

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

Wednesday, January 21, 2015

Library Auditorium

Immediately following the Board of Finance at 5:00 p.m.

AGENDA

1. Call to Order –Valerie Merriam, President
2. Consent Agenda – action item – Sara Laughlin
 - a. Minutes of December 17, 2014 Board Meeting (page 1-11)
 - b. Minutes of January 14, 2015 Work Session (page 12-18)
 - c. Monthly Bills for Payment (page 19-23)
 - d. Monthly Financial Report (page 24-54)
 - e. Personnel Report (page 55-63)
 - f. 2014 Board Meetings Calendar (page 64)
3. Director’s Monthly Report (page 65-80) and Quarterly Performance Report (page 81-82) – Sara Laughlin, Director
4. Old Business
 - a. CATS Contracts-City of Bloomington: CATS Funding Agreement, Public Educational Governmental Programming Agreement, and Digital Underground Fiber Agreement (page 83-96) – action item – Michael White
 - b. Renovation Update – Marilyn Wood
5. New Business – action items
 - a. Resolution to Encumber 2014 Balances (page 97-99) – Gary Lettelleir
 - b. Resolution to Request Advance Tax Draws (page 100) – Gary Lettelleir
 - c. Internet and Computer Use Policy (page 101-103) – Ned Baugh
 - d. Study Room Use Policy (page 104-105) – Sara Laughlin
 - e. Recommendation to Adjust Salary Schedule (page 106) – Sara Laughlin
 - f. 2015 Slate of Officers (page 107) (for action at February 2015 meeting) – Valerie Merriam
6. Public Comment
7. Adjournment

View the Board Packet on the Library’s website:

<http://mcpl.info/library-trustees/meetings>

MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Wednesday, December 17, 2014
Meeting Room 1B
5:45 pm

Present:

David Ferguson, Kari Isaacson, Valerie Merriam, Hans-Otto Meyer, Melissa Pogue, Fred Risinger, and John Walsh.

Staff Attendance: Michael Hoerger, Sara Laughlin, Gary Lettelleir, Sue Sater, Bara Swinson, Kyle Wickemeyer-Hardy, Michael White, Marilyn Wood, and CATS staff.

Others in Attendance:

Tom Bunger.

Call to Order

President Valerie Merriam called the meeting to order at 5:47 pm in Meeting Room 1B.

The Board introduced themselves and announced the book they were currently reading.

Consent Agenda

Valerie asked for a motion to approve the consent agenda. Kari moved to accept the consent agenda. John seconded.

Valerie requested a correction on page 13, (paragraph 3; first sentence) of the December 10 work session minutes. The word “rules” needs to be replaced with the word “renewals”.

Valerie reported she asked Gary about a check number with the amount 0. Gary explained that he asked for this to check to be withdrawn because the Library was changing security services.

Sara noted that the Board calendar in the packet reflects 2015 meeting dates. She moved the March date from 18 to 25 to skip spring break week. She will add the schedule for department updates. Valerie announced that the Board will meet at 5:00pm on January 21, in the Auditorium, which will be followed by the State of the Library address by Sara and Marilyn.

There were no other comments or questions on the consent agenda. The motion passed unanimously.

Director's Monthly Report

Sara Laughlin presented the Director's monthly report. She apologized that the date on the Director's report is incorrect. The report includes the numbers for November 2014 and not February 2013.

Sara reported that November was another busy month, with special programming during the week of the Thanksgiving when schools were out. Activities quiet down a bit in December as people get ready for the holidays, but will pick back up in January

John asked if we would see more traffic on Saturdays when there is free parking downtown between Thanksgiving and New Years. Sara responded she will check, but it usually depends on the weather. John also asked what we have noticed since we switched weekend hours. Sara said during the first week there was a substantial increase on Sunday, but by the second week it slipped back and was a little more than before but not startlingly larger. The first week was also the Friends clearance sale weekend, which probably accounted for the large attendance. Sara added that we still have strong attendance on Sundays, and free parking has some impact on that.

Sara asked Bara Swinson, circulation manager, who was in the audience, if she had anything to add. Bara stated that attendance is high from 12:00-1:00; usage is still low from 5:00-6:00 on Saturdays and Sundays. Bara said she also noticed attendance also drops after 7:00 on weekdays, in large part due to parking enforcement.

Hans asked Sara to explain the decline in catalog page views over the last two years shown on page 71.. Sara responded she and web administrator Paula Gray-Overtoom have studied the data to try to find an explanation for the drop, but hasn't found a satisfactory explanation. She speculated it had something to do with the new website design and counting in a different way. We haven't changed anything else, and are using the same software and the same analytics reporting service.

John asked if we switched to Google Analytics at that point, or did something in Google Analytics change. Sara responded we began using it when the website launched in April 2012.

Discussion followed on the graphs, measuring traffic, and page views.

David commented stated every time someone logs on to one of Library's public computers, it would show a page view of the home page. This may be creating a lot of hits. David noticed the

number of public computing session has gone down too. Sara responded that more and more people are bringing their own devices and using the Library's wireless environment, rather than logging on to a public computer. New wireless environment is almost complete and the Library should be able to get activity counts soon. Valerie added that, at certain times in the day when response time is slower, she can tell many people are on using wireless. David replied that would be a great number to track too.

Valerie brought attention to the partnership with the local Veterans Affairs Chapter, Vocation Rehabilitation and Employment, through which the library has a part-time intern for six months. Bara replied the Veterans Affairs office contacted the Library about the re-entry program through which veterans can gain job skills before returning to school. It is funded through Veterans Affairs. He is beginning with shelving and will be working with Elizabeth Gray on a veteran's book group.

Valerie stated that she, Marilyn, Gary, and Sara attended the exit conference for the library audit. There were no comments on the audit, which meant it were perfect. This is highly unusual. Valerie commended Gary Lettelleir and Suzanne Kern for their work. Valerie added that it is important, as we move forward to purchasing a new bond, to have this kind of financial record of our library.

Old Business

Renovation Update

Marilyn Wood reported the work in the teen center, the digital creativity center, and the third floor offices for Information Systems and Collections Services have moved forward as planned. The third floor is nearing completion. Carpet paint, and ceiling tiles are installed, and contractors are finishing minor details. Furniture will be installed on December 29. In early January, the Collection Services staff, the IS staff, and the Communication and Marketing staff will move into the new space.

Furniture for the new meeting rooms will be delivered on January 8. Tentatively, new meeting and study rooms will open to the public on February 1.

Contractors are on schedule for completion of all spaces by the end of January. The furniture is scheduled to arrive the weeks of January 25 and February 2 for the Teen and Digital Creativity Center. We do not have an opening date yet.

Marilyn reported she has one change order for \$693 for additional light fixtures on the third floor. She is expecting two others: one for flooring in the Bookstore storage area and one for aligning bulk head heights in the Teen Center.

Valerie asked if the dates Marilyn gave of furniture delivery are firm. Marilyn replied they are confirmed dates and we have scheduled times for them to unpack and set up furniture in the Information Systems office. Then they will dismantle the office furniture Collection Services is currently using and move and reassemble it, along with pieces in storage.

New Business

2015 Holiday Schedule, 2015 Pay Schedule, 2015 Salary and Wage Schedule

Valerie asked for a motion to accept the resolutions. Kari moved to adopt the holiday schedule, the pay schedule, and the salary and wage schedule. Melissa seconded.

Kyle read the resolution.

Valerie noticed the date at the bottom of the Salary and Wage Schedule said December 17, 2015, and asked if this had been changed to 2014. Kyle responded yes, it should read 2014. Because she was questioned about it today by a member of the County Council, Valerie asked Kyle to confirm that the Board can vote a salary increase any time that they wish, and that is why the increase will begin with a December pay period. Kyle confirmed that is correct. The first pay of 2015 is January 9, 2015, for hours worked in December 2014. This is the typical pattern, but this year is a bit unusual because the last pay period in the year is completely in December 2014 and the payment happens in 2015.

Valerie asked for clarification that the actual raise starts in December. Kyle responded that is right. Valerie thanked Kyle and said she understood we have done this year after year.

Kyle said there are 26 pay periods. Changing it would actually take away one week of pay for staff at the new rate.

Valerie asked for a vote on the resolution, accepting the 2015 Holiday Schedule, 2015 Pay Schedule, and 2015 Salary and Wage Schedule. The motion passed unanimously.

CATS Contracts (City of Bloomington contract, Monroe County contract, and Town of Ellettsville contract)

Michael White presented the contracts and thanked all the governmental partners of CATS. He recommended approval of the Monroe County and Town of Ellettsville contracts.

He reported that he received the three City contracts at 4:00 pm today and had shared them with Tom during this meeting. Tom was concerned about a paragraph in the City contract about

indemnification. Valerie asked Tom if he was going to ask the Board not to make a motion on the City contract. Tom responded yes.

Tom said the contract is basically as in years past, but the City has added an indemnification clause. He felt some changes were necessary. Tom agreed to contact the City and work with them to resolve the issue and get the contract back to the Board in January.

Sara asked to which of the City contracts Tom was referring. Tom replied it was the digital underground contract, and he recommended that we wait on all the City contracts and approve them at one time.

Hans said he was confused. There are two contracts in the packet, but this conversation did not seem to relate to them. Tom confirmed the two contracts from County and Town in the packet were fine and could be approved. There are three additional contracts from the City, just received two hours before the meeting and not in the packet. He recommended not taking action on those three until January.

Hans also had a question about the written pages in the packet on human rights, and asked what the significance of those were. Tom replied that Valerie raised a concern last week in the work session discussion about whether the entities had policies that stated they would not violate or discriminate against individuals based on sexual orientation. Tom stated that the City and Monroe County do have such policies and they were in the packet.

Valerie stated she appreciated the research and confirmation. Tom responded the staff deserved credit for finding them.

Hans stated the sexual orientation clause is in both contracts in the packet, but it is not in the packet.

Valerie responded that the Monroe County Human rights ordinance shows us that any contract that the County enters into must follow the Monroe County Human rights ordinance, and under its second paragraph 520-2 it includes sexual orientation and gender identity. Hans acknowledged that, but said the document the Board has been asked to sign does not have it in it, nor does it have a reference to that document. Sara also stated that the policies in the packet confirm these units of government have this language in their policy. We will insert similar language in our contract in 2016. Valerie added that she had asked last year for it to be included this year, but by some oversight it wasn't included. Valerie stated having the human rights ordinance makes her feel better about signing the contracts that the County and City have already signed.

Tom said they have signed the document and have taken all their proper authority to create the document. We can insert that language next time, and per Valerie suggesting that we can get some comfort that they have a policy that makes the affirmative statements that we wanted, Tom assured that they do. Hans asked if this would override this contract, and Tom responded it is the policy of Monroe County and they are bound by their policy. We can make reference to it and communicate it with them.

Hans commented that now the Board has been told that it is too late to make any changes, but he asked if it was conceivable that the Trustees get to look at these documents before it is too late to have an opinion. Sara responded yes, we could reverse the order and approve the contracts before sending them to the other organizations to sign. Tom added that could certainly be done, but what we have developed over the years is a practice of a same agreement, then we sign it and move it forward. Tom stated that we have raised an issue with them, and he assured the Board that we will get this issue resolved, and per the Board's wishes, we can change how we go about it.

Valerie stated that she thinks the documents have originated from the County and the City, because they are putting forth the funding. We do not decide on the amount, they are paying the Library to provide a service. It would be hard for us to initiate the process. Sara stated that there is substantial informal conversation, before the contract amounts are included in City, County and Town budgets in the fall. At that point, we or they can generate a contract. Except for the funding amount, there are few changes from year to year. We review the language to look for any unexpected changes and Tom also reviews, as a matter of course.

David asked if the discussion was about the contact on page 99. Tom said it was on the three from the City received today and not in the packet. Sara added that the discussion is also referring to the 2015 Telecommunications Funding Agreement with the County that begins on page 99.

David said when he looked at section 7, it said the Library affirms that it is an equal opportunity employer and will not discriminate, but it is missing the words "sexual orientation". Sara said we will be happy to do add this language in the future. David said the Library is affirming that it doesn't discriminate. If we know that we don't discriminate on that extra basis, we should be comfortable with this year's contract.

Valerie turned back to Michael White and asked him to confirm that he was seeking approval of contracts from the County Council and Town of Ellettsville. Michael responded yes. Sara added that we will bring the City contract back to the Board in January.

John moved to approve the contract with Monroe County and the Town of Ellettsville. Fred seconded. The motion passed unanimously.

2015 Fee Schedule

Valerie asked for a motion to approve the fee schedule. Kari moved. Melissa seconded.

Gary said there has been one change regarding fees since last week's work session. The state has changed the PLAC fee for 2015. It went from \$50 to \$65 starting January 1. At this time, we recommend no changes to the Library's \$60 non-resident card fee. Gary also reminded the Board that last week we talked about the changes on our meeting room 2A that replaced 1A, and we added information on three programs that provide options to patrons to earn credits that can be applied to their overdue fines.

There was no questions or discussion on the fee schedule.

Valerie asked for a call. The motion passed unanimously.

Checkout Policy Revisions

Valerie asked for a motion to approve the revisions. Melissa moved. Kari seconded.

Bara gave a brief update on the Checkout Policy. The largest changes that we are suggesting are the result of our partnership with the schools, and our effort to get library cards to all students who attend schools in Monroe County. The first is a recommendation for changes under the confidentiality section the Board discussed in last week's work session, as there were legitimate concerns. Bara thanked the Board for their concerns about confidentiality, and stated it was a core belief and philosophy of our library service. She called attention to language changes in that section

Hans said he liked the way Bara reacted to the Board's discussion last week. He felt the changes were clear. Kari said it was spelled out clearly and nicely how people could reduce or eliminate fines.

Valerie mentioned the work on the streets around the Library. Bara confirmed we did have some challenges on two cross streets where gas line work was underway. She thanked Library staff who were outdoors directing traffic and collecting returns during the time people didn't have access to the drive-up window.

A second proposed policy change was to incorporate eligibility both for students who live out of the county but attend school in Monroe County. We also proposing to open eligibility for educators who live outside of the county but teach in the county. Bara replied to last week's

question about PLAC users and subscription-card users. Currently there are eight subscription-card holders and 342 PLAC users. Sara added the 2013 annual report showed we circulated 65,000 items to those individuals.

John asked how we defined a current PLAC patron. Bara responded that the Library's database includes all whose PLAC card expired within the last two years or will expire within the next year. After purchase, the card is good for one year.

John asked if these are PLAC cards that we have sold. Bara responded these are people who used their PLAC card to obtain a Monroe County Library out of county card. They might have purchased the PLAC card here or not, and they might also have cards from other libraries.

Valerie said so they could ostensibly hold more than one out of county card in addition to the PLAC. Bara said yes, that is the purpose. Bara noted we sell PLAC cards to Monroe County residents who work in Indianapolis and want to use an Indianapolis library. Valerie said she thought they used a PLAC card and didn't realize they had to get each individual out of county library card as well. Bara said the PLAC card is similar to a passport: when you get one are eligible to use other libraries, but you must obtain a card in order to be recognized by that library's circulation system.

Dave stated he disagreed with the language in the policy referring to the Library Bill of Rights and the concept of intellectual freedom. He felt the statements made sense in 1939 when they were first adopted by the American Library Association, because libraries curated books and don't have resources that wouldn't be right to let a child check out. He felt the Internet had changed the situation. He felt it was incorrect to say the Library doesn't restrict any patron's use of resources based on their views. If our security officers see someone who is viewing what appears to be child pornography, Dave said he hoped they made viewers stop and escorted them out of the building. That is contrary to the American Library Association's intellectual freedom statements.

Valerie stated that the Internet and Computer Use Policy comes to the Board separately. Dave said he didn't realize the language was in the Checkout Policy too. Dave added that it usually was an issue that would come up as to the internet policy, but it's in this policy in reference to resources. As to checking out physical documents, we curate those, but this language seems to be applied any of our resources and Dave stated that he hoped that wasn't true.

John clarified that patrons were not escorted out because of their views about child pornography but because they were engaged in criminal behavior. Dave said well yes if society disagrees with their views. John said if they had anti-society views on child pornography but were not engaged in the behavior, they wouldn't be escorted out, but if they were engaged in criminal

behavior they would be escorted out. Dave says well it also says we are not going to monitor it, we are not going to restrict it, or do anything by age. It is saying a child is entitled to look at anything that an adult is entitled to look at.

Sara responded that she hasn't memorized these statements and hasn't looked at them recently, but the Council of the American Library Association (the governing board of that body) reviews them regularly. She is certain they have been updated since the first time they were drafted. Dave said it was last updated in 1996, and the inclusion of age was reaffirmed January 23, 1996. Sara said she didn't want to argue; what we are talking about here is check-out. Dave replied that he understood but was surprised these statements were included in the policy. As to those physical materials that are curated by the librarians, Dave stated that he had no objection.

Fred said using a public computer is not checking out. Dave said he understood that, and he doesn't know if we were overbroad by including this here. He hoped we interfered if patrons were doing anything illegal. Sara assured Dave that we were.

Valerie reminded the Board that this will come back around when we review the Internet policy.

Bara continued reviewing other changes in the policy.

Valerie said last week she was very concerned about staff having the perk of not having to pay fines, because she philosophically thought it was not appropriate, but she spoke with Sara, thought about it, and realized that the library was keeping tabs on overdues from staff, and addressed it as a behavioral issue and it was seldom a problem. Valerie said she appreciated that and could let it go.

There were no other questions or concerns. Valerie called for a vote for accepting the policy revision. The motion passed 6-1, with David voting nay.

Department Update

Michael Hoerger, Communications and Marketing manager, presented an overview on the library's use of social media and virtual engagement and of the Communications and Marketing department formed in August 2013.

Valerie said she really likes the "Ask a Librarian" feature on the website and has used it a number of times.

Melissa asked if the library had a blog. Michael responded there are four blogs: a children's blog where children's librarians share book reviews, talk about services, and highlight programs; a

movie and music blog with staff reviews; and an adult services blog; and a general information and answer blog.

Melissa asked if we thought about having online book studies via Facebook or Twitter. Michael responded yes, and explained that we have a working group with people from all departments who meet monthly to plan the different things we are going to post on Facebook and make sure we are covering services from across the system. We are currently with Adult Services staff to encourage patrons to read a book a month with us. We are hoping that will evolve into a conversation about books. We also do a reader's advisory on Facebook once a month, where we invite people to tell us what kind of books they are interested in or books they have just read. We reply with new books they might like to try. On another day once a month we do audio and video advisory.

Melissa asked about Twitter. Michael responded that Twitter hasn't lifted off as much. We currently have about 500 followers and are still trying to build that group. Our engagement tends to be more with other area organizations that are cross-promoting programs. Michael stated he would like to see librarians become more engaged with their own professional Twitter accounts and using them to address questions or becoming part of larger community conversations and chiming in with answers.

Valerie asked how a Facebook book group would operate. Michael replied that we are working on that, and he would say there is a big challenge. We have an organizational account on Facebook with approximately 1,700 people who "liked" the Library and want to hear about us. Facebook uses a proprietary algorithm to determine how often and who will get posts. When we write a post, it doesn't go to the entire 1,700 people; it goes to about 20 or 25% of them. When it gets to about 30%, Michael receives an e-mail from Facebook asking him to spend money to share our posts with more people who have already indicated an interest. We continue to focus on providing good content. Even big corporations haven't figured out to beat the algorithm and reach everyone. Facebook wants users' news feed to be popular with a variety of things, and even though we aren't advertising anything, he believes they see us as businesses.

Valerie asked if Facebook stops sharing at 30% if we don't pay in. Michael responded no, some posts will go over that percentage if everyone's liking them. For example, Michael said when we announced Marilyn's selection as director on Facebook, 1,900 people saw that post. Michael if people follow us on Twitter, they see everything. Twitter doesn't curate our newsfeed without our knowledge or participation. Valerie asked Michael if she joined the Library's Twitter feed, if she would see all library tweets. Michael replied yes.

Melissa asked if we are going to move to Instagram. Michael said yes, we will launch it with our new Teen Space. We have a Flickr account, and use it mostly for internal purposes, but the

public could view it. You can link to it through our web page. Valerie asked Michael to explain what Flickr is. Michael replied that it is an online photo sharing. Most people use it to store their own photos, but people can share them. Michael is working on a policy and best practices for using Flickr.

He reported that we also have expressed interest in using Pinterest, as a way to share books. He said generally we are focused on creating good content. We want our staff to be good content creators, so it doesn't matter what the social media product is, we will be equipped to excel.

Valerie asked if the library takes recommendations from the public for a daily Facebook post. Michael said posts are produced inside the Library, but we respond to patron's comments and requests. We also get good ideas via Facebook comments, and usually turn those into posts. Valerie said she was just going to make one, because she is amazed at how many of her friends did not realize they could get Consumer Reports online with their library card.

Michael replied people can use the online version of Consumer Reports. The Library also has another service, Zinio, free online magazines to use on your iPad or your computer. You can look through the actual print version of Consumer Reports via Zinio. Valerie said with Zinio, many people can browse a magazine at the same time. Michael added there are no holds and no limits.

There were no other questions or comments, and Valerie thanked Michael for the great update.

Public Comment

There was no public comment.

Valerie wished everyone a Happy Hanukkah, Merry Christmas, Happy New Year, and safe travels for everyone traveling and reminded the Board that the next meeting will be in January 2015.

Adjournment

Valerie asked for a motion to adjourn. John moved. Fred seconded.

The meeting adjourned at 7:01pm.

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES WORK SESSION
Wednesday, January 14, 2015
Meeting Room 1B
5:45 pm**

Present:

David Ferguson, Kari Isaacson, Valerie Merriam, Hans-Otto Meyer, Melissa Pogue, and John Walsh.

Absent: Fred Risinger.

Staff Attendance: Ned Baugh, Michael Hoerger, Sara Laughlin, Gary Lettelleir, Sue Sater, Bara Swinson, Kyle Wickemeyer-Hardy, Michael White, Marilyn Wood, and CATS staff.

Others: Tom Bunger.

Call to Order

President Valerie Merriam called the meeting to order at 5: 45 pm in Meeting Room 1B.

Resolution to Encumber 2014 Balances

Gary Lettelleir stated the resolution would allow the Library to use funds from last year's budget to pay for printing services ordered in December.

Kari wondered why this was necessary, since items were purchased in December. Gary responded that the order was placed after bills were approved in December and therefore will cross fiscal years, so must be encumbered.

Hans asked if it only effected only these two things. Gary responded yes.

Valerie asked if it affected the transfer of funds from one line item to another to make up for those in which we went over. Gary said it could, but this year we would not need to make any transfers, since none of the major categories was overspent. Valerie asked Gary to clarify that no

transfer was necessary if individual lines were overspent within a major category, but the category itself was not. Gary responded that was correct.

Resolution to Request Advance Tax Draws

Gary said this resolution would allow the Library to send a request to the Auditor to request early distribution of June settlement and December property tax settlement amounts.

Valerie asked if we have had to make an early draw in the recent past. Sara replied we can request it, and if they have money sitting there they will sometimes let you have it early. It isn't always a question of need. The June draw is for the six first months of the year. We get our COIT money pretty much monthly, so we are using our cash balance and COIT income until then.

Valerie asked what happened if the County overpays COIT. Sara responded that the COIT payment is set in advance and they distribute 12 equal payments from money collected the year before. Every once in a while they collect more than expected and make an additional payment. That has not happened since 2009.

Internet and Computer Use Policy

Ned Baugh stated that we are not proposing any changes to the current policy.

Hans asked why this policy has to be reviewed annually. Ned replied that the review requirement is included in state law. . Ned stated that if he had to guess a reason, it might be because it is related to (Children's Internet Protection Act) CIPA and federal funding associated with it. Ned added that he would do some research and report back.

Valerie asked for clarification of CIPA for people who might not understand it. Sara replied that the only other policy that requires a regular review is the Board Bylaws which must be reviewed every three years. Ned added that the Internet was more of a novelty when this was originally written.

Hans said this policy may change rapidly enough that it encourages us to look at it frequently to make sure it is still valid. Kari said last year there was a pretty significant amount of staff research and discussion, and the committee looked at it carefully.

Valerie invited Dave to share his concerns about this policy. David asked Ned if he has had incidents where he had to enforce the policy. Valerie distributed information about 2014 library bans. Valerie stated most behavioral issues are caught by security. There have been very few incidences. Valerie added that no parents have complained this past year about inappropriate materials, and there are links on the children's web page to filtered sights.

Valerie added she went to the Indiana Library Association meetings, and they recommended against filtering. David added that some libraries make a distinction between adults and minors using public computers. Valerie responded that they can turn off filters. David said surely in 2015 it will be something that is more automatic.

Sara stated that, in 2015, people have phones and tablets, every child in our schools has access and is are taking iPads home, and she thinks the better approach now is teaching “Internet citizenship.” David wondered if there is any discussion of “whitelisting” for smaller children. Sara replied that the Library’s children’s web page has a link to filtered search engines and information for parents.

Valerie reminded that Board that children are to be in children’s services and they are not to be at the computers upstairs without a parent with them. David asked if we enforce that procedure. Ned responded that it is not a restriction that exists in our children’s services. The children’s department webpage has links that have been curated and that are recommended. Sara added that the Library does not operate “in loco parentis”. We have a policy about unattended children, we have a separate space, but we don’t keep adults out of the children’s room or children out of the adult collection. We try to provide a safe environment.

Valerie stated that she is glad that we do not have many incidents. Sara responded that security and our staff are very well trained to de-escalate incidents. The bans represent a very small portion of the overall discussions with patrons we have, with average attendance of 3,000 a day. Valerie added having “Ask a Librarian on the webpage has been a great assist. If a patron is feeling uncomfortable, he/she can report that to a librarian, and issues will be taken care of.

David stated he was thankful we have security, because it is sad a librarian has to deal with some of the issues that are there. Sara responded it isn’t very obvious, but we do have systems upon systems in place to manage our space, and there are a lot of people working on it and it works very well most days.

Study Room Use Policy

Sara Laughlin put a slightly revised version at each Board members place, which shows the changes suggested by Hans. The main substantive change was to describe exactly which rooms are included in the policy – the two new study rooms on the second floor and the studios in the Digital Creativity Center on the first floor. Not included are the study room in the Teen Space, the two study rooms at Ellettsville, and the two studios in CATS. Ellettsville has managed its study rooms very informally and we didn’t want to impose a new system there without need. We don’t know enough about the Teen Center space and how that will be used yet.

Sara stated that she did not make the changes suggested by Hans in the “Library reserves the right to...” section. We do not move people out of study rooms for any reason except for an emergency, like weather closing or mechanical failure. If we cannot honor a room reservation, we try to work with the patron to find an alternative. If behavior doesn’t meet our behavioral rules, we would certainly intervene in that case, but otherwise we wouldn’t step in.

Valerie asked Sara to describe the study rooms. Sara replied they are small, with a round table and four chairs, a door and window that looks out into the new book area in front of meeting room 2A. We have frequent requests for individuals for study rooms.

John asked if people can reserve them on the spot if they are available. Sara responded yes. We plan to use room reservation software from Evanced. People will be able to make reservations themselves, or with help on the phone or at the information desk, 24 hours in advance. Study rooms will not be locked, but we will also be encouraging people to make reservations. Initially staff will be standing by to help people and encourage them to make reservations, and then they will have a guaranteed two hours.

Kari asked if we have had study rooms before. Sara responded we have study rooms in Ellettsville, but not at the Main Library. They can be used by individuals and reserved 24 hours in advance as opposed to our meeting rooms which can be reserved three months in advance.

Valerie stated that she doesn’t see 24 hours in advance listed in the policy. Sara responded that she will revise that.

Hans requested change on the second page of the policy, which should read “Users of study rooms may not charge...”

Valerie reminded the Board that this policy will be an action item next week.

Recommendation to Adjust Salary Schedule and Update on New Service Model

Sara Laughlin presented the recommendation to revise the Salary Schedule adopted in December 2014. Minimum and maximums would change in new pay grades 1, 2, and 3, in order to remain competitive and to recognize increased expectations of these positions in the new service model.

Valerie asked about impact on the budget. Sara responded that when the Board the insurance package for 2015, it set aside \$29,000 for changes required by a new service model. She estimated that overall cost of the changes in 2015 would be \$65,000, half to come from the insurance savings, the other half from normal turnover and attrition.

Kari asked would someone hired in December at the \$7.66 be bumped to the \$8.25. Sara replied that they have already at \$7.85 as a result of the 2.5% increase granted in December.

Valerie asked when the increases would take effect. Sara replied it would take effect when people actually move into the new jobs in late spring. We will select managers and assistant managers for new positions, then employees will take a strength survey and indicate three preferences. New managers will select employees and begin training, after which, staff will move into new units.

Valerie asked if everyone would move on the same day. Sara responded everyone will move at the same time. We have promised everyone will have a job. Customers won't notice many changes at the points of service because most employees will be in the same places, but we hope to have a broader pool of trained staff who can work at various service points. We are known for our quality customer service now, but we are hoping to ramp it to the next level and to reach out to expand our customers.

Hans asked how the raise amounts were calculated. Sara responded that we started with moving the minimum to \$8.25 to match Indiana University, and adjusted the next two minimums.

HR manager Kyle Wickemeyer-Hardy stated that we wanted to bring wages to the appropriate level for the new levels of responsibilities, make sure that ranges in each pay grade allowed room for growth, and remain within the adopted budget. Kyle also checked with other employers in the community that have similar jobs, and felt confident that the proposed new wages would make the Library competitive.

Sara presented a brief overview of the new service model. She called the Board's attention to the new organization chart. On the Support Team side, there are a few changes in unit titles and two new positions – staff development and writer/copy editor. The biggest change on the Customer Experience side is the creation of three system-wide functional units and four Audience Strategists.

John asked if Audience Strategists would supervise staff. Sara responded that they will not supervise staff, unless they have interns or volunteers for projects. Staff will report to the other three departments. John also asked if they will have access to staff to help with the project. Sara replied yes, through audience teams. For example there will be a children's services team which will involve librarians, information assistants, and strategists.

Valerie asked if the Library had a protocol for interns. Sara responded that we used to have paid interns, but a few years ago decided that we could not afford them. We have had

unpaid interns. Sara added that it is a hope with this new model that we will be able to develop a quality internship program.

Kari asked if current managers would remain managers in some capacity. Sara replied seven managers are involved. In the new model there will be three managers of new units, four audience strategists, and four assistant managers.

Kari asked if staff development and staff training were planned. Sara responded yes. There are ongoing day to day activities that will be shifting from one place to another, and that is a matter of training. There are also new skill sets to be developed.

Kari asked who would be doing the training and development. Sara said we don't know yet, but we are well aware of the need.

Kari stated that this is an impressive document.

Valerie said she could see we had been working on this for over two years. She wondered what the biggest concerns of staff were, how were they alleviated, and how had the union labor responded. Sara responded that Kyle and Marilyn met with the Labor Management Committee yesterday. They were supportive of the new salary schedule and the new model. Some staff have had concerns. All staff attended an initial series at the end of July about paradigms (what paradigm we have and what it might look like if it changed). The "vision" in the model came from those sessions. Managers researched several libraries and developed three options, then had a retreat in October. At the end of the retreat, this model was selected. Managers have worked since then on refining it and addressing staff concerns. We presented the model at five staff sessions in December; nearly all staff were able to attend. Out of those came many questions, which we have answered, including "Will I lose my job?" "Will my salary go up or down?" "Who will my new manager be?" "Who will make a choice of where I will go?" "What will customers see and how will our customer service change?" She believes most staff are onboard. Finally, she, Marilyn, Kyle, and Gary developed the new Wage and Salary Schedule and the strengths assessment and preferences survey.

Kari asked who wrote the strength assessment. Sara responded that Marilyn wrote it. She participated in a similar reorganization at Harvard. She looked at dozens of existing assessments. Ours is based on the our own job overviews and what people will be doing. We will be asking them not only about current knowledge and skills, but what they are interested in doing.

Valerie stated this reflects a lot of work. It is not an action item, so will not be presented next week. Valerie thanked the staff for all their work. Sara assured the Board that Marilyn will keep them informed when new managers and strategists are selected.

Public Comment

There was no public comment.

Valerie announced next week's meeting is at 5:00 in the Auditorium, followed by Sara's State of the Library Address and comments from Marilyn about the future of the library. A reception will follow that in Meeting Room 1B and we invite people to come to that.

Valerie announced that Tony Pizzo has passed at age 93, and stated that he and his wife Patty are longtime supporters of this library, and truly a community figure. Sara added that Patty was also on the Board and President of the Indiana Library Trustee Association for several terms. Valerie said she wanted to send our thoughts to the family at this time.

Valerie also announced next week we need a slate for officers, and she has spoken to officers at this time and all have agreed to serve one more term. If any officer would like to put their name in for a position, you can contact Fred. Valerie stated that she is willing to serve one more year, because she thinks Marilyn deserves some continuity as she takes over.

Sara congratulated Valerie on her re-appointment, and said we haven't heard yet on Fred's re-appointment.

Adjournment

Valerie adjourned the meeting at 6:56pm.

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December 10, 2014 to January 8, 2015

Name	Check Date	Check Amt	
06600 MAINSOURCE CHECKING			
Paid Chk# 001312 4IMPRINT, INC.	12/17/2014	\$443.34	FD/WINTER READING PROGRAM
Paid Chk# 001313 AMERICAN UNITED LIFE INS. CO.	12/17/2014	\$1,385.00	403b TSA-AUL W/H
Paid Chk# 001314 BAKER & TAYLOR BOOKS	12/17/2014	\$610.81	FD/CHILD-BOOK CLUB FOR KIDS
Paid Chk# 001315 BANCTEC INC.	12/17/2014	\$31.83	FOLDER MNTHLY MAINT.
Paid Chk# 001316 BLOOMINGTON BAGEL	12/17/2014	\$272.92	FD/NONPROFIT CENTRAL-FOOD
Paid Chk# 001317 CDW GOVERNMENT, INC.	12/17/2014	\$8,331.78	IS EQUIP, SOFTWARE & SPLS
Paid Chk# 001318 CENTURYLINK	12/17/2014	\$28.73	LONG-DISTANCE CALLS
Paid Chk# 001319 CINTAS CORPORATION	12/17/2014	\$356.08	FIRST-AID SPLS
Paid Chk# 001320 CITY OF BLOOMINGTON	12/17/2014	\$632.00	PARKING GARAGE PERMITS
Paid Chk# 001321 CITY OF BLOOMINGTON UTILITIE	12/17/2014	\$1,441.97	WATER & SEWER
Paid Chk# 001322 COMCAST	12/17/2014	\$14.84	CABLE EQUIP. RENTAL
Paid Chk# 001323 DORIS LYNCH	12/17/2014	\$73.76	FD/ADULT FOOD
Paid Chk# 001324 DUKE ENERGY	12/17/2014	\$28,628.77	ELECTRICITY
Paid Chk# 001325 ELECTRONIC COMMERCE, INC.	12/17/2014	\$2,038.00	PAYROLL SERVICES
Paid Chk# 001326 FREEDOM BUSINESS	12/17/2014	\$189.99	CARTRIDGE
Paid Chk# 001327 GLOBAL GOV/ED SOLUTIONS INC	12/17/2014	\$15,410.00	30 COMPUTERS
Paid Chk# 001328 HFI MECHANICAL CONTRACTOR	12/17/2014	\$80.00	BLDG SERVICES/CERTIFIED BACKFLOW
Paid Chk# 001329 HP PRODUCTS	12/17/2014	\$356.50	CLEANING SPLS
Paid Chk# 001330 INDIANA VOICE AND DATA, INC.	12/17/2014	\$130.00	EQUIP. REPAIR
Paid Chk# 001331 INTERSTATE ALL BATTERY	12/17/2014	\$51.00	IS SPLS
Paid Chk# 001332 MIDWEST PRESORT SERVICE	12/17/2014	\$360.28	POSTAGE SERVICES
Paid Chk# 001333 MR. COPY, INC.	12/17/2014	\$1,537.20	NEW SERVICE MODEL BOOKLETS FOR STAFF
Paid Chk# 001334 NATURE'S WAY, INC.	12/17/2014	\$85.00	BLDG SPLS
Paid Chk# 001335 OCLC, INC.	12/17/2014	\$3,323.67	OCLC MONTHLY USAGE
Paid Chk# 001336 PYGMALION' S ART SUPPLIES	12/17/2014	\$31.80	FD/GRAPHICS-GENERAL SPLS
Paid Chk# 001337 RICOH USA, INC.	12/17/2014	\$15.30	ADMIN. COPIER ADD'L IMAGES
Paid Chk# 001338 STEPHANIE HOLMAN	12/17/2014	\$37.87	FD/ELL-SPLS
Paid Chk# 001339 UNIQUE MANAGEMENT	12/17/2014	\$1,267.88	COLLECTION AGENCY/CIRC
Paid Chk# 001340 WEX BANK	12/17/2014	\$25.46	FUEL
Paid Chk# 001341 WOODS ELECTRICAL	12/17/2014	\$3,300.00	ELL-LIGHT POLE REPAIR/INS. CLAIM
Paid Chk# 001342 YOUR AUTOMATIC DOOR	12/17/2014	\$175.50	INTERIOR SLIDER REPAIR/KIRKWOOD
Paid Chk# 001343 AT&T (IL)	12/18/2014	\$418.62	4 DEDICATED LINES
Paid Chk# 001344 JIM GORDON, INC	12/18/2014	\$87.13	COPIERS' OVERAGE CHARGE
Paid Chk# 001345 MIDWEST PRESORT SERVICE	12/18/2014	\$299.88	POSTAGE SERVICE
Paid Chk# 001346 NAPA AUTO PARTS	12/18/2014	\$59.95	DIESEL EXHAUST FLUID
Paid Chk# 001347 POLARIS USERS GROUP	12/18/2014	\$100.00	2015 DUES
Paid Chk# 001348 QUILL CORPORATION	12/18/2014	\$490.43	OFFICE SPLS
Paid Chk# 001349 VERIZON WIRELESS	12/19/2014	\$120.03	BKM DATA LINES
Paid Chk# 001350 AT&T (IL)	12/23/2014	\$1,211.61	PHONE BILLS
Paid Chk# 001351 GEORGE A. KELLER	12/23/2014	\$150.00	ELEVATOR CONSULTING
Paid Chk# 001352 INDIANAPOLIS STAGE, INC.	12/23/2014	\$4,372.67	RENOVATION/AUDITORIUM
Paid Chk# 001353 RICOH USA, INC.	12/23/2014	\$49.86	VITAL COPIER IMAGES
Paid Chk# 001354 THE MACEXPERIENCE	12/23/2014	\$2,161.84	CATS EQUIP, VIDEO MAT'LS & IS SPLS
Paid Chk# 001355 VECTREN ENERGY DELIVERY	12/23/2014	\$52.71	NATURAL GAS
Paid Chk# 001356 YP	12/23/2014	\$135.00	PHONE LISTINGS
Paid Chk# 001357 ADP, INC.	12/31/2014	\$231.87	BACKGROUND CHECKS
Paid Chk# 001358 AFSCME COUNCIL 62	12/31/2014	\$1,031.81	UNION DUES W/H 12/26/14
Paid Chk# 001359 AMERICAN UNITED LIFE INS. CO.	12/31/2014	\$1,385.00	403b TSA-AUL W/H
Paid Chk# 001360 AT&T MOBILITY	12/31/2014	\$375.00	CELL PHONES
Paid Chk# 001361 CITY OF BLOOMINGTON	12/31/2014	\$632.00	GARAGES/PARKING PERMITS/MNTHLY
Paid Chk# 001362 DEMCO, INC.	12/31/2014	\$1,472.78	DISPLAY ITEMS, CATALOGING & CIRC SPLS
Paid Chk# 001363 DUKE ENERGY	12/31/2014	\$1,701.37	ELECTRICITY
Paid Chk# 001364 ELLETTSVILLE TRUE VALUE	12/31/2014	\$29.49	BLDG SPLS
Paid Chk# 001365 FREEDOM BUSINESS	12/31/2014	\$1,745.91	CARTRIDGES

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December 10, 2014 to January 8, 2015

	Name	Check Date	Check Amt	
Paid Chk#	001366	GLHEC	12/31/2014	\$200.80 GARNISHMENT W/H
Paid Chk#	001367	HAMZA B. KILIC	12/31/2014	\$62.88 REFUND ON LOST ITEMS
Paid Chk#	001368	HP PRODUCTS	12/31/2014	\$497.68 CLEANING SPLS
Paid Chk#	001369	KATE GESSLING	12/31/2014	\$25.65 REFUND ON LOST ITEM
Paid Chk#	001370	KLEINDORFER'S HDWE	12/31/2014	\$78.27 BLDG SPLS
Paid Chk#	001371	METROPOLITAN	12/31/2014	\$1,405.00 FD/CM-BROCHURES
Paid Chk#	001372	MIDWEST PRESORT SERVICE	12/31/2014	\$274.92 POSTAGE SERVICES
Paid Chk#	001373	MONROE COUNTY YMCA	12/31/2014	\$81.24 YMCA DUES W/H
Paid Chk#	001374	B,B & C POW PEST CONTROL,	12/31/2014	\$35.00 PEST CONTROL
Paid Chk#	001375	RICOH USA, INC.	12/31/2014	\$66.16 ADMIN COPIER RENT
Paid Chk#	001376	T.M. WELLS VALUATION SERVICE	12/31/2014	\$2,500.00 FINAL PAYMENT/BLDG. VALUATION
Paid Chk#	001377	UNITED STATES TREASURY	12/31/2014	\$76.00 GARNISHMENT W/H
Paid Chk#	001378	UNITED WAY	12/31/2014	\$96.00 UNITED WAY W/H
Paid Chk#	001379	VECTREN ENERGY DELIVERY	12/31/2014	\$302.66 NATURAL GAS
Paid Chk#	001380	WTIU/WFIU	12/31/2014	\$1,000.00 WTIU/WFIU UNDERWRITING
Paid Chk#	001381	ACTIVATE HEALTHCARE	1/5/2015	\$12,285.55 1ST QTR'15
Paid Chk#	001382	ELLETTSVILLE UTILITIES	1/5/2015	\$226.30 WATER & SEWER
Paid Chk#	001383	MIDWEST PRESORT SERVICE	1/5/2015	\$209.69 POSTAGE SERVICES
Paid Chk#	001384	MONROE COUNTY SOLID WASTE	1/5/2015	\$1,600.00 BLDG.SERVICES
Paid Chk#	001385	MOVIE LICENSING USA	1/5/2015	\$1,083.00 ANNUAL PERFORMANCE SITE LICENSES
Paid Chk#	001386	REPUBLIC SERVICES #694	1/5/2015	\$212.70 TRASH SERVICE
Paid Chk#	001387	SELECT SPORTS OUTFITTERS	1/5/2015	\$5,400.00 REUSEABLE BOOK BAGS
Paid Chk#	001388	SYNCHRONY BANK/AMAZON	1/5/2015	\$4,444.83 NONPRINT
Paid Chk#	001389	A1 LANDSCAPE & HAULING INC.	1/8/2015	\$225.00 SALT APPLICATION
Paid Chk#	001390	BAKER & TAYLOR BOOKS	1/8/2015	\$24,934.69 BOOKS
Paid Chk#	001391	B-TECH LLC	1/8/2015	\$9,588.21 FIRE ALARM MONITORING SERVICES
Paid Chk#	001392	CDW GOVERNMENT, INC.	1/8/2015	\$240.85 PROJECTION SCREEN/VITAL PROGRAM RM
Paid Chk#	001393	CENTER POINT LARGE PRINT	1/8/2015	\$217.50 BOOKS
Paid Chk#	001394	CHRISTI ISON	1/8/2015	\$19.25 REFUND ON DOUBLE PAYMENT
Paid Chk#	001395	CITY DIRECTORIES	1/8/2015	\$570.00 BOOKS
Paid Chk#	001396	ELLETTSVILLE TRUE VALUE	1/8/2015	\$5.38 BLDG SPLS
Paid Chk#	001397	FINDAWAY WORLD, LLC	1/8/2015	\$382.74 NONPRINT
Paid Chk#	001398	FREEDOM BUSINESS	1/8/2015	\$649.95 PRINTER/TEEN-DIGITAL CENTER
Paid Chk#	001399	GALE/CENGAGE LEARNING	1/8/2015	\$3,562.15 DATABASES
Paid Chk#	001400	GE CAPITAL INFORMATION	1/8/2015	\$50.93 MNTHLY VITAL COPIER RENT
Paid Chk#	001401	GENEALOGICAL PUBLISHING	1/8/2015	\$13.45 BOOKS
Paid Chk#	001402	GUARDIAN LIFE INS. CO.	1/8/2015	\$8,792.01 JAN.'15 LIFE INS.
Paid Chk#	001403	HP PRODUCTS	1/8/2015	\$2,096.10 CLEANING SPLS
Paid Chk#	001404	IMAGING OFFICE SYSTEMS, INC.	1/8/2015	\$625.00 MAINT. CONTRACT ON SCANPRO
Paid Chk#	001405	INDIANA STATE LIBRARY	1/8/2015	\$2,450.00 4TH QTR.'14 PLAC
Paid Chk#	001406	INDIANA STATE LIBRARY/ILL	1/8/2015	\$925.00 ILL DELIVERY/JULY'14-JUNE'15
Paid Chk#	001407	INDIANA VOICE AND DATA, INC.	1/8/2015	\$3,997.00 RENOVATION CABLING
Paid Chk#	001408	JIM GORDON, INC	1/8/2015	\$56.83 COPIER OVERAGES
Paid Chk#	001409	LOGISTECH, INC.	1/8/2015	\$422.09 BOOKS
Paid Chk#	001410	LOWE'S	1/8/2015	\$59.80 CLEANING SPLS
Paid Chk#	001411	MASATOMO YONEZU	1/8/2015	\$100.00 FD/CHILD-PROGRAM
Paid Chk#	001412	MATRIX INTEGRATION LLC	1/8/2015	\$306.25 REPAIRS TO SOFTWARE
Paid Chk#	001413	MIDWEST TAPE	1/8/2015	\$12,257.10 BOOKS & NONPRINT
Paid Chk#	001414	MOLLY JEON	1/8/2015	\$100.00 FD/CHILD-PROGRAM
Paid Chk#	001415	NEWSOUND	1/8/2015	\$14.03 NONPRINT
Paid Chk#	001416	PERMACULTURE ACTIVIST	1/8/2015	\$23.00 PERIODICALS
Paid Chk#	001417	QUILL CORPORATION	1/8/2015	\$1,023.35 PAPER
Paid Chk#	001418	RACHEL A. APPLGATE	1/8/2015	\$750.00 FINRA EVALUATION CONSULTING
Paid Chk#	001419	RANDOM HOUSE, LLC	1/8/2015	\$361.90 NONPRINT
Paid Chk#	001420	REGENT BOOK COMPANY	1/8/2015	\$29.46 BOOKS

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December 10, 2014 to January 8, 2015

	Name	Check Date	Check Amt
Paid Chk#	001421 REPORTER-TIMES	1/8/2015	\$238.80 1 YR. SUBSCRIPTION
Paid Chk#	001422 RYAN LIDSTER	1/8/2015	\$100.00 FD/CHILD-PROGRAM
Paid Chk#	001423 SCHINDLER ELEVATOR	1/8/2015	\$2,696.85 ELEVATOR REP. & NEW SMOKE DETECTOR
Paid Chk#	001424 SIERRA CLUB	1/8/2015	\$12.00 PERIODICALS
Paid Chk#	001425 SMITHVILLE COMMUNICATIONS	1/8/2015	\$1,825.00 MNTHLY INTERNET SERVICE
Paid Chk#	001426 SPENCER EVENING WORLD	1/8/2015	\$52.00 1 YR. SUBSCRIPTION
Paid Chk#	001427 TANTOR MEDIA	1/8/2015	\$28.98 NONPRINT
Paid Chk#	001428 THE FOUNDATION CENTER	1/8/2015	\$1,990.00 INDIANA ROOM GIFT/UNITED WAY
Paid Chk#	001429 THE HUNTINGTON NATIONAL	1/8/2015	\$250.00 12/14/14-11/30/15 BOND PAYING FEE
Paid Chk#	001430 THOMSON REUTERS - WEST	1/8/2015	\$474.00 BOOKS
Paid Chk#	001431 WESTON WOODS STUDIOS	1/8/2015	\$29.95 NONPRINT
Paid Chk#	001432 WORLD BOOK, INC.	1/8/2015	\$2,777.00 BOOKS
Paid Chk#	001433 CHASE CARD SERVICES	1/8/2015	\$1,067.83 VARIOUS
Paid Chk#	001434 ELECTRONIC COMMERCE, INC.	1/8/2015	\$2,374.85 PAYROLL SERVICES
Paid Chk#	001435 EVANSVILLE BINDERY, INC.	1/8/2015	\$215.62 BOOK BINDING
Paid Chk#	001436 MIDWEST PRESORT SERVICE	1/8/2015	\$264.66 POSTAGE SERVICE
	Total Checks		\$210,393.13

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
12/10/14 - 01/08/15

MainSource Checking Account/Check Register Total	\$210,393.13
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (Jan. '15)	556.99
Fifth Third Checking-Monthly Service Charge (Dec. '14)	51.75
MainSource Checking-Monthly Service Charge (Jan. '15)	35.00
MainSource Savings Acct. Service Charge ()	0.00
MainSource Checking - CDL4DVD/Paypal - nonprint	49.99
MainSource Checking - YESASIA.COM/Paypal - books	460.70
Add: Payrolls	
Vouchers 12/12/14 Payroll (ECI)	116,291.85
Electronic transfer (ECI) employee/employer taxes	44,417.51
Electronic transfer (ECI) employee "HSA"	2,451.06
Electronic PERF pymt. 12/12/14	18,685.40
Electronic transfer 12/16/14 (TASC) employee "FSA"	296.53
Vouchers 12/26/14 Payroll (ECI)	116,879.51
Electronic transfer (ECI) employee/employer taxes	44,992.91
Electronic transfer (ECI) employee "HSA"	2,451.06
Electronic PERF pymt. 12/29/14	18,697.66
Electronic transfer 12/30/14 (TASC) employee "FSA"	296.53
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$577,007.58

ACCOUNTS PAYABLE VOUCHER

MONROE COUNTY PUBLIC LIBRARY*Address Line 1*303 E KIRKWOOD AVENUE*BLOOMINGTON, IN 47408

<p style="text-align: center;">Payee</p> <p>CHASE CARD SERVICES</p> <p>CARDMEMBER SERVICE</p> <p>PALATINE, IL 60094-4014</p>	<p style="text-align: right;">Claim 25607</p> <p>Purchase Order No. 0</p> <p>Terms</p> <p>Date Due</p>
--	--

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
12/2/2014		E001-005-31700 PAYPAL/CC MNTHLY FEE	\$59.95
12/2/2014		E019-011-21350 TARGET/CHILD-'14 PROGRAM SPLS	\$28.55
12/2/2014		E019-011-21350 HOBBY-LOBBY/CHILD-'14 PROGRAM SPLS	\$22.45
12/4/2014		E019-011-21350 KROGER/CHILD-'14 PROGRAM SPLS	\$22.62
12/4/2014		E019-011-21350 BLGTN HDWR/CHILD '14 PROGRAM SPLS	\$12.69
11/28/2014		E001-019-31500 WUNDERKINDER/MNTHLY SUBSCRIPTION	\$19.96
11/30/2014		E019-007-33200 MAILCHIMP/MNTHLY NEWSLETTER SVC.	\$22.50
12/2/2014		E001-007-22900 BRODART/DISPLAY ITEM	\$125.00
12/11/2014		E001-019-31500 HOOTSUITE/MNTHLY SOCIAL MEDIA FEE	\$9.99
12/11/2014		E001-018-45300 STEP N MOTION/NONPRINT	\$68.91
12/3/2014		E019-010-45300 AMAZON/REFUND ON '14 ITEM	(\$0.02)
12/1/2014		E019-010-45300 AMAZON/ADULT-'14 MOVIE PROGRAM	\$29.90
11/26/2014		E001-019-23000 THEGROMMET/RED HEADFOAMS	\$239.60
12/16/2014		E020-016-31600 DREAMHOST/CATS MNTHLY WEBSITE FEE	\$51.92
11/25/2014		E020-016-44700 AT&T/RE-DID IPHONES PURCH.-SALES TAX	(\$1,818.98)
11/25/2014		E020-016-44700 AT&T/CORRECTED IPHONE5 PURCHASE AMT.	\$1,759.98
12/12/2014		E001-016-21400 BEST BUY/PRINTER INK	\$149.92
12/14/2014		E001-016-21400 BEST BUY/PRINTER INK	\$152.96
12/14/2014		E016-016-21350 AVERS PIZZA/CATS ANNUAL MTG. FOOD	\$109.93
Total			\$1,067.83

VOUCHER NO. 25607 WARRANT NO. 1433

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$1,067.83

\$ \$1,067.83

ON ACCOUNT OF APPROPRIATION FO

COST DITRIBUTION LEDGER CLASSIFICATION
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

Acct. No.	Account Title	Amount
E001-005-31700		\$59.95
E019-011-21350		\$28.55
E019-011-21350		\$22.45
E019-011-21350		\$22.62

Financial Report Comments

Reports as of 12-31-14

Board Meeting Date 1/21/15

Monthly Budget Report:

The actual revenue in the Operating Fund was \$7,747,836 compared to the budgeted revenue of \$7,873,464, an unfavorable variance of \$125,628. The actual Operating Fund expenditures were \$7,510,882 compared to budgeted expenditures of \$8,011,684, a favorable variance of \$500,802. The Operating Fund balance surplus for the year is \$236,955.

The remaining balance of the 1.8 million bond is \$370,078. This will cover technology equipment purchases and the balance will be used to finish the current renovation project.

The LIRF balance is \$1,256,816. The Rainy Day Fund balance is \$1,242,032.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF DECEMBER 31, 2014
TWELVE MONTHS = 100.0%

	2014 DECEMBER	2013 DECEMBER	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	288,404.95	291,420.69	3,848,777.79	3,979,955.67	3,778,610.36	131,177.88	96.7%	3.3%
EMPLOYEE BENEFITS	119,509.90	107,654.79	1,424,309.37	1,554,141.00	1,317,971.74	129,831.63	91.6%	8.4%
OTHER WAGES	0.00	0.00	3,913.49	15,000.00	5,919.21	11,086.51	26.1%	73.9%
TOTAL PERSONNEL SERVICES	<u>407,914.85</u>	<u>399,075.48</u>	<u>5,277,000.65</u>	<u>5,549,096.67</u>	<u>5,102,501.31</u>	<u>272,096.02</u>	<u>95.1%</u>	<u>4.9%</u>
SUPPLIES								
OFFICE SUPPLIES	4,430.93	5,749.38	38,000.82	58,250.00	40,743.90	20,249.18	65.2%	34.8%
OPERATING SUPPLIES	5,635.68	9,966.42	96,590.48	114,400.00	90,090.39	17,809.52	84.4%	15.6%
REPAIR & MAINT. SUPPLIES	1,746.41	1,953.68	17,948.76	27,900.00	21,982.56	9,951.24	64.3%	35.7%
TOTAL SUPPLIES	<u>11,813.02</u>	<u>17,669.48</u>	<u>152,540.06</u>	<u>200,550.00</u>	<u>152,816.85</u>	<u>48,009.94</u>	<u>76.1%</u>	<u>23.9%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	16,023.32	22,255.98	296,240.40	381,937.32	304,816.77	85,696.92	77.6%	22.4%
COMMUNICATION & TRANSPORTATION	4,310.86	4,558.75	51,045.82	89,300.00	56,872.85	38,254.18	57.2%	42.8%
PRINTING & ADVERTISING	1,280.99	425.25	4,731.02	7,700.00	3,187.29	2,968.98	61.4%	38.6%
INSURANCE	0.00	0.00	72,108.00	64,000.00	63,753.00	-8,108.00	112.7%	-12.7%
UTILITIES	33,914.58	28,984.63	358,200.28	326,450.00	325,467.46	-31,750.28	109.7%	-9.7%
REPAIR & MAINTENANCE	1,088.86	480.10	32,526.67	57,200.00	41,949.74	24,673.33	56.9%	43.1%
RENTALS	669.20	130.00	31,437.60	38,200.00	32,024.50	6,762.40	82.3%	17.7%
ELECTRONIC SERVICES	28,396.84	58,131.89	265,069.54	264,053.00	188,275.11	-1,016.54	100.4%	-0.4%
OTHER CHARGES	120.00	17,933.33	10,826.35	14,050.00	222,643.75	3,223.65	77.1%	22.9%
TOTAL OTHER SERVICES & CHARGES	<u>85,804.65</u>	<u>132,899.93</u>	<u>1,122,185.68</u>	<u>1,242,890.32</u>	<u>1,238,990.47</u>	<u>120,704.64</u>	<u>90.3%</u>	<u>9.7%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	416.10	0.00	23,595.77	83,000.00	10,318.28	59,404.23	28.4%	71.6%
OTHER CAPITAL OUTLAY	33,333.93	106,052.53	935,559.58	936,147.00	981,697.69	587.42	99.9%	0.1%
TOTAL CAPITAL OUTLAY	<u>33,750.03</u>	<u>106,052.53</u>	<u>959,155.35</u>	<u>1,019,147.00</u>	<u>992,015.97</u>	<u>59,991.65</u>	<u>94.1%</u>	<u>5.9%</u>
TOTAL OPERATING EXPENDITURES	<u><u>539,282.55</u></u>	<u><u>655,697.42</u></u>	<u><u>7,510,881.74</u></u>	<u><u>8,011,683.99</u></u>	<u><u>7,486,324.60</u></u>	<u><u>500,802.25</u></u>	<u><u>93.7%</u></u>	<u><u>6.3%</u></u>

2013 BUDGET 7,818,019.99
% USED IN 2013 95.8%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF DECEMBER 31, 2014

	2014 DECEMBER	2013 DECEMBER	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	14,405.24	13,635.98	187,268.10	187,268.00	177,267.73	-0.10	100.0%	0.0%
1130 PROFESSIONAL/SUPERVISORS	48,850.34	42,398.86	616,208.27	628,111.73	525,050.94	11,903.46	98.1%	1.9%
1140 PROFESSIONAL ASSISTANTS	89,767.57	93,813.51	1,191,261.81	1,243,966.80	1,238,489.40	52,704.99	95.8%	4.2%
1150 SPECIALISTS & TECHNICIANS	56,242.94	59,721.02	780,042.42	868,268.28	803,589.69	88,225.86	89.8%	10.2%
1160 CLERICAL ASSISTANTS	34,908.49	35,461.05	468,597.58	430,085.63	427,862.56	-38,511.95	109.0%	-9.0%
1170 PAGES	16,501.58	17,906.94	229,229.75	247,000.00	240,786.71	17,770.25	92.8%	7.2%
1190 BUILDING MAINTENANCE	27,728.79	28,483.33	376,169.86	375,255.23	365,563.33	-914.63	100.2%	-0.2%
TOTAL SALARIES	288,404.95	291,420.69	3,848,777.79	3,979,955.67	3,778,610.36	131,177.88	96.7%	3.3%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	17,092.49	17,195.16	228,077.53	245,484.46	222,541.22	17,406.93	92.9%	7.1%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	40,547.32	35,656.28	355,156.85	364,667.22	310,062.06	9,510.37	97.4%	2.6%
12301 ENCUMBERED PERF	0.00	0.00	0.00	0.00	15,335.99	0.00	#DIV/0!	#DIV/0!
1235 EMPLOYEE/PERF	10,998.54	10,696.80	95,406.66	97,678.73	93,018.25	2,272.07	97.7%	2.3%
1240 EMPLOYER CONT/INSURANCE	46,874.18	40,085.21	692,327.63	778,898.82	624,968.37	86,571.19	88.9%	11.1%
1250 EMPLOYER CONT/MEDICARE	3,997.37	4,021.34	53,340.70	57,411.77	52,045.85	4,071.07	92.9%	7.1%
TOTAL EMPLOYEE BENEFITS	119,509.90	107,654.79	1,424,309.37	1,554,141.00	1,317,971.74	129,831.63	91.6%	8.4%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	2,554.77	5,000.00	1,782.46	2,445.23	51.1%	48.9%
1180 TEMPORARY STAFF	0.00	0.00	1,358.72	10,000.00	4,136.75	8,641.28	13.6%	86.4%
TOTAL OTHER WAGES	0.00	0.00	3,913.49	15,000.00	5,919.21	11,086.51	26.1%	73.9%
TOTAL PERSONNEL SERVICES	407,914.85	399,075.48	5,277,000.65	5,549,096.67	5,102,501.31	272,096.02	95.1%	4.9%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	168.22	908.25	1,100.00	1,208.43	191.75	82.6%	17.4%
2120 STATIONERY & PRINTING	0.00	0.00	72.70	1,100.00	130.65	1,027.30	6.6%	93.4%
2130 OFFICE SUPPLIES	490.43	436.32	6,496.10	13,650.00	6,579.91	7,153.90	47.6%	52.4%
2135 GENERAL SUPPLIES	0.00	175.00	105.69	0.00	317.79	-105.69	#DIV/0!	#DIV/0!
2140 DUPLICATING	3,940.50	4,969.84	30,218.08	42,400.00	32,507.12	12,181.92	71.3%	28.7%
2150 PROMOTIONAL MATERIALS	0.00	0.00	200.00	0.00	0.00	-200.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	4,430.93	5,749.38	38,000.82	58,250.00	40,743.90	20,249.18	65.2%	34.8%

*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF DECEMBER 31, 2014

	2014 DECEMBER	2013 DECEMBER	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	879.74	2,925.97	38,429.41	38,200.00	33,825.53	-229.41	100.6%	-0.6%
2220 FUEL, OIL, & LUBRICANTS	669.57	634.04	8,076.85	10,000.00	7,941.13	1,923.15	80.8%	19.2%
2230 CATALOGING SUPPLIES-BOOKS	123.44	997.19	4,346.48	7,000.00	5,722.50	2,653.52	62.1%	37.9%
2240 A/V SUPPLIES-CATALOGING	893.57	4,058.05	3,966.02	9,500.00	6,054.95	5,533.98	41.7%	58.3%
2250 CIRCULATION SUPPLIES	317.96	27.90	27,130.71	33,900.00	28,025.82	6,769.29	80.0%	20.0%
2260 LIGHT BULBS	1,579.56	1,323.27	10,573.17	7,200.00	5,823.91	-3,373.17	146.8%	-46.8%
2280 UNIFORMS	0.00	0.00	1,837.66	1,900.00	1,282.00	62.34	96.7%	3.3%
2290 DISPLAY/EXHIBIT SUPPLIES	1,171.84	0.00	2,230.18	6,700.00	1,414.55	4,469.82	33.3%	66.7%
TOTAL OPERATING SUPPLIES	5,635.68	9,966.42	96,590.48	114,400.00	90,090.39	17,809.52	84.4%	15.6%
REPAIR & MAINTENANCE SUPPLIES								
2300 IS SUPPLIES	294.07	127.24	2,415.18	6,500.00	4,993.30	4,084.82	37.2%	62.8%
2310 BUILDING MATERIALS & SUPPLIES	1,442.86	1,826.44	15,246.99	21,000.00	16,795.05	5,753.01	72.6%	27.4%
2320 PAINT & PAINTING SUPPLIES	9.48	0.00	286.59	400.00	194.21	113.41	71.6%	28.4%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	1,746.41	1,953.68	17,948.76	27,900.00	21,982.56	9,951.24	64.3%	35.7%
TOTAL SUPPLIES	11,813.02	17,669.48	152,540.06	200,550.00	152,816.85	48,009.94	76.1%	23.9%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3004 MISC. UNAPPROPRIATED	0.00	0.00	10.00	0.00	0.00	-10.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	2,650.00	0.00	12,752.50	13,500.00	11,070.53	747.50	94.5%	5.5%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	30,000.00	0.00	30,000.00	0.0%	100.0%
31201 ENCUM. ENGINEERING/ARCHITECT	0.00	0.00	10,000.00	10,000.00	0.00	0.00	100.0%	0.0%
3130 LEGAL SERVICES	548.47	1,378.69	7,850.91	17,300.00	28,971.36	9,449.09	45.4%	54.6%
3140 BUILDING SERVICES	1,274.28	5,845.35	33,283.20	30,000.00	31,437.54	-3,283.20	110.9%	-10.9%
3150 MAINTENANCE CONTRACTS	1,491.41	3,664.47	116,985.43	144,600.00	120,720.41	27,614.57	80.9%	19.1%
3160 COMPUTER SERVICES (OCLC)	5,148.67	5,127.68	60,247.17	69,637.32	56,154.09	9,390.15	86.5%	13.5%
3170 ADMIN/ACCOUNTING SERVICES	3,642.61	3,599.54	39,289.46	46,900.00	38,719.99	7,610.54	83.8%	16.2%
3175 COLLECTION AGENCY SERVICES	1,267.88	2,640.25	15,821.73	20,000.00	17,742.85	4,178.27	79.1%	20.9%
TOTAL PROFESSIONAL SERVICES	16,023.32	22,255.98	296,240.40	381,937.32	304,816.77	85,696.92	77.6%	22.4%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	2,590.86	2,464.00	28,252.03	32,700.00	31,670.39	4,447.97	86.4%	13.6%
3215 CABLE TV	4.45	4.74	49.57	0.00	52.47	-49.57	#DIV/0!	#DIV/0!
3220 POSTAGE	1,259.62	1,525.81	16,652.11	25,000.00	16,690.72	8,347.89	66.6%	33.4%
3230 TRAVEL EXPENSE	156.93	38.24	3,406.49	10,000.00	508.17	6,593.51	34.1%	65.9%
3240 PROFESSIONAL MTG. (OFF-SITE)	299.00	0.00	1,423.00	10,000.00	272.00	8,577.00	14.2%	85.8%
3250 CONTINUING ED. (ON-SITE)	0.00	500.00	1,246.00	10,000.00	2,910.00	8,754.00	12.5%	87.5%
32501 ENCUMBERED CONTINU. ED.(ON-SITE)	0.00	0.00	0.00	0.00	3,500.00	0.00	#DIV/0!	#DIV/0!
3260 FREIGHT & DELIVERY	0.00	25.96	16.62	1,600.00	1,269.10	1,583.38	1.0%	99.0%
TOTAL COMMUNICATION & TRANSPORTATION	4,310.86	4,558.75	51,045.82	89,300.00	56,872.85	38,254.18	57.2%	42.8%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF DECEMBER 31, 2014

	2014 DECEMBER	2013 DECEMBER	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	1,258.49	59.29	3,400.02	2,700.00	1,534.72	-700.02	125.9%	-25.9%
3320 PRINTING	22.50	365.96	1,331.00	5,000.00	1,652.57	3,669.00	26.6%	73.4%
TOTAL PRINTING & ADVERTISING	1,280.99	425.25	4,731.02	7,700.00	3,187.29	2,968.98	61.4%	38.6%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	450.00	600.00	450.00	150.00	75.0%	25.0%
3420 OTHER INSURANCE	0.00	0.00	71,658.00	63,400.00	63,303.00	-8,258.00	113.0%	-13.0%
TOTAL INSURANCE	0.00	0.00	72,108.00	64,000.00	63,753.00	-8,108.00	112.7%	-12.7%
UTILITIES								
3510 GAS	355.37	413.39	2,624.33	2,750.00	2,630.52	125.67	95.4%	4.6%
3520 ELECTRICITY	31,882.27	27,280.12	334,671.56	296,400.00	298,627.66	-38,271.56	112.9%	-12.9%
3530 WATER	1,676.94	1,291.12	20,904.39	27,300.00	24,209.28	6,395.61	76.6%	23.4%
TOTAL UTILITIES	33,914.58	28,984.63	358,200.28	326,450.00	325,467.46	-31,750.28	109.7%	-9.7%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	883.75	0.00	22,432.73	22,000.00	24,439.31	-432.73	102.0%	-2.0%
3630 OTHER EQUIP/FURNITURE REPAIRS	205.11	256.27	4,167.89	21,200.00	8,189.45	17,032.11	19.7%	80.3%
3640 VEHICLE REPAIR & MAINTENANCE	0.00	223.83	5,186.79	11,000.00	7,995.26	5,813.21	47.2%	52.8%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	0.00	739.26	3,000.00	1,325.72	2,260.74	24.6%	75.4%
TOTAL REPAIR & MAINTENANCE	1,088.86	480.10	32,526.67	57,200.00	41,949.74	24,673.33	56.9%	43.1%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	669.20	130.00	31,437.60	38,200.00	32,024.50	6,762.40	82.3%	17.7%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL RENTALS	669.20	130.00	31,437.60	38,200.00	32,024.50	6,762.40	82.3%	17.7%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	13,480.00	22,101.80	146,331.49	161,917.00	114,987.82	15,585.51	90.4%	9.6%
38460 E-BOOKS SERVICES	14,916.84	36,030.09	118,738.05	102,136.00	73,287.29	-16,602.05	116.3%	-16.3%
TOTAL ELECTRONIC SERVICES	28,396.84	58,131.89	265,069.54	264,053.00	188,275.11	-1,016.54	100.4%	-0.4%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	120.00	100.00	7,671.35	7,550.00	7,200.00	-121.35	101.6%	-1.6%
3920 INTEREST/TEMPORARY LOAN	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0.0%	100.0%
3940 TRANSFER TO LIRF	0.00	17,833.33	0.00	0.00	214,000.00	0.00	#DIV/0!	#DIV/0!
3945 TRANSFER TO ANOTHER FUND (R.DAY)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	0.00	0.00	3,155.00	4,000.00	1,443.75	845.00	78.9%	21.1%
TOTAL OTHER CHARGES	120.00	17,933.33	10,826.35	14,050.00	222,643.75	3,223.65	77.1%	22.9%

TOTAL OTHER SERVICES/CHARGES	85,804.65	132,899.93	1,122,185.68	1,242,890.32	1,238,990.47	120,704.64	90.3%	9.7%
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MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF DECEMBER 31, 2014

	2014 DECEMBER	2013 DECEMBER	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	0.00	1,787.97	10,000.00	6,236.55	8,212.03	17.9%	82.1%
4430 OTHER EQUIPMENT	416.10	0.00	17,278.94	68,000.00	4,081.73	50,721.06	25.4%	74.6%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	4,543.39	5,000.00	0.00	456.61	90.9%	9.1%
4460 IS EQUIPMENT	0.00	0.00	-34.51	0.00	0.00	34.51	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	19.98	0.00	0.00	-19.98	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL FURNITURE & EQUIPMENT	416.10	0.00	23,595.77	83,000.00	10,318.28	59,404.23	28.4%	71.6%
OTHER CAPITAL OUTLAY								
4510 BOOKS	13,380.01	43,564.92	549,041.86	548,250.00	579,425.95	-791.86	100.1%	-0.1%
4520 PERIODICALS & NEWSPAPERS	2,685.40	31,539.97	38,855.53	41,936.00	39,031.93	3,080.47	92.7%	7.3%
4530 NONPRINT MATERIALS	17,268.52	30,947.64	347,662.19	345,961.00	363,239.81	-1,701.19	100.5%	-0.5%
TOTAL OTHER CAPITAL OUTLAY	33,333.93	106,052.53	935,559.58	936,147.00	981,697.69	587.42	99.9%	0.1%
TOTAL CAPITAL OUTLAY	33,750.03	106,052.53	959,155.35	1,019,147.00	992,015.97	59,991.65	94.1%	5.9%
TOTAL OPERATING EXPENDITURES	<u>539,282.55</u>	<u>655,697.42</u>	<u>7,510,881.74</u>	<u>8,011,683.99</u>	<u>7,486,324.60</u>	<u>500,802.25</u>	<u>93.7%</u>	<u>6.3%</u>

*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONROE COUNTY PUBLIC LIBRARY

Operating Budget & Expenditure Report

January 1, 2014 to December 31, 2014

12 months = 100.0%

Object	Object Descr	2014 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	2014 YTD Amt	2014 YTD Balance	2014 %YTD Budget
11200	ADMINISTRATION	\$187,268.00	\$14,405.24	\$21,607.86	\$14,405.24	\$14,405.24	\$14,405.23	\$14,405.24	\$21,607.85	\$14,405.24	\$14,405.24	\$187,268.10	-\$0.10	100.00%
11300	PROF/SUPERVISORS	\$628,111.73	\$45,081.10	\$69,506.28	\$48,850.34	\$48,850.34	\$48,850.33	\$48,850.32	\$73,275.51	\$48,850.36	\$48,850.34	\$616,208.27	\$11,903.46	98.10%
11400	PROFESSIONAL ASSISTANT	\$1,243,966.80	\$92,437.08	\$138,093.76	\$89,627.96	\$89,627.97	\$90,147.84	\$89,767.65	\$134,651.52	\$89,767.74	\$89,767.57	\$1,191,261.81	\$52,704.99	95.76%
11500	SPECIALIST/TECHNICIANS	\$868,268.28	\$60,843.12	\$95,590.65	\$61,063.33	\$60,210.45	\$58,514.51	\$66,553.00	\$82,328.25	\$56,131.84	\$56,242.94	\$780,042.42	\$88,225.86	89.84%
11600	CLERICAL ASSISTANTS	\$430,085.63	\$35,563.86	\$53,191.08	\$35,711.27	\$37,112.41	\$37,651.26	\$40,280.73	\$52,140.81	\$34,539.70	\$34,908.49	\$468,597.58	-\$38,511.95	108.95%
11700	PAGES	\$247,000.00	\$16,981.87	\$25,016.49	\$21,190.75	\$19,164.43	\$19,655.40	\$17,561.90	\$23,218.68	\$17,376.45	\$16,501.58	\$229,229.75	\$17,770.25	92.81%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$85.61	\$278.77	\$449.98	\$544.36	\$0.00	\$0.00	\$0.00	\$0.00	\$1,358.72	\$8,641.28	13.59%
11900	BUILDING	\$375,255.23	\$32,098.09	\$41,014.72	\$26,642.15	\$29,579.02	\$29,576.46	\$29,583.27	\$44,190.20	\$29,150.91	\$27,728.79	\$376,169.86	-\$914.63	100.24%
12100	FICA/EMPLOYER	\$245,484.46	\$17,604.45	\$26,308.21	\$17,643.11	\$17,703.97	\$17,750.67	\$18,240.17	\$25,567.08	\$17,199.40	\$17,092.49	\$228,077.53	\$17,406.93	92.91%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$364,667.22	\$27,544.18	\$27,485.67	\$40,094.55	\$27,185.03	\$27,170.36	\$28,832.47	\$26,920.83	\$27,043.91	\$40,547.32	\$355,156.85	\$9,510.37	97.39%
12350	PERF/EMPLOYEE	\$97,678.73	\$7,377.93	\$7,362.24	\$10,739.62	\$7,281.68	\$7,277.80	\$7,722.99	\$7,256.81	\$7,335.64	\$10,998.54	\$95,406.66	\$2,272.07	97.67%
12400	INS/EMPLOYER	\$778,898.82	\$44,412.76	\$10,289.20	\$38,900.97	\$68,677.09	\$57,788.31	\$91,137.42	\$57,352.50	\$43,252.78	\$46,874.18	\$692,327.63	\$86,571.19	88.89%
12500	MEDICARE/EMPLOYER	\$57,411.77	\$4,117.13	\$6,152.74	\$4,126.23	\$4,140.37	\$4,151.39	\$4,265.82	\$5,979.44	\$4,022.53	\$3,997.37	\$53,340.70	\$4,071.07	92.91%
13100	WORK STUDY	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,554.77	\$0.00	\$2,554.77	\$2,445.23	51.10%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$131.35	\$0.00	\$0.00	\$0.00	\$0.00	\$745.41	\$0.00	\$908.25	\$191.75	82.57%
21200	STATIONERY/BUS. CARDS	\$1,100.00	\$0.00	\$0.00	\$33.00	\$0.00	\$39.70	\$0.00	\$0.00	\$0.00	\$0.00	\$72.70	\$1,027.30	6.61%
21300	OFFICE SUPPLIES	\$13,650.00	\$78.16	\$928.16	\$291.59	\$682.80	\$86.83	\$162.31	\$1,261.67	\$957.30	\$490.43	\$6,496.10	\$7,153.90	47.59%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	-\$0.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$106.22	\$0.00	\$105.69	-\$105.69	0.00%
21400	DUPLICATING	\$42,400.00	\$1,353.31	\$2,229.76	\$3,650.34	\$2,492.54	\$2,841.42	\$3,186.18	\$3,140.32	\$1,649.94	\$3,940.50	\$30,218.08	\$12,181.92	71.27%
21500	PROMOTIONAL	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	-\$200.00	0.00%
22100	CLEANING SUPPLIES	\$38,200.00	\$0.00	\$4,212.10	\$4,230.11	\$2,443.24	\$4,986.14	\$2,249.51	\$4,981.12	\$2,674.75	\$879.74	\$38,429.41	-\$229.41	100.60%
22200	FUEL/OIL/LUBRICANTS	\$10,000.00	\$608.52	\$728.48	\$629.83	\$904.16	\$793.43	\$525.61	\$612.28	\$643.24	\$669.57	\$8,076.85	\$1,923.15	80.77%
22300	CATALOGING	\$7,000.00	\$480.88	\$0.00	\$607.31	\$0.00	\$426.57	\$0.00	\$0.00	\$2,596.39	\$123.44	\$4,346.48	\$2,653.52	62.09%
22400	A/V SUPPLIES/CATALOG	\$9,500.00	\$90.95	\$238.00	\$1,042.20	\$0.00	\$0.00	\$1,522.20	\$84.10	\$0.00	\$893.57	\$3,966.02	\$5,533.98	41.75%
22500	CIRCULATION SUPPLIES	\$33,900.00	\$7,409.00	\$756.89	\$127.95	\$2,313.51	\$4,252.98	\$10,885.40	\$0.00	\$0.00	\$317.96	\$27,130.71	\$6,769.29	80.03%
22600	LIGHT BULBS	\$7,200.00	\$1,446.90	\$128.23	\$1,408.73	\$191.49	\$366.02	\$2,284.49	\$323.46	\$566.52	\$1,579.56	\$10,573.17	-\$3,373.17	146.85%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,837.66	\$0.00	\$0.00	\$0.00	\$0.00	\$1,837.66	\$62.34	96.72%

Object	Object Descr	2014										2014	2014	
		Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amt	YTD Balance	%YTD Budget
22900	DISPLAY/EXHIBITS	\$6,700.00	\$0.00	\$0.00	\$804.15	\$0.00	\$0.00	\$205.00	\$49.19	\$0.00	\$1,171.84	\$2,230.18	\$4,469.82	33.29%
23000	IS SUPPLIES	\$6,500.00	\$388.03	\$259.26	\$144.60	\$0.00	\$66.68	\$308.73	\$344.95	\$0.00	\$294.07	\$2,415.18	\$4,084.82	37.16%
23100	BUILDING MATERIAL	\$21,000.00	\$582.53	\$852.53	\$1,074.99	\$1,430.81	\$2,134.13	\$1,411.77	\$2,070.66	\$1,424.54	\$1,442.86	\$15,246.99	\$5,753.01	72.60%
23200	PAINT/PAINTING	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$57.38	\$0.00	\$0.00	\$9.48	\$286.59	\$113.41	71.65%
30040	MISC. UNAPPROPRIATED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00	\$0.00	\$10.00	-\$10.00	0.00%
31100	CONSULTING SERVICES	\$13,500.00	\$530.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$2,500.00	\$1,217.50	\$0.00	\$2,650.00	\$12,752.50	\$747.50	94.46%
31200	ENGINEERING/ARCHITECT	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
31201	ENCUMBERED	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	100.00%
31300	LEGAL SERVICES	\$17,300.00	\$0.00	\$608.86	\$375.25	\$180.00	\$814.68	\$612.30	\$303.78	\$1,033.62	\$548.47	\$7,850.91	\$9,449.09	45.38%
31400	BUILDING SERVICES	\$30,000.00	\$2,215.87	\$819.40	\$415.55	\$4,913.45	\$1,017.93	\$1,203.63	\$850.75	\$4,527.78	\$1,274.28	\$33,283.20	-\$3,283.20	110.94%
31500	MAINTENANCE	\$144,600.00	\$2,804.61	\$8,471.41	\$9,312.52	\$74,654.23	\$3,368.23	\$3,133.28	\$4,422.31	\$61.78	\$1,491.41	\$116,985.43	\$27,614.57	80.90%
31600	COMPUTER SERVICES	\$69,637.32	\$4,755.31	\$4,505.59	\$4,955.05	\$5,057.91	\$5,158.66	\$5,148.67	\$5,148.67	\$5,148.67	\$5,148.67	\$60,247.17	\$9,390.15	86.52%
31700	ADMIN/ACCOUNTING	\$46,900.00	\$3,204.63	\$937.38	\$3,503.83	\$2,994.27	\$2,874.72	\$3,713.69	\$2,659.30	\$2,942.62	\$3,642.61	\$39,289.46	\$7,610.54	83.77%
31750	COLLECTION AGENCY	\$20,000.00	\$1,602.05	\$1,109.80	\$1,910.45	\$1,270.90	\$1,145.60	\$1,190.35	\$1,781.05	\$1,548.35	\$1,267.88	\$15,821.73	\$4,178.27	79.11%
32100	TELEPHONE	\$32,700.00	\$2,419.91	\$2,443.00	\$1,964.85	\$990.53	\$3,776.50	\$2,366.12	\$2,312.89	\$2,117.99	\$2,590.86	\$28,252.03	\$4,447.97	86.40%
32150	CABLE TV SERVICE	\$0.00	\$4.45	\$0.00	\$4.45	\$4.45	\$4.45	\$4.45	\$4.45	\$4.45	\$4.45	\$49.57	-\$49.57	0.00%
32200	POSTAGE	\$25,000.00	\$1,200.15	\$1,096.31	\$1,619.52	\$1,423.17	\$873.61	\$2,613.80	\$1,063.19	\$958.12	\$1,259.62	\$16,652.11	\$8,347.89	66.61%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$0.00	\$231.10	\$88.00	\$0.00	\$271.04	\$384.68	\$936.10	\$156.93	\$3,406.49	\$6,593.51	34.06%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$130.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$320.00	\$440.00	\$299.00	\$1,423.00	\$8,577.00	14.23%
32500	CONTINUING	\$10,000.00	\$0.00	\$0.00	\$0.00	\$848.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,246.00	\$8,754.00	12.46%
32600	FREIGHT/DELIVERY	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16.62	\$1,583.38	1.04%
33100	ADVERTISING/PUBLICATI	\$2,700.00	\$250.16	\$29.88	\$0.00	\$0.00	\$0.00	\$31.86	\$94.35	\$0.00	\$1,258.49	\$3,400.02	-\$700.02	125.93%
33200	PRINTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$430.00	\$0.00	\$0.00	\$833.50	\$22.50	\$22.50	\$22.50	\$1,331.00	\$3,669.00	26.62%
34100	OFFICIAL BOND INS.	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$150.00	75.00%
34200	OTHER INSURANCE	\$63,400.00	\$756.00	\$1,459.00	\$0.00	\$2,858.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$71,658.00	-\$8,258.00	113.03%
35100	GAS	\$2,750.00	\$52.32	\$480.68	\$98.34	\$99.30	\$100.10	\$104.00	\$134.81	\$202.76	\$355.37	\$2,624.33	\$125.67	95.43%
35200	ELECTRICITY	\$296,400.00	\$22,094.70	\$22,521.55	\$24,892.87	\$30,154.12	\$30,767.38	\$29,448.53	\$29,518.63	\$25,932.93	\$31,882.27	\$334,671.56	-\$38,271.56	112.91%
35300	WATER	\$27,300.00	\$1,196.13	\$1,282.36	\$1,804.27	\$2,206.55	\$2,922.04	\$2,211.48	\$2,308.48	\$2,242.85	\$1,676.94	\$20,904.39	\$6,395.61	76.57%
36100	BUILDING REPAIRS	\$22,000.00	\$0.00	\$1,996.55	\$1,228.62	\$1,747.50	\$0.00	\$0.00	\$1,475.00	\$1,785.50	\$883.75	\$22,432.73	-\$432.73	101.97%
36300	OTHER	\$21,200.00	\$390.90	\$0.00	\$240.84	\$861.49	\$232.16	\$370.00	\$1,297.89	\$55.00	\$205.11	\$4,167.89	\$17,032.11	19.66%
36400	VEHICLE	\$11,000.00	\$14.00	\$420.95	\$270.91	\$28.55	\$741.17	\$91.01	\$0.00	\$575.68	\$0.00	\$5,186.79	\$5,813.21	47.15%
36500	MATERIALS	\$3,000.00	\$201.76	\$0.00	\$0.00	\$0.00	\$293.47	\$0.00	\$0.00	\$0.00	\$0.00	\$739.26	\$2,260.74	24.64%

Object	Object Descr	2014										2014		
		Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amt	YTD Balance	%YTD Budget
37100	REAL ESTATE	\$38,200.00	-\$36.80	\$658.96	-\$1.52	\$18,478.48	\$3,193.93	\$29.88	-\$873.56	\$340.95	\$669.20	\$31,437.60	\$6,762.40	82.30%
38450	DATABASES	\$161,917.00	\$10,000.00	\$5,250.00	\$15,975.21	\$0.00	\$57,780.00	\$6,375.00	\$5,831.54	\$28,143.74	\$13,480.00	\$146,331.49	\$15,585.51	90.37%
38460	E-BOOKS	\$102,136.00	\$0.00	\$3,759.33	\$10,616.29	\$3,450.17	\$3,279.19	\$4,000.00	\$28,150.33	\$30,276.88	\$14,916.84	\$118,738.05	-\$16,602.05	116.25%
39100	DUES/INSTITUTIONAL	\$7,550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	\$7,671.35	-\$121.35	101.61%
39200	INTEREST/TEMPORARY	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
39500	EDUCATIONAL/LICENSING	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,195.00	\$0.00	\$0.00	\$3,155.00	\$845.00	78.88%
44100	FURNITURE	\$10,000.00	\$0.00	\$0.00	\$0.00	\$339.99	\$0.00	\$0.00	\$679.98	\$0.00	\$0.00	\$1,787.97	\$8,212.03	17.88%
44300	OTHER EQUIPMENT	\$68,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,955.79	\$22.48	\$0.00	\$0.00	\$416.10	\$17,278.94	\$50,721.06	25.41%
44450	BUILDING RENOVATION	\$5,000.00	\$0.00	\$0.00	\$1,893.39	\$0.00	\$2,650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,543.39	\$456.61	90.87%
44600	IS EQUIPMENT	\$0.00	\$0.00	-\$34.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$34.51	\$34.51	0.00%
44650	IS SOFTWARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19.98	\$0.00	\$19.98	-\$19.98	0.00%
45100	BOOKS	\$548,250.00	\$42,470.05	\$54,376.98	\$60,584.11	\$46,620.79	\$55,435.24	\$24,654.62	\$67,873.57	\$56,943.24	\$13,380.01	\$549,041.86	-\$791.86	100.14%
45200	PERIODICALS/NEWSPAPERS	\$41,936.00	\$9.90	\$51.20	\$1,812.25	\$43.95	\$871.77	\$84.00	\$0.00	\$30,487.33	\$2,685.40	\$38,855.53	\$3,080.47	92.65%
45300	NONPRINT MATERIALS	\$345,961.00	\$24,258.95	\$26,483.14	\$35,502.81	\$28,972.06	\$39,519.60	\$12,900.49	\$47,803.66	\$38,238.37	\$17,268.52	\$347,662.19	-\$1,701.19	100.49%
		\$8,011,683.99	\$531,430.14	\$670,765.21	\$603,306.40	\$666,132.39	\$661,091.70	\$583,928.74	\$774,347.98	\$637,982.77	\$539,282.55	\$7,510,881.74	\$500,802.25	93.75%

MONROE COUNTY PUBLIC LIBRARY

LIRF Budget & Expenditure Report

January 1, 2014 to December 31, 2014

12 months = 100.0%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2014	2014
																YTD	%YTD
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44300	OTHER EQUIPMENT	\$46,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,000.00	0.00%
44450	BUILDING RENOVATION	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,890.00	\$14,170.00	\$7,077.50	\$0.00	\$5,995.50	\$0.00	\$29,133.00	\$120,867.00	19.42%
44600	IS EQUIPMENT	\$70,000.00	\$0.00	\$0.00	\$15,245.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,530.00	\$0.00	\$0.00	\$0.00	\$0.00	\$48,775.00	\$21,225.00	69.68%
		\$366,000.00	\$0.00	\$0.00	\$15,245.00	\$0.00	\$0.00	\$0.00	\$1,890.00	\$47,700.00	\$7,077.50	\$0.00	\$5,995.50	\$0.00	\$77,908.00	\$288,092.00	21.29%

MONROE COUNTY PUBLIC LIBRARY

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Debt Service Budget & Expenditures Report

January 1, 2014 to December 31, 2014

12 months = 100.0%

Object Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	2014 YTD Amt	2014 YTD Balance	2014 %YTD Budget
37100 REAL ESTATE	\$607,768.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$304,333.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$303,433.75	\$607,767.50	\$0.50	100.00%
39200 INTEREST/TEMPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$607,768.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$304,333.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$303,433.75	\$607,767.50	\$0.50	100.00%

MONROE COUNTY PUBLIC LIBRARY

Rainy Day Budget & Expenditures Report

January 1, 2014 to December 31, 2014

12 months = 100.0%

Object	Object Descr	2014												2014	2014	2014	
		Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amt	YTD Balance	%YTD Budget
31100	CONSULTING SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
31200	ENGINEERING/ARCHITECT	\$0.00	\$0.00	\$0.00	\$17,602.16	\$6,055.50	\$0.00	\$4,388.14	\$0.00	\$4,548.59	\$0.00	\$0.00	\$6,633.13	\$0.00	\$39,227.52	-\$39,227.52	0.00%
31300	LEGAL SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44100	FURNITURE	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44300	OTHER EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44450	BUILDING RENOVATION	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$181,800.00	\$216,720.00	\$0.00	\$9,233.05	\$164,675.00	\$141,678.32	\$714,106.37	-\$614,106.37	714.11
		\$400,000.00	\$0.00	\$0.00	\$17,602.16	\$6,055.50	\$0.00	\$4,388.14	\$181,800.00	\$221,268.59	\$0.00	\$9,233.05	\$171,308.13	\$141,678.32	\$753,333.89	-\$353,333.89	188.33

MONROE COUNTY PUBLIC LIBRARY

Special Revenue Budget & Expenditure Report

January 1, 2014 to December 31, 2014

12 months = 100.0%

Object	Object Descr	2014											YTD Amount	2014 YTD Balance	2014 %YTD Budget
		Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.			
11300	PROF/SUPERVISORS	\$62,658.60	\$4,819.94	\$4,819.94	\$7,229.91	\$4,819.94	\$4,819.94	\$4,819.94	\$4,819.93	\$7,229.91	\$4,819.93	\$4,819.93	\$62,659.19	-\$0.59	100.00%
11400	PROFESSIONAL ASSISTANT	\$126,136.26	\$9,702.76	\$11,630.41	\$10,313.31	\$9,377.09	\$9,372.50	\$9,372.50	\$9,372.50	\$14,077.11	\$9,372.50	\$9,372.51	\$121,368.67	\$4,767.59	96.22%
11600	CLERICAL ASSISTANTS	\$181,897.62	\$13,748.70	\$7,169.78	\$22,154.81	\$19,027.48	\$13,664.79	\$14,055.57	\$13,921.17	\$19,889.26	\$12,504.27	\$12,807.22	\$177,205.80	\$4,691.82	97.42%
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$22,950.00	\$1,672.13	\$1,787.86	\$2,351.59	\$1,578.59	\$1,647.24	\$1,675.04	\$1,665.36	\$2,433.95	\$1,577.29	\$1,595.18	\$21,376.19	\$1,573.81	93.14%
12300	PERF/EMPLOYER	\$32,238.12	\$3,735.77	\$2,714.74	\$2,224.72	\$3,472.19	\$2,452.43	\$2,452.34	\$2,453.40	\$2,479.16	\$2,234.48	\$3,356.70	\$31,307.12	\$931.00	97.11%
12350	PERF/EMPLOYEE CONTRIB.	\$8,635.32	\$1,000.63	\$727.15	\$595.90	\$930.04	\$656.88	\$656.86	\$657.15	\$664.06	\$598.51	\$899.11	\$8,385.69	\$249.63	97.11%
12400	INS/EMPLOYER	\$73,000.00	\$4,743.25	\$4,711.85	\$1,369.90	\$3,291.26	\$9,906.09	\$4,922.68	\$8,375.10	\$0.00	\$3,866.32	\$3,074.54	\$67,388.44	\$5,611.56	92.31%
12500	MEDICARE/EMPLOYER	\$5,375.40	\$391.07	\$418.12	\$549.98	\$369.19	\$385.24	\$391.75	\$389.48	\$569.23	\$368.88	\$373.06	\$4,999.29	\$376.11	93.00%
13100	WORK STUDY	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$199.99	\$0.00	\$311.95	\$188.05	62.39%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$125.51	\$0.00	\$57.24	\$0.00	\$0.00	\$0.00	\$0.00	\$182.75	-\$182.75	0.00%
21400	DUPLICATING	\$500.00	\$0.00	\$0.00	\$502.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38.60	\$0.00	\$541.51	-\$41.51	108.30%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$37.29	\$0.00	\$36.30	\$46.66	\$0.00	\$36.90	\$38.74	\$31.86	\$31.77	\$25.46	\$284.98	\$715.02	28.50%
22700	VIDEO TAPE/MEDIA	\$20,000.00	\$0.00	\$0.00	\$0.00	\$8,072.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,072.51	\$11,927.49	40.36%
23000	IS SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$99.00	\$151.36	\$199.00	\$0.00	\$0.00	\$0.00	\$0.00	\$353.99	\$890.35	\$109.65	89.04%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$349.62	\$0.00	\$328.24	\$1,077.90	\$0.00	-\$0.02	\$0.00	\$0.00	\$586.09	\$29.95	\$3,242.90	\$6,757.10	32.43%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$1,362.00	\$2,500.00	\$0.00	\$0.00	\$1,710.00	\$0.00	\$672.00	\$0.00	\$0.00	\$6,605.00	\$3,395.00	66.05%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$0.00	\$43.82	\$0.00	\$0.00	\$0.00	\$0.00	\$25.78	\$0.00	\$69.60	\$680.40	9.28%
31500	MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$99.00	\$0.00	\$228.00	\$0.00	\$0.00	\$0.00	\$327.00	-\$327.00	0.00%
31600	COMPUTER SERVICES	\$500.00	\$49.90	\$49.83	\$49.90	\$49.90	\$49.90	\$169.30	\$49.90	\$51.09	\$51.92	\$51.99	\$723.43	-\$223.43	144.69%
31650	DIGITIZATION SERVICES	\$21,000.00	\$2,710.00	\$1,975.00	\$2,290.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,470.00	\$1,435.00	\$1,505.00	\$19,545.00	\$1,455.00	93.07%
31700	ADMIN/ACCOUNTING	\$0.00	\$4.85	\$5.80	\$24.33	\$6.57	\$2.09	\$2.64	\$2.57	\$4.29	\$2.41	\$12.10	\$74.60	-\$74.60	0.00%
32100	TELEPHONE	\$3,700.00	\$499.99	\$232.01	\$99.98	\$0.00	\$250.50	\$125.19	\$125.19	\$158.92	\$0.00	\$277.98	\$2,020.89	\$1,679.11	54.62%
32150	CABLE TV SERVICE	\$0.00	\$10.39	\$10.39	\$10.39	\$10.39	\$10.39	\$10.39	\$10.39	\$10.39	\$10.39	\$10.39	\$126.14	-\$126.14	0.00%
32200	POSTAGE	\$500.00	\$0.00	\$0.00	\$6.85	\$0.00	\$0.00	\$19.15	\$610.06	\$64.90	\$0.00	\$0.00	\$700.96	-\$200.96	140.19%
32300	TRAVEL EXPENSE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%

Object	Object Descr	2014 Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2014 YTD Balance	2014 %YTD Budget
32400	PROFESSIONAL MTG/OFF	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
32600	FREIGHT/DELIVERY	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
36300	OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00%
37100	REAL ESTATE	\$3,500.00	-\$95.44	-\$95.44	-\$134.52	-\$89.68	\$1,298.32	\$663.20	-\$83.92	-\$123.00	-\$78.16	-\$78.16	\$2,204.16	\$1,295.84	62.98%
39100	DUES/INSTITUTIONAL	\$2,000.00	\$0.00	\$0.00	\$925.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	\$5.00	\$1,330.00	\$670.00	66.50%
39500	EDUCATIONAL/LICENSING	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS	\$10,000.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$10,000.00	\$0.00	100.00%
44100	FURNITURE	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$71.95	\$0.00	\$71.95	\$1,128.05	6.00%
44700	EQUIPMENT - CATS	\$40,000.00	\$0.00	\$0.00	\$0.00	\$5,498.96	\$0.00	\$0.00	\$6,295.00	\$0.00	\$9,797.38	\$7,606.63	\$29,197.97	\$10,802.03	72.99%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
		\$664,141.32	\$43,380.85	\$37,519.44	\$56,028.50	\$57,859.68	\$44,814.31	\$43,640.67	\$48,930.02	\$50,083.13	\$50,015.30	\$46,098.58	\$581,214.04	\$82,927.28	87.51%

MONROE COUNTY PUBLIC LIBRARY

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LCPF Budget & Expenditure Report

January 1, 2014 to December 31, 2014

12 months = 100.0%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2014 YTD Balance	2014 %YTD Budget
39450	TRANSFER TO ANOTHER	\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%
		\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%

MONROE COUNTY PUBLIC LIBRARY

Gen. Obligation Bond Budget & Expenditure

January 1, 2014 to December 31, 2014

12 months = 100.0%

Object	Object Descr	2014 Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2014	2014
														YTD Balance	%YTD Budget
31100	CONSULTING	\$0.00	\$4,375.00	\$4,375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,750.00	-\$8,750.00	0.00%
31200	ENGINEERING/ARCHIT	\$0.00	-\$16,402.16	\$0.00	\$13,930.00	\$0.00	\$2,400.00	\$0.00	\$1,200.00	\$0.00	\$960.00	\$240.00	\$37,930.00	-\$37,930.00	0.00%
31700	ADMIN/ACCOUNTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$260.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$260.00	-\$260.00	0.00%
44100	FURNITURE	\$0.00	\$0.00	\$0.00	\$87,752.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,752.00	-\$87,752.00	0.00%
44300	OTHER EQUIPMENT	\$0.00	\$22,415.78	\$0.00	\$3,254.48	\$38,972.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$109,474.47	-\$109,474.47	0.00%
44450	BUILDING	\$0.00	\$0.00	\$19,351.80	\$280,514.70	\$211,590.02	\$25,145.00	\$44,541.00	\$161,717.23	\$12,477.00	\$0.00	\$15,873.77	\$775,188.02	-\$775,188.02	0.00%
44600	IS EQUIPMENT	\$50,000.00	\$4,974.03	\$13,952.00	\$1,428.00	\$5,400.00	\$346.50	\$0.00	\$0.00	\$0.00	\$0.00	\$18,502.38	\$49,794.91	\$205.09	99.59%
44650	IS SOFTWARE	\$25,000.00	\$0.00	\$56.20	\$0.00	\$0.00	\$26.73	\$54.00	\$0.00	\$0.00	\$1,600.00	\$3,534.00	\$5,270.93	\$19,729.07	21.08%
44700	EQUIPMENT - CATS	\$45,000.00	\$8,056.97	\$0.00	\$15,906.35	\$0.00	\$0.00	\$298.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,738.32	-\$2,738.32	106.09%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
		\$125,000.00	\$23,419.62	\$37,735.00	\$402,785.53	\$255,962.66	\$28,178.23	\$44,893.00	\$162,917.23	\$12,477.00	\$2,560.00	\$38,150.15	\$1,122,158.65	-\$997,158.65	897.73%

MONROE COUNTY PUBLIC LIBRARY

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Expenditure Summary compared to last year

2014 compared to 2013: Period Ending December

Fund	Fund Descr	2014 Budget	December 2014 Amt	2014 YTD Amt	2013 Budget	December 2013 Amt	2013 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,011,683.99	\$539,282.55	\$7,510,881.74	\$7,818,019.99	\$655,697.42	\$7,486,324.60	0.33%
002	JAIL	\$0.00	\$0.00	\$6,000.00	\$0.00	\$310.26	\$6,000.00	0.00%
003	CLEARING	\$0.00	\$4,284.48	\$14,778.68	\$0.00	-\$4,598.36	\$19,634.89	-24.73%
004	GIFT UNRESTRICTED	\$0.00	\$0.00	\$2,738.64	\$0.00	\$0.00	\$6,466.67	-57.65%
005	PLAC	\$0.00	\$0.00	\$10,100.00	\$0.00	\$0.00	\$10,250.00	-1.46%
006	RETIREEES	\$0.00	\$925.74	\$6,103.92	\$0.00	\$103.17	\$5,919.85	3.11%
007	LIRF	\$366,000.00	\$0.00	\$77,908.00	\$350,000.00	\$0.00	\$0.00	0.00%
008	DEBT SERVICE	\$607,768.00	\$303,433.75	\$607,767.50	\$600,000.00	\$300,071.25	\$596,507.39	1.89%
009	RAINY DAY	\$400,000.00	\$141,678.32	\$753,333.89	\$400,000.00	\$13,582.00	\$44,646.40	1587.33%
010	PAYROLL	\$0.00	\$324,596.44	\$4,282,336.44	\$0.00	\$333,801.12	\$4,215,226.48	1.59%
011	INVESTMENT-GIFT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
012	TEEN COUNCIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
015	LSTA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
016	GIFT-RESTRICED	\$0.00	\$3,918.25	\$90,193.45	\$0.00	\$6,967.60	\$74,711.55	20.72%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-FOUNDATION	\$0.00	\$10,233.98	\$93,209.14	\$101,850.00	\$5,651.06	\$87,743.90	6.23%
020	SPECIAL REVENUE	\$664,141.32	\$46,098.58	\$581,214.04	\$632,213.49	\$54,670.55	\$562,764.07	3.28%
021	CAPITAL PROJECTS	\$0.00	\$0.00	\$418,856.68	\$10,975.00	\$0.00	\$10,817.71	3771.95%
022	GATES HARDWARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
023	LSTA-CIVIL WAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
024	FINRA GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,644.33	-100.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
026	G O BOND	\$125,000.00	\$38,150.15	\$1,122,158.65	\$133,000.00	\$35,570.68	\$289,158.46	288.08%
027	COMMUNITY FDTN	\$27,485.00	\$900.00	\$17,809.51	\$26,000.00	\$1,496.90	\$20,481.54	-13.05%
028	FINRA 2014	\$0.00	\$1,446.46	\$12,125.67	\$0.00	\$0.00	\$0.00	0.00%
029	GO BOND 2016	\$0.00	\$0.00	\$32.45	\$0.00	\$0.00	\$0.00	0.00%
		\$10,202,078.31	\$1,414,948.70	\$15,607,548.40	\$10,072,058.48	\$1,403,323.65	\$13,454,297.84	16.00%

MONROE COUNTY PUBLIC LIBRARY

Revenue Totals Budget Forms (all funds)

Source Descr	2014 YTD Budget	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 001 OPERATING													
PROPERTY	\$5,350,596.00	\$0.00	\$0.00	\$2,909,777.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,158,759.62	\$5,068,537.59	\$282,058.41	94.73%
INTANGIBLES TAX	\$18,000.00	\$0.00	\$0.00	\$9,019.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,186.81	\$17,206.33	\$793.67	95.59%
LICENSE EXCISE TAX	\$279,000.00	\$0.00	\$0.00	\$181,384.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$178,452.61	\$359,836.92	-\$80,836.92	128.97%
COUNTY OPTION	\$1,968,168.00	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$1,968,167.76	\$0.24	100.00%
COMMERCIAL	\$45,700.00	\$0.00	\$21,469.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,469.37	\$42,938.74	\$2,761.26	93.96%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL COPIERS/PRINTERS	\$0.00	\$633.19	\$332.30	\$427.00	\$563.53	\$435.52	\$409.78	\$513.03	\$466.26	\$259.15	\$5,192.70	-\$5,192.70	0.00%
LOST/DAMAGED	\$0.00	\$1,850.18	\$1,364.53	\$1,663.09	\$1,602.82	\$1,470.13	\$1,700.14	\$2,104.55	\$1,103.13	\$1,607.19	\$21,251.35	-\$21,251.35	0.00%
FINES	\$175,000.00	\$11,003.57	\$10,618.17	\$12,263.89	\$10,231.44	\$10,163.82	\$11,778.95	\$12,288.16	\$10,458.75	\$10,569.73	\$138,175.94	\$36,824.06	78.96%
COLLECTION AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$1,729.36	\$873.70	\$1,360.45	\$1,772.61	\$972.26	\$668.15	\$1,609.85	\$552.35	\$635.50	\$12,229.43	\$270.57	97.84%
MISCELLANEOUS	\$0.00	\$134.60	\$92.10	\$3,562.43	\$5,111.81	-\$4,430.48	\$110.43	\$42,291.88	\$132.41	\$179.53	\$47,491.12	-\$47,491.12	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,425.00	\$0.00	\$0.00	\$1,425.00	-\$1,425.00	0.00%
GARNISHMENT FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9.55	\$2.00	\$6.00	\$4.76	\$5.52	\$27.83	-\$27.83	0.00%
E-RATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,092.97	\$1,396.15	\$0.00	\$0.00	\$0.00	\$18,489.12	-\$18,489.12	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,127.00	\$0.00	\$17,127.00	-\$4,627.00	137.02%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
STATE DISTRIBUTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
READER PRINTER	\$0.00	\$28.62	\$38.05	\$26.10	\$14.80	\$24.20	\$0.00	\$35.96	\$37.35	\$46.95	\$347.20	-\$347.20	0.00%
OBITS	\$0.00	\$573.00	\$135.00	\$312.00	\$201.00	\$249.00	\$78.00	\$168.00	\$150.00	\$117.00	\$2,440.00	-\$2,440.00	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$11,000.00	\$515.97	\$632.14	\$14,371.25	\$1,310.49	\$1,161.08	\$964.15	\$887.50	\$957.58	\$825.35	\$25,152.36	-\$14,152.36	228.66%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$1,000.00	\$0.00	\$0.00	\$300.00	\$900.00	\$1,800.00	\$0.00	-\$1,425.00	\$0.00	\$0.00	\$1,800.00	-\$800.00	180.00%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2014 YTD Budget	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 001 OPERATING	\$7,873,464.00	\$180,482.47	\$199,569.34	\$3,298,481.99	\$185,722.48	\$192,962.03	\$181,121.73	\$223,918.91	\$195,003.57	\$2,545,128.31	\$7,747,836.39	\$125,627.61	98.40%
Fund 002 JAIL													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING													
CONFERENCE/RECEIPT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$125.00	\$0.00	\$0.00	\$0.00	\$175.00	-\$175.00	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	-\$5.00	0.00%
ILL FINES/FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REIMBURSEMENT/CLE	\$0.00	\$0.00	\$0.00	\$99.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$99.16	-\$99.16	0.00%
INSURANCE/COBRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$615.19	\$615.19	\$615.19	\$1,845.57	-\$1,845.57	0.00%
FEMA/CLEARING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$8,003.45	\$0.00	\$0.00	\$12,949.00	\$0.00	\$0.00	\$2,845.95	\$0.00	\$0.00	\$23,933.97	-\$23,933.97	0.00%
Fund 003 CLEARING	\$0.00	\$8,003.45	\$0.00	\$104.16	\$12,949.00	\$50.00	\$125.00	\$3,461.14	\$615.19	\$615.19	\$26,058.70	-\$26,058.70	0.00%
Fund 004 GIFT UNRESTRICTED													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$237.32	\$287.92	\$1,236.03	\$194.10	\$179.08	\$517.33	\$132.75	\$121.85	\$224.47	\$4,511.35	-\$4,511.35	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$237.32	\$287.92	\$1,236.03	\$194.10	\$179.08	\$517.33	\$132.75	\$121.85	\$224.47	\$4,511.35	-\$4,511.35	0.00%
Fund 005 PLAC													
PUBLIC LIBRARY	\$0.00	\$950.00	\$500.00	\$900.00	\$600.00	\$550.00	\$850.00	\$600.00	\$550.00	\$1,300.00	\$10,250.00	-\$10,250.00	0.00%
Fund 005 PLAC	\$0.00	\$950.00	\$500.00	\$900.00	\$600.00	\$550.00	\$850.00	\$600.00	\$550.00	\$1,300.00	\$10,250.00	-\$10,250.00	0.00%
Fund 006 RETIREES													
RETIREES INSURANCE	\$0.00	\$600.24	\$462.87	\$0.00	\$925.74	\$462.87	\$925.74	\$925.74	\$462.87	\$1,306.64	\$6,484.82	-\$6,484.82	0.00%
Fund 006 RETIREES	\$0.00	\$600.24	\$462.87	\$0.00	\$925.74	\$462.87	\$925.74	\$925.74	\$462.87	\$1,306.64	\$6,484.82	-\$6,484.82	0.00%

Source Descr	2014 YTD Budget	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 007 LIRF													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIRF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT SERVICE													
PROPERTY	\$600,000.00	\$0.00	\$0.00	\$330,589.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$245,271.48	\$575,861.47	\$24,138.53	95.98%
INTANGIBLES TAX	\$2,000.00	\$0.00	\$0.00	\$1,019.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$924.95	\$1,943.98	\$56.02	97.20%
LICENSE EXCISE TAX	\$32,000.00	\$0.00	\$0.00	\$20,492.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,161.70	\$40,654.65	-\$8,654.65	127.05%
COMMERCIAL	\$5,000.00	\$0.00	\$2,425.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,425.63	\$4,851.26	\$148.74	97.03%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$639,000.00	\$0.00	\$2,425.63	\$352,101.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$268,783.76	\$623,311.36	\$15,688.64	97.54%
Fund 009 RAINY DAY													
COUNTY OPTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%
Fund 010 PAYROLL													
GROSS PAYROLL	\$0.00	\$332,789.16	\$491,136.90	\$330,352.40	\$333,443.75	\$333,544.71	\$340,730.68	\$480,964.48	\$322,535.58	\$320,796.18	\$4,278,098.86	-\$4,278,098.86	0.00%
Fund 010 PAYROLL	\$0.00	\$332,789.16	\$491,136.90	\$330,352.40	\$333,443.75	\$333,544.71	\$340,730.68	\$480,964.48	\$322,535.58	\$320,796.18	\$4,278,098.86	-\$4,278,098.86	0.00%
Fund 013 PETTY CASH													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 013 PETTY CASH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2014 YTD Budget	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 YTD Amt	2014 YTD Balance	% of Budget
Fund 014 CHANGE													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-RESTRICED													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$0.00	\$7,213.70	\$0.00	\$7,136.15	\$0.00	\$7,247.07	\$7,198.63	\$5,295.85	\$3,536.79	\$41,702.16	-\$41,702.16	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$3,000.00	\$12,199.69	\$930.00	\$7,135.00	\$0.00	\$8,400.00	\$3,470.00	\$14,128.00	\$9,270.00	\$64,918.29	-\$64,918.29	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$3,000.00	\$19,413.39	\$930.00	\$14,271.15	\$0.00	\$15,647.07	\$10,668.63	\$19,423.85	\$12,806.79	\$106,620.45	-\$106,620.45	0.00%
Fund 019 GIFT-FOUNDATION													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$0.00	-\$3,500.00	\$18,812.50	\$0.00	\$18,812.50	\$0.00	\$18,812.50	\$0.00	\$101,411.65	-\$101,411.65	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$0.00	-\$3,500.00	\$18,812.50	\$0.00	\$18,812.50	\$0.00	\$18,812.50	\$0.00	\$101,411.65	-\$101,411.65	0.00%
Fund 020 SPECIAL REVENUE													
MISCELLANEOUS	\$0.00	\$210.00	\$840.00	\$190.00	\$60.00	\$95.00	\$85.00	\$155.00	\$80.00	\$430.00	\$2,570.00	-\$2,570.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$99,392.00	\$0.00	\$0.00	\$0.00	\$107,144.75	\$0.00	\$0.00	\$101,976.25	\$0.00	\$407,905.00	-\$407,905.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$58,310.00	\$0.00	\$0.00	\$58,310.00	\$0.00	\$0.00	\$58,310.00	\$0.00	\$233,240.00	-\$233,240.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$3,532.50	\$0.00	\$0.00	\$3,532.50	\$0.00	\$0.00	\$3,532.50	\$14,130.00	-\$14,130.00	0.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL	\$0.00	\$99,602.00	\$59,150.00	\$3,722.50	\$60.00	\$165,549.75	\$3,617.50	\$155.00	\$160,366.25	\$3,962.50	\$657,845.00	-\$657,845.00	0.00%
Fund 021 CAPITAL PROJECTS													
PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTANGIBLES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LICENSE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COMMERCIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 021 CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2014 YTD Budget	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 YTD Amt	2014 YTD Balance	% of Budget
Fund 024 FINRA GRANT													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 G O BOND													
BOND SALE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 G O BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 027 COMMUNITY FDTN GRANT													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$20,000.00	-\$20,000.00	0.00%
Fund 027 COMMUNITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$20,000.00	-\$20,000.00	0.00%
Fund 028 FINRA 2014													
RECEIPTS	\$0.00	\$0.00	\$43,615.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,615.00	-\$43,615.00	0.00%
Fund 028 FINRA 2014	\$0.00	\$0.00	\$43,615.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,615.00	-\$43,615.00	0.00%
	\$8,512,464.00	\$625,664.64	\$816,561.05	\$3,984,329.05	\$566,978.72	\$693,298.44	\$562,347.55	\$720,826.65	\$717,891.66	\$3,164,923.84	\$14,050,900.26	-\$5,538,436.26	165.06%

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: December 2014

FUND Descr	12/01/14	MTD Debit	MTD Credit	12/31/14	Bal Sht Descr
OPERATING	\$22,528.24	\$6,388.19	\$0.18	\$28,916.25	ONB/MONROE BANK CHECKING
OPERATING	\$16,590.40	\$7,088.44	\$0.00	\$23,678.84	GERMAN AMER./UNITED COMMERCE
OPERATING	-\$14,707.69	\$0.00	\$51.75	-\$14,759.44	FIFTH THIRD BANK CHECKING
OPERATING	\$36.08	\$3.85	\$0.00	\$39.93	FIFTH THIRD ESCROW ACCT
OPERATING	-\$703,283.65	\$3,003,188.30	\$2,105,567.31	\$194,337.34	MAINSOURCE CHECKING
OPERATING	\$470,942.40	\$1,561,724.68	\$466,928.46	\$1,565,738.62	MAINSOURCE SAVINGS
Fund 001 OPERATING	-\$207,894.22	\$4,578,393.46	\$2,572,547.70	\$1,797,951.54	
CLEARING	\$615.19	\$0.00	\$0.00	\$615.19	ONB/MONROE BANK CHECKING
CLEARING	\$16,154.99	\$615.19	\$4,284.48	\$12,485.70	MAINSOURCE CHECKING
Fund 003 CLEARING	\$16,770.18	\$615.19	\$4,284.48	\$13,100.89	
GIFT UNRESTRICTED	\$209.92	\$219.21	\$0.00	\$429.13	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$14.58	\$5.26	\$0.00	\$19.84	GERMAN AMER./UNITED COMMERCE
GIFT UNRESTRICTED	\$10,669.41	\$0.00	\$0.00	\$10,669.41	MAINSOURCE CHECKING
Fund 004 GIFT UNRESTRICTED	\$10,893.91	\$224.47	\$0.00	\$11,118.38	
PLAC	\$250.00	\$250.00	\$0.00	\$500.00	ONB/MONROE BANK CHECKING
PLAC	\$800.00	\$1,050.00	\$0.00	\$1,850.00	GERMAN AMER./UNITED COMMERCE
PLAC	\$100.00	\$0.00	\$0.00	\$100.00	MAINSOURCE CHECKING
Fund 005 PLAC	\$1,150.00	\$1,300.00	\$0.00	\$2,450.00	
RETIREES	\$0.00	\$1,306.64	\$925.74	\$380.90	MAINSOURCE CHECKING
Fund 006 RETIREES	\$0.00	\$1,306.64	\$925.74	\$380.90	
LIRF	\$49,616.02	\$0.00	\$0.00	\$49,616.02	FIFTH THIRD BANK CHECKING
LIRF	\$73,880.48	\$0.00	\$0.00	\$73,880.48	MAINSOURCE CHECKING
LIRF	\$933,319.95	\$0.00	\$0.00	\$933,319.95	MAINSOURCE SAVINGS
LIRF	\$200,000.00	\$0.00	\$0.00	\$200,000.00	INVESTMENT CD s
Fund 007 LIRF	\$1,256,816.45	\$0.00	\$0.00	\$1,256,816.45	
DEBT SERVICE	\$123,744.88	\$89,094.89	\$123,744.88	\$89,094.89	MAINSOURCE SAVINGS
Fund 008 DEBT SERVICE	\$123,744.88	\$89,094.89	\$123,744.88	\$89,094.89	
RAINY DAY	\$6,136.00	\$0.00	\$7,457.00	-\$1,321.00	FIFTH THIRD BANK CHECKING
RAINY DAY	\$38,144.00	\$7,457.00	\$0.00	\$45,601.00	FIFTH THIRD ESCROW ACCT
RAINY DAY	\$543,328.12	\$0.00	\$491,678.32	\$51,649.80	MAINSOURCE CHECKING
RAINY DAY	\$796,102.37	\$350,000.00	\$0.00	\$1,146,102.37	MAINSOURCE SAVINGS
Fund 009 RAINY DAY	\$1,383,710.49	\$357,457.00	\$499,135.32	\$1,242,032.17	
PAYROLL	-\$88.96	\$0.00	\$0.00	-\$88.96	FIFTH THIRD BANK CHECKING
PAYROLL	\$14,881.74	\$320,796.18	\$324,596.44	\$11,081.48	MAINSOURCE CHECKING

FUND Descr	12/01/14	MTD Debit	MTD Credit	12/31/14	Bal Sht Descr
Fund 010 PAYROLL	\$14,792.78	\$320,796.18	\$324,596.44	\$10,992.52	
GIFT-RESTRICED	\$10,018.63	\$1,270.00	\$0.00	\$11,288.63	ONB/MONROE BANK CHECKING
GIFT-RESTRICED	\$33,929.27	\$11,651.79	\$4,033.25	\$41,547.81	MAINSOURCE CHECKING
GIFT-RESTRICED	\$50,000.00	\$0.00	\$0.00	\$50,000.00	MAINSOURCE SAVINGS
Fund 016 GIFT-RESTRICED	\$93,947.90	\$12,921.79	\$4,033.25	\$102,836.44	
LEVY EXCESS	\$0.00	\$1,168.74	\$0.00	\$1,168.74	MAINSOURCE CHECKING
Fund 017 LEVY EXCESS	\$0.00	\$1,168.74	\$0.00	\$1,168.74	
GIFT-FOUNDATION	\$0.06	\$0.00	\$0.00	\$0.06	ONB/MONROE BANK CHECKING
GIFT-FOUNDATION	\$41,745.97	\$1.24	\$10,235.22	\$31,511.99	MAINSOURCE CHECKING
Fund 019 GIFT-FOUNDATION	\$41,746.03	\$1.24	\$10,235.22	\$31,512.05	
SPECIAL REVENUE	\$203.99	\$430.00	\$12.10	\$621.89	GERMAN AMER./UNITED COMMERCE
SPECIAL REVENUE	-\$1,415.35	\$0.00	\$0.00	-\$1,415.35	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$139,607.52	\$3,615.10	\$46,169.08	\$97,053.54	MAINSOURCE CHECKING
SPECIAL REVENUE	\$230,000.00	\$0.00	\$0.00	\$230,000.00	MAINSOURCE SAVINGS
Fund 020 SPECIAL REVENUE	\$368,396.16	\$4,045.10	\$46,181.18	\$326,260.08	
FINRA GRANT	\$385.94	\$0.00	\$0.00	\$385.94	MAINSOURCE CHECKING
Fund 024 FINRA GRANT	\$385.94	\$0.00	\$0.00	\$385.94	
G O BOND	\$17,839.00	\$0.00	\$0.00	\$17,839.00	FIFTH THIRD BANK CHECKING
G O BOND	\$191,063.00	\$199,326.66	\$38,150.15	\$352,239.51	MAINSOURCE CHECKING
Fund 026 G O BOND	\$208,902.00	\$199,326.66	\$38,150.15	\$370,078.51	
COMMUNITY FDTN GRANT	-\$1,391.05	\$10,000.00	\$900.00	\$7,708.95	MAINSOURCE CHECKING
Fund 027 COMMUNITY FDTN GRANT	-\$1,391.05	\$10,000.00	\$900.00	\$7,708.95	
FINRA 2014	\$32,935.79	\$0.00	\$1,446.46	\$31,489.33	MAINSOURCE CHECKING
Fund 028 FINRA 2014	\$32,935.79	\$0.00	\$1,446.46	\$31,489.33	
GO BOND 2016	-\$32.45	\$0.00	\$0.00	-\$32.45	MAINSOURCE CHECKING
Fund 029 GO BOND 2016	-\$32.45	\$0.00	\$0.00	-\$32.45	
	\$3,344,874.79	\$5,576,651.36	\$3,626,180.82	\$5,295,345.33	

MONROE COUNTY PUBLIC LIBRARY

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ONB MONROE CHECKING
06300 ONB/MONROE
December 2014**

Account Summary

Beginning Balance	12/1/2014	\$33,622.04
+ Receipts/Deposits		\$8,127.22
- Payments (Checks and		\$0.00
Ending Balance as	12/31/2014	\$41,749.26

Check Book

Active	G 001-06300	OPERATING	\$28,916.25
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$615.19
Active	G 004-06300	GIFT UNRESTRICTED	\$429.13
Active	G 005-06300	PLAC	\$500.00
Active	G 006-06300	RETIREEES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$11,288.63
Active	G 019-06300	GIFT-FOUNDATION	\$0.06
Active	G 020-06300	SPECIAL REVENUE	\$0.00
Active	G 024-06300	FINRA GRANT	\$0.00
Active	G 027-06300	COMMUNITY FDTN	\$0.00
		Cash	\$41,749.26

Beginng Balance	\$33,622.04
+ Total Deposits	\$8,127.22
- Checks Written	\$0.00
Check Book Balance	\$41,749.26
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

***Check Reconciliation©**
GERMAN-AMER/UNITED C
06400 GER AME/UC
December 2014

Account Summary

Beginning Balance	12/1/2014	\$17,608.97
+ Receipts/Deposits		\$8,561.60
- Payments (Checks and		\$0.00
Ending Balance as	12/31/2014	\$26,170.57

Check Book

Active	G 001-06400	OPERATING	\$23,678.84
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$19.84
Active	G 005-06400	PLAC	\$1,850.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$621.89
		Cash	\$26,170.57
	Beginng Balance	\$17,608.97	
	+ Total Deposits	\$8,561.60	
	- Checks Written	\$0.00	
	Check Book Balance	\$26,170.57	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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FIFTH THIRD CHECKING
06500 FIFTHCKNG
December 2014**

Account Summary

Beginning Balance	12/1/2014	\$58,017.06
+ Receipts/Deposits		\$0.00
- Payments (Checks and		\$7,508.75
Ending Balance as	12/31/2014	\$50,508.31

Check Book

Active	G 001-06500	OPERATING	-\$14,759.44
Active	G 002-06500	JAIL	\$0.00
Active	G 003-06500	CLEARING	\$0.00
Active	G 004-06500	GIFT UNRESTRICTED	\$0.00
Active	G 005-06500	PLAC	\$0.00
Active	G 006-06500	RETIREES	\$0.00
Active	G 007-06500	LIRF	\$49,616.02
Active	G 008-06500	DEBT SERVICE	\$0.00
Active	G 009-06500	RAINY DAY	-\$1,321.00
Active	G 010-06500	PAYROLL	-\$88.96
Active	G 016-06500	GIFT-RESTRICED	\$0.00
Active	G 019-06500	GIFT-FOUNDATION	\$0.00
Active	G 020-06500	SPECIAL REVENUE	-\$1,415.35
Active	G 021-06500	CAPITAL PROJECTS	\$0.00
Active	G 022-06500	GATES HARDWARE	\$0.00
Active	G 024-06500	FINRA GRANT	\$0.00
Active	G 025-06500	LSTA-SMITHVILLE	\$0.00
Active	G 026-06500	G O BOND	\$17,839.00
Active	G 027-06500	COMMUNITY FDTN	\$0.00
Active	G 028-06500	FINRA 2014	\$0.00
		Cash	\$49,870.27
	Beginng Balance		\$58,017.06
	+ Total Deposits		\$0.00
	- Checks Written		\$8,146.79
	Check Book Balance		\$49,870.27
	O/S Checks		\$638.04

MONROE COUNTY PUBLIC LIBRARY

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FIFTH THIRD ESCROW

06530 FIFTH ESCR

December 2014

Account Summary

Beginning Balance	12/1/2014	\$38,180.08
+ Receipts/Deposits		\$7,460.85
- Payments (Checks and		\$0.00
Ending Balance as	12/31/2014	\$45,640.93

Check Book

Active	G 001-06530	OPERATING	\$39.93
Active	G 009-06530	RAINY DAY	\$45,601.00
Active	G 026-06530	G O BOND	\$0.00
		Cash	\$45,640.93
	Beginng Balance	\$38,180.08	
	+ Total Deposits	\$7,460.85	
	- Checks Written	\$0.00	
	Check Book Balance	\$45,640.93	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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MAINSOURCE CHECKING
06600 MAINSO CKG
December 2014

Account Summary

Beginning Balance	12/1/2014	\$583,683.66
+ Receipts/Deposits		\$3,618,121.75
- Payments (Checks and		\$3,266,146.71
Ending Balance as	12/31/2014	\$935,658.70

Check Book

Active	G 001-06600	OPERATING	\$194,337.34
Active	G 002-06600	JAIL	\$0.00
Active	G 003-06600	CLEARING	\$12,485.70
Active	G 004-06600	GIFT UNRESTRICTED	\$10,669.41
Active	G 005-06600	PLAC	\$100.00
Active	G 006-06600	RETIREEES	\$380.90
Active	G 007-06600	LIRF	\$73,880.48
Active	G 008-06600	DEBT SERVICE	\$0.00
Active	G 009-06600	RAINY DAY	\$51,649.80
Active	G 010-06600	PAYROLL	\$11,081.48
Active	G 016-06600	GIFT-RESTRICED	\$41,547.81
Active	G 017-06600	LEVY EXCESS	\$1,168.74
Active	G 019-06600	GIFT-FOUNDATION	\$31,511.99
Active	G 020-06600	SPECIAL REVENUE	\$97,053.54
Active	G 024-06600	FINRA GRANT	\$385.94
Active	G 026-06600	G O BOND	\$352,239.51
Active	G 027-06600	COMMUNITY FDTN	\$7,708.95
Active	G 028-06600	FINRA 2014	\$31,489.33
Active	G 029-06600	GO BOND 2016	-\$32.45
		Cash	\$917,658.47

Beginng Balance	\$583,683.66
+ Total Deposits	\$3,618,121.75
- Checks Written	\$3,284,146.94
Check Book Balance	\$917,658.47
O/S Checks	\$18,000.23

MONROE COUNTY PUBLIC LIBRARY

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MAINSOURCE SAVINGS

06610 MAINSO SAV

December 2014

Account Summary

Beginning Balance	12/1/2014	\$2,803,436.26
+ Receipts/Deposits		\$2,000,819.57
- Payments (Checks and		\$790,000.00
Ending Balance as	12/31/2014	\$4,014,255.83

Check Book

Active	G 001-06610	OPERATING	\$1,565,738.62
Active	G 002-06610	JAIL	\$0.00
Active	G 003-06610	CLEARING	\$0.00
Active	G 004-06610	GIFT UNRESTRICTED	\$0.00
Active	G 005-06610	PLAC	\$0.00
Active	G 006-06610	RETIREES	\$0.00
Active	G 007-06610	LIRF	\$933,319.95
Active	G 008-06610	DEBT SERVICE	\$89,094.89
Active	G 009-06610	RAINY DAY	\$1,146,102.37
Active	G 010-06610	PAYROLL	\$0.00
Active	G 016-06610	GIFT-RESTRICED	\$50,000.00
Active	G 019-06610	GIFT-FOUNDATION	\$0.00
Active	G 020-06610	SPECIAL REVENUE	\$230,000.00
Active	G 024-06610	FINRA GRANT	\$0.00
Active	G 026-06610	G O BOND	\$0.00
Active	G 027-06610	COMMUNITY FDTN	\$0.00
Active	G 028-06610	FINRA 2014	\$0.00
Active	G 029-06610	GO BOND 2016	\$0.00

Cash **\$4,014,255.83**

Beginng Balance	\$2,803,436.26
+ Total Deposits	\$2,000,819.57
- Checks Written	\$790,000.00

Check Book Balance	\$4,014,255.83
Difference	\$0.00

General Obligation Bond and Other Capital Spending

Update: Dec 2014

Projects	Bond	Operating Fund 2013-14	Rainy Day Fund 2013-14	Rainy Day Addt'l App	LIRF 2014	Total	Spending as of		
	Budget	Budget	Budget			Budget	Contract	Variance	12-31-14
Renovation	\$375,000		\$370,000	\$500,000	\$189,915	\$1,434,915	\$1,376,500	(\$58,415)	\$864,519
Renovation Architect 2013-2014	\$0	\$20,000	\$60,000			\$80,000	\$90,749	\$10,749	\$76,229
Change Order allocation 10-15-14							\$52,000	\$52,000	
Digital Creativity Equipment - 2014		\$46,000			\$54,000	\$100,000			
Cable / wifi install - renovation					\$90,840				\$80,000
Other soft cost							\$3,470	\$3,470	
microphone stands 320, amp for pager 2027, chairs stanly steamer 432, blinds outreach 691									
Chillers (inc engineer \$24,000)	\$300,000					\$300,000	\$335,700	\$35,700	\$305,000
Library Technology Allocation - 3 yrs	\$233,000					\$233,000			\$118,009
CATS Technology Allocation - 3 yrs	\$150,000					\$150,000			\$84,693
Completed:									
Landscaping-Main Library	\$42,000					\$42,000	\$42,829	\$829	\$42,829
Scanner - Indiana Room					\$15,245				\$15,245
Phone System (inc consultant \$11,375)	\$100,000					\$100,000	\$117,595	\$17,595	\$117,595
Roof (inc. engineer \$19,900)	\$400,000					\$400,000	\$266,400	(\$133,600)	\$266,400
Ellettsville Reference Desk	\$25,000					\$25,000	\$7,995	(\$17,005)	\$7,955
IT Network Upgrade	\$80,000					\$80,000	\$68,931	(\$11,069)	\$68,931
1B/1C Meeting Room Partition	\$20,000					\$20,000	\$10,910	(\$9,090)	\$10,910
Replace 1993 Van	\$25,000					\$25,000	\$24,075	(\$925)	\$24,075
Bond issuance cost/legal expenses	\$50,000					\$50,000	\$47,873	(\$2,127)	\$47,873
Total	\$1,800,000	\$66,000	\$430,000	\$500,000	\$350,000	\$3,039,915	\$2,445,027	(\$111,888)	\$2,130,263

Current balance Rainy Day Fund: \$1,242,032

Current balance Library Improvement Reserve Fund: \$1,256,816

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE: January 21, 2015

Beginning Employment

- Allison Moore, Collection Services, Copy Cataloger, Pay Grade F, 37.5 hours per week effective January 12, 2015.
- Clare Miller, Facilities, Custodian, Pay Grade C, 20 hours per week effective January 12, 2015.
- Jimmy Sims, Facilities, Security Technician, Pay Grade E, 20 hours per week effective January 12, 2015.
- Maggie Bruce, Circulation, Temporary Clerk, Pay Grade C, up to 18 hours per week effective December 9, 2014 until January 31, 2015.

Ending Employment

- Susan Fletcher, Ellettsville, Clerk, Pay Grade C, 20 hours per week effective February 12, 2015.
- Patricia Firenze, Children's, Reference Assistant, Pay Grade F, 37.5 hours per week, effective January 15, 2015.
- Sara Laughlin, Administration, Director, effective January 30, 2015

Job Changes

None

Active Library Employees
As of 12-26-2014

<i>Funds Type</i>	<i>First Name</i>	<i>Last Name</i>
Operating Funds		
1 Circ Pages Operating	Audra	Artzberger
2 Circ Pages Operating	Holly	Bean
3 Circ Clerical Operating	Margaret	Bruce
4 Circ Pages Operating	Trae	Carroll
5 Circ Pages Operating	Kenneth	Carter
6 Circ Pages Operating	Laura	Ciancone
7 Circ Pages Operating	Victoria	Englert
8 Circ Pages Operating	Andrew	Fak
9 Circ Pages Operating	Elizabeth	French
10 Ell Pages Operating	Cynthia	Garrison
11 Circ Pages Operating	Harlene	Haro
12 Circ Pages Operating	Samuel	Hine
13 Circ Pages Operating	Logan	Holmes
14 Circ Pages Operating	Jack	Kovaleski
15 Ell Pages Operating	Elizabeth	Kubisch
16 Circ Pages Operating	Amber	Mestre
17 Ell Pages Operating	Michelle	Meyers
18 Circ Pages Operating	Irena	Micajkova Otten
19 Circ Pages Operating	Luke	Mitchell
20 Circ Pages Operating	Daniel	Mounlio
21 Circ Pages Operating	Elizabeth	Nethery
22 Circ Pages Operating	David	Niemann
23 Circ Pages Operating	Dhruvi	Patel
24 Ell Pages Operating	Elizabeth	Polley
25 Ell Pages Operating	Chrystal	Price
26 Circ Pages Operating	Mary	Stalcup
27 Circ Pages Operating	Erin	van Wesenbeeck
28 Circ Pages Operating	Jonah	Wilson
29 Cats Clerical Operating	Katrina	Blair
30 Circ Clerical Operating	Brianna	Bush
31 Circ Clerical Operating	Marion	Clark
32 Ell Clerical Operating	Rachel	Clausman
33 Ell Clerical Operating	William	Ellis
34 Circ Clerical Operating	Edwin	Fallwell
35 Ell Clerical Operating	Susan	Fletcher
36 Facilities Bldg Maint Oper	Ross	Jackson
37 Ell Clerical Operating	Jane	Kennedy
38 I/s Clerical Operating	Cody	Mullis
39 CO Spec Operating	Ann	Segraves
40 Circ Clerical Operating	Jessica	Shurr
41 A/s Clerical Operating	Timothy	Thompson
42 Circ Clerical Operating	Justen	Warne
43 Admin Clerical Operating	William	Weaver
44 Circ Clerical Operating	Kristina	Wiltsee
45 Circ Pages Operating	Lark	Farlee
46 Cats Clerical Operating	Andrew	Funkhouser
47 Circ Pages Operating	Evan	Gornik
48 Ell Spec Operating	Amy	Hamilton

Active Library Employees

As of 12-26-2014

49	Circ Pages Operating	Ian	Hoagland
50	Circ Pages Operating	Daniel	Hosler
51	Circ Clerical Operating	Amanda	Johnson
52	Children's Prof Assists Oper	Christina	Jones
53	CO Clerical Operating	Audra	Loudenbarger
54	A/s Prof Assistants Operating	Doris	Lynch
55	Circ Pages Operating	Lucas	Porter
56	Facilities Bldg Maint Oper	David	Simpson
57	T/s Clerical Operating	Christine	Sneed
58	Facilities Bldg Maint Oper	Cherryl	Tincher
59	Circ Clerical Operating	Tracy	Lenn
60	Admin Spec Operating	Erin	Tobey
61	Children's Prof Assists Oper	Ellen	Arnholter
62	A/s Prof Supervisors Operating	Steven	Backs
63	I/s Prof Supervisors Operating	Ned	Baugh
64	Circ Clerical Operating	Molly	Beatty
65	Facilities Bldg Maint Oper	Terri	Bell
66	Circ Clerical Operating	Amy	Bruce
67	Circ Spec Operating	Katherine	Bull
68	Circ Clerical Operating	Michael	Campbell
69	A/s Spec Operating	Keith	Carter
70	Children's Prof Assists Oper	Lisa	Champelli
71	Facilities Bldg Maint Oper	Jeremiah	Chandler
72	Circ Clerical Operating	Jared	Cheek
73	A/s Spec Operating	Burl	Cooper
74	T/s Prof Assistants Operating	D'Arcy	Danielson
75	A/s Prof Assistants Operating	Luann	Dillon
76	Children's Spec Operating	Aubrey	Dunnuck
77	T/s Spec Operating	Susan	Fallwell
78	Children's Spec Operating	Patricia	Firenze
79	Children's Prof Assists Oper	Mary	Frasier
80	A/s Prof Assistants Operating	Christine	Friesel
81	Facilities Bldg Maint Oper	Dana	Geldhof
82	EII Prof Assistants Operating	Penelope	Gillie
83	A/s Prof Assistants Operating	James	Gossman
84	A/s Prof Assistants Operating	Elizabeth	Gray
85	Admin Spec Operating	Marla	Gray
86	Admin Prof Assistants Oper	Paula	Gray-Overtoom
87	T/s Prof Assistants Operating	Cheryl	Green
88	Facilities Bldg Maint Oper	Ronald	Greene
89	A/s Prof Assistants Operating	Nola	Hartman
90	A/s Spec Operating	Shawn	Henline
91	Admin Prof Supervisors Oper	Michael	Hoerger
92	CO Spec Operating	Jennifer	Hoffman
93	EII Prof Assistants Operating	Stephanie	Holman
94	A/s Prof Assistants Operating	Christopher	Hosler
95	Children's Spec Operating	Virginia	Hosler
96	CO Prof Supervisors Operating	Christopher	Jackson
97	Facilities Bldg Maint Oper	Michael	Johnson
98	Circ Prof Assistants Operating	Jennifer	Kellams

Active Library Employees

As of 12-26-2014

99	Facilities Bldg Maint Oper	Bruce	Kelly
100	Admin Spec Operating	Merriel	Kern
101	Ell Spec Operating	Julia	Kinser
102	I/s Spec Operating	Joseph	Langfitt
103	Admin Administrators Operating	Sara	Laughlin
104	CO Prof Assistants Operating	Arthur	Leach
105	Admin Prof Supervisors Oper	Gary	Lettelleir
106	Circ Prof Assistants Operating	Mary	Loro
107	CO Spec Operating	Jacqueline	Lovings
108	TS Professional Supervisors Op	Kevin	MacDowell
109	Circ Clerical Operating	John	Meador
110	Circ Clerical Operating	Tyler	Meese
111	Facilities Bldg Maint Oper	Mark	Mobley
112	Facilities Bldg Maint Oper	John	Mosora
113	Ell Prof Supervisors Operating	Michele	Needham
114	T/s Prof Assistants Operating	Martha	Ody
115	CO Prof Assistants Operating	Polly	OShea
116	A/s Prof Assistants Operating	Roberta	Overman
117	Facilities Bldg Maint Oper	Eric	Rodkin
118	A/s Spec Operating	M Brandon	Rome
119	T/s Prof Assistants Operating	Jane	Ruddick
120	Admin Prof Assistants Oper	Susan	Sater
121	I/s Prof Assistants Operating	Vanessa	Schwegman
122	Admin Clerical Operating	Brenda	Seibel
123	Circ Spec Operating	Andrew	Slater
124	A/s Spec Operating	Ryan	Stacy
125	Children's Spec Operating	Kathleen	Starks-Dyer
126	T/s Prof Assistants Operating	Sabra	Stockey
127	Circ Prof Supervisors Oper	Barbara	Swinson
128	CO Prof Assistants Operating	Bethany	Terry
129	Admin Spec Operating	Pamela	Wallace
130	T/s Prof Supervisors Operating	Pamela	Wasmer
131	Admin Spec Operating	Jacoba	Wells
132	T/s Spec Operating	Pamela	White
133	Admin Prof Supervisors Oper	Kyle	Wickemeyer-Hardy
134	Circ Clerical Operating	Guadalupe	Wilson
135	Children's Prof Supers Oper	Joshua	Wolf
136	Admin Administrators Operating	Marilyn	Wood
137	Circ Clerical Operating	Leanne	Zdravecky

Sub Total Operating Funds **\$146,708** **4037.5**

Active Library Employees
As of 12-26-2014

Special/GiftFunds

	Funds Type	First Name	Last Name
1	Cats Clerical Operating	Addison	Rogers
2	Cats Clerical Operating	Michael	Stevens
3	Cats Clerical Operating	Seth	Tackett
4	Cats Clerical Operating	Clinton	Lake
5	Cats Clerical Operating	Glenn	Myers
6	Cats Clerical Operating	Nathan	Wrigley
7	Admin Spec Operating	Michael	Burns
8	Admin Spec Operating	Mary Jean	Regoli
9	Cats Clerical Operating	Michael	Adams
10	Cats Clerical Operating	Jeannette	Lehr
11	Cats Prof Assistants Operating	Martin	O'Neill
12	Cats Prof Assistants Operating	Adam	Stillwell
13	Cats Prof Assistants Operating	Robert	Stockwell
14	Cats Clerical Operating	David	Walter
15	Cats Prof Supervisors Oper	Michael	White
Sub Total Special/Gift Funds		\$15,285	457.5
TOTAL All EE's ALL Funds		\$161,992	4495.0

Active Library Employees
As of 01-09-2015

<i>Funds Type</i>	<i>First Name</i>	<i>Last Name</i>
Operating Funds		
1	Circ Pages Operating	Audra Artzberger
2	Circ Pages Operating	Holly Bean
3	Circ Clerical Operating	Margaret Bruce
4	Circ Pages Operating	Trae Carroll
5	Circ Pages Operating	Kenneth Carter
6	Circ Pages Operating	Laura Ciancone
7	Circ Pages Operating	Victoria Englert
8	Circ Pages Operating	Andrew Fak
9	Circ Pages Operating	Elizabeth French
10	Ell Pages Operating	Cynthia Garrison
11	Circ Pages Operating	Samuel Hine
12	Circ Pages Operating	Logan Holmes
13	Circ Pages Operating	Jack Kovaleski
14	Ell Pages Operating	Elizabeth Kubisch
15	Circ Pages Operating	Amber Mestre
16	Ell Pages Operating	Michelle Meyers
17	Circ Pages Operating	Irena Micajkova Otten
18	Circ Pages Operating	Luke Mitchell
19	Circ Pages Operating	Daniel Mounlio
20	Circ Pages Operating	Elizabeth Nethery
21	Circ Pages Operating	David Niemann
22	Circ Pages Operating	Dhruvi Patel
23	Ell Pages Operating	Elizabeth Polley
24	Ell Pages Operating	Chrystal Price
25	Circ Pages Operating	Mary Stalcup
26	Circ Pages Operating	Erin van Wesenbeeck
27	Circ Pages Operating	Jonah Wilson
28	Cats Clerical Operating	Katrina Blair
29	Circ Clerical Operating	Brianna Bush
30	Circ Clerical Operating	Marion Clark
31	Ell Clerical Operating	Rachel Clausman
32	Ell Clerical Operating	William Ellis
33	Circ Clerical Operating	Edwin Fallwell
34	Ell Clerical Operating	Susan Fletcher
35	Facilities Bldg Maint Oper	Ross Jackson
36	Ell Clerical Operating	Jane Kennedy
37	I/s Clerical Operating	Cody Mullis
38	CO Spec Operating	Ann Segraves
39	Circ Clerical Operating	Jessica Shurr
40	A/s Clerical Operating	Timothy Thompson
41	Admin Clerical Operating	William Weaver
42	Circ Clerical Operating	Kristina Wiltsee
43	Circ Pages Operating	Lark Farlee
44	Cats Clerical Operating	Andrew Funkhouser
45	Circ Pages Operating	Evan Gornik
46	Ell Spec Operating	Amy Hamilton
47	Circ Pages Operating	Ian Hoagland
48	Circ Pages Operating	Daniel Hosler

Active Library Employees

As of 01-09-2015

49	Circ Clerical Operating	Amanda	Johnson
50	Children's Prof Assists Oper	Christina	Jones
51	CO Clerical Operating	Audra	Loudenbarger
52	A/s Prof Assistants Operating	Doris	Lynch
53	Circ Pages Operating	Lucas	Porter
54	Facilities Bldg Maint Oper	David	Simpson
55	T/s Clerical Operating	Christine	Sneed
56	Facilities Bldg Maint Oper	Cherryl	Tincher
57	Circ Clerical Operating	Tracy	Lenn
58	Admin Spec Operating	Erin	Tobey
59	Children's Prof Assists Oper	Ellen	Arnholter
60	A/s Prof Supervisors Operating	Steven	Backs
61	I/s Prof Supervisors Operating	Ned	Baugh
62	Circ Clerical Operating	Molly	Beatty
63	Facilities Bldg Maint Oper	Terri	Bell
64	Circ Clerical Operating	Amy	Bruce
65	Circ Spec Operating	Katherine	Bull
66	Circ Clerical Operating	Michael	Campbell
67	A/s Spec Operating	Keith	Carter
68	Children's Prof Assists Oper	Lisa	Champelli
69	Facilities Bldg Maint Oper	Jeremiah	Chandler
70	Circ Clerical Operating	Jared	Cheek
71	A/s Spec Operating	Burl	Cooper
72	T/s Prof Assistants Operating	D'Arcy	Danielson
73	A/s Prof Assistants Operating	Luann	Dillon
74	Children's Spec Operating	Aubrey	Dunnuck
75	T/s Spec Operating	Susan	Fallwell
76	Children's Spec Operating	Patricia	Firenze
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86	Facilities Bldg Maint Oper	Ronald	Greene
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88	A/s Spec Operating	Shawn	Henline
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92	A/s Prof Assistants Operating	Christopher	Hosler
93	Children's Spec Operating	Virginia	Hosler
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95	Facilities Bldg Maint Oper	Michael	Johnson
96	Circ Prof Assistants Operating	Jennifer	Kellams
97	Facilities Bldg Maint Oper	Bruce	Kelly
98	Admin Spec Operating	Merriel	Kern

Active Library Employees

As of 01-09-2015

99	Ell Spec Operating	Julia	Kinser
100	I/s Spec Operating	Joseph	Langfitt
101	Admin Administrators Operating	Sara	Laughlin
102	CO Prof Assistants Operating	Arthur	Leach
103	Admin Prof Supervisors Oper	Gary	Lettelleir
104	Circ Prof Assistants Operating	Mary	Loro
105	CO Spec Operating	Jacqueline	Lovings
106	TS Professional Supervisors Op	Kevin	MacDowell
107	Circ Clerical Operating	John	Meador
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109	Facilities Bldg Maint Oper	Mark	Mobley
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111	Ell Prof Supervisors Operating	Michele	Needham
112	T/s Prof Assistants Operating	Martha	Ody
113	CO Prof Assistants Operating	Polly	OShea
114	A/s Prof Assistants Operating	Roberta	Overman
115	Facilities Bldg Maint Oper	Eric	Rodkin
116	A/s Spec Operating	M Brandon	Rome
117	T/s Prof Assistants Operating	Jane	Ruddick
118	Admin Prof Assistants Oper	Susan	Sater
119	I/s Prof Assistants Operating	Vanessa	Schwegman
120	Admin Clerical Operating	Brenda	Seibel
121	Circ Spec Operating	Andrew	Slater
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123	Children's Spec Operating	Kathleen	Starks-Dyer
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125	Circ Prof Supervisors Oper	Barbara	Swinson
126	CO Prof Assistants Operating	Bethany	Terry
127	Admin Spec Operating	Pamela	Wallace
128	T/s Prof Supervisors Operating	Pamela	Wasmer
129	Admin Spec Operating	Jacoba	Wells
130	T/s Spec Operating	Pamela	White
131	Admin Prof Supervisors Oper	Kyle	Wickemeyer-Hardy
132	Circ Clerical Operating	Guadalupe	Wilson
133	Children's Prof Supers Oper	Joshua	Wolf
134	Admin Administrators Operating	Marilyn	Wood
135	Circ Clerical Operating	Leanne	Zdravecky

Sub Total Operating Funds **\$149,252** **4002.5**

Active Library Employees
As of 01-09-2015

Special/GiftFunds

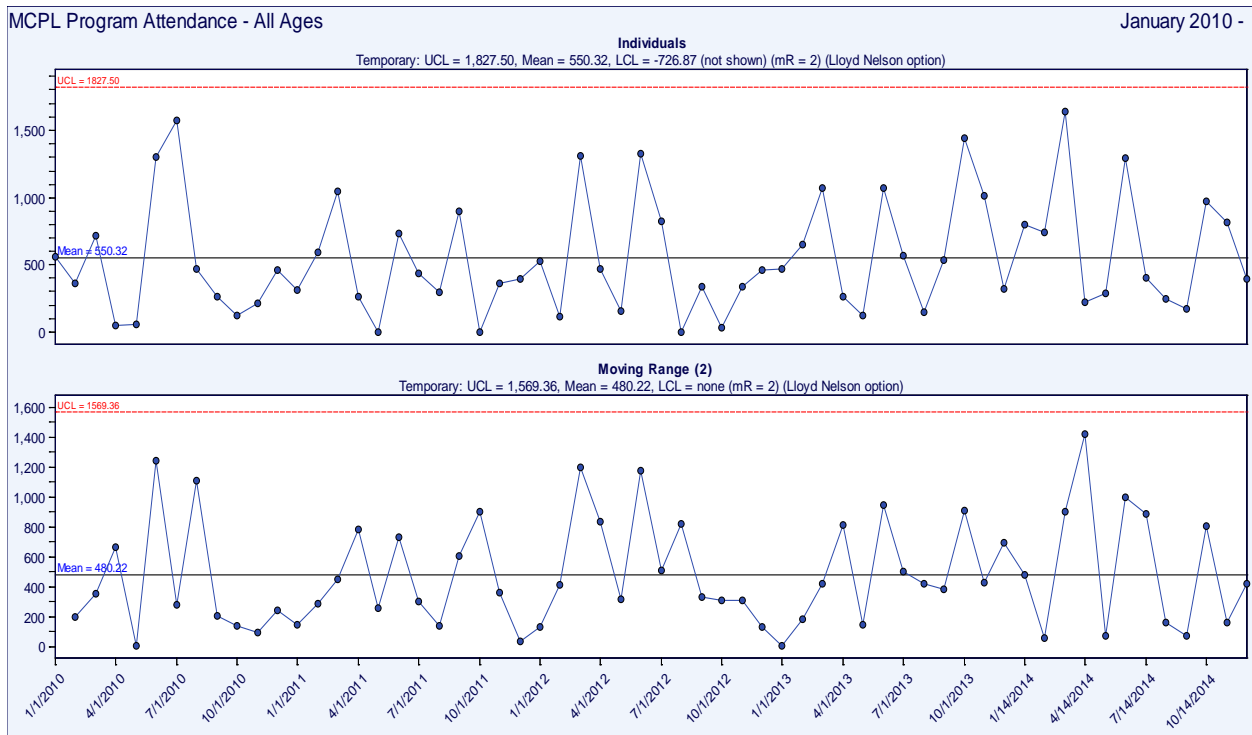
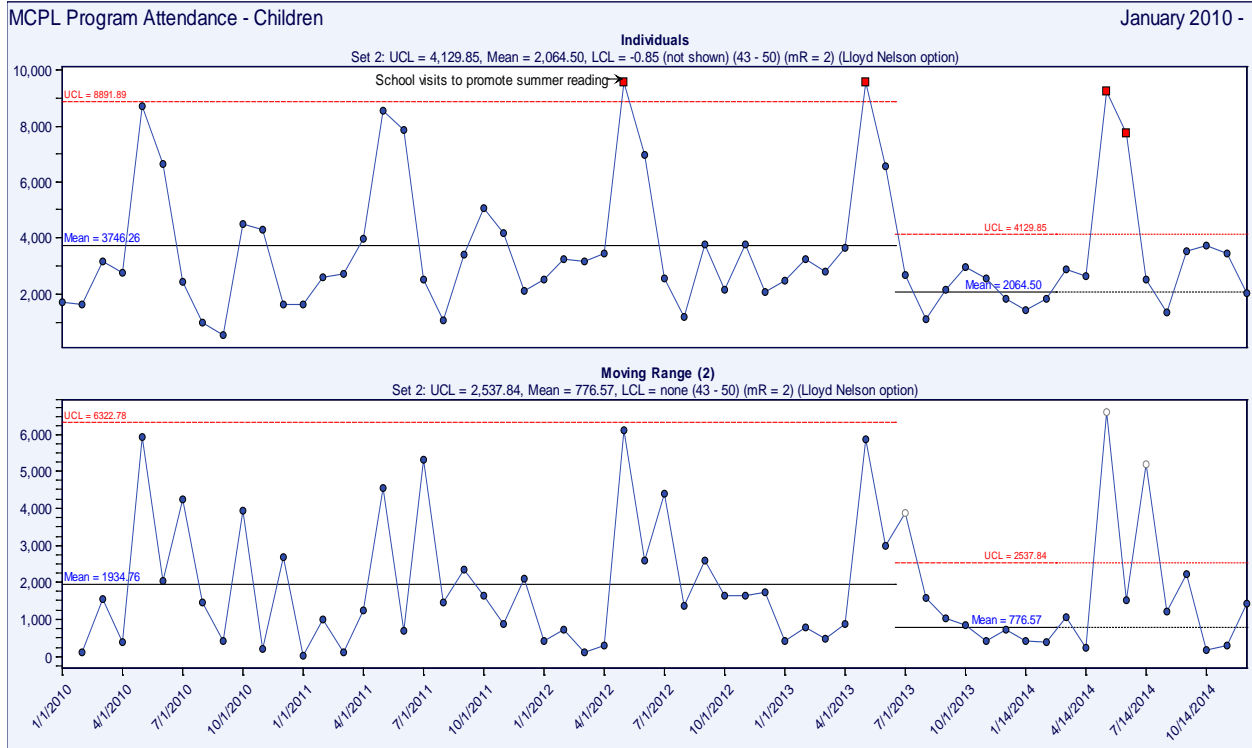
	Funds Type	First Name	Last Name
1	Cats Clerical Operating	Addison	Rogers
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3	Cats Clerical Operating	Seth	Tackett
4	Cats Clerical Operating	Clinton	Lake
5	Cats Clerical Operating	Glenn	Myers
6	Cats Clerical Operating	Nathan	Wrigley
7	Admin Spec Operating	Michael	Burns
8	Admin Spec Operating	Mary Jean	Regoli
9	Cats Clerical Operating	Michael	Adams
10	Cats Clerical Operating	Jeannette	Lehr
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13	Cats Prof Assistants Operating	Robert	Stockwell
14	Cats Clerical Operating	David	Walter
15	Cats Prof Supervisors Oper	Michael	White
Sub Total Special/Gift Funds		\$15,073	457.5
TOTAL All EE's ALL Funds		\$164,325.52	\$4,460.00

2015 Board of Trustees Calendar

2015

January	14	Work Session	Conflict of Interest forms; officer slate presented
			Early start time: 5 p.m. Budget line-item transfers; officer slate approved; El Centro contract; followed by State of the Library presentation and reception for new director
January	21	Board Meeting	
January	21	Board of Finance	Review Investment Report and Policy
February	11	Work Session	
February	18	Board Meeting	Election of Board Officers; Update:
March	11	Work Session	
March	25	Board Meeting	Update:
April	8	Work Session	
April	15	Board Meeting	Update:
May	13	Work Session	
May	20	Board Meeting	Update:
June	10	Work Session	
June	17	Board Meeting	Update:
July	8	Work Session	
July	15	Board Meeting	Draft 2016 Budget; Update:
August	12	Work Session	Revise 2016 Budget
August	19	Board Meeting	Approve 2016 Budget for advertising; Update:
September	9	Work Session	
September	16	Board Meeting	2015 Budget; Update:
16-Sep	16	Public Hearing	Public Hearing on 2015 Budget
October	14	Work Session	2016 Budget, as recommended by County Council
			Adopt 2016 Budget; GO Bond - Adopt final bond resolution and approve form of continuing disclosure undertaking ; Update:
October	21	Board Meeting	
November	11	Work Session	
			Approve 2016 employee insurance package; review Internet and Computer Use Policy; Update:
November	18	Board Meeting	
December	9	Work Session	
			Approve 2016 salary schedule, holiday schedule, pay grade schedule, director's salary; CATS contracts; GO Bond- Award GO bonds and sign closing documents ; Update:
December	16	Board Meeting	

GOAL 1: Strengthen 21st century literacy skills.



1A. Strengthen early literacy skills.

- Outreach librarian Polly O’Shea presented storytimes at 11 Head Start classrooms, continuing the “Food!” theme from the end of last month. She used fingerplays, feltboard stories, songs, and read-alouds to engage her young audience and foster their literacy skills.
- With themes ranging from holidays to weather to music and movement, Children’s Services at the Main Library presented 43 Early Literacy Programs for 1,444 children and caregivers.

1B. Support basic literacy skills.

- VITAL volunteers provided 547 hours of volunteer service in December through one-to-one tutoring sessions, conversation groups, the Bloomington Writing Project, Book Discussion groups, and Escuelita Para Todos. For the year, VITAL volunteers have given 5,864 hours of service, delivered 4,245 hours of one to one tutoring, guided 440 hours of conversation practice, and provided 101 hours of office assistance. VITAL learners have received more than 7,090 hours of educational services in 2014

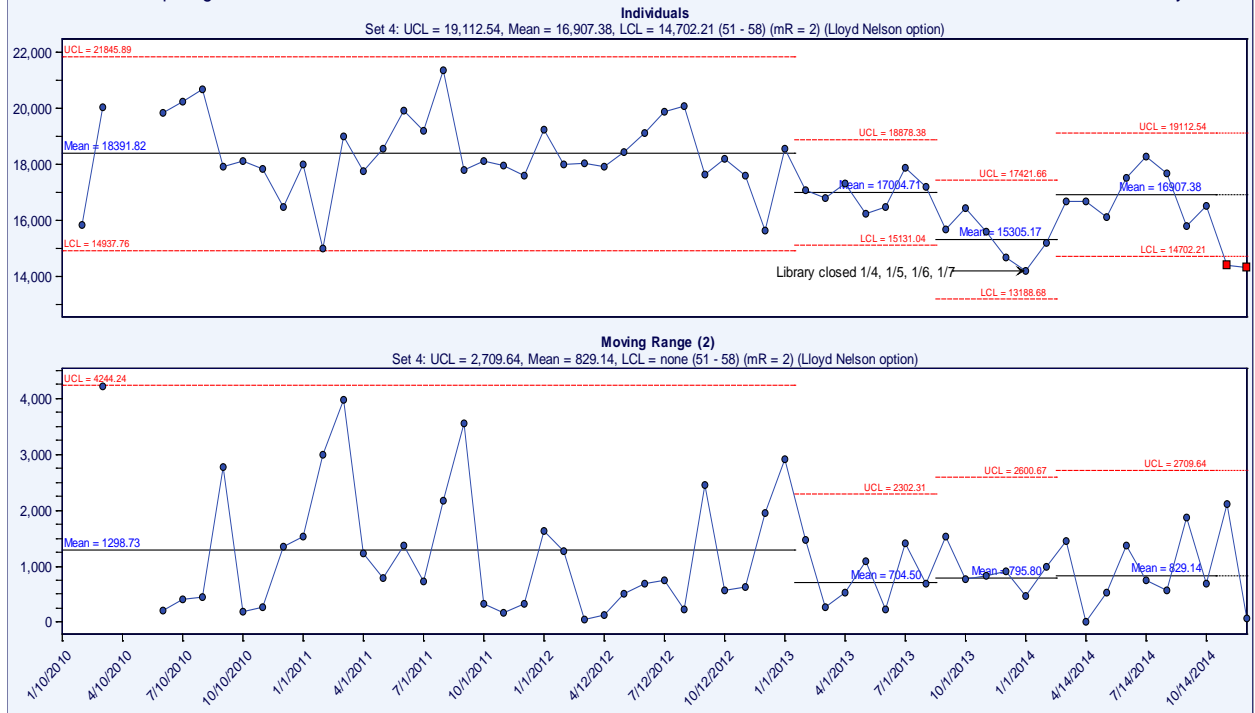


- The Ellettsville program “Circus Skills Workshop” made a strong connection between literacy and physical characteristics such as growth, balance and eye/hand coordination.
- 510 patrons attended seven “all ages” programs in the Children’s Department. They watched movies, made crafts, and enjoyed a puppet show. The programs were tied to the collection either through literature or nonfiction themes.
- 70 third graders from Lakeview toured the library, learned library skills, and enjoyed stories told by Mary Frasier and Lisa Champelli.
- Christina Jones threw a Hobbit themed program for young Tolkien fans. They made daggers, hobbit ears and hobbit feet, answered riddles, and learned about runes.
- During the holidays, children participated in virtual and real world scavenger hunts designed by Ginny Hosler, Erin Tobey and Lisa Champelli. They followed clues and found answers in World Book Online and in the Children’s Department in order to earn prizes.

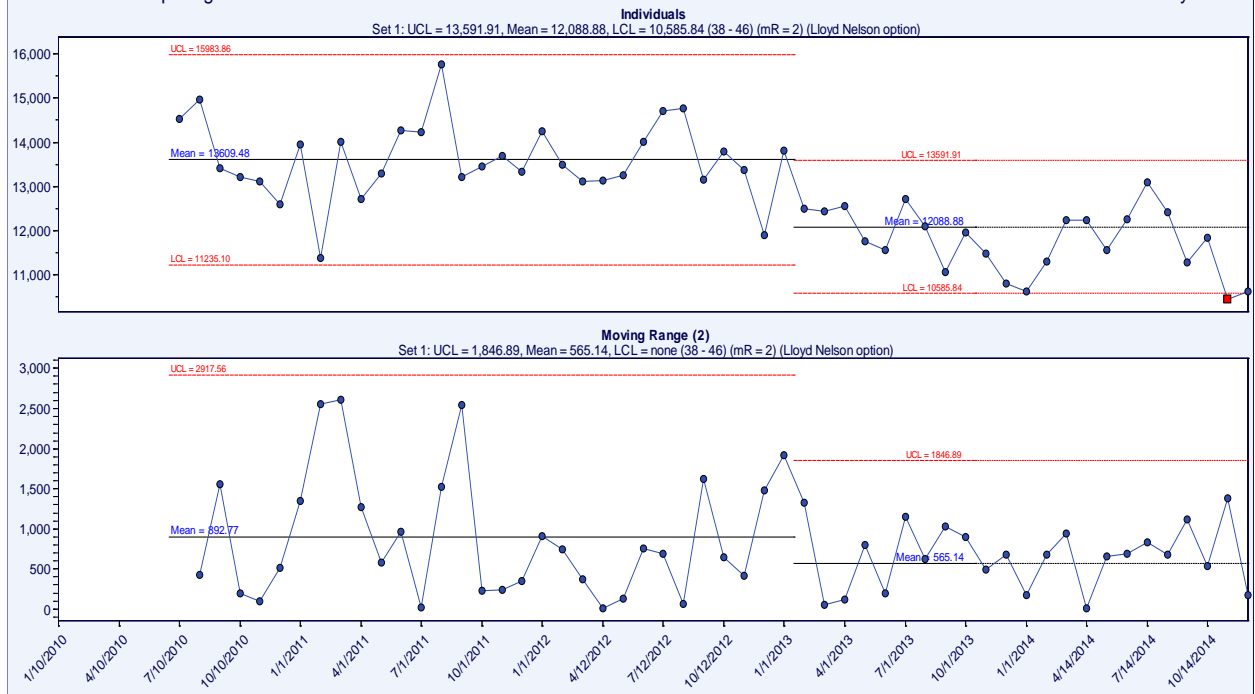
1C. Serve as a community resource for digital literacy.

- Ellettsville Branch staff conducted six one-on-one technology help sessions.

MCPL Public Computing Sessions January 2010 -



MCPL Public Computing Hours July 2010 -

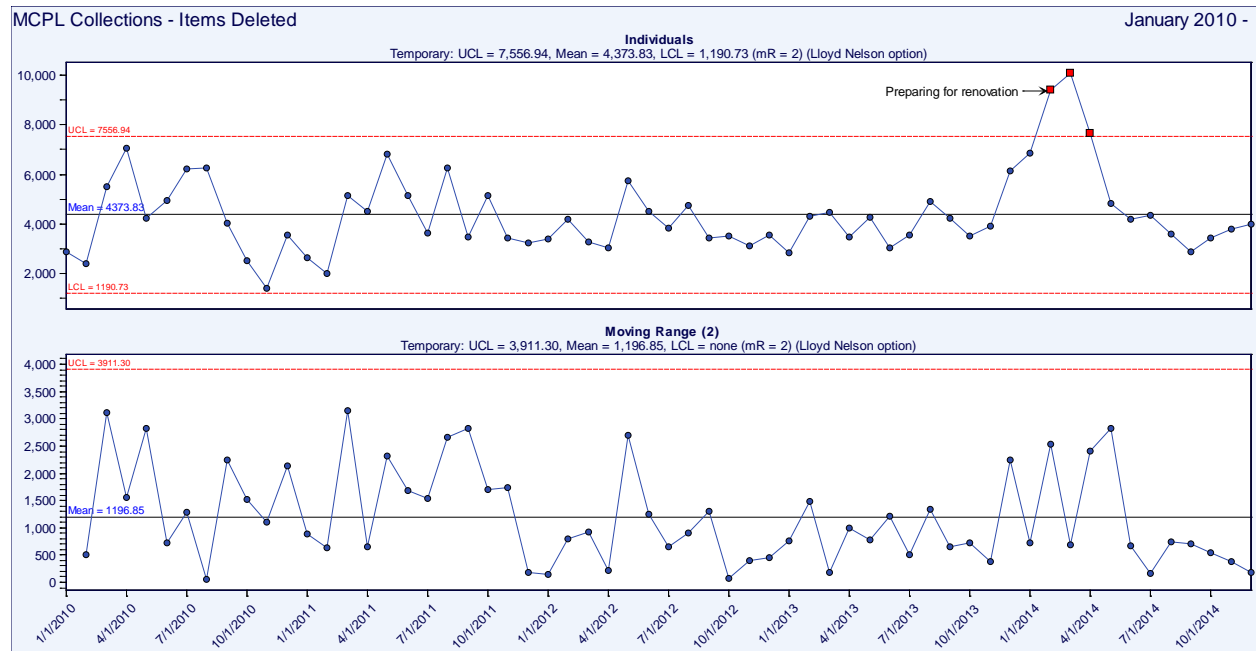
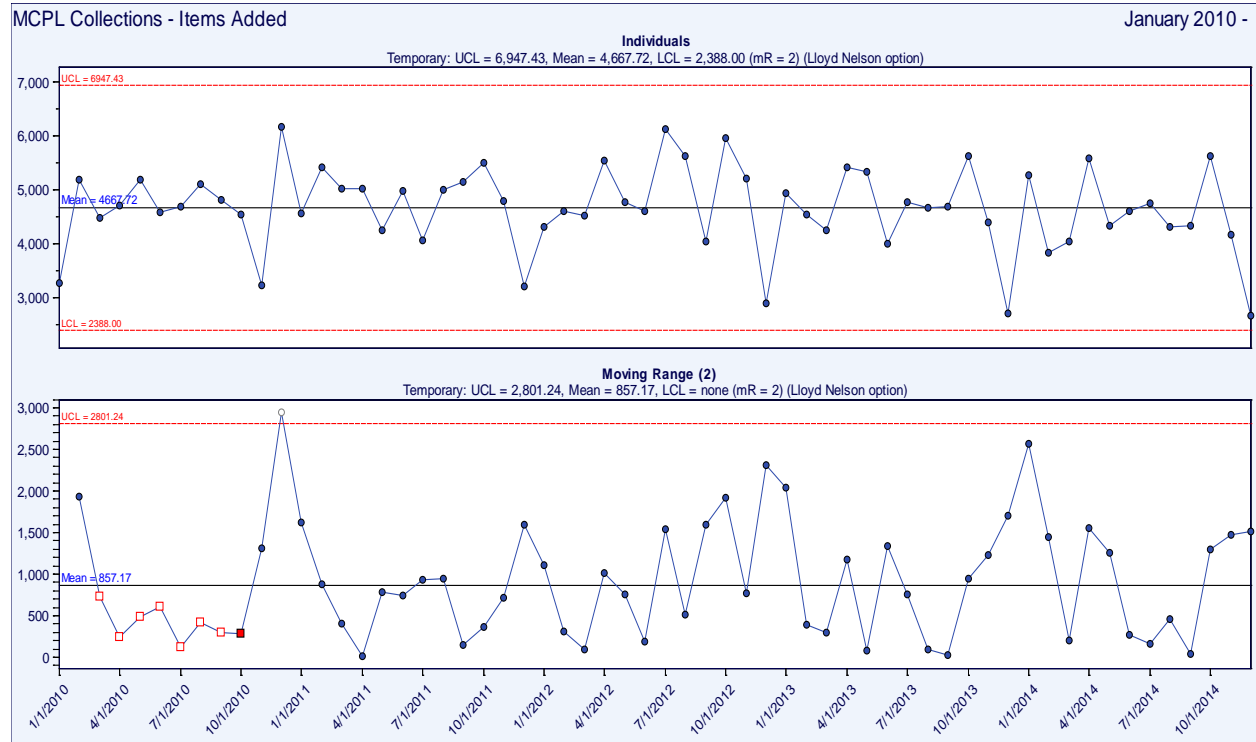


1D. Support digital creativity.

- Teen/Digital Creativity manager Kevin MacDowell and director Sara Laughlin spoke to 30 members of the Conversation Club on December 1. They shared floor plans and answered many questions.
- Cody Mullis created a Minecraft server for the library. Children without Minecraft accounts can now log onto public computers in the Children’s Services Department and build their own virtual cities... all while saving the world from zombies and creepers.

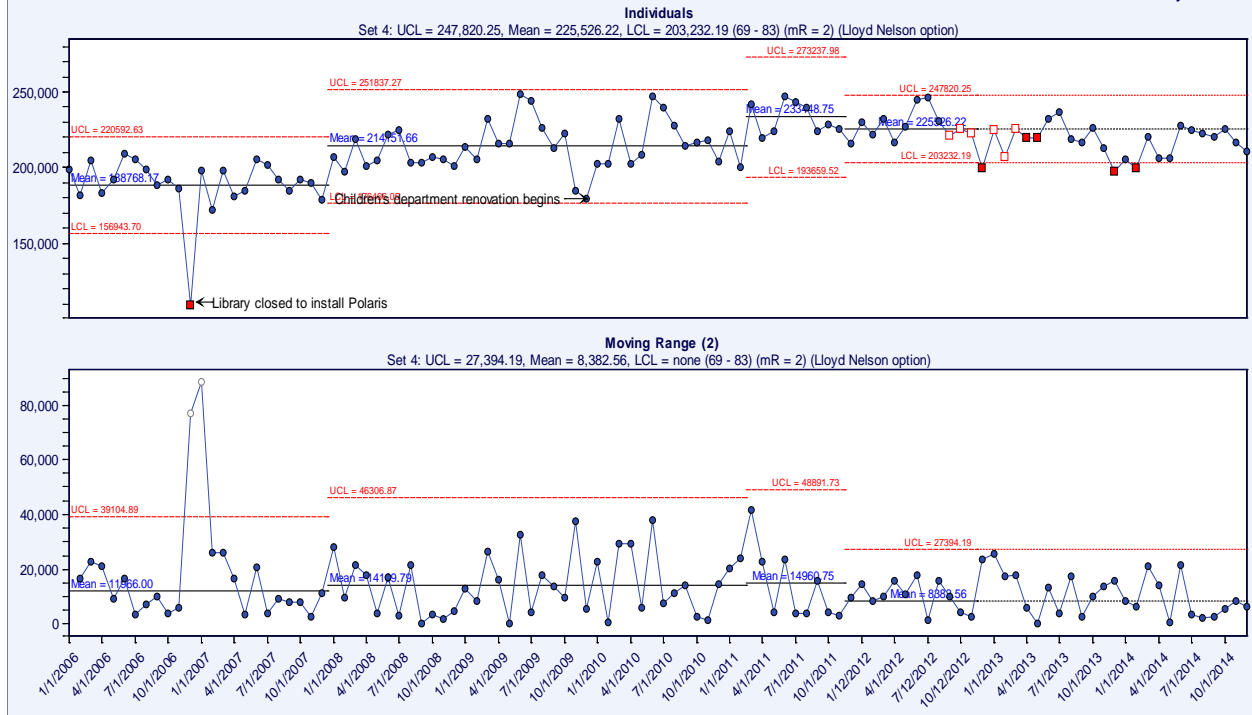
1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats.

- Thanks to a generous donation from the IU Intensive English Program, VITAL added more than \$1,000 of English language learning materials to the VITAL collection, including grammar books, teacher resource materials, student work books and more.



MCPL Total Circulation

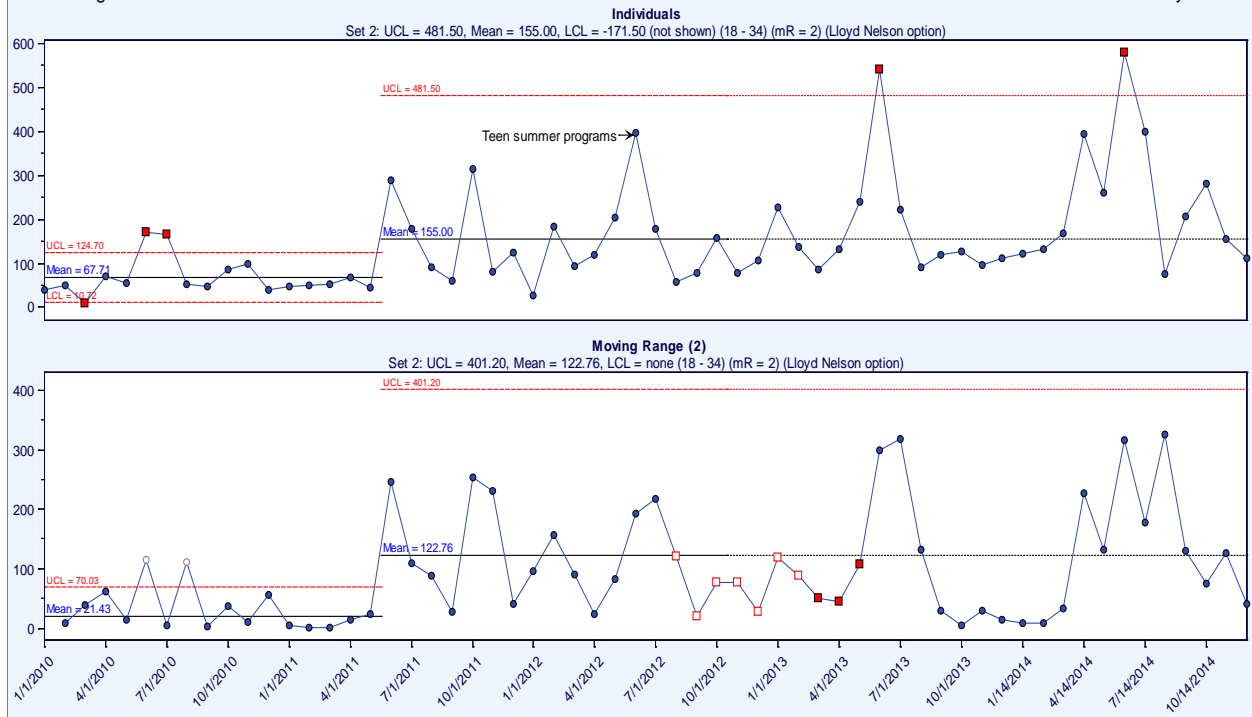
January 2006 -

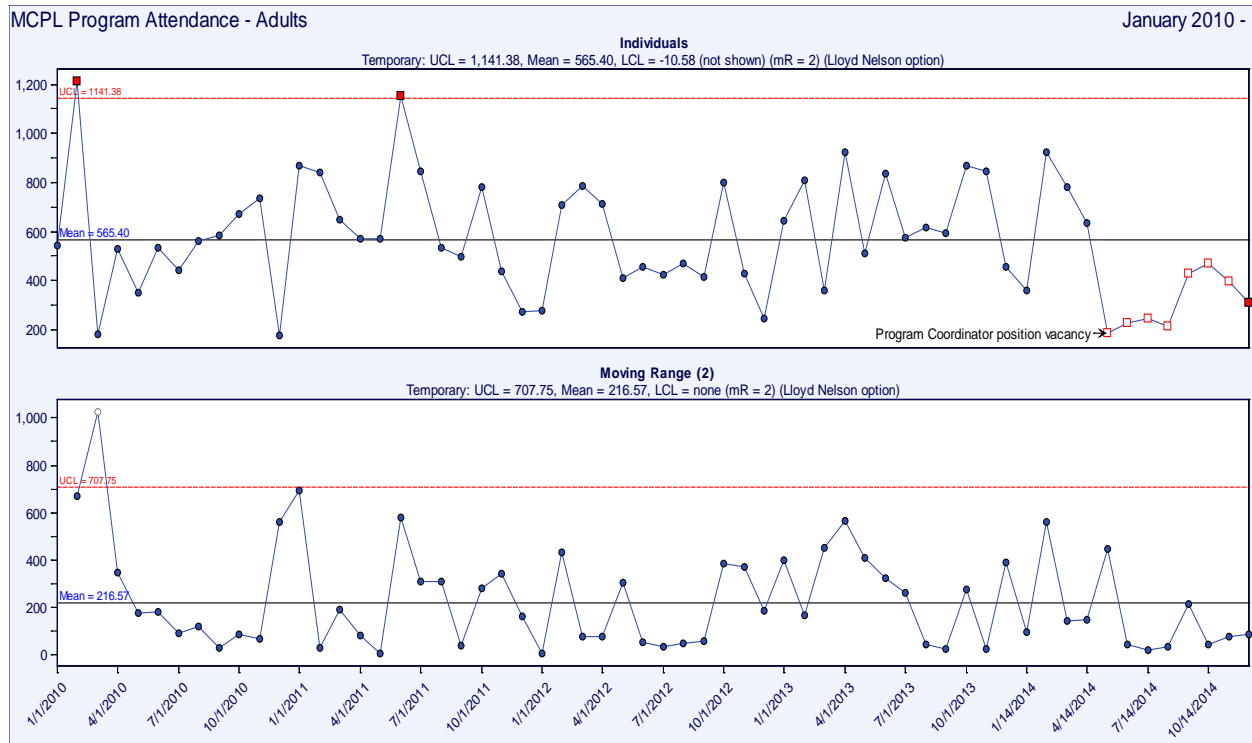


GOAL 2: Provide shared access to the world's information for free.

MCPL Program Attendance - Teens

January 2010 -





2A. Provide programs for teens and adults.

- At the “Booksplus Annual Holiday Tea”, Dory Lynch and Luann Dillon hosted 23 who were grateful for the special treats and annual book lists. Six had not attended Booksplus before and Dory and Luann encouraged them to come back for a book discussion in 2015.
- Bloominglabs “Arduino Club” continues to be a learning experience. Our usual attendees at Arduino Club tend to be experienced users and although the group is open to anyone who comes, they were lulled into a bit of complacency by the regular attendance. In addition to four regular members, this month we had two people arrive who were new to Arduino, one a teenager and another who had plenty of experience with programming but not Arduino. Our Bloominglabs partner is very experienced at teaching beginners, but we just weren’t as well prepared as we should have been to handle that situation. Steve Backs is working with Bloominglabs members to design a format that will work for both experienced users and beginners, probably by asking attendees to register so that we can contact them ahead of time to gauge their experience level.
- The “Bloominglabs Python Club” program was canceled after the presenter was called away on business at the last minute. After the meeting Adult Services manager Steve Backs met with Bloominglabs member Vic Kelson to devise a plan for adding redundancy to the club leadership. From January 2015 forward, another club member has volunteered to share the meeting responsibilities.
- “It’s Your Money” librarian Ryan Stacy linked up with partner Mother Hubbard’s Cupboard to host “Food Fermentation” as part of the “It’s Your Money” initiative, funded by ALA and FINRA. The program presented financial literacy from a different angle; instead of a program on saving money, this packages the same message with useful, sustainable home economics. 23 people attended. After Dr. Rachel Applegate resigned, former programming coordinator Sarah Bowman agreed to step in as evaluator for the initiative. Ryan, Steve Backs, Marilyn Wood, and Sara Laughlin held a conference call with her to assure a smooth transition.
- “New Movie Monday” attendance was 34 for the Disney movie *Maleficent*.

- Attendance for “Silver Screen Sunday” was 10, with a few people staying afterwards for a short discussion of the film *The Apartment* (1960). We are not thrilled with the turnout and in January plan to look at marketing and publicity options.

2B. Increase community awareness of and engagement with the library.

- VITAL provided six hours of orientation training in December for four prospective volunteers. 51 learners are waitlisted for one to one tutoring.
- More than 65 attended the VITAL annual Winter Party for tutors, learners, volunteers, and VITAL supporters, where Chris Hoak was awarded the 2014 Newman VITAL Volunteer of the Year Award. Chris had worked with eight learners since joining VITAL in 2010, providing thoughtfully designed lesson plans to meet each student’s needs. He showed sincere dedication to providing increased literacy opportunities to members of our community. Thank you Chris!
- Marilyn Wood attended a meeting sponsored by the Midwest Collaborative for Library Services on December 11 to discuss ways Indiana Libraries can improve their effectiveness and value in the community and potential ways the Collaborative may contribute to their success.
- For the third year, the Ellettsville Branch participated in the “Santa on Sale Street” event in downtown Ellettsville. The library opened the Meeting Room for drop-in crafts and a fun game of “Find the Elf on the Shelf”.
- The Edgewood school choir also gathered in front of the library and then caroled through the town and back to the library:
- Staff at the Ellettsville Branch Library received training on the process that will be used to register all Richland Bean Blossom School children with library cards.
- Josh Wolf worked with South Central Indiana Association for Education of Young Children (SCIAYC) to prepare support for the Week of the Young Child in April.



2C. Strengthen services for nonprofit organizations.

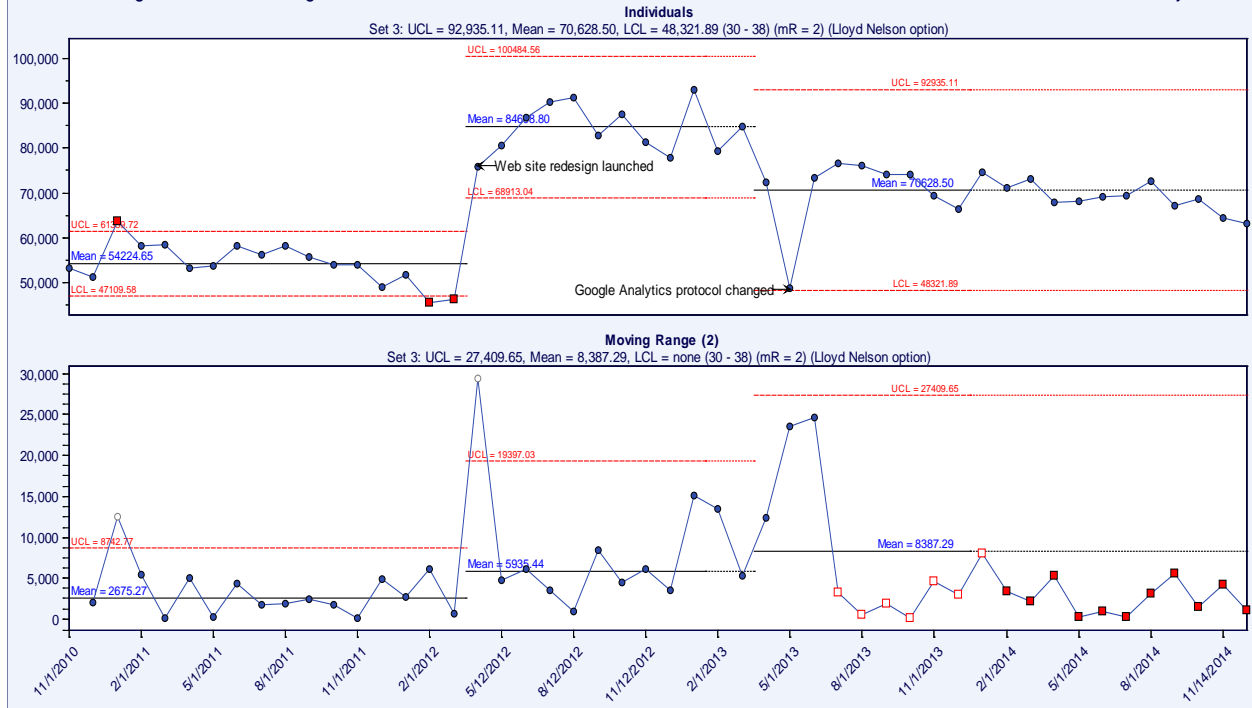
<i>December Meeting Rooms/Auditorium Use</i>		
Meeting Rooms	Main Library meeting rooms used	75
	Main Library auditorium used	10
	Main Library atrium	0
	Ellettsville Branch	15
	TOTAL MEETING ROOMS USED	100

2D. Continually refresh web content and improve usability based on principles of user-centered design.

- Lisa Champelli and Paula Gray-Overtoom redesigned the layout of ongoing children’s programs on the Main Library web site.

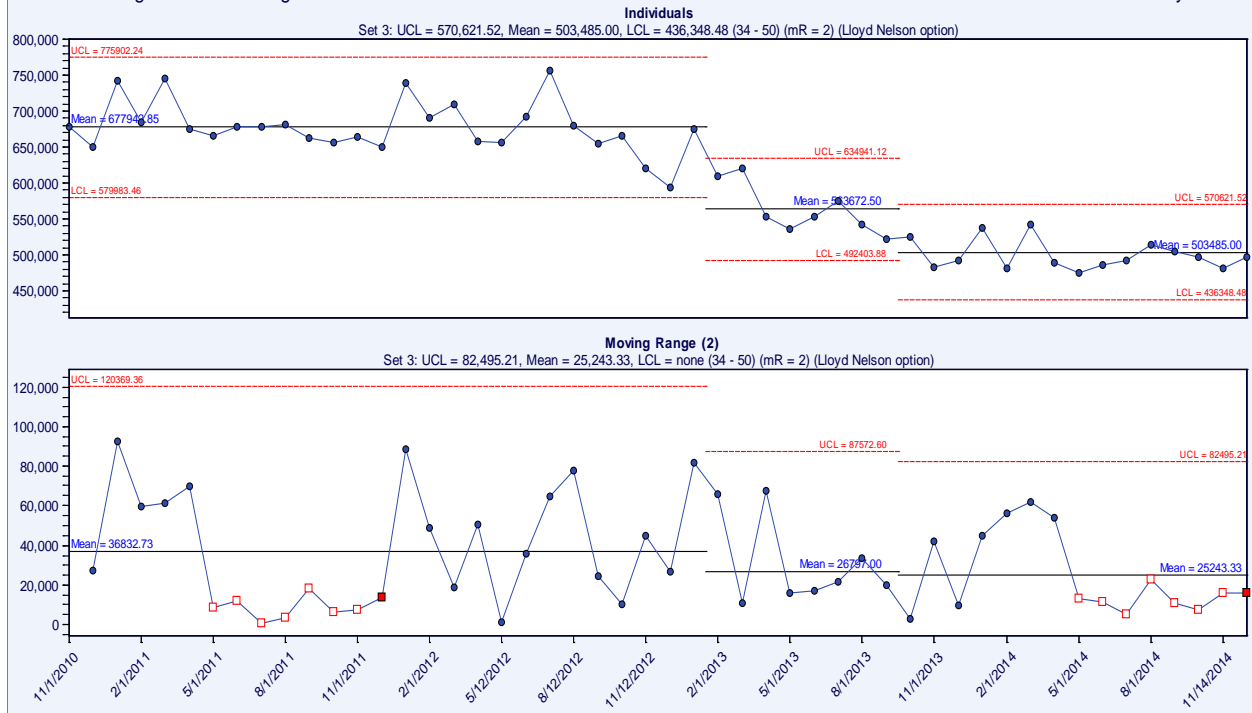
MCPL Web Page Views - Home Page

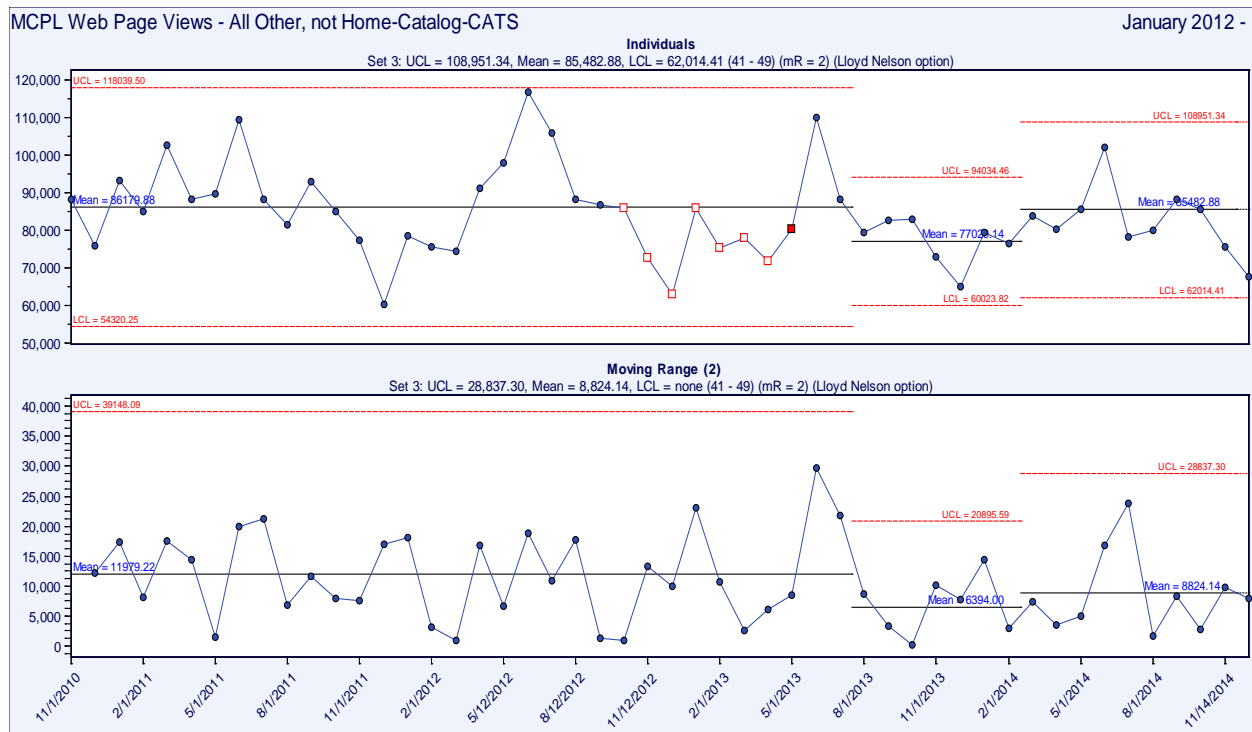
January 2012 -



MCPL Web Page Views - Catalog

January 2012 -



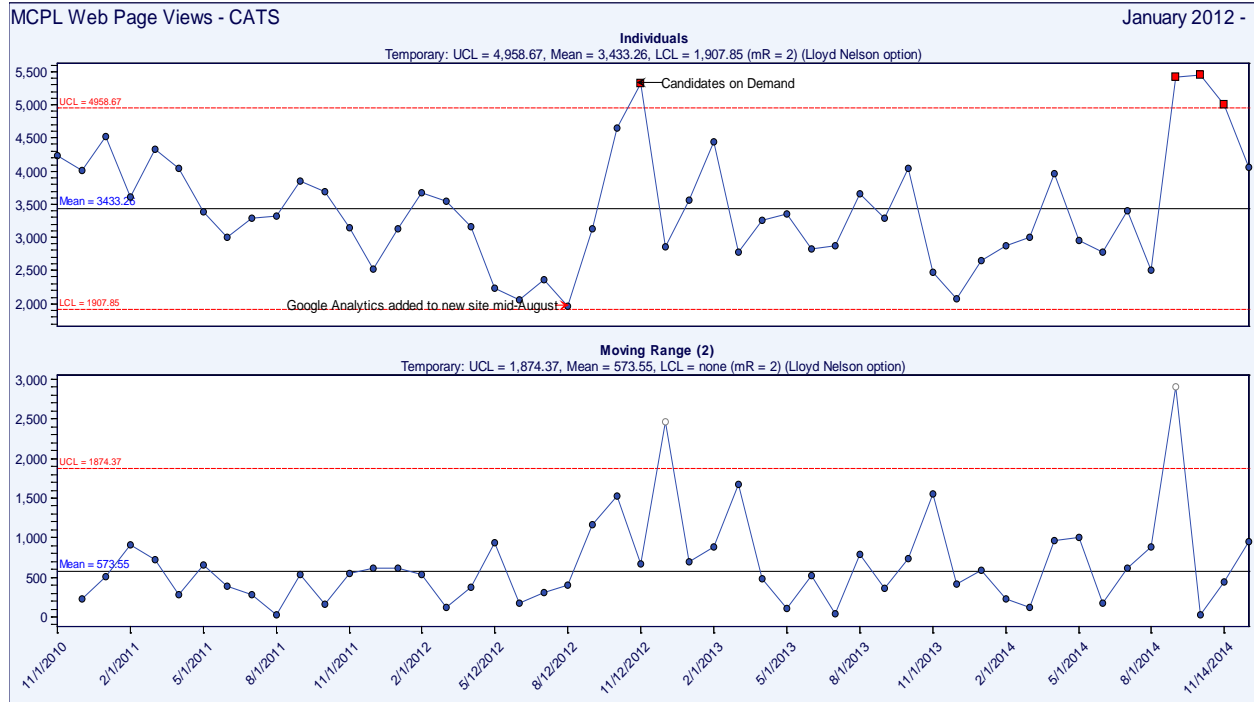


2E. Increase technological infrastructure capacity to support increased digital focus.

- The new expanded wireless access was installed and will be operational on January 2.

December Access		
Read It Off	Number registered	446
	Charges waived	\$237.44
	Number individuals with charged waived	40
	Number exiting program	18
Interlibrary Loan	Items loaned	192
	Items borrowed	25
Author Alert	Alerts placed	331

- CATS provided coverage of the *Bloomington Rotary Tuesday Luncheons featuring Ivy Tech Chancellor Jennie Vaughan, author Jim Stark; The Singing Hoosiers – Chimes of Christmas* from the IU Auditorium; *The Quarryland Men’s Chorus Winter Concert: Silver Bells and Red Ribbons* from First United Church; *Advent Lessons and Carols* from Trinity Episcopal Church; *Symphonic Bells of Bloomington Winter Concert* from First United Methodist Church; *Israel-Palestine: Is the Two-State Solution Really an Option? What’s Next?* from the Library; *The Mike Adams Show 2014 Christmas Special* from The Bishop; *Musical Arts Youth Orchestra Winter Concert* from the Unitarian Universalist Church; *Busman’s Holiday & Friends Christmas Spectacular* from the Bishop; *Harmony School Holiday Follies*; and *Climatism: Climate Change and Renewable Energy: The Rest of the Story* from the Library.
- The CATS-WFHB joint production, *CATS Week* reached 250 programs produced in the series since 2010. The anchor for the government news round-up program, Jeannette Lehr, accepted a position working in Digital Creativity Center/Teen Services at the Library, beginning in January. Her vast skill-set will be highly valuable in her new endeavors, and she will be greatly missed.

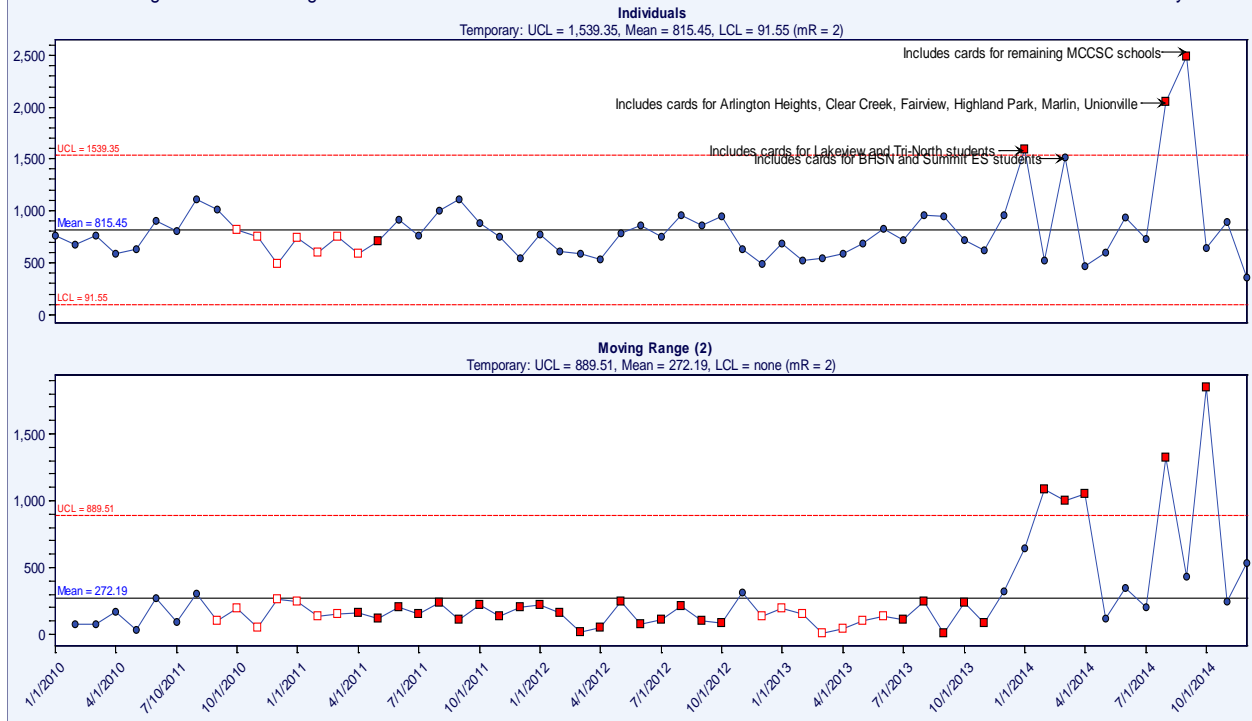


December CATS	
Government programs produced	30
Patron programs produced	188
Community programs produced	37
Public service announcements	-
Dubs delivered	165
Programs added to collection	251

GOAL 3: Provide high quality, personalized customer service.

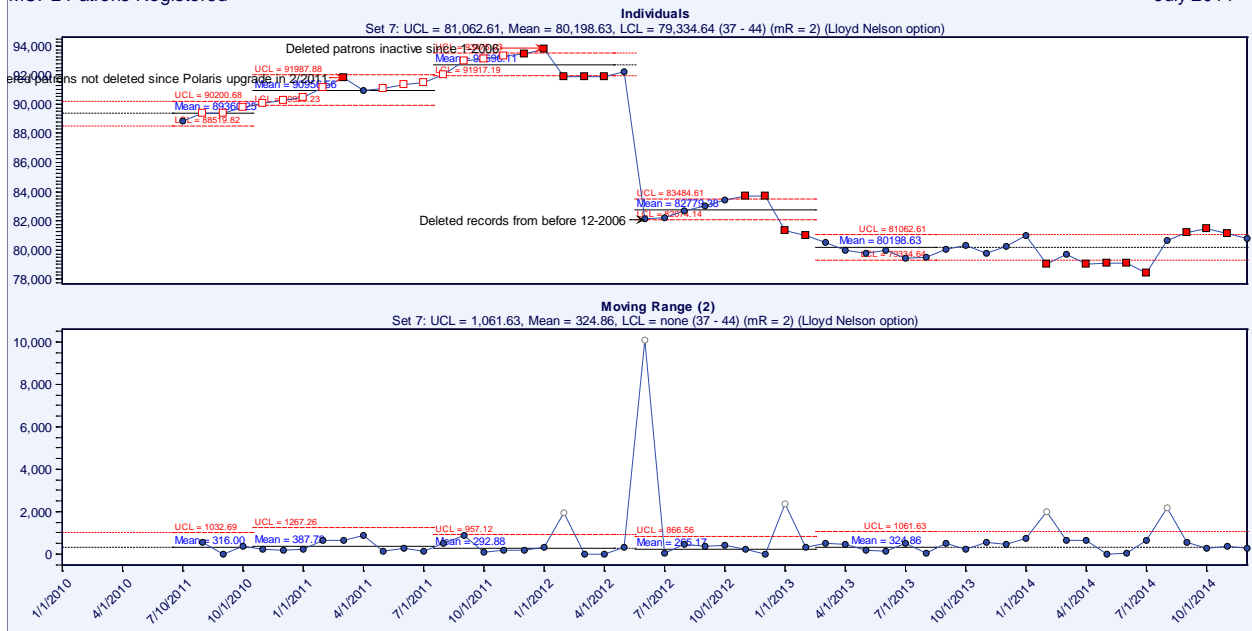
MCPL Patron Registration - New Registration

January 2010 -



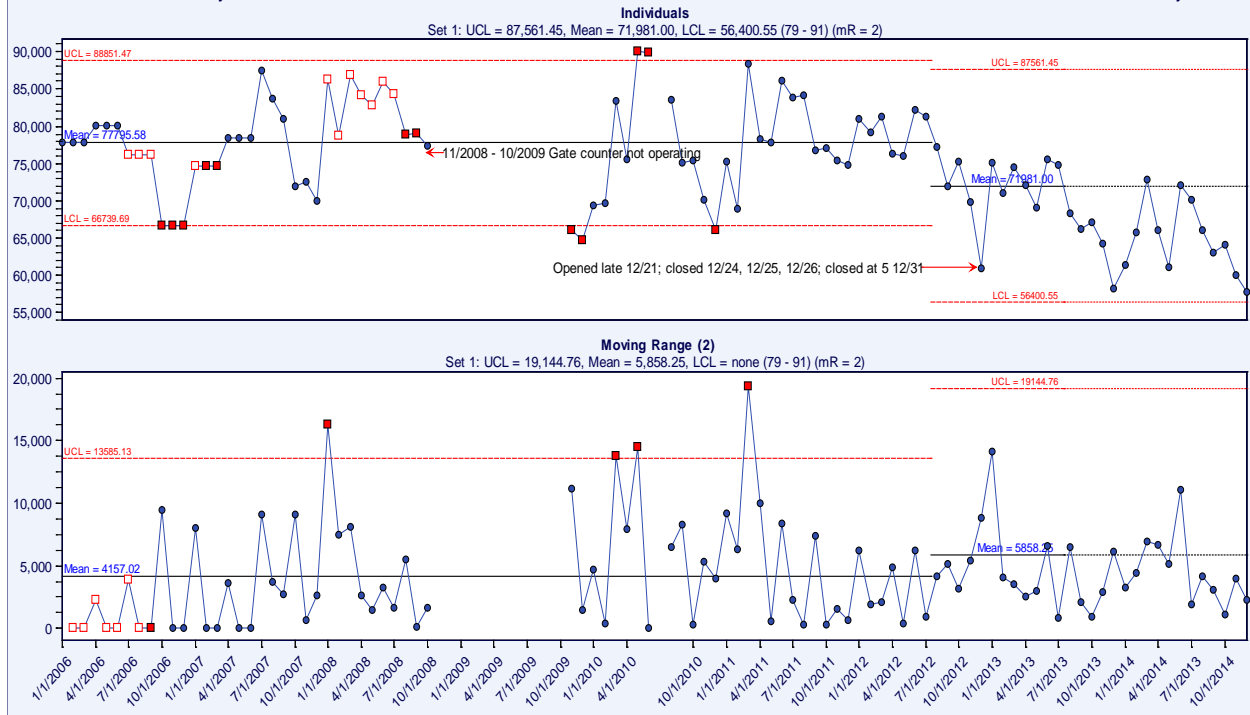
MCPL Patrons Registered

July 2011 -



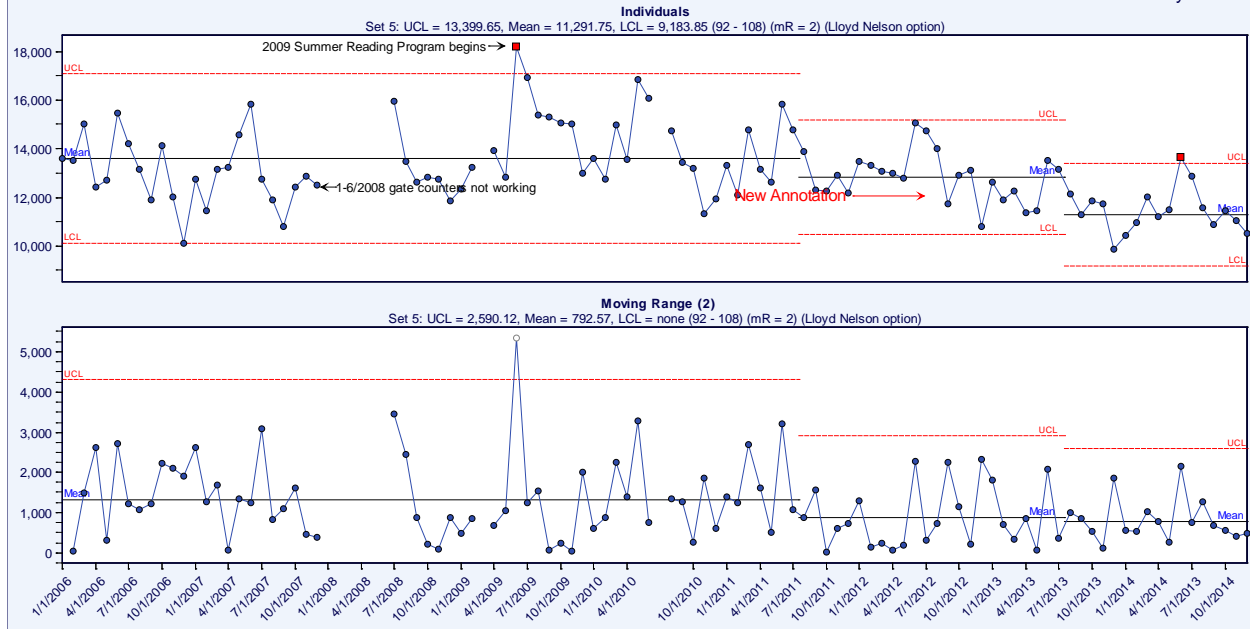
MCPL Visits - Main Library

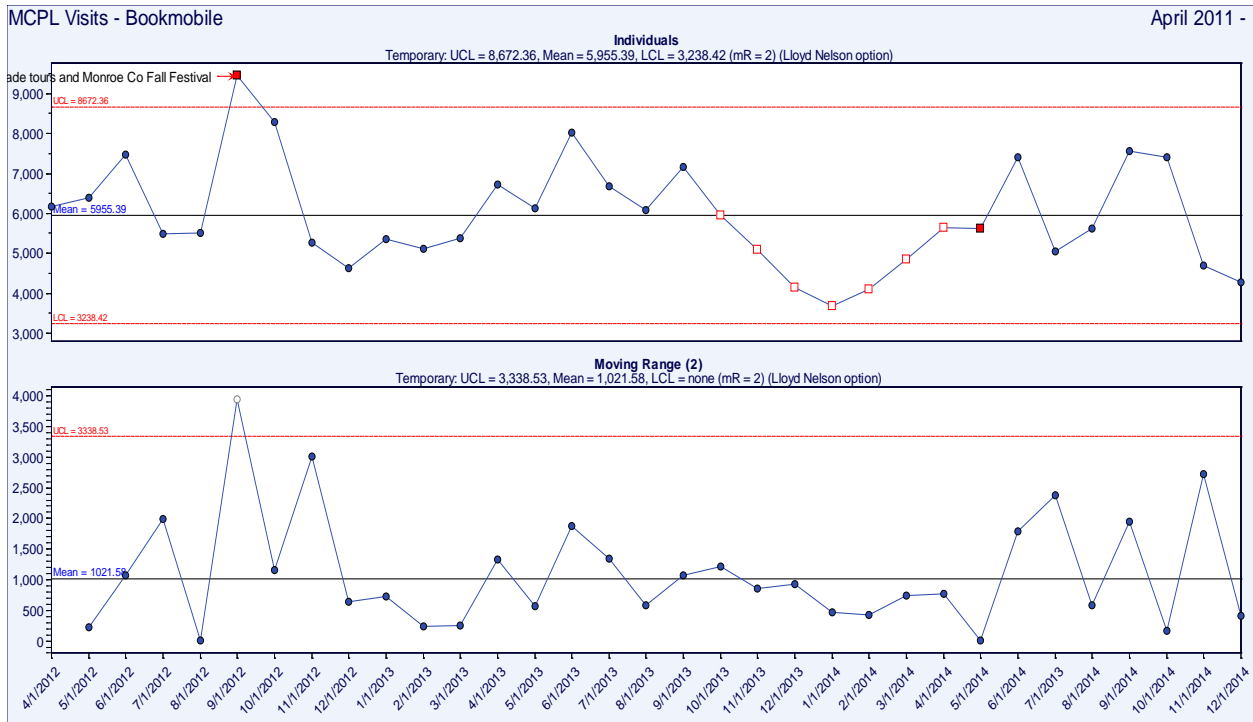
January 2006 -



MCPL Visits - Ellettsville Branch

January 2006 -





3A. Provide quality customer service to increasingly diverse audiences.

- Mary Frasier and Christina Jones hosted sensory storytimes and an autism-friendly movie showing of Happy Feet.

3B. Develop a unified communication strategy.

- .

3C. Position auditorium as a valued local performance venue.

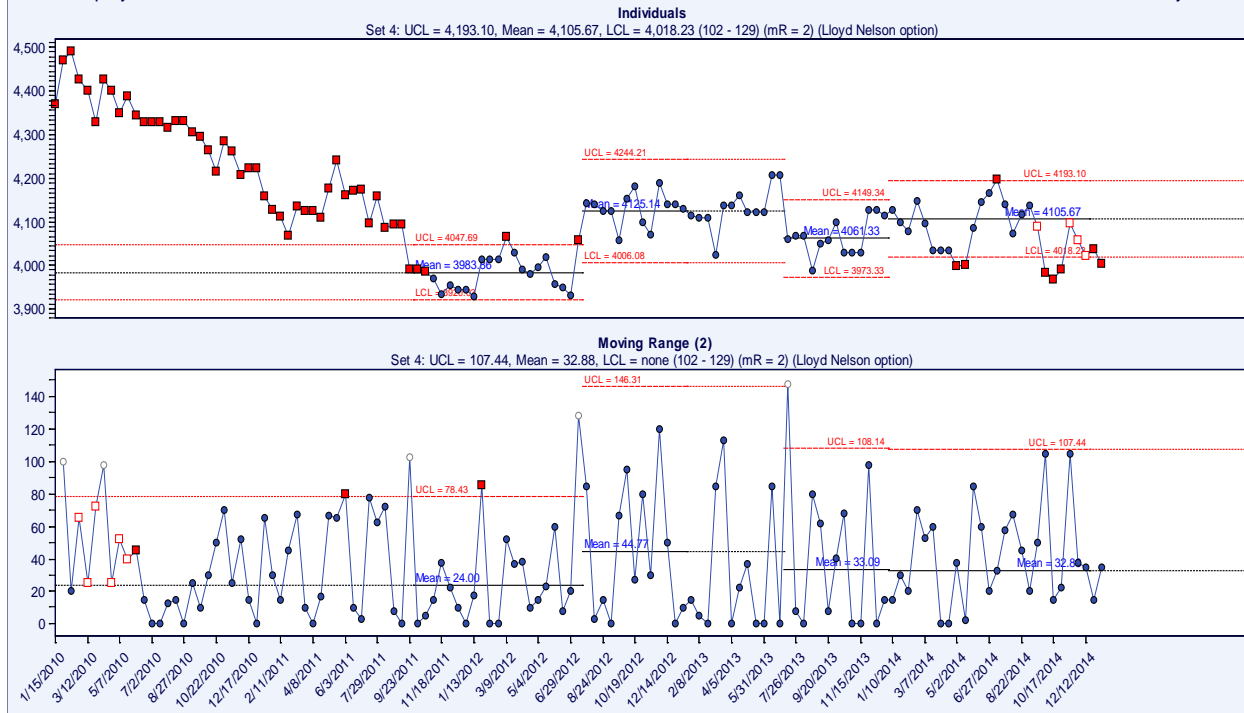
GOAL 4: Optimize stewardship of library resources.

4A. Recruit and retain quality employees.

- Library managers introduced the new service model to employees during five sessions in December, including one on Sunday morning and one at the Ellettsville Branch. Following the sessions, they crafted written answers to more than 60 questions.
- Other staff development sessions offered during December included “Renovation Tour” and “Super Search Tools: Reference USA”. For the year, 1,239 employees attended 132 in-house staff development opportunities.
- The Staff Association hosted a festive holiday pitch-in on December 18.

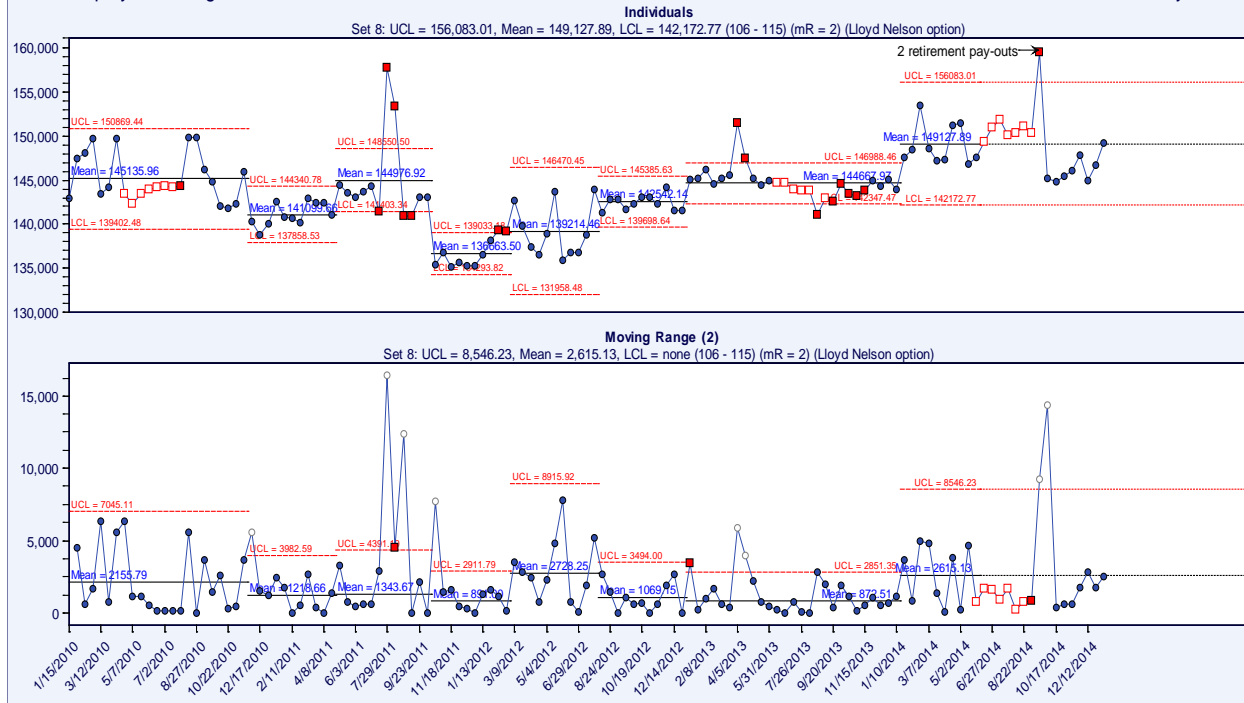
MCPL Employees - Hours Worked

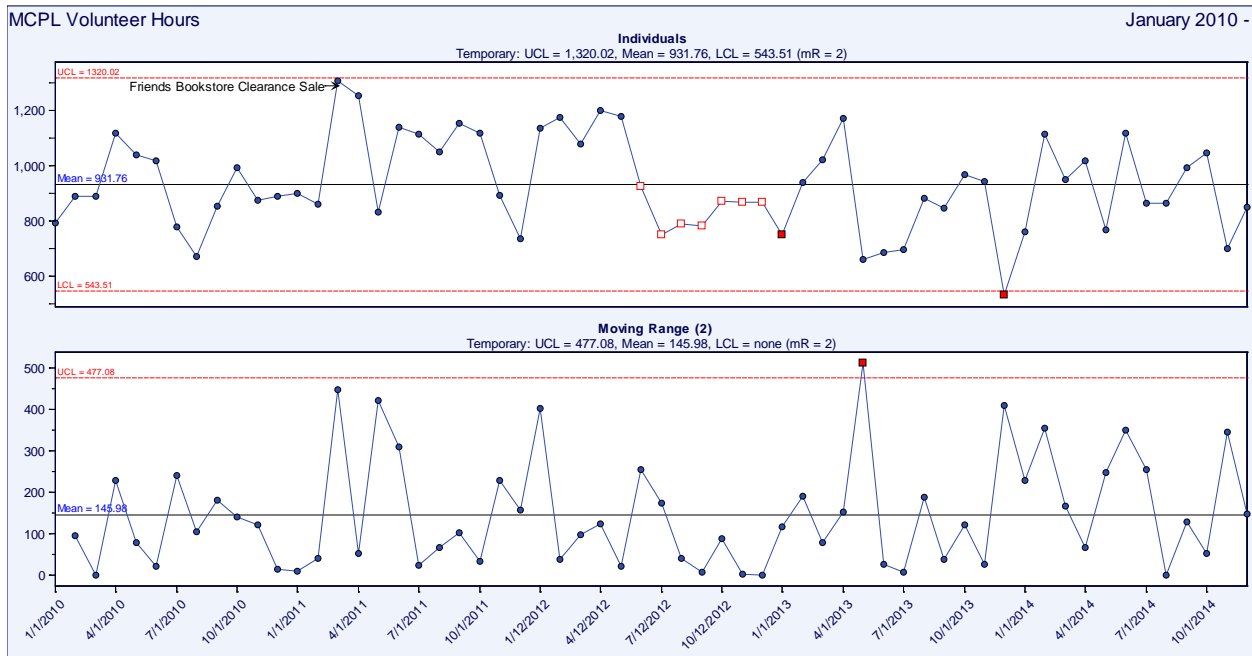
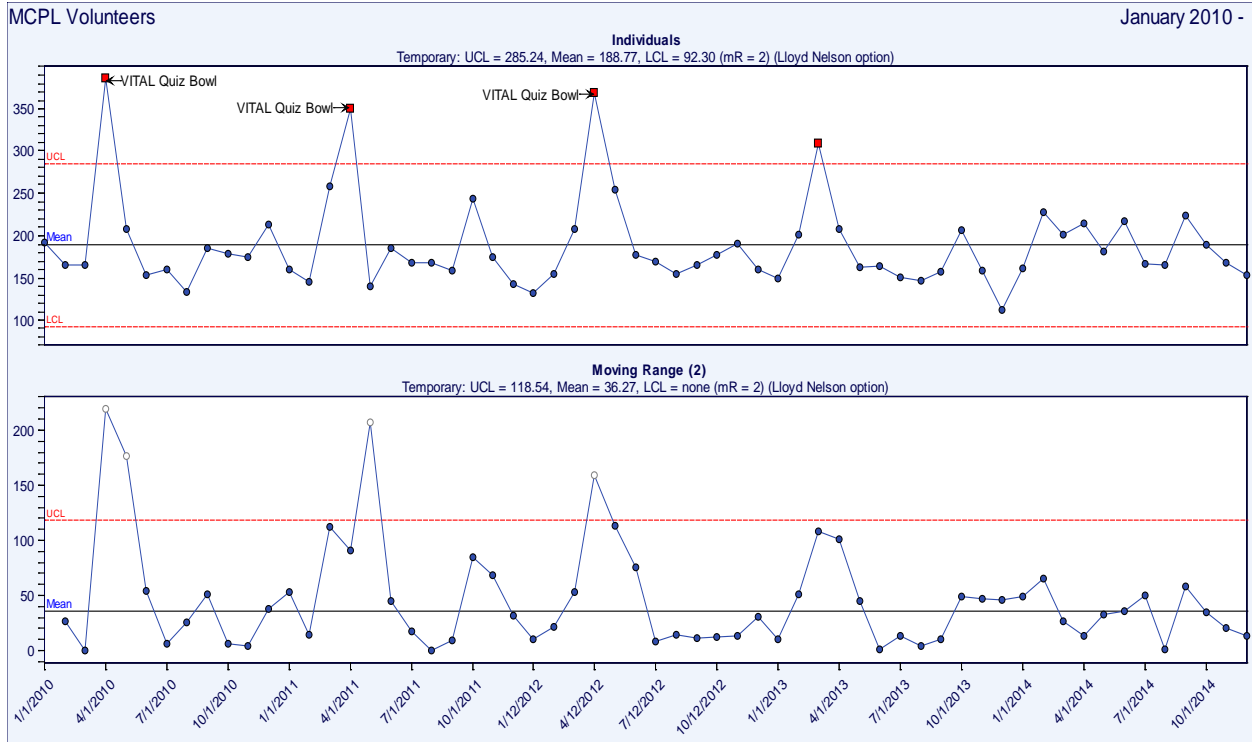
January 2010 -



MCPL Employees - Wages Paid

January 2010 -





4B. Assure adequate, stable funding for library operations.

- Monroe County Council approved the Library's 2016-2018 \$1,995,000 General Obligation Bond by a 7-0 vote.
- The Wahl Family Trust awarded the library \$8,000 for partial support of Treehouse software for the second year, 2015-2016. In the first year, a Community Foundation grant to the Bloomington Technology Partnership covered \$8,000 of the subscription price, so this is a welcome gift.

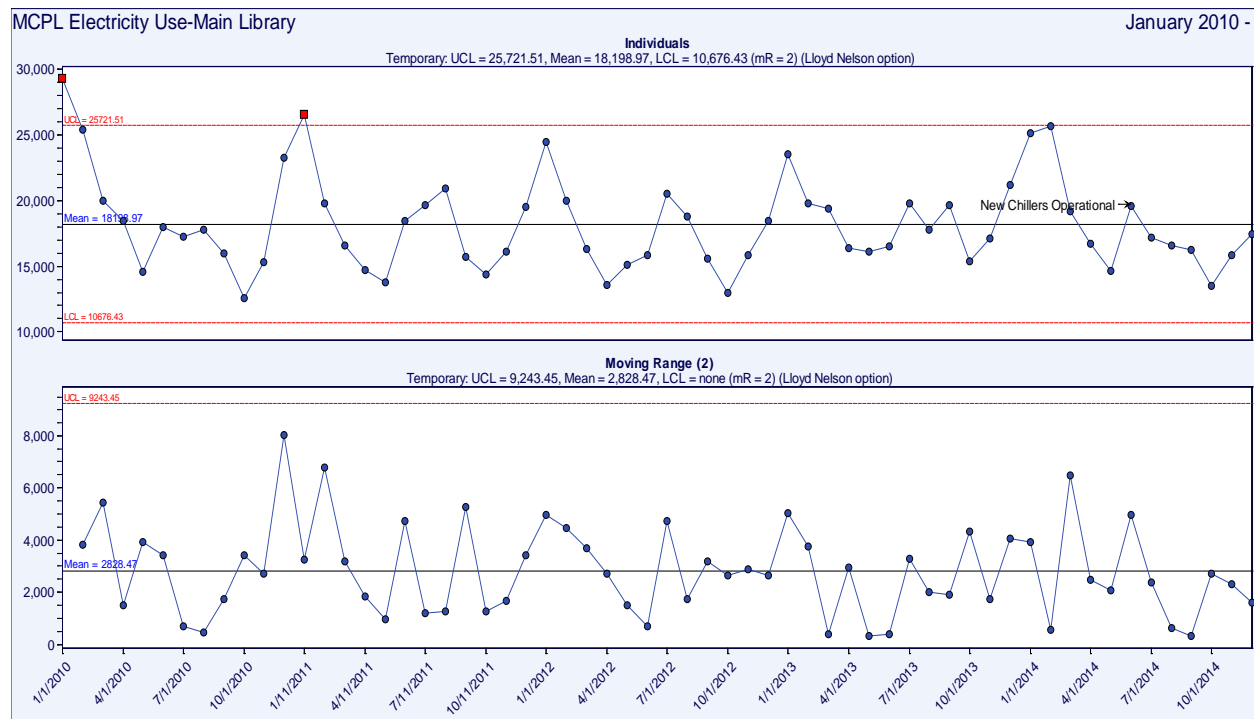
- Cash receipts in the Friends Bookstore for December totaled \$6,001.54, a substantial increase compared with November's total of \$5,180.01. The Bookstore averaged 67 transactions for each regular sale day and sold 4,973 items, for an average of 311 items sold each day.
- The Friends 2014 Campaign for Excellence wrapped up, with a second reminder letter to many on the mailing list. 50th Birthday and Author Event committees continued planning.

4C. Maintain library facilities.

- Furniture arrived and Collection Services, Information Services, and Communications/Marketing staff moved back into newly renovated space on the third floor, where all now have natural light and adequate work and meeting space.
- Furniture was also installed in the two new study rooms and new meeting room 2A on the second floor, which will be available for booking after February 1.

4D. Improve stewardship of library assets and records.

- Administration Receptionist Brenda Seibel reported that the Library saved \$5,280 on office supply orders, by taking advantage of centralized ordering through Quill. This is an increase over 2013 savings of \$5,165 and 2012 savings of \$4,734.



Library Circulation

Includes Main Library, Ellettsville Branch, Community Outreach (Bookmobile, Jail, Homebound, Van), and Downloadables

100,000+

125,000+

150,000+

175,000+

200,000+

225,000+

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL	Increase	%
1994	91,400	86,804	105,092	95,928	90,161	109,116	105,030	100,764	91,581	96,209	95,879	77,104	1,145,068	40,646	3.7%
1995	104,347	94,669	104,140	93,934	92,215	109,590	104,095	105,387	89,181	98,036	94,454	78,981	1,169,029	23,961	2.1%
1996	99,083	97,969	100,332	97,724	92,557	102,389	100,506	72,677	78,476	109,334	96,766	64,366	1,112,179	-56,850	-4.9%
1997	102,297	80,417	108,333	99,623	99,660	113,370	115,565	105,481	98,538	104,353	103,578	92,649	1,223,864	111,685	10.0%
1998	116,835	105,194	123,885	109,977	103,656	129,291	126,959	113,247	108,779	115,966	114,187	102,124	1,370,100	146,236	11.9%
1999	110,233	114,354	130,356	115,485	106,471	133,561	127,946	116,536	110,365	119,753	118,931	101,731	1,405,722	35,622	2.6%
2000	121,815	120,968	131,933	118,453	116,142	133,324	130,490	125,569	114,408	124,389	126,687	106,259	1,470,437	64,715	4.6%
2001	135,604	130,721	149,383	128,818	131,845	155,769	149,605	140,771	128,799	139,696	137,810	122,983	1,651,804	181,367	12.3%
2002	153,544	139,737	155,582	146,765	142,675	158,285	164,134	152,802	142,870	157,269	149,439	129,504	1,792,606	140,802	8.5%
2003	165,033	152,780	169,828	152,491	158,807	177,377	177,894	164,227	162,784	166,539	159,777	150,057	1,957,594	164,988	9.2%
2004	176,266	168,978	192,225	168,365	163,194	190,965	189,404	173,782	163,761	168,290	169,478	141,357	2,066,065	108,471	5.5%
2005	182,879	171,080	194,707	180,853	175,874	203,419	197,892	196,619	178,987	185,622	179,184	164,071	2,211,187	145,122	7.0%
2006	198,702	182,066	204,622	183,375	192,548	209,081	205,823	198,671	188,688	192,392	186,547	109,366	2,251,881	40,694	1.8%
2007	197,973	171,889	197,962	181,352	184,840	205,370	201,607	192,456	184,509	192,278	189,825	178,494	2,278,555	26,674	1.2%
2008	206,697	197,227	218,760	200,849	204,840	222,018	225,175	203,624	203,581	207,154	205,469	200,919	2,496,313	217,758	9.6%
2009	213,633	205,451	232,000	215,647	215,771	248,189	244,064	226,378	212,681	222,453	184,819	179,522	2,600,608	104,295	4.2%
2010	202,229	202,607	232,050	202,717	208,775	246,755	239,330	228,111	214,194	216,913	218,296	202,893	2,614,870	14,262	0.5%
2011	224,404	200,312	242,073	219,522	223,724	247,200	243,376	239,514	223,895	228,286	225,306	215,839	2,733,451	118,581	4.5%
2012	230,234	222,006	232,125	216,572	227,403	245,175	246,586	230,921	220,825	225,249	222,871	199,261	2,719,228	-14,223	-0.5%
2013	221,124	208,584	217,870	219,514	219,487	232,581	236,402	219,066	216,628	226,664	213,054	197,357	2,628,331	-90,897	-3.3%
2014	205,592	199,447	220,328	206,151	206,534	228,139	224,930	222,718	220,061	225,423	216,943	210,563	2,586,829	-41,502	-1.6%

Library Visits

	4th Quarter		Year to Date	
	2013	2014	2013	2014
Main Library	189,670	189,569	844,071	811,785
Ellettsville Branch	33,457	33,043	143,282	138,144
Bookmobile	15,184	16,359	71,862	65,924
All Locations	238,311	238,971	1,059,215	1,015,853

Library Programs

	4th Quarter				Year to Date			
	2013		2014		2013		2014	
	Programs	People	Programs	People	Programs	People	Programs	People
Children	277	7,393	328	9,159	1,286	41,678	1,252	42,294
Young Adult	29	337	40	550	242	2,130	169	2,891
Adult	196	2,169	132	1,179	932	7,844	693	5,184
General - All Ages	26	2,777	34	2,485	70	7,604	103	8,281
Total	528	12,676	534	13,373	2,530	59,256	2,217	58,650

CATS Programs

	4th Quarter		Year to Date	
	2013	2014	2013	2014
Programs added	647	668	2,292	2,472
New programs produced	89	92	367	406
Govt meetings produced	-	-	1,576	1,148
Programs Cablecast (all ch)	86	97	370	389

Meeting Room Use

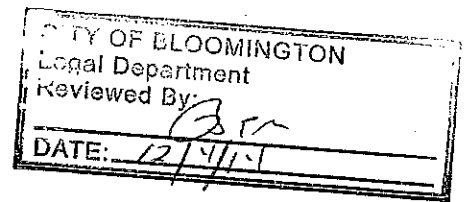
	4th Quarter		Year to Date	
	2013	2014	2013	2014
Main Library Meeting Rooms	330	197	1,212	1,092
Main Library Auditorium	38	48	155	119
Main Library Atrium	-	3	-	115
Ellettsville Meeting Rooms	42	47	153	164
Total	410	370	1,520	1,565

Technology Use

	4th Quarter		Year to Date	
	2013	2014	2013	2014
Public Computer Sessions	46,740	45,218	189,987	175,699
Web Site Home Page Views	209,901	196,179	888,355	829,124
All Other Web Pages Views	220,845	228,960	972,308	983,352
Catalog Page Views	1,498,194	1,472,746	6,682,598	5,990,563

Collection Development

	4th Quarter		Year to Date	
	2013	2014	2013	2014
Items cataloged	12,720	12,470	55,338	53,517
Items discarded	13,536	11,221	48,607	65,062



**CITY OF BLOOMINGTON
and
MONROE COUNTY PUBLIC LIBRARY
CATS FUNDING AGREEMENT for 2015**

This Agreement is entered into on the 16th day of December 2014, at Bloomington, Indiana, by and between the Board of Public Works of the City of Bloomington, hereinafter referred to as the "City," the Monroe County Public Library, hereinafter referred to as "Library," and Community Access Television Services, hereinafter referred to as "CATS." CATS and the Library agree to provide services as set forth below and comply with all provisions of this Agreement, and the City agrees to provide funding as set forth below.

Article I. Services to be provided by Library.

CATS and the Library agree as follows:

- (a) To cablecast live coverage of City of Bloomington Common Council, Plan Commission, Board of Public Works, Board of Zoning Appeals, Board of Parks Commissioners and Utilities Service Board meetings, if given at least one week's notice by the City of the meeting times. These meetings will also be replayed at least twice during the week they occur, and will be webcast as feasible by CATS. Upon request by the Office of the Mayor or City ITS Department, the Library will provide the City with free copies in the specified format of any of the above cablecast meetings or other meetings and events described elsewhere in this agreement.
- (b) To produce weekly editions of "Pets without Partners" and provide cablecasts of other meetings and events, and to produce programs on community services and issues as requested by the City. The content of all City public meetings broadcast by CATS shall be placed in the public domain, meaning that the work may be freely reproduced, distributed, transmitted, used, modified, built upon, or otherwise exploited by anyone for any purpose, commercial or non-commercial, and in any way, including by methods that have not yet been invented or conceived. CATS may not assert any copyright claim and no right shall attach to City public meeting broadcasts.
- (c) To provide live internet streaming and online digital storage of meetings that CATS cablecasts through a browseable and searchable website.
- (d) To provide quarterly financial reports to the City delineating the utilization of funds which Library has received for the support of CATS from the City of Bloomington, the Town of Ellettsville, Monroe County and any other source as well as funding received directly from Library.

The financial reports may be submitted in the format compatible with Library's normal budgeting information as is readily available through its existing accounting software. Budget lines shall include comparison of actual expenditures with budgeted amounts. Reports shall include a listing of all revenues designated for CATS by all entities

contributing, including in-kind contributions from Library and other gifts, grants, etc., CATS receives.

Reports shall be submitted to the Information & Technology Services Department, the Office of the City Controller and the Office of the Mayor no later than 30 days after the following dates: March 31; June 30; September 30 and December 31. In addition, the Library shall provide on a timely basis such financial reports as requested by the City in addition to quarterly reports in the format as referenced above.

- (e) To oversee its allocation of the cable channels available to the City through the City's franchise, for the purposes of public access, educational and governmental cablecasting.
- (f) To use all grants and monies received by the Library from the City of Bloomington for the support of and usage by CATS only on costs directly related to the operations of CATS.

Article II. Designated use of Agreement Funds and Equipment.

The Library agrees to use Agreement funds and equipment as follows:

- (a) To pay for services rendered in accordance with this Agreement.
- (b) To utilize to the maximum extent feasible funds received from all sources of revenue.
- (c) To refund to the City of Bloomington funds received under this Agreement which may later be determined to have been received or expended in noncompliance with the Agreement as a result of audit by the State Board of Accounts or Library, pursuant to the terms of this Agreement.
- (d) To return all equipment made available through this Agreement within one week if requested by the City or upon termination of this Agreement.
- (e) To utilize equipment made available through this Agreement solely in the provision of services as outlined herein.

Article III. Data on Affirmative Action.

The Library agrees to implement an affirmative action plan which complies with the City's regulations for contractors. The Library will submit its affirmative action plan to the City's Contract Compliance Officer for review within ten days of signing this Funding Agreement, and shall make all necessary and reasonable changes to its plan to bring it into compliance within twenty days of notice from the Officer of any deficiencies.

Article IV. Funding Procedure.

To outline the system by which funds are to be transferred by the City to the Library, and to assure adequate documentation of disbursements by the City:

- (a) The Library will submit a signed claim voucher or invoice to the Information and Technology Services Department of the City of Bloomington, ITS, which will be processed in accordance with the City's normal practice for payments and reimbursements. Invoices may be submitted at the beginning of each quarter – January, April, July, and October.
- (b) The City will provide funding at the rate of **\$104,627.50** quarterly for the calendar year beginning January 1, 2015, with the total not to exceed **\$418,510.00**.

Article V. Accounting Procedures.

The Library agrees to maintain accounting procedures that shall provide for:

- (a) All grants and monies received by the Library from the City of Bloomington, the Town of Ellettsville, Monroe County and any other source are solely intended for the support of and usage by CATS and shall not on any account be made available for use as Library general operating funds. If at the end of any fiscal year such grants or monies have not been expended on costs directly related to the operations of CATS, said grants or monies shall remain for future usage for support of the operations of CATS and shall not revert or be otherwise transferred to any fund for general usage by, or support of, Library.
- (b) Accurate, current, and complete disclosure of the financial results of its service program.
- (c) Records which identify adequately the source and application of funds for program supported activities.
- (d) Effective control over and accountability for all funds, property and other assets. The Library will adequately safeguard all such assets and shall assure that they are used solely for authorized purposes.

Article VI. Program Monitoring and Library Reporting Requirements.

In addition to the financial reports described in Article I (d), the Library agrees to submit to the Information & Technology Services Department and the Board of Public Works at least quarterly a report which shall cover each month of the previous quarter's programming and usage of the cable channels, proposed or planned special programming for the future and an analysis of services provided to City residents.

Article VII. Access to Records.

The Library agrees that it will give the City of Bloomington, through an authorized representative, access to, and the right to examine all records, books, papers or documents related to the funding provided by this Agreement, for the purpose of making surveys, audits, examinations, excerpts, and transcripts.

Article VIII. Retention of Records.

The Library agrees that it will retain for a period of three years financial records, supporting documents, statistical records, and all other records pertinent to the funding provided by this Agreement, with the following exceptions:

- (a) These records shall be retained beyond the three-year period if audit findings have not been resolved, in which case such records shall be retained until any audit findings are resolved.
- (b) At the request of the City any records pertinent to the program funded by this Agreement are to be transferred to the City if the City determines that the records possess long-term retention value, in which case the Library shall be exempt from the three-year retention period above.

The three-year period mentioned herein is to be determined from the date of the Library's biennial audit.

Article IX. Termination of Agreement.

The Library agrees that this Agreement is subject to the availability of funds and that if funds become unavailable for the performance of this Agreement, the City may terminate the Agreement. If funds become unavailable, the City shall promptly notify the Library in writing of the termination and the effective date which must be at least 30 days from notification.

It is further agreed that the City or the Library may terminate funding in whole or in part when both parties agree that the continuation of the program would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall agree upon the termination conditions, including the effective date, and, in the case of partial terminations, the portion to be terminated. The Library shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. The City shall allow full credit to the Library for the allocable portion of noncancellable obligations, properly incurred by the Library prior to termination.

Article X. Forfeiture of Funds for Noncompliance.

It is agreed that the City may terminate any funding, in whole or in part, at any time before the date of completion of the program, whenever it is determined that the Library has failed to comply with the conditions of this Agreement, or with other conditions imposed by the laws, rules and regulations to which this Agreement refers. The City shall promptly notify the Library in writing of the determination and the reasons for the determination, together with the effective date. Payments made to the Library or recoveries by the City under funding terminated for cause shall be in accord with the legal rights and liabilities of the parties.

Article XI. Verification of Work Status.

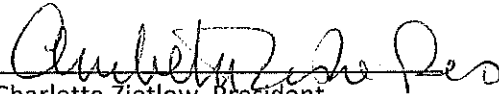
The Library certifies that it is enrolled in the E-Verify program and has verified the work eligibility status of all newly hired employees through the E-Verify program, unless the E-Verify program no longer exists, and that signing this contract serves as an affidavit affirming that the Library does not knowingly employ an unauthorized alien.

Article XII. Investment Activities in Iran


The Library affirms by its signature that it is in compliance with Indiana Code 5-22-16.5 et. seq., and does not knowingly engage in investment activities in Iran by providing goods or services worth \$20,000,000 or more in value to the energy sector of Iran.

In Witness whereof, the parties hereto have caused this Agreement to be executed on the dates following their signatures. The latest of the dates shall constitute the starting date of this Agreement.

CITY OF BLOOMINGTON

By: 
Charlotte Zietlow, President
Board of Public Works

Date: 12/16/14

By: 
Mark Krizan, Mayor

Date: 12.15.14

MONROE COUNTY PUBLIC LIBRARY:

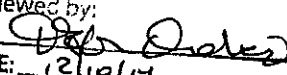
By: _____
Sara Laughlin, Director

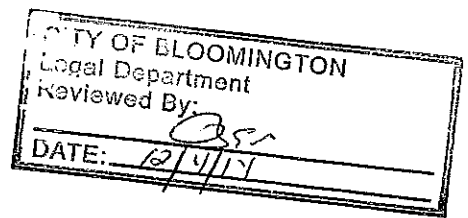
Date: _____

COMMUNITY ACCESS TELEVISION SERVICES:

By: _____
Michael White, General Manager

Date: _____

CITY OF BLOOMINGTON
Controller
Reviewed by: 
DATE: 12/16/14
FUND/ACCT: 401-25 53980



**CITY OF BLOOMINGTON
and
MONROE COUNTY PUBLIC LIBRARY
PUBLIC, EDUCATION AND GOVERNMENT CHANNEL
PROGRAMMING AGREEMENT for 2015**

WHEREAS, pursuant to the provisions of Indiana Code § 8-1-34-16, the Indiana Utility Regulatory Commission has the sole authority to grant a certificate of franchise authority to a video service provider (“VSP”); and,

WHEREAS, pursuant to the provisions of Indiana Code §§ 8-1-34 et seq., a VSP is required to make available on its video service system channels which contain public, educational, and governmental programming (“PEG channels”); and,

WHEREAS, pursuant to Sections 531 and 541 of the Communications Act, local franchising authorities may require cable operators to set aside channels for public, educational, or governmental (“PEG”) use; and,

WHEREAS, PEG Channels are broadly defined as follows:
Public access channels are available for use by the general public. They are usually administered either by the cable operator or by a third party designated by the franchising authority; *Educational* access channels are used by educational institutions for educational programming. Time on these channels is typically allocated by either the franchising authority or the cable operator among local schools, colleges and universities; *Governmental* access channels are used for programming by organs of local government. In most jurisdictions, the franchising authority directly controls these channels; and,

WHEREAS, pursuant to the provisions of Indiana Code § 8-1-34-27, the operation of a PEG channel is the responsibility of the unit that receives the benefit of the channel, that being the City of Bloomington (“City”), and the VSP is responsible for the transmission of the channel; and,

WHEREAS, the City of Bloomington (“City”) controls six PEG Channels; and,

WHEREAS, the City, through its Information and Technology Services Department (“ITS”), provides PEG channel program content from its PEGCPs (“Public Education & Government Content Providers”) – currently CATS and WTIU – at a common distribution point (“PEGHub”) at the Bloomington Telecom Hotel facility in downtown Bloomington; and,

WHEREAS, the Monroe County Public Library through CATS wishes to provide five (5) channels of PEG programming to the City for the purpose of broadcast by Bloomington VSPs; and

WHEREAS, The PEGHub serves as a common distribution point for PEG content to multiple VSPs and provision of content from multiple PEGCPs at a single accessible location; and,

WHEREAS, the PEGCP wishes to reach an understanding with the City as to the terms and conditions of providing PEG channel programming from the common distribution point at the Telecom Hotel;

NOW, THEREFORE, the City and the PEGCP agree as follows:

Section 1. Location. The PEGCP shall provide PEG channel programming to the City's PEGHub, located in the City Cage at the Telecom Hotel. The Bloomington Telecom Hotel facility is located in downtown Bloomington at 7th and Walnut Streets (302 N. Walnut Street). The PEGCP shall be responsible for connecting at this location, securing space in the facility as needed, and cross connecting to the City's PEG Hub equipment in the City Rack. The City reserves the right to change the location of the PEG Hub if the Telecom Hotel closes or for any other reason. City will provide advance notice of relocation. In the event relocation occurs, The City and the PEGCP will negotiate mutually agreeable terms for covering the costs of connecting at the new PEG Hub location.

Section 2. Technical Specifications. The City shall permit PEGCP to patch into the City Cage to provide PEG programming under the terms of this agreement. The PEGCP shall provide video signal for PEG channels in SDI format, specifically Serial Digital Interface (SDI) video signal with embedded AES (digital audio). The connection type the PEGCP will be connecting to will be a Bayonet Neill Concelman (BNC) connector.

Section 3. Conditions. Consistent with the requirements of State and Federal law, the PEGCP shall:

- a. Program five City of Bloomington PEG channels. One channel must be dedicated solely to City of Bloomington meetings, events and business.
- b. Provide the City of Bloomington PEG content at no less than full-screen broadcast resolution.
- c. Provide PEG suitable programming in keeping with the definition of PEG.
- d. Provide programming that is not otherwise available on other VSP channels.

Section 4. Connecting. The PEGCP shall be responsible for connecting at the PEG Hub location, securing space in the facility as needed and cross connecting to the City's PEG Hub equipment in the City Rack.

Section 5. Term. This Agreement shall be in full force and effect beginning on the date of execution of this Agreement and ending December 31, 2015. This agreement may be rescinded at the City's discretion with a 30-day written notice.

Section 6. Waiver of Warranties. The City and the PEGCP each expressly disclaim all express and implied warranties, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. Except as otherwise provided in this agreement, no information, oral or written, provided or disseminated by the City or the PEGCP shall create any express or implied warranties, guaranty of performance, or contractual obligations.

Section 7. Assignment of Rights. The rights granted to the PEGCP shall not be assigned in whole or in part without the City's prior written consent. In the event said consent is granted, the provisions of this Agreement shall be binding upon and inure to the benefit of any successors and assigns.

Section 8. Indemnification. The VSP and the City (the "Indemnifying Party") shall each defend, indemnify, and hold harmless the other (the "Indemnified Party") from and against all liabilities, judgments, claims, damages, settlements, expenses and costs, including reasonable attorneys' costs and litigation expenses, arising out of or relating to the Indemnified Party's execution and undertaking of this Agreement, insofar as such liabilities, judgments, claims, damages, settlements, expenses and costs arise out of or are based upon the breach of this Agreement by the Indemnifying Party or the programming provided pursuant to the terms hereof. The VSP and the City shall each promptly notify the other of any third party claim or legal action arising out of or related to this Agreement. The PEGCP is responsible for securing any necessary copyrights for its content.

Section 9. Third Party Rights. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the PEGCP.

Section 10. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Indiana. Venue of any disputes arising under this Agreement shall be in Monroe County, Indiana.

Section 11. Costs and Expense of Enforcement. If either the PEGCP or the City shall default in the performance of any of its obligations under this Agreement, it shall be responsible for the reimbursement of any attorneys' costs and expenses which the other may incur in enforcing any obligations herein.

Section 12. Waiver. No waiver by either party of any default or breach of the other party's performance of any term, condition or covenant of this Agreement shall be deemed to be a waiver or any subsequent default or breach of the same or any other term, condition or covenant contained in this Agreement.

Section 13. Notices. All notices required to be given by either party hereunder shall be in writing and delivered by hand, courier, overnight delivery service or registered or certified mail return receipt requested. Any notice or other communication under this Agreement shall be deemed given when received or refused and shall be directed to the following address:

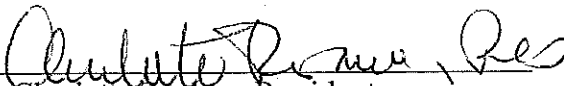
CITY
Information & Technology Services Dept.
City of Bloomington
401 N. Morton Street, Suite 160
Bloomington, IN 47404
Attn: Director

The PEGCP
MCPL and CATS
303 E. Kirkwood Avenue
Bloomington, IN 47408
Attn: Director

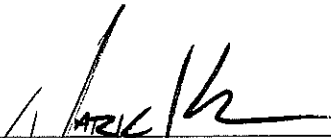
Section 14. Severability and Future Legal Developments. Should any part of the Agreement be found in violation of any federal, state, or local law or ordinance, all unaffected parts shall remain in effect and enforceable provided that the intent of the Agreement is still served. In the event that action is taken by the Federal Communications Commission, Congress or the State of Indiana which addresses and impacts the responsibilities of the parties hereto regarding the provision of PEG channel programming, this agreement shall terminate, and the parties shall negotiate a new agreement consistent with that mandate.

In Witness whereof, the parties hereto have caused this Agreement to be executed on the dates following their signatures. The latest of the dates shall constitute the starting date of this Agreement.

CITY OF BLOOMINGTON

By: 
Charlotte Ziellow, President
Board of Public Works

12/16/14
Date

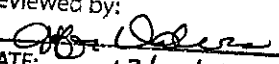
By: 
Mark Kruzan, Mayor

12.15.14
Date

MONROE COUNTY PUBLIC LIBRARY:

By: _____
Sara Laughlin, Director

Date

CITY OF BLOOMINGTON
Controller
Reviewed by: 
DATE: 12/10/14
FUND/ACCT: 2/10

COMMUNITY ACCESS TELEVISION SERVICES:

By: _____
Michael White, Station Manager

Date

CITY OF BLOOMINGTON
Legal Department
Reviewed By: <i>[Signature]</i>
DATE: <u>12/4/14</u>

**AGREEMENT BETWEEN THE CITY OF BLOOMINGTON
AND THE MONROE COUNTY PUBLIC LIBRARY
FOR PERMISSION TO USE DIGITAL UNDERGROUND FIBER**

WHEREAS, the City of Bloomington (“City”), through its Information and Technology Services Department (“ITS”), has adopted a policy of placing fiber optic cable in buried conduit throughout the City and refers to this network as the Bloomington Digital Underground (“BDU”); and,

WHEREAS, Indiana Code § 36-1-7-2 authorizes governmental entities to enter into contracts to buy, sell, or exchanges services, supplies or equipment between or among themselves; and,

WHEREAS, the Monroe County Public Library (“MCPL”) is a governmental entity and seeks to obtain the services of the City in the form of connection to and use of strands of fiber of the BDU; and,

WHEREAS, the City wishes to provide said services to MCPL upon certain terms and conditions;

NOW, THEREFORE, the City and MCPL agree as follows:

Section 1: Term. This Agreement shall be in full force from the date this Agreement is fully executed and shall end on December 31, 2015.

Section 2: Permission. This Agreement grants MCPL permission to use four (4) strands of dark fiber optic cable located in the City’s BDU network.

Section 3: Payment. MCPL shall not be required to make payment to the City for the use of these fiber optic strands, however, the City reserves the right to enact legislation which could impose payment obligations. In the event that the City enacts legislation which would impose payment obligations, MCPL shall have the right to terminate its obligations under this Agreement. Any payment obligation which may be imposed shall be due and payable in advance on an annual basis.

Section 4: Use. MCPL shall be responsible for lighting the fibers. The City shall be responsible for patching over to MCPL’s ISP(s) within the Telecom Hotel.

Section 5. Connection: MCPL shall be responsible for securing any easements necessary for connection to the BDU and for construction of lateral connections in compliance with standards and specifications established by ITS. Line-locate wires must be installed in any lateral which connects to the BDU. Splicing and connection to the BDU must be performed by a certified technician, and all costs associated with connecting to the BDU shall be borne by MCPL. Upon completion of its connection to the BDU, MCPL shall provide the City with “as built” drawings in both print and digital form of MCPL’s connections and laterals. MCPL shall be responsible for any repairs to the connections and laterals which must be performed during the term of this

Agreement. MCPL shall notify the City forty-five (45) days in advance of any construction projects pertaining or connecting to the BDU.

Section 6. Responsibility for Maintenance and Repairs. The City shall be responsible for maintenance and repair of the BDU core network. MCPL shall be responsible for maintenance and repair of its lateral connections from the splice point to their facility. MCPL shall notify the City forty-eight (48) hours in advance of any maintenance hole or hand-hole entrance to the BDU.

Section 7. Restoration and Line Location Services. The City shall retain an Emergency Restoration Agreement (“ERA”) on the BDU core network with a certified contractor. The City will provide line locate services for the BDU core network. MCPL shall be responsible for their own ERA of fiber optics from the splice point to their facility along with line location services unless the City has extended the BDU along the lateral pursuant to Section 9 below.

Section 8. Call Out Requirements. MCPL will provide a call out list to the City in case of emergency work. The list should include the order in which the City is to call out, the cell phone, pager, and home phone numbers, as well as e-mail addresses for each person on the list.

Section 9. Right to Co-locate. MCPL agrees to permit the City to install BDU conduit within any new MCPL lateral extension, with the City bearing the marginal additional cost of installation of said conduit. The City may, at its discretion, install conduit in all, part or none of the lateral extension.

Section 10. Substitution of Fibers. In the event that in the future MCPL obtains the City’s permission to use fiber in a different conduit or a conduit as a whole, the City may request that MCPL discontinue use of the fibers referenced herein and those fibers shall be returned to the City’s management in exchange for an equivalent number of fibers in the additional conduit or as part of the arrangement for the additional conduit itself.

Section 11. Rights Reserved. The City reserves the right to terminate its obligations under this Agreement without notice or liability to MCPL in the event that the Telecom Hotel shall cease service or change owners, or in the event of any damage, destruction or condemnation of the Telecom Hotel which renders it unusable or inoperable. The City also reserves the right to terminate its obligations under this Agreement at its sole discretion upon thirty (30) days written notice to MCPL.

Section 12. Waiver of Claims. The City and its agents shall have no liability to MCPL for any damage to the property of MCPL located in or about the BDU core network. MCPL hereby waives all claims for recovery from the City of any loss or damage incurred due to defects in, or damage to, the fiber optic cable system.

Section 13. Waiver of Warranties. The City expressly disclaims all express and implied warranties, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. Except as otherwise provided in this Agreement, no information, oral or

written, provided or disseminated by the City shall create any express or implied warranties, guaranty of performance, or contractual obligations.

Section 14. Assignment of Rights. The rights granted to MCPL shall not be assigned in whole or in part without the City's prior written consent. In the event said consent is granted, the provisions of this Agreement shall be binding upon and inure to the benefit of any successors and assigns.

Section 15. Indemnification. MCPL shall defend, indemnify, and hold harmless the City from and against all liabilities, judgments, claims, damages, settlements, expenses and costs, including reasonable attorneys' fees and litigation expenses arising out of or relating to MCPL's execution and undertaking of this Agreement. MCPL shall promptly notify the City of any third party claim or legal action arising out of or related to this Agreement.

Section 16. Third Party Rights. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and MCPL.

Section 17. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Indiana. Venue of any disputes arising under this Agreement shall be in the Monroe Circuit Court, Monroe County, Indiana.

Section 18. Costs and Expense of Enforcement. If MCPL shall default in the performance of any of its obligations under this Agreement, it shall be responsible for the reimbursement of any attorneys' fees and expenses which the City may incur in enforcing any obligations herein.

Section 19. Waiver. No waiver by either party of any default or breach of the other party's performance of any term, condition or covenant of this Agreement shall be deemed to be a waiver or any subsequent default or breach of the same or any other term, condition or covenant contained in this Agreement.

Section 20. Notices. All notices required to be given by either party hereunder shall be in writing and delivered by hand, courier, overnight delivery service or registered or certified mail return receipt requested. Any notice or other communication under this Agreement shall be deemed given when received or refused and shall be directed to the following address:

CITY
Information & Technology Services Dept.
City of Bloomington
401 N. Morton Street, Suite 160
Bloomington, IN 47404
Attn: Director


MCPL
Monroe County Public Library
303 E. Kirkwood Ave.
Bloomington, IN 47408
Attn: Director

Section 20. Severability. Should any part of the Agreement be found in violation of any federal, state, or local law or ordinance, all unaffected parts shall remain in effect and enforceable provided that the intent of the Agreement is still served.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates following their signatures. The latest of the dates shall constitute the starting date of this Agreement.

City of Bloomington
Board of Public Works
By:

Monroe County Public Library
Board of Trustees
By:

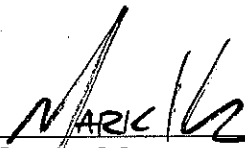


Charlotte Zietlow, President
12/16/14

Date

President, MCPL Board of Trustees

Date




Mark Kruzan, Mayor
12.15.14

Date

Sara Laughlin, MCPL Director

Date

CITY OF BLOOMINGTON
Controller
Reviewed by: 

DATE: 12/16/14

FUND/ACCT: W1A

MONROE COUNTY PUBLIC LIBRARY
ENCUMBRANCE OF APPROPRIATION BALANCES

WHEREAS, it has been determined that it is now necessary to encumber appropriated balances from the 2014 annual budget.

NOW THEREFORE be it resolved by the Trustees of the Monroe County Public Library, Monroe County, Indiana that the following encumbrances are appropriated balances from 2014 and will be paid from appropriations carried forward into 2015. These amounts are shown separately and carried forward on the attached Ledger of Encumbrances and Balances. The disbursements charged to the encumbered appropriations of the 2014 annual budget will be identified as such on the 2015 appropriations.

2014 Operating Fund

Printing Services - Metropolitan	1,650.00
Printing Services - Overnight Prints	<u>2,432.79</u>
TOTAL ENCUMBRANCES	4,082.79

Presented to the Monroe County Public Library Board of Trustees, read in full, and adopted the 21st day of January, 2015 by the following vote.

AYE	NAY

NOTE: NO CLAIMS WILL BE APPROVED FOR PAYMENT UNLESS ORIGINAL COPY OF THIS ORDER OR THE P.O. NUMBER IS MADE A PART OF THE VOUCHER.

PURCHASE ORDER

MONROE COUNTY PUBLIC LIBRARY

303 EAST KIRKWOOD AVENUE
BLOOMINGTON, INDIANA 47408

P.O. **No 9560**

This Number Must be on Invoice, Voucher and Delivery Memos.

DATE **12/29/14**

REQ.

IN ACCORDANCE WITH BID AND CONTRACT DATED

If subject to discount please indicate on Invoice.

TO
ADDRESS
CITY
SHIP TO
SHIP VIA

Overnight Prints
75B2 Las Vegas Blvd S. Suite #487
Las Vegas, NV 89123

CHARGE TO APPROPRIATION FOR _____ APPROPRIATION NUMBER _____

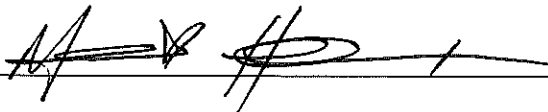
QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
15,000	Bookmark	Various Bookmarks — see attached	(0.029036) 0 03	435 54
20,000	Rack Card	Various Rack Cards — see attached	(0.069712) 0 07	1394 24
4,000	PostCard	Monroe County Timeline	(0.0434925) 0 04	173 97
500	Brochure	Indiana Bedrock	(0.19294) 0 19	96 47
5,000	Brochure	Children's Services	(0.066514) 0 07	332 57

TOTAL AMOUNT OF ORDER

\$ **2,432** ⁷⁹

I HEREBY CERTIFY THAT THERE IS AN UNOBLIGATED BALANCE IN THIS APPROPRIATION SUFFICIENT TO PAY FOR THE ABOVE ORDER.

BILLING ON THIS ORDER MUST BE ACCORDING TO PRICES SHOWN ABOVE.



ORDERED BY **Michael Hberger**
Manager - Communications & Marketing
TITLE

FEDERAL EXCISE TAX EXEMPT

STATE RETAIL TAX EXEMPT
CERTIFICATE NO. **003119181 001 6**

NOTE: NO CLAIMS WILL BE APPROVED FOR PAYMENT UNLESS ORIGINAL COPY OF THIS ORDER OR THE P.O. NUMBER IS MADE A PART OF THE VOUCHER.

PURCHASE ORDER

MONROE COUNTY PUBLIC LIBRARY

303 EAST KIRKWOOD AVENUE
BLOOMINGTON, INDIANA 47408

P.O. **No 9561**

This Number Must be on Invoice, Voucher and Delivery Memos.

DATE **12/29/14**

REQ.

IN ACCORDANCE WITH BID AND CONTRACT DATED

If subject to discount please indicate on Invoice.

TO
ADDRESS
CITY
SHIP TO
SHIP VIA

**Metropolitan
720 S. Morton
Bloomington, IN 47403**

CHARGE TO APPROPRIATION FOR

APPROPRIATION NUMBER

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
3,000	SqCard	Mango Languages Info	0 09	275 00
3,000	SqCard	Treehouse Info	0 09	275 00
3,000	SqCard	Zinio Info	0 09	275 00
3,000	SqCard	3M eBooks Info	0 09	275 00
3,000	SqCard	Overdrive Info	0 09	275 00
3,000	SqCard	Think Library eNewsletter Info	0 09	275 00

TOTAL AMOUNT OF ORDER

\$ **1650 00**

I HEREBY CERTIFY THAT THERE IS AN UNOBLIGATED BALANCE IN THIS APPROPRIATION SUFFICIENT TO PAY FOR THE ABOVE ORDER.

BILLING ON THIS ORDER MUST BE ACCORDING TO PRICES SHOWN ABOVE.

[Signature]

ORDERED BY **Michael Hoerger**

Manager - Communications & Marketing
TITLE

FEDERAL EXCISE TAX EXEMPT

STATE RETAIL TAX EXEMPT
003119181 001 6
CERTIFICATE NO.

MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

**RESOLUTION TO REQUEST ADVANCE TAX DRAWS
FROM MONROE COUNTY AUDITOR**

BE IT RESOLVED that the Board of Trustees of Monroe County Public Library, 303 E. Kirkwood Avenue, Bloomington, Indiana shall request advance tax draws from Monroe County Auditor to be paid before semi-annual tax settlements.

BE IT FURTHER RESOLVED that the requests will be submitted to the Monroe County Auditor in April and October of 2015.

ADOPTED THIS ____21st____ DAY OF ____January____, 2015

AYE

NAY

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Internet and Computer Use Policy

INTRODUCTION

This is a library-wide policy for the management of computer data networks and the resources they make available, as well as stand-alone computers that are owned and administered by the Monroe County Public Library (MCPL). The policy reflects the principles of MCPL. It specifies the Library's objectives in providing computing resources for public use, and the responsibilities assumed by the users of such resources.

In accord with Indiana Code (IC 36-12-1-12), MCPL performs a public review of this Internet and Computer Use Policy annually.

OBJECTIVES

MCPL provides computers which allow public access to a variety of electronic resources, including in-house databases (the library catalog, magazine indexes, and business directories), productivity software (word processors, spreadsheets, etc.), and the Internet (primarily through Web browsers). While MCPL does not provide email accounts, patrons may send and receive email if they have an account accessible through the World Wide Web.

In keeping with our general policies, MCPL protects patrons' rights to privacy and confidentiality. MCPL keeps any communications that reside on its computer network confidential. However, in general, electronic communication is not secure and networks are sometimes susceptible to outside intervention. As part of normal system maintenance, network administrators do monitor system activity, but the library does not reveal information about an individual's use of computer resources unless compelled to do so by a court order.

To promote equitable access to computer resources, MCPL utilizes time management software. To access the Internet, an individual must use his or her own library card number or guest pass number. Staff may also take other measures to manage Internet time including (but not restricted to) reserving terminals for individuals or groups with specific needs.

USER RESPONSIBILITIES

To ensure fair and proper use of library computing resources, users must follow the legal and cooperative rules listed below.

Legal Responsibilities:

Computing resources may only be used for legal purposes. Examples of illegal use include, but are not limited to, the following:

- Attempting to alter or damage computer equipment, software configurations, or files belonging to MCPL, other users, or external networks
- Attempting unauthorized entry to MCPL's network or external networks
- Intentional propagation of computer viruses, trojans, etc.
- Violation of copyright or communications laws
- Violation of software license agreements
- Transmission of speech not protected by the First Amendment, such as libel and obscenity

Cooperative Responsibilities:

MCPL strives to balance the rights of users to access different information resources with the rights of users to work in a public environment free from harassing sounds and visuals. We ask all our library users to remain sensitive to the fact that they are working in a public environment shared by people of all ages, with a variety of information interests and needs. In order to ensure an efficient, productive computing environment, the Library insists on the practice of cooperative computing. This includes:

- Respecting the privacy of other users
- Not using computer accounts, access codes, or network identification codes assigned to others
- Refraining from overuse of connect time, information storage space, printing facilities, processing capacities, or bandwidth capacities
- Refraining from the use of sounds and visuals which might disrupt the ability of other library patrons to use the library and its resources

SANCTIONS

MCPL relies on the cooperation of its users in order to efficiently and effectively provide shared resources and ensure community access to a wide range of information. If individuals break these acceptable use rules in any way, their right to use networked resources may be suspended for a specified time, depending on the damage caused by their actions. They will be notified of the length of and reason for the suspension. Individuals using library computing resources for illegal purposes may also be subject to prosecution.

COMPUTER USE AT MCPL INCLUDES PUBLIC ACCESS TO THE INTERNET

MCPL aims to develop collections, resources, and services that meet the cultural, educational, informational and recreational needs of its diverse community, and which respond to advances in technology. With this goal in mind, and as part of its mission to meet the changing needs of the community, MCPL offers access to the Internet.

A global network of computers, the Internet provides access to a wide variety of educational, recreational and reference resources, many of which are not available in print, but there is no central control over its content or users. The Internet contains a diverse range of information, some of which may be objectionable or offensive.

MCPL cannot protect users from offensive Internet content, but librarians can offer advice and suggestions to help ensure effective Internet searching.

MCPL has investigated filters designed to restrict access to various online content, but has found them to be both overly broad (restricting access to materials that no one would find objectionable) and not fully effective (allowing access to a considerable number of sites of the sort they purport to block). Given these limitations, MCPL has not installed such software. In order to provide alternatives for minors, MCPL does provide links through the Children's site to search engines with filters.

DISCLAIMERS

Except for the Web pages produced by the Library, MCPL does not control Internet content and makes no general effort to limit Internet access. However, when informed of a violation of MCPL's Internet and Computer Use Policy, library staff will enforce the legal and cooperative responsibilities outlined above.

As with other materials, parents and guardians of minor children--not the library nor its staff--are responsible for supervising their children's use of Internet resources at the library.

MCPL cannot ensure the availability nor the accuracy of external electronic resources. Like print materials, not all electronic sources provide accurate, complete or current information. Users need to be good information consumers, questioning the validity of information.

LIMITATION OF LIABILITY

MCPL assumes no liability for any loss or damage to users' data or devices, nor for any personal damage or injury incurred as a result of using MCPL's computing resources. This includes damage or injury sustained from invasions of the user's privacy.

Adopted by the [Board of Trustees](#) of the Monroe County Public Library on March 5, 1997, amended June 21, 2001; June 20, 2002; and July 17, 2003; reaffirmed June 16, 2004; revised June 15, 2005; reaffirmed June 20, 2007; June 17, 2009, September 15, 2010; September 19, 2012; December 18, 2013:

Study Room Policy

Approved by Board of Trustees 

Monroe County Public Library provides study rooms and digital creativity studios for public use. This Study Room Policy is developed in accordance with the Library's mission. It applies to two study rooms on the second floor and to three recording studios in the “Level Up” Digital Creativity Center on the first floor of the Main Library. This policy is for use of the Library for outside groups and individuals and does not apply to Library-sponsored programs or approved use by Library-affiliated groups.

The Library does not sponsor or endorse the views of any group or individual using study rooms. A group may not use the Library logo in any form or identify or imply that the Library is a sponsor.

Reserving a Study Room

Study rooms covered by this Policy may be reserved free of charge for two-hour periods on a first-come, first-served basis by individuals with a Monroe County Public Library card. Reservations may be made 24 hours in advance of intended use. All other study rooms are available on a first-come, first-served basis without reservation.

Requirements to reserve a study room/digital creativity studio are the following:

- Possess a Monroe County Public Library card
- Submit a study room reservation
- Abide by the Library’s Behavioral Rules
- Covered drinks only; no food allowed

The Library reserves the right to:

- In rare circumstances, preempt or reschedule meetings when the Library needs the study room space.
- Refuse or discontinue any use which is disruptive to the normal operation of the Library, destructive to the building or equipment, fails to follow the Library's [Behavioral Rules](#), or if information is falsified on the study room application. Meeting room use that generates excessive noise will be considered disruptive.
- Allow staff to enter any study room to ensure adherence to Library policies and to ask users to vacate the room before library closing.

The Library may cancel scheduled room use when Library policy has been violated.

Users of study rooms may not charge for admission, conduct freewill collections, sell items, services, or memberships, or promote any merchandise.

Study Room Setup

Study room users are responsible for setup and cleanup. Each study room has a set configuration. If a group decides to use a different room setup, the room must be returned to its original configuration upon departure.

The Library is not responsible for the loss of and/or damage to equipment or materials owned by study room users. The Library cannot store supplies or equipment. All materials left are turned in to lost and found.

Study Room Usage Subject to Clean-up Fees

If a user fails to leave a study room or equipment in its original condition, he/she may be charged a fee for clean-up or repair, as approved by the Board of Trustees in the Fee Schedule.

MONROE COUNTY PUBLIC LIBRARY
Revision to 2015 Wage and Salary Schedule

2015 Wage and Salary Schedule		
<u>Pay Grade</u>	<u>2015 Minimum</u>	<u>Current 2015 Maximum</u>
HOURLY / NON-EXEMPT		
A	\$7.66	\$10.72
B	\$8.78	\$12.29
C	\$10.82	\$15.14
D	\$11.94	\$16.71
E	\$13.16	\$18.42
F	\$14.28	\$20.71
G	\$15.82	\$22.93
SALARIED/EXEMPT		
H	\$1,377.14	\$2,065.70
I	\$1,545.45	\$2,295.23
J	\$1,807.70	\$2,653.85
K	\$2,576.93	\$3,769.23

<i>Proposed 2015 Wage and Salary Schedule</i>			
<u>Proposed Pay Grade</u>	<u>Increase Amount</u>	<i>Proposed Rate</i>	<u>Proposed Maximum</u>
HOURLY / NON-EXEMPT			
1	0.59	\$8.25	\$10.83
2	0.44	\$9.22	\$12.41
3	0.11	\$10.93	\$15.30
4		\$11.94	\$16.71
5		\$13.16	\$18.42
6		\$14.28	\$20.71
7		\$15.82	\$22.93
SALARIED/EXEMPT			
8		\$1,377.14	2,065.70
9		\$1,545.45	\$2,295.23
10		\$1,807.70	\$2,653.85
11		\$2,576.93	\$3,769.23

**Monroe County Public Library
2015 Slate of Officers**

President: Valerie Merriam

Vice President: John Walsh

Secretary: Fred Risinger

Treasurer: Dave Ferguson