

**AGENDA**  
**LIBRARY BOARD MEETING**

Monday  
January 14, 2019  
7:05 P.M.

1. Roll Call.
2. Approval of Agenda
3. Minutes of Regular Meeting December 10, 2018  
Special Meeting December 27, 2018
4. Correspondence and communications
  - a. Lisa Stoller – Woman’s Club
    - i. Historical Document Preservation
5. Librarian’s Report
  - a. Circulation Report
6. Financial Report
  - a. Approval of End of the Year Reports
7. Old Business
  - a. Lisa Dodsen – WSU – Hiring New Director
  - b. Search Committee
    - i. Dan Funke
    - ii. Lisa Fouts
    - iii. Vickie Luthi
    - iv. Craig Crossett
    - v. Lisa Dodson
  - c. TV – Mounting
  - d. Beer & Blocks - March
8. New Business
  - a. Window Cleaning
  - b. Allowing Mike Paasch to be KPERs Agent and file and pay state and federal taxes.
9. As may be presented

PLEASE CALL THE LIBRARY 794-8771 IF YOU CANNOT ATTEND  
OR E-MAIL:

**Library Board Meeting Minutes**  
**Monday, December 10, 2018**  
**7:05 PM**

1. **Attendance** - Frank Petsche, Dan Funke, Vickie Luthi, Lisa Fouts, Alexis Vincent, Becky Phillips. Absent: Ken Tingle
2. **Approval of Agenda** - Alexis motions to approve agenda with correction of addition to letter C in new business. Lisa seconds. Approved 6/0
3. **Recognition of Guest and Comments from the audience.** No guests present.
4. **Minutes of the last meeting November 12, 2018.** Vickie motions to approve. Becky seconds. Approved 6/0.
5. **Staff report**
  - A. Circulation Report - busy. Numbers for checkout are above where they were last year. Did another 21 new library cards this month.
  - B. Other items as may be presented
6. **Financial Report**
  - A. Approval of November Reports. Alexis motions to approve financial report as presented. Becky seconds. Approved 6/0.
7. **Transfers**
  - A. Add additional verbiage to a Reserve Account Building and Grounds Title. Lisa motions to change from Building and Grounds Reserve to Building, Grounds, and Planning Reserve. Frank seconds. Approved 6/0.
  - B. Approval of Paying WSU bill of \$5,800 out of Building, Grounds, and Planning Reserve. Alexis motions to pay. Frank seconds. Approved 6/0.
  - C. Approval of \$5,000 out of Reserve Computer Reserve to Computer Supplies. This motion must include approving the budget expenses be increased by \$5000 and an additional \$5,000 be allowed for expenses since we have 176,684.46 in income at present. Alexis motions to approve. Vickie seconds. Approved 6/0.
8. **Old Business**
  - A. Executive Session - Personal - No need to meet.
  - B. Pay Raises for employees. Alexis motions to bring everyone up to their pay according to the salary schedule effective January 1st and to give all staff their raises according to the pay scale and evaluations for all the employees in 2019. Lisa seconds. Approved 5/0. Dan Funke abstained.

C. WSU strategic plan - Presentation. WSU will present to council in January. All committee members will be invited.

D. WSU Employee Hiring and Training

- i. Suggestions of what we encourage City to pay out of our budget - workshop/travel, utilities, memberships, computer supplies, programming, building/grounds.

E. Approval of 2019 Budget. Alexis motions to approve. Becky seconds. Approved 6-0.

F. Scheduling over Winter Break - Michelle has scheduling covered. Corey Stewart will be employed over winter break to help with cleaning and programs. She will be here between 20 and 30 hours a week.

#### **9. New Business**

A. Window Cleaning Review - Dan's recommends that we cancel window cleaning for the time being.

B. Special Meeting - End of the year review of Financials

C. Other - sending play always back to state. Not a need for these as they are not being checked out.

**10. Review Job Description for new Director position – We will meet to discuss at a later date.**

A. Other areas of concern

- i. Vacation and sick leave - all employees. Will discuss in January 2019

**11. Adjournment - Alexis motions for adjournment at 9:05. Becky seconds. Approved 6/0.**

The above minutes are a draft copy of the minutes. Minutes must be approved by a quorum of the Goddard Public Library Board at the next convened meeting.

**GODDARD PUBLIC LIBRARY**  
November 2018

CHECK OUT SUMMARY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2018	2017
Non-fiction	312	200	298	337	557	933	767	591	283	154	124	157	4713	4650
Fiction	1228	1144	1273	1126	1385	1902	1992	1548	1207	675	491	535	14506	14778
Periodicals	212	202	124	144	154	177	217	208	132	66	52	53	1741	1705
Audio Books	80	90	97	51	63	89	112	80	39	24	26	32	783	910
Videos/ DVD	427	489	543	450	584	942	1049	700	560	328	273	228	6573	5488

**JUVENILE**

Non-fiction	557	546	685	478	689	1594	1394	700	539	282	157	183	7804	7194
Fiction	1615	1571	1929	1862	3123	5972	5784	3265	2343	1879	1053	1128	31524	25784
Periodicals	15	18	25	34	45	92	106	38	34	16	12	21	456	522
Videos/ DVD	156	200	183	241	271	497	390	295	309	200	131	129	3002	1895
Audio	11	8	7	10	22	36	24	15	14	18	3	2	170	180
Other														
<b>TOTAL</b>	<b>4613</b>	<b>4468</b>	<b>5164</b>	<b>4733</b>	<b>6893</b>	<b>12234</b>	<b>11835</b>	<b>7440</b>	<b>5460</b>	<b>3642</b>	<b>2322</b>	<b>2468</b>	<b>71272</b>	<b>63116</b>

Computer	253	252	288	304	354	365	375	384	304	390	395	324	3988	3012
Wireless	129	100	109	106	135	207	190	142	122	116	113	96	1565	1232
													5553	4244

Reference Question	117	113	101	93	197	210	180	177	145	196	190	141	1860	1489
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**INTERLIBRARY LOAN**

Books Loaned	46	38	47	42	29	47	32	41	30	39	22	53	466	388
Unfilled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Books Borrowed	59	52	49	88	59	86	123	68	62	82	47	18	793	572
Unfilled	0	0	0	0	0	0	0	0	0	0	2	0	2	0

NEW LIBRARY CARDS	31	16	25	24	73	72	36	31	28	36	21	11	404	462
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**MATERIALS ADDED**

Adult	69	112	171	118	129	107	57	105	84	99	29	13	1093	1256
Juvenile	47	129	219	74	82	81	56	56	62	75	25	87	993	1496
<b>TOTAL</b>	<b>116</b>	<b>241</b>	<b>390</b>	<b>192</b>	<b>211</b>	<b>188</b>	<b>113</b>	<b>161</b>	<b>146</b>	<b>174</b>	<b>54</b>	<b>100</b>	<b>2086</b>	<b>2752</b>

LIBRARY ATTENDANCE	1106	1044	1303	1331	1761	2656	2502	1803	1308	1662	1474	1245	19195	16985
Children	18	159	119	275	421	495	441	55	326	596	38	271	3214	2338
Other	14	25	67	0	46	13	308	222	2	91	41	80	909	255
<b>TOTAL</b>	<b>1138</b>	<b>1228</b>	<b>1489</b>	<b>1606</b>	<b>2228</b>	<b>3164</b>	<b>3251</b>	<b>2080</b>	<b>1636</b>	<b>2349</b>	<b>1553</b>	<b>1596</b>	<b>23318</b>	<b>19578</b>



MICHELLE STEWART  
ASSISTANT DIRECTOR

**ATTENDANCE**

	J	F	M	A	M	J	J	A	S	O	N	D		
Dan Funke	EX	X	X	X	X	X	X	X	X	X	X	x	2	2019
Lisa Fouts	X	X	X	X	X	X	X	X	X	X	X	x	1	2020
Kenneth Tingle	--	--	--	--	--	--	X	EX	EX	X	X	--	1	2022
Alexis Vincent	X	X	X	X	X	X	X	EX	X	X	X	x	2	2020
Becky Phillips	X	X	X	X	X	X	X	X	X	X	X	x	2	2021
Vickie Luthi	X	EX	X	X	X	X	X	X	X	X	X	x	1	2019
Frank Petsche	X	X	X	X	X	EX	X	X	X	X	X	x	1	2021
Kendra Mork	X	X	X	X	X	X	X	X	X	--	--	--		
Michelle Stewart	--	--	--	--	--	--	--	--	--	--	X	x		

EX- excused

EO- early out

LI- late in

CA- cancelled

8:18 PM  
01/09/19

**Goddard Public Library**  
**Reconciliation Summary**  
Bank Checking Account, Period Ending 01/02/2019

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	<u>Jan 2, 19</u>
<b>Beginning Balance</b>	20,692.83
<b>Cleared Transactions</b>	
Checks and Payments - 27 items	-8,379.17
Deposits and Credits - 12 items	15,465.06
<b>Total Cleared Transactions</b>	<u>7,085.89</u>
<b>Cleared Balance</b>	<u><u>27,778.72</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 10 items	-2,382.19
<b>Total Uncleared Transactions</b>	<u>-2,382.19</u>
<b>Register Balance as of 01/02/2019</b>	<u><u>25,396.53</u></u>
<b>Ending Balance</b>	25,396.53

**Goddard Public Library  
Reconciliation Detail  
Bank Checking Account, Period Ending 01/02/2019**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						20,692.83
<b>Cleared Transactions</b>						
<b>Checks and Payments - 27 Items</b>						
General Journal	06/27/2018		Baker and Taylor	X	-914.45	-914.45
Check	11/21/2018	5388	Center Point Large ...	X	-250.47	-1,164.92
Check	11/21/2018	5398	Xerox Financial Servi...	X	-226.02	-1,390.94
Check	11/21/2018	5397	Ace Hardware	X	-23.95	-1,414.89
Check	11/28/2018	5402	Debra Funke	X	-317.11	-1,732.00
Check	12/06/2018	dec_d...	Walmart	X	-24.88	-1,756.88
Check	12/09/2018	5409	TwoTrees	X	-100.00	-1,856.88
Check	12/11/2018	5410	Goddard Mitten Tree	X	-534.75	-2,391.63
Check	12/11/2018	dec_d...	HGTV Magazine	X	-34.97	-2,426.60
Check	12/11/2018	5411	ImageQuest	X	-32.27	-2,458.87
Check	12/18/2018	dec_d...	Walmart	X	-18.97	-2,477.84
Check	12/19/2018	dec_d...	Postmaster	X	-30.00	-2,507.84
Check	12/20/2018	5414	Xerox Financial Servi...	X	-226.02	-2,733.86
Check	12/20/2018	5413	Cox Communications	X	-218.06	-2,951.92
Check	12/20/2018	5412	Culligan of Wichita	X	-38.75	-2,990.67
Check	12/22/2018	dec_d...	Amazon	X	-7.49	-2,998.16
Check	12/24/2018	5415	Kansas Gas Service	X	-293.06	-3,291.22
Check	12/24/2018	5416	Westar Energy	X	-191.38	-3,482.60
Check	12/26/2018	5418	Tamarah Corwin	X	-1,153.69	-4,636.29
Check	12/26/2018	5424	Michelle Stewart	X	-1,024.71	-5,661.00
Check	12/26/2018	5420	Peggy Grunwald	X	-1,000.93	-6,661.93
Check	12/26/2018	5423	Corianna Stewart	X	-395.61	-7,057.54
Check	12/26/2018	5426	Center Point Large ...	X	-227.70	-7,285.24
Check	12/27/2018	Bank ...	IRS	X	-939.16	-8,224.40
Check	12/27/2018	Banc ...	Kansas Department ...	X	-94.70	-8,319.10
Check	01/02/2019	dec_d...	Walmart	X	-48.07	-8,367.17
Check	01/02/2019	dec_d...	Walmart	X	-12.00	-8,379.17
<b>Total Checks and Payments</b>					<b>-8,379.17</b>	<b>-8,379.17</b>
<b>Deposits and Credits - 12 Items</b>						
Check	06/27/2018	5264	Baker and Taylor	X	0.00	0.00
Deposit	12/05/2018			X	17.50	17.50
Deposit	12/11/2018			X	5,000.00	5,017.50
Deposit	12/12/2018			X	11.00	5,028.50
Deposit	12/13/2018			X	789.75	5,818.25
Deposit	12/19/2018			X	31.75	5,850.00
Deposit	12/24/2018			X	14.00	5,864.00
Deposit	12/27/2018			X	10.00	5,874.00
Deposit	12/27/2018			X	49.00	5,923.00
General Journal	12/27/2018	R	Baker and Taylor	X	914.45	6,837.45
Deposit	12/28/2018			X	8,627.21	15,464.66
Deposit	01/02/2019			X	0.40	15,465.06
<b>Total Deposits and Credits</b>					<b>15,465.06</b>	<b>15,465.06</b>
<b>Total Cleared Transactions</b>					<b>7,085.89</b>	<b>7,085.89</b>
<b>Cleared Balance</b>					<b>7,085.89</b>	<b>27,778.72</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 10 Items</b>						
Check	11/28/2018	5404	Sarah Kralicek		-329.65	-329.65
Check	12/09/2018	5408	Fish Window Cleaning		-287.00	-616.65
Check	12/09/2018	5407	Waste Management		-67.09	-683.74
Check	12/26/2018	5425	Baker and Taylor		-571.70	-1,255.44
Check	12/26/2018	5419	Debra Funke		-359.26	-1,614.70
Check	12/26/2018	5421	Sarah Kralicek		-314.94	-1,929.64
Check	12/26/2018	5422	Kendra Mork		-220.94	-2,150.58
Check	12/26/2018	5417	Mike Paasch		-90.00	-2,240.58

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01/09/19

**Goddard Public Library**  
**Reconciliation Detail**  
Bank Checking Account, Period Ending 01/02/2019

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Type	Date	Num	Name	Clr	Amount	Balance
Check	12/26/2018	5428	Gale / CENGAGE L...		-72.16	-2,312.74
Check	12/26/2018	5427	Penworthy		-69.45	-2,382.19
Total Checks and Payments					-2,382.19	-2,382.19
Total Uncleared Transactions					-2,382.19	-2,382.19
Register Balance as of 01/02/2019					4,703.70	25,396.53
<b>Ending Balance</b>					<b>4,703.70</b>	<b>25,396.53</b>

Goddard Public Library

1/10/2019 5:56 PM

Register: Bank Checking Account

From 12/01/2018 through 12/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/03/2018			Interest Income	Interest		X	0.48	18,931.18
12/05/2018			Fines	Deposit		X	17.50	18,948.68
12/06/2018	dec_debit1	Walmart	Supplies-Computer	USB for compu...	24.88	X		18,923.80
12/09/2018	nov_debi...	Walmart	Miscellaneous	Christmas Bon...	300.00	X		18,623.80
12/09/2018	5407	Waste Management	Maintain building and ...	service from 12...	67.09			18,556.71
12/09/2018	5408	Fish Window Cleaning	Maintain building and ...		287.00			18,269.71
12/09/2018	5409	TwoTrees	Supplies-Computer	12/1/18 - 12/31...	100.00	X		18,169.71
12/11/2018			Computer Reserve Inco...	Deposit		X	5,000.00	23,169.71
12/11/2018	dec_debit5	HGTV Magazine	Library Inventory:Mag...	Rwnewel	34.97	X		23,134.74
12/11/2018	5410	Goddard Mitten Tree	Supplies-Computer	TV & Stand	534.75	X		22,599.99
12/11/2018	5411	ImageQuest	Supplies-Office		32.27	X		22,567.72
12/12/2018			Fines	Deposit		X	11.00	22,578.72
12/13/2018			-split-	Deposit		X	789.75	23,368.47
12/18/2018	dec_debit2	Walmart	Supplies-Office	ink	18.97	X		23,349.50
12/19/2018			Fines	Deposit		X	31.75	23,381.25
12/19/2018	dec_debit3	Postmaster	Postage and Shipping	stamps	30.00	X		23,351.25
12/20/2018	5412	Culligan of Wichita	Supplies-building	acct 742817	38.75	X		23,312.50
12/20/2018	5413	Cox Communications	Utilities	acct 001 1001 ...	218.06	X		23,094.44
12/20/2018	5414	Xerox Financial Servi...	Supplies-Computer	xerox lease 11/...	226.02	X		22,868.42
12/22/2018	dec_debit4	Amazon	Library Inventory:Books	book - preorder...	7.49	X		22,860.93
12/24/2018			Fines	Deposit		X	14.00	22,874.93
12/24/2018	5415	Kansas Gas Service	Utilities	account 510118...	293.06	X		22,581.87
12/24/2018	5416	Westar Energy	Utilities	account 38035...	191.38	X		22,390.49
12/26/2018	5417	Mike Paasch	Accounting	December	90.00			22,300.49
12/26/2018	5418	Tamarah Corwin	-split-	11/24/18 - 12/2...	1,153.69	X		21,146.80
12/26/2018	5419	Debra Funke	-split-	11/24 - 12/23	359.26			20,787.54
12/26/2018	5420	Peggy Grunwald	Payroll Expenses:Payroll	11/24 - 12/23	1,000.93	X		19,786.61
12/26/2018	5421	Sarah Kralicek	-split-	11/24 - 12/23	314.94			19,471.67
12/26/2018	5422	Kendra Mork	Payroll Expenses:Payroll	KPERS refund	220.94			19,250.73
12/26/2018	5423	Corianna Stewart	Payroll Expenses:Payroll	11/24 - 12/23	395.61	X		18,855.12
12/26/2018	5424	Michelle Stewart	-split-	11/24 - 12/23	1,024.71	X		17,830.41
12/26/2018	5425	Baker and Taylor	-split-	invoice 203409...	571.70			17,258.71
12/26/2018	5426	Center Point Large P...	Library Inventory:Books	Invoice 1645943	227.70	X		17,031.01
12/26/2018	5427	Penworthy	Library Inventory:Books	customer # 00-...	69.45			16,961.56
12/26/2018	5428	Gale / CENGAGE Le...	Library Inventory:Books	Account # 237...	72.16			16,889.40
12/27/2018			Fines	Deposit		X	49.00	16,938.40
12/27/2018			Fines	Deposit		X	10.00	16,948.40
12/27/2018	Banc Draft	Kansas Department o...	Payroll Expenses:State ...		94.70	X		16,853.70
12/27/2018	Bank Draft	IRS	Payroll Expenses:Payr...		939.16	X		15,914.54
12/27/2018	R	Baker and Taylor	Library Inventory:Books	Reverse of GJE...		X	914.45	16,828.99



Goddard Public Library

1/10/2019 5:56 PM

Register: Bank Checking Account  
From 12/01/2018 through 12/31/2018  
Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
12/28/2018			-split-	Deposit		X	8,627.21	25,456.20

4:38 PM

01/10/19

**Goddard Public Library**  
**Reconciliation Summary**  
Capital Improvement, Period Ending 01/02/2019

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	<u>Jan 2, 19</u>	
<b>Beginning Balance</b>		<b>38,739.76</b>
<b>Cleared Transactions</b>		
<b>Checks and Payments - 2 items</b>	-10,800.00	
<b>Deposits and Credits - 1 item</b>	0.75	
	<u>-10,799.25</u>	
<b>Total Cleared Transactions</b>		
<b>Cleared Balance</b>		<b>27,940.51</b>
<b>Register Balance as of 01/02/2019</b>		<b>27,940.51</b>
<b>Ending Balance</b>		<b>27,940.51</b>

**Goddard Public Library  
Reconciliation Detail  
Capital Improvement, Period Ending 01/02/2019**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						38,739.76
<b>Cleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
Check	12/11/2018	Bank	WSU	X	-5,800.00	-5,800.00
Check	12/11/2018	Bank	Goddard Public Libr...	X	-5,000.00	-10,800.00
<b>Total Checks and Payments</b>					-10,800.00	-10,800.00
<b>Deposits and Credits - 1 item</b>						
Deposit	01/02/2019			X	0.75	0.75
<b>Total Deposits and Credits</b>					0.75	0.75
<b>Total Cleared Transactions</b>					-10,799.25	-10,799.25
<b>Cleared Balance</b>					-10,799.25	27,940.51
<b>Register Balance as of 01/02/2019</b>					-10,799.25	27,940.51
<b>Ending Balance</b>					-10,799.25	27,940.51

# Goddard Public Library

## Profit & Loss Budget Performance

January through December 2018

Ordinary Income/Expense	Budget	Jan - Dec 18	YTD Budget	Annual Budget
<b>Income</b>				
Balance Forward	15,000.00	15,000.00	15,000.00	15,000.00
Book Sales and Lost Book Fees		40.51		
Computer Reserve Income	5,000.00	5,000.00	5,000.00	5,000.00
Copy Machine Fees	750.00	1,365.17	750.00	750.00
Disc Cleaning		2.00		
Donations		500.00		
Fax Fees	150.00	277.25	150.00	150.00
Fines	1,200.00	4,506.47	1,200.00	1,200.00
Grants				
Levand Trust	4,000.00	5,178.35	4,000.00	4,000.00
SCKLS				
Resource Sharing Grant	13,500.00	17,475.00	13,500.00	13,500.00
Summer Reading Grant		100.00		
<b>Total SCKLS</b>	<u>13,500.00</u>	<u>17,575.00</u>	<u>13,500.00</u>	<u>13,500.00</u>
State Aid	1,423.00	1,351.78	1,423.00	1,423.00
Tech Grant		2,200.00		
<b>Total Grants</b>	<u>18,923.00</u>	<u>26,305.13</u>	<u>18,923.00</u>	<u>18,923.00</u>
Interest Income	20.00	15.61	20.00	20.00
Library Funds				
16/20 Vehicles	50.00	1.34	50.00	50.00
Advalorem	128,896.00	117,482.70	128,896.00	128,896.00
Delinquent Taxes	1,000.00	1,226.85	1,000.00	1,000.00
Mach & Equip		1,332.05		
Motor Vehicle	7,500.00	17,366.98	7,500.00	7,500.00
RV	50.00	274.44	50.00	50.00
Library Funds - Other		5,328.59		
<b>Total Library Funds</b>	<u>137,496.00</u>	<u>143,012.95</u>	<u>137,496.00</u>	<u>137,496.00</u>
Lost Book		11.99		
Misc Income		3.07		
Summer Reading Donations		175.00		

# Goddard Public Library

## Profit & Loss Budget Performance

January through December 2018

	Budget	Jan - Dec 18	YTD Budget	Annual Budget
<b>Total Income</b>	178,539.00	196,215.15	178,539.00	178,539.00
<b>Expense</b>				
Accounting	1,080.00	1,080.00	1,080.00	1,080.00
Big Read		312.36		
Capital Improvement Budget	6,000.00	0.00	6,000.00	6,000.00
Capital Improvement Expense				
Building and Grounds		5,800.00		
Computer		5,000.00		
Total Capital Improvement Expense		10,800.00		
Community Relations	4,000.00	4,520.94	4,000.00	4,000.00
Continuing Education	250.00	0.00	250.00	250.00
Continuing Education Expense		0.00		
Internet Fee	1,350.00	1,399.50	1,350.00	1,350.00
Levand Trust Expense	4,000.00	5,178.38	4,000.00	4,000.00
Library Inventory				
Audio Books	4,000.00	4,258.66	4,000.00	4,000.00
Books	22,959.00	20,458.63	22,959.00	22,959.00
Magazines and Periodicals	2,000.00	2,481.48	2,000.00	2,000.00
Newspaper Subscriptions	550.00	755.31	550.00	550.00
Videos/CD's	2,000.00	808.30	2,000.00	2,000.00
Total Library Inventory	31,509.00	28,762.38	31,509.00	31,509.00
Maintain building and grounds	5,000.00	11,513.62	5,000.00	5,000.00
Memberships	1,800.00	1,779.00	1,800.00	1,800.00
Miscellaneous	500.00	974.24	500.00	500.00
Payroll Expenses				
KPERS-MISC	100.00	0.00	100.00	100.00
KPERS Employee Contribution	3,000.00	2,521.61	3,000.00	3,000.00
KPERS Employer Contribution	5,000.00	3,806.19	5,000.00	5,000.00
Ks Employee Sec Tax	100.00	35.59	100.00	100.00
Payroll	67,000.00	63,945.97	67,000.00	67,000.00
Payroll Taxes	15,000.00	15,032.99	15,000.00	15,000.00
State Tax		443.66		

**Goddard Public Library**  
**Profit & Loss Budget Performance**  
January through December 2018

	Budget	Jan - Dec 18	YTD Budget	Annual Budget
Workman's Comp Insurance	350.00	338.00	350.00	350.00
Total Payroll Expenses	90,550.00	86,124.01	90,550.00	90,550.00
Postage and Shipping	1,750.00	1,397.94	1,750.00	1,750.00
Programming	1,500.00	3,091.95	1,500.00	1,500.00
refund		-127.56		
SCKLS Summer Reading Grant Expe		140.20		
Summer Reading - ADULT	750.00	750.00	750.00	750.00
Summer Reading Program	2,500.00	2,550.27	2,500.00	2,500.00
Supplies-building	900.00	1,360.23	900.00	900.00
Supplies-Computer	10,200.00	11,040.32	10,200.00	10,200.00
Supplies-Office	1,500.00	1,516.90	1,500.00	1,500.00
Supplies - Furniture	1,500.00	911.69	1,500.00	1,500.00
Supplies - Processing	1,000.00	1,905.71	1,000.00	1,000.00
Telephone	900.00	793.82	900.00	900.00
Utilities	8,000.00	8,480.35	8,000.00	8,000.00
Workshops/Travel/Training	2,000.00	1,753.85	2,000.00	2,000.00
<b>Total Expense</b>	<b>178,539.00</b>	<b>188,010.10</b>	<b>178,539.00</b>	<b>178,539.00</b>
Net Ordinary Income	0.00	8,205.05	0.00	0.00
<b>Net Income</b>	<b>0.00</b>	<b>8,205.05</b>	<b>0.00</b>	<b>0.00</b>