

**Trails Regional Library Board Meeting
7:00 p.m. March 18, 2020
500 N. Main Street
Leeton, MO 64761**

AGENDA

- 1. Call to order**
- 2. Roll call**
- 3. Public Comments**
- 4. Consent Agenda**
 - a. Financial report: General Fund
 - b. Financial report: Designated Gifts
 - c. Financial report: Approval of Invoices & Checks
- 5. Unfinished Business**
 - a. Leeton Express Branch agreement (DRAFT)
- 6. New Business**
 - a. Update to Policy F300 Accountability
 - b. Update to Board bylaws – Committees
 - c. Epidemic and Public Emergency Procedure
 - d. Vote for Emergency Fund Transfer
 - a. Warrensburg HVAC
 - b. Technology – Grant reimbursed
- 7. Discussion & Announcements**
- 8. Closed Session 610.021 (3)**
- 9. Adjournment**

Board Meetings – FY2020

April 15, 2020	7:00 p.m.	Corder Branch
May 20, 2020	7:00 p.m.	Warrensburg Branch
June 17, 2020	7:00 p.m.	Lexington Branch

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4a. Minutes for the Meeting of the Board of Trustees

Minutes of Board of Trustees Meeting, February 19, 2020

(This Document is a Draft and has not been approved by the Board)

1. Call to order

The Trails Regional Library Board met on February 19, 2020 at the Knob Noster Branch. President, Scotty Walker, called the meeting to order at 7:02p.m.

2. Roll Call

Board members attending: Allycen Burton, Fern Deatherage, Carlin Dillon, Jeany McGowen, Ron McMullin, Judy Tyler, Scotty Walker and Judy Wolter. Unable to attend: Amanda Travis. On duty staff attending: Tanya Shelton-Council, Director, Anita Love, Kyle Constant and Laura Parent, Knob Noster Branch Manager. Off duty staff/Public attending: Jae Steinkuhler, Teresa Lowe, Regina Lamont, Laurie Squiric, Rick Squiric, Dorothy Arnizu, Paula Walker, Benedetta Culver and Joan Ferguson.

Scotty Walker welcomed Allycen Burton to the board meeting and asked the board members and on duty staff to around the room and introduce themselves.

3. Public Comments

- a. Laura Parent welcomed the board and guests to the Knob Noster branch. Ms. Parent commented that she has been an employee of Trails Regional Library for nine and a half years, the last three as the Knob Noster branch manager. She thanked the board for the new parking lot lights and reported staff and patrons are thrilled with them. When people leave the building after dark they feel so much safer. Ms. Parent then spoke about branch events and programs. Knob Noster Branch teamed with the City of Knob Noster and participated in the City of Knob Noster Chocolate crawl on February 8th. This brought in some new people that had never been in the library branch before. On February 14th, a local kindergarten class came in and made bookmarks which the children then hide in several books for unsuspecting patrons to find. Also, on February 14th Ms. Parent attended a training on the 2020 Census. April 1st is set as Census Day and the library will

Consent Agenda

be ready to assist the community in filling out the online form. Ms. Parent remarked that one of her current staff members has been promoted to a full-time position at the Lexington branch so the Knob Noster branch is once again one staff member down. The Knob Noster branch is partnering with Missouri Extension and a local daycare to present a "Kids in the Kitchen" program in March. March is also Disability Awareness Month so the branch is partnering with RISE to provide programs all month long.

- b. Scotty Walker read a letter from patron, Francis Ellis. In the letter Ms. Ellis thanked the board for restructuring the levels of giving to the Trails Regional Library Foundation. Ms. Ellis went on to say that she was unhappy with the new volunteer policy that has long term volunteers needing to go through an interview process, background check and then training. She didn't see why current volunteers couldn't be grandfathered in and start the new process with new volunteers. Director, Tanya Shelton-Council advised that long term volunteers would not be subject to the interview and policy overview process, but that all adult volunteers (age 18 and up) would need to have a background check. Carlin Dillon asked, "What does the background check entail?" Anita Love answered that "Background checks are completed by having the candidate complete a form requesting name and social security number and submitting that information to the Missouri State Highway Patrol." Tanya Shelton-Council added "completing background checks on adults volunteering in our branches ensures we know who is in the building representing us and shows we are completing our due diligence regarding the library being a safe space for our most vulnerable visitors." Carlin Dillon asked if the volunteers would have to pay for the background check. Tanya Shelton-Council responded the cost is borne by the library and once complete, the volunteer will not have to go through the process again. Mr. Walker asked Ms. Shelton-Council to contact Ms. Ellis and bring her up to date and Ms. Shelton-Council agreed.

4. Consent Agenda

Ron McMullin made a motion to approve the consent agenda with the addition of the printed checks from the general fund. Jeany McGowen seconded the motion and the motion passed with 8 Ayes and 0 Nays.

5. Unfinished Business

- a. **Leeton Express Branch service agreement.** Mr. Walker asked if there were any questions or comments about the Leeton Express Branch service agreement. Ms. Dillon asked if the Leeton School Board had been given copies of this agreement. Ms. Shelton-Council answered yes copies had been sent to the Leeton School Board and on March 18, 2020 both boards will meet to discuss the agreement and the library's legal counsel and probably the school's legal counsel will be present. Judy Wolter asked about some of the last pages of the agreement and wondered if those pages would confuse the members of the school board. Ms. Shelton-Council stated that she included Library Policy A103 – District Library Service in its entirety because the description of an Express Branch is within that policy. Ms. Wolter then asked if the library board decides to make changes to policy A103 in the future would we have to make a new agreement with the Leeton School Board. Ms. Shelton-Council said the policy was not part of the agreement but an exhibit for the Leeton School Board's information. She stated if the Library board changed the policy there would be no need for another agreement, but they would need to communicate any policy changes regarding operation of an Express Branch. Ms. Dillon asked for clarification of the employees of the express branch, are they Trails employees or Leeton school employees and how are they paid? Ms. Shelton-Council stated the employees working during the Express Branch hours are employees of the school district not of Trails. Payroll, Workers Compensation are all the responsibility of the school district. Trails Regional Library reimburses the Leeton School District for the hours school staff work during the Express Branch hours. Ms. Dillon then asked if the Express Branch is open to the public during the summer months when the school is normally closed. Ms. Shelton-Council answered that the current hours of 3:30-7:30 p.m. will continue thru the summer with the possibility of changing one of the evenings to daytime hours to facilitate holding Summer Reading special programming. However, Ms. Shelton-Council stated hours changes needed to be in consultation with Trails Administration so the programming can be planned in advance. Jeany McGowen commented that the current Library Media Specialist will be retiring at the end of the school year. Ms. Shelton-Council stated that most of the information she put into

the agreement regarding personnel was just a placeholder as library administration doesn't know how the Express Branch is being staffed. She said she fully expects that section to change as well as others after the discussion between the two boards at the March meeting.

6. New Business

- a. **Rescind Policy E116 Weeding of Collection.** Ms. Shelton-Council commented that last month the board approved Policy E115 – Collection Development which included a section on weeding. Policy E116 is now redundant. Judy Wolter moved to rescind Policy E116 Weeding of Collection since it is included in Policy E115. Fern Deatherage seconded the motion and the motion passed with 7 Ayes, 0 Nays and 1 abstention.
- b. **Lafayette County Library Foundation board member vacancy.** Mr. Walker reported that Joan Cole has moved from the area so the Library Foundation Board needs to recommend a replacement. Mr. Walker suggested that this be tabled until the April board meeting. No action was taken.
- c. **Johnson County board member vacancy.** No action was taken, tabled until the April board meeting.
- d. **Presentation of FY19 Annual Report.**
Link to report:
<http://www.trailslibrary.org/wp-content/uploads/2020/03/TRL-Annual-Report-FY19.pdf>

7. Discussion and Announcements

- a. **Policy for recording Board meetings.** Ms. Shelton-Council asked the board what their intentions were regarding recording the board meetings? Where they intending to just record audio, did they want video too? Where they considering live streaming on the library website? Mr. Walker stated he would like to hear the thoughts of the board members on this topic that maybe the board didn't need to record but would want to know if the public was recording Fern Deatherage commented that as long as the minutes accurately reflect what is done during board meetings there really isn't a

need for recording the meetings. Mr. Walker again reiterated he thought the board should be aware if the public is recording the meetings and Judy Wolter and Ron McMullin agreed. Ms. Shelton-Council informed the board that any recordings of the meeting by the library board would need to be retained just like the paper copies. This would require staff to find a way to store the digital records. Staff agrees with Ms. Deatherage's view that as long as the minutes are accurate, recording is unnecessary. Ms. Shelton-Council stated that she can put together some policy language and have it ready for the April board meeting.

- b. Grants.** Ms. Shelton-Council reported to the board that the library has been awarded a \$3,041.00 grant to bring in noted children's author, Kelly Millner this summer. The author will make presentations in all the Trails branches during the Summer Reading Program. Services Coordinator, Sara Evans wrote and will administer this grant. The library has also been awarded a technology grant totaling \$16,000.00 to upgrade switches and to purchase patron counters for all the branches. Assistant Director, Kyle Constant wrote and will be administering this grant.
- c. Update on HB2044.** Ms. Shelton-Council reported that House Bill 2044 which garnered national attention, has all but died in committee. HB2044, if passed, would create parental reviewing boards to determine the appropriateness of materials purchased for the library collection as well as decide what programs to hold. Carlin Dillon said, "So that is censorship, right?" Ms. Shelton-Council responded, "Absolutely, Total Censorship". She informed the board that Representative Ben Baker (R-Neosho) was the author of House Bill 2044 and that his real target was trying to block libraries from holding Drag Queen Storytime. The bill would have assessed a \$500 fine and up to one year in jail for any librarian who violated the parental board decisions.
- d. Holden parking lot lights.** Mr. Walker commented that the new lights in the Holden Branch parking lot are also very nice. Ms. Dillon agreed the addition of lights is much appreciated by patrons.

- e. **Legislative Day – March 11, 2020.** Ms. Wolter asked when Missouri Legislative day is scheduled. Ms. Shelton-Council reported that Legislative Day is scheduled for March 11th.

8. Closed Session 610.021 (3).

Mr. Walker announced that the closed session will be held in two weeks on March 4, 2020.

9. Adjournment

President, Scotty Walker, adjourned the meeting at 7:53p.m. The next meeting will be at 7:00p.m. on March 18, 2020 at the Leeton Express Branch.

4b. Financial Report: General Fund

Report from Paula Elliott Accounting

Statement of Financial Position

Statement of Activity – Cash Basis (Current Month, Current YTD, Annual Budget & Remaining Budget)

Statement of Activity – Cash Basis (Current FY YTD & Previous FY YTD)

TRAILS REGIONAL LIBRARY
FINANCIAL STATEMENTS
AND
ACCOUNTANTS' COMPILATION REPORT
February 29, 2020

Teresa Colster CPA LLC
317 W Young Ave
Warrensburg, MO 64093-1111
660-747-1880

TRAILS REGIONAL LIBRARY
432 N HOLDEN ST
Warrensburg, MO 64093

Management is responsible for the accompanying financial statements of TRAILS REGIONAL LIBRARY, (a not-for-profit corporation) which comprise the statement of assets, liabilities, and net assets - cash basis as of February 29, 2020 and the related statement of revenues and expenditures - cash basis for the periods then ended in accordance with the modified cash basis of accounting, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Company's assets, liabilities, equity, revenue, and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to TRAILS REGIONAL LIBRARY.

Teresa Colster CPA, LLC
Warrensburg, Missouri

March 09, 2020

TRAILS REGIONAL LIBRARY
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS
As of February 29, 2020

Assets

Current Assets

Petty Cash	\$ 1,000.00
UMB-General Fund	2,732,854.48
UMB-Incidental Fund	(273.62)
CMCCU Checking	<u>36,943.51</u>

Total Current Assets 2,770,524.37

Total Assets \$ 2,770,524.37

Liabilities and Net Assets

Current Liabilities

State W/H Payable	<u>2,922.00</u>
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Total Current Liabilities 2,922.00

Long-Term Liabilities

Total Long-Term Liabilities 0.00

Total Liabilities 2,922.00

Net Assets

Net Income	1,100,697.24
Unrestricted Net Assets	<u>1,666,905.13</u>

Total Net Assets 2,767,602.37

Total Liabilities and Net Assets \$ 2,770,524.37

TRAILS REGIONAL LIBRARY
STATEMENT OF REVENUE AND EXPENSES - CASH BASIS
For the 1 Month and 8 Months Ended February 29, 2020

	1 Month Ended February 29, 2020 Actual	8 Months Ended February 29, 2020 Actual	Annual Budget	Remaining Budget
Revenues				
Taxes: Johnson County	\$ 256,190.65	\$ 1,690,543.31	\$ 1,689,972.00	(571.31)
Taxes: Lafayette County	16,643.05	1,097,259.97	1,122,117.00	24,857.03
State Aid	0.00	20,370.50	31,119.00	10,748.50
Athletes & Entertainers Fund	0.00	7,163.31	14,370.00	7,206.69
Interest Income	255.79	1,093.25	1,000.00	(93.25)
Miscellaneous	1,337.73	17,751.24	20,000.00	2,248.76
Grants	0.00	6,127.00	15,000.00	8,873.00
Gifts & Reimbursements	231.69	2,984.47	5,000.00	2,015.53
Reimbursement For Lost Materials	0.00	29.10	0.00	(29.10)
Branch Funds Carryover	0.00	0.00	45,000.00	45,000.00
Unexpended Budget	0.00	0.00	230,000.00	230,000.00
Branch Funds	553.03	5,554.40	10,000.00	4,445.60
Total Revenues	275,211.94	2,848,876.55	3,183,578.00	334,701.45
Salaries and Benefits				
Salaries	115,404.65	964,822.54	1,617,910.00	653,087.46
Social Security	8,348.73	70,148.46	122,000.00	51,851.54
Group Insurance	11,309.34	85,612.83	171,000.00	85,387.17
LAGERS	0.00	71,382.63	138,000.00	66,617.37
Total Salaries and Benefits	135,062.72	1,191,966.46	2,048,910.00	856,943.54
Operating Expenses				
Branch Funds Expense	207.99	8,606.30	25,000.00	16,393.70
Cleaning Supplies	0.00	1,282.07	3,000.00	1,717.93
Library Supplies	469.47	27,257.43	46,300.00	19,042.57
Office Supplies	48.03	1,886.15	6,000.00	4,113.85
Rent	0.00	3,000.00	4,000.00	1,000.00
Gifts & Donations	(760.00)	4,617.97	4,000.00	(617.97)
Grants, Operations	0.00	398.00	0.00	(398.00)
Furniture & Equipment	0.00	11,403.57	10,000.00	(1,403.57)
Insurance	0.00	27,265.00	35,000.00	7,735.00
Machine Rental & Repair	1,246.42	12,419.63	17,000.00	4,580.37
Membership Dues	0.00	1,154.00	2,000.00	846.00
Postage	134.26	984.68	3,000.00	2,015.32
Professional Services	1,440.70	24,791.31	30,000.00	5,208.69
Publications & Advertising	0.00	417.00	4,000.00	3,583.00
Training, Travel & Meals	963.08	19,711.07	34,000.00	14,288.93
Total Operating Expenses	3,749.95	145,194.18	223,300.00	78,105.82
Collection & Services				
A-V Materials	2,642.21	13,516.95	55,000.00	41,483.05
Books & Binding	12,991.71	73,783.25	175,868.00	102,084.75
Programming Supplies	195.28	1,869.61	3,000.00	1,130.39
Electronic Materials	5,202.63	51,958.74	80,000.00	28,041.26
Grants, Collection & Services	0.00	0.00	15,000.00	15,000.00
Periodicals & Microfilm	34.00	6,947.27	15,000.00	8,052.73
Programming	959.60	7,453.15	22,000.00	14,546.85
Total Collection & Services	22,025.43	155,528.97	365,868.00	210,339.03

TRAILS REGIONAL LIBRARY
STATEMENT OF REVENUE AND EXPENSES - CASH BASIS
For the 1 Month and 8 Months Ended February 29, 2020

	1 Month Ended February 29, 2020 Actual	8 Months Ended February 29, 2020 Actual	Annual Budget	Remaining Budget
Facilities & Technology				
Building Maintenance	6,147.22	33,995.63	41,000.00	7,004.37
Telecommunications	932.11	8,985.37	12,000.00	3,014.63
Utilities	5,812.89	46,545.00	77,000.00	30,455.00
Technology	1,564.59	31,348.09	53,000.00	21,651.91
Vehicle Operations	415.17	6,255.73	17,000.00	10,744.27
Total Facilities & Technology	<u>14,871.98</u>	<u>127,129.82</u>	<u>200,000.00</u>	<u>72,870.18</u>
Capital Expenditures				
Building Renovation & Construction	0.00	0.00	8,000.00	8,000.00
Capital Expense	18,761.97	58,717.77	20,000.00	(38,717.77)
Transfer To Dev Reserves - Other	0.00	0.00	60,000.00	60,000.00
Transfer To Operating Reserves	0.00	0.00	25,000.00	25,000.00
Transfer to Dev Reserves - Debt Service	0.00	0.00	7,500.00	7,500.00
Emergency Fund	0.00	0.00	100,000.00	100,000.00
Debt Service	7,030.65	69,642.11	125,000.00	55,357.89
Total Capital Expenditures	<u>25,792.62</u>	<u>128,359.88</u>	<u>345,500.00</u>	<u>217,140.12</u>
Total Expenditures	<u>201,502.70</u>	<u>1,748,179.31</u>	<u>3,183,578.00</u>	<u>1,435,398.69</u>
Net Income (Loss)	<u>\$ 73,709.24</u>	<u>\$ 1,100,697.24</u>	<u>\$ 0.00</u>	<u>(1,100,697.24)</u>

TRAILS REGIONAL LIBRARY
STATEMENT OF REVENUE AND EXPENSES - CASH BASIS
For the 8 Months ended February 29, 2020
and February 28, 2019

	8 Months Ended February 29, 2020 Actual	8 Months Ended February 28, 2019 Actual
Revenues		
Taxes: Johnson County	\$ 1,690,543.31	\$ 1,433,899.43
Taxes: Lafayette County	1,097,259.97	1,088,078.41
State Aid	20,370.50	15,481.50
Athletes & Entertainers Fund	7,163.31	7,573.76
Interest Income	1,093.25	877.37
Miscellaneous	17,751.24	11,744.26
Grants	6,127.00	0.00
Gifts & Reimbursements	2,984.47	2,645.82
Reimbursement For Lost Materials	29.10	0.00
Branch Funds	5,554.40	8,110.10
Total Revenues	<u>2,848,876.55</u>	<u>2,568,410.65</u>
Salaries and Benefits		
Salaries	964,822.54	987,325.22
Social Security	70,148.46	71,015.22
Group Insurance	85,612.83	91,551.92
LAGERS	71,382.63	90,472.27
Total Salaries and Benefits	<u>1,191,966.46</u>	<u>1,240,364.63</u>
Operating Expenses		
Branch Funds Expense	8,606.30	8,548.26
Cleaning Supplies	1,282.07	1,155.24
Library Supplies	27,257.43	21,718.02
Office Supplies	1,886.15	3,386.22
Rent	3,000.00	3,000.00
Gifts & Donations	4,617.97	2,121.11
Grants, Operations	398.00	0.00
Furniture & Equipment	11,403.57	1,183.41
Insurance	27,265.00	28,956.84
Machine Rental & Repair	12,419.63	8,630.87
Membership Dues	1,154.00	825.25
Postage	984.68	1,421.38
Professional Services	24,791.31	23,485.69
Publications & Advertising	417.00	626.53
Training, Travel & Meals	19,711.07	13,773.79
Total Operating Expenses	<u>145,194.18</u>	<u>118,832.61</u>
Collection & Services		
A-V Materials	13,516.95	35,923.22
Books & Binding	73,783.25	130,663.83
Programming Supplies	1,869.61	3,202.32
Electronic Materials	51,958.74	42,400.99
Periodicals & Microfilm	6,947.27	11,146.62
Programming	7,453.15	4,801.40
Total Collection & Services	<u>155,528.97</u>	<u>228,138.38</u>

TRAILS REGIONAL LIBRARY
STATEMENT OF REVENUE AND EXPENSES - CASH BASIS
For the 8 Months ended February 29, 2020
and February 28, 2019

	8 Months Ended February 29, 2020 Actual	8 Months Ended February 28, 2019 Actual
Facilities & Technology		
Building Maintenance	33,995.63	34,257.17
Telecommunications	8,985.37	6,636.34
Utilities	46,545.00	51,835.51
Technology	31,348.09	28,512.71
Vehicle Operations	6,255.73	8,994.12
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Total Facilities & Technology	127,129.82	130,235.85
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Capital Expenditures		
Building Renovation & Construction	0.00	7,420.00
Capital Expense	58,717.77	18,359.70
Emergency Fund	0.00	7,711.50
Emergency Fund	0.00	19,356.00
Emergency Fund	0.00	2,380.10
Debt Service	69,642.11	97,491.27
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Total Capital Expenditures	128,359.88	152,718.57
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Total Expenditures	1,748,179.31	1,870,290.04
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Net Income (Loss)	\$ 1,100,697.24	\$ 698,120.61
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Trails Regional Library

INCIDENTAL REGISTER

February 2020

DATE	NUM	NAME	AMOUNT
Check			
02/04/2020	6820	CITY OF KNOB NOSTER	-35.11
02/04/2020	6821	CITY OF ODESSA	-471.48
02/04/2020	6822	CITY OF CONCORDIA	-26.90
02/12/2020	6823	CITY OF LEXINGTON	-66.26
02/12/2020	6824	NEW DIRECTIONS BEHAVIOR HEALTH	-123.49
02/01/2020	BANK DRAFT	EVERGY	-1,219.50
02/01/2020	BANK DRAFT	UMB	-7,030.65
02/03/2020	BANK DRAFT	MO AMERICAN WATER CO	-9.77
02/03/2020	BANK DRAFT	PRINCIPAL LIFE INSURANCE CO.	-2,463.65
02/03/2020	BANK DRAFT	AFLAC	-413.44
02/05/2020	BANK DRAFT	HOLDEN WATER DEPARTMENT	-50.03
02/06/2020	BANK DRAFT	SPIRE	-104.11
02/06/2020	BANK DRAFT	SPIRE	-224.58
02/07/2020	BANK DRAFT	EVERGY	-240.60
02/09/2020	BANK DRAFT	JIVE COMUNICATIONS, INC	-857.11
02/11/2020	BANK DRAFT	EVERGY	-28.67
02/13/2020	BANK DRAFT	EVERGY	-157.64
02/14/2020	BANK DRAFT	EVERGY	-330.63
02/17/2020	BANK DRAFT	CPWSD NO2	-41.50
02/19/2020	BANK DRAFT	MO AMERICAN WATER CO	-118.06
02/19/2020	BANK DRAFT	EVERGY	-255.79
02/19/2020	BANK DRAFT	SPIRE	-136.22
02/19/2020	BANK DRAFT	SPIRE	-129.48
02/20/2020	BANK DRAFT	LIBERTY UTILITIES	-317.22
02/20/2020	BANK DRAFT	EVERGY	-42.49
02/25/2020	BANK DRAFT	SPIRE	-149.65
02/25/2020	BANK DRAFT	SPIRE	-184.51
02/26/2020	BANK DRAFT	MO AMERICAN WATER CO	-57.33
02/28/2020	BANK DRAFT	EVERGY	-202.73
02/28/2020	BANK DRAFT	SPIRE	-727.73
Total for Check			\$ -16,216.33

Trails Regional Library

TRANSACTION DETAIL BY ACCOUNT

February 2020

DATE	NUM	NAME	DEBIT	CREDIT	BALANCE
1010 UMB-General Fund					
02/04/2020			\$450.51		450.51
02/11/2020			\$29,278.52		29,729.03
02/11/2020			\$1,275.90		31,004.93
02/17/2020	16370	DEBRA KIRCHHOFF		\$29.90	30,975.03
02/17/2020	16369	CYBRARIAN CORPORATION		\$1,377.45	29,597.58
02/17/2020	16368	CITY OF HOLDEN		\$90.00	29,507.58
02/17/2020	16367	CITY OF CONCORDIA PARKS AND REC		\$40.00	29,467.58
02/17/2020	16366	CAROL NOLTE		\$30.16	29,437.42
02/17/2020	16365	CARD SERVICES		\$2,306.90	27,130.52
02/17/2020	16364	BOEHMER CONSTRUCTION		\$230.00	26,900.52
02/17/2020	16363	BLACKSTONE PUBLISHING		\$300.00	26,600.52
02/17/2020	16362	BARBARA SEITTER		\$9.20	26,591.32
02/17/2020	16361	BAKER & TAYLOR INC		\$110.44	26,480.88
02/17/2020	16360	BAKER & TAYLOR ENTERTAINMENT		\$490.79	25,990.09
02/17/2020	16359	BAKER & TAYLOR BOOKS		\$10,678.21	15,311.88
02/17/2020	16358	AMY BOLAND		\$48.30	15,263.58
02/17/2020	16357	AMAZON		\$120.89	15,142.69
02/17/2020	16404	W & S DOOR CO.		\$156.95	14,985.74
02/17/2020	16403	US BANK EQUIPMENT FINANCE		\$1,246.42	13,739.32
02/17/2020	16402	UNIQUE MANAGEMENT SERVICES, INC		\$69.45	13,669.87
02/17/2020	16401	TROTT LAWN & LANDSCAPING		\$1,440.00	12,229.87
02/17/2020	16400	THOMPSON'S LAWN & LANDSCAPING INC		\$892.50	11,337.37
02/17/2020	16399	THE RED FORCE		\$1,995.48	9,341.89
02/17/2020	16398	TERESA COLSTER CPA, LLC		\$823.00	8,518.89
02/17/2020	16397	TANYA SHELTON-COUNCIL		\$212.18	8,306.71
02/17/2020	16396	SPECTRUM AUTO DETAILING		\$285.00	8,021.71
02/17/2020	16395	SIEMENS		\$345.00	7,676.71
02/17/2020	16394	SHELLY HOPPER		\$33.35	7,643.36
02/17/2020	16393	SARA EVANS		\$51.18	7,592.18
02/17/2020	16392	ROGER DUMAS		\$125.35	7,466.83
02/17/2020	16391	RECORDED BOOKS LLC		\$1,115.24	6,351.59
02/17/2020	16390	REASBECK CONSTRUCTION, INC.		\$18,761.97	-12,410.38
02/17/2020	16389	OVERDRIVE		\$2,802.63	-15,213.01
02/17/2020	16388	OCLC, INC		\$223.99	-15,437.00
02/17/2020	16387	NICHE ACADEMY		\$2,400.00	-17,837.00
02/17/2020	16386	NATHANIEL BEYERINK		\$64.40	-17,901.40
02/17/2020	16385	MISSOURI LIBRARY ASSOCIATION		\$30.00	-17,931.40
02/17/2020	16384	MIDWEST TAPE		\$736.18	-18,667.58
02/17/2020	16383	MAGGERT LAWN CARE		\$270.00	-18,937.58
02/17/2020	16382	LUKE CICCONI		\$48.30	-18,985.88
02/17/2020	16381	LOWE'S BUSINESS ACCOUNT		\$23.74	-19,009.62
02/17/2020	16380	LINDA WASHAM		\$64.40	-19,074.02
02/17/2020	16379	KYLE CONSTANT		\$152.95	-19,226.97

DATE	NUM	NAME	DEBIT	CREDIT	BALANCE
02/17/2020	16378	KAREN CHURN		\$8.05	-19,235.02
02/17/2020	16377	HOLDEN IMAGE INC		\$34.00	-19,269.02
02/17/2020	16376	HARRIS, HARRIS & GILBERT, LLC		\$50.00	-19,319.02
02/17/2020	16375	GRAINGER		\$97.85	-19,416.87
02/17/2020	16374	GLAMOUR GLASS OF WARRENSBURG		\$130.00	-19,546.87
02/17/2020	16373	GALE/CENGAGE LEARNING		\$1,645.00	-21,191.87
02/17/2020	16372	ELEVATOR SAFETY SERVICES, INC.		\$125.00	-21,316.87
02/17/2020	16371	DIVISION OF EMPLOYMENT SECURITY		\$113.18	-21,430.05
02/18/2020			\$225,636.23		204,206.18
02/18/2020			\$16,602.58		220,808.76
Total for 1010 UMB-General Fund			\$273,243.74	\$52,434.98	
1020 UMB-Incidental Fund					
02/01/2020	BANK DRAFT	UMB		\$7,030.65	-7,030.65
02/01/2020	BANK DRAFT	EVERGY		\$1,219.50	-8,250.15
02/03/2020	BANK DRAFT	PRINCIPAL LIFE INSURANCE CO.		\$2,463.65	-10,713.80
02/03/2020	BANK DRAFT	AFLAC		\$413.44	-11,127.24
02/03/2020	BANK DRAFT	MO AMERICAN WATER CO		\$9.77	-11,137.01
02/04/2020	6821	CITY OF ODESSA		\$471.48	-11,608.49
02/04/2020	6822	CITY OF CONCORDIA		\$26.90	-11,635.39
02/04/2020	6820	CITY OF KNOB NOSTER		\$35.11	-11,670.50
02/05/2020	BANK DRAFT	HOLDEN WATER DEPARTMENT		\$50.03	-11,720.53
02/06/2020	BANK DRAFT	SPIRE		\$104.11	-11,824.64
02/06/2020	BANK DRAFT	SPIRE		\$224.58	-12,049.22
02/07/2020	BANK DRAFT	EVERGY		\$240.60	-12,289.82
02/09/2020	BANK DRAFT	JIVE COMUNICATIONS, INC		\$857.11	-13,146.93
02/11/2020	BANK DRAFT	EVERGY		\$28.67	-13,175.60
02/12/2020	6823	CITY OF LEXINGTON		\$66.26	-13,241.86
02/12/2020	6824	NEW DIRECTIONS BEHAVIOR HEALTH		\$123.49	-13,365.35
02/13/2020	BANK DRAFT	EVERGY		\$157.64	-13,522.99
02/14/2020	BANK DRAFT	EVERGY		\$330.63	-13,853.62
02/17/2020	BANK DRAFT	CPWSD NO2		\$41.50	-13,895.12
02/19/2020	BANK DRAFT	EVERGY		\$255.79	-14,150.91
02/19/2020	BANK DRAFT	SPIRE		\$129.48	-14,280.39
02/19/2020	BANK DRAFT	SPIRE		\$136.22	-14,416.61
02/19/2020	BANK DRAFT	MO AMERICAN WATER CO		\$118.06	-14,534.67
02/20/2020	BANK DRAFT	EVERGY		\$42.49	-14,577.16
02/20/2020	BANK DRAFT	LIBERTY UTILITIES		\$317.22	-14,894.38
02/25/2020	BANK DRAFT	SPIRE		\$184.51	-15,078.89
02/25/2020	BANK DRAFT	SPIRE		\$149.65	-15,228.54
02/26/2020	BANK DRAFT	MO AMERICAN WATER CO		\$57.33	-15,285.87
02/28/2020	BANK DRAFT	EVERGY		\$202.73	-15,488.60
02/28/2020	BANK DRAFT	SPIRE		\$727.73	-16,216.33
Total for 1020 UMB-Incidental Fund				\$16,216.33	
1025 CMCCU Checking					
02/18/2020			\$291.18		291.18
02/26/2020			\$809.35		1,100.53
02/26/2020			\$449.87		1,550.40
Total for 1025 CMCCU Checking			\$1,550.40		
4010 Taxes-Johnson County					
02/11/2020				\$29,278.52	29,278.52

DATE	NUM	NAME	DEBIT	CREDIT	BALANCE
02/11/2020				\$1,275.90	30,554.42
02/18/2020				\$225,636.23	256,190.65
Total for 4010 Taxes-Johnson County				\$256,190.65	
4020 Taxes-Lafayette					
02/04/2020				\$57.83	57.83
02/18/2020				\$16,585.22	16,643.05
Total for 4020 Taxes-Lafayette				\$16,643.05	
4200 Miscellaneous					
02/04/2020				\$230.30	230.30
02/18/2020				\$17.36	247.66
02/18/2020				\$207.66	455.32
02/26/2020				\$195.94	651.26
02/26/2020				\$524.46	1,175.72
Total for 4200 Miscellaneous				\$1,175.72	
4210.1 Branch Funds-1					
02/04/2020				\$54.00	54.00
Total for 4210.1 Branch Funds-1				\$54.00	
4210.4 Branch Funds-4					
02/26/2020				\$203.00	203.00
Total for 4210.4 Branch Funds-4				\$203.00	
4210.6 Branch Funds-6					
02/26/2020				\$35.00	35.00
Total for 4210.6 Branch Funds-6				\$35.00	
4210.7 Branch Funds-7					
02/04/2020				\$108.38	108.38
02/18/2020				\$27.55	135.93
02/26/2020				\$125.10	261.03
Total for 4210.7 Branch Funds-7				\$261.03	
4230 Gifts & Reimbursements					
02/18/2020				\$55.97	55.97
02/26/2020				\$46.89	102.86
02/26/2020				\$128.83	231.69
Total for 4230 Gifts & Reimbursements				\$231.69	
6000 Salaries					
02/17/2020	02-46323-0-00	DIVISION OF EMPLOYMENT SECURITY	\$113.18		113.18
Total for 6000 Salaries			\$113.18		
6110 Group Insurance					
02/03/2020	BANK DRAFT	PRINCIPAL LIFE INSURANCE CO.	\$2,463.65		2,463.65
02/03/2020	BANK DRAFT	AFLAC	\$413.44		2,877.09
02/12/2020	6824	NEW DIRECTIONS BEHAVIOR HEALTH	\$123.49		3,000.58
Total for 6110 Group Insurance			\$3,000.58		
6500.51 Adult's A-V Materials					
02/17/2020	76600010	RECORDED BOOKS LLC	\$163.95		163.95
02/17/2020	76600066	RECORDED BOOKS LLC	\$63.00		226.95
02/17/2020	1159479	BLACKSTONE PUBLISHING	\$250.00		476.95
02/17/2020	98480929	MIDWEST TAPE	\$131.94		608.89
02/17/2020	H42985310	BAKER & TAYLOR ENTERTAINMENT	\$192.87		801.76
02/17/2020	H42967480	BAKER & TAYLOR ENTERTAINMENT	\$221.64		1,023.40

DATE	NUM	NAME	DEBIT	CREDIT	BALANCE
02/17/2020	76585614	RECORDED BOOKS LLC	\$135.90		1,159.30
02/17/2020	98547031	MIDWEST TAPE	\$44.98		1,204.28
02/17/2020	1160991	BLACKSTONE PUBLISHING	\$50.00		1,254.28
02/17/2020	76609005	RECORDED BOOKS LLC	\$35.99		1,290.27
02/17/2020	98577517	MIDWEST TAPE	\$212.16		1,502.43
02/17/2020	76608145	RECORDED BOOKS LLC	\$61.65		1,564.08
02/17/2020	76608095	RECORDED BOOKS LLC	\$210.15		1,774.23
02/17/2020	76602191	RECORDED BOOKS LLC	\$95.70		1,869.93
02/17/2020	76602507	RECORDED BOOKS LLC	\$157.35		2,027.28
02/17/2020	H43644190	BAKER & TAYLOR ENTERTAINMENT	\$43.18		2,070.46
02/17/2020	76601374	RECORDED BOOKS LLC	\$191.55		2,262.01
02/17/2020	H43390980	BAKER & TAYLOR ENTERTAINMENT	\$33.10		2,295.11
02/17/2020	98507883	MIDWEST TAPE	\$210.66		2,505.77

Total for 6500.51 Adult's A-V Materials

\$2,505.77

6510.51 Adult's Books

02/17/2020	69766153	GALE/CENGAGE LEARNING	\$231.66		231.66
02/17/2020	69811022	GALE/CENGAGE LEARNING	\$146.19		377.85
02/17/2020	69766486	GALE/CENGAGE LEARNING	\$135.70		513.55
02/17/2020	2035053226	BAKER & TAYLOR BOOKS	\$367.62		881.17
02/17/2020	69740397	GALE/CENGAGE LEARNING	\$109.00		990.17
02/17/2020	69740574	GALE/CENGAGE LEARNING	\$36.34		1,026.51
02/17/2020	69200539	GALE/CENGAGE LEARNING	\$17.49		1,044.00
02/17/2020	69200900	GALE/CENGAGE LEARNING	\$83.97		1,127.97
02/17/2020	69187607	GALE/CENGAGE LEARNING	\$45.73		1,173.70
02/17/2020	2035024036	BAKER & TAYLOR BOOKS	\$263.56		1,437.26
02/17/2020	69187418	GALE/CENGAGE LEARNING	\$71.97		1,509.23
02/17/2020	2035019438	BAKER & TAYLOR BOOKS	\$428.86		1,938.09
02/17/2020	2035017497	BAKER & TAYLOR BOOKS	\$81.05		2,019.14
02/17/2020	2035028857	BAKER & TAYLOR BOOKS	\$2,298.08		4,317.22
02/17/2020	69418447	GALE/CENGAGE LEARNING	\$86.96		4,404.18
02/17/2020	69418688	GALE/CENGAGE LEARNING	\$69.72		4,473.90
02/17/2020		AMAZON	\$120.89		4,594.79
02/17/2020	2035042127	BAKER & TAYLOR BOOKS	\$667.06		5,261.85
02/17/2020	69572309	GALE/CENGAGE LEARNING	\$45.00		5,306.85
02/17/2020	69810453	GALE/CENGAGE LEARNING	\$122.95		5,429.80
02/17/2020	69789888	GALE/CENGAGE LEARNING	\$50.23		5,480.03
02/17/2020	2035025178	BAKER & TAYLOR BOOKS	\$20.38		5,500.41
02/17/2020	2034920754	BAKER & TAYLOR BOOKS	\$4,347.83		9,848.24
02/17/2020	69187973	GALE/CENGAGE LEARNING	\$93.71		9,941.95
02/17/2020	69171756	GALE/CENGAGE LEARNING	\$50.23		9,992.18
02/17/2020	69810618	GALE/CENGAGE LEARNING	\$69.72		10,061.90
02/17/2020		CARD SERVICES	\$355.52		10,417.42
02/17/2020	2035064182	BAKER & TAYLOR BOOKS	\$410.90		10,828.32
02/17/2020	2035077040	BAKER & TAYLOR BOOKS	\$5.99		10,834.31
02/17/2020	69765787	GALE/CENGAGE LEARNING	\$178.43		11,012.74

Total for 6510.51 Adult's Books

\$11,012.74

6510.52 Children's Books

02/17/2020	2035026824	BAKER & TAYLOR BOOKS	\$46.98		46.98
02/17/2020	2035075177	BAKER & TAYLOR BOOKS	\$25.98		72.96
02/17/2020	2035064316	BAKER & TAYLOR BOOKS	\$86.84		159.80

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02/17/2020		CARD SERVICES	\$18.68		178.48
02/17/2020	2035042545	BAKER & TAYLOR BOOKS	\$1,627.08		1,805.56
Total for 6510.52 Children's Books			\$1,805.56		
6515.2 Branch Funds Exp-2					
02/17/2020		CARD SERVICES	\$159.00		159.00
Total for 6515.2 Branch Funds Exp-2			\$159.00		
6515.9 Branch Funds Exp-9					
02/17/2020		CARD SERVICES	\$48.99		48.99
Total for 6515.9 Branch Funds Exp-9			\$48.99		
6520 Electronic Materials					
02/17/2020	02230CP20022185	OVERDRIVE	\$79.29		79.29
02/17/2020	02230CO20025175	OVERDRIVE	\$286.97		366.26
02/17/2020	4140	NICHE ACADEMY	\$2,400.00		2,766.26
02/17/2020	02230CO20012006	OVERDRIVE	\$493.77		3,260.03
02/17/2020	02230CO20012005	OVERDRIVE	\$713.24		3,973.27
02/17/2020	02230CO20011999	OVERDRIVE	\$153.67		4,126.94
02/17/2020	02230CO20025174	OVERDRIVE	\$277.94		4,404.88
02/17/2020	02230CO20025173	OVERDRIVE	\$797.75		5,202.63
Total for 6520 Electronic Materials			\$5,202.63		
6525 Gifts & Donations					
02/17/2020	200129CCCTR	CITY OF CONCORDIA PARKS AND REC	\$40.00		40.00
02/17/2020		CARD SERVICES		\$800.00	-760.00
Total for 6525 Gifts & Donations			\$40.00	\$800.00	
6530 Periodicals & Microfilm					
02/17/2020		CARD SERVICES	\$62.97		62.97
02/17/2020	2020	HOLDEN IMAGE INC	\$34.00		96.97
Total for 6530 Periodicals & Microfilm			\$96.97		
7000 Building Maintenance					
02/17/2020	TRL2001	THE RED FORCE	\$1,903.23		1,903.23
02/17/2020		CARD SERVICES	\$45.78		1,949.01
02/17/2020	AS293820	THE RED FORCE	\$92.25		2,041.26
02/17/2020		LOWE'S BUSINESS ACCOUNT	\$23.74		2,065.00
02/17/2020	826757098	GRAINGER	\$97.85		2,162.85
02/17/2020	12829	THOMPSON'S LAWN & LANDSCAPING INC	\$187.50		2,350.35
02/17/2020	34237	TROTT LAWN & LANDSCAPING	\$310.00		2,660.35
02/17/2020	1752	BOEHMER CONSTRUCTION	\$105.00		2,765.35
Total for 7000 Building Maintenance			\$2,765.35		
7000.1 Building Maintenance-1					
02/17/2020	311	MAGGERT LAWN CARE	\$270.00		270.00
Total for 7000.1 Building Maintenance-1			\$270.00		
7000.3 Building Maintenance-3					
02/17/2020	0120	CITY OF HOLDEN	\$90.00		90.00
Total for 7000.3 Building Maintenance-3			\$90.00		
7000.5 Building Maintenance-5					
02/17/2020	12914	THOMPSON'S LAWN & LANDSCAPING INC	\$705.00		705.00
Total for 7000.5 Building Maintenance-5			\$705.00		
7000.6 Building Maintenance-6					
02/17/2020	5445847136	SIEMENS	\$345.00		345.00

DATE	NUM	NAME	DEBIT	CREDIT	BALANCE
02/17/2020	058481	SPECTRUM AUTO DETAILING	\$75.00		420.00
02/17/2020	060257	SPECTRUM AUTO DETAILING	\$135.00		555.00
02/17/2020	060270	SPECTRUM AUTO DETAILING	\$75.00		630.00
Total for 7000.6 Building Maintenance-6			\$630.00		
7000.7 Building Maintenance-7					
02/17/2020	34364	TROTT LAWN & LANDSCAPING	\$420.00		420.00
02/17/2020	34318	TROTT LAWN & LANDSCAPING	\$310.00		730.00
02/17/2020	34445	TROTT LAWN & LANDSCAPING	\$200.00		930.00
02/17/2020	133023	GLAMOUR GLASS OF WARRENSBURG	\$65.00		995.00
02/17/2020	24153	ELEVATOR SAFETY SERVICES, INC.	\$125.00		1,120.00
02/17/2020	133092	GLAMOUR GLASS OF WARRENSBURG	\$65.00		1,185.00
02/17/2020	34503	TROTT LAWN & LANDSCAPING	\$200.00		1,385.00
Total for 7000.7 Building Maintenance-7			\$1,385.00		
7000.8 Building Maintenance-8					
02/17/2020	1766	BOEHMER CONSTRUCTION	\$40.00		40.00
02/17/2020	1776	BOEHMER CONSTRUCTION	\$85.00		125.00
Total for 7000.8 Building Maintenance-8			\$125.00		
7000.9 Building Maintenance-9					
02/17/2020	1312020	W & S DOOR CO.	\$156.95		156.95
02/17/2020		CARD SERVICES	\$19.92		176.87
Total for 7000.9 Building Maintenance-9			\$176.87		
7030 Library Supplies					
02/17/2020		CARD SERVICES	\$176.03		176.03
02/17/2020	1000003090	OCLC, INC	\$223.99		400.02
02/17/2020	590905	UNIQUE MANAGEMENT SERVICES, INC	\$69.45		469.47
Total for 7030 Library Supplies			\$469.47		
7035 Office Supplies					
02/17/2020		CARD SERVICES	\$48.03		48.03
Total for 7035 Office Supplies			\$48.03		
7040 Machine Rental & Repair					
02/17/2020	405525965	US BANK EQUIPMENT FINANCE	\$1,246.42		1,246.42
Total for 7040 Machine Rental & Repair			\$1,246.42		
7050 Postage					
02/17/2020		CARD SERVICES	\$117.99		117.99
02/17/2020		CARD SERVICES	\$16.27		134.26
Total for 7050 Postage			\$134.26		
7060 Professional Services					
02/17/2020	36913	HARRIS, HARRIS & GILBERT, LLC	\$50.00		50.00
02/17/2020	11889	TERESA COLSTER CPA, LLC	\$30.00		80.00
02/17/2020		CARD SERVICES	\$15.25		95.25
02/17/2020		TERESA COLSTER CPA, LLC	\$768.00		863.25
02/17/2020	11920	TERESA COLSTER CPA, LLC	\$25.00		888.25
Total for 7060 Professional Services			\$888.25		
7070 Programming					
02/17/2020		CARD SERVICES	\$959.60		959.60
Total for 7070 Programming			\$959.60		
7072 Programming Supplies					
02/17/2020		CARD SERVICES	\$195.28		195.28

DATE	NUM	NAME	DEBIT	CREDIT	BALANCE
Total for 7072 Programming Supplies			\$195.28		
7090 Technology					
02/17/2020		CARD SERVICES	\$187.14		187.14
02/17/2020	04-71772	CYBRARIAN CORPORATION	\$1,377.45		1,564.59
Total for 7090 Technology			\$1,564.59		
7095 Telecommunications					
02/09/2020	BANK DRAFT	JIVE COMUNICATIONS, INC	\$857.11		857.11
Total for 7095 Telecommunications			\$857.11		
7095.9 Telecommunications-9					
02/17/2020		CARD SERVICES	\$75.00		75.00
Total for 7095.9 Telecommunications-9			\$75.00		
7100 Training, Travel & Meals					
02/17/2020	0120	SARA EVANS	\$51.18		51.18
02/17/2020	0120	NATHANIEL BEYERINK	\$64.40		115.58
02/17/2020	0120	SHELLY HOPPER	\$33.35		148.93
02/17/2020	0120	ROGER DUMAS	\$125.35		274.28
02/17/2020	01639	MISSOURI LIBRARY ASSOCIATION	\$30.00		304.28
02/17/2020	0120	KAREN CHURN	\$8.05		312.33
02/17/2020	0120	DEBRA KIRCHHOFF	\$29.90		342.23
02/17/2020		CARD SERVICES	\$55.36		397.59
02/17/2020	0120	TANYA SHELTON-COUNCIL	\$212.18		609.77
02/17/2020	0120	KYLE CONSTANT	\$152.95		762.72
02/17/2020	0120	LUKE CICCONE	\$48.30		811.02
02/17/2020	0120	AMY BOLAND	\$48.30		859.32
02/17/2020	0120	BARBARA SEITTER	\$9.20		868.52
02/17/2020	0120	LINDA WASHAM	\$64.40		932.92
02/17/2020	1219	CAROL NOLTE	\$30.16		963.08
Total for 7100 Training, Travel & Meals			\$963.08		
7110.1 Utilities-1					
02/04/2020	6822	CITY OF CONCORDIA	\$26.90		26.90
02/25/2020	BANK DRAFT	SPIRE	\$184.51		211.41
02/28/2020	BANK DRAFT	EVERGY	\$202.73		414.14
Total for 7110.1 Utilities-1			\$414.14		
7110.2 Utilities-2					
02/17/2020	BANK DRAFT	CPWSD NO2	\$41.50		41.50
02/25/2020	BANK DRAFT	SPIRE	\$149.65		191.15
Total for 7110.2 Utilities-2			\$191.15		
7110.3 Utilities-3					
02/05/2020	BANK DRAFT	HOLDEN WATER DEPARTMENT	\$50.03		50.03
02/07/2020	BANK DRAFT	EVERGY	\$240.60		290.63
02/19/2020	BANK DRAFT	SPIRE	\$129.48		420.11
Total for 7110.3 Utilities-3			\$420.11		
7110.4 Utilities-4					
02/04/2020	6820	CITY OF KNOB NOSTER	\$35.11		35.11
02/06/2020	BANK DRAFT	SPIRE	\$224.58		259.69
02/14/2020	BANK DRAFT	EVERGY	\$330.63		590.32
Total for 7110.4 Utilities-4			\$590.32		
7110.5 Utilities-5					

DATE	NUM	NAME	DEBIT	CREDIT	BALANCE
02/12/2020	6823	CITY OF LEXINGTON	\$66.26		66.26
02/19/2020	BANK DRAFT	EVERGY	\$255.79		322.05
02/20/2020	BANK DRAFT	LIBERTY UTILITIES	\$317.22		639.27
Total for 7110.5 Utilities-5			\$639.27		
7110.6 Utilities-6					
02/04/2020	6821	CITY OF ODESSA	\$471.48		471.48
Total for 7110.6 Utilities-6			\$471.48		
7110.7 Utilities-7					
02/01/2020	BANK DRAFT	EVERGY	\$1,219.50		1,219.50
02/17/2020		CARD SERVICES	\$104.04		1,323.54
02/19/2020	BANK DRAFT	MO AMERICAN WATER CO	\$118.06		1,441.60
02/26/2020	BANK DRAFT	MO AMERICAN WATER CO	\$57.33		1,498.93
02/28/2020	BANK DRAFT	SPIRE	\$727.73		2,226.66
Total for 7110.7 Utilities-7			\$2,226.66		
7110.8 Utilities-8					
02/06/2020	BANK DRAFT	SPIRE	\$104.11		104.11
Total for 7110.8 Utilities-8			\$104.11		
7110.9 Utilities-9					
02/03/2020	BANK DRAFT	MO AMERICAN WATER CO	\$9.77		9.77
02/11/2020	BANK DRAFT	EVERGY	\$28.67		38.44
02/13/2020	BANK DRAFT	EVERGY	\$157.64		196.08
02/17/2020		CARD SERVICES	\$30.88		226.96
02/19/2020	BANK DRAFT	SPIRE	\$136.22		363.18
02/20/2020	BANK DRAFT	EVERGY	\$42.49		405.67
Total for 7110.9 Utilities-9			\$405.67		
7120 Vehicle Operations					
02/17/2020		CARD SERVICES	\$69.76		69.76
02/17/2020		CARD SERVICES	\$345.41		415.17
Total for 7120 Vehicle Operations			\$415.17		
7710 Capital Expense					
02/17/2020	1190006	REASBECK CONSTRUCTION, INC.	\$18,761.97		18,761.97
Total for 7710 Capital Expense			\$18,761.97		
7730 Debt Service					
02/01/2020	BANK DRAFT	UMB	\$7,030.65		7,030.65
Total for 7730 Debt Service			\$7,030.65		
6500.52 Adult's A-V Materials					
02/17/2020	98451243	MIDWEST TAPE	\$136.44		136.44
Total for 6500.52 Adult's A-V Materials			\$136.44		
Unapplied Cash Bill Payment Expenditure					
02/17/2020	16361	BAKER & TAYLOR INC	\$110.44		110.44
Total for Unapplied Cash Bill Payment Expenditure			\$110.44		

4c. Financial Report: Designated Gifts

Report from Paula Elliott Accounting

Statement of Assets, Liabilities, and Net Assets-Cash Basis

TRAILS REGIONAL LIBRARY
DESIGNATED GIFTS
FINANCIAL STATEMENTS
AND
ACCOUNTANTS' COMPILATION REPORT
February 29, 2020

Teresa Colster CPA LLC
317 W Young Ave
Warrensburg, MO 64093-1111
660-747-1880

TRAILS REGIONAL LIBRARY
432 N HOLDEN
WARRENSBURG, MO 64093

Management is responsible for the accompanying financial statements of TRAILS REGIONAL LIBRARY Designated Gifts, (a not-for-profit corporation) which comprise the statement of assets, liabilities, and net assets - cash basis as of February 29, 2020 and the related statement of revenues and expenditures - cash basis for the periods then ended in accordance with the modified cash basis of accounting, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Company's assets, liabilities, equity, revenue, and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to TRAILS REGIONAL LIBRARY Designated Gifts.

Teresa Colster CPA, LLC
Warrensburg, Missouri

March 08, 2020

**TRAILS REGIONAL LIBRARY
DESIGNATED GIFTS
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS
As of February 29, 2020**

Assets

Current Assets

UMB: Designated Gifts	\$ 379,509.32
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Total Current Assets	<u>379,509.32</u>
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Total Assets	<u>\$ 379,509.32</u>
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Liabilities and Net Assets

Net Assets

Net Income	506.68
Unrestricted Net Assets	<u>379,002.64</u>

Total Net Assets	<u>379,509.32</u>
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Total Liabilities and Net Assets	<u>\$ 379,509.32</u>
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5a.

Discussion between Trails Regional Library Board of Trustees and Leeton School Board to agree on written document outlining service responsibilities for Leeton Express Branch.

5b.

5c.

6a.

Resolution to add to Accountability policy for staff in regard to decisions made by Board of Trustees and Library Director.

6b.

Proposed language to add Personnel and Finance Board Committees

6c.

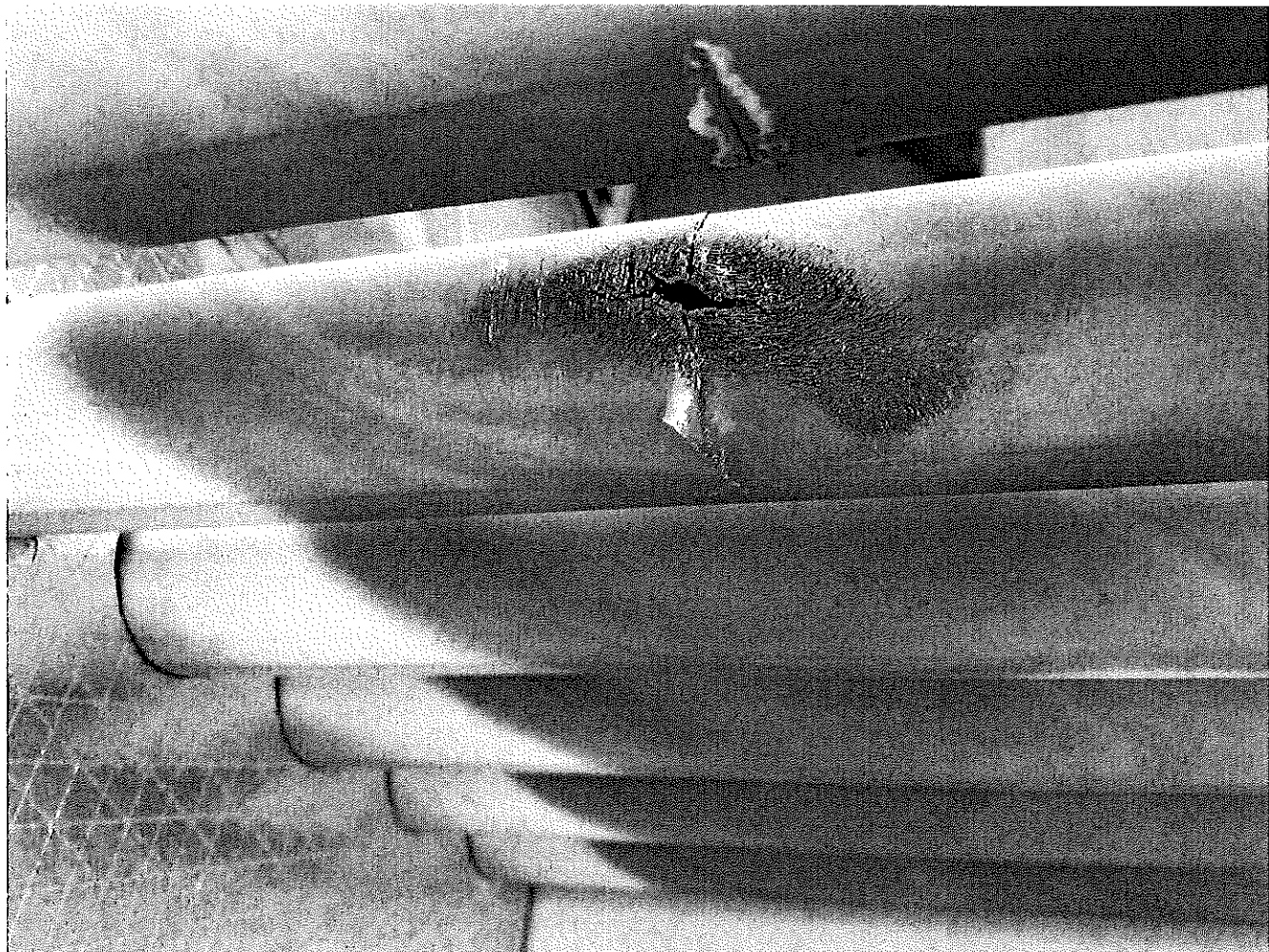
In response to the Coronavirus in Missouri, Library Administration has developed Epidemic and Public Emergency procedures.

6d.

The Warrensburg HVAC system died in February. The pipes were burnt through and could have started a fire. The building was without heat for several days. We are requesting the cost of the replacement furnace of \$8423 be taken from the Emergency Fund.

The equipment for upgrading the wiring in the branches and adding the door counting hardware, will be mostly covered by a \$16,000 grant. However, the Library must pay the cost upfront and be reimbursed. We are requesting permission to move \$20,000 from the Emergency Fund to satisfy the conditions of the grant.





7a.