

AGENDA
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday December 7, 2021 – 5:00 PM

Members: Rebecca Lim, Chairperson Sara Keehfuss, Treasurer
 Gwenn Snow, Vice-Chairperson Frank Wagener-Member

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 POSSIBLE ACTION)

ITEM#/SUBJECT

1. Call meeting to order – For Possible Action
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.
3. Approval of Agenda – For Possible Action
4. Reading, correction, and approval of minutes for November 2, 2021 - For Possible Action
5. OPEN DISCUSSION – (This item is for discussion only. No action will be taken at this time. There may be a time limit placed on this discussion if necessary.)
6. INFORMATIONAL ITEMS
 - a. Request from Dan McArthur for extension of Audit
7. DISTRICT MONTHLY REPORTS- For possible action
 - a. SVLD -
 - b. Children’s Wing report -
8. OLD BUSINESS - For Possible Action
 - a. Discussion and possible decision concerning update on the Manhattan Roof Project
9. NEW BUSINESS – For Possible Action
 - a.
10. CORRESPONDENCE – For possible Action
 - a.
11. FINANCE – For possible Action
 - a. Approve and sign expenditures for December 7, 2021.
 - b. Cash flow

12. 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.

13. SET DATE AND TIME FOR NEXT MEETING

14. ADJOURN – For Possible Action

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.

MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday November 2, 2021– 5:00 PM

Members present: Rebecca Lim, Chairperson Frank Wagener, Member
Sara Keehfuss, Treasurer Gwenn Snow, Vice-Chairperson

Members absent:

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

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

ITEM#/SUBJECT

1. This meeting was called to order at 5:05 PM by Becky Lim
2. General Public Comment - Nothing at this time
3. Approval agenda – Gwenn made a motion to accept the agenda with no changes. Sara seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes Gwenn made a motion to accept minutes for October 5, 2021. Sara seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a. Collection development – Jeanne told the board that it will be spent on adult audio books, concentrating on new novels.
 - b. 2021 Local Government Annual Report Form – Jeanne explained about the Government Employee management. \$3.00 per employee.
6. OPEN DISCUSSION – Sara asked about applicants for board position. Jeanne mentioned that we had to people apply.
7. DISTRICT REPORTS– For possible action –
 - a. SVLD District report – Jeanne presented the report to the board.
 - b. Children's Wing report – Amy reported the AR incentive programs and the plans for the Christmas party.
8. OLD BUSINESS– For Possible Action –. Nothing at this time
 - a. Manhattan Roof Project – Jeanne reported to the board that she received the Bid package. Jeanne asked when the board wanted to start this. One date has been set, they have 10 days to start it and 45 days to finish it. Possibility to change from 10 days to 30 days to start. Jeanne explained the old roof would on. Gwenn asked if the bid included a warranty. Jeanne explained they are putting a new roof under the old roof. Frank mentioned the delay they are experiencing for roofing materials for the mine housing. They will schedule a bid walk early March and given 30 days to proceed on what happens. Jeanne will send everything to the DA and talk to Terrance and get everything going with corrections to the Bid package.
9. NEW BUSINESS– For possible action

- a. Nothing at this time.
- 10. CORRESPONDENCE –
 - a. Nothing at this time.
- 11. FINANCE -
 - a. Expenditures – Gwenn made a motion to accept expenditures dated 11-2-2021. Frank seconded. All voted in favor. Motion passed.
 - b. Cash flow –Jeanne went over cash flow. She said that we have received \$300,000 in property taxes. Auditors did come and asked when the meeting in December was going to be so that they could attend.
 - c. Quarterly report – Sara made a motion to approve the first quarterly report. Frank seconded. All voted in favor. Motion passed.
- 12. General Public Comment – (second) – Nothing at this time.
- 13. Set date and time of next meeting – the next meeting was set for December 7, 2021, Round Mountain Nevada in the Round Mountain Public Library Conference Room at 5:00 PM
- 14. ADJOURN – Sara made a motion to adjourn at 6:07 PM.

Date approved

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
Fax (775) 487-2326

Evelyn Barragan
Local Government Division
Department of Taxation
Capitol Complex
Carson City, NV 89713

Dear Ms. Barragan:

Pursuant to NRS 354.624(1), Smoky Valley Library requests an extension for the timely filing of the annual financial audit for the year ended June 30, 2021. The following information is provided as required by Nevada Administrative Code 354.735.

Name of Government:	Smoky Valley Library District
Name of Audit Firm:	DANIEL C. McARTHUR, LTD. Certified Public Accountant
Date report will be filed with the governing body by:	December 31, 2021
Date report will be filed with Department of Taxation by:	January 20, 2022

Reason application is being made for extension:

The Other Post-Employment Benefits final report has not been received/completed as to this date.

Real property tax reconciliation reports for the year ended June 30, 2021, have not been finalized as of the present date.

Date of Application: November 30, 2021

Sincerely,



Jeanne Bleecker
Co-Director
Smoky Valley Library District

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
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SVLD MONTHLY REPORT FOR October 2021

Materials Added:

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	57	9	66	12,500	227
Kids	152	3	155	15,711	1,013
Entertainment	65	23	88	18,757	685
eBooks	0	0	0	2,779	91
eAudio	1	0	1	2,764	8
eMagazines	0	0	0	3,822	9
Databases	0	0	56	56	795
Computer	0	0	15	15	46
GRAND TOTAL	275	35	381	56,404	2874

	RMPL	MPL	TOTAL
Visits	2,705	310	3,015
Wi-Fi	635	220	855
Meeting Room	18	0	18
Museum Visits	-	19	19
Patron Cards	5	0	5

Website Visits	583			Revenues:	
Volunteer Hours	7			Fax	\$ 32.00
Notaries	34			Fines	\$ 59.99
Tutoring	17			Copies	\$ 66.20
Proctoring	1			Donations	\$ 145.15
ILL	2			Misc.	\$ 97.90
AR Testing	139			GRAND TOTAL:	\$ 401.24
Reference ?	45				
Material Requests	17				

PROGRAMS:

Name	Offered	Attendance
Preschool 3-Year Old	12	29
Preschool 4-Year Old	12	66
Haunted Library	1	329
Trunk or Treat	1	375
TOTAL:		799

Round Mountain Public Library

Children's Wing Report

November 2021

Fall in Love with Reading Challenge:

Ages 0-5 read: 3,794

Ages 6-11 read: 7,237

Total mins. Read: 10,031

Banners: 12

Volunteer hours: 43

Tutoring: 34

Classes offered 5 times:

Ages 0-5: 82

Ages 6-11: 265

Total: 347

Star Tests: 19

AR tests: 209

Table top: 42

Storytime offered 3 times: 11

STEM offered 5 times: 42

Spanish offered 2 times: 12

Virtual Programs: 49

Our Scholastic Book Fair was a success. We made \$5614.25. We beat our last fair by \$275.42 making this the highest selling fair yet.

The Christmas display is up. We will be having our Christmas Party Friday, December 10th from 10:00am – 2:00 pm. Stockings are filled and ready for Santa to hand out. We will be playing games, taking pictures with Santa and having a cake walk. We will also have Christmas crafts throughout the month of December.

Subject: RE: Invitation to Bid Corrections and ?
From: "Terrence Tobey, P.E., S.E." <ttobey@LumosInc.com>
Date: Thu, Nov 11, 2021 7:39 am
To: "jeanneb@svld.net" <jeanneb@svld.net>
Cc: Andrea Madziarek <andream@svld.net>
Attach: image001.jpg

Hi Jeanne:

I spoke to a contractor and he agreed that the bid should probably take place sooner rather than later. One issue he brought us is they are having problems getting materials in a timely manner due to the supply chain problems.

As far as the video, I don't think that is necessary since we are requiring an onsite pre-bid meeting. The bidders can take their own photos. The contractor also suggests that the schedule be expanded to 7 weeks.

I will come up with some dates and send them to you for review.

Thanks,



Terrence Tobey, P.E., S.E.
Senior Structural Engineer – Special Projects
Structural Engineering Division
9222 Prototype Drive
Reno, NV 89521
775.827.6111
ttobey@LumosInc.com

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From: jeanneb@svld.net <jeanneb@svld.net>
Sent: Friday, November 5, 2021 3:15 PM
To: Terrence Tobey, P.E., S.E. <ttobey@LumosInc.com>
Cc: Andrea Madziarek <andream@svld.net>
Subject: Invitation to Bid Corrections and ?

Terrence,

The SVLD Board met on Tuesday and decided they would like to start the bidding process in early March with the Mandatory pre-bid meeting. They want to wait until Winter is over. They hope we can open the bids at our April 5, 2022 Meeting, and have the roof completed by June 30, 2022.

I have have some questions I hope you can answer for me:

1. What's the best day of the week to hold the Mandatory Meeting?
2. Would it be helpful to do a video showing the roof and its interior construction to show the Bidders?
3. How much time is usually given between the mandatory meeting and the deadline for bids?
4. If all the material is onsite and the weather is perfect, how long do you think it will take to get it done? I only ask because I'm hoping we don't have to close the Library for a full 45 days but want a realistic minimum number of days.

I've attached a word document with some corrections that are needed. Once we decide on the best day for the Mandatory Pre-Bid Meeting, we can figure out all the dates to be inserted.

Thanks,

Jeanne Bleecker
Co-Director
Smoky Valley Library District
775-377-2215
jeanneb@svld.net

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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
AT&T	10/28/2021	AT&T Nov 2021	\$53.76	Phone, Fax RMPL
CHASE	10/29/2021	Chase October 2021	\$740.54	Credit Card
FRONTIER	11/1/2021	Frontier Nov 2021	\$283.89	Phone, Fax, Internet MPL
NV ENERGY	11/2/2021	379561 Oct 2021	\$421.93	Power MPL
NV ENERGY	11/12/2021	378178 Oct 2021	\$307.25	Power RMPL
AMOUNT			\$1,753.61	

NEW INVOICES:

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON	11/10/2021	Amazon Dec 2021	\$4,944.25	Various
BAKER & TAYLOR INC	10/28/2021	2036304502	\$32.86	Adult Books
BAKER & TAYLOR INC	11/3/2021	2036318538	\$32.29	Adult Books
BAKER & TAYLOR INC	11/10/2021	2036335669	\$65.72	Adult Books
CENGAGE LEARNING	11/11/2021	76172345	\$45.74	Adult Books
CRIMSON MULTIMEDIA	11/1/2021	006666	\$978.27	Video Games
DESERT GREEN DISPOSAL	12/1/2021	3551	\$135.00	Trash Disposal
GENERAL STORE	11/29/2021	02-1055867	\$3.69	Janitorial
GENERAL STORE	11/30/2021	01-1578180	\$83.96	Programs - Christmas
JW WELDING	11/30/2021	D96737	\$17.80	Equipment Maint.
LUMOS AND ASSOCIATES INC	11/19/2021	110824	\$1,270.00	Manhattan Roof Proj.
MICROMARKETING LLC	11/9/2021	868468	\$28.00	Adult Books
MICROMARKETING LLC	11/11/2021	868643	\$40.95	Adult Audios
MICROMARKETING LLC	11/15/2021	869134	\$23.99	Adult Audios
MICROMARKETING LLC	11/15/2021	869152	\$15.19	Kids Books
MICROMARKETING LLC	11/15/2021	869199	\$14.39	Kids Books
MICROMARKETING LLC	11/15/2021	869247	\$85.09	Adult Books
MICROMARKETING LLC	11/15/2021	869248	\$84.92	Kids Books
MICROMARKETING LLC	11/17/2021	869386	\$105.58	Adult Audios
MICROMARKETING LLC	11/22/2021	869750	\$72.79	Adult Audios
MICROMARKETING LLC	11/22/2021	869977	\$14.39	Kids Books
MICROMARKETING LLC	11/22/2021	870031	\$24.80	Adult Books
MICROMARKETING LLC	11/29/2021	870284	\$35.99	Adult Audios
MICROMARKETING LLC	11/29/2021	870410	\$13.59	Adult Books
MICROMARKETING LLC	11/29/2021	870412	\$14.39	Kids Books
MICROMARKETING LLC	11/29/2021	870490	\$42.39	Adult Books
MICROMARKETING LLC	11/29/2021	870491	\$44.77	Kids Books
MICROMARKETING LLC	12/2/2021	870922	\$20.79	Kids Books

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
OVER DRIVE INC	11/2/2021	07818CO21442437	\$872.88	eBooks & eAudios
PENWORTHY COMPANY	11/3/2021	0576626-IN	\$425.98	Kids Books
QTRAK	1/1/2022	22243156	\$8,397.50	Capital Outlay
QUILL	11/5/2021	20798341	\$81.29	Office
QUILL	11/5/2021	20799346	\$147.00	Office
QUILL	11/16/2021	21036975	\$75.99	Office - Janitorial
QUILL	11/30/2021	21295722	\$152.97	Office - Janitorial
SMOKY VALLEY HARDWARE	11/4/2021	2111-145497	\$38.97	Building Maint
SMOKY VALLEY LIBRARY-	11/15/2021	SVLD PC 11-15	\$905.60	Petty Cash
SUBURBAN PROPANE	11/18/2021	103568	\$1,683.74	Propane

NEW INVOICE TOTAL: \$21,073.51
PRE-APPROVED TOTAL: \$1,753.61
GRAND TOTAL: \$22,827.12

Rebecca Lim, Chairperson

Gwenn Snow, Vice-Chairperson

Member

Sara Keehfuss, Treasurer

Frank Wagener, Member

PROJECTED Cash Flow 2021-2022 (BUDGETED AMOUNTS)

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Beginning Balance	\$ 718,917	\$ 609,614	\$ 678,789	\$ 529,416	\$ 598,542	\$ 462,718	\$ 313,895	\$ 382,521	\$ 233,197	\$ 302,323	\$ 151,000	\$ 610,886	
Revenues	\$ 4,824	\$ 233,273	\$ 4,824	\$ 233,273	\$ 18,324	\$ 4,824	\$ 233,273	\$ 4,824	\$ 233,279	\$ 4,824	\$ 631,833	\$ 4,824	\$ 1,572,198
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	\$ 710,000
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	\$ 375,000
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	\$ 245,000
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	\$ 25,000
Fuel	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000
Ad	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 21	\$ 250
Postage	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 1,000
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	\$ 20,000
Travel	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000
Training	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 10,000
Communications	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 625	\$ 7,500
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	\$ 25,000
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	\$ 60,000
Vehicle Maint.	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 167	\$ 2,000
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	\$ 30,000
Professional Services	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 8,000
Dues	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 500
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	\$ 16,000
Unemployment	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 5,000
Grant	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 542	\$ 6,500
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	\$ 300,000
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	\$ 1,852,749
	\$ 609,614	\$ 678,789	\$ 529,416	\$ 598,542	\$ 462,718	\$ 313,895	\$ 382,521	\$ 233,197	\$ 302,323	\$ 151,000	\$ 630,686	\$ 481,380	

ACTUAL CASH FLOW

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	BUDGET	Remaining
Beginning Balance	\$ 823,121	\$ 731,581	\$ 761,192	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 1,572,198	\$ 1,254,590
Revenues	\$ 7,986	\$ 150,070	\$ 147,145	\$ 12,481	\$ 44,934	\$ 50,793	\$ 31,821	\$ 81,715	\$ 228,264	\$ 375,000	\$ 710,000	\$ 480,736	\$ 2,282,664	\$ 710,000	\$ 480,736
Wages	\$ 21,327	\$ 25,594	\$ 25,581	\$ 33,523	\$ 16,447	\$ 37,459	\$ 9,942	\$ 58,999	\$ 106,024	\$ 375,000	\$ 710,000	\$ 268,976	\$ 2,282,664	\$ 375,000	\$ 268,976
Benefits	\$ 400	\$ 598	\$ 1,683	\$ 376	\$ 400	\$ 598	\$ 1,683	\$ 376	\$ 122,448	\$ 245,000	\$ 480,000	\$ 122,152	\$ 1,224,448	\$ 245,000	\$ 122,152
Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fuel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ad	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Leases	\$ 1,030	\$ 1,030	\$ 1,179	\$ 1,058	\$ 1,030	\$ 1,030	\$ 1,179	\$ 1,058	\$ 4,296	\$ 20,000	\$ 20,000	\$ 15,704	\$ 42,996	\$ 20,000	\$ 15,704
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communications	\$ 349	\$ 466	\$ 464	\$ 475	\$ 349	\$ 466	\$ 464	\$ 475	\$ 1,754	\$ 7,500	\$ 7,500	\$ 5,746	\$ 17,546	\$ 7,500	\$ 5,746
Utilities	\$ 55	\$ 353	\$ 1,236	\$ 535	\$ 55	\$ 353	\$ 1,236	\$ 535	\$ 2,181	\$ 25,000	\$ 25,000	\$ 22,819	\$ 54,419	\$ 25,000	\$ 22,819
Building Maint.	\$ 135	\$ 2,712	\$ 1,894	\$ 850	\$ 135	\$ 2,712	\$ 1,894	\$ 850	\$ 3,581	\$ 60,000	\$ 60,000	\$ 54,419	\$ 122,448	\$ 60,000	\$ 54,419
Vehicle Maint.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Maint.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Property Insurance	\$ 14,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 99,526	\$ 120,430	\$ 94,200	\$ 197,363	\$ 99,526	\$ 120,430	\$ 94,200	\$ 197,363	\$ 779	\$ 300,000	\$ 300,000	\$ 299,222	\$ 1,852,749	\$ 300,000	\$ 299,222
MONTHLY EXPENDITURE	\$ 731,581	\$ 761,192	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 814,137	\$ 1,852,749	\$ 1,341,231