



**NOTICE OF LIBRARY BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
6/15/2022 amended 6/14/22**

The regular meeting of the Board of Trustees of the Meridian Library District will be held at 7:00 p.m. on Wednesday, June 15, 2022. The meeting will be held in-person at the main library building located at 1326 W. Cherry Lane in the lobby and online with streaming available. June is the Annual Meeting of the Board of Trustees as per Idaho Code §33-2719.

JOIN WEBEX MEETING

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

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

JOIN BY PHONE +1-650-215-5228

Meeting Agenda

Annual Meeting Business:

1. **Election of Officers:** [ACTION ITEM]
2. **Conflict of Interest form (all Trustees)**
3. **Review Board Bylaws & Trustee Job Description**
4. **Approve 2022-2023 Board Meeting Date Calendar** [ACTION ITEM]

Regular Meeting Business:

5. **Strategic Plan Update Presentation:** Nick Grove
6. **Guest comments:** Individuals in person will be given three minutes to speak. Comments are not accepted via WebEx during the meeting. Comments may be submitted to the Board in writing. Written comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record. <https://www.mld.org/message-board-trustees>
7. **Consent Agenda:** Consent agenda items are considered to be routine and are acted on with one motion. There will be no separate discussion on these items unless a member of the library board requests an item to be removed from the Consent agenda for discussion. [ACTION ITEM]
 - a. Regular Meeting Minutes, May 18, 2022
 - b. UNBOUND final Mural design
 - c. **Foundation Manager** (edits)
 - d. **HR Manager** (title change and edits)
 - e. **HR Coordinator** (edits)
 - f. **HR Assistant** (temporary 200 hrs)
 - g. **Finance Manager** (title change and edits)
 - h. **Updated Salary Schedule**
8. **Discuss and Approve Meridian Library District Access to Public Records Policy** [ACTION ITEM] Lisa
9. **Discuss and Approve Display Policy Revision** [ACTION ITEM] Nick
10. **Approval May 2022 Financial Reports** [ACTION ITEM]

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

11. **Update names on bank accounts:** the removal of Gretchen Caserotti and Christina Hirsh's names from all bank accounts, and add Laura Knutson. [ACTION ITEM]
12. **South Branch Discussion**
13. **Library Director Report**
 - a. **Summer Reading**
 - b. **Library Director search**
 - c. **Orchard Park update**
14. **Approval Job Descriptions:**
 - a. **Mobile Services Supervisor** (added duties) [ACTION ITEM]
 - b. **Communication and Development Manager** (added duties) [ACTION ITEM]
 - c. **Communication and Marketing Coordinator** (new position) [ACTION ITEM]
15. **Declaration of Trustee vacancy** [ACTION ITEM]
16. **Executive Session:** Pursuant to Idaho Code § 74-206 (1) (b) 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 [ACTION ITEM]
17. **Future Agenda Items**

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

Meridian Library District – Conflict of Interest Policy

Purpose

A conflict of interest occurs when a person's private interests compete with their professional obligations to the Board-governed entity to a degree that an independent observer might reasonably question whether the person's professional actions or decisions are materially affected by personal considerations, including but not limited to personal gain, financial, favoritism or otherwise. Public officials and employees are prohibited from having a direct or indirect interest in transactions with the units of government that they serve without appropriate disclosure. Library legal counsel will be consulted when the legality of a transaction is in question. Library Trustees and Library Staff will be familiar with and comply with Meridian Library District's Conflict of Interest Policy as well as Idaho Statutes, including but not limited to: Idaho Code § [18-1356](#) (accepting gifts that exceed a value of \$50), Idaho Code §§ [74-401 through 74-406](#) (Ethics in Government), Idaho Code §§ [74-501 through 74-511](#) (Prohibitions Against Contracts with Officers), Idaho Code § [18-1359](#) (Using Public Position for Personal Gain) and Idaho Code § [18-1357](#) (Compensating Public Servant for Assisting Private Interests).

Board Members and Employees

No Board member of the Meridian Library District, member of the Board member's household or business with which the Board member or a member of their household is associated shall derive any personal profit or gain, directly or indirectly, by reason of their participation on the Board as provided in Idaho Code. Other than compensation, no employee, member of the employee's household or business with which the employee or a member of their household is associated shall derive any personal profit or gain, directly or indirectly, by reason of their employment by Meridian Library District except as provided in Idaho Code and through activities that may facilitate professional advancement or contribute to the profession such as publications and professional service and have been fully disclosed to the Board.

An actual or perceived conflict of interest or nepotism may exist when the following occur:

1. An employee's personal activities, relationships, interests in outside businesses, or financial affairs adversely impact their ability to exercise good judgment and/or act in the best interest of the District. An employee is considered to have an interest in an outside business if the employee or their relative holds ownership in the business or its property; furnishes goods or services to the business; is a creditor, employee, agent, officer, director, or consultant of the business. Outside businesses include any person, firm, corporation, or government agency that sells or provides a service to or purchases from the District.
2. When an employee is in a position to influence a District decision that may result in a personal gain for that employee or for a relative as a result of the District's business dealing.
3. When an employee is romantically involved and/or dating a subordinate staff member. No dating or romantic relationship is permitted where one of the

Meridian Library District – Conflict of Interest Policy

employees reports either directly or indirectly to the other person involved in the dating/romantic relationship.

4. No person will be employed by the District when the employment would result in a violation of provisions found in Idaho Code, including but not limited to Idaho Code §§ [74-401 through 74-406](#) (Ethics in Government), Idaho Code § [18-1359](#) (Bribery and Corruption), and their successors. Any such employment made in violation of these sections may be void. No Board member or other public servant, including District employees, will appoint or vote for the appointment of any person related to them by blood or marriage within the second degree to any compensated office, position, employment, or duty. This means no one related within the second degree to anyone involved in any way in the hiring process can be hired and/or that no one related to an applicant within the second degree can take part in the hiring process. This extends to practices that involve employee promotion and transfer. However, family members may be employed by the District, provided they are not supervised by the relative. An employee whose relative is subsequently elected as a Board member may be eligible to retain their position and pay increases as allowed by relevant provisions of Idaho law, including Idaho Code § [18-1359\(5\)](#).
5. In accordance with Idaho Code § [74-120](#) (Prohibition on Distribution and Sale of Mailing or Telephone Number Lists) and § [74-108\(3\)](#) (Public Records Act – Exemptions from Disclosure), members of Meridian Library District Board, committees, and employees shall refrain from obtaining any list of library patrons that result in personal benefit.
6. Members of Meridian Library District Board, committees, and employees may not accept special favors or gifts offered based upon their relationship to the District.

Anyone involved in any of the types of relationships or situations described in this policy shall disclose the potential conflict to their supervisor, Human Resources, the Library Director, or the Board so that a determination can be made as to whether a conflict actually exists as well as what measures will be taken to resolve the conflict. The individuals with the potential conflict shall also refrain from participation in any decision on such matter. Employees of the district whose relative is a Board member are prohibited from discussing the library's business with the relative and should follow appropriate reporting procedures.

The Meridian Library District reserves the right to apply this policy to situations where there is a conflict or the potential for conflict, even if there is no direct-reporting relationship or authority involved.

If there is reasonable cause to believe that a potential conflict of interest may exist, an investigation will be conducted. Violations of this policy, including failure to disclose a conflict, may result in disciplinary action, up to and including termination or removal from position.

Meridian Library District – Conflict of Interest Policy

Meridian Library District **Statement of Associations**

This is to certify that I, except as described on the reverse of this sheet, am not now nor at any time during the past year have been:

- A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party doing business with Meridian Library District that has resulted or could result in personal benefit to me, a member of my household or a business I am associated with.
- Any exceptions to the above are stated on the reverse of this sheet with a full description of the transactions, whether direct or indirect, which I have (or have had during the past year) with persons or organizations having transactions with Meridian Library District.

By signing this, I acknowledge I have received, read and understand the Conflict of Interest Policy and will comply with it.

Date: _____

Signature: _____

Printed name: _____

Meridian Library District position: _____

Meridian Library District – Conflict of Interest Policy

Meridian Library District **Conflict of Interest Disclosure Statement**

Anyone involved in any of the types of relationships or situations described in this policy shall disclose the potential conflict to their supervisor, Human Resources, the Library Director, or the Board so that a determination can be made as to whether a conflict actually exists as well as what measures will be taken to resolve the conflict.

1. Name: _____

2. What is your position? (Trustee, Employee, Volunteer):

3. Please describe your conflict of interest.

4. Please name the parties or organizations involved and your affiliation with them.

Signature: _____

Date: _____

**MERIDIAN LIBRARY DISTRICT
BOARD OF TRUSTEES
BY-LAWS**

POWERS AND DUTIES OF THE BOARD OF TRUSTEES (IDAHO CODE 33-2720)

- IT IS THE DUTY OF EACH TRUSTEE to attend all meetings of the Board of Trustees. The Board of Trustees of the Meridian Library District shall have powers and duties consistent with the laws of the state of Idaho as outlined in 33-2720 of the Idaho Code. No single board member can act on behalf of the board without approval by the majority.

OFFICERS

- Officers of the board shall be elected at the annual meeting of the board. The board shall elect a Chair and may elect a Vice-Chair. The board shall appoint a Treasurer and Clerk. The term of office for each shall be one year. The Chair and Vice-Chair must be members of the Board having served at least one-year as a member of the Board. This requirement may be waived in the event no current members have served one year or more.
- THE CHAIR shall preside at all board meetings, appoint all committees with approval from the Board, and generally perform the duties of a presiding officer. In the absence of the chair, the Vice-Chair shall serve as temporary Chair.
- THE TREASURER. (33-2722) The Board of Trustees of the Meridian Library District shall appoint a qualified person, who may or may not be a member of the board of trustees, to act as Treasurer of the library district. Such person shall, on taking office, give bond to the library district, with sureties approved by the Board of Trustees, in the amount of at least five thousand dollars (\$5,000), which bond shall be paid for by the district. The Treasurer's duties shall be as enumerated in Idaho Code Section 33-2722.
- THE CLERK. (33-2722) The Board of Trustees of the Meridian Library District shall appoint a qualified person, who may or may not be a member of the Board of Trustees, to act as Clerk of the library board. The Clerk shall prepare and distribute legal notices and shall have such other duties as the board may prescribe. The Library Director serves as the Clerk unless otherwise appointed by the board.
- THE LIBRARY DIRECTOR. (33-2721) The Board of Trustees of the Meridian Library District shall appoint the library director, who shall serve as administrator of the library district and as the Secretary for the board without voting rights. The library director's duties shall be as provided for by Idaho Code, Section 33-2721.

TRUSTEE ELECTIONS (IDAHO CODE SECTION 33-2715)

- Members of the district board of trustees shall be elected for six-year terms each odd numbered year.
- The term of office for an elected trustee shall be six (6) years.
- The election is held in May on such date as provided for by law.

VACANCIES ON BOARDS OF TRUSTEES (IDAHO CODE SECTION 33-2716)

- A vacancy shall be declared by the Board of Trustees when any nominee has been elected but has failed to qualify for office, or within thirty (30) days of when any trustee shall (a) die; (b) resign from office; (c) no longer reside in his or her respective trustee zone of residence; (d) no longer be a resident or qualified elector of the library district; (e) refuse to serve as trustee; (f) without excuse acceptable to the Board of Trustees, fail to attend two (2) consecutive regular meetings of the Board; or (g) be recalled and discharged from office in the manner set forth by law.
- The Board of Trustees shall appoint a qualified person to fill any such vacancy in the manner provided for by law. The newly appointed trustee shall serve until the next annual election of trustees. The newly elected trustee at said election will then serve out the remainder of the unexpired term.

COMMITTEES

- SPECIAL COMMITTEES for the study and investigation of special problems or issues may be appointed by the Board Chair with the approval of the board, to serve until the completion of the work for which they were appointed. Board authorized committees making recommendations to the governing body shall operate in accordance with Idaho Open Meeting Law.
- STANDING COMMITTEES may also be appointed by the Board Chair, with the approval of the board, to keep the board advised on such matters as building maintenance, finances, personnel, or any other area relating to the library. Board authorized committees making recommendations to the governing body shall operate in accordance with Idaho Open Meeting Law.

MEETINGS (33-2719)

- All meetings shall be held under the provisions of [chapter 2, title 74](#), Idaho Code. It is the duty of each trustee to attend all meetings of the Board of Trustees.
- The annual meeting of the Board of Trustees of the Meridian Library District shall be on the date of its regular meeting in June. The purpose of the annual meeting is to administer the oath of office to the newly elected or re-elected trustee or trustees, to elect the officers of the board and to establish a regular meeting date.
- The Board may review, adopt amend or repeal policies and procedures at any regular or special meeting.
- The regular meetings of the Board of Trustees shall be held at least once in each month, at such uniform day of such uniform month as the trustees shall determine at its annual meeting.
- Special meetings may be held from time to time as the board may determine, but written notice thereof shall be given to the members at least two (2) days prior to the day of the meeting in accordance with Idaho's Open Meeting Law.
- The Board of Trustees of the Meridian Library District has determined that proxy votes will not be accepted.

- At least one (1) member of the governing body, or the director of the public agency, or the chief administrative officer of the public agency shall be physically present at the location designated in the meeting notice.

QUORUM

- A QUORUM for the transaction of business shall consist of three members of the board, but a smaller number may adjourn. (33-2719)
- Participation by a member of the governing body through telecommunications devices shall constitute presence in person by such member at the meeting.

ORDER OF BUSINESS

Meridian Library District Board of Trustee Meeting agendas follow 74-204 NOTICE OF MEETINGS which states, “An agenda may be amended, provided that a good faith effort is made to include, in the original agenda notice, all items known to be probable items of discussion. An agenda item that requires a vote shall be identified on the agenda as an “action item” to provide notice that action may be taken on that item. Identifying an item as an action item on the agenda does not require a vote to be taken on that item.” “An agenda may be amended after the start of a meeting upon a motion that states the reason for the amendment and states the good faith reason the agenda item was not included in the original agenda posting. Final action may not be taken on an agenda item added after the start of a meeting unless an emergency is declared necessitating action at that meeting.” The Chair will utilize usual and customary parliamentary rules and procedures to conduct meetings to help maintain order and efficiently govern the proceedings.

- THE ORDER OF BUSINESS at regular meetings shall be as follows:
- Call to Order - Start the meeting on time. No discussion prior to meeting.
- Guest Comments - Public comment may be taken at this time. Such comments will be limited to three minutes in duration. Accepting Guest Comments is at the discretion of the Board Chair when setting the agenda and is not required by Idaho Law.
- Consent Agenda - Consent agenda items are considered to be routine and are acted on with one motion. There will be no separate discussion on these items unless the Board Chair, a member of the library board, library staff, or a patron requests an item to be removed from the Consent agenda for discussion.
- Financial report and approval of bills.
- Business to come before the Board.
- Future Agenda Items
- Adjournment - No more discussion of library business after adjournment.

AMENDMENTS

- These by-laws may be amended at any regular meeting of the board with a quorum present by a majority vote of the members present provided written notice of the proposed amendment.



Meridian Library District Board of Trustees

2022-2023 Regular Meeting Dates

The Meridian Library Board meets the third Wednesday of each month at 7:00 p.m., in the large conference room in the District's main facility at 1326 W. Cherry Lane unless otherwise specified. Board Meetings are open to the public.

- July 20
- August 17
- September 21
- October 19
- November 16
- December 21
- January 18, 2023
- February 15
- March 15
- April 19
- May 17
- June 21 – Board of Trustees Annual Meeting

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

MERIDIAN LIBRARY DISTRICT LIBRARY BOARD OF TRUSTEES JOB DESCRIPTION

JOB SUMMARY

The public library Board of Trustees is made up of five elected volunteers who are legally responsible for overseeing the efficient and effective operation of the public library. Individual board members have no legal authority over the library. The Board only has authority when it makes a group decision in a legally constituted meeting that complies with the requirements of the Idaho Open Meeting Law. The powers and duties of the Board are set forth in Idaho Code Section 33-2720.

ESSENTIAL FUNCTIONS

- Determine the goals and objectives of the library and methods of evaluating progress toward meeting them;
- Relate the library and its programs to the community and its needs, discovered through systematic study of the community and through systematic analysis of library service;
- Determine and adopt written policies to govern the operation, use, and program of the library.
- Adopt bylaws for board procedures;
- Review library policies on a regular basis;
- Know local, state, and national laws which affect libraries, and play an active part in initiating and supporting beneficial library legislation;
- Attend board and committee meetings and carry out special assignments properly;
- Be informed about the financial status of the library;
- Work with the library director to formulate a budget adequate to carry out the library's goals and objectives, within limitations of the state law;
- Present the budget to the funding agency, public officials, and the general public and explain and defend it;
- Work to establish adequate funding for library facilities, staff and services;
- Explore ways of increasing the library's income through tapping other sources and taking advantage of available means of cooperation with other libraries.
- Employ & pay an adequate salary to a competent and qualified library director and evaluate the director's performance annually;
- Provide adequate compensation and reasonable fringe benefits for all employees;
- Represent the community and communicate its needs and priorities to the library director and reflect them in goals, objectives, and policies;

- Interpret the library and its needs to the community by speaking at civic organizations and to individuals in a positive way about library goals and objectives;
- Be an active advocate for the library in the community

DEVELOP HIS/HER OWN BACKGROUND BY

- Reading and understanding the specific laws that govern the library;
- Attending regional, state and national library association meetings and workshops when possible;
- Joining appropriate organizations working for improved libraries
- Studying library publications;
- Cultivating general intellectual curiosity.

DESIRED EDUCATION AND EXPERIENCE

- Active library patron;
- Interest in the library;
- Experience with library program attendance.

DESIRED QUALIFICATIONS

- Ability and willingness to attend meetings of the board including regular monthly meetings and special meetings;
- Ability and willingness to study the role of the library trustee;
- Ability and willingness to learn what is going on in the library community by participating in state library organizations and attending continuing education opportunities in the area;
- Ability and willingness to promote the library within the community;
- Ability and willingness to participate.

BEING A LIBRARY BOARD MEMBER IS NOT JUST AN HONOR. IT IS A RESPONSIBILITY.



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

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

JOIN WEBEX MEETING

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

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

JOIN BY PHONE +1-650-215-5228

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

LIBRARY STAFF PRESENT: Lisa Zeiter, Interim Director; Nick Grove, Assistant Director; Gabrielle Stoller, Barbra Hendricks

GUESTS: Eric Heringer, Piper Sandler; 8 people from the community.

Chair Larsen called the meeting to order at 7:00 p.m.

MEETING AGENDA:

1. **Summer Reading Presentation:** Stoller and Hendricks did an overview of the upcoming Summer Reading Program. This year it will be back to normal with the platform Beanstalk for the readers to capture their amount of time reading. The kickoff is June 3rd and is open to all children from 0 – 16.
2. **Discuss/Approve Collection Development Policy Appendix A History Center Collection [ACTION ITEM]**
The appendix outlines the History Center Collection. Knutson made a MOTION to approve the Collection Development Policy Appendix A History Center Collection, Kohler seconded. All in favor, none opposed. MOTION carries.
3. **Discuss and Approve Meridian Library District Naming Policy [ACTION ITEM]** Board discussed they were to have the final names on what will be donated. Kohler made a MOTION to approve the Meridian Library District Naming Policy, Knutson seconded. All in favor, none opposed. MOTION carries.
4. **Guest comments:** Individuals in person will be given three minutes to speak. Comments are not accepted via WebEx during the meeting. Comments may be submitted to the Board in writing. Written comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record. <https://www.mld.org/message-board-trustees> Guests were complimentary of the board and library being an important asset to the community.
5. **Consent Agenda:** Consent agenda items are considered to be routine and are acted on with one motion. There will be no separate discussion on these items unless a member of the library board requests an item to be removed from the Consent Agenda for discussion. [ACTION ITEM]
 - a. Regular Meeting Minutes April 20, 2022
 - b. Special Meeting Minutes, April 27, 2022
 - c. Set Budget development Special Meeting dates
 - d. Job Description: Unbound Tech Library Assistant
 - e. Salary Schedule update
 - f. MOU – IDOL facility use

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

6. **Capital Projects Update:** Eric Heringer of Piper Sandler updated the board on financing models. He explained what rates and interest we would be looking at to close the transaction in a 1 ½ month and 2 months closing.
 - a. **South Branch Project Budget & Financing Discussion:** Tom from MSR went over the schedule of the work plan, market cost, scaled-down construction finishes, and 3,000 less square foot to be within the 6 million target budget. MLD, CM, MSR & Brighton met 5 times. As of 4-26-22, the project range cost is \$5,760,088. Brighton feels they can bring something different and within budget. Caserotti and Larsen met with them and Brighton will bring something back soon. Our library is part of their development, so they can give us some guidance. Heringer proposed to increase money we should extend the plant levy for another 5 years.
 - b. **Orchard Park Naming Campaign:** Eryn Turner, MLD Foundation: Turner would like to have naming spaces in Orchard Park for donors. We could also have a Gifts and Donor Recognition Policy in place. This is a 20-year opportunity. The names will be on the spaces for the life of the physical space. The board will have the final say on the naming. There will also be a donor wall for smaller amounts.
7. **Library Director Report:** The consortium is going forward with the Lynx packet in your board packet and will be using the cataloging cloud. The follow-up meeting noted that there is no cost as the money is already in the bank. The target date is to open the week following Staff Day in February.
8. **April 2022 Financial Reports Approval [ACTION ITEM]** Ada County Auditors have seen our back taxes for the month. Zeiter will meet with Roberts/Hart on Monday. On September 30 we will be ending our contract with Roberts/Hart. We are still under budget. Kohler made a MOTION to approve the April, 2022 Financial Reports, Hirsch seconded. All in favor, none opposed. MOTION carries.
9. **Executive Session: Pursuant to Idaho Code §74-206 (1)(f)** the Board shall retire into Executive Session 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 [ACTION ITEM] - MOTION to go into Executive Session made by Larsen at 8:20 p.m. Larsen - YES, Kohler -YES, Hirsch - YES, Knutson - YES. Trustees exited Executive Session at 8:47 p.m.
10. **Future Agenda Items:** Collection Policy, Capital Project, Phone interviews week of June 20th, Non-Attendee Trustee – Bylaws.

MEETING ADJOURNED AT 8:47p.m.

The next regular meeting is scheduled for 7:00 p.m., Wednesday, June 15, 2022.

RESPECTFULLY SUBMITTED AND APPROVED

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

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

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

Lisa Zeiter, Library Interim Director

Megan Larsen, Board Chair

DRAFT

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

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

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



Hello Cassandra and the City of Meridian,

As a library district we have been pleased to work with the City of Meridian, the city's Arts Commission, and the mural artist in finding a work of art to be installed on the facade at our unBound branch. This addition of color and vibrancy are very welcomed to our city's downtown core and will further help in activating the downtown experience. Many hours and months have been spent bringing this to fruition, we are very excited to see this project continue forward.

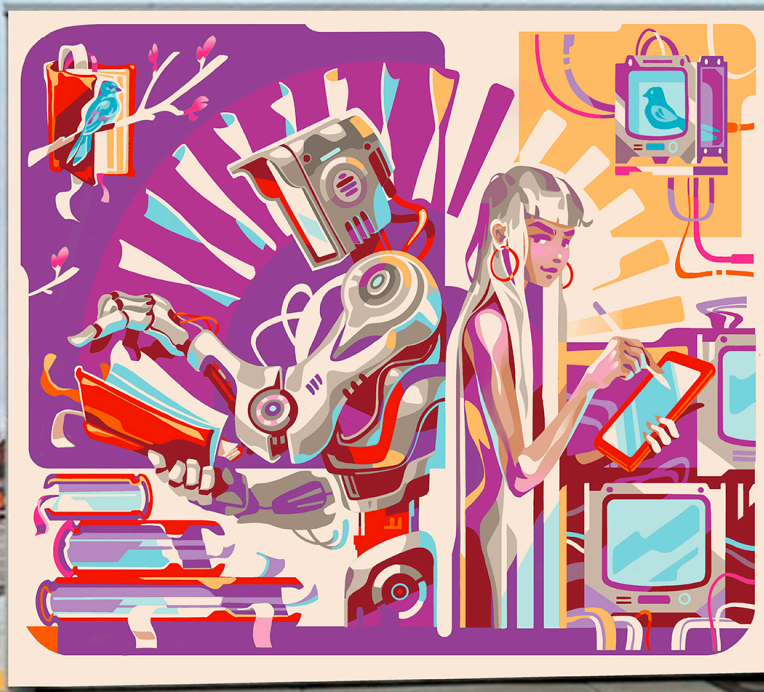
The Meridian Library District would like to thank the artists for the willingness to work with us on finding a mural design that was as unique and inviting as the unBound branch that it will be painted onto later this year. It is with great pleasure that I'm able to officially send over this letter of approval from the Meridian Library District to move forward with mural design for the SW facing corner of the unBound Business and Technology Library located at 722 E. 2nd St. in Meridian.

This design is truly amazing and again we want to say thank you thank you for your patience and hardwork!

All the best,

A handwritten signature in black ink that reads 'Nick Grove'.

Nick Grove
Assistant Director
Meridian Library District





Senior HR Manager Generalist

Position Summary

The ~~Senior~~ HR Manager Generalist is responsible for performing 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

Provides guidance to all levels of management and employees on all human resource 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 the leadership with leadership team to ensure understanding and accurate execution of human resource and talent strategies related to talent, recruitment, retention, and succession planning.

Benefits Administration

Analyzes trends in benefits, ensuring competitive contribution and benefit Oversees ~~benefit~~ administration including paid time off benefits, group health insurance, open enrollment, COBRA, wellness, health savings account, and retirement. Works closely with Library Director, Assistant Director, and Accounting Manager to evaluate changes in rates for benefit administration, setting contribution allocations to ensure accuracy within budgetary constraints. -Works closely with other staff and management to develop and implement standard pay practices and payroll processing to ensure wage and hour compliance. -Oversees worker's compensation, FMLA, and employee requests for accommodations. Manages HR Coordinator and the HR Department.

Payroll

Manages ~~Coordinates~~ HR Coordinator on processing payroll and acts as the primary backup for processing payroll; stays up to date on payroll processing procedures. Ensures accuracy of pay administration and deductions. Stays up to date on applicable payroll tax laws and coordinates with the Accounting Finance Manager to ensure payroll and W2 processing procedures are compliant with all applicable regulatory laws.

Compliance

Ensures compliance with all federal, state and local employment and reporting laws. Keeps up with trends and reviews and evaluates existing and proposed legislation applicable to the department. Reviews, tracks, and

Board Approved:

Draft Revision: 05/24/2022 July 21, 2021-

documents compliance with mandatory and non-mandatory training, continuing education, and work assessments. This may include safety training, anti-harassment training, professional licensure, and aptitude exams and certifications.

Recruitment

Develops, implements, and regularly evaluates the District's hiring and recruitment processes and procedures. Performs recruitment activities such as posting positions, pre-screening applications, conducting phone screens, facilitating interviews, and conducting reference checks in an unbiased, timely, and effective manner for library positions. Consults and coaches managers and HR Coordinator on thoroughly and objectively evaluating candidates for hire. ~~Oversees worksite programs and internships.~~ Coordinates and assists with the management of worksite internships. Conducts or acquires background checks and employee eligibility verifications. Implements new hire orientation and employee recognition programs.

Performance and Compensation

Implements and regularly updates the District's compensation program. Conducts wage surveys, ~~and~~ job evaluations, equity adjustments, and salary negotiations. -Works with staff to ensure accuracy of write job descriptions. Follows procedures to ensure proper approval of job descriptions and pay scale changes before implementing changes.

Plans and conducts employee complaint investigations and resolutions. Identifies problems, consults with management and legal counsel, and recommends appropriate resolution and/or disciplinary action to foster good employee relations. Consults with managers and supervisors during the disciplinary process, including review of disciplinary and termination documentation prior to issuance. Develops, implements, and maintains a merit-based performance evaluation program.

Budget

Works closely in conjunction with the Assistant Director to manage staffing models for the Library. Calculates, and manages the staffing and HR budget for the Library for Board approval. Assists Accounting Manager in assurance of accurate invoicing on HR and benefit related bills. Works to audit and approve HR related bills for district related charges.

Marginal

Coordinates applicable training for employees and management. - Coordinates employee new hire orientations and paperwork. Maintains proper employee records and adheres to records retention schedules. -Assists with organizational development, talent development, and succession planning. Participates with Administration, respectfully sharing opinions and ideas.

Oversees preparation of the department budget.

Has shared responsibility in auditing and oversight of payroll.

Performs other duties as assigned.

Minimum Qualifications

Knowledge, Skills, and Abilities:

Demonstrated commitment to Diversity, Equity, and Inclusion.

This position requires considerable knowledge of human resources, personnel practices, and State and Federal employment regulation. This position requires good judgment, discretion, and decision-making, maintaining appropriate confidentiality. Must be able to handle stressful and negative situations and find positive resolution. This position requires independent resolution to sensitive, confidential, and complex matters.

Provides exemplary customer service and maintains a favorable public image of the library. The incumbent has a desire to work in a public service role. Has excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, coworkers, managers, and employees. Builds and maintains positive working relationships with individuals at all levels of the organization and fosters positive partnerships with outside organizations.

Proficient with standard Microsoft applications (including Office applications). The incumbent must possess the ability to work with a variety of HRIS systems. Proficiency with or the ability to quickly learn the library's HRIS system. Ability to learn and adapt to new software and equipment technologies.

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.

Experience: -5 years of Human Resource experience in a generalist capacity or equivalent experience working in various HR roles.

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

Training, Licenses, or Certifications: - None

Supervisory Responsibility: -Yes. Directly supervises all staff within the HR Department.

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

Working Conditions

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

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

Technology, Equipment, and Devices: The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used Microsoft applications, email, video conferencing tools, and cloud environments (Google Suite), HRIS systems, and the internet. This position may use social media. The job requires the employee to operate and troubleshoot general office equipment. The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used Microsoft applications, email and cloud environments, payroll and timekeeping software, and the internet. This position may use social media. The job requires the employee to operate and troubleshoot general office equipment.

Work Environment: The job requires the employee to work alone, work remotely, work around others, have verbal contact with others, work with vendors, have face-to-face contact, be subject to inside and occasionally outside environments.~~Work Environment: The job requires the employee to work alone, work around others, have verbal contact with others, have face-to-face contact, be subject to inside and occasionally outside environments.~~

Expected Hours of Work: The job requires employee to work a daytime schedule and may occasionally work in the evenings and on weekends (Saturday and Sunday).

Expected travel: This position requires some travel between library locations and for conferences and trainings.

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

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

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

Foundation Manager

Position Summary

The Foundation Manager is responsible for the overall management and operations of fundraising and development for the Meridian Library Foundation, created to support the capital needs of the District. This position provides strategic direction and active leadership by working with Meridian Library administration to set priorities and fundraising efforts. The Foundation Manager reports jointly to the Foundation Board, specifically the Board Chairman for day-to-day business in between board meetings, and to the Meridian Library District **Communications and Development Manager** Director.

The majority of work hours are spent performing duties related to fundraising and organizing the District's capital campaigns.

Duties and Responsibilities

Essential

Fundraising

Develop and execute an annual giving campaign and sponsorship programs for individual and corporate donors including cultivating new donors and grant writing. Establish policy/procedures and cultivate planned giving and major gifts and endowments. Create recognition and stewardship programs for donors, both corporate and individuals. Establish short and long range plans and goals for private funding sources. Oversee individual donor campaigns (e.g., major donors and semi-annual mail renewals) for donations and pledges of ongoing support. Collaborate with individuals, businesses, corporations, groups and other non-profits for successful fundraising drives, campaigns, events, sales and other activities. Research public and private funding sources and write grants. Oversee and assist the Board of Directors on major donor campaigns, planned giving and sponsorships.

Database and Records Management

Oversee and coordinate activities of staff engaged in maintaining the database and other records of contributions and donors. Maintain security and quality controls. Generate queries, reports, exports and any other collection data as needed. Keep accurate statistical records of services provided. Provide assistance with grants and statistical reports, as required.

Communications/Public Relations

Plan and coordinate marketing efforts **under supervision of their** ~~concert with the~~ District's **Communications and Development Manager** ~~Marketing and Communications Specialist~~. ~~Develop story concepts, write press releases and distribute appropriately.~~ Serve as a spokesperson for the Foundation. Create various communications such as the annual report,

presentations, executive quotes and speeches along with other staff. Provide presentations to groups with interest in supporting Meridian Library. Produce general content for website. Create and coordinate annual canvassing campaign. Create and coordinate promotional/awareness products. Manage any related vendors. Communicate regularly and effectively with the **Communications and Development Manager**, ~~Library Director~~ and Foundation Board of Trustees. Actively promotes respect for diversity and creates an inclusive, welcoming, and respectful library atmosphere that embraces diversity.

Events

Plan and coordinate major fundraising events, third party fundraisers and collaborative fundraising events. Organize and collaborate on existing and new special events, providing execution including working with committees, creating a structure for sponsorship and promotion, identifying potential guests, developing announcements and invitations, making and coordinating logistical arrangements, and attending and actively participating in activities. Engage volunteers and community members to champion the Foundation and District's mission and services. Manage any vendors related to events.

Collaboration and Coordination

Work with the Board of Directors, **Library Communications and Development Manager, and** Library Director, ~~Library Communications and Marketing Specialist~~ on fundraising planning, campaign execution, developing strategies and curating relationships. Provide administrative support and training to the Board of Directors.

Marginal

Supervise volunteers providing support services. Attend Meridian Library District staff and Leadership meetings. Attend additional educational opportunities, as needed or requested. Assist with special projects as assigned.

Performs other duties as assigned.

Minimum Qualifications

Knowledge, Skills, and Abilities:

Demonstrated commitment to diversity, equity, and inclusion.

Excellent working knowledge of office computer software such as Microsoft Office and/or Google. Ability to learn and adapt to new software and equipment technologies. The job also requires familiarity with social media platforms. This position requires excellent oral and written communication skills, including public speaking and grant writing skills.

This position requires the ability to provide visionary leadership, strategic planning and implementation to achieve organizational goals and policies. Has a willingness to participate in the hands on, day-to-day work of the Foundation and works collaboratively with others to coordinate activities and engage MLD stakeholders. Has a demonstrated ability to motivate

others and expand constituent groups and circles of influence. The job requires persuading or gaining cooperation and acceptance of ideas. The incumbent has a desire to work in a public service role and participate in community events and organizations to help raise the library's public profile. Must be able to solve complex problems. Is highly motivated, flexible, and well-organized. The incumbent must have the ability to manage multiple projects simultaneously and deliver on deadlines.

Provides exemplary customer service and maintains a favorable public image of the Foundation on behalf of the library. Has excellent interpersonal skills and the ability to communicate effectively and appropriately both orally and in writing with people from diverse backgrounds, including youth, families, volunteers, and coworkers and can interact with individuals on a one-on-one basis or in large groups. Builds and maintains positive working relationships with individuals at all levels of the organization and fosters positive partnerships with outside organizations.

Experience: 4 years of professional fundraising or development experience and demonstrated progressive success in a management role, preferably in libraries, education, or in the nonprofit sector.

Education: A Bachelor's degree in a related field, or equivalent combination of education, training, and/or experience.

Training, Licenses, or Certifications: None

Supervisory Responsibility: May supervise volunteers.

Preferred Qualifications: Advanced degree in a field related to the position's responsibilities. Experience managing and operating a foundation. Knowledge of executing a public outreach campaign and media relations. Bilingual, preferably Spanish-English, Russian-English or other languages.

Working Conditions

Physical Requirements: The job requires the employee to sit (frequently); occasionally stand, stoop/bend, twist/turn, and maintain flexibility; perform manual dexterity movements; constantly walk, see, speak clearly, hear, and listen. The job also requires the employee to lift and carry up to 30 lbs; reach at, above, and below shoulder height; grasp objects weighing 10-25 lbs.; push and pull objects weighing 30 lbs.

Mental Requirements: The job requires the employee to read, write, perform clerical duties, comprehend and use perception, and perform math.

Technology, Equipment, and Devices: The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used Microsoft and Google applications, fundraising technology and databases, email and cloud environments, and social media. The job requires the employee to operate and troubleshoot general office equipment, as well as

smartphones, tablets, e-readers, and related devices/technology. This position may operate a library vehicle.

Work Environment: The job requires the employee to be subjected to repetition, working with community partners, working alone, working remotely, working with community partners, working around others, verbal contact with others, face-to-face contact, noise, inside and outside environments, mechanical equipment, and moving objects.

Expected Hours of Work: The job requires employee to work a flexible schedule, including days, evenings, and weekends based on planned events and as agreed on with the Library Director and Board of Directors. Position schedule is subject to change at any time at the discretion of management.

Expected travel: The job requires regular travel to local events, training, conferences, or advocacy activities. Some regional travel may occur.

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

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

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

HR Coordinator



Position Summary

The HR Coordinator uses a friendly, customer service oriented approach to administer and facilitate a variety of general HR activities for the District.- This position is responsible for a full range of human resource activities and program support district-wide, including onboarding, recruitment, training, benefits administration, [payroll processing](#), records maintenance, and regulatory compliance.- Works under general supervision [of HR Manager](#).

Duties and Responsibilities

Essential

Recruitment

Assists with recruitment and hiring activities such as posting positions, pre-screening applications, conducting phone screens, conducting reference checks, and conducting background checks in a timely manner. Facilitates [and participates in](#) interviews. Coordinates employee new hire orientations and onboarding paperwork; updates the organizational chart. [Works to ensure onboarding coordination with Systems Administrator, Administrative Assistant, managers for smooth onboarding processes and schedule coordination. Conducts or acquires background checks and assists with employee eligibility verifications. Implements new hire orientation and employee recognition programs. Assists with system terminations, preparation of new employee files, and accuracy of employment and recruitment records. Tracks status of candidates in HRIS and responds with timely follow-up letters and calls as needed. Assists with orientation of new hires along with HR Manager.](#)

Payroll

Ensures payroll is processed timely and accurately. Works with managers [and](#), employees, to ensure accuracy of timekeeping records and adherence to labor law. Maintains accurate timekeeping and payroll records according to record retention requirements. [Works closely with HR Manager, Accounting Manager, and benefit broker to ensure accuracy of deductions and earnings in staff profiles in HRIS systems.](#) Responds to unemployment claims in a timely manner, referring more difficult cases to the [Senior HR Generalist HR Manager](#). Assists with benefit administration including open enrollment, paid time off benefits, group health insurance, COBRA, wellness, health reimbursement account, and retirement.

Coordinates the leave process (FMLA, Worker's Compensation, etc.), working closely with the employee to gather and track proper documentation. Responsible for meeting compliance deadlines and following return to work procedures. Assists the [HR Manager Senior HR Generalist](#) in coordinating employee requests for accommodation.

[Benefit Administration](#)

Ensures enrollment in and administration of the Library's benefit packages, to include changes and terminations, processing documents through payroll and benefit providers for accuracy. Works closely with the HR Manager to ensure accurate deductions and earnings are applied in all HRIS systems, and enrollment documents are complete and submitted on time.

Assists Accounting Manager in reconciliation of benefit statements and invoices when Accounting Manager audits payroll as needed. Works as backup to Accounting Manager for bill extraction and reconciliation, and for transmittal of the Library's PERSI retirement allocations post-payroll.

Training and Development

Assesses staff and organizational training needs and prioritizes and organizes those needs. Develops a training plan to meet the variety of training needs. Plans, organizes, and implements training activities, including coordinating or locating external training sources or presenters. Works in conjunction with management to track employee training.

Employee Records

Maintains and updates employee data and information in the HRIS system in a timely and accurate manner and assists employees and management in using the HR system, training them on system use if necessary. Ensures digital and physical files are properly maintained and purged according to the Records Retention schedule. Maintains the confidentiality and privacy of employee data and information. Assists with application of compensation changes in HRIS in accordance with performance review increases to pay, ensuring accuracy of data for payroll processing. -

Compliance and Organization Policies

Works closely with the ~~Senior HR Manager~~ Generalist to ensure compliance with Local, State, and Federal regulatory requirements including, but not limited to, I-9s, FLSA, ADA, FMLA, Title VII, ACA, worker's comp, unemployment benefits, etc. Interprets and explains personnel policies and procedures to staff and management. May contribute to policy revisions and development. Participates in reviews and contributes to recommendations of potential improvements in overall efficiency, and compliance with department standard operating procedures and regulations.

Customer Service

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

Marginal

In conjunction with the ~~Senior HR Manager~~ Generalist, acts as a liaison between management and staff on employee relations issues. Refers employee complaints to the ~~Senior HR Manager~~ Generalist. May perform complaint investigations as needed.

May consult with managers on the disciplinary process and refers complex and severe disciplinary issues to the ~~Senior HR Manager~~ Generalist. Maintains disciplinary and performance records, adhering to records retention schedule.

Performs other duties as assigned.

Minimum Qualifications

Knowledge, Skills, and Abilities:

Demonstrated commitment to diversity, equity, and inclusion.

This position requires some knowledge of human resources, personnel practices, and State and Federal employment regulation. This position requires good judgment, discretion, and decision-making. -Must be able to handle stressful and negative situations and find positive resolution.

Provides exemplary customer service and maintains a favorable public image of the library. The incumbent has a desire to work in a public service role. Has excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, coworkers, managers, and employees. Builds and maintains positive working relationships with individuals at all levels of the organization and fosters positive partnerships with outside organizations.

Proficient with standard office applications (including Microsoft Office and Google applications). Proficient in the use of videoconferencing software. Understands the role of technology in providing library services and is proficient in that technology. Ability to learn and adapt to new software and equipment technologies.

This position requires managing multiple needs and priorities. Must be flexible and willing to adapt styles to effectively meet the needs of others. Has a positive and enthusiastic approach to change and shows a curiosity and willingness to try new ideas. Proficient in the principles of project management. Able to oversee multiple large scale projects and effectively manage time.

Experience: 1-2 years of Human Resource experience or equivalent combination of education, training and experience.

Education: Bachelor's degree in Human Resources, Business, or equivalent combination of education or experience.

Training, Licenses, or Certifications:- None

Supervisory Responsibility: -None

Preferred Qualifications: Degree in Human Resources, Business Administration, Public Administration or related degree and a Professional Human Resource (PHR), SPHR, SHRM-CP or SHRM-SCP or equivalent recognized HR certification. Prefer some experience performing a variety of HR activities, including payroll processing. Prefer experience with assessing and developing training and support materials and programs, including e-learning.

Working Conditions

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

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

Technology, Equipment, and Devices: The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used Microsoft applications, email, video conferencing tools, and cloud

environments (Google Suite), HRIS system, and the internet. -This position may use social media. -The job requires the employee to operate and troubleshoot general office equipment.

Work Environment: The job requires the employee to work alone, work remotely, work around others, have verbal contact with others, work with vendors, have face-to-face contact, be subject to inside and occasionally outside environments.

Expected Hours of Work: The job requires employee to work a daytime schedule and may occasionally work in the evenings and on weekends (Saturday and Sunday).

Expected travel: This position requires some travel between library locations and for conferences and trainings.

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

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

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



HR Assistant

Position Summary

The HR Assistant uses a friendly, customer service oriented approach to administer and facilitate accurate retention of a variety of HR and organizational records for the District. This position is responsible for a range of human resource activities, supporting district-wide data retention through record maintenance, clerical support, and data extraction. Works under the direction of the HR Manager.

Duties and Responsibilities

Essential

Record Maintenance & Extraction

Assists with maintenance of HR and employee data through the extraction of electronic records and employee files. Tracks status of organizational data extraction through detailed and precise progression and documentation practices. Must be capable of organizing materials and assigning data to appropriate files and have the ability to troubleshoot unexpected situations. Must possess the ability to audit data for accuracy, reporting discrepancies to HR Manager. Works with HR Coordinator and HR Manager to ensure compliance with the District's Records Retention Schedule.

Employee Records

Maintains, updates, and evaluates employee data and information in the HRIS systems in a timely and accurate manner. Ensures digital and physical files are properly maintained and purged according to the Records Retention schedule. Maintains the confidentiality and privacy of employee data and information.

Compliance and Organization Policies

Works closely with the HR Manager to ensure compliance with Local, State, and Federal regulatory retention requirements including, but not limited to, I-9s, FLSA, ADAAA, FMLA, Title VII, ACA, worker's comp, unemployment benefits, employee discipline, etc. This position requires some knowledge of human resources, personnel practices, and State and Federal employment regulation. This position requires good judgment and discretion. Incumbent must possess a high level of confidentiality, organization, and decision-making. Must be able to handle stressful and negative situations and find positive resolution.

Customer Service

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

Marginal

May consult with HR Coordinator and HR Manager on administrative duties within the HR department and refers complex issues to the HR Manager or HR Coordinator. Maintains disciplinary and performance records, adhering to records retention schedule.

Performs other duties as assigned.

Minimum Qualifications

Knowledge, Skills, and Abilities:

Demonstrated commitment to diversity, equity, and inclusion.

Provides exemplary customer service and maintains a favorable public image of the library. The incumbent has a desire to work in a public service role. Has excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, coworkers, managers, and employees. Builds and maintains positive working relationships with individuals at all levels of the organization and fosters positive partnerships with outside organizations.

Proficient with standard office applications (including Microsoft Office and Google applications). The incumbent must possess the ability to work with a variety of HRIS systems and be capable of learning and adjusting to the use of various systems. Proficient in the use of videoconferencing software. Understands the role of technology in providing library services and is proficient in that technology. Ability to learn and adapt to new software and equipment technologies.

This position requires managing multiple needs and priorities. Must be responsible, self-motivated, flexible and willing to adapt styles to effectively meet the needs of the district. Has a positive and enthusiastic approach to change and shows a curiosity and willingness to try new ideas. Proficient in the principles of project management. Able to oversee large scale projects and effectively manage time.

Experience: 1-2 years of Human Resource experience or equivalent combination of education, training and experience.

Education: Associate's degree in Human Resources, Business, or equivalent combination of education or experience.

Training, Licenses, or Certifications: None

Supervisory Responsibility: None

Preferred Qualifications: Degree in Human Resources, Business Administration, Public Administration or related degree. Prefer some experience performing a variety of HR activities, including payroll processing.

Working Conditions

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

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

Technology, Equipment, and Devices: The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used Microsoft applications, email, video conferencing tools, and cloud environments (Google Suite), HRIS systems, and the internet. The job requires the employee to operate and troubleshoot general office equipment.

Work Environment: The job requires the employee to work alone, work remotely, work around others, have verbal contact with others, work with vendors, have face-to-face contact, be subject to inside and occasionally outside environments.

Expected Hours of Work: The job requires employee to work a daytime schedule and may occasionally work in the evenings and on weekends (Saturday and Sunday).

Expected travel: Some travel between locations may be required.

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

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

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

Accounting-Finance Manager



Position Summary

The Finance Manager is the business specialist who manages critical financial functions of the Meridian Library District. They produce financial reports, manage investment activities, as well as create and coordinate strategies and plans for the long-term financial goals of an organization. This position advises the Library Director and Library Board on all financial matters. Highlighted duties include budgeting, creating annual and amended budgets, accounts receivable, accounts payable, bill reconciliation, tax preparation and filing, balance sheets, income statements, capital financing/bonding, tracking grants for library and foundation, forecasting, budgeting, engaging in cost reduction analysis, and reviewing operational performance while staying abreast of governmental and economic climates, with a high degree of independent judgment.

The Accounting Manager is responsible for managing the overall finances of Meridian Library District including but not limited to accounts payable, accounts receivable, payroll, budgeting, coordination and communication with external consultants (i.e. auditors) banks and vendors. This position posts, reviews, and reconciles financial information (receipts, invoices, etc.) posted to accounting software to ensure accuracy. The Accounting Manager also reviews payroll and provides support for proper benefit processing. The Accounting Manager assists the Library Director with financial analysis in such areas as forecasting, budgeting, engaging in cost reduction analysis and reviewing operational performance.

Duties and Responsibilities

Essential

Finance (45%)

As the financial officer of the District, the Finance Manager is responsible for the financial health of the organization. They advise the Library Director and the Board on making financial decisions. The Position makes recommendations, strategizes ways to resolve financial issues, manages the library's financial position. The Finance Manager develops financial policies and procedures while streamlining and creating efficiencies and automation of the financial information flow. The position works directly with the Library Director, Library Board, Auditor, Branch Managers, and department/committees to ensure the wellness of the Library District.

Accounting and Finance (40%)

The Finance Manager provides on-going government accounting for the day-to-day business operations of the Library using industry-accepted government accounting principles. Works extensively in QuickBooks Online, bill.com, Divvy and Paylocity or other financial software and applications, reviewing and/or posting receipts and disbursements, inputting organizational and project budgets, and performing other accounting duties. Monitor balances, transfer funds as needed, reconcile monthly bank statements, maintain budgets and accounting records for all funds. Reviews payroll as part of the internal control process. Prepares and posts payroll journal entries to the general ledger. Transfers bank funds for payroll processing. Ensures accuracy of payroll tax

Formatted: Font: Bold

returns and is responsible for all relevant tax filing, in compliance with State and Federal laws. Coordinates with HR for payroll tax compliance. Assists in the oversight and management of data records, and reports for all event-related and fundraising activities including revenue and expense budgets, gift records, and acknowledgement processes. Reviews, audits, reconciles, and maintains vendor bills, as well as finalizes invoices. Maintains knowledge of any special billing requirements of library vendors, and ensures orderly and timely payment of invoices. Ensures accurate invoicing with vendors. Monitors balances, transfers funds as needed and balances monthly bank statements. Maintains budgets and accounting records for all funds. Manages all financial activity, including receipts and disbursements, in accordance with federal and state regulations; complies with state and federal reporting requirements. Applies government accounting principles.

Board Management and Financial Reporting (5%)

Prepares regular financial reports including budget to actual income and expense, cash disbursement and cash summary reports. Prepares regular and special financial reports as needed by the administrative team and Library Board of Trustees. Works extensively with auditors to collect relevant financial documents needed to ensure completion of the annual audit. Calculates variances from the budget and reports significant issues to management.

Payroll

Review payroll as part of internal control process. Prepare and post payroll journal entries to the general ledger. Transfer bank funds for payroll processing. Review payroll tax returns. Coordinate with HR for payroll tax compliance. Maintains accurate timekeeping and payroll records according to record retention requirements. Works to ensure the accuracy of W2 processing and timely distribution to current and former staff.

Fundraising and Development

Assist in the oversight and management of database records and reports for all event related and fundraising activities including revenue and expense budgets, gift records and acknowledgement processes.

Benefits

Responsible for timely reporting and administration of retirement benefits (PERSI). Knows and understands the retirement plan rules for withholding contributions and works closely with PERSI to research and resolve anomalies; ensures accurate hours and contribution reporting. Coordinates benefit changes, working closely with HR to ensure benefit changes are processed timely.

Customer Service (10%)

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

Marginal

~~Recommends and informs the Library administrative team of current or needed financial and benefit policies as they relate to operations, programs, and special activities. Develop financial policies and procedures. Streamlines and creates efficiencies and automation of the financial information flow.~~

Performs other duties as assigned.

Minimum Qualifications

Knowledge, Skills, and Abilities: This position requires good knowledge of accounting and generally accepted accounting principles. Is detail-oriented and accurate, using good judgment and discretion in managing the library's funds. Proficient with standard Microsoft applications (specifically Microsoft Excel and other Office applications). Ability to learn and adapt to new software and equipment technologies. Proficiency with accounting software such as Peachtree and QuickBooks, or similar software. This position requires accurately maintaining library filing systems.

Provides exemplary customer service and maintains a favorable public image of the library. The incumbent has a desire to work in a public service role. Has excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, co-workers, managers, and employees. Builds and maintains positive working relationships with individuals at all levels of the organization and fosters positive partnerships with outside organizations. Demonstrated commitment to diversity, equity, and inclusion.

Experience: 5 years of relevant finance or accounting experience, preferably in a nonprofit or governmental setting.

Education: Bachelor's degree in accounting, business administration, or equivalent training, education, and experience

Training, Licenses, or Certifications: None

Supervisory Responsibility: No

Software: Quickbooks Online, Paylocity, Bill.com, Divvy, Square, Paypal, Google Docs, Microsoft Suite

Preferred Qualifications: Certified Public Accountant (CPA)

Working Conditions

Physical Requirements: The job requires the employee to constantly sit, see, and hear; seldom stand, kneel, walk, squat, and crouch; occasionally stoop/bend, and twist/turn; perform manual dexterity movements; and frequently listen. This job requires occasionally lifting 10-25 lbs. and carry 10 lbs; reaching at, above, and below shoulder height; grasping objects weighing 10-25 lbs and pushing/pulling objects weighing 50 lbs.

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

Technology, Equipment, and Devices: The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used applications, email, payroll and timekeeping software, and the internet. The job requires the employee to operate and troubleshoot general office equipment.

Work Environment: The job requires repetition, working alone, working remotely, working around others, working with vendors, having verbal and face-to-face contact with others, and be subject to inside and occasionally outside environments.

Expected Hours of Work: The job requires employee to work a flexible daytime schedule throughout the week.

Expected travel: Occasional travel to and from related events or meetings.

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

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

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

MLD Salary Schedule - June 2022

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

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

Coordinator Job Titles: Materials Distribution Coordinator, HR Coordinator, Volunteer Coordinator, **Communications & Marketing Coordinator**

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

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

Manager Job Titles: Main Library General Manager, Branch Manager, Tech Library Manager, Outreach Manager, Materials Services Manager, **District Programs Manager**, **Accounting Finance** Manager, District Support Services Manager, **HR Manager**, **Communications & Development Manager**

Revised: June 13, 2022

Board Approved: May 18, 2022

Effective: May 18, 2022

Meridian Library District Access to Public Records Policy

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

Meridian Library District's records include information that is retained for a variety of purposes and pursuant to Idaho Code, Sections §74-106 and §74-108, certain personnel records and identifying information about patrons, staff, and contributors may be subject to exemption from disclosure. For further information, guidance and applicable policy and procedure, reference should be made to the provisions of the Public Records Act, found in Idaho Code, Sections §74-101 through §74-126.

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

If a request for a record is denied, in whole or in part, the Library shall notify the person making the request in writing, or by email. This notification will indicate whether the Library's attorney has been consulted and reviewed the request, identify the statutory authority for the denial and give information about the appeals process which is to initiate proceedings in district court.

The Library Director serves as custodian of the records of Meridian Library District. The alternative for contingencies shall be the Assistant Library Director.

Procedure for Requesting a Public Record:

1. A written and signed request for public records is required. To ensure compliance with the law, those making requests are asked to utilize the District's Public Record Request form. The form is available on the Library's website and may be submitted to the Library Director or by email as a pdf to director@mld.org.
2. The person making the request must acknowledge that the requested records or information will not be used for a mailing or telephone list, prohibited by Idaho Code, Section §74-102.
3. Ordinarily, the requesting party will be notified whether the request for records will be granted or denied, in whole or part, within three working (3) days.

4. If a longer time is required to locate or retrieve the requested records, or to determine whether the request can be granted, the person making the request shall be notified in writing.
5. Examination and/or copies of the records subject to public disclosure will be provided within ten (10) working days, beginning on the working day following the submission of the request. If no response is provided within ten (10) working days the request will be deemed to be denied.

Fees

In most cases, no fee will be charged for examining or copying public records. Depending upon the nature of the request, the character and volume of public records requested and the staff time expended in responding, the following fees may be assessed.

1. If responding to the request requires copying (including photocopying or scanning), the Library will charge 10 cents for each copy in excess of 100 pages.
2. If the time of Library staff required in responding to a request does not exceed two (2) person hours, no fee will be charged. Fees for total labor costs in excess of 2 hours will be charged at the hourly payroll rate of the lowest paid administrative staff employee or employees necessary and qualified to process the request. Depending on the request, the Library may not be able to determine this rate until the documents are retrieved and reviewed.
3. If the request includes nonpublic 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 Library's attorney.
4. If the request requires providing an electronic storage device containing the public information, a fee may be charged equal to the Library's direct cost of copying the information in that form or the cost of conversion charged by a vendor if converted from another form.

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 Library 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 Library may require advanced payment of assessable fees.

Meridian Library District - Displays and Exhibits Policy

Purpose

It is the policy of the Library to create displays and exhibits, and to make space available to the community for purposes that enhance the Library's educational, cultural, and civic mission. The Meridian Library staff create displays and exhibits to highlight the library's collection and inform the public on a range of topics. The library'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.

A. Public Exhibits and Displays

Library 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 fund-raisers held by the Meridian Library Foundation or Friends of the Meridian Library.

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

The Display Request Form is to be submitted to Meridian Library District via email, in person, mail or by fax.

3. Display Period

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

4. Installation

The displaying individual or group will be responsible for the items on display. The cases are locked, but the wall display areas are not. Library insurance will not cover displayed items. Individuals or groups using the display areas must fill out the Display Request Form which

includes an acknowledgment that the requester is responsible for the collection and not the library. Only the signer/signers of the form will be allowed to add or remove items from the display.

5. Exceptions

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

B. Display of Library Materials

Library displays are planned, organized, and/or implemented by library staff. Library staff use the following criteria in making decisions about display topics, materials, and accompanying resources:

- Community needs and interest
- Availability of display space
- Historical or educational significance
- Connection to other community or national programs, exhibitions, or events
- Relation to library collections, resources, exhibits, and programs

In addition, the Library draws upon other community resources in developing displays and exhibits, and may partner with other community agencies, organizations, educational institutions, or individuals to develop and present co-sponsored displays and exhibits.

The Library will strive to include a wide spectrum of opinions and viewpoints in Library-initiated displays and exhibits, as well as offer displays and exhibits that appeal to a range of ages, interests, and information needs. Library-initiated displays and exhibits should not exclude topics, books, media, and other resources solely because they may be considered to be controversial.

Acceptance of a display or exhibit topic by the Library does not constitute an endorsement by Meridian Library District of the content of the display or exhibit, or of the views expressed in materials on display. Library staff accept suggestions for display topics, but topics and materials selection are at the discretion of the library staff, and ultimately, the Library Director. The Library Director retains sole discretion to remove or shorten the timeframe of display for any item.

Display will be located on display shelves, shelf end caps, within the book stacks, and on digital displays within the library locations. Displays will rotate on a schedule defined by the District and location manager.

Approved by Meridian Library Board of Trustees: _____



Last update: 6/7/22 @1p lz

PAYROLL – XXXX7128





















Search Transactions

Activity: All transactions Type: All

Transactions

 Pending  Posted

Total debits: -6,165,198.05 (446) Total credits: +6,277,538.26 (86)

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
 Jun 06, 2022	June payroll #1		100,000.00	148,185.66
 Jun 02, 2022	144210 MERIDIAN DIR DEP 144210	83,922.29		48,185.66
 Jun 02, 2022	PAYLOCITY CORPOR TAX COL	31,928.76		132,107.95
 Jun 02, 2022	144210 MERIDIAN TRUST 144210	6,029.57		164,036.71
 May 20, 2022	144210 MERIDIAN BILLING 144210	1,285.00		170,066.28
 May 19, 2022	144210 MERIDIAN DIR DEP 144210	73,414.51		171,351.28
 May 19, 2022	PAYLOCITY CORPOR TAX COL	25,415.85		244,765.79
 May 19, 2022	144210 MERIDIAN TRUST 144210	3,984.81		270,181.64
 May 19, 2022	June 3rd payroll		100,000.00	274,166.45
 May 13, 2022	Service Charges April 2022	3.00		174,166.45
 May 11, 2022	second payroll in May 22		150,000.00	174,169.45
 May 05, 2022	144210 MERIDIAN DIR DEP 144210	74,061.45		24,169.45
 May 05, 2022	PAYLOCITY CORPOR TAX COL	26,845.58		98,230.90
 May 05, 2022	144210 MERIDIAN TRUST 144210	6,342.69		125,076.48
 Apr 26, 2022	Apr payroll 2		50,000.00	
 Apr 25, 2022	144210 MERIDIAN FIX 144210		3,031.65	
 Apr 22, 2022	144210 MERIDIAN BILLING 144210	1,242.25		
 Apr 21, 2022	144210 MERIDIAN TRUST 144210	2,842.85		
 Apr 21, 2022	PAYLOCITY CORPOR TAX COL	26,099.96		
 Apr 21, 2022	144210 MERIDIAN DIR DEP 144210	75,619.28		

Date ▾	Description ⇅	Debit ⇅	Credit ⇅	Balance
● Apr 19, 2022	April paroll 2		120,000.00	
● Apr 14, 2022	<u>Deposit</u>		368.60	
● Apr 14, 2022	Service Charges March 2022	3.00		
● Apr 07, 2022	144210 MERIDIAN TRUST 144210	3,497.05		
● Apr 07, 2022	PAYLOCITY CORPOR TAX COL	24,270.86		
● Apr 07, 2022	144210 MERIDIAN DIR DEP 144210	69,087.72		
● Apr 06, 2022	April Payroll		100,000.00	
● Mar 29, 2022	144210 MERIDIAN FIX 144210		100.00	
● Mar 25, 2022	144210 MERIDIAN BILLING 144210	1,233.75		
● Mar 24, 2022	144210 MERIDIAN TRUST 144210	2,949.55		
● Mar 24, 2022	PAYLOCITY CORPOR TAX COL	23,665.55		
● Mar 24, 2022	144210 MERIDIAN DIR DEP 144210	68,696.92		
● Mar 21, 2022	March Payroll 3.25.22		150,000.00	
● Mar 10, 2022	144210 MERIDIAN TRUST 144210	3,033.25		
● Mar 10, 2022	PAYLOCITY CORPOR TAX COL	28,111.49		
● Mar 10, 2022	144210 MERIDIAN DIR DEP 144210	78,001.97		
● Mar 08, 2022	Payroll 3.11.22		7,000.00	
● Mar 08, 2022	March payroll		100,000.00	
● Mar 08, 2022	PAYLOCITY CORPOR TAX COL	46.84		
● Mar 08, 2022	144210 MERIDIAN DIR DEP 144210	270.42		
● Mar 02, 2022	PAYLOCITY CORPOR TAX COL	47.04		
● Mar 02, 2022	144210 MERIDIAN DIR DEP 144210	283.92		
● Feb 25, 2022	144210 MERIDIAN BILLING 144210	2,140.50		
● Feb 24, 2022	144210 MERIDIAN TRUST 144210	3,496.34		
● Feb 24, 2022	PAYLOCITY CORPOR TAX COL	25,098.15		
● Feb 24, 2022	144210 MERIDIAN DIR DEP 144210	73,074.72		
● Feb 23, 2022	PAYLOCITY CORPOR TAX COL	740.37		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Feb 23, 2022	144210 MERIDIAN DIR DEP 144210	1,633.01		
● Feb 10, 2022	144210 MERIDIAN TRUST 144210	4,209.82		
● Feb 10, 2022	PAYLOCITY CORPOR TAX COL	25,106.03		
● Feb 10, 2022	144210 MERIDIAN DIR DEP 144210	72,222.99		
● Feb 09, 2022	Feb Payroll		200,000.00	
● Jan 31, 2022	ACH PER ITEM FEE(S)	1.00		
● Jan 31, 2022	ACH FILE FEE(S)	2.00		
● Jan 28, 2022	144210 MERIDIAN BILLING 144210	1,327.75		
● Jan 27, 2022	144210 MERIDIAN TRUST 144210	3,709.25		
● Jan 27, 2022	PAYLOCITY CORPOR TAX COL	24,201.91		
● Jan 27, 2022	144210 MERIDIAN DIR DEP 144210	71,009.07		
● Jan 25, 2022	Jan. Payroll (2)		100,000.00	
● Jan 13, 2022	144210 MERIDIAN TRUST 144210	2,877.69		
● Jan 13, 2022	PAYLOCITY CORPOR TAX COL	23,646.67		
● Jan 13, 2022	144210 MERIDIAN DIR DEP 144210	70,836.03		
● Jan 10, 2022	<u>Deposit</u>		65.34	
● Jan 10, 2022	January payroll (1)		100,000.00	
● Jan 05, 2022	PAYLOCITY CORPOR TAX COL	2,708.88		
● Jan 05, 2022	144210 MERIDIAN DIR DEP 144210	4,604.64		
● Dec 31, 2021	ACH PER ITEM FEE(S)	1.00		
● Dec 31, 2021	ACH FILE FEE(S)	2.00		
● Dec 30, 2021	144210 MERIDIAN BILLING 144210	1,342.75		
● Dec 29, 2021	144210 MERIDIAN TRUST 144210	4,228.61		
● Dec 29, 2021	PAYLOCITY CORPOR TAX COL	24,079.49		
● Dec 29, 2021	144210 MERIDIAN DIR DEP 144210	70,121.59		
● Dec 22, 2021	December Payroll 3 (12/31)		100,000.00	
● Dec 16, 2021	144210 MERIDIAN TRUST 144210	3,945.07		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Dec 16, 2021	PAYLOCITY CORPOR TAX COL	23,987.28		
● Dec 16, 2021	144210 MERIDIAN DIR DEP 144210	70,126.55		
● Dec 14, 2021	Dec payroll 1		100,000.00	
● Dec 10, 2021	PAYLOCITY CORPOR TAX COL	47.54		
● Dec 10, 2021	144210 MERIDIAN DIR DEP 144210	219.38		
● Dec 02, 2021	144210 MERIDIAN TRUST 144210	3,959.31		
● Dec 02, 2021	PAYLOCITY CORPOR TAX COL	22,927.10		
● Dec 02, 2021	144210 MERIDIAN DIR DEP 144210	67,100.65		
● Nov 30, 2021	<u>Check #11624</u>	372.53		
● Nov 30, 2021	<u>Check #11615</u>	380.03		
● Nov 29, 2021	December payroll (1)		100,000.00	
● Nov 19, 2021	<u>Deposit</u>		205.00	
● Nov 19, 2021	144210 MERIDIAN BILLING 144210	1,270.75		
● Nov 18, 2021	144210 MERIDIAN TRUST 144210	2,513.19		
● Nov 18, 2021	PAYLOCITY CORPOR TAX COL	24,769.96		
● Nov 18, 2021	144210 MERIDIAN DIR DEP 144210	70,810.29		
● Nov 16, 2021	Nov. payroll		100,000.00	
● Nov 10, 2021	Meridian Free Li MANUAL Meridian Free L	2,916.00		
● Nov 04, 2021	<u>Check #11602</u>	11.12		
● Nov 04, 2021	144210 MERIDIAN TRUST 144210	2,878.09		
● Nov 04, 2021	PAYLOCITY CORPOR TAX COL	23,262.77		
● Nov 04, 2021	144210 MERIDIAN DIR DEP 144210	68,133.48		
● Nov 02, 2021	Nov. 1 payroll		100,000.00	
● Oct 29, 2021	ACH PER ITEM FEE(S)	0.50		
● Oct 29, 2021	ACH FILE FEE(S)	1.00		
● Oct 26, 2021	Meridian Free Li MANUAL Meridian Free L	1,662.62		
● Oct 22, 2021	144210 MERIDIAN BILLING 144210	3,399.25		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Oct 21, 2021	144210 MERIDIAN TRUST 144210	2,493.63		
● Oct 21, 2021	PAYLOCITY CORPOR TAX COL	24,014.84		
● Oct 21, 2021	144210 MERIDIAN DIR DEP 144210	69,668.84		
● Oct 19, 2021	Payroll 10/22/21		95,000.00	
● Oct 18, 2021	<u>Check #11626</u>	135.65		
● Oct 14, 2021	PAYLOCITY CORPOR TAX COL	613.19		
● Oct 14, 2021	144210 MERIDIAN DIR DEP 144210	1,669.18		
● Oct 07, 2021	144210 MERIDIAN TRUST 144210	2,497.66		
● Oct 07, 2021	PAYLOCITY CORPOR TAX COL	23,749.72		
● Oct 07, 2021	144210 MERIDIAN DIR DEP 144210	69,820.99		
● Oct 05, 2021	10/08/21 Payroll		100,000.00	
● Oct 05, 2021	<u>Check #1623</u>	126.29		
● Oct 01, 2021	Meridian Free Li PayrollTax Meridian Free L	192.11		
● Oct 01, 2021	Meridian Free Li Payroll Meridian Free L	885.48		
● Sep 30, 2021	<u>Deposit</u>		328.36	
● Sep 30, 2021	<u>Check #11625</u>	1,016.37		
● Sep 30, 2021	ACH PER ITEM FEE(S)	1.00		
● Sep 30, 2021	ACH FILE FEE(S)	2.00		
● Sep 27, 2021	<u>Check #11622</u>	1,123.37		
● Sep 23, 2021	Meridian Free Li PayrollTax Meridian Free L	23,692.18		
● Sep 22, 2021	Meridian Free Li Payroll Meridian Free L	68,157.35		
● Sep 21, 2021	9/24/21 Payroll		100,000.00	
● Sep 21, 2021	<u>Check #11603</u>	190.56		
● Sep 21, 2021	<u>Check #11612</u>	371.65		
● Sep 13, 2021	<u>Check #11614</u>	1,120.37		
● Sep 10, 2021	<u>Check #900008</u>	1,004.74		
● Sep 10, 2021	Meridian Free Li Billing Meridian Free L	1,510.00		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Sep 09, 2021	Meridian Free Li PayrollTax Meridian Free L	26,658.15		
● Sep 08, 2021	Meridian Free Li Payroll Meridian Free L	74,399.90		
● Sep 07, 2021	09/10/21 Payroll		105,000.00	
● Sep 03, 2021	<u>Check #11611</u>	185.39		
● Aug 31, 2021	<u>Check #11610</u>	1,079.68		
● Aug 31, 2021	ACH PER ITEM FEE(S)	0.50		
● Aug 31, 2021	ACH FILE FEE(S)	1.00		
● Aug 27, 2021	<u>Check #60008</u>	1,006.18		
● Aug 26, 2021	Meridian Free Li PayrollTax Meridian Free L	24,731.50		
● Aug 26, 2021	Meridian Free Li Payroll Meridian Free L	71,037.31		
● Aug 24, 2021	08/27/21 payroll		100,000.00	
● Aug 18, 2021	Meridian Free Li PayrollTax Meridian Free L	24.06		
● Aug 18, 2021	Meridian Free Li Payroll Meridian Free L	145.25		
● Aug 16, 2021	<u>Deposit</u>		196.82	
● Aug 16, 2021	<u>Check #11601</u>	1,079.68		
● Aug 13, 2021	<u>Check #11604</u>	1,001.98		
● Aug 13, 2021	Meridian Free Li Billing Meridian Free L	1,486.50		
● Aug 12, 2021	Meridian Free Li PayrollTax Meridian Free L	24,550.53		
● Aug 11, 2021	Meridian Free Li Payroll Meridian Free L	71,575.89		
● Aug 10, 2021	08/13/21 Payroll		100,000.00	
● Aug 06, 2021	<u>Check #11600</u>	184.61		
● Aug 04, 2021	<u>Check #11597</u>	1,079.68		
● Aug 03, 2021	<u>Check #11598</u>	170.66		
● Aug 02, 2021	ICORP TRANSFER FROM XXXXXX7144 8/02/21 AT 13:48 SEQ 111343243		3,000.00	
● Jul 30, 2021	<u>Check #11599</u>	1,013.86		
● Jul 29, 2021	Meridian Free Li PayrollTax Meridian Free L	25,042.79		
● Jul 28, 2021	Meridian Free Li Payroll Meridian Free L	72,596.05		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Jul 27, 2021	7/30/21 Payroll		100,000.00	
● Jul 20, 2021	<u>Check #11595</u>	1,079.68		
● Jul 16, 2021	<u>Check #11596</u>	1,008.84		
● Jul 16, 2021	7/16/21 Payroll Additional Amount		2,000.00	
● Jul 15, 2021	Meridian Free Li PayrollTax Meridian Free L	25,181.41		
● Jul 14, 2021	Meridian Free Li Payroll Meridian Free L	72,629.84		
● Jul 13, 2021	07/16/21 Payroll		100,000.00	
● Jul 08, 2021	<u>Deposit</u>		58.25	
● Jul 06, 2021	<u>Check #11593</u>	1,079.68		
● Jul 02, 2021	Meridian Free Li Billing Meridian Free L	1,486.00		
● Jul 02, 2021	<u>Check #11594</u>	1,017.11		
● Jul 01, 2021	Meridian Free Li PayrollTax Meridian Free L	27,365.14		
● Jun 30, 2021	ACH PER ITEM FEE(S)	1.00		
● Jun 30, 2021	ACH FILE FEE(S)	2.00		
● Jun 30, 2021	Meridian Free Li Payroll Meridian Free L	78,562.12		
● Jun 29, 2021	07/02/21 Payroll		108,000.00	
● Jun 22, 2021	<u>Check #11592</u>	2,259.84		
● Jun 22, 2021	Meridian Free Li MANUAL Meridian Free L	294.99		
● Jun 21, 2021	<u>Check #11590</u>	1,079.68		
● Jun 21, 2021	<u>Check #9999</u>	999.76		
● Jun 17, 2021	Meridian Free Li PayrollTax Meridian Free L	25,648.00		
● Jun 16, 2021	Meridian Free Li Payroll Meridian Free L	71,626.37		
● Jun 15, 2021	06/18/21 Payroll		102,000.00	
● Jun 10, 2021	<u>Check #11589</u>	374.59		
● Jun 10, 2021	<u>Check #11585</u>	253.54		
● Jun 08, 2021	<u>Check #11588</u>	453.06		
● Jun 07, 2021	<u>Check #11586</u>	1,079.68		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Jun 04, 2021	<u>Deposit</u>		307.00	
● Jun 04, 2021	Meridian Free Li Billing Meridian Free L	1,495.00		
● Jun 04, 2021	<u>Check #11587</u>	1,004.60		
● Jun 03, 2021	Meridian Free Li PayrollTax Meridian Free L	24,733.88		
● Jun 03, 2021	Meridian Free Li Payroll Meridian Free L	71,306.90		
● Jun 01, 2021	06/04/21 payroll		100,000.00	
● May 28, 2021	ACH PER ITEM FEE(S)	0.50		
● May 28, 2021	ACH FILE FEE(S)	1.00		
● May 26, 2021	<u>Check #11581</u>	1,079.68		
● May 26, 2021	<u>Check #11584</u>	161.01		
● May 26, 2021	<u>Check #11582</u>	1,008.84		
● May 24, 2021	<u>Check #11583</u>	1,149.41		
● May 21, 2021	<u>Check #11576</u>	157.50		
● May 20, 2021	Meridian Free Li PayrollTax Meridian Free L	25,033.58		
● May 19, 2021	Meridian Free Li Payroll Meridian Free L	72,006.28		
● May 18, 2021	05/21/21 Payroll		100,000.00	
● May 18, 2021	<u>Check #11580</u>	23.45		
● May 12, 2021	<u>Check #11578</u>	1,079.68		
● May 12, 2021	<u>Check #11579</u>	1,000.01		
● May 07, 2021	Meridian Free Li Billing Meridian Free L	1,496.00		
● May 06, 2021	Meridian Free Li PayrollTax Meridian Free L	26,015.73		
● May 06, 2021	Meridian Free Li Payroll Meridian Free L	75,915.62		
● May 04, 2021	<u>Check #11572</u>	222.57		
● May 04, 2021	<u>Check #11569</u>	174.35		
● May 04, 2021	05/07/21 Payroll		106,000.00	
● May 04, 2021	<u>Check #11574</u>	228.45		
● Apr 30, 2021	ACH PER ITEM FEE(S)	0.50		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Apr 30, 2021	ACH FILE FEE(S)	1.00		
● Apr 27, 2021	<u>Check #9999</u>	977.30		
● Apr 26, 2021	<u>Check #11575</u>	1,079.68		
● Apr 22, 2021	Meridian Free Li PayrollTax Meridian Free L	25,521.42		
● Apr 21, 2021	Meridian Free Li Payroll Meridian Free L	73,584.36		
● Apr 20, 2021	4/23/21 Payroll		103,000.00	
● Apr 12, 2021	<u>Check #11571</u>	1,079.67		
● Apr 12, 2021	Meridian Free Li PayrollTax Meridian Free L	37.86		
● Apr 12, 2021	Meridian Free Li PayrollTax Meridian Free L	38.74		
● Apr 12, 2021	Meridian Free Li Payroll Meridian Free L	233.97		
● Apr 09, 2021	<u>Check #11573</u>	969.58		
● Apr 09, 2021	Meridian Free Li Billing Meridian Free L	1,432.00		
● Apr 08, 2021	Meridian Free Li PayrollTax Meridian Free L	25,263.56		
● Apr 07, 2021	Meridian Free Li Payroll Meridian Free L	73,699.67		
● Apr 06, 2021	4/9/21 Payroll		105,000.00	
● Mar 31, 2021	ACH PER ITEM FEE(S)	0.50		
● Mar 31, 2021	STOP PAYMENT FEE(S)	17.00		
● Mar 31, 2021	ACH FILE FEE(S)	1.00		
● Mar 29, 2021	<u>Check #568</u>	1,079.68		
● Mar 26, 2021	<u>Check #150</u>	977.29		
● Mar 25, 2021	Meridian Free Li PayrollTax Meridian Free L	25,367.49		
● Mar 24, 2021	Meridian Free Li Payroll Meridian Free L	74,365.90		
● Mar 23, 2021	03/26/21 Payroll		102,000.00	
● Mar 22, 2021	<u>Check #11566</u>	62.15		
● Mar 19, 2021	ICORP TRANSFER FROM XXXXXX7144 3/19/21 AT 9:34 SEQ 118013161		2,000.00	
● Mar 15, 2021	<u>Check #609</u>	1,079.68		
● Mar 12, 2021	Meridian Free Li Billing Meridian Free L	3,366.50		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Mar 12, 2021	<u>Check #11567</u>	972.00		
● Mar 11, 2021	Meridian Free Li PayrollTax Meridian Free L	25,125.62		
● Mar 10, 2021	Meridian Free Li Payroll Meridian Free L	74,028.29		
● Mar 09, 2021	03/12/21 payroll		103,000.00	
● Mar 05, 2021	<u>Check #11563</u>	315.75		
● Mar 04, 2021	<u>Deposit</u>		113.74	
● Mar 03, 2021	<u>Check #11559</u>	238.35		
● Mar 01, 2021	<u>Check #11562</u>	1,079.68		
● Feb 26, 2021	<u>Check #9999</u>	977.29		
● Feb 25, 2021	Meridian Free Li PayrollTax Meridian Free L	198.62		
● Feb 25, 2021	Meridian Free Li Payroll Meridian Free L	74,399.84		
● Feb 25, 2021	Meridian Free Li PayrollTax Meridian Free L	25,215.04		
● Feb 24, 2021	Meridian Free Li Payroll Meridian Free L	1,125.00		
● Feb 23, 2021	2/26/21 Payroll		100,000.00	
● Feb 17, 2021	<u>Check #11561</u>	416.99		
● Feb 17, 2021	<u>Check #11558</u>	102.44		
● Feb 16, 2021	<u>Check #11557</u>	1,079.68		
● Feb 12, 2021	<u>Check #9999</u>	974.52		
● Feb 11, 2021	Meridian Free Li PayrollTax Meridian Free L	24,700.69		
● Feb 10, 2021	Meridian Free Li Payroll Meridian Free L	71,517.86		
● Feb 09, 2021	2/12/21 Payroll		100,000.00	
● Feb 04, 2021	Meridian Free Li Billing Meridian Free L	1,418.50		
● Feb 04, 2021	Meridian Free Li Payroll Meridian Free L	2,478.69		
● Feb 04, 2021	Meridian Free Li PayrollTax Meridian Free L	1,331.10		
● Feb 01, 2021	<u>Check #9999</u>	977.30		
● Feb 01, 2021	<u>Check #11555</u>	366.73		
● Feb 01, 2021	<u>Check #11554</u>	1,079.68		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
Jan 29, 2021	ACH FILE FEE(S)	2.00		
Jan 29, 2021	ACH PER ITEM FEE(S)	1.00		
Jan 29, 2021	Meridian Free Li Billing Meridian Free L	12.36		
Jan 28, 2021	Meridian Free Li PayrollTax Meridian Free L	24,869.17		
Jan 27, 2021	Meridian Free Li Payroll Meridian Free L	71,999.57		
Jan 26, 2021	1/29/21 Payroll		100,000.00	
Jan 21, 2021	<u>Check #11533</u>	62.88		
Jan 20, 2021	<u>Check #11551</u>	1,079.68		
Jan 19, 2021	<u>Check #11552</u>	457.53		
Jan 19, 2021	Meridian Free Li Taxes Meridian Free L		911.41	
Jan 19, 2021	Meridian Free Li Payroll Meridian Free L		2,635.99	
Jan 19, 2021	Meridian Free Li Payroll Meridian Free L	1,392.89		
Jan 15, 2021	Meridian Free Li Billing Meridian Free L	2,109.50		
Jan 15, 2021	<u>Check #11553</u>	977.30		
Jan 14, 2021	Meridian Free Li Payroll Meridian Free L	73,615.72		
Jan 14, 2021	Meridian Free Li PayrollTax Meridian Free L	131.04		
Jan 14, 2021	Meridian Free Li PayrollTax Meridian Free L	25,890.48		
Jan 12, 2021	1/15/21 Payroll		100,000.00	
Jan 05, 2021	<u>Check #11539</u>	432.67		
Jan 04, 2021	<u>Check #11538</u>	1,076.26		
Jan 04, 2021	<u>Check #11541</u>	108.98		
Jan 04, 2021	<u>Check</u>	991.27		
Dec 30, 2020	Meridian Free Li PayrollTax Meridian Free L	25,479.61		
Dec 29, 2020	Meridian Free Li Payroll Meridian Free L	72,138.60		
Dec 28, 2020	12/31/20 Payroll		100,000.00	
Dec 22, 2020	<u>Check #11535</u>	1,076.27		
Dec 21, 2020	<u>Check #11536</u>	453.36		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Dec 18, 2020	<u>Check #9999</u>	969.00		
● Dec 17, 2020	Meridian Free Li PayrollTax Meridian Free L	25,236.22		
● Dec 16, 2020	Meridian Free Li Payroll Meridian Free L	71,774.96		
● Dec 15, 2020	12/18/20Payroll		100,000.00	
● Dec 15, 2020	Meridian Free Li Payroll Meridian Free L	12.02		
● Dec 15, 2020	Meridian Free Li PayrollTax Meridian Free L	2.00		
● Dec 10, 2020	<u>Check #11518</u>	437.53		
● Dec 10, 2020	<u>Check #11500</u>	438.30		
● Dec 10, 2020	<u>Check #11512</u>	437.65		
● Dec 09, 2020	<u>Check #11531</u>	451.33		
● Dec 08, 2020	<u>Check #11534</u>	89.46		
● Dec 07, 2020	<u>Check #11530</u>	190.45		
● Dec 07, 2020	<u>Check #11529</u>	1,076.27		
● Dec 04, 2020	Meridian Free Li Billing Meridian Free L	1,492.75		
● Dec 04, 2020	<u>Check #11532</u>	986.73		
● Dec 03, 2020	Meridian Free Li PayrollTax Meridian Free L	24,810.70		
● Dec 02, 2020	Meridian Free Li Payroll Meridian Free L	70,451.80		
● Dec 02, 2020	<u>Check #11524</u>	329.22		
● Dec 01, 2020	12/04/20 Payroll		100,000.00	
● Nov 30, 2020	ACH PER ITEM FEE(S)	1.00		
● Nov 30, 2020	ACH FILE FEE(S)	2.00		
● Nov 24, 2020	<u>Check #11527</u>	174.56		
● Nov 23, 2020	<u>Check #11526</u>	742.52		
● Nov 23, 2020	<u>Check #11523</u>	1,076.47		
● Nov 23, 2020	<u>Check #11525</u>	354.64		
● Nov 20, 2020	<u>Check</u>	969.74		
● Nov 19, 2020	Meridian Free Li PayrollTax Meridian Free L	24,844.14		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Nov 19, 2020	Meridian Free Li Payroll Meridian Free L	69,654.56		
● Nov 18, 2020	Meridian Free Li PayrollTax Meridian Free L	2,458.27		
● Nov 17, 2020	Meridian Free Li Payroll Meridian Free L	3,949.76		
● Nov 17, 2020	11/20/20 payroll		100,000.00	
● Nov 17, 2020	Supplemental paycheck 111920		6,500.00	
● Nov 16, 2020	<u>Check #11521</u>	335.24		
● Nov 12, 2020	<u>Check #11520</u>	430.42		
● Nov 09, 2020	<u>Check #11519</u>	1,076.27		
● Nov 06, 2020	Meridian Free Li Billing Meridian Free L	1,472.75		
● Nov 06, 2020	<u>Check #11522</u>	971.53		
● Nov 05, 2020	Meridian Free Li PayrollTax Meridian Free L	25,835.93		
● Nov 04, 2020	Meridian Free Li Payroll Meridian Free L	73,193.86		
● Nov 03, 2020	Additional for 11/6/20		5,000.00	
● Nov 03, 2020	Transfer 11/6/20 payroll		100,000.00	
● Oct 30, 2020	ACH PER ITEM FEE(S)	1.50		
● Oct 30, 2020	ACH FILE FEE(S)	3.00		
● Oct 29, 2020	<u>Check #11516</u>	74.89		
● Oct 29, 2020	<u>Check #11515</u>	340.41		
● Oct 26, 2020	<u>Check #11513</u>	1,076.27		
● Oct 26, 2020	<u>Check #11514</u>	220.65		
● Oct 23, 2020	<u>Check #11517</u>	972.15		
● Oct 22, 2020	Meridian Free Li PayrollTax Meridian Free L	25,009.06		
● Oct 21, 2020	Meridian Free Li Payroll Meridian Free L	71,131.62		
● Oct 20, 2020	10/23/20 Payroll		100,000.00	
● Oct 14, 2020	<u>Check #11510</u>	370.58		
● Oct 13, 2020	<u>Check #11509</u>	1,076.27		
● Oct 09, 2020	Meridian Free Li Billing Meridian Free L	1,437.50		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Oct 09, 2020	<u>Check</u>	970.38		
● Oct 08, 2020	<u>Check #11493</u>	8.00		
● Oct 08, 2020	Meridian Free Li PayrollTax Meridian Free L	25,118.45		
● Oct 07, 2020	Meridian Free Li Payroll Meridian Free L	71,373.15		
● Oct 06, 2020	10/9/20 Payroll		102,000.00	
● Oct 02, 2020	<u>Check #11498</u>	353.98		
● Oct 01, 2020	<u>Check</u>	981.61		
● Sep 30, 2020	<u>Deposit</u>		262.59	
● Sep 30, 2020	ACH FILE FEE(S)	2.00		
● Sep 30, 2020	ACH PER ITEM FEE(S)	1.00		
● Sep 28, 2020	<u>Check #11497</u>	2,586.56		
● Sep 28, 2020	<u>Check #11496</u>	1,076.27		
● Sep 24, 2020	Meridian Free Li PayrollTax Meridian Free L	24,588.28		
● Sep 23, 2020	Meridian Free Li Payroll Meridian Free L	68,821.50		
● Sep 22, 2020	<u>Check #11495</u>	399.91		
● Sep 22, 2020	<u>Check #11466</u>	437.45		
● Sep 22, 2020	09/25/20 Payroll		100,000.00	
● Sep 22, 2020	<u>Check #11484</u>	437.43		
● Sep 16, 2020	<u>Check #11492</u>	426.34		
● Sep 15, 2020	<u>Check #11491</u>	1,076.27		
● Sep 11, 2020	Meridian Free Li Billing Meridian Free L	1,432.50		
● Sep 11, 2020	<u>Check</u>	972.15		
● Sep 10, 2020	Meridian Free Li PayrollTax Meridian Free L	24,433.98		
● Sep 09, 2020	Meridian Free Li Payroll Meridian Free L	72,189.68		
● Sep 08, 2020	09/11/20 Payroll		100,000.00	
● Sep 01, 2020	<u>Check #11488</u>	430.10		
● Aug 31, 2020	<u>Check #11487</u>	1,076.27		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Aug 31, 2020	ACH PER ITEM FEE(S)	1.00		
● Aug 31, 2020	ACH FILE FEE(S)	2.00		
● Aug 28, 2020	<u>Check #11482</u>	453.36		
● Aug 28, 2020	<u>Check #11489</u>	971.53		
● Aug 27, 2020	Meridian Free Li PayrollTax Meridian Free L	24,866.82		
● Aug 26, 2020	Meridian Free Li Payroll Meridian Free L	71,765.12		
● Aug 25, 2020	<u>Check #11485</u>	1,028.39		
● Aug 25, 2020	08/28/20 Payroll		100,000.00	
● Aug 17, 2020	<u>Check #11481</u>	836.90		
● Aug 17, 2020	<u>Check #11480</u>	1,047.08		
● Aug 17, 2020	Meridian Free Li Payroll Meridian Free L	160.00		
● Aug 14, 2020	Meridian Free Li Billing Meridian Free L	1,425.00		
● Aug 14, 2020	<u>Check #218197</u>	125.00		
● Aug 14, 2020	<u>Check #11483</u>	976.85		
● Aug 13, 2020	Meridian Free Li PayrollTax Meridian Free L	24,885.53		
● Aug 13, 2020	<u>Check #472</u>	453.47		
● Aug 13, 2020	<u>Check #11486</u>	777.39		
● Aug 12, 2020	Meridian Free Li Payroll Meridian Free L	68,715.20		
● Aug 11, 2020	08/14/20 Payroll		100,000.00	
● Aug 05, 2020	<u>Check #11479</u>	437.44		
● Aug 05, 2020	<u>Check #11475</u>	437.42		
● Aug 05, 2020	<u>Check #11470</u>	440.12		
● Aug 03, 2020	<u>Check #11476</u>	1,047.07		
● Jul 31, 2020	ACH FILE FEE(S)	2.00		
● Jul 31, 2020	ACH PER ITEM FEE(S)	1.00		
● Jul 31, 2020	<u>Check #11478</u>	997.42		
● Jul 30, 2020	Meridian Free Li PayrollTax Meridian Free L	25,419.83		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Jul 30, 2020	Meridian Free Li Payroll Meridian Free L	70,622.09		
● Jul 28, 2020	07/31/20 Payroll		100,000.00	
● Jul 24, 2020	<u>Check #11473</u>	397.27		
● Jul 20, 2020	<u>Check #11472</u>	1,046.08		
● Jul 17, 2020	<u>Check #11474</u>	971.14		
● Jul 16, 2020	Meridian Free Li PayrollTax Meridian Free L	23,801.98		
● Jul 15, 2020	Meridian Free Li Payroll Meridian Free L	66,694.25		
● Jul 14, 2020	071720 Payroll		83,000.00	
● Jul 09, 2020	<u>Check #11468</u>	455.51		
● Jul 06, 2020	<u>Check #11467</u>	1,046.08		
● Jul 03, 2020	<u>Check</u>	968.37		
● Jul 03, 2020	Meridian Free Li Billing Meridian Free L	1,421.50		
● Jul 02, 2020	Meridian Free Li PayrollTax Meridian Free L	23,971.76		
● Jul 02, 2020	Meridian Free Li Payroll Meridian Free L	67,099.20		
● Jun 30, 2020	STOP PAYMENT FEE(S)	34.00		
● Jun 25, 2020	070320 Payroll		100,000.00	
● Jun 25, 2020	<u>Check #11464</u>	228.45		
● Jun 23, 2020	<u>Check #11040</u>	125.00		
● Jun 22, 2020	<u>Check #11463</u>	1,046.08		
● Jun 19, 2020	<u>Check #11465</u>	1,079.64		
● Jun 18, 2020	Meridian Free Li PayrollTax Meridian Free L	24,825.60		
● Jun 17, 2020	Meridian Free Li Payroll Meridian Free L	68,730.64		
● Jun 16, 2020	06/19/20 Payroll		97,000.00	
● Jun 15, 2020	<u>Check #11458</u>	437.43		
● Jun 15, 2020	<u>Check #11454</u>	437.43		
● Jun 11, 2020	<u>Check #11456</u>	453.37		
● Jun 11, 2020	Meridian Free Li PayrollTax Meridian Free L	50.14		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Jun 11, 2020	Meridian Free Li Payroll Meridian Free L	302.94		
● Jun 09, 2020	<u>Check #1100</u>	1,046.08		
● Jun 08, 2020	<u>Check #11457</u>	944.52		
● Jun 04, 2020	Meridian Free Li PayrollTax Meridian Free L	23,238.89		
● Jun 04, 2020	<u>Check #11452</u>	453.36		
● Jun 03, 2020	Meridian Free Li Billing Meridian Free L	1,477.75		
● Jun 03, 2020	Meridian Free Li PayrollTax Meridian Free L	31.72		
● Jun 03, 2020	Meridian Free Li Payroll Meridian Free L	170.70		
● Jun 03, 2020	Meridian Free Li Payroll Meridian Free L	66,223.14		
● Jun 02, 2020	060520 Payroll		95,000.00	
● May 29, 2020	ACH FILE FEE(S)	2.00		
● May 29, 2020	ACH PER ITEM FEE(S)	1.00		
● May 27, 2020	<u>Check #11451</u>	1,046.08		
● May 22, 2020	<u>Check #11446</u>	437.43		
● May 22, 2020	<u>Check #11442</u>	437.43		
● May 22, 2020	<u>Check #11450</u>	437.43		
● May 22, 2020	<u>Check #11436</u>	437.44		
● May 22, 2020	<u>Check #11453</u>	944.55		
● May 21, 2020	Meridian Free Li PayrollTax Meridian Free L	24,455.21		
● May 20, 2020	Meridian Free Li Payroll Meridian Free L	69,995.47		
● May 19, 2020	ICORP TRANSFER FROM XXXXXX7144 5/19/20 AT 9:01 SEQ 117469252		97,000.00	
● May 14, 2020	<u>Check #11448</u>	453.36		
● May 12, 2020	<u>Check #11447</u>	1,046.08		
● May 11, 2020	<u>Check</u>	944.54		
● May 08, 2020	Meridian Free Li Billing Meridian Free L	1,505.30		
● May 07, 2020	Meridian Free Li PayrollTax Meridian Free L	23,641.75		
● May 06, 2020	Meridian Free Li Payroll Meridian Free L	68,389.53		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● May 05, 2020	204108 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 5/05/20		100,000.00	
● Apr 29, 2020	<u>Check #11444</u>	453.36		
● Apr 29, 2020	Meridian Free Li Payroll Meridian Free L	609.63		
● Apr 28, 2020	STOP PAYMENT FEE 1	17.00		
● Apr 27, 2020	<u>Check #11443</u>	1,046.08		
● Apr 27, 2020	<u>Check</u>	944.54		
● Apr 23, 2020	Meridian Free Li PayrollTax Meridian Free L	23,662.80		
● Apr 22, 2020	Meridian Free Li Payroll Meridian Free L	68,401.47		
● Apr 21, 2020	171413 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 4/21/20		75,000.00	
● Apr 16, 2020	<u>Check #11439</u>	453.36		
● Apr 14, 2020	<u>Check #11438</u>	1,046.08		
● Apr 14, 2020	<u>Check</u>	944.54		
● Apr 10, 2020	Meridian Free Li Billing Meridian Free L	1,481.00		
● Apr 09, 2020	Meridian Free Li PayrollTax Meridian Free L	22,969.96		
● Apr 09, 2020	<u>Check #11437</u>	608.61		
● Apr 08, 2020	Meridian Free Li Payroll Meridian Free L	66,199.27		
● Apr 06, 2020	021221 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 4/06/20		100,000.00	
● Apr 02, 2020	<u>Check #38</u>	125.00		
● Mar 31, 2020	STOP PAYMENT FEE 1	17.00		
● Mar 31, 2020	<u>Check #11036</u>	125.00		
● Mar 30, 2020	<u>Check #11433</u>	530.78		
● Mar 30, 2020	<u>Check #11432</u>	1,046.07		
● Mar 27, 2020	<u>Check</u>	944.41		
● Mar 26, 2020	Meridian Free Li PayrollTax Meridian Free L	23,067.46		
● Mar 25, 2020	Meridian Free Li Payroll Meridian Free L	66,288.88		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Mar 24, 2020	157821 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 3/24/20		100,000.00	
● Mar 19, 2020	<u>Check #11430</u>	612.47		
● Mar 17, 2020	<u>Check #11016</u>	386.29		
● Mar 17, 2020	<u>Check #11421</u>	221.18		
● Mar 17, 2020	<u>Check #11010</u>	355.15		
● Mar 17, 2020	<u>Check #11428</u>	667.04		
● Mar 17, 2020	<u>Deposit</u>		154.87	
● Mar 17, 2020	<u>Check #11431</u>	403.99		
● Mar 17, 2020	<u>Check #11021</u>	361.33		
● Mar 17, 2020	<u>Check #11420</u>	218.86		
● Mar 16, 2020	<u>Check #11427</u>	1,046.28		
● Mar 13, 2020	<u>Check #11429</u>	944.05		
● Mar 12, 2020	Meridian Free Li PayrollTax Meridian Free L	23,922.48		
● Mar 12, 2020	Meridian Free Li Payroll Meridian Free L	68,587.99		
● Mar 11, 2020	<u>Check #9290</u>	125.00		
● Mar 10, 2020	149654 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 3/10/20		75,000.00	
● Mar 09, 2020	<u>Check #11035</u>	125.00		
● Mar 09, 2020	Meridian Free Li Billing Meridian Free L	2,399.50		
● Mar 06, 2020	REVERSE DDA SERVICE CHARGES		11.25	
● Mar 06, 2020	Meridian Free Li PayrollTax Meridian Free L	48.06		
● Mar 06, 2020	Meridian Free Li Payroll Meridian Free L	280.30		
● Mar 02, 2020	<u>Check #1417</u>	449.18		
● Mar 02, 2020	<u>Check #11419</u>	610.64		
● Mar 02, 2020	<u>Deposit</u>		134.10	
● Mar 02, 2020	<u>Check #11416</u>	1,046.22		
● Mar 02, 2020	<u>Check #11025</u>	613.61		



Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Feb 28, 2020	<u>Check #11418</u>	938.25		
● Feb 28, 2020	SERVICE CHARGE	11.25		
● Feb 27, 2020	424579 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 2/27/20		25,000.00	
● Feb 27, 2020	Meridian Free Li PayrollTax Meridian Free L	23,434.79		
● Feb 26, 2020	Meridian Free Li Payroll Meridian Free L	67,903.82		
● Feb 26, 2020	<u>Check #11042</u>	125.00		
● Feb 25, 2020	184289 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 2/25/20		95,000.00	
● Feb 25, 2020	<u>Check #11037</u>	125.00		
● Feb 24, 2020	<u>Check #11041</u>	125.00		
● Feb 21, 2020	Meridian Free Li PayrollTax Meridian Free L	179.58		
● Feb 19, 2020	<u>Check #11023</u>	441.14		
● Feb 19, 2020	<u>Deposit</u>		82.25	
● Feb 18, 2020	<u>Check #11022</u>	1,046.48		
● Feb 14, 2020	Meridian Free Li Billing Meridian Free L	1,506.30		
● Feb 14, 2020	<u>Check #11024</u>	939.99		
● Feb 13, 2020	Meridian Free Li PayrollTax Meridian Free L	23,363.34		
● Feb 13, 2020	Meridian Free Li Payroll Meridian Free L	67,118.76		
● Feb 11, 2020	178886 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 2/11/20		100,000.00	
● Feb 07, 2020	<u>Deposit</u>		71.04	
● Feb 04, 2020	<u>Check #11020</u>	609.86		
● Feb 03, 2020	<u>Check #1</u>	1,046.08		
● Feb 03, 2020	<u>Check #11018</u>	301.56		
● Jan 31, 2020	<u>Check #11019</u>	954.09		
● Jan 30, 2020	Meridian Free Li PayrollTax Meridian Free L	25,383.76		

PAYROLL – XXXX7128





















Search Transactions

Activity: All transactions Type: All

Transactions

 Pending  Posted

Total debits: -6,165,198.05 (446) Total credits: +6,277,538.26 (86)

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
 Jun 06, 2022	June payroll #1		100,000.00	148,185.66
 Jun 02, 2022	144210 MERIDIAN DIR DEP 144210	83,922.29		48,185.66
 Jun 02, 2022	PAYLOCITY CORPOR TAX COL	31,928.76		132,107.95
 Jun 02, 2022	144210 MERIDIAN TRUST 144210	6,029.57		164,036.71
 May 20, 2022	144210 MERIDIAN BILLING 144210	1,285.00		170,066.28
 May 19, 2022	144210 MERIDIAN DIR DEP 144210	73,414.51		171,351.28
 May 19, 2022	PAYLOCITY CORPOR TAX COL	25,415.85		244,765.79
 May 19, 2022	144210 MERIDIAN TRUST 144210	3,984.81		270,181.64
 May 19, 2022	June 3rd payroll		100,000.00	274,166.45
 May 13, 2022	Service Charges April 2022	3.00		174,166.45
 May 11, 2022	second payroll in May 22		150,000.00	174,169.45
 May 05, 2022	144210 MERIDIAN DIR DEP 144210	74,061.45		24,169.45
 May 05, 2022	PAYLOCITY CORPOR TAX COL	26,845.58		98,230.90
 May 05, 2022	144210 MERIDIAN TRUST 144210	6,342.69		125,076.48
 Apr 26, 2022	Apr payroll 2		50,000.00	
 Apr 25, 2022	144210 MERIDIAN FIX 144210		3,031.65	
 Apr 22, 2022	144210 MERIDIAN BILLING 144210	1,242.25		
 Apr 21, 2022	144210 MERIDIAN TRUST 144210	2,842.85		
 Apr 21, 2022	PAYLOCITY CORPOR TAX COL	26,099.96		
 Apr 21, 2022	144210 MERIDIAN DIR DEP 144210	75,619.28		

Date ▾	Description ⇅	Debit ⇅	Credit ⇅	Balance
● Apr 19, 2022	April paroll 2		120,000.00	
● Apr 14, 2022	<u>Deposit</u>		368.60	
● Apr 14, 2022	Service Charges March 2022	3.00		
● Apr 07, 2022	144210 MERIDIAN TRUST 144210	3,497.05		
● Apr 07, 2022	PAYLOCITY CORPOR TAX COL	24,270.86		
● Apr 07, 2022	144210 MERIDIAN DIR DEP 144210	69,087.72		
● Apr 06, 2022	April Payroll		100,000.00	
● Mar 29, 2022	144210 MERIDIAN FIX 144210		100.00	
● Mar 25, 2022	144210 MERIDIAN BILLING 144210	1,233.75		
● Mar 24, 2022	144210 MERIDIAN TRUST 144210	2,949.55		
● Mar 24, 2022	PAYLOCITY CORPOR TAX COL	23,665.55		
● Mar 24, 2022	144210 MERIDIAN DIR DEP 144210	68,696.92		
● Mar 21, 2022	March Payroll 3.25.22		150,000.00	
● Mar 10, 2022	144210 MERIDIAN TRUST 144210	3,033.25		
● Mar 10, 2022	PAYLOCITY CORPOR TAX COL	28,111.49		
● Mar 10, 2022	144210 MERIDIAN DIR DEP 144210	78,001.97		
● Mar 08, 2022	Payroll 3.11.22		7,000.00	
● Mar 08, 2022	March payroll		100,000.00	
● Mar 08, 2022	PAYLOCITY CORPOR TAX COL	46.84		
● Mar 08, 2022	144210 MERIDIAN DIR DEP 144210	270.42		
● Mar 02, 2022	PAYLOCITY CORPOR TAX COL	47.04		
● Mar 02, 2022	144210 MERIDIAN DIR DEP 144210	283.92		
● Feb 25, 2022	144210 MERIDIAN BILLING 144210	2,140.50		
● Feb 24, 2022	144210 MERIDIAN TRUST 144210	3,496.34		
● Feb 24, 2022	PAYLOCITY CORPOR TAX COL	25,098.15		
● Feb 24, 2022	144210 MERIDIAN DIR DEP 144210	73,074.72		
● Feb 23, 2022	PAYLOCITY CORPOR TAX COL	740.37		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Feb 23, 2022	144210 MERIDIAN DIR DEP 144210	1,633.01		
● Feb 10, 2022	144210 MERIDIAN TRUST 144210	4,209.82		
● Feb 10, 2022	PAYLOCITY CORPOR TAX COL	25,106.03		
● Feb 10, 2022	144210 MERIDIAN DIR DEP 144210	72,222.99		
● Feb 09, 2022	Feb Payroll		200,000.00	
● Jan 31, 2022	ACH PER ITEM FEE(S)	1.00		
● Jan 31, 2022	ACH FILE FEE(S)	2.00		
● Jan 28, 2022	144210 MERIDIAN BILLING 144210	1,327.75		
● Jan 27, 2022	144210 MERIDIAN TRUST 144210	3,709.25		
● Jan 27, 2022	PAYLOCITY CORPOR TAX COL	24,201.91		
● Jan 27, 2022	144210 MERIDIAN DIR DEP 144210	71,009.07		
● Jan 25, 2022	Jan. Payroll (2)		100,000.00	
● Jan 13, 2022	144210 MERIDIAN TRUST 144210	2,877.69		
● Jan 13, 2022	PAYLOCITY CORPOR TAX COL	23,646.67		
● Jan 13, 2022	144210 MERIDIAN DIR DEP 144210	70,836.03		
● Jan 10, 2022	<u>Deposit</u>		65.34	
● Jan 10, 2022	January payroll (1)		100,000.00	
● Jan 05, 2022	PAYLOCITY CORPOR TAX COL	2,708.88		
● Jan 05, 2022	144210 MERIDIAN DIR DEP 144210	4,604.64		
● Dec 31, 2021	ACH PER ITEM FEE(S)	1.00		
● Dec 31, 2021	ACH FILE FEE(S)	2.00		
● Dec 30, 2021	144210 MERIDIAN BILLING 144210	1,342.75		
● Dec 29, 2021	144210 MERIDIAN TRUST 144210	4,228.61		
● Dec 29, 2021	PAYLOCITY CORPOR TAX COL	24,079.49		
● Dec 29, 2021	144210 MERIDIAN DIR DEP 144210	70,121.59		
● Dec 22, 2021	December Payroll 3 (12/31)		100,000.00	
● Dec 16, 2021	144210 MERIDIAN TRUST 144210	3,945.07		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Dec 16, 2021	PAYLOCITY CORPOR TAX COL	23,987.28		
● Dec 16, 2021	144210 MERIDIAN DIR DEP 144210	70,126.55		
● Dec 14, 2021	Dec payroll 1		100,000.00	
● Dec 10, 2021	PAYLOCITY CORPOR TAX COL	47.54		
● Dec 10, 2021	144210 MERIDIAN DIR DEP 144210	219.38		
● Dec 02, 2021	144210 MERIDIAN TRUST 144210	3,959.31		
● Dec 02, 2021	PAYLOCITY CORPOR TAX COL	22,927.10		
● Dec 02, 2021	144210 MERIDIAN DIR DEP 144210	67,100.65		
● Nov 30, 2021	<u>Check #11624</u>	372.53		
● Nov 30, 2021	<u>Check #11615</u>	380.03		
● Nov 29, 2021	December payroll (1)		100,000.00	
● Nov 19, 2021	<u>Deposit</u>		205.00	
● Nov 19, 2021	144210 MERIDIAN BILLING 144210	1,270.75		
● Nov 18, 2021	144210 MERIDIAN TRUST 144210	2,513.19		
● Nov 18, 2021	PAYLOCITY CORPOR TAX COL	24,769.96		
● Nov 18, 2021	144210 MERIDIAN DIR DEP 144210	70,810.29		
● Nov 16, 2021	Nov. payroll		100,000.00	
● Nov 10, 2021	Meridian Free Li MANUAL Meridian Free L	2,916.00		
● Nov 04, 2021	<u>Check #11602</u>	11.12		
● Nov 04, 2021	144210 MERIDIAN TRUST 144210	2,878.09		
● Nov 04, 2021	PAYLOCITY CORPOR TAX COL	23,262.77		
● Nov 04, 2021	144210 MERIDIAN DIR DEP 144210	68,133.48		
● Nov 02, 2021	Nov. 1 payroll		100,000.00	
● Oct 29, 2021	ACH PER ITEM FEE(S)	0.50		
● Oct 29, 2021	ACH FILE FEE(S)	1.00		
● Oct 26, 2021	Meridian Free Li MANUAL Meridian Free L	1,662.62		
● Oct 22, 2021	144210 MERIDIAN BILLING 144210	3,399.25		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Oct 21, 2021	144210 MERIDIAN TRUST 144210	2,493.63		
● Oct 21, 2021	PAYLOCITY CORPOR TAX COL	24,014.84		
● Oct 21, 2021	144210 MERIDIAN DIR DEP 144210	69,668.84		
● Oct 19, 2021	Payroll 10/22/21		95,000.00	
● Oct 18, 2021	<u>Check #11626</u>	135.65		
● Oct 14, 2021	PAYLOCITY CORPOR TAX COL	613.19		
● Oct 14, 2021	144210 MERIDIAN DIR DEP 144210	1,669.18		
● Oct 07, 2021	144210 MERIDIAN TRUST 144210	2,497.66		
● Oct 07, 2021	PAYLOCITY CORPOR TAX COL	23,749.72		
● Oct 07, 2021	144210 MERIDIAN DIR DEP 144210	69,820.99		
● Oct 05, 2021	10/08/21 Payroll		100,000.00	
● Oct 05, 2021	<u>Check #1623</u>	126.29		
● Oct 01, 2021	Meridian Free Li PayrollTax Meridian Free L	192.11		
● Oct 01, 2021	Meridian Free Li Payroll Meridian Free L	885.48		
● Sep 30, 2021	<u>Deposit</u>		328.36	
● Sep 30, 2021	<u>Check #11625</u>	1,016.37		
● Sep 30, 2021	ACH PER ITEM FEE(S)	1.00		
● Sep 30, 2021	ACH FILE FEE(S)	2.00		
● Sep 27, 2021	<u>Check #11622</u>	1,123.37		
● Sep 23, 2021	Meridian Free Li PayrollTax Meridian Free L	23,692.18		
● Sep 22, 2021	Meridian Free Li Payroll Meridian Free L	68,157.35		
● Sep 21, 2021	9/24/21 Payroll		100,000.00	
● Sep 21, 2021	<u>Check #11603</u>	190.56		
● Sep 21, 2021	<u>Check #11612</u>	371.65		
● Sep 13, 2021	<u>Check #11614</u>	1,120.37		
● Sep 10, 2021	<u>Check #900008</u>	1,004.74		
● Sep 10, 2021	Meridian Free Li Billing Meridian Free L	1,510.00		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Sep 09, 2021	Meridian Free Li PayrollTax Meridian Free L	26,658.15		
● Sep 08, 2021	Meridian Free Li Payroll Meridian Free L	74,399.90		
● Sep 07, 2021	09/10/21 Payroll		105,000.00	
● Sep 03, 2021	<u>Check #11611</u>	185.39		
● Aug 31, 2021	<u>Check #11610</u>	1,079.68		
● Aug 31, 2021	ACH PER ITEM FEE(S)	0.50		
● Aug 31, 2021	ACH FILE FEE(S)	1.00		
● Aug 27, 2021	<u>Check #60008</u>	1,006.18		
● Aug 26, 2021	Meridian Free Li PayrollTax Meridian Free L	24,731.50		
● Aug 26, 2021	Meridian Free Li Payroll Meridian Free L	71,037.31		
● Aug 24, 2021	08/27/21 payroll		100,000.00	
● Aug 18, 2021	Meridian Free Li PayrollTax Meridian Free L	24.06		
● Aug 18, 2021	Meridian Free Li Payroll Meridian Free L	145.25		
● Aug 16, 2021	<u>Deposit</u>		196.82	
● Aug 16, 2021	<u>Check #11601</u>	1,079.68		
● Aug 13, 2021	<u>Check #11604</u>	1,001.98		
● Aug 13, 2021	Meridian Free Li Billing Meridian Free L	1,486.50		
● Aug 12, 2021	Meridian Free Li PayrollTax Meridian Free L	24,550.53		
● Aug 11, 2021	Meridian Free Li Payroll Meridian Free L	71,575.89		
● Aug 10, 2021	08/13/21 Payroll		100,000.00	
● Aug 06, 2021	<u>Check #11600</u>	184.61		
● Aug 04, 2021	<u>Check #11597</u>	1,079.68		
● Aug 03, 2021	<u>Check #11598</u>	170.66		
● Aug 02, 2021	ICORP TRANSFER FROM XXXXXX7144 8/02/21 AT 13:48 SEQ 111343243		3,000.00	
● Jul 30, 2021	<u>Check #11599</u>	1,013.86		
● Jul 29, 2021	Meridian Free Li PayrollTax Meridian Free L	25,042.79		
● Jul 28, 2021	Meridian Free Li Payroll Meridian Free L	72,596.05		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
Jul 27, 2021	7/30/21 Payroll		100,000.00	
Jul 20, 2021	<u>Check #11595</u>	1,079.68		
Jul 16, 2021	<u>Check #11596</u>	1,008.84		
Jul 16, 2021	7/16/21 Payroll Additional Amount		2,000.00	
Jul 15, 2021	Meridian Free Li PayrollTax Meridian Free L	25,181.41		
Jul 14, 2021	Meridian Free Li Payroll Meridian Free L	72,629.84		
Jul 13, 2021	07/16/21 Payroll		100,000.00	
Jul 08, 2021	<u>Deposit</u>		58.25	
Jul 06, 2021	<u>Check #11593</u>	1,079.68		
Jul 02, 2021	Meridian Free Li Billing Meridian Free L	1,486.00		
Jul 02, 2021	<u>Check #11594</u>	1,017.11		
Jul 01, 2021	Meridian Free Li PayrollTax Meridian Free L	27,365.14		
Jun 30, 2021	ACH PER ITEM FEE(S)	1.00		
Jun 30, 2021	ACH FILE FEE(S)	2.00		
Jun 30, 2021	Meridian Free Li Payroll Meridian Free L	78,562.12		
Jun 29, 2021	07/02/21 Payroll		108,000.00	
Jun 22, 2021	<u>Check #11592</u>	2,259.84		
Jun 22, 2021	Meridian Free Li MANUAL Meridian Free L	294.99		
Jun 21, 2021	<u>Check #11590</u>	1,079.68		
Jun 21, 2021	<u>Check #9999</u>	999.76		
Jun 17, 2021	Meridian Free Li PayrollTax Meridian Free L	25,648.00		
Jun 16, 2021	Meridian Free Li Payroll Meridian Free L	71,626.37		
Jun 15, 2021	06/18/21 Payroll		102,000.00	
Jun 10, 2021	<u>Check #11589</u>	374.59		
Jun 10, 2021	<u>Check #11585</u>	253.54		
Jun 08, 2021	<u>Check #11588</u>	453.06		
Jun 07, 2021	<u>Check #11586</u>	1,079.68		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Jun 04, 2021	<u>Deposit</u>		307.00	
● Jun 04, 2021	Meridian Free Li Billing Meridian Free L	1,495.00		
● Jun 04, 2021	<u>Check #11587</u>	1,004.60		
● Jun 03, 2021	Meridian Free Li PayrollTax Meridian Free L	24,733.88		
● Jun 03, 2021	Meridian Free Li Payroll Meridian Free L	71,306.90		
● Jun 01, 2021	06/04/21 payroll		100,000.00	
● May 28, 2021	ACH PER ITEM FEE(S)	0.50		
● May 28, 2021	ACH FILE FEE(S)	1.00		
● May 26, 2021	<u>Check #11581</u>	1,079.68		
● May 26, 2021	<u>Check #11584</u>	161.01		
● May 26, 2021	<u>Check #11582</u>	1,008.84		
● May 24, 2021	<u>Check #11583</u>	1,149.41		
● May 21, 2021	<u>Check #11576</u>	157.50		
● May 20, 2021	Meridian Free Li PayrollTax Meridian Free L	25,033.58		
● May 19, 2021	Meridian Free Li Payroll Meridian Free L	72,006.28		
● May 18, 2021	05/21/21 Payroll		100,000.00	
● May 18, 2021	<u>Check #11580</u>	23.45		
● May 12, 2021	<u>Check #11578</u>	1,079.68		
● May 12, 2021	<u>Check #11579</u>	1,000.01		
● May 07, 2021	Meridian Free Li Billing Meridian Free L	1,496.00		
● May 06, 2021	Meridian Free Li PayrollTax Meridian Free L	26,015.73		
● May 06, 2021	Meridian Free Li Payroll Meridian Free L	75,915.62		
● May 04, 2021	<u>Check #11572</u>	222.57		
● May 04, 2021	<u>Check #11569</u>	174.35		
● May 04, 2021	05/07/21 Payroll		106,000.00	
● May 04, 2021	<u>Check #11574</u>	228.45		
● Apr 30, 2021	ACH PER ITEM FEE(S)	0.50		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Apr 30, 2021	ACH FILE FEE(S)	1.00		
● Apr 27, 2021	<u>Check #9999</u>	977.30		
● Apr 26, 2021	<u>Check #11575</u>	1,079.68		
● Apr 22, 2021	Meridian Free Li PayrollTax Meridian Free L	25,521.42		
● Apr 21, 2021	Meridian Free Li Payroll Meridian Free L	73,584.36		
● Apr 20, 2021	4/23/21 Payroll		103,000.00	
● Apr 12, 2021	<u>Check #11571</u>	1,079.67		
● Apr 12, 2021	Meridian Free Li PayrollTax Meridian Free L	37.86		
● Apr 12, 2021	Meridian Free Li PayrollTax Meridian Free L	38.74		
● Apr 12, 2021	Meridian Free Li Payroll Meridian Free L	233.97		
● Apr 09, 2021	<u>Check #11573</u>	969.58		
● Apr 09, 2021	Meridian Free Li Billing Meridian Free L	1,432.00		
● Apr 08, 2021	Meridian Free Li PayrollTax Meridian Free L	25,263.56		
● Apr 07, 2021	Meridian Free Li Payroll Meridian Free L	73,699.67		
● Apr 06, 2021	4/9/21 Payroll		105,000.00	
● Mar 31, 2021	ACH PER ITEM FEE(S)	0.50		
● Mar 31, 2021	STOP PAYMENT FEE(S)	17.00		
● Mar 31, 2021	ACH FILE FEE(S)	1.00		
● Mar 29, 2021	<u>Check #568</u>	1,079.68		
● Mar 26, 2021	<u>Check #150</u>	977.29		
● Mar 25, 2021	Meridian Free Li PayrollTax Meridian Free L	25,367.49		
● Mar 24, 2021	Meridian Free Li Payroll Meridian Free L	74,365.90		
● Mar 23, 2021	03/26/21 Payroll		102,000.00	
● Mar 22, 2021	<u>Check #11566</u>	62.15		
● Mar 19, 2021	ICORP TRANSFER FROM XXXXXX7144 3/19/21 AT 9:34 SEQ 118013161		2,000.00	
● Mar 15, 2021	<u>Check #609</u>	1,079.68		
● Mar 12, 2021	Meridian Free Li Billing Meridian Free L	3,366.50		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Mar 12, 2021	<u>Check #11567</u>	972.00		
● Mar 11, 2021	Meridian Free Li PayrollTax Meridian Free L	25,125.62		
● Mar 10, 2021	Meridian Free Li Payroll Meridian Free L	74,028.29		
● Mar 09, 2021	03/12/21 payroll		103,000.00	
● Mar 05, 2021	<u>Check #11563</u>	315.75		
● Mar 04, 2021	<u>Deposit</u>		113.74	
● Mar 03, 2021	<u>Check #11559</u>	238.35		
● Mar 01, 2021	<u>Check #11562</u>	1,079.68		
● Feb 26, 2021	<u>Check #9999</u>	977.29		
● Feb 25, 2021	Meridian Free Li PayrollTax Meridian Free L	198.62		
● Feb 25, 2021	Meridian Free Li Payroll Meridian Free L	74,399.84		
● Feb 25, 2021	Meridian Free Li PayrollTax Meridian Free L	25,215.04		
● Feb 24, 2021	Meridian Free Li Payroll Meridian Free L	1,125.00		
● Feb 23, 2021	2/26/21 Payroll		100,000.00	
● Feb 17, 2021	<u>Check #11561</u>	416.99		
● Feb 17, 2021	<u>Check #11558</u>	102.44		
● Feb 16, 2021	<u>Check #11557</u>	1,079.68		
● Feb 12, 2021	<u>Check #9999</u>	974.52		
● Feb 11, 2021	Meridian Free Li PayrollTax Meridian Free L	24,700.69		
● Feb 10, 2021	Meridian Free Li Payroll Meridian Free L	71,517.86		
● Feb 09, 2021	2/12/21 Payroll		100,000.00	
● Feb 04, 2021	Meridian Free Li Billing Meridian Free L	1,418.50		
● Feb 04, 2021	Meridian Free Li Payroll Meridian Free L	2,478.69		
● Feb 04, 2021	Meridian Free Li PayrollTax Meridian Free L	1,331.10		
● Feb 01, 2021	<u>Check #9999</u>	977.30		
● Feb 01, 2021	<u>Check #11555</u>	366.73		
● Feb 01, 2021	<u>Check #11554</u>	1,079.68		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
Jan 29, 2021	ACH FILE FEE(S)	2.00		
Jan 29, 2021	ACH PER ITEM FEE(S)	1.00		
Jan 29, 2021	Meridian Free Li Billing Meridian Free L	12.36		
Jan 28, 2021	Meridian Free Li PayrollTax Meridian Free L	24,869.17		
Jan 27, 2021	Meridian Free Li Payroll Meridian Free L	71,999.57		
Jan 26, 2021	1/29/21 Payroll		100,000.00	
Jan 21, 2021	<u>Check #11533</u>	62.88		
Jan 20, 2021	<u>Check #11551</u>	1,079.68		
Jan 19, 2021	<u>Check #11552</u>	457.53		
Jan 19, 2021	Meridian Free Li Taxes Meridian Free L		911.41	
Jan 19, 2021	Meridian Free Li Payroll Meridian Free L		2,635.99	
Jan 19, 2021	Meridian Free Li Payroll Meridian Free L	1,392.89		
Jan 15, 2021	Meridian Free Li Billing Meridian Free L	2,109.50		
Jan 15, 2021	<u>Check #11553</u>	977.30		
Jan 14, 2021	Meridian Free Li Payroll Meridian Free L	73,615.72		
Jan 14, 2021	Meridian Free Li PayrollTax Meridian Free L	131.04		
Jan 14, 2021	Meridian Free Li PayrollTax Meridian Free L	25,890.48		
Jan 12, 2021	1/15/21 Payroll		100,000.00	
Jan 05, 2021	<u>Check #11539</u>	432.67		
Jan 04, 2021	<u>Check #11538</u>	1,076.26		
Jan 04, 2021	<u>Check #11541</u>	108.98		
Jan 04, 2021	<u>Check</u>	991.27		
Dec 30, 2020	Meridian Free Li PayrollTax Meridian Free L	25,479.61		
Dec 29, 2020	Meridian Free Li Payroll Meridian Free L	72,138.60		
Dec 28, 2020	12/31/20 Payroll		100,000.00	
Dec 22, 2020	<u>Check #11535</u>	1,076.27		
Dec 21, 2020	<u>Check #11536</u>	453.36		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Dec 18, 2020	<u>Check #9999</u>	969.00		
● Dec 17, 2020	Meridian Free Li PayrollTax Meridian Free L	25,236.22		
● Dec 16, 2020	Meridian Free Li Payroll Meridian Free L	71,774.96		
● Dec 15, 2020	12/18/20Payroll		100,000.00	
● Dec 15, 2020	Meridian Free Li Payroll Meridian Free L	12.02		
● Dec 15, 2020	Meridian Free Li PayrollTax Meridian Free L	2.00		
● Dec 10, 2020	<u>Check #11518</u>	437.53		
● Dec 10, 2020	<u>Check #11500</u>	438.30		
● Dec 10, 2020	<u>Check #11512</u>	437.65		
● Dec 09, 2020	<u>Check #11531</u>	451.33		
● Dec 08, 2020	<u>Check #11534</u>	89.46		
● Dec 07, 2020	<u>Check #11530</u>	190.45		
● Dec 07, 2020	<u>Check #11529</u>	1,076.27		
● Dec 04, 2020	Meridian Free Li Billing Meridian Free L	1,492.75		
● Dec 04, 2020	<u>Check #11532</u>	986.73		
● Dec 03, 2020	Meridian Free Li PayrollTax Meridian Free L	24,810.70		
● Dec 02, 2020	Meridian Free Li Payroll Meridian Free L	70,451.80		
● Dec 02, 2020	<u>Check #11524</u>	329.22		
● Dec 01, 2020	12/04/20 Payroll		100,000.00	
● Nov 30, 2020	ACH PER ITEM FEE(S)	1.00		
● Nov 30, 2020	ACH FILE FEE(S)	2.00		
● Nov 24, 2020	<u>Check #11527</u>	174.56		
● Nov 23, 2020	<u>Check #11526</u>	742.52		
● Nov 23, 2020	<u>Check #11523</u>	1,076.47		
● Nov 23, 2020	<u>Check #11525</u>	354.64		
● Nov 20, 2020	<u>Check</u>	969.74		
● Nov 19, 2020	Meridian Free Li PayrollTax Meridian Free L	24,844.14		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
Nov 19, 2020	Meridian Free Li Payroll Meridian Free L	69,654.56		
Nov 18, 2020	Meridian Free Li PayrollTax Meridian Free L	2,458.27		
Nov 17, 2020	Meridian Free Li Payroll Meridian Free L	3,949.76		
Nov 17, 2020	11/20/20 payroll		100,000.00	
Nov 17, 2020	Supplemental paycheck 111920		6,500.00	
Nov 16, 2020	<u>Check #11521</u>	335.24		
Nov 12, 2020	<u>Check #11520</u>	430.42		
Nov 09, 2020	<u>Check #11519</u>	1,076.27		
Nov 06, 2020	Meridian Free Li Billing Meridian Free L	1,472.75		
Nov 06, 2020	<u>Check #11522</u>	971.53		
Nov 05, 2020	Meridian Free Li PayrollTax Meridian Free L	25,835.93		
Nov 04, 2020	Meridian Free Li Payroll Meridian Free L	73,193.86		
Nov 03, 2020	Additional for 11/6/20		5,000.00	
Nov 03, 2020	Transfer 11/6/20 payroll		100,000.00	
Oct 30, 2020	ACH PER ITEM FEE(S)	1.50		
Oct 30, 2020	ACH FILE FEE(S)	3.00		
Oct 29, 2020	<u>Check #11516</u>	74.89		
Oct 29, 2020	<u>Check #11515</u>	340.41		
Oct 26, 2020	<u>Check #11513</u>	1,076.27		
Oct 26, 2020	<u>Check #11514</u>	220.65		
Oct 23, 2020	<u>Check #11517</u>	972.15		
Oct 22, 2020	Meridian Free Li PayrollTax Meridian Free L	25,009.06		
Oct 21, 2020	Meridian Free Li Payroll Meridian Free L	71,131.62		
Oct 20, 2020	10/23/20 Payroll		100,000.00	
Oct 14, 2020	<u>Check #11510</u>	370.58		
Oct 13, 2020	<u>Check #11509</u>	1,076.27		
Oct 09, 2020	Meridian Free Li Billing Meridian Free L	1,437.50		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Oct 09, 2020	<u>Check</u>	970.38		
● Oct 08, 2020	<u>Check #11493</u>	8.00		
● Oct 08, 2020	Meridian Free Li PayrollTax Meridian Free L	25,118.45		
● Oct 07, 2020	Meridian Free Li Payroll Meridian Free L	71,373.15		
● Oct 06, 2020	10/9/20 Payroll		102,000.00	
● Oct 02, 2020	<u>Check #11498</u>	353.98		
● Oct 01, 2020	<u>Check</u>	981.61		
● Sep 30, 2020	<u>Deposit</u>		262.59	
● Sep 30, 2020	ACH FILE FEE(S)	2.00		
● Sep 30, 2020	ACH PER ITEM FEE(S)	1.00		
● Sep 28, 2020	<u>Check #11497</u>	2,586.56		
● Sep 28, 2020	<u>Check #11496</u>	1,076.27		
● Sep 24, 2020	Meridian Free Li PayrollTax Meridian Free L	24,588.28		
● Sep 23, 2020	Meridian Free Li Payroll Meridian Free L	68,821.50		
● Sep 22, 2020	<u>Check #11495</u>	399.91		
● Sep 22, 2020	<u>Check #11466</u>	437.45		
● Sep 22, 2020	09/25/20 Payroll		100,000.00	
● Sep 22, 2020	<u>Check #11484</u>	437.43		
● Sep 16, 2020	<u>Check #11492</u>	426.34		
● Sep 15, 2020	<u>Check #11491</u>	1,076.27		
● Sep 11, 2020	Meridian Free Li Billing Meridian Free L	1,432.50		
● Sep 11, 2020	<u>Check</u>	972.15		
● Sep 10, 2020	Meridian Free Li PayrollTax Meridian Free L	24,433.98		
● Sep 09, 2020	Meridian Free Li Payroll Meridian Free L	72,189.68		
● Sep 08, 2020	09/11/20 Payroll		100,000.00	
● Sep 01, 2020	<u>Check #11488</u>	430.10		
● Aug 31, 2020	<u>Check #11487</u>	1,076.27		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Aug 31, 2020	ACH PER ITEM FEE(S)	1.00		
● Aug 31, 2020	ACH FILE FEE(S)	2.00		
● Aug 28, 2020	<u>Check #11482</u>	453.36		
● Aug 28, 2020	<u>Check #11489</u>	971.53		
● Aug 27, 2020	Meridian Free Li PayrollTax Meridian Free L	24,866.82		
● Aug 26, 2020	Meridian Free Li Payroll Meridian Free L	71,765.12		
● Aug 25, 2020	<u>Check #11485</u>	1,028.39		
● Aug 25, 2020	08/28/20 Payroll		100,000.00	
● Aug 17, 2020	<u>Check #11481</u>	836.90		
● Aug 17, 2020	<u>Check #11480</u>	1,047.08		
● Aug 17, 2020	Meridian Free Li Payroll Meridian Free L	160.00		
● Aug 14, 2020	Meridian Free Li Billing Meridian Free L	1,425.00		
● Aug 14, 2020	<u>Check #218197</u>	125.00		
● Aug 14, 2020	<u>Check #11483</u>	976.85		
● Aug 13, 2020	Meridian Free Li PayrollTax Meridian Free L	24,885.53		
● Aug 13, 2020	<u>Check #472</u>	453.47		
● Aug 13, 2020	<u>Check #11486</u>	777.39		
● Aug 12, 2020	Meridian Free Li Payroll Meridian Free L	68,715.20		
● Aug 11, 2020	08/14/20 Payroll		100,000.00	
● Aug 05, 2020	<u>Check #11479</u>	437.44		
● Aug 05, 2020	<u>Check #11475</u>	437.42		
● Aug 05, 2020	<u>Check #11470</u>	440.12		
● Aug 03, 2020	<u>Check #11476</u>	1,047.07		
● Jul 31, 2020	ACH FILE FEE(S)	2.00		
● Jul 31, 2020	ACH PER ITEM FEE(S)	1.00		
● Jul 31, 2020	<u>Check #11478</u>	997.42		
● Jul 30, 2020	Meridian Free Li PayrollTax Meridian Free L	25,419.83		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Jul 30, 2020	Meridian Free Li Payroll Meridian Free L	70,622.09		
● Jul 28, 2020	07/31/20 Payroll		100,000.00	
● Jul 24, 2020	<u>Check #11473</u>	397.27		
● Jul 20, 2020	<u>Check #11472</u>	1,046.08		
● Jul 17, 2020	<u>Check #11474</u>	971.14		
● Jul 16, 2020	Meridian Free Li PayrollTax Meridian Free L	23,801.98		
● Jul 15, 2020	Meridian Free Li Payroll Meridian Free L	66,694.25		
● Jul 14, 2020	071720 Payroll		83,000.00	
● Jul 09, 2020	<u>Check #11468</u>	455.51		
● Jul 06, 2020	<u>Check #11467</u>	1,046.08		
● Jul 03, 2020	<u>Check</u>	968.37		
● Jul 03, 2020	Meridian Free Li Billing Meridian Free L	1,421.50		
● Jul 02, 2020	Meridian Free Li PayrollTax Meridian Free L	23,971.76		
● Jul 02, 2020	Meridian Free Li Payroll Meridian Free L	67,099.20		
● Jun 30, 2020	STOP PAYMENT FEE(S)	34.00		
● Jun 25, 2020	070320 Payroll		100,000.00	
● Jun 25, 2020	<u>Check #11464</u>	228.45		
● Jun 23, 2020	<u>Check #11040</u>	125.00		
● Jun 22, 2020	<u>Check #11463</u>	1,046.08		
● Jun 19, 2020	<u>Check #11465</u>	1,079.64		
● Jun 18, 2020	Meridian Free Li PayrollTax Meridian Free L	24,825.60		
● Jun 17, 2020	Meridian Free Li Payroll Meridian Free L	68,730.64		
● Jun 16, 2020	06/19/20 Payroll		97,000.00	
● Jun 15, 2020	<u>Check #11458</u>	437.43		
● Jun 15, 2020	<u>Check #11454</u>	437.43		
● Jun 11, 2020	<u>Check #11456</u>	453.37		
● Jun 11, 2020	Meridian Free Li PayrollTax Meridian Free L	50.14		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Jun 11, 2020	Meridian Free Li Payroll Meridian Free L	302.94		
● Jun 09, 2020	<u>Check #1100</u>	1,046.08		
● Jun 08, 2020	<u>Check #11457</u>	944.52		
● Jun 04, 2020	Meridian Free Li PayrollTax Meridian Free L	23,238.89		
● Jun 04, 2020	<u>Check #11452</u>	453.36		
● Jun 03, 2020	Meridian Free Li Billing Meridian Free L	1,477.75		
● Jun 03, 2020	Meridian Free Li PayrollTax Meridian Free L	31.72		
● Jun 03, 2020	Meridian Free Li Payroll Meridian Free L	170.70		
● Jun 03, 2020	Meridian Free Li Payroll Meridian Free L	66,223.14		
● Jun 02, 2020	060520 Payroll		95,000.00	
● May 29, 2020	ACH FILE FEE(S)	2.00		
● May 29, 2020	ACH PER ITEM FEE(S)	1.00		
● May 27, 2020	<u>Check #11451</u>	1,046.08		
● May 22, 2020	<u>Check #11446</u>	437.43		
● May 22, 2020	<u>Check #11442</u>	437.43		
● May 22, 2020	<u>Check #11450</u>	437.43		
● May 22, 2020	<u>Check #11436</u>	437.44		
● May 22, 2020	<u>Check #11453</u>	944.55		
● May 21, 2020	Meridian Free Li PayrollTax Meridian Free L	24,455.21		
● May 20, 2020	Meridian Free Li Payroll Meridian Free L	69,995.47		
● May 19, 2020	ICORP TRANSFER FROM XXXXXX7144 5/19/20 AT 9:01 SEQ 117469252		97,000.00	
● May 14, 2020	<u>Check #11448</u>	453.36		
● May 12, 2020	<u>Check #11447</u>	1,046.08		
● May 11, 2020	<u>Check</u>	944.54		
● May 08, 2020	Meridian Free Li Billing Meridian Free L	1,505.30		
● May 07, 2020	Meridian Free Li PayrollTax Meridian Free L	23,641.75		
● May 06, 2020	Meridian Free Li Payroll Meridian Free L	68,389.53		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● May 05, 2020	204108 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 5/05/20		100,000.00	
● Apr 29, 2020	<u>Check #11444</u>	453.36		
● Apr 29, 2020	Meridian Free Li Payroll Meridian Free L	609.63		
● Apr 28, 2020	STOP PAYMENT FEE 1	17.00		
● Apr 27, 2020	<u>Check #11443</u>	1,046.08		
● Apr 27, 2020	<u>Check</u>	944.54		
● Apr 23, 2020	Meridian Free Li PayrollTax Meridian Free L	23,662.80		
● Apr 22, 2020	Meridian Free Li Payroll Meridian Free L	68,401.47		
● Apr 21, 2020	171413 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 4/21/20		75,000.00	
● Apr 16, 2020	<u>Check #11439</u>	453.36		
● Apr 14, 2020	<u>Check #11438</u>	1,046.08		
● Apr 14, 2020	<u>Check</u>	944.54		
● Apr 10, 2020	Meridian Free Li Billing Meridian Free L	1,481.00		
● Apr 09, 2020	Meridian Free Li PayrollTax Meridian Free L	22,969.96		
● Apr 09, 2020	<u>Check #11437</u>	608.61		
● Apr 08, 2020	Meridian Free Li Payroll Meridian Free L	66,199.27		
● Apr 06, 2020	021221 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 4/06/20		100,000.00	
● Apr 02, 2020	<u>Check #38</u>	125.00		
● Mar 31, 2020	STOP PAYMENT FEE 1	17.00		
● Mar 31, 2020	<u>Check #11036</u>	125.00		
● Mar 30, 2020	<u>Check #11433</u>	530.78		
● Mar 30, 2020	<u>Check #11432</u>	1,046.07		
● Mar 27, 2020	<u>Check</u>	944.41		
● Mar 26, 2020	Meridian Free Li PayrollTax Meridian Free L	23,067.46		
● Mar 25, 2020	Meridian Free Li Payroll Meridian Free L	66,288.88		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Mar 24, 2020	157821 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 3/24/20		100,000.00	
● Mar 19, 2020	<u>Check #11430</u>	612.47		
● Mar 17, 2020	<u>Check #11016</u>	386.29		
● Mar 17, 2020	<u>Check #11421</u>	221.18		
● Mar 17, 2020	<u>Check #11010</u>	355.15		
● Mar 17, 2020	<u>Check #11428</u>	667.04		
● Mar 17, 2020	<u>Deposit</u>		154.87	
● Mar 17, 2020	<u>Check #11431</u>	403.99		
● Mar 17, 2020	<u>Check #11021</u>	361.33		
● Mar 17, 2020	<u>Check #11420</u>	218.86		
● Mar 16, 2020	<u>Check #11427</u>	1,046.28		
● Mar 13, 2020	<u>Check #11429</u>	944.05		
● Mar 12, 2020	Meridian Free Li PayrollTax Meridian Free L	23,922.48		
● Mar 12, 2020	Meridian Free Li Payroll Meridian Free L	68,587.99		
● Mar 11, 2020	<u>Check #9290</u>	125.00		
● Mar 10, 2020	149654 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 3/10/20		75,000.00	
● Mar 09, 2020	<u>Check #11035</u>	125.00		
● Mar 09, 2020	Meridian Free Li Billing Meridian Free L	2,399.50		
● Mar 06, 2020	REVERSE DDA SERVICE CHARGES		11.25	
● Mar 06, 2020	Meridian Free Li PayrollTax Meridian Free L	48.06		
● Mar 06, 2020	Meridian Free Li Payroll Meridian Free L	280.30		
● Mar 02, 2020	<u>Check #1417</u>	449.18		
● Mar 02, 2020	<u>Check #11419</u>	610.64		
● Mar 02, 2020	<u>Deposit</u>		134.10	
● Mar 02, 2020	<u>Check #11416</u>	1,046.22		
● Mar 02, 2020	<u>Check #11025</u>	613.61		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Feb 28, 2020	<u>Check #11418</u>	938.25		
● Feb 28, 2020	SERVICE CHARGE	11.25		
● Feb 27, 2020	424579 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 2/27/20		25,000.00	
● Feb 27, 2020	Meridian Free Li PayrollTax Meridian Free L	23,434.79		
● Feb 26, 2020	Meridian Free Li Payroll Meridian Free L	67,903.82		
● Feb 26, 2020	<u>Check #11042</u>	125.00		
● Feb 25, 2020	184289 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 2/25/20		95,000.00	
● Feb 25, 2020	<u>Check #11037</u>	125.00		
● Feb 24, 2020	<u>Check #11041</u>	125.00		
● Feb 21, 2020	Meridian Free Li PayrollTax Meridian Free L	179.58		
● Feb 19, 2020	<u>Check #11023</u>	441.14		
● Feb 19, 2020	<u>Deposit</u>		82.25	
● Feb 18, 2020	<u>Check #11022</u>	1,046.48		
● Feb 14, 2020	Meridian Free Li Billing Meridian Free L	1,506.30		
● Feb 14, 2020	<u>Check #11024</u>	939.99		
● Feb 13, 2020	Meridian Free Li PayrollTax Meridian Free L	23,363.34		
● Feb 13, 2020	Meridian Free Li Payroll Meridian Free L	67,118.76		
● Feb 11, 2020	178886 WEB XFER FROM MMDA SOLE PROP/O XXXXXX7144 2/11/20		100,000.00	
● Feb 07, 2020	<u>Deposit</u>		71.04	
● Feb 04, 2020	<u>Check #11020</u>	609.86		
● Feb 03, 2020	<u>Check #1</u>	1,046.08		
● Feb 03, 2020	<u>Check #11018</u>	301.56		
● Jan 31, 2020	<u>Check #11019</u>	954.09		
● Jan 30, 2020	Meridian Free Li PayrollTax Meridian Free L	25,383.76		



Robert H. McQuade
Ada County Assessor
 190 E Front Street Suite 107
 Boise, ID 83702-7300
 adacountyassessor.org

2022
ASSESSMENT NOTICE
 PROPERTY ROLL

THIS IS NOT A BILL.
DO NOT PAY.

PARCEL DESCRIPTION:
 W 16.5' OF S 30' OF LOT 6
 S 30' OF LOTS 7 & 8 INC BLK 6
 MERIDIAN TOWNSITE
 #98037950 #95017937

For any questions, please notify the Assessor's Office immediately
 Assessor's Telephone Number: (208) 287-7205
 rderoestjr@adacounty.id.gov
 Parcel Address: 722 NE 2ND ST
 MERIDIAN ID 83642

5240 R5672000870 **AUTO**5-DIGIT 83642 14



Appeals of your property value must be filed in writing, on a form provided by the County, by:
 June 27, 2022



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

Tax Code Area: 03

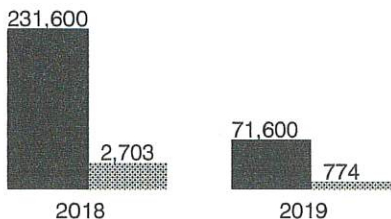
Parcel Number: R5672000870
 Urban Renewal

unBound

ASSESSED VALUE OF YOUR PROPERTY

CURRENT DESCRIPTION	LOTS/ACRES	LAST YEAR'S VALUE	CURRENT YEAR'S VALUE
COM LOT OR TRACT	0.050	0	0
COM LOT OR TRACT UR INCR		0	0
COM IMPROVEMENT		0	0
COM IMPROVEMENT UR INCR		0	0
TOTAL ASSESSED VALUE:		0	0
LESS HOMESTEAD EXEMPTION:	0.050	0	0
NET TAXABLE PROPERTY VALUE:		0	0

These values may not include personal property values. Taxes are based on the values shown on this Notice and on the Budgets of the taxing districts.



HISTORICAL ASSESSED VALUES & TAXES
 Property Roll
 Black = Total Assessed Value
 Gray = Taxes
 Current Year Tax not yet available

TAXING DISTRICT INFORMATION

TAXING DISTRICTS	PHONE NUMBER	DATE OF PUBLIC BUDGET HEARING
ADA COUNTY	(208) 287-7000	7-27-2022
EMERGENCY MEDICAL	(208) 287-2975	7-27-2022
ADA COUNTY HIGHWAY DIST	(208) 387-6100	8-24-2022
SCHOOL DISTRICT NO. 2	(208) 350-5951	6-13-2022
MERIDIAN LIBRARY	(208) 888-4451	8-17-2022
MERIDIAN CITY	(208) 888-4433	8-16-2022
MERIDIAN CEMETERY	(208) 888-5705	7-25-2022
MOSQUITO ABATEMENT	(208) 577-4646	7-27-2022
WESTERN ADA RECREATION	(208) 888-4058	8-23-2022
COLLEGE OF WESTERN IDAHO	(208) 562-3291	6-9-2022

Tax dollars generated by the Increment Value are distributed to the Urban Renewal & School Districts

THIS IS NOT A BILL. DO NOT PAY.

See the back of this Notice for details

Assessments reflect MARKET VALUE as of 1/1/22; for Homestead and Property Tax Reduction questions call (208) 287-7200.



Robert H. McQuade
Ada County Assessor
 190 E Front Street Suite 107
 Boise, ID 83702-7300
 adacountyassessor.org

2022
ASSESSMENT NOTICE
 PROPERTY ROLL

THIS IS NOT A BILL.
DO NOT PAY.

PARCEL DESCRIPTION:
 PAR #6420 OF SW4SW4
 SEC 1 3N 1W
 #336400-B
 #96018412

For any questions, please notify the Assessor's Office immediately
 Assessor's Telephone Number: (208) 287-7205
 rdroestjr@adacounty.id.gov

Parcel Address: 1326 W CHERRY LN
 MERIDIAN ID 83642

MERIDIAN FREE LIBRARY DISTRICT
 1326 W CHERRY LN
 MERIDIAN ID 83642

Appeals of your property value must be filed in writing, on a form provided by the County, by:
 June 27, 2022

Tax Code Area: 03

Parcel Number: S1201336420

Cherry

ASSESSED VALUE OF YOUR PROPERTY

CURRENT DESCRIPTION	LOTS/ACRES	LAST YEAR'S VALUE	CURRENT YEAR'S VALUE
COM LOT OR TRACT COM IMPROVEMENT	2.230	0 0	0 0
TOTAL ASSESSED VALUE:		0	0
LESS HOMESTEAD EXEMPTION:	2.230	0	0
NET TAXABLE PROPERTY VALUE:		0	0

These values may not include personal property values. Taxes are based on the values shown on this Notice and on the Budgets of the taxing districts.

**HISTORICAL ASSESSED
 VALUES & TAXES**
 Property Roll
 Black = Total Assessed Value
 Gray = Taxes
 Current Year Tax not yet available

TAXING DISTRICT INFORMATION

TAXING DISTRICTS	PHONE NUMBER	DATE OF PUBLIC BUDGET HEARING
ADA COUNTY	(208) 287-7000	7-27-2022
EMERGENCY MEDICAL	(208) 287-2975	7-27-2022
ADA COUNTY HIGHWAY DIST	(208) 387-6100	8-24-2022
SCHOOL DISTRICT NO. 2	(208) 350-5951	6-13-2022
MERIDIAN LIBRARY	(208) 888-4451	8-17-2022
MERIDIAN CITY	(208) 888-4433	8-16-2022
MERIDIAN CEMETERY	(208) 888-5705	7-25-2022
MOSQUITO ABATEMENT	(208) 577-4646	7-27-2022
WESTERN ADA RECREATION	(208) 888-4058	8-23-2022
COLLEGE OF WESTERN IDAHO	(208) 562-3291	6-9-2022

THIS IS NOT A BILL. DO NOT PAY.

See the back of this Notice for details

Assessments reflect MARKET VALUE as of 1/1/22; for Homestead and Property Tax Reduction questions call (208) 287-7200.



Robert H. McQuade
Ada County Assessor
 190 E Front Street Suite 107
 Boise, ID 83702-7300
 adacountyassessor.org

2022
ASSESSMENT NOTICE
 PROPERTY ROLL

**THIS IS NOT A BILL.
 DO NOT PAY.**

PARCEL DESCRIPTION:
 PAR #6610 OF SE4SW4
 EXC R/W
 SEC 1 3N 1W

For any questions, please notify the Assessor's Office immediately
 Assessor's Telephone Number: (208) 287-7205
 rderoestjr@adacounty.id.gov

Parcel Address: 1250 W CHERRY LN
 MERIDIAN ID 83642

MERIDIAN FREE LIBRARY DISTRICT
 1326 W CHERRY LN
 MERIDIAN ID 83642

Appeals of your property value must be filed in writing, on a form provided by the County, by:
 June 27, 2022

Tax Code Area: 03

ANEX

Parcel Number: S1201346610

ASSESSED VALUE OF YOUR PROPERTY

CURRENT DESCRIPTION	LOTS/ACRES	LAST YEAR'S VALUE	CURRENT YEAR'S VALUE
COM LOT OR TRACT COM IMPROVEMENT	0.390	0 0	0 0
TOTAL ASSESSED VALUE:		0	0
LESS HOMESTEAD EXEMPTION:	0.390	0	0
NET TAXABLE PROPERTY VALUE:		0	0

These values may not include personal property values. Taxes are based on the values shown on this Notice and on the Budgets of the taxing districts.

**HISTORICAL ASSESSED
 VALUES & TAXES**
 Property Roll
 Black = Total Assessed Value
 Gray = Taxes
 Current Year Tax not yet available

TAXING DISTRICT INFORMATION

TAXING DISTRICTS	PHONE NUMBER	DATE OF PUBLIC BUDGET HEARING
ADA COUNTY	(208) 287-7000	7-27-2022
EMERGENCY MEDICAL	(208) 287-2975	7-27-2022
ADA COUNTY HIGHWAY DIST	(208) 387-6100	8-24-2022
SCHOOL DISTRICT NO. 2	(208) 350-5951	6-13-2022
MERIDIAN LIBRARY	(208) 888-4451	8-17-2022
MERIDIAN CITY	(208) 888-4433	8-16-2022
MERIDIAN CEMETERY	(208) 888-5705	7-25-2022
MOSQUITO ABATEMENT	(208) 577-4646	7-27-2022
WESTERN ADA RECREATION	(208) 888-4058	8-23-2022
COLLEGE OF WESTERN IDAHO	(208) 562-3291	6-9-2022

THIS IS NOT A BILL. DO NOT PAY.

See the back of this Notice for details

Assessments reflect MARKET VALUE as of 1/1/22; for Homestead and Property Tax Reduction questions call (208) 287-7200.



Robert H. McQuade
Ada County Assessor
 190 E Front Street Suite 107
 Boise, ID 83702-7300
 adacountyassessor.org

2022
ASSESSMENT NOTICE
 PROPERTY ROLL

**THIS IS NOT A BILL.
 DO NOT PAY.**

PARCEL DESCRIPTION:
 PAR #6618 OF SE4SW4
 SEC 1 3N 1W
 R/S 2460

For any questions, please notify the Assessor's Office immediately
 Assessor's Telephone Number: (208) 287-7205
 rderoestjr@adacounty.id.gov

Parcel Address: 1727 N LEISURE LN
 MERIDIAN ID 83646

MERIDIAN FREE LIBRARY DISTRICT
 1326 W CHERRY LN
 MERIDIAN ID 83642

Appeals of your property value must be filed in writing, on a form provided by the County, by:
 June 27, 2022

Tax Code Area: 03

Building lot

Parcel Number: S1201346618

ASSESSED VALUE OF YOUR PROPERTY

CURRENT DESCRIPTION	LOTS/ACRES	LAST YEAR'S VALUE	CURRENT YEAR'S VALUE
COM LOT OR TRACT	0.550	0	0
TOTAL ASSESSED VALUE:		0	0
LESS HOMESTEAD EXEMPTION:	0.550	0	0
NET TAXABLE PROPERTY VALUE:		0	0

These values may not include personal property values. Taxes are based on the values shown on this Notice and on the Budgets of the taxing districts.

**HISTORICAL ASSESSED
 VALUES & TAXES**
 Property Roll
 Black = Total Assessed Value
 Gray = Taxes
 Current Year Tax not yet available

TAXING DISTRICT INFORMATION

TAXING DISTRICTS	PHONE NUMBER	DATE OF PUBLIC BUDGET HEARING
ADA COUNTY	(208) 287-7000	7-27-2022
EMERGENCY MEDICAL	(208) 287-2975	7-27-2022
ADA COUNTY HIGHWAY DIST	(208) 387-6100	8-24-2022
SCHOOL DISTRICT NO. 2	(208) 350-5951	6-13-2022
MERIDIAN LIBRARY	(208) 888-4451	8-17-2022
MERIDIAN CITY	(208) 888-4433	8-16-2022
MERIDIAN CEMETERY	(208) 888-5705	7-25-2022
MOSQUITO ABATEMENT	(208) 577-4646	7-27-2022
WESTERN ADA RECREATION	(208) 888-4058	8-23-2022
COLLEGE OF WESTERN IDAHO	(208) 562-3291	6-9-2022

THIS IS NOT A BILL. DO NOT PAY.

See the back of this Notice for details

Assessments reflect MARKET VALUE as of 1/1/22; for Homestead and Property Tax Reduction questions call (208) 287-7200.



Robert H. McQuade
Ada County Assessor
 190 E Front Street Suite 107
 Boise, ID 83702-7300
 adacountyassessor.org

2022
ASSESSMENT NOTICE
 PROPERTY ROLL

THIS IS NOT A BILL.
DO NOT PAY.

PARCEL DESCRIPTION:
 PAR #6620 OF SE4SW4
 SEC 1 3N 1W
 #97006306

For any questions, please notify the Assessor's Office immediately
 Assessor's Telephone Number: (208) 287-7205
 rderoestjr@adacounty.id.gov

Parcel Address: 1729 N LEISURE LN
 MERIDIAN ID 83646

MERIDIAN FREE LIBRARY DISTRICT
 1326 W CHERRY LN
 MERIDIAN ID 83642

Appeals of your property value must be filed in writing, on a form provided by the County, by:
 June 27, 2022

Tax Code Area: 03

Parking Lot

Parcel Number: S1201346620

ASSESSED VALUE OF YOUR PROPERTY

CURRENT DESCRIPTION	LOTS/ACRES	LAST YEAR'S VALUE	CURRENT YEAR'S VALUE
COM LOT OR TRACT	0.330	0	0
TOTAL ASSESSED VALUE:		0	0
LESS HOMESTEAD EXEMPTION:	0.330	0	0
NET TAXABLE PROPERTY VALUE:		0	0

These values may not include personal property values. Taxes are based on the values shown on this Notice and on the Budgets of the taxing districts.

HISTORICAL ASSESSED VALUES & TAXES
 Property Roll
 Black = Total Assessed Value
 Gray = Taxes
 Current Year Tax not yet available

TAXING DISTRICT INFORMATION

TAXING DISTRICTS	PHONE NUMBER	DATE OF PUBLIC BUDGET HEARING
ADA COUNTY	(208) 287-7000	7-27-2022
EMERGENCY MEDICAL	(208) 287-2975	7-27-2022
ADA COUNTY HIGHWAY DIST	(208) 387-6100	8-24-2022
SCHOOL DISTRICT NO. 2	(208) 350-5951	6-13-2022
MERIDIAN LIBRARY	(208) 888-4451	8-17-2022
MERIDIAN CITY	(208) 888-4433	8-16-2022
MERIDIAN CEMETERY	(208) 888-5705	7-25-2022
MOSQUITO ABATEMENT	(208) 577-4646	7-27-2022
WESTERN ADA RECREATION	(208) 888-4058	8-23-2022
COLLEGE OF WESTERN IDAHO	(208) 562-3291	6-9-2022

THIS IS NOT A BILL. DO NOT PAY.

See the back of this Notice for details

Assessments reflect MARKET VALUE as of 1/1/22; for Homestead and Property Tax Reduction questions call (208) 287-7200.



Robert H. McQuade
Ada County Assessor
 190 E Front Street Suite 107
 Boise, ID 83702-7300
 adacountyassessor.org

2022
ASSESSMENT NOTICE
 PROPERTY ROLL

THIS IS NOT A BILL.
DO NOT PAY.

PARCEL DESCRIPTION:
 LOT 1 BLK 2
 SOUTHRIDGE SUB NO 01

For any questions, please notify the Assessor's Office immediately
 Assessor's Telephone Number: (208) 287-7225
 cchurch@adacounty.id.gov
 Parcel Address: 1721 S SPANISH SUN WAY
 MERIDIAN ID 83642

5248 R8048710060 **AUTO**5-DIGIT 83642 14



Appeals of your property value must be filed in writing, on a form provided by the County, by: June 27, 2022



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

Tax Code Area: 03

Vacant Land

Parcel Number: R8048710060

ASSESSED VALUE OF YOUR PROPERTY

CURRENT DESCRIPTION	LOTS/ACRES	LAST YEAR'S VALUE	CURRENT YEAR'S VALUE
COM LOT OR TRACT	3.566	0	0
TOTAL ASSESSED VALUE:		0	0
LESS HOMESTEAD EXEMPTION:	3.566	0	0
NET TAXABLE PROPERTY VALUE:		0	0

These values may not include personal property values. Taxes are based on the values shown on this Notice and on the Budgets of the taxing districts.

HISTORICAL ASSESSED VALUES & TAXES
 Property Roll
 Black = Total Assessed Value
 Gray = Taxes
 Current Year Tax not yet available


TAXING DISTRICT INFORMATION

TAXING DISTRICTS	PHONE NUMBER	DATE OF PUBLIC BUDGET HEARING
ADA COUNTY	(208) 287-7000	7-27-2022
EMERGENCY MEDICAL	(208) 287-2975	7-27-2022
ADA COUNTY HIGHWAY DIST	(208) 387-6100	8-24-2022
SCHOOL DISTRICT NO. 2	(208) 350-5951	6-13-2022
MERIDIAN LIBRARY	(208) 888-4451	8-17-2022
MERIDIAN CITY	(208) 888-4433	8-16-2022
MERIDIAN CEMETERY	(208) 888-5705	7-25-2022
MOSQUITO ABATEMENT	(208) 577-4646	7-27-2022
WESTERN ADA RECREATION	(208) 888-4058	8-23-2022
COLLEGE OF WESTERN IDAHO	(208) 562-3291	6-9-2022

THIS IS NOT A BILL. DO NOT PAY.

See the back of this Notice for details

Assessments reflect MARKET VALUE as of 1/1/22; for Homestead and Property Tax Reduction questions call (208) 287-7200.

SAVINGS - XXXX7144 

Search Transactions

Activity: All transactions Type: All

Transactions

 Pending  Posted

Total debits: -6,521,914.78 (90) Total credits: +6,627,758.61 (65)

Date 	Description 	Debit 	Credit 	Balance
 Jun 07, 2022	ACH Manager		300,000.00	335,186.12
 Jun 06, 2022	June payroll #1	100,000.00		35,186.12
 May 31, 2022	INTEREST		2.16	135,186.12
 May 19, 2022	June 3rd payroll	100,000.00		135,183.96
 May 11, 2022	second payroll in May 22	150,000.00		235,183.96
 Apr 29, 2022	Interest		1.67	
 Apr 27, 2022	US Bank Tr Meridian Free Li May payrolls		300,000.00	
 Apr 26, 2022	Apr payroll 2	50,000.00		
 Apr 19, 2022	April payroll 2	120,000.00		
 Apr 06, 2022	April Payroll	100,000.00		
 Apr 05, 2022	US Bank Tr Meridian Free Li April Payrolls		300,000.00	
 Mar 31, 2022	Interest		0.92	
 Mar 21, 2022	March Payroll 3.25.22	150,000.00		
 Mar 09, 2022	To transfer missed contribution at FY end	480.00		
 Mar 08, 2022	US Bank Tr Meridian Free Li HRA transfers Oct '21 - Jan '22		22,560.00	
 Mar 08, 2022	US Bank Tr Meridian Free Li March payrolls		300,000.00	
 Mar 08, 2022	Payroll 3.11.22	7,000.00		
 Mar 08, 2022	HRA Funds for Nov Dec and Jan	22,080.00		
 Mar 08, 2022	March payroll	100,000.00		
 Feb 28, 2022	Interest		0.53	

Date ▾	Description ⇅	Debit ⇅	Credit ⇅	Balance
● Feb 09, 2022	Feb Payroll	200,000.00		
● Feb 01, 2022	US Bank Tr Meridian Free Li Feb payrolls		200,000.00	
● Jan 31, 2022	Interest		0.73	
● Jan 25, 2022	Jan. Payroll (2)	100,000.00		
● Jan 11, 2022	US Bank Tr Meridian Free Li January payroll (2)		100,000.00	
● Jan 10, 2022	January payroll (1)	100,000.00		
● Dec 31, 2021	Interest		0.65	
● Dec 22, 2021	December Payroll 3 (12/31)	100,000.00		
● Dec 17, 2021	US Bank Tr Meridian Free Li December payrolls 2 & 3		200,000.00	
● Dec 14, 2021	US Bank Tr Meridian Free Li Dec payroll 1		100,000.00	
● Dec 14, 2021	Dec payroll 1	100,000.00		
● Nov 30, 2021	Interest		1.48	
● Nov 29, 2021	December payroll (1)	100,000.00		
● Nov 16, 2021	Nov. payroll	100,000.00		
● Nov 02, 2021	Nov. 1 payroll	100,000.00		
● Oct 29, 2021	Interest		1.59	
● Oct 28, 2021	US Bank Tr Meridian Free Li Nov. Payrolls		200,000.00	
● Oct 19, 2021	Payroll 10/22/21	95,000.00		
● Oct 05, 2021	Oct 2021 HRA Contribution	7,200.00		
● Oct 05, 2021	10/08/21 Payroll	100,000.00		
● Oct 01, 2021	US Bank Tr Meridian Free Li Oct 21 Payrolls		200,000.00	
● Sep 30, 2021	Interest		1.34	
● Sep 21, 2021	9/24/21 Payroll	100,000.00		
● Sep 07, 2021	US Bank Tr Meridian Free Li Sept 21 Payrolls		200,000.00	
● Sep 07, 2021	09/10/21 Payroll	105,000.00		
● Sep 03, 2021	HRA Contributions Sept 2021	7,040.00		
● Aug 31, 2021	Interest		1.68	

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
Aug 24, 2021	08/27/21 payroll	100,000.00		
Aug 10, 2021	08/13/21 Payroll	100,000.00		
Aug 06, 2021	US Bank Tr Meridian Free Li August 2021 Payrolls		225,000.00	
Aug 02, 2021	Aug 2021 Contributions	7,360.00		
Aug 02, 2021	ICORP TRANSFER TO XXXXXX7128 8/02/21 AT 13:48 SEQ 111343243	3,000.00		
Jul 30, 2021	Interest		1.98	
Jul 27, 2021	7/30/21 Payroll	100,000.00		
Jul 20, 2021	July 21 HRA contributions less 2020 forfeitures	2,628.11		
Jul 16, 2021	7/16/21 Payroll Additional Amount	2,000.00		
Jul 13, 2021	07/16/21 Payroll	100,000.00		
Jun 30, 2021	Interest		1.70	
Jun 29, 2021	US Bank Tr Meridian Free Li July 21 payrolls		275,000.00	
Jun 29, 2021	07/02/21 Payroll	108,000.00		
Jun 15, 2021	06/18/21 Payroll	102,000.00		
Jun 03, 2021	US Bank Tr Meridian Free Li June 2021 payrolls		225,000.00	
Jun 01, 2021	June 2021 Contributions	7,680.00		
Jun 01, 2021	06/04/21 payroll	100,000.00		
May 28, 2021	Interest		1.28	
May 18, 2021	05/21/21 Payroll	100,000.00		
May 06, 2021	US Bank Tr Meridian Free Li May payrolls and HRA contributions		225,000.00	
May 06, 2021	May 2021 Contribution	7,680.00		
May 04, 2021	05/07/21 Payroll	106,000.00		
Apr 30, 2021	Interest		1.40	
Apr 20, 2021	4/23/21 Payroll	103,000.00		
Apr 19, 2021	April 2021 HRA Contribution	7,680.00		
Apr 06, 2021	4/9/21 Payroll	105,000.00		

Date ▾	Description ↕	Debit ↕	Credit ↕	Balance
● Apr 05, 2021	US Bank Tr Meridian Free Li April payrolls and 5/7/21 payroll		300,000.00	
● Mar 31, 2021	Interest		1.06	
● Mar 29, 2021	March 2021 Contribution	7,520.00		
● Mar 23, 2021	03/26/21 Payroll	102,000.00		
● Mar 19, 2021	ICORP TRANSFER TO XXXXXX7128 3/19/21 AT 9:34 SEQ 118013161	2,000.00		
● Mar 09, 2021	03/12/21 payroll	103,000.00		
● Mar 04, 2021	US Bank Tr Meridian Free Li March Payrolls and HRA contribution		225,000.00	
● Feb 26, 2021	Interest		1.15	
● Feb 23, 2021	2/26/21 Payroll	100,000.00		
● Feb 09, 2021	2/12/21 Payroll	100,000.00		
● Feb 03, 2021	Feb 2021 Contributions	7,520.00		
● Jan 29, 2021	US Bank Tr Meridian Free Li February 2021 Payrolls		200,000.00	
● Jan 29, 2021	Interest		1.00	
● Jan 26, 2021	1/29/21 Payroll	100,000.00		
● Jan 12, 2021	1/15/21 Payroll	100,000.00		
● Jan 07, 2021	US Bank Tr Meridian Free Li January 2021 payrolls		200,000.00	
● Jan 06, 2021	HRA Contribution Jan 2021	7,680.00		
● Dec 31, 2020	Interest		1.49	
● Dec 28, 2020	12/31/20 Payroll	100,000.00		
● Dec 15, 2020	12/18/20Payroll	100,000.00		
● Dec 01, 2020	Dec 2020 Contributions	7,840.00		
● Dec 01, 2020	12/04/20 Payroll	100,000.00		
● Nov 30, 2020	Interest		1.52	
● Nov 20, 2020	US Bank Tr Meridian Free Li Dec 2020 Payrolls		300,000.00	
● Nov 17, 2020	Supplemental paycheck 111920	6,500.00		

Date ▾	Description ⇅	Debit ⇅	Credit ⇅	Balance
Nov 17, 2020	11/20/20 payroll	100,000.00		
Nov 13, 2020	US Bank Tr Meridian Free Li 11/20/20Payroll		100,000.00	
Nov 03, 2020	Additional for 11/6/20	5,000.00		
Nov 03, 2020	Nov 2020 Contributions	8,000.00		
Nov 03, 2020	Transfer 11/6/20 payroll	100,000.00		
Nov 02, 2020	US Bank Tr Meridian Free Li 11/06/20 Payroll		100,000.00	
Oct 30, 2020	Interest		0.73	
Oct 20, 2020	10/23/20 Payroll	100,000.00		
Oct 16, 2020	US Bank Tr Meridian Free Li Payroll 10/23/20		100,000.00	
Oct 06, 2020	Oct 2020 HRA contributions	7,840.00		
Oct 06, 2020	10/9/20 Payroll	102,000.00		
Oct 05, 2020	US Bank Tr Meridian Free Li 10/9/20 Payroll		100,000.00	
Sep 30, 2020	Interest		0.91	
Sep 22, 2020	09/25/20 Payroll	100,000.00		
Sep 18, 2020	US Bank Tr Meridian Free Li 09/25/20 Payroll		100,000.00	
Sep 08, 2020	09/11/20 Payroll	100,000.00		
Sep 03, 2020	US Bank Tr Meridian Free Li 09/11/20 Payroll		100,000.00	
Sep 03, 2020	HRA Contributions - September 2020	8,000.00		
Aug 31, 2020	Interest		0.95	
Aug 25, 2020	08/28/20 Payroll	100,000.00		
Aug 24, 2020	US Bank Tr Meridian Free Li Payroll 08/28/20		100,000.00	
Aug 11, 2020	08/14/20 Payroll	100,000.00		
Aug 05, 2020	US Bank Tr Meridian Free Li 081420 Payroll		100,000.00	
Aug 05, 2020	HRA August 2020 Transfer	7,423.12		
Jul 31, 2020	Interest		0.97	
Jul 28, 2020	07/31/20 Payroll	100,000.00		
Jul 27, 2020	July HRA contributions	7,423.12		



Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Jul 17, 2020	US Bank Tr Meridian Free Li Payroll 07/31/20 and 08/14/20		200,000.00	
● Jul 14, 2020	071720 Payroll	83,000.00		
● Jul 08, 2020	US Bank Tr Meridian Free Li 7/17/20 Payroll		30,000.00	
● Jun 30, 2020	Interest		1.75	
● Jun 25, 2020	070320 Payroll	100,000.00		
● Jun 16, 2020	06/19/20 Payroll	97,000.00		
● Jun 03, 2020	HRA Funding June 2020	7,040.00		
● Jun 03, 2020	HRA funding May 2020	7,200.00		
● Jun 03, 2020	HRA funding April 2020	100.43		
● Jun 02, 2020	060520 Payroll	95,000.00		
● May 29, 2020	Interest		1.25	
● May 28, 2020	US Bank Tr Meridian Free Li June Payrolls		300,000.00	
● May 19, 2020	ICORP TRANSFER TO XXXXXX7128 5/19/20 AT 9:01 SEQ 117469252	97,000.00		
● May 19, 2020	Meridian Free Li US Bank Tr XXXXX1683		100.00	
● May 05, 2020	204108 WEB XFER TO CLASSIC BUSINESS XXXXXX7128 5/05/20	100,000.00		
● Apr 30, 2020	Interest		1.04	
● Apr 21, 2020	171413 WEB XFER TO CLASSIC BUSINESS XXXXXX7128 4/21/20	75,000.00		
● Apr 20, 2020	<u>Deposit</u>		300,000.00	
● Apr 06, 2020	021221 WEB XFER TO CLASSIC BUSINESS XXXXXX7128 4/06/20	100,000.00		
● Mar 31, 2020	Interest		5.11	
● Mar 24, 2020	157821 WEB XFER TO CLASSIC BUSINESS XXXXXX7128 3/24/20	100,000.00		
● Mar 10, 2020	149654 WEB XFER TO CLASSIC BUSINESS XXXXXX7128 3/10/20	75,000.00		
● Mar 05, 2020	<u>Deposit</u>		200,000.00	

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Feb 28, 2020	Interest		28.90	
● Feb 27, 2020	424579 WEB XFER TO SCM-ANALYZED BIZ XXXXXX7128 2/27/20	25,000.00		
● Feb 25, 2020	184289 WEB XFER TO SCM-ANALYZED BIZ XXXXXX7128 2/25/20	95,000.00		
● Feb 11, 2020	178886 WEB XFER TO SCM REGULAR XXXXXX7128 2/11/20	100,000.00		
● Feb 10, 2020	038513 WEB XFER FROM BASIC BUS CKG P/ XXXXXX440 2/10/20		200,000.00	
● Jan 31, 2020	Interest		31.67	
● Jan 28, 2020	175864 WEB XFER TO SCM REGULAR XXXXXX7128 1/28/20	100,000.00		


















Search Transactions

Activity: All transactions Type: All

Transactions

 Pending  Posted

Total debits: -368,952.52 (801) Total credits: +373,244.90 (57)

Date 	Description 	Debit 	Credit 	Balance
 Jun 07, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	29.80		149,330.60
 Jun 07, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	217.29		149,360.40
 Jun 07, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	160.00		149,577.69
 Jun 06, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	30.00		149,737.69
 Jun 03, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	25.70		149,767.69
 Jun 02, 2022	WEX HEALTH INC CLAIM FUND 33385820312226	15.09		149,793.39
 Jun 01, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	186.83		149,808.48
 Jun 01, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	74.10		149,995.31
 May 31, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	15.00		150,069.41
 May 27, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	13.05		150,084.41
 May 26, 2022	WEX HEALTH INC CLAIM FUND 33385820312226	790.60		150,097.46
 May 26, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	50.15		150,888.06
 May 25, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	30.03		150,938.21

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● May 24, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	1,006.61		150,968.24
● May 24, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	35.00		151,974.85
● May 23, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	116.94		152,009.85
● May 20, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	168.10		152,126.79
● May 17, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	169.10		152,294.89
● May 17, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	55.51		152,463.99
● May 17, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	33.50		152,519.50
● May 16, 2022	WEX HEALTH INC CLAIM FUND 33385820312226	246.95		152,553.00
● May 16, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	40.00		152,799.95
● May 13, 2022	WEX HEALTH INC CLAIM FUND 33385820312226	404.24		152,839.95
● May 13, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	45.00		153,244.19
● May 12, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	175.84		153,289.19
● May 10, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	142.04		153,465.03
● May 10, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	43.48		153,607.07
● May 10, 2022	BANCORPSV BANCORPSV WH-DISCOVERY BENEFITS LLC-99994-SETTLE PURCHASE	10.00		153,650.55
● May 09, 2022	WEX HEALTH INC CLAIM FUND 33385820312226	328.96		153,660.55



OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Meridian Free Library District

N/A
1326 W. Cherry Lane
Meridian, Idaho 83642

Statement Period

5/1/2022 through 5/31/2022

Summary

Beginning Balance	\$681,070.11	Fund Number	1937
Contributions	\$227.76	Distribution Yield	0.6315 %
Withdrawals	\$0.00	May Accrued Interest	\$365.40
Ending Balance	\$681,297.87	Average Daily Balance	\$681,297.87

Detail

Date	Activity	Status	Type	Amount	Balance
05/01/2022	Beginning Balance				\$681,070.11
05/01/2022	Contribution	Processed	April Reinvestment	\$227.76	\$681,297.87
05/31/2022	Ending Balance				\$681,297.87

Although every effort is made by the Idaho State Treasurer's Office to supply current and accurate information on this monthly statement, it is the responsibility of your agency to verify the enclosed information and report any discrepancies to the Fund Administrator. Please review your statement and report discrepancies within thirty days of the date of this statement.

An investment in the LGIP is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency. Although the LGIP seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in the LGIP.



OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Meridian Free Library District

N/A

1326 W. Cherry Lane

Meridian, Idaho 83642

Statement Period

5/1/2022 through 5/31/2022

Summary

Beginning Balance	\$2,610,633.80	Fund Number	1938
Contributions	\$873.98	Distribution Yield	0.6315 %
Withdrawals	\$0.00	May Accrued Interest	\$1,400.64
Ending Balance	\$2,611,507.78	Average Daily Balance	\$2,611,507.78

Detail

Date	Activity	Status	Type	Amount	Balance
05/01/2022	Beginning Balance				\$2,610,633.80
05/01/2022	Contribution	Processed	April Reinvestment	\$873.98	\$2,611,507.78
05/31/2022	Ending Balance				\$2,611,507.78

Although every effort is made by the Idaho State Treasurer's Office to supply current and accurate information on this monthly statement, it is the responsibility of your agency to verify the enclosed information and report any discrepancies to the Fund Administrator. Please review your statement and report discrepancies within thirty days of the date of this statement.

An investment in the LGIP is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency. Although the LGIP seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in the LGIP.



OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Meridian Free Library District

N/A
1326 W. Cherry Lane
Meridian, Idaho 83642

Statement Period

5/1/2022 through 5/31/2022

Summary

Beginning Balance	\$5,130,102.35	Fund Number	1939
Contributions	\$1,717.70	Distribution Yield	0.6315 %
Withdrawals	\$0.00	May Accrued Interest	\$2,752.38
Ending Balance	\$5,131,820.05	Average Daily Balance	\$5,131,820.05

Detail

Date	Activity	Status	Type	Amount	Balance
05/01/2022	Beginning Balance				\$5,130,102.35
05/01/2022	Contribution	Processed	April Reinvestment	\$1,717.70	\$5,131,820.05
05/31/2022	Ending Balance				\$5,131,820.05

Although every effort is made by the Idaho State Treasurer's Office to supply current and accurate information on this monthly statement, it is the responsibility of your agency to verify the enclosed information and report any discrepancies to the Fund Administrator. Please review your statement and report discrepancies within thirty days of the date of this statement.

An investment in the LGIP is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency. Although the LGIP seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in the LGIP.

Bill Payments

[DOWNLOAD](#)[BACK](#)

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/04/22	Chevron (Wex Bank)	80308200	P22050301 - 8514513	Bill.com EFT	N/A	-674.96
05/04/22	DiscountCell, Inc.	QO-21331	P22050301 - 8514493	Bill.com EFT	N/A	-162.00
05/04/22	Ednetics	Multiple	P22050301 - 8514464	Bill.com EFT	N/A	-2145.97
05/04/22	FISHER'S TECHNOLOGY	1015985	P22050401 - 8746934	Vendor Direct Virtual Card	N/A	-507.52
05/04/22	INGRAM LIBRARY SERVICES, INC	64283906	P22050301 - 8514485	Bill.com Check	62564281	-3822.83
05/04/22	MIDWEST TAPE	Multiple	P22050301 - 8514449	Bill.com Check	62563296	-852.07
05/04/22	OVERDRIVE, INC	Multiple	P22050301 - 8514419	Vendor Direct Virtual Card	N/A	-2185.21

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/04/22	PEAK ALARM CO, INC	1196720	P22050401 - 8746938	Vendor Direct Virtual Card	N/A	-135.00
05/04/22	Second & Broadway Condominiums Owners Association, Inc.	april 26 2022	P22050301 - 8514478	Bill.com EFT	N/A	-102.54
05/04/22	UNIFIRST CORP	3570199606	P22050301 - 8514471	Bill.com Check	62565945	-40.33
05/04/22	Victor Suggs	Dec21 Mileage	P22050301 - 8542464	Bill.com Check	62566049	-7.28
					Subtotal	-10635.71
05/05/22	ADA COMMUNITY LIBRARY	202126	P22050401 - 8746428	Bill.com Check	62595014	-3310.00
05/05/22	Diamond Lawns, LLC	90096	P22050401 - 8746917	Bill.com Check	62593184	-783.19
05/05/22	June Garcia LLC	1125	P22050401 - 8744485	Bill.com EFT	N/A	-6218.93
05/05/22	NEWSBANK, INC	2022	P22050401 - 8746928	Bill.com Check	62594226	-6183.00

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
					Subtotal	-16495.12
05/06/22	OVERDRIVE, INC	02945CO22136702	P22050601 - 9512089	Vendor Direct Virtual Card	N/A	-6430.61
					Subtotal	-6430.61
05/09/22	BORTON LAW OFFICES PLLC	4464	P22050601 - 9750061	Bill.com Check	62656385	-660.00
05/09/22	DELTA DENTAL	May2022	P22050601 - 9514272	Bill.com Check	62657304	-2552.19
05/09/22	DELTA DENTAL	2991-0000 April 2022	P22050601 - 9727898	Bill.com Check	62660075	-2596.12
05/09/22	DELTA DENTAL	2991-0000 May	P22050601 - 9722180	Bill.com Check	62658405	-2786.87
05/09/22	GABRIELLE STOLLER	Hobby Lobby 5/4/22	P22050601 - 9745203	Bill.com EFT	N/A	-23.41
05/09/22	INGRAM LIBRARY SERVICES, INC	MLD67464202	P22050601 - 9750054	Bill.com Check	62656185	-38.74

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/09/22	INGRAM LIBRARY SERVICES, INC	64284616	P22050601 - 9747211	Bill.com Check	62654382	-173.62
05/09/22	INGRAM LIBRARY SERVICES, INC	MLD64286415x	P22050601 - 9750429	Bill.com Check	62656798	-1343.94
05/09/22	INGRAM LIBRARY SERVICES, INC	Multiple	P22050601 - 9512085	Bill.com Check	62660801	-2872.28
05/09/22	MIDWEST TAPE	Multiple	P22050601 - 9512079	Bill.com Check	62656941	-1366.93
05/09/22	MIDWEST TAPE	0061713790	P22050601 - 9728994	Bill.com Check	62657839	-2890.51
05/09/22	MSR Design	00029	P22050601 - 9719664	Bill.com Check	62745009	-10364.00
05/09/22	UNITED HERITAGE	May2022	P22050601 - 9750434	Bill.com EFT	016BAHZSI27XNK8	-447.47
Subtotal						-28116.08
05/10/22	ELM USA, INC	48339	P22050901 - 0208637	Bill.com Check	62696879	-656.99

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/10/22	INGRAM LIBRARY SERVICES, INC	64283177	P22050301 - 8514526	Bill.com Check	62696132	-1510.70
05/10/22	MIDWEST TAPE	501990189	P22050301 - 8514528	Bill.com Check	62701198	-361.15
05/10/22	OVERDRIVE, INC	02945DA22144458	P22050901 - 0208860	Vendor Direct Virtual Card	N/A	-130.00
					Subtotal	-2658.84
05/11/22	CAMILLE HAMPTON	Roberts Harts	P22051001 - 0536313	Bill.com Check	62741581	-100.00
05/11/22	INGRAM LIBRARY SERVICES, INC	MLD64284917	P22051001 - 0537623	Bill.com Check	62745442	-8.19
05/11/22	INGRAM LIBRARY SERVICES, INC	MLD64284930	P22051001 - 0537340	Bill.com Check	62744464	-89.61
05/11/22	INGRAM LIBRARY SERVICES, INC	MLD64284916	P22051001 - 0537977	Bill.com Check	62741617	-106.89
05/11/22	INGRAM LIBRARY SERVICES, INC	MLD64284929	P22051001 - 0537480	Bill.com Check	62744130	-785.38

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/11/22	LIBRARY MARKET	1942	P22042001 - 5085890	Bill.com Check	62745483	-7850.00
05/11/22	MIDWEST TAPE	MLD502067168	P22051001 - 0538549	Bill.com Check	62745904	-119.97
05/11/22	MIDWEST TAPE	MLD502043493	P22051001 - 0538325	Bill.com Check	62743366	-139.95
05/11/22	MIDWEST TAPE	MLD502060663	P22051001 - 0538084	Bill.com Check	62742052	-457.65
05/11/22	OVERDRIVE, INC	02945DA22147514	P22051001 - 0540966	Vendor Direct Virtual Card	N/A	-45.00
05/11/22	OVERDRIVE, INC	02945DA22147513	P22051101 - 0742004	Vendor Direct Virtual Card	N/A	-55.00
05/11/22	OVERDRIVE, INC	02945DA22147512	P22051101 - 0742253	Vendor Direct Virtual Card	N/A	-694.90
05/11/22	OVERDRIVE, INC	02945C022150846	P22051101 - 0741899	Vendor Direct Virtual Card	N/A	-7789.36
05/11/22	SUNDANCE INVESTMENTS LLLP	6325239	P22051001 - 0540778	Bill.com EFT	016IJDQLN281Z5Z	-92.90

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
					Subtotal	-18334.80
05/12/22	CM Company Inc	04.26.2022	P22051101 - 0740911	Bill.com EFT	N/A	-155777.20
05/12/22	INGRAM LIBRARY SERVICES, INC	Multiple	P22050301 - 8514428	Bill.com Check	62773274	-380.62
					Subtotal	-156157.82
05/13/22	INGRAM LIBRARY SERVICES, INC	Multiple	P22050301 - 8514436	Bill.com Check	62806280	-632.57
05/13/22	MIDWEST TAPE	502009785	P22050301 - 8514532	Bill.com Check	62806759	-327.21
05/13/22	OPTIONS	22-1573	P22050301 - 8514536	Bill.com Check	62808314	-264.00
05/13/22	WILLAMETTE DENTAL	100002056185x	P22051301 - 1500253	Bill.com EFT	016KTDDIY28YE5I	-313.00
					Subtotal	-1536.78

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/16/22	CITY OF MERIDIAN	2577518	P22051301 - 1738219	Bill.com EFT	016OJQXFP288S4I	-171.12
05/16/22	INGRAM LIBRARY SERVICES, INC	MLD64285210	P22051301 - 1502877	Bill.com Check	62846274	-194.59
05/16/22	INGRAM LIBRARY SERVICES, INC	64285125x	P22051301 - 1505655	Bill.com Check	62848444	-241.17
05/16/22	Reliance Standard	GL161443x	P22051301 - 1497882	Bill.com Check	62850642	-876.66
05/16/22	Reliance Standard	01000001	P22051301 - 1737795	Bill.com Check	62845649	-932.51
05/16/22	Staples Business Credit	1641718166	P22050401 - 8746942	Bill.com EFT	N/A	-819.21
05/16/22	Wip Inc.	2065	P22051301 - 1508732	Bill.com EFT	N/A	-105.00
Subtotal						-3340.26
05/17/22	CENTER POINT LARGE PRINT	1929004	P22051701 - 2305151	Vendor Direct Virtual Card	N/A	-87.48

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/17/22	INGRAM LIBRARY SERVICES, INC	Multiple	P22050301 - 8514444	Bill.com Check	62885614	-841.53
05/17/22	OVERDRIVE, INC	Multiple	P22051701 - 2305148	Vendor Direct Virtual Card	N/A	-956.83
Subtotal						-1885.84
05/18/22	INGRAM LIBRARY SERVICES, INC	67456603	P22051701 - 2305155	Bill.com Check	62927266	-1.17
05/18/22	INGRAM LIBRARY SERVICES, INC	MLD64285408	P22051701 - 2305153	Bill.com Check	62926178	-2285.71
Subtotal						-2286.88
05/19/22	DAWN CRONK	Cronk05.02.22	P22050401 - 8746947	Bill.com Check	62956130	-14.94
05/19/22	JASON SU	Su04.29.2022	P22050401 - 8746951	Bill.com Check	62996647	-12.00
Subtotal						-26.94

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/20/22	Air Filter Superstore	INV61275	P22051901 - 3018725	Bill.com Check	62992433	-327.00
05/20/22	Ednetics	113143	P22050601 - 9515211	Bill.com EFT	N/A	-4736.87
05/20/22	FATBEAM, LLC	25898	P22050301 - 8514540	Bill.com EFT	N/A	-800.00
05/20/22	IDAHO POWER - 1620	05-24-2022-1620	P22051901 - 3028706	Bill.com Check	63031161	-2425.95
05/20/22	IDAHO POWER - 7016	05-24-2022	P22051901 - 3027955	Bill.com Check	62997192	-107.82
05/20/22	INGRAM LIBRARY SERVICES, INC	6 746 2442	P22051901 - 3020373	Bill.com Check	62991299	-296.32
05/20/22	INGRAM LIBRARY SERVICES, INC	64283499	P22051901 - 3020155	Bill.com Check	62994145	-328.73
05/20/22	INGRAM LIBRARY SERVICES, INC	64284615	P22050601 - 9746616	Bill.com Check	62996888	-1343.94
05/20/22	MIDWEST TAPE (HOOPLA)	502047138	P22050401 - 8746955	Bill.com Check	62991807	-6093.75

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/20/22	WEX Health, Inc.	0001524646-IN	P22050901 - 0027011	Bill.com EFT	016VUYVFB28HJM2	-50.00
05/20/22	WEX Health, Inc.	0001522534-IN	P22050901 - 0027089	Bill.com EFT	016SBNZDZ28HJM3	-318.65
Subtotal						-16829.03
05/23/22	INGRAM LIBRARY SERVICES, INC	67466918	P22051901 - 3020630	Bill.com Check	63034646	-44.34
05/23/22	MSR Design	00010	P22052001 - 3434122	Bill.com Check	63109259	-12588.76
05/23/22	UNIFIRST CORP	202607	P22050401 - 8746959	Bill.com Check	63030444	-40.06
Subtotal						-12673.16
05/24/22	BACKGROUND SOURCE INTL	90337	P22051901 - 3029253	Bill.com Check	63065839	-130.00
05/24/22	MIDWEST TAPE	50 206 0663	P22051001 - 0538242	Bill.com Check	63069634	-457.65

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
Subtotal						-587.65
05/25/22	Gregg Jones	CHESS-CherryYS-May22	P22052401 - 4186771	Bill.com Check	63111107	-160.00
05/25/22	INGRAM LIBRARY SERVICES, INC	64285124	P22051301 - 1505399	Bill.com Check	63113251	-1811.93
05/25/22	June Garcia LLC	1131	P22052401 - 4378755	Bill.com EFT	N/A	-2625.40
05/25/22	MIDWEST TAPE	7168	P22051001 - 0538402	Bill.com Check	63107808	-119.91
05/25/22	OVERDRIVE, INC	02945CO22166055	P22052401 - 4379662	Vendor Direct Virtual Card	N/A	-9630.39
05/25/22	UNITED HERITAGE	Group03043-001	P22052401 - 4188988	Bill.com EFT	016NEEBWN28O4BA	-425.29
Subtotal						-14772.92
05/26/22	208 Aloha Garage Door	124123	P22052501 - 4583277	Bill.com Check	63177926	-600.00

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/26/22	CITY OF MERIDIAN	2597358	P22052501 - 4581741	Bill.com EFT	016GZNWXP28Q3ID	-391.28
05/26/22	ERYN TURNER	5/24/22	P22052501 - 4580134	Bill.com EFT	N/A	-106.37
05/26/22	INGRAM LIBRARY SERVICES, INC	67468908	P22051901 - 3020939	Bill.com Check	63142640	-71.80
05/26/22	INGRAM LIBRARY SERVICES, INC	64285210x	P22051301 - 1738962	Bill.com Check	63138997	-194.59
05/26/22	INGRAM LIBRARY SERVICES, INC	67466917	P22052501 - 4583273	Bill.com Check	63144876	-257.23
05/26/22	INGRAM LIBRARY SERVICES, INC	64285409	P22051901 - 3021062	Bill.com Check	63144897	-320.76
05/26/22	INGRAM LIBRARY SERVICES, INC	6 746 8907	P22051901 - 3021232	Bill.com Check	63140411	-526.16
05/26/22	INGRAM LIBRARY SERVICES, INC	MLD64285927	P22052501 - 4584659	Bill.com Check	63141318	-781.76
05/26/22	INGRAM LIBRARY SERVICES, INC	64285209	P22051301 - 1503644	Bill.com Check	63140450	-1335.78

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
					Subtotal	-4585.73
05/27/22	OVERDRIVE, INC	02945DA22162865	P22052701 - 5357853	Vendor Direct Virtual Card	N/A	-977.63
					Subtotal	-977.63
05/31/22	INGRAM LIBRARY SERVICES, INC	67473769	P22052701 - 5435993	Bill.com Check	63219111	-36.75
05/31/22	INGRAM LIBRARY SERVICES, INC	67473043	P22052701 - 5436206	Bill.com Check	63219724	-38.90
05/31/22	INGRAM LIBRARY SERVICES, INC	67469869	P22051901 - 3021590	Bill.com Check	63215729	-39.55
05/31/22	INGRAM LIBRARY SERVICES, INC	67469868	P22051901 - 3021399	Bill.com Check	63216833	-200.49
05/31/22	MIDWEST TAPE	MLD502088411	P22051901 - 3021782	Bill.com Check	63218200	-194.54
05/31/22	MIDWEST TAPE	50 20 7 8 2 2 1	P22051901 - 3021915	Bill.com Check	63217237	-339.69

Bill Payments

PROCESS DATE	VENDOR	INVOICE NUMBER	PAYMENT REFERENCE	PAYMENT METHOD	DISBURSEMENT REFERENCE	AMOUNT
05/31/22	OVERDRIVE, INC	02945DA22169602	P22052701 - 5422758	Vendor Direct Virtual Card	N/A	-192.98
05/31/22	OVERDRIVE, INC	02945DA22169603	P22052701 - 5422924	Vendor Direct Virtual Card	N/A	-736.04
05/31/22	SUNDANCE INVESTMENTS LLLP	2022-06-01	P22042901 - 7693793	Bill.com EFT	016KXHBVX28V54Q	-9608.05
05/31/22	UNIFIRST CORP	203198	P22051301 - 1739542	Bill.com Check	63219903	-43.51
05/31/22	UNIFIRST CORP	357 0203184	P22051301 - 1739338	Bill.com Check	63219313	-84.88
Grand Total						-309847.18

Meridian Library District
Budget vs. Actuals: Budget FY22 by Class - FY22 P&L Classes
 October 2021 - May 2022

	TOTAL		
	Actual	Budget	% of Budget
Revenue			
40000 Tax Revenue	0.00	0.00	
4000 Tax levy	4,277,546.37	4,444,878.64	96.24%
4010 Ag. Replacement	485.00	1,940.00	25.00%
4020 Pers Prop Replacement	14,989.61	29,979.00	50.00%
4025 Recovered Homeowner's Exemption	78.00	104.00	75.00%
4060 Tort Tax Levy	23,789.52	31,719.36	75.00%
4100 Sales tax income	123,874.56	206,666.64	59.94%
Total 40000 Tax Revenue	\$ 4,440,763.06	\$ 4,715,287.64	94.18%
42000 Non-tax Revenue	-5,000.00	0.00	
4200 Fines and fees	9,833.27	6,666.64	147.50%
4220 Meeting Room income	1,234.40	1,000.00	123.44%
4221 Donations & Memorials	26,637.53	15,666.64	170.03%
4300 Interest income	758.23	1,533.36	49.45%
4339 Capital Replace & Repair Int	3,673.99	2,666.64	137.78%
4400 Copy/Print income	9,560.37	7,533.28	126.91%
4410 Miscellaneous income	20.00	0.00	
4500 Grants	30,747.97	60,000.00	51.25%
Total 42000 Non-tax Revenue	\$ 77,465.76	\$ 95,066.56	81.49%
Sales	0.00	0.00	
Sales of Product Revenue	0.00	0.00	
Total Revenue	\$ 4,518,228.82	\$ 4,810,354.20	93.93%
Gross Profit	\$ 4,518,228.82	\$ 4,810,354.20	93.93%
Expenditures			
50000 PERSONNEL	0.00	0.00	
5000 Salaries and wages	1,466,499.41	2,027,307.28	72.34%
5005 Termination salaries	8,713.39	16,000.00	54.46%
Total 5000 Salaries and wages	\$ 1,475,212.80	\$ 2,043,307.28	72.20%
5010 Payroll benefits	105.51	769,312.72	0.01%
5010a Benefits - Retirement	153,978.66	0.00	
5010b Benefits - PR Taxes	117,314.38	0.00	
5010c Benefits - Health	301,301.61	0.00	
Total 5010 Payroll benefits	\$ 572,700.16	\$ 769,312.72	74.44%
Total 50000 PERSONNEL	\$ 2,047,912.96	\$ 2,812,620.00	72.81%
51000 COLLECTIONS	46,268.12	0.00	
5110 Adult fiction	279.46	0.00	
5115 Adult Print Books	49,192.90	148,333.36	33.16%
5121 Electronic databases	37,335.20	25,633.36	145.65%
5122 eContent	241,179.29	223,333.36	107.99%

5125 Print Reference	71.67	2,000.00	3.58%
5130 Children's books	25,179.49	154,333.36	16.32%
5130S Children's books - Supported	13.00	0.00	
Total 5130 Children's books	\$ 25,192.49	\$ 154,333.36	16.32%
5135 Young Adult books	5,337.81	81,000.00	6.59%
5149 Media	19,380.42	81,333.36	23.83%
5150 Circulating devices & kits	1,218.04	30,000.00	4.06%
5151 Periodicals	4,789.39	5,333.28	89.80%
Total 51000 COLLECTIONS	\$ 430,244.79	\$ 751,300.08	57.27%
52000 OPERATING EXPENSES	0.00	0.00	
52020 Professional Services	0.00	0.00	
5202.1 Audit	12,250.00	6,333.36	193.42%
5202.4 Legal fees	8,505.50	15,100.00	56.33%
5202.5 Consulting	24,166.00	5,833.36	414.27%
5202.6 Other	1,300.00	0.00	
5202.7 Accounting Svcs	22,731.59	0.00	
Total 52020 Professional Services	\$ 68,953.09	\$ 27,266.72	252.88%
52025 Banking fees	0.00	0.00	
5202.2 Bankcard fees	548.64	6,600.00	8.31%
5202.3 Financial fees	15,930.20	122,813.36	12.97%
Total 52025 Banking fees	\$ 16,478.84	\$ 129,413.36	12.73%
5211 Copy/Print	13,666.18	25,533.28	53.52%
52120 Consortium	0.00	0.00	
5212.A Consortium-Adv/Prog	-624.34	0.00	
5212.C Consortium-Courier	9,171.41	20,666.64	44.38%
5212.H Consortium-Hardware/Software	33,535.50	36,947.36	90.77%
Total 52120 Consortium	\$ 42,082.57	\$ 57,614.00	73.04%
5216 Equipment & Furnishings Not Cap	54.97	2,600.00	2.11%
52200 Information Technology	0.00	0.00	
5220.1 IT Infra -Software/Licensing	41,474.00	68,029.36	60.96%
5220.2 IT Infra -Support	18,389.77	16,133.36	113.99%
5220.3 IT PCs, Printers & Hardware	9,685.56	21,648.00	44.74%
5220.5 IT Utilities	21,373.31	54,186.64	39.44%
5220.6 IT Collection Licensing	9,231.66	12,933.36	71.38%
5220.7 IT Technology Maintenance	4,633.50	15,500.00	29.89%
Total 52200 Information Technology	\$ 104,787.80	\$ 188,430.72	55.61%
5225 Marketing & advertising	1,574.96	12,473.36	12.63%
5228 Miscellaneous	3,328.44	4,866.64	68.39%
52290 Materials Processing	0.00	0.00	
5229.1 Materials-OCLC	6,259.52	8,250.00	75.87%
5229.2 Materials-Processing	14,399.69	50,000.00	28.80%
Total 52290 Materials Processing	\$ 20,659.21	\$ 58,250.00	35.47%
5230 Phone Service	1,750.00	3,200.00	54.69%
5232 Postage	3,652.58	11,000.00	33.21%
52340 Professional Development	0.00	0.00	
5234.1 Conferences	6,368.42	11,674.64	54.55%
5234.2 Education	500.00	1,850.00	27.03%

5234.3 Materials	317.47	933.36	34.01%
5234.4 Memberships	2,686.96	2,659.36	101.04%
5234.5 Staff Mtg & Training	6,388.27	2,613.36	244.45%
5234.6 Webinar/Ecourses	4,083.54	4,600.00	88.77%
Total 52340 Professional Development	\$ 20,344.66	\$ 24,330.72	83.62%
52360 Program Expense	0.00	0.00	
5236.1 Programs - Outreach	105.85	0.00	
5236.AD Programs - Adult	5,191.22	17,400.00	29.83%
5236.BR Programs -Brochures	0.00	2,000.00	0.00%
5236.CH Programs - Children	100.98	0.00	
5236.PC Pet Care	188.30	866.64	21.73%
Total 5236.CH Programs - Children	\$ 289.28	\$ 866.64	33.38%
5236.EL Programs - Early Learning 0-5	4,597.41	23,710.00	19.39%
5236.FA Programs -Family All Ages	969.80	15,300.00	6.34%
5236.SA Programs -School Age 6-12	7,651.91	23,900.00	32.02%
5236.TN Programs -Teen 13-18	624.97	15,020.00	4.16%
5236.TW Program -Tween	160.00	0.00	
5236.VO Programs -Volunteers	0.00	1,500.00	0.00%
5236.YA Programs - Teen	1,399.00	0.00	
Total 52360 Program Expense	\$ 20,989.44	\$ 99,696.64	21.05%
5237 Recruiting/Background Checks	10,098.24	5,100.00	198.00%
524000 Supplies	14.94	0.00	
5240 Supplies - general	3,214.09	24,500.00	13.12%
5245 Supplies - marketing	317.89	3,333.36	9.54%
5246 Supplies - office	3,343.98	12,300.00	27.19%
Total 524000 Supplies	\$ 6,890.90	\$ 40,133.36	17.17%
5250 Taxes and insurance	15,291.48	17,333.36	88.22%
52600 Vehicle Expense	12.00	0.00	
5260.1 Vehicle - Bookmobile	1,072.50	11,533.36	9.30%
5260.2 Vehicle - Sprinter	170.03	4,133.36	4.11%
5260.3 Vehicle - Van	4,260.47	5,100.00	83.54%
Total 52600 Vehicle Expense	\$ 5,515.00	\$ 20,766.72	26.56%
62240 Facility Expense	0.00	0.00	
6224.2 Bldg-Repairs	3,909.70	25,833.36	15.13%
6224.3 Bldg-Small Tools	452.15	2,166.64	20.87%
6224.4 Bldg-Supplies	5,284.14	13,300.00	39.73%
6250 Bldg-Insurance	47,579.00	31,719.36	150.00%
6255 Bldg-Rent	67,428.15	76,864.64	87.72%
6258 Bldg-Utilities	31,800.67	57,766.64	55.05%
6224.1 Bldg-Maintenance	80,516.64	72,609.36	110.89%
Total 6258 Bldg-Utilities	\$ 112,317.31	\$ 130,376.00	86.15%
Total 62240 Facility Expense	\$ 236,970.45	\$ 280,260.00	84.55%
Total 52000 OPERATING EXPENSES	\$ 593,088.81	\$ 1,008,268.88	58.82%
72000 CAPITAL EXPENSES	0.00	0.00	
7216 Equipment & Furnishings	880.40	2,000.00	44.02%
7220 IT - Infrastructure - Hardware	0.00	35,191.28	0.00%
7220.3 IT PCs, Hardware Printers	34,810.13	20,733.28	167.89%

7295 Major improvements	0.00	1,666.64	0.00%
Total 72000 CAPITAL EXPENSES	\$ 35,690.53	\$ 59,591.20	59.89%
9800 Transfer Out -Capital Projects Fund	202,471.02	269,961.36	75.00%
Uncategorized Expense	1,499.54	0.00	
Total Expenditures	\$ 3,310,907.65	\$ 4,901,741.52	67.55%
Net Operating Revenue	\$ 1,207,321.17	-\$ 91,387.32	-1321.10%
Other Revenue			
8000 Plant Facilities Levy Revenue	882,000.00	933,333.36	94.50%
8338 Capital Projects Interest	1,753.91	5,232.64	33.52%
8995 Finance Proceeds	0.00	5,333,333.36	0.00%
8999 Transfer In -From General Fund	202,471.02	269,961.36	75.00%
Total Other Revenue	\$ 1,086,224.93	\$ 6,541,860.72	16.60%
Other Expenditures			
9288 Orchard Park Project Costs	333,738.72	1,782,677.36	18.72%
9289 South Branch Project Costs	145,158.44	4,894,386.64	2.97%
Total Other Expenditures	\$ 478,897.16	\$ 6,677,064.00	7.17%
Net Other Revenue	\$ 607,327.77	-\$ 135,203.28	-449.20%
Net Revenue	\$ 1,814,648.94	-\$ 226,590.60	-800.85%

Tuesday, Jun 14, 2022 08:46:48 AM GMT-7 - Accrual Basis

ADA COUNTY
AUDITOR'S REMITTANCE
06/08/2022

<u>-----ITEM-----</u>	<u>INTEREST</u>	<u>COLLECTIONS AND CREDITS</u>
2021 REAL - P.Y. DELINQUENT	166.26	3,879.79
2021 MOBILE HOME - P.Y. DELINQUENT	4.37	103.26
2021 REAL - P.Y. CURRENT		246,826.38
2021 PERSONAL - P.Y. CURRENT		6,356.65
2021 MOBILE HOME - P.Y. CURRENT		295.28
2020 REAL - DELINQUENT	162.53	987.47
2020 MOBILE HOME - DELINQUENT	5.46	33.53
2019 REAL - DELINQUENT	270.89	951.32
	<u>609.51</u>	<u>609.51</u>
		260,043.19

WARRANT: 25898

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



CLERK/AUDITOR/RECORDER

06/08/2022

DATE



Monthly statement

VISA

Meridian Free Library

Account: 3674de29-490a-48bf-9e10-c586fe44adab

Pay cycle: Auto once monthly*

\$17,950.82 available / \$20,000.00 limit

Thank you for using Divvy!

We appreciate you.

Your statement balance as of 05/31/2022 is

\$2,049.18

You are set up on automatic payments.

**The automatic payment amount that will be pulled includes your current balance plus any activity before your payment due date.*

Summary

Previous balance	\$11,317.33
Payments	\$21,453.21
Fees	\$0.00
Adjustments	\$0.00
Transactions	\$12,185.06
Statement balance	\$2,049.18



Payments

DATE	TYPE	AMOUNT
05/01/2022	Autodraft	\$11,317.33
05/23/2022	Payment Portal	\$10,135.88
	Total	\$21,453.21



Fees

No fees were applied this statement period.

Adjustments

No adjustments were made this statement period.



Transactions

DATE	CARD	MERCHANT	AMOUNT	NAME
05/02/2022	**** 8072	GOOGLE*GSUITE MLD.ORG	\$10.00	Jason Su
05/02/2022	**** 4234	AMZN Mktp US*1Q5JC7V32	\$741.24	Jill Panter
05/03/2022	**** 4881	CISCO SYSTEMS INC	\$15.00	Muhammad Aleem
05/03/2022	**** 4234	AMZN Mktp US*130E64M51	\$109.94	Jill Panter
05/03/2022	**** 3163	PAYPAL *EBAY US	\$52.20	Steve McNitt
05/04/2022	**** 8385	Scholastic Education	\$1,193.93	Whitney Garcia
05/04/2022	**** 0260	FLUKERFARMS.COM	\$29.75	Travis Porter
05/04/2022	**** 8072	PAYFLOW/PAYPAL	\$1.10	Jason Su
05/05/2022	**** 3163	PAYPAL *EBAY US	\$39.05	Steve McNitt
05/05/2022	**** 9523	MATTERHACKERS, INC.	\$987.36	Nicholas Grove
05/05/2022	**** 8072	GOOGLE *SVCSmld.org	\$62.63	Jason Su
05/06/2022	**** 6201	ON THE SPOT CLEANERS	\$16.63	Dawn Cronk
05/06/2022	**** 8072	ADOBE *800-833-6687	\$29.99	Jason Su
05/06/2022	**** 4234	AMZN Mktp US*1Q6QG7Y20	\$54.97	Jill Panter
05/07/2022	**** 6975	AMZN Mktp US*137S234T2	\$80.60	Michele Anderson
05/08/2022	**** 0892	THE HOME DEPOT #1801	\$21.18	Paige Beach
05/09/2022	**** 4234	AMAZON.COM*139N250N2 AMZN	\$74.95	Jill Panter
05/09/2022	**** 0892	ZAMZOWS 10	\$10.56	Paige Beach
05/09/2022	**** 8072	MINUTEMAN LOCK AND SECURI	\$6.00	Jason Su
05/10/2022	**** 9248	WM SUPERCENTER #5841	\$119.30	Trevor Hanson
05/10/2022	**** 8072	VZWRSS*APOCC VISB	\$383.48	Jason Su
05/10/2022	**** 0892	AMZN Mktp US*138ZQ0522	\$35.38	Paige Beach
05/10/2022	**** 0605	AMZN Mktp US*1L7TD6501	\$4.49	Talley Gaskins
05/11/2022	**** 7238	SMALLPDF *FREETRIAL	\$12.12 (\$0.12 foreign fee)	Allison Maier
05/11/2022	**** 0605	AMAZON.COM*134Q238I0 AMZN	\$16.99	Talley Gaskins
05/11/2022	**** 5391	WWW.VOLGISTICS.COM	\$81.00	Pamela Johnston
05/11/2022	**** 0892	AMZN Mktp US*130JH05W0	\$38.16	Paige Beach

DATE	CARD	MERCHANT	AMOUNT	NAME
05/11/2022	**** 0892	AMZN Mktp US*136YJ4HU0	\$161.46	Paige Beach
05/11/2022	**** 0605	AMZN Mktp US*131EV5HE0	\$17.49	Talley Gaskins
05/11/2022	**** 4559	AMZN Mktp US*138NT48M2	\$62.57	Dusty Waltner
05/11/2022	**** 0605	AMZN Mktp US*131UQ9QL2	\$63.26	Talley Gaskins
05/11/2022	**** 8072	AMZN Mktp US*1L6YR76K1	\$24.86	Jason Su
05/12/2022	**** 6201	ON THE SPOT CLEANERS	\$44.70	Dawn Cronk
05/12/2022	**** 3163	RODDA PAINT - MERIDIAN ME	\$117.76	Steve McNitt
05/12/2022	**** 8072	TMOBILE*AUTO PAY	\$30.10	Jason Su
05/12/2022	**** 4559	SQ *SWEET SENSATIONS DONU	\$20.22	Dusty Waltner
05/12/2022	**** 6201	SP THE BIG GREEN BOX	\$65.00	Dawn Cronk
05/12/2022	**** 0605	AMZN Mktp US*1L03V7781	\$81.39	Talley Gaskins
05/12/2022	**** 3080	REDISCOVERED BOOKSHOP	\$491.25	Maria Cottle
05/13/2022	**** 6201	OFFICE DEPOT #1078	\$213.02	Dawn Cronk
05/13/2022	**** 9523	THE HOME DEPOT #1804	\$160.36	Nicholas Grove
05/13/2022	**** 8385	Scholastic Education	\$49.60	Whitney Garcia
05/13/2022	**** 5391	PAYPAL *SWIDOV5	\$50.00	Pamela Johnston
05/13/2022	**** 7238	MAILCHIMP *MISC	\$69.99	Allison Maier
05/13/2022	**** 6201	AMZN Mktp US*135BJ2WA2	\$99.18	Dawn Cronk
05/13/2022	**** 7596	AMZN Mktp US*130J14WP2	\$40.39	Mary Flamino
05/14/2022	**** 6201	OFFICE DEPOT #5910	\$34.52	Dawn Cronk
05/14/2022	**** 3080	AMAZON.COM*1L1RU8OW2 AMZN	\$339.00	Maria Cottle
05/14/2022	**** 6201	AMZN MKTP US*1R5T41LP1 AM	\$39.19	Dawn Cronk
05/14/2022	**** 2176	AMZN Mktp US*135FT5W70	\$12.38	Irene Benvenuti
05/14/2022	**** 2176	AMZN Mktp US*139BZ6WA0	\$39.95	Irene Benvenuti
05/14/2022	**** 0892	AMZN Mktp US*1R3W714X1	\$29.99	Paige Beach
05/15/2022	**** 4881	THE HOME DEPOT #1809	\$33.52	Muhammad Aleem
05/16/2022	**** 3080	AMAZON.COM*1L7518NL0 AMZN	\$240.15	Maria Cottle
05/17/2022	**** 8072	AMZN MKTP US*1L3M08GS2 AM	\$68.20	Jason Su
05/17/2022	**** 9523	AIRTABLE.COM/BILL	\$28.80	Nicholas Grove
05/18/2022	**** 6201	AMAZON.COM*1L3ZP4MM0 AMZN	\$19.13	Dawn Cronk
05/18/2022	**** 8072	AMZN Mktp US*1L5Z51M72	\$79.99	Jason Su

DATE	CARD	MERCHANT	AMOUNT	NAME
05/18/2022	**** 8072	AMZN Mktp US*1L5RP2X10	\$14.90	Jason Su
05/18/2022	**** 8072	AMZN Mktp US*1L4MQ7BG2	\$63.98	Jason Su
05/19/2022	**** 9248	WM SUPERCENTER #5841	\$141.83	Trevor Hanson
05/19/2022	**** 7238	APPLE.COM/BILL	\$0.99	Allison Maier
05/20/2022	**** 0636	DEMCO INC	\$79.00	Barbra Hendricks
05/20/2022	**** 9302	ZURCHERS- SITE 118 - MERI	\$10.56	Jane Olsen
05/20/2022	**** 9157	AMZN Mktp US*1L2JA1KY2	\$30.59	Gabrielle Stoller
05/20/2022	**** 7596	LAKESHORE LEARNING MATER	\$117.19	Mary Flamino
05/20/2022	**** 2001	AMZN Mktp US*1L54J2D20	\$11.93	Jennifer Liebig
05/21/2022	**** 6201	AMZN Mktp US*1L4DP1IF2	\$29.97	Dawn Cronk
05/21/2022	**** 8072	AMZN Mktp US*1X2OV2CP1	\$105.81	Jason Su
05/21/2022	**** 9157	AMZN Mktp US*1L83G1R22	\$36.33	Gabrielle Stoller
05/21/2022	**** 2001	AMZN Mktp US*1X01M4FL1	\$60.73	Jennifer Liebig
05/21/2022	**** 9523	MEETING ROOM 365	\$27.00	Nicholas Grove
05/22/2022	**** 2001	OLIVE GARDEN #00017319	\$82.00	Jennifer Liebig
05/24/2022	**** 7596	AMZN MKTP US*1X1YY0GN1 AM	\$150.62	Mary Flamino
05/25/2022	**** 6201	AMZN MKTP US*1R0WY4GM2 AM	\$10.60	Dawn Cronk
05/25/2022	**** 9157	AMZN Mktp US*1R8KO3AJ0	\$130.88	Gabrielle Stoller
05/25/2022	**** 8072	JAMF SOFTWARE, LLC	\$42.00	Jason Su
05/26/2022	**** 7646	ZURCHERS- SITE 118 - MERI	\$15.18	Tracy Henderson
05/26/2022	**** 3163	MCW#506	\$12.00	Steve McNitt
05/26/2022	**** 3163	MCW#506	\$12.00	Steve McNitt
05/26/2022	**** 3163	LES SCHWAB TIRES #0119	\$1,162.28	Steve McNitt
05/26/2022	**** 0605	AMZN Mktp US*1R0E68HB2	\$12.67	Talley Gaskins
05/26/2022	**** 8072	AMZN Mktp US*1R5IF0BR2	\$50.64	Jason Su
05/26/2022	**** 0605	AMZN Mktp US*1R9P32BD2	\$6.82	Talley Gaskins
05/26/2022	**** 8385	AMZN Mktp US*AA3AD8LA3	\$175.82	Whitney Garcia
05/27/2022	**** 8385	Scholastic Education	\$668.16	Whitney Garcia
05/27/2022	**** 3080	Scholastic Education	\$439.41	Maria Cottle
05/27/2022	**** 6385	ALBERTSONS #0180	\$29.18	Camille Hampton
05/27/2022	**** 0605	LAKESHORE LEARNING MATER	\$206.87	Talley Gaskins

DATE	CARD	MERCHANT	AMOUNT	NAME
05/27/2022	**** 4881	ROUTIFIC.COM	\$102.41 <small>(\$1.01 foreign fee)</small>	Muhammad Aleem
05/27/2022	**** 0605	AMZN Mktp US*LC3398T03	\$41.96	Talley Gaskins
05/28/2022	**** 3163	ACORN SELF STORAGE	\$91.80	Steve McNitt
05/28/2022	**** 3163	ACORN SELF STORAGE	\$80.00	Steve McNitt
05/28/2022	**** 4234	Amazon.com*1R09F59G2	\$96.63	Jill Panter
05/28/2022	**** 9157	LAKESHORE LEARNING MATER	\$631.35	Gabrielle Stoller
05/28/2022	**** 7596	CHICAGO CONNECTION, LLC	\$64.60	Mary Flamino
05/29/2022	**** 4559	SQ *SWEET SENSATIONS DONU	\$16.96	Dusty Waltner
05/31/2022	**** 8072	AMZN Mktp US*EL4ST5GY3	\$65.99	Jason Su
Total			\$12,185.06	



Legal

Payments:

Your payment can (i) be made through our payment portal, via wire or ACH, or (ii) be sent to the payment address listed below. Regardless of the method, payments must be received by 5:00 p.m. in the jurisdiction in which payments are collected, at the below address, to be credited as of the day it is received. Payments we receive after 5:00 p.m. MST may not be credited to your Account until the next day.

Divy
13707 S 200 W Suite 100
Draper, UT 84020

Unless you provide payment instructions or otherwise instruct Divvy in writing in connection with delivering your payment to Divvy, Divvy shall apply any payments received in the following manner:

1. Payment shall first be applied to the oldest outstanding balance between your (i) Divvy Mastercard account, if any, and (ii) Divvy Visa account, if any;
2. If any unallocated funds remain, payment shall be applied to your Divvy Mastercard account, if any; and
3. If any unallocated funds still remain, payment shall be applied to your Divvy Visa account, if any.

Payments must also be made from a US bank and payable in US dollars, or with a negotiable instrument payable in US dollars and clearable through the US banking system, whether that be a wire, ACH, or payment initiated through our payment portal and include your Account number. If your payment does not meet all of the above requirements, crediting may be delayed and you may incur late payment fees. Electronic payments must be made through an electronic payment method payable in US dollars and clearable through the US banking system. We do not accept payments in any currency other than US dollars, nor do we accept electronic payment from a non US bank account. Please do not send post-dated checks as they will be deposited upon receipt. Any restrictive language on a payment we accept will have no effect on us without our express prior written approval and consent. We will re-present to your financial institution any payment that is returned unpaid.

Late Fee and Nonsufficient Funds Fee:

Late Fee: Your full balance is due at the time of your bill date. This statement represents a summary of activity during a monthly period, the balance shown on this statement may be different from what is actually owed at the time of your due date if there has been additional activity on your account. If we do not receive the full amount due by its payment due date, then we may assess a late fee equal to the greater of (i) 2.99% of all amounts past due on your Account or (ii) \$38.

Returned Payment Fee: If any payment submitted on your Account is returned or dishonored, including without limitation for nonsufficient funds, then we may assess a returned payment fee of \$38.

Permission for Electronic Withdrawal: (1) When you send payment, you give us permission to electronically withdraw your payment from your deposit or other asset account. We may process checks electronically by transmitting the amount of the check, routing number, account number and check serial number to your financial institution, unless the check is not processable electronically or a less costly process is available. When we process your check electronically, your payment may be withdrawn from your deposit or other asset account as soon as the same day we receive your check, and you will not receive that cancelled check with your financial account statement. If we cannot collect the funds electronically, we may issue a draft against your deposit or other asset account for the amount of the check. (2) By using our payment portal, submitting a payment over the phone, or any other electronic payment service of ours, you give us permission to electronically withdraw funds from the deposit or other asset account you specify in the amount you request. Payments using such services of ours received after 8:00 p.m. MST may not be credited until the next day.

Foreign Currency Charge: If you make a Net Purchase in a foreign currency, the Cross Border and Currency Conversion Fee's fully described in our Terms and Conditions shall be applicable.

Credit Balance: A credit balance shown on this statement represents money owed to you. If within the six-month period following the date of the first statement indicating the credit balance you do not request a refund or charge enough to use up the credit balance, we will send you a check for the credit balance within thirty (30) days if the amount is \$1.00 or more.

Credit Reporting: We may report information about your Account to credit bureaus. Late payments, missed payments, or other defaults on your Account may be reflected in your credit report.

Your card is issued by the Issuer, as defined in the Terms and Conditions.

Questions? Call Divvy Support at **1-385-352-0374**
getdivvy.com



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

3668 TRN S Y ST01

Account Number:
1 533 0019 8493
Statement Period:
May 2, 2022
through
May 31, 2022



000046380 01 SP 000638204923691 S
MERIDIAN LIBRARY DISTRICT
1326 W CHERRY LN
MERIDIAN ID 83642-1516



To Contact U.S. Bank

Commercial Customer

Service: 1-800-346-2249

U.S. Bank accepts Relay Calls

Internet: usbank.com

MUNICIPAL INVESTOR CHECKING

Member FDIC

U.S. Bank National Association

Account Number 1-533-0019-8493

Account Summary

Beginning Balance on May 2	# Items	\$	3,280,640.31	Interest Paid this Year	\$	73.95
Customer Deposits	44		5,487.13	Number of Days in Statement Period		31
Other Deposits	72		130,772.23			
Other Withdrawals	51		413,404.19-			
Checks Paid	1		1,936.67-			
Ending Balance on May 31, 2022		\$	3,001,558.81			

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	May 2	8015188144	130.58		May 18	8613476967	0.40
	May 4	8613475679	0.25		May 18	8613476980	14.25
	May 4	8613475677	0.50		May 18	8613476961	15.00
	May 4	8613475673	7.49		May 18	8613134804	17.79
	May 4	8613475683	13.40		May 18	8613134814	20.01
	May 4	8613475665	15.10		May 18	8613134810	22.67
	May 4	8613475642	17.11		May 18	8613135985	44.90
	May 4	8613475667	22.01		May 18	8613134812	56.94
	May 4	8613475663	23.50		May 18	8613134806	2,000.00
	May 4	8613475685	101.50		May 27	9213098215	1.25
	May 11	8613616398	0.50		May 27	9213098223	1.45
	May 11	8613616423	1.90		May 27	9213098205	3.50
	May 11	8613616406	3.75		May 27	9213098211	7.00
	May 11	8613616427	4.00		May 27	9213098229	16.10
	May 11	8613616425	17.35		May 27	9213098213	19.65
	May 11	8613616396	20.75		May 27	9213098221	25.00
	May 11	8613616408	25.00		May 27	9213098225	31.95
	May 11	8613616416	64.80		May 27	9213098233	51.00
	May 11	8613616412	154.15		May 27	9213098231	66.00
	May 11	8613616402	208.00		May 27	9213098219	72.52
	May 11	8613616432	209.62		May 27	9213098190	79.98
	May 11	8613616410	625.05		May 27	9213098207	1,253.46
				Total Customer Deposits		\$	5,487.13

Other Deposits

Date	Description of Transaction	Ref Number	Amount
May 2	Electronic Deposit From Square Inc REF=221220106923930N00	9424300002220502P2 L207715097342	\$ 9.63
May 2	Electronic Deposit From Square Inc REF=221220106924010N00	9424300002220502P2 L208713881747	12.45
May 2	Electronic Deposit From BANKCARD-8566 REF=221220046430940N00	1592126793MTOT DEP 518089140261835	12.99
May 2	Electronic Deposit From Square Inc REF=221220106923990N00	9424300002220502P2 L208713881745	20.15



BALANCE YOUR ACCOUNT

To keep track of all your transactions, you should balance your account every month. Please examine this statement immediately. We will assume that the balance and transactions shown are correct unless you notify us of an error.

Outstanding Deposits

DATE	AMOUNT
TOTAL	\$

- List any deposits that do not appear on your statement in the Outstanding Deposits section at the left. Record the total.
- Check off in your checkbook register all checks, withdrawals (including Debit Card and ATM) and automatic payments that appear on your statement. Withdrawals that are NOT checked off should be recorded in the Outstanding Withdrawals section at the left. Record the total.
- Enter the ending balance shown on this statement. \$ _____
- Enter the total deposits recorded in the Outstanding Deposits section. \$ _____
- Total lines 3 and 4. \$ _____
- Enter the total withdrawals recorded in the Outstanding Withdrawals section. \$ _____
- Subtract line 6 from line 5. This is your balance. \$ _____
- Enter in your register and subtract from your register balance any checks, withdrawals or other debits (including fees, if any) that appear on your statement but have not been recorded in your register.
- Enter in your register and add to your register balance any deposits or other credits (including interest, if any) that appear in your statement but have not been recorded in your register.
- The balance in your register should be the same as the balance shown in #7. If it does not match, review and check all figures used, and check the addition and subtraction in your register. If necessary, review and balance your statement from the previous month.

Outstanding Withdrawals

DATE	AMOUNT
TOTAL	\$

IMPORTANT DISCLOSURES TO OUR CONSUMER CUSTOMERS

In Case of Errors or Questions About Your Checking, Savings, ATM, Debit Card, ACH, Bill Pay and Other Electronic Transfers

If you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, we must hear from you no later than 60 days* after we sent you the FIRST statement on which the error or problem appeared. Telephone us at the number listed on the front of this statement or write to us at U.S. Bank, EP-MN-WS5D, 60 Livingston Ave., St. Paul, MN 55107.

- Tell us your name and account number.
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, we may take up to 45 days to investigate your complaint. For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

*Please note: Paper draft and paper check claims must be disputed within 30 days per Your Deposit Account Agreement.

IMPORTANT DISCLOSURES TO OUR BUSINESS CUSTOMERS

Errors related to any transaction on a business account will be governed by any agreement between us and/or all applicable rules and regulations governing such transactions, including the rules of the National Automated Clearing House Association (NACHA Rules) as may be amended from time to time. If you think this statement is wrong, please telephone us at the number listed on the front of this statement immediately.

CONSUMER BILLING RIGHTS SUMMARY REGARDING YOUR RESERVE LINE

What To Do If You Think You Find A Mistake on Your Statement

If you think there is an error on your statement, write to us at:

U.S. Bank, P.O. Box 3528, Oshkosh, WI 54903-3528.

In your letter, give us the following information:

- Account information:** Your name and account number.
- Dollar Amount:** The dollar amount of the suspected error.
- Description of problem:** If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement.

You must notify us of any potential errors *in writing*. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

Reserve Line Balance Computation Method: To determine your **Balance Subject to Interest Rate**, use the dates and balances provided in the Reserve Line Balance Summary section.

The date next to the first Balance Subject to Interest is day one for that balance and is applicable up to (but not including) the date of the next balance (if there is one). We multiply the Balance Subject to Interest by the number of days it is applicable and add them up to get the same number of days in the billing cycle. We then divide the result by the number of billing days in the cycle. This is your **Balance Subject to Interest Rate**. Any unpaid interest charges and unpaid fees are not included in the Balance Subject to Interest. The *****INTEREST CHARGE***** begins from the date of each advance.

REPORTS TO AND FROM CREDIT BUREAUS FOR RESERVE LINES

We may report information about your account to credit bureaus. Late payments, missed payments or other defaults on your account may be reflected in your credit report.

CONSUMER REPORT DISPUTES

We may report information about account activity on consumer and small business deposit accounts and consumer reserve lines to Consumer Reporting Agencies (CRA). As a result, this may prevent you from obtaining services at other financial institutions. If you believe we have inaccurately reported information to a CRA, you may submit a dispute by calling 844.624.8230 or by writing to: U.S. Bank Attn: Consumer Bureau Dispute Handling (CBDH), P.O. Box 3447, Oshkosh, WI 54903-3447. In order for us to assist you with your dispute, you must provide: your name, address and phone number; the account number; the specific information you are disputing; the explanation of why it is incorrect; and any supporting documentation (e.g., affidavit of identity theft), if applicable.





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

Business Statement

Account Number:
1 533 0019 8493
Statement Period:
May 2, 2022
through
May 31, 2022



MUNICIPAL INVESTOR CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number 1-533-0019-8493

Other Deposits (continued)

<i>Date</i>	<i>Description of Transaction</i>	<i>Ref Number</i>	<i>Amount</i>
May 2	Electronic Deposit REF=221220106924000N00	From Square Inc 9424300002220502P2 L208713881746	24.25
May 3	Electronic Deposit REF=221230043480400N00	From Bill.com 3204895317VoidPaymnt016IHHDBH27MZEC	7.28
May 3	Electronic Deposit REF=221230043480380N00	From Bill.com 3204895317VoidPaymnt016OIGYIG27MZE6	3,031.65
May 4	Real Time Payment Credit On 05/04/22	From Bill.com 021000021P1BRJPM00060016737	0.57
May 4	Electronic Deposit REF=221240048717930N00	From Square Inc 9424300002220504P2 L208714619174	14.63
May 4	Electronic Deposit REF=221240048717900N00	From Square Inc 9424300002220504P2 L208714608689	18.02
May 4	Electronic Deposit REF=221240048717550N00	From Square Inc 9424300002220504P2 L207715687537	49.15
May 4	Electronic Deposit REF=221240087741930Y00	From ADA COUNTY F826000277PAYMENTS 40025809	31,214.33
May 4	Electronic Deposit REF=221240087742170Y00	From ADA COUNTY F826000277PAYMENTS 40025853	94,275.22
May 5	Electronic Deposit REF=221250071042250N00	From Square Inc 9424300002220505P2 L207716020697	3.80
May 5	Electronic Deposit REF=221250071042600N00	From Square Inc 9424300002220505P2 L208714949861	7.69
May 5	Electronic Deposit REF=221250071042500N00	From Square Inc 9424300002220505P2 L208714923694	44.01
May 6	Electronic Deposit REF=221260065662920N00	From Square Inc 9424300002220506P2 L207716340044	2.14
May 6	Electronic Deposit REF=221260065663290N00	From Square Inc 9424300002220506P2 L208715273700	59.22
May 6	Electronic Deposit REF=221260065663270N00	From Square Inc 9424300002220506P2 L208715267053	75.91
May 9	Electronic Deposit REF=221290083186280N00	From Square Inc 9424300002220509P2 L208715854276	5.60
May 9	Electronic Deposit REF=221290076970500N00	From BANKCARD-8566 1592126793MTOT DEP 518089140261835	10.00
May 9	Electronic Deposit REF=221290083185860N00	From Square Inc 9424300002220509P2 L207717002515	11.98
May 9	Electronic Deposit REF=221290083186270N00	From Square Inc 9424300002220509P2 L208715854275	17.60
May 9	Electronic Deposit REF=221290083186590N00	From Square Inc 9424300002220509P2 L208715933202	25.91
May 9	Electronic Deposit REF=221290083185870N00	From Square Inc 9424300002220509P2 L207717002516	46.16
May 9	Electronic Deposit REF=221290083186250N00	From Square Inc 9424300002220509P2 L208715854273	81.14
May 9	Electronic Deposit REF=221290083186260N00	From Square Inc 9424300002220509P2 L208715854274	274.87
May 10	Electronic Deposit REF=221290154681720N00	From BANKCARD-8566 1592126793MTOT DEP 518089140261835	25.97
May 10	Electronic Deposit REF=221300080243910N00	From Square Inc 9424300002220510P2 L208716169264	29.12
May 11	Electronic Deposit REF=221310076066210N00	From Square Inc 9424300002220511P2 L208716442285	45.78
May 12	Electronic Deposit REF=221320085476820N00	From Square Inc 9424300002220512P2 L208716769617	12.98
May 12	Electronic Deposit REF=221320085476770N00	From Square Inc 9424300002220512P2 L208716760248	24.82



MUNICIPAL INVESTOR CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number 1-533-0019-8493

Other Deposits (continued)

<i>Date</i>	<i>Description of Transaction</i>	<i>Ref Number</i>	<i>Amount</i>
May 13	Electronic Deposit From Square Inc REF=221330080776960N00	9424300002220513P2 L208717141066	5.74
May 13	Electronic Deposit From BANKCARD-8566 REF=221320155461070N00	1592126793MTOT DEP 518089140261835	7.27
May 13	Electronic Deposit From Square Inc REF=221330080776550N00	9424300002220513P2 L207718218551	12.55
May 13	Electronic Deposit From Square Inc REF=221330080776910N00	9424300002220513P2 L208717130253	56.19
May 16	Electronic Deposit From Square Inc REF=221360102900510N00	9424300002220516P2 L208717735114	4.38
May 16	Electronic Deposit From Square Inc REF=221360102900500N00	9424300002220516P2 L208717735113	10.60
May 16	Electronic Deposit From Square Inc REF=221360102899950N00	9424300002220516P2 L207718839370	13.48
May 16	Electronic Deposit From Square Inc REF=221360102900520N00	9424300002220516P2 L208717735115	27.07
May 16	Electronic Deposit From Square Inc REF=221360102900620N00	9424300002220516P2 L208717751018	35.59
May 16	Electronic Deposit From BANKCARD-8566 REF=221360056439870N00	1592126793MTOT DEP 518089140261835	41.25
May 17	Electronic Deposit From Square Inc REF=221370109840410N00	9424300002220517P2 L208718020162	3.02
May 18	Electronic Deposit From Square Inc REF=221380102933980N00	9424300002220518P2 L208718302068	14.51
May 18	Electronic Deposit From Square Inc REF=221380102933800N00	9424300002220518P2 L208718262365	18.40
May 18	Electronic Deposit From BANKCARD-8566 REF=221370187269340N00	1592126793MTOT DEP 518089140261835	52.49
May 19	Electronic Deposit From Square Inc REF=221390011717420N00	9424300002220519P2 L208718599530	35.84
May 20	Electronic Deposit From Square Inc REF=221400099493690N00	9424300002220520P2 L208718913934	11.59
May 20	Electronic Deposit From Square Inc REF=221400099493800N00	9424300002220520P2 L208718929578	93.39
May 23	Electronic Deposit From BANKCARD-8566 REF=221430111467250N00	1592126793MTOT DEP 518089140261835	3.40
May 23	Electronic Deposit From Square Inc REF=221430117092290N00	9424300002220523P2 L207720635305	17.42
May 23	Electronic Deposit From Square Inc REF=221430117092990N00	9424300002220523P2 L208719545710	19.37
May 23	Electronic Deposit From Square Inc REF=221430117092960N00	9424300002220523P2 L208719545707	20.79
May 23	Electronic Deposit From Square Inc REF=221430117092970N00	9424300002220523P2 L208719545708	28.15
May 23	Electronic Deposit From Square Inc REF=221430117092980N00	9424300002220523P2 L208719545709	34.08
May 24	Electronic Deposit From BANKCARD-8566 REF=221430196021420N00	1592126793MTOT DEP 518089140261835	3.65
May 25	Electronic Deposit From Square Inc REF=221450008656150N00	9424300002220525P2 L208720117646	14.51
May 25	Electronic Deposit From Square Inc REF=221450008655960N00	9424300002220525P2 L208720078481	51.68
May 25	Electronic Deposit From BANKCARD-8566 REF=221440094781910N00	1592126793MTOT DEP 518089140261835	147.52
May 26	Electronic Deposit From Square Inc REF=221460023389670N00	9424300002220526P2 L208720411006	19.14



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

Account Number:
1 533 0019 8493
Statement Period:
May 2, 2022
through
May 31, 2022



MUNICIPAL INVESTOR CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number 1-533-0019-8493

Other Deposits (continued)

Date	Description of Transaction	Ref Number	Amount
May 26	Electronic Deposit REF=221460023389690N00	From Square Inc 9424300002220526P2 L208720414018	88.41
May 27	Electronic Deposit REF=221460117640180N00	From BANKCARD-8566 1592126793MTOT DEP 518089140261835	12.60
May 27	Electronic Deposit REF=221470038002780N00	From Square Inc 9424300002220527P2 L208720724409	63.62
May 27	Electronic Deposit REF=221470038002860N00	From Square Inc 9424300002220527P2 L208720736127	121.78
May 31	Electronic Deposit REF=221510038792010N00	From Square Inc 9424300002220530P2 L207722471255	2.74
May 31	Electronic Deposit REF=221510038792840N00	From Square Inc 9424300002220530P2 L208721399675	5.01
May 31	Electronic Deposit REF=221510060869330N00	From Bill.com 3204895317VoidPaymnt016AHFSNF28TD9S	7.27
May 31	Electronic Deposit REF=221510038792020N00	From Square Inc 9424300002220530P2 L207722471256	12.99
May 31	Interest Paid	3100000186	13.42
May 31	Electronic Deposit REF=221510038792820N00	From Square Inc 9424300002220530P2 L208721399673	28.12
May 31	Electronic Deposit REF=221510038792830N00	From Square Inc 9424300002220530P2 L208721399674	45.23
May 31	Electronic Deposit REF=221510038792720N00	From Square Inc 9424300002220530P2 L208721378800	72.95
Total Other Deposits			\$ 130,772.23

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
May 2	Electronic Withdrawal REF=221220059216000N00	To BANKCARD-8566 1592126793MTOT DISC 518089140261835	\$ 23.57-
May 2	Electronic Withdrawal REF=221220059108960N00	To BANKCARD 4518088064MTOT DISC 510159162800957	41.90-
May 2	Electronic Withdrawal REF=221220152059280N00SD	To DIVVY PEACH LLC 9812444657ACH DCtewpsVBYU	11,317.33-
May 4	Electronic Withdrawal REF=221240099867750N00SD	To Bill.com 1204895317Payables 016JXYZRN27Q6XA	135.00-
May 4	Electronic Withdrawal REF=221240099867770N00SD	To Bill.com 1204895317Payables 016DGSROG27Q6X9	507.52-
May 4	Electronic Withdrawal REF=221240041939840N00	To Bill.com 3204895317Payables 016GNIWZD27O5G7	9,993.19-
May 5	Electronic Withdrawal REF=221240089331320N00	To CITY OF MERIDIAN 1826000225UTILITIES #16310066-03	84.98-
May 5	Electronic Withdrawal REF=221240089331310N00	To CITY OF MERIDIAN 1826000225UTILITIES #16310085-01	201.19-
May 5	Electronic Withdrawal REF=221240089331330N00	To CITY OF MERIDIAN 1826000225UTILITIES #16310084-01	391.28-
May 5	Electronic Withdrawal REF=221250065173980N00	To Bill.com 3204895317Payables 016VVYYCK27QMMW	16,495.12-
May 6	Electronic Withdrawal REF=221260097687100N00SD	To Bill.com 1204895317Payables 016UHPOZT27USNL	6,430.61-
May 9	Electronic Withdrawal REF=221290063297290N00	To Bill.com 3204895317Payables 016ZWZIPE27V5VV	28,116.08-
May 10	Electronic Withdrawal REF=221300081562700N00	To Bill.com 3204895317Payables 016YGVMMR27XG5O	2,658.84-
May 11	Electronic Withdrawal REF=221310125992250N00SD	To Bill.com 1204895317Payables 016SNJSIW281FV9	55.00-
May 11	Electronic Withdrawal REF=221300155661400N00	To NATIONWIDE 9000191110PAYMENTS DCD0008094100	263.25-



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

Business Statement

Account Number:
 1 533 0019 8493
 Statement Period:
 May 2, 2022
 through
 May 31, 2022
 Page 5 of 6

MUNICIPAL INVESTOR CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number 1-533-0019-8493

Other Withdrawals (continued)

<i>Date</i>	<i>Description of Transaction</i>	<i>Ref Number</i>	<i>Amount</i>
May 11	Electronic Withdrawal REF=221300155661420N00	To NATIONWIDE 9000191110PAYMENTS DCD0008094221	682.58-
May 11	Electronic Withdrawal REF=221310125992270N00SD	To Bill.com 1204895317Payables 016MIXOPB281FV8	694.90-
May 11	Electronic Withdrawal REF=221310070828670N00	To Bill.com 3204895317Payables 016GDNEEU27ZP6I	1,945.54-
May 11	Electronic Withdrawal REF=221300157536980N00	To PERSI 9000002238COF DEBIT 00000000205052	3,743.29-
May 11	Electronic Withdrawal REF=221310125992230N00SD	To Bill.com 1204895317Payables 016NPUUWR281FVA	7,789.36-
May 11	Electronic Withdrawal REF=221310070828640N00	To Bill.com 3204895317Payables 016FNKGON27ZP6G	7,850.00-
May 11	Electronic Withdrawal REF=221300157536920N00	To PERSI 9000002238COF DEBIT 00000000105052	18,588.10-
May 12	Electronic Withdrawal REF=221310146071000N00	To PITNEY BOWES 9601631001POSTEDGE 38545182	800.00-
May 12	Electronic Withdrawal REF=221310082880120N00	To SELECTHEALTH 1870409820PAC G1014270	31,460.80-
May 12	Electronic Withdrawal REF=221320086747760N00	To Bill.com 3204895317Payables 016QKRZWN281SC3	156,157.82-
May 13	Analysis Service Charge	1300000000	111.75-
May 13	Electronic Withdrawal REF=221330115516590N00SD	To Bill.com 1204895317Payables 016AHJHDA285RSZ	313.00-
May 13	Electronic Withdrawal REF=221330074944660N00	To Bill.com 3204895317Payables 016JQUYPA283TVY	1,223.78-
May 16	Electronic Withdrawal REF=221360081721450N00	To Bill.com 3204895317Payables 016HNGAJK2865BI	3,340.26-
May 17	Electronic Withdrawal REF=221370153044600N00SD	To Bill.com 1204895317Payables 016IFHWRH28ACKT	87.48-
May 17	Electronic Withdrawal REF=221370114848600N00	To Bill.com 3204895317Payables 016JTFINW288L3S	841.53-
May 17	Electronic Withdrawal REF=221370153044620N00SD	To Bill.com 1204895317Payables 016OUBWDN28ACKS	956.83-
May 18	Electronic Withdrawal REF=221380104103590N00	To Bill.com 3204895317Payables 016JVLPLA28ANT6	2,286.88-
May 19	Electronic Withdrawal REF=221390013174350N00	To Bill.com 3204895317Payables 016EYDZJZ28CVF5	26.94-
May 20	Electronic Withdrawal REF=221400100749050N00	To Bill.com 3204895317Payables 016QAANNL28F1GJ	16,829.03-
May 23	Electronic Withdrawal REF=221430097496230N00	To Bill.com 3204895317Payables 016JBBUVQ28H9QX	84.40-
May 23	Electronic Withdrawal REF=221430065789170Y00	To INTERMOUNTAIN GA 7820221463PAYMENT 4956123000	582.01-
May 23	Electronic Withdrawal REF=221430097496170N00	To Bill.com 3204895317Payables 016HPKIVP28H9QU	12,588.76-
May 24	Electronic Withdrawal REF=221440021221850N00	To Bill.com 3204895317Payables 016AFWTV28JOJI	587.65-
May 24	Electronic Withdrawal REF=221440021240040N00	To DIVVY PEACH LLC 9812444657ACH Der8L5Qlgav	10,135.88-
May 25	Electronic Withdrawal REF=221440085171290Y00	To Electronic Payme E820130980IDAPOW ER IDAPWR012569526	107.82-
May 25	Electronic Withdrawal REF=221440085175000Y00	To Electronic Payme E820130980IDAPOW ER IDAPWR012569644	2,425.95-
May 25	Electronic Withdrawal REF=221450009581190N00	To Bill.com 3204895317Payables 016OMOBHL28LU01	14,772.92-
May 26	Electronic Withdrawal REF=221460024326690N00	To Bill.com 3204895317Payables 016KJJUZD28NWXA	4,585.73-



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

Business Statement

Account Number:
 1 533 0019 8493
 Statement Period:
 May 2, 2022
 through
 May 31, 2022



MUNICIPAL INVESTOR CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number 1-533-0019-8493

Other Withdrawals (continued)

<i>Date</i>	<i>Description of Transaction</i>	<i>Ref Number</i>	<i>Amount</i>
May 27	Electronic Withdrawal REF=221470077933930N00SD	To Bill.com 1204895317Payables 016JPCHYF28RU3F	977.63-
May 31	Electronic Withdrawal REF=221510024124890N00	To NATIONWIDE 9000191110PAYMENTS DCD0008169725	264.14-
May 31	Electronic Withdrawal REF=221510024124900N00	To NATIONWIDE 9000191110PAYMENTS DCD0008169726	568.31-
May 31	Electronic Withdrawal REF=221510058863630N00	To Bill.com 3204895317Payables 016LXZFYQ28S6CB	1,907.33-
May 31	Electronic Withdrawal REF=221510027357250N00	To PERSI 9000002238COF DEBIT 000000000205052	3,742.39-
May 31	Electronic Withdrawal REF=221510058863890N00	To Bill.com 3204895317Payables 016ALNAHD28S6CA	9,608.05-
May 31	Electronic Withdrawal REF=221510027357160N00	To PERSI 9000002238COF DEBIT 000000000105052	18,020.49-
Total Other Withdrawals			\$ 413,404.19-

Checks Presented Conventionally

<i>Check</i>	<i>Date</i>	<i>Ref Number</i>	<i>Amount</i>
99986687	May 10	8316491854	1,936.67
Conventional Checks Paid (1)			\$ 1,936.67-

Balance Summary

<i>Date</i>	<i>Ending Balance</i>	<i>Date</i>	<i>Ending Balance</i>	<i>Date</i>	<i>Ending Balance</i>
May 2	3,269,467.56	May 11	3,291,818.54	May 20	3,080,055.56
May 3	3,272,506.49	May 12	3,103,437.72	May 23	3,066,923.60
May 4	3,387,643.56	May 13	3,101,870.94	May 24	3,056,203.72
May 5	3,370,526.49	May 16	3,098,663.05	May 25	3,039,110.74
May 6	3,364,233.15	May 17	3,096,780.23	May 26	3,034,632.56
May 9	3,336,590.33	May 18	3,096,770.71	May 27	3,035,481.79
May 10	3,332,049.91	May 19	3,096,779.61	May 31	3,001,558.81

Balances only appear for days reflecting change.

This page intentionally left blank



Mobile Services Supervisor

Position Summary

The Mobile Services Supervisor is responsible for supervision and administration of work directing the day-to-day operation of MLD mobile services, including the district-wide bookmobiles, courier, Home Delivery efforts, and Senior Services. This position will supervise the Home Delivery Coordinator, the Senior Services Community Specialist, and Courier staff who serve all ages of the community. Work also includes developing and implementing services, programs, and special events to promote use of the library services. Works across departments on communication, assisting and planning. Maintains a pleasant, inviting, and safe environment and assists other departments as necessary in delivering services to the Meridian community.

The majority of work hours are spent managing day to day operations at the Meridian Library District's Mobile Services, and the staff implementing mobile services.

Duties and Responsibilities

Essential

Supervision - 50%

Directly manages, supervises, and participates in the mobile services arm of the Outreach Department (which may include volunteers). Responsible for supervising, hiring, discipline, performance reviews, scheduling and training of direct reports. Responsible for supervising staff from other departments while assigned to mobile services. Contributes to the effective delivery of library services by performing elements of staff supervision, guidance, motivation, and coordination. Coaches and evaluates employee performance and maintains proper records. Actively promotes respect for diversity and creates an inclusive, welcoming, and respectful library atmosphere that embraces diversity.

Service Evaluation, Planning, and Implementation 20%

Plans and conducts community assessments as they pertain to mobile services, vulnerable populations and the Meridian senior communities. Gather research and information about the community to make informed decisions. Ensures services that meet the library's mission are reaching wide audiences. Oversees mobile services schedules. Evaluates and implements mobile services initiatives to meet the most critical needs of the community in line with strategic initiatives.

Vehicle Operations 10%

Oversees the bookmobiles, homebound vehicle, courier and home delivery fleet. This includes vehicle

and staff scheduling, working with community partners and vendors. Drives library vehicles. Engages with local organizations through mobile services, committee involvement and other initiatives. Responsible for managing mobile services staff to develop and maintain schedules. Responsible for following Library's standards and procedures for optimization of safe handling and operation of mobile services. Plans, designs, implements, and evaluates mobile services, consistently steering staff toward departmental success. May perform duties required of daily library operations, including opening and closing procedures. May work outside of regular library operating hours to provide mobile services.

Training, Development, and Communication 10%

Develops and leads a high performance work team. Work to develop strategies that maintain excellent department customer service, both internally and externally. Manage and develop departmental goals in line with the Meridian Library District's strategic goals and the Mobile Services department. Responsible for acquiring and conducting training on safety, driving and maintenance of MLD vehicles. Responsible for district-wide drivers training. Envision long-range plans and implement strategies to meet deadlines for departmental success. Creates and maintains a detailed comprehensive strategy for increasing the capacity of departmental staff and services offered to the community.

Relationships 5%

Works districtwide with leadership teams respectfully sharing opinions and ideas, and remains current on best practices, trends, and applicable laws in the library profession. Is engaged in professional activities through associations, committees or other organizations. Attends regular library meetings and represents the library at other agency meetings as needed. Works with city, school, cultural and community groups to promote library services.

Evaluates and interprets library policies and procedures for staff and the public; resolving patron issues in a positive, friendly manner. Manages and ensures consistency in customer service practices internally and externally within the department. Makes customer focused decisions based on library policies and procedures. Periodically researches and evaluates user service experience and creates plans for implementing, developing, and improving services.

Finances 5%

Develops, manages, and monitors the mobile services and vehicle budgets using Excel and sound business practices. Provides and analyzes applicable statistical and narrative reports. Researches outside grant opportunities for supplemental funding as appropriate, assists in applying for grants in coordination with the Grants Committee, and manages funds in accordance with the rules and guidelines of awarded grants.

Marginal

Performs other duties as assigned.

Minimum Qualifications

Knowledge, Skills, and Abilities

Demonstrated commitment to diversity, equity, and inclusion.

Knowledge of supervisory policies, practices and controls. Ability to provide clear, concise oral and written communication. A problem solver with strong organizational, leadership and interpersonal skills. Proficient in planning, project, and scheduling management. Ability to establish, measure, and evaluate departmental outcomes. Proficient in creating and administering surveys and other evaluation tools. The supervisor must demonstrate the ability to work independently in remote settings with little oversight when necessary.

Provides exemplary customer service and maintains a favorable public image of the library. The incumbent has a desire to work in a public service role. Has excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, and coworkers. Builds and maintains positive working relationships with individuals entrepreneurs, small business owners, young adults, children, and students. Builds and maintains positive working relationships with individuals at all levels of the organization and fosters positive partnerships with outside organizations.

Possesses the ability to communicate assertively and effectively and establish and maintain effective working relationships with patrons, employees, supervisors and the general public. The job requires persuading or gaining buy-in and acceptance of ideas and/or the resolution and/or negotiation of conflicts. The successful supervisor has demonstrated leadership skills as well as the ability to motivate peers and assist management with employee engagement. Strong written and verbal communication skills are critical to successful management and positive departmental outcomes.

Proficient in the principles of project management and able to effectively manage time. Understands the role of technology in providing library services and is proficient in that technology. Advanced understanding of public libraries and library services as well as knowledge of modern trends and best practices.

Proficient with standard office applications (including Microsoft Office and Google applications), online library automation system and online searching. Possesses the ability to evaluate and learn new systems and adapts to changes with independent confidence and minimal supervision. The job requires persuading or gaining cooperation and acceptance of ideas and/or the resolution and/or negotiation of conflicts; the job has significant accountability for ensuring customer satisfaction districtwide. The incumbent understands and communicates knowledge of customers' priorities and needs.

Advanced understanding of public libraries and library services as well as knowledge of modern trends and best practices. The job requires persuading or gaining cooperation and acceptance of ideas and/or the resolution and negotiation of conflicts.

Experience: 3-5 years of professional work experience in a library setting and at least one year of supervision preferred.

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

Training, Licenses, or Certifications: Candidate must have a clean driving record to qualify.

Supervisory Responsibility: Supervises mobile services and mobile services staff, which may include volunteers. **2.825 total direct report FTE**

Preferred Qualifications

1 year of supervisory experience and bilingual, preferably Spanish-English, or other languages. Proficiency in Excel and library systems and reporting modules. Exceptional customer service, user-centered philosophy, confident decision maker, and compassionate leader.

Working Conditions

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

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

Technology, Equipment, and Devices: The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used Microsoft applications, library systems and databases, email and cloud environments, and social media. The job requires the employee to operate and occasionally troubleshoot general office equipment as well as smartphones, tablets, e-readers, gaming equipment, and new consumer technology. This job requires operation of a library passenger vehicle.

Work Environment: The job requires the employee to be subjected to repetition, working alone, working around others, verbal contact with others, face-to-face contact, and inside and outside environments.

Expected Hours of Work: The job requires employee to work a varied schedule, including days, evenings, and weekends (Saturday and Sunday). Position schedule is subject to change at any time at the discretion of management. Occasionally works over 40 hours per week.

Expected Travel: The job requires some travel for local and national training, conferences, and outreach activities, as well as occasional travel between branches.

April 2022

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

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

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

Communications and Marketing Coordinator

Position Summary

The Communications and Marketing Coordinator drives the brand awareness and promotion of library programs and services that support our growing community. This position is primarily responsible for developing, executing, and evaluating district-wide marketing and communication activities, including public relations, material development, and social media campaigns.

The majority of work hours are spent developing and executing communication and marketing projects.

Duties and Responsibilities (Time breakdowns below)

Essential

Marketing and Publicity (60%)

Oversees the design and production of library marketing materials, publications, and signage. Maintains a cohesive yet flexible suite of internal and external communication materials. Monitors the use of the District's brand and logo to ensure integrity of brand identity. Oversees all Meridian Library District social media channels, creating content and responding to patron inquiries. Coordinates media interviews with the Library Director and other staff as appropriate. Responds to media requests and acts as spokesperson as needed. Provides marketing and publicity support for selected outside projects. Speaks to organizations about the library.

Communication Strategy (25%)

Implements district-wide communication and marketing activities under supervision of the Communication and Development Manager. Determines marketing and communication goals and target audiences. Collaborates with library leadership to develop timely position statements, key messages, and strategies in response to library and community events.

Operations (10%)

Advises library staff on marketing and communications issues. Develops marketing-related guidelines, policies, and processes for staff. Trains staff on marketing and communications topics.

Actively creates an inclusive, welcoming, and respectful library atmosphere that embraces diversity.

Finances (5%)

Administers the library's marketing budget, working closely with the Accounting Manager to ensure accurate allocation of funds.

Board Approved: ?

Revised: April 25, 2022

Relationships

Represents the Meridian Library District and collaborates with marketing contacts across the LYNX! library consortium. Handles the hiring and management of outside contracted positions, such as graphic design and video production, on an as-needed basis.

Marginal

Assists with recruitment by strategically publicizing vacant positions and creating marketing materials for open positions.

Performs other duties as assigned.

Minimum Qualifications

Knowledge, Skills, and Abilities:

Demonstrated commitment to diversity, equity, and inclusion.

Excellent working knowledge of office computer software such as Microsoft Office and/or Google, and additional graphic design tools. Ability to learn and adapt to new software and equipment technologies.

Excellent writing, proofreading, editing, and presentation skills. Up-to-date knowledge of social media best practices.

Commitment to providing exemplary customer service and maintaining a favorable public image of the library. Desire to work in a public service role and participate in community events and organizations to help raise the library's public profile.

Excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, and coworkers. Commitment to building and maintaining positive working relationships with individuals at all levels of the organization and fostering positive partnerships with outside organizations. Ability to work alone at a location as well as remotely.

Well-organized and a detail-oriented thinker. Ability to manage multiple projects simultaneously and independently and deliver high-quality results on deadline. Highly motivated and flexible. Ability to persuade or gain cooperation and acceptance of ideas. The incumbent understands and communicates knowledge of customers' priorities and needs.

Experience: 3-5 years in a marketing and public relations role or related fields. Experience with graphic design, digital marketing, press release writing, and social media strategy.

Education: A Bachelor's degree in marketing, public relations or related fields, or equivalent combination of education, training, and/or experience.

Training, Licenses, or Certifications: None

Board Approved: ?

Revised: April 25, 2022

Supervisory Responsibility: None

Preferred Qualifications

Knowledge of executing a public outreach campaign and media relations. Bilingual, preferably Spanish-English, Russian-English or other languages.

Working Conditions

Physical Requirements: The job requires the employee to sit (frequently); occasionally stand, stoop/bend, twist/turn, and maintain flexibility; perform manual dexterity movements; constantly walk, see, speak clearly, hear, and listen. The job also requires the employee to lift and carry up to 50 lbs; reach at, above, and below shoulder height; grasp objects weighing 10-25 lbs.; push and pull objects weighing 50 lbs.

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

Technology, Equipment, and Devices: The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used Microsoft applications, library systems and databases, email and cloud environments, social media, web design tools, and web maintenance tools. The job requires the employee to operate and troubleshoot general office equipment, as well as smartphones, tablets, e-readers, and related devices/technology.

Work Environment: The job requires the employee to be subjected to repetition, working alone, working remotely, working with community partners, working around others, verbal contact with others, face-to-face contact, noise, inside and outside environments, mechanical equipment, and moving objects.

Expected Hours of Work: The job requires the employee to work a daytime schedule with some flexibility.

Expected Travel: The job may require some travel for training, conference, and outreach activities.

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

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

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

Board Approved: ?

Revised: April 25, 2022

Communications and Development Manager

Position Summary

The Communications and Development Manager oversees strategic initiatives, communication plans, and fundraising efforts that advance the Meridian Library's mission and are relevant to the needs of the Meridian community. This position supervises the Communications and Marketing Coordinator and Meridian Library Foundation Manager. This position also collaborates with staff at all locations and departments to plan, promote, execute, and evaluate strategic programs and projects. This position leads district-wide fundraising efforts to enhance library resources.

The majority of work hours are spent developing, executing, and overseeing strategic initiatives, communications, and fundraising.

Duties and Responsibilities (Time breakdowns below)

Essential

Strategic Initiatives and Communications (40% – further breakdown in this section)

Oversees projects that advance the library's mission and address the Meridian community's evolving needs. Conducts research and analysis that informs planning and decision-making on strategic initiatives. Recommends evaluation methodology and project outcomes. Provides analytical support, research, and management for complex projects. Collaborates with the Assistant Director on program planning and evaluation. (15%)

Develops and evaluates a comprehensive communications and marketing plan for the District that outlines strategies for utilizing the website and social media, strengthening relationships with local media outlets, coordinating with community partners, and promoting resources and upcoming events. Oversees the Communications and Marketing Coordinator in executing and updating the plan to ensure it is in line with the library's goals and the community's needs. Acts as library spokesperson as needed. (15%)

Attends regular library meetings, represents the library at other agency meetings, and serves on local committees as needed. Works with the Outreach team to promote library programs and services through city, school, cultural, and community groups. Collaborates with the Outreach Manager to research and develop strategic partnerships to address community needs. (10%)

Fundraising and Development (35%)

Oversees fundraising mechanisms to enhance library resources. Develops a comprehensive and unified fundraising plan to cultivate and solicit charitable gifts and sponsorships from

Board Approved: ?

Revised: April 25, 2022

individuals, corporations, and foundations. Collaborates with the Meridian Library Foundation Board and Friends of the Meridian Library District to execute and regularly evaluate the plan. Builds relationships with businesses and foundations. Leads a staff fundraising committee focused on the District's strategic needs. Researches, writes, and monitors grants. Engages Library Director in fundraising efforts.

Operations (10%)

Participates on the District Administration Team, respectfully sharing opinions and ideas. Remains current on best practices and trends in the library profession. Is engaged in professional activities through associations, committees, or other organizations. Actively promotes respect for diversity and creates an inclusive, welcoming, and respectful library atmosphere that embraces diversity. Evaluates and interprets library policies and procedures for staff and the public. Resolves patron issues in a positive, friendly manner.

Supervision (10%)

Supervises the Communications and Marketing Coordinator and Meridian Library Foundation Manager. Is responsible for hiring, discipline, performance reviews, scheduling, and training of those positions.

Finances (5%)

Develops and oversees the library's marketing budget. Works with the Accounting Manager and Administrative Assistant to ensure accurate and timely processing, recording, and acknowledgement of gifts, including grant reports.

Marginal

Performs other duties as assigned.

Minimum Qualifications

Knowledge, Skills, and Abilities:

Demonstrated commitment to diversity, equity, and inclusion.

Excellent working knowledge of office computer software such as Microsoft Office and/or Google. Ability to learn and adapt to new software and equipment technologies.

Excellent writing, proofreading, editing, and presentation skills.

Experience managing projects, including utilizing qualitative and quantitative techniques for measuring program outcomes and organizational effectiveness.

Board Approved: ?

Revised: April 25, 2022

Ability to plan and facilitate meetings, engage in critical thinking and relationship-building, and lead work groups through analysis of complex issues.

Ability to persuade or gain cooperation and acceptance of ideas and/or the resolution and/or negotiation of conflicts. This job has significant accountability for ensuring customer satisfaction district-wide, and the incumbent understands and communicates knowledge of customers' priorities and needs.

Knowledge of managerial policies, practices, and controls. Ability to provide clear, concise oral and written communication. Strong organizational, leadership, and problem-solving skills.

Commitment to providing exemplary customer service and maintaining a favorable public image of the library. Desire to work in a public service role.

Excellent interpersonal skills and the ability to communicate effectively and appropriately with people from diverse backgrounds, including youth, families, volunteers, and coworkers. Commitment to building and maintaining positive working relationships with individuals at all levels of the organization and fostering positive partnerships with outside organizations.

Experience: 5-10 years in marketing, communications, public relations, and/or development roles, with at least 3-5 years of grant writing and fundraising experience.

Education: Bachelor's degree in communications, business, nonprofit administration, public administration, or a related discipline.

Training, Licenses, or Certifications: Valid Idaho driver's license in good standing, or the ability to obtain one.

Preferred Qualifications

Bilingual, preferably Spanish-English, Russian-English or other languages.

Exceptional customer service, user-centered philosophy, confident decision maker, and compassionate leader. Passionate about literacy. Desired personal attributes include a sense of humor, a passion for engaging people, and a positive and enthusiastic approach to nurturing and enhancing innovative, inventive, and imaginative learning and exploration to library patrons. Proficiency in Excel and library systems and reporting modules.

Working Conditions

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

Board Approved: ?

Revised: April 25, 2022

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

Technology, Equipment, and Devices: The job requires the employee to regularly operate and exhibit proficiency with computers and commonly used Microsoft applications, library systems and databases, email and cloud environments (Google Suite), and social media. The job requires the employee to operate and occasionally troubleshoot general office equipment, as well as smartphones, tablets, e-readers, and related devices/technology.

Work Environment: The job requires the employee to be subjected to repetition, working with community partners and in their facilities, working alone, working remotely, working with community partners, working around others, verbal contact with others, face-to-face contact, noise, inside and outside environments, mechanical equipment, and moving objects.

Expected Hours of Work: The job requires the employee to work a varied schedule, including occasional evenings and weekends as needed for fundraising and communication activities. Occasionally works over 40 hours per week.

Expected travel: The job may require daily travel across the district to partner and district locations and some travel for training, conference, and outreach activities.

Disclaimers

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

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