



**NOTICE OF LIBRARY BOARD OF TRUSTEES  
REGULAR MONTHLY MEETING  
March 20, 2024**

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The public is invited to attend the regular meeting of the Meridian Library District Board of Trustees at:  
**7:00 pm on Wednesday, March 20, 2024**

**ATTEND IN PERSON**

Cherry Lane Branch  
Large Conference Room

**STREAM LIVE ON YOUTUBE**

<https://www.youtube.com/@MeridianLibraryDistrict>

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**MEETING AGENDA**

- 1. Public Comment**
- 2. Consent Agenda [ACTION ITEM]**
  - a. Regular Meeting Minutes, February 21, 2024
  - b. Policies
    - i. Public Records Policy
    - ii. Privacy & Confidentiality Policy
    - iii. Displays & Exhibits
- 3. Financials [ACTION ITEM]**
  - a. Approval of January Financial Reports
  - b. Disbursement approvals
- 4. FY23 Audit Presentation and Acceptance [ACTION ITEM]**
- 5. Presentation - C.O.P. Financing**
- 6. Director Updates**
  - a. Director's monthly report
- 7. Job Descriptions**
  - a. Collection Development Librarian [ACTION ITEM]
  - b. Digital Service Librarian [ACTION ITEM]
  - c. HR Manager [ACTION ITEM]
  - d. Executive Assistant [ACTION ITEM]
  - e. Library Courier [ACTION ITEM]
- 8. Policy Reviews**
  - a. Volunteer- [ACTION ITEM]
- 9. Board Committees [ACTION ITEM]**
  - a. Legal Review
  - b. Implementation Review
- 10. Executive Session [ACTION ITEM]**
  - a. Pursuant to [Idaho Code §74-206 \(1\)\(b\)](#)
- 11. Future agenda items [DISCUSSION ITEM]**

\* [Idaho Code §74-206 \(1b\)](#) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;



# Library Board Trustee Meeting Minutes

## February 21, 2024

### Trustees

Megan Larsen – Chair

Jeff Kohler – Vice Chair

Laura Knutson - Treasurer

Destinie Hart – Trustee

Josh Cummings - Trustee

Meridian Cherry Lane Library  
1326 Cherry Lane  
Meridian, ID 83642  
**Conference Room**

## Regular Session

Trustees present: All present

Staff present:

Nick Grove, Library Director; Jason S., AD of Operations; Vassil I., AD of Branches; Ema B., Finance & Accounting Manager; Dan P., Executive Assistant; Holly D., Administrative Assistant

Meeting called to order by Trustee Larsen at 7:00pm

### AGENDA ITEMS

- 1) **Public Comment** – no public comments
- 2) **Consent Agenda** **[ACTION ITEM]**
  - a) Regular Meeting Minutes, January 19, 2024
  - b) Policies
    - i) Internet Access
  - c) Job Descriptions
    - i) Assistant Director of Branches
    - ii) Assistant Director of Operation
    - iii) Branch Supervisor
    - iv) Library Page

*Motion to approve:* Trustee Cummings

*Second:* Trustee Kohler

*Vote:* All in favor

- 3) **Financials** **[ACTION ITEM]**
  - a) Approval of December Financial Reports
  - b) Disbursement approvals

-Trustee Kohler asked about Management Northwest. Director Grove explained it was a payment to the District's employment attorney. Chair Larsen asked about the furniture payments. Director Grove explained they were for the new admin building.

Trustees

Megan Larsen – Chair

Jeff Kohler – Vice Chair

Laura Knutson - Treasurer

Destinie Hart – Trustee

Josh Cummings - Trustee

*Motion to approve:* Trustee Knutson

*Second:* Trustee Hart

*Vote:* All in favor

**4) Presentation** – Justin Nyquist of ICRMP

-Justin Nyquist from ICRMP presented on the District's policy. He also provided a breakdown of the District's renewal information and tips for mitigating risks.

-Trustee Cummings asked if ICRMP ever does returns or discounts. Mr. Nyquist said it does not at the current time. Trustee Cummings asked if there is an appeal process in place. Mr. Nyquist said the District has direct access to ICRMP's board of trustees and can inquire about an appeal that way. Chair Larsen asked if there is a formal process in place. Mr. Nyquist said there is a dispute resolution procedure.

-Trustee Kohler asked if ICRMP would reconsider its library materials exclusion if no bill on library materials is passed this year. Mr. Nyquist said he would imagine the exclusion will remain in place but can't know for sure until that time comes. Chair Larsen asked if no bill on library materials is ever passed in Idaho, what happens then? Mr. Nyquist said ICRMP is keeping an eye on what other states and entities are doing, but again can't know for sure until that time comes.

-Chair Larsen asked how the District should consider insurance in developing policy over the coming days. Mr. Nyquist said each library does it differently and ICRMP leaves it up to them to develop those policies but will weigh in when asked to.

**5) Pinnacle Construction & FFE**

-Jason Su provided the board with an update on the construction at the Pinnacle site. He presented three new contracts for the board to consider for furniture, shelving, and an automatic materials handler.

**a) Furniture [ACTION ITEM]**

*Motion to approve the contract and authorize staff to execute a PO: Trustee Knutson*

*Second: Trustee Hart*

*Vote: All in favor*

**b) Shelving [ACTION ITEM]**

*Motion to approve the contract and authorize staff to execute a PO: Trustee Knutson:*

*Second: Trustee Hart*

*Vote: All in favor*

**c) Automatic Material Handler [ACTION ITEM]**

*Motion to approve the contract and authorize staff to execute a PO: Trustee Knutson*

*Second: Trustee Hart*

*Vote: All in favor*

Trustees

Megan Larsen – Chair

Jeff Kohler – Vice Chair

Laura Knutson - Treasurer

Destinie Hart – Trustee

Josh Cummings - Trustee

## 6) Director Updates

### a) Director's monthly report

- Director Grove presented the District's highlights from the past month, including only five open positions, nearly \$125,000 raised by the Foundation last year, a partial reimbursement from ICRMP for repairs to Cherry Lane's lobby heater, and planning for the District's centennial planning.

## 7) Joint Power Agreement & Bylaws for Lynx Library Consortium [ACTION ITEM]

-Director Grove explained that the District has been in talks over the joint powers agreement for the past eighteen months. In that process, several attorneys have looked over the agreement and bylaws. This agreement is meant to provide a formal organization for the Lynx Consortium.

*Motion to approve: Trustee Knutson*

*Second: Trustee Hart*

*Vote: All in favor*

## 8) Job Descriptions

### a) Junior Librarian [ACTION ITEM]

- Trustee Hart asked if the board needs to consider the age restrictions for this position in light of bills in state government. Director Grove said there are already minors working and volunteering in the library and suggested the District wait to see if and when any legislation passes.

*Motion to approve: Trustee Hart*

*Second: Trustee Knutson*

*Vote: All in favor*

## 9) Policy Reviews

### a) Meeting Room [ACTION ITEM]

*Motion to approve with an effective date on March 1st: Trustee Cummings*

*Second: Trustee Knutson      Vote: All in favor*

### b) Naming Opportunities [ACTION ITEM]

-Policy initiated March 1st

*Motion to approve with and effective date on March 1st: Trustee Knutson*

*Second: Trustee Hart      Vote: All in favor*

### c) Unattended Youth [ACTION ITEM]

-Policy initiated March 1<sup>st</sup>

-Striking last line of the first paragraph – *"The Library is not responsible for monitoring youth's access to materials found in the library's collection."*

-Incorporate title to be Unattended Youth and Vulnerable adult policy





# Library Board Trustee Meeting Minutes

## February 21, 2024

### Trustees

Megan Larsen – Chair

Jeff Kohler – Vice Chair

Laura Knutson - Treasurer

Destinie Hart – Trustee

Josh Cummings - Trustee

*Motion to approve the Unattended Youth Policy with the new title Unattended Youth and Vulnerable Persons Policy with an effective date of March 1, 2024 and to strike the requested line: Trustee Cummings      Second: Trustee Knutson      Vote: All in favor*

### 10) Executive Session **[ACTION ITEM]**

a) Pursuant to Idaho Code 74-206 (1)

i) (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of the legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement;

Motion to go into Executive session: Trustee Cummings      Second: Trustee Knutson

Roll call vote: Trustee Larsen- yes  
Trustee Kohler- yes  
Trustee Knutson- yes  
Trustee Hart- yes  
Trustee Cummings- yes

Time in session: 8:39pm

Time out of session: 9:38pm

### 11) Future agenda items **[DISCUSSION ITEM]**

-Pinnacle updates

Meeting adjourned: 9:40

The next regular Library Board Meeting is scheduled for 7:00pm, March 20, 2024

RESPECTFULLY SUBMITTED AND APPROVED

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Nick Grove, Director

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Megan Larsen, Board Chair



## Meridian Library District PUBLIC RECORDS POLICY

**DRAFT**

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2 The Meridian Library District (District) is a public entity and as such, disclosure of public records is  
3 governed by Idaho Code. The following information is intended to provide guidance to Trustees and  
4 District Staff, as well as patrons and the general public, regarding making essential and non essential  
5 documents related to the history, business, and operations of the District available upon proper  
6 request. Pursuant to Idaho Code, Section §74-103, a public records request must clearly indicate that  
7 it is a public records request.

8 Meridian Library District's records include information that is retained for a variety of purposes and  
9 pursuant to Idaho Code, Sections §74-106 and §74-108, certain personnel records and identifying  
10 information about patrons, staff, and contributors may be subject to exemption from disclosure. For  
11 further information, guidance, and applicable policy and procedure, reference should be made to the  
12 provisions of the Public Records Act, found in Idaho Code, Sections §74-101 through §74-126. A  
13 request may not be fulfilled if there is no existing record.

14 In responding to public record requests, the District has a dual responsibility of respecting the  
15 public right to examine and copy records subject to disclosure, as well as following the directives  
16 of the law pertaining to records which are exempt from disclosure. Statistical circulation  
17 information that does not identify any particular person may be made available for examination  
18 and copying.

19 If a request for a record is denied, in whole or in part, the District shall notify the person making the  
20 request in writing, or by email. This notification will indicate whether the District's attorney has been  
21 consulted and reviewed the request, identify the statutory authority for the denial, and give information  
22 about the appeals process which is to initiate proceedings in district court. The Library Director serves  
23 as custodian of the records of Meridian Library District. The alternative for contingencies shall be an  
24 Assistant Director.

### 25 **Procedure for Requesting a Public Record:**

- 26 1. To ensure compliance with the law, those making requests are to utilize the District's Public  
27 Record Request form. The form is available on the District's website using the online  
28 submission form or may be submitted to the Library Director or by email as a PDF to  
29 [director@mld.org](mailto:director@mld.org).
- 30 2. Ordinarily, a request for records will be granted or denied, in whole or part, within three (3)  
31 working days. If a longer time is required to locate or retrieve the requested records, or to  
32 determine whether the request can be granted, the person making the request shall be notified  
33 in writing.

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 35 3. Examination and/or copies of the records subject to public disclosure will be provided within ten  
 36 (10) working days, beginning on the working day following the submission of the request. If no  
 37 response is provided within ten (10) working days, the request will be deemed to be denied.

38 **Fees**

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 40 Except for fees that are authorized or prescribed under other provisions of Idaho law, no fee shall be  
 41 charged for the first two (2) hours of labor in responding to a Public Records Request or for copying the  
 42 first one hundred (100) pages of public records requested. The District has established fees to recover  
 43 the actual costs associated with locating and copying documents if:

- 44
- 45 ● The request is for more than one hundred (100) pages of paper records
  - 46 ● The request includes records from which nonpublic information must be deleted.
  - 47 ● The actual labor associated with responding to the request exceeds two (2) person hours.

48 Pursuant to Idaho Code §74-102, the District has established the following Public Records Request  
 49 Fee Schedule:

Idaho Code Reference	Type of Work Involved	Charges
74-102(10)(a)	Photocopying less than 100 pages on standard 8 ½ x 11 paper where no redaction of confidential information is required	No charge
74-102 (10)(b),(c),(e)	Photocopying more than 100 pages on standard 8 ½ x 11 paper	\$ .10 per page (black & white) \$.50 per page (color) & labor
74-102 (10)(c),(e)	Photocopying on paper other than standard 8 ½ x 11 paper (e.g. blueprints, maps, etc.)	Actual copying cost & labor
74-102 (10)(c)	Retrieval of archived information	Out of pocket cost & labor rate to be determined at time request is submitted, if applicable
74-102 (10)(b),(c),(e)	Request includes records from which non-public information must be redacted	<u>Hourly rate of Legal counsel</u>

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74-102 (10)(b),(c),(e)	Where actual labor associated with locating and photocopying/printing hard copy and/or electronic documents equals or exceeds two (2) person hours	<u>Charged at the per hour pay rate of the lowest paid administrative staff employee with the ability to respond to the request.</u>
74-102 (10)(c)	Where the District incurs out of pocket costs required for providing the requested records	Actual out of pocket cost
74-102 (10)(d),(i)	Transfer of documentation in the form of computer tapes, discs, microfilm, or similar record media or electronic storage device	Actual copying cost & labor
74-102 (10)(c)	Where copies of records are mailed or shipped	Actual cost if greater than \$5

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Depending on the request, the District may not be able to determine the total labor cost rate until the documents are retrieved and reviewed.

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If the request includes a public record otherwise exempt information from request requiring deletions or redactions in consultation with the District's attorney, or requires the advice of our attorney on possible exemptions, fees will be charged at the usual and customary billing rate of the District's attorney.

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- If the request includes non-public information requiring deletions or redactions in consultation with the Library's attorney, or requires the advice of our attorney on possible exemptions, fees will be charged at the usual and customary billing rate of the District's attorney.

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Idaho sales tax, where applicable, shall be assessed on copy fees and the District's out-of-pocket costs.

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In certain instances, addressed in Idaho Code, Section §74-102, the requesting party may be exempt from paying such charges. In determining if fees are owed, the District will combine the total staff time required in responding to multiple requests on the same or related subjects. A requestor may not file multiple requests to avoid payment of fees. An itemized statement explaining any assessed fees will be provided to the requesting person. The District will require advanced payment of fees based on the schedule above.



# Meridian Library District PRIVACY AND CONFIDENTIALITY POLICY DRAFT

## 1 2 OUR COMMITMENT TO PRIVACY AND CONFIDENTIALITY

3 Meridian Library District (MLD) recognizes the need to protect your right to privacy regarding  
4 the questions you ask and the materials you borrow both in analog and digital form. Protecting  
5 the privacy and confidentiality of our patrons' personal information is important to us. This  
6 policy explains MLD information practices, what information is collected, and how that  
7 information is used and protected.

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## 8 LIBRARY RECORDS

9 The personal information collected by MLD is as follows and kept until your library card  
10 expires and your accounts are deleted unless otherwise indicated:

- 11 • Name, preferred name (if applicable), address, email address, phone number, library  
12 card number, date of birth and driver license number (for card registration only),  
13 materials currently checked out (until returned), overdue material (until returned), and  
14 fines paid or waived.
- 15 • Email addresses are used to send notifications of reserved materials, overdue  
16 materials, for the purpose of renewing your library card, and program participation  
17 where applicable. MLD members may opt-in to subscribing to the MLD's eNewsletter.
- 18 • Mailing addresses are used for billing notices.
- 19 • By default MLD does not retain reading history, but library users may opt in using their  
20 online library account. If opted in, patron reading history is only available from the  
21 patron user interface.
- 22 • The use of our public computers results in your library card barcode being stored  
23 alongside actual workstations usage for only the duration of your session. All browsing  
24 history is automatically deleted at the completion of each individual session.
- 25 • The use of our filtered public wireless networks may result in personally identifiable  
26 information, including the device's MAC address and device name being stored on our  
27 network appliances logs for up to 12 months. MLD makes no effort to create "syslogs"  
28 databases to store or maintain information from any network appliance otherwise.

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29 MLD staff must refer all requests for library records and all requests for information about  
30 particular library users to the Library Director or the designee. Staff are not allowed to share

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42 information about use of library resources and services by identified library patrons except as  
43 necessary for the performance of their job duties and in accordance with procedures approved  
44 by the Library Director and/or board.

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#### 45 PATRON CONTACT INFORMATION

46 No listing of library patrons, their addresses, telephone numbers, email addresses or other  
47 contact information is provided to any person or organization, except as may be required by a  
48 warrant, subpoena, law enforcement or court command, or as otherwise required by law.

#### 49 CIRCULATION AND OTHER RECORDS

50 Pursuant to Idaho Code Section §74-108(4), circulation and other records connecting the  
51 names of library users with specific materials are confidential. MLD does not provide this  
52 information to any person or organization, except as required by a warrant, subpoena, law  
53 enforcement or court command, or as otherwise required by law.

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#### 54 CREDIT CARD INFORMATION

55 When payments are made by credit card, MLD does not retain credit card numbers, and other  
56 transaction data is retained only for as long as necessary for proper accounting.

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#### 57 REQUESTS FOR A PATRON'S OWN INFORMATION

58 Pursuant to Idaho Code Section §74-113, a person may, with certain exceptions, inspect and  
59 copy Meridian Library District confidential records pertaining to that person, and request a  
60 correction of information which is not accurate, relevant or complete. Pursuant to Idaho Code  
61 Section §74-102(10), the Meridian Library District is authorized to charge fees for actual labor  
62 and copying costs if (1) the request is for more than 100 pages of paper records, (2) includes  
63 records from which confidential information must be deleted, or (3) the actual labor to respond  
64 to the request exceeds two (2) person hours.

#### 65 DIGITAL BRANCH SERVICES

66 When you visit the MLD's digital branch (including the website and third-party digital services  
67 like eBooks and digital magazines), a limited amount of information may be collected or  
68 transmitted to our partner companies who provide these services.

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#### 72 Website

73 MLD collects and stores only information to measure use of MLD's site using Google  
74 Analytics. This data is collected in aggregate. MLD does not examine or record individual

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84 user's use of the site. The aggregate information is kept indefinitely. The information collected  
85 includes:

- 86 • The address (IP) of your computer, device, or internet provider
- 87 • The date and time of site access
- 88 • The address of any website that linked to our site
- 89 • Web browser & operating system type
- 90 • Which pages were accessed and for how long

### 91 Third-Party Services

92 In order to use our third-party digital services you log in to validate yourself as an **MLD patron**,  
93 Different services handle authentication different ways, but the following information may be  
94 transmitted to these service providers solely for the purpose of authentication and is usually  
95 collected in aggregate and/or anonymously:

96 Name, address (or only zip code), library card number, the address of your computer (IP,  
97 device or internet provider, the date and time of site access, search terms used, which pages  
98 were accessed and/or downloaded.

99 Privacy policies are notably different **when** using digital content from third-party vendors. **MLD**,  
100 cannot guarantee that **privacy policies** and Idaho confidentiality laws that apply to libraries will  
101 apply **to these services**. **MLD** **recommends** that you check the privacy policy of the company  
102 providing the product that you're using.

### 103 OUR COMMITMENT TO CHILDREN'S PRIVACY

104 Protecting the privacy of children is especially important, **MLD** **minimizes** the collection and  
105 exposure of children's personal information wherever possible. Disclosure of a child's personal  
106 information follows Idaho law.

### 111 HOW WE RESPOND TO SUBPOENAS AND OTHER DEMANDS FOR 112 INFORMATION

113 When **MLD** **receives** a warrant, subpoena, **law enforcement**, or court command for confidential  
114 information, **MLD** **will** obtain **legal** advice about **disclosure of** the information sought. In those  
115 cases where the demand does not appear to be supported by law, **MLD** may utilize appropriate

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Deleted: or eBooks offered through the library's subscription to OverDrive. Downloading these titles for Kindle requires you to have an account with Amazon. Any notes or highlights added are retained on the patron accounts for all OverDrive eBooks. W

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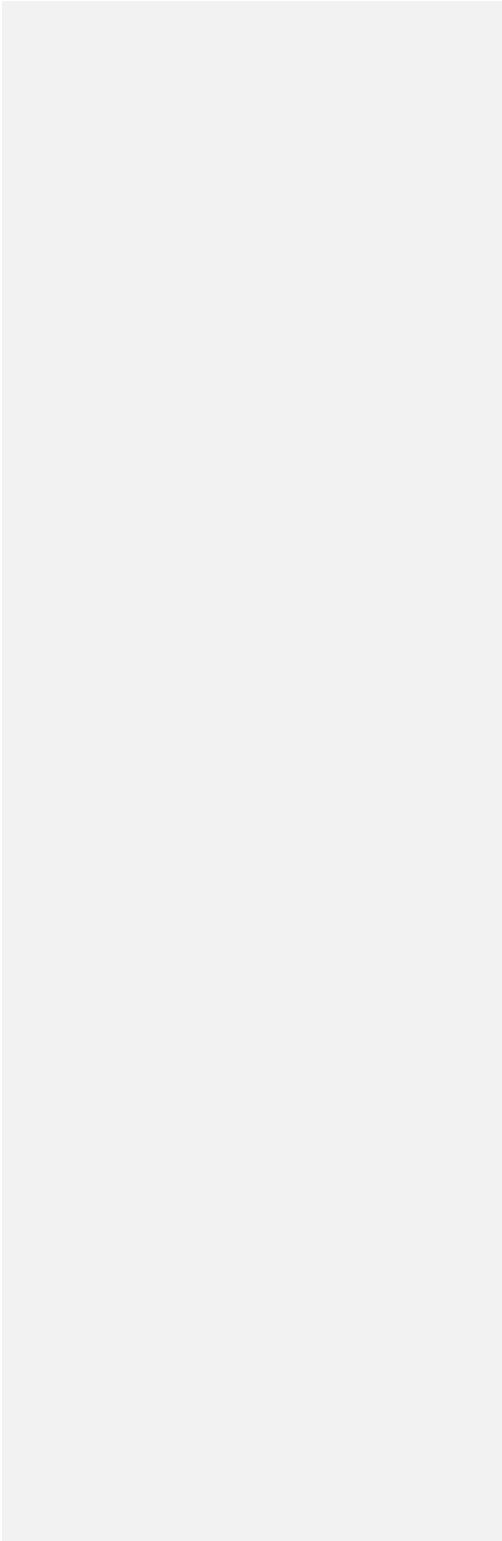
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139 legal procedures to oppose it. As the custodian of the records, the Library Director is the  
140 authorized party to release records.

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DRAFT







# Meridian Library District DISPLAY AND EXHIBITS POLICY DRAFT

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## Purpose

It is the policy of the Meridian Library District (MLD) to create displays and exhibits, and to make space available to the community for purposes that enhance MLD's educational, cultural, and civic mission. Staff create displays and exhibits to highlight MLD's collection and inform the public on a range of topics. MLD's public exhibit areas are curated by library staff. Individuals or groups who wish to exhibit items may apply to the library to have their materials displayed. Applications are reviewed on a first come, first serve basis.

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## A. Public Exhibits and Displays

Public exhibits are given priority in scheduling the use of the exhibit areas. The exhibit areas are available free of charge for individuals or organizations engaged in educational, cultural, recreational, or intellectual activities. They are not available for money-raising or commercial purposes, with the exception of fundraisers held by the Meridian Library Foundation or Friends of the Meridian Library District.

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### 1. Subject/Content

Exhibits are for information about civic, cultural, educational, and recreational programs of likely interest to the local community. Displays may include such forms as:

- Presentation of books, visual arts, crafts, paintings, and drawings, sculpture, and a variety of media.
- Promotion of interest in the use of books and other library resources.
- Information about community affairs, organizations, services, and activities.

Civic groups, service clubs, nonprofit organizations, and governmental units promoting free or nominal charge events are typical sponsors of these activities. No political candidate or proposition materials, commercial promotions or private events, such as yard sales, and "services provided," are eligible for display.

### 2. How to Apply

34 The **Display Request Form** is to be submitted via email, in person, or mail.

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35 **3. Display Period**

36 Displays will generally be scheduled for two to four weeks. Recurring displays by the same  
37 group or individual will be discouraged. Library Director, or designee, approval is required for  
38 displays lasting more than one month.

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39 **4. Installation**

40 The displaying individual or group will be responsible for the items on display. The cases are  
41 locked, but the wall display areas are not. MLD insurance will not cover displayed items.  
42 Individuals or groups using the display areas must fill out the Display Request Form, which  
43 includes an acknowledgment that the requester, not the library, is responsible for the  
44 collection. Only the signer/signers of the form will be allowed to add or remove items from the  
45 display.

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46 **5. Exceptions**

47 Flyers for community bulletin boards are subject to curation, but do not require an application.  
48 MLD reserves the right to refuse or revoke permission to use any display area. Permission to  
49 use display areas does not constitute an endorsement by the library of the group's policies or  
50 beliefs. This statement of policy may be amended at any time by the Board of Trustees of the  
51 Meridian Library District.

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53 **B. Display of Library Materials**

54 Library displays are planned, organized, and implemented by MLD staff. Staff use the following  
55 criteria in making decisions about display topics, materials, and accompanying resources:

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- 56 • Community needs and interest
- 57 • Availability of display space
- 58 • Historical or educational significance
- 59 • Connection to community or national programs, exhibitions, events, or designated
- 60 weeks or months of celebration
- 61 • Relation to library collections, resources, exhibits, and programs

62 In addition, MLD draws upon other community resources in developing displays and exhibits.

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63 Staff may partner with other community agencies, organizations, educational institutions, or  
64 individuals to develop and present co-sponsored displays and exhibits.

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65 MLD will strive to include a wide spectrum of opinions and viewpoints in MLD-initiated displays  
66 and exhibits, as well as offer displays and exhibits that appeal to a range of ages, interests,

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78 and information needs. **MLD**-initiated displays and exhibits should not exclude topics, books,  
79 media, and other resources solely because they may be considered controversial.

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80 Acceptance of a display or exhibit topic by the **MLD** does not constitute an endorsement by  
81 Meridian Library District of the content of the display or exhibit, or of the views expressed in  
82 materials on display. **S**taff accept suggestions for display topics, but topics and material  
83 selection is at the discretion of the **MLD** staff, and ultimately, the Library Director, **or designee**,  
84 who retains sole discretion to remove or shorten the timeframe of display for any item.

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85 Displays will be located on designated shelves and digital displays throughout **MLD** locations,  
86 and on the website. Displays will rotate on a schedule defined by **MLD** and location managers.

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# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
2380 Accounts Payable						
01/01/2024	Bill	2024-01-01	Prime, Inc	Monthly Rent	2380 Accounts Payable	3,444.00
				Monthly Rent	6255 OPERATING EXPENSES:Facility Expense:Bldg-Rent	3,444.00
01/01/2024	Bill	2024-01-01	High Desert Development Linder Village, LLC	Orchard Park Rent	2380 Accounts Payable	17,916.67
				Orchard Park Rent	6255 OPERATING EXPENSES:Facility Expense:Bldg-Rent	17,916.67
01/01/2024	Bill	1351827	PEAK ALARM CO, INC	Security monitoring 01/01-03/31/2024	2380 Accounts Payable	137.70
				Security monitoring 01/01-03/31/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	137.70
01/01/2024	Bill	15867	MERIDIAN CHAMBER of COMMERCE	Tiered Silver Partner Renewing Membership Dues	2380 Accounts Payable	1,150.00
				Tiered Silver Partner Renewing Membership Dues	5234.4 OPERATING EXPENSES:Professional Development:Memberships	1,150.00
01/01/2024	Bill	DEC2023INTLIB	Kuna Library District	December 2023 Inter Library	2380 Accounts Payable	13.00
				December 2023 Inter Library	4200 Non-tax Revenue:Fines and fees	-13.00
01/01/2024	Bill	DEC2023INTLIB	ADA COMMUNITY LIBRARY	December 2023 Inter Library	2380 Accounts Payable	88.99
				December 2023 Inter Library	4200 Non-tax Revenue:Fines and fees	-88.99
01/01/2024	Bill	DEC2023INTLIB	BOISE PUBLIC LIBRARY	December 2023 Inter Library	2380 Accounts Payable	145.40
				December 2023 Inter Library	4200 Non-tax Revenue:Fines and fees	-145.40
01/01/2024	Bill	DEC2023INTLIB	NAMPA PUBLIC LIBRARY	December 2023 Inter Library	2380 Accounts Payable	48.97
				December 2023 Inter Library	4200 Non-tax Revenue:Fines and fees	-48.97
01/01/2024	Bill	DEC2023INTLIB	GARDEN CITY LIBRARY	December 2023 Inter Library	2380 Accounts Payable	33.00
				December 2023 Inter Library	4200 Non-tax Revenue:Fines and fees	-33.00
01/01/2024	Bill	DEC2023INTLIB	MOUNTAIN HOME PUBLIC LIBRARY	December 2023 Inter Library	2380 Accounts Payable	10.99
				December 2023 Inter Library	4200 Non-tax Revenue:Fines and fees	-10.99
01/01/2024	Bill	2065546	CENTER POINT LARGE PRINT	Print Books	2380 Accounts Payable	89.88
				Print Books	5115 COLLECTIONS:Adult Print Books	89.88
01/01/2024	Bill	6120995	UNIQUE MANAGEMENT SERVICES, INC	Customer Account Balance Recovery Service December 2023	2380 Accounts Payable	541.75
				Customer Account Balance Recovery Service December 2023	5202.6 OPERATING EXPENSES:Professional Services:Other	541.75
01/01/2024	Bill	809	BORTON LAW OFFICES, PLLC	Legal Services 12/15/23	2380 Accounts Payable	150.00
				Legal Services 12/15/23	5202.4 OPERATING EXPENSES:Professional Services:Legal	150.00

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
					fees	
01/01/2024	Bill	40716	FATBEAM, LLC	Internet January 2024	2380 Accounts Payable	850.00
				Internet January 2024	5220.5 OPERATING EXPENSES:Information Technology:IT Utilities	850.00
01/01/2024	Bill	40735	FATBEAM, LLC	Internet January 2024	2380 Accounts Payable	750.00
				Internet January 2024	5220.5 OPERATING EXPENSES:Information Technology:IT Utilities	750.00
01/01/2024	Bill	40749	FATBEAM, LLC	Internet January 2024	2380 Accounts Payable	675.00
				Internet January 2024	5220.5 OPERATING EXPENSES:Information Technology:IT Utilities	675.00
01/01/2024	Bill	40949	FATBEAM, LLC	Internet January 2024	2380 Accounts Payable	700.00
				Internet January 2024	5220.5 OPERATING EXPENSES:Information Technology:IT Utilities	700.00
01/01/2024	Bill	571383	Access Integration, Inc.	Hosted Access 1/2024-03/2024	2380 Accounts Payable	120.00
				Hosted Access 1/2024-03/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	60.00
				Hosted Access 1/2024-03/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	60.00
01/01/2024	Bill	0680769	WESTERN RECORDS DESTRUCTION, INC	Shredding Service 12/01-12/31/23	2380 Accounts Payable	55.00
				Shredding Service 12/01-12/31/23	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	55.00
01/01/2024	Bill	IDW-102234	YIG Administration	ID Watchdog December 2023	2380 Accounts Payable	247.50
				ID Watchdog December 2023	5010c PERSONNEL:Payroll benefits:Benefits - Health	89.50
				ID Watchdog December 2023	5010c PERSONNEL:Payroll benefits:Benefits - Health	32.50
				ID Watchdog December 2023	5010c PERSONNEL:Payroll benefits:Benefits - Health	20.00
				ID Watchdog December 2023	5010c PERSONNEL:Payroll benefits:Benefits - Health	60.00
				ID Watchdog December 2023	5010c PERSONNEL:Payroll benefits:Benefits - Health	27.50
				ID Watchdog December 2023	5010c PERSONNEL:Payroll benefits:Benefits - Health	35.00
				ID Watchdog November 2023 Billing Differences	5010c PERSONNEL:Payroll benefits:Benefits - Health	-17.00
01/01/2024	Bill	8099	SHR Franchising, LLC dba JAN-PRO of Idaho	Regular Janitorial Service from 01/01/2024 to 01/31/2024	2380 Accounts Payable	10,237.50
				Regular Janitorial Service from 01/01/2024 to 01/31/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	4,250.00
				Regular Janitorial Service from 01/01/2024 to 01/31/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	3,850.00
				Regular Janitorial Service from 01/01/2024 to 01/31/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	300.00

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Regular Janitorial Service from 01/01/2024 to 01/31/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	450.00
				Regular Janitorial Service from 01/01/2024 to 01/31/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	650.00
				Regular Janitorial Service from 01/01/2024 to 01/31/2024	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	250.00
				Regular Janitorial Service from 12/11/2023 to 12/31/2023	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	187.50
				Initial Clean at Crestmont	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	300.00
01/01/2024	Bill	40982	FATBEAM, LLC	Managed Firewall Services January 2024	2380 Accounts Payable	150.00
				Managed Firewall Services January 2024	5220.5 OPERATING EXPENSES:Information Technology:IT Utilities	150.00
01/01/2024	Bill	MORC Friends Sales	Friends of the Meridian Library Dist	Redirect funds collected for Friends at MORC	2380 Accounts Payable	161.50
				Redirect funds collected for Friends at MORC	1500 Deposits/Prepaid expenses	161.50
01/01/2024	Bill	2024-01-01	SUNDANCE INVESTMENTS, LLP	Monthly Rent	2380 Accounts Payable	9,607.30
				Monthly Rent	6255 OPERATING EXPENSES:Facility Expense:Bldg-Rent	9,607.30
01/01/2024	Bill	2331013888	UniFirst Corporation	Mat Cleaning and Terry Cloths	2380 Accounts Payable	50.73
				Mat Cleaning and Terry Cloths	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	50.73
01/02/2024	Bill	64337760	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	294.24
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	294.24
01/02/2024	Bill	02945DA24001933	OVERDRIVE, INC	Ebook	2380 Accounts Payable	35.00
				Ebook	5122 COLLECTIONS:eContent	35.00
01/02/2024	Bill	2160:10036815	TREASURE VALLEY COFFEE INC	Water/Ice Machine Rental	2380 Accounts Payable	44.95
				Water/Ice Machine Rental	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	44.95
01/02/2024	Bill	02945CO24001188	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	10,219.03
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	10,219.03
01/02/2024	Bill	2331024480	UniFirst Corporation	Mat Cleaning and Terry Cloths	2380 Accounts Payable	50.73
				Mat Cleaning and Terry Cloths	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	50.73
01/03/2024	Bill	133553	Diamond Lawns, LLC	December 2023 Snow Removal Services	2380 Accounts Payable	6,860.25
				December 2023 Snow Removal Services	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	6,860.25
01/03/2024	Bill	67675402	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	27.62

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	27.62
01/03/2024	Bill	64338577	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	105.23
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	105.23
01/03/2024	Bill	67675401	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	414.54
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	72.14
				Print Books	5135 COLLECTIONS:Young Adult books	34.00
				Print Books	5130 COLLECTIONS:Children's books	43.62
				Print Books	5115 COLLECTIONS:Adult Print Books	123.66
				Print Books	5130 COLLECTIONS:Children's books	138.12
01/04/2024	Bill	02945CO24003343	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	1,804.59
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	1,804.59
01/04/2024	Bill	1271014	FISHER'S TECHNOLOGY	Verkada 1 Year Camera License	2380 Accounts Payable	1,194.00
				Verkada 1 Year Camera License	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	1,194.00
01/04/2024	Bill	504877443	MIDWEST TAPE	DVDs	2380 Accounts Payable	811.75
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	16.25
				DVDs	5149 COLLECTIONS:Media	464.86
				DVDs	5149 COLLECTIONS:Media	12.74
				DVDs	5149 COLLECTIONS:Media	317.90
01/04/2024	Bill	64338597	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	35.93
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	35.93
01/04/2024	Bill	64338596	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	344.71
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	27.43
				Print Books	5135 COLLECTIONS:Young Adult books	11.19
				Print Books	5130 COLLECTIONS:Children's books	27.43
				Print Books	5115 COLLECTIONS:Adult Print Books	90.50
				Print Books	5115 COLLECTIONS:Adult Print Books	53.95
				Print Books	5115 COLLECTIONS:Adult Print Books	76.35
				Print Books	5130 COLLECTIONS:Children's books	43.67
				Print Books	5135 COLLECTIONS:Young Adult books	11.19
01/05/2024	Bill	0016547	All Pro Linen	Towel/Mat Laundering 01/05/24	2380 Accounts Payable	57.75

# Meridian Library District

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Towel/Mat Laundering 01/05/24	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	57.75
01/05/2024	Bill	0016548	All Pro Linen	Towel/Mat Laundering 01/05/2024	2380 Accounts Payable	56.75
				Towel/Mat Laundering 01/05/2024	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	56.75
01/05/2024	Bill	2745	Patricia Latham Ball dba Management Northwest	December Legal Services	2380 Accounts Payable	212.50
				December Legal Services	5202.4 OPERATING EXPENSES:Professional Services:Legal fees	212.50
01/06/2024	Bill	02945DA24005176	OVERDRIVE, INC	Ebook/Audibook	2380 Accounts Payable	131.99
				Ebook/Audibook	5122 COLLECTIONS:eContent	131.99
01/07/2024	Bill	12024	Business First Solutions	3D Resin Printer Safety Review	2380 Accounts Payable	225.00
				3D Resin Printer Safety Review	5220.7 OPERATING EXPENSES:Information Technology:IT Technology Maintenance	225.00
01/08/2024	Bill	02945DA24006651	OVERDRIVE, INC	Ebook/Audibook	2380 Accounts Payable	140.00
				Ebook/Audibook	5122 COLLECTIONS:eContent	140.00
01/08/2024	Bill	64338576	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	971.27
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	36.52
				Print Books	5135 COLLECTIONS:Young Adult books	39.86
				Print Books	5130 COLLECTIONS:Children's books	25.89
				Print Books	5130 COLLECTIONS:Children's books	10.63
				Print Books	5115 COLLECTIONS:Adult Print Books	389.87
				Print Books	5115 COLLECTIONS:Adult Print Books	165.23
				Print Books	5115 COLLECTIONS:Adult Print Books	228.52
				Print Books	5130 COLLECTIONS:Children's books	42.52
				Print Books	5135 COLLECTIONS:Young Adult books	29.23
01/09/2024	Bill	02945DA24008724	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	1,388.65
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	1,388.65
01/09/2024	Bill	02945DA24008726	OVERDRIVE, INC	Audiobook	2380 Accounts Payable	64.99
				Audiobook	5122 COLLECTIONS:eContent	64.99
01/09/2024	Bill	02945DA24008725	OVERDRIVE, INC	Audiobook	2380 Accounts Payable	64.99
				Audiobook	5122 COLLECTIONS:eContent	64.99
01/09/2024	Bill	64338875	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	35.86
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	35.86
01/09/2024	Bill	64338874	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	340.21



# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5135 COLLECTIONS:Young Adult books	11.20
				Print Books	5130 COLLECTIONS:Children's books	8.39
				Print Books	5115 COLLECTIONS:Adult Print Books	193.36
				Print Books	5115 COLLECTIONS:Adult Print Books	32.47
				Print Books	5115 COLLECTIONS:Adult Print Books	63.81
				Print Books	5130 COLLECTIONS:Children's books	16.78
				Print Books	5135 COLLECTIONS:Young Adult books	11.20
01/10/2024	Bill	02945CO24009551	OVERDRIVE, INC	Ebooks/Audiobooks Ebooks/Audiobooks	2380 Accounts Payable 5122 COLLECTIONS:eContent	6,145.27 6,145.27
01/10/2024	Bill	67677252	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	53.38
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	53.38
01/10/2024	Bill	67677251	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	196.09
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5115 COLLECTIONS:Adult Print Books	161.81
				Print Books	5115 COLLECTIONS:Adult Print Books	31.28
01/10/2024	Bill	127070	Ednetics	Monthly VOIP Service Monthly VOIP Service	2380 Accounts Payable 5230 OPERATING EXPENSES:Information Technology:Phone Service	635.40 635.40
01/11/2024	Bill	64339145	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	171.37
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	171.37
01/11/2024	Bill	64339144	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	1,116.89
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	18.13
				Print Books	5130 COLLECTIONS:Children's books	8.39
				Print Books	5115 COLLECTIONS:Adult Print Books	656.01
				Print Books	5115 COLLECTIONS:Adult Print Books	122.88
				Print Books	5115 COLLECTIONS:Adult Print Books	271.33
				Print Books	5130 COLLECTIONS:Children's books	37.15
01/11/2024	Bill	LostItemRefund	Shelby Lee Petsch	Lost Item Fine - Item Returned Lost Item Fine - Item Returned	2380 Accounts Payable 4200 Non-tax Revenue:Fines and fees	8.64 -8.64
01/11/2024	Bill	2160:10067129	TREASURE VALLEY COFFEE INC	Water/Ice Machine Rental Water Machine Rental	2380 Accounts Payable 6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	76.00 76.00

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
01/12/2024	Bill	504907103	MIDWEST TAPE	Blu Rays	2380 Accounts Payable	145.20
				Blu Rays	5149 COLLECTIONS:Media	78.72
				Blu Rays	5229.2 OPERATING EXPENSES:Materials	14.00
					Processing:Materials-Processing	
				Blu Rays	5149 COLLECTIONS:Media	26.24
				Blu Rays	5149 COLLECTIONS:Media	26.24
01/12/2024	Bill	504904925	MIDWEST TAPE	ADB Media	2380 Accounts Payable	167.96
				ADB Media	5149 COLLECTIONS:Media	167.96
01/12/2024	Bill	64339220	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	72.12
				Processing	5229.2 OPERATING EXPENSES:Materials	72.12
					Processing:Materials-Processing	
01/12/2024	Bill	64339219	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	441.50
				Processing	5229.2 OPERATING EXPENSES:Materials	3.00
					Processing:Materials-Processing	
				Print Books	5130 COLLECTIONS:Children's books	55.24
				Print Books	5135 COLLECTIONS:Young Adult books	33.57
				Print Books	5130 COLLECTIONS:Children's books	21.25
				Print Books	5135 COLLECTIONS:Young Adult books	22.38
				Print Books	5115 COLLECTIONS:Adult Print Books	124.04
				Print Books	5115 COLLECTIONS:Adult Print Books	16.23
				Print Books	5115 COLLECTIONS:Adult Print Books	32.47
				Print Books	5130 COLLECTIONS:Children's books	110.94
Print Books	5135 COLLECTIONS:Young Adult books	22.38				
01/12/2024	Bill	1273905	FISHER'S TECHNOLOGY	Meter Copy/Print Usage FEQ15251 FEQ39040 12/12-1/11/24	2380 Accounts Payable	98.47
				Meter Copy/Print Usage FEQ15251 FEQ39040 12/12-1/11/24	5211 OPERATING EXPENSES:Supplies:Copy/Print	98.47
01/13/2024	Bill	02945DA24011896	OVERDRIVE, INC	Ebook	2380 Accounts Payable	25.49
				Ebook	5122 COLLECTIONS:eContent	25.49
01/15/2024	Bill	4310571	Employee Benefits Corporation	COBRA January 2024	2380 Accounts Payable	89.18
				COBRA January 2024	5010c PERSONNEL:Payroll benefits:Benefits - Health	89.18
01/16/2024	Bill	02945DA24014692	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	812.72
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	812.72
01/16/2024	Bill	02945DA24014693	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	431.34
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	431.34
01/16/2024	Bill	504926060	MIDWEST TAPE	Blu Rays/DVDs	2380 Accounts Payable	227.76
				Processing	5229.2 OPERATING EXPENSES:Materials	5.85
					Processing:Materials-Processing	
				Blu Rays/DVDs	5149 COLLECTIONS:Media	97.46
			Blu Rays/DVDs	5149 COLLECTIONS:Media	26.24	

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Blu Rays/DVDs	5149 COLLECTIONS:Media	98.21
01/16/2024	Bill	64339339	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	46.43
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	46.43
01/16/2024	Bill	64339338	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	439.55
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	3.91
				Print Books	5135 COLLECTIONS:Young Adult books	17.54
				Print Books	5135 COLLECTIONS:Young Adult books	17.54
				Print Books	5115 COLLECTIONS:Adult Print Books	229.83
				Print Books	5115 COLLECTIONS:Adult Print Books	63.27
				Print Books	5115 COLLECTIONS:Adult Print Books	89.36
				Print Books	5130 COLLECTIONS:Children's books	15.10
01/16/2024	Bill	LostItemRefund	Michelle Hanks	Lost Item Fine - Item Returned	2380 Accounts Payable	20.00
				Lost Item Fine - Item Returned	4200 Non-tax Revenue:Fines and fees	-20.00
01/16/2024	Bill	2160:10079430	TREASURE VALLEY COFFEE INC	Water/Ice Machine Rental	2380 Accounts Payable	169.95
				Water Machine Rental	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	125.00
				Water Machine Rental	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	44.95
01/17/2024	Bill	67678312	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	69.86
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	69.86
01/17/2024	Bill	64339557	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	51.64
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	51.64
01/17/2024	Bill	64339556	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	614.47
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5115 COLLECTIONS:Adult Print Books	291.13
				Print Books	5115 COLLECTIONS:Adult Print Books	137.16
				Print Books	5115 COLLECTIONS:Adult Print Books	183.18
01/17/2024	Bill	67678311	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	556.88
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5135 COLLECTIONS:Young Adult books	33.01
				Print Books	5135 COLLECTIONS:Young Adult books	11.19

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Print Books	5115 COLLECTIONS:Adult Print Books	298.12
				Print Books	5115 COLLECTIONS:Adult Print Books	16.79
				Print Books	5115 COLLECTIONS:Adult Print Books	45.44
				Print Books	5115 COLLECTIONS:Adult Print Books	133.67
				Print Books	5130 COLLECTIONS:Children's books	4.47
				Print Books	5135 COLLECTIONS:Young Adult books	11.19
01/18/2024	Bill	01-11-2024	SUNDANCE INVESTMENTS, LLP	January Rent Processing Fees	2380 Accounts Payable	544.25
				January Rent Processing Fees	6255 OPERATING EXPENSES:Facility Expense:Bldg-Rent	544.25
01/18/2024	Bill	504931683	MIDWEST TAPE	DVDs	2380 Accounts Payable	118.97
				DVDs	5149 COLLECTIONS:Media	118.97
01/18/2024	Bill	02945DA24016823	OVERDRIVE, INC	Audiobook	2380 Accounts Payable	79.99
				Audiobook	5122 COLLECTIONS:eContent	79.99
01/18/2024	Bill	64339595	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	322.86
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	322.86
01/18/2024	Bill	64339594	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	3,066.06
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	52.91
				Print Books	5135 COLLECTIONS:Young Adult books	141.13
				Print Books	5135 COLLECTIONS:Young Adult books	21.82
				Print Books	5115 COLLECTIONS:Adult Print Books	1,719.00
				Print Books	5115 COLLECTIONS:Adult Print Books	36.67
				Print Books	5115 COLLECTIONS:Adult Print Books	227.17
				Print Books	5115 COLLECTIONS:Adult Print Books	744.94
				Print Books	5130 COLLECTIONS:Children's books	74.72
				Print Books	5135 COLLECTIONS:Young Adult books	44.70
01/18/2024	Bill	AR1256015	Valley Office Systems	Lease 1/1-1/31/24 : Overage 12/1-12/31/23	2380 Accounts Payable	458.11
				Lease 1/1-1/31/24 : Overage 12/1-12/31/23	5211 OPERATING EXPENSES:Supplies:Copy/Print	458.11
01/18/2024	Bill	73518	Viking Automatic Sprinkler Co., Inc.	Replacement of Leaking Fire Sprinkler Main	2380 Accounts Payable	720.05
				Replacement of Leaking Fire Sprinkler Main	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	720.05
01/19/2024	Bill	64339731	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	26.77
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	26.77
01/19/2024	Bill	64339709	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	61.64
				Processing	5229.2 OPERATING	61.64

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
					EXPENSES:Materials Processing:Materials-Processing	
01/19/2024	Bill	64339730	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	257.03
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	26.84
				Print Books	5115 COLLECTIONS:Adult Print Books	110.65
				Print Books	5115 COLLECTIONS:Adult Print Books	32.47
				Print Books	5115 COLLECTIONS:Adult Print Books	48.14
				Print Books	5130 COLLECTIONS:Children's books	35.93
01/19/2024	Bill	64339708	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	600.21
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	109.85
				Print Books	5130 COLLECTIONS:Children's books	216.78
				Print Books	5115 COLLECTIONS:Adult Print Books	56.18
				Print Books	5115 COLLECTIONS:Adult Print Books	34.71
				Print Books	5115 COLLECTIONS:Adult Print Books	34.71
				Print Books	5130 COLLECTIONS:Children's books	144.98
01/19/2024	Bill	7424201	DEMCO	Labels for Library Classifications	2380 Accounts Payable	216.42
				Labels for Library Classifications	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	216.42
01/19/2024	Bill	0017222	All Pro Linen	Towel/Mat Laundering 01/19/2024	2380 Accounts Payable	101.75
				Towel/Mat Laundering 01/19/2024	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	101.75
01/19/2024	Bill	0017223	All Pro Linen	Towel/Mat Laundering 01/19/2024	2380 Accounts Payable	56.75
				Towel/Mat Laundering 01/19/2024	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	56.75
01/20/2024	Bill	2024-02-01	SUNDANCE INVESTMENTS, LLP	Monthly Rent	2380 Accounts Payable	10,183.74
				Monthly Rent - February	6255 OPERATING EXPENSES:Facility Expense:Bldg-Rent	9,895.52
				Monthly Rent - January Additional	6255 OPERATING EXPENSES:Facility Expense:Bldg-Rent	288.22
01/22/2024	Bill	504952568	MIDWEST TAPE	Blu Rays/DVDs	2380 Accounts Payable	122.45
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.25
				Blu Rays/DVDs	5149 COLLECTIONS:Media	74.22
				Blu Rays/DVDs	5149 COLLECTIONS:Media	44.98
01/22/2024	Bill	IH840	City Of Boise Library	Consortium Hardware/Software Q4 October-December 2023	2380 Accounts Payable	18,487.17
				Consortium Hardware/Software Q4 October-December 2023	5212.H OPERATING EXPENSES:Consortium: Consortium-Hardware/Software	18,487.17

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
01/22/2024	Bill	IH108	City Of Boise Library	FY24 Quarterly ILS Upgrade/Replacement Fund October-December 2023	2380 Accounts Payable	2,327.65
				FY24 Quarterly ILS Upgrade/Replacement Fund October-December 2023	5212.H OPERATING EXPENSES:Consortium:Consortium-Hardware/Software	2,327.65
01/22/2024	Bill	01/22/24	Amanda Helsley	Trauma Informed Book Club 01/24/24	2380 Accounts Payable	75.00
				Trauma Informed Book Club 01/24/24	5236.FA OPERATING EXPENSES:Program Expense:Programs - Family All Ages	75.00
01/23/2024	Bill	02945DA24021840	OVERDRIVE, INC	Ebook	2380 Accounts Payable	49.00
				Ebook	5122 COLLECTIONS:eContent	49.00
01/23/2024	Bill	02945DA24021841	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	501.46
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	501.46
01/23/2024	Bill	02945DA24021842	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	728.48
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	728.48
01/23/2024	Bill	02945DA24021839	OVERDRIVE, INC	Ebook	2380 Accounts Payable	49.00
				Ebook	5122 COLLECTIONS:eContent	49.00
01/23/2024	Bill	1278909	FISHER'S TECHNOLOGY	Meter Copy/Print Usage FEQ32043 12/23-01/22/2024	2380 Accounts Payable	55.31
				Meter Copy/Print Usage FEQ32043 12/23-01/22/2024	5211 OPERATING EXPENSES:Supplies:Copy/Print	55.31
01/23/2024	Bill	1278908	FISHER'S TECHNOLOGY	Meter Copy/Print Usage FEQ15631 / FEQ17642	2380 Accounts Payable	246.11
				Meter Copy/Print Usage FEQ15631	5211 OPERATING EXPENSES:Supplies:Copy/Print	106.89
				Meter Copy/Print Usage FEQ15632	5211 OPERATING EXPENSES:Supplies:Copy/Print	139.22
01/24/2024	Bill	64340033	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	144.09
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	144.09
01/24/2024	Bill	64340032	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	1,082.45
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	49.79
				Print Books	5135 COLLECTIONS:Young Adult books	21.26
				Print Books	5130 COLLECTIONS:Children's books	29.65
				Print Books	5115 COLLECTIONS:Adult Print Books	437.95
				Print Books	5115 COLLECTIONS:Adult Print Books	166.05
				Print Books	5115 COLLECTIONS:Adult Print Books	312.65
				Print Books	5130 COLLECTIONS:Children's books	62.10
01/24/2024	Bill	IH851	City Of Boise Library	TVLA Courier Q4 October-December 2023	2380 Accounts Payable	13,419.00
				TVLA Courier Q4 October-December 2023	5212.C OPERATING EXPENSES:Consortium:Consortium-	13,419.00

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
					Courier	
01/24/2024	Bill	3197	LIBRARY MARKET	LibraryCalendar - eCommerce Configuration	2380 Accounts Payable	1,500.00
				Website design and development	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	1,500.00
01/24/2024	Bill	220720739	B&H Photo-Video	IDP Smart Dual Sided ID Card Printer	2380 Accounts Payable	1,093.61
				IDP Smart Dual Sided ID Card Printer	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	1,093.61
01/25/2024	Bill	67680138	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	9.99
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	9.99
01/25/2024	Bill	64340092	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	183.29
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	183.29
01/25/2024	Bill	64340157	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	17.77
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	17.77
01/25/2024	Bill	504962835	MIDWEST TAPE	ADB Media	2380 Accounts Payable	87.98
				ADB Media	5149 COLLECTIONS:Media	87.98
01/25/2024	Bill	64340091	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	1,447.79
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	283.63
				Print Books	5130 COLLECTIONS:Children's books	113.57
				Print Books	5130 COLLECTIONS:Children's books	10.63
				Print Books	5115 COLLECTIONS:Adult Print Books	652.84
				Print Books	5115 COLLECTIONS:Adult Print Books	67.58
				Print Books	5115 COLLECTIONS:Adult Print Books	67.58
				Print Books	5130 COLLECTIONS:Children's books	248.96
01/25/2024	Bill	64340156	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	301.37
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	11.19
				Print Books	5130 COLLECTIONS:Children's books	11.19
				Print Books	5115 COLLECTIONS:Adult Print Books	112.63
				Print Books	5115 COLLECTIONS:Adult Print Books	32.29
				Print Books	5115 COLLECTIONS:Adult Print Books	112.63
				Print Books	5130 COLLECTIONS:Children's books	18.44

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
01/25/2024	Bill	67680137	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	91.05
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	9.00
				Print Books	5130 COLLECTIONS:Children's books	17.91
				Print Books	5130 COLLECTIONS:Children's books	22.38
				Print Books	5115 COLLECTIONS:Adult Print Books	20.88
				Print Books	5115 COLLECTIONS:Adult Print Books	0.00
				Print Books	5115 COLLECTIONS:Adult Print Books	20.88
01/25/2024	Bill	LostItemRefund	Sally Barney	Lost Item Fine - Item Returned	2380 Accounts Payable	40.00
				Lost Item Fine - Item Returned	4200 Non-tax Revenue:Fines and fees	-40.00
01/25/2024	Bill	LostItemRefund	Caitlin Taylor Sitz	Lost Item Fine - Item Returned	2380 Accounts Payable	116.90
				Lost Item Fine - Item Returned	4200 Non-tax Revenue:Fines and fees	-116.90
01/25/2024	Bill	LostItemRefund	Suzanne Sharrock	Lost Item Fine - Item Returned	2380 Accounts Payable	28.00
				Lost Item Fine - Item Returned	4200 Non-tax Revenue:Fines and fees	-28.00
01/25/2024	Bill	LostItemRefund	Melody Krenelka	Lost Item Fine - Item Returned	2380 Accounts Payable	10.98
				Lost Item Fine - Item Returned	4200 Non-tax Revenue:Fines and fees	-10.98
01/25/2024	Bill	LostItemRefund	Rebecca Gose	Lost Item Fine - Item Returned	2380 Accounts Payable	10.68
				Lost Item Fine - Item Returned	4200 Non-tax Revenue:Fines and fees	-10.68
01/25/2024	Bill	LostItemRefund	Jamie Corbin	Lost Item Fine - Item Returned	2380 Accounts Payable	14.98
				Lost Item Fine - Item Returned	4200 Non-tax Revenue:Fines and fees	-14.98
01/25/2024	Bill	012524	Autumn B	Reimb wheels to replace broken wheel on the children's table at Silverstone Library	2380 Accounts Payable	29.39
				Reimb wheels to replace broken wheel on the children's table at Silverstone Library	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	29.39
01/25/2024	Bill	2160:10096564	TREASURE VALLEY COFFEE INC	Water/Ice Machine Rental	2380 Accounts Payable	76.00
				Water Machine Rental	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	76.00
01/26/2024	Bill	504970725	MIDWEST TAPE	Blu Rays	2380 Accounts Payable	65.58
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	5.60
				Blu Rays	5149 COLLECTIONS:Media	29.99
				Blu Rays	5149 COLLECTIONS:Media	29.99
01/28/2024	Bill	64340355	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	21.00
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	21.00
01/28/2024	Bill	64340350	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	53.17
				Processing	5229.2 OPERATING EXPENSES:Materials	53.17



# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
					Processing:Materials-Processing	
01/28/2024	Bill	64340349	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	432.22
				Processing	5229.2 OPERATING EXPENSES:Materials	3.00
				Print Books	5130 COLLECTIONS:Children's books	30.58
				Print Books	5130 COLLECTIONS:Children's books	22.79
				Print Books	5135 COLLECTIONS:Young Adult books	11.75
				Print Books	5115 COLLECTIONS:Adult Print Books	143.75
				Print Books	5115 COLLECTIONS:Adult Print Books	137.61
				Print Books	5115 COLLECTIONS:Adult Print Books	52.16
				Print Books	5130 COLLECTIONS:Children's books	30.58
01/28/2024	Bill	64340354	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	268.90
				Processing	5229.2 OPERATING EXPENSES:Materials	3.00
				Print Books	5130 COLLECTIONS:Children's books	66.45
				Print Books	5130 COLLECTIONS:Children's books	10.63
				Print Books	5115 COLLECTIONS:Adult Print Books	108.94
				Print Books	5115 COLLECTIONS:Adult Print Books	12.31
				Print Books	5115 COLLECTIONS:Adult Print Books	12.31
				Print Books	5130 COLLECTIONS:Children's books	55.26
01/29/2024	Bill	504981925	MIDWEST TAPE	DVDs	2380 Accounts Payable	88.06
				Processing	5229.2 OPERATING EXPENSES:Materials	2.60
				Blu Rays	5149 COLLECTIONS:Media	66.72
				Blu Rays	5149 COLLECTIONS:Media	18.74
01/29/2024	Bill	14435722	SENSKE SERVICES, INC.	Pest Control 01/29/24	2380 Accounts Payable	31.50
				Pest Control 01/29/24	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	31.50
01/29/2024	Bill	127439	Ednetics	Installation of Cradlepoint Antennae on Bookmobile	2380 Accounts Payable	548.75
				Installation of Cradlepoint Antennae	5260.1 OPERATING EXPENSES:Vehicle Expense:Vehicle - Bookmobile	548.75
01/30/2024	Bill	02945DA24029188	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	962.44
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	962.44
01/30/2024	Bill	02945DA24029187	OVERDRIVE, INC	Ebooks/Audiobooks	2380 Accounts Payable	273.38
				Ebooks/Audiobooks	5122 COLLECTIONS:eContent	273.38
01/30/2024	Bill	64340489	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	143.76
				Processing	5229.2 OPERATING EXPENSES:Materials	143.76
					Processing:Materials-Processing	
01/30/2024	Bill	64340488	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	996.59

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	37.48
				Print Books	5130 COLLECTIONS:Children's books	26.29
				Print Books	5130 COLLECTIONS:Children's books	6.15
				Print Books	5115 COLLECTIONS:Adult Print Books	596.67
				Print Books	5115 COLLECTIONS:Adult Print Books	48.71
				Print Books	5115 COLLECTIONS:Adult Print Books	240.81
				Print Books	5130 COLLECTIONS:Children's books	37.48
01/30/2024	Bill	31297	TRI-STATE ELECTRIC, INC.	Replace N-Light Switches with Regular Light Switches	2380 Accounts Payable	206.24
				Replace N-Light Switches with Regular Light Switches	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	206.24
01/30/2024	Bill	24-1180	PACIFIC BACKFLOW LLC	Backflow Testing	2380 Accounts Payable	90.00
				Backflow testing	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	90.00
01/30/2024	Bill	LostItemRefund	Kathleen Ourada	Lost Item Fine - Item Returned	2380 Accounts Payable	14.95
				Lost Item Fine - Item Returned	4200 Non-tax Revenue:Fines and fees	-14.95
01/31/2024	Bill	02945DA24033071	OVERDRIVE, INC	Audiobook	2380 Accounts Payable	47.95
				Audiobook	5122 COLLECTIONS:eContent	47.95
01/31/2024	Bill	386421	Kanopy Inc.	Kanopy Play Credits	2380 Accounts Payable	572.00
				Kanopy Play Credits	5122 COLLECTIONS:eContent	572.00
01/31/2024	Bill	64340694	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	71.80
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	71.80
01/31/2024	Bill	67682033	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	58.83
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	58.83
01/31/2024	Bill	64340628	INGRAM LIBRARY SERVICES, INC	Processing	2380 Accounts Payable	53.72
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	53.72
01/31/2024	Bill	67682032	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	444.85
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	50.90
				Print Books	5130 COLLECTIONS:Children's books	120.83
				Print Books	5115 COLLECTIONS:Adult Print Books	202.99
				Print Books	5115 COLLECTIONS:Adult Print Books	15.67
				Print Books	5115 COLLECTIONS:Adult Print Books	15.67

# Meridian Library District

## Bill Listing

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Print Books	5130 COLLECTIONS:Children's books	35.79
01/31/2024	Bill	64340693	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	579.88
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	64.89
				Print Books	5135 COLLECTIONS:Young Adult books	11.19
				Print Books	5130 COLLECTIONS:Children's books	46.99
				Print Books	5130 COLLECTIONS:Children's books	18.46
				Print Books	5115 COLLECTIONS:Adult Print Books	166.65
				Print Books	5115 COLLECTIONS:Adult Print Books	16.80
				Print Books	5115 COLLECTIONS:Adult Print Books	50.94
				Print Books	5115 COLLECTIONS:Adult Print Books	85.16
				Print Books	5130 COLLECTIONS:Children's books	115.80
01/31/2024	Bill	64340627	INGRAM LIBRARY SERVICES, INC	Print Books	2380 Accounts Payable	539.89
				Processing	5229.2 OPERATING EXPENSES:Materials Processing:Materials-Processing	3.00
				Print Books	5130 COLLECTIONS:Children's books	39.16
				Print Books	5135 COLLECTIONS:Young Adult books	11.19
				Print Books	5130 COLLECTIONS:Children's books	19.58
				Print Books	5135 COLLECTIONS:Young Adult books	11.19
				Print Books	5115 COLLECTIONS:Adult Print Books	215.59
				Print Books	5115 COLLECTIONS:Adult Print Books	82.88
				Print Books	5115 COLLECTIONS:Adult Print Books	99.12
				Print Books	5130 COLLECTIONS:Children's books	58.18
01/31/2024	Bill	90056742	HARRIS AND CO., PLLC	FY2023 Audit Progress Billing	2380 Accounts Payable	8,000.00
				FY2023 Audit Progress Billing	5202.1 OPERATING EXPENSES:Professional Services:Audit	8,000.00
01/31/2024	Bill	28030	TRI-STATE ELECTRIC, INC.	January 2024 Maintenance	2380 Accounts Payable	800.00
				January 2024 Maintenance	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	800.00
01/31/2024	Bill	173821417	ULINE	Home Delivery Bags	2380 Accounts Payable	804.61
				Home Delivery Bags	5240 OPERATING EXPENSES:Supplies:Supplies - general	804.61
01/31/2024	Bill	10015029	Formagrid Inc. (dba Airtable)	Qty 20 Airtable Business Licenses	2380 Accounts Payable	5,400.00
				Qty 20 Airtable Business Licenses	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	5,400.00
01/31/2024	Bill	559x06981601	CULLIGAN	Salt and Sanitization Pack Delivery 01/16/24	2380 Accounts Payable	55.45
				Salt and Sanitization Pack Delivery 01/16/24	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	55.45

# Meridian Library District

## Bill Payment List

January 2024

DATE	NUM	VENDOR	AMOUNT
1072 Bill.com Money Out Clearing			
01/03/2024		INGRAM LIBRARY SERVICES, INC	-84.25
01/05/2024		INGRAM LIBRARY SERVICES, INC	-161.43
01/02/2024		ODP Business Solutions, LLC	-15.47
01/02/2024		PEAK ALARM CO, INC	-137.70
01/03/2024		TREASURE VALLEY COFFEE INC	-76.00
01/08/2024		RM MECHANICAL, INC	-8,923.72
01/08/2024		TREASURE VALLEY COFFEE INC	-169.95
01/11/2024		Danielle Martensen	-29.99
01/11/2024		OVERDRIVE, INC	-1,294.78
01/11/2024		Sara Barclay Olson	-32.61
01/11/2024		ADA COMMUNITY LIBRARY	-324.18
01/11/2024		INGRAM LIBRARY SERVICES, INC	-4,570.46
01/11/2024		FISHER'S TECHNOLOGY	-293.18
01/11/2024		Ellie Briggs	-12.99
01/11/2024		Tristan Cheney	-10.00
01/11/2024		Elaine Thorpe	-29.99
01/11/2024		Alexander Phiifer	-19.99
01/11/2024		Deborah Leas	-11.03
01/11/2024		Mikaela Clark	-14.99
01/11/2024		Richard Jordan	-16.38
01/11/2024		Gregg Jones	-175.00
01/11/2024		Christine Ochoa	-27.99
01/11/2024		Sarah Olson	-16.99
01/11/2024		Jennifer Graham	-4.99
01/11/2024		Jim Davisson	-10.00
01/11/2024		Anne Franciska Aastum	-17.99
01/11/2024		Benjamin Turnbough	-34.77
01/11/2024		Brooke Marie Hall	-6.99
01/11/2024		Chasity Sherelle Wood	-3.91
01/11/2024		Elvia Paulina Yordanov	-14.99
01/11/2024		Emily Laura Bentz	-5.95
01/11/2024		Emily Suzanne Mortensen	-10.06
01/11/2024		Kathleen Starr Lawrence	-14.99
01/11/2024		Kendall Leann Vega	-6.99
01/11/2024		Lexi Bishop	-65.92
01/11/2024		Micah Johnston	-24.95
01/11/2024		Morgan Carlson	-11.19
01/11/2024		Natalie Tizekker	-15.05
01/11/2024		Rachel Diane Ward	-2.89
01/11/2024		Scott Allan Harter	-18.94
01/11/2024		Stephanie Ann Peterson	-24.86
01/11/2024		Stephanie Haley	-17.99
01/11/2024		UniFirst Corporation	-44.44
01/11/2024		Yana Pelihaty	-12.96

# Meridian Library District

## Bill Payment List

January 2024

DATE	NUM	VENDOR	AMOUNT
01/11/2024		Mikaela Dant	-14.25
01/11/2024		Marissa Renae Wunder	-4.99
01/11/2024		MERIDIAN LIBRARY FOUNDATION	-20.00
01/11/2024		Bridget Duffin	-5.39
01/11/2024		Landon Brown	-10.63
01/11/2024		Magdalena Leon	-12.40
01/11/2024		TREASURE VALLEY COFFEE INC	-76.00
01/11/2024		BOISE PUBLIC LIBRARY	-397.18
01/11/2024		CALDWELL PUBLIC LIBRARY	-28.99
01/11/2024		EAGLE PUBLIC LIBRARY	-313.45
01/11/2024		FATBEAM, LLC	-750.00
01/11/2024		GARDEN CITY LIBRARY	-33.98
01/11/2024		Kuna Library District	-17.95
01/11/2024		MOUNTAIN HOME PUBLIC LIBRARY	-10.00
01/11/2024		NAMPA PUBLIC LIBRARY	-355.28
01/11/2024		SWANK MOVIE LICENSING USA	-1,469.00
01/11/2024		MINUTEMAN INC.	-102.50
01/11/2024		Per Hojmark Christensen	-15.44
01/11/2024		Sparklight	-284.15
01/11/2024		Jennifer T	-969.36
01/11/2024		Tracy Peterson	-50.00
01/11/2024		MIDWEST TAPE	-106.97
01/11/2024		Jane Ol	-571.54
01/11/2024		SENSKE SERVICES, INC.	-30.00
01/11/2024		All Pro Linen	-106.25
01/11/2024		All Pro Linen	-56.75
01/11/2024		Alpine Meadows	-15.95
01/11/2024		Connie Downs	-16.99
01/11/2024		Grace Rolfe	-15.00
01/11/2024		Jessica Hansen	-16.95
01/11/2024		Justin Frost	-15.00
01/11/2024		Katherine Townley	-16.99
01/11/2024		Marjorie Cox	-10.07
01/11/2024		Morgan Abrams	-14.95
01/11/2024		Morgan Sieminski	-12.00
01/11/2024		Thomas Dykman	-21.17
01/11/2024		Carlos Barela	-17.99
01/11/2024		Dixie Herring	-19.99
01/11/2024		Kellie Schneider	-10.07
01/11/2024		Laura Smith	-14.00
01/11/2024		Lea Francis	-39.88
01/11/2024		Muriel Judge	-26.99
01/11/2024		Olga Winkle	-25.74
01/11/2024		Piper Spencer	-18.47
01/11/2024		Richard Mahn	-10.59

# Meridian Library District

## Bill Payment List

January 2024

DATE	NUM	VENDOR	AMOUNT
01/11/2024		Wendi Huffman	-19.99
01/11/2024		MERIDIAN LIBRARY FOUNDATION	-1,335.06
01/11/2024		OVERDRIVE, INC	-12,330.61
01/11/2024		INGRAM LIBRARY SERVICES, INC	-12,585.00
01/17/2024		INGRAM LIBRARY SERVICES, INC	-462.73
01/18/2024		INGRAM LIBRARY SERVICES, INC	-3,412.87
01/11/2024		FISHER'S TECHNOLOGY	-1,465.08
01/11/2024		MIDWEST TAPE	-1,585.82
01/18/2024		MIDWEST TAPE	-429.39
01/22/2024		FATBEAM, LLC	-2,975.00
01/11/2024		UniFirst Corporation	-50.73
01/11/2024		All Pro Linen	-57.75
01/11/2024		Ednetics	-635.37
01/11/2024		UniFirst Corporation	-43.70
01/11/2024		ADA COMMUNITY LIBRARY	-88.99
01/11/2024		BOISE PUBLIC LIBRARY	-145.40
01/11/2024		BORTON LAW OFFICES, PLLC	-150.00
01/11/2024		GARDEN CITY LIBRARY	-33.00
01/11/2024		Kuna Library District	-13.00
01/11/2024		NAMPA PUBLIC LIBRARY	-48.97
01/11/2024		Diamond Lawns, LLC	-6,860.25
01/11/2024		UniFirst Corporation	-48.56
01/11/2024		OFFICE MASTER INC	-17,000.12
01/16/2024		Valley Office Systems	-392.72
01/17/2024		MIDWEST TAPE	-99.98
01/17/2024		TRI-STATE ELECTRIC, INC.	-800.00
01/18/2024		DEMCO	-502.09
01/18/2024		TREASURE VALLEY COFFEE INC	-76.00
01/18/2024		Ednetics	-324.58
01/19/2024		Kanopy Inc.	-446.00
01/22/2024		Access Integration, Inc.	-120.00
01/22/2024		CENTER POINT LARGE PRINT	-89.88
01/22/2024		UNIQUE MANAGEMENT SERVICES, INC	-541.75
01/23/2024		INGRAM LIBRARY SERVICES, INC	-294.24
01/23/2024		TREASURE VALLEY COFFEE INC	-44.95
01/17/2024		Ednetics	-6,928.26
01/17/2024		Friends of the Meridian Library Dist	-161.50
01/17/2024		YIG Administration	-247.50
01/17/2024		All Pro Linen	-56.75
01/17/2024		Patricia Latham Ball dba Management Northwest	-212.50
01/17/2024		SHR Franchising, LLC dba JAN-PRO of Idaho	-10,237.50
01/22/2024		FATBEAM, LLC	-150.00
01/22/2024		WESTERN RECORDS DESTRUCTION, INC	-55.00
01/23/2024		SUNDANCE INVESTMENTS, LLP	-9,607.30
01/29/2024		SUNDANCE INVESTMENTS, LLP	-9,607.30

# Meridian Library District

## Bill Payment List

January 2024

DATE	NUM	VENDOR	AMOUNT
01/29/2024		SUNDANCE INVESTMENTS, LLP	-11,016.21
01/25/2024		High Desert Development Linder Village, LLC	-17,916.67
<b>Total for 1072 Bill.com Money Out Clearing</b>			<b>\$ -154,677.20</b>
Not Specified			
01/08/2024		UniFirst Corporation	0.00
01/11/2024		MOUNTAIN HOME PUBLIC LIBRARY	0.00
<b>Total for Not Specified</b>			<b>\$0.00</b>

# Meridian Library District

## Credit Card Detail

January 2024

DATE	NUM	SPLIT	AMOUNT	NAME
2700 Divvy Credit Cards Payable				
01/02/2024	46302BF50A7F883FAF5B4	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	36.92	GOOGLE SERVICES
01/02/2024	9FD7A4D7E46F0BED5E60C	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	25.00	GOOGLE WORKSPACE
01/03/2024	11DEDA3CB271A56E870A5	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	377.70	AMAZON
01/03/2024	4737CCD855DF2D53960E1	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	1.40	PAYPAL PAYFLOW
01/03/2024	A0AEBCA8FF6FF78AE5664	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	75.23	COSTCO
01/03/2024	3E2AA9E88232546946A84	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	49.44	WALMART
01/04/2024	6AA3709DF0772ED09ABA3	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	18.00	ALBERTSONS
01/04/2024	8F1013A6634CC69E44BB7	5246 OPERATING EXPENSES:Supplies:Supplies - office	26.15	AMAZON
01/04/2024	FB250196AC39EC428D562	5240 OPERATING EXPENSES:Supplies:Supplies - general	54.08	AMAZON
01/04/2024	B78504BBEEBB0401EBB54	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	57.38	AMAZON
01/04/2024	A479AC621F48679A8F8E5	5216 OPERATING EXPENSES:Miscellaneous Operating:Equipment & Furnishings Not Cap	189.00	LOWE'S
01/04/2024	F3E8B4FCAA061E036A48C	5246 OPERATING EXPENSES:Supplies:Supplies - office	36.94	AMAZON
01/04/2024	31979D0580E7BBBB8B62F	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	155.72	AMAZON
01/04/2024	F0B5286AC0E8A0FD01C41	5234.5 OPERATING EXPENSES:Professional Development:Staff Mtg & Training	30.00	SILVERSTONE AMENITY CENTER
01/04/2024	29F19BC7CE17E31C2F54E	5234.4 OPERATING EXPENSES:Professional Development:Memberships	134.00	AMERLIBASSOC
01/04/2024	A68C0A2E2AD6AB2A7944E	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	54.00	AIRTABLE.COM
01/04/2024	1FB06A11EA9E4FD920EC5	5240 OPERATING EXPENSES:Supplies:Supplies - general	-7.98	LOWE'S
01/05/2024	95EDE9CA86930FF1EC9CA	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	86.25	AMAZON
01/05/2024	4AF4C4228EEC4CDDDEDB9F	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	86.25	AMAZON
01/05/2024	D66B615B1482AA5D1A8FB	5236.2S OPERATING EXPENSES:Program Expense:Programs - District:District Programs - Supported	65.84	COSTCO
01/05/2024	CD3294DFBF3C542052504	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	99.83	AMAZON
01/05/2024	AD7E7A7AD4B56D9D52256	5216 OPERATING EXPENSES:Miscellaneous Operating:Equipment & Furnishings Not Cap	48.03	THE HOME DEPOT
01/05/2024	4FFAFFEF37C3298484B17	5220.3 OPERATING EXPENSES:Information	138.99	AMAZON



# Meridian Library District

## Credit Card Detail

January 2024

DATE	NUM	SPLIT	AMOUNT	NAME
		Technology:IT PCs, Printers & Hardware		
01/05/2024	5CEDDD405FA1D0F088948	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	99.82	AMAZON
01/05/2024	95D911A169376A9E2AEAD	5216 OPERATING EXPENSES:Miscellaneous Operating:Equipment & Furnishings Not Cap	40.04	LOWE'S
01/05/2024	B70067574EEE1E5A6C424	5236.SA OPERATING EXPENSES:Program Expense:Programs -School Age 6-12	115.53	AMAZON
01/05/2024	CCBD2BB2BD06A6AA87B26	5220.7 OPERATING EXPENSES:Information Technology:IT Technology Maintenance	282.09	MATTERHACKERS INC
01/05/2024	E6E2760C86B81AACFEF18	5246 OPERATING EXPENSES:Supplies:Supplies - office	6.86	AMAZON
01/05/2024	C984ECEA6D87A940627A5	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	33.97	COSTCO
01/05/2024	8B31C072FF2D737C8BCCC	5216 OPERATING EXPENSES:Miscellaneous Operating:Equipment & Furnishings Not Cap	407.13	AMAZON
01/06/2024	5701ED7C7697F4452920E	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	40.87	ZURCHERS
01/06/2024	5D02086FE7DACA16E1F3F	5240 OPERATING EXPENSES:Supplies:Supplies - general	11.98	AMAZON
01/06/2024	DBB93FAC9851630EF7E3F	5240 OPERATING EXPENSES:Supplies:Supplies - general	30.00	AMAZON
01/07/2024	92D37106B767B586AD25E	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	187.95	AMAZON
01/07/2024	98C2BE0B8C07D657978BF	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	39.70	AMAZON
01/07/2024	C57A68BE0B246DD96BCD4	5237 OPERATING EXPENSES:Professional Services:Recruiting/Background Checks	49.49	CHECKR.COM
01/07/2024	0EAC4775AD8578557E249	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	1,352.40	FARONICS TECHNOLOGIES
01/07/2024	7B6B920F85564F299ADEF	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	33.15	ALBERTSONS
01/07/2024	91CEF697B0AD1F7950255	6224.1 OPERATING EXPENSES:Facility Expense:Bldg-Maintenance	39.70	AMAZON
01/07/2024	FFF91C68C01A6CC7907BC	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	834.81	Bill.com
01/07/2024	89AA4CD3F23124AE46CC2	5246 OPERATING EXPENSES:Supplies:Supplies - office	529.00	AMAZON
01/07/2024	1C8130D09021CAB685A08	5246 OPERATING EXPENSES:Supplies:Supplies - office	23.79	AMAZON
01/08/2024	0C755B4A1571256C1DC51	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	178.99	AMAZON
01/08/2024	72AADED90BA12ABFFED4F	5115 COLLECTIONS:Adult Print Books	10.12	AMAZON
01/08/2024	013E17582140CD0CDD4F1	5246 OPERATING EXPENSES:Supplies:Supplies - office	22.97	AMAZON
01/08/2024	EAD52281B66A923780AE0	5115 COLLECTIONS:Adult Print Books	59.60	AMAZON
01/08/2024	0BF60249812BFAC928D75	5240 OPERATING EXPENSES:Supplies:Supplies - general	35.23	AMAZON

# Meridian Library District

## Credit Card Detail

January 2024

DATE	NUM	SPLIT	AMOUNT	NAME
01/08/2024	0DBE7F906A379A67E79AA	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	25.00	AMAZON
01/08/2024	8D4E19DB0EC5DFE7DC4FE	5115 COLLECTIONS:Adult Print Books	15.34	AMAZON
01/08/2024	1C5C6BF0AFFBB41DE3FFE	5211 OPERATING EXPENSES:Supplies:Copy/Print	44.49	AMAZON
01/08/2024	1CE19DA99607FFBC3C9B5	5115 COLLECTIONS:Adult Print Books	10.12	AMAZON
01/08/2024	51BC937C6DEAD0B9AF90F	5240 OPERATING EXPENSES:Supplies:Supplies - general	149.91	AMAZON
01/08/2024	4711B32BE77A3EA7A2E25	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	659.56	AMAZON
01/09/2024	14B79B128268835B9037F	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	26.16	WALMART
01/09/2024	8D04DF14F217C064AE135	5236.TN OPERATING EXPENSES:Program Expense:Programs -Teen 13-18	63.16	WALMART
01/09/2024	B1739CC328B70D3F4FACE	5240 OPERATING EXPENSES:Supplies:Supplies - general	430.70	BROWN INDUSTRIES INC
01/09/2024	1809884714CA8C8198F09	5236.TN OPERATING EXPENSES:Program Expense:Programs -Teen 13-18	97.91	COSTCO
01/09/2024	683B215B4F72A4CECAB4F	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	207.49	AMAZON
01/09/2024	17CC3E0C796435BFF5D37	5150 COLLECTIONS:Circulating devices & kits	14.98	AMAZON
01/09/2024	C90FF6870A552C7E846D8	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	8.90	AMAZON
01/09/2024	7E246F40EA333A46BBD85	5150 COLLECTIONS:Circulating devices & kits	16.94	AMAZON
01/09/2024	D921E981FA1B865326AAC	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	5.00	TECHSOUP
01/10/2024	E2E5AA19BD3549DD3FE4A	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	89.48	WALMART
01/10/2024	B4414F94F2D67FE0ACE18	5211 OPERATING EXPENSES:Supplies:Copy/Print	193.77	MATTERHACKERS INC
01/10/2024	DA9E590D1C19FB8048388	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	63.00	VOLGISTICS.COM
01/10/2024	579C0A1681AA854EC9F92	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	30.13	AMAZON
01/10/2024	00AB4F27FEEA728719724	5220.5 OPERATING EXPENSES:Information Technology:IT Utilities	331.23	VERIZON
01/10/2024	9296468F92FE7D70CA747	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	159.78	AMAZON
01/10/2024	45E0434FF1D002BE833C1	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	30.09	RUSZONIS
01/10/2024	A430AD17FE9C5198F66EF	5246 OPERATING EXPENSES:Supplies:Supplies - office	15.98	AMAZON
01/10/2024	856748513239755DE3E4E	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	26.81	FRED MEYER
01/10/2024	162FC9D296F0E3E0E3D3D	5130S COLLECTIONS:Children's books:Children's books - Supported	74.97	AMAZON
01/10/2024	1A04FB41B1BB3E74267F3	5236.SA OPERATING EXPENSES:Program	46.27	AMAZON

# Meridian Library District

## Credit Card Detail

January 2024

DATE	NUM	SPLIT	AMOUNT	NAME
01/10/2024	A9214822697B7F02F52B8	Expense:Programs -School Age 6-12 5236.FA OPERATING EXPENSES:Program	18.75	ZURCHERS
01/10/2024	FD0B42747348C6D5A0049	Expense:Programs -Family All Ages 5220.1 OPERATING EXPENSES:Information	30.00	ADOBE
01/10/2024	0F07A2560B689CB9A1BDE	Technology:IT Infra -Software/Licensing 5236.FA OPERATING EXPENSES:Program	259.45	DOMINO'S
01/11/2024	CD3F7AEE84D409044B3FE	Expense:Programs -Family All Ages 5211 OPERATING	115.98	AMAZON
01/11/2024	957D872765463A06C3E0A	EXPENSES:Supplies:Copy/Print 5220.7 OPERATING EXPENSES:Information	110.00	RODEMICROPH
01/11/2024	4728A3FB4EC1AFB9DF8B9	Technology:IT Technology Maintenance 5216 OPERATING EXPENSES:Miscellaneous	569.97	ACTIVE OFFICE
01/11/2024	E143A1DE9BCB14D4F6884	Operating:Equipment & Furnishings Not Cap 5236.AD OPERATING EXPENSES:Program	49.99	NINTENDO
01/11/2024	64F530FD040CD3FC1CA9D	Expense:Programs - Adult 5260.5 OPERATING EXPENSES:Vehicle	-110.32	VALVOLINE
01/11/2024	781CB4D3E0A1433F01AA0	Expense:Vehicle - Dodge HD Wagon 5220.1 OPERATING EXPENSES:Information	1,299.00	B PRIME
01/11/2024	8587405F3A72DD4082353	Technology:IT Infra -Software/Licensing 5150 COLLECTIONS:Circulating devices & kits	75.91	AMAZON
01/11/2024	08F7DF996016B92B93864	2355 Dental Payable	1,450.70	WILLAMETTE DENTAL
01/11/2024	EDA71774C935FF4E24C38	5150 COLLECTIONS:Circulating devices & kits	14.98	AMAZON
01/11/2024	4EDF609E617E82BD10001	5220.1 OPERATING EXPENSES:Information	99.99	HEYZINE.COM
01/11/2024	A30C19116BA9568EFBD24	Technology:IT Infra -Software/Licensing 5150 COLLECTIONS:Circulating devices & kits	15.72	AMAZON
01/11/2024	8460C256D745DBBA048FD	5150 COLLECTIONS:Circulating devices & kits	102.87	AMAZON
01/11/2024	B956566739287E267EB5F	5236.AD OPERATING EXPENSES:Program	8.23	GREAT HARVEST
01/11/2024	F4FEFFAAFB522218ECD95	Expense:Programs - Adult 5260.5 OPERATING EXPENSES:Vehicle	104.98	VALVOLINE
01/11/2024	B88CCDB18D83EFF8400A9	Expense:Vehicle - Dodge HD Wagon 5150 COLLECTIONS:Circulating devices & kits	177.77	AMAZON
01/11/2024	A5A46123452FF2B53978F	5260.5 OPERATING EXPENSES:Vehicle	110.32	VALVOLINE
01/11/2024	822E9D173FEC10923B07C	Expense:Vehicle - Dodge HD Wagon 5211 OPERATING	115.98	AMAZON
01/11/2024	34E98F72093F5DBF98E69	EXPENSES:Supplies:Copy/Print 5236.EL OPERATING EXPENSES:Program	14.99	AMAZON
01/11/2024	B4D07145AD5426FEE3761	Expense:Programs - Early Learning 0-5 5236.AD OPERATING EXPENSES:Program	28.48	ALBERTSONS
01/11/2024	70FD54C565C543193F58D	Expense:Programs - Adult 5150 COLLECTIONS:Circulating devices & kits	15.71	AMAZON
01/11/2024	7E4A07BC2CAC7774E7263	5150 COLLECTIONS:Circulating devices & kits	45.95	AMAZON
01/12/2024	11BB510304B7B348693A5	5236.AD OPERATING EXPENSES:Program	5.00	DOLLAR TREE
01/12/2024	9AC445DFBF4926EF2EE48	Expense:Programs - Adult 5240 OPERATING	47.96	AMAZON
01/12/2024	624A28BBCE3E8BE594DC0	EXPENSES:Supplies:Supplies - general 5236.AD OPERATING EXPENSES:Program	30.44	HOBBY LOBBY

# Meridian Library District

## Credit Card Detail

January 2024

DATE	NUM	SPLIT	AMOUNT	NAME
		Expense:Programs - Adult		
01/12/2024	4F7116819D6800D94DF19	5211 OPERATING EXPENSES:Supplies:Copy/Print	41.74	MATTERHACKERS INC
01/12/2024	5C0D9299E2DC229368412	5234.1 OPERATING EXPENSES:Professional Development:Conferences	228.84	EB HOW TO BUILD
01/12/2024	5E5AF2DE6266AB791DE25	5211 OPERATING EXPENSES:Supplies:Copy/Print	19.99	AMAZON RET FY UNBOU
01/12/2024	8B446F7846D3F8877FA20	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	237.99	AMAZON
01/12/2024	E36DD4331679AF1E49AD5	5220.5 OPERATING EXPENSES:Information Technology:IT Utilities	43.15	T-MOBILE
01/12/2024	069D43DA699179B18133B	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	46.96	COSTCO
01/13/2024	2C90C4932BB776268B565	5225 OPERATING EXPENSES:Marketing:Marketing & advertising	-12.45	CANVA
01/13/2024	581AC8124847948B8CEC4	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	18.84	EXPRESS CAFE
01/13/2024	E0B69E41EA1AE90E23F21	5236.SA OPERATING EXPENSES:Program Expense:Programs -School Age 6-12	52.14	AMAZON
01/13/2024	8313824E57A3C88360B5A	5234.5s OPERATING EXPENSES:Professional Development:Staff Mtg & Training:Staff Training - Supported	1,066.05	TE FACILITRON
01/13/2024	F5AB14B19FA0F22ECC6E0	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	1,294.99	AMAZON
01/14/2024	325EB9B781F385F95DA3B	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	36.39	AMAZON
01/14/2024	85DE5C503626FDADB39F4	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	16.99	AMAZON
01/14/2024	4FD634AE9FD9AA56DDCCC	5236.SA OPERATING EXPENSES:Program Expense:Programs -School Age 6-12	54.74	AMAZON
01/15/2024	2FE20C22CEE2D13BA6B2	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	64.28	AIRTABLE.COM
01/16/2024	A8CBED157EFFAAAAFFFA9	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	10.95	AMAZON
01/17/2024	16A53E67E8786BCC15B93	5234.1 OPERATING EXPENSES:Professional Development:Conferences	150.00	JANNUS INC
01/17/2024	CA265F8D297CE38EAF418	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	2,064.90	AMAZON
01/17/2024	33DE868FC465540EC4D01	5211 OPERATING EXPENSES:Supplies:Copy/Print	42.85	MATTERHACKERS INC
01/18/2024	2CCE7E1FD2759F37C70A9	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	16.99	AMAZON
01/18/2024	A6C3747AA4E2BDCBA4668	5240 OPERATING EXPENSES:Supplies:Supplies - general	24.04	AMAZON
01/18/2024	989E889E3D9EC5884D24A	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	32.38	AMAZON
01/18/2024	DA977327DB7D258C85FDC	5220.3 OPERATING EXPENSES:Information	37.99	AMAZON

# Meridian Library District

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DATE	NUM	SPLIT	AMOUNT	NAME
01/18/2024	D40E7CB53B90BB6AA28A1	Technology:IT PCs, Printers & Hardware 6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	8.97	THE HOME DEPOT
01/18/2024	79BE670738F9CC45574E3	5151 COLLECTIONS:Periodicals	31.79	CHICAGO BOOKS & JOURNALS
01/19/2024	BF0D1B576728A8AF35EF3	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	18.97	AMAZON
01/19/2024	8D3B28642363A17BED6F9	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	1.00	MERIDIAN FREE LIBR
01/19/2024	B9324A129D957F99D1F90	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	49.99	AMAZON
01/19/2024	D8B4497B8D9A75B10B699	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	5.00	MERIDIAN FREE LIBR
01/19/2024	67AC72C98898BFDB2D612	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	60.00	TECHSOUP
01/20/2024	6E4726DAB0AD37D6FBA72	5234.5 OPERATING EXPENSES:Professional Development:Staff Mtg & Training	26.97	COSTCO
01/20/2024	2DF207F762DE0D72188D8	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	251.49	AMAZON
01/20/2024	A946E99C7CBCDA5BD7168	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	10.99	AMAZON
01/20/2024	2AFB6D95092CC91DE822C	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	54.47	AMAZON
01/20/2024	C7868423D28D8B4C6C77D	5240 OPERATING EXPENSES:Supplies:Supplies - general	66.95	AMAZON
01/21/2024	D5ABDEEBE85C264C4C473	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	649.99	VERIZON
01/21/2024	E31F0433D3737FD17F19D	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	7.98	AMAZON
01/21/2024	0538694B53DAD8AE4E111	5211 OPERATING EXPENSES:Supplies:Copy/Print	89.01	AMAZON
01/21/2024	5D3D3AC7A376F24E4068B	5220.5 OPERATING EXPENSES:Information Technology:IT Utilities	437.33	VERIZON
01/21/2024	ED25F66B9F67530CFE298	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	12.47	WALMART
01/22/2024	236AF1638B5F1ABC31E44	5246 OPERATING EXPENSES:Supplies:Supplies - office	10.61	AMAZON
01/22/2024	3A9F32213A4BB725BF324	5246 OPERATING EXPENSES:Supplies:Supplies - office	73.75	AMAZON
01/22/2024	4A37B71FC2418A82442E6	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	11.94	AMAZON
01/22/2024	E790F7C67FEC7D814C262	5240 OPERATING EXPENSES:Supplies:Supplies - general	27.24	AMAZON
01/22/2024	91F676A7FB9D77729E80C	5246 OPERATING EXPENSES:Supplies:Supplies - office	49.09	AMAZON
01/22/2024	966E06869F25FACC4A116	5246 OPERATING EXPENSES:Supplies:Supplies - office	4.25	AMAZON

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DATE	NUM	SPLIT	AMOUNT	NAME
01/22/2024	372429BD00A63FC98F5E4	5240 OPERATING EXPENSES:Supplies:Supplies - general	21.30	AMAZON
01/23/2024	C30376B160F6B47C80F16	5240 OPERATING EXPENSES:Supplies:Supplies - general	52.82	AMAZON
01/23/2024	4553EE59AC843A02B6830	5211 OPERATING EXPENSES:Supplies:Copy/Print	19.50	JOANN
01/23/2024	1924475EC21CA4FC7DE95	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	5.00	MERIDIAN FREE LIBR
01/23/2024	9E6743E1B18259209D1BC	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	37.10	AMAZON
01/23/2024	29F1D8AB8F2CD39858963	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	65.26	AMAZON
01/23/2024	53BEEA966D128EAE52CF1	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	-5.00	MERIDIAN FREE LIBRARY
01/23/2024	979CC6265605A2BE72235	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	-5.00	MERIDIAN FREE LIBRARY
01/23/2024	006AACCF6A5613D8A9453	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	2.00	MERIDIAN FREE LIBR
01/23/2024	CCBB0FF12E17830C2D7A6	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	1.00	MERIDIAN FREE LIBR
01/23/2024	2126161609FBC3927A606	5234.4 OPERATING EXPENSES:Professional Development:Memberships	80.00	IDAHOLIBRARIES.ORG
01/23/2024	DCDD5415A667DF2F0CA0D	5151 COLLECTIONS:Periodicals	31.79	CHICAGO BOOKS & JOURNALS
01/23/2024	CDC4D19ABD39245CB64CA	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	-1.00	MERIDIAN FREE LIBRARY
01/23/2024	5FC3C77F3D584F662A4A5	5246 OPERATING EXPENSES:Supplies:Supplies - office	221.64	AMAZON
01/24/2024	89500EAD15A858B522493	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	27.46	ALBERTSONS
01/24/2024	E7408D1723B0F8FEB652E	5236.TN OPERATING EXPENSES:Program Expense:Programs -Teen 13-18	101.40	WALMART
01/24/2024	C525EE1FC704835AE5B72	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	-10.95	AMAZON
01/24/2024	5E8EF1DD3784EC89F93F7	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	51.90	AMAZON
01/24/2024	16F50D95C4FE2C214C17B	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	27.29	AMAZON
01/25/2024	647604A4EBCF14B64D632	5232 OPERATING EXPENSES:Miscellaneous Operating:Postage	104.00	US POSTAL SERVICE
01/25/2024	307347303D68CD39E3F97	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	240.00	JAMF SOFTWARE
01/25/2024	4AF83D4C9E5BA145DFD36	5211 OPERATING EXPENSES:Supplies:Copy/Print	118.74	AMAZON RET
01/25/2024	C4586AEB5C82D95E5A9A5	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	975.21	AMAZON
01/25/2024	253D06AA8C25EA3BFECFE	5211 OPERATING	318.15	AMAZON

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DATE	NUM	SPLIT	AMOUNT	NAME
		EXPENSES:Supplies:Copy/Print		
01/25/2024	964F6DE3040423B6C0C3E	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	107.79	AMAZON
01/25/2024	57F9E3F3C511D89D74D3E	5234.4 OPERATING EXPENSES:Professional Development:Memberships	82.00	AMERLIBASSOC
01/25/2024	5E68ECED841EA1A43CF32	6224.2 OPERATING EXPENSES:Facility Expense:Bldg-Repairs	13.38	AMAZON
01/25/2024	8E3D9BF2E5126317F8622	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	-14.97	AMAZON
01/25/2024	61648772589A647538762	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	25.99	AMAZON
01/25/2024	DD6EC98673BD89C66950E	5246 OPERATING EXPENSES:Supplies:Supplies - office	12.99	AMAZON
01/25/2024	0B5E331685044C07B59AC	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	66.09	AMAZON
01/25/2024	813F8C8BF56157B5BD299	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	41.94	AMAZON
01/25/2024	FBAB48DB1C3589920E5B4	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	99.99	CBI PARALLELS
01/26/2024	D1DBD8B4532796855C735	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	38.01	SAVERS
01/26/2024	FF446C32E81887D54513A	5240 OPERATING EXPENSES:Supplies:Supplies - general	73.98	COSTCO
01/26/2024	0D33DC7B1387CE5F9EF60	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	24.26	AMAZON
01/26/2024	54C5E56D9433C701F15FD	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	236.50	COSTCO
01/26/2024	9977DA34126AF5578CDD7	5232 OPERATING EXPENSES:Miscellaneous Operating:Postage	182.58	PITNEY BOWES
01/26/2024	4F16AF2EB73DF0984FA95	5240 OPERATING EXPENSES:Supplies:Supplies - general	69.99	AMAZON
01/26/2024	A2C6096699A122D3F8DCC	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	25.05	FRED MEYER
01/26/2024	BE03B794C759407DC046D	5130S COLLECTIONS:Children's books:Children's books - Supported	66.34	AMAZON
01/26/2024	D4FB18887CF538B10C4F4	5236.TN OPERATING EXPENSES:Program Expense:Programs -Teen 13-18	48.98	AMAZON
01/26/2024	19B7B223C178D22516F12	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	122.11	ROUTIFIC.COM
01/27/2024	81CF17D676FD0A0684213	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing	321.90	EFILING
01/27/2024	D6F9E02E114EE0D9138F2	5236.EL OPERATING EXPENSES:Program Expense:Programs - Early Learning 0-5	22.59	AMAZON
01/27/2024	5F27A51E30F2D7B9187C6	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	28.88	WALMART
01/27/2024	3455CF3982EE744F7CC6A	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	58.59	FRED MEYER

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DATE	NUM	SPLIT	AMOUNT	NAME
01/27/2024	02004D0B8A324CAE2CC75	5232 OPERATING EXPENSES:Miscellaneous Operating:Postage	125.00	US POSTAL SERVICE
01/27/2024	FA21BC740D7F1EF06E292	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	18.88	AMAZON
01/28/2024	2917B75038B61C498833B	5232 OPERATING EXPENSES:Miscellaneous Operating:Postage	-104.00	US POSTAL SERVICE
01/28/2024	AC8F9B04BF1B473D727C5	5236.FA OPERATING EXPENSES:Program Expense:Programs -Family All Ages	24.33	MICHAELS
01/28/2024	69D555F87D78DC6239D83	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	24.99	AMAZON
01/28/2024	038285F3F69A6513AE446	5240 OPERATING EXPENSES:Supplies:Supplies - general	33.58	AMAZON
01/28/2024	86E2B2E7A20EF24805C53	6255 OPERATING EXPENSES:Facility Expense:Bldg-Rent	91.80	ACORN SELF STORAGE
01/29/2024	585BB1144166D7117A66E	6224.2 OPERATING EXPENSES:Facility Expense:Bldg-Repairs	39.48	AMAZON
01/29/2024	EE5427FBA20A9D4C6B09A	5240 OPERATING EXPENSES:Supplies:Supplies - general	63.20	AMAZON
01/29/2024	A656AB508385432FCD2C9	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	143.49	AMAZON
01/29/2024	0D0CBC537CE22F9F3BD71	5240 OPERATING EXPENSES:Supplies:Supplies - general	15.98	AMAZON
01/29/2024	CD41629AB6DF5EAA225E2	5211 OPERATING EXPENSES:Supplies:Copy/Print	35.31	AMAZON
01/29/2024	554D87115BE6B878FCB6F	5211 OPERATING EXPENSES:Supplies:Copy/Print	16.38	AMAZON
01/29/2024	681ADE1B374D85FD151F9	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	13.99	AMAZON
01/30/2024	3AC0215876A0AA4E674D4	5236.SA OPERATING EXPENSES:Program Expense:Programs -School Age 6-12	25.99	AMAZON
01/30/2024	0618437F44C51A59C682A	5234.1 OPERATING EXPENSES:Professional Development:Conferences	129.75	IDAHO GOVERNMENT
01/30/2024	47BA248CEAA9FF7FDE494	5240 OPERATING EXPENSES:Supplies:Supplies - general	22.96	WALMART
01/30/2024	8AF54532B6E7C1D22B1C1	5236.AD OPERATING EXPENSES:Program Expense:Programs - Adult	44.22	RUSZONIS
01/30/2024	B84A99F9C5D61FE4FBCFF	5236.SA OPERATING EXPENSES:Program Expense:Programs -School Age 6-12	139.97	AMAZON
01/31/2024	0854B935B39934CAC5CBC	5236.SA OPERATING EXPENSES:Program Expense:Programs -School Age 6-12	92.88	AMAZON
01/31/2024	108C874E4FA82ABB1F563	6224.4 OPERATING EXPENSES:Facility Expense:Bldg-Supplies	53.45	AMAZON RET ADMIN BUIL
01/31/2024	B0D7ED56439549E0AC081	5246 OPERATING EXPENSES:Supplies:Supplies - office	87.85	AMAZON
01/31/2024	00EF9D12B7714C928F239	5220.3 OPERATING EXPENSES:Information Technology:IT PCs, Printers & Hardware	-154.95	AMAZON
01/31/2024	6712372CA5D91D0806219	6224.4 OPERATING EXPENSES:Facility	32.13	AMAZON



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DATE	NUM	SPLIT	AMOUNT	NAME
		Expense:Bldg-Supplies		
01/31/2024	EC55815904B56196B299C	5216 OPERATING EXPENSES:Miscellaneous	-32.40	COSTCO
		Operating:Equipment & Furnishings Not Cap		
01/31/2024	987AF112844566D4ACF06	5236.AD OPERATING EXPENSES:Program	12.48	ALBERTSONS
		Expense:Programs - Adult		
01/31/2024	F12BCB5C03579264AE790	5236.FA OPERATING EXPENSES:Program	29.95	AMAZON
		Expense:Programs -Family All Ages		
01/31/2024	07D28E082272BA14C9E95	5246 OPERATING	31.52	AMAZON
		EXPENSES:Supplies:Supplies - office		
<b>Total for 2700 Divvy Credit Cards Payable</b>			<b>\$26,793.10</b>	
2355 Dental Payable				
01/11/2024	08F7DF996016B92B93864	2700 Divvy Credit Cards Payable	-1,450.70	WILLAMETTE DENTAL
<b>Total for 2355 Dental Payable</b>			<b>\$ -</b>	
			<b>1,450.70</b>	
51000 COLLECTIONS				
5115 Adult Print Books				
01/08/2024	72AADED90BA12ABFFED4F	2700 Divvy Credit Cards Payable	10.12	AMAZON
01/08/2024	EAD52281B66A923780AE0	2700 Divvy Credit Cards Payable	59.60	AMAZON
01/08/2024	8D4E19DB0EC5DFE7DC4FE	2700 Divvy Credit Cards Payable	15.34	AMAZON
01/08/2024	1CE19DA99607FFBC3C9B5	2700 Divvy Credit Cards Payable	10.12	AMAZON
<b>Total for 5115 Adult Print Books</b>			<b>\$95.18</b>	
5130 Children's books				
5130S Children's books - Supported				
01/10/2024	162FC9D296F0E3E0E3D3D	2700 Divvy Credit Cards Payable	74.97	AMAZON
01/26/2024	BE03B794C759407DC046D	2700 Divvy Credit Cards Payable	66.34	AMAZON
<b>Total for 5130S Children's books - Supported</b>			<b>\$141.31</b>	
<b>Total for 5130 Children's books</b>			<b>\$141.31</b>	
5150 Circulating devices & kits				
01/09/2024	7E246F40EA333A46BBD85	2700 Divvy Credit Cards Payable	16.94	AMAZON
01/09/2024	17CC3E0C796435BFF5D37	2700 Divvy Credit Cards Payable	14.98	AMAZON
01/11/2024	8587405F3A72DD4082353	2700 Divvy Credit Cards Payable	75.91	AMAZON
01/11/2024	8460C256D745DBBA048FD	2700 Divvy Credit Cards Payable	102.87	AMAZON
01/11/2024	EDA71774C935FF4E24C38	2700 Divvy Credit Cards Payable	14.98	AMAZON
01/11/2024	A30C19116BA9568EFBD24	2700 Divvy Credit Cards Payable	15.72	AMAZON
01/11/2024	7E4A07BC2CAC7774E7263	2700 Divvy Credit Cards Payable	45.95	AMAZON
01/11/2024	70FD54C565C543193F58D	2700 Divvy Credit Cards Payable	15.71	AMAZON
01/11/2024	B88CCDB18D83EFF8400A9	2700 Divvy Credit Cards Payable	177.77	AMAZON
<b>Total for 5150 Circulating devices &amp; kits</b>			<b>\$480.83</b>	
5151 Periodicals				
01/18/2024	79BE670738F9CC45574E3	2700 Divvy Credit Cards Payable	31.79	CHICAGO BOOKS & JOURNALS
01/23/2024	DCDD5415A667DF2F0CA0D	2700 Divvy Credit Cards Payable	31.79	CHICAGO BOOKS & JOURNALS
<b>Total for 5151 Periodicals</b>			<b>\$63.58</b>	

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DATE	NUM	SPLIT	AMOUNT	NAME
<b>Total for 51000 COLLECTIONS</b>			<b>\$780.90</b>	
52000 OPERATING EXPENSES				
52020 Professional Services				
5237 Recruiting/Background Checks				
01/07/2024	C57A68BE0B246DD96BCD4	2700 Divvy Credit Cards Payable	49.49	CHECKR.COM
<b>Total for 5237 Recruiting/Background Checks</b>			<b>\$49.49</b>	
<b>Total for 52020 Professional Services</b>			<b>\$49.49</b>	
52200 Information Technology				
5220.1 IT Infra -Software/Licensing				
01/02/2024	9FD7A4D7E46F0BED5E60C	2700 Divvy Credit Cards Payable	25.00	GOOGLE WORKSPACE
01/02/2024	46302BF50A7F883FAF5B4	2700 Divvy Credit Cards Payable	36.92	GOOGLE SERVICES
01/03/2024	4737CCD855DF2D53960E1	2700 Divvy Credit Cards Payable	1.40	PAYPAL PAYFLOW
01/04/2024	A68C0A2E2AD6AB2A7944E	2700 Divvy Credit Cards Payable	54.00	AIRTABLE.COM
01/07/2024	FFF91C68C01A6CC7907BC	2700 Divvy Credit Cards Payable	834.81	Bill.com
01/07/2024	0EAC4775AD8578557E249	2700 Divvy Credit Cards Payable	1,352.40	FARONICS TECHNOLOGIES
01/09/2024	D921E981FA1B865326AAC	2700 Divvy Credit Cards Payable	5.00	TECHSOUP
01/10/2024	FD0B42747348C6D5A0049	2700 Divvy Credit Cards Payable	30.00	ADOBE
01/10/2024	DA9E590D1C19FB8048388	2700 Divvy Credit Cards Payable	63.00	VOLGISTICS.COM
01/11/2024	4EDF609E617E82BD10001	2700 Divvy Credit Cards Payable	99.99	HEYZINE.COM
01/11/2024	781CB4D3E0A1433F01AA0	2700 Divvy Credit Cards Payable	1,299.00	B PRIME
01/15/2024	2FE20C22CEE2D13BA6B2	2700 Divvy Credit Cards Payable	64.28	AIRTABLE.COM
01/19/2024	8D3B28642363A17BED6F9	2700 Divvy Credit Cards Payable	1.00	MERIDIAN FREE LIBR
01/19/2024	D8B4497B8D9A75B10B699	2700 Divvy Credit Cards Payable	5.00	MERIDIAN FREE LIBR
01/19/2024	67AC72C98898BFDB2D612	2700 Divvy Credit Cards Payable	60.00	TECHSOUP
01/23/2024	CCBB0FF12E17830C2D7A6	2700 Divvy Credit Cards Payable	1.00	MERIDIAN FREE LIBR
01/23/2024	006AACCF6A5613D8A9453	2700 Divvy Credit Cards Payable	2.00	MERIDIAN FREE LIBR
01/23/2024	CDC4D19ABD39245CB64CA	2700 Divvy Credit Cards Payable	-1.00	MERIDIAN FREE LIBRARY
01/23/2024	53BEEA966D128EAE52CF1	2700 Divvy Credit Cards Payable	-5.00	MERIDIAN FREE LIBRARY
01/25/2024	FBAB48DB1C3589920E5B4	2700 Divvy Credit Cards Payable	99.99	CBI PARALLELS
01/25/2024	307347303D68CD39E3F97	2700 Divvy Credit Cards Payable	240.00	JAMF SOFTWARE
01/26/2024	19B7B223C178D22516F12	2700 Divvy Credit Cards Payable	122.11	ROUTIFIC.COM
01/27/2024	81CF17D676FD0A0684213	2700 Divvy Credit Cards Payable	321.90	EFILING
<b>Total for 5220.1 IT Infra -Software/Licensing</b>			<b>\$4,712.80</b>	
5220.3 IT PCs, Printers & Hardware				
01/05/2024	4FFAFFEF37C3298484B17	2700 Divvy Credit Cards Payable	138.99	AMAZON
01/07/2024	92D37106B767B586AD25E	2700 Divvy Credit Cards Payable	187.95	AMAZON
01/08/2024	4711B32BE77A3EA7A2E25	2700 Divvy Credit Cards Payable	659.56	AMAZON
01/08/2024	0C755B4A1571256C1DC51	2700 Divvy Credit Cards Payable	178.99	AMAZON
01/09/2024	683B215B4F72A4CECAB4F	2700 Divvy Credit Cards Payable	207.49	AMAZON
01/10/2024	9296468F92FE7D70CA747	2700 Divvy Credit Cards Payable	159.78	AMAZON

# Meridian Library District

## Credit Card Detail

January 2024

DATE	NUM	SPLIT	AMOUNT	NAME
01/12/2024	8B446F7846D3F8877FA20	2700 Divvy Credit Cards Payable	237.99	AMAZON
01/13/2024	F5AB14B19FA0F22ECC6E0	2700 Divvy Credit Cards Payable	1,294.99	AMAZON
01/17/2024	CA265F8D297CE38EAF418	2700 Divvy Credit Cards Payable	2,064.90	AMAZON
01/18/2024	DA977327DB7D258C85FDC	2700 Divvy Credit Cards Payable	37.99	AMAZON
01/21/2024	D5ABDEEBE85C264C4C473	2700 Divvy Credit Cards Payable	649.99	VERIZON
01/25/2024	C4586AEB5C82D95E5A9A5	2700 Divvy Credit Cards Payable	975.21	AMAZON
01/25/2024	0B5E331685044C07B59AC	2700 Divvy Credit Cards Payable	66.09	AMAZON
01/25/2024	964F6DE3040423B6C0C3E	2700 Divvy Credit Cards Payable	107.79	AMAZON
01/31/2024	00EF9D12B7714C928F239	2700 Divvy Credit Cards Payable	-154.95	AMAZON
<b>Total for 5220.3 IT PCs, Printers &amp; Hardware</b>			<b>\$6,812.76</b>	
5220.5 IT Utilities				
01/10/2024	00AB4F27FEEA728719724	2700 Divvy Credit Cards Payable	331.23	VERIZON
01/12/2024	E36DD4331679AF1E49AD5	2700 Divvy Credit Cards Payable	43.15	T-MOBILE
01/21/2024	5D3D3AC7A376F24E4068B	2700 Divvy Credit Cards Payable	437.33	VERIZON
<b>Total for 5220.5 IT Utilities</b>			<b>\$811.71</b>	
5220.7 IT Technology Maintenance				
01/05/2024	CCBD2BB2BD06A6AA87B26	2700 Divvy Credit Cards Payable	282.09	MATTERHACKERS INC
01/11/2024	957D872765463A06C3E0A	2700 Divvy Credit Cards Payable	110.00	RODEMICROPH
<b>Total for 5220.7 IT Technology Maintenance</b>			<b>\$392.09</b>	
<b>Total for 52200 Information Technology</b>			<b>\$12,729.36</b>	
52250 Marketing				
5225 Marketing & advertising				
01/13/2024	2C90C4932BB776268B565	2700 Divvy Credit Cards Payable	-12.45	CANVA
<b>Total for 5225 Marketing &amp; advertising</b>			<b>\$ -12.45</b>	
<b>Total for 52250 Marketing</b>			<b>\$ -12.45</b>	
52340 Professional Development				
5234.1 Conferences				
01/12/2024	5C0D9299E2DC229368412	2700 Divvy Credit Cards Payable	228.84	EB HOW TO BUILD
01/17/2024	16A53E67E8786BCC15B93	2700 Divvy Credit Cards Payable	150.00	JANNUS INC
01/30/2024	0618437F44C51A59C682A	2700 Divvy Credit Cards Payable	129.75	IDAHO GOVERNMENT
<b>Total for 5234.1 Conferences</b>			<b>\$508.59</b>	
5234.4 Memberships				
01/04/2024	29F19BC7CE17E31C2F54E	2700 Divvy Credit Cards Payable	134.00	AMERLIBASSOC
01/23/2024	2126161609FBC3927A606	2700 Divvy Credit Cards Payable	80.00	IDAHOLIBRARIES.ORG
01/25/2024	57F9E3F3C511D89D74D3E	2700 Divvy Credit Cards Payable	82.00	AMERLIBASSOC
<b>Total for 5234.4 Memberships</b>			<b>\$296.00</b>	
5234.5 Staff Mtg & Training				
01/04/2024	F0B5286AC0E8A0FD01C41	2700 Divvy Credit Cards Payable	30.00	SILVERSTONE AMENITY CENTER
01/20/2024	6E4726DAB0AD37D6FBA72	2700 Divvy Credit Cards Payable	26.97	COSTCO
<b>Total for 5234.5 Staff Mtg &amp; Training</b>			<b>\$56.97</b>	
5234.5s Staff Training - Supported				

# Meridian Library District

## Credit Card Detail

January 2024

DATE	NUM	SPLIT	AMOUNT	NAME
01/13/2024	8313824E57A3C88360B5A	2700 Divvy Credit Cards Payable	1,066.05	TE FACILITRON
<b>Total for 5234.5s Staff Training - Supported</b>			<b>\$1,066.05</b>	
<b>Total for 5234.5 Staff Mtg &amp; Training with subs</b>			<b>\$1,123.02</b>	
<b>Total for 52340 Professional Development</b>			<b>\$1,927.61</b>	
52360 Program Expense				
5236.2 Programs - District				
5236.2S District Programs -Supported				
01/05/2024	D66B615B1482AA5D1A8FB	2700 Divvy Credit Cards Payable	65.84	COSTCO
<b>Total for 5236.2S District Programs -Supported</b>			<b>\$65.84</b>	
<b>Total for 5236.2 Programs - District</b>			<b>\$65.84</b>	
5236.AD Programs - Adult				
01/04/2024	6AA3709DF0772ED09ABA3	2700 Divvy Credit Cards Payable	18.00	ALBERTSONS
01/07/2024	7B6B920F85564F299ADEF	2700 Divvy Credit Cards Payable	33.15	ALBERTSONS
01/08/2024	0DBE7F906A379A67E79AA	2700 Divvy Credit Cards Payable	25.00	AMAZON
01/10/2024	45E0434FF1D002BE833C1	2700 Divvy Credit Cards Payable	30.09	RUSZONIS
01/10/2024	856748513239755DE3E4E	2700 Divvy Credit Cards Payable	26.81	FRED MEYER
01/11/2024	B4D07145AD5426FEE3761	2700 Divvy Credit Cards Payable	28.48	ALBERTSONS
01/11/2024	B956566739287E267EB5F	2700 Divvy Credit Cards Payable	8.23	GREAT HARVEST BREAD CO.
01/11/2024	E143A1DE9BCB14D4F6884	2700 Divvy Credit Cards Payable	49.99	NINTENDO
01/12/2024	624A28BBCE3E8BE594DC0	2700 Divvy Credit Cards Payable	30.44	HOBBY LOBBY
01/12/2024	11BB510304B7B348693A5	2700 Divvy Credit Cards Payable	5.00	DOLLAR TREE
01/12/2024	069D43DA699179B18133B	2700 Divvy Credit Cards Payable	46.96	COSTCO
01/13/2024	581AC8124847948B8CEC4	2700 Divvy Credit Cards Payable	18.84	EXPRESS CAFE
01/14/2024	325EB9B781F385F95DA3B	2700 Divvy Credit Cards Payable	36.39	AMAZON
01/19/2024	B9324A129D957F99D1F90	2700 Divvy Credit Cards Payable	49.99	AMAZON
01/23/2024	29F1D8AB8F2CD39858963	2700 Divvy Credit Cards Payable	65.26	AMAZON
01/24/2024	16F50D95C4FE2C214C17B	2700 Divvy Credit Cards Payable	27.29	AMAZON
01/24/2024	89500EAD15A858B522493	2700 Divvy Credit Cards Payable	27.46	ALBERTSONS
01/26/2024	0D33DC7B1387CE5F9EF60	2700 Divvy Credit Cards Payable	24.26	AMAZON
01/29/2024	A656AB508385432FCD2C9	2700 Divvy Credit Cards Payable	143.49	AMAZON
01/30/2024	8AF54532B6E7C1D22B1C1	2700 Divvy Credit Cards Payable	44.22	RUSZONIS
01/31/2024	987AF112844566D4ACF06	2700 Divvy Credit Cards Payable	12.48	ALBERTSONS
<b>Total for 5236.AD Programs - Adult</b>			<b>\$751.83</b>	
5236.EL Programs - Early Learning 0-5				
01/04/2024	31979D0580E7BBBB8B62F	2700 Divvy Credit Cards Payable	155.72	AMAZON
01/09/2024	C90FF6870A552C7E846D8	2700 Divvy Credit Cards Payable	8.90	AMAZON
01/11/2024	34E98F72093F5DBF98E69	2700 Divvy Credit Cards Payable	14.99	AMAZON
01/14/2024	85DE5C503626FDADB39F4	2700 Divvy Credit Cards Payable	16.99	AMAZON
01/20/2024	A946E99C7CBCDA5BD7168	2700 Divvy Credit Cards Payable	10.99	AMAZON
01/23/2024	979CC6265605A2BE72235	2700 Divvy Credit Cards Payable	-5.00	MERIDIAN FREE LIBRARY
01/23/2024	1924475EC21CA4FC7DE95	2700 Divvy Credit Cards Payable	5.00	MERIDIAN FREE LIBR
01/24/2024	5E8EF1DD3784EC89F93F7	2700 Divvy Credit Cards Payable	51.90	AMAZON

# Meridian Library District

## Credit Card Detail

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DATE	NUM	SPLIT	AMOUNT	NAME
01/25/2024	813F8C8BF56157B5BD299	2700 Divvy Credit Cards Payable	41.94	AMAZON
01/27/2024	D6F9E02E114EE0D9138F2	2700 Divvy Credit Cards Payable	22.59	AMAZON
<b>Total for 5236.EL Programs - Early Learning 0-5</b>			<b>\$324.02</b>	
5236.FA Programs -Family All Ages				
01/03/2024	3E2AA9E88232546946A84	2700 Divvy Credit Cards Payable	49.44	WALMART
01/03/2024	11DEDA3CB271A56E870A5	2700 Divvy Credit Cards Payable	377.70	AMAZON
01/03/2024	A0AEBCA8FF6FF78AE5664	2700 Divvy Credit Cards Payable	75.23	COSTCO
01/04/2024	B78504BBEEBB0401EBB54	2700 Divvy Credit Cards Payable	57.38	AMAZON
01/05/2024	C984ECEA6D87A940627A5	2700 Divvy Credit Cards Payable	33.97	COSTCO
01/06/2024	5701ED7C7697F4452920E	2700 Divvy Credit Cards Payable	40.87	ZURCHERS
01/09/2024	14B79B128268835B9037F	2700 Divvy Credit Cards Payable	26.16	WALMART
01/10/2024	579C0A1681AA854EC9F92	2700 Divvy Credit Cards Payable	30.13	AMAZON
01/10/2024	A9214822697B7F02F52B8	2700 Divvy Credit Cards Payable	18.75	ZURCHERS
01/10/2024	E2E5AA19BD3549DD3FE4A	2700 Divvy Credit Cards Payable	89.48	WALMART
01/10/2024	0F07A2560B689CB9A1BDE	2700 Divvy Credit Cards Payable	259.45	DOMINO'S
01/20/2024	2DF207F762DE0D72188D8	2700 Divvy Credit Cards Payable	251.49	AMAZON
01/21/2024	ED25F66B9F67530CFE298	2700 Divvy Credit Cards Payable	12.47	WALMART
01/21/2024	E31F0433D3737FD17F19D	2700 Divvy Credit Cards Payable	7.98	AMAZON
01/26/2024	D1DBD8B4532796855C735	2700 Divvy Credit Cards Payable	38.01	SAVERS
01/26/2024	A2C6096699A122D3F8DCC	2700 Divvy Credit Cards Payable	25.05	FRED MEYER
01/26/2024	54C5E56D9433C701F15FD	2700 Divvy Credit Cards Payable	236.50	COSTCO
01/27/2024	FA21BC740D7F1EF06E292	2700 Divvy Credit Cards Payable	18.88	AMAZON
01/27/2024	5F27A51E30F2D7B9187C6	2700 Divvy Credit Cards Payable	28.88	WALMART
01/27/2024	3455CF3982EE744F7CC6A	2700 Divvy Credit Cards Payable	58.59	FRED MEYER
01/28/2024	AC8F9B04BF1B473D727C5	2700 Divvy Credit Cards Payable	24.33	MICHAELS
01/31/2024	F12BCB5C03579264AE790	2700 Divvy Credit Cards Payable	29.95	AMAZON
<b>Total for 5236.FA Programs -Family All Ages</b>			<b>\$1,790.69</b>	
5236.SA Programs -School Age 6-12				
01/05/2024	B70067574EEE1E5A6C424	2700 Divvy Credit Cards Payable	115.53	AMAZON
01/10/2024	1A04FB41B1BB3E74267F3	2700 Divvy Credit Cards Payable	46.27	AMAZON
01/13/2024	E0B69E41EA1AE90E23F21	2700 Divvy Credit Cards Payable	52.14	AMAZON
01/14/2024	4FD634AE9FD9AA56DDCCC	2700 Divvy Credit Cards Payable	54.74	AMAZON
01/30/2024	3AC0215876A0AA4E674D4	2700 Divvy Credit Cards Payable	25.99	AMAZON
01/30/2024	B84A99F9C5D61FE4FBCFF	2700 Divvy Credit Cards Payable	139.97	AMAZON
01/31/2024	0854B935B39934CAC5CBC	2700 Divvy Credit Cards Payable	92.88	AMAZON
<b>Total for 5236.SA Programs -School Age 6-12</b>			<b>\$527.52</b>	
5236.TN Programs -Teen 13-18				
01/09/2024	8D04DF14F217C064AE135	2700 Divvy Credit Cards Payable	63.16	WALMART
01/09/2024	1809884714CA8C8198F09	2700 Divvy Credit Cards Payable	97.91	COSTCO
01/24/2024	E7408D1723B0F8FEB652E	2700 Divvy Credit Cards Payable	101.40	WALMART
01/26/2024	D4FB18887CF538B10C4F4	2700 Divvy Credit Cards Payable	48.98	AMAZON
<b>Total for 5236.TN Programs -Teen 13-18</b>			<b>\$311.45</b>	
<b>Total for 52360 Program Expense</b>			<b>\$3,771.35</b>	
52400 Supplies				

# Meridian Library District

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DATE	NUM	SPLIT	AMOUNT	NAME
<b>5211 Copy/Print</b>				
01/08/2024	1C5C6BF0AFFBB41DE3FFE	2700 Divvy Credit Cards Payable	44.49	AMAZON
01/10/2024	B4414F94F2D67FE0ACE18	2700 Divvy Credit Cards Payable	193.77	MATTERHACKERS INC
01/11/2024	CD3F7AEE84D409044B3FE	2700 Divvy Credit Cards Payable	115.98	AMAZON
01/11/2024	822E9D173FEC10923B07C	2700 Divvy Credit Cards Payable	115.98	AMAZON
01/12/2024	5E5AF2DE6266AB791DE25	2700 Divvy Credit Cards Payable	19.99	AMAZON RET FY UNBOU
01/12/2024	4F7116819D6800D94DF19	2700 Divvy Credit Cards Payable	41.74	MATTERHACKERS INC
01/17/2024	33DE868FC465540EC4D01	2700 Divvy Credit Cards Payable	42.85	MATTERHACKERS INC
01/21/2024	0538694B53DAD8AE4E111	2700 Divvy Credit Cards Payable	89.01	AMAZON
01/23/2024	4553EE59AC843A02B6830	2700 Divvy Credit Cards Payable	19.50	JOANN
01/25/2024	4AF83D4C9E5BA145DFD36	2700 Divvy Credit Cards Payable	118.74	AMAZON RET
01/25/2024	253D06AA8C25EA3BFECFE	2700 Divvy Credit Cards Payable	318.15	AMAZON
01/29/2024	554D87115BE6B878FCB6F	2700 Divvy Credit Cards Payable	16.38	AMAZON
01/29/2024	CD41629AB6DF5EAA225E2	2700 Divvy Credit Cards Payable	35.31	AMAZON
<b>Total for 5211 Copy/Print</b>			<b>\$1,171.89</b>	
<b>5240 Supplies - general</b>				
01/04/2024	FB250196AC39EC428D562	2700 Divvy Credit Cards Payable	54.08	AMAZON
01/04/2024	1FB06A11EA9E4FD920EC5	2700 Divvy Credit Cards Payable	-7.98	LOWE'S
01/06/2024	5D02086FE7DACA16E1F3F	2700 Divvy Credit Cards Payable	11.98	AMAZON
01/06/2024	DBB93FAC9851630EF7E3F	2700 Divvy Credit Cards Payable	30.00	AMAZON
01/08/2024	51BC937C6DEAD0B9AF90F	2700 Divvy Credit Cards Payable	149.91	AMAZON
01/08/2024	0BF60249812BFAC928D75	2700 Divvy Credit Cards Payable	35.23	AMAZON
01/09/2024	B1739CC328B70D3F4FACE	2700 Divvy Credit Cards Payable	430.70	BROWN INDUSTRIES INC
01/12/2024	9AC445DFBF4926EF2EE48	2700 Divvy Credit Cards Payable	47.96	AMAZON
01/18/2024	A6C3747AA4E2BDCBA4668	2700 Divvy Credit Cards Payable	24.04	AMAZON
01/20/2024	C7868423D28D8B4C6C77D	2700 Divvy Credit Cards Payable	66.95	AMAZON
01/22/2024	E790F7C67FEC7D814C262	2700 Divvy Credit Cards Payable	27.24	AMAZON
01/22/2024	372429BD00A63FC98F5E4	2700 Divvy Credit Cards Payable	21.30	AMAZON
01/23/2024	C30376B160F6B47C80F16	2700 Divvy Credit Cards Payable	52.82	AMAZON
01/26/2024	FF446C32E81887D54513A	2700 Divvy Credit Cards Payable	73.98	COSTCO
01/26/2024	4F16AF2EB73DF0984FA95	2700 Divvy Credit Cards Payable	69.99	AMAZON
01/28/2024	038285F3F69A6513AE446	2700 Divvy Credit Cards Payable	33.58	AMAZON
01/29/2024	EE5427FBA20A9D4C6B09A	2700 Divvy Credit Cards Payable	63.20	AMAZON
01/29/2024	0D0CBC537CE22F9F3BD71	2700 Divvy Credit Cards Payable	15.98	AMAZON
01/30/2024	47BA248CEAA9FF7FDE494	2700 Divvy Credit Cards Payable	22.96	WALMART
<b>Total for 5240 Supplies - general</b>			<b>\$1,223.92</b>	
<b>5246 Supplies - office</b>				
01/04/2024	F3E8B4FCAA061E036A48C	2700 Divvy Credit Cards Payable	36.94	AMAZON
01/04/2024	8F1013A6634CC69E44BB7	2700 Divvy Credit Cards Payable	26.15	AMAZON
01/05/2024	E6E2760C86B81AACFEF18	2700 Divvy Credit Cards Payable	6.86	AMAZON

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DATE	NUM	SPLIT	AMOUNT	NAME
01/07/2024	1C8130D09021CAB685A08	2700 Divvy Credit Cards Payable	23.79	AMAZON
01/07/2024	89AA4CD3F23124AE46CC2	2700 Divvy Credit Cards Payable	529.00	AMAZON
01/08/2024	013E17582140CD0CDD4F1	2700 Divvy Credit Cards Payable	22.97	AMAZON
01/10/2024	A430AD17FE9C5198F66EF	2700 Divvy Credit Cards Payable	15.98	AMAZON
01/22/2024	236AF1638B5F1ABC31E44	2700 Divvy Credit Cards Payable	10.61	AMAZON
01/22/2024	966E06869F25FACC4A116	2700 Divvy Credit Cards Payable	4.25	AMAZON
01/22/2024	91F676A7FB9D77729E80C	2700 Divvy Credit Cards Payable	49.09	AMAZON
01/22/2024	3A9F32213A4BB725BF324	2700 Divvy Credit Cards Payable	73.75	AMAZON
01/23/2024	5FC3C77F3D584F662A4A5	2700 Divvy Credit Cards Payable	221.64	AMAZON
01/25/2024	DD6EC98673BD89C66950E	2700 Divvy Credit Cards Payable	12.99	AMAZON
01/31/2024	B0D7ED56439549E0AC081	2700 Divvy Credit Cards Payable	87.85	AMAZON
01/31/2024	07D28E082272BA14C9E95	2700 Divvy Credit Cards Payable	31.52	AMAZON
<b>Total for 5246 Supplies - office</b>			<b>\$1,153.39</b>	
<b>Total for 52400 Supplies</b>			<b>\$3,549.20</b>	
52500 Miscellaneous Operating				
5216 Equipment & Furnishings Not Cap				
01/04/2024	A479AC621F48679A8F8E5	2700 Divvy Credit Cards Payable	189.00	LOWE'S
01/05/2024	95D911A169376A9E2AEAD	2700 Divvy Credit Cards Payable	40.04	LOWE'S
01/05/2024	AD7E7A7AD4B56D9D52256	2700 Divvy Credit Cards Payable	48.03	THE HOME DEPOT
01/05/2024	8B31C072FF2D737C8BCCC	2700 Divvy Credit Cards Payable	407.13	AMAZON
01/11/2024	4728A3FB4EC1AFB9DF8B9	2700 Divvy Credit Cards Payable	569.97	ACTIVE OFFICE FURNITURE
01/31/2024	EC55815904B56196B299C	2700 Divvy Credit Cards Payable	-32.40	COSTCO
<b>Total for 5216 Equipment &amp; Furnishings Not Cap</b>			<b>\$1,221.77</b>	
5232 Postage				
01/25/2024	647604A4EBCF14B64D632	2700 Divvy Credit Cards Payable	104.00	US POSTAL SERVICE
01/26/2024	9977DA34126AF5578CDD7	2700 Divvy Credit Cards Payable	182.58	PITNEY BOWES
01/27/2024	02004D0B8A324CAE2CC75	2700 Divvy Credit Cards Payable	125.00	US POSTAL SERVICE
01/28/2024	2917B75038B61C498833B	2700 Divvy Credit Cards Payable	-104.00	US POSTAL SERVICE
<b>Total for 5232 Postage</b>			<b>\$307.58</b>	
<b>Total for 52500 Miscellaneous Operating</b>			<b>\$1,529.35</b>	
52600 Vehicle Expense				
5260.5 Vehicle - Dodge HD Wagon				
01/11/2024	64F530FD040CD3FC1CA9D	2700 Divvy Credit Cards Payable	-110.32	VALVOLINE
01/11/2024	A5A46123452FF2B53978F	2700 Divvy Credit Cards Payable	110.32	VALVOLINE
01/11/2024	F4FEFFAAFB522218ECD95	2700 Divvy Credit Cards Payable	104.98	VALVOLINE
<b>Total for 5260.5 Vehicle - Dodge HD Wagon</b>			<b>\$104.98</b>	
<b>Total for 52600 Vehicle Expense</b>			<b>\$104.98</b>	
62240 Facility Expense				
6224.1 Bldg-Maintenance				
01/05/2024	95EDE9CA86930FF1EC9CA	2700 Divvy Credit Cards Payable	86.25	AMAZON
01/05/2024	CD3294DFBF3C542052504	2700 Divvy Credit Cards Payable	99.83	AMAZON
01/05/2024	5CEDDD405FA1D0F088948	2700 Divvy Credit Cards Payable	99.82	AMAZON

# Meridian Library District

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DATE	NUM	SPLIT	AMOUNT	NAME
01/05/2024	4AF4C4228EEC4CDDEDB9F	2700 Divvy Credit Cards Payable	86.25	AMAZON
01/07/2024	98C2BE0B8C07D657978BF	2700 Divvy Credit Cards Payable	39.70	AMAZON
01/07/2024	91CEF697B0AD1F7950255	2700 Divvy Credit Cards Payable	39.70	AMAZON
<b>Total for 6224.1 Bldg-Maintenance</b>			<b>\$451.55</b>	
6224.2 Bldg-Repairs				
01/25/2024	5E68ECED841EA1A43CF32	2700 Divvy Credit Cards Payable	13.38	AMAZON
01/29/2024	585BB1144166D7117A66E	2700 Divvy Credit Cards Payable	39.48	AMAZON
<b>Total for 6224.2 Bldg-Repairs</b>			<b>\$52.86</b>	
6224.4 Bldg-Supplies				
01/16/2024	A8CBED157EFFAAAAFFFA9	2700 Divvy Credit Cards Payable	10.95	AMAZON
01/18/2024	2CCE7E1FD2759F37C70A9	2700 Divvy Credit Cards Payable	16.99	AMAZON
01/18/2024	D40E7CB53B90BB6AA28A1	2700 Divvy Credit Cards Payable	8.97	THE HOME DEPOT
01/18/2024	989E889E3D9EC5884D24A	2700 Divvy Credit Cards Payable	32.38	AMAZON
01/19/2024	BF0D1B576728A8AF35EF3	2700 Divvy Credit Cards Payable	18.97	AMAZON
01/20/2024	2AFB6D95092CC91DE822C	2700 Divvy Credit Cards Payable	54.47	AMAZON
01/22/2024	4A37B71FC2418A82442E6	2700 Divvy Credit Cards Payable	11.94	AMAZON
01/23/2024	9E6743E1B18259209D1BC	2700 Divvy Credit Cards Payable	37.10	AMAZON
01/24/2024	C525EE1FC704835AE5B72	2700 Divvy Credit Cards Payable	-10.95	AMAZON
01/25/2024	61648772589A647538762	2700 Divvy Credit Cards Payable	25.99	AMAZON
01/25/2024	8E3D9BF2E5126317F8622	2700 Divvy Credit Cards Payable	-14.97	AMAZON
01/28/2024	69D555F87D78DC6239D83	2700 Divvy Credit Cards Payable	24.99	AMAZON
01/29/2024	681ADE1B374D85FD151F9	2700 Divvy Credit Cards Payable	13.99	AMAZON
01/31/2024	108C874E4FA82ABB1F563	2700 Divvy Credit Cards Payable	53.45	AMAZON RET ADMIN BUIL
01/31/2024	6712372CA5D91D0806219	2700 Divvy Credit Cards Payable	32.13	AMAZON
<b>Total for 6224.4 Bldg-Supplies</b>			<b>\$316.40</b>	
6255 Bldg-Rent				
01/28/2024	86E2B2E7A20EF24805C53	2700 Divvy Credit Cards Payable	91.80	ACORN SELF STORAGE
<b>Total for 6255 Bldg-Rent</b>			<b>\$91.80</b>	
<b>Total for 62240 Facility Expense</b>			<b>\$912.61</b>	
<b>Total for 52000 OPERATING EXPENSES</b>			<b>\$24,561.50</b>	



# Meridian Library District

## Electronic Bill Payment List

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
Check						
01/02/2024	Check	EFT	HRA VEBA	January 2024 HRA VEBA Remittance	-8,745.00	1180 Checking - ICCU General *1068
					-8,745.00	2353 HRA VEBA Payable
01/03/2024	Check	EFT	Mutual of Omaha	November 2023 MOO Vision Employer Contributions Remittance	-3,155.33	1180 Checking - ICCU General *1068
				November 2023 MOO Vision Employee Contributions Remittance	-290.76	2358 Mutual of Omaha Payable
				November 2023 MOO Vision Employee Contributions Remittance	-131.78	2358 Mutual of Omaha Payable
				November 2023 MOO STD Employer Contributions Remittance	-603.54	2358 Mutual of Omaha Payable
				November 2023 MOO ER Life Contributions Remittance	-233.98	2358 Mutual of Omaha Payable
				November 2023 MOO EE Life Contributions Remittance	-191.00	2358 Mutual of Omaha Payable
				November 2023 MOO Dental Employer Contributions Remittance	-1,077.68	2355 Dental Payable
				November 2023 MOO Dental Employee Contributions Remittance	-616.40	2355 Dental Payable
				November 2023 MOO Billing Differences	10.19	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
01/03/2024	Check	EFT	Mutual of Omaha	December 2023 MOO Vision Employer Contributions Remittance	-3,144.42	1180 Checking - ICCU General *1068
				December 2023 MOO Vision Employee Contributions Remittance	-296.52	2358 Mutual of Omaha Payable
				December 2023 MOO Vision Employee Contributions Remittance	-131.78	2358 Mutual of Omaha Payable
				December 2023 MOO STD Employer Contributions Remittance	-618.24	2358 Mutual of Omaha Payable
				December 2023 MOO ER Life Contributions Remittance	-243.48	2358 Mutual of Omaha Payable
				December 2023 MOO EE Life Contributions Remittance	-198.50	2358 Mutual of Omaha Payable
				December 2023 MOO Dental Employer Contributions Remittance	-1,111.10	2355 Dental Payable
				December 2023 MOO Dental Employee Contributions Remittance	-616.40	2355 Dental Payable
				December 2023 MOO Billing Differences	-71.60	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
01/05/2024	Check	EFT	CITY OF MERIDIAN	Water/Sewer/Recycling/Trash 11/21-12/20/23	-128.98	1180 Checking - ICCU General *1068
					128.98	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/05/2024	Check	EFT	CITY OF MERIDIAN	Water 11/21-12/20/23	-5.77	1180 Checking - ICCU General *1068
					5.77	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/05/2024	Check	EFT	CITY OF MERIDIAN	Water/Sewer/Trash/Recycling11/21-12/20/23	-420.37	1180 Checking - ICCU General *1068
					420.37	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/05/2024	Check	EFT	CITY OF MERIDIAN	Water/Sewer/Trash/Recycling 11/21-	-414.37	1180 Checking - ICCU General *1068
					414.37	6258 OPERATING EXPENSES:Facility

# Meridian Library District

## Electronic Bill Payment List

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
				12/20/23		Expense:Bldg-Utilities
01/05/2024	Check	EFT	AFLAC	December 2023 Aflac Employee Contribution Remittance	-458.38	1180 Checking - ICCU General *1068 2360 AFLAC
01/10/2024	Check	EFT	Blue Cross of Idaho	January 2024 Employee Health Insurance Contribution Remittance	-4,859.04	1180 Checking - ICCU General *1068 2345 Select Health
				January 2024 Employer Health Insurance Contribution Remittance	-	2345 Select Health
				January 2024 Billing Differences	-531.45	2345 Select Health
01/10/2024	Check	EFT	Chevron (Wex Bank)	December 2023 Fuel	-559.50	1180 Checking - ICCU General *1068 5260.1 OPERATING EXPENSES:Vehicle Expense:Vehicle - Bookmobile
				November 2023 Fuel	55.15	5260.3 OPERATING EXPENSES:Vehicle Expense:Vehicle - Van Honda Odyssey
				December 2023 Fuel	203.39	5260.5 OPERATING EXPENSES:Vehicle Expense:Vehicle - Dodge HD Wagon
				December 2023 Fuel	62.83	5260.7 OPERATING EXPENSES:Vehicle Expense:Vehicle - Chevy Silverado 1500
				December 2023 Fuel	74.96	5260.9 OPERATING EXPENSES:Vehicle Expense:Vehicle - Toyota Rav4 VIN 7665
				December 2023 Fuel	37.53	5260.8 OPERATING EXPENSES:Vehicle Expense:Vehicle - Toyota Rav4 VIN 4697
01/10/2024	Check	EFT	SELECT HEALTH	December 2023 Health Insurance Billing Adjustment	-448.20	1180 Checking - ICCU General *1068 2345 Select Health
01/12/2024	Check	EFT	Nationwide 457b	01/12/24 Payroll Nationwide Roth Remittance	-560.14	1180 Checking - ICCU General *1068 2352 Nationwide Withholding Payable
01/12/2024	Check	EFT	Nationwide 457b	01/12/24 Payroll Nationwide PreTax Remittance	-1,123.45	1180 Checking - ICCU General *1068 2352 Nationwide Withholding Payable
01/12/2024	Check	EFT	PERSI	PERSI Base Plan Employer Contributions 01/12/2024 Payroll	13,985.47	1180 Checking - ICCU General *1068 2330 PERSI withholding payable
				PERSI Base Plan Employee Contributions 01/12/2024 Payroll	-8,393.77	2330 PERSI withholding payable
				PERSI Base Plan Employer Contributions 01/12/2024 Payroll Rounding Differences	-0.02	5010a PERSONNEL:Payroll benefits:Benefits - Retirement

# Meridian Library District

## Electronic Bill Payment List

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
01/12/2024	Check	EFT	PERSI-401K	01/12/24 Payroll PERSI 401k Remittance	-2,671.40	1180 Checking - ICCU General *1068 2340 401K withholding payable
01/16/2024	Check	EFT	US BANK	US Bank Analysis Service Charge January 2024 Statement	-28.97 28.97	1120 Checking - US Bank 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
01/16/2024	Check	EFT	First Interstate	January Service Fees FIB Payroll Checking	-20.00 20.00	1150 Chkg Payroll -1st Interstate 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
01/19/2024	Check	5	Paylocity	January Payroll Processing Paylocity INV1825491	-1,910.14 1,910.14	1180 Checking - ICCU General *1068 5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing
01/20/2024	Check	EFT	CITY OF MERIDIAN	Water/Sewer 12/06-01/05/24	-34.24 34.24	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/22/2024	Check	EFT	IDAHO POWER - 3194	Power 12/05-01/03/24	-860.68 860.68	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/22/2024	Check	EFT	INTERMOUNTAIN GAS COMPANY	Gas 11/29-12/28/23	-895.85 895.85	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/22/2024	Check	EFT	L695-NCPERS IDAHO	November 2023 NCPERS Employee Contribution Remittance	-464.00 -160.00	1180 Checking - ICCU General *1068 2350 Persi Life withholding payable
				December 2023 NCPERS Employee Contribution Remittance	-160.00	2350 Persi Life withholding payable
				January 2024 NCPERS Employee Contribution Remittance	-144.00	2350 Persi Life withholding payable
01/23/2024	Check	EFT	Idaho Central Credit Union	ICCU General Ops Checking Service Fees January 2024	-56.80 56.80	1180 Checking - ICCU General *1068 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
01/23/2024	Check	EFT	Square Customer All Branches & Locations	Test Transaction Processing Fees for Square Payments	-4.14 1.14	1180 Checking - ICCU General *1068 5202.2 OPERATING EXPENSES:Banking fees:Bankcard fees
				Test Transactions for Square Processing of	-3.00	4410 Non-tax Revenue:Miscellaneous

# Meridian Library District

## Electronic Bill Payment List

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
				Summer Reading Sponsorships		income
01/24/2024	Check	EFT	IDAHO POWER - 7016		-110.36	1180 Checking - ICCU General *1068
				Power 12/07-01/05/24	110.36	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/24/2024	Check	EFT	IDAHO POWER - 1620		-2,762.13	1180 Checking - ICCU General *1068
				Power 12/07-01/05/24	2,762.13	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/24/2024	Check	EFT	INTERMOUNTAIN GAS COMPANY		-112.01	1180 Checking - ICCU General *1068
				Gas 11/29-12/29/23	112.01	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/25/2024	Check	EFT	INTERMOUNTAIN GAS COMPANY		-976.26	1180 Checking - ICCU General *1068
				Gas 11/30-01/02/24	976.26	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/25/2024	Check	EFT	Chevron (Wex Bank)		-270.82	1180 Checking - ICCU General *1068
				January 2024 Fuel	78.59	5260.1 OPERATING EXPENSES:Vehicle Expense:Vehicle - Bookmobile
				January 2024 Fuel	45.23	5260.3 OPERATING EXPENSES:Vehicle Expense:Vehicle - Van Honda Odyssey
				January 2024 Fuel	117.06	5260.5 OPERATING EXPENSES:Vehicle Expense:Vehicle - Dodge HD Wagon
				January 2024 Fuel	29.94	5260.8 OPERATING EXPENSES:Vehicle Expense:Vehicle - Toyota Rav4 VIN 4697
01/26/2024	Check	EFT	Nationwide 457b		-559.62	1180 Checking - ICCU General *1068
				01/26/24 Payroll Nationwide Roth Remittance	-559.62	2352 Nationwide Withholding Payable
01/26/2024	Check	EFT	Nationwide 457b		-1,128.61	1180 Checking - ICCU General *1068
				01/26/24 Payroll Nationwide PreTax Remittance	-1,128.61	2352 Nationwide Withholding Payable
01/26/2024	Check	EFT	PERSI-401K		-2,672.14	1180 Checking - ICCU General *1068
				01/26/24 Payroll PERSI 401k Remittance	-2,672.14	2340 401K withholding payable
01/26/2024	Check	EFT	PERSI		-	1180 Checking - ICCU General *1068
				PERSI Base Plan Employer Contributions 01/26/2024 Payroll	21,790.71	-
				PERSI Base Plan Employer Contributions 01/26/2024 Payroll	-	2330 PERSI withholding payable
				PERSI Base Plan Employee Contributions 01/26/2024 Payroll	13,617.67	-
				PERSI Base Plan Employee Contributions 01/26/2024 Payroll	-8,173.03	2330 PERSI withholding payable
				PERSI Contributions Rounding Difference	0.01	5010a PERSONNEL:Payroll

# Meridian Library District

## Electronic Bill Payment List

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
						benefits:Benefits - Retirement
01/28/2024	Check	EFT	Bill.com	Bill.com 12/28-01/27/24	-963.22 963.22	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/29/2024	Check	EFT	IDAHO POWER - 7302	Power 12/12-01/10/24	-460.59 460.59	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/30/2024	Check	EFT	Sparklight	01/14-02/13/24	-269.09 269.09	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
01/30/2024	Check	EFT	Blue Cross of Idaho	February 2024 Employee Health Insurance Contribution Remittance	-	1180 Checking - ICCU General *1068
				February 2024 Employer Health Insurance Contribution Remittance	-4,859.04	2345 Select Health
				February 2024 Billing Differences	-930.24	2345 Select Health
01/31/2024	Check	EFT	First Interstate	January 20241 Service Fees FIB Payroll Savings	-15.00 15.00	1160 Savings Payroll -1st Interstate 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
01/31/2024	Check	EFT	Gravity Payments	January 2024 Gravity Payments Processing Fees	-31.31 31.31	1180 Checking - ICCU General *1068 5202.2 OPERATING EXPENSES:Banking fees:Bankcard fees
01/31/2024	Check	EFT	PITNEY BOWES	01/31/24 Postage Account Refill Deposit	-1,000.00 1,000.00	1180 Checking - ICCU General *1068 5232 OPERATING EXPENSES:Miscellaneous Operating:Postage
Sales Tax Payment						
01/20/2024	Sales Tax Payment				-844.89	1180 Checking - ICCU General *1068
					-844.89	Sales Tax Agency Payable
Credit Card Payment						
01/01/2024	Credit Card Payment		Divvy		-	1180 Checking - ICCU General *1068
					32,387.03	
					-	2700 Divvy Credit Cards Payable
					32,387.03	

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
Check						
10/05/2023	Check	EFT	CITY OF MERIDIAN		-488.66	1120 Checking - US Bank
				Water 08/21-09/20/23	488.66	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/05/2023	Check	EFT	CITY OF MERIDIAN		-137.67	1120 Checking - US Bank
				Water/Sewer/Recycling/Trash 08/21-09/20/23	137.67	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/05/2023	Check	EFT	CITY OF MERIDIAN		-473.25	1120 Checking - US Bank
				Water/Sewer/Trash/Recycling 08/21-09/20/23	473.25	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/05/2023	Check	EFT	CITY OF MERIDIAN		-391.35	1120 Checking - US Bank
				Water/Sewer/Trash/Recycling 08/21-09/20/23	391.35	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/06/2023	Check	EFT	Nationwide 457b		-529.33	1120 Checking - US Bank
				10/06/23 Payroll Nationwide Roth Remittance	-529.33	2352 Nationwide Withholding Payable
10/06/2023	Check	EFT	Nationwide 457b		-1,068.07	1120 Checking - US Bank
				10/06/23 Payroll Nationwide PreTax Remittance	-1,068.07	2352 Nationwide Withholding Payable
10/06/2023	Check	EFT	HRA VEBA		-8,580.00	1120 Checking - US Bank
				October 2023 HRA VEBA Remittance	-8,580.00	2353 HRA VEBA Payable
10/06/2023	Check	EFT	PERSI		-	1120 Checking - US Bank
				PERSI Base Plan Employer Contributions 10/06/2023 Payroll	20,262.02	
				PERSI Base Plan Employer Contributions 10/06/2023 Payroll	-	2330 PERSI withholding payable
				PERSI Base Plan Employee Contributions 10/06/2023 Payroll	12,696.60	
				PERSI Base Plan Employee Contributions 10/06/2023 Payroll	-7,601.55	2330 PERSI withholding payable
				PERSI Base Plan Employer Contribution Discrepancy 10/06/2023 Payroll HD	-34.26	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
				PERSI Base Plan Employee Withholding Discrepancy 10/06/2023 Payroll HD	-1.87	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
10/06/2023	Check	EFT	PERSI-401K		-2,686.95	1120 Checking - US Bank
				10/06/23 Payroll PERSI 401k Remittance	-2,686.95	2340 401K withholding payable
10/10/2023	Check	EFT	Idaho Central Credit Union		-5.00	1183 Savings - ICCU Membership *8042
				New Member Fee	5.00	5202.3 OPERATING EXPENSES:Banking fees:Financial fees
10/12/2023	Check	EFT	SELECT HEALTH		-	1120 Checking - US Bank
					32,582.10	

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
				November 2023 Employer Health Insurance Contributions	- 31,393.22	2345 Select Health
				November 2023 Employee Health Insurance Contributions	-2,420.74	2345 Select Health
				November 2023 Health Insurance Billing Differences	1,231.86	2345 Select Health
10/13/2023	Check	EFT	PITNEY BOWES		-800.00	1120 Checking - US Bank
				10/13/23 Postage Account Refill Deposit	800.00	5232 OPERATING EXPENSES:Miscellaneous Operating:Postage
10/16/2023	Check	EFT	First Interstate		-21.50	1150 Chkg Payroll -1st Interstate
				September Service Fees FIB Payroll Checking	21.50	5202.3 OPERATING EXPENSES:Banking fees:Financial fees
10/16/2023	Check	EFT	US BANK		-277.52	1120 Checking - US Bank
				US Bank Analysis Service Charge October 2023 Statement	277.52	5202.3 OPERATING EXPENSES:Banking fees:Financial fees
10/20/2023	Check	EFT	CITY OF MERIDIAN		-33.35	1120 Checking - US Bank
				Water/Sewer 09/06-10/05/23	33.35	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/20/2023	Check	EFT	Nationwide 457b		-539.31	1120 Checking - US Bank
				10/20/23 Payroll Nationwide Roth Remittance	-539.31	2352 Nationwide Withholding Payable
10/20/2023	Check	EFT	Nationwide 457b		-1,080.06	1120 Checking - US Bank
				10/20/23 Payroll Nationwide PreTax Remittance	-1,080.06	2352 Nationwide Withholding Payable
10/20/2023	Check	EFT	PERSI		- 21,819.94	1120 Checking - US Bank
				PERSI Base Plan Employer Contributions 10/20/2023 Payroll	- 13,635.95	2330 PERSI withholding payable
				PERSI Base Plan Employee Contributions 10/20/2023 Payroll	-8,183.99	2330 PERSI withholding payable
10/20/2023	Check	EFT	PERSI-401K		-2,783.85	1120 Checking - US Bank
				10/20/23 Payroll PERSI 401k Remittance	-2,783.85	2340 401K withholding payable
10/20/2023	Check	EFT	Idaho State Tax Commission	See Sales Tax Return Worksheet	-92.06	1120 Checking - US Bank
				Q3 2023 Sales Tax Remittance	-18.16	Sales Tax Agency Payable:Sales Tax Payable
				Q3 2023 Sales Tax Remittance	73.90	5250 OPERATING EXPENSES:Miscellaneous Operating:Taxes and insurance
10/23/2023	Check	EFT	IDAHO POWER - 3194		-980.94	1120 Checking - US Bank
				Power 09/06-10/04/23	980.94	6258 OPERATING EXPENSES:Facility

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
						Expense:Bldg-Utilities
10/23/2023	Check	EFT	INTERMOUNTAIN GAS COMPANY		-15.45	1120 Checking - US Bank
				Gas 08/29-09/28/23	15.45	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/24/2023	Check	EFT	INTERMOUNTAIN GAS COMPANY		-8.24	1120 Checking - US Bank
				Gas 08/29-09/29/23	8.24	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/24/2023	Check	EFT	INTERMOUNTAIN GAS COMPANY		-287.84	1120 Checking - US Bank
				Gas 08/30-09/29/23	287.84	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/25/2023	Check	EFT	IDAHO POWER - 7016		-109.36	1120 Checking - US Bank
				Power 09/07-10/06/23	109.36	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/25/2023	Check	EFT	IDAHO POWER - 1620		-3,086.13	1120 Checking - US Bank
				Power 09/07-10/06/23	3,086.13	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/27/2023	Check	EFT	Gravity Payments		-24.09	1120 Checking - US Bank
				October 2023 Gravity Payments Processing Fees	24.09	5202.2 OPERATING EXPENSES:Banking fees:Bankcard fees
10/28/2023	Check	EFT	Bill.com		-970.77	1120 Checking - US Bank
				Bill.com 09/28-10/27/23	970.77	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing
10/30/2023	Check	EFT	IDAHO POWER - 7302		-378.72	1120 Checking - US Bank
				Power 09/12-10/11/23	378.72	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
10/31/2023	Check	EFT	First Interstate		-15.00	1160 Savings Payroll -1st Interstate
				October Service Fees FIB Payroll Savings	15.00	5202.3 OPERATING EXPENSES:Banking fees:Financial fees
10/31/2023	Check	EFT	First Interstate		-10.00	1150 Chkg Payroll -1st Interstate
				October Service Fees FIB Payroll Checking	10.00	5202.3 OPERATING EXPENSES:Banking fees:Financial fees
10/31/2023	Check	EFT	Paylocity		-1,974.12	1150 Chkg Payroll -1st Interstate
				October Payroll Processing Paylocity INV1657115	1,974.12	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing



# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
11/03/2023	Check	EFT	Nationwide 457b		-529.51	1120 Checking - US Bank
				11/03/23 Payroll Nationwide Roth Remittance	-529.51	2352 Nationwide Withholding Payable
11/03/2023	Check	EFT	Nationwide 457b		-1,075.08	1120 Checking - US Bank
				11/03/23 Payroll Nationwide PreTax Remittance	-1,075.08	2352 Nationwide Withholding Payable
11/03/2023	Check	EFT	HRA VEBA		-8,415.00	1120 Checking - US Bank
				November 2023 HRA VEBA Remittance	-8,415.00	2353 HRA VEBA Payable
11/03/2023	Check	EFT	PERSI-401K		-2,696.03	1120 Checking - US Bank
				11/03/23 Payroll PERSI 401k Remittance	-2,696.03	2340 401K withholding payable
11/03/2023	Check	EFT	PERSI		-	1120 Checking - US Bank
				PERSI Base Plan Employer Contributions 11/03/2023 Payroll	20,575.32	
				PERSI Base Plan Employer Contributions 11/03/2023 Payroll	-	2330 PERSI withholding payable
				PERSI Base Plan Employee Contributions 11/03/2023 Payroll	12,844.69	
				PERSI Base Plan Employee Contributions 11/03/2023 Payroll	-7,709.11	2330 PERSI withholding payable
				PERSI Base Plan Employer Contributions 11/03/2023 Payroll Rounding Difference	-0.01	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
				PERSI Filing Fee 102623 Payment	21.53	5202.3 OPERATING EXPENSES:Banking fees:Financial fees
11/05/2023	Check	EFT	CITY OF MERIDIAN		-115.26	1120 Checking - US Bank
				Water/Sewer/Recycling/Trash 09/21-10/20/23	115.26	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/05/2023	Check	EFT	CITY OF MERIDIAN		-343.16	1120 Checking - US Bank
				Water 09/21-10/20/23	343.16	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/05/2023	Check	EFT	CITY OF MERIDIAN		-412.53	1120 Checking - US Bank
				Water/Sewer/Trash/Recycling 09/21-10/20/23	412.53	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/05/2023	Check	EFT	CITY OF MERIDIAN		-383.76	1120 Checking - US Bank
				Water/Sewer/Trash/Recycling 09/21-10/20/23	383.76	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/12/2023	Check	EFT	SELECT HEALTH		-	1120 Checking - US Bank
				November 2023 Employee Health Insurance Contributions	33,395.94	
				November 2023 Employee Health Insurance Contributions	-	2345 Select Health
				November 2023 Employee Health Insurance Contributions	30,328.54	
				November 2023 Employee Health Insurance Contributions	-2,205.76	2345 Select Health
				November 2023 Health Insurance Billing Differences	-861.64	2345 Select Health

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
11/14/2023	Check	EFT	US BANK	US Bank Analysis Service Charge November 2023 Statement	-230.27 230.27	1120 Checking - US Bank 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
11/14/2023	Check	EFT	First Interstate	November Service Fees FIB Payroll Checking	-24.50 24.50	1150 Chkg Payroll -1st Interstate 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
11/14/2023	Check	EFT	Mutual of Omaha	October 2023 MOO Vision Employer Contributions Remittance	-3,206.15 -297.25	1120 Checking - US Bank 2358 Mutual of Omaha Payable
				October 2023 MOO Vision Employee Contributions Remittance	-139.18	2358 Mutual of Omaha Payable
				October 2023 MOO STD Employer Contributions Remittance	-611.30	2358 Mutual of Omaha Payable
				October 2023 MOO ER Life Contributions Remittance	-233.99	2358 Mutual of Omaha Payable
				October 2023 MOO EE Life Contributions Remittance	-191.00	2358 Mutual of Omaha Payable
				October 2023 MOO Dental Employer Contributions Remittance	-1,103.90	2355 Dental Payable
				October 2023 MOO Dental Employee Contributions Remittance	-660.34	2355 Dental Payable
				October 2023 MOO Billing Differences	-30.81	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
11/16/2023	Check	EFT	Idaho Central Credit Union	ICCU General Ops Checking Service Fees November 2023	-10.00 10.00	1180 Checking - ICCU General *1068 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
11/17/2023	Check	EFT	Nationwide 457b	11/17/23 Payroll Nationwide Roth Remittance	-530.84 -530.84	1120 Checking - US Bank 2352 Nationwide Withholding Payable
11/17/2023	Check	EFT	Nationwide 457b	11/17/23 Payroll Nationwide PreTax Remittance	-1,065.03 -1,065.03	1120 Checking - US Bank 2352 Nationwide Withholding Payable
11/17/2023	Check	EFT	PERSI	PERSI Base Plan Employer Contributions 11/17/2023 Payroll	- 20,158.02 12,597.42	1120 Checking - US Bank 2330 PERSI withholding payable
				PERSI Base Plan Employee Contributions 11/17/2023 Payroll	-7,560.65	2330 PERSI withholding payable
				PERSI Base Plan Employer Contributions 11/17/2023 Payroll Rounding Difference	-0.05	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
11/17/2023	Check	EFT	PERSI-401K	11/17/23 Payroll PERSI 401k Remittance	-2,699.29 -2,699.29	1120 Checking - US Bank 2340 401K withholding payable
11/20/2023	Check	EFT	CITY OF MERIDIAN	Water/Sewer 10/06-11/05/23	-25.93 25.93	1120 Checking - US Bank 6258 OPERATING EXPENSES:Facility

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
						Expense:Bldg-Utilities
11/20/2023	Check	EFT	INTERMOUNTAIN GAS COMPANY		-14.31	1120 Checking - US Bank
				Gas 09/30-10/26/23	14.31	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/20/2023	Check	EFT	INTERMOUNTAIN GAS COMPANY		-27.16	1120 Checking - US Bank
				Gas 09/29-10/26/23	27.16	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/20/2023	Check	EFT	Paylocity		-1,958.38	1150 Chkg Payroll -1st Interstate
				November Payroll Processing Paylocity INV1712399	1,958.38	5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing
11/20/2023	Check	EFT	Chevron (Wex Bank)		-761.49	1120 Checking - US Bank
				October 2023 Fuel	241.00	5260.1 OPERATING EXPENSES:Vehicle Expense:Vehicle - Bookmobile
				October 2023 Fuel	193.73	5260.3 OPERATING EXPENSES:Vehicle Expense:Vehicle - Van Honda Odyssey
				October 2023 Fuel	43.69	5260.4 OPERATING EXPENSES:Vehicle Expense:Vehicle - Honda Element
				October 2023 Fuel	43.56	5260.2 OPERATING EXPENSES:Vehicle Expense:Vehicle - Sprinter
				October 2023 Fuel	239.51	5260.5 OPERATING EXPENSES:Vehicle Expense:Vehicle - Dodge HD Wagon
11/21/2023	Check	EFT	IDAHO POWER - 3194		-848.40	1120 Checking - US Bank
				Power 10/05-11/02/23	848.40	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/21/2023	Check	7001	INTERMOUNTAIN GAS COMPANY		-168.12	1120 Checking - US Bank
				Gas 09/30-10/2/27	168.12	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/24/2023	Check	EFT	AFLAC		-458.38	1180 Checking - ICCU General *1068
				October 2023 Aflac Employee Contribution Remittance	-458.38	2360 AFLAC
11/27/2023	Check	EFT	IDAHO POWER - 7016		-101.69	1120 Checking - US Bank
				Power 10/07-11/06/23	101.69	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
11/27/2023	Check	EFT	IDAHO POWER - 1620	Power 10/07-11/05/23	-2,908.45 2,908.45	1120 Checking - US Bank 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/28/2023	Check	EFT	Bill.com	Bill.com 10/28-11/27/23	-1,274.94 1,274.94	1120 Checking - US Bank 5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing
11/28/2023	Check	EFT	IDAHO POWER - 7302	Power 10/12-11/09/23	-353.01 353.01	1120 Checking - US Bank 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
11/29/2023	Check	EFT	Chevron (Wex Bank)	November 2023 Fuel	-670.69 165.01	1180 Checking - ICCU General *1068 5260.1 OPERATING EXPENSES:Vehicle Expense:Vehicle - Bookmobile
				November 2023 Fuel		5260.3 OPERATING EXPENSES:Vehicle Expense:Vehicle - Van Honda Odyssey
				November 2023 Fuel		5260.4 OPERATING EXPENSES:Vehicle Expense:Vehicle - Honda Element
				November 2023 Fuel	47.66	5260.2 OPERATING EXPENSES:Vehicle Expense:Vehicle - Sprinter
				November 2023 Fuel	279.69	5260.5 OPERATING EXPENSES:Vehicle Expense:Vehicle - Dodge HD Wagon
				November 2023 Fuel	39.79	5260.9 OPERATING EXPENSES:Vehicle Expense:Vehicle - Toyota Rav4 VIN 7665
				October 2023 Card Shipment & Finance Fee	138.54	5202.2 OPERATING EXPENSES:Banking fees:Bankcard fees
11/30/2023	Check	EFT	First Interstate	November Service Fees FIB Payroll Savings	-15.00 15.00	1160 Savings Payroll -1st Interstate 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
11/30/2023	Check	EFT	Idaho Central Credit Union	Monthly Service Fee ICCU Money Market Savings	-15.00 15.00	1184 Savings - ICCU Savings *8093 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
11/30/2023	Check	EFT	Gravity Payments	November 2023 Gravity Payments Processing Fees	-27.24 27.24	1120 Checking - US Bank 5202.2 OPERATING EXPENSES:Banking fees:Bankcard fees
12/01/2023	Check	EFT	Nationwide 457b	12/01/23 Payroll Nationwide Roth Remittance	-529.69 -529.69	1180 Checking - ICCU General *1068 2352 Nationwide Withholding Payable

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
12/01/2023	Check	EFT	Nationwide 457b	12/01/23 Payroll Nationwide PreTax Remittance	-191.27	1180 Checking - ICCU General *1068 2352 Nationwide Withholding Payable
12/01/2023	Check	8	HRA VEBA	December 2023 HRA VEBA Remittance	-8,910.00	1180 Checking - ICCU General *1068 2353 HRA VEBA Payable
12/01/2023	Check	EFT	PERSI-401K	12/01/23 Payroll PERSI 401k Remittance	-2,696.05	1180 Checking - ICCU General *1068 2340 401K withholding payable
12/01/2023	Check	EFT	PERSI	PERSI Base Plan Employer Contributions 12/01/2023 Payroll	-	1180 Checking - ICCU General *1068 2330 PERSI withholding payable
				PERSI Base Plan Employee Contributions 12/01/2023 Payroll	-7,582.14	2330 PERSI withholding payable
				PERSI Base Plan Employer Contributions 12/01/2023 Payroll Rounding Differences	-0.01	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
12/01/2023	Check	7000	Prime, Inc	Security Deposit on Crestmont Lease	-6,888.00	1180 Checking - ICCU General *1068
				December Rent on Crestmont Lease	3,444.00	1500 Deposits/Prepaid expenses 6255 OPERATING EXPENSES:Facility Expense:Bldg-Rent
12/05/2023	Check	EFT	CITY OF MERIDIAN	Water 10/21-11/20/23	-99.77	1180 Checking - ICCU General *1068
					99.77	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/05/2023	Check	EFT	CITY OF MERIDIAN	Water/Sewer/Trash/Recycling10/21-11/20/23	-428.19	1180 Checking - ICCU General *1068
					428.19	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/05/2023	Check	EFT	CITY OF MERIDIAN	Water/Sewer/Trash/Recycling 10/21-11/20/23	-422.19	1180 Checking - ICCU General *1068
					422.19	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/05/2023	Check		CITY OF MERIDIAN	Water/Sewer/Recycling/Trash 10/21-11/20/23	-128.98	1180 Checking - ICCU General *1068
					128.98	6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/05/2023	Check	EFT	AFLAC	November 2023 Aflac Employee Contribution Remittance	-458.38	1180 Checking - ICCU General *1068 2360 AFLAC
12/12/2023	Check	EFT	SELECT HEALTH	December 2023 Employer Health Insurance Contributions	-	1180 Checking - ICCU General *1068 2345 Select Health
					32,537.30	
					30,776.74	

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
				December 2023 Employee Health Insurance Contributions	-2,205.76	2345 Select Health
				December 2023 Health Insurance Billing Differences	445.20	2345 Select Health
12/13/2023	Check	EFT	PITNEY BOWES	12/13/23 Postage Account Refill Deposit	-1,000.00 1,000.00	1180 Checking - ICCU General *1068 5232 OPERATING EXPENSES:Miscellaneous Operating:Postage
12/14/2023	Check	EFT	US BANK	US Bank Analysis Service Charge December 2023 Statement	-107.63 107.63	1120 Checking - US Bank 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
12/14/2023	Check	EFT	First Interstate	December Service Fees FIB Payroll Checking	-21.50 21.50	1150 Chkg Payroll -1st Interstate 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
12/15/2023	Check	EFT	Nationwide 457b	12/15/23 Payroll Nationwide Roth Remittance	-530.40 -530.40	1180 Checking - ICCU General *1068 2352 Nationwide Withholding Payable
12/15/2023	Check	EFT	Nationwide 457b	12/15/23 Payroll Nationwide PreTax Remittance	-76.71 -76.71	1180 Checking - ICCU General *1068 2352 Nationwide Withholding Payable
12/15/2023	Check	EFT	PERSI	PERSI Base Plan Employer Contributions 12/15/2023 Payroll	- 21,392.40 13,368.74	1180 Checking - ICCU General *1068 2330 PERSI withholding payable
				PERSI Base Plan Employee Contributions 12/15/2023 Payroll	-8,023.63	2330 PERSI withholding payable
				PERSI Base Plan Employer Contributions 12/15/2023 Payroll Rounding Differences	0.03	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
12/15/2023	Check	EFT	PERSI-401K	12/15/23 Payroll PERSI 401k Remittance	-2,698.57 -2,698.57	1180 Checking - ICCU General *1068 2340 401K withholding payable
12/20/2023	Check	EFT	CITY OF MERIDIAN	Water/Sewer 11/06-12/05/23	-26.42 26.42	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/20/2023	Check	4	Paylocity	December Payroll Processing Paylocity INV1712399	-1,910.14 1,910.14	1180 Checking - ICCU General *1068 5220.1 OPERATING EXPENSES:Information Technology:IT Infra -Software/Licensing
12/20/2023	Check		Idaho Central Credit Union	ICCU General Ops Checking Service Fees December 2023	-35.50 35.50	1180 Checking - ICCU General *1068 5202.3 OPERATING EXPENSES:Banking fees:Financial fees

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
12/21/2023	Check	EFT	IDAHO POWER - 3194	Power 11/03-12/02/23	-869.97 869.97	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/21/2023	Check	EFT	INTERMOUNTAIN GAS COMPANY	Gas 10/27-11/28/23	-74.27 74.27	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/21/2023	Check	EFT	INTERMOUNTAIN GAS COMPANY	Gas 10/27-11/28/23	-758.57 758.57	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/22/2023	Check	EFT	INTERMOUNTAIN GAS COMPANY	Gas 10/28-11/29/23	-725.23 725.23	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/26/2023	Check	EFT	IDAHO POWER - 7016	Power 11/07-12/06/23	-110.91 110.91	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/26/2023	Check	EFT	IDAHO POWER - 1620	Power 11/06-12/06/23	-2,873.82 2,873.82	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/28/2023	Check	EFT	Gravity Payments	December 2023 Gravity Payments Processing Fees	-25.16 25.16	1180 Checking - ICCU General *1068 5202.2 OPERATING EXPENSES:Banking fees:Bankcard fees
12/28/2023	Check	EFT	IDAHO POWER - 7302	Power 11/10-12/09/23	-396.51 396.51	1180 Checking - ICCU General *1068 6258 OPERATING EXPENSES:Facility Expense:Bldg-Utilities
12/29/2023	Check	EFT	First Interstate	December Service Fees FIB Payroll Savings	-15.00 15.00	1160 Savings Payroll -1st Interstate 5202.3 OPERATING EXPENSES:Banking fees:Financial fees
12/29/2023	Check	EFT	Nationwide 457b	12/29/23 Payroll Nationwide Roth Remittance	-529.60 -529.60	1180 Checking - ICCU General *1068 2352 Nationwide Withholding Payable
12/29/2023	Check	EFT	Nationwide 457b	12/29/23 Payroll Nationwide PreTax Remittance	-76.58 -76.58	1180 Checking - ICCU General *1068 2352 Nationwide Withholding Payable
12/29/2023	Check	EFT	PERSI-401K	12/29/23 Payroll PERSI 401k Remittance	-2,696.69 -2,696.69	1180 Checking - ICCU General *1068 2340 401K withholding payable

# Meridian Library District

## Electronic Bill Payment List

October - December, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	ACCOUNT
12/29/2023	Check	EFT	PERSI		-	1180 Checking - ICCU General *1068
					21,368.27	
				PERSI Base Plan Employer Contributions 12/29/2023 Payroll	-	2330 PERSI withholding payable
					13,353.70	
				PERSI Base Plan Employee Contributions 12/29/2023 Payroll	-8,014.59	2330 PERSI withholding payable
				PERSI Base Plan Employer Contributions 12/17/2023 Payroll Rounding Differences	-0.02	5010a PERSONNEL:Payroll benefits:Benefits - Retirement
Sales Tax Payment						
10/20/2023	Sales Tax Payment				-920.82	1120 Checking - US Bank
					-920.82	Sales Tax Agency Payable
Credit Card Payment						
11/01/2023	Credit Card Payment		Divvy		-	1120 Checking - US Bank
					23,648.91	
					-	2700 Divvy Credit Cards Payable
					23,648.91	
12/01/2023	Credit Card Payment		Divvy		-	1180 Checking - ICCU General *1068
					38,778.37	
					-	2700 Divvy Credit Cards Payable
					38,778.37	



# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
40000 Tax Revenue	5,033,184.30	8,244,061.00	-3,210,876.70	61.05 %
42000 Non-tax Revenue	270,357.77	306,750.00	-36,392.23	88.14 %
Uncategorized Income	0.00		0.00	
<b>Total Revenue</b>	<b>\$5,303,542.07</b>	<b>\$8,550,811.00</b>	<b>\$ - 3,247,268.93</b>	<b>62.02 %</b>
<b>GROSS PROFIT</b>	<b>\$5,303,542.07</b>	<b>\$8,550,811.00</b>	<b>\$ - 3,247,268.93</b>	<b>62.02 %</b>
<b>Expenditures</b>				
50000 PERSONNEL	2,006,447.73	5,214,850.00	-3,208,402.27	38.48 %
51000 COLLECTIONS	292,101.46	999,435.00	-707,333.54	29.23 %
52000 OPERATING EXPENSES	787,340.07	1,897,809.00	-1,110,468.93	41.49 %
72000 CAPITAL EXPENSES	18,847.72	348,872.00	-330,024.28	5.40 %
7999 Transfer Out-To Capital Repair & Replacement Fund		89,845.00	-89,845.00	
<b>Total Expenditures</b>	<b>\$3,104,736.98</b>	<b>\$8,550,811.00</b>	<b>\$ - 5,446,074.02</b>	<b>36.31 %</b>
<b>NET OPERATING REVENUE</b>	<b>\$2,198,805.09</b>	<b>\$0.00</b>	<b>\$2,198,805.09</b>	<b>0.00%</b>
<b>Other Revenue</b>				
8000 Plant Facilities Levy Revenue	700,000.00	1,400,000.00	-700,000.00	50.00 %
8338 Capital Projects Interest	74,414.45	76,500.00	-2,085.55	97.27 %
8350 Capital Projects Grants & Donations		160,000.00	-160,000.00	
8995 Finance Proceeds		1,500,000.00	-1,500,000.00	
8999 Transfer In-To Capital Repair & Replacement-From General Fund		89,845.00	-89,845.00	
<b>Total Other Revenue</b>	<b>\$774,414.45</b>	<b>\$3,226,345.00</b>	<b>\$ - 2,451,930.55</b>	<b>24.00 %</b>
<b>Other Expenditures</b>				
9288 Orchard Park Project Costs	0.00		0.00	
9289 South Branch Project Costs	32,916.00	5,818,728.00	-5,785,812.00	0.57 %
<b>Total Other Expenditures</b>	<b>\$32,916.00</b>	<b>\$5,818,728.00</b>	<b>\$ - 5,785,812.00</b>	<b>0.57 %</b>
<b>NET OTHER REVENUE</b>	<b>\$741,498.45</b>	<b>\$ - 2,592,383.00</b>	<b>\$3,333,881.45</b>	<b>-28.60 %</b>
<b>NET REVENUE</b>	<b>\$2,940,303.54</b>	<b>\$ - 2,592,383.00</b>	<b>\$5,532,686.54</b>	<b>-113.42 %</b>

# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
40000 Tax Revenue				
4000 Tax levy	4,775,301.37	7,594,416.00	-2,819,114.63	62.88 %
4005 Tax Levy - Capital Foregone	44,922.50	89,845.00	-44,922.50	50.00 %
4006 Tax Levy - Operating Foregone	38,486.00	76,972.00	-38,486.00	50.00 %
<b>Total 4000 Tax levy</b>	<b>4,858,709.87</b>	<b>7,761,233.00</b>	<b>-2,902,523.13</b>	<b>62.60 %</b>
4010 Ag. Replacement	485.00	1,940.00	-1,455.00	25.00 %
4020 Pers Prop Replacement	19,519.36	39,039.00	-19,519.64	50.00 %
4025 Recovered Homeowner's Exemption	47.50	95.00	-47.50	50.00 %
4060 Tort Tax Levy	30,877.00	61,754.00	-30,877.00	50.00 %
4100 Sales tax income	123,545.57	380,000.00	-256,454.43	32.51 %
<b>Total 40000 Tax Revenue</b>	<b>5,033,184.30</b>	<b>8,244,061.00</b>	<b>-3,210,876.70</b>	<b>61.05 %</b>
<b>42000 Non-tax Revenue</b>				
4200 Fines and fees	9,366.33	12,000.00	-2,633.67	78.05 %
4220 Meeting Room income	4,424.50	3,750.00	674.50	117.99 %
4221 Donations & Memorials	1,019.98	11,500.00	-10,480.02	8.87 %
4300 Interest income	73,867.80	85,000.00	-11,132.20	86.90 %
4339 Capital Replace & Repair Int	137,281.53	150,000.00	-12,718.47	91.52 %
4400 Copy/Print income	12,305.30	24,500.00	-12,194.70	50.23 %
4410 Miscellaneous income	11,555.83		11,555.83	
4500 Grants	15,821.50	15,000.00	821.50	105.48 %
4700 Sponsorships	4,715.00	5,000.00	-285.00	94.30 %
<b>Total 42000 Non-tax Revenue</b>	<b>270,357.77</b>	<b>306,750.00</b>	<b>-36,392.23</b>	<b>88.14 %</b>
<b>Total Revenue</b>	<b>\$5,303,542.07</b>	<b>\$8,550,811.00</b>	<b>\$ - 3,247,268.93</b>	<b>62.02 %</b>
<b>GROSS PROFIT</b>	<b>\$5,303,542.07</b>	<b>\$8,550,811.00</b>	<b>\$ - 3,247,268.93</b>	<b>62.02 %</b>
<b>Expenditures</b>				
<b>50000 PERSONNEL</b>				
5000 Salaries and wages	1,513,717.18	3,961,873.00	-2,448,155.82	38.21 %
5005 Termination salaries	6,312.66		6,312.66	
<b>Total 5000 Salaries and wages</b>	<b>1,520,029.84</b>	<b>3,961,873.00</b>	<b>-2,441,843.16</b>	<b>38.37 %</b>
5010 Payroll benefits	35.15		35.15	
5010a Benefits - Retirement	145,899.03	369,024.00	-223,124.97	39.54 %
5010b Benefits - PR Taxes	114,361.27	299,561.00	-185,199.73	38.18 %
5010c Benefits - Health	226,122.44	584,392.00	-358,269.56	38.69 %
<b>Total 5010 Payroll benefits</b>	<b>486,417.89</b>	<b>1,252,977.00</b>	<b>-766,559.11</b>	<b>38.82 %</b>
<b>Total 50000 PERSONNEL</b>	<b>2,006,447.73</b>	<b>5,214,850.00</b>	<b>-3,208,402.27</b>	<b>38.48 %</b>
<b>51000 COLLECTIONS</b>				
5115 Adult Print Books	58,369.75	227,000.00	-168,630.25	25.71 %
5121 Electronic databases	34,639.60	62,735.00	-28,095.40	55.22 %
5122 eContent	153,233.11	339,500.00	-186,266.89	45.13 %

# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5125 Print Reference	79.08	2,600.00	-2,520.92	3.04 %
5130 Children's books	22,240.00	187,000.00	-164,760.00	11.89 %
5130S Children's books - Supported	141.31		141.31	
<b>Total 5130 Children's books</b>	<b>22,381.31</b>	<b>187,000.00</b>	<b>-164,618.69</b>	<b>11.97 %</b>
5135 Young Adult books	4,130.60	35,000.00	-30,869.40	11.80 %
5149 Media	17,704.76	87,000.00	-69,295.24	20.35 %
5150 Circulating devices & kits	1,391.67	44,100.00	-42,708.33	3.16 %
5151 Periodicals	171.58	14,500.00	-14,328.42	1.18 %
<b>Total 51000 COLLECTIONS</b>	<b>292,101.46</b>	<b>999,435.00</b>	<b>-707,333.54</b>	<b>29.23 %</b>
<b>52000 OPERATING EXPENSES</b>				
<b>52020 Professional Services</b>				
5202.1 Audit	18,000.00	25,500.00	-7,500.00	70.59 %
5202.4 Legal fees	7,171.50	25,000.00	-17,828.50	28.69 %
5202.5 Consulting		108,000.00	-108,000.00	
5202.6 Other	2,354.15	5,000.00	-2,645.85	47.08 %
5237 Recruiting/Background Checks	1,773.55	3,100.00	-1,326.45	57.21 %
<b>Total 52020 Professional Services</b>	<b>29,299.20</b>	<b>166,600.00</b>	<b>-137,300.80</b>	<b>17.59 %</b>
<b>52025 Banking fees</b>				
5202.2 Bankcard fees	980.44	1,485.00	-504.56	66.02 %
5202.3 Financial fees	1,011.17	3,000.00	-1,988.83	33.71 %
<b>Total 52025 Banking fees</b>	<b>1,991.61</b>	<b>4,485.00</b>	<b>-2,493.39</b>	<b>44.41 %</b>
<b>52120 Consortium</b>				
5212.C Consortium-Courier	13,419.00	45,000.00	-31,581.00	29.82 %
5212.H Consortium-Hardware/Software	41,629.64	56,750.00	-15,120.36	73.36 %
<b>Total 52120 Consortium</b>	<b>55,048.64</b>	<b>101,750.00</b>	<b>-46,701.36</b>	<b>54.10 %</b>
<b>52200 Information Technology</b>				
5220.1 IT Infra -Software/Licensing	55,923.34	119,758.00	-63,834.66	46.70 %
5220.2 IT Infra -Support	6,928.26	18,200.00	-11,271.74	38.07 %
5220.3 IT PCs, Printers & Hardware	34,070.73	70,100.00	-36,029.27	48.60 %
5220.5 IT Utilities	20,562.97	81,004.00	-60,441.03	25.39 %
5220.6 IT Collection Licensing		15,000.00	-15,000.00	
5220.7 IT Technology Maintenance	17,785.31	37,350.00	-19,564.69	47.62 %
5230 Phone Service	3,134.82	9,000.00	-5,865.18	34.83 %
<b>Total 52200 Information Technology</b>	<b>138,405.43</b>	<b>350,412.00</b>	<b>-212,006.57</b>	<b>39.50 %</b>
<b>52250 Marketing</b>				
5225 Marketing & advertising	10,464.49	30,000.00	-19,535.51	34.88 %
<b>Total 52250 Marketing</b>	<b>10,464.49</b>	<b>30,000.00</b>	<b>-19,535.51</b>	<b>34.88 %</b>
<b>52290 Materials Processing</b>				
5229.1 Materials-OCLC	837.26	8,250.00	-7,412.74	10.15 %
5229.2 Materials-Processing	16,998.72	83,100.00	-66,101.28	20.46 %
<b>Total 52290 Materials Processing</b>	<b>17,835.98</b>	<b>91,350.00</b>	<b>-73,514.02</b>	<b>19.52 %</b>

# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
52340 Professional Development				
5234.1 Conferences	8,740.07	49,315.00	-40,574.93	17.72 %
5234.2 Education	1,540.90	6,000.00	-4,459.10	25.68 %
5234.3 Materials		1,500.00	-1,500.00	
5234.4 Memberships	2,593.00	15,138.00	-12,545.00	17.13 %
5234.5 Staff Mtg & Training	967.96	4,075.00	-3,107.04	23.75 %
5234.5s Staff Training - Supported	5,403.98		5,403.98	
<b>Total 5234.5 Staff Mtg &amp; Training</b>	<b>6,371.94</b>	<b>4,075.00</b>	<b>2,296.94</b>	<b>156.37 %</b>
5234.6 Webinar/Ecourses	420.44	28,075.00	-27,654.56	1.50 %
<b>Total 52340 Professional Development</b>	<b>19,666.35</b>	<b>104,103.00</b>	<b>-84,436.65</b>	<b>18.89 %</b>
52360 Program Expense				
5236.2 Programs - District				
5236.2S District Programs -Supported	908.91		908.91	
<b>Total 5236.2 Programs - District</b>	<b>908.91</b>		<b>908.91</b>	
5236.AD Programs - Adult	2,065.24	12,673.00	-10,607.76	16.30 %
5236.BR Programs -Brochures		15,000.00	-15,000.00	
5236.EL Programs - Early Learning 0-5	1,572.29	9,108.00	-7,535.71	17.26 %
5236.FA Programs -Family All Ages	10,809.36	47,822.00	-37,012.64	22.60 %
5236.SA Programs -School Age 6-12	1,574.92	12,558.00	-10,983.08	12.54 %
5236.TN Programs -Teen 13-18	2,325.69	9,913.00	-7,587.31	23.46 %
5236.VO Programs -Volunteers		3,228.00	-3,228.00	
<b>Total 52360 Program Expense</b>	<b>19,256.41</b>	<b>110,302.00</b>	<b>-91,045.59</b>	<b>17.46 %</b>
52400 Supplies				
5211 Copy/Print	10,153.27	32,300.00	-22,146.73	31.43 %
5240 Supplies - general	8,970.54	12,850.00	-3,879.46	69.81 %
5240s Supplies - General -Supported	30.99		30.99	
<b>Total 5240 Supplies - general</b>	<b>9,001.53</b>	<b>12,850.00</b>	<b>-3,848.47</b>	<b>70.05 %</b>
5246 Supplies - office	4,749.13	11,150.00	-6,400.87	42.59 %
<b>Total 52400 Supplies</b>	<b>23,903.93</b>	<b>56,300.00</b>	<b>-32,396.07</b>	<b>42.46 %</b>
52500 Miscellaneous Operating				
5216 Equipment & Furnishings Not Cap	38,852.26	17,490.00	21,362.26	222.14 %
5228 Miscellaneous	847.00	4,000.00	-3,153.00	21.18 %
5228.S Miscellaneous- Supported	1,329.47		1,329.47	
<b>Total 5228 Miscellaneous</b>	<b>2,176.47</b>	<b>4,000.00</b>	<b>-1,823.53</b>	<b>54.41 %</b>
5232 Postage	4,583.55	10,500.00	-5,916.45	43.65 %
5250 Taxes and insurance	13,432.75	28,600.00	-15,167.25	46.97 %
<b>Total 52500 Miscellaneous Operating</b>	<b>59,045.03</b>	<b>60,590.00</b>	<b>-1,544.97</b>	<b>97.45 %</b>
52600 Vehicle Expense				
5260.1 Vehicle - Bookmobile	1,410.12	12,000.00	-10,589.88	11.75 %
5260.1s Vehicle - Bookmobile Supported	1,230.00		1,230.00	
<b>Total 5260.1 Vehicle - Bookmobile</b>	<b>2,640.12</b>	<b>12,000.00</b>	<b>-9,359.88</b>	<b>22.00 %</b>

# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5260.2 Vehicle - Sprinter	858.04	4,000.00	-3,141.96	21.45 %
5260.3 Vehicle - Van Honda Odyssey	329.36	3,000.00	-2,670.64	10.98 %
5260.4 Vehicle - Honda Element	208.26	1,500.00	-1,291.74	13.88 %
5260.5 Vehicle - Dodge HD Wagon	1,162.08	6,000.00	-4,837.92	19.37 %
5260.6 Employee Mileage Reimbursement	29.46	250.00	-220.54	11.78 %
5260.7 Vehicle - Chevy Silverado 1500	111.74	6,000.00	-5,888.26	1.86 %
5260.8 Vehicle - Toyota Rav4 VIN 4697	106.67	1,500.00	-1,393.33	7.11 %
5260.9 Vehicle - Toyota Rav4 VIN 7665	143.92	800.00	-656.08	17.99 %
<b>Total 52600 Vehicle Expense</b>	<b>5,589.65</b>	<b>35,050.00</b>	<b>-29,460.35</b>	<b>15.95 %</b>
62240 Facility Expense				
6224.1 Bldg-Maintenance	91,330.50	198,767.00	-107,436.50	45.95 %
6224.2 Bldg-Repairs	7,393.83	58,000.00	-50,606.17	12.75 %
6224.3 Bldg-Small Tools	487.81	5,000.00	-4,512.19	9.76 %
6224.4 Bldg-Supplies	12,571.49	31,100.00	-18,528.51	40.42 %
6250 Bldg-Insurance	61,754.00	61,754.00	0.00	100.00 %
6255 Bldg-Rent	195,536.16	339,746.00	-144,209.84	57.55 %
6258 Bldg-Utilities	37,759.56	92,500.00	-54,740.44	40.82 %
<b>Total 62240 Facility Expense</b>	<b>406,833.35</b>	<b>786,867.00</b>	<b>-380,033.65</b>	<b>51.70 %</b>
<b>Total 52000 OPERATING EXPENSES</b>	<b>787,340.07</b>	<b>1,897,809.00</b>	<b>-1,110,468.93</b>	<b>41.49 %</b>
72000 CAPITAL EXPENSES				
7216 Equipment & Furnishings	9,924.00	56,272.00	-46,348.00	17.64 %
7220 IT - Infrastructure - Hardware		107,600.00	-107,600.00	
7220.3 IT PCs, Hardware Printers	0.00	25,000.00	-25,000.00	0.00 %
7295 Major improvements	8,923.72	160,000.00	-151,076.28	5.58 %
<b>Total 72000 CAPITAL EXPENSES</b>	<b>18,847.72</b>	<b>348,872.00</b>	<b>-330,024.28</b>	<b>5.40 %</b>
7999 Transfer Out-To Capital Repair & Replacement Fund		89,845.00	-89,845.00	
<b>Total Expenditures</b>	<b>\$3,104,736.98</b>	<b>\$8,550,811.00</b>	<b>\$ - 5,446,074.02</b>	<b>36.31 %</b>
<b>NET OPERATING REVENUE</b>	<b>\$2,198,805.09</b>	<b>\$0.00</b>	<b>\$2,198,805.09</b>	<b>0.00%</b>
Other Revenue				
8000 Plant Facilities Levy Revenue	700,000.00	1,400,000.00	-700,000.00	50.00 %
8338 Capital Projects Interest	74,414.45	76,500.00	-2,085.55	97.27 %
8350 Capital Projects Grants & Donations		160,000.00	-160,000.00	
8995 Finance Proceeds		1,500,000.00	-1,500,000.00	
8999 Transfer In-To Capital Repair & Replacement-From General Fund		89,845.00	-89,845.00	
<b>Total Other Revenue</b>	<b>\$774,414.45</b>	<b>\$3,226,345.00</b>	<b>\$ - 2,451,930.55</b>	<b>24.00 %</b>
Other Expenditures				
9289 South Branch Project Costs	32,916.00	5,818,728.00	-5,785,812.00	0.57 %
<b>Total Other Expenditures</b>	<b>\$32,916.00</b>	<b>\$5,818,728.00</b>	<b>\$ - 5,785,812.00</b>	<b>0.57 %</b>

# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET OTHER REVENUE	\$741,498.45	\$ -	\$3,333,881.45	-28.60 %
		2,592,383.00		
NET REVENUE	\$2,940,303.54	\$ -	\$5,532,686.54	-113.42 %
		2,592,383.00		

# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	DISTRICT (ADMIN) DIVISON				ADMIN				TOTAL DISTRICT (ADMIN) DIVISON				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>																
40000 Tax Revenue													\$0.00	\$0.00	\$0.00	0.00%
4000 Tax levy					4,775,301.37	7,594,416.00	-2,819,114.63	62.88 %	4,775,301.37	7,594,416.00	-	62.88 %	\$4,775,301.37	\$7,594,416.00	\$ -	62.88 %
											2,819,114.63				2,819,114.63	
4005 Tax Levy - Capital Foregone					44,922.50	89,845.00	-44,922.50	50.00 %	44,922.50	89,845.00	-44,922.50	50.00 %	\$44,922.50	\$89,845.00	\$ -44,922.50	50.00 %
4006 Tax Levy - Operating Foregone					38,486.00	76,972.00	-38,486.00	50.00 %	38,486.00	76,972.00	-38,486.00	50.00 %	\$38,486.00	\$76,972.00	\$ -38,486.00	50.00 %
<b>Total 4000 Tax levy</b>					<b>4,858,709.87</b>	<b>7,761,233.00</b>	<b>-2,902,523.13</b>	<b>62.60 %</b>	<b>4,858,709.87</b>	<b>7,761,233.00</b>	<b>-</b>	<b>62.60 %</b>	<b>\$4,858,709.87</b>	<b>\$7,761,233.00</b>	<b>\$ -</b>	<b>62.60 %</b>
											<b>2,902,523.13</b>				<b>2,902,523.13</b>	
4010 Ag. Replacement					485.00	1,940.00	-1,455.00	25.00 %	485.00	1,940.00	-1,455.00	25.00 %	\$485.00	\$1,940.00	\$ -1,455.00	25.00 %
4020 Pers Prop Replacement					19,519.36	39,039.00	-19,519.64	50.00 %	19,519.36	39,039.00	-19,519.64	50.00 %	\$19,519.36	\$39,039.00	\$ -19,519.64	50.00 %
4025 Recovered Homeowner's Exemption					47.50	95.00	-47.50	50.00 %	47.50	95.00	-47.50	50.00 %	\$47.50	\$95.00	\$ -47.50	50.00 %
4060 Tort Tax Levy					30,877.00	61,754.00	-30,877.00	50.00 %	30,877.00	61,754.00	-30,877.00	50.00 %	\$30,877.00	\$61,754.00	\$ -30,877.00	50.00 %
4100 Sales tax income					123,545.57	380,000.00	-256,454.43	32.51 %	123,545.57	380,000.00	-256,454.43	32.51 %	\$123,545.57	\$380,000.00	\$ -	32.51 %
															256,454.43	
<b>Total 40000 Tax Revenue</b>					<b>5,033,184.30</b>	<b>8,244,061.00</b>	<b>-3,210,876.70</b>	<b>61.05 %</b>	<b>5,033,184.30</b>	<b>8,244,061.00</b>	<b>-</b>	<b>61.05 %</b>	<b>\$5,033,184.30</b>	<b>\$8,244,061.00</b>	<b>\$ -</b>	<b>61.05 %</b>
											<b>3,210,876.70</b>				<b>3,210,876.70</b>	
<b>42000 Non-tax Revenue</b>																
4200 Fines and fees					9,366.33	12,000.00	-2,633.67	78.05 %	9,366.33	12,000.00	-2,633.67	78.05 %	\$9,366.33	\$12,000.00	\$ -2,633.67	78.05 %
4221 Donations & Memorials					50.00	11,500.00	-11,450.00	0.43 %	50.00	11,500.00	-11,450.00	0.43 %	\$50.00	\$11,500.00	\$ -11,450.00	0.43 %
4300 Interest income					73,867.80	85,000.00	-11,132.20	86.90 %	73,867.80	85,000.00	-11,132.20	86.90 %	\$73,867.80	\$85,000.00	\$ -11,132.20	86.90 %
4339 Capital Replace & Repair Int					137,281.53	150,000.00	-12,718.47	91.52 %	137,281.53	150,000.00	-12,718.47	91.52 %	\$137,281.53	\$150,000.00	\$ -12,718.47	91.52 %
4410 Miscellaneous income					12,978.93		12,978.93		12,978.93		12,978.93		\$12,978.93	\$0.00	\$12,978.93	0.00%
4500 Grants					15,821.50	15,000.00	821.50	105.48 %	15,821.50	15,000.00	821.50	105.48 %	\$15,821.50	\$15,000.00	\$821.50	105.48 %
4700 Sponsorships					4,715.00	5,000.00	-285.00	94.30 %	4,715.00	5,000.00	-285.00	94.30 %	\$4,715.00	\$5,000.00	\$ -285.00	94.30 %
<b>Total 42000 Non-tax Revenue</b>					<b>254,081.09</b>	<b>278,500.00</b>	<b>-24,418.91</b>	<b>91.23 %</b>	<b>254,081.09</b>	<b>278,500.00</b>	<b>-24,418.91</b>	<b>91.23 %</b>	<b>\$254,081.09</b>	<b>\$278,500.00</b>	<b>\$ -24,418.91</b>	<b>91.23 %</b>
<b>Total Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$5,287,265.39</b>	<b>\$8,522,561.00</b>	<b>\$ -</b>	<b>62.04 %</b>	<b>\$5,287,265.39</b>	<b>\$8,522,561.00</b>	<b>\$ -</b>	<b>62.04 %</b>	<b>\$5,287,265.39</b>	<b>\$8,522,561.00</b>	<b>\$ -</b>	<b>62.04 %</b>
							<b>3,235,295.61</b>				<b>3,235,295.61</b>				<b>3,235,295.61</b>	
<b>GROSS PROFIT</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$5,287,265.39</b>	<b>\$8,522,561.00</b>	<b>\$ -</b>	<b>62.04 %</b>	<b>\$5,287,265.39</b>	<b>\$8,522,561.00</b>	<b>\$ -</b>	<b>62.04 %</b>	<b>\$5,287,265.39</b>	<b>\$8,522,561.00</b>	<b>\$ -</b>	<b>62.04 %</b>
							<b>3,235,295.61</b>				<b>3,235,295.61</b>				<b>3,235,295.61</b>	
<b>Expenditures</b>																
<b>50000 PERSONNEL</b>																
5000 Salaries and wages					265,187.83	706,240.00	-441,052.17	37.55 %	265,187.83	706,240.00	-441,052.17	37.55 %	\$265,187.83	\$706,240.00	\$ -	37.55 %
															441,052.17	
5005 Termination salaries					1,245.05		1,245.05		1,245.05		1,245.05		\$1,245.05	\$0.00	\$1,245.05	0.00%
<b>Total 5000 Salaries and wages</b>					<b>266,432.88</b>	<b>706,240.00</b>	<b>-439,807.12</b>	<b>37.73 %</b>	<b>266,432.88</b>	<b>706,240.00</b>	<b>-439,807.12</b>	<b>37.73 %</b>	<b>\$266,432.88</b>	<b>\$706,240.00</b>	<b>\$ -</b>	<b>37.73 %</b>
															<b>439,807.12</b>	
5010 Payroll benefits					0.00		0.00		0.00		0.00		\$0.00	\$0.00	\$0.00	0.00%
5010a Benefits - Retirement					29,843.60	78,958.00	-49,114.40	37.80 %	29,843.60	78,958.00	-49,114.40	37.80 %	\$29,843.60	\$78,958.00	\$ -49,114.40	37.80 %
5010b Benefits - PR Taxes					19,954.82	54,027.00	-34,072.18	36.93 %	19,954.82	54,027.00	-34,072.18	36.93 %	\$19,954.82	\$54,027.00	\$ -34,072.18	36.93 %
5010c Benefits - Health					38,453.68	85,186.00	-46,732.32	45.14 %	38,453.68	85,186.00	-46,732.32	45.14 %	\$38,453.68	\$85,186.00	\$ -46,732.32	45.14 %
<b>Total 5010 Payroll benefits</b>					<b>88,252.10</b>	<b>218,171.00</b>	<b>-129,918.90</b>	<b>40.45 %</b>	<b>88,252.10</b>	<b>218,171.00</b>	<b>-129,918.90</b>	<b>40.45 %</b>	<b>\$88,252.10</b>	<b>\$218,171.00</b>	<b>\$ -</b>	<b>40.45 %</b>
															<b>129,918.90</b>	
<b>Total 50000 PERSONNEL</b>					<b>354,684.98</b>	<b>924,411.00</b>	<b>-569,726.02</b>	<b>38.37 %</b>	<b>354,684.98</b>	<b>924,411.00</b>	<b>-569,726.02</b>	<b>38.37 %</b>	<b>\$354,684.98</b>	<b>\$924,411.00</b>	<b>\$ -</b>	<b>38.37 %</b>
															<b>569,726.02</b>	
<b>51000 COLLECTIONS</b>																
5122 eContent					0.00		0.00		0.00		0.00		\$0.00	\$0.00	\$0.00	0.00%
<b>Total 51000 COLLECTIONS</b>					<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>52000 OPERATING EXPENSES</b>																
<b>52020 Professional Services</b>																
5202.1 Audit					18,000.00	25,500.00	-7,500.00	70.59 %	18,000.00	25,500.00	-7,500.00	70.59 %	\$18,000.00	\$25,500.00	\$ -7,500.00	70.59 %
5202.4 Legal fees					7,171.50	25,000.00	-17,828.50	28.69 %	7,171.50	25,000.00	-17,828.50	28.69 %	\$7,171.50	\$25,000.00	\$ -17,828.50	28.69 %
5202.5 Consulting						108,000.00	-108,000.00			108,000.00	-108,000.00		\$0.00	\$108,000.00	\$ -	0.00%
															108,000.00	
5202.6 Other						5,000.00	-5,000.00			5,000.00	-5,000.00		\$0.00	\$5,000.00	\$ -5,000.00	0.00%
5237 Recruiting/Background Checks					1,773.55	3,100.00	-1,326.45	57.21 %	1,773.55	3,100.00	-1,326.45	57.21 %	\$1,773.55	\$3,100.00	\$ -1,326.45	57.21 %
<b>Total 52020 Professional Services</b>					<b>26,945.05</b>	<b>166,600.00</b>	<b>-139,654.95</b>	<b>16.17 %</b>	<b>26,945.05</b>	<b>166,600.00</b>	<b>-139,654.95</b>	<b>16.17 %</b>	<b>\$26,945.05</b>	<b>\$166,600.00</b>	<b>\$ -</b>	<b>16.17 %</b>
															<b>139,654.95</b>	
52025 Banking fees													\$0.00	\$0.00	\$0.00	0.00%

# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	DISTRICT (ADMIN) DIVISON				ADMIN				TOTAL DISTRICT (ADMIN) DIVISON				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5202.2 Bankcard fees					328.57	1,485.00	-1,156.43	22.13 %	328.57	1,485.00	-1,156.43	22.13 %	\$328.57	\$1,485.00	\$ -1,156.43	22.13 %
5202.3 Financial fees					1,011.17	3,000.00	-1,988.83	33.71 %	1,011.17	3,000.00	-1,988.83	33.71 %	\$1,011.17	\$3,000.00	\$ -1,988.83	33.71 %
<b>Total 52025 Banking fees</b>					<b>1,339.74</b>	<b>4,485.00</b>	<b>-3,145.26</b>	<b>29.87 %</b>	<b>1,339.74</b>	<b>4,485.00</b>	<b>-3,145.26</b>	<b>29.87 %</b>	<b>\$1,339.74</b>	<b>\$4,485.00</b>	<b>\$ -3,145.26</b>	<b>29.87 %</b>
52200 Information Technology													\$0.00	\$0.00	\$0.00	0.00%
5220.1 IT Infra -Software/Licensing					23,533.37	43,114.00	-19,580.63	54.58 %	23,533.37	43,114.00	-19,580.63	54.58 %	\$23,533.37	\$43,114.00	\$ -19,580.63	54.58 %
5220.3 IT PCs, Printers & Hardware					17,933.98	10,880.00	7,053.98	164.83 %	17,933.98	10,880.00	7,053.98	164.83 %	\$17,933.98	\$10,880.00	\$7,053.98	164.83 %
5220.5 IT Utilities					284.15		284.15		284.15		284.15		\$284.15	\$0.00	\$284.15	0.00%
5220.7 IT Technology Maintenance						300.00	-300.00			300.00	-300.00		\$0.00	\$300.00	\$ -300.00	0.00%
<b>Total 52200 Information Technology</b>					<b>41,751.50</b>	<b>54,294.00</b>	<b>-12,542.50</b>	<b>76.90 %</b>	<b>41,751.50</b>	<b>54,294.00</b>	<b>-12,542.50</b>	<b>76.90 %</b>	<b>\$41,751.50</b>	<b>\$54,294.00</b>	<b>\$ -12,542.50</b>	<b>76.90 %</b>
52250 Marketing													\$0.00	\$0.00	\$0.00	0.00%
5225 Marketing & advertising					8,562.00		8,562.00		8,562.00		8,562.00		\$8,562.00	\$0.00	\$8,562.00	0.00%
<b>Total 52250 Marketing</b>					<b>8,562.00</b>		<b>8,562.00</b>		<b>8,562.00</b>		<b>8,562.00</b>		<b>\$8,562.00</b>	<b>\$0.00</b>	<b>\$8,562.00</b>	<b>0.00%</b>
52290 Materials Processing													\$0.00	\$0.00	\$0.00	0.00%
5229.2 Materials-Processing					0.00		0.00		0.00		0.00		\$0.00	\$0.00	\$0.00	0.00%
<b>Total 52290 Materials Processing</b>					<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
52340 Professional Development													\$0.00	\$0.00	\$0.00	0.00%
5234.1 Conferences					2,177.53	13,015.00	-10,837.47	16.73 %	2,177.53	13,015.00	-10,837.47	16.73 %	\$2,177.53	\$13,015.00	\$ -10,837.47	16.73 %
5234.2 Education					1,540.90	6,000.00	-4,459.10	25.68 %	1,540.90	6,000.00	-4,459.10	25.68 %	\$1,540.90	\$6,000.00	\$ -4,459.10	25.68 %
5234.3 Materials						1,500.00	-1,500.00			1,500.00	-1,500.00		\$0.00	\$1,500.00	\$ -1,500.00	0.00%
5234.4 Memberships					1,750.00	2,638.00	-888.00	66.34 %	1,750.00	2,638.00	-888.00	66.34 %	\$1,750.00	\$2,638.00	\$ -888.00	66.34 %
5234.5 Staff Mtg & Training					708.00	754.00	-46.00	93.90 %	708.00	754.00	-46.00	93.90 %	\$708.00	\$754.00	\$ -46.00	93.90 %
5234.5s Staff Training - Supported					5,403.98		5,403.98		5,403.98		5,403.98		\$5,403.98	\$0.00	\$5,403.98	0.00%
<b>Total 5234.5 Staff Mtg &amp; Training</b>					<b>6,111.98</b>	<b>754.00</b>	<b>5,357.98</b>	<b>810.61 %</b>	<b>6,111.98</b>	<b>754.00</b>	<b>5,357.98</b>	<b>810.61 %</b>	<b>\$6,111.98</b>	<b>\$754.00</b>	<b>\$5,357.98</b>	<b>810.61 %</b>
5234.6 Webinar/Ecourses						15,000.00	-15,000.00			15,000.00	-15,000.00		\$0.00	\$15,000.00	\$ -15,000.00	0.00%
<b>Total 52340 Professional Development</b>					<b>11,580.41</b>	<b>38,907.00</b>	<b>-27,326.59</b>	<b>29.76 %</b>	<b>11,580.41</b>	<b>38,907.00</b>	<b>-27,326.59</b>	<b>29.76 %</b>	<b>\$11,580.41</b>	<b>\$38,907.00</b>	<b>\$ -27,326.59</b>	<b>29.76 %</b>
52360 Program Expense													\$0.00	\$0.00	\$0.00	0.00%
5236.VO Programs -Volunteers						3,228.00	-3,228.00			3,228.00	-3,228.00		\$0.00	\$3,228.00	\$ -3,228.00	0.00%
<b>Total 52360 Program Expense</b>						<b>3,228.00</b>	<b>-3,228.00</b>			<b>3,228.00</b>	<b>-3,228.00</b>		<b>\$0.00</b>	<b>\$3,228.00</b>	<b>\$ -3,228.00</b>	<b>0.00%</b>
52400 Supplies													\$0.00	\$0.00	\$0.00	0.00%
5211 Copy/Print						1,500.00	-1,500.00			1,500.00	-1,500.00		\$0.00	\$1,500.00	\$ -1,500.00	0.00%
5240 Supplies - general					1,935.93	4,300.00	-2,364.07	45.02 %	1,935.93	4,300.00	-2,364.07	45.02 %	\$1,935.93	\$4,300.00	\$ -2,364.07	45.02 %
5240s Supplies - General -Supported					30.99		30.99		30.99		30.99		\$30.99	\$0.00	\$30.99	0.00%
<b>Total 5240 Supplies - general</b>					<b>1,966.92</b>	<b>4,300.00</b>	<b>-2,333.08</b>	<b>45.74 %</b>	<b>1,966.92</b>	<b>4,300.00</b>	<b>-2,333.08</b>	<b>45.74 %</b>	<b>\$1,966.92</b>	<b>\$4,300.00</b>	<b>\$ -2,333.08</b>	<b>45.74 %</b>
5246 Supplies - office					2,707.84	4,000.00	-1,292.16	67.70 %	2,707.84	4,000.00	-1,292.16	67.70 %	\$2,707.84	\$4,000.00	\$ -1,292.16	67.70 %
<b>Total 52400 Supplies</b>					<b>4,674.76</b>	<b>9,800.00</b>	<b>-5,125.24</b>	<b>47.70 %</b>	<b>4,674.76</b>	<b>9,800.00</b>	<b>-5,125.24</b>	<b>47.70 %</b>	<b>\$4,674.76</b>	<b>\$9,800.00</b>	<b>\$ -5,125.24</b>	<b>47.70 %</b>
52500 Miscellaneous Operating													\$0.00	\$0.00	\$0.00	0.00%
5216 Equipment & Furnishings Not Cap					34,288.02	2,240.00	32,048.02	1,530.72 %	34,288.02	2,240.00	32,048.02	1,530.72 %	\$34,288.02	\$2,240.00	\$32,048.02	1,530.72 %
5228 Miscellaneous					847.00	2,500.00	-1,653.00	33.88 %	847.00	2,500.00	-1,653.00	33.88 %	\$847.00	\$2,500.00	\$ -1,653.00	33.88 %
5228.S Miscellaneous- Supported					1,299.99		1,299.99		1,299.99		1,299.99		\$1,299.99	\$0.00	\$1,299.99	0.00%
<b>Total 5228 Miscellaneous</b>					<b>2,146.99</b>	<b>2,500.00</b>	<b>-353.01</b>	<b>85.88 %</b>	<b>2,146.99</b>	<b>2,500.00</b>	<b>-353.01</b>	<b>85.88 %</b>	<b>\$2,146.99</b>	<b>\$2,500.00</b>	<b>\$ -353.01</b>	<b>85.88 %</b>
5232 Postage					125.00		125.00		125.00		125.00		\$125.00	\$0.00	\$125.00	0.00%
5250 Taxes and insurance					13,396.69	28,600.00	-15,203.31	46.84 %	13,396.69	28,600.00	-15,203.31	46.84 %	\$13,396.69	\$28,600.00	\$ -15,203.31	46.84 %
<b>Total 52500 Miscellaneous Operating</b>					<b>49,956.70</b>	<b>33,340.00</b>	<b>16,616.70</b>	<b>149.84 %</b>	<b>49,956.70</b>	<b>33,340.00</b>	<b>16,616.70</b>	<b>149.84 %</b>	<b>\$49,956.70</b>	<b>\$33,340.00</b>	<b>\$16,616.70</b>	<b>149.84 %</b>
52600 Vehicle Expense													\$0.00	\$0.00	\$0.00	0.00%
5260.6 Employee Mileage Reimbursement						250.00	-250.00			250.00	-250.00		\$0.00	\$250.00	\$ -250.00	0.00%
<b>Total 52600 Vehicle Expense</b>						<b>250.00</b>	<b>-250.00</b>			<b>250.00</b>	<b>-250.00</b>		<b>\$0.00</b>	<b>\$250.00</b>	<b>\$ -250.00</b>	<b>0.00%</b>
62240 Facility Expense													\$0.00	\$0.00	\$0.00	0.00%
6224.1 Bldg-Maintenance					2,568.73	1,800.00	768.73	142.71 %	2,568.73	1,800.00	768.73	142.71 %	\$2,568.73	\$1,800.00	\$768.73	142.71 %
6224.3 Bldg-Small Tools						3,000.00	-3,000.00			3,000.00	-3,000.00		\$0.00	\$3,000.00	\$ -3,000.00	0.00%
6224.4 Bldg-Supplies					1,567.10		1,567.10		1,567.10		1,567.10		\$1,567.10	\$0.00	\$1,567.10	0.00%
6250 Bldg-Insurance					61,754.00	61,754.00	0.00	100.00 %	61,754.00	61,754.00	0.00	100.00 %	\$61,754.00	\$61,754.00	\$0.00	100.00 %
6255 Bldg-Rent					17,587.20		17,587.20		17,587.20		17,587.20		\$17,587.20	\$0.00	\$17,587.20	0.00%
6258 Bldg-Utilities					2,458.94		2,458.94		2,458.94		2,458.94		\$2,458.94	\$0.00	\$2,458.94	0.00%
<b>Total 62240 Facility Expense</b>					<b>85,935.97</b>	<b>66,554.00</b>	<b>19,381.97</b>	<b>129.12 %</b>	<b>85,935.97</b>	<b>66,554.00</b>	<b>19,381.97</b>	<b>129.12 %</b>	<b>\$85,935.97</b>	<b>\$66,554.00</b>	<b>\$19,381.97</b>	<b>129.12 %</b>



# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	DISTRICT (ADMIN) DIVISON				ADMIN				TOTAL DISTRICT (ADMIN) DIVISON				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Total 52000 OPERATING EXPENSES</b>					<b>230,746.13</b>	<b>377,458.00</b>	<b>-146,711.87</b>	<b>61.13 %</b>	<b>230,746.13</b>	<b>377,458.00</b>	<b>-146,711.87</b>	<b>61.13 %</b>	<b>\$230,746.13</b>	<b>\$377,458.00</b>	<b>\$ - 146,711.87</b>	<b>61.13 %</b>
72000 CAPITAL EXPENSES													\$0.00	\$0.00	\$0.00	0.00%
7216 Equipment & Furnishings					5,543.00		5,543.00		5,543.00		5,543.00		\$5,543.00	\$0.00	\$5,543.00	0.00%
<b>Total 72000 CAPITAL EXPENSES</b>					<b>5,543.00</b>		<b>5,543.00</b>		<b>5,543.00</b>		<b>5,543.00</b>		<b>\$5,543.00</b>	<b>\$0.00</b>	<b>\$5,543.00</b>	<b>0.00%</b>
7999 Transfer Out-To Capital Repair & Replacement Fund						89,845.00	-89,845.00			89,845.00	-89,845.00		\$0.00	\$89,845.00	\$ -89,845.00	0.00%
<b>Total Expenditures</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$590,974.11</b>	<b>\$1,391,714.00</b>	<b>\$ -800,739.89</b>	<b>42.46 %</b>	<b>\$590,974.11</b>	<b>\$1,391,714.00</b>	<b>\$ -800,739.89</b>	<b>42.46 %</b>	<b>\$590,974.11</b>	<b>\$1,391,714.00</b>	<b>\$ -800,739.89</b>	<b>42.46 %</b>
NET OPERATING REVENUE	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$4,696,291.28</b>	<b>\$7,130,847.00</b>	<b>\$ -2,434,555.72</b>	<b>65.86 %</b>	<b>\$4,696,291.28</b>	<b>\$7,130,847.00</b>	<b>\$ -2,434,555.72</b>	<b>65.86 %</b>	<b>\$4,696,291.28</b>	<b>\$7,130,847.00</b>	<b>\$ -2,434,555.72</b>	<b>65.86 %</b>
Other Revenue																
8000 Plant Facilities Levy Revenue					700,000.00	1,400,000.00	-700,000.00	50.00 %	700,000.00	1,400,000.00	-700,000.00	50.00 %	\$700,000.00	\$1,400,000.00	\$ -700,000.00	50.00 %
8338 Capital Projects Interest					74,414.45	76,500.00	-2,085.55	97.27 %	74,414.45	76,500.00	-2,085.55	97.27 %	\$74,414.45	\$76,500.00	\$ -2,085.55	97.27 %
8999 Transfer In-To Capital Repair & Replacement-From General Fund						89,845.00	-89,845.00			89,845.00	-89,845.00		\$0.00	\$89,845.00	\$ -89,845.00	0.00%
<b>Total Other Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$774,414.45</b>	<b>\$1,566,345.00</b>	<b>\$ -791,930.55</b>	<b>49.44 %</b>	<b>\$774,414.45</b>	<b>\$1,566,345.00</b>	<b>\$ -791,930.55</b>	<b>49.44 %</b>	<b>\$774,414.45</b>	<b>\$1,566,345.00</b>	<b>\$ -791,930.55</b>	<b>49.44 %</b>
NET OTHER REVENUE	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$774,414.45</b>	<b>\$1,566,345.00</b>	<b>\$ -791,930.55</b>	<b>49.44 %</b>	<b>\$774,414.45</b>	<b>\$1,566,345.00</b>	<b>\$ -791,930.55</b>	<b>49.44 %</b>	<b>\$774,414.45</b>	<b>\$1,566,345.00</b>	<b>\$ -791,930.55</b>	<b>49.44 %</b>
NET REVENUE	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$5,470,705.73</b>	<b>\$8,697,192.00</b>	<b>\$ -3,226,486.27</b>	<b>62.90 %</b>	<b>\$5,470,705.73</b>	<b>\$8,697,192.00</b>	<b>\$ -3,226,486.27</b>	<b>62.90 %</b>	<b>\$5,470,705.73</b>	<b>\$8,697,192.00</b>	<b>\$ -3,226,486.27</b>	<b>62.90 %</b>



# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	OPERATIONS DIVISION				ANNEX				OPERATIONS				TOTAL OPERATIONS DIVISION				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue																				
42000 Non-tax Revenue																	\$0.00	\$0.00	\$0.00	0.00%
4410 Miscellaneous income								-55.48				-55.48				-55.48	\$-55.48	\$0.00	\$-55.48	0.00%
<b>Total 42000 Non-tax Revenue</b>								<b>-55.48</b>				<b>-55.48</b>				<b>-55.48</b>	<b>\$-55.48</b>	<b>\$0.00</b>	<b>\$-55.48</b>	<b>0.00%</b>
<b>Total Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$-55.48</b>	<b>\$0.00</b>	<b>\$-55.48</b>	<b>0.00%</b>	<b>\$-55.48</b>	<b>\$0.00</b>	<b>\$-55.48</b>	<b>0.00%</b>	<b>\$-55.48</b>	<b>\$0.00</b>	<b>\$-55.48</b>	<b>0.00%</b>
<b>GROSS PROFIT</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$-55.48</b>	<b>\$0.00</b>	<b>\$-55.48</b>	<b>0.00%</b>	<b>\$-55.48</b>	<b>\$0.00</b>	<b>\$-55.48</b>	<b>0.00%</b>	<b>\$-55.48</b>	<b>\$0.00</b>	<b>\$-55.48</b>	<b>0.00%</b>
Expenditures																				
50000 PERSONNEL																	\$0.00	\$0.00	\$0.00	0.00%
5000 Salaries and wages								315,872.50	801,008.00	-485,135.50	39.43 %	315,872.50	801,008.00	-485,135.50	39.43 %	\$315,872.50	\$801,008.00	\$-485,135.50	39.43 %	
5010 Payroll benefits					0.00			0.00				0.00				0.00	\$0.00	\$0.00	\$0.00	0.00%
5010a Benefits - Retirement								35,314.60	79,345.00	-44,030.40	44.51 %	35,314.60	79,345.00	-44,030.40	44.51 %	\$35,314.60	\$79,345.00	\$-44,030.40	44.51 %	
5010b Benefits - PR Taxes								23,862.80	57,756.00	-33,893.20	41.32 %	23,862.80	57,756.00	-33,893.20	41.32 %	\$23,862.80	\$57,756.00	\$-33,893.20	41.32 %	
5010c Benefits - Health								51,720.76	137,706.00	-85,985.24	37.56 %	51,720.76	137,706.00	-85,985.24	37.56 %	\$51,720.76	\$137,706.00	\$-85,985.24	37.56 %	
<b>Total 5010 Payroll benefits</b>					<b>0.00</b>			<b>110,898.16</b>	<b>274,807.00</b>	<b>-163,908.84</b>	<b>40.35 %</b>	<b>110,898.16</b>	<b>274,807.00</b>	<b>-163,908.84</b>	<b>40.35 %</b>	<b>\$110,898.16</b>	<b>\$274,807.00</b>	<b>\$-163,908.84</b>	<b>40.35 %</b>	
<b>Total 50000 PERSONNEL</b>					<b>0.00</b>			<b>426,770.66</b>	<b>1,075,815.00</b>	<b>-649,044.34</b>	<b>39.67 %</b>	<b>426,770.66</b>	<b>1,075,815.00</b>	<b>-649,044.34</b>	<b>39.67 %</b>	<b>\$426,770.66</b>	<b>\$1,075,815.00</b>	<b>\$-649,044.34</b>	<b>39.67 %</b>	
51000 COLLECTIONS																	\$0.00	\$0.00	\$0.00	0.00%
5121 Electronic databases								34,639.60	62,735.00	-28,095.40	55.22 %	34,639.60	62,735.00	-28,095.40	55.22 %	\$34,639.60	\$62,735.00	\$-28,095.40	55.22 %	
5122 eContent								153,233.11	339,500.00	-186,266.89	45.13 %	153,233.11	339,500.00	-186,266.89	45.13 %	\$153,233.11	\$339,500.00	\$-186,266.89	45.13 %	
5125 Print Reference								79.08	2,600.00	-2,520.92	3.04 %	79.08	2,600.00	-2,520.92	3.04 %	\$79.08	\$2,600.00	\$-2,520.92	3.04 %	
5150 Circulating devices & kits								70.24	8,600.00	-8,529.76	0.82 %	70.24	8,600.00	-8,529.76	0.82 %	\$70.24	\$8,600.00	\$-8,529.76	0.82 %	
5151 Periodicals								31.79		31.79		31.79		31.79		\$31.79	\$0.00	\$31.79	0.00%	
<b>Total 51000 COLLECTIONS</b>								<b>188,053.82</b>	<b>413,435.00</b>	<b>-225,381.18</b>	<b>45.49 %</b>	<b>188,053.82</b>	<b>413,435.00</b>	<b>-225,381.18</b>	<b>45.49 %</b>	<b>\$188,053.82</b>	<b>\$413,435.00</b>	<b>\$-225,381.18</b>	<b>45.49 %</b>	
52000 OPERATING EXPENSES																	\$0.00	\$0.00	\$0.00	0.00%
52020 Professional Services																	\$0.00	\$0.00	\$0.00	0.00%
5202.6 Other								2,354.15		2,354.15		2,354.15		2,354.15		\$2,354.15	\$0.00	\$2,354.15	0.00%	
<b>Total 52020 Professional Services</b>								<b>2,354.15</b>		<b>2,354.15</b>		<b>2,354.15</b>		<b>2,354.15</b>		<b>\$2,354.15</b>	<b>\$0.00</b>	<b>\$2,354.15</b>	<b>0.00%</b>	
52120 Consortium																	\$0.00	\$0.00	\$0.00	0.00%
5212.C Consortium-Courier								13,419.00	45,000.00	-31,581.00	29.82 %	13,419.00	45,000.00	-31,581.00	29.82 %	\$13,419.00	\$45,000.00	\$-31,581.00	29.82 %	
5212.H Consortium-Hardware/Software								41,629.64	56,750.00	-15,120.36	73.36 %	41,629.64	56,750.00	-15,120.36	73.36 %	\$41,629.64	\$56,750.00	\$-15,120.36	73.36 %	
<b>Total 52120 Consortium</b>								<b>55,048.64</b>	<b>101,750.00</b>	<b>-46,701.36</b>	<b>54.10 %</b>	<b>55,048.64</b>	<b>101,750.00</b>	<b>-46,701.36</b>	<b>54.10 %</b>	<b>\$55,048.64</b>	<b>\$101,750.00</b>	<b>\$-46,701.36</b>	<b>54.10 %</b>	
52200 Information Technology																	\$0.00	\$0.00	\$0.00	0.00%
5220.1 IT Infra -Software/Licensing								29,779.80	60,720.00	-30,940.20	49.04 %	29,779.80	60,720.00	-30,940.20	49.04 %	\$29,779.80	\$60,720.00	\$-30,940.20	49.04 %	
5220.2 IT Infra -Support									18,200.00	-18,200.00			18,200.00	-18,200.00		\$0.00	\$18,200.00	\$-18,200.00	0.00%	
5220.3 IT PCs, Printers & Hardware								3,307.10	11,920.00	-8,612.90	27.74 %	3,307.10	11,920.00	-8,612.90	27.74 %	\$3,307.10	\$11,920.00	\$-8,612.90	27.74 %	
5220.5 IT Utilities								3,671.15	9,124.00	-5,452.85	40.24 %	3,671.15	9,124.00	-5,452.85	40.24 %	\$3,671.15	\$9,124.00	\$-5,452.85	40.24 %	
5220.6 IT Collection Licensing									15,000.00	-15,000.00			15,000.00	-15,000.00		\$0.00	\$15,000.00	\$-15,000.00	0.00%	
5220.7 IT Technology Maintenance								10,819.82	11,700.00	-880.18	92.48 %	10,819.82	11,700.00	-880.18	92.48 %	\$10,819.82	\$11,700.00	\$-880.18	92.48 %	
5230 Phone Service								3,134.82	9,000.00	-5,865.18	34.83 %	3,134.82	9,000.00	-5,865.18	34.83 %	\$3,134.82	\$9,000.00	\$-5,865.18	34.83 %	
<b>Total 52200 Information Technology</b>								<b>50,712.69</b>	<b>135,664.00</b>	<b>-84,951.31</b>	<b>37.38 %</b>	<b>50,712.69</b>	<b>135,664.00</b>	<b>-84,951.31</b>	<b>37.38 %</b>	<b>\$50,712.69</b>	<b>\$135,664.00</b>	<b>\$-84,951.31</b>	<b>37.38 %</b>	
52250 Marketing																	\$0.00	\$0.00	\$0.00	0.00%
5225 Marketing & advertising								1,902.49	30,000.00	-28,097.51	6.34 %	1,902.49	30,000.00	-28,097.51	6.34 %	\$1,902.49	\$30,000.00	\$-28,097.51	6.34 %	
<b>Total 52250 Marketing</b>								<b>1,902.49</b>	<b>30,000.00</b>	<b>-28,097.51</b>	<b>6.34 %</b>	<b>1,902.49</b>	<b>30,000.00</b>	<b>-28,097.51</b>	<b>6.34 %</b>	<b>\$1,902.49</b>	<b>\$30,000.00</b>	<b>\$-28,097.51</b>	<b>6.34 %</b>	
52290 Materials Processing																	\$0.00	\$0.00	\$0.00	0.00%
5229.1 Materials-OCLC								837.26	8,250.00	-7,412.74	10.15 %	837.26	8,250.00	-7,412.74	10.15 %	\$837.26	\$8,250.00	\$-7,412.74	10.15 %	
5229.2 Materials-Processing								17,100.43	83,100.00	-65,999.57	20.58 %	17,100.43	83,100.00	-65,999.57	20.58 %	\$17,100.43	\$83,100.00	\$-65,999.57	20.58 %	
<b>Total 52290 Materials Processing</b>								<b>17,937.69</b>	<b>91,350.00</b>	<b>-73,412.31</b>	<b>19.64 %</b>	<b>17,937.69</b>	<b>91,350.00</b>	<b>-73,412.31</b>	<b>19.64 %</b>	<b>\$17,937.69</b>	<b>\$91,350.00</b>	<b>\$-73,412.31</b>	<b>19.64 %</b>	
52340 Professional Development																	\$0.00	\$0.00	\$0.00	0.00%
5234.1 Conferences								3,803.85	12,200.00	-8,396.15	31.18 %	3,803.85	12,200.00	-8,396.15	31.18 %	\$3,803.85	\$12,200.00	\$-8,396.15	31.18 %	
5234.4 Memberships								49.00	5,000.00	-4,951.00	0.98 %	49.00	5,000.00	-4,951.00	0.98 %	\$49.00	\$5,000.00	\$-4,951.00	0.98 %	
5234.5 Staff Mtg & Training									1,096.00	-1,096.00			1,096.00	-1,096.00		\$0.00	\$1,096.00	\$-1,096.00	0.00%	
5234.6 Webinar/Ecourses									3,800.00	-3,800.00			3,800.00	-3,800.00		\$0.00	\$3,800.00	\$-3,800.00	0.00%	
<b>Total 52340 Professional Development</b>								<b>3,852.85</b>	<b>22,096.00</b>	<b>-18,243.15</b>	<b>17.44 %</b>	<b>3,852.85</b>	<b>22,096.00</b>	<b>-18,243.15</b>	<b>17.44 %</b>	<b>\$3,852.85</b>	<b>\$22,096.00</b>	<b>\$-18,243.15</b>	<b>17.44 %</b>	
52360 Program Expense																	\$0.00	\$0.00	\$0.00	0.00%
5236.BR Programs -Brochures									15,000.00	-15,000.00			15,000.00	-15,000.00		\$0.00	\$15,000.00	\$-15,000.00	0.00%	
5236.FA Programs -Family All Ages								7,357.70	36,000.00	-28,642.30	20.44 %	7,357.70	36,000.00	-28,642.30	20.44 %	\$7,357.70	\$36,000.00	\$-28,642.30	20.44 %	
5236.SA Programs -School Age 6-12								77.86		77.86		77.86		77.86		\$77.86	\$0.00	\$77.86	0.00%	
5236.TN Programs -Teen 13-18								107.89		107.89		107.89		107.89		\$107.89	\$0.00	\$107.89	0.00%	
<b>Total 52360 Program Expense</b>								<b>7,543.45</b>	<b>51,000.00</b>	<b>-43,456.55</b>	<b>14.79 %</b>	<b>7,543.45</b>	<b>51,000.00</b>	<b>-43,456.55</b>	<b>14.79 %</b>	<b>\$7,543.45</b>	<b>\$51,000.00</b>	<b>\$-43,456.55</b>	<b>14.79 %</b>	
52400 Supplies																	\$0.00	\$0.00	\$0.00	0.00%
5211 Copy/Print								16.38		16.38		16.38		16.38		\$16.38	\$0.00	\$16.38	0.00%	
5240 Supplies - general								2,264.54	500.00	1,764.54	452.91 %	2,264.54	500.00	1,764.54	452.91 %	\$2,264.54	\$500.00	\$1,764.54	452.91 %	
5246 Supplies - office								589.02	1,500.00	-910.98	39.27 %	589.02	1,500.00	-910.98	39.27 %	\$589.02	\$1,500.00	\$-910.98	39.27 %	
<b>Total 52400 Supplies</b>								<b>2,869.94</b>	<b>2,000.00</b>	<b>869.94</b>	<b>143.50 %</b>	<b>2,869.94</b>	<b>2,000.00</b>	<b>869.94</b>	<b>143.50 %</b>	<b>\$2,869.94</b>	<b>\$2,000.00</b>	<b>\$869.94</b>	<b>143.50 %</b>	
52500 Miscellaneous Operating																	\$0.00	\$0.00	\$0.00	0.00%
5216 Equipment & Furnishings Not Cap					1,747.07			36.58	3,750.00	-3,										

# Meridian Library District

## Budget vs. Actuals: Budget FY24 by Class - FY24 P&L Classes

October 2023 - September 2024

	OPERATIONS DIVISION				ANNEX				OPERATIONS				TOTAL OPERATIONS DIVISION				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6224.2 Bldg-Repairs					1,235.74	2,000.00	-764.26	61.79 %					1,235.74	2,000.00	-764.26	61.79 %	\$1,235.74	\$2,000.00	\$ -764.26	61.79 %
6224.3 Bldg-Small Tools						250.00	-250.00		287.81		287.81		287.81	250.00	37.81	115.12 %	\$287.81	\$250.00	\$37.81	115.12 %
6224.4 Bldg-Supplies					224.75	1,700.00	-1,475.25	13.22 %	165.79		165.79		390.54	1,700.00	-1,309.46	22.97 %	\$390.54	\$1,700.00	\$ -1,309.46	22.97 %
6255 Bldg-Rent										2,000.00	-2,000.00			2,000.00	-2,000.00		\$0.00	\$2,000.00	\$ -2,000.00	0.00%
6258 Bldg-Utilities					1,578.07	5,000.00	-3,421.93	31.56 %					1,578.07	5,000.00	-3,421.93	31.56 %	\$1,578.07	\$5,000.00	\$ -3,421.93	31.56 %
<b>Total 62240 Facility Expense</b>					<b>4,881.26</b>	<b>13,030.00</b>	<b>-8,148.74</b>	<b>37.46 %</b>	<b>453.60</b>	<b>2,000.00</b>	<b>-1,546.40</b>	<b>22.68 %</b>	<b>5,334.86</b>	<b>15,030.00</b>	<b>-9,695.14</b>	<b>35.49 %</b>	<b>\$5,334.86</b>	<b>\$15,030.00</b>	<b>\$ -9,695.14</b>	<b>35.49 %</b>
<b>Total 52000 OPERATING EXPENSES</b>					<b>6,628.33</b>	<b>13,030.00</b>	<b>-6,401.67</b>	<b>50.87 %</b>	<b>147,261.97</b>	<b>456,110.00</b>	<b>-308,848.03</b>	<b>32.29 %</b>	<b>153,890.30</b>	<b>469,140.00</b>	<b>-315,249.70</b>	<b>32.80 %</b>	<b>\$153,890.30</b>	<b>\$469,140.00</b>	<b>\$ -315,249.70</b>	<b>32.80 %</b>
<b>Total Expenditures</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$6,628.33</b>	<b>\$13,030.00</b>	<b>\$ -6,401.67</b>	<b>50.87 %</b>	<b>\$762,086.45</b>	<b>\$1,945,360.00</b>	<b>\$ -1,183,273.55</b>	<b>39.17 %</b>	<b>\$768,714.78</b>	<b>\$1,958,390.00</b>	<b>\$ -1,189,675.22</b>	<b>39.25 %</b>	<b>\$768,714.78</b>	<b>\$1,958,390.00</b>	<b>\$ -1,189,675.22</b>	<b>39.25 %</b>
NET OPERATING REVENUE	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$ -6,628.33</b>	<b>\$ -13,030.00</b>	<b>\$6,401.67</b>	<b>50.87 %</b>	<b>\$ -762,141.93</b>	<b>\$ -1,945,360.00</b>	<b>\$1,183,218.07</b>	<b>39.18 %</b>	<b>\$ -768,770.26</b>	<b>\$ -1,958,390.00</b>	<b>\$1,189,619.74</b>	<b>39.26 %</b>	<b>\$ -768,770.26</b>	<b>\$ -1,958,390.00</b>	<b>\$1,189,619.74</b>	<b>39.26 %</b>
NET REVENUE	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$ -6,628.33</b>	<b>\$ -13,030.00</b>	<b>\$6,401.67</b>	<b>50.87 %</b>	<b>\$ -762,141.93</b>	<b>\$ -1,945,360.00</b>	<b>\$1,183,218.07</b>	<b>39.18 %</b>	<b>\$ -768,770.26</b>	<b>\$ -1,958,390.00</b>	<b>\$1,189,619.74</b>	<b>39.26 %</b>	<b>\$ -768,770.26</b>	<b>\$ -1,958,390.00</b>	<b>\$1,189,619.74</b>	<b>39.26 %</b>

# Meridian Library District

## Statement of Activity

October 2023 - September 2024

	TOTAL
Revenue	
40000 Tax Revenue	
4000 Tax levy	4,775,301.37
4005 Tax Levy - Capital Foregone	44,922.50
4006 Tax Levy - Operating Foregone	38,486.00
<b>Total 4000 Tax levy</b>	<b>4,858,709.87</b>
4010 Ag. Replacement	485.00
4020 Pers Prop Replacement	19,519.36
4025 Recovered Homeowner's Exemption	47.50
4060 Tort Tax Levy	30,877.00
4100 Sales tax income	123,545.57
<b>Total 40000 Tax Revenue</b>	<b>5,033,184.30</b>
42000 Non-tax Revenue	
4200 Fines and fees	9,366.33
4220 Meeting Room income	4,424.50
4221 Donations & Memorials	1,019.98
4300 Interest income	73,867.80
4339 Capital Replace & Repair Int	137,281.53
4400 Copy/Print income	12,305.30
4410 Miscellaneous income	11,555.83
4500 Grants	15,821.50
4700 Sponsorships	4,715.00
<b>Total 42000 Non-tax Revenue</b>	<b>270,357.77</b>
<b>Total Revenue</b>	<b>\$5,303,542.07</b>
GROSS PROFIT	<b>\$5,303,542.07</b>
Expenditures	
50000 PERSONNEL	
5000 Salaries and wages	1,513,717.18
5005 Termination salaries	6,312.66
<b>Total 5000 Salaries and wages</b>	<b>1,520,029.84</b>
5010 Payroll benefits	35.15
5010a Benefits - Retirement	145,899.03
5010b Benefits - PR Taxes	114,361.27
5010c Benefits - Health	226,122.44
<b>Total 5010 Payroll benefits</b>	<b>486,417.89</b>
<b>Total 50000 PERSONNEL</b>	<b>2,006,447.73</b>

# Meridian Library District

## Statement of Activity

October 2023 - September 2024

	TOTAL
<b>51000 COLLECTIONS</b>	
5115 Adult Print Books	58,369.75
5121 Electronic databases	34,639.60
5122 eContent	153,233.11
5125 Print Reference	79.08
5130 Children's books	22,240.00
5130S Children's books - Supported	141.31
<b>Total 5130 Children's books</b>	<b>22,381.31</b>
5135 Young Adult books	4,130.60
5149 Media	17,704.76
5150 Circulating devices & kits	1,391.67
5151 Periodicals	171.58
<b>Total 51000 COLLECTIONS</b>	<b>292,101.46</b>
<b>52000 OPERATING EXPENSES</b>	
52020 Professional Services	
5202.1 Audit	18,000.00
5202.4 Legal fees	7,171.50
5202.6 Other	2,354.15
5237 Recruiting/Background Checks	1,773.55
<b>Total 52020 Professional Services</b>	<b>29,299.20</b>
52025 Banking fees	
5202.2 Bankcard fees	980.44
5202.3 Financial fees	1,011.17
<b>Total 52025 Banking fees</b>	<b>1,991.61</b>
52120 Consortium	
5212.C Consortium-Courier	13,419.00
5212.H Consortium-Hardware/Software	41,629.64
<b>Total 52120 Consortium</b>	<b>55,048.64</b>
52200 Information Technology	
5220.1 IT Infra -Software/Licensing	55,923.34
5220.2 IT Infra -Support	6,928.26
5220.3 IT PCs, Printers & Hardware	34,070.73
5220.5 IT Utilities	20,562.97
5220.7 IT Technology Maintenance	17,785.31
5230 Phone Service	3,134.82
<b>Total 52200 Information Technology</b>	<b>138,405.43</b>
52250 Marketing	
5225 Marketing & advertising	10,464.49
<b>Total 52250 Marketing</b>	<b>10,464.49</b>

# Meridian Library District

## Statement of Activity

October 2023 - September 2024

	TOTAL
52290 Materials Processing	
5229.1 Materials-OCLC	837.26
5229.2 Materials-Processing	16,998.72
<b>Total 52290 Materials Processing</b>	<b>17,835.98</b>
52340 Professional Development	
5234.1 Conferences	8,740.07
5234.2 Education	1,540.90
5234.4 Memberships	2,593.00
5234.5 Staff Mtg & Training	967.96
5234.5s Staff Training - Supported	5,403.98
<b>Total 5234.5 Staff Mtg &amp; Training</b>	<b>6,371.94</b>
5234.6 Webinar/Ecourses	420.44
<b>Total 52340 Professional Development</b>	<b>19,666.35</b>
52360 Program Expense	
5236.2 Programs - District	
5236.2S District Programs -Supported	908.91
<b>Total 5236.2 Programs - District</b>	<b>908.91</b>
5236.AD Programs - Adult	2,065.24
5236.EL Programs - Early Learning 0-5	1,572.29
5236.FA Programs -Family All Ages	10,809.36
5236.SA Programs -School Age 6-12	1,574.92
5236.TN Programs -Teen 13-18	2,325.69
<b>Total 52360 Program Expense</b>	<b>19,256.41</b>
52400 Supplies	
5211 Copy/Print	10,153.27
5240 Supplies - general	8,970.54
5240s Supplies - General -Supported	30.99
<b>Total 5240 Supplies - general</b>	<b>9,001.53</b>
5246 Supplies - office	4,749.13
<b>Total 52400 Supplies</b>	<b>23,903.93</b>
52500 Miscellaneous Operating	
5216 Equipment & Furnishings Not Cap	38,852.26
5228 Miscellaneous	847.00
5228.S Miscellaneous- Supported	1,329.47
<b>Total 5228 Miscellaneous</b>	<b>2,176.47</b>
5232 Postage	4,583.55
5250 Taxes and insurance	13,432.75
<b>Total 52500 Miscellaneous Operating</b>	<b>59,045.03</b>

# Meridian Library District

## Statement of Activity

October 2023 - September 2024

	TOTAL
52600 Vehicle Expense	
5260.1 Vehicle - Bookmobile	1,410.12
5260.1s Vehicle - Bookmobile Supported	1,230.00
<b>Total 5260.1 Vehicle - Bookmobile</b>	<b>2,640.12</b>
5260.2 Vehicle - Sprinter	858.04
5260.3 Vehicle - Van Honda Odyssey	329.36
5260.4 Vehicle - Honda Element	208.26
5260.5 Vehicle - Dodge HD Wagon	1,162.08
5260.6 Employee Mileage Reimbursement	29.46
5260.7 Vehicle - Chevy Silverado 1500	111.74
5260.8 Vehicle - Toyota Rav4 VIN 4697	106.67
5260.9 Vehicle - Toyota Rav4 VIN 7665	143.92
<b>Total 52600 Vehicle Expense</b>	<b>5,589.65</b>
62240 Facility Expense	
6224.1 Bldg-Maintenance	91,330.50
6224.2 Bldg-Repairs	7,393.83
6224.3 Bldg-Small Tools	487.81
6224.4 Bldg-Supplies	12,571.49
6250 Bldg-Insurance	61,754.00
6255 Bldg-Rent	195,536.16
6258 Bldg-Utilities	37,759.56
<b>Total 62240 Facility Expense</b>	<b>406,833.35</b>
<b>Total 52000 OPERATING EXPENSES</b>	<b>787,340.07</b>
72000 CAPITAL EXPENSES	
7216 Equipment & Furnishings	9,924.00
7295 Major improvements	8,923.72
<b>Total 72000 CAPITAL EXPENSES</b>	<b>18,847.72</b>
<b>Total Expenditures</b>	<b>\$3,104,736.98</b>
NET OPERATING REVENUE	<b>\$2,198,805.09</b>
Other Revenue	
8000 Plant Facilities Levy Revenue	700,000.00
8338 Capital Projects Interest	74,414.45
<b>Total Other Revenue</b>	<b>\$774,414.45</b>
Other Expenditures	
9289 South Branch Project Costs	32,916.00
<b>Total Other Expenditures</b>	<b>\$32,916.00</b>
NET OTHER REVENUE	<b>\$741,498.45</b>
NET REVENUE	<b>\$2,940,303.54</b>



# Meridian Library District

## Statement of Financial Position

As of January 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1010 Cash on Hand - Cherry	200.00
1010BR Cash on Hand - Silverstone	150.00
1013 Cash on Hand - Silverstone Self Pay Copy	48.70
1014 Cash on Hand - Cherry Self Pay Copy	32.55
1015 Cash on Hand - Orchard Park Self Pay Copy	17.00
1016 Cash on Hand - unBound	150.00
1017 Cash on Hand - Orchard Park	150.00
1072 Bill.com Money Out Clearing	-455.57
1120 Checking - US Bank	267.69
1160 Savings Payroll -1st Interstate	48,552.37
1180 Checking - ICCU General *1068	-27,010.85
1182 Checking - ICCU Sweep *3522	298,960.76
1183 Savings - ICCU Membership *8042	25.00
1184 Savings - ICCU Savings *8093	250,000.00
1200 PayPal Account	77.31
1937 StatePool-General Operations	5,940,815.63
1938 StatePool-Capital Project Fund	4,010,009.03
1939 StatePool-Cap Replacement &Repr	6,128,977.94
<b>Total Bank Accounts</b>	<b>\$16,650,967.56</b>
Other Current Assets	
12000 Undeposited Funds	245.83
1500 Deposits/Prepaid expenses	68,703.90
1600 Property Tax Receivable	7,710,439.00
1627 LGIP Interest Receivable	51,979.48
1652 Sales Tax Receivable	124,861.00
1706 Tech Purchase -Lindsay T.	-50.00
1800 Fines Receivable	19,564.24
1850 Allowance	-15,455.76
<b>Total Other Current Assets</b>	<b>\$7,960,287.69</b>
<b>Total Current Assets</b>	<b>\$24,611,255.25</b>
<b>TOTAL ASSETS</b>	<b>\$24,611,255.25</b>

# Meridian Library District

## Statement of Financial Position

As of January 31, 2024

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2380 Accounts Payable	114,688.94
<b>Total Accounts Payable</b>	<b>\$114,688.94</b>
Credit Cards	
2700 Divvy Credit Cards Payable	26,793.10
<b>Total Credit Cards</b>	<b>\$26,793.10</b>
Other Current Liabilities	
2305 FICA withholding payable	8,623.00
2310 Federal withholding payable	6,553.00
2320 State withholding payable	2,700.00
2330 PERSI withholding payable	7,115.55
2340 401K withholding payable	3,430.00
2345 Select Health	-41,842.05
2350 Persi Life withholding payable	264.00
2352 Nationwide Withholding Payable	838.00
2354 FSA Discovery Reserve	214.00
2355 Dental Payable	2,228.20
2358 Mutual of Omaha Payable	1,621.58
2360 AFLAC	815.44
2365 United Heritage	44.00
2400 Accounts Payable -Other	2,220.98
2405 Accrued Wages	83,092.00
Sales Tax Agency Payable	346.26
Sales Tax Payable	55.58
<b>Total Sales Tax Agency Payable</b>	<b>401.84</b>
<b>Total Other Current Liabilities</b>	<b>\$78,319.54</b>
<b>Total Current Liabilities</b>	<b>\$219,801.58</b>
<b>Total Liabilities</b>	<b>\$219,801.58</b>
Equity	
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

# Meridian Library District

## Statement of Financial Position

As of January 31, 2024

	TOTAL
2988.8 Equipment	-3,030,521.00
2990 Deferred Inflows	7,670,244.00
2995 Advanced Revenue	34,067.00
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	6,258,869.75
Net Revenue	3,459,338.37
<b>Total Equity</b>	<b>\$24,391,453.67</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$24,611,255.25</b>



## Meridian Library District Board of Trustees

March 2024 Meeting Board Report

Department/Division: Finance

Prepared by: Ema B.

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## MONTHLY FINANCIAL REPORT

### Quick Stats January 2024

January Bills Processed: 150

January Credit Card Charges: 221

### Budget to Actuals Structure Note

Quickbooks classes have been updated to align with the new organizational design, which was implemented on October 1, 2024. The organizational design calls for three main divisions in the district; Branches, Admin and Operations. Budget to actual reporting aligns with these divisions and looks slightly different from previous presentations.

### Financial Statement Observations & Explanations

Financials are current through February 2024. From a calendar perspective, the district is 41.6% of the way through the fiscal year. The district has a purchasing freeze annually in September. From a purchasing cycle perspective, the district is 45.4% of the way through the fiscal year.

Non-tax revenue is trending above budget projections. Interest income continues to exceed expectations at the district level. At the branches, Copy Print, Room Reservations and Fees are all generating more revenue than anticipated.

Personnel, the largest general fund budget category, is on target to date at 38.48% budget utilization. Collections are running under budget to date due to timing of ordering for the South Branch. We anticipate this budget to be utilized as the year progresses. Operating Expenses are on track to budget overall, but some individual accounts are skewed. Notably, Equipment & Furnishings and General Supplies are high due to the Admin facility setup. Capital Expenditures are running under budget, but will be fully utilized throughout the remaining months of the fiscal year as purchasing for South Branch FFE commences.

### February Square Snapshot

● Paper Printing Services \$2,619.91   ● Lost/Damaged Items \$961.00   ● Room Reservations \$828.97

● 3D Printing Services \$480.99   ● Miscellaneous \$221.10

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## Human Resources

### Applications Reviewed

- unBound Branch Manager (x8)
- Digital Services Librarian (x1)

### New Hires

- Library Assistant (x1)

### Interviews

- unBound Library Assistant (x3)
- unBound Branch Manager (x6)
- Library Assistant (x10)

### Position Changes

- Increase in hours (x1)
- Decrease in hours (x1)
- Location change & increase in hours (x1)

### Additional HR Notes

- Completed set up of Compensation Module and Annual Review plans in Paylocity for capturing and auto populating employee annual increases.
- We attended an HR Round Table meeting to ensure accurate completion of our review of compliance practices and reporting within the HR Department.
- Disciplinary Cases (2)
- Career Development Meeting (1)
- Worked with the Accounting and Finance Manager for review and assistance with the creation and implementation of our new bill review and reconciliation process.
- We managed staff attendance and timesheets for staff day, and worked to reactivate the Floating Holiday accrual for all staff in attendance, loading the appropriate number of hours and communicating deadlines out to all staff.

### Orientations & Number of Attendees

- Library Assistant (x1)

### Phone Screens

- unBound Library Assistant (x3)
- unBound Branch Manager (x3)

### Job Offers

- unBound Library Assistant (x1)
- unBound Branch Manager (x1)
- Library Assistant (x2)

### Separations

- None

## Additional updates

- Presented to the Meridian Chamber of Commerce's Leadership Meridian group when they toured unBound on February 15.
- Attended the quarterly Meridian Chamber of Commerce's Board of Directors meeting, two Coffee with Legislators events, and the bi-monthly Downtown Committee meeting.
- On February 19 we held our annual Staff Development Day for all staff. This event is a unique opportunity for all MLD staff to gather together to share information, learn from presenters, and build cross departmental connections. I presented staff with my annual state of the library address and we shared with staff the new committee structure they Librarian Subcommittee has worked on for the past few months. The keynote speaker presented on AI and how it can be used, we also had the Idaho Commission for Libraries present on futures thinking.
- Met with the Garden City Library director to discuss organizational design and share information about what each of our libraries are doing.
- Worked with library directors from Ada Community Library and Kuna Library District to review possible pay options for the future Lynx Library Consortium Administrator. Also worked with the directors from Nampa Public Library and Kuna Library District to draft a job description for the Administrator position.

## Meridian Library Foundation

The Foundation has teamed up with the Meridian History Center, the library's Centennial Celebration Committee, and the library's Program Committee to come up with a unique way to celebrate 100 years of the Meridian Library. In revisiting the library's history, we've discovered an unconventional resident from the 1970s – Figaro, a black & white cat, who adopted the library in September 1976 and lived there for approximately four years. The Meridian History Center has diligently unraveled the mysteries surrounding Figaro, enabling us to reintroduce Figaro to the library, not just in memory. To mark the library's milestone, the Foundation has crafted an exclusive Figaro Adoption Kit as a special centennial gesture of appreciation to Foundation donors. In recognition of the library's anniversary, the Foundation will also be gifting one Figaro kit to each of the Meridian Library branches for staff utilization in library programs and other celebratory events.





## Meridian Library District Board of Trustees

March 2024 Meeting Board Report\*

Department/Division: District Branches

Prepared by: Vassil Ivanov

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### General Updates

#### **Cherry Lane**

Programs:

In addition to our ongoing regular programs we had a few special events:

- Lee Pesky Learning Center offered a three part Kindergarten Readiness class for parents in tandem with our Kindergarten AllStars program for their children. Parents could take the Ages & Stages Questionnaire to find out where to focus preparation for their child to enter Kindergarten while their children participated in the Kindergarten AllStars program to practice the skills they'll need for success in school.
- A special after hours Anti-Valentines event for teens was held on February 5. 30 attended and shared food and sang karaoke. They socialized and played music they enjoyed while having the library to themselves.
- Saturday afternoon Adult Craft Club has been a popular monthly event. Over 20 attended on February 20 to make mini zen gardens.

Services:

Our Home Delivery Courier, Branch Manager, and Branch Supervisor coordinated with Silverstone staff to develop a process to deliver materials through our Home Delivery service to senior facilities serviced out of the Silverstone branch, in addition to those serviced out of Cherry Lane. Senior facilities that our Home Delivery service delivers materials to include: Spring Creek Ustick, Spring Creek Meridian, Spring Gardens, Meridian Meadows, The Pointe, Copper Springs, Creekside Transitional, Alpine Meadows, and Trinity Crestwood.

Staffing & Personnel:

- Emily M. promoted to full-time associate librarian.
- Grace M. and Robert M. promoted to 29-hour library assistants.
- Allie P. returned as a 29-hour library assistant, and Andi A. returned as a 19-hour library assistant.

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\*Monthly board reports cover the month prior to the meeting (i.e., the March report is for Feb. 1-28).

- Billy C., previously a Junior Librarian, now serves as a permanent 19-hour library assistant.
- Rachelle J., Wyndy W., Maria P-B, and Maryn R. are new 19-hour library assistants.
- Daniel M. and Alyssa W. are recently hired 19-hour pages.

## Orchard Park

### Programs and Events:

- Learning Lab: STEAM Lab and Exploration Lab, Erica reported that one child yelled during a science experiment, "This is the best time ever!"
- Singing & Stepping Storytellers
- Storytime & Art
- Introduction to Birding
- Friends of the Library Open House
- Enrichment Club - Learning experiences and social gatherings for individuals with intellectual and developmental disabilities. (Offered once a month at OP.)
- A 3D printer is running at the front desk and we are getting a lot of interest in it.
- OP staff helped to wrap the 2023 Extreme Book Nerd program and order and distribute prizes.
- Passive programming: We have a new Rascal the Dog display. It is a huge hit as children are constantly writing letters to the MLD mascot and putting them in his mailbox.
- Our OP librarian is visiting a new school, Montessori Academy Preschool, every month. We also work with Kids Choice Preschool.

### Activities:

- OP now has two iPads dedicated to Newbank/Libby for in-house checkout. Patrons can use the iPads to read magazines and newspapers.
- Kristi gave a tour to the Daughters of the American Revolution (DAR). This tour included 21 seniors. After the tour, Kristi and Theo showed the group how to set up their phones with the Libby app to access books.
- TMC featured [our learning panels on their website](#).
- Orchard Park has a new property manager: TOK Commercial. The former property manager was Colliers.

### Staff Activities:

Branch Managers Kristi and Mary attended two different sessions in February for Leadership Meridian: Business Development Day and Education Day. Melissa, Librarian, and Natalie, Associate Librarian, are currently participating in the course *Supercharging Your Storytimes*.



## **Silverstone and Tiny**

### Programs:

In February Silverstone made its puppet show debut with a twist on Julius Caesar in the first of a series called "Shakespeare for Silly People." Julius Caesar and his best friend Brutus are jealous of the Greek's national food, the Greek Salad, and invent a salad for the Romans, thus the Caesar Salad was born. The fictional play was filled with silly puns that had parents laughing hysterically. After this incredible play, our tiny patrons were invited to select their own puppets and come up to the official puppet theater to put on their own plays for the audience.

### Staffing:

Mac joined our team at Silverstone as a 19 hour LA.

### Community Engagement:

Izzy joined Cortnie B. at the Ada Community Library and the Salvation Army STEM event that focused on PreK to 6th grade on February 24.

### Professional Development:

Courtney and Paige attended the February 16th Summer Learning ICFL Workshop, focusing on best practices, resources, and networking for summer learning. Izzy completed the three-day Behavior Management Institute training series, covering topics such as Behavior Management 101, Trauma Informed Practices, and Youth Mental Health.

## **unBound and History Center**

### Programs:

unBound staff continued to put on great programming. Some of the most notable events included several Artificial Intelligence classes centered around business workflows and social media content creation. Additionally, we hosted our second iteration of "New Business Boot Camp", where aspiring entrepreneurs could learn more about starting a business from SCORE and SBA representatives, and then were given the opportunity to apply for an LLC, paid for by a grant we received for workforce development from US Bank.

### Staffing:

After a competitive process that featured both internal and external applicants, Jane O. was selected as the new unBound Branch Manager. Jane previously worked at Orchard Park as a Branch Supervisor, and at Cherry Lane before that as the Information Services Supervisor.

### History Center:

The History Center had 160 visitors in February. Digitization Technician Bryan has been working on creating a historical timeline for MLD's Centennial celebration, complete with old photos of previous locations and events.

**FY24 Fabrication Statistics (as of 3/7/24)**

3D Printing

Type	# of Prints	Unique Users	ml of Resin	Grams of Filament	Total Print Charges	Average Price	Average Print Time (Hours)	Total Print (Hours)
Fused Filament	548	217	-	38,968	\$2,885.30	\$5.27	8:39	4,635
Resin*	27	21	543	-	\$124.60	\$4.61	2:58	80

\*The resin printers were out of service from 11/13/23 until 1/18/24.

Laser Engraving & CNC Usage

Machine	CNC	Gandalf (Small Engraver)	Athena (Large Engraver)
Number of Bookings*	28	175	85

\*Excluding staff usage.

Large Format Printing & Laminating

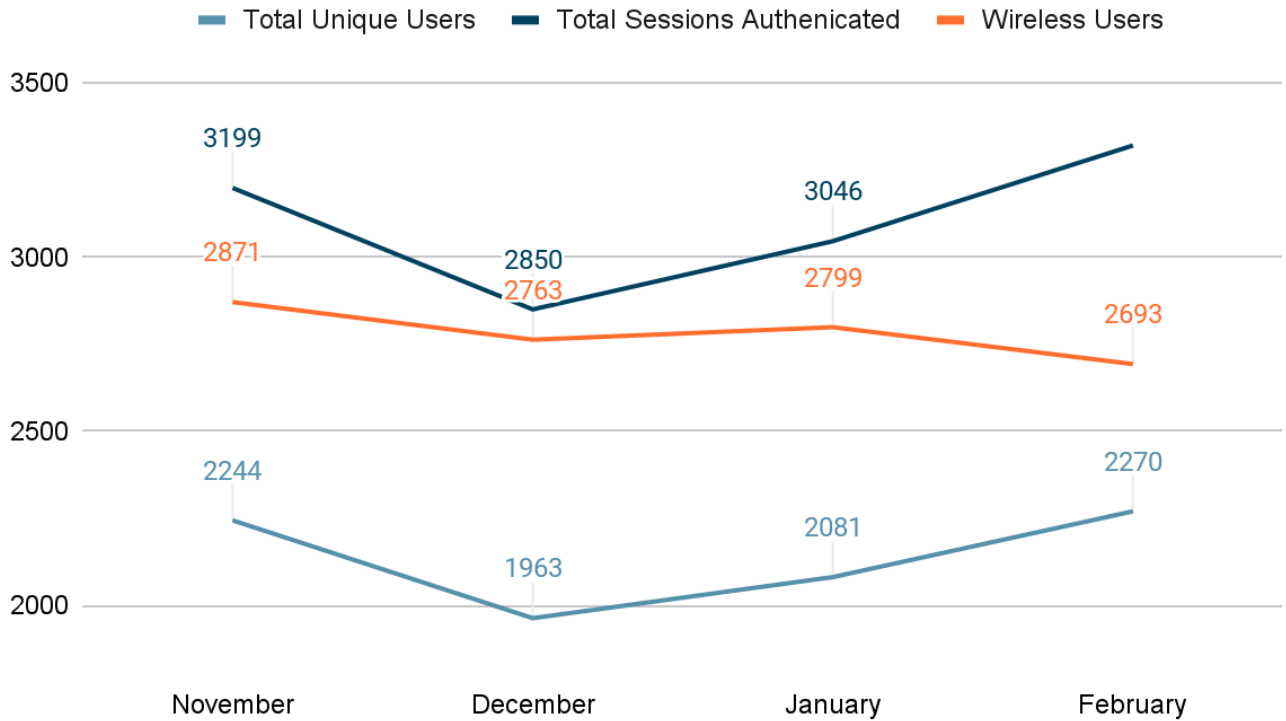
Service	Large Format Printing	Large Format Laminating
Total Number of Transactions	129	39
Total number of linear feet (ft)	816	239
Gross Sales	\$2,309.34	\$450.93



**Statistics**

**Patron Computer and Network Use Report**

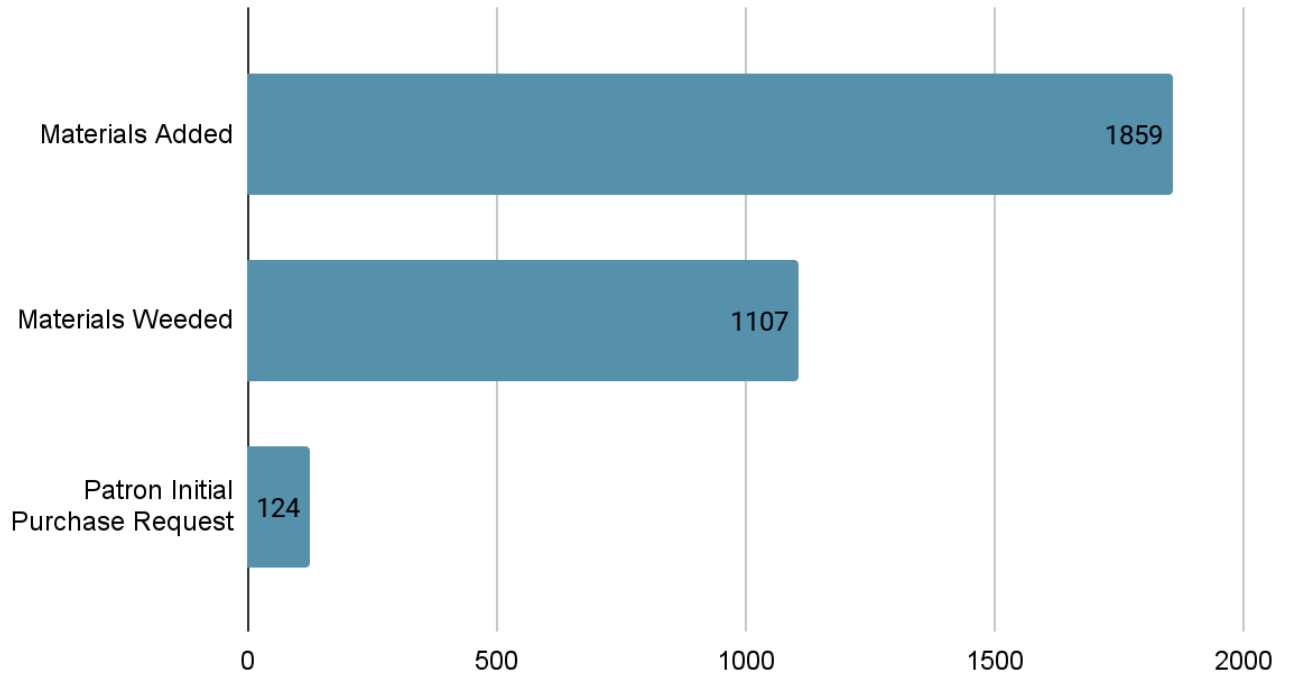
Total Unique Users	Total Sessions Authenticated	Avg. User Time	Wireless Users
2,270	3,321	105 min	2,693



\*Monthly board reports cover the month prior to the meeting (i.e., the August report is for July 1-31).

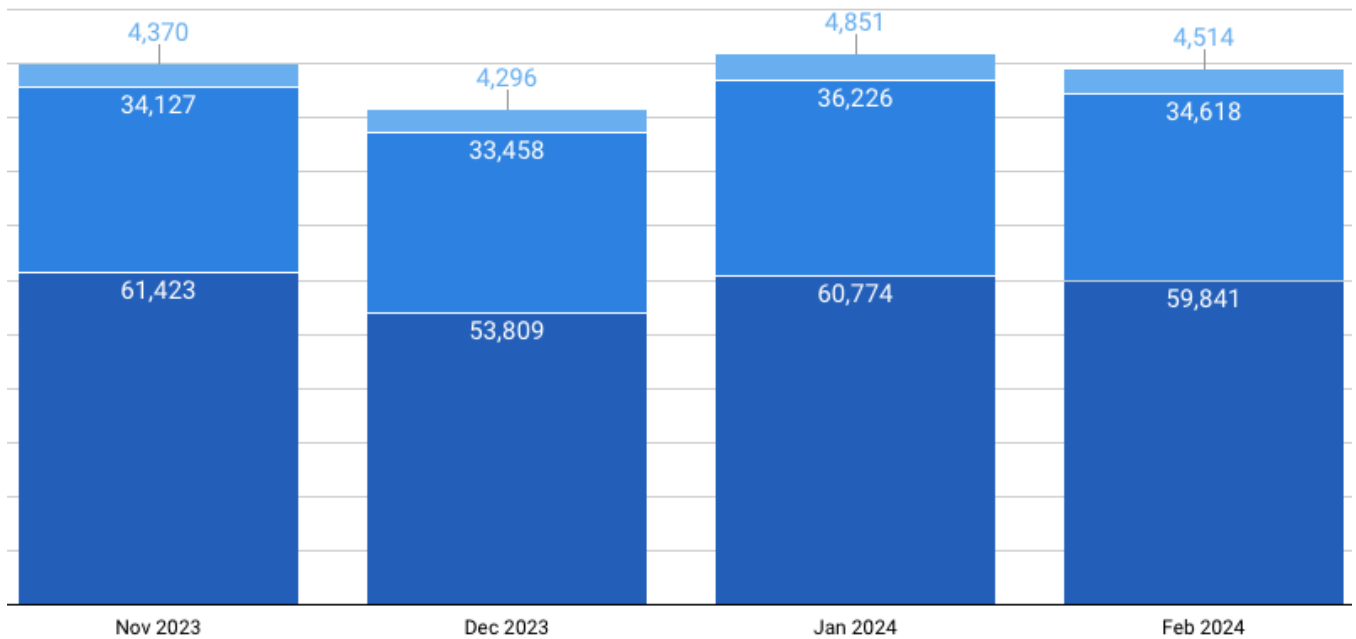
## Collections

### Collection Maintenance



### Collection Statistics:

- 196,323 physical items in collection
- 98,973 total physical circulations
- 37,965 total digital circulations



## General Updates

### *Facilities*

We've finally completed all initial construction for Orchard Park. The door hardware delays (i.e. sensors, motors, and handles) have all been resolved and the building is to specification. Our goal with Orchard Park over the next year is to add ADA sensors to the bathroom doors and introduce sound dampening panels to mitigate the echoing in the building. The ADA bathroom sensor conversation for the Orchard Park facility may seem familiar. We've been trying to get vendors to give us quotes for the better part of six months. The challenge we're facing is the amount of work is so small, in comparison to work available across the Valley, most vendors do not care to prioritize it. We're leveraging our partners at CM Company to add pressure to the vendor so we can get this work started.

Pinnacle branch's construction continues to move at a blistering pace. The structure is walled in and work has begun on stucco and roofing. CM Company is completely confident that they'll be able to meet the construction deadline with a few days to spare.

We've notified Sundance Company that we intend to vacate the branch at Silverstone by September 30, 2024 as per our contract. They've accepted our notice and have begun marketing the space to potential tenants.



### *Strategic Initiatives*

Services like ChatGPT, Google Gemini (Bard), and Microsoft Copilot (Bing AI) have brought the conversation of Artificial Intelligence (AI) to the forefront. Community members have lots of questions about what it's capable of. unBound has been leading the charge with several intro classes. This past month, Strategic Initiatives held an "Intro to AI" lecture at the Senior Center with 42 people in attendance. The program was well received by those in attendance.

**MERIDIAN LIBRARY DISTRICT**  
**Collection Development Librarian**  
**DRAFT**



1  
2 **Position Summary**

3 The Collection Development Librarian performs selection, deselection, and assessment of the  
4 Libraries' collections and users' needs in assigned areas and within budget. Reports to and works  
5 with the [Material Services](#) Manager in conjunction with Branch and Department Managers, or  
6 designated representatives, to respond to the needs of the public. Work is performed  
7 independently under general supervision, with execution of sound judgment related to use of  
8 taxpayer dollars.

Deleted: District Support Services

9 The majority of work hours are spent selecting and deselection materials, and assessing  
10 collections.

11  
12 **Duties and Responsibilities**

13 *Essential*

14 **Collection Development**

15 Analyzes community and library data to build a solid collection of current adult, young adult, and  
16 children's materials from a variety of sources including journals, media, publishers, and  
17 distributors. Monitors and fulfills patron requests for materials to the extent possible and  
18 communicates disposition to patrons and staff. The Collection Development Librarian builds a  
19 collection which reflects the diversity of the [District in accordance with the Collection](#)  
20 [Development Policy](#). Analyzes and manages the existing collections to determine materials  
21 needed for each library branch and identifies materials that need to be replaced or added.  
22 Oversees collection maintenance of [assigned collections](#) in collaboration with library staff. This  
23 position [requires regular visits to library branches for hands-on work with collections](#).

Deleted: library

Deleted: d

Deleted: is on-site and primarily performed in an office environment with a limited remote day depending on the needs of the library.

*Adopted by the Meridian Library Board of Trustees n.d.  
Revised and Board Approved June 21, 2023*

30 **Promotion**

31 The Collection Development Librarian promotes collection internally and externally in  
32 collaboration with public service staff and may include utilizing local media, vendor marketing  
33 tools, displays, book lists, online utilities, social media and readers advisory.

34 **Customer Service**

35 Provides high quality internal customer service to other staff and vendors, and is responsive to  
36 patron purchase requests. Actively promotes respect for diversity and creates an inclusive,  
37 welcoming, and respectful library atmosphere. Arrives at work location on time, ready to interact  
38 with other staff.

39 **Research and Reports**

40 Prepares reports to analyze collection effectiveness and diversity. Tracks the outcomes of  
41 collection-based strategic goals. The Collection Development Librarian monitors and manages  
42 collection budgets and tracks collection usage; prepares related presentations and statistical  
43 reports. Maintains good attendance and timekeeping records.

44 *Marginal*

45 Explores new collection development tools to identify areas that will contribute to streamlining  
46 processes. Reviews digital services and uses various digital services to test digital services.

47 Coordinates with cataloging and acquisition staff on procedures and collection updates. Assists  
48 with development and adjustments of annual materials budget. Is professionally active; identifies  
49 and participates in professional development opportunities. The Collection Development Librarian  
50 is knowledgeable of library trends, developments and new technology and contributes ideas and  
51 suggestions to colleagues and library staff members.

52 Accepts and directs the work of volunteers and/or coordinates workflow in a team environment;  
53 provides collection development training for staff involved in selection and collection  
54 maintenance.

55 Performs other duties as assigned.

56

57

Deleted: Develops profiles annually for each branch in conjunction with library staff.

60 **Minimum Qualifications**

61 *Knowledge, Skills, and Abilities:*

62 Demonstrated commitment to diversity, equity, and inclusion.

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

69 Proficient with standard office applications (including Microsoft Office and Google applications),  
70 online library automation system and online searching. Understands the role of technology in  
71 providing library services and is proficient in that technology. Ability to learn and adapt to new  
72 software and equipment technologies. Proficient in the principles of project management. Able to  
73 oversee multiple large-scale projects and effectively manage time.

74 Requires a working knowledge of a variety of consumer electronics and proficiency with vendor  
75 databases. Good understanding of public libraries and library services and the principles of library  
76 classification and collection development.

77 The job requires persuading or gaining cooperation and acceptance of ideas and/or the resolution  
78 and/or negotiation of conflicts; the job has accountability for ensuring customer satisfaction  
79 District-wide. The incumbent understands and communicates knowledge of customers' priorities  
80 and needs.

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81 *Experience:* 1-3 years of professional library work experience.

82 *Education:* Master's in Library Science or Master's in Library Information Science from an American  
83 Library Association (ALA) accredited institution (enrolled or completed) or equivalent experience.

84 *Training, Licenses, or Certifications:* Course work in, or direct experience with, collection  
85 development responsibilities.

86 *Supervisory Responsibility:* None.

87 **Preferred Qualifications:** 2 or more years of public library experience and bilingual, preferably  
88 Spanish-English, Russian-English or other languages. Desired personal attributes include an



90 awareness of the entire community, a sense of humor, a passion for engaging people from all  
91 backgrounds and all ages, and a positive and enthusiastic approach to providing library services.

92 **Working Conditions**

93 *Physical Requirements:* The job requires the employee to sit (frequently); occasionally stand,  
94 twist/turn, maintain flexibility, and speak clearly; perform fine manual dexterity movements;  
95 constantly see, hear, and listen; seldom stoop/bend, kneel, walk, squat, crouch, and balance. The  
96 job also requires the employee to lift and carry up to 30 lbs; reach at, above, and below shoulder  
97 height; grasp objects weighing 30 lbs.; push and pull objects weighing 50 lbs.

98 *Mental Requirements:* The job requires the employee to read, write, perform clerical duties,  
99 comprehend and use perception, and perform basic and complex math. Requires independence  
100 in decision-making and a comfort level with autonomy.

101 *Technology, Equipment, and Devices:* The job requires the employee to regularly operate and  
102 exhibit proficiency with computers and commonly used Microsoft applications, vendor  
103 applications, library systems and databases, and email and cloud environments. The job requires  
104 the employee to operate and occasionally troubleshoot general office equipment as well as work  
105 with a sorting machine, book carts, and small tools and labels. This position may require operation  
106 of a vehicle on behalf of the District.

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107 *Work Environment:* The job requires the employee to be subjected to repetition, working alone,  
108 working remotely, working around others, verbal contact with others, face-to-face contact, inside  
109 environments, and moving objects.

110 *Expected Hours of Work:* The job requires the majority of work to be performed during regular  
111 daytime business hours Monday-Friday. [Position schedule and work location are subject to](#)  
112 [change at the discretion of management to support business needs.](#)

Deleted: Position schedule is subject to change at any time at the discretion of management.

113 *Expected travel:* May travel occasionally between library branches and for meetings, training, and  
114 conferences.

115

116  
117 **Disclaimers:** The above job description is not intended as, nor should it be construed as, exhaustive of all  
118 responsibilities, skills, efforts, or working conditions associated with this job. All employees may be required to perform  
119 duties outside of their normal responsibilities from time to time, as needed. Management reserves the right to assign  
120 or reassign duties and responsibilities to this position at any time.

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

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*Adopted by the Meridian Library Board of Trustees n.d.  
Revised and Board Approved June 21, 2023*

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

DRAFT

**MERIDIAN LIBRARY DISTRICT**  
**Digital Services Librarian**  
**DRAFT**



**Position Summary**

The Digital Services Librarian performs a variety of professional library duties to uphold the District's mission, values, and service philosophy. This position develops District digital content, website, and resources; designs, implements, and evaluates digital resources and databases; supports the digitization and maintenance of Meridian History Center collection.

Deleted: oversees

Librarians at Meridian Library District actively engage in building connections with diverse community organizations and leaders to foster awareness and engagement with library services.

**Duties and Responsibilities**

*Essential*

**Project Management**

The Digital Services Librarian uses principles of project management to spearhead library initiatives that align with the Meridian Library District's strategic goals and are responsive to community needs. Leads and actively participates in District committees. Works collaboratively with staff from across the District in various departments and positions to support library initiatives. Supports clear communication between library administration, management teams, committees, and library staff.

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Support the digitization and maintenance of the Meridian History Center collection.

Deleted: Oversees

**Brand Strategy**

The Digital Services Librarian supports marketing strategy and promotional content to drive brand awareness. Works with the Marketing Librarian to ensure integrity and consistent use of District's branding guidelines across all virtual spaces. Works with the Collection Development Librarians to

Deleted: on digital signage, District's website, intranet, and third-party vendor platforms

Deleted: and Meridian History Center

*Adopted by the Meridian Library Board of Trustees March 1, 2015*  
*Reviewed and Board Approved August 16, 2023*

30 ensure digital collections are reflective of physical collections to support consistent advertising  
31 and promotion. In conjunction with the Strategic Initiatives Manager, routinely researches and  
32 evaluates user experience online and creates plans for implementing, developing, and improving  
33 services. Actively promotes and monitors library services and programs on District platforms,  
34 public calendars, and community collaborations.

35 ***Website***

36 The Digital Services Librarian oversees electronic content and website curation which includes  
37 maintaining the visual appearance, organization, usability, and accessibility of external and  
38 internal digital resources and websites. Responsible for ensuring digital resources are delivered  
39 with attention to user experience and according to the library policies and procedures. Maintains  
40 the District's YouTube social media channel in accordance with the Records Retention Policy.

41 ***Customer Service***

42 The Digital Services Librarian provides excellent customer service, internally and externally, and  
43 makes customer focused decisions based on library policies and procedures. Drawing upon  
44 advanced knowledge of library resources and practices, is responsive to patron and library staff  
45 feedback regarding the District's digital services, website, and Meridian History Center. Actively  
46 promotes respect for diversity and creates an inclusive, welcoming, and respectful library  
47 atmosphere. Is engaged in professional activities through associations, committees, or other  
48 organizations outside of the Meridian Library District. Establishes and maintains community  
49 partnerships and provides embedded library services to organizations within the Meridian  
50 community. May work with and collaborate with third-party vendors to support District services  
51 and initiatives.

52 ***Research and Reporting***

53 The Digital Services Librarian is well-versed in public library trends and practices; user experience  
54 and website curation; digital resources for libraries; current events and community interests.  
55 Maintains an advanced knowledge through regular review of professional literature, market  
56 research, and continuing education opportunities. May present, on occasion, to library  
57 administration and the Library Board of Trustees. Maintains accurate records, collects statistics,  
58 and prepares reports related to library services and events as requested by administration.  
59 Maintains public calendars to ensure accuracy and program promotion.

60

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*Adopted by the Meridian Library Board of Trustees March 1, 2015  
Reviewed and Board Approved August 16, 2023*

61 *Marginal*

62 Provides digital resources and content creation training for library staff.

63 May work with and/or direct the work of volunteers in providing library services.

64 May apply for outside grants and sponsorships for supplemental funding as authorized by library  
65 administration.

66 Performs other duties as assigned.

67

## 68 **Qualifications**

69 *Minimum Qualifications*

70 ***Knowledge, Skills and Abilities***

71 Demonstrated commitment to diversity, equity, and inclusion.

72 Proficient with standard office applications (including Microsoft Office and Google Workspace),  
73 online library automation system, and online searching. Understands the role of technology in  
74 providing library services and is proficient in that technology. Ability to learn and adapt to new  
75 software and equipment technologies. Has a desire to continuously learn and develop personal  
76 skills, experience, understanding, and knowledge.

77 Provides exemplary customer service and embodies the values of the District. Has excellent  
78 interpersonal skills and the ability to communicate effectively and appropriately with people,  
79 including volunteers and coworkers, of all ages, from diverse backgrounds. Has a desire to work in  
80 a public service role, builds and maintains working relationships with individuals at all levels of the  
81 library, and fosters positive partnerships with outside organizations.

82 Understands the principles of project management in libraries. Experienced in creating and  
83 administering surveys and other evaluation tools to establish, measure, and evaluate service  
84 outcomes.

85 Must be able to work alone at a location and be able to juggle multiple priorities. This position  
86 requires persuading or gaining cooperation and acceptance of ideas and/or the resolution and  
87 negotiation of conflicts.

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*Adopted by the Meridian Library Board of Trustees March 1, 2015  
Reviewed and Board Approved August 16, 2023*

88 Knowledge of Adobe CS, photo editing software, video content creation processes and software,  
89 Canva, and YouTube channels. [Experience updating, managing, and maintaining websites and](#)  
90 [databases; knowledge of Drupal and Github preferred.](#)

91 ***Experience***

92 1-3 years of professional library experience with digital resources and website curation  
93 experience.

94 ***Education***

95 Master of Library Science (MLS) or Master of Library and Information Science (MLIS) from an  
96 American Library Association (ALA) accredited institution, enrolled or completed; or equivalent  
97 combination of education and experience in a related field.

98 ***Training, Licenses, or Certifications***

99 Valid driver's license in good standing or the ability to obtain one.

100 ***Supervisory Responsibility***

101 None

102 ***Preferred Qualifications***

103 Bilingual, preferably Spanish-English or Russian-English.

104 **Working Conditions**

105 ***Physical Requirements***

106 This position requires the employee to routinely sit, stand, walk, and perform manual  
107 dexterity movements; constantly see, hear, listen, and speak clearly; occasionally crouch or  
108 squat and twist/turn; seldom balance, kneel, crawl, and climb. This position also requires the  
109 employee to reach at, above, and below shoulder height; lift, carry, and grasp objects  
110 weighing 10-25 pounds and push/pull objects weighing up to 50 pounds.

111 ***Mental Requirements***

112 This position requires the employee to read, write, perform clerical duties, comprehend and use  
113 perception, perform alphabetical and numerical sorting/filing, and perform basic math. Requires  
114 independence in decision-making and a comfort level with autonomy.

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*Adopted by the Meridian Library Board of Trustees March 1, 2015*  
*Reviewed and Board Approved August 16, 2023*

115 **Technology, Equipment, and Devices**

116 This position requires the employee to regularly operate and exhibit proficiency with computers  
117 and commonly used office software, library systems and databases, email, and cloud  
118 environments. This position requires the employee to operate and occasionally troubleshoot  
119 general office equipment and other new consumer technologies.

120 This position requires operation of a vehicle on behalf of the District.

121 **Work Environment**

122 The job requires the employee to be subjected to repetition, working alone, working remotely,  
123 working around others, verbal contact with others, face-to-face contact, inside environments, and  
124 moving objects.

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125 **Expected Hours and Location of Work**

126 This position requires the employee to work a workday (Monday-Friday) daytime schedule with  
127 occasional evening and weekend (Saturday-Sunday) shifts. Position schedule and work location  
128 are subject to change at the discretion of management to support business needs.

129 This position works a full-time schedule of 40 hours per week.

130 **Expected Travel**

131 This position requires routine travel between Meridian Library District locations and community  
132 events within the Lynx Library Consortium boundaries; limited travel for training and conferences.

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

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

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

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*Adopted by the Meridian Library Board of Trustees March 1, 2015  
Reviewed and Board Approved August 16, 2023*

**MERIDIAN LIBRARY DISTRICT**  
**Human Resources Manager**  
**DRAFT**



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**Position Summary**

The Human Resources Manager is responsible for performing Human Resources (HR) related duties on a professional level and works closely with senior management. This position carries out responsibilities in the following functional areas: benefits administration, employee relations, training, performance management, onboarding, policy implementation, full-cycle recruitment/employment, pay administration/negotiation/management, affirmative action and employment law compliance, managing the Human Resources Department. Work is performed under the direction of the Library Director.

**Duties and Responsibilities**

*Essential*

**Employee Relations**

The Human Resources Manager provides guidance to all levels of management and employees on all HR matters, including personnel, staffing, benefits and compensation, discipline and investigations, and risk management issues. Provides consistent understanding and adherence to policies, guidelines, programs, and philosophies. Actively promotes respect for diversity and creates an inclusive, welcoming, and respectful library atmosphere that embraces diversity. Partners with managers and supervisors to ensure understanding and accurate execution of HR and strategies related to talent, recruitment, retention, and succession planning. Respectfully shares opinions and ideas.

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**Benefits Administration**

The Human Resources Manager analyzes trends in benefits, ensuring competitive contribution and benefit administration including paid time off benefits, group health insurance, open enrollment, COBRA, wellness, and retirement. Works closely with the Library Director, and

Deleted: health savings account,

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*Adopted by the Meridian Library Board of Trustees n.d.  
Revised and Board Approved July 19, 2023*



32 Accounting and Finance Manager to evaluate changes in rates for benefit administration, setting  
33 contribution allocations to ensure accuracy within budgetary constraints. Works closely with other  
34 staff and management to develop and implement standard pay practices and payroll processing  
35 to ensure wage and hour compliance. Oversees worker's compensation, FMLA, and employee  
36 requests for accommodations or protected leave.

### 37 **Management and Supervision**

38 The Human Resources Manager supervises HR Department staff, and participates in all daily  
39 service and support operations of the HR team. Is responsible for the effective support of the  
40 Library Director, Assistant Directors, Admin Team, managers and supervisors, and staff. The  
41 Human Resources Manager, in collaboration with the Library Director, is responsible for personnel  
42 decisions of the HR Department including recruitment, hiring, coaching and discipline,  
43 performance feedback and reviews, and employee training and development. Coaches and  
44 evaluates HR Department employee performance and maintains proper records. ↓

### 45 **Payroll**

46 Manages HR Department staff on processing payroll and acts as the primary backup for  
47 processing payroll; stays up to date on payroll processing procedures. Ensures accuracy of pay  
48 administration and deductions. Stays up to date on applicable payroll tax laws and coordinates  
49 with the Accounting and Finance Manager to ensure payroll and W2 processing procedures are  
50 compliant with all applicable regulatory and tax laws. Has shared responsibility in auditing and  
51 oversight of payroll.

### 52 **Compliance**

53 The Human Resources Manager is responsible for ensuring compliance with all federal, state and  
54 local employment and reporting laws. Stays current with human resources best practices. Reviews  
55 and evaluates existing, and proposed, legislation applicable to the District in regards to human  
56 resources. Ensures accurate updates to employee specific policies, handbooks, and training that  
57 are in alignment with legal updates and best practices. Reviews, tracks, and documents  
58 compliance with mandatory and non-mandatory training, continuing education, and work  
59 assessments. This may include safety training, anti-harassment training, professional licensure,  
60 and aptitude exams and certifications.

61 Responds to unemployment claims and worker's compensation claims in a timely manner.

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77 **Recruitment**

78 Develops, implements, and regularly evaluates the District’s hiring and recruitment processes,  
79 procedures and onboarding for volunteers and applicants. Performs recruitment activities such as  
80 posting positions, pre-screening applications, conducting phone screens, facilitating interviews,  
81 and conducting reference checks in an unbiased, timely, and effective manner for library  
82 positions. Consults and coaches managers, supervisors, HR Coordinator, and Recruitment  
83 Coordinator on thoroughly and objectively evaluating candidates for hire. Coordinates and assists  
84 with the management of worksite internships. Conducts, or acquires, background checks and  
85 employee eligibility verifications. Implements new hire orientation and employee recognition  
86 programs.

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87 **Performance and Compensation**

88 Implements and regularly updates the District’s compensation program. Conducts wage surveys,  
89 job evaluations, equity adjustments, and salary negotiations. Works with staff to ensure accuracy  
90 of job descriptions. Follows procedure to ensure proper approval of job descriptions and pay scale  
91 changes. Conducts employee complaint investigations and identifies problems. In collaboration,  
92 with management and legal counsel recommends appropriate resolution and/or disciplinary  
93 actions. Prior to issuance of approved recommendations, the Human Resources Manager reviews  
94 all disciplinary and termination documentation. Develops, implements, and maintains the  
95 District’s performance evaluation process.

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96 **Budget**

97 Works closely in conjunction with the Assistant Director to create and manage staffing models,  
98 Prepares the staffing and HR budget for Board approval. Assists the Accounting and Finance  
99 Manager in assurance of accurate invoicing on HR and benefit related bills. Works to audit and  
100 approve HR related bills for District related charges.

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101 *Marginal*

102 Oversees applicable training for volunteers, employees, and management. Oversees employee  
103 new hire orientation, onboarding, and paperwork. Maintains proper volunteer and employee  
104 records in adherence to records retention schedules. Assists with organizational development,  
105 talent development, and succession planning.

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respectfully sharing opinions and ideas. ¶

106 Performs other duties as assigned.

Deleted: Oversees preparation of the department  
budget ...  
Deleted: Has shared responsibility in auditing and  
oversight of payroll. ¶

135 **Minimum Qualifications**

136 *Knowledge, Skills, and Abilities:*

137 Demonstrated commitment to Diversity, Equity, and Inclusion.

138 This position requires considerable knowledge of human resources, personnel practices, and  
139 State and Federal employment regulation. This position requires good judgment, discretion, and  
140 decision-making, maintaining appropriate confidentiality. Must be able to handle stressful and/or  
141 negative situations and find positive resolution. This position requires independent resolution to  
142 sensitive, confidential, and complex matters. ~~The Human Resources Manager must be detail-~~  
143 ~~oriented, with exceptional accuracy, auditing, and organizational skills.~~

144 Provides exemplary customer service and maintains a favorable public image of the District. Has a  
145 desire to work in a public service role. Exhibits excellent interpersonal skills with the ability to  
146 communicate effectively, and appropriately, with people from diverse backgrounds, including  
147 youth, families, volunteers, co-workers, managers, and employees. Builds and maintains positive  
148 working relationships with individuals at all levels of the organization and fosters partnerships  
149 with outside organizations.

150 Proficient with standard office applications (including Microsoft Office and Google Workspace).  
151 The Human Resources Manager must possess the ability to work with a variety of HRIS systems.  
152 Proficiency with, or the ability to quickly learn, the District's HRIS systems. Ability to learn and  
153 adapt to new software and equipment technologies.

154 ~~This position involves overseeing various demands and priorities, necessitating flexibility and a~~  
155 ~~readiness to adjust approaches to suit the requirements of others. It entails persuading, fostering~~  
156 ~~cooperation, and securing acceptance of ideas, as well as resolving conflicts through negotiation.~~  
157 ~~Coaches, trains, and seeks feedback in both individual and group contexts.~~

158 *Experience:* 5 years of Human Resource experience in a Generalist capacity or equivalent  
159 experience working in various HR roles.

160 *Education:* Bachelor's degree in Human Resources, Business, or equivalent education or  
161 experience.

162 *Training, Licenses, or Certifications:* None

163 *Supervisory Responsibility:* Directly supervises all staff within the HR Department.

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Deleted: Proficiency with or the ability to quickly learn the library's HRIS system.

Deleted: This position requires managing multiple needs and priorities. Must be flexible and willing to adapt styles to effectively meet the needs of others. The job requires persuading or gaining cooperation and acceptance of ideas and/or the resolution and/or negotiation of conflicts. Must be able to coach and train managers and employees in both individual and group settings.

Deleted: Yes.

185 **Preferred Qualification:** SHRM-CP or SHRM-SCP Certification, Professional Human Resource  
186 (PHR), Senior Professional Human Resource (SPHR), or equivalent recognized HR certification.

187 **Working Conditions**

188 **Physical Requirements:** [This position](#) requires the employee to sit (constantly); seldom stand,  
189 stoop/bend, walk, and twist/turn; frequently hear, listen, and speak clearly; perform manual  
190 dexterity movements; and constantly see. The job also requires the employee to occasionally lift  
191 up to 10 lbs.

192 **Mental Requirements:** [This position](#) requires the employee to read, write, perform clerical duties,  
193 comprehend and use perception, perform alphabetical sorting, and perform basic math.

194 **Technology, Equipment, and Devices:** [This position requires the employee to regularly operate](#)  
195 [and exhibit proficiency with computers and commonly used office software, HRIS systems,](#)  
196 [databases, email, video conferencing, and cloud environments. This position requires the](#)  
197 [employee to operate and occasionally troubleshoot general office equipment and other new](#)  
198 [consumer technologies.](#)

199 [This position requires operation of a vehicle on behalf of the District.](#)

200 **Work Environment:** [This position](#) requires the employee to work alone, work remotely, work  
201 around others, have verbal contact with others, work with vendors, have face-to-face contact, be  
202 subject to inside and occasionally outside environments.

203 **Expected Hours of Work:** [This position](#) requires the employee to work a flexible daytime schedule  
204 and may occasionally work in the evenings and on weekends (Saturday and Sunday). [Position](#)  
205 [schedule and work location are subject to change at the discretion of management to support](#)  
206 [business needs.](#)

207 **Expected travel:** This position requires [regular](#) travel between [District](#) locations; [occasional travel](#)  
208 [required](#) for conferences, [meetings](#), and training.

209  
210 **Disclaimers:** The above job description is not intended as, nor should it be construed as, exhaustive of all  
211 responsibilities, skills, efforts, or working conditions associated with this job. All employees may be required to perform  
212 duties outside of their normal responsibilities from time to time, as needed. Management reserves the right to assign  
213 or reassign duties and responsibilities to this position at any time.

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

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*Adopted by the Meridian Library Board of Trustees n.d.  
Revised and Board Approved July 19, 2023*

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

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*Adopted by the Meridian Library Board of Trustees n.d.  
Revised and Board Approved July 19, 2023*



1  
2 **Position Summary**

3 Under the direct supervision of the Library Director, the Executive Assistant performs a wide  
4 variety of complex administrative support duties, ~~Executes~~ duties using high technical skills,  
5 business communication capabilities, organization techniques, and administration principles,  
6 ~~Demonstrates autonomy and initiative in handling sensitive assignments, effectively engaging with~~  
7 ~~high-level contacts both within and outside the organization while upholding confidentiality.~~ May  
8 communicate and work with Board Trustees, elected officials, legal counsel, library leadership and  
9 staff, industry and professional groups, and the media. Gathers, and prepares, information  
10 relative to the Director's function as assigned. ~~Makes purchases and oversees purchasing actions~~  
11 ~~of Administrative Assistants.~~

12  
13 **Duties and Responsibilities**

14 *Essential*

15 **Coordination and Communication**

16 Manages and provides effective support for the Library Director, the Board of Trustees, and  
17 governance activities of the Library. Prioritizes and ensures completion of commitments by the  
18 Library Director and Board of Trustees. Ensures organizational and departmental goals and  
19 objectives are met.

20 Manages communication for the Library Director, the senior leadership, and Board of Trustees,  
21 providing information and handling issues that may require sensitivity and the use of sound  
22 independent judgment. Communicates on behalf of the Library Director and Board of Trustees  
23 with individuals, community groups and leaders, governmental agencies, attorneys, and  
24 professional library organizations regarding planning, collaborative efforts, projects, and  
25 operational matters as assigned.

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Deleted: Exercises independent judgment and initiative on assignments that are sensitive in nature and demonstrates ability to deal with high level contacts inside and outside the organization, maintaining confidentiality.

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45 Manages, prioritizes, coordinates, and processes Public Records Requests in accordance with legal  
46 requirements.

47 Assists the Library Director, Assistant Directors, Managers, departments, and branches in  
48 planning, developing, and maintaining interdepartmental efforts including operational activities.  
49 Oversees, leads, and participates in multi-department business projects. Coordinates, schedules  
50 between aforementioned groups and the Library Director.

### 51 **Meetings and Representation**

52 Participates on the Admin team, to set and implement long-term and short-term strategies to  
53 achieve the vision of the District, as established by the Board of Trustees. Positively reflects the  
54 Meridian Library District's mission, vision, and values to members of the public and to staff. May  
55 represent the District in community groups, outside organizations, and in interactions with the  
56 general public. Accurately communicates and facilitates access to the District's policies to  
57 employees and members of the public. Oversees responses to public and staff inquiries and  
58 facilitates the timely resolution of issues. May serve as clerk to the Board of Trustees. Assists with,  
59 meeting coordination, governance compliance, and administration duties. These duties may  
60 include preparation of Board policies, resolutions, reports, fact sheets, correspondence, meeting  
61 agendas, and meeting minutes. Ensures that actions and records of the Board are in compliance  
62 with legal requirements.

63 Receive and screen visitors, telephone calls, and emails for the Library Director; providing  
64 information and handling issues that may require sensitivity and use of sound independent  
65 judgment. Manages heavy calendar activity by resolving conflicting demands;  
66 scheduling/rescheduling meetings, coordinating meeting logistics (e.g., conference, agenda,  
67 catering, audio/visual equipment, and meeting materials).

### 68 **Supervision**

69 The Executive Assistant supervises Administrative Assistants, and participates in all daily service  
70 and support operations of the Admin Assistant team. Is responsible for the effective support of  
71 the Director, Assistant Directors, and Admin Team. The Executive Assistant, in collaboration with  
72 the Library Director and Human Resources, is responsible for personnel decisions regarding,  
73 Administrative Assistants which includes, recruitment, hiring, coaching and discipline, performance  
74 feedback and reviews, employee training, and professional development.

### 75 **Records and Reports**

76 Maintains accurate records, collects statistics, tracks performance measures, and prepares  
77 reports. Completes clerical tasks such as record maintenance, compiling lists, and drafting

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- Deleted: Works in conjunction with Leadership to ensure staff compliance with Library policies, procedures, service standards, regulatory requirements, and safety practices. ¶
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- Deleted: Coaches and evaluates employee performance and maintains proper records. Actively promotes respect for diversity and creates an inclusive, welcoming, and respectful library atmosphere....
- Deleted: related to library services and events to include attendance, outcomes, evaluation, costs, etc. as required by administration

116 resource guides in both an office setting and remotely as needed. Keeps information accessible by  
117 sorting and filing documents, maintains organization of Administration digital folders. Prepares  
118 and organizes documents, including some documents for board meetings and mailings. Ensures  
119 the correspondence is accurate and free from grammatical errors. Maintains good attendance  
120 and timekeeping records.

121 Collects reports in preparation for monthly Board meetings, working in conjunction with the  
122 Library Director to draft the final Board report. Assists in sharing Board approvals and updates  
123 with staff after Board meetings, and assisting with, Organizes final draft revisions of documents  
124 and policies in appropriate retention locations in accordance with the Meridian Library District's  
125 Records Retention Schedule.

### 126 Customer Service

127 Provides high quality internal customer service to other staff and vendors, and is responsive to  
128 patron requests. Actively promotes respect for diversity and creates an inclusive, welcoming, and  
129 respectful library atmosphere that embraces diversity.

#### 130 Marginal

131 May be responsible for answering phones and aiding other departments or patrons with inquiries.  
132 May serve as a Notary Public for the District and provide related assistance to library staff or  
133 members of the public.

134 Performs other duties as assigned.

135

### 136 Qualifications

#### 137 Minimum Qualifications

#### 138 Knowledge, Skills, and Abilities:

139 Provides exemplary customer service and maintains a favorable public image of the District. Has a  
140 desire to work in a public service role and exhibits excellent interpersonal skills with the ability to  
141 communicate effectively, and appropriately, with people from diverse backgrounds, including  
142 other staff, youth, families, volunteers, co-workers, and community partners. Builds and maintains  
143 positive working relationships with individuals at all levels of the organization and fosters positive  
144 partnerships with outside organizations. Must be able to work alone on site, as well as remotely.

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169 This position requires flexibility in schedule, and the ability to juggle many tasks and priorities. The  
170 Executive Assistant must be detail-oriented and accurate with exceptional organizational skills.  
171 ~~Works with~~ a positive attitude, ~~is~~ highly professional integrity, ~~and~~ ~~capable of working~~  
172 independently or as a team. ~~Comfortable with change,~~ ~~ambiguity,~~ and problem solving.

173 Proficient with standard computer applications (including Microsoft Office and Google  
174 ~~Workspace~~), basic graphic design concepts, and online searching. Understands the role of  
175 technology in providing library services and is proficient in that technology. Ability to learn and  
176 adapt to new software and equipment technologies.

### 177 **Experience**

178 1-3 years of administrative or office support experience, or equivalent experience, training, and/or  
179 education.

### 180 **Education**

181 Associate's Degree in Business Administration or related field.

### 182 **Training, Licenses, or Certifications**

183 Valid driver's license

### 184 **Supervisory Responsibility**

185 Supervises administrative assistants.

186

### 187 *Preferred Qualifications*

188 An Associate's or Bachelor's degree. Bilingual, preferably Spanish-English, Russian-English, or  
189 other languages. Desired personal attributes include: a positive approach to interacting with the  
190 public, a continuous desire to update technology skills, and a sense of humor. Knowledge of  
191 Airtable, infographics, and presentation tools.

192

### 193 **Working Conditions**

### 194 **Physical Requirements**

195 This position requires the employee to sit (frequently); occasionally stand and stoop/bend; walk,  
196 kneel, squat, crouch, balance, twist/turn, and maintain flexibility; perform manual dexterity

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203 movements; constantly see, hear, listen, and speak clearly. This position also requires the  
204 employee to lift and carry up to 40 lbs.

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205 **Mental Requirements**

206 This position requires the employee to read, write, perform clerical duties, comprehend and use  
207 perception, perform alphabetical and numerical filing/sorting, and perform basic math.

208 **Technology, Equipment, and Devices**

209 This position requires the employee to regularly operate and exhibit proficiency with computers  
210 and commonly used computer applications copiers, printers, and email, cloud environments, and  
211 the internet. This position must be able to use the library's systems and databases. This position  
212 requires the employee to operate and troubleshoot general office equipment. This position may  
213 occasionally operate a library passenger vehicle.

214 **Expected Hours and Location of Work**

215 This position requires the employee to work a weekday (Monday-Friday) daytime schedule with  
216 occasional evening and weekend (Saturday-Sunday) shifts. Position schedule and work location  
217 are subject to change at the discretion of management to support business needs.

218 This position works a full-time schedule of 40 hours per week.

219 **Work Environment**

220 This position requires the employee to work on repetitive tasks, work alone, work remotely, and  
221 work around, and with, others.

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222 **Expected Travel**

223 This position requires limited travel throughout the District; minimal travel for training and  
224 conferences.

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

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

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

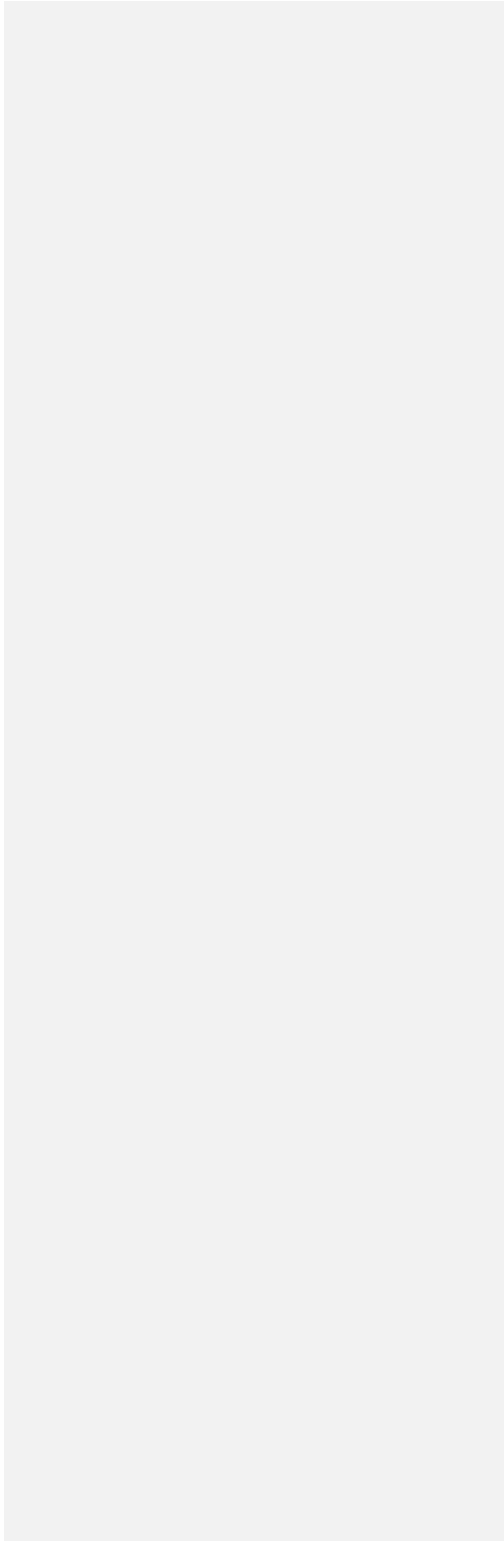
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*Adopted by the Meridian Library Board of Trustees September 21, 2022  
Revised and Board approved August 16, 2023*

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DRAFT



**MERIDIAN LIBRARY DISTRICT**  
**Library Courier**  
**DRAFT**



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**Position Summary**

The Library Courier is a critical component of the library's Home Delivery services to the community. The majority of work hours are spent driving a library vehicle, making deliveries, and sorting and loading contents for delivery. Work is performed independently with direction of the supervisor.

Deleted: daily operations and  
Deleted: Courier Driver service is provided Monday through Friday. ...

**Duties and Responsibilities**

*Essential*

**Driving and Delivery**

Drive, load, and unload a vehicle, weighing less than 16,000 pounds gross vehicle weight. Drive a scheduled pickup and delivery route, sometimes entering unattended buildings. Obey traffic laws, and follow established traffic and transportation procedures. Read maps, and follow written and verbal geographic directions.

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**Operations**

Coordinate with Facilities Maintenance Coordinator, to ensure that all library vehicles and vehicle equipment, including mirrors, lights, gas gauge, temperature gauge, tires, turn signals, and brakes are in proper working condition. Coordinate with Facilities Maintenance Coordinator, to ensure that all library vehicles have adequate gasoline, are cleaned and are routinely washed. Report delays, accidents, or other traffic/transportation situations. Report any mechanical problems encountered with vehicles. Coordinate with Facilities Maintenance Coordinator, to keep a maintenance schedule for vehicles. Assist with scheduling and driving vehicles for maintenance as needed and approved by Library Administration.

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**Customer Service and Communication**

Provides excellent customer service through both internal and external interactions, fostering a positive and supportive environment with team members, patrons, and the

*Adopted by the Meridian Library Board of Trustees May 20, 2020  
Revised and Board Approved November 18, 2020*

34 **community. Engages in effective communication, addressing the needs and inquiries of**  
35 **staff and external contacts with a service-minded approach. Handles logistics and delivery**  
36 **issues with discretion, guided by library policies and procedures. Promotes a culture of**  
37 **respect for diversity and inclusivity within all facets of service delivery.** Attend workshops  
38 and participate in training to remain aware of current trends, advancements, best practices in safe  
39 driving and the safe handling of heavy loads. Actively promotes respect for diversity and creates  
40 an inclusive, welcoming, and respectful library atmosphere that embraces diversity. Arrives at  
41 work location on time, ready to interact with the public and other staff.

42  
43 May provide some support and information to patrons related to library materials, resources, and  
44 technology, referring more complex library questions to the appropriate staff as needed.

#### 45 **Records and Reports**

46 Maintains good attendance and timekeeping records.

#### 47 *Marginal*

48 Sorts and shelves materials according to the Dewey Decimal System, checks shelves for proper  
49 order of materials and shifts collections. Puts appropriate materials through the sorter. Answers,  
50 phones to help address and resolve home delivery questions. Performs library holds procedures.  
51 Assesses materials for damage and completeness; routes as appropriate.

52 Assists patrons in locating library materials and searches the library for specific material. Answers  
53 routine directional questions, referring to appropriate staff members as needed. May oversee the  
54 work of volunteers or interns, as well as train volunteers, interns, and other staff.

55 Performs other duties as assigned.

#### 56 **Minimum Qualifications**

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

58 Proficient with standard Microsoft applications (including Office applications), online library  
59 automation system and online searching. Understands the role of technology in providing library  
60 services and is proficient in that technology. Ability to learn and adapt to new software and  
61 equipment technologies.

62 Provides exemplary customer service and maintains a favorable public image of the library. The  
63 incumbent has a desire to work in a public service role. Has excellent interpersonal skills and the  
64 ability to communicate effectively and appropriately with people from diverse backgrounds,  
65 including youth, families, volunteers, and coworkers. Builds and maintains positive working

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Adopted by the Meridian Library Board of Trustees May 20, 2020  
Revised and Board Approved November 18, 2020

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73 relationships with individuals at all levels of the organization and fosters positive partnerships  
74 with outside organizations. Should have flexibility to work alone, in the community, or at other  
75 locations as assigned based on business need.

76 Demonstrates commitment to Diversity, Equity, and Inclusion.

77 *Experience:* 1 year of work experience in a library, transportation services, retail or customer-  
78 service related position or similar experience. This position requires the employee to be confident  
79 and capable of driving in variable weather and road conditions, and to frequently lift heavy  
80 objects.

81 *Education:* High School Diploma or G.E.D., or equivalent education, training, or experience.

82 *Training, Licenses, or Certifications:* Must have a valid Idaho driver's license and current  
83 automobile insurance. Must have a driving record free of major moving violations or suspended  
84 licenses within the past 5 years.

85 *Supervisory Responsibility:* None

86 *Preferred Qualifications:* 1-2 years of work experience in delivery driving, transportation services,  
87 or a related position with similar responsibilities. Bilingual, preferably Spanish-English, Russian-  
88 English, or other languages. Ideal personal qualities encompass a positive attitude towards  
89 distributing library materials to the community, knowledge of delivery tracking systems, and  
90 proficiency in local navigation and/or route optimization strategies.

91 *Working Conditions*

92 *Expected travel:* The majority of work is performed driving a company vehicle in the delivery and  
93 pick up of library materials. Occasionally may encounter rain, snow, or other severe weather  
94 conditions. Sorting and unloading of library materials may occur indoors and outdoors.

95 *Physical Requirements:* The job requires the employee to constantly stand, sit, twist/turn, maintain  
96 flexibility, hear, listen, see, touch, feel and speak clearly; frequently stoop/bend and walk; seldom  
97 sit, kneel, crawl, and balance. The job requires the employee to regularly lift and carry 25-30 lbs  
98 and occasionally up to 50 lbs; reach at, above, and below shoulder height; grasp objects weighing  
99 25-50 lbs.; push and pull objects weighing up to 100 lbs. The job requires the employee to work in  
100 an environment with moderate noise level. The job requires close vision, distance vision,  
101 peripheral vision and depth perception.

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

113 *Technology, Equipment, and Devices:* This job requires operation of a vehicle on behalf of the  
114 District. The job requires the employee to operate and occasionally troubleshoot vehicles, general  
115 office equipment, sorting equipment, and book carts. The job requires the employee to regularly  
116 operate and exhibit proficiency with computers and commonly used Microsoft applications,  
117 library systems and databases, email and cloud environments, and may use social media.

118 *Work Environment:* The job requires the employee to be subjected to repetition, working alone,  
119 working around others and remotely, verbal contact with others, face-to-face contact, inside  
120 environments, outside environments, mechanical equipment, and moving objects. This job  
121 requires the employee to regularly drive a vehicle. This job requires performance of work both  
122 inside and outside, including in conditions of variable temperatures, precipitation and extreme  
123 weather.

124 *Expected Hours of Work:* The job requires the employee to work a varied schedule, including days,  
125 evenings, and weekends (Saturday and/or Sunday). Position schedule and work location are  
126 subject to change at the discretion of management to support business needs.

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

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

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



# Meridian Library District VOLUNTEER POLICY DRAFT

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## PURPOSE

The Meridian Library District (MLD) volunteer program is designed to expand and enhance public service to the community in support of the library's mission. The Meridian Library District may utilize the helpful services of interested volunteers to supplement the work done by library staff but not replace employees or employee positions. Volunteer service aids MLD in making the best use of its fiscal resources.

## COORDINATION

MLD's Human Resources Department oversees District-wide staff requests for volunteers, recruits and onboards volunteers, and coordinates volunteer placement in collaboration with management at each location. Volunteers serve under the daily direction of Branch staff at applicable locations.

## VOLUNTEER DEFINITION

A volunteer is an individual who is 12 years of age or older, who contributes time, energy, and talents directly to the Meridian Library District without payment or the expectation of payment. Children under 12 years of age will need special approval from Human Resources or the Library Director, to volunteer, and should volunteer with/alongside a parent or guardian. All volunteers act in accordance with the policies of MLD.

## BECOMING A VOLUNTEER

Volunteers serve the library with approval from and at the complete discretion of the Human Resources Department and the Library Director.

### a. Volunteer Application

MLD requires volunteers to fill out and submit a Volunteer Application for the purpose of volunteer screening and keeping records in accordance with library policies. Submitting a volunteer application does not guarantee volunteer placement.

### b. Placement

Volunteers are invited to join the volunteer team based on their availability, skills, interests, and qualifications in relation to the needs of the library at any given time. Volunteer opportunities become available based on library needs and availability of staff to supervise. If selected, volunteers will be contacted for an interview and volunteer orientation, and may be subject to a background check.

### c. Equal Opportunity

Volunteers are selected to serve the library without regard to race, color, religion, gender, national origin, sexual orientation, gender identity, disability, marital status, or military status.

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d. **Parent/Guardian Consent**

Volunteers under 18 years of age must obtain permission from their parent/legal guardian if they wish to volunteer in a formal volunteer role at the library.

e. **Training and On-Boarding**

MLD supports efforts to set volunteers up for success. Volunteers are required to review important information, procedures, and learning tools that may relate to their role and complete any training deemed necessary before beginning new volunteer tasks. Training sessions are subject to staffing availability to coach volunteers.

**VOLUNTEER EXPECTATIONS**

Volunteers are expected to promote and maintain a positive image of the library to the public.

a. **Conduct**

Volunteers shall follow all MLD policies, be attentive to their assigned tasks, practice personal safety at all times, and respect the library's technology, property, resources, and the privacy and confidentiality of patrons, staff, and volunteers. Volunteers should bring concerns or questions to the Human Resources Department or Branch Manager.

b. **Attendance and Absences**

MLD values and appreciates the time of each volunteer. Volunteers are expected to complete scheduled shifts, but if a volunteer is unable to serve a scheduled shift, the library must be notified with as much advance notice as possible. Failure to notify the library or excessive absences may cause reevaluation of the volunteer's service with MLD library.

c. **Timekeeping and Shifts**

Volunteers will record volunteer hours by signing-in and out for shifts and shall be responsible for tracking their volunteer service hours.

d. **Harassment**

Volunteers are required to read and review the library's Code of Conduct Policy. MLD prohibits verbal, visual, physical, and sexual harassment, including unwelcome conduct directed toward a person's gender, race, color, citizenship, age (40 and over), disability, religion, genetic information, sexual orientation, gender identity, national origin or military status that substantially interferes with a employee and volunteer work performance or creates an intimidating, hostile, or offensive work environment. Any volunteer who believes a form of harassment has occurred must report it immediately to the supervisor on duty, the Human Resources Department.

**VOLUNTEER ROLES**

a. **Tasks**

Volunteers assist with supplemental tasks only assigned to them by library staff. Volunteers may not perform essential functions of MLD employee's jobs. These may include: accessing library card account systems, assisting patrons with library card account questions, driving library-owned vehicles, making supplies purchases on behalf of the library, and performing volunteer tasks inside library buildings without library staff on the premises.

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- Deleted: In these cases, volunteers will submit a Guardian Consent Form. Individuals under 18 years of age do not need parent/guardian permission to participate in library programs that may involve informal service activities, such as program set-up, take-down, or focus groups. Parents/guardians should bring questions to the Volunteer Coordinator.
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- Deleted: while ensuring sufficient desk coverage at library locations. Staff may be available to volunteers for occasional check-ins, but if volunteers are in need of additional support, they can discuss special training needs with the Volunteer Coordinator.
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b. **Library Materials**

Volunteers, through their roles, are directly involved in providing access to library materials. As such, volunteers must closely review the Collection Development Policy, as they can expect to come into contact with a variety of materials in the library's collection. The library does not monitor or filter the types of library materials a volunteer may handle while performing volunteer duties.

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Deleted: Volunteers are encouraged to discuss concerns they may have about their assigned tasks or quality of their training and supervision.

**CONCLUSION OF SERVICES**

Nothing in this policy shall be deemed to create a contract between the volunteer and ~~MLD~~. Both the volunteer and ~~MLD~~ have the right to terminate the volunteer's association with the library at any time, for any reasons or no reason, with or without cause.

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**Other Important Notes:**

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- Meridian Library District employees are not permitted to volunteer for MLD programs, events or general opportunities.
- General liability coverage is provided for volunteers operating within the scope of their assigned job duties.
- The volunteer program facilitates programs and initiatives to recognize volunteers for their service.

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