Chairperson

\_\_\_\_\_  
Sara Sweeney, Secretary/Clerk

\_\_\_\_\_  
Sara Keehfuss, Treasurer

\_\_\_\_\_  
Member

SVLD 9/6/2022  
FY 2022-2023



FY 2022-

PROJECTED Cash Flow 2021-2022 (BUDGETED AMOUNTS)

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	BUDGET	Remaining
Beginning Balance	\$ 758,937	\$ 609,614	\$ 678,739	\$ 529,416	\$ 598,542	\$ 467,718	\$ 313,995	\$ 382,521	\$ 233,197	\$ 302,323	\$ 153,000	\$ 630,686	\$ 1,572,193	\$ 1,572,193	\$ 570,827
Revenues	\$ 4,824	\$ 223,273	\$ 4,824	\$ 223,273	\$ 18,324	\$ 4,824	\$ 223,273	\$ 4,824	\$ 223,273	\$ 4,824	\$ 631,833	\$ 4,824	\$ 710,000	\$ 710,000	\$ 33,881
Wages	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167	\$ 59,167
Benefits	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250	\$ 31,250
Operating	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417	\$ 20,417
Office	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083
Fuel	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
Adt	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21
Postage	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83
Leases	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667
Travel	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
Training	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833
Communications	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625
Utilities	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083
Building Maint.	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Vehicle Maint.	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167
Equipment Maint.	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Professional Serv.	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667
Dues	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42
Property Insurance	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333
Unemployment	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417
Grant	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542
Capital Outlay	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
MONTHLY EXPENDITURE	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397	\$ 154,397
MONTHLY EXPENDITURE	\$ 609,614	\$ 678,739	\$ 529,416	\$ 598,542	\$ 467,718	\$ 313,995	\$ 382,521	\$ 233,197	\$ 302,323	\$ 153,000	\$ 630,686	\$ 481,380	\$ 1,852,749	\$ 1,852,749	\$ 1,852,749
ACTUAL CASH FLOW															
Beginning Balance	\$ 831,010	\$ 739,440	\$ 769,081	\$ 822,026	\$ 637,094	\$ 541,634	\$ 454,962	\$ 615,748	\$ 649,205	\$ 545,799	\$ 458,825	\$ 600,598	\$ 1,001,366	\$ 1,572,193	\$ 570,827
Revenues	\$ 7,956	\$ 150,070	\$ 147,145	\$ 12,431	\$ (453)	\$ 17,560	\$ 265,137	\$ 128,935	\$ 9,201	\$ 9,001	\$ 263,540	\$ (9,177)	\$ 676,119	\$ 710,000	\$ 33,881
Wages	\$ 44,934	\$ 50,793	\$ 51,821	\$ 81,715	\$ 51,821	\$ 51,583	\$ 52,803	\$ 51,606	\$ 52,735	\$ 51,801	\$ 78,195	\$ 55,968	\$ 325,879	\$ 375,000	\$ 49,121
Benefits	\$ 21,327	\$ 25,594	\$ 25,581	\$ 31,523	\$ 25,584	\$ 25,790	\$ 25,840	\$ 25,620	\$ 25,640	\$ 25,620	\$ 33,245	\$ 27,260	\$ 196,890	\$ 245,000	\$ 48,110
Operating	\$ 16,447	\$ 37,459	\$ 9,942	\$ 58,999	\$ 10,819	\$ 8,487	\$ 13,993	\$ 10,237	\$ 9,382	\$ 6,486	\$ 2,356	\$ 12,251	\$ 14,515	\$ 25,000	\$ 10,485
Office	\$ 400	\$ 598	\$ 1,683	\$ 376	\$ 1,106	\$ 2,611	\$ 731	\$ 1,339	\$ 673	\$ 693	\$ 1,783	\$ 2,511	\$ 14,515	\$ 25,000	\$ 10,485
Fuel	\$ -	\$ 141	\$ 74	\$ -	\$ 98	\$ 92	\$ 73	\$ -	\$ 86	\$ 376	\$ 86	\$ 241	\$ 1,267	\$ 3,000	\$ 1,733
Adt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77	\$ -	\$ -	\$ -	\$ 54	\$ 21	\$ 250	\$ 119
Postage	\$ -	\$ 68	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18	\$ 29	\$ 18	\$ 18	\$ 36	\$ 19	\$ 3,000	\$ 2,934
Leases	\$ 1,030	\$ 1,030	\$ 1,179	\$ 1,058	\$ 1,179	\$ 1,112	\$ 1,041	\$ 1,115	\$ 1,223	\$ 1,117	\$ 1,314	\$ 1,409	\$ 13,917	\$ 20,000	\$ 6,083
Travel	\$ -	\$ 18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30	\$ -	\$ 19	\$ -	\$ 3,000	\$ 2,934
Training	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 9,500
Communications	\$ 349	\$ 466	\$ 464	\$ 475	\$ 409	\$ 466	\$ 437	\$ 437	\$ 425	\$ 369	\$ 517	\$ 544	\$ 5,397	\$ 7,500	\$ 2,103
Utilities	\$ 55	\$ 355	\$ 1,236	\$ 535	\$ 961	\$ 2,783	\$ 5,492	\$ 1,337	\$ 2,886	\$ 985	\$ 985	\$ 1,681	\$ 19,311	\$ 25,000	\$ 5,689
Building Maint.	\$ 135	\$ 2,712	\$ 1,884	\$ 850	\$ 1,127	\$ 1,290	\$ 311	\$ 2,685	\$ 9,020	\$ 2,834	\$ 1,278	\$ 436	\$ 28,689	\$ 60,000	\$ 31,311
Vehicle Maint.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 364	\$ 25	\$ -	\$ 75	\$ 464	\$ 2,000	\$ 1,536
Equipment Maint.	\$ -	\$ 418	\$ 316	\$ 19,815	\$ 228	\$ 311	\$ 681	\$ 86	\$ 540	\$ 34	\$ 26	\$ 506	\$ 22,962	\$ 30,000	\$ 7,038
Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7415	\$ 7,415	\$ 8,000	\$ 585
Dues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ 23	\$ 136	\$ 16,000	\$ (15,030)
Property Insurance	\$ 14,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ (15,030)
Unemployment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
Grant	\$ -	\$ -	\$ -	\$ -	\$ 1,345	\$ 9,668	\$ 2,910	\$ 610	\$ 2,653	\$ 1,860	\$ -	\$ -	\$ -	\$ 5,000	\$ (923)
Capital Outlay	\$ 99,526	\$ 120,430	\$ 94,200	\$ 197,363	\$ 95,008	\$ 104,251	\$ 104,350	\$ 95,479	\$ 112,607	\$ 2,549	\$ 1,898	\$ 8,398	\$ 27,507	\$ 300,000	\$ 272,493
MONTHLY EXPENDITURE	\$ 739,440	\$ 769,081	\$ 822,026	\$ 637,094	\$ 541,634	\$ 454,962	\$ 615,748	\$ 649,205	\$ 545,799	\$ 458,825	\$ 600,598	\$ 452,482	\$ 1,379,894	\$ 1,852,750	\$ 472,856

FY 2023

PROJECTED Cash Flow 2022-2023 [BUDGETED AMOUNTS]

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	BUDGET	Remaining
Beginning Balance	\$ 425,000	\$ 327,559	\$ 448,915	\$ 351,474	\$ 472,830	\$ 391,889	\$ 299,448	\$ 419,804	\$ 321,213	\$ 441,569	\$ 343,128	\$ 307,807	\$ 1,021,412	\$ 1,020,412	\$ 1,019,092
Revenues:	\$ 4,384	\$ 223,181	\$ 4,384	\$ 223,181	\$ 21,884	\$ 10,384	\$ 223,181	\$ 4,384	\$ 223,181	\$ 4,384	\$ 74,504	\$ 4,380	\$ 675,000	\$ 675,000	\$ 633,839
Wages	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 330,000	\$ 330,000	\$ 307,578
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	\$ 126,000	\$ 123,532
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	\$ 8,000	\$ 8,000	\$ 8,000
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	\$ 2,000	\$ 2,000
Fuel	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 163	\$ 250	\$ 250	\$ 250
Ads	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Postage	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Leases	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Travel	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Training	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 16,000	\$ 16,000	\$ 16,000
Communications	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000	\$ 5,000	\$ 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	\$ 20,000	\$ 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	\$ 1,000	\$ 1,000	\$ 1,000
Vehicle Maint.	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 87	\$ 12,250	\$ 12,250	\$ 12,250
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	\$ 8,000	\$ 8,000	\$ 8,000
Professional Services	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Dues	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Property Insurance	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 16,000	\$ 16,000	\$ 16,000
Unemployment	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000	\$ 5,000	\$ 5,000
Grant	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000	\$ 5,000	\$ 5,000
Capital Outlay	\$ 101,992	\$ 101,992	\$ 101,992	\$ 101,992	\$ 102,992	\$ 102,992	\$ 102,992	\$ 103,142	\$ 102,992	\$ 102,992	\$ 109,992	\$ 117,938	\$ 1,254,000	\$ 1,254,000	\$ 1,186,425
MONTHLY EXPENDITURE	\$ 327,559	\$ 448,915	\$ 351,474	\$ 472,830	\$ 391,889	\$ 299,448	\$ 419,804	\$ 321,213	\$ 441,569	\$ 343,128	\$ 307,807	\$ 194,412	\$ 1,254,000	\$ 1,254,000	\$ 1,186,425
ACTUAL CASH FLOW															
Beginning Balance	\$ 452,482	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 67,575	\$ 1,070,412	\$ 1,019,092
Revenues	\$ 41,161	\$ 22,422	\$ 2,468	\$ 1,331	\$ 58	\$ 135	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 4,942	\$ 20,000	\$ 20,000
Wages	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 56,260	\$ 330,000	\$ 330,000	\$ 307,578
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	\$ 126,000	\$ 123,532
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	\$ 8,000	\$ 8,000	\$ 8,000
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	\$ 2,000	\$ 2,000
Fuel	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 163	\$ 250	\$ 250	\$ 250
Ads	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Postage	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Travel	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Training	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 16,000	\$ 16,000	\$ 16,000
Communications	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000	\$ 5,000	\$ 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	\$ 20,000	\$ 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	\$ 1,000	\$ 1,000	\$ 1,000
Vehicle Maint.	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 87	\$ 12,250	\$ 12,250	\$ 12,250
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	\$ 8,000	\$ 8,000	\$ 8,000
Professional Services	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Dues	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 38	\$ 500	\$ 500	\$ 500
Property Insurance	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 16,000	\$ 16,000	\$ 16,000
Unemployment	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000	\$ 5,000	\$ 5,000
Grant	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 413	\$ 5,000	\$ 5,000	\$ 5,000
Capital Outlay	\$ 67,575	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 67,575	\$ 1,254,000	\$ 1,186,425
MONTHLY EXPENDITURE	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 386,227	\$ 67,575	\$ 1,254,000	\$ 1,186,425