

**ANNUAL SURVEY OF SOUTH DAKOTA PUBLIC LIBRARIES**

READ ALL OF THE FOLLOWING INSTRUCTIONS BEFORE BEGINNING THE SURVEY! THANK YOU!

1. The South Dakota State Library requests each public library in South Dakota to complete and return this annual survey. (All legally established public libraries are REQUIRED to submit an annual report by South Dakota State Law).
2. For your convenience, most fields in Section A have been prefilled. Please check these fields for accuracy and correct ONLY if necessary. Call the State Library to report editing these prefilled fields.
3. Each library should report on the fiscal year on which its local governmental unit operates. Deadline for 2014 report - March 31, 2015.

**GENERAL INSTRUCTIONS**

4. The purpose of this survey is to ensure the collection of comparable data in all public libraries in South Dakota. This data will be useful in the creation of a composite report on the public libraries of the United States. They will also be useful in state-to-state comparisons and for in-state comparisons by South Dakota libraries.
5. Each library is responsible for the quality of the data submitted for that library. When the data is reported to the State Library, some checks will be performed on the data, but the local library (library director and Chair of the Library Board) should check it carefully for accuracy BEFORE SUBMITTING the Survey.
6. The State Library will report all data for each library in the state to the FEDERAL Institute of Museum and Library Services (IMLS).
7. The South Dakota Survey will collect and report data for the fiscal year from January 1 through December 31. Libraries observing a different fiscal year should report data for the most recent complete fiscal year.
8. Where annual figures are requested, they should be figures from the most recent complete fiscal year. Where a simple count is requested, it should be accurate as of the end of that fiscal year.
9. Definitions are important to ensure comparability of data from different libraries and states. It is essential that all libraries strictly adhere to them.
10. Estimates are important if exact data is not available. Reporting libraries should NOT leave any items blank. They should enter "0" if the appropriate entry for an item is zero or requesting a NUMBER. Enter "N/A" if an item does Not Apply to a particular library. If an exact figure is not available for a particular item but it is known that the amount is greater than zero, the librarian should ENTER AN ESTIMATE OF THE AMOUNT. Do not use brackets to indicate an estimate. (In the rare situation where information is available, but for some reason beyond your control, cannot be shared, place a "-1" in the line and notify the State Library liaisons to make certain you are doing this correctly.)
11. Libraries are encouraged to collect data in all categories so estimates will not be necessary.
12. All financial entries should be rounded-off to the nearest dollar.
13. IMPORTANT NOTICE to ALL SCHOOL/PUBLIC combination libraries: This survey may include statistics and finances from BOTH sides. Only in the "School Library Survey" do you report solely school library statistics. This is a national survey and a complete picture of staffing, expenditures, programming, services, circulation, inventory, etc. is necessary.
14. If parts of the form are unclear, feel free to call or write for further clarification. Data Coordinator, State Library, 1-800-423-6665, shawn.behrends@state.sd.us .

**SECTION A. GENERAL INFORMATION**

A01.Library Name	HURON PUBLIC LIBRARY
A02.County	BEADLE

**Mailing Address**

A03.Mailing Address	521 DAKOTA AVE SOUTH
A04.Street Address	521 DAKOTA AVE SOUTH
A05.Mailing City	HURON
A06.Mailing ZIP Code	57350
A07.Mailing ZIP+4 Code	2797

**Contact**

A08.Librarian	Shirley Apley
A09.Phone (Library)	6053538530
A10.Fax	(605) 353-8532
A11.Email address of director	librarydirector@libraryhuronsd.com

**Admin / Population**

A12.Fiscal year being reported	Jan - Dec
A13.Legal Service Area Boundary Change	No
A14.Governmental unit under which library is legally established	City
A15.Year legally established	1907
A16.a.Total Population Chartered OR Contracted to serve most recent	13,097
A16.b.Unduplicated Population of Service Area	13,097
A17.Estimated Population Total Service Area	18,080
A18.What do you charge for a Nonresident library card?	\$20

**Outlets**

A19.Number of Central Libraries	1
A20.Number of Branch Libraries	0
A21.Number of Bookmobiles	0
A22.Building or Remodeling of Library	No
A23.Building or Remodeling Explantion	
A24.Total square footage	28,000

**Codes**

A25.Legal Basis Code	Municipal Government (city, town or village)
A26.Geographic Code	City (most nearly)

**SECTION B. LIBRARY HOURS / BRANCH INFORMATION**

Main Library Hours (B01-B05). Total hours open to the public per week not per year. Does not include bookmobile stops. Report ONLY hours open to the public.

For Library Hours: Select N/A on each field not used.

	B01. Open AM	B02. Close AM	B03. Open PM	B04. Close PM	B05. Total Hours
Sunday	N/A	N/A	N/A	N/A	N/A
Monday	9:00	N/A	N/A	8:00	11.00
Tuesday	9:00	N/A	N/A	8:00	11.00
Wednesday	9:00	N/A	N/A	8:00	11.00
Thursday	9:00	N/A	N/A	8:00	11.00
Friday	9:00	N/A	N/A	5:00	8.00
Saturday	9:00	N/A	N/A	5:00	8.00

**Total Hours**

Indicate administrative time in which library is not open to the public in a note.

B36.Total Hours Open per Week	60.00
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**Outlet**

**BRANCH INFORMATION**

If you are a standalone library, you must still complete this section for your building.

Branch Library. Branch libraries have all of the following:

(1) separate quarters, (2) a permanent basic collection of books, (3) a permanent staff, and (4) a regular schedule for opening to the public. They are, however, administered from a central unit.

Location		B37. Branch Library's name
HURON PUBLIC LIBRARY		HURON PUBLIC LIBRARY

**Address**

Location		B38. Address	B39. City	B40. ZIP Code	B41. Zip+4 Code
HURON PUBLIC LIBRARY		521 DAKOTA AVE SOUTH	HURON	57350	2797

**Contact**

Location		B42. County	B43. *Phone Number
HURON PUBLIC LIBRARY		BEADLE	6053538530

**Outlet Code**

Location		B44. Outlet Type Code
HURON PUBLIC LIBRARY		Central Library

**Facilities**

Location		B45. Square footage of branch (or outlet)	B46. Number of Bookmobiles in Outlet Record
HURON PUBLIC LIBRARY		28,000	0

Annual Service Hours

Location		B47. Total Public Service Hours OPEN Per Year	B48. Total Number of Weeks Per Year this branch library is Open
HURON PUBLIC LIBRARY		3,120	52

Branch Librarian

Location		B49. Branch (or outlet) Librarian's Name
HURON PUBLIC LIBRARY		Shirley Apley

Typical Week

Location		B50. Total hours open during a typical week	B51. Total days open during a typical week
HURON PUBLIC LIBRARY		60	6

Total Staff

Location		B52. Total Branch (or outlet) Staff paid
HURON PUBLIC LIBRARY		16

**SECTION C. PERSONNEL**

Report figures as of the last day of the fiscal year. Include unfilled positions if a search is currently underway. Salary of the director is reported as annual salary.

Hours worked. Please indicate the total hours worked by all employees within each category (library assistants, clerical, etc). Include student assistants if paid by the library.

**Head Librarian**

Regardless of educational background, the director of the library is reported as Head Librarian. There can be only one Head Librarian.

C01.Head Librarian	1
C02.Current Annual Salary (excluding benefits)	56,500.00
C03.Total Hours Worked Per Week Head Librarian	40

**Other Librarians**

Librarian. Persons reported under this category usually do work that requires professional training and skill in the theoretical or scientific aspect of library work, or both, as distinct from its mechanical or clerical aspect. The usual educational requirement is a master's degree from a library education program approved by the American Library Association.

C04.Total number of OTHER Paid Librarians	7.00
C05.Total number of OTHER Paid Librarian hours worked per week	280
C06.Total Hours Worked Per Week - ALL Librarians	320
C07.Total Paid Librarians FTE	8.00

**All Other Paid Staff**

C08.Total Number of All Other Paid Staff	9.50
C09.Total Number of All Other Paid Staff hours worked per week	170
C10.All Other Paid Staff FTE	4.25
C11.Total Paid Employees FTE	12.25
C12.ALA-MLS Librarians	2.00
C13.Hours Worked Per Week - ALA-MLS Librarians	80
C14.FTE Librarians ALA-MLS	2.00
C15.Highest Educational Level Achieved by Head Librarian	Masters of Library Science
C16.Total Number of Volunteers	15.00
C17.Average Hours Worked per Week - Volunteers	20
C18.Number of Staff Paid from Other Sources	0
C19.Non-Library Pay Sources	N/A
C20.Average Hours/Week Provided by Staff Paid by Non-Library Source	0

**SECTION D. INCOME (OPERATING)**

Report in whole dollars (\$100 not \$99.75) Do not include Balance Brought Forward.

D17 (total operating income) and E09 (total operating expenditures) should be nearly the same number. If not, you must provide notes in those fields explaining how much was carried over or forfeited if your budget was zeroed out at the end of the fiscal year.

**Total Income Received During Fiscal Year**

D01.Operating Income - City/Town	\$752,070
D02.Operating Income - County	\$0
D03.Operating Income - School District	\$0
D04.Operating Income - Tribal Appropriation	\$0
D05.Operating Income - College Appropriation	\$0
D06.Operating Income - Other Contracts (other Libraries or other towns)	\$0
D07.Local Government Revenue	\$752,070
D08.State Appropriations	\$0
D09.Federal Income (Excluding LSTA grants)	\$0
D10.LSTA Grants	\$0

**Miscellaneous Funds for Operating Expenses**

D11.Fines (If Kept as Income)	\$7,639
D12.Gifts and Endowments	\$50,532
D13.Income ONLY from Trust Funds/Savings	\$1,137
D14.Income from Sale of Library Cards	\$4,840
D15.Other Miscellaneous Funds	\$5,033
D16.Total Miscellaneous Operating Income	\$69,181
D17.Total Operating Income	\$821,251

**Capital Income**

INCLUDE all revenue to be used for major capital expenditures. Examples include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipments, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, and other revenue to be used for major capital expenditures.

EXCLUDE revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

D18.Local Government Capital Income	\$48,000
D19.State Government Capital Income	\$0
D20.Federal Government Capital Income	\$0
D21.Other Capital Income	\$0
D22.Total Capital Income	\$48,000

**SECTION E. EXPENDITURES**

Report in Whole Dollars.

NOTE: It is very important to report all costs affiliated with the provision of library services. If the library is physically housed in a city building that also houses several other offices, all heating, cooling, insurance, electrical, water, etc. that are billed for the building as a whole should be PRO-RATED to reflect the percentage of space occupied by the library.

D17 (total operating income) and E09 (total operating expenditures) should be nearly the same number. If not, you must provide notes with those questions explaining how much was carried over or forfeited if your budget was zeroed out at the end of the fiscal year.

**Staff Expenditures**

E01.Salaries and Wages for Library Staff	\$328,923
E02.Total Employee Benefits	\$72,340
E03.Total All Salaries and Benefits	\$401,263

**Collection Expenditures**

E04.Print Materials Expenditures	\$69,424
E05.Electronic Materials Expenditures	\$34,341
E06.Other Materials Expenditures	\$9,851
E07.Total Expenditures for Library Materials	\$113,616

**Operating Expenditures**

E08.All Other Operating Expenditures	\$160,275
E09.Total Operating Expenditures	\$675,154

**Capital Expenditures**

Outside your annual operating budget. Please report the amount of capital expenditures the Library made from January 1 to December 31, 2014.

Examples INCLUDE funds expended for site acquisition; new buildings; additions to or renovation of library buildings; furnishings, equipment and initial book stock for new buildings, building additions, or building renovations; library automation systems; new vehicles; and other one time major projects. EXCLUDE replacement and repair of existing furnishing and equipment, regular purchase of library materials, and investments for capital appreciation.

E10.Capital Expenditures - Land	\$0
E11.Capital Expenditures - Buildings	\$0
E12.Capital Expenditures - Remodeling	\$45,000
E13.Capital Expenditures - Computer Hardware	\$3,000
E14.Capital Expenditures - Audio Visual Equipment	\$0
E15.Capital Expenditures - Other Equipment	\$0
E16.Capital Expenditures - Automotive Vehicles and Bookmobiles	\$0
E17.Capital Expenditures - Debt Payments	\$0
E18.Capital Expenditures - Other	\$0

**Expenditure Total**

E19.Total Capital Expenditures	\$48,000
E20.Total Expenditures	\$723,154

**SECTION F. LIBRARY HOLDINGS**

Report only items the library has acquired as part of the collection, whether purchased, leased, licensed, or donated as gifts.

**Books**

F01.Books	75,403
F02.a.Ebooks units accessed through SDTG	11,494
F02.b.Other Ebooks units owned, leased, or licensed	500
F02.Total Electronic Books (E-Books)	11,994

**Subscriptions**

Serials. A publication issued in successive parts, usually at regular intervals, and as a rule, intended to be continued indefinitely. Serials include periodicals (magazines), newspapers, annuals (reports, yearbooks, etc.), proceedings, and transactions of societies.

F03.Current Print Serial Subscriptions	149
F04.Current Electronic Serial Subscriptions	210

**Licensed Databases**

Report the number of licensed databases acquired through payment of formal agreement. A database is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. Most database products are currently accessed via the Internet. Each database is counted individually even if access to several databases is supported through the same vendor interface.

F05.Local/Other Licensed Databases	32
F06.State Licensed Databases	39
F07.Total Licensed Databases	71

**Audio, Video, Other**

Total Owned at End of Year

F08.Audio - Physical Units	3,260
F09.a.Audio - Downloadable units accessed through SDTG	3,225
F09.b.Other Downloadable Audio units, owned, leased, or licensed	0
F09.Total Audio - Downloadable Units	3,225
F10.Video - Physical Units	2,845
F11.Video - Downloadable Units	0
F12.Other (films, multimedia kits, maps, etc.)	200

**Collection and Circulation Ratios and Percentages**

Total Holdings	97,357
% of Holdings are Print Materials	77.45%
% of Holdings are Audio Materials	6.66%
% of Holdings are Video Materials	2.92%
% of Holdings are Electronic Books	12.32%
Circulation of Children's Materials As Percent of Total Circulation	32.07%

**SECTION G. SERVICES ACTIVITIES**

Include data from all branches/outlets

**Library Service Indicators**

G01.Annual Public Service Hours/Year (ALL outlets)	3,120
G02.Annual Total Attendance in Library	88,905
G03.Annual Total Reference Transactions Completed	2,500
G04.Registered Users	5,794

**Circulation**

The act of lending an item from the library collection for use generally (although not always) outside the library. This activity includes charging, either manually or electronically, and also renewals, each of which is reported as a circulation transaction. Do not report in-house use of library materials. Circulation of items borrowed on interlibrary loan is counted and included here. Large Print circuit books are included here.

**Books**

Books circulated

	G05. Adult (over 18) Circulation	G06. Juvenile Circulation	G07. Total Circulation of Books
a. Main Library	42,460	35,239	77,699
b. Branches/Deposit Stations	0	0	0
c. Bookmobile Stops	0	0	0
Total	42,460	35,239	77,699

**Circulation for Other Materials**

G08.Circulation of Magazines and Other Items Not Included Above	1,881
G09.Circulation of Non-Print Materials	26,301
G10.Total electronic materials loaned (circulated)	4,000



**Total Circulation of Library Materials**

G11.Total Circulation	109,881
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**Library Programs**

**HOW TO COUNT LIBRARY PROGRAMS:**

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a special social need. Examples of these types of programs include film showings; lectures; story hours; literacy; English as a second language, and citizenship classes; and book discussions.

Count all programs, regardless of the target age group (children, YA, and adult), whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities (for example, the coin and stamp club, 4-H, etc).

If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Note: Count library activities delivered on a one-to-one basis, rather than to a group, in G14.

**HOW TO COUNT LIBRARY PROGRAM ATTENDANCE:**

This is a count of the audience at library programs. Count every attendee every time they attend an event. Include adults who attend programs primarily intended for children in children's programs. Do not count attendance for programming delivered on a one-to-one basis.

	G12. Library Programs	G13. Library Program Attendance
a. Children	125	8,739
b. Young Adult	93	1,142
c. Adult	22	462
Total	240	10,343

**Library Program Ratios and Totals**

Total Attendance Per Program	43.10
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**One-to-one Programs**

G14.How many one-to-one program sessions did the library conduct?	0
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**Internet**

G15.Does your library provide public access to the Internet?	Yes
G16.If yes to G15, how is this access provided?	both
G17.Number of Internet terminals available for use by general public	17
G18.Number of laptop computers available for public circulation	0
G19.Total Number of Internet Computers Used by General Public	17
G20.Annual Number of Public Access/Internet USES/sessions (per 30-minute sessions)	14,846
G21.Annual wireless sessions	-1
G22.URL of the library's webpage	<a href="http://library.huronsd.com">http://library.huronsd.com</a>
G23.How often does the library update the content of its webpage?	at least monthly

**Library Policies and Practices**

G24.What is your standard circulation period for books?	3 weeks
G25.Do you have a written policy for non residents?	Yes
G26.What do you charge/day for over due books?	.10
G27.Is your catalog automated?	Yes
G28.What Automation System Do You Use?	Book Systems (Atrium)
G29.If you have an automated system, is it connected to the Internet?	available online

**Disability Services Provided by the Library**

Does the library provide services for persons with the following disabilities?

G30.a.Services for the Blind	Yes
G30.b.Services for the Seeing Impaired	Yes
G30.c.Services for the Physically Disabled	Yes
G30.d.Services for Learning Disabilities	Yes
G30.e.Services for the Deaf	Yes

**Resource Sharing / InterLibrary Loan**

Note: The statistics reported here (should be) included in the circulation count reported in the last section. Circuit Large Print IS NOT "Inter-Library loan".

Interlibrary Loans. An item of library material, or a copy of the material, is made available by one library to another upon request. It includes both lending and borrowing. The libraries involved in interlibrary loans are not under the same library administration. Report number of actual items provided to other libraries and actual items received from other libraries. Count in-state and out-of-state loan items separately.

**In-State**

	G31. Recieved from/borrowed from Other Libraries	G32. Provided/sent/loaned to Other Libraries
a. SD Academic Libraries	29	37
b. SD Public Libraries	131	863
c. SD School Libraries	0	66
d. SD Other Libraries	5	11
e. SD State Library	2	20
f. In-State Total	167	997

**Out-of-State**

	G31. Received from/borrowed from Other Libraries	G32. Provided/sent/loaned to Other Libraries
g. Minitex	15	35
h. Other Libraries	1	0
i. Non-Library Sources	0	0
j. Out-of-State Total	16	35

**Total**

	G31. Received from/borrowed fromOther Libraries	G32. Provided/sent/loaned to Other Libraries
Total ILLs	183	1,032

**SECTION H. TRUSTEES (Current)**

Trustees are appointed by the governing body (i.e., city council, county commission, etc.) for a term of three (3) years. At the end of the term, the governing body should be notified and the trustees either reappointed or replaced.

Indicate the office held by the trustee (i.e., Chair, Vice-Chair, etc.) If no specific office is held enter "trustee." The librarian is not a trustee, but can hold the office of recording secretary. List ALL your trustees (FIVE or SIX) and pertinent information. School/Public Combination Libraries: If you have more than 6 Trustees, mail complete PAPER list to the State Library. Be sure to include EMAIL ADDRESSES for all trustees.

Throughout the year, please send (to the State Library) the name and the address of each new trustee as they are appointed to the board. Also indicate which board member that they replace. Your assistance in helping to maintain a current mailing list for trustee is appreciated.

	H01. Name	H02. Mailing Address	H03. Telephone - Home	H04. Telephone - Business	H05. Office Held	H06. Term Expires	H07. E-Mail
	Dave Wright	Huron, SD 57350	(605)	(605)	Trustee	2015	
	Julie Hill	Huron, SD 57350	(605)	(606)	President	2016	j
	Mackenzie Kindel	Huron, SD 57350	(605)	(800)	Trustee	2016	
	Jim Gropper	Huron, SD 57350	(605)		Vice-President	2015	
	Kristy Jungemann	Huron, SD 57350	(605)	(605)	Trustee	2016	
	Doug Kludt	Huron, SD 57350	(605)	(605)	City Council Rep.	2018	

**Library Trustee / Board Information**

H08.Trustee Meetings Held per Year	Monthly
H09.Trustees Appointed By	City Council
H10.Trustee Meeting Schedule	Fourth Tuesday of the month at 5 pm
H11.Date of Last Public Library Board Meeting	Feb 10, 2015

**Friends of the Library**

H12.FOL (Friends of the Library Group)	Yes
H13.FOL - President's Name and Address	Brenda Welch, Huron, SD 57350

**Foundation**

H14.Does your library have a Library Foundation?	No
H15.Library Foundation - President's Name and Address	n/a

**SECTION I. CERTIFICATION / ACCREDITATION**

I01.Library Accredited to SD Accreditation Standards?	No
I02.Renewal Year for SD Accreditation Standards	-1
I03.Library Director Certified by SD Certification Standards?	No
I04.Renewal Year for Director's SD Certification Standards	-1
I05.Local Governmental Ordinance or Minutes on file with SDSL?	Yes
I06.Library Board By-Laws Updated in Last Two Years?	Yes
I07.Technology/Internet Policies Updated in Last Two Years?	Yes
I08.Has the library hosted a children's summer reading program in the past two years?	Yes
I09.Library has an Up-to-date Disaster Plan?	Yes

**SECTION J. SPECIAL SERVICES**

J01.Narrative Listing of Any Special Events	The library exited from SDLN ALEPH to Book Systems, Inc. Atrium. Our Children's librarian retired and a new one was hired. City Commission approved creation of Young Adult librarian.
J02.Librarian or Staff Member Completing the Survey	Shirley Apley
J03.President of Board of Trustees/or Director of Institution	Julie Hill

**SUBMISSION**

1. Certificate Form (available from the Enter screen of the survey) must be printed off and SIGNED by:
  - A) the head librarian and
  - B) the President of the Board of Trustees and
  - C) a city or county official such as the Finance Officer, county commissioner or mayor.

Then within 30 days of the electronic submission, the signed certificate should be mailed to:

South Dakota State Library  
Attn: Shawn Behrends, Data Coordinator  
800 Governors Drive  
Pierre, South Dakota 57501-2294  
1-800-423-6665

By signing it, you are stating that the information is CORRECT, including the accuracy of the financial information, to the best of you and your governing body's (city/county/school district) knowledge. Once received your annual report will be complete. After this date you may be contacted for corrections or to clarify answers.

2. When ready to submit your electronic report you must click the Submit/Lock button in the upper right-hand quadrant of the screen.
3. You will see a locked icon where the Submit/Lock button was if your submission is successful. Otherwise, you will receive a notice on your screen listing the fields with missing data, and/or failed edit checks. Please use the notepad icons to the left of the input field at add annotations to satisfy edit checks.

Note: A copy of your survey can be printed before or after your survey has been submitted.

If you experience difficulty submitting your report, call the State Library. 1-800-423-6665 or 1-605-773-3131.

Thank you for your assistance in helping us collect accurate and timely information for the state and federal government. This is vital information which supports local, state and federal lobbying for essential library services including the SDSL statewide electronic database resources made available free of charge.

D17. Of the \$752,070.00 funds approved for FY2014 the library spent \$722,907.41. \$29,162.59 was returned to the City coffers this was due to our children's librarian retiring and the length it took to hire a replacement. These were City funds. The rest of the unspent money is under Library Board control and we just let it sit in our trust accounts until we need it.(SD01-2015-02-25)

E09. Of the \$752,070.00 funds approved for FY2014 the library spent \$722,907.41. \$29,162.59 was returned to the City coffers this was due to our children's librarian retiring and the length it took to hire a replacement. These were City funds. The rest of the unspent money is under Library Board control and we just let it sit in our trust accounts until we need it.(SD01-2015-02-25)