



**LIBRARY BOARD OF TRUSTEES  
REGULAR MONTHLY MEETING  
5/18/2022**

The regular meeting of the Board of Trustees of the Meridian Library District will be held at 7:00 p.m. on Wednesday, May 18, 2022. The meeting will be held at the main library building located at 1326 W. Cherry Lane in the large conference room and streamed online.

**JOIN WEBEX MEETING**

<https://meridianlibrary.my.webex.com/meridianlibrary.my/j.php?MTID=m3a9ad46155a7d647c2862afa5ee26d50>

Meeting number (access code): 2650 729 0774 Meeting password: 12345678

JOIN BY PHONE +1-650-215-5228

**MEETING AGENDA:**

1. **Summer Reading Presentation**
2. **Discuss/Approve Collection Development Policy Appendix A History Center Collection** [ACTION ITEM]
3. **Discuss and Approve Meridian Library District Naming Policy** [ACTION ITEM]
4. **Guest comments:** Individuals in person will be given three minutes to speak. Comments are not accepted via WebEx during the meeting. Comments may be submitted to the Board in writing. Written comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record. <https://www.mld.org/message-board-trustees>
5. **Consent Agenda:** Consent agenda items are considered to be routine and are acted on with one motion. There will be no separate discussion on these items unless a member of the library board requests an item to be removed from the Consent agenda for discussion. [ACTION ITEM]
  - a. Regular Meeting Minutes April 20, 2022
  - b. Special Meeting Minutes, April 27, 2022
  - c. Set Budget development Special Meeting dates
  - d. Job Description: Unbound Tech Library Assistant
  - e. Salary Schedule update
  - f. MOU – IDOL facility use
6. **Capital Projects Update:**
  - a. **South Branch Project Budget & Financing Discussion:** Eric Heringer, Piper Sandler, MSR & CM
  - b. **Orchard Park Naming Campaign:** Eryn Turner, MLD Foundation
7. **Library Director Report**
8. **April 2022 Financial Reports Approval** [ACTION ITEM]
9. **Executive Session: Pursuant to Idaho Code §74-206 (1)(f)** To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated [ACTION ITEM]
10. **Future Agenda Items**

*The Board Meeting will be held in accordance with the Idaho Code Title 74, Chapter 3 201-208, Open Meetings Law. Any person needing special accommodations to participate in the above noticed meeting should contact the Library Director seven days prior to the meeting.*

*Public Comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record.*

<https://www.mld.org/message-board-trustees>

# **Meridian Library District Collection Development Policy**

## **Appendix A. Meridian History Materials**

The Meridian History Collection makes materials related to the history of Meridian City, the Meridian Library District, and area schools and community organizations available to area residents, students and visitors, primarily through online access.

### **Scope of Collection**

The Meridian History Collection is a repository of primary and secondary materials that furthers the understanding of the civic, social, religious, cultural, political, and economic life of Meridian area residents, past and present. The Meridian History Collection gathers, organizes, digitizes, catalogs, and makes accessible to the public documents and publications that reflect activities, events, places, organizations, institutions, and services of the community of Meridian.

### **Limitations and Restrictions**

The Meridian History Collection strives to preserve materials it collects and make them available through digitization. Due to HVAC and physical space limitations, the Meridian History Collection cannot serve as a climate-controlled archive for large, valuable, or delicate items.

The Meridian History Collection does not serve as a legal repository for any material, including city or school material, and is not responsible for selecting, retaining, or providing access to any material required by law to be kept as official documents or archival records.

The donating agency or individual is responsible for determining the legal status and value of any and all documents donated to the Meridian Library District.

### **Acquisitions**

An active effort is made to add to the collection through the acquisition of materials from donors, area agencies, publishers, and other reliable sources. Materials must be accurate, suitable for community need or interest, and serve a public rather than personal interest.

### **Donations and Deaccessioning**

Gifts of material to the Meridian Library District for the Meridian History Collection are accepted with the understanding and agreement that they become the property of Meridian Library District and may be deaccessioned according to the guidelines of the Collection Development Policy. The library reserves the right to decline gift offers. The library will not accept gifts that are out of scope or require more resources to preserve and make available than the library can provide. All materials must be free of dirt, mold, moisture, and pests, and must be in good condition.

Withdrawn items may be offered to other depositories, donated to the Friends of the Library, or discarded.

## Meridian Library District – Naming Opportunities

It is the policy of Meridian Library District from time to time to recognize the generosity of an individual(s) and/or corporation(s), foundation and/or other donor(s) by choosing to create a specific naming designation for a collection, facility or portion of a facility.

The Board of Directors (Board) of the District has the sole right to name or rename collections or facilities. The Library's Director may recommend naming opportunities to the Board of Trustees for consideration. The Board recognizes that naming a collection, facility or portion of a facility is a decision of immense importance; therefore, making these decisions is undertaken with an appreciation for that significance.

While the Board is grateful for and encourages donations from all individuals, businesses and organizations, the Board has the right to decline any gift to the District and/or reject naming/sponsorship proposals.

- A. The Board may name or rename library interior/exterior spaces such as: meeting rooms, reading lounges, study rooms, special use areas, equipment, green spaces, walkways, patios, etc. Appropriate contributions for such naming opportunities will be at the discretion of the Board, a donation is defined as at least 25 percent of the current assessed value of the facility or a number agreed upon by the Board. The Board may create a campaign using fundraising leg to solicit donors, such as the Meridian Library District Foundation.
- B. The Board reserves the right to terminate or alter a naming designation under unusual or extraordinary circumstances.
- C. If a distinctively named library facility is relocated, substantially remodeled, or converted to use other than its original use, the facility may be renamed to reflect the association of new donors or community interests related to the changing facility. In such instances, the original name shall be honored in an appropriate manner.



**LIBRARY BOARD OF TRUSTEES  
REGULAR MONTHLY MEETING  
4/20/2022 amended agenda posted 4/18/22**

The regular meeting of the Board of Trustees of the Meridian Library District was held at 7:00 p.m. on Wednesday, April 20, 2022. The meeting was held at the main library building located at 1326 W. Cherry Lane in the large conference room and streamed online.

**JOIN WEBEX MEETING**

<https://meridianlibrary.my.webex.com/meridianlibrary.my/j.php?MTID=m3a9ad46155a7d647c2862afa5ee26d50> Meeting number (access code): 2650 729 0774 Meeting password: 12345678

JOIN BY PHONE +1-650-215-5228

**TRUSTEES PRESENT:** Megan Larsen, Chair; Jeff Kohler, Vice-Chair; Christina Hirsch, Treasurer; Laura Knutson, Trustee  
**ABSENT:** Tyler Ricks, Trustee

**LIBRARY STAFF PRESENT:** Gretchen Caserotti, Director (Virtual); Lisa Zeiter, Interim Director; Allison Maier, Jason Su, Support Services Manager; Nick Grove; Assistant Director, Camille Hampton; Reader's Services Supervisor

**GUESTS:** 18 people

CHAIR LARSEN CALLED MEETING TO ORDER AT 7:00 p.m.

**MEETING AGENDA:**

1. **Guest comments:** Individuals in person will be given three minutes to speak. Comments are not accepted via WebEx during the meeting. Comments may be submitted to the Board in writing. Written comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record. <https://www.mld.org/message-board-trustees>. GROUP from the public served the Board with policy infractions on materials & Oath of Office. Citizen spoke on a book reconsideration
2. **Consent Agenda:** Consent agenda items are considered to be routine and are acted on with one motion. There will be no separate discussion on these items unless a member of the library board requests an item to be removed from the Consent Agenda for discussion. [ACTION ITEM]
  - a. Regular Meeting Minutes March 16, 2022
  - b. Special Meeting Minutes March 29, 2022
  - c. Special Meeting Minutes April 11, 2022
  - d. Finance/Accounting Manager Job Description Revision
  - e. Updated salary schedule

MOTION made by Kohler to approve the Consent Agenda, Hirsch seconded. All in favor, none opposed. MOTION carries.

3. **Library Director Report:** Caserotti has been working with Zeiter to get her up to speed on financing, Capital Projects, and day-to-day duties. Caserotti's last day is May 13<sup>th</sup>. We had 300 new library cards signed up in March. Summer Reading kick-off is in Settler's Park. The new website went live on April 19<sup>th</sup>, kudos to Jason, Muhammad, and Jenaleigh for making it happen.
4. **March 2022 Financial Reports Approval** [ACTION ITEM] Caren has reaccepted her old position, her last day will be April 29. We will go with Roberts Hart again with bills to be paid. The position is open, and

expenses on Orchard Park are posted. MOTION made by Hirsch to approve March Financial Report, Knutson second. All in favor, none opposed, MOTION carries.

5. **Staff Presentation:** MLD Fleet Vehicles, Jason Su, District Support Services Manager. Su talked about our aging fleet, he filled the board in on options for what we can do to replace the fleet. Possibly go with an electric one to replace the Bookmobile. There is a \$50,000 grant from the city the library will apply for as we can maybe get to replace the Dodge, the Ford and the Sprinter. The City will decide in September.
6. **Capital Projects Update:** Orchard Park is on its way with tenant improvements. Tours are available for the board, and there maybe room naming opportunities. Supply chain issues make it difficult to predict any opening dates. There was some theft at Orchard Park contractor's tools were stolen. Russel and CM are working to secure the building and a Police report was filed. Police have installed a license plat camera on the property.
7. **South Branch Project Budget & Financing Discussion:** The team is working to get the project into the budget. Next week there is a meeting with the developer as he has redesigned it to be in budget.
8. **Discuss and Approve Social Media Policy Revision [ACTION ITEM]:** Tabled for a future agenda.
9. **Discuss and Approve Display Policy Revision [ACTION ITEM]:** Tabled for next month's meeting.
10. **Treasurer Appointment [ACTION ITEM]** Hirsch has stepped down from the treasurer on the board and will remain on the board as a Trustee. Knutson, a Trustee, will now be the Treasurer. MOTION was made by Kohler to approve Knutson as new Board Treasure, second was made by Knutson. All in favor, none opposed, MOTION carries.
11. **Library Director Recruitment Discussion:** Schedules are in your packet. Zeiter gave an overview of Library Director search schedule and and mentioned June Garcia would be meeting with stakeholders on April 26-27,2022.
12. **LYNX Consortium Change Recommendations Discussion:** Executive Summary is very helpful. The Consortium is a non-profit with paid staff. It's taken years of work to get it up and going. Next steps will be the Library Directors getting together to determine next steps. Zeiter will be attending meeting on Friday.
13. **Authorize Interim Director to be a signer on All bank accounts [ACTION ITEM]:** With Caren leaving we will need Roberts Hart and Company's talents again. We are working to contract with them for the remainder of the fiscal year. MOTION made by Knutson to approve Zeiter Interim Library Director to be a signer on all bank accounts, Hirsch seconded. All in favor, none opposed, MOTION carries.
14. **Future Agenda Items:** Social Media Policy Revision, Display Policy Revision, and Room naming policy.

MEETING ADJOURNED AT 7:46 p.m.

The next regular meeting is scheduled for 7:00 p.m., Wednesday, May 18, 2022.

RESPECTFULLY SUBMITTED AND APPROVED

---

Gretchen Caserotti, Library Director

---

Megan Larsen, Board Chair

*The Board Meeting will be held in accordance with the Idaho Code Title 74, Chapter 3 201-208, Open Meetings Law. Any person needing special accommodations to participate in the above noticed meeting should contact the Library Director seven days prior to the meeting.*

*Public Comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record.*



**LIBRARY BOARD OF TRUSTEES  
SPECIAL MEETING  
04/27/2022**

A Special Meeting of the Board of Trustees of the Meridian Library District was held at 11:30 a.m. on Wednesday, April 27th, 2022. The meeting was held at the main library building located at 1326 W. Cherry Lane in the large conference room.

**TRUSTEES PRESENT:** Megan Larsen, Chair; Jeff Kohler, Vice-Chair; Laura Knutson, Treasurer; Christina Hirsch, Trustee  
**Absent:** Tyler Ricks, Trustee

**STAFF PRESENT:** Gretchen Caserotti, Director, Lisa Zeiter, Interim Director; Nick Grove, Assistant Director

**GUEST:** June Garcia, Library Consultant

CHAIR LARSEN CALLED MEETING TO ORDER AT 11:30 AM

**MEETING AGENDA:**

1. Library discussion on recruitment of new Library Director.
  - June gave an overview on what she learned in the sessions with staff and what they are looking for in the next Director.
  - Board reviewed qualifications desired for the next Library Director. Experience, Qualities, Characteristics, Visionary leadership, Skills and Education.
    - Salary determined – \$107 – \$115k.
    - Application – June will advertise nationally next week and applications due 5/31/22. Phone interviews to be the week of June 20<sup>th</sup>. In Person interviews are planned for July 8-9th.

MEETING ADJOURNED AT 1:04 p.m.

The next regular meeting is scheduled for 7:00 p.m., Wednesday, May 18, 2022.

RESPECTFULLY SUBMITTED AND APPROVED

---

Lisa Zeiter, Interim Library Director

---

Megan Larsen, Board Chair

*The Board Meeting will be held in accordance with the Idaho Code Title 74, Chapter 3 201-208, Open Meetings Law. Any person needing special accommodations to participate in the above noticed meeting should contact the Library Director seven days prior to the meeting.*

**Meridian Library District Budgeting schedule** (as of 5/13/22)

**June** - Director works with staff to create FY23 and amended FY22 budgets

**July 7th, 2022** - Present current amended and 2023 budgets to Board Treasure

**July 20th, 2022** - Board approves budget draft for budget hearing publication

**July 25th, 2022** - Input proposed budget into "Balancing Act" for citizen's input, and post on MLD.org website

**August 1st, 2022** - L2 final new construction numbers received

**August 4th, 2022** (or date of your choosing, noon?) Special meeting with Board to review/revise 2023 budget and current year amended budget.

**August 10th, 2022** - Publish FY 2023 Budget and FY 2022 Amended Budget

**August 17th, 2022** -@ 6:45p - Public Budget Hearing, 7p Regular meeting where both budgets will be approved.

**Before September 5th, 2022** - submit L2 to Ada County

**October 1st, 2022**-FY23 budget begins

# unBoundTech Library Assistant



## ***Position Summary***

The unBoundTech Library Assistant provides patron-focused library service in response to the technology and information needs of library users at the Meridian Library District's unBound Business and Technology Library. This position focuses on providing information and reference assistance to library patrons in addition to supporting patron services provided by unBound. The incumbent assists with the daily operations of the library and performs related duties as assigned. Work is performed independently with direction.

The majority of work hours are spent working public service desks, providing customer service and technology support.

## ***Duties and Responsibilities***

### *Essential*

#### **Customer Service**

Provides excellent customer service to library patrons at public service desks, on the phone and virtually. Provides informational assistance to patrons and refers questions as needed. Makes decisions based on library policies and procedures. Determines customer needs and advises patrons about library materials, resources, and technology equipment. Aids visitors in regards to technology and other library services including databases, library materials, and quality online sources. Actively promotes respect for diversity and creates an inclusive, welcoming, and respectful library atmosphere that embraces diversity.

#### **Technology**

Provides technology support to patrons who bring their technology devices or use the library's hardware and software. Troubleshoots the Library's technology equipment. Maintains unBound 3D printing services by setting up 3D prints for patrons, runs branch 3D printers, updates print queue, and performs performing scheduled maintenance for 3D printers and maker equipment. Assists patrons in setting up paper prints, and ensures equipment is maintained and ready for patron use. Provides assistance to patrons using the meeting room and sound studio equipment.

#### **Operations**



Maintains physical appearance of library. May perform some circulation duties including issuing library cards, checking materials in and out, reserving items, collecting fees, and answering the phone. Promotes library collections, services, and programs. Responsible for appropriate and appealing display of new materials and resources. May be required to drive a library vehicle for delivery or outreach purposes. Prepares rooms reserved for use by staff and patrons.

### **Records and Reports**

Maintains accurate records, collects statistics, tracks performance measures and prepares reports related to library services and events to include attendance, outcomes, evaluation, costs, etc. as required by administration. Completes clerical tasks such as record maintenance, compiling lists and drafting resource guides in both an office setting and remotely. Maintains good attendance and time keeping records.

### **Event Coordination/Programming**

Assists in developing and providing some library programs. Prepares reserved rooms.¶

### **Opening and Closing**

Will open and/or close the library and ensure the security of the building.

### *Marginal*

May attend trainings, webinars, and community meetings.  
Recommends purchases based on patron's interests and requests.  
Assists in developing and providing some library programs.  
May be required to drive a library vehicle for outreach program purposes.  
Performs other duties as assigned.

¶

Marginal 

---

 ¶

~~May attend trainings. Recommends purchases based on patron's interests and requests. Responsible for appropriate and appealing display of new materials and resources.¶~~

~~May open and close the library and ensure the security of the building.¶~~

¶

~~Performs other duties as assigned.~~

### **Minimum Qualifications**

#### *Knowledge, Skills, and Abilities:*

Demonstrated commitment to dDiversity, eEquity, and iInclusion.

Provides exemplary customer service and maintains a favorable public image of the library. The incumbent has a desire to work in a public service role. Has excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, and coworkers. Must be able to juggle multiple priorities and patron needs. ~~Must be able to work alone at a location and be able to juggle multiple priorities and patron needs.~~ Builds and maintains positive working relationships with individuals at all levels of the organization and fosters positive partnerships with outside organizations. Must be able to work alone at a location as well as remotely.

Proficient with standard computer applications, online library automation system and online searching. Understands the role of technology in providing library services and is technically savvy, exhibiting a high learning aptitude in a number of operating systems and applications such as Microsoft Office Suite (Excel, Word, PowerPoint), Adobe CC (Photoshop, Illustrator, etc.), and Google Suite. This position requires a knowledge and a strong aptitude and ability to learn and adapt to various hardware and software including audio visual equipment, personal computers, tablets, smart phones, and maker/prototyping tools, ~~and various operating systems and gaming equipment.~~

~~Provides exemplary customer service and maintains a favorable public image of the library. The incumbent has a desire to work in a public service role. Has excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, and coworkers. Must be able to work alone at a location and be able to juggle multiple priorities and patron needs. Builds and maintains positive working relationships with individuals at all levels of the organization and fosters positive partnerships with outside organizations.¶¶~~

*Experience:* 1-2 years of experience in libraries, education, retail or customer-service related position or similar experience.

*Education:* High School Diploma or GED, ~~or equivalent education, training, or experience. and 2 years of postsecondary education, or equivalent education, training, or experience.¶¶~~

*Training, Licenses, or Certifications:* None

*Supervisory Responsibility:* May indirectly supervise and train volunteers and other staff.

### **Preferred Qualifications**

Bilingual, preferably Spanish-English, Russian-English, or other languages. A bachelor's degree and public-speaking experience. Desired personal attributes include: a positive approach to interacting with the public, a continuous desire to update technology skills, and a sense of humor. Proficiency in both Windows and Mac operating systems. Knowledge of ~~virtual/augmented/mixed realities, basic robotics, and prototyping tools (3D printing, CNC, laser cutting/engraving, etc.),~~ **tech troubleshooting, and good customer service.** Must be able to work alone at a location and be able to juggle multiple priorities and patron needs.

### **Working Conditions**

**Physical Requirements:** The job requires the employee to frequently sit, stand, walk, twist/turn, and maintain flexibility; constantly hear, listen, and see; perform manual dexterity movements; occasionally stoop/bend; and seldom kneel, squat, crouch, crawl, and balance. Must be able to lift and carry 10-25 lbs; reach at, above, and below shoulder height; grasp objects weighing 10-25 lbs; pull and push objects weighing 50 lbs.

**Mental Requirements:** The job requires the employee to read, write, perform clerical duties, comprehend and use perception, perform alphabetical and numerical filing/sorting, and perform basic math.

**Work Environment:** The job requires the employee be subjected to repetition, working alone, working around others and occasionally working remotely.; The position subjects the incumbent to verbal contact with others, face-to-face contact, noise, inside and outside environments, and moving objects.

**Technology, Equipment, and Devices:** The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used computer applications, library systems and databases, email and cloud environments, and social media. The job requires the employee to operate and troubleshoot various equipment including new consumer technology, prototyping tools, and advanced computer software. This position may require operation of a vehicle on behalf of the District.

**Expected Hours of Work:** The job requires employee to work a varied schedule, including days, evenings, and weekends. Position schedule is subject to change at any time at the discretion of management.

**Expected travel:** The job requires limited travel for training and conference activities.

**Disclaimers:** The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job. All employees may be required to perform duties outside of their normal responsibilities from time to time, as needed. Management reserves the right to assign or reassign duties and responsibilities to this position at any time.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

Meridian Library District is an Equal Opportunity Employer. Hiring and employment practices are done without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability. In addition, preference in employment may be given to veterans who qualify under state and federal laws and regulations.

### MLD Salary Schedule - December 2021

Grade	Position	Minimum			Midpoint			Maximum		
		Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
1	Library Page	\$10.98	\$1,903.20	\$22,838.40	\$13.73	\$2,379.87	\$28,558.40	\$16.47	\$2,854.80	\$34,257.60
2		\$12.08	\$2,093.87	\$25,126.40	\$15.10	\$2,617.33	\$31,408.00	\$18.11	\$3,139.07	\$37,668.80
3	Library Asst, Jr Librarian, Substitute, ILL Asst, Library Courier	\$13.05	\$2,262.00	\$27,144.00	\$16.31	\$2,827.07	\$33,924.80	\$19.57	\$3,392.13	\$40,705.60
4	Admin Asst, Finance Asst, Specialist, <b>Unbound</b> Library Assistant (unBound	\$15.06	\$2,610.40	\$31,324.80	\$19.57	\$3,392.13	\$40,705.60	\$24.09	\$4,175.60	\$50,107.20
5	Associate Librarian, Maintenance Spec, Volunteer Coor, Digitization Technician	\$16.50	\$2,860.00	\$34,320.00	\$20.63	\$3,575.87	\$42,910.40	\$24.76	\$4,291.73	\$51,500.80
6	Resource Coordinator/Materials Distribution Coordinator	\$18.16	\$3,147.73	\$37,772.80	\$22.70	\$3,934.67	\$47,216.00	\$27.24	\$4,721.60	\$56,659.20
7	HR Coordinator	\$19.52	\$3,383.47	\$40,601.60	\$24.40	\$4,229.33	\$50,752.00	\$29.29	\$5,076.93	\$60,923.20
8	System Administrator, Page Supervisor, Librarian	\$21.28	\$3,688.53	\$44,262.40	\$26.59	\$4,608.93	\$55,307.20	\$31.92	\$5,532.80	\$66,393.60
9	Comm Mktg Mgr, Foundation Mgr, Senior HR Generalist, YS Sup, RS Sup, ISS	\$24.25	\$4,203.33	\$50,440.00	\$30.32	\$5,255.47	\$63,065.60	\$36.39	\$6,307.60	\$75,691.20
10	Manager	\$25.43	\$4,407.87	\$52,894.40	\$33.05	\$5,728.67	\$68,744.00	\$40.67	\$7,049.47	\$84,593.60
11		\$29.09	\$5,042.27	\$60,507.20	\$36.36	\$6,302.40	\$75,628.80	\$43.63	\$7,562.53	\$90,750.40
12	Assistant Director	\$32.28	\$5,595.20	\$67,142.40	\$40.35	\$6,994.00	\$83,928.00	\$48.42	\$8,392.80	\$100,713.60
13	Director	\$38.74	\$6,714.93	\$80,579.20	\$48.42	\$8,392.80	\$100,713.60	\$58.10	\$10,070.67	\$120,848.00

Specialist Job Titles: Resource Specialist, Community Specialist, Teen Specialist

Coordinator Job Titles: Materials Distribution Coordinator, HR Coordinator, Volunteer Coordinator

Librarian Job Titles: Community Librarian, Collection Development Librarian, Youth Services Librarian, Digital Services Librarian, Public Services Librarian, Business Liaison Librarian

Supervisor Job Titles: Page Supervisor, Youth Services Supervisor, Reader Services Supervisor, Information Services Supervisor

Manager Job Titles: Main Library Manager, Branch Manager, Tech Library Manager, Outreach Manager, Materials Services Manager, District Programs Manager, Accounting Manager, District Support Services Manager,

Revised: May 2, 2022

Board Approved:

Effective:

To: Meridian Library Board of Trustees  
From: Lisa Zeiter, Interim Library Director  
May 13, 2022

The month of April went by quickly and I must say it was productive. Gretchen did a great job beaming me up on the library. I know a lot more than I did March 30th, 2022, but I won't lie there is loads more to learn and/or figure out.

#### Accounting:

We have contracted with Roberts Hart, CPA to handle our bookkeeping duties through the end of September (ending FY22). Having had so many people working on the bookkeeping this fiscal year we decided it would be best to finish the year with Roberts Hart, CPA instead of getting a fifth person involved. We continue to advertise for the Accounting manager's position, but have not had a viable interview yet. I have been working with staff and Roberts Hart to ensure all our outstanding invoices are paid. I believe you will find spending will be heavier in April and May than you have seen in the past months. Good news: we are still under budget even after the catch-up. The June expense report should look more normal and will be a good tool while we work on the FY23 budget and the amended FY22 budget. Staff are planning on having their budget request to me by May 23, 2022, so I can start working on FY23 budget and the amended FY22 budget.

#### Director Search:

Library Director search is off and running. June Garcia has posted the position all over the United States and has sent emails to thousands of current Library Directors and Assistant Library Directors. She has also posted the job on many state job pages/listservs here in the west. The job will be open through May 31st. June Garcia will then review applications and make recommendations to the search committee (Megan, Jeff, Lisa, Nick and June) of who we should interview digitally June 20-22nd, 2022.

#### Staffing:

I am so PROUD of the staff! I challenged them to get all our vacancies filled before June 1st, 2022, and they are very close. Nearly every supervisor, manager and myself have been doing interviews. The HR department has done an amazing job evaluating all the applications and they have found quality candidates. Next step is to get all the new employees onboarded and trained by Summer Reading Kickoff. What a great Team!

#### Programs:

I challenged them too! With the Board's goal of being fully opened by June, I wanted to make sure we have plenty of programs this summer to prevent reading loss and to draw our community members back into the library. We will be handing out our summer program schedule at the Summer Reading Kickoff. Many of our staff have never seen our library with full programming (Covid.) I am so proud of the staff for being willing and excited to get back to doing what our library does best, serving our patrons at the highest level. It should be a fun summer.

#### Orchard Park:

The library is coming along nicely. We had some bumps getting going with the construction, with construction crews having different sets of plans to work off. I met with most of the partners today and was pleased to see that everyone is working together to get on the same page. Library furniture has been ordered and vendors have agreed to hold delivery until December. We hope to have the library construction complete by early December. My understanding is that the goal is to have two additional months to get setup and staff trained prior to our grand opening. Library signage is out to bid, exterior came in at \$12k so we are hoping interior will come in within the remaining budget. There is a chance the Foundation will help defer some of these costs through their Room Naming campaign.

#### South Branch:

We are in a stalemate at this time. Brighton does not like the MSR's current design that has been in the works for the last 1.5 years. Until Brighton donates the land to the library we can not go out to bond. Eric Heniger, Piper Sandler will be at our board meeting to go over the market and the impact of increasing interest rates. Questions are: Do we wait for Brighton? Which may require us to build an even smaller library and redesigned to Brighton's likings, already we are down to 12,000sqft when we promised the voters a 15,000 sqft. Do we find a different piece of land? Do we do nothing? Do we start working on Cherry Ln remodel first? Cherry Ln is not doing so well (HVAC, Plumbing...) in fact the garage door fell off the track this week and is not repairable. With the supply chain issue we are unsure when it will be replaced. As a side note I met with Ginger the owner of the house just east of Cherry (between Cherry and the Anex) . She is lovely and appreciates being our neighbor. She wanted to let me know she does not plan on selling, but if she ever does MLD will have first rights at buying.

An item that may come up while you are out in the community. The Cherry Ln has removed the drive up book drop and outdoor holds pickup. Main reason is because we are getting back to normal here at the library. The new IDA App allows a person to click on a button and request their holds be delivered to the parking lot like Albertsons Pickup. We have reserved a spot and put a sandwich board out there giving the person the option of using the IDA App or calling the front desk for delivery. Our goal is to have items to the car in 5 minutes or less. (Another reason for this change is liability, we had a second patron fall (couldn't get up) while stepping up on the curb to return books. Fortunately I was leaving the library at that time and was able to help her up. This patron loves our library/staff and has sent me a Thank You card for helping. If we were to keep this service we would need to do a curb cut and re-engineer the sidewalk on the west side of the building.)

It is a pleasure working at MLD,  
Lisa

LYNX! Director's meeting notes - 4/21/22 @ Eagle Public Library (by Zeiter)

### **LYNX! Consortium Assessment Project Recommendations**

1. *Move to the ILS to a Hosted Solution* - **Motion was made and passed, implementation to be FY23. Contingency will pay the cost to move.**
2. *Normalize Circulation Policies* - **Tabled for Executive Director**
3. *Explore Options for Holds Distribution* - **Tabled for Executive Director**
4. *Explore Options for PAC Displays* - **Completed**
5. *Implement Vega Discover* - **Motion was made and passed, implemented in FY23. Contingency will pay for the first two years.**
6. *Establish LYNX! Directors as the LYNX! Governing Board* - **Executive committee was formed to recommend a process moving forward. (Eagle, Ada, Nampa and Garden City on committee)**
7. *Establish LYNX! As a 501(c)(3) Organization* - **Executive committee**
8. *Establish a new LYNX! Budget Base Upon the True Cost of the Consortium* - **Executive committee**
9. *Implement a Budget-Based Membership fee formula for LYNX!* - **Executive committee**
10. *Boise Public Library and Garden City Public Library Create a Compensation Agreement Outside of the Agreement for LYNX! Consortium Services Program.* - **GCPL and BPL will work separately on this.**
11. *Draft a New LYNX! Consortium Agreement* - **Executive committee**
12. *Hire a LYNX! Executive Director* - **Executive committee**
13. *Establish Position for a Cataloger* - **Tabled for Executive Director**
14. *Reimagine LYNX! Committees* - **Tabled for Executive Director**
15. *Provide Courier Service to all LYNX! Libraries* - **Committee formed (Cathy, Anna, Erin, Shasta)**
16. *Explore Options for Increased OverDrive Sharing* - **Tabled for Executive Director**
17. *Develop a Comprehensive Plan for Onboarding New Members* - **Tabled for Executive Director**
18. *Build Collaborative Skills Across LYNX!* - **Tabled for Executive Director**

Next meeting to discuss these recommendations will be Thursday **Jun 23, 2022** 11am at Eagle Public Library.

Next Regular LYNX! Director Meeting is **Jul 15, 2022** in Mountain Home 10am

Fiscal Year: 2022  
MERIDIAN LIBRARY

ADA COUNTY  
AUDITOR'S REMITTANCE  
05/03/2022

<u>-----ITEM-----</u>	<u>INTEREST</u>	<u>COLLECTIONS AND CREDITS</u>
2021 REAL - P.Y. DELINQUENT	129.66	3,907.30
2021 PERSONAL - P.Y. DELINQUENT	5.28	177.92
2021 MOBILE HOME - P.Y. DELINQUENT	1.10	34.77
2021 REAL - P.Y. CURRENT		26,046.75
2021 PERSONAL - P.Y. CURRENT		342.00
2021 MOBILE HOME - P.Y. CURRENT		56.33
2020 REAL - DELINQUENT	54.88	344.13
2020 PERSONAL - DELINQUENT		.01
2019 REAL - DELINQUENT	25.63	88.57
	<u>216.55</u>	<u>216.55</u>
		31,214.33

WARRANT: 25809

I HEARBY CERTIFY THAT THE ABOVE IS A CORRECT STATEMENT OF ALL MONIES RECIEVED SINCE THE LAST STATEMENT, LESS DEDUCTIONS.

  
\_\_\_\_\_  
CLERK/AUDITOR/RECORDER

05/03/2022  
DATE



# Meridian Library District

## Bills and Applied Payments

April 2022

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
208 Aloha Garage Door				
04/01/2022	Bill Payment (Check)			-850.00
03/30/2022	Bill	Service on roll-up door	124116	850.00
4IMPRINT				
04/15/2022	Bill Payment (Check)			-3,716.86
03/25/2022	Bill	Retreat Laptop Tote proof and set-up	9796207	3,716.86
Access Integration, Inc.				
04/21/2022	Bill Payment (Check)			-60.00
04/13/2022	Bill	Service repair - back door lock	569818	60.00
ADA COMMUNITY LIBRARY				
04/18/2022	Bill Payment (Check)			-98.85
04/12/2022	Bill	Library Payment	Mar 2022	98.85
AFLAC				
04/21/2022	Bill Payment (Check)			-481.12
04/14/2022	Bill	Aflac benefits	954159	481.12
BACKGROUND SOURCE INTL				
04/21/2022	Bill Payment (Check)			-290.00
04/18/2022	Bill	background checks and motor vehicle checks	90230	290.00
BOISE PUBLIC LIBRARY				
04/07/2022	Bill Payment (Check)			-259.90
02/28/2022	Bill	Library Payment	Feb 2022	259.90
04/18/2022	Bill Payment (Check)			-259.89
04/12/2022	Bill	Library Payment	Mar 2022	259.89
BRADY INDUSTRIES, LLC				
04/21/2022	Bill Payment (Check)			-507.42
04/07/2022	Bill	Janitorial supplies	7280941	507.42
Business Interiors of Idaho				
04/26/2022	Bill Payment (Check)			-80,379.34
04/21/2022	Bill	Orchard Park furnishings	12518-40636-0	78,101.46
04/21/2022	Bill	Orchard Park furnishings	12518-40634-0	2,277.88
CALDWELL PUBLIC LIBRARY				
04/18/2022	Bill Payment (Check)			-19.95
04/12/2022	Bill	Library payment	Mar 2022	19.95
CENTER POINT LARGE PRINT				
04/22/2022	Bill Payment (Check)			-262.44

# Meridian Library District

## Bills and Applied Payments

April 2022

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
04/01/2022	Bill		1922355	87.48
02/01/2022	Bill		1909663	87.48
01/01/2022	Bill		1902774	87.48
Chevron (Wex Bank)				
04/07/2022	Bill Payment (Check)		849304072022	-556.67
03/25/2022	Bill	Fuel	79699136	556.67
CITY OF MERIDIAN				
04/20/2022	Bill Payment (Check)			-32.77
04/05/2022	Bill	Account 25510354-02	2537350	32.77
DELTA DENTAL				
04/18/2022	Bill Payment (Check)			-2,536.66
03/21/2022	Bill	Dental benefits	Apr 2022	2,536.66
DEMCO				
04/08/2022	Bill Payment (Check)			-515.22
03/25/2022	Bill	label protectors and book tape	7103169	515.22
Diamond Lawns, LLC				
04/07/2022	Bill Payment (Check)			-783.19
04/01/2022	Bill	Snow Removal	87860	783.19
EAGLE PUBLIC LIBRARY				
04/18/2022	Bill Payment (Check)			-82.98
04/12/2022	Bill	Library Payment	Mar 2022	82.98
EAST VIEW INFORMATION SERVICES				
04/22/2022	Bill Payment (Check)			-393.49
02/11/2022	Bill	Adult Fiction - Russian	10303612	393.49
Ednetics				
04/01/2022	Bill Payment (Check)			-750.00
03/10/2022	Bill	VoiP	112061	350.00
03/10/2022	Bill	VoiP	112060	400.00
04/21/2022	Bill Payment (Check)			-4,256.68
03/31/2022	Bill	VoiP	112674	4,256.68
04/29/2022	Bill Payment (Check)			-322.25
04/25/2022	Bill	VoiP	113065	322.25
Elaine Thorpe				
04/18/2022	Bill Payment (Check)			-29.99
04/13/2022	Bill	Lost item - returned	03/17/2022	29.99

# Meridian Library District

## Bills and Applied Payments

April 2022

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
FATBEAM, LLC				
04/29/2022	Bill Payment (Check)			-1,000.00
05/01/2022	Bill	Internet	25917	500.00
05/01/2022	Bill	Internet	25929	500.00
Gale/CENGAGE Learning				
04/22/2022	Bill Payment (Check)			-2,316.00
04/01/2022	Bill	GVRL licensing 09/15/21-09/14/22	77558599	2,316.00
GARDEN CITY LIBRARY				
04/18/2022	Bill Payment (Check)			-45.00
04/12/2022	Bill	Library Payment	Mar 2022	45.00
Henriksen Butler Design Group				
04/18/2022	Bill Payment (Check)			-91,183.65
04/01/2022	Bill	FFE - 50% Deposit	108762	91,183.65
IDAHO POWER - 7016				
04/21/2022	Bill Payment (Check)			-108.13
04/07/2022	Bill	1250 W Cherry Ln - 2204237016	04/07/2022	108.13
INGRAM LIBRARY SERVICES				
04/21/2022	Bill Payment (Check)			-40,098.68
04/19/2022	Bill	Collections - media	Mar/Apr Stmt	26,349.46
02/01/2022	Bill	Collections - media	02/01/2022	13,749.22
Intermountain Gas - Cherry Ln				
04/07/2022	Bill Payment (Check)			-577.22
04/05/2022	Bill	Utilities - Gas	Mar 2022	577.22
Irene Benvenuti				
04/21/2022	Bill Payment (Check)			-472.68
04/08/2022	Bill	Mileage reimbursement - Long distance drive to PLA conference	Reimbursement	472.68
JAN-PRO CLEANING SYSTEMS OF ID				
04/07/2022	Bill Payment (Check)			-4,950.00
04/01/2022	Bill	Janitorial Services	5932	4,950.00
04/29/2022	Bill Payment (Check)			-860.00
04/25/2022	Bill	Janitorial Services	5941	860.00
Kuna Library District				
04/18/2022	Bill Payment (Check)			-11.01
04/12/2022	Bill	Library payments	Mar 2022	11.01

L695-NCPERS IDAHO

# Meridian Library District

## Bills and Applied Payments

April 2022

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
04/01/2022	Bill Payment (Check)			-176.00
03/05/2022	Bill	Group Life Insurance	L69500000000042022	176.00
04/21/2022	Bill Payment (Check)			-176.00
04/05/2022	Bill	Group Life Insurance	L69500000000052022	176.00
Library Furniture International				
04/18/2022	Bill Payment (Check)			-69,937.00
03/15/2022	Bill	FFE - 50% Deposit	QT-2622	6,757.00
03/15/2022	Bill	FFE - 50% Deposit	QT-2622 #2	63,180.00
Management Northwest-Patricia L Ball				
04/06/2022	Bill Payment (Check)			-1,050.00
03/14/2022	Bill	Training and legal	1733	1,050.00
Megan Egbert Consulting				
04/18/2022	Bill Payment (Check)			-75.00
04/08/2022	Bill	Reader's Theater program creation	4/1/2022	75.00
MIDAMERICA BOOKS				
04/22/2022	Bill Payment (Check)			-125.70
12/28/2021	Bill	Childrens Books	55	125.70
MIDWEST TAPE				
04/26/2022	Bill Payment (Check)			-6,580.45
04/01/2022	Bill	digital audiobooks, comics, ebooks, movies, music television	Feb/Mar	6,580.45
MIDWEST TAPE (HOOPLA)				
04/07/2022	Bill Payment (Check)			-6,134.13
03/31/2022	Bill	digital audiobooks, comics, ebooks, movies, music television	501910491	6,134.13
Molly Boomer				
04/20/2022	Bill Payment (Check)			-17.99
09/12/2021	Bill		LostItemRefund	17.99
MSR Design				
04/18/2022	Bill Payment (Check)			-70,993.98
01/31/2022	Bill	South Branch Project Costs	00007	70,993.98
04/21/2022	Bill Payment (Check)			-14,136.92
03/31/2022	Bill	South Branch Project Costs	00009	2,888.92
03/31/2022	Bill	Orchard Park Project Costs	00028	11,248.00
NAMPA PUBLIC LIBRARY				
04/18/2022	Bill Payment (Check)			-101.97
04/12/2022	Bill	Library Payments	Mar 2022	101.97

# Meridian Library District

## Bills and Applied Payments

April 2022

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
<b>OVERDRIVE, INC</b>				
04/06/2022	Bill Payment (Check)			-1,008.72
03/29/2022	Bill	eContent	02945DA22103484	792.51
03/29/2022	Bill	eContent	02945DA22103486	77.22
03/29/2022	Bill	eContent	02945DA22103485	95.00
03/29/2022	Bill	eContent	02945DA22103483	43.99
04/21/2022	Bill Payment (Check)			-12,336.71
04/12/2022	Bill	eContent	02945DA22121698	55.00
04/12/2022	Bill	eContent	02945C022120893	4,234.23
04/11/2022	Bill	eContent	02945DA22119823	65.00
04/06/2022	Bill	eContent	02945DA22115973	83.00
04/05/2022	Bill	eContent	02945DA22114846	2,110.91
04/01/2022	Bill	eContent	02945C022110395	5,761.58
04/12/2022	Bill	eContent	02945DA22121699	26.99
04/26/2022	Bill Payment (Check)			-1,029.89
04/19/2022	Bill	eContent	02945DA22128727	260.00
04/19/2022	Bill	eContent	02945DA22128728	734.89
04/19/2022	Bill	eContent	02945DA22128726	35.00
<b>PACIFIC BACKFLOW LLC</b>				
04/07/2022	Bill Payment (Check)			-45.00
04/01/2022	Bill	Backflow testing	22-10787	45.00
04/21/2022	Bill Payment (Check)			-90.00
04/19/2022	Bill	Backflow testing	22-10988	90.00
<b>PEAK ALARM CO, INC</b>				
04/07/2022	Bill Payment (Check)			-132.42
04/01/2022	Bill	Security monitoring 4/1-6/30/2022	1187840	132.42
<b>PENGUIN RANDOM HOUSE LLC</b>				
04/22/2022	Bill Payment (Check)			-209.25
03/29/2022	Bill		1084361809	21.75
03/08/2022	Bill		1084074304	14.25
02/23/2022	Bill		1083937136	44.25
02/28/2022	Bill		1083990378	47.25
02/23/2022	Bill		1083933096	57.75
04/08/2022	Bill		1084502706	24.00
<b>Reliance Standard</b>				
04/07/2022	Bill Payment (Check)			-715.25
02/16/2022	Bill	Basic Life, AD&D	Mar 2022	715.25
04/18/2022	Bill Payment (Check)			-784.26
03/16/2022	Bill	Basic Life, AD&D	GL141441 Mar 2022	784.26
04/21/2022	Bill Payment (Check)			-876.66
04/01/2022	Bill	Basic Life, AD&D	GL161443 - Apr	876.66

# Meridian Library District

## Bills and Applied Payments

April 2022

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
Roberts Hart And Company				
04/21/2022	Bill Payment (Check)			-6,134.09
03/31/2022	Bill		35134	6,134.09
SELECT HEALTH				
04/22/2022	Bill Payment (Check)		OnLine auto pay	-31,460.80
04/18/2022	Bill	May health insurance	221080013597	31,460.80
SENSKE SERVICES, INC.				
04/21/2022	Bill Payment (Check)			-30.00
03/01/2022	Bill	Pest Control	12722402	30.00
Shred-It				
04/06/2022	Bill Payment (Check)			-83.96
02/28/2022	Bill	Shredding services Annex	8001081223	83.96
State Of Idaho Interagency				
04/21/2022	Bill Payment (Check)			-123.00
03/28/2022	Bill		2204773801	123.00
STATE TAX COMMISSION				
04/27/2022	Bill Payment (Check)		TAP	-268.61
03/31/2022	Bill		Qtr 1 2022	268.61
Steven Driggers				
04/20/2022	Bill Payment (Check)			-13.74
02/28/2022	Bill	Lost item - returned	Feb 2022	13.74
SUNDANCE INVESTMENTS LLLP				
04/06/2022	Bill Payment (Check)			-9,608.05
03/29/2022	Bill	Silverstone Lease - Apr 2022	Apr 2022	9,608.05
04/20/2022	Bill Payment (Check)			-9,608.05
04/06/2022	Bill	Silverstone Lease - May 2022	May 2022 Rent	9,608.05
TECH LOGIC CORP				
04/21/2022	Bill Payment (Check)			-61.80
04/19/2022	Bill	System Support Agreement 11/1/21-10/31/22	15010027	61.80
TREASURE VALLEY COFFEE INC				
04/06/2022	Bill Payment (Check)			-76.00
03/24/2022	Bill		2160:08100133	76.00
04/11/2022	Bill Payment (Check)			-76.00
03/24/2022	Bill		216008121854	76.00
04/21/2022	Bill Payment (Check)			-241.90
03/15/2022	Bill	Rent R/O Cooler	216008106446 & 151006	241.90

# Meridian Library District

## Bills and Applied Payments

April 2022

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
TRI-STATE ELECTRIC, INC.				
04/05/2022	Bill Payment (Check)			-800.00
03/29/2022	Bill	Fixtures	25739	800.00
04/29/2022	Bill Payment (Check)			-800.00
04/26/2022	Bill	Fixtures	25880	800.00
UNIFIRST CORP				
04/05/2022	Bill Payment (Check)			-40.33
03/14/2022	Bill	mat cleaning	357 0198419	40.33
04/07/2022	Bill Payment (Check)			-112.63
03/28/2022	Bill	mat cleaning	3570199591	72.57
04/04/2022	Bill	mat cleaning	3570200208	40.06
04/21/2022	Bill Payment (Check)			-40.33
04/11/2022	Bill	mat cleaning	3570200795	40.33
04/29/2022	Bill Payment (Check)			-80.39
04/18/2022	Bill	mat cleaning	3570201406	40.06
04/25/2022	Bill	mat cleaning	3570201998	40.33
UNITED HERITAGE				
04/06/2022	Bill Payment (Check)			-417.89
04/01/2022	Bill	Vision benefit	Apr 2022	417.89
Valley Office Systems				
04/29/2022	Bill Payment (Check)			-657.02
04/19/2022	Bill	Lease and overage charge for copier	AR1055113	657.02
WEX Health, Inc.				
04/18/2022	Bill Payment (Check)			-308.25
01/31/2022	Bill	FSA Fees	0001473039-IN	308.25
WHITNEY GARCIA				
04/13/2022	Bill Payment (Check)			-100.00
04/11/2022	Bill	Savings deduction denied by bank, reimbursement to employee	Reimb	100.00
Www.Oecworks.Com				
04/18/2022	Bill Payment (Check)			-30,684.51
04/13/2022	Bill	FEE - 50% Deposit	45744	30,684.51

Business Statement

Account Number:

P.O. Box 1800  
Saint Paul, Minnesota 55101-0800

1 533 0019 8493  
Statement Period:  
Apr 1, 2022

3668 TRN S Y ST01

through  
Apr 30, 2022

Page 1 of 6

MERIDIAN LIBRARY DISTRICT  
1326 W CHERRY LN  
MERIDIAN ID 83642-1516

To Contact U.S. Bank

Commercial Customer  
Service: 1-800-346-2249

U.S. Bank accepts Relay Calls

Internet: usbank.com

INFORMATION YOU SHOULD KNOW

Effective May 26, 2022 the "Your Deposit Account Agreement" disclosure will include update(s) and may affect your rights.

Primary update:

? Updates to Unauthorized Transactions and Lost or Stolen Cards section

Beginning May 26, 2022, download a copy of the revised booklet at [usbank.com/tmtermsandconditions](https://usbank.com/tmtermsandconditions). You may also call your customer service team at the phone number listed at the top of this statement to request a copy.

If you have any questions, you can call us at U.S. Bank 24-Hour Banking at 800.USBANKS (872.2657). We accept relay calls. Our bankers are also available to help at your local branch via appointment.

MUNICIPAL INVESTOR CHECKING  
U.S. Bank National Association  
Account Summary

Member FDIC  
Account Number 1-533-0019-8493



	# Items			
Beginning Balance on Apr 1	\$	4,407,463.67	Interest Paid this Year	\$ 60.53
Customer Deposits	47	21,217.84	Number of Days in Statement Period	30
Other Deposits	70	38,641.66		
Other Withdrawals	41	1,183,651.21-		
Checks Paid	1	3,031.65-		

Ending Balance on Apr 30, 2022\$ 3,280,640.31

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Apr 1	9213698012	103.50		Apr 20	8613149382	2.30
	Apr 6	8613224557	2.10		Apr 20	8613149376	8.00
	Apr 6	8613412012	3.00		Apr 20	8613149384	9.00
	Apr 6	8613224559	7.27		Apr 20	8613349095	11.49
	Apr 6	8613224561	12.99		Apr 20	8613149380	19.99
	Apr 6	8613412018	17.40		Apr 20	8613149363	26.09
	Apr 6	8613412014	23.82		Apr 20	8613149367	26.40
	Apr 6	8613224563	24.95		Apr 20	8613349108	37.75
	Apr 6	8613412006	30.67		Apr 20	8613149374	47.50
	Apr 6	8613224565	64.20		Apr 20	8613349110	88.70
	Apr 6	8613412008	192.02		Apr 20	8613149341	90.00
	Apr 13	8613553925	0.60		Apr 20	8613149345	134.28
	Apr 13	8613553915	0.95		Apr 20	8613149378	200.00
	Apr 13	8613553921	1.40		Apr 20	8613149349	2,050.00
	Apr 13	8613553917	1.50		Apr 20	8613149369	2,400.00
	Apr 13	8613553929	2.00		Apr 27	8613081349	2.00
	Apr 13	8613553931	6.80		Apr 27	8613081366	2.10
	Apr 13	8613553923	35.00		Apr 27	8613081362	11.06
	Apr 13	8613553919	101.95		Apr 27	8613081358	15.00

2

MERIDIAN LIBRARY DISTRICT  
 1326 W CHERRY LN  
 MERIDIAN ID 83642-1516

Business Statement

Account Number:  
 1 533 0019 8493  
 Statement Period:  
 Apr 1, 2022  
 through  
 Apr 30, 2022

Page 2 of 6

MUNICIPAL INVESTOR CHECKING  
 U.S. Bank National Association  
 Customer Deposits (continued)

(CONTINUED)  
 Account Number 1-533-0019-8493

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Apr 27	8613081360	17.00		Apr 27	8613082439	59.05
	Apr 27	8613081345	21.30		Apr 28	8912594449	10.70

Apr 27	8613081364	24.19	Apr 28	8912594461	188.37
Apr 27	8613081333	25.15	Apr 28	8912594455	15,000.00
Apr 27	8613081347	58.30			

Total Customer Deposits \$ 21,217.84

## Other Deposits

Date	Description of Transaction	Ref Number	Amount
Apr 1	Electronic Deposit From Square Inc REF=220910073362760N00	942430002220401P2 L208706013783	\$ 26.28
Apr 1	Electronic Deposit From Square Inc REF=220910073362750N00	942430002220401P2 L208706010421	28.10
Apr 4	Electronic Deposit From Square Inc REF=220940126270080N00	942430002220404P2 L207707727775	4.77
Apr 4	Electronic Deposit From BANKCARD-8566 REF=220940068793160N00	1592126793MTOT DEP 518089140261835	8.47
Apr 4	Electronic Deposit From Square Inc REF=220940126270500N00	942430002220404P2 L208706564011	8.67
Apr 4	Electronic Deposit From BANKCARD-8566 REF=220940118952160N00	1592126793MTOT DEP 518089140261835	12.99
Apr 4	Electronic Deposit From Square Inc REF=220940126270510N00	942430002220404P2 L208706564012	24.62
Apr 4	Electronic Deposit From BANKCARD-8566 REF=220940118952150N00	1592126793MTOT DEP 518089140261835	27.00
Apr 4	Electronic Deposit From Square Inc REF=220940126271040N00	942430002220404P2 L208706689749	31.94
Apr 4	Electronic Deposit From Square Inc REF=220940126270520N00	942430002220404P2 L208706564013	49.65
Apr 6	Electronic Deposit From Square Inc REF=220960061173880N00	942430002220406P2 L208707205402	32.62
Apr 6	Electronic Deposit From Square Inc REF=220960061173810N00	942430002220406P2 L208707186393	58.34
Apr 7	Electronic Deposit From Square Inc REF=220970073365730N00	942430002220407P2 L208707528409	4.09
Apr 7	Electronic Deposit From Square Inc REF=220970073365280N00	942430002220407P2 L207708594517	5.35
Apr 7	Electronic Deposit From BANKCARD-8566 REF=220960155313860N00	1592126793MTOT DEP 518089140261835	16.19
Apr 8	Electronic Deposit From Square Inc REF=220980067350290N00	942430002220408P2 L208707865997	8.67
Apr 8	Electronic Deposit From Square Inc REF=220980067349650N00	942430002220408P2 L207708900480	11.59
Apr 8	Electronic Deposit From Square Inc REF=220980067350120N00	942430002220408P2 L208707817746	12.56
Apr 8	Electronic Deposit From Bill.com REF=220980063089290N00	3204895317VoidPaymnt016MBLVNM26LJLW	120.95
Apr11	Electronic Deposit From Square Inc REF=221010087716550N00	942430002220411P2 L208708423303	2.33
Apr11	Electronic Deposit From Square Inc		4.53

	REF=221010087716190N00	9424300002220411P2	L207709573413	
Apr11	Electronic Deposit	From Square Inc		4.58
	REF=221010087716990N00	9424300002220411P2	L208708535019	
Apr11	Electronic Deposit	From Square Inc		18.65
	REF=221010087716540N00	9424300002220411P2	L208708423302	
Apr11	Electronic Deposit	From Square Inc		23.04
	REF=221010087716560N00	9424300002220411P2	L208708423304	

2

MERIDIAN LIBRARY DISTRICT  
1326 W CHERRY LN  
MERIDIAN ID 83642-1516

## Business Statement

Account Number:  
1 533 0019 8493  
Statement Period:  
Apr 1, 2022  
through  
Apr 30, 2022

Page 3 of 6

MUNICIPAL INVESTOR CHECKING  
U.S. Bank National Association  
Other Deposits (continued)

(CONTINUED)

Account Number 1-533-0019-8493

Date	Description of Transaction	Ref Number	Amount
Apr11	Electronic Deposit From Square Inc REF=221010087716180N00	9424300002220411P2	L207709573412 29.02
Apr11	Electronic Deposit From Square Inc REF=221010087716530N00	9424300002220411P2	L208708423301 210.10
Apr11	Electronic Deposit From ADA COUNTY REF=221010106771430Y00	F826000277PAYMENTS	40025747 36,338.29
Apr12	Electronic Deposit From Square Inc REF=221020084539200N00	9424300002220412P2	L208708762001 47.87
Apr13	Electronic Deposit From Square Inc REF=221030077566340N00	9424300002220413P2	L207710102538 11.49
Apr13	Electronic Deposit From BANKCARD-8566 REF=221020161855650N00	1592126793MTOT DEP	518089140261835 17.99
Apr13	Electronic Deposit From Square Inc REF=221030077566730N00	9424300002220413P2	L208709037934 44.02
Apr13	Electronic Deposit From Square Inc REF=221030077566560N00	9424300002220413P2	L208709010441 61.00
Apr14	Electronic Deposit From Square Inc REF=221040096114440N00	9424300002220414P2	L207710431729 2.24
Apr14	Electronic Deposit From Square Inc REF=221040096114620N00	9424300002220414P2	L208709329482 38.84
Apr14	Electronic Deposit From Square Inc REF=221040096114640N00	9424300002220414P2	L208709334372 40.52
Apr14	Electronic Deposit From BANKCARD-8566 REF=221030177663650N00	1592126793MTOT DEP	518089140261835 42.99
Apr15	Electronic Deposit From Square Inc		16.50

Apr15	Electronic Deposit	From Square Inc	34.76
Apr18	Electronic Deposit	From Square Inc	4.77
Apr18	Electronic Deposit	From Square Inc	6.42
Apr18	Electronic Deposit	From Square Inc	27.26
Apr18	Electronic Deposit	From Square Inc	53.47
Apr18	Electronic Deposit	From Square Inc	58.68
Apr18	Electronic Deposit	From Square Inc	76.89
Apr19	Electronic Deposit	From Square Inc	17.97
Apr20	Electronic Deposit	From Square Inc	8.67
Apr20	Electronic Deposit	From Bill.com	10.00
Apr20	Electronic Deposit	From Bill.com	13.74
Apr20	Electronic Deposit	From Bill.com	17.99
Apr20	Electronic Deposit	From Square Inc	64.96
Apr20	Electronic Deposit	From Square Inc	89.66
Apr21	Electronic Deposit	From Square Inc	34.76

2

MERIDIAN LIBRARY DISTRICT  
 1326 W CHERRY LN  
 MERIDIAN ID 83642-1516

Business Statement

Account Number:  
 1 533 0019 8493  
 Statement Period:  
 Apr 1, 2022  
 through  
 Apr 30, 2022

Page 4 of 6

MUNICIPAL INVESTOR CHECKING  
 U.S. Bank National Association  
 Other Deposits (continued)  
 Date Description of Transaction  
 Apr21 Electronic Deposit From Square Inc

(CONTINUED)  
 Account Number 1-533-0019-8493

Ref Number	Amount
	54.32

	REF=221110070709680N00	9424300002220421P2	L208711169489	
Apr22	Electronic Deposit	From Square Inc		20.49
	REF=221120063664450N00	9424300002220422P2	L208711504225	
Apr22	Electronic Deposit	From Square Inc		62.20
	REF=221120063664460N00	9424300002220422P2	L208711506181	
Apr25	Electronic Deposit	From Square Inc		7.69
	REF=221150084773000N00	9424300002220425P2	L208712130740	
Apr25	Electronic Deposit	From BANKCARD-8566		8.49
	REF=221150045609510N00	1592126793MTOT DEP	518089140261835	
Apr25	Electronic Deposit	From Square Inc		10.37
	REF=221150084772920N00	9424300002220425P2	L208712127930	
Apr25	Electronic Deposit	From Square Inc		16.05
	REF=221150084772910N00	9424300002220425P2	L208712127929	
Apr25	Electronic Deposit	From Square Inc		19.14
	REF=221150084772990N00	9424300002220425P2	L208712130739	
Apr25	Electronic Deposit	From Square Inc		29.80
	REF=221150084772930N00	9424300002220425P2	L208712127931	
Apr26	Electronic Deposit	From Square Inc		11.59
	REF=221160096797740N00	9424300002220426P2	L208712398594	
Apr27	Electronic Deposit	From Square Inc		16.12
	REF=221170007192180N00	9424300002220427P2	L208712692179	
Apr27	Electronic Deposit	From Square Inc		114.53
	REF=221170007191990N00	9424300002220427P2	L208712660604	
Apr28	Electronic Deposit	From Square Inc		23.86
	REF=221180032970500N00	9424300002220428P2	L208712994658	
Apr28	Electronic Deposit	From Square Inc		60.13
	REF=221180032970120N00	9424300002220428P2	L207714051555	
Apr28	Electronic Deposit	From Square Inc		90.29
	REF=221180032970520N00	9424300002220428P2	L208712998736	
Apr29	Interest Paid		2900000126	16.03
Apr29	Electronic Deposit	From Square Inc		46.65
	REF=221190059165780N00	9424300002220429P2	L208713366111	
Apr29	Electronic Deposit	From Square Inc		67.06
	REF=221190059165490N00	9424300002220429P2	L208713322221	
Total Other Deposits \$				38,641.66

## Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Apr 1	Electronic Withdrawal To NATIONWIDE		\$ 140.85-
	REF=220900130984810N00	9000191110PAYMENTS DCD0007935129	
Apr 1	Electronic Withdrawal To Bill.com		850.00-
	REF=220910079620190N00	3204895317Payables 0160KXJBR268SSL	
Apr 1	Electronic Withdrawal To Bill.com		1,407.12-
	REF=220910079620540N00	3204895317Payables 016AVQDQZ268SSN	
Apr 4	Electronic Withdrawal To BANKCARD-8566		25.53-
	REF=220940060013720N00	1592126793MTOT DISC 518089140261835	
Apr 4	Electronic Withdrawal To BANKCARD		42.42-
	REF=220940060012930N00	4518088064MTOT DISC 510159162800957	

Apr 5	Electronic Withdrawal	To Bill.com		40.33-
	REF=220950056322730N00	3204895317Payables	016IWIMVS26DKGO	
Apr 5	Electronic Withdrawal	To PITNEY BOWES		800.00-
	REF=220940199714150N00	9601631001POSTEDGE	38545182	
Apr 5	Electronic Withdrawal	To Bill.com		800.00-
	REF=220950056322820N00	3204895317Payables	016YTNYEF26DKGL	
Apr 5	Electronic Withdrawal	To Meridian Free Li		300,000.00-
	REF=220940184944420N00	820312226 US Bank Tr		

2

MERIDIAN LIBRARY DISTRICT  
 1326 W CHERRY LN  
 MERIDIAN ID 83642-1516

Business Statement

Account Number:  
 1 533 0019 8493  
 Statement Period:  
 Apr 1, 2022  
 through  
 Apr 30, 2022

Page 5 of 6

MUNICIPAL INVESTOR CHECKING  
 U.S. Bank National Association  
 Other Withdrawals (continued)

(CONTINUED)  
 Account Number 1-533-0019-8493

Date	Description of Transaction	Ref Number	Amount
Apr 6	Electronic Withdrawal To Bill.com		26,099.87-
	REF=220960056624580N00	3204895317Payables 016TRRTJG26H4TW	
Apr 7	Electronic Withdrawal To Bill.com		259.90-
	REF=220970075549120N00	3204895317Payables 016NWBXCL26ICY7	
Apr 7	Electronic Withdrawal To Bill.com		13,449.84-
	REF=220970075549340N00	3204895317Payables 016JSXMLI26ICY6	
Apr 8	Electronic Withdrawal To Bill.com		515.22-
	REF=220980062562090N00	3204895317Payables 016RASJRY26KF4Z	
Apr11	Electronic Withdrawal To Bill.com		76.00-
	REF=221010125070700N00SD	1204895317Payables 016HAJRGV26ON02	
Apr11	Electronic Withdrawal To WEX INC		556.67-
	REF=220980096678440N00	1841425616FLEET DEBI9100006541227	
Apr13	Electronic Withdrawal To Bill.com		100.00-
	REF=221030078984740N00	3204895317Payables 016KQWLYU26R6NA	
Apr13	Electronic Withdrawal To SELECTHEALTH		26,586.00-
	REF=221020096329160N00	1870409820PAC G1014270	
Apr14	Analysis Service Charge	1400000000	86.79-
Apr15	Electronic Withdrawal To Bill.com		3,716.86-
	REF=221050140288110N00SD	1204895317Payables 016SBJHKQ26XISK	
Apr15	Electronic Withdrawal To PERSI		3,740.56-
	REF=221040182789330N00	9000002238COF DEBIT 00000000205052	
Apr15	Electronic Withdrawal To PERSI		17,880.37-
	REF=221040182789210N00	9000002238COF DEBIT 00000000105052	
Apr18	Electronic Withdrawal To Bill.com		71,718.62-

Apr18	Electronic Withdrawal	To Bill.com	REF=221080112963180N00	3204895317Payables	016VYB0RE26XSXU	195,434.33-
Apr19	Electronic Withdrawal	To NATIONWIDE	REF=221080112963210N00	3204895317Payables	016LEKEDL26XSXR	264.07-
Apr19	Electronic Withdrawal	To NATIONWIDE	REF=221080219284700N00	9000191110PAYMENTS	DCD0008006757	685.51-
Apr20	Electronic Withdrawal	To CITY OF MERIDIAN	REF=221080219284740N00	9000191110PAYMENTS	DCD0008006994	32.77-
Apr20	Electronic Withdrawal	To Bill.com	REF=221090087356310N00	1826000225UTILITIES	#22510354-02	9,672.55-
Apr21	Electronic Withdrawal	To Bill.com	REF=221100048602600N00	3204895317Payables	016THKYKY271SRI	83,304.46-
Apr22	Electronic Withdrawal	To Bill.com	REF=221110064787970N00	3204895317Payables	016JPJCPP273W9V	3,482.88-
Apr25	Electronic Withdrawal	To MASTERCARD	REF=221120065534850N00	3204895317Payables	016IDBAKV275TEN	39.00-
Apr25	Electronic Withdrawal	To Bill.com	REF=221150045608850N00	1465106539PAYMENT	552747XXXXX7818	3,031.65-
Apr26	Electronic Withdrawal	To Bill.com	REF=221150067445910N00	3204895317Payables	016KODWEO2782W1	88,013.68-
Apr27	Electronic Withdrawal	To STATE OF IDAHO	REF=221160098877670N00	3204895317Payables	016TRRWBV27AFLK	268.61-
Apr27	Electronic Withdrawal	To PERSI	REF=221160174778260N00	6826001011DEBIT TAX	1761059072	3,734.60-
Apr27	Electronic Withdrawal	To PERSI	REF=221160192257250N00	9000002238COF DEBIT	00000000205052	18,490.91-
Apr27	Electronic Withdrawal	To Meridian Free Li	REF=221160192257140N00	9000002238COF DEBIT	00000000105052	300,000.00-
Apr28	Electronic Withdrawal	To NATIONWIDE	REF=221170009306420N00	820312226 US Bank Tr		265.42-
Apr28	Electronic Withdrawal	To NATIONWIDE	REF=221170113914710N00	9000191110PAYMENTS	DCD0008041270	683.49-
Apr28	Electronic Withdrawal	To NATIONWIDE	REF=221170113914700N00	9000191110PAYMENTS	DCD0008041251	

MERIDIAN LIBRARY DISTRICT  
 1326 W CHERRY LN  
 MERIDIAN ID 83642-1516

Business Statement

Account Number:  
 1 533 0019 8493  
 Statement Period:  
 Apr 1, 2022  
 through  
 Apr 30, 2022

MUNICIPAL INVESTOR CHECKING  
 U.S. Bank National Association  
 Other Withdrawals (continued)

(CONTINUED)  
 Account Number 1-533-0019-8493

Date	Description of Transaction	Ref Number	Amount
Apr28	Electronic Withdrawal To Electronic Payme REF=221170106753430Y00	E820130980IDAPOWER IDAPWR012354718	2,437.04-
Apr29	Electronic Withdrawal To BILL.COM LLC REF=221190062666900N00	8204895317BILLING 01B4TXRKCKYC9HD	701.90-
Apr29	Electronic Withdrawal To Bill.com REF=221190061748760N00	3204895317Payables 016ZUTUNV27GSGC	4,215.39-
Total Other Withdrawals \$			1,183,651.21-

Checks Presented Conventionally

Check	Date	Ref Number	Amount
5473	Apr29	9214683480	3,031.65

Conventional Checks Paid (1)\$ 3,031.65-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Apr 1	4,405,223.58	Apr12	4,100,053.10	Apr21	3,692,981.82
Apr 4	4,405,323.74	Apr13	4,073,651.80	Apr22	3,689,581.63
Apr 5	4,103,683.41	Apr14	4,073,689.60	Apr25	3,686,602.52
Apr 6	4,078,052.92	Apr15	4,048,403.07	Apr26	3,598,600.43
Apr 7	4,064,368.81	Apr18	3,781,477.61	Apr27	3,276,472.11
Apr 8	4,064,007.36	Apr19	3,780,546.00	Apr28	3,288,459.51
Apr11	4,100,005.23	Apr20	3,776,197.20	Apr29	3,280,640.31

Balances only appear for days reflecting change.



# Meridian Library District

## Statement of Financial Position

As of April 30, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Petty cash	200.00
1000BKM Petty cash - Bookmobile	50.00
1000BR Petty cash - Branch	300.00
1000U Petty Cash - unBound	0.00
1010 Cash on hand - Circulation	216.90
1010BR Cash on hand - Branch	243.15
1013 Cash on Hand - Change	50.80
1014 Cash on hand - Public copier	29.45
1016 Cash on Hand - unBound	50.00
1071 Bill.com Money In Clearing	511.82
1072 Bill.com Money Out Clearing	-10,258.26
1120 Checking - USBank	3,532,073.84
1150 Chkg payroll -1st Interstate	131,610.62
1160 Savings payroll -1st Interstate	85,182.29
1170 Checking HRA -1st Interstate	154,738.26
1200 Paypal account	-324.51
1937 StatePool-General Operations	681,070.11
1938 StatePool-Capital Project Fund	2,610,633.80
1939 StatePool-Cap Replacement &Repr	5,130,102.35
<b>Total Bank Accounts</b>	<b>\$12,316,480.62</b>
Accounts Receivable	
11000 Accounts Receivable	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>
Other Current Assets	
1170.2 Rec/Pay HRA acct	0.00
1500 Deposits/Prepaid expenses	31,274.72
1550 Refunds pending	46.23
1600 Property Tax Receivable	8,157,193.00
1625 Ada County Sales Tax Receivable	0.00
1627 LGIP Interest Receivable	-749.70
1630 Grant Receivable -CDBG	0.00
1633 Receivable-Foundation	10,500.00
1634 Grants Receivable	3,000.00
1635 Grant Receivable -NNLM	0.00
1650 ICFL Grant Receivable	0.00
1651 Grant Receivable - SWAC	0.00
1652 Sales Tax Receivable	23,164.00
1706 Tech Purchase -Lindsay Tydings	0.00
1800 Fines Receivable	51,386.04
1850 Allowance	-40,594.98
2601x Campaign - Expenditures	0.00

# Meridian Library District

## Statement of Financial Position

As of April 30, 2022

	TOTAL
<b>Total Other Current Assets</b>	<b>\$8,235,219.31</b>
<b>Total Current Assets</b>	<b>\$20,551,699.93</b>
<b>TOTAL ASSETS</b>	<b>\$20,551,699.93</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2380 Accounts Payable	39,198.76
<b>Total Accounts Payable</b>	<b>\$39,198.76</b>
Credit Cards	
2600 Amazon/Synchrony	0.00
2700 Divvy Credit Cards Payable	-38,592.49
2705 Credit Card (1849) 7082 Mackie	0.00
2706 Credit Card 7009 Cheryl	0.00
2707 Credit Card 7058 Nicole S.	0.00
2710 Credit Card (7108) 5075 Dani	0.00
2712 Credit Card 7116 Tracy	0.00
2713 Credit Card 7173 Luke	0.00
2714 Credit Card 7223 Janet	0.00
2715 Credit Card 0435 Pamela	0.00
2720 Credit Card 0592 Whitney	0.00
2722 Credit Card 7231 Nate	0.00
2723 Credit Card 7249 Hailey Roberts	0.00
2724 Credit Card 7280 Anne	0.00
2725 Credit Card 1708 (6795) Cheri	0.00
2730 Credit Card 1715 Gabrielle	0.00
2732 Credit Card 7818 Gretchen	0.00
2733 Credit Card 7867 Dawn	0.00
2735 Credit Card 1716(6944) Adm-Dawn	0.00
2740 Credit Card 1757(6985) Megan	0.00
2742 Credit Card 1765 (6993) Jeanie	0.00
2745 Credit Card 1773 (7017) Steve	0.00
2750 Credit Card 1781 (7025) Travis	0.00
2755 Credit Card 1799 (7033) Trisha	0.00
2760 Credit Card 1807 (7041) Azzia	0.00
2765 Credit Card 1815 Nicole Steiner	0.00
2770 Credit Card 1823 Maria	0.00
2775 Credit Card 1831 (7074) Audra	0.00
2780 Credit Card 1856 (7090) Justin	0.00
2785 Credit Card 1880(7124) Laura A.	0.00
2790 Credit Card 1898 (7132) Skye	0.00
2795 Credit Card 1906(7140) Kathleen	0.00
2800 Credit Card 1914(7157) Barbra	0.00

# Meridian Library District

## Statement of Financial Position

As of April 30, 2022

	TOTAL
2805 Credit Card 1922 (7165)Nicole U	0.00
2810 Credit Card 1930 (7181) Allie	0.00
2815 Credit Card 1948 (7199) Erin	0.00
2820 Credit Card 1955(7207) Nick	0.00
2825 Credit Card 1971 (7256) John	0.00
2830 Credit Card 1989 (7272) Camille	0.00
2835 Credit Card 1997(8684) J Liebig	0.00
2840 Credit Card 2003(9971) Amanda	0.00
2845 Credit Card 2011 (0128) Emily B	0.00
2850 Credit Card 2029 Michele	0.00
2855 Credit Card 2041 Sirrah	0.00
2860 Credit Card 2045 (0484) Cheryl	0.00
2865 Credit Card 2052 (0492) Muhammad	0.00
2870 Credit Card 2060(7215) Alex	0.00
2875 Credit Card 2084 (2037) Jason	0.00
2880 Credit Card 2342 Nate Pedersen	0.00
2885 Credit Card 2846 (9867) Macey	0.00
2890 Credit Card 4396 Jill	0.00
2895 Credit Card 5616 Jenaleigh	0.00
<b>Total Credit Cards</b>	<b>\$ -38,592.49</b>
Other Current Liabilities	
2300 Payroll Liabilities	0.00
2305 FICA withholding payable	0.00
2310 Federal withholding payable	0.01
2320 State withholding payable	0.00
2330 PERSI withholding payable	-71.99
2340 401K withholding payable	0.00
2345 Select Health	-10,394.22
2346 Medical - Cobra	0.00
2350 Persi Life withholding payable	-929.73
2351 Persi Payable	211.85
2352 Nationwide Withholding	-0.03
2354 FSA Discovery Reserve	4,765.56
2355 Dental	-320.04
2357 Unum Payable	0.00
2360 AFLAC	-50.18
2365 United Heritage	80.22
2370 Garnishments	0.00
2400 Accounts Payable -Other	4,395.78
2405 Accrued Wages	0.00
2410 Sales/Use tax payable	0.00
<b>Total Other Current Liabilities</b>	<b>\$ -2,312.77</b>
<b>Total Current Liabilities</b>	<b>\$ -1,706.50</b>

# Meridian Library District

## Statement of Financial Position

As of April 30, 2022

	TOTAL
<b>Total Liabilities</b>	<b>\$ -1,706.50</b>
Equity	
1170.1 Restricted HRA balances	154,538.86
2535.1 Aspire 18-22	0.00
2535.2 CBH Homes 18-28	0.00
2535.3 Grimaldis - Family Trivia	0.00
2535.4 ICFL-Make It Grant 18-23	0.00
2535.5 ICFL - Make It Grant 18-21 YS	0.00
2535.6 Tween Advisory Board Book Purch	0.00
2535.7 Meridian Kiwanis -Books by Mail	0.00
2536 Meridian Historical Society Funds	13,113.76
2536.11 Friends - Holiday Party	0.00
2536.12 MayorBook-15/16 expense	0.00
2536.13 Friends - Book A Bike Program	0.00
2536.14 Friends - SR prizes Adults	0.00
2536.16 Friends - Staff Picnic	0.00
2536.3 Friends C/O Balance-PreFunk	0.00
2536.4 Friends C/O-Headstart postage	0.00
2536.6 Friends C/O-AD SR Prizes	0.00
2536.7 Friends C/O-CH SR Prizes	0.00
2536.8 ICFL C/O -unBound Teen	0.00
2536.9 MayorBook-C/O balances	0.00
2537.1 Meridian Lions -Baby Lit Kits	0.00
2602 Campaign - C/O transfer income	0.00
2900 Investment in GFA	9,844,884.00
2910 Contra Accum Deprec	-4,890,205.00
2912 Accum Dep - Buildings	1,574,929.00
2913 Accum Depr - Equipment	2,464,684.00
2914 Accum Depr - Improvements	738,822.00
2915 Accum Depr - Leasehold Improv	111,770.00
2988.4 17929 Leisure Lane	-53,000.00
2988.5 Buildings	-4,474,133.00
2988.6 Improvements	-1,001,737.00
2988.7 Leasehold Improvements	-171,997.00
2988.8 Equipment	-3,030,521.00
2990 Deferred Inflows	8,114,897.00
2995 Advanced Revenue	36,269.00
2998.1 Jewitt property	-210,996.69
2998.2 Cherry/Leisure property	-449,588.00
2998.3 1326 Cherry Lane	-192,604.00
2998.9 Artwork	-25,500.00
2999 Retained Earnings	6,968,933.24
2999.1 Construction in Progress	-234,806.00
32000 Owners Equity	3,275,352.34

# Meridian Library District

## Statement of Financial Position

As of April 30, 2022

	TOTAL
Opening Bal Equity	0.00
Net Revenue	1,990,300.92
<b>Total Equity</b>	<b>\$20,553,406.43</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$20,551,699.93</b>

# Meridian Library District

## Budget vs. Actuals: Budget FY22 by Class - FY22 P&L Classes

October 2021 - September 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
40000 Tax Revenue				
4000 Tax levy	4,277,546.33	6,667,318.00	-2,389,771.67	64.16 %
4010 Ag. Replacement	485.00	1,940.00	-1,455.00	25.00 %
4020 Pers Prop Replacement	14,989.61	29,979.00	-14,989.39	50.00 %
4025 Recovered Homeowner's Exemption	78.00	156.00	-78.00	50.00 %
4060 Tort Tax Levy	23,789.52	47,579.00	-23,789.48	50.00 %
4100 Sales tax income	123,874.56	310,000.00	-186,125.44	39.96 %
<b>Total 40000 Tax Revenue</b>	<b>4,440,763.02</b>	<b>7,056,972.00</b>	<b>-2,616,208.98</b>	<b>62.93 %</b>
42000 Non-tax Revenue	0.00		0.00	
4200 Fines and fees	4,818.40	10,000.00	-5,181.60	48.18 %
4220 Meeting Room income	919.40	1,000.00	-80.60	91.94 %
4221 Donations & Memorials	6,430.50	19,000.00	-12,569.50	33.84 %
4300 Interest income	742.20	2,300.00	-1,557.80	32.27 %
4339 Capital Replace & Repair Int	3,673.99	4,000.00	-326.01	91.85 %
4400 Copy/Print income	8,023.23	11,300.00	-3,276.77	71.00 %
4410 Miscellaneous income	20.00		20.00	
4500 Grants	26,297.97	90,000.00	-63,702.03	29.22 %
<b>Total 42000 Non-tax Revenue</b>	<b>50,925.69</b>	<b>137,600.00</b>	<b>-86,674.31</b>	<b>37.01 %</b>
Sales	0.00		0.00	
Sales of Product Revenue	0.00		0.00	
<b>Total Revenue</b>	<b>\$4,491,688.71</b>	<b>\$7,194,572.00</b>	<b>\$ -2,702,883.29</b>	<b>62.43 %</b>
<b>GROSS PROFIT</b>	<b>\$4,491,688.71</b>	<b>\$7,194,572.00</b>	<b>\$ -2,702,883.29</b>	<b>62.43 %</b>
<b>Expenditures</b>				
50000 PERSONNEL				
5000 Salaries and wages	1,469,531.06	3,040,961.00	-1,571,429.94	48.32 %
5005 Termination salaries	8,713.39	16,000.00	-7,286.61	54.46 %
<b>Total 5000 Salaries and wages</b>	<b>1,478,244.45</b>	<b>3,056,961.00</b>	<b>-1,578,716.55</b>	<b>48.36 %</b>
5010 Payroll benefits	105.51	1,153,969.00	-1,153,863.49	0.01 %
5010a Benefits - Retirement	152,017.97		152,017.97	
5010b Benefits - PR Taxes	117,314.38		117,314.38	
5010c Benefits - Health	293,504.15		293,504.15	
<b>Total 5010 Payroll benefits</b>	<b>562,942.01</b>	<b>1,153,969.00</b>	<b>-591,026.99</b>	<b>48.78 %</b>
<b>Total 50000 PERSONNEL</b>	<b>2,041,186.46</b>	<b>4,210,930.00</b>	<b>-2,169,743.54</b>	<b>48.47 %</b>
51000 COLLECTIONS	43,952.88		43,952.88	
5110 Adult fiction	125.72		125.72	
5115 Adult Print Books	35,383.08	221,000.00	-185,616.92	16.01 %
5121 Electronic databases	31,152.20	38,450.00	-7,297.80	81.02 %
5122 eContent	206,247.10	335,000.00	-128,752.90	61.57 %
5125 Print Reference	71.67	3,000.00	-2,928.33	2.39 %
5130 Children's books	15,714.30	231,500.00	-215,785.70	6.79 %

# Meridian Library District

## Budget vs. Actuals: Budget FY22 by Class - FY22 P&L Classes

October 2021 - September 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5130S Children's books - Supported	60.09		60.09	
<b>Total 5130 Children's books</b>	<b>15,774.39</b>	<b>231,500.00</b>	<b>-215,725.61</b>	<b>6.81 %</b>
5135 Young Adult books	3,045.48	117,500.00	-114,454.52	2.59 %
5149 Media	12,168.56	122,000.00	-109,831.44	9.97 %
5150 Circulating devices & kits	797.42	45,000.00	-44,202.58	1.77 %
5151 Periodicals	1,479.39	8,000.00	-6,520.61	18.49 %
<b>Total 51000 COLLECTIONS</b>	<b>350,197.89</b>	<b>1,121,450.00</b>	<b>-771,252.11</b>	<b>31.23 %</b>
<b>52000 OPERATING EXPENSES</b>				
52020 Professional Services				
5202.1 Audit	12,250.00	9,500.00	2,750.00	128.95 %
5202.4 Legal fees	8,660.50	15,100.00	-6,439.50	57.35 %
5202.5 Consulting	24,166.00	8,750.00	15,416.00	276.18 %
5202.6 Other	1,300.00		1,300.00	
5202.7 Accounting Svcs	22,731.59		22,731.59	
<b>Total 52020 Professional Services</b>	<b>69,108.09</b>	<b>33,350.00</b>	<b>35,758.09</b>	<b>207.22 %</b>
52025 Banking fees				
5202.2 Bankcard fees	1,122.84	6,600.00	-5,477.16	17.01 %
5202.3 Financial fees	15,285.63	184,120.00	-168,834.37	8.30 %
<b>Total 52025 Banking fees</b>	<b>16,408.47</b>	<b>190,720.00</b>	<b>-174,311.53</b>	<b>8.60 %</b>
5211 Copy/Print	10,687.84	29,600.00	-18,912.16	36.11 %
52120 Consortium				
5212.A Consortium-Adv/Prog	-624.34		-624.34	
5212.C Consortium-Courier		31,000.00	-31,000.00	
5212.H Consortium-Hardware/Software	1,927.07	55,421.00	-53,493.93	3.48 %
<b>Total 52120 Consortium</b>	<b>1,302.73</b>	<b>86,421.00</b>	<b>-85,118.27</b>	<b>1.51 %</b>
5216 Equipment & Furnishings Not Cap		3,900.00	-3,900.00	
52200 Information Technology				
5220.1 IT Infra -Software/Licensing	32,302.59	102,044.00	-69,741.41	31.66 %
5220.2 IT Infra -Support	37,959.08	24,200.00	13,759.08	156.86 %
5220.3 IT PCs, Printers & Hardware	9,300.91	32,472.00	-23,171.09	28.64 %
5220.5 IT Utilities	15,738.31	64,780.00	-49,041.69	24.30 %
5220.6 IT Collection Licensing	9,231.66	19,400.00	-10,168.34	47.59 %
5220.7 IT Technology Maintenance	4,903.50	21,000.00	-16,096.50	23.35 %
<b>Total 52200 Information Technology</b>	<b>109,436.05</b>	<b>263,896.00</b>	<b>-154,459.95</b>	<b>41.47 %</b>
5225 Marketing & advertising	5,295.02	18,710.00	-13,414.98	28.30 %
5228 Miscellaneous	4,714.00	7,100.00	-2,386.00	66.39 %
52290 Materials Processing				
5229.1 Materials-OCLC	6,259.52	8,250.00	-1,990.48	75.87 %
5229.2 Materials-Processing	7,942.65	75,000.00	-67,057.35	10.59 %
<b>Total 52290 Materials Processing</b>	<b>14,202.17</b>	<b>83,250.00</b>	<b>-69,047.83</b>	<b>17.06 %</b>
5230 Phone Service	1,400.00	4,800.00	-3,400.00	29.17 %

# Meridian Library District

## Budget vs. Actuals: Budget FY22 by Class - FY22 P&L Classes

October 2021 - September 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5232 Postage	3,652.58	11,000.00	-7,347.42	33.21 %
52340 Professional Development				
5234.1 Conferences	5,693.61	17,512.00	-11,818.39	32.51 %
5234.2 Education	500.00	2,775.00	-2,275.00	18.02 %
5234.3 Materials	317.47	1,400.00	-1,082.53	22.68 %
5234.4 Memberships	2,554.68	3,989.00	-1,434.32	64.04 %
5234.5 Staff Mtg & Training	2,890.47	3,920.00	-1,029.53	73.74 %
5234.6 Webinar/Ecourses	4,083.54	6,900.00	-2,816.46	59.18 %
<b>Total 52340 Professional Development</b>	<b>16,039.77</b>	<b>36,496.00</b>	<b>-20,456.23</b>	<b>43.95 %</b>
52360 Program Expense				
5236.1 Programs - Outreach	100.00		100.00	
5236.AD Programs - Adult	1,315.65	26,100.00	-24,784.35	5.04 %
5236.BR Programs -Brochures		2,000.00	-2,000.00	
5236.CH Programs - Children	75.00		75.00	
5236.PC Pet Care	158.55	1,300.00	-1,141.45	12.20 %
<b>Total 5236.CH Programs - Children</b>	<b>233.55</b>	<b>1,300.00</b>	<b>-1,066.45</b>	<b>17.97 %</b>
5236.EL Programs - Early Learning 0-5	3,744.85	23,710.00	-19,965.15	15.79 %
5236.FA Programs -Family All Ages	471.61	15,300.00	-14,828.39	3.08 %
5236.SA Programs -School Age 6-12	4,086.49	23,900.00	-19,813.51	17.10 %
5236.TN Programs -Teen 13-18	363.84	15,020.00	-14,656.16	2.42 %
5236.VO Programs -Volunteers		1,500.00	-1,500.00	
5236.YA Programs - Teen	1,399.00		1,399.00	
<b>Total 52360 Program Expense</b>	<b>11,714.99</b>	<b>108,830.00</b>	<b>-97,115.01</b>	<b>10.76 %</b>
5237 Recruiting/Background Checks	1,123.91	7,650.00	-6,526.09	14.69 %
524000 Supplies				
5240 Supplies - general	1,083.25	26,500.00	-25,416.75	4.09 %
5245 Supplies - marketing	317.89	5,000.00	-4,682.11	6.36 %
5246 Supplies - office	1,917.77	12,300.00	-10,382.23	15.59 %
<b>Total 524000 Supplies</b>	<b>3,318.91</b>	<b>43,800.00</b>	<b>-40,481.09</b>	<b>7.58 %</b>
5250 Taxes and insurance	15,291.48	26,000.00	-10,708.52	58.81 %
52600 Vehicle Expense	0.00		0.00	
5260.1 Vehicle - Bookmobile	1,072.50	17,300.00	-16,227.50	6.20 %
5260.2 Vehicle - Sprinter	170.03	6,200.00	-6,029.97	2.74 %
5260.3 Vehicle - Van	4,260.47	7,650.00	-3,389.53	55.69 %
<b>Total 52600 Vehicle Expense</b>	<b>5,503.00</b>	<b>31,150.00</b>	<b>-25,647.00</b>	<b>17.67 %</b>
62240 Facility Expense				
6224.2 Bldg-Repairs	550.10	26,500.00	-25,949.90	2.08 %
6224.3 Bldg-Small Tools	287.47	2,500.00	-2,212.53	11.50 %
6224.4 Bldg-Supplies	8,258.96	19,300.00	-11,041.04	42.79 %
6250 Bldg-Insurance	47,579.00	47,579.00	0.00	100.00 %
6255 Bldg-Rent	77,036.20	115,297.00	-38,260.80	66.82 %
6258 Bldg-Utilities	28,441.45	61,100.00	-32,658.55	46.55 %



# Meridian Library District

Budget vs. Actuals: Budget FY22 by Class - FY22 P&L Classes

October 2021 - September 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6224.1 Bldg-Maintenance	72,291.61	108,914.00	-36,622.39	66.37 %
<b>Total 6258 Bldg-Utilities</b>	<b>100,733.06</b>	<b>170,014.00</b>	<b>-69,280.94</b>	<b>59.25 %</b>
<b>Total 62240 Facility Expense</b>	<b>234,444.79</b>	<b>381,190.00</b>	<b>-146,745.21</b>	<b>61.50 %</b>
<b>Total 52000 OPERATING EXPENSES</b>	<b>523,643.80</b>	<b>1,367,863.00</b>	<b>-844,219.20</b>	<b>38.28 %</b>
72000 CAPITAL EXPENSES				
7216 Equipment & Furnishings	81,259.74	3,000.00	78,259.74	2,708.66 %
7220 IT - Infrastructure - Hardware	11,850.00	52,787.00	-40,937.00	22.45 %
7220.3 IT PCs, Hardware Printers	12,870.93	31,100.00	-18,229.07	41.39 %
7295 Major improvements		2,500.00	-2,500.00	
<b>Total 72000 CAPITAL EXPENSES</b>	<b>105,980.67</b>	<b>89,387.00</b>	<b>16,593.67</b>	<b>118.56 %</b>
9800 Transfer Out -Capital Projects Fund	202,471.02	404,942.00	-202,470.98	50.00 %
Uncategorized Expense	120.87		120.87	
<b>Total Expenditures</b>	<b>\$3,223,600.71</b>	<b>\$7,194,572.00</b>	<b>\$ -3,970,971.29</b>	<b>44.81 %</b>
<b>NET OPERATING REVENUE</b>	<b>\$1,268,088.00</b>	<b>\$0.00</b>	<b>\$1,268,088.00</b>	<b>0.00%</b>
Other Revenue				
8000 Plant Facilities Levy Revenue	882,000.00	1,400,000.00	-518,000.00	63.00 %
8338 Capital Projects Interest	1,753.91	7,849.00	-6,095.09	22.35 %
8995 Finance Proceeds		8,000,000.00	-8,000,000.00	
8999 Transfer In -From General Fund	202,471.02	404,942.00	-202,470.98	50.00 %
<b>Total Other Revenue</b>	<b>\$1,086,224.93</b>	<b>\$9,812,791.00</b>	<b>\$ -8,726,566.07</b>	<b>11.07 %</b>
Other Expenditures				
9288 Orchard Park Project Costs	230,406.62	2,674,016.00	-2,443,609.38	8.62 %
9289 South Branch Project Costs	145,158.44	7,341,580.00	-7,196,421.56	1.98 %
<b>Total Other Expenditures</b>	<b>\$375,565.06</b>	<b>\$10,015,596.00</b>	<b>\$ -9,640,030.94</b>	<b>3.75 %</b>
<b>NET OTHER REVENUE</b>	<b>\$710,659.87</b>	<b>\$ -202,805.00</b>	<b>\$913,464.87</b>	<b>-350.42 %</b>
<b>NET REVENUE</b>	<b>\$1,978,747.87</b>	<b>\$ -202,805.00</b>	<b>\$2,181,552.87</b>	<b>-975.69 %</b>

# Meridian Library District

## Budget vs. Actuals: Budget FY22 by Class - FY22 P&L Classes

October 2021 - September 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
40000 Tax Revenue	4,440,763.02	7,056,972.00	-2,616,208.98	62.93 %
42000 Non-tax Revenue	50,925.69	137,600.00	-86,674.31	37.01 %
Sales	0.00		0.00	
Sales of Product Revenue	0.00		0.00	
<b>Total Revenue</b>	<b>\$4,491,688.71</b>	<b>\$7,194,572.00</b>	<b>\$ -2,702,883.29</b>	<b>62.43 %</b>
<b>GROSS PROFIT</b>	<b>\$4,491,688.71</b>	<b>\$7,194,572.00</b>	<b>\$ -2,702,883.29</b>	<b>62.43 %</b>
<b>Expenditures</b>				
50000 PERSONNEL	2,041,186.46	4,210,930.00	-2,169,743.54	48.47 %
51000 COLLECTIONS	350,197.89	1,121,450.00	-771,252.11	31.23 %
52000 OPERATING EXPENSES	523,643.80	1,367,863.00	-844,219.20	38.28 %
72000 CAPITAL EXPENSES	105,980.67	89,387.00	16,593.67	118.56 %
9800 Transfer Out -Capital Projects Fund	202,471.02	404,942.00	-202,470.98	50.00 %
Uncategorized Expense	120.87		120.87	
<b>Total Expenditures</b>	<b>\$3,223,600.71</b>	<b>\$7,194,572.00</b>	<b>\$ -3,970,971.29</b>	<b>44.81 %</b>
<b>NET OPERATING REVENUE</b>	<b>\$1,268,088.00</b>	<b>\$0.00</b>	<b>\$1,268,088.00</b>	<b>0.00%</b>
<b>Other Revenue</b>				
8000 Plant Facilities Levy Revenue	882,000.00	1,400,000.00	-518,000.00	63.00 %
8338 Capital Projects Interest	1,753.91	7,849.00	-6,095.09	22.35 %
8995 Finance Proceeds		8,000,000.00	-8,000,000.00	
8999 Transfer In -From General Fund	202,471.02	404,942.00	-202,470.98	50.00 %
<b>Total Other Revenue</b>	<b>\$1,086,224.93</b>	<b>\$9,812,791.00</b>	<b>\$ -8,726,566.07</b>	<b>11.07 %</b>
<b>Other Expenditures</b>				
9288 Orchard Park Project Costs	230,406.62	2,674,016.00	-2,443,609.38	8.62 %
9289 South Branch Project Costs	145,158.44	7,341,580.00	-7,196,421.56	1.98 %
<b>Total Other Expenditures</b>	<b>\$375,565.06</b>	<b>\$10,015,596.00</b>	<b>\$ -9,640,030.94</b>	<b>3.75 %</b>
<b>NET OTHER REVENUE</b>	<b>\$710,659.87</b>	<b>\$ -202,805.00</b>	<b>\$913,464.87</b>	<b>-350.42 %</b>
<b>NET REVENUE</b>	<b>\$1,978,747.87</b>	<b>\$ -202,805.00</b>	<b>\$2,181,552.87</b>	<b>-975.69 %</b>