

**October 24, 2016, 7:00 pm**  
**Agenda of Library Board of Trustees**  
**Held at Hill City Public Library**

- 1) Call to Order**
- 2) Roll Call**
- 3) Consent Calendar**
  - A. Approval of Agenda
  - B. Approval of Minutes
- 4) Public Comment**—Members of the public may speak to any matter not on the agenda.
- 5) Action Items:**  
None at this time
- 6) Reports**
  - A. Financial Reports-August/September
    1. Monthly Budget summary
    2. Year to Date Budget summary
    3. Salary/Wages Monthly Summary
    4. Daily Operational Fund
    5. First Interstate Bank Checking Account
  - B. South Dakota State Library Association Meeting Report
  - C. Maintenance/Window Repair/Sidewalk Updates
  - D. November 15, 2016 Black Hills Trustees'/Librarians' Training—Rapid City, SD
  - E. Trustee's Replacement for 2017
    1. Bonnie Guerre
    2. Steve Jarvis
  - F. Library Director's Report
  - G. Trustees comments/questions/directives
- 7) Motion to Adjourn**

**Next Meeting is:**

**Thursday, Sept. 1, 2016, 7:00 pm**  
**Minutes of Library Board of Trustees**  
**Held at Hill City Public Library**

**1) Call to Order by President Mikal Lewis at 7:00 pm**

**2) Roll Call**

Present: Bonnie Guerre, Monte McIntyre, Carol Walker, Steve Jarvis, John Johnson, Cindy Girard

Absent: None

Guests: None

**3) Consent Calendar**

A. Approval of Agenda

1<sup>st</sup>: Walker 2<sup>nd</sup>: Guerre

B. Approval of Minutes

1<sup>st</sup>: Guerre 2<sup>nd</sup>: McIntyre

**4) Public Comment**—Members of the public may speak to any matter not on the agenda.

None

**5) Action Items**

A. Approval to complete and submit application for public library accreditation to the South Dakota State Library as an enhanced library.

1<sup>st</sup>: McIntyre 2<sup>nd</sup>: Walker

Vote was unanimous

Discussion: Library Director Girard discussed checklist.

B. Approval of Library Director to attend SDLA convention September 28-30 in Watertown, SD

1<sup>st</sup>: Guerre 2<sup>nd</sup>: McIntyre

Vote was unanimous

**6) Reports**

A. Financial Reports

1. Monthly Budget summary
2. Year to Date Budget summary
3. Salary/Wages Monthly Summary
4. Daily Operational Fund
5. First Interstate Bank Checking Account

Reports were reviewed by President Lewis.

B. Evaluation of Summer Reading program outcomes

Outcome 1: 102 enrolled participants

87 completed all 6 weeks

- Outcome 1: 35015 minutes of reading recorded
- Outcome 2: 5 special programs  
523 participated in programs  
Combination of cultural, educational, and physical activities
- Outcome 3: 2 classrooms participated in 2015  
None participated in 2016

C. Review of library budget approved by the City Council

One addition was made to the library budget. This was \$670 as an anticipated PPL Buyout

D. Review of building/furniture improvements

Library Trustees toured the newly painted library. They discussed the window replacement that will be done as a capital improvement project in 2017.

E. Library Director's Report

1. Discussion of printer issues. Library Director Girard will check to see if the printer has a static IP address.
2. New Fall/Winter/Spring hours for the library will be: Monday-Thursday 9 am to 6 pm, Friday 9 am to 5 pm, and Saturday, 9 am to 2 pm.
3. South Dakota Library Association Conference will be held on Wednesday, Sept. 28 through Friday, Sept. 30. Library Director Girard will attend
4. In the months of June-August 24 visitation at the library was 6353.

F. Trustees comments/concerns/directives

**7) Motion to Adjourn at 7:55 pm**

1<sup>st</sup>: Walker 2<sup>nd</sup>: McIntyre

Vote was unanimous

**Next Meeting is Monday, October 24, 2016 at 7 pm in the Hill City Public Library.**

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**Mikal Lewis, President**

**Cindy Girard, Secretary**

**Date**

**GENERAL LEDGER EXPENSE HISTORY**  
FROM 08/2016 TO 8/2016

*6. Reports A. 1.  
August  
Page 1 of 4*

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 8/2016 TO 8/2016)	AMOUNT
DATE JRNL	NAME/OTHER REFERENCE	PO NUMBER INVOICE CHECK NO REF/DESCRIPTION	
101-4550-4110	SALARIES AND WAGES		
8/05/16 PR0560		PR DT: 7/30/16	2,212.97
8/19/16 PR0568		PR DT: 8/13/16	2,402.07
ACCOUNT TOTAL			4,615.04
101-4550-4120	SOCIAL SECURITY/MEDICARE		
8/05/16 PR0560		PR DT: 7/30/16	143.20
8/19/16 PR0568		PR DT: 8/13/16	157.67
ACCOUNT TOTAL			300.87
101-4550-4130	RETIREMENT		
8/05/16 PR0560		PR DT: 7/30/16	115.68
8/19/16 PR0568		PR DT: 8/13/16	105.60
ACCOUNT TOTAL			221.28
101-4550-4150	GROUP INSURANCE		
8/05/16 PR0560		PR DT: 7/30/16	363.37
8/19/16 PR0568		PR DT: 8/13/16	363.36
ACCOUNT TOTAL			726.73
101-4550-4151	DENTAL INSURANCE		
8/05/16 PR0560		PR DT: 7/30/16	20.23
8/19/16 PR0568		PR DT: 8/13/16	20.22
ACCOUNT TOTAL			40.45
101-4550-4250	REPAIRS AND MAINTENANCE		
8/26/16 AP0696	WITT'S HEATING & AIR COND	11762 43413 Maintenance - Library AC	72.00
ACCOUNT TOTAL			72.00
101-4550-4261	SUPPLIES		
8/17/16 AP0692	SYNCB/AMAZON	8-2016 43357 Supplies	7.49
8/17/16 AP0692	SAM'S CLUB/GEGRB	8-2016 43356 Supplies - Library	10.73
ACCOUNT TOTAL			18.22
101-4550-4270	TRAVEL AND CONFERENCE		
8/31/16 AP0711	FIRST INTERSTATE BANK-CC	8-2016 43392 Library-SDLA Membership	55.00
8/31/16 AP0711	FIRST INTERSTATE BANK-CC	8-2016 43392 Library-Conference Registratio	115.00
ACCOUNT TOTAL			170.00
101-4550-4280	UTILITIES		
8/05/16 AP0683	GOLDEN WEST TELECOM	12130756 43295 IP Address for Library	10.00
8/15/16 AP0691	BLACK HILLS ENERGY	8-01650 43345 Jul-Aug 2016 Electric Charges	248.82
8/26/16 AP0696	CITY OF HILL CITY	8-2016 43389 Inter-Dept Wa/Sw Bills	29.06

**GENERAL LEDGER EXPENSE HISTORY**  
FROM 08/2016 TO 8/2016

*G. Reports A. I.  
August  
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ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 8/2016 TO 8/2016)				
DATE	JRNL	NAME/OTHER REFERENCE	PO NUMBER	INVOICE	CHECK NO REF/DESCRIPTION	AMOUNT
101-4550-4280		UTILITIES				
		ACCOUNT TOTAL				287.88
101-4550-4281		Propane				
8/11/16	AP0689	MCGAS PROANE-CUSTER	2016		43353 2016-2017 Pre-buy propane	900.00
		ACCOUNT TOTAL				900.00
101-4550-4283		PHONE				
8/08/16	AP0686	BIRCH COMMUNICATIONS	8/2016		43291 Phone Bill - August 2016	58.08
		ACCOUNT TOTAL				58.08
101-4550-4290		OTHER				
8/11/16	AP0689	FIRST INTERSTATE BANK-CC	7-2016		43348 Library-table	351.52
8/31/16	AP0711	FIRST INTERSTATE BANK-CC	8-2016		43392 Library-firewall renewal	219.60
		ACCOUNT TOTAL				571.12
101-4550-4342		BOOKS				
8/11/16	AP0689	FIRST INTERSTATE BANK-CC	7-2016		43348 Library-books	32.51
8/17/16	AP0692	SYNCB/AMAZON	8-2016		43357 Books	111.07
8/31/16	AP0711	FIRST INTERSTATE BANK-CC	8-2016		43392 Library-books	37.74
		ACCOUNT TOTAL				181.32
101-4550-4371		Capital Improvements				
8/18/16	AP0693	WEILAND PAINTING SERVICE	Library		43360 Exterior painting of Library	5,922.00
		ACCOUNT TOTAL				5,922.00
					REPORT TOTAL	14,084.99

G. Reports A.1  
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 AMOUNT

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 9/2016 TO 9/2016)	PO NUMBER INVOICE	CHECK NO REF/DESCRIPTION	AMOUNT
UNJT NUMBER	NAME/OTHER REFERENCE				
UNJT	JRNL				
4550-4110	SALARIES AND WAGES				
11/16	PR0571			PR DT: 8/27/16	2,263.26
6/16	PR0579			PR DT: 9/10/16	2,231.30
10/16	PR0586			PR DT: 9/24/16	2,387.23
	ACCOUNT TOTAL				6,881.79
4550-4120	SOCIAL SECURITY/MEDICARE				
11/16	PR0571			PR DT: 8/27/16	147.06
6/16	PR0579			PR DT: 9/10/16	170.71
10/16	PR0586			PR DT: 9/24/16	156.54
	ACCOUNT TOTAL				474.31
4550-4130	RETIREMENT				
11/16	PR0571			PR DT: 8/27/16	115.90
6/16	PR0579			PR DT: 9/10/16	114.50
10/16	PR0586			PR DT: 9/24/16	115.33
	ACCOUNT TOTAL				345.73
4550-4150	GROUP INSURANCE				
11/16	PR0571			PR DT: 8/27/16	363.37
10/16	PR0586			PR DT: 9/24/16	363.36
	ACCOUNT TOTAL				726.73
4550-4151	DENTAL INSURANCE				
11/16	PR0571			PR DT: 8/27/16	20.23
10/16	PR0586			PR DT: 9/24/16	20.22
	ACCOUNT TOTAL				40.45
4550-4261	SUPPLIES				
6/16	AP0714 SAM'S CLUB/SYNCHRONY BANK	9-2016		43461 Supplies - Library office	24.98
6/16	AP0714 SYNCR/AMAZON	9-2016		43464 Supplies - LED night lights	19.97
10/16	AP0735 HC HARDWARE HANK	9-2016		43512 Supplies	24.96
	ACCOUNT TOTAL				69.91
4550-4270	TRAVEL AND CONFERENCE				
10/16	AP0737 FIRST INTERSTATE BANK-CC	10-2016		43507 SD Library Conference-meals & Lodging & gas	338.62
	ACCOUNT TOTAL				338.62
4550-4280	UTILITIES				
4/16	AP0713 BLACK HILLS ENERGY	01653		43446 Aug-Sep 2016 Library	206.72
3/16	AP0717 CITY OF HILL CITY	9-2016		43448 Inter-Dept wa/Sw Bills	20.39
	ACCOUNT TOTAL				227.11
4550-4283	PHONE				
16/16	AP0702 BIRCH COMMUNICATIONS	9-2016		43386 Phone Bill - Sept 2016	62.07

UNNT NUMBER	ACCOUNT NAME	(FISCAL 9/2016 TO 9/2016)				
DATE	JRNL	NAME/OTHER REFERENCE	PO NUMBER	INVOICE	CHECK NO REF/DESCRIPTION	AMOUNT
4550-4283		PHONE				
		ACCOUNT TOTAL				62.07
4550-4290		OTHER				
2/16	AP0719	HILL CITY PREVAILER-NEWS	#372		43455 2016-17 Newspaper Subscription	42.00
		ACCOUNT TOTAL				42.00
4550-4342		BOOKS				
6/16	AP0714	SYNCB/AMAZON	9-2016		43464 Books & DVDs - Library	114.49
2/16	AP0716	HILL CITY PREVAILER-NEWS	#372		43455 2016-17 Newspaper Subscription	42.00
2/16	AP0718	HILL CITY PREVAILER-NEWS	#372		43455 2016-17 Newspaper Subscription	42.00
2/16	AP0718	HILL CITY PREVAILER-NEWS	#372		43455 2016-17 Newspaper Subscription	42.00
2/16	AP0719	HILL CITY PREVAILER-NEWS	#372		43455 2016-17 Newspaper Subscription	42.00
10/16	AP0737	FIRST INTERSTATE BANK-CC	10-2016		43507 Library - books	29.23
		ACCOUNT TOTAL				143.72
					REPORT TOTAL	9,352.44

CITY OF HILL CITY  
REVENUE & EXPENSE REPORT  
CALENDAR 8/2016, FISCAL 8/2016

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ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
101-4550-4110	SALARIES AND WAGES	4,615.04	38,828.50	62,765.76	23,937.26
101-4550-4120	SOCIAL SECURITY/MEDICARE	300.87	2,589.54	4,801.58	2,212.04
101-4550-4130	RETIREMENT	221.28	1,929.60	3,168.81	1,239.21
101-4550-4150	GROUP INSURANCE	726.73	5,514.24	8,401.81	2,887.57
101-4550-4151	DENTAL INSURANCE	40.45	323.60	482.78	159.18
101-4550-4220	PROFESSIONAL SERVICES AND FEES			500.00	500.00
101-4550-4250	REPAIRS AND MAINTENANCE	72.00	72.00	300.00	228.00
101-4550-4260	POSTAGE		157.00	250.00	93.00
101-4550-4261	SUPPLIES	18.22	475.72	1,345.00	869.28
101-4550-4270	TRAVEL AND CONFERENCE	170.00	368.06	950.00	581.94
101-4550-4280	UTILITIES	287.88	1,924.59	2,358.00	433.41
101-4550-4281	Propane	900.00	900.00	900.00	
101-4550-4283	PHONE	58.08	467.75	774.00	306.25
101-4550-4290	OTHER	571.12	1,329.85	5,718.00	4,388.15
101-4550-4342	BOOKS	181.32	2,146.31	7,400.00	5,253.69
101-4550-4350	FURNITURE AND EQUIPMENT			500.00	500.00
101-4550-4371	Capital Improvements	5,922.00	5,922.00	11,000.00	5,078.00
	LIBRARY TOTAL	14,084.99	62,948.76	111,615.74	48,666.98
	GENERAL TOTAL	14,084.99	62,948.76	111,615.74	48,666.98
	TOTAL EXPENSES	14,084.99	62,948.76	111,615.74	48,666.98



UNIT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
4550-4110	SALARIES AND WAGES	6,881.79	45,710.29	62,765.76	17,055.47
4550-4111	SALARIES AND WAGES	.00	.00	.00	.00
4550-4120	SOCIAL SECURITY/MEDICARE	474.31	3,063.85	4,801.58	1,737.73
4550-4130	RETIREMENT	345.73	2,275.33	3,168.81	893.48
4550-4150	GROUP INSURANCE	726.73	6,240.97	8,401.81	2,160.84
4550-4151	DENTAL INSURANCE	40.45	364.05	482.78	118.73
4550-4220	PROFESSIONAL SERVICES AND FEES	.00	.00	500.00	500.00
4550-4250	REPAIRS AND MAINTENANCE	.00	72.00	300.00	228.00
4550-4251	FUEL	.00	.00	.00	.00
4550-4260	POSTAGE	.00	157.00	250.00	93.00
4550-4261	SUPPLIES	69.91	545.63	1,345.00	799.37
4550-4270	TRAVEL AND CONFERENCE	338.62	706.68	950.00	243.32
4550-4280	UTILITIES	227.11	2,151.70	2,358.00	206.30
4550-4281	Propane	.00	900.00	900.00	.00
4550-4283	PHONE	62.07	529.82	774.00	244.18
4550-4290	OTHER	42.00	1,371.85	5,718.00	4,346.15
4550-4342	BOOKS	143.72	2,290.03	7,400.00	5,109.97
4550-4350	FURNITURE AND EQUIPMENT	.00	.00	500.00	500.00
4550-4351	COMPUTER	.00	.00	.00	.00
4550-4371	Capital Improvements	.00	5,922.00	11,000.00	5,078.00
	LIBRARY TOTAL	9,352.44	72,301.20	111,615.74	39,314.54
	GENERAL TOTAL	9,352.44	72,301.20	111,615.74	39,314.54
	TOTAL EXPENSES	9,352.44	72,301.20	111,615.74	39,314.54

COST CENTER ANALYSIS, 3 LIBRARY

*6. Reports A. 3.  
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COST CENTER	REGULAR HOURS	OVERTIME HOURS	HOURLY PAY ID	OVERTIME PAY	GROSS PAY	PENSION BENEFIT
7 Cynthia A Girar 55010 LIBRARY	144.09	1.02	2678.63	28.44	3002.84	947.35
EMP TOT 7	144.09	1.02	2678.63	28.44	3002.84	947.35
10 Madlyn G Hansen 55011 LIBRARY AIDE	66.19		685.06		685.06	41.11
EMP TOT 10	66.19		685.06		685.06	41.11
14 Terry L Meissne 55011 LIBRARY AIDE	68.78		638.28		638.28	
EMP TOT 14	68.78		638.28		638.28	
40 Kristen I Ander 55011 LIBRARY AIDE	32.06		288.86		288.86	
EMP TOT 40	32.06		288.86		288.86	
Report Total	311.12	1.02	4290.83	28.44	4615.04	988.46
Employee Count	4					

Wages

6. Reports A.3.  
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POST ENTER		REGULAR HOURS	OVERTIME HOURS	HOURLY PAY ID	OVERTIME PAY	GROSS PAY	PENSION BENEFIT
7	Cynthia A Girar						
5010	LIBRARY	227.96	1.10	4237.77	30.68	4492.28	653.13
	EMP TOT	7 227.96	1.10	4237.77	30.68	4492.28	653.13
10	Madlyn G Hansen						
5011	LIBRARY AIDE	122.70		1269.95		1269.95	76.20
	EMP TOT	10 122.70		1269.95		1269.95	76.20
14	Terry L Meissne						
5011	LIBRARY AIDE	86.35		801.33		801.33	
	EMP TOT	14 86.35		801.33		801.33	
40	Kristen I Ander						
5011	LIBRARY AIDE	35.32		318.23		318.23	
	EMP TOT	40 35.32		318.23		318.23	
	Report Total	472.33	1.10	6627.28	30.68	6881.79	729.33
	Employee Count	4					

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Aug 2016												
2	DATE	FAX	Printing	Books Bou	Book Fines	Name of P	Donations	Name of Donor		beginning t	Cash taken	Expenses	Deposits
3	8/1/2016									\$70.00			
4	8/1/2016		\$3.20										
5			\$5.00										
6			\$1.20				\$20.00	a tourist					
7			\$1.60										
8			\$1.60										
9			\$2.80				\$1.00						
10	8/2/2016	\$1.50	\$0.80				\$0.20						
11			\$0.40										
12			\$0.60										
13	8/3/2016	\$8.50	\$1.20				\$9.00	box					
14			\$3.00										
15	8/5/2016	\$3.50	\$0.80				\$2.00					\$22.98	book
16		\$10.50	\$1.00										bought
17			\$2.00										
18	8/6/2016		\$0.50										
19			\$1.00										
20	8/8/2016		\$1.20										
21			\$3.20										
22	8/10/2016	\$8.50	\$1.20										
23			\$1.00										
24	8/11/2016		\$1.20			\$7.00	\$0.80	Sydney					
25			\$0.80			Gednalske							
26			\$1.30										
27	8/12/2016	\$1.50	\$0.20				\$20.00	tourist					
28			\$3.80										
29	8/15/2016		\$0.20				\$1.80						
30	TOTALS	\$34.00	\$40.80			\$7.00	\$54.80			\$206.60	113.62	\$22.98	\$113.62
31	Reconciled									\$70.00			
32	8/15/2016	\$1.50					\$5.00	tourist					
33	8/16/2016		\$0.60										
34	8/17/2016		\$0.40				\$2.00	box					

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	A	B	C	D	E	F	G	H	I	J	K	L	M
35	August 2016		\$0.20										
36	8/19/2016		\$0.40				\$1.00						
37			\$1.20										
38			\$5.80										
39	8/20/2016		\$0.40										
40			\$0.50										
41	8/22/2016		\$0.20										
42	8/23/2016		\$2.00				\$15.00	Sharon Brunner					
43													
44	8/24/2016	\$1.50	\$0.80										
45	8/25/2016	\$4.00	\$3.00										
46			\$0.80										
47			\$2.40										
48			\$0.20										
49	8/26/2016	\$3.00	\$6.00				\$3.00						
50			\$0.40										
51			\$0.60										
52			\$1.00										
53	8/27/2016		\$0.50										
54			\$1.00										
55	8/29/2016		\$1.00				\$2.00	box					
56	8/30/2016		\$0.20										
57			\$0.20										
58			\$0.40										
59			\$0.20										
60			\$1.40										
61			\$1.00										
62	8/31/2016		\$1.60				\$0.60						\$73.00
63	Totals	\$10.00	\$34.40				\$28.60			\$143.00	\$73.00		\$73.00
64	Reconciled									\$70.00			

C. Reports A. 4 Page 3 of 4  
Sept. 2016

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	DATE	FAX	Printing	Books Bought	Book Fines	Name of Patron	Donations	Name of Donor		beginning total	Cash taken from drawer	Expenses	Deposits
2	Sept. 2016												
3	Total						\$0.60			\$70.00			
4	9/1/2016		\$0.40										
5			\$0.80										
6			\$0.60										
7			\$0.40										
8	9/2/2016		\$0.40										
9			\$0.40										
10			\$0.40										
11	9/6/2016	\$3.50	\$2.60										
12			\$2.00										
13			\$1.00										
14			\$0.80										
15	9/7/2016	\$1.50	\$2.50				\$15.00 from box						
16			\$1.00										
17	9/8/2016		\$0.20										
18	9/9/2016		\$2.40										
19			\$0.40										
20			\$10.00										
21			\$0.25										
22			\$3.40										
23			\$0.50										
24	9/10/2016		\$1.00										
25			\$0.60										
26	9/12/2016	\$3.50	\$3.80										
27			\$0.60										
28			\$1.60										
29			\$0.80										
30	9/13/2016	\$8.50	\$0.40				\$0.20						
31	9/14/2016		\$2.40				\$25.00	Hanka	Card				
32	9/15/2016												
33	TOTALS	\$17.00	\$41.65				\$40.80			\$169.45	\$99.45		\$99.45
34	Reconciled									\$70.00			
35	9/15/2016		\$0.25										
36			\$0.25										
37			\$2.60										
38			\$0.45										
39			\$0.40										
40	9/16/2016		\$1.00				\$1.00						
41			\$0.20										
42			\$1.20										
43	9/17/2016		\$0.60										
44	9/19/2016		\$0.60										

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	A	B	C	D	E	F	G	H	I	J	K	L	M
45	Sept. 2016		\$2.40										
46			\$1.20										
47			\$1.70										
48	9/20/2016		\$0.20										
49			\$0.60										
50	9/21/2016		\$0.80				\$0.20						
51			\$0.40				\$15.00	Sharon Brunner					
52			\$0.50										
53			\$0.20										
54	9/23/2016		\$4.80				\$13.75						
55		\$2.50											
56	9/24/2016		\$0.40										
57	9/26/2016		\$0.40				\$0.60						
58			\$1.00										
59			\$3.80										
60	DATE	FAX	Printing	Books Bought	Book Fines	Name of Patron	Donations	Name of Donor		beginning total	Cash taken from drawer	Expenses	Deposits
61			\$3.60										
62			\$0.20										
63	Totals	\$2.50	\$29.75				\$30.55			\$132.80	\$62.80		\$62.80
64	Reconciled									\$70.00			
65	9/27/2016		\$2.00				\$5.00						
66	9/28/2016	\$2.50	\$0.40										
67			\$4.20										
68			\$0.80										
69			\$0.25										
70	9/29/2016		\$1.00		\$10.00	Deb Whitman							
71			\$1.20										
72	9/30/2016	\$1.50	\$3.00										
73			\$0.40										
74			\$0.25										
75	Totals	\$4.00	\$13.50				\$5.00						
76	to be added												
77	to Oct. Receipts												

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FIRST INTERSTATE BANK  
PO BOX 126  
HILL CITY, SD 57745

030 00073 01  
ACCOUNT:  
DOCUMENTS:

XXXXXX0592  
2  
PAGE: 1  
08/31/2016

TELEPHONE: 605-574-2531

6. Reports A. 5.  
August Page 1 of 4

CITY OF HILL CITY  
HILL CITY PUBLIC LIBRARY  
PO BOX 88  
HILL CITY SD 57745-0088

30  
2  
0

Customer service questions: Call 1-888-752-3332 or [www.firstinterstate.com](http://www.firstinterstate.com)

SCM REGULAR ACCOUNT XXXXXX0592

MINIMUM BALANCE	6,465.53	LAST STATEMENT 07/29/16	6,465.53
AVG AVAILABLE BALANCE	6,529.90	2 CREDITS	186.62
		DEBITS	.00
		THIS STATEMENT 08/31/16	6,652.15

DEPOSITS					
REF #	DATE	AMOUNT	REF #	DATE	AMOUNT
	08/15	113.62		08/31	73.00

DAILY BALANCE					
DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
08/15	6,579.15	08/31	6,652.15		



G. Report A.S.  
August Page 2 of 4

First Interstate CHECKING DEPOSIT		DATE	08/15/2016
REPORT TO HOLDING NUMBER		AMOUNT	110.92
NAME Hill City Public Library		INTEREST	0.00
TOTAL			110.92

\$113.62 08/15/2016

First Interstate CHECKING DEPOSIT		DATE	08/31/2016
REPORT TO HOLDING NUMBER		AMOUNT	59.00
NAME Hill City Public Library		INTEREST	15.00
TOTAL			74.00

\$73.00 08/31/2016

FIRST INTERSTATE BANK  
PO BOX 126  
HILL CITY, SD 57745

030 00073 01  
ACCOUNT: XXXXXX0592  
DOCUMENTS: 2  
PAGE: 1  
09/30/2016

TELEPHONE: 605-574-2531

6. Reports A.5.  
September Page 3 of 4

CITY OF HILL CITY  
HILL CITY PUBLIC LIBRARY 30  
PO BOX 88 2  
HILL CITY SD 57745-0088 0

Customer service questions: Call 1-888-752-3332 or [www.firstinterstate.com](http://www.firstinterstate.com)  
To improve ACH network quality, NACHA has updated its ACH rules. As a result, effective November 1, 2016, a new Unauthorized Entry fee will be assessed on all ACH debits returned as Unauthorized with return reason codes (R05, R07, R10, R29, and R51). The Unauthorized Entry fee will be charged at \$5 per unauthorized entry in addition to the standard \$3 ACH return item fee that is assessed today. If you have questions, please contact your local Cash Management representative or your account officer. Thank you.

SCM REGULAR ACCOUNT XXXXXX0592

MINIMUM BALANCE	6,652.15	LAST STATEMENT 08/31/16	6,652.15
AVG AVAILABLE BALANCE	6,714.54	2 CREDITS	162.25
		DEBITS	.00
		THIS STATEMENT 09/30/16	6,814.40

DEPOSITS					
REF #	DATE	AMOUNT	REF #	DATE	AMOUNT
	09/15	99.45		09/26	62.80

DAILY BALANCE					
DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
09/15	6,751.60	09/26	6,814.40		





**Library Director's Report on Daily Operations—October 24, 2016**  
**Hill City Public Library**  
**3<sup>rd</sup> Quarter 2016 Statistics**

Circulations—Physical	3649
Circulations--Electronic	360
Computer Usage*	1657 units
WI-FI Usage--Estimated	2150
Visitations	5983

\*Unit= 30 minutes

1. Library Director Girard and Library Board of Trustee Mikal Lewis attended the South Dakota State Library Association in Watertown, SD in September.
2. Mikal Lewis received the Library Board of Trustee of the Year Award. This honor is presented each year to a trustee of a public library who has contributed by leadership, work, ideas, community relations or other ways to a significant betterment of library services in that community. The trustee should have given service to the library beyond attendance at board meetings and should be an active patron of his/her library.
3. Mikal Lewis will be highlighted on KEVN news in the Along the Way segment with Steven Long.
4. We are currently updating our Young Adult and Junior Collections by evaluating circulation metadata. We will be removing unused items and replacing items using the circulation metadata.