

**MONROE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**WORK SESSION  
Wednesday, October 17, 2012  
5:45 p.m.  
Meeting Room 1B**

**AGENDA**

1. Call to Order – Kari Isaacson, President
2. Point of Personal Privilege – John Walsh
3. 2013 Budget (page 1-29) – Gary Lettelleir
4. Final Bond Resolution Documents: Continuing Disclosure Undertaking, Language for Board Meeting Minutes, and Notice of Intent to Sell Bonds (page 30-55) – Tom Bunger and Sara Laughlin
5. Community Foundation Proposal for Nonprofit Central (page 56-57) – Sara Laughlin
6. 2012 Community Survey Results (page 58-73) – Sara Laughlin
7. Public Comment
8. Adjournment

## Monroe County Public Library 2013 Budget

The 2013 budget is ready for final review and adoption at the October 24 Board meeting, following several Board work sessions where Board members commented and suggested changes, advertisements twice in August in the *Herald-Times* and *Ellettsville Journal*, non-binding recommendation by the Monroe County Council on September 11, and a public hearing on September 17.

The proposed 2013 budget:

- Allows continuation of library services, hours, and staffing at current levels.
- Allows for continued investment in the library's facilities.
- Includes provision for a 10% increase in health insurance expenditures, pending final approval by the Board in November, and a 2% salary increase, pending final approval by the Board in December.
- Maintains healthy cash reserves in LIRF and Rainy Day Funds.

### **Accompanying Documents**

**Worksheet A** shows estimated revenue, expense, and cash balances, by fund. **Worksheet B** includes 2013 line item expenditures for all five funds. **Worksheet C** shows line item expenditures in the Operating Fund, compared with 2011 actual expenditures and the 2012 budget. **Worksheet D** provides narrative explanations for lines that changed significantly in 2013. **Worksheet E** includes the capital spending plan for 2013 to 2015.

## 2013 Budget - estimated revenue, expense, and cash balances

Worksheet A		2012 Budget after 1782	2013 Estimates
Operating Fund			
Asses. Val.	2013 estimate plus 500 million	6,262,434,138	6,319,658,549
<b>INCOME</b>			
<i>Property Tax 2013 using growth quotient estimate 2.8%</i>			
	Property Tax	\$ 4,534,002	5,163,373
	County Option Income Tax	\$ 1,980,075	\$ 1,954,656
	Commercial Vehicle Excise Tax	\$ 42,483	\$ 37,000
	Financial Institutions Tax	\$ 12,443	\$ 10,500
	License Excise	\$ 232,699	\$ 330,000
	Fines/Fees	\$ 175,000	\$ 175,000
	Other - misc per dlgr		
	Other - meeting rooms/interest	\$ 15,000	\$ 12,000
	Other - copiers/PLAC	\$ 16,000	\$ 20,000
	<b>TOTAL</b>	<b>\$ 7,007,702</b>	<b>\$ 7,702,529</b>
<b>EXPENSES</b>			
	Personnel Services	\$ 5,151,056	\$ 5,290,953
	Supplies	\$ 176,260	\$ 186,450
	Other Services/Charges	\$ 1,112,730	\$ 1,300,499
	Capital	\$ 1,147,200	\$ 1,021,081
	<b>TOTAL before encumbrance</b>	<b>\$7,587,246</b>	<b>\$7,798,983</b>
	Encumbrance	\$ 54,098	
		<b>\$ 7,641,344</b>	
<b>FUND BALANCE</b>			
	Beginning	\$ 1,380,902	\$ 747,260
	Encumbrance	\$ (54,098)	
	Income less exp.	\$ (579,544)	\$ (96,454)
	Ending balance	<b>\$ 747,260</b>	<b>\$ 650,806</b>

2012 Budget after

Worksheet A

1782

2013 Estimates

**Library Capital Projects Fund**

INCOME

Property Tax	\$	488,470	combined 2013
0.0074 Commercial Vehicle Excise Tax		4,579	
0.003 Financial Institutions Tax		1,341	
0.0874 License Excise		24,552	
<b>TOTAL</b>	<b>\$</b>	<b>518,942</b>	

EXPENSES

Capital		
Construction, Repair, Remodel		
Computer Hardware-Software		
<b>TOTAL before encumbrance</b>	<b>\$</b>	<b>543,411</b>

FUND BALANCE

Beginning	\$	27,227
Encumbrance		
Income less exp.	\$	(24,469)
Ending balance	\$	2,758

**Debt Service Fund**

INCOME

Property Tax	\$	150,298	\$	600,000
Appeal 1782 - corrected levy \$150,298				
0.0074 Commercial Vehicle Excise Tax		2,176		2,000
0.003 Financial Institutions Tax		637		500
0.0874 License Excise		11,666		10,000
<b>TOTAL</b>	<b>\$</b>	<b>164,777</b>	<b>\$</b>	<b>612,500</b>

EXPENSES

Bond Payment	\$	322,088	\$	600,000
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FUND BALANCE

Beginning	\$	140,611	\$	-
Income less exp.	\$	(157,311)	\$	12,500
Ending balance	\$	(16,700)	\$	12,500

2012 Budget after

Worksheet A

1782

2013 Estimates

**Library Improvement Reserve Fund**

INCOME			
Transfer		\$	214,000
	<b>TOTAL</b>	\$	-
EXPENSES			
Personal Services			
Supplies			
Other Services/Charges	\$	100,000	\$ 20,000
Capital	\$	250,000	\$ 330,000
	<b>TOTAL</b>	<b>\$350,000</b>	<b>\$350,000</b>
FUND BALANCE			
Beginning	\$	1,130,287	
Income less exp.			
Ending balance - contingency reserve	\$	1,130,287	\$ 1,130,287
Future Projects Balance			\$ 214,000

**Rainy Day Fund**

INCOME			
Transfer	\$	200,000	\$ -
EXPENSES			
Personal Services	\$	10,000	
Supplies			
Other Services/Charges	\$	126,359	\$ 70,000
Capital	\$	200,000	\$ 330,000
	<b>TOTAL</b>	<b>\$ 336,359</b>	<b>\$400,000</b>
FUND BALANCE			
Beginning	\$	804,672	\$ 944,672
Income less exp.	\$	140,000	
Ending balance	\$	944,672	\$944,672

2013 BUDGET		2013	2013	2013		2013	2013
Worksheet B		OPERATING	LIRF	RAINY DAY	LCPF	DEBT SERVICE	TOTAL FUNDS
<b>PERSONNEL SERVICES</b>							
SALARIES							
	1120 ADMINISTRATION	177,208					
	1130 PROFESSIONAL/SUPERVISORS	505,886					
	1140 PROFESSIONAL ASSISTANTS	1,271,320					
	1150 SPECIALISTS & TECHNICIANS	845,151					
	1160 CLERICAL ASSISTANTS	434,725					
	1170 PAGES/MASTERCONTROLLERS	240,720					
	1180 -see "Other Wages" below						
	1190 BUILDING MAINTENANCE	368,746					
<b>TOTAL SALARIES</b>		<b>3,843,756</b>		-		-	<b>3,843,756</b>
EMPLOYEE BENEFITS							
	1210 EMPLOYER CONTRIBUTION/FICA	237,765					
	1220 UNEMPLOYMENT COMPENSATION	10,000					
	1230 EMPLOYER CONTRIBUTION/PERF	311,493					
	1235 EMPLOYEE CONTRIBUTION/PERF	93,448					
	1240 EMPLOYER CONT/INSURANCE	725,756					
	1250 EMPLOYER CONT/MEDICARE	55,636					
<b>TOTAL EMPLOYEE BENEFITS</b>		<b>1,434,098</b>		-			<b>1,434,098</b>
OTHER WAGES							
	1310 WORKSTUDY	3,100					
	1180 TEMPORARY STAFF	10,000					
	1350 STIPEND	-					
<b>TOTAL OTHER WAGES</b>		<b>13,100</b>					<b>13,100</b>
<b>TOTAL PERSONNEL SERVICES (1000s)</b>		<b>5,290,953</b>		-			<b>5,290,953</b>
SUPPLIES (2000s)							
OFFICE SUPPLIES							
	2110 OFFICIAL RECORDS	1,300					
	2120 STATIONERY & PRINTING	950					
	2130 OFFICE SUPPLIES	14,550					
	2140 DUPLICATING	33,150					
	2150 PROMOTIONAL MATERIALS	-					
<b>TOTAL OFFICE SUPPLIES</b>		<b>49,950</b>		-			<b>49,950</b>

2013 BUDGET		2013	2013	2013		2013	2013
Worksheet B		OPERATING	LIRF	RAINY DAY	LCPF	DEBT SERVICE	TOTAL FUNDS
<b>OPERATING SUPPLIES</b>							
	2210 CLEANING SUPPLIES	37,200					
	2220 FUEL, OIL, & LUBRICANTS	10,000					
	2230 CATALOGING SUPPLIES	5,500					
	2240 AUDIO VISUAL SUPPLIES	10,150					
	2250 CIRCULATION SUPPLIES	37,750					
	2260 LIGHT BULBS	4,500					
	2270 RECORDING MATERIALS - CATS	-					
	2280 UNIFORMS	1,700					
	2290 DISPLAY/EXHIBIT SUPPLIES	5,900					
<b>TOTAL OPERATING SUPPLIES</b>		<b>112,700</b>		-			<b>112,700</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>							
	2300 IS SUPPLIES	6,600					
	2310 BUILDING MATERIALS & SUPPLIES	16,800					
	2315 ENERGY AUDIT SUPPLIES	-					
	2320 PAINT & PAINTING SUPPLIES	400					
	2340 OTHER REPAIR & BINDING	-					
	2350 RECORDING EQUIP SUPPLIES - CATS	-					
<b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b>		<b>23,800</b>					<b>23,800</b>
<b>TOTAL SUPPLIES (2000s)</b>		<b>186,450</b>		-			<b>186,450</b>
<b>OTHER SERVICES/CHARGES (3000s)</b>							
<b>PROFESSIONAL SERVICES</b>							
	3110 CONSULTING SERVICES	12,000		10,000			
	3120 ENGINEERING/ARCHITECTURAL	10,000		30,000			
	3130 LEGAL SERVICES	28,500		10,000			
	3140 BUILDING SERVICES	32,000					
	3150 MAINTENANCE CONTRACTS	134,100					
	3160 OCLC & COMPUTER SERVICES	66,500					
	3170 ADMIN/ACCOUNTING SERVICES	44,100					
	3175 COLLECTION AGENCY SERVICE	24,000					
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>351,200</b>	-	50,000			<b>401,200</b>

2013 BUDGET		2013	2013	2013		2013	2013
Worksheet B		OPERATING	LIRF	RAINY DAY	LCPF	DEBT SERVICE	TOTAL FUNDS
<b>OTHER SERVICES/CHARGES (3000s) CONTINUED</b>							
COMMUNICATION & TRANSPORTATION							
	3210 TELEPHONE	30,900					
	3220 POSTAGE	30,000					
	3230 TRAVEL EXPENSE	10,000					
	3240 PROFESSIONAL MEETINGS	10,000					
	3250 CONTINUING EDUCATION	10,000					
	3260 FREIGHT & DELIVERY	1,450					
<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>		<b>92,350</b>					<b>92,350</b>
PRINTING & ADVERTISING							
	3310 ADVERTISING & PUBLICATION	2,750					
	3320 PRINTING	5,500					
<b>TOTAL PRINTING &amp; ADVERTISING</b>		<b>8,250</b>					<b>8,250</b>
INSURANCE							
	3410 OFFICIAL BOND	700					
	3420 OTHER INSURANCE	60,400					
<b>TOTAL INSURANCE</b>		<b>61,100</b>					<b>61,100</b>
UTILITIES							
	3510 GAS	3,100					
	3520 ELECTRICITY	292,000					
	3530 WATER	25,900					
<b>TOTAL UTILITIES</b>		<b>321,000</b>					<b>321,000</b>
REPAIR & MAINTENANCE							
	3610 BUILDING REPAIR	19,000	20,000	20,000			
	3630 OTHER REPAIR	10,200					
	3640 VEHICLE REPAIR & MAINTENANCE	8,300					
	3650 MATERIALS BINDING/REPAIR	3,000					
<b>TOTAL REPAIR &amp; MAINTENANCE</b>		<b>40,500</b>	<b>20,000</b>	<b>20,000</b>			<b>80,500</b>
RENTALS							
	3710 REAL ESTATE RENTAL/BOND PMT.	33,600				600,000	
	3720 EQUIPMENT RENTAL	100					



2013 BUDGET		2013	2013	2013		2013	2013
Worksheet B		OPERATING	LIRF	RAINY DAY	LCPF	DEBT SERVICE	TOTAL FUNDS
<b>TOTAL RENTALS</b>		33,700				600,000	633,700
<b>OTHER SERVICES/CHARGES (3000s) CONTINUED</b>							
OTHER CHARGES							
	3845 ELEC. REOURCES-DATABASES	91,701					
	3846 E-BOOKS	73,418					
	3910 DUES/INSTITUTIONAL	7,380					
	3920 INTEREST/TEMPORARY LOAN	2,500					
	3930 TAXES & ASSESSMENTS	-					
	3940 TRANSFER TO LIRF	214,000					
	3945 TRANSFER TO RAINY DAY	-					
	3950 EDUCATIONAL LICENSING/SERVICES	3,400					
<b>TOTAL OTHER CHARGES</b>		<b>392,399</b>					<b>392,399</b>
<b>TOTAL OTHER SERVICES/CHARGES (3000s)</b>		<b>1,300,499</b>	<b>20,000</b>	<b>70,000</b>		<b>600,000</b>	<b>1,990,499</b>
<b>CAPITAL OUTLAY (4000s)</b>							
FURNITURE & EQUIPMENT							
	4410 FURNITURE	-		25,000			
	4420 AUDIO VISUAL EQUIPMENT	-					
	4430 OTHER EQUIPMENT	16,000	50,000	25,000			
	4440 LAND & BUILDINGS	-					
	4450 BUILDING RENOVATION -	-	280,000	280,000			
	4460 IS EQUIPMENT	-					
	4465 IS SOFTWARE	-					
	4470 EQUIPMENT - CATS	-					
	4475 SOFTWARE - CATS	-					
<b>TOTAL FURNITURE &amp; EQUIPMENT</b>		<b>16,000</b>	<b>330,000</b>	<b>330,000</b>			<b>676,000</b>
OTHER CAPITAL OUTLAY							
	4510 BOOKS	594,454					
	4520 PERIODICALS & NEWSPAPERS	41,042					
	4530 NONPRINT MATERIALS	369,585					
	to get to 15%						
	4540 ELECTRONIC RESOURCES	-					
<b>TOTAL OTHER CAPITAL OUTLAY</b>		<b>1,005,081</b>					<b>1,005,081</b>
		15.00%					

		2013	2013	2013		2013	2013
	2013 BUDGET	OPERATING	LIRF	RAINY DAY	LCPF	DEBT SERVICE	TOTAL FUNDS
	Worksheet B						
	<b>TOTAL CAPITAL OUTLAY</b>	<b>1,021,081</b>	<b>330,000</b>	<b>330,000</b>			<b>1,681,081</b>
	<b>TOTAL EXPENDITURES 2013</b>	<b>7,798,983</b>	<b>350,000</b>	<b>400,000</b>		<b>600,000</b>	<b>9,148,983</b>
	<b>TOTAL BUDGET 2012</b>	7,587,246	350,000	410,000	543,411	322,088	<b>9,212,745</b>
	Increase from 2012	2.79%	0.00%	-2.44%		86.28%	-0.69%

2013 BUDGET COMPARISON

Worksheet C	2013 BUDGET	2012 BUDGET	2011 ACTUAL	2010 ACTUAL
PERSONNEL SERVICES (1000'S)				
SALARIES				
1120 ADMINISTRATION	177,208	164,792	94,376	135,206
1130 PROFESSIONAL/SUPERVISORS	505,886	495,967	480,565	453,964
1140 PROFESSIONAL ASSISTANTS	1,271,320	1,291,405	1,344,562	1,320,105
1150 SPECIALISTS & TECHNICIANS	845,151	824,582	762,827	764,114
1160 CLERICAL ASSISTANTS	434,725	455,807	428,505	478,551
1170 PAGES	240,720	268,545	235,085	226,989
1180 -see "Other Wages" below				
1190 BUILDING MAINTENANCE	368,746	348,460	343,525	335,649
<b>TOTAL SALARIES</b>	<b>3,843,756</b>	<b>3,849,558</b>	<b>3,689,445</b>	<b>3,714,578</b>
EMPLOYEE BENEFITS				
1210 EMPLOYER CONTRIBUTION/FICA	237,765	239,861	217,866	222,333
1220 UNEMPLOYMENT COMPENSATION	10,000		-	-
1230 EMPLOYER CONTRIBUTION/PERF	311,493	386,771	359,295	353,612
1235 EMPLOYEE CONTRIBUTION/PERF	93,448			
1240 EMPLOYER CONT/INSURANCE	725,756	608,875	591,871	514,096
1250 EMPLOYER CONT/MEDICARE	55,636	56,691	50,941	51,997
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>1,434,098</b>	<b>1,292,198</b>	<b>1,219,972</b>	<b>1,142,038</b>
OTHER WAGES				
1310 WORKSTUDY	3,100	4,300	2,961	103
1180 TEMPORARY STAFF	10,000	5,000	8,868	52,914
1350 STIPEND/RECLASSIFICATION			-	-
<b>TOTAL OTHER WAGES</b>	<b>13,100</b>	<b>9,300</b>	<b>11,829</b>	<b>53,017</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>5,290,953</b>	<b>5,151,056</b>	<b>4,921,246</b>	<b>4,909,632</b>
	67.84%	67.89%		

Worksheet C	2013 BUDGET	2012 BUDGET	2011 ACTUAL	2010 ACTUAL
SUPPLIES (2000'S)				
OFFICE SUPPLIES				
2110 OFFICIAL RECORDS	1,300	1,000	1,613	148
2120 STATIONERY & PRINTING	950	2,760	302	2,388
2130 OFFICE SUPPLIES	14,550	21,300	10,758	14,794
2140 DUPLICATING	33,150	24,100	27,874	19,173
2150 PROMOTIONAL MATERIALS			-	-
TOTAL OFFICE SUPPLIES	49,950	49,160	40,546	36,504
OPERATING SUPPLIES				
2210 CLEANING SUPPLIES	37,200	30,650	34,906	28,578
2220 FUEL, OIL, & LUBRICANTS	10,000	11,000	7,818	7,532
2230 CATALOGING SUPPLIES-BOOKS	5,500	5,500	3,652	4,842
2240 A/V SUPPLIES-CATALOGING	10,150	10,950	7,730	9,439
2250 CIRCULATION SUPPLIES	37,750	33,000	22,609	190,890
2260 LIGHT BULBS	4,500	3,000	3,763	4,566
2270 VIDEOTAPE - CATS			-	-
2280 UNIFORMS	1,700	1,900	1,261	-
2290 DISPLAY/EXHIBIT SUPPLIES	5,900	5,400	459	1,226
TOTAL OPERATING SUPPLIES	112,700	101,400	82,197	247,074
REPAIR & MAINTENANCE SUPPLIES				
2300 IS SUPPLIES	6,600	6,600	4,725	6,313
2310 BUILDING MATERIALS & SUPPLIES	16,800	15,800	14,093	12,814
2315 ENERGY AUDIT MATERIALS		2,000	1,490	
2320 PAINT & PAINTING SUPPLIES	400	300	127	234
2340 OTHER REPAIR & BINDING		1,000	-	38
2350 VIDEO MATERIALS - CATS			-	-
TOTAL REPAIR & MAINTENANCE SUPPLIES	23,800	25,700	20,436	19,399
TOTAL SUPPLIES	186,450	176,260	143,179	302,976

Worksheet C	2013 BUDGET	2012 BUDGET	2011 ACTUAL	2010 ACTUAL
OTHER SERVICES/CHARGES (3000'S)				
PROFESSIONAL SERVICES				
3110 CONSULTING SERVICES	12,000	3,000	250	8,360
3120 ENGINEERING/ARCHITECTURAL	10,000	40,000	2,863	19,007
3130 LEGAL SERVICES	28,500	15,500	14,674	11,333
3140 BUILDING SERVICES	32,000	40,000	21,786	32,618
3150 MAINTENANCE CONTRACTS	134,100	139,840	94,571	80,244
3160 COMPUTER SERVICES (OCLC)	66,500	51,300	49,343	44,579
3170 ADMIN/ACCOUNTING SERVICES	44,100	36,500	43,488	61,194
3175 COLLECTION AGENCY SERVICES	24,000	24,000	44,204	
TOTAL PROFESSIONAL SERVICES	351,200	350,140	271,179	257,336
COMMUNICATION & TRANSPORTATION				
3210 TELEPHONE	30,900	30,600	27,523	29,963
3220 POSTAGE	30,000	30,000	23,045	27,049
3230 TRAVEL EXPENSE	10,000	10,000	3,809	1,226
3240 PROFESSIONAL MTG. (OFF-SITE)	10,000	10,000	779	862
3250 CONTINUING ED. (ON-SITE)	10,000	10,000	9,390	1,193
3260 FREIGHT & DELIVERY	1,450	1,000	1,235	708
TOTAL COMMUNICATION & TRANSPORTATION	92,350	91,600	65,781	61,001
PRINTING & ADVERTISING				
3310 ADVERTISING & PUBLICATION	2,750	2,900	1,064	2,567
3320 PRINTING	5,500	5,900	3,018	1,817
TOTAL PRINTING & ADVERTISING	8,250	8,800	4,082	4,384
INSURANCE				
3410 OFFICIAL BOND	700	700	450	660
3420 OTHER INSURANCE	60,400	55,400	52,797	47,405
TOTAL INSURANCE	61,100	56,100	53,247	48,065
UTILITIES				
3510 GAS	3,100	3,800	2,227	2,465
3520 ELECTRICITY	292,000	290,500	270,576	275,462

Worksheet C		2013	2012	2011	2010
		BUDGET	BUDGET	ACTUAL	ACTUAL
	3530 WATER	25,900	17,900	15,685	16,521
TOTAL UTILITIES		321,000	312,200	288,488	294,448
REPAIR & MAINTENANCE					
	3610 BUILDING REPAIR	19,000	22,000	3,937	16,277
	3630 OTHER EQUIP/FURNITURE REPAIRS	10,200	13,800	21,393	28,448
	3640 VEHICLE REPAIR & MAINTENANCE	8,300	6,000	6,055	10,575
	3650 MATERIAL BINDING/REPAIR SERV.	3,000	3,000	1,788	2,065
TOTAL REPAIR & MAINTENANCE		40,500	44,800	33,173	57,365
RENTALS					
	3710 REAL ESTATE RENTAL/BOND PMT.	33,600	33,600	31,262	31,405
	3720 EQUIPMENT RENTAL	100	100	-	7,062
TOTAL RENTALS		33,700	33,700	31,262	38,467
OTHER CHARGES					
	3845 ELEC. REOURCES-DATABASES	91,701			
	3846 E-BOOKS	73,418			
	3910 DUES/INSTITUTIONAL	7,380	7,590	7,326	1,303
	1004 MISCELLANEOUS			1,651	
	3920 INTEREST/TEMPORARY LOAN	2,500	2,500	-	-
	3930 TAXES & ASSESSMENTS			-	-
	3940 TRANSFER TO LIRF	214,000		200,000	150,000
	3945 TRANSFER TO RAINY DAY		200,000		
	3950 EDUCATIONAL SERV/LICENSING	3,400	5,300	2,404	4,620
TOTAL OTHER CHARGES		392,399	215,390	211,381	155,923
TOTAL OTHER SERVICES/CHARGES		1,300,499	1,112,730	958,593	916,989
CAPITAL OUTLAY (4000'S)					
FURNITURE & EQUIPMENT					
	4410 FURNITURE		1,000	1,400	59,331
	44105 ENCUMBERED FURNITURE			1,388	

## Worksheet C

	2013 BUDGET	2012 BUDGET	2011 ACTUAL	2010 ACTUAL
4420 AUDIO VISUAL EQUIPMENT		-	-	-
4430 OTHER EQUIPMENT	16,000	8,300	9,434	2,956
4440 LAND & BUILDINGS			-	-
4450 BUILDING RENOVATIONS			5,830	155,474
4460 IS EQUIPMENT			-	-
4465 IS SOFTWARE			-	3,307
4470 EQUIPMENT - CATS			-	-
4475 SOFTWARE - CATS			-	-
<b>TOTAL FURNITURE &amp; EQUIPMENT</b>	<b>16,000</b>	<b>9,300</b>	<b>18,051</b>	<b>221,067</b>
<b>OTHER CAPITAL OUTLAY</b>				
4510 BOOKS	594,454	595,008	585,377	586,780
4520 PERIODICALS & NEWSPAPERS	41,042	45,971	38,779	42,489
4530 NONPRINT MATERIALS	369,585	368,338	385,644	376,471
to get to 15%	-	-		
4540 ELECTRONIC RESOURCES	-	128,583	79,194	54,862
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>1,005,081</b>	<b>1,137,900</b>	<b>1,088,994</b>	<b>1,060,602</b>
	15.00%	15.00%		
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,021,081</b>	<b>1,147,200</b>	<b>1,107,045</b>	<b>1,281,669</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>7,798,983</b>	<b>7,587,246</b>	<b>7,130,064</b>	<b>7,411,266</b>

**Monroe County Public Library**  
**2013 Budget: Line Item Detail Narrative**  
**Updated July 26, 2012**

**OPERATING FUND**

*(Income for this fund comes from a property tax levy, County Option Income Tax (COIT), Financial Institutions Tax, License Excise Tax, Commercial Vehicle Excise Tax, and non-tax revenue from copiers, fines, fees, Public Library Access Card reimbursements.)*

<b><u>Line</u></b>	<b><u>Comment</u></b>
1120-1190	<p>Changes from the 2012 budget resulting in <u>decreased</u> wage cost include:            Two 25-hour professional assistants and one reference assistant who retired or resigned after the 2012 budget was completed in mid-2011 were not replaced. Circulation Clerk expenditure is reduced by about \$16,000 in 2013 and Page expenditure is reduced by about \$28,000, based on the actual wage costs for 2011 and efficiencies resulting from automated materials handling.</p> <p>Changes from the 2012 budget resulting in <u>increased</u> wage cost include:            Annual 2% wage increase for employees. This could change depending on health insurance cost (1240). A reference assistant position has been added (about \$41,000). An additional 20-hour security position was added in response to increased efforts to promote positive behavior and a welcoming environment.</p>
1180	Small reserve fund set aside in order to address temporary staffing shortages.
1210	FICA = 6.2% of total wages
1220	The library is self-insuring for unemployment insurance. This amount is appropriated to cover any claims during 2013. Previously budgeted in the Rainy Day Fund, this amount is moved to the Operating Fund budget at the direction of the State Board of Accounts.
1230	The library contributes 10% of wages for full-time employees to the Indiana Public Employees Retirement System for the employer contribution.
1235	The library contributes 3% of wages for full-time employees to the Indiana Public Employees Retirement System for the employee contribution.
1240	Employer contribution to health insurance estimated at 10% increase. We have also budgeted \$30,000 to allow for new employees to be added to the plan as a result of employee turnover during the year. Once we know how the group's claims experience impacts the 2013 premium rates we will be able to finalize this estimate along with the annual wage increase estimate.
1310-1350	Wages for temporary staff, including work-study students.



WORKSHEET D: 2013 LINE ITEM DETAIL NARRATIVE: ALL FUNDS

- 2210 Cleaning supplies increase reflects increased cost of maintenance for second floor tile areas.
- 2250 Anticipated costs of RFID tags, after lower-than-expected cost in 2011 due to use of remaining tags from initial purchase in 2010.
- 3110-3120 Consulting fees are in the budget as a placeholder. The I.S. department allocation of \$5,000 is new for 2013 and it is related to expected assistance with network configuration and increased capacity for data storage. The main roof addition is planned for 2013 and could possibly involve consulting or engineering services.
- 3160 Additional \$15,000 estimated for cost related to increase internet band-width to allow for increase in wireless access to internet service outside the Main and Ellettsville branch.
- 3845-3846 Electronic Resources – Databases and E-books: The State Board of Accounts changed the classification from “Capital Outlay” to “Other Services and Charges,” so we have moved expenditures here. In addition, allocation for e-resources reflects \$36,155 increase. Expenditures in these two lines continue to count toward 15% of budget required to meet State Standards at enhanced level.
- 3940 Transfer \$214,000 to LIRF Fund for emergency needs and future projects.
- 4510-4540 Collection materials expenditures equal 15% of Operating Fund budget (including 3845 and 3846) to continue to meet State Standards for materials expenditures at the enhanced level.

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**LIBRARY IMPROVEMENT RESERVE FUND (LIRF)**

*(This fund derives income from end-of-year transfers from the Operating Fund and can only be used for capital expenditures.)*

- 3610 Appropriated in case of emergency building repairs exceeding amount appropriated in Operating Fund.
- 4430 Appropriated in case equipment replacement expenditures or new equipment related to the renovation exceed the amount appropriated in Operating Fund.
- 4450 Renovation phase 3 and 4. Originally budget for 2012 in LCPF.

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**RAINY DAY FUND**

*(This fund derives income from unanticipated revenue from COIT and can be spent on any category allowed by the Operating Fund.)*

3110 Appropriated to cover unexpected need for consultant services.

3130 Appropriated in case Operating Funds are insufficient to cover legal costs.

3610 Appropriated to cover emergency building repairs exceeding amount appropriated in Operating Fund.

4410 - 4430 Appropriated in case of unanticipated need for furniture or equipment.

4450 Renovation phase 3 and 4. Originally budget for 2012 in LCPF.

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**LIBRARY CAPITAL PROJECTS FUND**

*(This fund was used in the 2012 budget. In 2013 the levy amount for this fund was combined with the general fund levy to make up for the loss of COIT revenue when pre-2005 debt was paid off.)*

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**DEBT SERVICE FUND**

*(This fund derives its income from a separate property tax levy and can only be spent to pay off bond indebtedness.)*

3710 First payment on 2013-2015 general obligation bond.

<b>MCPL CAPITAL SPENDING PLAN SUMMARY</b>				
Worksheet E				
	<b>LCPF</b>	<b>General Obligation Bond 2013-2015</b>		
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
<b>Expenditures</b>				
Main Renovation Phase III and IV	\$418,411	\$0	\$0	
Roof - Main Addition	\$0	\$400,000	\$0	
Chillers - Main HVAC	\$0	\$0	\$300,000	
Ellettsville Circ. And reference desk area renov.	\$0	\$25,000	\$0	
Ellettsville Yellow House Demolished in 2011 - cost \$18,096 (LIRF)				
Ellettsville Garden / Courtyard	\$0	\$0	\$50,000	
I.S. Equipment	\$50,000	\$58,000	\$50,000	\$50,000
I.S. Software	\$25,000	\$25,000	\$25,000	\$25,000
CATS Equipment	\$45,000	\$45,000	\$45,000	\$45,000
CATS Software	\$5,000	\$5,000	\$5,000	\$5,000
New Phone System			\$25,000	\$25,000
Landscaping Main Library - Landscaping Main Library - to be done in 2012		\$17,000		
Replace Cobbled Sidewalks at Kirkwood and Parking Lot				\$25,000
Replace 1993 Van		\$25,000		
Replace Elevator Controls - Main			\$100,000	
Auditorium Renovation				\$150,000
Renovate Third Floor - I.S. dept., security, graphics, floor covering				\$225,000
Frequency Drives - Air Handler replacement - HVAC system				\$50,000
<b>Sub Total of Expenditures</b>	<b>\$543,411</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$600,000</b>

### BUDGET REPORT FOR

**Selected Year:** 2013  
**Selected County:** 53 - Monroe County  
**Selected Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Selected Fund:** 0061 - RAINY DAY

<b>DEPARTMENT: 0000 NO DEPARTMENT</b>			
		Published Amount	Adopted Amount
<b>10000</b>	PERSONAL SERVICES	\$0	\$0
<b>20000</b>	SUPPLIES	\$0	\$0
<b>30000</b>	SERVICES AND CHARGES	\$70,000	\$70,000
<b>40000</b>	CAPITAL OUTLAY	\$330,000	\$330,000
<b>9999</b>	Total	\$400,000	\$400,000

<b>Totals by Fund</b>	Published Amt.: \$400,000	Adopted Amt.: \$400,000
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### BUDGET REPORT FOR

**Selected Year:** 2013  
**Selected County:** 53 - Monroe County  
**Selected Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Selected Fund:** 0101 - GENERAL

<b>DEPARTMENT: 0000 NO DEPARTMENT</b>			
		Published Amount	Adopted Amount
<b>10000</b>	PERSONAL SERVICES	\$5,290,953	\$5,290,953
<b>20000</b>	SUPPLIES	\$186,450	\$186,450
<b>30000</b>	SERVICES AND CHARGES	\$1,300,499	\$1,300,499
<b>40000</b>	CAPITAL OUTLAY	\$1,021,081	\$1,021,081
<b>9999</b>	Total	\$7,798,983	\$7,798,983

<b>Totals by Fund</b>	Published Amt.: \$7,798,983	Adopted Amt.: \$7,798,983
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### BUDGET REPORT FOR

**Selected Year:** 2013  
**Selected County:** 53 - Monroe County  
**Selected Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Selected Fund:** 0180 - DEBT SERVICE

<b>DEPARTMENT: 0000 NO DEPARTMENT</b>			
		Published Amount	Adopted Amount
<b>10000</b>	PERSONAL SERVICES	\$0	\$0
<b>20000</b>	SUPPLIES	\$0	\$0
<b>30000</b>	SERVICES AND CHARGES	\$600,000	\$600,000
<b>40000</b>	CAPITAL OUTLAY	\$0	\$0
<b>9999</b>	Total	\$600,000	\$600,000

<b>Totals by Fund</b>	Published Amt.: \$600,000	Adopted Amt.: \$600,000
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### BUDGET REPORT FOR

**Selected Year:** 2013  
**Selected County:** 53 - Monroe County  
**Selected Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Selected Fund:** 1220 - LIBRARY CAPITAL PROJECTS

<b>DEPARTMENT: 0000 NO DEPARTMENT</b>			
		Published Amount	Adopted Amount
<b>10000</b>	PERSONAL SERVICES	\$0	\$0
<b>20000</b>	SUPPLIES	\$0	\$0
<b>30000</b>	SERVICES AND CHARGES	\$0	\$0
<b>40000</b>	CAPITAL OUTLAY	\$0	\$0
<b>9999</b>	Total	\$0	\$0

<b>Totals by Fund</b>	Published Amt.: \$0	Adopted Amt.: \$0
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### BUDGET REPORT FOR

**Selected Year:** 2013  
**Selected County:** 53 - Monroe County  
**Selected Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Selected Fund:** 2011 - LIBRARY IMPROVEMENT RESERVE

<b>DEPARTMENT: 0000 NO DEPARTMENT</b>			
		Published Amount	Adopted Amount
<b>10000</b>	PERSONAL SERVICES	\$0	\$0
<b>20000</b>	SUPPLIES	\$0	\$0
<b>30000</b>	SERVICES AND CHARGES	\$20,000	\$20,000
<b>40000</b>	CAPITAL OUTLAY	\$330,000	\$330,000
<b>9999</b>	Total	\$350,000	\$350,000

<b>Totals by Fund</b>	Published Amt.: \$350,000	Adopted Amt.: \$350,000
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<b>Totals by Unit</b>	Published Amt.: \$9,148,983	Adopted Amt.: \$9,148,983
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**Form Signature**

This form is not yet signed.



### Budget Estimate- Financial Statement-Proposed Tax Rate

**Taxing Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Fund Name:** 0061 - RAINY DAY  
**County:** 53 - Monroe County  
**Year:** 2013

Net Assessed Value	\$6,319,658,549	
Funds Required For Expenses To December 31st Of Incoming Year	Amount Used To Compute Published Budget	Appropriating Body
1. Total budget estimate for incoming year	\$400,000	\$400,000
2. Necessary expenditures, July 1 to December 31 of present year, to be made from appropriation unexpended	\$315,370	\$315,370
3. Additional appropriation necessary to be made July 1 to December 31 of present year	\$0	\$0
4. Outstanding temporary loans: a). To be paid not included in lines 2 or 3	\$0	\$0
b). Not repaid by December 31 of present year	\$0	\$0
<b>5. TOTAL FUNDS required</b> (add lines 1,2,3,4a and 4b)	<b>\$715,370</b>	<b>\$715,370</b>
Funds On Hand To Be Received From Sources Other Than Proposed Tax Levy	Amount Used To Compute Published Budget	Appropriating Body
6. Actual cash balance, June 30 of present year (including cash investments)	\$1,359,145	\$1,359,145
7. Taxes to be collected, present year (December settlement)	\$0	\$0
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year (Schedule on File): a). Total Column A Budget Form 2	\$0	\$0
b). Total Column B Budget Form 2	\$0	\$0
<b>9. TOTAL FUNDS</b> (Add lines 6, 7, 8a and 8b)	<b>\$1,359,145</b>	<b>\$1,359,145</b>
10. Net amount to be raised for expenses to December 31 of incoming year (deduct line 9 from 5)	(\$643,775)	(\$643,775)

Proposed Tax Rate and Levy	Amount Used To Compute Published Budget	Appropriating Body
11. Operating balance ( not in excess of expense January 1 to June 30, less miscellaneous revenue for same period)	\$643,775	\$643,775
12. Amount to be raised by tax levy (add lines 10 and 11)	\$0	\$0
13a. Property Tax Replacement Credit from Local Option Tax	\$0	\$0
13b. Operating LOIT	\$0	\$0
14. NET AMOUNT TO BE RAISED BY TAX LEVY (deduct line 13a and 13b from line 12)	\$0	\$0
15. Levy Excess Fund applied to current budget	\$0	\$0
16. Net amount to be raised	\$0	\$0
17. Net Tax Rate on each one hundred dollars of taxable property	0.0000	0.0000

### Budget Estimate- Financial Statement-Proposed Tax Rate

**Taxing Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Fund Name:** 0101 - GENERAL  
**County:** 53 - Monroe County  
**Year:** 2013

Net Assessed Value	\$6,319,658,549	
Funds Required For Expenses To December 31st Of Incoming Year	Amount Used To Compute Published Budget	Appropriating Body
1. Total budget estimate for incoming year	\$7,798,983	\$7,798,983
2. Necessary expenditures, July 1 to December 31 of present year, to be made from appropriation unexpended	\$4,162,745	\$4,162,745
3. Additional appropriation necessary to be made July 1 to December 31 of present year	\$0	\$0
4. Outstanding temporary loans: a). To be paid not included in lines 2 or 3	\$0	\$0
b). Not repaid by December 31 of present year	\$0	\$0
<b>5. TOTAL FUNDS required</b> (add lines 1,2,3,4a and 4b)	<b>\$11,961,728</b>	<b>\$11,961,728</b>
Funds On Hand To Be Received From Sources Other Than Proposed Tax Levy	Amount Used To Compute Published Budget	Appropriating Body
6. Actual cash balance, June 30 of present year (including cash investments)	\$1,643,764	\$1,643,764
7. Taxes to be collected, present year (December settlement)	\$2,079,856	\$2,079,856
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year (Schedule on File): a). Total Column A Budget Form 2	\$1,204,633	\$1,204,633
b). Total Column B Budget Form 2	\$2,539,156	\$2,539,156
<b>9. TOTAL FUNDS</b> (Add lines 6, 7, 8a and 8b)	<b>\$7,467,409</b>	<b>\$7,467,409</b>
10. Net amount to be raised for expenses to December 31 of incoming year (deduct line 9 from 5)	\$4,494,319	\$4,494,319

Proposed Tax Rate and Levy	Amount Used To Compute Published Budget	Appropriating Body
11. Operating balance ( not in excess of expense January 1 to June 30, less miscellaneous revenue for same period)	\$669,054	\$669,054
12. Amount to be raised by tax levy (add lines 10 and 11)	\$5,163,373	\$5,163,373
13a. Property Tax Replacement Credit from Local Option Tax	\$0	\$0
13b. Operating LOIT	\$0	\$0
<b>14. NET AMOUNT TO BE RAISED BY TAX LEVY</b> (deduct line 13a and 13b from line 12)	<b>\$5,163,373</b>	<b>\$5,163,373</b>
15. Levy Excess Fund applied to current budget	\$0	\$0
16. Net amount to be raised	\$5,163,373	\$5,163,373
17. Net Tax Rate on each one hundred dollars of taxable property	0.0817	0.0817

### Budget Estimate- Financial Statement-Proposed Tax Rate

**Taxing Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Fund Name:** 0180 - DEBT SERVICE  
**County:** 53 - Monroe County  
**Year:** 2013

Net Assessed Value	\$6,319,658,549	
Funds Required For Expenses To December 31st Of Incoming Year	Amount Used To Compute Published Budget	Appropriating Body
1. Total budget estimate for incoming year	\$600,000	\$600,000
2. Necessary expenditures, July 1 to December 31 of present year, to be made from appropriation unexpended	\$43,089	\$43,089
3. Additional appropriation necessary to be made July 1 to December 31 of present year	\$0	\$0
4. Outstanding temporary loans: a). To be paid not included in lines 2 or 3	\$0	\$0
b). Not repaid by December 31 of present year	\$0	\$0
<b>5. TOTAL FUNDS required</b> (add lines 1,2,3,4a and 4b)	<b>\$643,089</b>	<b>\$643,089</b>
Funds On Hand To Be Received From Sources Other Than Proposed Tax Levy	Amount Used To Compute Published Budget	Appropriating Body
6. Actual cash balance, June 30 of present year (including cash investments)	(\$45,308)	(\$45,308)
7. Taxes to be collected, present year (December settlement)	\$68,945	\$68,945
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year (Schedule on File): a). Total Column A Budget Form 2	\$7,026	\$7,026
b). Total Column B Budget Form 2	\$12,500	\$12,500
<b>9. TOTAL FUNDS</b> (Add lines 6, 7, 8a and 8b)	<b>\$43,163</b>	<b>\$43,163</b>
10. Net amount to be raised for expenses to December 31 of incoming year (deduct line 9 from 5)	\$599,926	\$599,926

Proposed Tax Rate and Levy	Amount Used To Compute Published Budget	Appropriating Body
11. Operating balance ( not in excess of expense January 1 to June 30, less miscellaneous revenue for same period)	\$74	\$74
12. Amount to be raised by tax levy (add lines 10 and 11)	\$600,000	\$600,000
13a. Property Tax Replacement Credit from Local Option Tax	\$0	\$0
13b. Operating LOIT	\$0	\$0
<b>14. NET AMOUNT TO BE RAISED BY TAX LEVY</b> (deduct line 13a and 13b from line 12)	<b>\$600,000</b>	<b>\$600,000</b>
15. Levy Excess Fund applied to current budget	\$0	\$0
16. Net amount to be raised	\$600,000	\$600,000
17. Net Tax Rate on each one hundred dollars of taxable property	0.0095	0.0095

### Budget Estimate- Financial Statement-Proposed Tax Rate

**Taxing Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Fund Name:** 1220 - LIBRARY CAPITAL PROJECTS  
**County:** 53 - Monroe County  
**Year:** 2013

Net Assessed Value	\$6,319,658,549	
Funds Required For Expenses To December 31st Of Incoming Year	Amount Used To Compute Published Budget	Appropriating Body
1. Total budget estimate for incoming year	\$0	\$0
2. Necessary expenditures, July 1 to December 31 of present year, to be made from appropriation unexpended	\$478,275	\$478,275
3. Additional appropriation necessary to be made July 1 to December 31 of present year	\$0	\$0
4. Outstanding temporary loans: a). To be paid not included in lines 2 or 3	\$0	\$0
b). Not repaid by December 31 of present year	\$0	\$0
<b>5. TOTAL FUNDS required</b> (add lines 1,2,3,4a and 4b)	<b>\$478,275</b>	<b>\$478,275</b>
Funds On Hand To Be Received From Sources Other Than Proposed Tax Levy	Amount Used To Compute Published Budget	Appropriating Body
6. Actual cash balance, June 30 of present year (including cash investments)	\$246,452	\$246,452
7. Taxes to be collected, present year (December settlement)	\$224,073	\$224,073
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year (Schedule on File): a). Total Column A Budget Form 2	\$11,978	\$11,978
b). Total Column B Budget Form 2	\$0	\$0
<b>9. TOTAL FUNDS</b> (Add lines 6, 7, 8a and 8b)	<b>\$482,503</b>	<b>\$482,503</b>
10. Net amount to be raised for expenses to December 31 of incoming year (deduct line 9 from 5)	(\$4,228)	(\$4,228)

Proposed Tax Rate and Levy	Amount Used To Compute Published Budget	Appropriating Body
11. Operating balance ( not in excess of expense January 1 to June 30, less miscellaneous revenue for same period)	\$4,228	\$4,228
12. Amount to be raised by tax levy (add lines 10 and 11)	\$0	\$0
13a. Property Tax Replacement Credit from Local Option Tax	\$0	\$0
13b. Operating LOIT	\$0	\$0
14. NET AMOUNT TO BE RAISED BY TAX LEVY (deduct line 13a and 13b from line 12)	\$0	\$0
15. Levy Excess Fund applied to current budget	\$0	\$0
16. Net amount to be raised	\$0	\$0
17. Net Tax Rate on each one hundred dollars of taxable property	0.0000	0.0000

### Budget Estimate- Financial Statement-Proposed Tax Rate

**Taxing Unit:** 0154 - MONROE COUNTY PUBLIC LIBRARY  
**Fund Name:** 2011 - LIBRARY IMPROVEMENT RESERVE  
**County:** 53 - Monroe County  
**Year:** 2013

Net Assessed Value	\$6,319,658,549	
Funds Required For Expenses To December 31st Of Incoming Year	Amount Used To Compute Published Budget	Appropriating Body
1. Total budget estimate for incoming year	\$350,000	\$350,000
2. Necessary expenditures, July 1 to December 31 of present year, to be made from appropriation unexpended	\$349,364	\$349,364
3. Additional appropriation necessary to be made July 1 to December 31 of present year	\$0	\$0
4. Outstanding temporary loans: a). To be paid not included in lines 2 or 3	\$0	\$0
b). Not repaid by December 31 of present year	\$0	\$0
<b>5. TOTAL FUNDS required</b> (add lines 1,2,3,4a and 4b)	<b>\$699,364</b>	<b>\$699,364</b>
Funds On Hand To Be Received From Sources Other Than Proposed Tax Levy	Amount Used To Compute Published Budget	Appropriating Body
6. Actual cash balance, June 30 of present year (including cash investments)	\$1,129,650	\$1,129,650
7. Taxes to be collected, present year (December settlement)	\$0	\$0
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year (Schedule on File): a). Total Column A Budget Form 2	\$0	\$0
b). Total Column B Budget Form 2	\$0	\$0
<b>9. TOTAL FUNDS</b> (Add lines 6, 7, 8a and 8b)	<b>\$1,129,650</b>	<b>\$1,129,650</b>
10. Net amount to be raised for expenses to December 31 of incoming year (deduct line 9 from 5)	(\$430,286)	(\$430,286)

Proposed Tax Rate and Levy	Amount Used To Compute Published Budget	Appropriating Body
11. Operating balance ( not in excess of expense January 1 to June 30, less miscellaneous revenue for same period)	\$430,286	\$430,286
12. Amount to be raised by tax levy (add lines 10 and 11)	\$0	\$0
13a. Property Tax Replacement Credit from Local Option Tax	\$0	\$0
13b. Operating LOIT	\$0	\$0
14. NET AMOUNT TO BE RAISED BY TAX LEVY (deduct line 13a and 13b from line 12)	\$0	\$0
15. Levy Excess Fund applied to current budget	\$0	\$0
16. Net amount to be raised	\$0	\$0
17. Net Tax Rate on each one hundred dollars of taxable property	0.0000	0.0000

## Form Signature

This form is not yet signed.

## ORDINANCE / RESOLUTION FOR APPROPRIATIONS AND TAX RATE

Ordinance / Resolution Number:

Be it ordained / resolved by the **MCPL Board of Trustees** that for the expenses of **MONROE COUNTY PUBLIC LIBRARY**, Indiana for the year ending December 31, **2013** the sum of **\$9,148,983** as shown on Budget Form 4-A are hereby appropriated and ordered set apart out of the funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expense of **MONROE COUNTY PUBLIC LIBRARY**, a total property tax levy of **\$5,763,373** and a total tax rate of **0.0912**, are adopted as shown on Budget Form 4-B and included herein. Budget Form 4-A and 4-B for all funds and departments are incorporated by the signing of this form and must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance / resolution shall be in full force and effect from and after its passage and approval by the taxing **MCPL Board of Trustees**.

Name of Adopting Entity	Select Type of Fiscal Body	Date of Adoption
MCPL Board of Trustees	Library Board	10/24/2012

Name		Signature
Kari Isaacson	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Valerie Merriam	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Melissa Pogue	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Stephen C. Moberly	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
David Ferguson	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Fred Risinger	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
John Walsh	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	

### ATTEST

Name	Title	Signature

### MAYOR ACTION (For City use only)

Name		Signature	Date
	Approve <input type="checkbox"/> Veto <input type="checkbox"/>		

## CONTINUING DISCLOSURE UNDERTAKING

This CONTINUING DISCLOSURE UNDERTAKING (the "Agreement") is made as of December \_\_\_\_, 2012 by Monroe County Public Library (the "Obligor") for the purpose of permitting \_\_\_\_\_, as underwriter (the "Underwriter") of the Bonds to purchase the Bonds in compliance with the Securities and Exchange Commission ("SEC") Rule 15c2-12 (the "SEC Rule") as published in the Federal Register on November 17, 1994.

WHEREAS, the Underwriters, by their agreement to purchase the Bonds, accept and assent to this Agreement and the exchange of such purchase and acceptance for the promises of Obligor contained herein, and hereby assigns all their rights hereunder, as promisee, to the holders of the Bonds;

NOW, THEREFORE, in consideration of the payment for and acceptance of any Bonds by the Underwriters, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Obligor hereby promises to the Underwriters:

Section 1. Definitions. The words and terms defined in this Agreement shall have the meanings herein specified unless the context or use clearly indicates another or different meaning or intent. Those words and terms not expressly defined herein and used herein with initial capitalization where rules of grammar do not otherwise require capitalization, shall have the meanings assigned to them in the SEC Rule.

- (1) "Bondholder" or "holder" or any similar term, when used with reference to a Bond or Bonds, means any person who shall be the registered owner of any outstanding Bond, or the holders of beneficial interests in the Bonds.
- (2) "EMMA" is Electronic Municipal Market Access System established by the Municipal Securities Rulemaking Board.
- (3) "Final Official Statement" means the Official Statement, dated as of December \_\_\_\_, 2012, relating to the Bonds, including any document or set of documents included by specific reference to such document or documents filed with the MSRB.
- (4) "MSRB" means the Municipal Securities Rulemaking Board.
- (5) "Obligated Person" means any person, including an issuer of municipal securities, who is either generally or through an enterprise, fund, or account of such person committed by contract or other arrangement to support payment of the obligations on the Bonds (other than providers of municipal bond insurance, letters of credit, or other liquidity facilities), for which Annual Information (as defined in Section 5 hereof) is presented in the Official



Statement. All Obligated Persons with respect to the Bonds are identified in Section 4 below.

Section 2. Bonds. This Agreement applies to the General Obligation Bonds of 2012 in the principal amount of \$1,800,000 (the "Bonds").

Section 3. Term. The term of this Agreement is from the date of delivery of the Bonds by the Obligor to the earlier of (i) the date of the last payment of principal or redemption price, if any, of, and interest to accrue on, all the Bonds, or (ii) the date the Bonds are defeased under the Bond Resolution adopted by the Obligor on September 21, 2011, as supplemented on October 24, 2012 (as supplemented, the "Resolution").

Section 1. Obligated Persons. (a) The Obligor hereby represents and warrants as of the date hereof that it is the only Obligated Person with respect to the Bonds. If the Obligor is no longer committed by contract or other arrangement to support payment of the Bonds, such person shall no longer be considered an Obligated Person within the meaning of the SEC Rule and the continuing obligation under this Agreement to provide annual financial information and notices of events shall terminate with respect to such person.

(b) The Obligor hereby represents and warrants that no Obligated Person is an obligated person (within the meaning of the SEC Rule) with respect to more than \$10,000,000 in aggregate amount of outstanding municipal securities, including the Bonds and excluding municipal securities that were offered in a transaction exempt from the SEC Rule pursuant to paragraph (d)(1) of the SEC Rule.

Section 1. Provision of Annual Information. (a) The Obligor hereby undertakes to provide no later than June 30 each calendar year with respect to the Bonds, the most current copy of financial information of the Obligor which is customarily prepared by or for the Obligor, as required by Indiana law in effect at the time such financial information is prepared ("Annual Information"). The Annual information in each case shall be provided (i) in an electronic format as prescribed by the MSRB and (ii) accompanied by identifying information as prescribed by the MSRB. As of the date of this Agreement, the Obligor is required by law to prepare, or cause to be prepared, the following Annual Information:

- Audit of the Obligor prepared biennially by the Indiana State Board of Accounts
- Annual Library Financial Report prepared by the Obligor

However, such Annual Information described above, or any component thereof, shall not be required to be provided if (i) such Annual Information is no longer customarily prepared by or for the Obligor or (ii) such Annual Information is no longer publicly available.

Such Annual Information is prepared only periodically and will speak only to the periods covered therein. In addition, the information presented therein may differ in form and substance from the financial information presented in the Final Official Statement.

(b) Annual Information required to be provided pursuant to this Section 5 may be provided by a specific reference to such Annual Information already prepared and previously

provided to EMMA, or filed with the SEC; however, if such document is a final official statement, it must also be available from the MSRB.

(c) All continuing disclosure filings under the Agreement shall be made in accordance with the terms and requirements of the MSRB at the time of such filing. Currently, the SEC has approved the submission of continuing disclosure filings with EMMA and, the MSRB has requested that such filings be made by transmitting such filings to EMMA at [www.emma.msrb.org](http://www.emma.msrb.org).

Section 3. Reportable Events. The Obligor undertakes to disclose the following events, within 10 business days of the occurrence of any of the following events, if material (which determination of materiality shall be made by the Obligor in accordance with the standards established by federal securities laws), to the MSRB, in each case (i) in an electronic format as prescribed by the MSRB and (ii) accompanied by identifying information as prescribed in MSRB:

- (1) non-payment related defaults;
- (2) modifications to rights of Bondholders;
- (3) bond calls;
- (4) release, substitution or sale of property securing repayment of the Bonds;
- (5) the consummation of a merger, consolidation, or acquisition, or certain asset sales, involving the obligated person, or entry into or termination of a definitive agreement relating to the foregoing; and
- (6) appointment of a successor or additional trustee or the change of name of a trustee.

The Obligor undertakes to disclose the following events, within 10 business days of the occurrence of any of the following events, regardless of materiality, to the MSRB, in each case (i) in an electronic format as prescribed by the MSRB and (ii) accompanied by identifying information as prescribed in MSRB:

- (1) principal and interest payment delinquencies;
- (2) unscheduled draws on debt service reserves reflecting financial difficulties;
- (3) unscheduled draws on credit enhancements reflecting financial difficulties;
- (4) substitution of credit or liquidity providers, or their failure to perform;

- (5) defeasances;
- (6) rating changes;
- (7) adverse tax opinions or events affecting the status of the Bonds, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material events, notices or determinations with respect to the tax status of the Bonds;
- (8) tender offers; and
- (9) bankruptcy, insolvency, receivership or similar event of the obligated person.

The Obligor may from time to time choose to provide notice of the occurrence of any other event, in addition to those listed above, if, in the judgment of the Obligor, such other event is material with respect to the Bonds and should be disclosed, but the Obligor does not commit to provide any such notice of the occurrence of any material event except those events set forth above.

Section 4. Use of Agent. The Obligor may, at its sole discretion, utilize an agent (the "Dissemination Agent") in connection with the dissemination of any information required to be provided by the Obligor pursuant to the terms of the SEC Rule and the terms of this Agreement. If a Dissemination Agent is selected for these purposes, the Obligor shall provide prior written notice thereof (as well as notice of replacement or dismissal of such agent) to the MSRB.

Further, the Obligor may, at its sole discretion, retain counsel or others with expertise in securities matters for the purpose of assisting the Obligor in making judgments with respect to the scope of its obligations hereunder and compliance therewith, all in order to further the purposes of this Agreement.

Section 1. Remedies. (a) The purpose of this Agreement is to enable the Underwriter to purchase the Bonds by providing for an undertaking by the Obligated Persons in satisfaction of the SEC Rule. This Agreement is solely for the benefit of (i) the Underwriters, and (ii) the Bondholders and creates no new contractual or other rights for the SEC, underwriters, brokers, dealers, municipal securities dealers, potential customers, other Obligated Persons or any other third party. The sole remedy against the Obligor for any failure to carry out any provision of this Agreement shall be for specific performance of the Obligor's disclosure obligations hereunder and not for money damages of any kind or in any amount or for any other remedy. The Obligor's failure to honor its covenants hereunder shall not constitute a breach or default of the Bonds, the Resolution or any other agreement to which the Obligor is a party and shall not give rise to any other rights or remedies.

(b) Subject to paragraph (e) of this Section 9, in the event the Obligor fails to provide any information required of it by the terms of this Agreement, any Bondholder may pursue the remedy set forth in the preceding paragraph in any court of competent jurisdiction in the State of

Indiana. An affidavit to the effect that such person is a Bondholder supported by reasonable documentation of such claim shall be sufficient to evidence standing to pursue this remedy.

(c) Subject to paragraph (e) of this Section 9, any challenge to the adequacy of the information provided by the Obligor by the terms of this Agreement may be pursued only by holders of not less than 25% in principal amount of Bonds then Outstanding in any court of competent jurisdiction in the State of Indiana. An affidavit to the effect that such persons are Bondholders supported by reasonable documentation of such claim shall be sufficient to evidence standing to pursue the remedy set forth in the preceding paragraph.

(d) If specific performance is granted by any such court, the party seeking such remedy shall be entitled to payment of costs by the Obligor and to reimbursement by the Obligor of reasonable fees and expenses of attorneys incurred in the pursuit of such claim. If specific performance is not granted by any such court, the Obligor shall be entitled to payment of costs by the party seeking such remedy and to reimbursement by such party of reasonable fees and expenses of attorneys incurred in the pursuit of such claim.

(e) Prior to pursuing any remedy under this Agreement, a Bondholder shall give notice to the Obligor, by registered or certified mail, of such breach and its intent to pursue such remedy. Thirty (30) days after the receipt of such notice, or upon earlier response from the Obligor to this notice indicating continued noncompliance, such remedy may be pursued under this Agreement if and to the extent the Obligor has failed to cure such breach.

Section 6. Modification of Agreement. The Obligor may, from time to time, amend or modify this Agreement without the consent of or notice to the Bondholders if either (a)(i) such amendment or modification is made in connection with a change in circumstances that arises from a change in legal requirements, change in law or change in the identity, nature or status of the Obligor, or type of business conducted, (ii) this Agreement, as so amended or modified, would have complied with the requirements of the SEC Rule on the date hereof, after taking into account any amendments or interpretations of the SEC Rule, as well as any change in circumstances, and (iii) such amendment or modification does not materially impair the interests of the Bondholders, as determined by any person selected by the Obligor that is unaffiliated with the Obligor; or (b) such amendment or modification (including an amendment or modification which rescinds this Agreement) is permitted by the SEC Rule, as then in effect.

Section 7. Previous Undertakings. The Obligor hereby represents that it has not, in the previous five years, failed to comply in all material respects, with any previous Undertakings.

Section 8. Interpretation Under Indiana Law. It is the intention of the parties hereto that this Agreement and the rights and obligations of the parties hereunder shall be governed by and construed and enforced in accordance with, the law of the State of Indiana.

Section 9. Severability Clause. In case any provision in this Agreement shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

Section 10. Successors and Assigns. All covenants and agreements in this Agreement made by the Obligor shall bind its successors, whether so expressed or not.

IN WITNESS WHEREOF, the Obligor has caused this Agreement to be executed as of the day and year first hereinabove written.

MONROE COUNTY PUBLIC LIBRARY

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President, Board of Trustees

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Secretary, Board of Trustees

**MINUTES OF A MEETING  
OF THE BOARD OF TRUSTEES OF  
MONROE COUNTY PUBLIC LIBRARY**

A meeting of the Board of Trustees of Monroe County Public Library was held at \_\_\_\_\_, Bloomington, Indiana, on October 24, 2012, at the hour of \_\_\_:\_\_\_ p.m., pursuant to notice duly given to all members of the Board in accordance with the rules of the Board.

The meeting was called to order by the President of the Board, and the minutes of the meeting were recorded by the Secretary of the Board.

On call of the roll the members of the Board were shown to be present or absent as follows:

Present:

Absent:

Thomas Bungler, attorney for the Library, was also present at the meeting.

(Among other proceedings had and actions  
taken were the following:)

Mr. Bungler stated that, pursuant to the direction of the Board, he had consulted the firm of Ice Miller LLP, bond counsel of Indianapolis, Indiana, relative to the procedure to be followed in connection with the proposed bond issue and the rendering of an opinion approving the legality of the bonds. He then presented to the Board a form of resolution approved by Ice Miller LLP, and recommended by them for adoption for the purpose of authorizing the issuance of bonds.

After due consideration of the final bond resolution, on motion duly made, seconded and unanimously carried, the same was adopted and is attached hereto as Exhibit A.

Upon motion made and seconded the meeting adjourned.

\_\_\_\_\_  
Secretary, Board of Trustees

APPROVED:

\_\_\_\_\_  
President, Board of Trustees

EXHIBIT A

**FINAL BOND RESOLUTION**

WHEREAS, Monroe County Public Library (the "Issuer" or "Library") is a library organized and existing under the provisions of IC 36-12-2; and

WHEREAS, the Board of Trustees previously found that the present facilities of the Library are not adequate to provide the proper library services to present and future library patrons utilizing its facilities; and

WHEREAS, the Board adopted a preliminary bond resolution determining to issue bonds in the amount of One Million Eight Hundred Thousand Dollars (\$1,800,000) for the purpose of providing funds to pay the total cost of the renovation of and improvements to Monroe County Main Library and Ellettsville Branch Library, including the purchase of equipment and technology in said library district (the "Project"); and,

WHEREAS, the Library has been advised that the total cost of the Project authorized herein will not exceed the lesser of: (i) \$2,000,000; or (ii) the greater of (a) one percent (1%) of the total gross assessed value of property within the Library district on the last assessment date, or (b) \$1,000,000 and, therefore, the bonds will not be issued to fund a controlled project, as defined in IC 6-1.1-20-1.1; and

WHEREAS, the net assessed valuation of taxable property in the Library district, as shown in the last final and complete assessment which was made in the year 2011 for state and county taxes collectible in the year 2012 is \$6,262,434,138 and there is \$0 of outstanding indebtedness of the Library district (excluding the bonds authorized herein); such assessment and outstanding indebtedness amounts shall be verified at the time of the payment for and delivery of the bonds; now, therefore,

BE IT RESOLVED by the Board of Trustees of the Issuer that, for the purpose of obtaining funds to be applied on the cost of the Project, there shall be issued and sold the negotiable, general obligations of the Library to be designated as "General Obligation Bonds of 2012." Said bonds shall be in the principal amount of One Million Eight Hundred Thousand Dollars (\$1,800,000), bearing interest at a rate or rates not exceeding five percent (5.00%) per annum (the exact rate or rates to be determined by bidding), which interest shall be payable on July 15, 2013, and semi-annually thereafter on January 15 and July 15 in each year. Interest on the Bonds shall be calculated according to a 360-day year containing twelve 30-day months. The bonds shall be fully registered in the denomination of Five Thousand Dollars (\$5,000) or integral multiples thereof, and shall mature or subject to mandatory redemption on January 15 and July 15, beginning on July 15, 2013 through and including January 15, 2016.

All or a portion of the Bonds may be issued as one or more term bonds, upon election of the successful bidder. Such term bonds shall have a stated maturity or maturities as determined by the successful bidder or by negotiation with the purchaser, but in no event later than the last serial date of the Bonds as determined in accordance with the above paragraph. The term bonds shall be subject to mandatory sinking fund redemption and final payment(s) at maturity at 100%

of the principal amount thereof, plus accrued interest to the redemption date, on dates and in the amounts hereinafter determined in accordance with the above paragraph.

The original date shall be the date of delivery of the bonds. The authentication certificate shall be dated when executed by the Registrar and Paying Agent.

Interest shall be paid from the interest payment date to which interest has been paid next preceding the date of authentication unless the bond is authenticated on or before the fifteenth day immediately preceding the first interest payment date, in which case interest shall be paid from the original date, or unless the bond is authenticated after the fifteenth day immediately preceding an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date.

Interest shall be payable by check mailed one business day prior to the interest payment date to the person in whose name the bonds are registered on the bond register maintained at the bank selected as registrar and paying agent by the Library Director (the "Registrar and Paying Agent") or successor registrar and paying agent, as of the fifteenth day immediately preceding such interest payment date or by wire transfer of immediately available funds on the interest payment date to the depositories shown as registered owners. Principal of the bonds shall be payable upon presentation of the bonds at the principal corporate trust office of the Registrar and Paying Agent in lawful money of the United States of America or by wire transfer of immediately available funds to depositories who present the bonds to the Registrar and Paying Agent at least two business days prior to the payment date. The bonds are transferable by the registered owner at the principal corporate trust office of the Registrar and Paying Agent upon surrender and cancellation of a bond and on presentation of a duly executed written instrument of transfer, and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. The bonds may be exchanged upon surrender at the principal corporate trust office of the Registrar and Paying Agent, duly endorsed by the registered owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

The Issuer agrees that on or before the fifth business day immediately preceding any payment date, it will deposit with the Registrar and Paying Agent funds in an amount equal to the principal of, premium, if any, and interest on the Bonds which shall become due on the next payment date.

The Issuer has determined that the Bonds shall be held by a central depository system pursuant to an agreement between the Issuer and The Depository Trust Company, and have transfers of the Bonds effected by book-entry on the books of the central depository system. The Bonds shall be initially issued in the form of a separate single authenticated fully registered Bond for the aggregate principal amount of each separate maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the register kept by the Registrar in the name of CEDE & CO., as nominee of The Depository Trust Company.

With respect to the Bonds registered in the register kept by the Paying Agent in the name of CEDE & CO., as nominee of The Depository Trust Company, the Issuer and the Paying Agent



shall have no responsibility or obligation to any other holders or owners (including any beneficial owner ("Beneficial Owner") of the Bonds with respect to (i) the accuracy of the records of The Depository Trust Company, CEDE & CO., or any Beneficial Owner with respect to ownership questions, (ii) the delivery to any Bondholder (including any Beneficial Owner) or any other person, other than The Depository Trust Company, of any notice with respect to the Bonds including any notice of redemption, or (iii) the payment to any Bondholder (including any Beneficial Owner) or any other person, other than The Depository Trust Company, of any amount with respect to the principal of, or premium, if any, or interest on the Bonds except as otherwise provided herein.

No person other than The Depository Trust Company shall receive an authenticated Bond evidencing an obligation of the Issuer to make payments of the principal of and premium, if any, and interest on the Bonds pursuant to this Resolution. The Issuer and the Registrar and Paying Agent may treat as and deem The Depository Trust Company or CEDE & CO. to be the absolute Bondholder of each of the Bonds for the purpose of (i) payment of the principal of and premium, if any, and interest on such Bonds; (ii) giving notices of redemption and other notices permitted to be given to Bondholders with respect to such Bonds; (iii) registering transfers with respect to such Bonds; (iv) obtaining any consent or other action required or permitted to be taken of or by Bondholders; (v) voting; and (vi) for all other purposes whatsoever. The Paying Agent shall pay all principal of and premium, if any, and interest on the Bonds only to or upon the order of The Depository Trust Company, and all such payments shall be valid and effective fully to satisfy and discharge the Issuer's and the Paying Agent's obligations with respect to principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. Upon delivery by The Depository Trust Company to the Issuer of written notice to the effect that The Depository Trust Company has determined to substitute a new nominee in place of CEDE & CO., and subject to the provisions herein with respect to consents, the words "CEDE & CO." in this Resolution shall refer to such new nominee of The Depository Trust Company. Notwithstanding any other provision hereof to the contrary, so long as any Bond is registered in the name of CEDE & CO. as nominee of The Depository Trust Company, all payments with respect to the principal of and premium, if any, and interest on such Bonds and all notices with respect to such Bonds shall be made and given, respectively, to The Depository Trust Company as provided in a representation letter from the Issuer to The Depository Trust Company.

Upon receipt by the Issuer of written notice from The Depository Trust Company to the effect that The Depository Trust Company is unable or unwilling to discharge its responsibilities and no substitute depository willing to undertake the functions of The Depository Trust Company hereunder can be found which is willing and able to undertake such functions upon reasonable and customary terms, then the Bonds shall no longer be restricted to being registered in the register of the Issuer kept by the Registrar in the name of CEDE & CO., as nominee of The Depository Trust Company, but may be registered in whatever name or names the Bondholders transferring or exchanging Bonds shall designate, in accordance with the provisions of this Resolution.

If the Issuer determines that it is in the best interest of the Bondholders that they be able to obtain certificates for the fully registered Bonds, the Issuer may notify The Depository Trust Company and the Registrar, whereupon The Depository Trust Company will notify the Beneficial Owners of the availability through The Depository Trust Company of certificates for

the Bonds. In such event, the Registrar shall prepare, authenticate, transfer and exchange certificates for the Bonds as requested by The Depository Trust Company and any Beneficial Owners in appropriate amounts, and whenever The Depository Trust Company requests the Issuer and the Registrar to do so, the Registrar and the Issuer will cooperate with The Depository Trust Company by taking appropriate action after reasonable notice (i) to make available one or more separate certificates evidencing the fully registered Bonds of any Beneficial Owner's Depository Trust Company account or (ii) to arrange for another securities depository to maintain custody of certificates for and evidencing the Bonds.

If the Bonds shall no longer be restricted to being registered in the name of a depository trust company, the Registrar shall cause the Bonds to be printed in blank in such number as the Registrar shall determine to be necessary or customary; provided, however, that the Registrar shall not be required to have such Bonds printed until it shall have received from the Issuer indemnification for all costs and expenses associated with such printing.

In connection with any notice or other communication to be provided to Bondholders by the Issuer or the Registrar with respect to any consent or other action to be taken by Bondholders, the Issuer or the Registrar, as the case may be, shall establish a record date for such consent or other action and give The Depository Trust Company notice of such record date not less than fifteen (15) calendar days in advance of such record date to the extent possible.

So long as the Bonds are registered in the name of The Depository Trust Company or CEDE & CO. or any substitute nominee, the Issuer and the Registrar and Paying Agent shall be entitled to request and to rely upon a certificate or other written representation from the Beneficial Owners of the Bonds or from The Depository Trust Company on behalf of such Beneficial Owners stating the amount of their respective beneficial ownership interests in the Bonds and setting forth the consent, advice, direction, demand or vote of the Beneficial Owners as of a record date selected by the Registrar and The Depository Trust Company, to the same extent as if such consent, advice, direction, demand or vote were made by the Bondholders for purposes of this Resolution and the Issuer and the Registrar and Paying Agent shall for such purposes treat the Beneficial Owners as the Bondholders. Along with any such certificate or representation, the Registrar may request The Depository Trust Company to deliver, or cause to be delivered, to the Registrar a list of all Beneficial Owners of the Bonds, together with the dollar amount of each Beneficial Owner's interest in the Bonds and the current addresses of such Beneficial Owners.

The full faith and credit of the Library are hereby irrevocably pledged to the punctual payment of the principal of and the interest on the Bonds according to their terms. In order to provide for the payment of the principal of and interest on the Bonds, there shall be levied in each year upon all taxable property in the Library district, real and personal, and collected a tax in an amount and in such manner sufficient to meet and pay the principal of and interest on the Bonds as they become due, and the proceeds of this tax are hereby pledged solely to the payment of the Bonds. Such tax shall be deposited into the Library's Debt Service Fund and used to pay the principal of and interest on the Bonds, when due, together with any fiscal agency charges. If the funds deposited into the Debt Service Fund are then insufficient to meet and pay the principal of and interest on the Bonds as they become due, then the Library covenants to transfer other available funds of the Library to meet and pay the principal and interest then due on the Bonds.

The Library represents and covenants that the Bonds herein authorized, when combined with other outstanding indebtedness of the Library at the time of issuance of the Bonds, will not exceed any applicable constitutional or statutory limitation on the Library's indebtedness.

The bonds are not subject to optional redemption prior to maturity.

If any Bond is issued as a term bond, the Paying Agent shall credit against the mandatory sinking fund requirement for the Bonds maturing as term bonds, and corresponding mandatory redemption obligation, in the order determined by the Library, any Bonds maturing as term bonds which have previously been redeemed (otherwise than as a result of a previous mandatory redemption requirement) or delivered to the Registrar for cancellation or purchased for cancellation by the Paying Agent and not theretofore applied as a credit against any redemption obligation. Each Bond maturing as a term bond so delivered or canceled shall be credited by the Paying Agent at 100% of the principal amount thereof against the mandatory sinking fund obligation on such mandatory sinking fund date, and any excess of such amount shall be credited on future redemption obligations, and the principal amount of the Bonds to be redeemed by operation of the mandatory sinking fund requirement shall be accordingly reduced; provided, however, the Paying Agent shall credit only such Bonds maturing as term bonds to the extent received on or before forty-five (45) days preceding the applicable mandatory redemption date as stated above.

Each Five Thousand Dollars (\$5,000) principal amount shall be considered a separate Bond for purposes of redemption. If less than an entire maturity is called for redemption, the Bonds to be called shall be selected by lot by the Registrar.

Notice of redemption shall be mailed to the address of the registered owner as shown on the registration records of the Registrar, as of the date which is forty-five (45) days prior to the date fixed for redemption, not less than thirty (30) days prior to such redemption date, unless notice is waived by the owner of the Bond or Bonds redeemed. The notice shall specify the date and place of redemption and sufficient identification of the Bonds called for redemption. The place of redemption may be determined by the Library. Interest on the Bonds so called for redemption shall cease and the Bonds will no longer be deemed outstanding under this ordinance on the redemption date fixed in such notice if sufficient funds are available at the place of redemption to pay the redemption price, including accrued interest and redemption premium, if any, to the redemption date, on the date so named. Failure to give such notice by mailing, or any defect in such notice, with respect to any Bond shall not affect the validity of any proceedings for redemption of other Bonds.

If the Bonds are not presented for payment or redemption on the date fixed therefor, the Library may deposit in trust with the Paying Agent, an amount sufficient to pay such Bond or the redemption price, as the case may be, including accrued interest to the date of such payment or redemption, and thereafter the registered owner shall look only to the funds so deposited in trust with the Paying Agent for payment, and the Library shall have no further obligation or liability in respect thereto.

If, when the bonds authorized hereby shall have become due and payable in accordance with their terms, the whole amount of the principal and the interest and the premium, if any, so due and payable upon all of the bonds then outstanding shall be paid or (i) sufficient moneys, or (ii) direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America the principal of and interest on which when due will provide sufficient moneys, or (iii) time certificates of deposit fully secured as to both principal and interest by obligations of the kind described in (ii) above of a bank or banks the principal of and interest on which when due will provide sufficient moneys, shall be held by the Registrar and Paying Agent for such purpose under the provisions of this Resolution, and provision shall also be made for paying all Registrar and Paying Agent's fees and expenses and other sums payable hereunder by the Issuer, then all moneys, obligations and time certificates of deposit held by the Registrar and Paying Agent pursuant to this paragraph shall be held in trust and said moneys and the principal and interest of said obligations and time certificates of deposit when received, applied to the payment, when due, of the principal and the interest, and registered owners of bonds shall not be entitled to payment of any principal and/or interest from Issuer. The Registrar and Paying Agent shall within thirty (30) days after such obligations or time certificates of deposits shall have been deposited with it, cause a notice signed by the Registrar and Paying Agent to be mailed to the registered owners of all outstanding bonds and published once in a newspaper or financial journal published in Indianapolis, Indiana, setting forth (a) a description of the obligations so held by it, and (b) that the registered owners shall be entitled to be paid principal and/or interest from such funds and income of such securities held by Registrar and Paying Agent and not from Issuer.

Said bonds shall be executed in the name of Issuer by the manual or facsimile signature of the President of its Board of Trustees, and attested by the manual or facsimile signature of the Secretary of said Board, who shall cause the seal of the library to be imprinted or impressed on each of said bonds. In case any official whose signature or facsimile of whose signature shall appear on the bonds shall cease to be such officer before the issuance, authentication or delivery of such bonds, such signature or such facsimile shall, nevertheless, be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

No bond shall be valid or obligatory for any purpose, unless and until authenticated by the Registrar and Paying Agent. Such authentication may be executed by an authorized representative of the Registrar and Paying Agent, but it shall not be necessary that the same person authenticate all of the bonds issued. Issuer and the Registrar and Paying Agent may deem and treat the person in whose name a bond is registered on the bond register as the absolute owner thereof for all purposes, notwithstanding any notice to the contrary.

In order to preserve the exclusion of interest on the bonds from gross income for federal income tax purposes and as an inducement to purchasers of the bonds, the Issuer represents, covenants and agrees that:

- (a) No person or entity, other than the Issuer or another governmental unit, will use proceeds of the bonds or property financed by the bond proceeds other than as a member of the general public. No person or entity, other than the Issuer or another governmental unit, will own property financed by bond proceeds or will have actual or beneficial use of such property pursuant to a lease, a management or incentive payment

contract or any other type of arrangement that differentiates that person's or entity's use of such property from the use by the public at large.

(b) No bond proceeds will be loaned to any entity or person. No bond proceeds will be transferred, directly or indirectly, or deemed transferred to a nongovernmental person in any manner that would in substance constitute a loan of the bond proceeds.

(c) The Issuer will, to the extent necessary to preserve the exclusion of interest on the bonds from gross income for federal income tax purposes, rebate all required arbitrage profits on bond proceeds or other moneys treated as bond proceeds to the federal government as provided in Section 148 of the Internal Revenue Code of 1986, and will set aside such moneys in a Rebate Account to be held by the Treasurer in trust for such purpose.

(d) The Issuer will file an information report form 8038-G with the Internal Revenue Service as required by Section 149 of the Internal Revenue Code of 1986.

(e) The Issuer will not take any action nor fail to take any action with respect to the bonds that would result in the loss of exclusion from gross income for federal income tax purposes of interest on the bonds pursuant to Section 103 of the Internal Revenue Code of 1986, as existing on the date of issuance of the bonds, nor will the Issuer act in any other manner which would adversely affect such exclusion.

The Issuer represents that it reasonably expects that tax-exempt bonds, warrants and other evidences of indebtedness issued by or on behalf of it or any subordinate entity, during the calendar year in which the bonds will be issued will be less than \$10,000,000 principal amount. This amount includes all obligations issued by, or on behalf of the Issuer and subordinate entities, including building corporation bonds. At least 95% of the net proceeds of the bonds shall be used for governmental activities of Issuer. The Issuer hereby designates the bonds as qualified tax exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, relating to the disallowance of 100% of the deduction for interest expense allocable to tax-exempt obligations acquired after August 7, 1986.

The bonds shall be issued in substantially the following form, all blanks to be filled in properly prior to delivery:

Registered  
No. \_\_\_\_\_

Registered  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA  
State of Indiana                      County of Monroe

MONROE COUNTY PUBLIC LIBRARY  
GENERAL OBLIGATION BOND OF 2012

<u>Interest</u> <u>Rate</u>	<u>Maturity</u> <u>Date</u>	<u>Original</u> <u>Date</u>	<u>Authentication</u> <u>Date</u>	<u>CUSIP</u>
See Exhibit A	See Exhibit A			See Exhibit A

Registered Owner:

Principal Sum:

Monroe County Public Library (the "Issuer"), a library organized and existing under the laws of the State of Indiana, in Monroe County, Indiana, for value received, hereby acknowledges itself indebted and promises to pay to the Registered Owner (named above) or to registered assigns, the Principal Sum set forth above in installments on the Maturity Dates set forth on Exhibit A and to pay interest thereon at the Interest Rate per annum set forth on Exhibit A from the interest payment date to which interest has been paid next preceding the date of authentication hereof unless this bond is authenticated on or before June 30, 2013, in which case interest shall be paid from the Original Date, or unless this bond is authenticated after the fifteenth day immediately preceding an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date, which interest is payable on July 15, 2013 and each January 15 and July 15 thereafter until the principal has been paid. Interest shall be calculated on the basis of a 360-day year consisting of twelve 30-day months.

Interest shall be payable by check mailed one business day prior to the interest payment date to registered owners or by wire transfer of immediately available funds on the interest payment date to depositories shown as registered owners. Payment shall be made to the person or depository in whose name this bond is registered as of the fifteenth day immediately preceding such interest payment date. Principal of this bond shall be payable upon presentation of this bond at the principal corporate trust office of the \_\_\_\_\_, \_\_\_\_\_, Indiana, (the "Registrar and Paying Agent") or by wire transfer of immediately available funds to depositories who present the bonds to the Registrar and Paying Agent at least two business days prior to the payment date in lawful money of the United States of America. If the payment date occurs on a

date when financial institutions are not open for business, the wire transfer shall be made on the next succeeding business day. The Registrar and Paying Agent shall wire transfer payments by 1:00 p.m. (New York City time) so such payments are received at the depository by 2:30 p.m. (New York City time).

This bond is one of an issue of bonds aggregating One Million Eight Hundred Thousand Dollars (\$1,800,000), of like tenor and effect, except as to numbering, authentication date, denomination, interest rate, and date of maturity, issued by Issuer pursuant to a resolution adopted by the Board of Trustees of said library on September 21, 2011, as amended on October 24, 2012 (as amended, the "Resolution"), and in strict accordance with the governing statutes of the State of Indiana, particularly Indiana Code 36-12-3, for the purpose of providing funds to be applied on the cost of the renovation of and improvements to Monroe County Main Library and Ellettsville Branch Library, including the purchase of equipment and technology in said library district.

This bond is not subject to optional redemption prior to maturity.

The Bonds are subject to mandatory sinking fund redemption at a price equal to the principal amount thereof plus accrued interest to the date of redemption on January 15 and July 15 in accordance with the following schedules:

<u>Bonds Maturing</u>		<u>Bonds Maturing</u>	
<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
	\$ *		\$ *

\*Denotes Final Maturity

Notice of redemption identifying the bonds to be redeemed will be mailed to the registered owners of bonds to be redeemed.

If this bond is called for redemption, and payment is made to the Registrar and Paying Agent in accordance with the terms of the Resolution, this bond shall cease to bear interest from and after the date fixed for the redemption in the call.

This bond shall be initially issued in a Book Entry System (as defined in the Resolution). The provisions of this bond and of the Resolution are subject in all respects to the provisions of the Letter of Representations between the Issuer and The Depository Trust Company, or any substitute agreement, effecting such Book Entry System.

This bond is transferable in accordance with the Book Entry System or, if no such system is in effect, by the Registered Owner hereof at the principal corporate trust office of the Registrar and Paying Agent, upon surrender and cancellation of this bond and on presentation of a duly executed written

instrument of transfer and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. This bond may be exchanged upon surrender hereof at the principal corporate trust office of the Registrar and Paying Agent, duly endorsed by the Registered Owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

The Issuer and the Registrar and Paying Agent may deem and treat the person in whose name this bond is registered as the absolute owner hereof.

The full faith and credit of the Library are hereby irrevocably pledged to the punctual payment of the principal of and the interest on this bond according to its terms. The Library covenants that it will cause a property tax for the payment of the principal of and interest on this bond to be levied, collected, appropriated and applied for that purpose as set forth in IC 6-1.1-18.5-8. The bonds are subject to IC 6-1.1-20.6 regarding certain tax credits and the State of Indiana intercept of funds to pay debt service on the bonds.

It is hereby certified, recited and declared that all acts, conditions and things required to be done precedent to and in the execution, issuance and delivery of this bond have been done and performed in regular and due form as provided by law; that this bond and the total issue of the bonds is within every limit of indebtedness as prescribed by the constitution and laws of the State of Indiana.

This bond shall not be valid or become obligatory for any purpose until authenticated by the Registrar and Paying Agent.

The Issuer has designated this bond a qualified tax-exempt obligation for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986.

IN WITNESS WHEREOF, Issuer has caused this bond to be executed in its name by the manual or facsimile signature of the President of its Board of Trustees and attested by the manual or facsimile signature of the Secretary of said Board.

MONROE COUNTY PUBLIC LIBRARY

By: \_\_\_\_\_  
President, Board of Trustees



Attest:

\_\_\_\_\_  
Secretary, Board of Trustees

AUTHENTICATION CERTIFICATE

This bond is one of the bonds referred to in the within mentioned resolution.

\_\_\_\_\_,  
Registrar and Paying Agent

By: \_\_\_\_\_  
Authorized Representative

[End of Bond Form]

BE IT FURTHER RESOLVED that prior to the sale of said bonds at public sale, notice of such sale shall be published once each week for two (2) weeks in The Herald Times and the Ellettsville Journal, the first of said publications to be at least fifteen (15) days prior to the date fixed for the sale of said bonds and the last at least three (3) days prior, and in the Court and Commercial Record, a newspaper published in the City of Indianapolis, Indiana. At the time fixed for the opening of bids, the Board or its designated committee shall meet, all bids shall be opened in the presence of the Board or such committee, and the award shall be made by the Board or the Committee.

The bond sale notice, when published, shall provide that each bid shall be in a sealed envelope marked "Bid for General Obligation Bonds of 2012," and the successful bidder shall provide a certified or cashier's check in the amount of Eighteen Thousand Dollars (\$18,000), payable to Issuer, to insure the good faith of the bidder. In the event the successful bidder shall fail or refuse to accept delivery of the bonds when ready for delivery, said check and the proceeds thereof shall be retained by the Library as its liquidated damages. Said notice shall also provide that bidders for said bonds shall name the purchase price for the bonds, not less than 99.50% of par and the rate or rates of interest which the bonds are to bear, not exceeding five percent (5.00%) per annum; that said interest rate or rates shall be in multiples of 1/8<sup>th</sup>, 1/20<sup>th</sup> or 1/100<sup>th</sup> of one percent (1%); that the interest rate named for any maturity shall be equal to or greater than the immediately preceding maturity; and that the highest bidder shall be the one who offers the lowest net interest cost to the Issuer, to be determined by computing the total interest on all of the bonds to their maturities and deducting therefrom the premium bid, if any, or adding the discount bid, if any. The bond sale notice shall state that the opinion of Ice Miller LLP, bond counsel of Indianapolis, Indiana, approving the legality of said bonds, will be furnished to the purchaser at the expense of the Library, so that the Library will receive due credit therefor in the bidding. Said notice may contain such other terms and conditions as the attorney for the Issuer shall deem advisable.

The Library Director, Business Manager and Library Counsel are appointed as a bid committee and are authorized to award the bonds to the buyer consistent with this resolution.

If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

All resolutions, or parts thereof, in conflict with the provisions of this resolution, are, to the extent of such conflict, hereby repealed or amended.

This resolution may, from time to time hereafter, be amended without the consent of the owners of the Bonds, if in the sole discretion of the Board of Trustees of the Library, such amendment shall not adversely affect the rights of the owners of any of the Bonds.

This resolution shall be in full force and effect immediately upon its passage and signing by the Board of Trustees.

BE IT FURTHER RESOLVED, that the form of the Continuing Disclosure Undertaking is hereby approved and the officers are authorized and directed to execute such Undertaking and any and all documents necessary to issue and deliver the Bonds.

*Passed and Adopted this 24<sup>th</sup> day of October, 2012.*

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President, Board of Trustees

ATTEST:

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Secretary, Board of Trustees

NOTICE OF INTENT TO SELL BONDS

\$1,800,000  
GENERAL OBLIGATION BONDS OF 2012  
MONROE COUNTY PUBLIC LIBRARY

Upon not less than twenty-four (24) hours notice given by the undersigned Secretary prior to the ninetieth day after this notice is first published, Monroe County Public Library (the "Library") will receive and consider bids for the purchase of the following described Bonds. Any person interested in submitting a bid for the Bonds must furnish in writing to the Monroe County Public Library c/o H.J. Umbaugh & Associates, Certified Public Accountants, LLP, 8365 Keystone Crossing, Suite 300, Indianapolis, Indiana 46240; (317) 465-1500, (317) 465-1550 (facsimile) or by e-mail to [clark@umbaugh.com](mailto:clark@umbaugh.com) on or before 2:00 p.m. (Indianapolis Time) November 21, 2012, the person's name, address, and telephone number. Interested persons may also furnish an e-mail address. The undersigned Secretary will notify (or cause to be notified) each person so registered of the date and time bids will be received not less than twenty-four (24) hours before the date and time of sale. The notification shall be made by telephone at the number furnished by such person and also by electronic e-mail, if an e-mail address has been received. It is anticipated that the sale will occur at 11:00 a.m. (Indianapolis Time) on December 6, 2012.

At the time designated for the sale, the Library will receive at the offices of H.J. Umbaugh & Associates, Certified Public Accountants, LLP, 8365 Keystone Crossing, Suite 300, Indianapolis, Indiana, and consider bids for the purchase of the following described Bonds:

General Obligation Bonds of 2012 (the "Bonds") of the Library, in the principal amount of \$1,800,000; Fully registered form; Denomination \$5,000 and integral multiples thereof; Originally dated the date of delivery of the Bonds; Bearing interest at a rate or rates to be determined by bidding, payable on July 15, 2013, and semiannually thereafter; These Bonds will be initially issued in a Book Entry

System (as defined in the Bond Resolution). Interest payable by check mailed one business day prior to the interest payment date or by wire transfer to depositories on the interest payment date to the person or depository in whose name each Bond is registered with the Registrar on the fifteenth day immediately preceding such interest payment date; Maturing or subject to mandatory redemption on January 15 and July 15 beginning on July 15, 2013 through and including January 15, 2016 on the dates and amounts as provided by the Library prior to the sale.

The Bonds are not subject to optional redemption prior to maturity.

The Bonds have been designated as qualified tax-exempt obligations for purposes of Section 265(b)(3).

A bid may designate that a given maturity or maturities shall constitute a term bond, and the semi-annual amounts set forth in the schedule provided prior to the sale shall constitute the mandatory sinking fund redemption requirements for such term bond or bonds. For purposes of computing net interest cost, the mandatory redemption amounts shall be treated as maturing on the dates set forth in the schedule provided prior to the sale.

Each bid must be for all of the Bonds and must state the rate of interest which each maturity of the Bonds is to bear, stated in multiples of  $1/8^{\text{th}}$ ,  $1/20^{\text{th}}$  or  $1/100^{\text{th}}$  of 1%. The maximum interest rate on the Bonds shall not exceed 5.00% per annum. All Bonds maturing on the same date shall bear the same rate, and the rate of interest bid for each maturity must be equal to or greater than the rate bid on the immediately preceding maturity. Bids shall set out the total amount of interest payable over the term of the Bonds and the net interest cost on the Bonds covered by the bid. No bid for less than 99.50% of the face value of the Bonds will be considered. The Bonds will be awarded to the highest qualified bidder who has submitted a bid in accordance herewith. The highest bidder will be the one who offers the lowest net interest cost to the Library, to be determined by computing the total interest on all of the Bonds to their maturities based upon the schedule provided by the Library prior to the sale and deducting

therefrom the premium bid, if any, and adding thereto the discount bid, if any. No conditional bids will be considered. The right is reserved to reject any and all bids. If an acceptable bid is not received for the Bonds on the date of sale hereinbefore fixed, the sale may be continued from day to day thereafter, during which time no bids for less than the highest bid received at the time of the advertised sale will be considered.

Each bid must be enclosed in a sealed envelope addressed to the Library and marked on the outside "Bid for General Obligation Bonds of 2012". A good faith deposit ("Deposit") in the form of cash or certified or cashier's check in the amount of \$18,000 payable to the order of the Library is required to be submitted by the successful purchaser (the "Purchaser") not later than 3:30 p.m. (EDT) on the next business day following the award. If such Deposit is not received by that time, the Library may reject the bid. No interest on the Deposit will accrue to the Purchaser. The Deposit will be applied to the purchase price of the Bonds. In the event the Purchaser fails to honor its accepted bid, the Deposit will be retained by the Library as liquidated damages.

The successful bidder shall make payment to the bank selected as registrar (the "Registrar") for the Bonds and accept delivery thereof from the Registrar within five days after being notified that the Bonds are ready for delivery, at such place in the City of Indianapolis, Indiana, as the successful bidder may designate. The Bonds will be ready for delivery within 45 days after the date of sale. If the Library fails to have the Bonds ready for delivery prior to the close of banking hours on the forty-fifth day after the date of sale, the bidder may secure the release of his bid upon request in writing, filed with the Library. The successful bidder is expected to apply to a securities depository registered with the SEC to make such Bonds depository-eligible. At the time of delivery of the Bonds to the successful bidder, the bidder will

be required to certify to the Library the initial reoffering price to the public of a substantial amount of each maturity of the Bonds.

It is anticipated that CUSIP identification numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto shall constitute cause for failure or refusal by the successful bidder therefor to accept delivery of and pay for the Bonds in accordance with the terms of its proposal. No CUSIP identification number shall be deemed to be a part of any Bond or a part of the contract evidenced thereby and no liability shall hereafter attach to the Library or any of its officers or agents because of or on account of such numbers. All expenses in relation to the printing of CUSIP identification numbers on the Bonds shall be paid for by the Library; provided, however, that the CUSIP Service Bureau charge for the assignment of said numbers shall be the responsibility of and shall be paid for by the Purchaser. The Purchaser will also be responsible for any other fees or expenses it incurs in connection with the resale of the Bonds.

The approving opinion of Ice Miller LLP, bond counsel of Indianapolis, Indiana, together with a transcript of the proceedings relating to the issuance of the Bonds and closing papers in the usual form showing no litigation questioning the validity of the Bonds, will be furnished to the successful bidder at the expense of the Library.

The Bonds are being issued for the purpose to pay the cost of the renovation of and improvements to Monroe County Main Library and Ellettsville Branch Library, including the purchase of equipment and technology, and will be direct obligations of the Library payable out of ad valorem taxes to be collected on the taxable property within the Library; however, the Library's collection of the levy may be limited by operation of I.C. 6-1.1-20.6, which provides taxpayers with tax credits for property taxes attributable to different classes of property in an

amount that exceeds certain percentages of the gross assessed value of that property. The Library is required by law to fully fund the payment of debt service on the Bonds in an amount sufficient to pay the debt service, regardless of any reduction in property tax collections due to the application of such tax credits. The Library may not be able to levy or collect additional property taxes to make up this short fall. Monroe County Public Library is a library organized pursuant to the provisions of I.C. 36-12-3, and the Bonds will not be “private activity bonds” as defined in Section 141 of the Internal Revenue Code of 1986.

The Bonds constitute an indebtedness only of the Library. Interest on the Bonds is exempt from all income taxation in Indiana. In the opinion of bond counsel, under the existing federal statutes, decisions, regulations and rulings, the interest on the Bonds is excludable from gross income for purposes of federal income taxation.

The Library has prepared a preliminary official statement relating to the Bonds which it has deemed to be a nearly final official statement. Within seven (7) business days of the sale, the Library will provide the successful bidder with 36 copies of the final official statement at the Library’s expense. Additional copies, at the purchaser’s expense, must be requested within five (5) business days of the sale. Inquiries concerning matters contained in the nearly final official statement must be made and pricing and other information necessary to complete the final Official Statement must be submitted by the successful bidder within two (2) business days following the sale to be included in the final official statement.

The Library has agreed to enter into a Continuing Disclosure Undertaking in order to permit the successful purchaser to comply with the SEC Rule 15(c)2-12. A copy of such Agreement is available from the Library or financial advisor at the addresses below.

Further information relative to said issue and a copy of the nearly final official statement may be obtained upon application to H.J. Umbaugh & Associates, Certified Public Accountants, LLP, 8365 Keystone Crossing, Suite 300, Indianapolis, Indiana 46240, financial advisor to the Library; Mr. Thomas Bunger, Bunger & Robertson, S. College Square, # 226, Bloomington, Indiana 47402, attorney for the Library; or Ms. Sara Laughlin, Director, Monroe County Public Library, 303 East Kirkwood Avenue, Bloomington, Indiana 47408. If bids are submitted by mail, they should be addressed to the Library, attention of Ms. Sara Laughlin, Director, Monroe County Public Library, 303 East Kirkwood Avenue, Bloomington, Indiana 47408.

Dated this 7<sup>th</sup> day of November, 2012.

/s/

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Secretary, Board of Trustees  
Monroe County Public Library





Monroe County  
Public Library

Main Library  
303 E Kirkwood Ave  
Bloomington, IN 47408  
812.349.3050

Ellettsville Branch  
600 W Temperance St  
Ellettsville, IN 47429  
812.876.1272

September 17, 2012

Renee Chambers, Program Director  
Community Foundation of Bloomington and Monroe County  
101 W. Kirkwood, Suite 321  
Bloomington, IN 47408

Dear Renee:

The Monroe County Public Library plans to submit a proposal for \$42,460 from the Community Foundation to create **Nonprofit Central**, a single source for information, support, education, and networking for our community's 700+ non-profit organizations, which will help them increase capacity in order to more effectively achieve their missions.<sup>1</sup> We will measure outcomes through regular assessments of participating organizations and an annual online survey of all Monroe County nonprofits.

The Library's mission is "to enrich individual lives and strengthen community by providing equitable access to information and opportunities for literacy, learning, and enjoyment." The Library has enthusiastic community support. In preliminary results from our 2012 community survey of 734 households in Monroe County, 90% of every income subgroup reported using the library and 96% felt the library was important to the future of the community.

We believe the Library has the community position, the experience, and the necessary organizational resources to play a key role in increasing the capacity of local nonprofit staff, board members, and other volunteers:

- Since 2007, the Library has provided access to databases of grantmakers, a Grants Collection, trained staff, and free programming to nonprofits via our partnership with the Foundation Center's Cooperating Collection program. In partnership with the United Way, which underwrites the cost of the grantsmanship databases, the Nonprofit Alliance, and others, the Library has measured a steady increase in demand for content and help with processing information, especially about potential partners, fundraising, and nonprofit management.
- We host more than 1,200 meetings of Monroe County nonprofits each year in our free meeting rooms, and we are frequently invited to co-sponsor public programs and events. As a result, many of those involved in local nonprofits are familiar with the Library and have visited and worked with us in their nonprofit role.
- We maintain a searchable database of community organizations on our website (<http://mcpl.info/commorg/all-organizations>).

In working with individuals from local nonprofits, we have frequently observed that they need services beyond those we currently provide. The 2012 Service Community Assessment of Needs (SCAN) report

<sup>1</sup> According to Kirsten A. Grønberg, Professor, Governance and Management Faculty Chair, and Efrogmson Chair in Philanthropy, Center on Philanthropy, Indiana University, the IRS list for the Bloomington metropolitan area includes 1,195 nonprofits, of which more than 727 are charities, with an estimated 400 groups registered for 501(c)3 status.

confirms that many nonprofits in Monroe County struggle with capacity issues related to operations and governance, obtaining funding, engaging volunteers, and other challenges in a time of increasing demand for services.<sup>2</sup> A substantial portion of the respondents reported they lacked board governance basics, formal volunteer training, and technology strategies to manage donations and social media messaging.

We have had preliminary conversations and are meeting with SPEA faculty on September 28 to discuss ways we can work together. We have also talked briefly with the United Way, the Nonprofit Alliance, the IU School of Informatics Serve-IT program, and the City of Bloomington's Volunteer Network. We have studied the services provided by the Kalamazoo Public Library's ONEPlace at the Kalamazoo Public Library and the Paul Clarke Nonprofit Resource Center at the Allen County Public Library.<sup>3</sup>


**Nonprofit Central** will be a free and welcoming place – physical and online – for information and development for the whole range of nonprofits in our community, from youth, education, and religion to health, art and cultural groups, and human service organizations. We envision a coordinated initiative, in partnership with the United Way, the Public and Nonprofit Management Program of the Indiana University School of Public and Environmental Affairs, the Nonprofit Alliance, and the Community Foundation.

The initiative will include the following elements and estimated costs:

- A part-time coordinator, who will be the “face” of **Nonprofit Central**, responsible for identifying priority needs, developing web and print resources, planning and promoting programs and networking opportunities, and working with community partners (\$24,600: salary and benefits)
- A dedicated space in the library for individual coaching and small group consultations, to be conducted by the coordinator, experts from our partners, and others as priority needs suggest (\$2,000: furnishings and supplies)
- Best practice resources (in print and on video for borrowing and on online, through a webpage prominently placed on the library's site) that respond to the priority needs identified by nonprofits and are regularly updated and widely promoted (\$10,000)
- Regular programs and networking opportunities where nonprofit staff, board members, and other volunteers can network and learn from experts and each other (\$2,000: honoraria and travel)
- Access to the library's meeting room facilities, community relations and other support services (\$3,860: 10% overhead to cover IT, HR, financial, and promotional expenses)

We look forward to hearing from you about submitting a full proposal for the November 1 deadline.

Sincerely,



Sara Laughlin  
Director

<sup>2</sup> SCAN 2012 Service Community Assessment of Needs, Bloomington, Indiana <http://www.monroeuitedway.org>

<sup>3</sup>Kalamazoo Public Library: <http://www.kpl.gov/oneplace/>; Paul Clarke Nonprofit Resource Center: <http://www.acpl.lib.in.us/nrc/index.html>



## 2012 Community Survey: Overview for Staff Day

### 2008 and 2012 Community Survey



- ✓ Survey mailed to 3,000 Monroe County households in early August 2012
- ✓ 713 responses
- ✓ 26 questions, including one open-ended question: *"In your opinion, what is the most important action the library could take to improve?"*
- ✓ We will receive cross-tabulations for specific sub-groups as well as the raw data so we can do additional analysis

2012 Community Survey: Overview

## 2008 and 2012 Community Survey: Parts

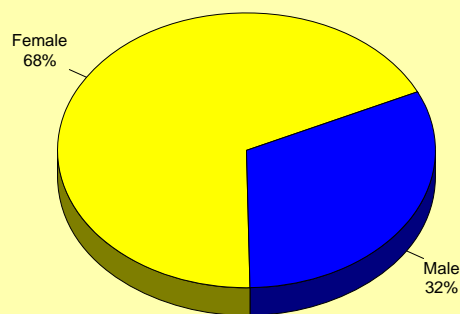


- ✓ **Demographics**
  - gender
  - age
  - education level
  - primary language
  - age of people in household
  - Internet access
  - annual household income
- ✓ **Current use**
  - how often
  - purposes
  - library card
  - barriers to use
  - preferred ways to learn about library services
- ✓ **CATS use and satisfaction**
- ✓ **Satisfaction with current library services**
- ✓ **Future priorities**
  - Most important services
  - E-readers and e-books
  - Principal roles
  - Priority for proposed improved/new services
  - Overall importance of the library to the future of household and community

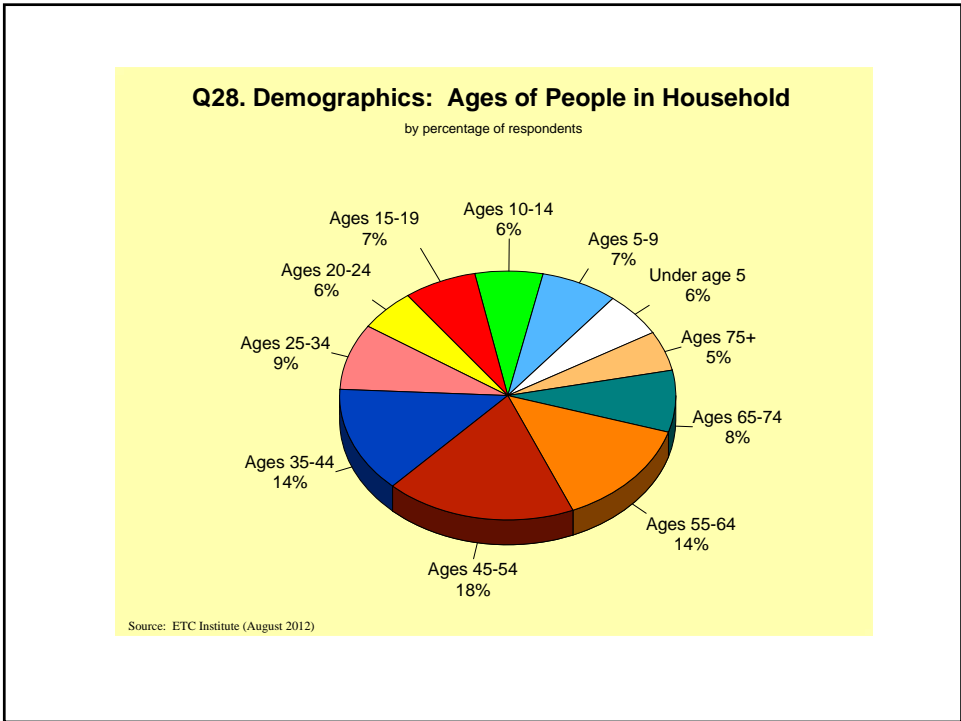
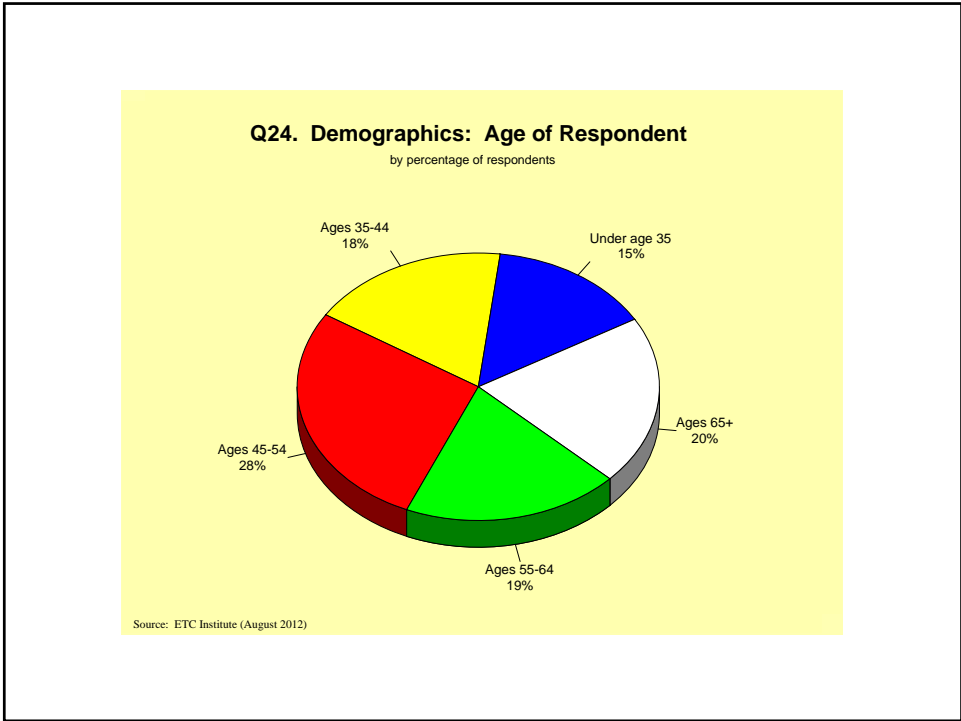
2012 Community Survey: Overview

### Q23. Demographics: Gender

by percentage of respondents

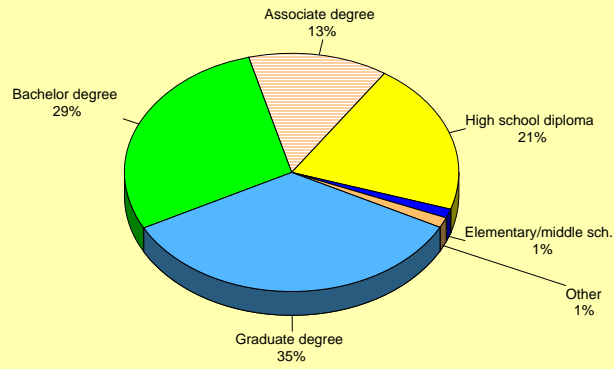


Source: ETC Institute (August 2012)



### Q25. Demographics: Respondent's Highest Education Level

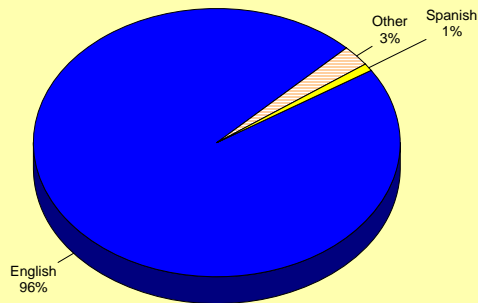
by percentage of respondents



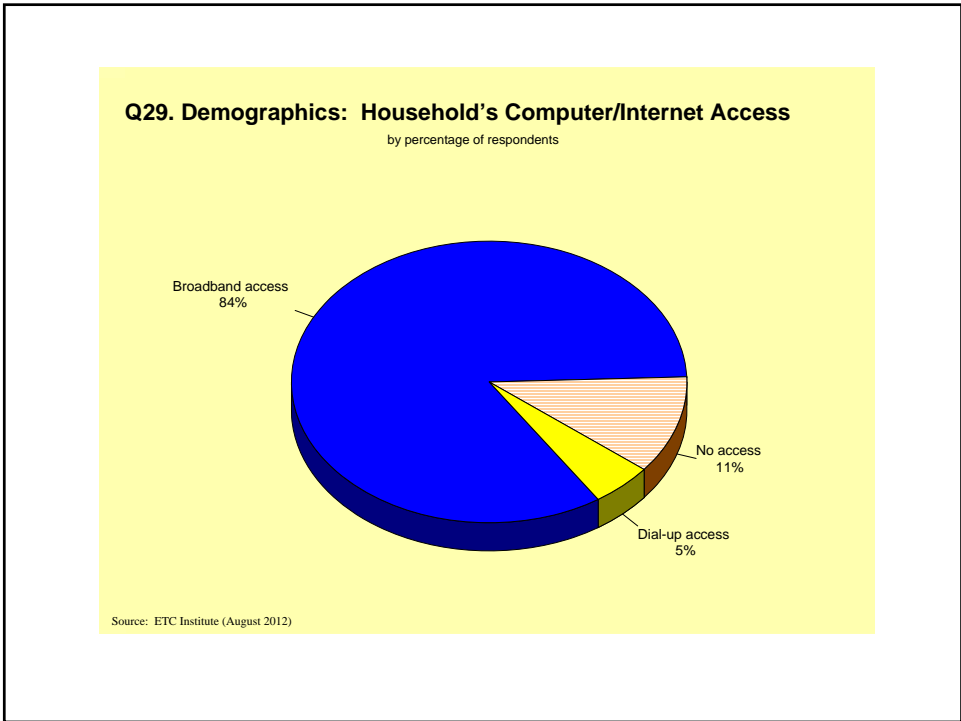
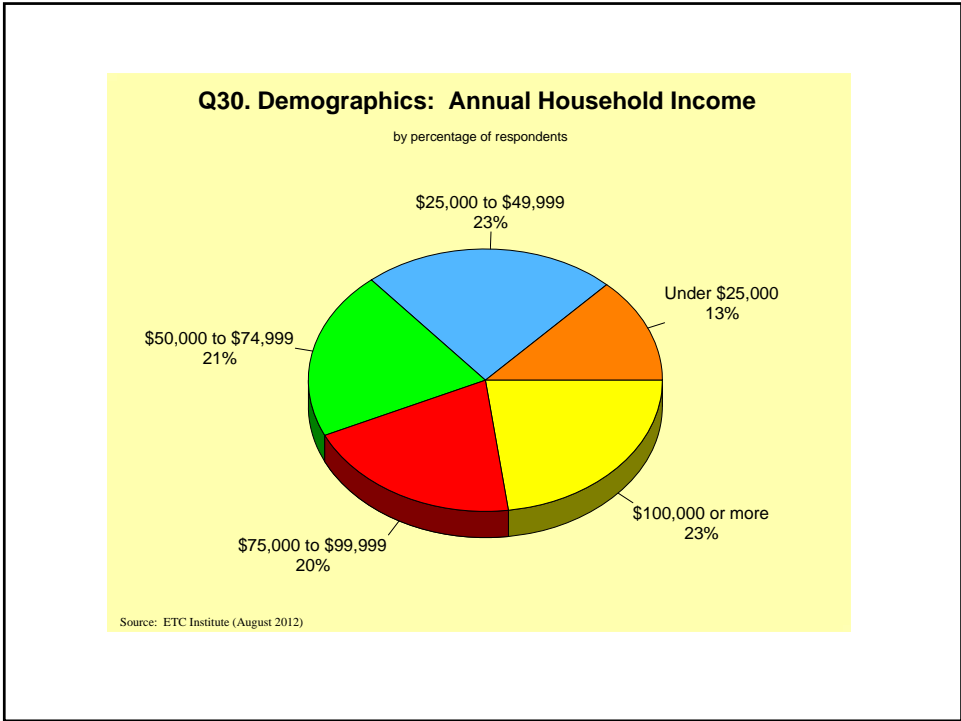
Source: ETC Institute (August 2012)

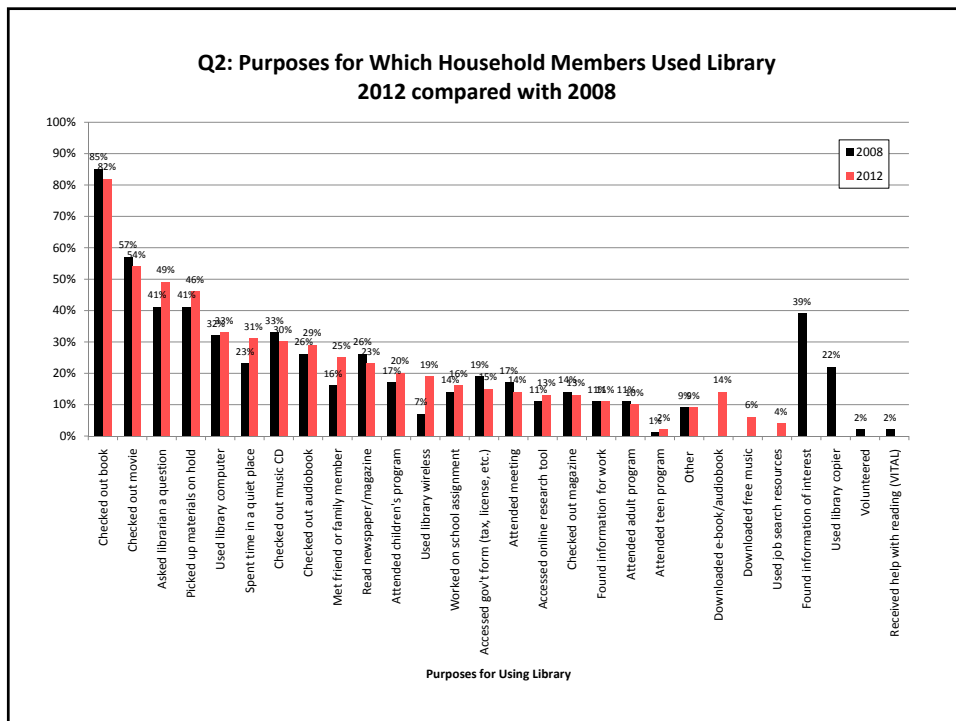
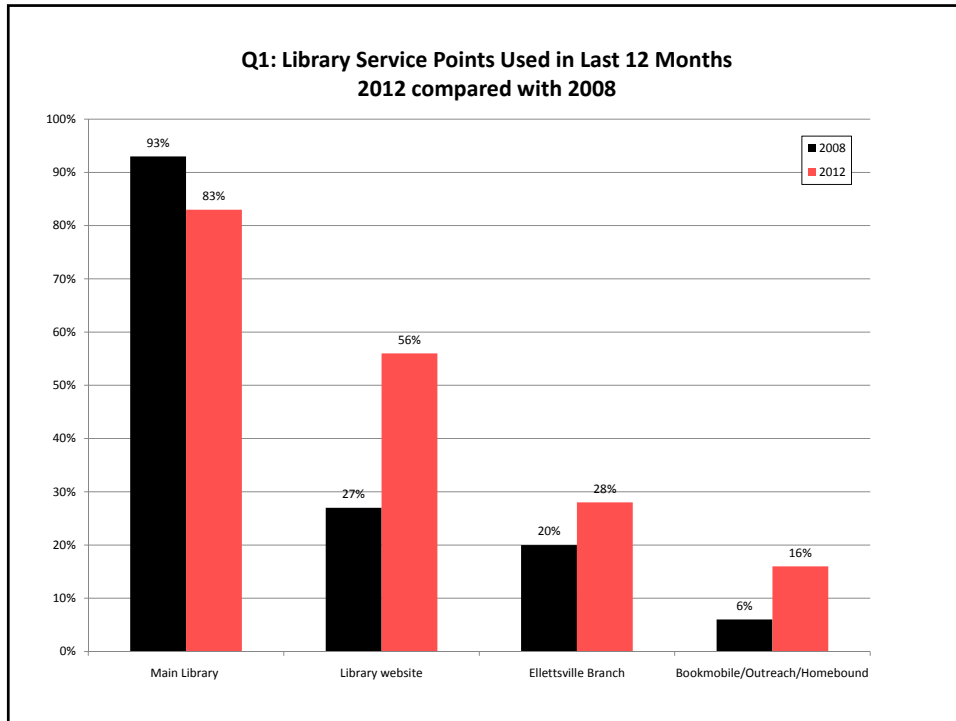
### Q27. Demographics: Primary Language Spoken in the Home

by percentage of respondents



Source: ETC Institute (August 2012)

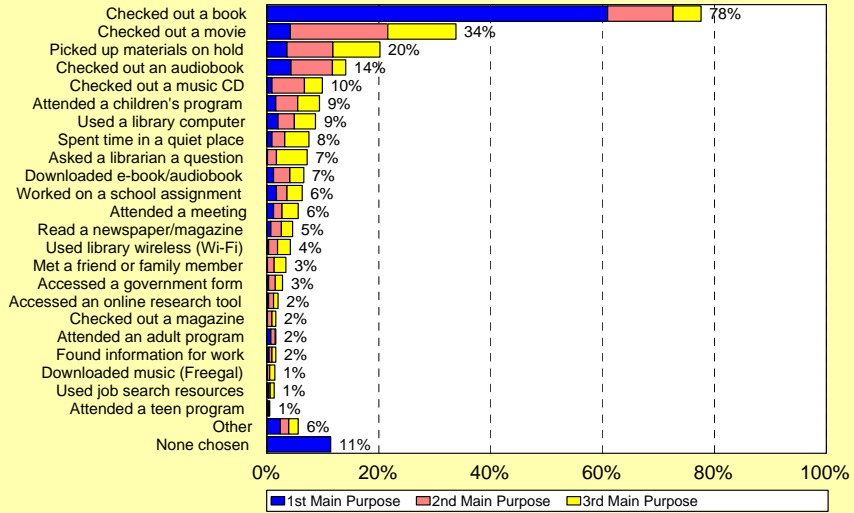






### Q3. THREE Main Purposes For Which Households Used the Library Over the Past 12 Months

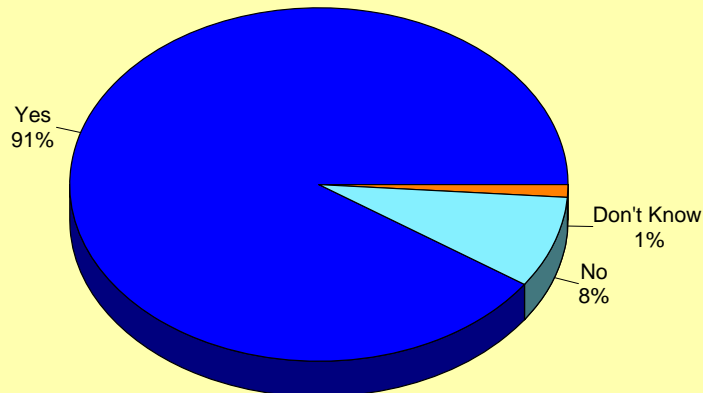
by percentage of respondents who selected the item as one of their top three choices



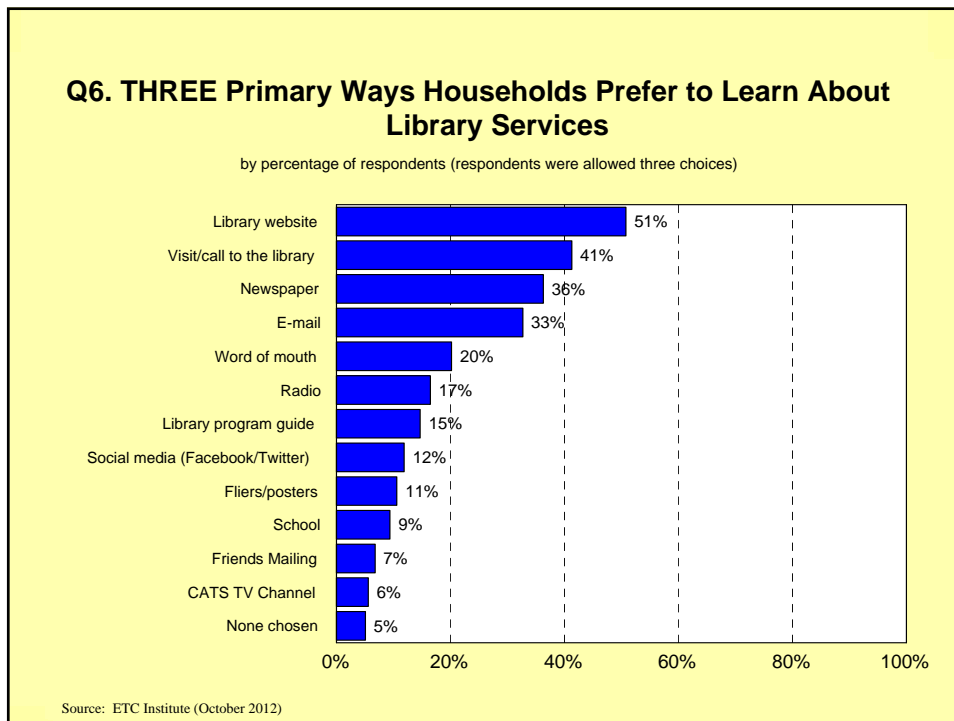
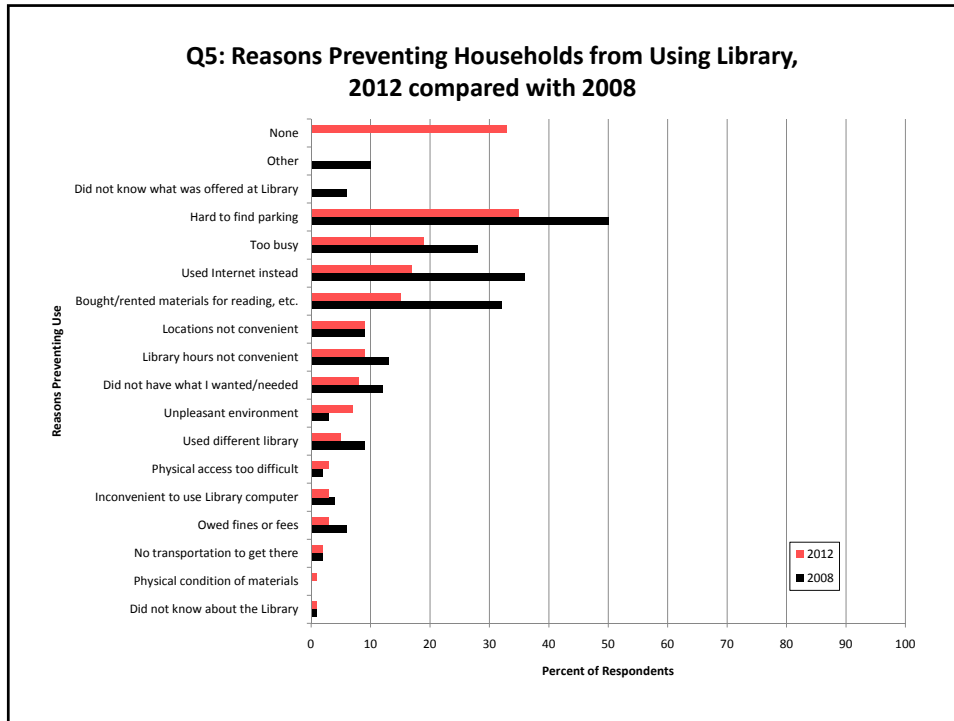
Source: ETC Institute (October 2012)

### Q4. Do Members of the Household Have a Library Card for the Monroe County Public Library?

by percentage of respondents

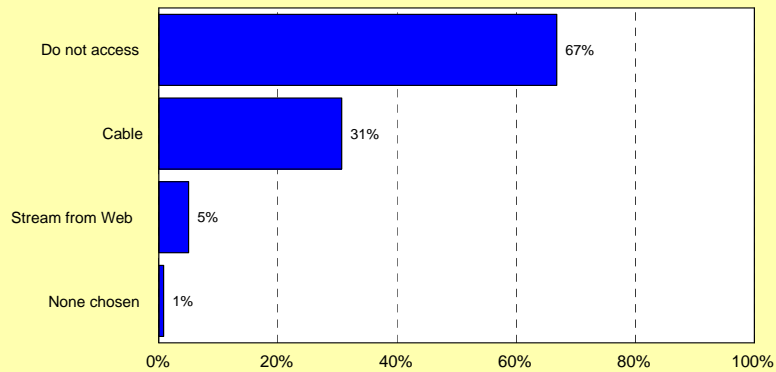


Source: ETC Institute (October 2012)



### Q7. ALL Ways Households Accessed Community Access Television Services (CATS) in the Last 12 Months

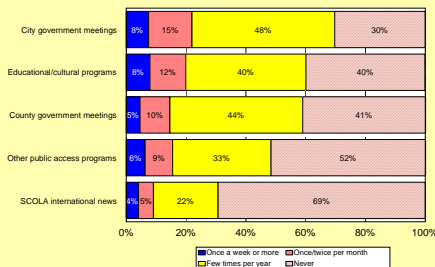
by percentage of respondents (multiple choices could be made)



Source: ETC Institute (October 2012)

### Q8. How Often Households Have Used Various Community Access Television Services (CATS) in the Past 12 Months

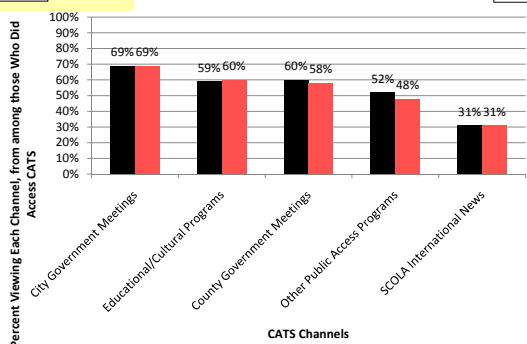
by percentage of respondents

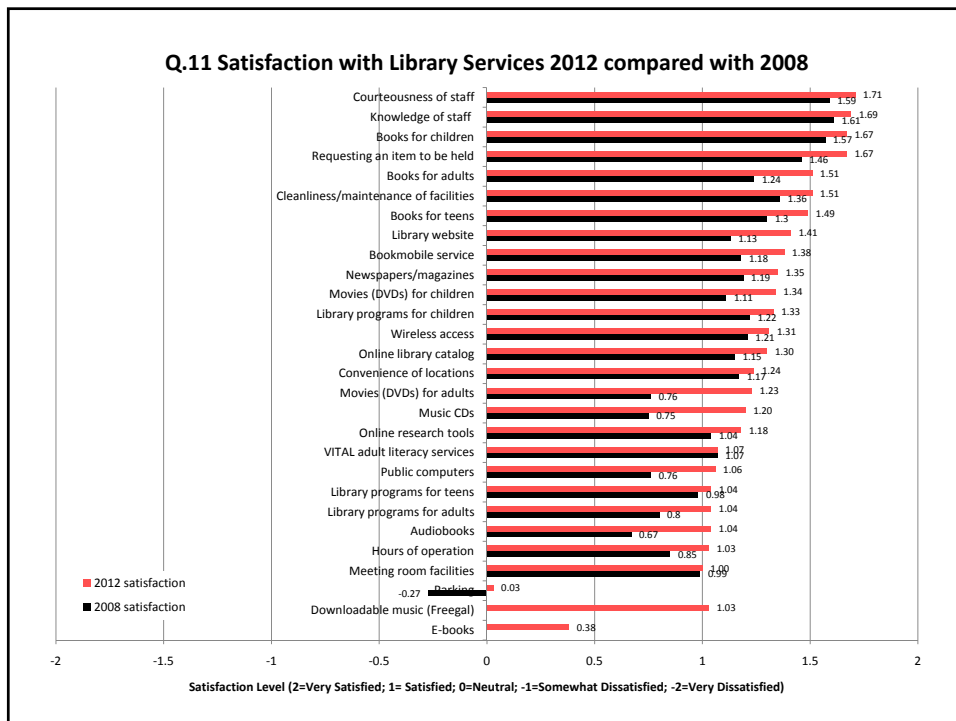
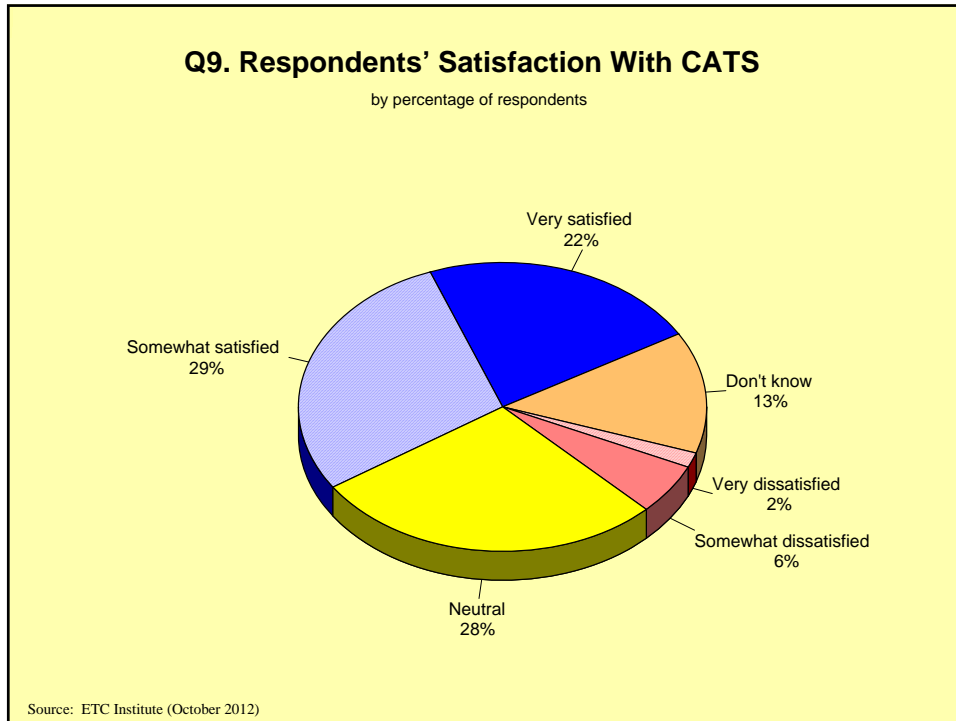


Source: ETC Institute (October 2012)

### Q8: Households Viewing CATS in Past 12 Months

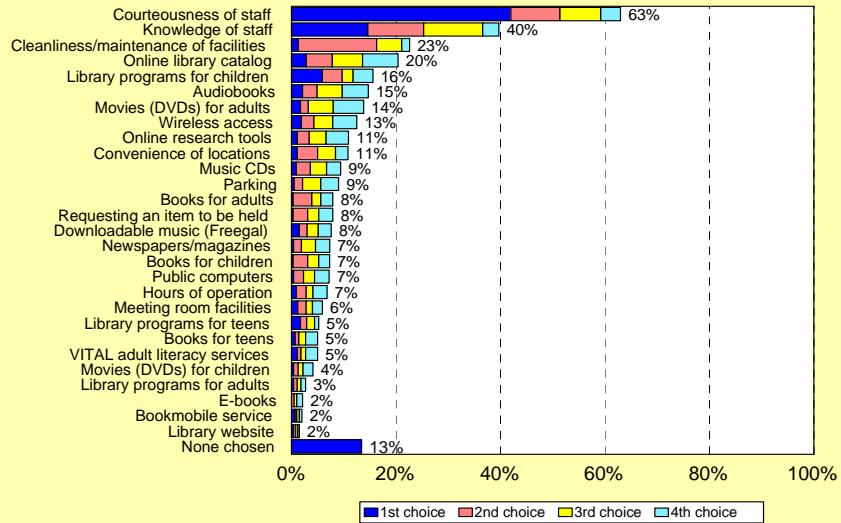
2012 compared with 2008





### Q12. FOUR Services Households Feel Are Most Important for the Library to Provide

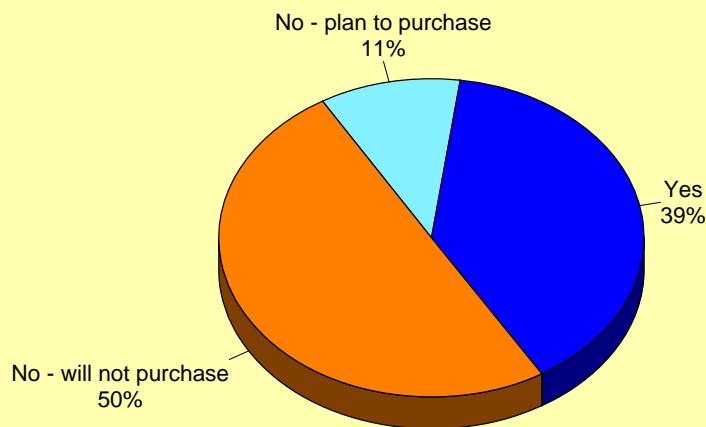
by percentage of respondents who selected the item as one of their top four choices



Source: ETC Institute (October 2012)

### Q13. Does Respondent Own an E-Reader?

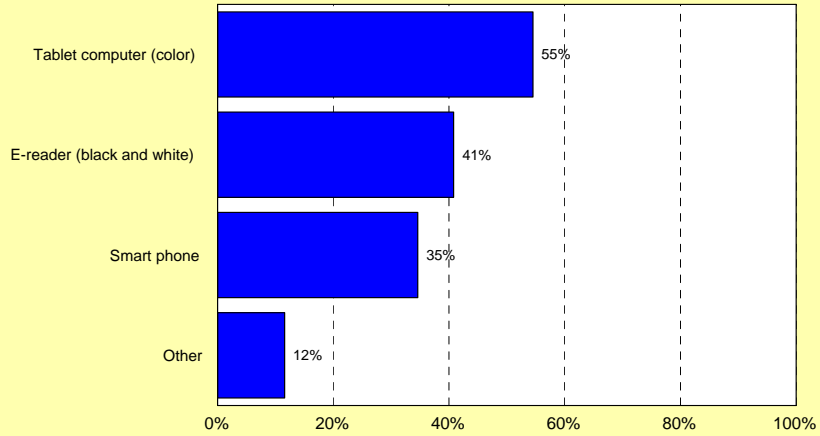
by percentage of respondents



Source: ETC Institute (October 2012)

### Q13a. What Type of E-Reader Does Respondent Own?

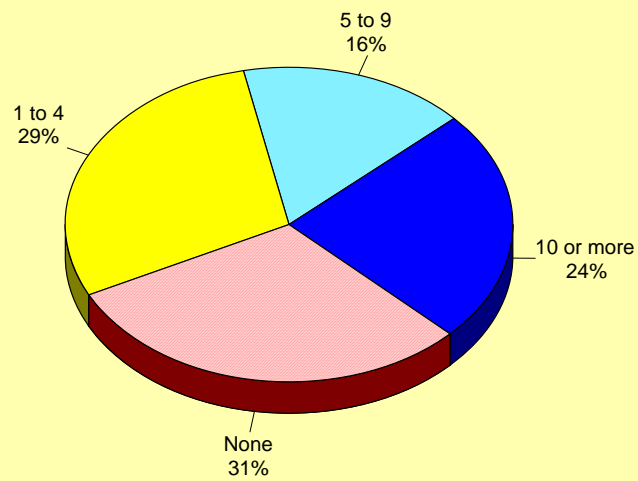
by percentage of respondents who answered "yes" to Question 13 (multiple choices could be made)



Source: ETC Institute (October 2012)

### Q14. Number of E-Books Respondent Has Purchased From Retail Outlets in the Past 12 Months

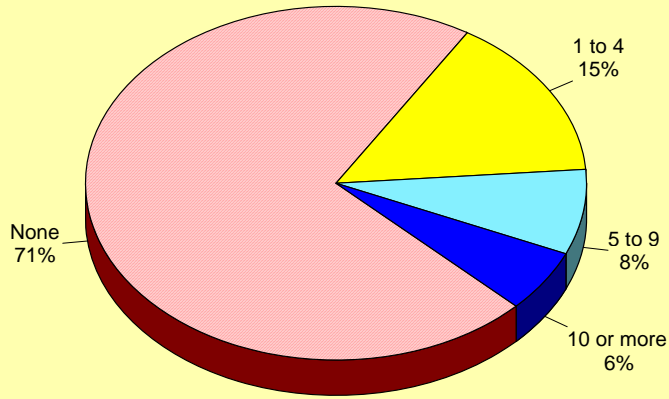
by percentage of respondents



Source: ETC Institute (October 2012)

### Q15. Number of E-Books Respondent Has Downloaded From the Library in the Past 12 Months

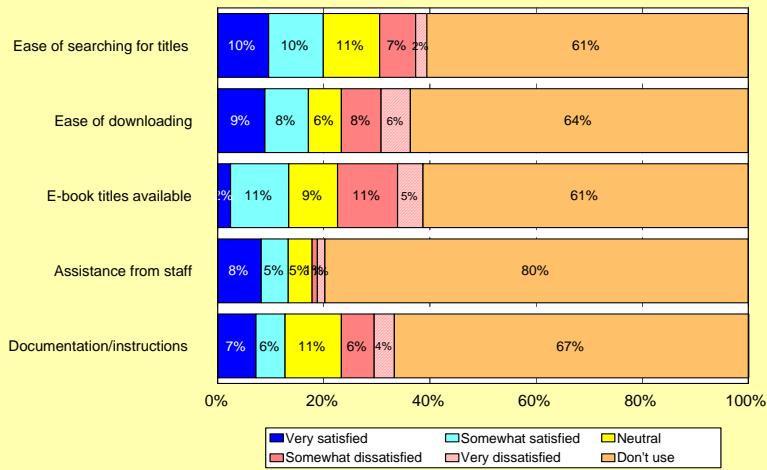
by percentage of respondents



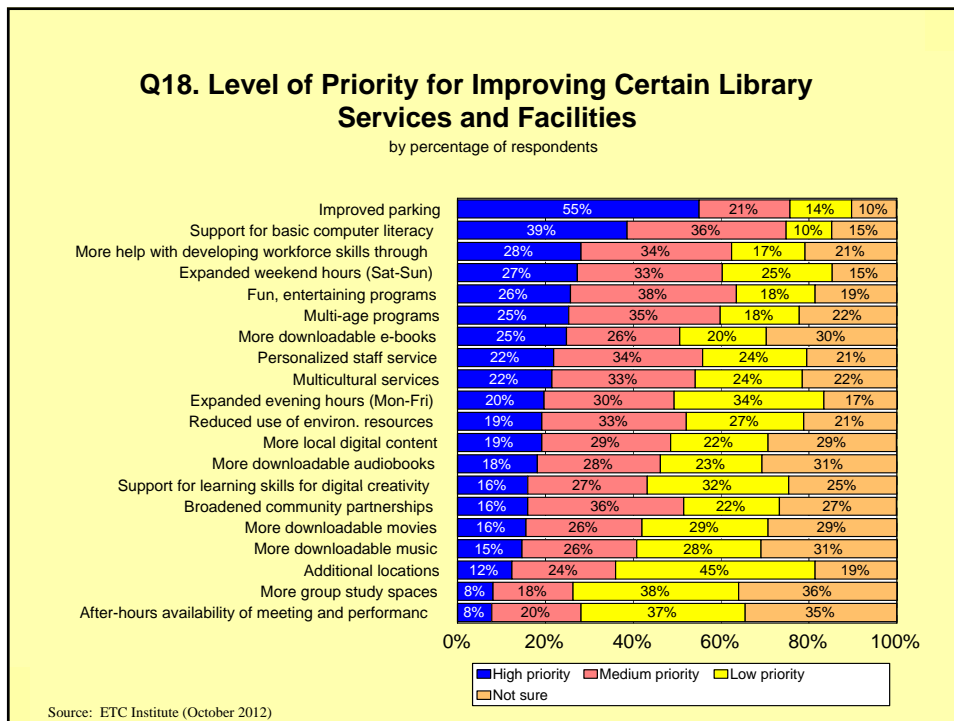
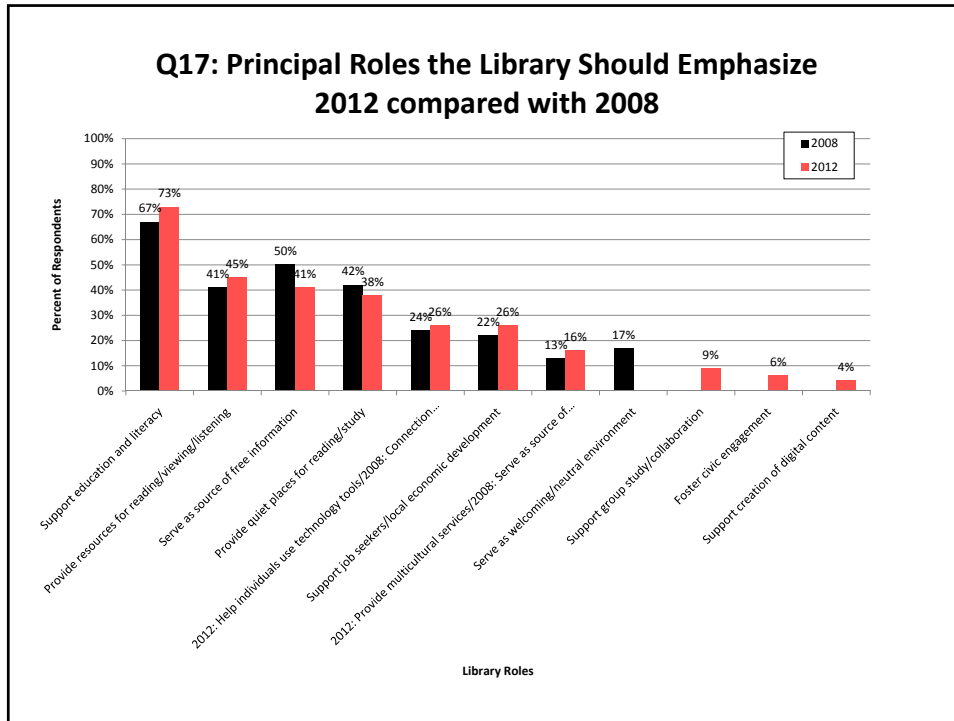
Source: ETC Institute (October 2012)

### Q16. Satisfaction With Various E-Book Services

by percentage of respondents



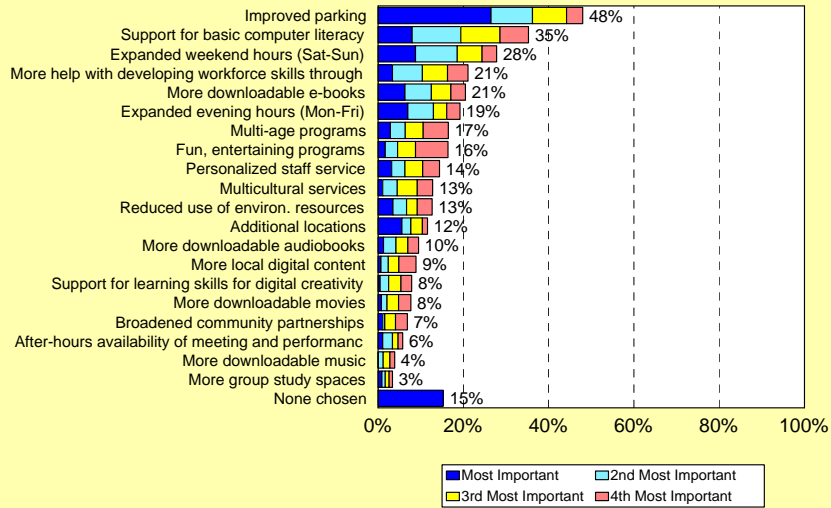
Source: ETC Institute (October 2012)





### Q19. FOUR Actions That Respondents Feel Are Most Important For the Library to Provide

by percentage of respondents who selected the item as one of their top four choices



Source: ETC Institute (October 2012)

### Q20: Importance of Library to Respondent and Members of Household

