

Minerva Free Library Board

“Libraries Change Lives”

July Update

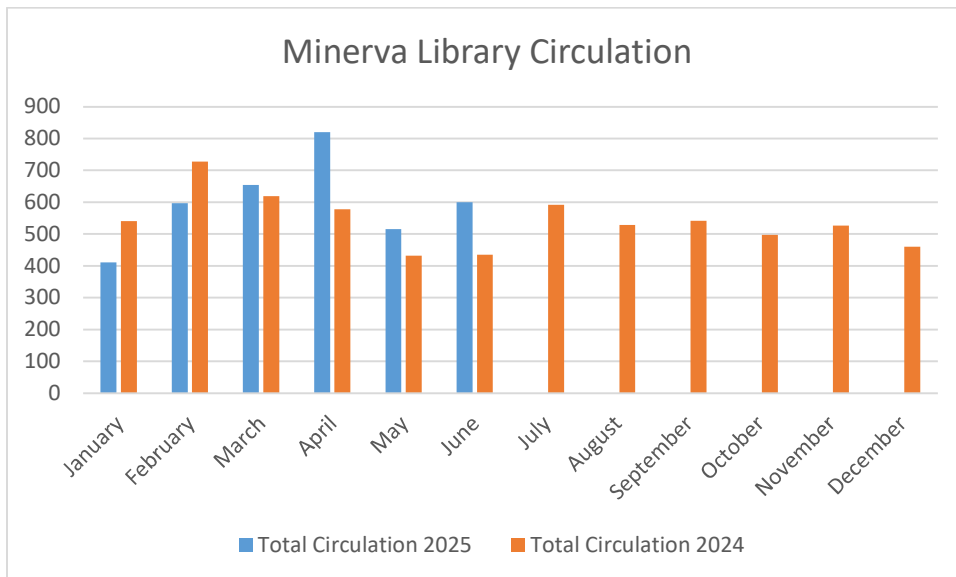
No Meeting just an update

Director’s Report: Cindy- Things are running smoothly. The lift is up and running and has passed all inspections. The security system is installed and the staff has been learning to use it and will officially be turned on for monitoring in July. We received \$2,000 in grant money to help pay for the system. Pilcrow Foundation children’s books came in and I have been processing them to be able to be checked out in time for Summer Reading Program. Cassie has been getting all things SRP ready and has even been around town for donations for prizes and such that she will be handing out via earning tickets through SRP. If you want to donate toward SRP we can always use, small water bottles, individual gluten free snacks, or monetary.

Treasurer’s Report:

- Monthly beginning balance: Checking \$51,178.67 and Savings \$ 104,102.93
- Monthly ending balance: Checking \$46,639.44 and Savings \$ 105,051.93
- Endowment Balance: \$ 186,991.23
- UBS Core Savings: \$ 52,918.35

Circulation graph: Tried something new for you to better see how circulation is going.



Next Meeting will be held on: August 5, 2025 6:00 p.m. Reminder no July meeting because of SRP

2025
Minerva Free Library
Approved Budget

	January	February	March	April	May	June	YTD		
UBS Fund Endowment	\$ 181,048.49	\$ 184,047.74	\$ 183,022.17	\$ 181,316.66	\$ 181,007.83	\$ 186,863.92			
UBS Core Savings Account	\$ 52,221.31	\$ 52,361.90	\$ 52,480.92	\$ 52,619.97	\$ 52,768.94	\$ 52,918.35			
Checking Account	\$ 1,697.09	\$ 1,425.91	\$ 77,572.91	\$ 60,500.37	\$ 56,764.00	\$ 51,178.67			
Savings Account	\$ 78,347.99	\$ 74,707.51	\$ 74,882.21	\$ 75,737.16	\$ 103,488.66	\$ 104,102.93			
Total Portfolio	\$ 313,314.88	\$ 312,543.06	\$ 387,958.21	\$ 370,174.16	\$ 394,029.43	\$ 395,063.87	\$ -		

Income	January	February	March	April	May	June	YTD	Annual Budget	\$ Remaining	%Remaining
	Actual	Actual	Actual	Actual	Actual	Actual	2025	2025	2025	2025
11.25 Balance in Operating Fund	\$ 123,694.64	\$ 122,648.38	\$ 119,497.44	\$ 106,144.09	\$ 130,159.22	\$ 123,693.16	\$ 120,102.93			
11.1 Local Funding	\$ -	\$ -	\$ -	\$ 27,500.00	\$ -	\$ -	\$ 27,500.00	\$ 55,000.00		
11.2 Local Funding	\$ -	\$ -	\$ -	\$ 27,500.00	\$ -	\$ -	\$ 27,500.00			
11.3 Local Library Services Aid (LLSA)		\$ 149.30	\$ -	\$ -	\$ -	\$ -	\$ 149.30	\$ 2,000.00		
11.7 CCLS Grants	\$ -	\$ -	\$ 612.50	\$ -	\$ 612.50	\$ 500.00	\$ 1,725.00	\$ 2,000.00		
11.8 Total System Cash Grants	\$ -	\$ 149.30	\$ 612.50	\$ -	\$ 612.50	\$ 500.00	\$ 1,874.30			
11.9 Other State Aid	\$ 1,728.00	\$ -					\$ 1,728.00	\$ -		
11.10 LSTA							\$ -			
11.11 Other Federal Aid							\$ -			
11.12 Total Federal Aid (11.10, 11.11)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
11.14 Gifts & Endowments	\$ 244.75	\$ 77.00	\$ -	\$ 250.00	\$ -	\$ 2,447.57	\$ 3,019.32	\$ 1,100.00		
Donation Box	\$ -		\$ -	\$ -	\$ -	\$ 123.00				
Gifts	\$ 244.75	\$ 77.00	\$ -	\$ 250.00	\$ -	\$ 16.00				
Room donation	\$ -									
Grants			\$ -		\$ -	\$ 2,308.57				
11.15 Fund Raising	\$ 5.00	\$ -	\$ 240.00	\$ -	\$ -	\$ 20.00	\$ 265.00	\$ 400.00		
candy box	\$ -			\$ -						
book clubs	\$ 5.00		\$ -				\$ 5.00			
charcuterie							\$ -			
prickly pear			\$ 240.00	\$ -			\$ 240.00			
sweet pea designs						\$ 20.00	\$ 20.00			
11.16 Income from Investments transfer	\$ 1.31	\$ 1.16	\$ 1.29	\$ 1.50	\$ 1.77	\$ -	\$ 7.03	\$ -		
11.17 Library Charges (petty cash)	\$ 216.86	\$ 4.00	\$ -	\$ -	\$ -	\$ -	\$ 220.86	\$ 200.00		
petty cash	\$ 216.86									
lost book										
Inter Library Loan		\$ 4.00								
copies										
11.18 Other Misc.	\$ 29.00	\$ -	\$ -	\$ -	\$ -	\$ 290.00	\$ 319.00	\$ 300.00		
book sale	\$ 29.00	\$ -	\$ -		\$ -	\$ 290.00				
	\$ -						\$ -			
11.19 Total Other Receipts (11.14 thru 11.18)	\$ 496.92	\$ 82.16	\$ 241.29	\$ 251.50	\$ 1.77	\$ 2,757.57	\$ 3,831.21	\$ 61,000.00		
11.20 Total Operating Fund Receipts (Total of 11.2, 11.8, 11.12, 11.19)	\$ 2,224.92	\$ 231.46	\$ 853.79	\$ 27,751.50	\$ 614.27	\$ 3,257.57	\$ 34,933.51	\$ -		
11.26 Grand total receipts	\$ 125,919.56	\$ 122,879.84	\$ 120,351.23	\$ 133,895.59	\$ 130,773.49	\$ 126,950.73	\$ 155,036.44	\$ 61,000.00		

Expenses	January	February	March	April	May	June	2025	Annual Budget	\$ Remaining	%Remaining
	Actual	Actual	Actual	Actual	Actual	Actual	YTD	2025		
12.2 Other Staff	\$ 2,345.88	\$ 1,967.00	\$ 2,082.00	\$ 2,392.50	\$ 2,119.00	\$ 1,717.63	\$ 12,624.01	\$ 28,574.00	\$ 15,949.99	56%
12.3 Total Salaries and Wages	\$ 2,345.88	\$ 1,967.00	\$ 2,082.00	\$ 2,392.50	\$ 2,119.00	\$ 1,717.63	\$ 12,624.01	\$ 28,574.00		
Social Security	\$ 145.45	\$ 121.97	\$ 129.07	\$ 148.34	\$ 131.39	\$ 106.49	\$ 782.71	\$ 1,772.00	\$ 989.29	56%
Medicare	\$ 34.02	\$ 28.53	\$ 30.18	\$ 34.69	\$ 30.73	\$ 24.91	\$ 183.06	\$ 400.00		
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	100%
Unemployment										
Disability							\$ -	\$ 400.00	\$ 400.00	100%
NYS Paid Family Leave							\$ -			
IRS payments			\$ -							
12.4 Employee Benefits and Expenditures (Medicare, Workers Comp, Disability)	\$ 179.47	\$ 150.50	\$ 159.25	\$ 183.03	\$ 162.12	\$ 131.40	\$ 965.77	\$ 3,572.00		
12.5 Total Staff Expenditures	\$ 2,525.35	\$ 2,117.50	\$ 2,241.25	\$ 2,575.53	\$ 2,281.12	\$ 1,849.03	\$ 13,589.78	\$ 32,146.00		
12.6 Print Materials	\$ -	\$ 337.83	\$ -	\$ 332.99	\$ 698.72	\$ 49.76	\$ 1,419.30	\$ 2,000.00	\$ 580.70	29%
12.7 Electronic Materials	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 600.00	\$ 300.00	50%
12.8 DVDs, toys	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250.00	\$ 250.00	100%
12.9 Total Collection Expenditures	\$ 50.00	\$ 387.83	\$ 50.00	\$ 382.99	\$ 748.72	\$ 99.76	\$ 1,719.30	\$ 2,850.00		
12.10 From Local Public Funds (71PF)							\$ -			
12.11 Other Funds Expenses	\$ 50.00			\$ 179.99	\$ 1,728.00	\$ 4,387.26	\$ 6,345.25	\$ 10,000.00		
12.12 Total Capital Expenditures	\$ 50.00	\$ -	\$ -	\$ 179.99	\$ 1,728.00	\$ 4,387.26	\$ 6,345.25	\$ 10,000.00		
12.13 From Local Public Funds										
12.14 From Other Funds Repairs			\$ 9,300.00		\$ 1,095.00		\$ 10,395.00	\$ 250.00	\$ (10,145.00)	-4058%
12.15 Total Repairs	\$ -	\$ -	\$ 9,300.00	\$ -	\$ 1,095.00	\$ -	\$ 10,395.00	\$ 250.00		
Gas	\$ 143.00	\$ 143.00	\$ 133.00	\$ 133.00	\$ 133.00	\$ 151.00	\$ 836.00	\$ 2,000.00	\$ 1,164.00	58%
Electric	\$ 86.30	\$ 73.08	\$ 71.16	\$ 78.94	\$ 105.32	\$ 103.52	\$ 518.32	\$ 1,200.00	\$ 681.68	57%
Water & Sewer	\$ 184.02	\$ 185.01	\$ -	\$ -	\$ 187.33	\$ -	\$ 556.36	\$ 1,100.00	\$ 543.64	49%
Insurance Property/Liability	\$ -	\$ -	\$ 2,319.84	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00	100%
Custodial	\$ -	\$ -	\$ -	\$ 71.68	\$ -	\$ 30.00		\$ 250.00		
Miscellaneous	\$ -	\$ 60.00	\$ -	\$ -	\$ -	\$ -	\$ 60.00	\$ 1,054.00		
12.16 Other Disbursements for Operation & Maintenance of Buildings	\$ 413.32	\$ 461.09	\$ 2,524.00	\$ 283.62	\$ 425.65	\$ 284.52	\$ 1,970.68	\$ 8,104.00	\$ 6,133.32	76%
12.17 Total Operation & Maintenance of Buildings (12.15, 12.16)	\$ 413.32	\$ 461.09	\$ 11,824.00	\$ 283.62	\$ 1,520.65	\$ 284.52	\$ 12,365.68	\$ 8,354.00		
12.18 Office & Library Supplies	\$ 68.19	\$ -	\$ 81.76	\$ -	\$ 32.16	\$ 149.78	\$ 331.89	\$ 1,500.00	\$ 1,168.11	78%
Fax	\$ 19.34		\$ 10.13	\$ 11.29	\$ 10.20	\$ 10.64	\$ 61.60			
Phone	\$ 79.98	\$ 79.98		\$ 182.95	\$ 24.81	\$ 16.81	\$ 384.53	\$ 300.00	\$ (84.53)	-28%
Internet	\$ -	\$ -	\$ -	\$ 120.00	\$ -	\$ -	\$ 120.00	\$ 900.00	\$ 780.00	87%
12.19 Telecommunications	\$ 99.32	\$ 79.98	\$ 10.13	\$ 314.24	\$ 35.01	\$ 27.45	\$ 566.13	\$ 1,200.00	\$ 633.87	53%
12.20 Postage/freight	put in misc	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12.21 Professional Consultant Fees	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ 300.00	\$ 300.00	\$ -	0%
12.22 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00	100%
Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150.00		
SRP/Events (Halloween/Christmas, etc.)	\$ 61.00	\$ 24.00	\$ -	\$ -	\$ -	\$ 50.00	\$ -	\$ 1,000.00	\$ 1,000.00	100%
12.23 Other Miscellaneous	\$ 4.00	\$ 12.00	\$ -	\$ -	\$ 734.67	\$ -	\$ 750.67	\$ 1,700.00	\$ 949.33	56%
Memorial / flowers		\$ -			\$ 603.17					
postage										
Inter Library Loan	\$ 4.00	\$ 12.00	\$ -	\$ -	\$ 8.00					
Publicity			\$ -	\$ -	\$ 123.50					
12.24 Other Miscellaneous (12.18 thru 12.23)	\$ 232.51	\$ 415.98	\$ 91.89	\$ 314.24	\$ 801.84	\$ 227.23	\$ 2,083.69	\$ 7,650.00		
12.32 Total Operating Fund Disbursements	\$ 3,271.18	\$ 3,382.40	\$ 14,207.14	\$ 3,736.37	\$ 7,080.33	\$ 6,847.80	\$ 36,103.70	\$ 61,000.00		
12.36 Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -					
12.38 Total Disbursements and Transfers	\$ 3,271.18	\$ 3,382.40	\$ 14,207.14	\$ 3,736.37	\$ 7,080.33	\$ 6,847.80	\$ 36,103.70	\$ 61,000.00		
12.39 Balance in Operating Fund	\$ 122,648.38	\$ 119,497.44	\$ 106,144.09	\$ 130,159.22	\$ 123,693.16	\$ 120,102.93	\$ 118,932.74			
12.40 Grand Total disbursements will equal 11.26	\$ 125,919.56	\$ 122,879.84	\$ 120,351.23	\$ 133,895.59	\$ 130,773.49	\$ 126,950.73	\$ 155,036.44			

June 2025
Checking Register

Check/Code	Date	Transaction	Description	Withdrawal	Deposit	Balance
			Beginning Balance			\$51,178.67
	6/6/2025	Payroll	Direct Deposit	\$822.20		\$50,356.47
	6/6/2025	Payroll	Taxes	\$222.54		\$50,133.93
	6/9/2025	National Grid	Electric	\$103.52		\$50,030.41
	6/9/2025	National Fuel	gas	\$151.00		\$49,879.41
	6/9/2025	CCLS	Ebooks-50, Fax-10.64, Phone-16.81	\$77.45		\$49,801.96
	6/9/2025	National Bank Omaha	bcredit card charges	\$369.48		\$49,432.48
	6/18/2025	Payroll	Direct Deposit	\$629.45		\$48,803.03
	6/18/2025	Payroll	Taxes	\$174.84		\$48,628.19
6211	6/9/2025	Village of Sherman	grabage bags	\$30.00		\$48,598.19
	6/10/2025	FSC	security system	\$4,267.32		\$44,330.87
	6/12/2025	deposit	Security System Grant		\$2,000.00	\$46,330.87
	6/20/2025	deposit	Give Big CHQ		\$185.00	\$46,515.87
	6/20/2025	deposit	Give Big CHQ		\$123.57	\$46,639.44
Totals		Transaction count: 13		\$6,847.80	\$2,308.57	\$46,639.44

June 2025

Savings Register

Check/Code	Date	Transaction	Description	Withdrawal	Deposit	Balance
			Beginning Balance			\$104,102.93
	6/9/2025	deposit	booksale-284, donation box-123, book club-16, sweet pea fund-20		\$443.00	\$104,545.93
	6/17/2025	deposit	booksale-6, SRP Grant-500		\$506.00	\$105,051.93
Totals		Transaction count: 2		\$0.00	\$949.00	\$105,051.93