

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

**Wednesday, March 25, 2015  
Meeting Room 1B  
5:45 p.m.**

**AGENDA**

1. Call to Order –Valerie Merriam, President
2. Consent Agenda – action item – Marilyn Wood
  - a. Minutes of February 18, 2015 Board Meeting (page 1-9)
  - b. Monthly Bills for Payment (page 10-13)
  - c. Monthly Financial Report (page 14-41)
  - d. Personnel Report (page 42-50)
  - e. 2015 Board Meetings Calendar (page 51)
3. Director’s Monthly Report – Marilyn Wood, Director (page 52-65)
4. Old Business
  - a. Renovation Update – Marilyn Wood
5. New Business – action items
  - a. Request for Additional Appropriation (page 66-68)
6. Department Update – Building Services
7. Public Comment
8. 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, February 18, 2015  
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: Becky Fyolek, Michael Hoerger, Jeannette Lehr, Gary Lettelleir, Kevin MacDowell, Sue Sater, Bara Swinson, Pam Wasmer, Kyle Wickemeyer-Hardy, Michael White, Marilyn Wood, and CATS staff.

**Others in Attendance:**

Tom Bunger, and IU Students: Eiyana Favers, Margaret Agnew, Samantha Bartley, Emily Borchardt, and Luke R. Mitchell.

**Call to Order**

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

The Board introduced themselves to the public, and announced the book they are currently reading.

**Consent Agenda**

The consent agenda items were presented to the Board. Valerie asked for a motion to approve.

Kari moved to accept the consent agenda. Melissa seconded.

Valerie announced that we have a retiree at the end of this month: Nola Hartman, who has been with us 42 years. Valerie thanked Nola for her service to the library.

John asked about the eyeglasses for reference desk that appeared on the check register. Marilyn responded that we keep pairs of magnifying glasses at the reference desk for people to use. John also asked about the digitization item from the Production House, as he was curious about what

we were digitizing. Gary responded that it is the ongoing project in CATS to get their archives in a digital format. Valerie asked if they do their own digitization, and Gary responded they outsource it.

There were no other comments. Valerie asked for a call. The motion passed unanimously.

### **Director's Monthly Report**

Marilyn Wood presented the Director's monthly report, and reported on Sunday programs. She explained that with additional Sunday hours and free parking, we hope to expand attendance on Sundays. We have been observing our visitor counts and trying to get a handle on where and how visitors are using our spaces. We know, for instance, about 35 or 40% of our traffic entering the building on Sunday goes to the Children's Department. We know any kind of program we do in Children's is going to be well received and attended. We also offer movies, and we will be watching the Teen area closely to ensure we add programs as we see a need.

Circulation activity climbed in January. Total circulation was about 225,000, which was an increase from January of 2014. The interesting note about this circulation is this: 12% of the total was for downloadable items, not physical circulation. To put this in some frame of reference, our total circulation from the Ellettsville Branch was about 11% of our circulation, so our downloadable items actually exceeded the amount of circulation we have in Ellettsville.

Marilyn gave an update on the new service model and stated we have identified all of our new managers. They have started to meet and identify specific decisions and plans for the transition. Staff just finished on Sunday taking the skills and strength assessment, and making their unit preferences. Managers are looking at the survey data now, and plan to meet with all staff over the next two weeks. By the beginning of March, actually March 5, all staff will know their new unit assignments.

Valerie asked how many preferences staff were given. Marilyn replied they made three preferences.

Melissa asked Marilyn to explain how Ellettsville is impacted, if at all, since Mickey is no longer the Branch manager. Marilyn responded that the community engaged librarians will share the duties of being responsible for the Branch. There will always be a librarian on duty and they will act as the person in charge and have a special understanding of the needs of patrons who visit Ellettsville. We are identifying those individuals now. Primarily it will be the same people who have been doing it, but we anticipate adding additional people to the group, so there will be new/additional people working there as well.

Marilyn distributed new program guides to the Board. These programs will begin in March.

Valerie asked Hans to share the improvements he suggested for the graphs in the Director's Report, particularly regarding the vertical 0 point for everything. Hans reported that he communicated several remarks to Marilyn about the graphs. The first remark was about how the current graphs have improved, they are clearer, and they no longer have statistical evaluation attached which was never really telling us much. Next, there are two graphs that appear identical, but they cannot be. And there is one graph towards the end that has a line as a function of time that has vertical sections. This means one measurement has two values and that cannot be so there must be something misplotted there, but these are minor things.

Hans stated his most important remark concerns the offset 0. If you look at fluctuations, these fluctuations are important only if you compare their size to the total. If you have something that is big that fluctuates just a little bit, and if you offset the 0 you will get a curve that widely fluctuates, which is not the truth. The truth is about a constant that wiggles a little. Hans added he thinks offset 0s make for a nice graph, but they hide information. Marilyn asked Hans if each one should begin at 0. Hans replied yes, all graphs should begin at 0.

Valerie asked for clarification. Is it true by doing this we would not get a huge fluctuation because it is brought down compared to 0. Hans replied if you offset the 0 you magnify the fluctuations and they get the significance they probably do not have. If you show a curve that fluctuates between 9,000 and 9,100 you will see a large fluctuation, but it is meaningless because it is actually constant. Valerie stated it is not hard to go to a 0 base, it just means you will have a lot more empty space. Hans said that is right, and the empty space is a message.

Marilyn stated the incorrect graph was the Teen attendance one. The correct number is 169 for the month of January, rather than what the Board saw in the Director's Report.

Kari said on page 57 she noticed this chart has 0 at the beginning and it shows collection items deleted. It was a very large amount about a year ago, and she wondered if this was when we redid the upstairs. Marilyn replied yes, it was just prior to the move of movie and music, and it was when we were weeding heavily. Kari added that chart does show a big flux and it is true.

Marilyn briefly mentioned the Library's Indiana Public Library Annual Report for 2014, which was in the packet. She stated the numbers were reported in December as well and she did not pull anything specific out to speak about but would be happy to answer any questions.

Valerie asked if there were any updates from ILF. Marilyn said she believes the lobbyists are feeling fairly confident that both INSPIRE and the local financial changes are not going to happen as we originally heard, but they are still being discussed. We will not know more until

after this week. ILF is suggesting at this time they do not need any additional information to be sent to the legislators.

At the end of Marilyn's report, Valerie announced for those listening and interested in genealogy, there was supposed to be a meeting tonight about the proposed cuts to the genealogical changes at the State Library. It has been moved to February 25 at 7:00pm, here at the library. Valerie stated she finds it a bit ironic that the genealogical library funds have been taken out in our bicentennial year when people are doing so much research, and she hopes the money will be put back as well.

## **Old Business**

### Renovation Update

Marilyn Wood presented a renovation update, and announced it is about 99% complete. She will be meeting with Christine Matheu Architects and the contractor on Friday to do a final walk through wrap up and figure out what things still remain on the punch list. Marilyn stated we have some lingering issues. Two of the largest concerns include the Auditorium sound system issues which we are continuing to investigate, and we still have to repair some Terrazzo flooring on the first floor. Beyond those, what remains are small punch list items. Equipment installation in the Teen Center is ongoing. We also are in the process of migrating to a new software program for reserving meeting room spaces. As soon as we have the software in place, we will be actively promoting use of our study rooms and meeting room on the 2<sup>nd</sup> floor. We will also be planning a grand opening date for all our new spaces later in the spring. Marilyn will bring information back to the Board as we have more.

John asked what the nature of the A-V issues are in the Auditorium. Kevin responded that we have both new equipment and we also retained some old equipment. They are not mixing well. When we are showing movies the surround sound effect is not very good, and we are trying to trouble shoot why.

Valerie said she was glad to hear we got some of our materials off the boats. Marilyn added that some of the furniture for the Teen space had been stuck in port, but it is now off the ship and will be arriving sometime next week.

Hans asked if the wireless system is in place. Marilyn said it is in place, and we are still working through some of our network issues. Next month Ned Baugh will speak to the Board about the system and how it is working and what kind of reporting mechanisms we have so we will be able to describe it better at that point.

Hans asked if we keep track of parameters that we have not kept track of before. Marilyn said that is right. We will be able to track use, and know at what level and in which spaces the

wireless is being used. Right now we cannot tell you how many people are connected through our wireless, but we will be able to get this information in the future.

Valerie asked if the wireless is turned off at the end of the day. Marilyn replied no, people can sit outside and get access even when we are closed. Valerie said that is nice to know for the public.

### **New Business**

#### 2015 Agreement with El Centro Comunal Latino

Valerie asked for a motion to accept the contract. John moved. Fred seconded.

Gary reported there are no changes. This is just a renewal.

Kari asked Gary to explain what El Centro does at the library. Gary responded that they service the Latino Community. David said El Centro has presented reports to the Board before about their services. Marilyn added they work closely with the City, and offer information related to health access, immigration issues, tutoring, and help others make connections with social service agencies.

David stated that he would like an update on El Centro. Gary said he would communicate with Esther Fuentes, who is the new Director and see if she would come and speak to the Board.

Kari asked if she has an office in the library and office hours. Gary said Esther does not, but the office is staffed by others in the organization. Marilyn added that they do keep hours in the library, and we can get additional information and ask someone to come in and speak to the Board if interested. Valerie commented that the main thing the library does is provide space, and they maintain liability for their use of space and services to patrons.

Valerie called for a motion to accept the agreement with El Centro. The motion passed unanimously.

#### Bank Resolution and Signatures

Valerie asked for a motion to accept. Kari moved. David seconded.

Gary said this is the paper work we need to authorize Marilyn to be a signer on the account. The documents in the packet are in a form of a resolution, which is why we bring it to the Board. Valerie added they also allow David to sign.

Valerie asked if it is filed with the banks. Gary responded yes.

Valerie asked for a call. The motion passed unanimously.

#### Election of Officers for 2015

Valerie stated our slate is the same as last year: President: Valerie Merriam, Vice President: John Walsh, Secretary: Fred Rising, and Treasurer: David Ferguson.

Kari moved that we accept the 2015 slate of officers as stated. Melissa seconded.

There were no comments or questions. Valerie asked for a call. The motion passed unanimously.

#### **Update: Teen Space and Digital Creativity**

Kevin MacDowell presented an update on planning for Teen Services and our Digital Creativity Program. Since becoming the Teen Manager in May, he has been reaching out to community partners. Some of the partners have included Dr. Kylie Pepler, Assistant Professor of Learning Sciences & Director of The Creativity Labs at Indiana University, as well as the Bloomington Technology partnership who we partnered with to obtain Tree House. Coding will be a large part of our programming in the space. Kevin said he has spent quite a bit of time in the schools, visiting other organizations, the Farmers Market, and other places to spread the word about our new Teen services. He has also been working on planning and decisions regarding the type of programs we will offer, gear we will have in the space, understanding staffing needs and the items we need in the collection.

In January we hired two staff, Jeannette Lehr and Becky Fyolek. Jeannette worked several years in CATS, and is now the Digital Creativity Subject Specialist. Becky previously worked in Children's Services, left to work in youth services with Barrington area library in Chicago for several years, and is now back with us as our Teen Subject Specialist.

Kevin reported on programming now occurring, including a program he created called Drop In and Hang Out, which was largely an opportunity to invite teens to give their feedback on what they would like to see happen in our Teen space and to build relationships. They were the reason Kevin bought a ping pong table, which is another successful program and has attracted new audiences into the library. We now have two ping pong tables, as we received one as a donation. This has been very successful at bringing people into the library who have not been here in a long time or not at all.

Kevin shared that Becky is starting a teen advisory board. The first meeting is March 9. He also mentioned work Chris Hosler has been doing in Teen programming. Over the last 5 years Chris has been an Adult Services Reference Librarian, but has also provided teen programming. He sat on the Board of the Youth Council and started a gaming club in the library. Kevin said he has been able to lean on Chris, and considers him to be a part of the Teen team.

Kevin announced the Friends of the Library event which will be held at the library Saturday night, to begin their 50<sup>th</sup> Birthday Celebration. Friends will be invited to tour the new Teen space during the event. The space is going to be staged as if it is all ready to go for opening.

We will spend next week making sure everything is hooked up properly and working well, so we can open the doors on March 1<sup>st</sup> which is our soft opening date. The Teen Center will be open 3:00pm until 9:00pm on Monday-Thursday, and 3:00pm until 6:00pm on Friday. Saturday and Sunday, the Teen space will be open Noon to 6:00 pm. The Digital Creativity Center is open to all ages, and will be open all regular library hours. The age restriction is 12-19 in the Teen space. The Teen space will be open once a month to all ages on the second Sunday of the month. Parents and little siblings, and anyone interested, will be invited on the second Sunday.

Kevin shared some of the guiding philosophy for our services which includes helping people develop digital literacy skills for the 21<sup>st</sup> century and to be digitally creative. To do this successfully, we need to build relationships with teens, just like all our Children's librarians do with children. It is important to have success in our programming, and in building relationships, and the way we will do it is by hanging out with teens, and encouraging staff involvement with teens, and teens with digital devices. You start with an informal space and it becomes a place teens will hang out. Mentors will hang out with teens, asking them what they are doing, find out what they are good at, and help them learn more. Kevin explained how video games can lead to designing games using Tree House.

Kari asked if teen books will be in the Teen space. Kevin replied absolutely, and stated that teens have stressed to him how they want to have books in the Teen Center. We have space for approximately 2,000 titles and by the day we open we hope to have all the space filled.

Kari also asked if community members can borrow Teen books. Kevin responded yes, they will be able to get them. The age restriction certainly is not to keep people out, it is primarily to let teens know it is a safe place for them, but we will make any items available to anyone.

Hans asked if the 2,000 titles are in the catalog. Marilyn responded yes. Kevin added that every title will have a duplicate title available upstairs in the collection also.

John asked if the Teen Center hours will change during summer and breaks. Kevin replied at the time being no. At this time, it is a staffing issue, but we are hoping once the new service model is up and running, we will be able to experiment and explore changing hours during breaks and summer.



Valerie shared an experience she had while visiting Chicago Public Library with other MCPL staff during our first teen center visit. They had a class coming in and told us we had to finish our tour and vacate because they did not want all the adults there. She asked if we are going to allow for some class projects before 3:00. Kevin responded absolutely. One of the things we are going to be doing after our opening is to have a special get together for educators and professionals in the community. We want to meet with them to find out how we can help them and how they can help us, as they will be amongst the most important partnerships and relationships we have in the community.

Valerie asked how sign-up will work with the Digital Creativity Center. Kevin replied the new software we are adopting (DIBS), will be used to reserve the two audio production booths and the video production booth. These are in the all ages Digital Creativity Center, which we are calling Level Up. We will have signage on the doors when you enter the room, which will have a QR code and a URL link so folks with smart phones can scan the code and go straight to the spot on DIBS where they can reserve the room and see a listing of what equipment is in the room. Kevin explained that one room is for doing more electronic based music production, one room is for more acoustic base music production, and the video production room is specifically for doing green screen production. All of this will be made clear in DIBS where you will reserve the rooms. In Level Up, we will also have open area desk top computers for graphic design, web design, game design, and post edit production work for audio and video production. Those computers will be reservable in EnvisionWare, which is the same software we use on all of our public computers.

Valerie asked if there would be people to train users who are past the teenage years and might not know how to use certain kinds of equipment in Level Up. Kevin said there certainly will be, and there will be programming and training on specific things like how to make a short video, and training on how to use GarageBand for instance. Wherever possible we will help people with specific instructions right then and there, but we will also encourage people to figure things out on their own when they are comfortable.

Valerie said this is very exciting. Kevin agreed, and encouraged everyone to come in on Sunday, March 1. The Teen Center will be open to all ages on the second Sunday, on March 8, Noon-6.

Marilyn shared that last week one of our staff members walked past the Teen space while a group of teenagers were peering in the window. The staff member overheard the teens saying, "This is a Teenager's Heaven."

Valerie mentioned the different collaborations we are looking for, and said she can see Nonprofit Central patrons collaborating with kids to see if they can teach them how to do PSAs and getting different age groups working together collaboratively.

## **Public Comment**

There was no public comment.

Valerie reported of the discussion and lack of discussion in the community, the last couple of weeks, involving the public with decisions by the plan commission to build the big hotel on Kirkwood and the hospital moving. Although we cannot commit at this time to when it will happen, Valerie assured the public that when the library decides to move forward on a new library branch, the public will be included in public forums and on committees. This is a promise we make to the public, and it is just a matter of time.

Fred asked if Valerie saw the letter to the Editor today about the hospital being a possible location for the library. Valerie replied that she did see it and she thought it was very nice that the person thought it would make a great library, but could not help wondering what the utilities would be a month. It is a huge space. Fred added parking would be easier. Hans said it would free up some space downtown to build a hotel. Valerie added that this is a community that wants to be involved, and we should encourage it.

Hans said on Monday the newspaper carries a schedule of the week of meetings and the Library Board of Trustee meetings are not listed on it. He called the newspaper, and asked why. A guy he spoke with told him no one tells them about the meeting. Valerie and Marilyn said this was not the case. Michael Hoerger responded that at the beginning of the year we gave them, per their request, a fax and e-mail schedule of every Board meetings for the full year. The week before every Board meeting we also send them an e-mail about the meeting. We also send them the agenda and the Board packet when it is available.

Valerie said for the most part the Library Board is a non-controversial board, and they list many of the meetings that seem to have more public comment. Valerie added that she agrees with Hans and wonders why we are not listed. Fred said he noticed all the ones listed are city or county government boards. David said he noticed several years ago our meetings were not listed in the paper. He asked Sara and she said the library staff would send a reminder to the paper, but apparently they have dropped us off again and that is too bad. Valerie added that we do post it on our doors and in the elevators so people can see there are meetings being held.

## **Adjournment**

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

The meeting adjourned at 6:44pm.

**MONROE COUNTY PUBLIC LIBRARY**

**\*Check Summary Register©**

February 6, 2015 to March 5, 2015

Name	Check Date	Check Amt	
<b>06600 MAINSOURCE CHECKING</b>			
Paid Chk# 001562	CHRISTINE M. THEILER	2/6/2015	\$29.99 REFUND ON LOST ITEM
Paid Chk# 001563	ELECTRONIC COMMERCE, INC.	2/6/2015	\$2,180.80 PAYROLL SERVICE
Paid Chk# 001564	GUARDIAN LIFE INS. CO.	2/6/2015	\$8,003.77 FEB.'15 DENTAL, VISION, STD, & LIFE INS.
Paid Chk# 001565	HFI MECHANICAL CONTRACTOR	2/6/2015	\$30,217.10 JOB #3358 CHILLER/RENOVATION
Paid Chk# 001566	HP PRODUCTS	2/6/2015	\$147.48 CLEANING SPLS
Paid Chk# 001567	JENNIFER TROUT	2/6/2015	\$24.99 REFUND ON LOST ITEM
Paid Chk# 001568	MIDWEST PRESORT SERVICE	2/6/2015	\$278.68 POSTAGE SERVICE
Paid Chk# 001569	RJE	2/6/2015	\$4,819.28 FURNITURE
Paid Chk# 001570	A1 LANDSCAPE & HAULING INC.	2/11/2015	\$450.00 SALT APPLICATIONS
Paid Chk# 001571	ALL-PHASE ELECTRIC SUPPLY	2/11/2015	\$100.93 LIGHTS
Paid Chk# 001572	AMERICAN UNITED LIFE INS. CO.	2/11/2015	\$1,185.00 403b TSA-AUL W/H
Paid Chk# 001573	AT&T (IL)	2/11/2015	\$475.08 4 DEDICATED LINES
Paid Chk# 001574	BAKER & TAYLOR BOOKS	2/11/2015	\$23,019.07 BOOKS
Paid Chk# 001575	BANCTEC INC.	2/11/2015	\$31.83 MNTHLY FOLDER MAINT.
Paid Chk# 001576	BLOOMINGTON BAGEL	2/11/2015	\$41.61 FD/NONPROFIT CENTRAL/FOOD
Paid Chk# 001577	BLOOMINGTON CAR WASH	2/11/2015	\$68.00 CAR WASHINGS 11/4/14-02/01/15
Paid Chk# 001578	BOBBY OVERMAN	2/11/2015	\$18.49 FD/NONPROFIT CENTRAL SPLS
Paid Chk# 001579	B-TECH LLC	2/11/2015	\$30.00 MNTHLY WEBSERVICE FEE
Paid Chk# 001580	CENTURYLINK	2/11/2015	\$27.22 LONG-DISTANCE CALLS
Paid Chk# 001581	CITY OF BLOOMINGTON	2/11/2015	\$25.00 FD/NFP CERTIFICATE PROGRAM
Paid Chk# 001582	CITY OF BLOOMINGTON UTILITIE	2/11/2015	\$905.20 WATER & SEWER
Paid Chk# 001583	CRYSTAL CLEAR	2/11/2015	\$1,190.00 BLDG SERVICE
Paid Chk# 001584	DARCI HAWXHURST	2/11/2015	\$152.00 FD/LITERACY TRAINING/VITAL
Paid Chk# 001585	DEMCO, INC.	2/11/2015	\$177.39 CATALOGING SPLS/BOOKS
Paid Chk# 001586	DIGITAL RIVER, INC.	2/11/2015	\$3,298.68 SOFTWARE - ADOBE
Paid Chk# 001587	EASTERN ALLIANCE INS. GROUP	2/11/2015	\$15,536.00 WC INS. 2/1/15-2/1/16
Paid Chk# 001588	EDUCATIONAL FURNITURE	2/11/2015	\$52,870.00 TEEN CNTR FURNITURE
Paid Chk# 001589	FINDAWAY WORLD, LLC	2/11/2015	\$260.06 NONPRINT
Paid Chk# 001590	FREEDOM BUSINESS	2/11/2015	\$487.41 CARTRIDGES
Paid Chk# 001591	GALE	2/11/2015	\$1,472.57 BOOKS
Paid Chk# 001592	HP PRODUCTS	2/11/2015	\$1,293.93 CLEANING SPLS
Paid Chk# 001593	IU ASIAN CULTURE CENTER	2/11/2015	\$600.00 CO-SPONSORSHIP OF ASIAN CULTUR
Paid Chk# 001594	JACQUELINE CUSHMAN	2/11/2015	\$0.00 FD/CHILD PROGRAM
Paid Chk# 001595	JERALD W. JAMES	2/11/2015	\$200.00 TALK TO AN EXPERT/FINRA
Paid Chk# 001596	LEARNING TREASURES	2/11/2015	\$131.38 NONPRINT
Paid Chk# 001597	LENA DARNAY	2/11/2015	\$300.00 FD/FLIPPED INSTRUCTION WORKSHO
Paid Chk# 001598	LOGISTECH, INC.	2/11/2015	\$400.21 BOOKS
Paid Chk# 001599	MARY FRASIER	2/11/2015	\$30.00 BOOKS/REIMBURSEMENT
Paid Chk# 001600	MIDWEST TAPE	2/11/2015	\$9,817.97 BOOKS
Paid Chk# 001601	NATURE'S WAY, INC.	2/11/2015	\$85.00 BLDG SERVICES
Paid Chk# 001602	OCLC, INC.	2/11/2015	\$3,939.18 MNTHLY OCLC SERVICES
Paid Chk# 001603	PATRICIA G. CALLISON	2/11/2015	\$300.00 FD/WINTERTELLING PROGRAM
Paid Chk# 001604	PAULA J. COOPRIDER	2/11/2015	\$13.74 REFUND ON LOST ITEM
Paid Chk# 001605	RANDOM HOUSE, LLC	2/11/2015	\$461.80 NONPRINT
Paid Chk# 001606	RECORDED BOOKS, INC.	2/11/2015	\$1,277.13 NONPRINT
Paid Chk# 001607	RJE	2/11/2015	\$49,559.24 TEEN/DCC FURNITURE
Paid Chk# 001608	SMITHVILLE COMMUNICATIONS	2/11/2015	\$177.95 TELEPHONE
Paid Chk# 001609	STEPHEN C. BRUNER	2/11/2015	\$85.00 PIANO TUNING
Paid Chk# 001610	TABITHA FREEMAN	2/11/2015	\$37.67 REFUND ON LOST ITEMS
Paid Chk# 001611	TANTOR MEDIA	2/11/2015	\$17.50 NONPRINT
Paid Chk# 001612	THE GREAT COURSES	2/11/2015	\$22.50 NONPRINT
Paid Chk# 001613	THIRD WORLD NEWSREEL	2/11/2015	\$100.00 NONPRINT
Paid Chk# 001614	ULINE	2/11/2015	\$257.92 CARPET MATS
Paid Chk# 001615	UNIQUE MANAGEMENT	2/11/2015	\$1,351.45 COLLECTION AGENCY FEE/CIRC

**MONROE COUNTY PUBLIC LIBRARY**

03/10/15 7:59 AM

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**\*Check Summary Register©**

February 6, 2015 to March 5, 2015

Name	Check Date	Check Amt	
Paid Chk# 001616	VERIZON WIRELESS	2/11/2015	\$120.03 BKM DATA LINES
Paid Chk# 001617	WEX BANK	2/11/2015	\$385.85 FUEL
Paid Chk# 001618	YELENA POLYANSKAYA	2/11/2015	\$55.00 NONPRINT
Paid Chk# 001619	ACTIVATE HEALTHCARE	2/17/2015	\$13,009.95 2 <sup>ND</sup> QTR.'15
Paid Chk# 001620	COMCAST	2/17/2015	\$22.08 CABLE EQUIP. RENTAL
Paid Chk# 001621	DUKE ENERGY	2/17/2015	\$23,894.42 ELECTRICITY
Paid Chk# 001622	FEDEX	2/17/2015	\$44.05 PAYROLL SHIPPING
Paid Chk# 001623	RICOH USA, INC.	2/17/2015	\$28.23 ADMIN COPIER ADD'L IMAGES
Paid Chk# 001624	SIHO INSURANCE SERVICES	2/17/2015	\$38,803.24 FEB. '15 HEALTH INS.
Paid Chk# 001625	STRAUSER CONSTRUCTION	2/17/2015	\$15,449.00 WATER DAMAGE REPAIRS
Paid Chk# 001626	BUNGER & ROBERTSON, LLP	2/23/2015	\$705.00 LEGAL SERVICES
Paid Chk# 001627	COSTUME SPECIALISTS, INC.	2/23/2015	\$140.00 FD/CHILD PROGRAM COSTUME
Paid Chk# 001628	MIDWEST PRESORT SERVICE	2/23/2015	\$514.18 POSTAGE SERVICE
Paid Chk# 001629	PENNY GILLIE	2/23/2015	\$41.35 FD/ELL CHILDRENS SPLS
Paid Chk# 001630	STEPHANIE HOLMAN	2/23/2015	\$28.16 FD/ELL CHILDRENS SPLS
Paid Chk# 001631	WEX BANK	2/23/2015	\$20.11 FUEL
Paid Chk# 001632	3M	2/24/2015	\$3,542.48 E-BOOKS
Paid Chk# 001633	BAKER & TAYLOR BOOKS	2/24/2015	\$19,887.79 BOOKS
Paid Chk# 001634	BLACKSTONE AUDIO, INC.	2/24/2015	\$124.00 NONPRINT
Paid Chk# 001635	CENTER POINT LARGE PRINT	2/24/2015	\$217.50 BOOKS
Paid Chk# 001636	DELTA PUBLISHING COMPANY	2/24/2015	\$215.15 BOOKS
Paid Chk# 001637	DEMCO, INC.	2/24/2015	\$100.57 CIRC. SPLS
Paid Chk# 001638	DUNCAN VIDEO, INC.	2/24/2015	\$1,398.00 TRANSCODING/DIGITIZING SOFTWARE
Paid Chk# 001639	EBSCO	2/24/2015	\$558.61 PERIODICALS
Paid Chk# 001640	EDC EDUCATIONAL SERVICES	2/24/2015	\$151.18 BOOKS
Paid Chk# 001641	EPS LITERACY & INTERVENTION	2/24/2015	\$65.10 BOOKS
Paid Chk# 001642	FINDAWAY WORLD, LLC	2/24/2015	\$1,907.88 NONPRINT
Paid Chk# 001643	FREEDOM BUSINESS	2/24/2015	\$2,590.37 CARTRIDGES
Paid Chk# 001644	GALE/CENGAGE LEARNING	2/24/2015	\$339.82 BOOKS
Paid Chk# 001645	GARETH STEVENS PUBLISHING	2/24/2015	\$292.50 BOOKS
Paid Chk# 001646	GIFT	2/24/2015	\$50.00 PERIODICALS
Paid Chk# 001647	GREY HOUSE PUBLISHING, INC.	2/24/2015	\$478.95 BOOKS
Paid Chk# 001648	HP PRODUCTS	2/24/2015	\$101.82 CLEANING SPLS
Paid Chk# 001649	HR HERO	2/24/2015	\$437.00 PERIODICALS
Paid Chk# 001650	MIDWEST TAPE	2/24/2015	\$8,765.52 BOOKS
Paid Chk# 001651	MY MEDIA DIRECTORY	2/24/2015	\$85.00 BOOKS
Paid Chk# 001652	NEW READERS PRESS	2/24/2015	\$73.50 BOOKS
Paid Chk# 001653	PAULA GRAY-OVERTOOM	2/24/2015	\$1,275.96 CODE4LIB CONFERENCE EXPENSES
Paid Chk# 001654	PENGUIN RANDOM HOUSE, LLC	2/24/2015	\$410.80 NONPRINT
Paid Chk# 001655	POSTMASTER	2/24/2015	\$220.00 #307 BULK MAILING PERMIT
Paid Chk# 001656	PYGALION' S ART SUPPLIES	2/24/2015	\$38.69 OFFICE SPLS
Paid Chk# 001657	QUILL CORPORATION	2/24/2015	\$596.69 OFFICE SPLS
Paid Chk# 001658	RECORDED BOOKS, INC.	2/24/2015	\$669.65 NONPRINT
Paid Chk# 001659	RICOH USA, INC.	2/24/2015	\$66.16 MNTHLY ADMIN COPIER RENT
Paid Chk# 001660	RICOH USA, INC.	2/24/2015	\$38.84 VITAL COPIER ADD'L IMAGES
Paid Chk# 001661	SCHOLASTIC LIBRARY	2/24/2015	\$413.40 BOOKS
Paid Chk# 001662	STANSIFER RADIO COMPANY	2/24/2015	\$200.16 VIDEO MAT'LS
Paid Chk# 001663	TANTOR MEDIA	2/24/2015	\$203.08 NONPRINT
Paid Chk# 001664	THOMSON REUTERS - WEST	2/24/2015	\$474.00 BOOKS
Paid Chk# 001665	VECTREN ENERGY DELIVERY	2/24/2015	\$51.56 NATURAL GAS
Paid Chk# 001666	4IMPRINT, INC.	2/26/2015	\$300.90 ELL/GIFT/WRP PRIZES
Paid Chk# 001667	AMERICAN HERITAGE LIFE INS.	2/26/2015	\$557.24 JAN.'15 OTHER INS.
Paid Chk# 001668	APPLE INC.	2/26/2015	\$28,960.92 DCC SOFTWARE START UP
Paid Chk# 001669	AT&T (IL)	2/26/2015	\$1,140.26 TELEPHONE
Paid Chk# 001670	BRENDA SEIBEL	2/26/2015	\$13.96 WELLNESS SPLS

**MONROE COUNTY PUBLIC LIBRARY**

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**\*Check Summary Register©**

February 6, 2015 to March 5, 2015

Name	Check Date	Check Amt
Paid Chk# 001671 CDW GOVERNMENT, INC.	2/26/2015	\$1,635.66 IS SPLS
Paid Chk# 001672 GIBSON TELDATA, INC.	2/26/2015	\$16,170.00 WIRELESS EQUIP./REMAINING BALA
Paid Chk# 001673 MIDWEST PRESORT SERVICE	2/26/2015	\$251.62 POSTAGE SERVICE
Paid Chk# 001674 PYGMALION' S ART SUPPLIES	2/26/2015	\$33.72 OFFICE SPLS
Paid Chk# 001675 TASC	2/26/2015	\$261.24 COBRA ADM. FEE/2ND QTR.'15
Paid Chk# 001676 TRAF-SYS, INC.	2/26/2015	\$445.00 PEOPLE COUNTER EQUIP.
Paid Chk# 001677 AFSCME COUNCIL 62	3/4/2015	\$1,052.50 UNION DUES W/H
Paid Chk# 001678 AMERICAN UNITED LIFE INS. CO.	3/4/2015	\$1,627.30 403b TSA/AUL W/H
Paid Chk# 001679 AT&T MOBILITY	3/4/2015	\$375.54 CELL PHONES
Paid Chk# 001680 DUKE ENERGY	3/4/2015	\$1,654.75 ELECTRICITY
Paid Chk# 001681 ELLETTSVILLE UTILITIES	3/4/2015	\$230.97 WATER & SEWER
Paid Chk# 001682 FIRST INSURANCE GROUP, INC.	3/4/2015	\$52,780.00 PKG., AUTO, UMBRELLA, MGMT LIABILITY
Paid Chk# 001683 GLHEC	3/4/2015	\$200.80 GARNISHMENT W/H
Paid Chk# 001684 GLOBAL GOV/ED SOLUTIONS INC	3/4/2015	\$14,048.00 COMPUTERS FOR TEEN/DC CENTERS
Paid Chk# 001685 JERALD W. JAMES	3/4/2015	\$200.00 FINA PROGRAM/TALK TO AN EXPERT
Paid Chk# 001686 MONROE COUNTY YMCA	3/4/2015	\$88.60 YMCA W/H
Paid Chk# 001687 SCHINDLER ELEVATOR	3/4/2015	\$23,730.00 DEPOSIT ON ELEVATOR RENOVATION
Paid Chk# 001688 SWEETWATER	3/4/2015	\$8,220.50 EQUIP/AUDIO PRODUCTION BOOTHS
Paid Chk# 001689 TASC	3/4/2015	\$342.48 FSA 2ND QTR '15 FEES
Paid Chk# 001690 UNITED STATES TREASURY	3/4/2015	\$76.00 GARNISHMENT W/H
Paid Chk# 001691 UNITED WAY	3/4/2015	\$60.00 UNITED WAY W/H
Paid Chk# 001692 VECTREN ENERGY DELIVERY	3/4/2015	\$495.79 NATURAL GAS
<b>Total Checks</b>		<b>\$512,239.33</b>

MONROE COUNTY PUBLIC LIBRARY  
CHECKING ACCOUNTS  
02/06/15 - 03/05/15

MainSource Checking Account/Check Register Total	\$512,239.33
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (Mar. '15)	673.47
Fifth Third Checking-Monthly Service Charge (Feb.'15)	51.75
MainSource Checking-Monthly Service Charge (Mar.'15)	35.00
MainSource Savings Acct. Service Charge ()	0.00
Add: Payrolls	
Vouchers 02/06/15 Payroll (ECI)	126,019.33
Electronic transfer (ECI) employee/employer taxes	49,304.91
Electronic transfer (ECI) employee "HSA"	2,744.19
Electronic PERF pymt. 02/09/15	19,364.45
Electronic transfer 02/10/15 (TASC) employee "FSA"	270.38
Vouchers 02/20/15 Payroll (ECI)	126,939.62
Electronic transfer (ECI) employee/employer taxes	52,180.43
Electronic transfer (ECI) employee "HSA"	2,744.19
Electronic PERF pymt. 02/27/15	20,924.16
Electronic transfer 02/24/15 (TASC) employee "FSA"	270.38
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	<u><u>\$913,761.59</u></u>

## Financial Report Comments

Reports as of 2-28-15

Board Meeting Date 2/18/15

Monthly Budget Report:

The following table compares the actual percentage of the budget used so far in the major expense categories this year compared to the guideline which is 16.67% after two months.

	% Spending Guideline	Actual % Spending
	Feb 28, 2015	
Wages and Benefits	16.67%	14.50%
Supplies	16.67%	8.80%
Other Services & Charges	16.67%	11.30%
Capital Outlay	16.67%	20.10%
Total Operating Expenditures	16.67%	14.40%

Within each major category some lines are over the guideline and in most cases they are offset by other lines that are under the guideline. I am happy to provide more information about individual lines if needed. It is helpful to get the questions by email before the board meeting so that answers can be researched.

Overall we have spent 14.4% of the annual budget which is under the guideline. The capital outlay category (mainly books and other collections) is over the guideline at this point but I am not concerned. The collection purchases are well managed and I am sure that as the year goes on we will be closer to the guideline. By year end we are usually right at the budgeted amount in this category.

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY SUMMARY OF BUDGET CATEGORIES  
AS OF FEBRUARY 28, 2015  
TWO MONTHS = 16.7%

	2015 FEBRUARY	2014 FEBRUARY	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
<b>PERSONNEL SERVICES</b>								
SALARIES	316,926.99	302,524.33	609,193.91	4,009,355.83	600,317.06	3,400,161.92	15.2%	84.8%
EMPLOYEE BENEFITS	98,226.11	141,594.41	197,253.69	1,539,884.30	283,405.47	1,342,630.61	12.8%	87.2%
OTHER WAGES	0.00	0.00	0.00	15,000.00	0.00	15,000.00	0.0%	100.0%
<b>TOTAL PERSONNEL SERVICES</b>	<u>415,153.10</u>	<u>444,118.74</u>	<u>806,447.60</u>	<u>5,564,240.13</u>	<u>883,722.53</u>	<u>4,757,792.53</u>	<u>14.5%</u>	<u>85.5%</u>
<b>SUPPLIES</b>								
OFFICE SUPPLIES	4,038.21	1,896.56	6,735.60	59,100.00	3,446.77	52,364.40	11.4%	88.6%
OPERATING SUPPLIES	3,530.03	8,232.90	9,419.71	118,000.00	11,408.33	108,580.29	8.0%	92.0%
REPAIR & MAINT. SUPPLIES	1,033.42	1,230.22	1,870.35	27,900.00	1,959.32	26,029.65	6.7%	93.3%
<b>TOTAL SUPPLIES</b>	<u>8,601.66</u>	<u>11,359.68</u>	<u>18,025.66</u>	<u>205,000.00</u>	<u>16,814.42</u>	<u>186,974.34</u>	<u>8.8%</u>	<u>91.2%</u>
<b>OTHER SERVICES &amp; CHARGES</b>								
PROFESSIONAL SERVICES	15,471.39	40,455.54	36,007.22	366,100.00	51,264.94	330,092.78	9.8%	90.2%
COMMUNICATION & TRANSPORTATION	5,136.19	3,722.95	9,287.74	91,600.00	8,071.09	82,312.26	10.1%	89.9%
PRINTING & ADVERTISING	0.00	368.42	0.00	11,682.79	618.19	11,682.79	0.0%	100.0%
INSURANCE	15,686.00	14,714.00	15,686.00	70,000.00	14,714.00	54,314.00	22.4%	77.6%
UTILITIES	27,299.74	33,298.79	52,717.65	351,650.00	63,797.01	298,932.35	15.0%	85.0%
REPAIR & MAINTENANCE	3,702.07	9,818.33	6,049.84	57,500.00	11,677.33	51,450.16	10.5%	89.5%
RENTALS	-353.31	-464.52	-936.73	38,850.00	9,049.88	39,786.73	-2.4%	102.4%
ELECTRONIC SERVICES	3,542.48	976.00	10,673.34	289,239.89	4,809.09	278,566.55	3.7%	96.3%
OTHER CHARGES	34,166.68	0.00	39,756.33	219,200.00	7,511.35	179,443.67	18.1%	81.9%
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<u>104,651.24</u>	<u>102,889.51</u>	<u>169,241.39</u>	<u>1,495,822.68</u>	<u>171,512.88</u>	<u>1,326,581.29</u>	<u>11.3%</u>	<u>88.7%</u>
<b>CAPITAL OUTLAY</b>								
FURNITURE & EQUIPMENT	8,100.00	4,145.88	8,100.00	34,000.00	4,145.88	25,900.00	23.8%	76.2%
OTHER CAPITAL OUTLAY	74,449.87	60,573.01	189,213.25	946,967.11	124,688.21	757,753.86	20.0%	80.0%
<b>TOTAL CAPITAL OUTLAY</b>	<u>82,549.87</u>	<u>64,718.89</u>	<u>197,313.25</u>	<u>980,967.11</u>	<u>128,834.09</u>	<u>783,653.86</u>	<u>20.1%</u>	<u>79.9%</u>
<b>TOTAL OPERATING EXPENDITURES</b>	<u><u>610,955.87</u></u>	<u><u>623,086.82</u></u>	<u><u>1,191,027.90</u></u>	<u><u>8,246,029.92</u></u>	<u><u>1,200,883.92</u></u>	<u><u>7,055,002.02</u></u>	<u><u>14.4%</u></u>	<u><u>85.6%</u></u>

2014 BUDGET 8,011,683.99  
% USED IN 2014 15.0%



MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF FEBRUARY 28, 2015

	2015 FEBRUARY	2014 FEBRUARY	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	26,617.38	14,405.24	41,185.23	191,013.36	28,810.48	149,828.13	21.6%	78.4%
1130 PROFESSIONAL/SUPERVISORS	50,071.64	45,081.12	100,143.25	647,755.18	90,162.25	547,611.93	15.5%	84.5%
1140 PROFESSIONAL ASSISTANTS	93,807.64	99,263.35	186,932.72	1,268,307.00	194,935.60	1,081,374.28	14.7%	85.3%
1150 SPECIALISTS & TECHNICIANS	65,474.99	60,861.49	122,769.59	806,353.96	121,679.42	683,584.37	15.2%	84.8%
1160 CLERICAL ASSISTANTS	33,383.22	35,691.34	67,317.19	454,908.96	71,953.36	387,591.77	14.8%	85.2%
1170 PAGES	17,459.40	18,063.31	32,583.41	249,535.37	34,544.98	216,951.96	13.1%	86.9%
1190 BUILDING MAINTENANCE	30,112.72	29,158.48	58,262.52	391,482.00	58,230.97	333,219.48	14.9%	85.1%
<b>TOTAL SALARIES</b>	<b>316,926.99</b>	<b>302,524.33</b>	<b>609,193.91</b>	<b>4,009,355.83</b>	<b>600,317.06</b>	<b>3,400,161.92</b>	<b>15.2%</b>	<b>84.8%</b>
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	18,969.30	17,916.61	36,370.65	248,476.51	35,534.98	212,105.86	14.6%	85.4%
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	29,342.54	13,724.27	57,221.79	367,238.79	41,141.10	310,017.00	15.6%	84.4%
12301 ENCUMBERED PERF	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1235 EMPLOYEE/PERF	8,131.23	3,676.14	15,692.84	98,367.75	11,019.97	82,674.91	16.0%	84.0%
1240 EMPLOYER CONT/INSURANCE	37,346.69	102,087.17	79,462.40	758,392.34	187,398.83	678,929.94	10.5%	89.5%
1250 EMPLOYER CONT/MEDICARE	4,436.35	4,190.22	8,506.01	57,408.91	8,310.59	48,902.90	14.8%	85.2%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>98,226.11</b>	<b>141,594.41</b>	<b>197,253.69</b>	<b>1,539,884.30</b>	<b>283,405.47</b>	<b>1,342,630.61</b>	<b>12.8%</b>	<b>87.2%</b>
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
1180 TEMPORARY STAFF	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
<b>TOTAL OTHER WAGES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.0%</b>	<b>100.0%</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>415,153.10</b>	<b>444,118.74</b>	<b>806,447.60</b>	<b>5,564,240.13</b>	<b>883,722.53</b>	<b>4,757,792.53</b>	<b>14.5%</b>	<b>85.5%</b>
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,100.00	0.00	1,100.00	0.0%	100.0%
2120 STATIONERY & PRINTING	68.00	0.00	68.00	1,100.00	0.00	1,032.00	6.2%	93.8%
2130 OFFICE SUPPLIES	738.92	396.68	1,202.01	13,650.00	765.67	12,447.99	8.8%	91.2%
2135 GENERAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2140 DUPLICATING	3,231.29	1,499.88	5,465.59	43,250.00	2,681.10	37,784.41	12.6%	87.4%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OFFICE SUPPLIES</b>	<b>4,038.21</b>	<b>1,896.56</b>	<b>6,735.60</b>	<b>59,100.00</b>	<b>3,446.77</b>	<b>52,364.40</b>	<b>11.4%</b>	<b>88.6%</b>

\*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 FEBRUARY 28, 2015

	2015 FEBRUARY	2014 FEBRUARY	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
<b>OPERATING SUPPLIES</b>								
2210 CLEANING SUPPLIES	1,685.64	6,451.70	6,239.01	38,200.00	8,458.20	31,960.99	16.3%	83.7%
2220 FUEL, OIL, & LUBRICANTS	385.85	167.99	847.83	10,500.00	1,258.46	9,652.17	8.1%	91.9%
2230 CATALOGING SUPPLIES-BOOKS	177.39	111.89	177.39	7,000.00	111.89	6,822.61	2.5%	97.5%
2240 A/V SUPPLIES-CATALOGING	0.00	0.00	298.68	9,700.00	0.00	9,401.32	3.1%	96.9%
2250 CIRCULATION SUPPLIES	1,007.90	0.00	1,034.24	35,000.00	78.46	33,965.76	3.0%	97.0%
2260 LIGHT BULBS	273.25	1,501.32	273.25	7,000.00	1,501.32	6,726.75	3.9%	96.1%
2280 UNIFORMS	0.00	0.00	424.31	1,900.00	0.00	1,475.69	22.3%	77.7%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	0.00	125.00	8,700.00	0.00	8,575.00	1.4%	98.6%
<b>TOTAL OPERATING SUPPLIES</b>	<b>3,530.03</b>	<b>8,232.90</b>	<b>9,419.71</b>	<b>118,000.00</b>	<b>11,408.33</b>	<b>108,580.29</b>	<b>8.0%</b>	<b>92.0%</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>								
2300 IS SUPPLIES	439.22	0.00	678.82	6,500.00	199.99	5,821.18	10.4%	89.6%
2310 BUILDING MATERIALS & SUPPLIES	594.20	1,136.05	1,191.53	21,000.00	1,539.60	19,808.47	5.7%	94.3%
2320 PAINT & PAINTING SUPPLIES	0.00	94.17	0.00	400.00	219.73	400.00	0.0%	100.0%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b>	<b>1,033.42</b>	<b>1,230.22</b>	<b>1,870.35</b>	<b>27,900.00</b>	<b>1,959.32</b>	<b>26,029.65</b>	<b>6.7%</b>	<b>93.3%</b>
<b>TOTAL SUPPLIES</b>	<b>8,601.66</b>	<b>11,359.68</b>	<b>18,025.66</b>	<b>205,000.00</b>	<b>16,814.42</b>	<b>186,974.34</b>	<b>8.8%</b>	<b>91.2%</b>
<b>OTHER SERVICES/CHARGES (3000'S)</b>								
<b>PROFESSIONAL SERVICES</b>								
3004 MISC. UNAPPROPRIATED	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	2,730.00	530.00	11,000.00	2,730.00	10,470.00	4.8%	95.2%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
31201 ENCUM. ENGINEERING/ARCHITECT	0.00	10,000.00	0.00	0.00	10,000.00	0.00	#DIV/0!	#DIV/0!
3130 LEGAL SERVICES	705.00	2,008.95	1,515.00	15,000.00	2,008.95	13,485.00	10.1%	89.9%
3140 BUILDING SERVICES	1,755.00	6,426.00	6,226.80	34,000.00	8,396.05	27,773.20	18.3%	81.7%
3150 MAINTENANCE CONTRACTS	2,686.33	5,296.41	6,146.70	156,100.00	7,856.87	149,953.30	3.9%	96.1%
3160 COMPUTER SERVICES (OCLC)	5,764.18	4,915.16	10,912.85	73,000.00	10,238.28	62,087.15	14.9%	85.1%
3170 ADMIN/ACCOUNTING SERVICES	3,209.43	7,426.22	7,972.97	46,000.00	8,381.99	38,027.03	17.3%	82.7%
3175 COLLECTION AGENCY SERVICES	1,351.45	1,652.80	2,702.90	21,000.00	1,652.80	18,297.10	12.9%	87.1%
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>15,471.39</b>	<b>40,455.54</b>	<b>36,007.22</b>	<b>366,100.00</b>	<b>51,264.94</b>	<b>330,092.78</b>	<b>9.8%</b>	<b>90.2%</b>
<b>COMMUNICATION &amp; TRANSPORTATION</b>								
3210 TELEPHONE	1,947.16	2,551.58	3,968.47	35,800.00	4,927.41	31,831.53	11.1%	88.9%
3215 CABLE TV	0.00	4.76	6.62	0.00	9.52	-6.62	#DIV/0!	#DIV/0!
3220 POSTAGE	1,549.02	950.99	2,635.39	24,000.00	2,783.02	21,364.61	11.0%	89.0%
3230 TRAVEL EXPENSE	1,070.96	0.00	1,070.96	10,000.00	91.52	8,929.04	10.7%	89.3%
3240 PROFESSIONAL MTG. (OFF-SITE)	225.00	0.00	285.00	10,000.00	44.00	9,715.00	2.9%	97.2%
3250 CONTINUING ED. (ON-SITE)	300.00	199.00	300.00	10,000.00	199.00	9,700.00	3.0%	97.0%
32501 ENCUMBERED CONTINU. ED.(ON-SITE)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3260 FREIGHT & DELIVERY	44.05	16.62	1,021.30	1,800.00	16.62	778.70	56.7%	43.3%
<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>5,136.19</b>	<b>3,722.95</b>	<b>9,287.74</b>	<b>91,600.00</b>	<b>8,071.09</b>	<b>82,312.26</b>	<b>10.1%</b>	<b>89.9%</b>

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF FEBRUARY 28, 2015

	2015 FEBRUARY	2014 FEBRUARY	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
<b>PRINTING &amp; ADVERTISING</b>								
3310 ADVERTISING & PUBLICATION	0.00	368.42	0.00	2,600.00	618.19	2,600.00	0.0%	100.0%
3320 PRINTING	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
33201 ENCUMBERED PRINTING	0.00	0.00	0.00	4,082.79	0.00	4,082.79	0.0%	100.0%
<b>TOTAL PRINTING &amp; ADVERTISING</b>	<b>0.00</b>	<b>368.42</b>	<b>0.00</b>	<b>11,682.79</b>	<b>618.19</b>	<b>11,682.79</b>	<b>0.0%</b>	<b>100.0%</b>
<b>INSURANCE</b>								
3410 OFFICIAL BOND	150.00	0.00	150.00	600.00	0.00	450.00	25.0%	75.0%
3420 OTHER INSURANCE	15,536.00	14,714.00	15,536.00	69,400.00	14,714.00	53,864.00	22.4%	77.6%
<b>TOTAL INSURANCE</b>	<b>15,686.00</b>	<b>14,714.00</b>	<b>15,686.00</b>	<b>70,000.00</b>	<b>14,714.00</b>	<b>54,314.00</b>	<b>22.4%</b>	<b>77.6%</b>
<b>UTILITIES</b>								
3510 GAS	51.56	244.03	840.49	4,950.00	897.55	4,109.51	17.0%	83.0%
3520 ELECTRICITY	26,118.24	31,350.10	49,834.11	318,400.00	60,193.34	268,565.89	15.7%	84.3%
3530 WATER	1,129.94	1,704.66	2,043.05	28,300.00	2,706.12	26,256.95	7.2%	92.8%
<b>TOTAL UTILITIES</b>	<b>27,299.74</b>	<b>33,298.79</b>	<b>52,717.65</b>	<b>351,650.00</b>	<b>63,797.01</b>	<b>298,932.35</b>	<b>15.0%</b>	<b>85.0%</b>
<b>REPAIR &amp; MAINTENANCE</b>								
3610 BUILDING REPAIR	2,500.00	6,471.81	3,930.45	25,000.00	8,315.81	21,069.55	15.7%	84.3%
3630 OTHER EQUIP/FURNITURE REPAIRS	150.00	416.50	737.10	18,500.00	416.50	17,762.90	4.0%	96.0%
3640 VEHICLE REPAIR & MAINTENANCE	1,052.07	2,685.99	1,166.67	11,500.00	2,700.99	10,333.33	10.1%	89.9%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	244.03	215.62	2,500.00	244.03	2,284.38	8.6%	91.4%
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>3,702.07</b>	<b>9,818.33</b>	<b>6,049.84</b>	<b>57,500.00</b>	<b>11,677.33</b>	<b>51,450.16</b>	<b>10.5%</b>	<b>89.5%</b>
<b>RENTALS</b>								
3710 REAL ESTATE RENTAL/PARKING	-353.31	-464.52	-936.73	38,850.00	9,049.88	39,786.73	-2.4%	102.4%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL RENTALS</b>	<b>-353.31</b>	<b>-464.52</b>	<b>-936.73</b>	<b>38,850.00</b>	<b>9,049.88</b>	<b>39,786.73</b>	<b>-2.4%</b>	<b>102.4%</b>
<b>ELECTRONIC SERVICES</b>								
38450 DATABASES SERVICES	0.00	976.00	4,876.78	173,210.21	3,496.00	168,333.43	2.8%	97.2%
38460 E-BOOKS SERVICES	3,542.48	0.00	5,796.56	116,029.68	1,313.09	110,233.12	5.0%	95.0%
<b>TOTAL ELECTRONIC SERVICES</b>	<b>3,542.48</b>	<b>976.00</b>	<b>10,673.34</b>	<b>289,239.89</b>	<b>4,809.09</b>	<b>278,566.55</b>	<b>3.7%</b>	<b>96.3%</b>
<b>OTHER CHARGES</b>								
3910 DUES/INSTITUTIONAL	0.00	0.00	4,506.65	8,200.00	6,551.35	3,693.35	55.0%	45.0%
3920 INTEREST/TEMPORARY LOAN	0.00	0.00	0.00	2,000.00	0.00	2,000.00	0.0%	100.0%
3940 TRANSFER TO LIRF	34,166.68	0.00	34,166.68	205,000.00	0.00	170,833.32	16.7%	83.3%
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	1,083.00	4,000.00	960.00	2,917.00	27.1%	72.9%
<b>TOTAL OTHER CHARGES</b>	<b>34,166.68</b>	<b>0.00</b>	<b>39,756.33</b>	<b>219,200.00</b>	<b>7,511.35</b>	<b>179,443.67</b>	<b>18.1%</b>	<b>18 81.9%</b>

TOTAL OTHER SERVICES/CHARGES	104,651.24	102,889.51	169,241.39	1,495,822.68	171,512.88	1,326,581.29	11.3%	88.7%
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MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF FEBRUARY 28, 2015

	2015 FEBRUARY	2014 FEBRUARY	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	768.00	0.00	10,000.00	768.00	10,000.00	0.0%	100.0%
4430 OTHER EQUIPMENT	8,100.00	2,716.39	8,100.00	20,000.00	2,716.39	11,900.00	40.5%	59.5%
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	0.00	4,000.00	0.00	4,000.00	0.0%	100.0%
4460 IS EQUIPMENT	0.00	661.49	0.00	0.00	661.49	0.00	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#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!
<b>TOTAL FURNITURE &amp; EQUIPMENT</b>	<b>8,100.00</b>	<b>4,145.88</b>	<b>8,100.00</b>	<b>34,000.00</b>	<b>4,145.88</b>	<b>25,900.00</b>	<b>23.8%</b>	<b>76.2%</b>
OTHER CAPITAL OUTLAY								
4510 BOOKS	47,822.29	35,841.52	118,661.15	551,699.46	76,521.66	433,038.31	21.5%	78.5%
4520 PERIODICALS & NEWSPAPERS	1,045.61	1.78	1,756.57	42,678.29	1,834.63	40,921.72	4.1%	95.9%
4530 NONPRINT MATERIALS	25,581.97	24,729.71	68,795.53	352,589.36	46,331.92	283,793.83	19.5%	80.5%
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>74,449.87</b>	<b>60,573.01</b>	<b>189,213.25</b>	<b>946,967.11</b>	<b>124,688.21</b>	<b>757,753.86</b>	<b>20.0%</b>	<b>80.0%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>82,549.87</b>	<b>64,718.89</b>	<b>197,313.25</b>	<b>980,967.11</b>	<b>128,834.09</b>	<b>783,653.86</b>	<b>20.1%</b>	<b>79.9%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>610,955.87</b>	<b>623,086.82</b>	<b>1,191,027.90</b>	<b>8,246,029.92</b>	<b>1,200,883.92</b>	<b>7,055,002.02</b>	<b>14.4%</b>	<b>85.6%</b>

\*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, 2015 to February 28, 2015

2 months = 16.7%

Object	Object Descr	2015 Budget	Jan.	Feb.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
11200	ADMINISTRATION	\$191,013.36	\$14,567.85	\$26,617.38	\$41,185.23	\$149,828.13	21.56%
11300	PROF/SUPERVISORS	\$647,755.18	\$50,071.61	\$50,071.64	\$100,143.25	\$547,611.93	15.46%
11400	PROFESSIONAL ASSISTANT	\$1,268,307.00	\$93,125.08	\$93,807.64	\$186,932.72	\$1,081,374.28	14.74%
11500	SPECIALIST/TECHNICIANS	\$806,353.96	\$57,294.60	\$65,474.99	\$122,769.59	\$683,584.37	15.23%
11600	CLERICAL ASSISTANTS	\$454,908.96	\$33,933.97	\$33,383.22	\$67,317.19	\$387,591.77	14.80%
11700	PAGES	\$249,535.37	\$15,124.01	\$17,459.40	\$32,583.41	\$216,951.96	13.06%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$391,482.00	\$28,149.80	\$30,112.72	\$58,262.52	\$333,219.48	14.88%
12100	FICA/EMPLOYER	\$248,476.51	\$17,401.35	\$18,969.30	\$36,370.65	\$212,105.86	14.64%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$367,238.79	\$27,879.25	\$29,342.54	\$57,221.79	\$310,017.00	15.58%
12350	PERF/EMPLOYEE	\$98,367.75	\$7,561.61	\$8,131.23	\$15,692.84	\$82,674.91	15.95%
12400	INS/EMPLOYER	\$758,392.34	\$42,115.71	\$37,346.69	\$79,462.40	\$678,929.94	10.48%
12500	MEDICARE/EMPLOYER	\$57,408.91	\$4,069.66	\$4,436.35	\$8,506.01	\$48,902.90	14.82%
13100	WORK STUDY	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
21200	STATIONERY/BUS. CARDS	\$1,100.00	\$0.00	\$68.00	\$68.00	\$1,032.00	6.18%
21300	OFFICE SUPPLIES	\$13,650.00	\$463.09	\$738.92	\$1,202.01	\$12,447.99	8.81%
21400	DUPLICATING	\$43,250.00	\$2,234.30	\$3,231.29	\$5,465.59	\$37,784.41	12.64%
22100	CLEANING SUPPLIES	\$38,200.00	\$4,553.37	\$1,685.64	\$6,239.01	\$31,960.99	16.33%
22200	FUEL/OIL/LUBRICANTS	\$10,500.00	\$461.98	\$385.85	\$847.83	\$9,652.17	8.07%
22300	CATALOGING	\$7,000.00	\$0.00	\$177.39	\$177.39	\$6,822.61	2.53%
22400	A/V SUPPLIES/CATALOG	\$9,700.00	\$298.68	\$0.00	\$298.68	\$9,401.32	3.08%
22500	CIRCULATION SUPPLIES	\$35,000.00	\$26.34	\$1,007.90	\$1,034.24	\$33,965.76	2.95%
22600	LIGHT BULBS	\$7,000.00	\$0.00	\$273.25	\$273.25	\$6,726.75	3.90%
22800	UNIFORMS	\$1,900.00	\$424.31	\$0.00	\$424.31	\$1,475.69	22.33%
22900	DISPLAY/EXHIBITS	\$8,700.00	\$125.00	\$0.00	\$125.00	\$8,575.00	1.44%
23000	IS SUPPLIES	\$6,500.00	\$239.60	\$439.22	\$678.82	\$5,821.18	10.44%
23100	BUILDING MATERIAL	\$21,000.00	\$597.33	\$594.20	\$1,191.53	\$19,808.47	5.67%
23200	PAINT/PAINTING	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
31100	CONSULTING SERVICES	\$11,000.00	\$530.00	\$0.00	\$530.00	\$10,470.00	4.82%
31200	ENGINEERING/ARCHITECT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
31300	LEGAL SERVICES	\$15,000.00	\$810.00	\$705.00	\$1,515.00	\$13,485.00	10.10%
31400	BUILDING SERVICES	\$34,000.00	\$4,471.80	\$1,755.00	\$6,226.80	\$27,773.20	18.31%
31500	MAINTENANCE	\$156,100.00	\$3,460.37	\$2,686.33	\$6,146.70	\$149,953.30	3.94%
31600	COMPUTER SERVICES	\$73,000.00	\$5,148.67	\$5,764.18	\$10,912.85	\$62,087.15	14.95%
31700	ADMIN/ACCOUNTING	\$46,000.00	\$4,763.54	\$3,209.43	\$7,972.97	\$38,027.03	17.33%
31750	COLLECTION AGENCY	\$21,000.00	\$1,351.45	\$1,351.45	\$2,702.90	\$18,297.10	12.87%
32100	TELEPHONE	\$35,800.00	\$2,021.31	\$1,947.16	\$3,968.47	\$31,831.53	11.09%
32150	CABLE TV SERVICE	\$0.00	\$6.62	\$0.00	\$6.62	-\$6.62	0.00%
32200	POSTAGE	\$24,000.00	\$1,086.37	\$1,549.02	\$2,635.39	\$21,364.61	10.98%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$1,070.96	\$1,070.96	\$8,929.04	10.71%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$60.00	\$225.00	\$285.00	\$9,715.00	2.85%

Object	Object Descr	2015 Budget	Jan.	Feb.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
32500	CONTINUING	\$10,000.00	\$0.00	\$300.00	\$300.00	\$9,700.00	3.00%
32600	FREIGHT/DELIVERY	\$1,800.00	\$977.25	\$44.05	\$1,021.30	\$778.70	56.74%
33100	ADVERTISING/PUBLICATI	\$2,600.00	\$0.00	\$0.00	\$0.00	\$2,600.00	0.00%
33200	PRINTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
33201	ENCUMBERED PRINTING	\$4,082.79	\$0.00	\$0.00	\$0.00	\$4,082.79	0.00%
34100	OFFICIAL BOND INS.	\$600.00	\$0.00	\$150.00	\$150.00	\$450.00	25.00%
34200	OTHER INSURANCE	\$69,400.00	\$0.00	\$15,536.00	\$15,536.00	\$53,864.00	22.39%
35100	GAS	\$4,950.00	\$788.93	\$51.56	\$840.49	\$4,109.51	16.98%
35200	ELECTRICITY	\$318,400.00	\$23,715.87	\$26,118.24	\$49,834.11	\$268,565.89	15.65%
35300	WATER	\$28,300.00	\$913.11	\$1,129.94	\$2,043.05	\$26,256.95	7.22%
36100	BUILDING REPAIRS	\$25,000.00	\$1,430.45	\$2,500.00	\$3,930.45	\$21,069.55	15.72%
36300	OTHER	\$18,500.00	\$587.10	\$150.00	\$737.10	\$17,762.90	3.98%
36400	VEHICLE	\$11,500.00	\$114.60	\$1,052.07	\$1,166.67	\$10,333.33	10.14%
36500	MATERIALS	\$2,500.00	\$215.62	\$0.00	\$215.62	\$2,284.38	8.62%
37100	REAL ESTATE	\$38,850.00	-\$583.42	-\$353.31	-\$936.73	\$39,786.73	-2.41%
38450	DATABASES	\$173,210.21	\$4,876.78	\$0.00	\$4,876.78	\$168,333.43	2.82%
38460	E-BOOKS	\$116,029.68	\$2,254.08	\$3,542.48	\$5,796.56	\$110,233.12	5.00%
39100	DUES/INSTITUTIONAL	\$8,200.00	\$4,506.65	\$0.00	\$4,506.65	\$3,693.35	54.96%
39200	INTEREST/TEMPORARY	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
39400	TRANSFER TO LIRF	\$205,000.00	\$0.00	\$34,166.68	\$34,166.68	\$170,833.32	16.67%
39500	EDUCATIONAL/LICENSING	\$4,000.00	\$1,083.00	\$0.00	\$1,083.00	\$2,917.00	27.08%
44100	FURNITURE	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
44300	OTHER EQUIPMENT	\$20,000.00	\$0.00	\$8,100.00	\$8,100.00	\$11,900.00	40.50%
44450	BUILDING RENOVATION	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
45100	BOOKS	\$551,699.46	\$70,838.86	\$47,822.29	\$118,661.15	\$433,038.31	21.51%
45200	PERIODICALS/NEWSPAPERS	\$42,678.29	\$710.96	\$1,045.61	\$1,756.57	\$40,921.72	4.12%
45300	NONPRINT MATERIALS	\$352,589.36	\$43,213.56	\$25,581.97	\$68,795.53	\$283,793.83	19.51%
		\$8,246,029.92	\$580,072.03	\$610,955.87	\$1,191,027.90	\$7,055,002.02	14.44%

**MONROE COUNTY PUBLIC LIBRARY**

**LIRF Budget & Expenditure Report**

January 1, 2015 to February 28, 2015  
2 months = 16.7%

Object	Object Descr	2015 Budget	Jan.	Feb.	YTD Amount	2015	2015
						YTD	%YTD
						Balance	Budget
36100	BUILDING REPAIRS	\$100,000.00	\$10,761.25	\$0.00	\$10,761.25	\$89,238.75	10.76%
44300	OTHER EQUIPMENT	\$100,000.00	\$266.37	\$6,377.53	\$6,643.90	\$93,356.10	6.64%
44450	BUILDING RENOVATION	\$150,000.00	\$3,997.00	\$0.00	\$3,997.00	\$146,003.00	2.66%
44600	IS EQUIPMENT	\$0.00	\$649.95	\$26,281.00	\$26,930.95	-\$26,930.95	0.00%
44650	IS SOFTWARE	\$0.00	\$0.00	\$2,679.92	\$2,679.92	-\$2,679.92	0.00%
		\$350,000.00	\$15,674.57	\$35,338.45	\$51,013.02	\$298,986.98	14.58%

**MONROE COUNTY PUBLIC LIBRARY**

**Debt Service Budget & Expenditures Report**

January 1, 2015 to February 28, 2015  
2 months = 16.7%

Object Object Descr	2015 Budget	Jan.	Feb.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
37100 REAL ESTATE	\$620,000.00	\$0.00	\$0.00	\$0.00	\$620,000.00	0.00%
39200 INTEREST/TEMPO	\$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%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$620,000.00	\$0.00	\$0.00	\$0.00	\$620,000.00	0.00%



**MONROE COUNTY PUBLIC LIBRARY**

**Rainy Day Budget & Expenditures Report**

January 1, 2015 to February 28, 2015  
2 months = 16.7%

Object	Object Descr	2015 Budget	Jan.	Feb.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
31100	CONSULTING SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31200	ENGINEERING/ARCHITECT	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31300	LEGAL SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44100	FURNITURE	\$50,000.00	\$0.00	\$52,870.00	\$52,870.00	-\$2,870.00	105.74
44300	OTHER EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44450	BUILDING RENOVATION	\$140,000.00	\$94,160.00	\$690.93	\$94,850.93	\$45,149.07	67.75%
44600	IS EQUIPMENT	\$0.00	\$0.00	\$16,170.00	\$16,170.00	-\$16,170.00	0.00%
		\$400,000.00	\$94,160.00	\$69,730.93	\$163,890.93	\$236,109.07	40.97%

**MONROE COUNTY PUBLIC LIBRARY**

**Special Revenue Budget & Expenditure Report**

January 1, 2015 to February 28, 2015

2 months = 16.7%

Object	Object Descr	2015 Budget	Jan.	Feb.	YTD Amount	2015 YTD Balance	2015 %YTD Budget
11300	PROF/SUPERVISORS	\$63,912.46	\$4,940.44	\$4,940.45	\$9,880.89	\$54,031.57	15.46%
11400	PROFESSIONAL ASSISTANT	\$128,658.54	\$9,606.99	\$9,606.96	\$19,213.95	\$109,444.59	14.93%
11600	CLERICAL ASSISTANTS	\$185,713.17	\$11,819.49	\$10,984.74	\$22,804.23	\$162,908.94	12.28%
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$23,453.61	\$1,565.05	\$1,523.86	\$3,088.91	\$20,364.70	13.17%
12300	PERF/EMPLOYER	\$32,881.40	\$2,068.10	\$2,076.32	\$4,144.42	\$28,736.98	12.60%
12350	PERF/EMPLOYEE CONTRIB.	\$8,807.52	\$553.95	\$556.16	\$1,110.11	\$7,697.41	12.60%
12400	INS/EMPLOYER	\$78,141.22	\$5,669.80	\$3,282.00	\$8,951.80	\$69,189.42	11.46%
12500	MEDICARE/EMPLOYER	\$5,485.12	\$366.02	\$356.38	\$722.40	\$4,762.72	13.17%
13100	WORK STUDY	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21400	DUPLICATING	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$0.00	\$20.11	\$20.11	\$979.89	2.01%
22700	VIDEO TAPE/MEDIA	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
23000	IS SUPPLIES	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$0.00	\$200.16	\$200.16	\$9,799.84	2.00%
31100	CONSULTING SERVICES	\$10,000.00	\$198.00	\$0.00	\$198.00	\$9,802.00	1.98%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
31500	MAINTENANCE	\$250.00	\$0.00	\$39.92	\$39.92	\$210.08	15.97%
31600	COMPUTER SERVICES	\$700.00	\$51.92	\$0.00	\$51.92	\$648.08	7.42%
31650	DIGITIZATION SERVICES	\$22,000.00	\$765.00	\$0.00	\$765.00	\$21,235.00	3.48%
31700	ADMIN/ACCOUNTING	\$100.00	\$9.85	\$2.09	\$11.94	\$88.06	11.94%
32100	TELEPHONE	\$3,700.00	\$155.42	\$0.00	\$155.42	\$3,544.58	4.20%
32150	CABLE TV SERVICE	\$150.00	\$15.46	\$15.46	\$30.92	\$119.08	20.61%
32200	POSTAGE	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
32300	TRAVEL EXPENSE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
32400	PROFESSIONAL MTG/OFF	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%

Object	Object Descr	2015 Budget	Jan.	Feb.	YTD Amount	2015 YTD Balance	2015 %YTD Budget
32600	FREIGHT/DELIVERY	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
36300	OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00%
37100	REAL ESTATE	\$4,000.00	-\$72.40	-\$72.40	-\$144.80	\$4,144.80	-3.62%
39100	DUES/INSTITUTIONAL	\$2,000.00	\$516.00	\$0.00	\$516.00	\$1,484.00	25.80%
39500	EDUCATIONAL/LICENSING	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS	\$10,000.00	\$2,500.00	\$0.00	\$2,500.00	\$7,500.00	25.00%
44100	FURNITURE	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
44700	EQUIPMENT - CATS	\$45,000.00	-\$59.00	\$0.00	-\$59.00	\$45,059.00	-0.13%
		\$675,103.04	\$40,670.09	\$33,532.21	\$74,202.30	\$600,900.74	10.99%

**MONROE COUNTY PUBLIC LIBRARY**

**Gen. Obligation Bond Budget & Expenditure**

January 1, 2015 to February 28, 2015  
2 months = 16.7%

Object	Object Descr	2015 Budget	Jan.	Feb.	YTD Amount	2015	2015
						YTD Balance	%YTD Budget
31700	ADMIN/ACCOUNTING	\$0.00	\$250.00	\$0.00	\$250.00	-\$250.00	0.00%
44100	FURNITURE	\$100,000.00	\$19,405.20	\$54,378.52	\$73,783.72	\$26,216.28	73.78%
44300	OTHER EQUIPMENT	\$0.00	\$0.00	\$445.00	\$445.00	-\$445.00	0.00%
44450	BUILDING	\$100,000.00	\$20,000.00	\$30,217.10	\$50,217.10	\$49,782.90	50.22%
44600	IS EQUIPMENT	\$106,990.00	\$799.80	\$12,210.30	\$13,010.10	\$93,979.90	12.16%
44650	IS SOFTWARE	\$0.00	\$0.00	\$3,298.68	\$3,298.68	-\$3,298.68	0.00%
44700	EQUIPMENT - CATS	\$65,306.00	\$0.00	\$0.00	\$0.00	\$65,306.00	0.00%
44750	SOFTWARE - CATS	\$0.00	\$0.00	\$1,398.00	\$1,398.00	-\$1,398.00	0.00%
		\$372,296.00	\$40,455.00	\$101,947.60	\$142,402.60	\$229,893.40	38.25%

**MONROE COUNTY PUBLIC LIBRARY**

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**Expenditure Summary compared to last year**  
 2015 compared to 2014: Period Ending February

Fund	Fund Descr	2015 Budget	February 2015 Amt	2015 YTD Amt	2014 Budget	February 2014 Amt	2014 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,246,029.92	\$610,955.87	\$1,191,027.90	\$8,011,683.99	\$623,086.82	\$1,200,883.92	-0.82%
002	JAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003	CLEARING	\$0.00	\$12,949.00	\$13,736.08	\$0.00	\$0.00	\$0.00	0.00%
004	GIFT UNRESTRICTED	\$0.00	\$13.96	\$4,413.96	\$0.00	\$0.00	\$0.00	0.00%
005	PLAC	\$0.00	\$0.00	\$2,450.00	\$0.00	\$0.00	\$2,300.00	6.52%
006	RETIREEES	\$0.00	\$1,598.44	\$1,673.28	\$0.00	\$274.74	\$412.11	306.03%
007	LIRF	\$350,000.00	\$35,338.45	\$51,013.02	\$366,000.00	\$0.00	\$0.00	0.00%
008	DEBT SERVICE	\$620,000.00	\$0.00	\$0.00	\$607,768.00	\$0.00	\$0.00	0.00%
009	RAINY DAY	\$400,000.00	\$69,730.93	\$163,890.93	\$400,000.00	\$0.00	\$0.00	0.00%
010	PAYROLL	\$0.00	\$356,973.45	\$671,793.12	\$0.00	\$346,369.74	\$678,761.42	-1.03%
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	\$5,330.51	\$12,217.78	\$0.00	\$3,830.78	\$5,739.60	112.87%
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	\$7,139.25	\$9,667.74	\$0.00	\$7,208.02	\$11,632.15	-16.89%
020	SPECIAL REVENUE	\$675,103.04	\$33,532.21	\$74,202.30	\$664,141.32	\$49,723.13	\$102,843.56	-27.85%
021	CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-100.00%
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	\$385.94	\$0.00	\$0.00	\$0.00	0.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
026	G O BOND	\$372,296.00	\$101,947.60	\$142,402.60	\$125,000.00	\$25,199.16	\$113,080.23	25.93%
027	COMMUNITY FDTN	\$0.00	\$900.00	\$1,800.00	\$27,485.00	\$1,909.91	\$2,805.10	-35.83%
028	FINRA 2014	\$0.00	\$1,810.57	\$4,652.17	\$0.00	\$0.00	\$0.00	0.00%
029	GO BOND 2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$10,663,428.96	\$1,238,220.24	\$2,345,326.82	\$10,202,078.31	\$1,057,602.30	\$2,537,314.77	-7.57%

**MONROE COUNTY PUBLIC LIBRARY**

**Revenue Totals Budget Forms (all funds)**

Source Descr	2015 YTD Budget	Jan	Feb	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
Fund 001 OPERATING						
PROPERTY	\$5,510,398.00	\$113,618.93	\$0.00	\$113,618.93	\$5,396,779.07	2.06%
INTANGIBLES TAX	\$17,000.00	\$0.00	\$0.00	\$0.00	\$17,000.00	0.00%
LICENSE EXCISE TAX	\$265,000.00	\$9,392.24	\$0.00	\$9,392.24	\$255,607.76	3.54%
COUNTY OPTION	\$1,968,000.00	\$164,036.08	\$164,036.08	\$328,072.16	\$1,639,927.84	16.67%
COMMERCIAL	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00	0.00%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL COPIERS/PRINTERS	\$0.00	\$500.08	\$422.91	\$922.99	-\$922.99	0.00%
LOST/DAMAGED	\$0.00	\$1,469.54	\$2,456.82	\$3,926.36	-\$3,926.36	0.00%
FINES	\$160,000.00	\$11,971.31	\$13,112.32	\$25,083.63	\$134,916.37	15.68%
COLLECTION AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$1,796.15	\$704.55	\$2,500.70	\$9,999.30	20.01%
MISCELLANEOUS	\$0.00	\$141.12	\$97.18	\$238.30	-\$238.30	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM FEES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
GARNISHMENT FEES	\$0.00	\$5.52	\$5.52	\$11.04	-\$11.04	0.00%
E-RATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$12,500.00	0.00%
REALESTATE	\$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%
READER PRINTER	\$0.00	\$28.35	\$13.40	\$41.75	-\$41.75	0.00%
OBITS	\$0.00	\$18.00	\$371.00	\$389.00	-\$389.00	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$6,000.00	\$1,370.11	\$1,108.93	\$2,479.04	\$3,520.96	41.32%
TEMPORARY LOANS	\$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%
CABLE ACCESS FEES -	\$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%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2015 YTD Budget	Jan	Feb	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
Fund 001 OPERATING	\$7,997,398.00	\$304,347.43	\$182,328.71	\$486,676.14	\$7,510,721.86	6.09%
Fund 002 JAIL						
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 003 CLEARING						
CONFERENCE/RECEIPT	\$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%
REALESTATE	\$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%
PHONE	\$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	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$575.40	\$575.40	-\$575.40	0.00%
ILL FINES/FEES	\$0.00	\$20.00	\$0.00	\$20.00	-\$20.00	0.00%
REIMBURSEMENT/CLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/COBRA	\$0.00	\$615.19	\$0.00	\$615.19	-\$615.19	0.00%
FEMA/CLEARING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 003 CLEARING	\$0.00	\$635.19	\$575.40	\$1,210.59	-\$1,210.59	0.00%
Fund 004 GIFT UNRESTRICTED						
MISCELLANEOUS	\$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%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$1,172.96	\$116.25	\$1,289.21	-\$1,289.21	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$1,172.96	\$116.25	\$1,289.21	-\$1,289.21	0.00%
Fund 005 PLAC						
PUBLIC LIBRARY	\$0.00	\$675.00	\$715.00	\$1,390.00	-\$1,390.00	0.00%
Fund 005 PLAC	\$0.00	\$675.00	\$715.00	\$1,390.00	-\$1,390.00	0.00%
Fund 006 RETIREES						
RETIREES INSURANCE	\$0.00	\$597.72	\$210.88	\$808.60	-\$808.60	0.00%
Fund 006 RETIREES	\$0.00	\$597.72	\$210.88	\$808.60	-\$808.60	0.00%

Source Descr	2015 YTD Budget	Jan	Feb	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
Fund 007 LIRF						
MISCELLANEOUS	\$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%
INTEREST FROM	\$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%
TRANSFER FROM	\$205,000.00	\$0.00	\$0.00	\$0.00	\$205,000.00	0.00%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$205,000.00	\$0.00	\$0.00	\$0.00	\$205,000.00	0.00%
Fund 008 DEBT SERVICE						
PROPERTY	\$580,000.00	\$12,909.03	\$0.00	\$12,909.03	\$567,090.97	2.23%
INTANGIBLES TAX	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
LICENSE EXCISE TAX	\$30,000.00	\$1,061.14	\$0.00	\$1,061.14	\$28,938.86	3.54%
COMMERCIAL	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
US FORESTRY FUND	\$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%
INTEREST FROM	\$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%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$617,000.00	\$13,970.17	\$0.00	\$13,970.17	\$603,029.83	2.26%
Fund 009 RAINY DAY						
COUNTY OPTION	\$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%
MCPL OPERATING	\$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%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 010 PAYROLL						
GROSS PAYROLL	\$0.00	\$324,508.23	\$348,230.18	\$672,738.41	-\$672,738.41	0.00%
Fund 010 PAYROLL	\$0.00	\$324,508.23	\$348,230.18	\$672,738.41	-\$672,738.41	0.00%
Fund 013 PETTY CASH						
RECEIPTS	\$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%



Source Descr	2015 YTD Budget	Jan	Feb	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
Fund 014 CHANGE						
RECEIPTS	\$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%
Fund 016 GIFT-RESTRICED						
MISCELLANEOUS	\$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%
RECEIPTS	\$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%
RESTRICED GIFT	\$0.00	\$370.00	\$480.00	\$850.00	-\$850.00	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$370.00	\$480.00	\$850.00	-\$850.00	0.00%
Fund 019 GIFT-FOUNDATION						
MISCELLANEOUS	\$0.00	\$26.68	\$0.00	\$26.68	-\$26.68	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$15,000.00	\$15,000.00	-\$15,000.00	0.00%
Fund 019 GIFT-	\$0.00	\$26.68	\$15,000.00	\$15,026.68	-\$15,026.68	0.00%
Fund 020 SPECIAL REVENUE						
MISCELLANEOUS	\$0.00	\$340.00	\$36.55	\$376.55	-\$376.55	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$59,826.25	\$59,826.25	-\$59,826.25	0.00%
CABLE ACCESS FEES -	\$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%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL	\$0.00	\$340.00	\$59,862.80	\$60,202.80	-\$60,202.80	0.00%
Fund 021 CAPITAL PROJECTS						
PROPERTY	\$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%
LICENSE EXCISE TAX	\$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%
INTEREST FROM	\$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%
Fund 021 CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2015 YTD Budget	Jan	Feb	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
Fund 024 FINRA GRANT						
RECEIPTS	\$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%
Fund 026 G O BOND						
BOND SALE	\$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%
Fund 027 COMMUNITY FDTN GRANT						
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 027 COMMUNITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014						
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$385.94	\$0.00	\$385.94	-\$385.94	0.00%
Fund 028 FINRA 2014	\$0.00	\$385.94	\$0.00	\$385.94	-\$385.94	0.00%
	\$8,819,398.00	\$647,029.32	\$607,519.22	\$1,254,548.54	\$7,564,849.46	14.22%

# MONROE COUNTY PUBLIC LIBRARY

## Cash Balances by fund

Current Period: February 2015

FUND Descr	02/01/15	MTD Debit	MTD Credit	02/28/15 Bal Sht	Descr
OPERATING	\$3,987.09	\$6,668.39	\$0.00	\$10,655.48	ONB/MONROE BANK CHECKING
OPERATING	\$3,941.38	\$10,364.74	\$0.00	\$14,306.12	GERMAN AMER./UNITED COMMERCE
OPERATING	-\$14,720.24	\$0.00	\$51.75	-\$14,771.99	FIFTH THIRD BANK CHECKING
OPERATING	\$44.49	\$9.89	\$0.00	\$54.38	FIFTH THIRD ESCROW ACCT
OPERATING	-\$38,128.13	\$423,874.05	\$636,424.28	-\$250,678.36	MAINSOURCE CHECKING
OPERATING	\$1,567,102.35	\$1,098.48	\$200,000.00	\$1,368,200.83	MAINSOURCE SAVINGS
Fund 001 OPERATING	\$1,522,226.94	\$442,015.55	\$836,476.03	\$1,127,766.46	
CLEARING	\$12,949.00	\$575.40	\$12,949.00	\$575.40	MAINSOURCE CHECKING
Fund 003 CLEARING	\$12,949.00	\$575.40	\$12,949.00	\$575.40	
GIFT UNRESTRICTED	\$1,071.26	\$110.75	\$0.00	\$1,182.01	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$1.04	\$5.50	\$0.00	\$6.54	GERMAN AMER./UNITED COMMERCE
GIFT UNRESTRICTED	\$6,819.04	\$0.00	\$13.96	\$6,805.08	MAINSOURCE CHECKING
Fund 004 GIFT UNRESTRICTED	\$7,891.34	\$116.25	\$13.96	\$7,993.63	
PLAC	\$0.00	\$260.00	\$0.00	\$260.00	ONB/MONROE BANK CHECKING
PLAC	\$0.00	\$455.00	\$0.00	\$455.00	GERMAN AMER./UNITED COMMERCE
PLAC	\$675.00	\$0.00	\$0.00	\$675.00	MAINSOURCE CHECKING
Fund 005 PLAC	\$675.00	\$715.00	\$0.00	\$1,390.00	
RETIREEES	\$903.78	\$210.88	\$1,598.44	-\$483.78	MAINSOURCE CHECKING
Fund 006 RETIREEES	\$903.78	\$210.88	\$1,598.44	-\$483.78	
LIRF	\$49,616.02	\$0.00	\$0.00	\$49,616.02	FIFTH THIRD BANK CHECKING
LIRF	\$58,205.91	\$216,170.00	\$251,508.45	\$22,867.46	MAINSOURCE CHECKING
LIRF	\$933,319.95	\$0.00	\$200,000.00	\$733,319.95	MAINSOURCE SAVINGS
LIRF	\$200,000.00	\$200,000.00	\$0.00	\$400,000.00	INVESTMENT CD s
Fund 007 LIRF	\$1,241,141.88	\$416,170.00	\$451,508.45	\$1,205,803.43	
DEBT SERVICE	\$13,970.17	\$0.00	\$0.00	\$13,970.17	MAINSOURCE CHECKING
DEBT SERVICE	\$89,094.89	\$0.00	\$0.00	\$89,094.89	MAINSOURCE SAVINGS
Fund 008 DEBT SERVICE	\$103,065.06	\$0.00	\$0.00	\$103,065.06	
RAINY DAY	-\$7,329.00	\$0.00	\$0.00	-\$7,329.00	FIFTH THIRD BANK CHECKING
RAINY DAY	\$51,609.00	\$0.00	\$0.00	\$51,609.00	FIFTH THIRD ESCROW ACCT
RAINY DAY	-\$42,510.20	\$200,000.00	\$69,730.93	\$87,758.87	MAINSOURCE CHECKING
RAINY DAY	\$1,146,102.37	\$0.00	\$200,000.00	\$946,102.37	MAINSOURCE SAVINGS
Fund 009 RAINY DAY	\$1,147,872.17	\$200,000.00	\$269,730.93	\$1,078,141.24	
PAYROLL	-\$88.96	\$0.00	\$0.00	-\$88.96	FIFTH THIRD BANK CHECKING
PAYROLL	\$20,770.04	\$348,230.18	\$356,973.45	\$12,026.77	MAINSOURCE CHECKING

FUND Descr	02/01/15	MTD Debit	MTD Credit	02/28/15	Bal Sht Descr
Fund 010 PAYROLL	\$20,681.08	\$348,230.18	\$356,973.45	\$11,937.81	
GIFT-RESTRICED	\$50.00	\$320.00	\$0.00	\$370.00	ONB/MONROE BANK CHECKING
GIFT-RESTRICED	\$0.00	\$160.00	\$5.75	\$154.25	GERMAN AMER./UNITED COMMERCE
GIFT-RESTRICED	\$46,269.17	\$20.73	\$5,345.49	\$40,944.41	MAINSOURCE CHECKING
GIFT-RESTRICED	\$50,000.00	\$0.00	\$0.00	\$50,000.00	MAINSOURCE SAVINGS
Fund 016 GIFT-RESTRICED	\$96,319.17	\$500.73	\$5,351.24	\$91,468.66	
LEVY EXCESS	\$1,168.74	\$0.00	\$0.00	\$1,168.74	MAINSOURCE CHECKING
Fund 017 LEVY EXCESS	\$1,168.74	\$0.00	\$0.00	\$1,168.74	
GIFT-FOUNDATION	\$26.68	\$0.00	\$0.00	\$26.68	FIFTH THIRD BANK CHECKING
GIFT-FOUNDATION	\$28,983.56	\$15,105.00	\$7,244.25	\$36,844.31	MAINSOURCE CHECKING
Fund 019 GIFT-FOUNDATION	\$29,010.24	\$15,105.00	\$7,244.25	\$36,870.99	
SPECIAL REVENUE	\$135.68	\$75.00	\$40.54	\$170.14	GERMAN AMER./UNITED COMMERCE
SPECIAL REVENUE	-\$1,415.35	\$0.00	\$0.00	-\$1,415.35	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$57,209.66	\$63,311.15	\$37,015.02	\$83,505.79	MAINSOURCE CHECKING
SPECIAL REVENUE	\$230,000.00	\$0.00	\$0.00	\$230,000.00	MAINSOURCE SAVINGS
Fund 020 SPECIAL REVENUE	\$285,929.99	\$63,386.15	\$37,055.56	\$312,260.58	
G O BOND	\$17,839.00	\$0.00	\$0.00	\$17,839.00	FIFTH THIRD BANK CHECKING
G O BOND	\$311,784.51	\$481.71	\$102,429.31	\$209,836.91	MAINSOURCE CHECKING
Fund 026 G O BOND	\$329,623.51	\$481.71	\$102,429.31	\$227,675.91	
COMMUNITY FDTN GRANT	\$6,808.95	\$0.00	\$900.00	\$5,908.95	MAINSOURCE CHECKING
Fund 027 COMMUNITY FDTN GRANT	\$6,808.95	\$0.00	\$900.00	\$5,908.95	
FINRA 2014	\$29,033.67	\$0.00	\$1,810.57	\$27,223.10	MAINSOURCE CHECKING
Fund 028 FINRA 2014	\$29,033.67	\$0.00	\$1,810.57	\$27,223.10	
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	
	\$4,835,268.07	\$1,487,506.85	\$2,084,041.19	\$4,238,733.73	

**MONROE COUNTY PUBLIC LIBRARY**

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ONB MONROE CHECKING  
06300 ONB/MONROE  
February 2015**

**Account Summary**

Beginning Balance	2/1/2015	\$5,108.35
+ Receipts/Deposits		\$7,359.14
- Payments (Checks and		\$0.00
Ending Balance as	2/28/2015	\$12,467.49

**Check Book**

Active	G 001-06300	OPERATING	\$10,655.48
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$1,182.01
Active	G 005-06300	PLAC	\$260.00
Active	G 006-06300	RETIRES	\$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	\$370.00
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
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	<b>\$12,467.49</b>
	Beginng Balance		\$5,108.35
	+ Total Deposits		\$7,359.14
	- Checks Written		\$0.00
	Check Book		\$12,467.49
	Difference		\$0.00

MONROE COUNTY PUBLIC LIBRARY

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GERMAN-AMER/UNITED C

06400 GER AME/UC

February 2015

Account Summary

Beginning Balance	2/1/2015	\$4,078.10
+ Receipts/Deposits		\$11,013.95
- Payments (Checks and		\$0.00
Ending Balance as	2/27/2015	\$15,092.05

Check Book

Active	G 001-06400	OPERATING	\$14,306.12
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$6.54
Active	G 005-06400	PLAC	\$455.00
Active	G 016-06400	GIFT-RESTRICED	\$154.25
Active	G 020-06400	SPECIAL REVENUE	\$170.14
		Cash	\$15,092.05
	Beginng Balance	\$4,078.10	
	+ Total Deposits	\$11,013.95	
	- Checks Written	\$0.00	
	Check Book	\$15,092.05	
	Difference	\$0.00	

**MONROE COUNTY PUBLIC LIBRARY**

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**FIFTH THIRD CHECKING**

**06500 FIFTHCKNG**

**February 2015**

**Account Summary**

Beginning Balance	2/1/2015	\$44,448.56
+ Receipts/Deposits		\$0.00
- Payments (Checks and		\$77.11
Ending Balance as	2/28/2015	\$44,371.45

**Check Book**

Active	G 001-06500	OPERATING	-\$14,771.99
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	-\$7,329.00
Active	G 010-06500	PAYROLL	-\$88.96
Active	G 016-06500	GIFT-RESTRICED	\$0.00
Active	G 019-06500	GIFT-FOUNDATION	\$26.68
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	<b>\$43,876.40</b>
	Begining Balance	\$44,448.56	
	+ Total Deposits	\$0.00	
	- Checks Written	\$572.16	
	Check Book	\$43,876.40	
	O/S Checks	\$495.05	

MONROE COUNTY PUBLIC LIBRARY

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FIFTH THIRD ESCROW

06530 FIFTH ESCR

February 2015

**Account Summary**

Beginning Balance	2/1/2015	\$51,653.49
+ Receipts/Deposits		\$9.89
- Payments (Checks and		\$0.00
Ending Balance as	2/28/2015	\$51,663.38

**Check Book**

Active	G 001-06530	OPERATING	\$54.38
Active	G 009-06530	RAINY DAY	\$51,609.00
Active	G 026-06530	G O BOND	\$0.00
		Cash	<b>\$51,663.38</b>
	Beginng Balance	\$51,653.49	
	+ Total Deposits	\$9.89	
	- Checks Written	\$0.00	
	Check Book	\$51,663.38	
	Difference	\$0.00	



**MONROE COUNTY PUBLIC LIBRARY**

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MAINSOURCE CHECKING  
06600 MAINSO CKG  
February 2015**

**Account Summary**

Beginning Balance	2/1/2015	\$688,754.89
+ Receipts/Deposits		\$839,878.30
- Payments (Checks and		\$1,118,207.56
Ending Balance as	2/28/2015	\$410,425.63

**Check Book**

Active	G 001-06600	OPERATING	-\$250,678.36
Active	G 002-06600	JAIL	\$0.00
Active	G 003-06600	CLEARING	\$575.40
Active	G 004-06600	GIFT UNRESTRICTED	\$6,805.08
Active	G 005-06600	PLAC	\$675.00
Active	G 006-06600	RETIREEES	-\$483.78
Active	G 007-06600	LIRF	\$22,867.46
Active	G 008-06600	DEBT SERVICE	\$13,970.17
Active	G 009-06600	RAINY DAY	\$87,758.87
Active	G 010-06600	PAYROLL	\$12,026.77
Active	G 016-06600	GIFT-RESTRICED	\$40,944.41
Active	G 017-06600	LEVY EXCESS	\$1,168.74
Active	G 019-06600	GIFT-FOUNDATION	\$36,844.31
Active	G 020-06600	SPECIAL REVENUE	\$83,505.79
Active	G 024-06600	FINRA GRANT	\$0.00
Active	G 026-06600	G O BOND	\$209,836.91
Active	G 027-06600	COMMUNITY FDTN	\$5,908.95
Active	G 028-06600	FINRA 2014	\$27,223.10
Active	G 029-06600	GO BOND 2016	-\$32.45
		Cash	<b>\$298,916.37</b>
	Beginng Balance	\$688,754.89	
	+ Total Deposits	\$839,878.30	
	- Checks Written	\$1,229,716.82	
	Check Book	\$298,916.37	
	O/S Checks	\$111,509.26	

**MONROE COUNTY PUBLIC LIBRARY**

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**MAINSOURCE SAVINGS**

**06610 MAINSO SAV**

**February 2015**

**Account Summary**

Beginning Balance	2/1/2015	\$4,015,619.56
+ Receipts/Deposits		\$1,098.48
- Payments (Checks and		\$600,000.00
Ending Balance as	2/28/2015	\$3,416,718.04

**Check Book**

Active	G 001-06610	OPERATING	\$1,368,200.83
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	\$733,319.95
Active	G 008-06610	DEBT SERVICE	\$89,094.89
Active	G 009-06610	RAINY DAY	\$946,102.37
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	<b>\$3,416,718.04</b>
	Beginng Balance	\$4,015,619.56	
	+ Total Deposits	\$1,098.48	
	- Checks Written	\$600,000.00	
	Check Book	\$3,416,718.04	
	Difference	\$0.00	

TO: Monroe County Public Library – Board of Trustees  
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager  
RE: Personnel Report  
DATE: March 25, 2015

### Beginning Employment

- Jon Paull, Customer Service, Information Assistant, Pay Grade C (3), full-time effective February 23, 2015.
- Josh Brewer, CATS, Master Control Operator, Pay Grade C (3), 20 hours per week effective March 10, 2015.

### Ending Employment

- Maggie Bruce, Circulation, Clerk (temporary), Pay Grade C, up to 18 hours per week effective January 25, 2015.

### Job Changes

- Leanne Zdravecky, from Circulation, Clerk, Pay Grade C, full-time to Customer Service, Senior Information Assistant, Pay Grade F (6), full-time effective February 23, 2015.
- Andrew Slater, from Circulation, Technician, Pay Grade E, full-time to Customer Service, Senior Information Assistant, Pay Grade F (6), full-time effective February 23, 2015.
- Jared Cheek, from Circulation, Clerk, Pay Grade C, full-time to Customer Service, Senior Information Assistant, Pay Grade F (6), full-time effective February 23, 2015.
- Amber Mestre, from Circulation, Page, Pay Grade A, 15-18 hours per week to Information Assistant, Customer Service, Pay Grade C (3), 20 hours per week effective February 23, 2015.

Active Library Employees

As of 02-20-2015

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

Active Library Employees

As of 02-20-2015

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
5	A/s Prof Assistants Operating	Doris	Lynch
54	Circ Pages Operating	Lucas	Porter
55	Facilities Bldg Maint Oper	David	Simpson
56	T/s Clerical Operating	Christine	Sneed
57	Facilities Bldg Maint Oper	Cherryl	Tincher
58	Admin Spec Operating	Michael	Burns
59	Circ Clerical Operating	Tracy	Lenn
60	Children's Prof Assists Oper	Ellen	Arnholter
61	A/s Prof Supervisors Operating	Steven	Backs
62	I/s Prof Supervisors Operating	Ned	Baugh
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 Prof Assists Oper	Mary	Frasier
77	A/s Prof Assistants Operating	Christine	Friesel
78	TSDC Professional Assistance	Rebecca	Fyolek
79	Facilities Bldg Maint Oper	Dana	Geldhof
80	Circ Clerical Operating	Joshua	Gesten
81	Ell Prof Assistants Operating	Penelope	Gillie
82	A/s Prof Assistants Operating	James	Gossman
83	A/s Prof Assistants Operating	Elizabeth	Gray
84	Admin Spec Operating	Marla	Gray
85	Admin Prof Assistants Oper	Paula	Gray-Overtoom
86	T/s Prof Assistants Operating	Cheryl	Green
87	Facilities Bldg Maint Oper	Ronald	Greene
88	A/s Prof Assistants Operating	Nola	Hartman
89	A/s Spec Operating	Shawn	Henline
90	Admin Prof Supervisors Oper	Michael	Hoerger
91	CO Spec Operating	Jennifer	Hoffman
92	Ell Prof Assistants Operating	Stephanie	Holman
93	A/s Prof Assistants Operating	Christopher	Hosler
94	Children's Spec Operating	Virginia	Hosler
95	CO Prof Supervisors Operating	Christopher	Jackson
96	Facilities Bldg Maint Oper	Michael	Johnson
97	Circ Prof Assistants Operating	Jennifer	Kellams
98	Facilities Bldg Maint Oper	Bruce	Kelly

Active Library Employees

As of 02-20-2015

99	Admin Spec Operating	Merriel	Kern
100	Ell Spec Operating	Julia	Kinser
101	I/s Spec Operating	Joseph	Langfitt
102	Admin Administrators Operating	Sara	Laughlin
103	TSDC Professional Assistance	Jeannette	Lehr
104	Admin Prof Supervisors Oper	Gary	Lettelleir
105	Circ Prof Assistants Operating	Mary	Loro
106	CO Spec Operating	Jacqueline	Lovings
107	TS Professional Supervisors Op	Kevin	MacDowell
108	Circ Clerical Operating	John	Meador
109	Circ Clerical Operating	Tyler	Meese
110	Facilities Bldg Maint Oper	Mark	Mobley
111	T/s Spec Operating	Allison	Moore
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**

**\$161,953**

**4070.0**

Active Library Employees

As of 02-20-2015

<b>Special/GiftFunds</b>			
	<b>Funds Type</b>	<b>First Name</b>	<b>Last Name</b>
3	Cats Clerical Operating	Addison	Rogers
4	Cats Clerical Operating	Michael	Stevens
39	Cats Clerical Operating	Seth	Tackett
6	Cats Clerical Operating	Clinton	Lake
7	Cats Clerical Operating	Glenn	Myers
8	Cats Clerical Operating	Nathan	Wrigley
9	Admin Spec Operating	Mary Jean	Regoli
10	Admin Spec Operating	Erin	Tobey
11	Cats Clerical Operating	Michael	Adams
12	Cats Clerical Operating	David	Walter
13	Cats Prof Assistants Operating	Martin	O'Neill
14	Cats Prof Assistants Operating	Adam	Stillwell
15	Cats Prof Assistants Operating	Robert	Stockwell
16	Cats Prof Supervisors Oper	Michael	White
<b>Sub Total Special/Gift Funds</b>		<b>\$14,787</b>	<b>420.0</b>
<b>TOTAL All EE's ALL Funds</b>		<b>\$176,740</b>	<b>4490.0</b>

Active Library Employees

As of 03-06-2015

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



Active Library Employees

As of 03-06-2015

50	Circ Clerical Operating	Amanda	Johnson
51	Children's Prof Assists Oper	Christina	Jones
52	CO Clerical Operating	Audra	Loudenbarger
53	A/s Prof Assistants Operating	Doris	Lynch
5	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	Facilities Bldg Maint Oper	Terri	Bell
63	Circ Clerical Operating	Amy	Bruce
64	Circ Spec Operating	Katherine	Bull
65	Circ Clerical Operating	Michael	Campbell
66	A/s Spec Operating	Keith	Carter
67	Children's Prof Assists Oper	Lisa	Champelli
68	Facilities Bldg Maint Oper	Jeremiah	Chandler
69	Circ Clerical Operating	Jared	Cheek
70	A/s Spec Operating	Burl	Cooper
71	T/s Prof Assistants Operating	D'Arcy	Danielson
72	A/s Prof Assistants Operating	Luann	Dillon
73	Children's Spec Operating	Aubrey	Dunnuck
74	T/s Spec Operating	Susan	Fallwell
75	Children's Prof Assists Oper	Mary	Frasier
76	A/s Prof Assistants Operating	Christine	Friesel
77	TSDC Professional Assistance	Rebecca	Fyolek
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79	Circ Clerical Operating	Joshua	Gesten
80	EII Prof Assistants Operating	Penelope	Gillie
81	A/s Prof Assistants Operating	James	Gossman
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89	Admin Prof Supervisors Oper	Michael	Hoerger
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91	EII Prof Assistants Operating	Stephanie	Holman
92	A/s Prof Assistants Operating	Christopher	Hosler
93	Children's Spec Operating	Virginia	Hosler
94	CO Prof Supervisors Operating	Christopher	Jackson
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 03-06-2015

99	Ell Spec Operating	Julia	Kinser
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103	Circ Prof Assistants Operating	Mary	Loro
104	CO Spec Operating	Jacqueline	Lovings
105	TS Professional Supervisors Op	Kevin	MacDowell
106	Circ Clerical Operating	John	Meador
107	Circ Clerical Operating	Tyler	Meese
108	Facilities Bldg Maint Oper	Mark	Mobley
109	T/s Spec Operating	Allison	Moore
110	Facilities Bldg Maint Oper	John	Mosora
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
122	A/s Spec Operating	Ryan	Stacy
123	Children's Spec Operating	Kathleen	Starks-Dyer
124	T/s Prof Assistants Operating	Sabra	Stockey
125	Circ Prof Supervisors Oper	Barbara	Swinson
126	CO Prof Assistants Operating	Bethany	Terry
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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** **\$146,881** **4012.5**

**Special/GiftFunds**

Active Library Employees

As of 03-06-2015

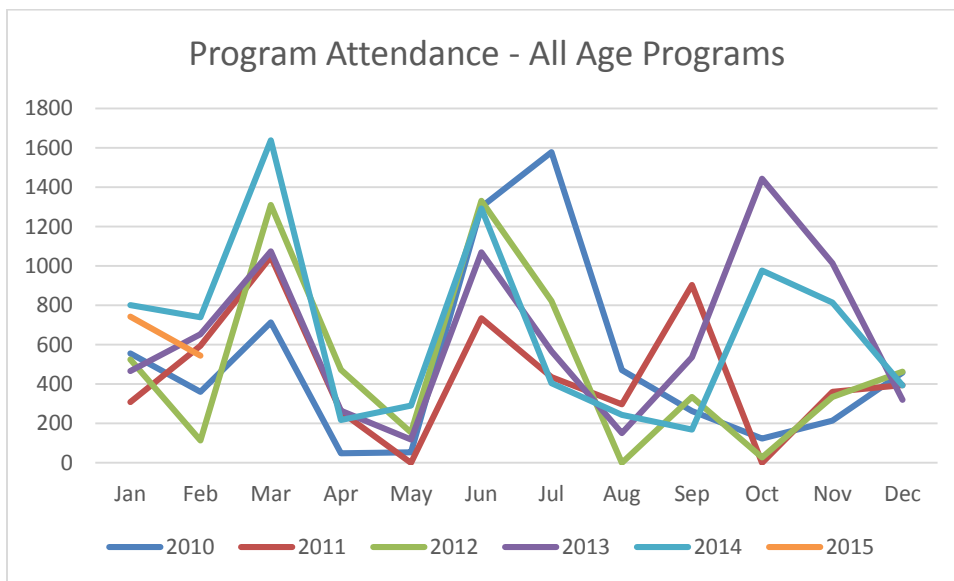
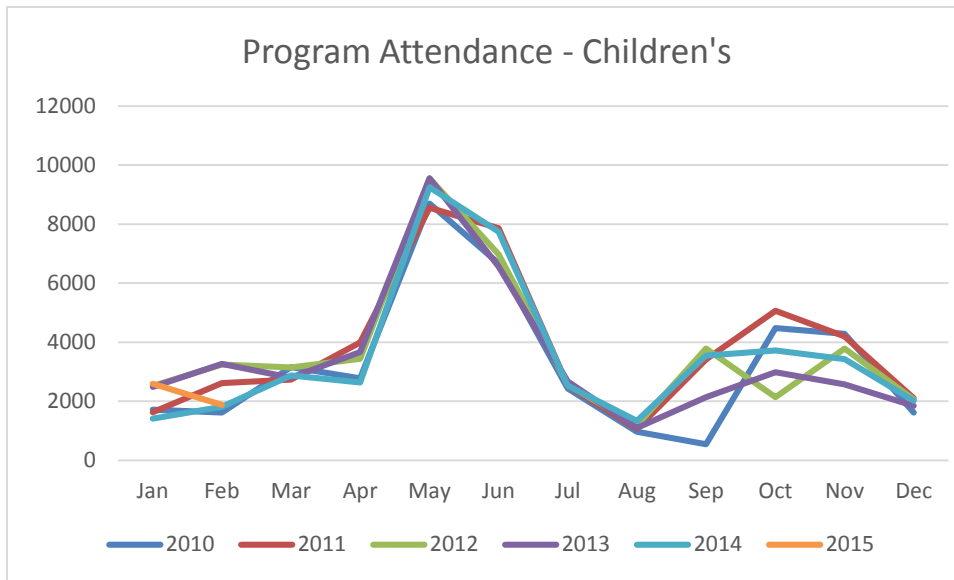
	<b>Funds Type</b>	<b>First Name</b>	<b>Last Name</b>
1	Cats Clerical Operating	Addison	Rogers
2	Cats Clerical Operating	Seth	Tackett
3	Cats Clerical Operating	Clinton	Lake
4	Cats Clerical Operating	Glenn	Myers
5	Cats Clerical Operating	Nathan	Wrigley
6	Admin Spec Operating	Michael	Burns
7	Admin Spec Operating	Mary Jean	Regoli
8	Cats Clerical Operating	Michael	Adams
9	Cats Prof Assistants Operating	Martin	O'Neill
10	Cats Prof Assistants Operating	Adam	Stillwell
11	Cats Prof Assistants Operating	Robert	Stockwell
12	Cats Clerical Operating	David	Walter
13	Cats Prof Supervisors Oper	Michael	White
	<b>Sub Total Special/Gift Funds</b>	<b>\$14,167</b>	<b>400.0</b>
	<b>TOTAL All EE's ALL Funds</b>	<b>\$161,048</b>	<b>4412.5</b>

## 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; 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	
			El Centro contract; Election of Board Officers; Update: Teen Center and Digital Creativity
February	18	Board Meeting	
March	11	Work Session	
March	25	Board Meeting	Update: Building Services
April	8	Work Session	
April	15	Board Meeting	Update: Information Technology
May	13	Work Session	
May	20	Board Meeting	Update: Adult Services and Strategies
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	2016 Budget; Update:
16-Sep	16	Public Hearing	Public Hearing on 2016 Budget
October	14	Work Session	2016 Budget, as recommended by County Council
			Adopt 2016 Budget; <b>GO Bond - Adopt final bond resolution and approve form of continuing disclosure undertaking</b> ; 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; <b>GO Bond- Award GO bonds and sign closing documents</b> ; Update:
December	16	Board Meeting	

**GOAL 1: Strengthen 21<sup>st</sup> century literacy skills.**



**1A. Strengthen early literacy skills.**

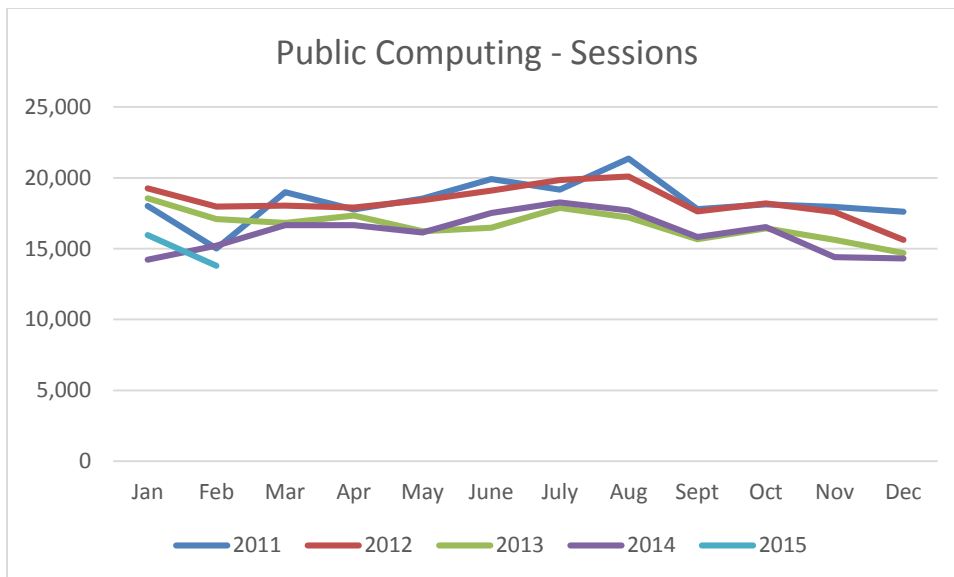
- Community Outreach Librarian Polly O’Shea presented storytimes at 16 Head Start classes in February using an “outer space” theme—a favorite STEM topic among preschoolers. They read *I Want to Be an Astronaut* by Byron Barton and *Higher! Higher!* by Leslie Patricelli, and performed the action song “Zoom, Zoom, Zoom”. On the feltboard, she presented a fun cumulative song called “Five Aliens in a Flying Saucer” and an adapted version of Oliver Jeffers’s story *How to Catch a Star*.
- At the Main Library, Mary Frasier hosted 8 Baby and Me Programs for over 300 children and caregivers. Our LAPS work study students hosted 33 Learning through Play sessions for 657 patrons, and we presented 16 preschool programs for 660 children and caregivers.
- Christina Jones presented two early literacy workshops for parents which focused on incorporating both early literacy and early science and math practices into the school and home environments.

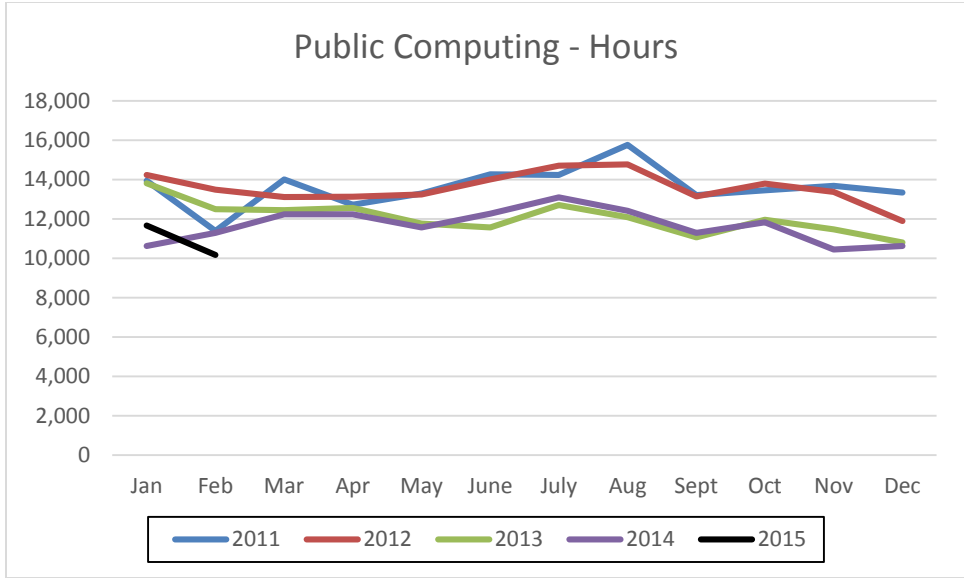
## 1B. Support basic literacy skills.

- VITAL volunteers provide 382.5 hours of tutoring through one to one tutoring sessions, intermediate level ENL Conversation groups, Bloomington Writing Project, Book Discussion groups, Escuelita Para Todos, and an advanced level ENL book discussion/debate group.
- As part of a collaboration with the Cardinal Stage Education committee, Lisa Champelli developed a study guide for the upcoming Junie B. Jones theatre production. This guide will be made available from our First Theatre Experiences web page and sent out by Cardinal to teachers who are bringing their classes as well as others they would like to invite (and linked from their web page).
- Christina Jones's Lego Club continues to be a huge draw for school age children. 52 kids attended in February and their creations were put on display for the remainder of the month.

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

- **Tech Days- Drop in Program:** Jim Gossman has been working with IU School of Informatics Serve IT to staff this program with students. We have two to three students coming regularly and for our patrons it often amounts to the same service they would get in a One on One program. Combined with our staff, the IU students met with thirteen attendees on February 3rd, helping with tablets, e-readers, laptops and phones.



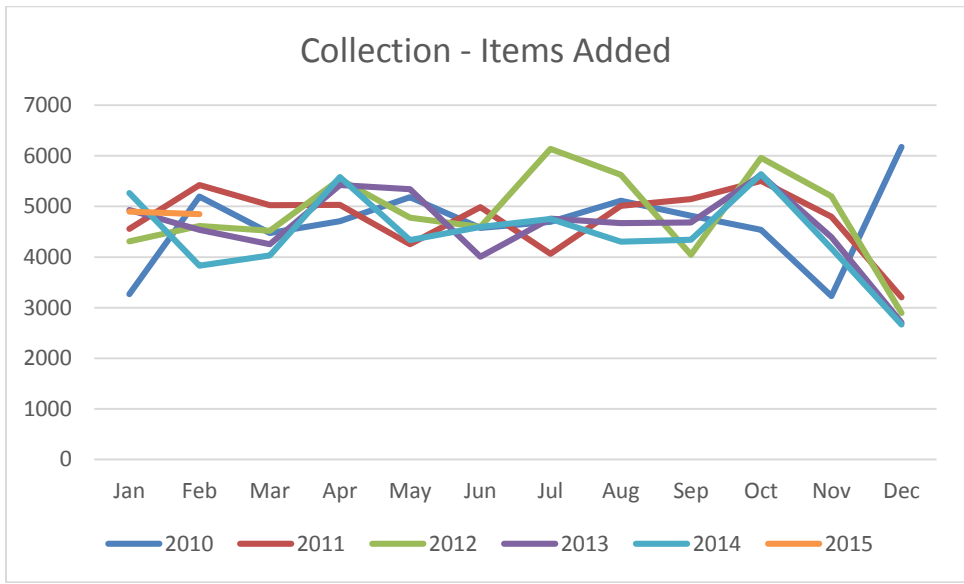


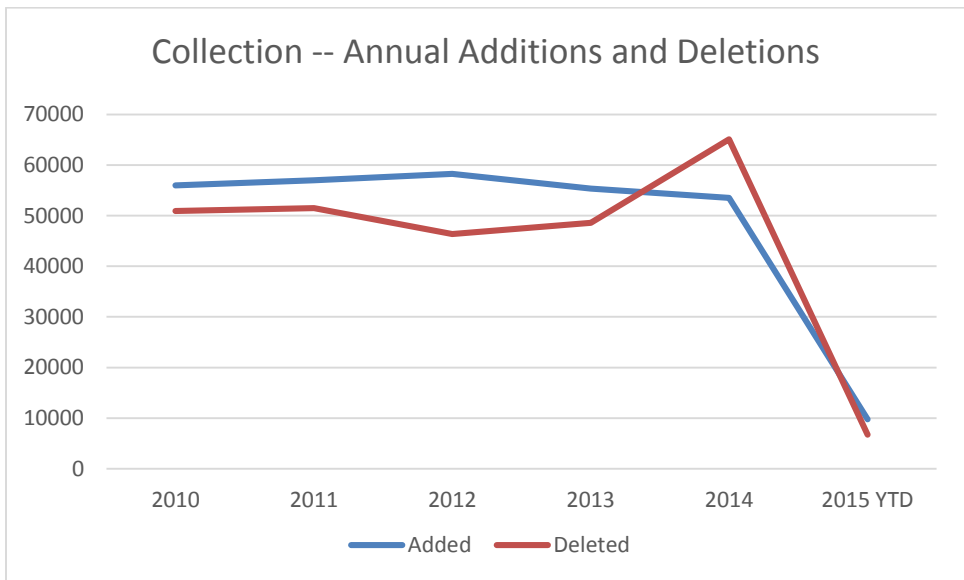
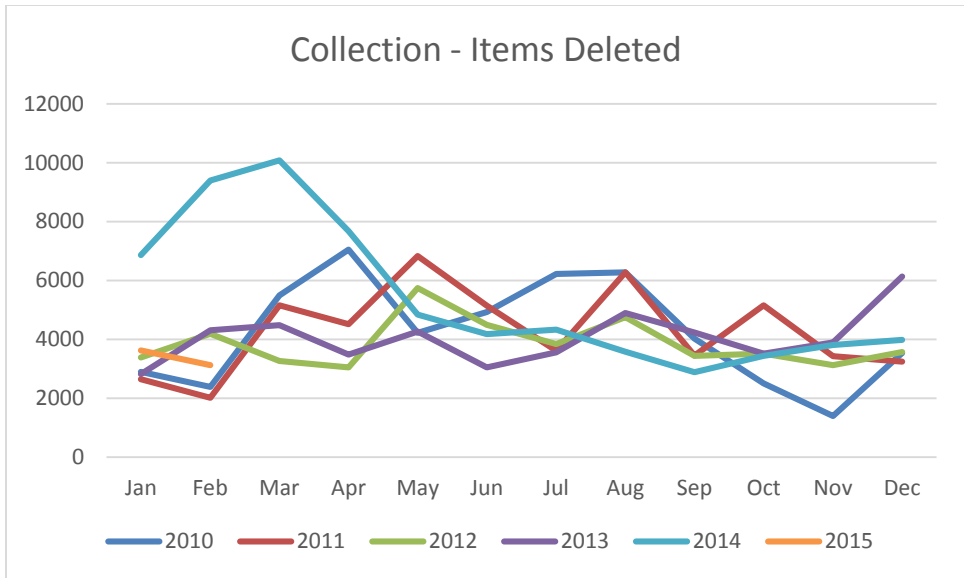
**1D. Support digital creativity.**

- One of the Adult Winter Reading activities with READ-O was to write a local review. During January and February, 16 new local reviews were written and published by library patrons. <http://mcpl.info/adultreviews/all-reviews>

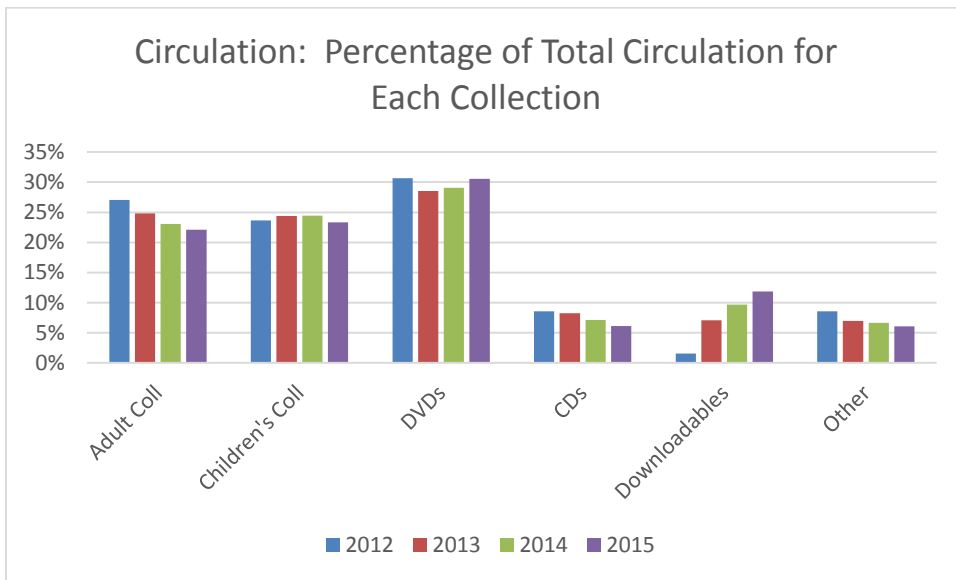
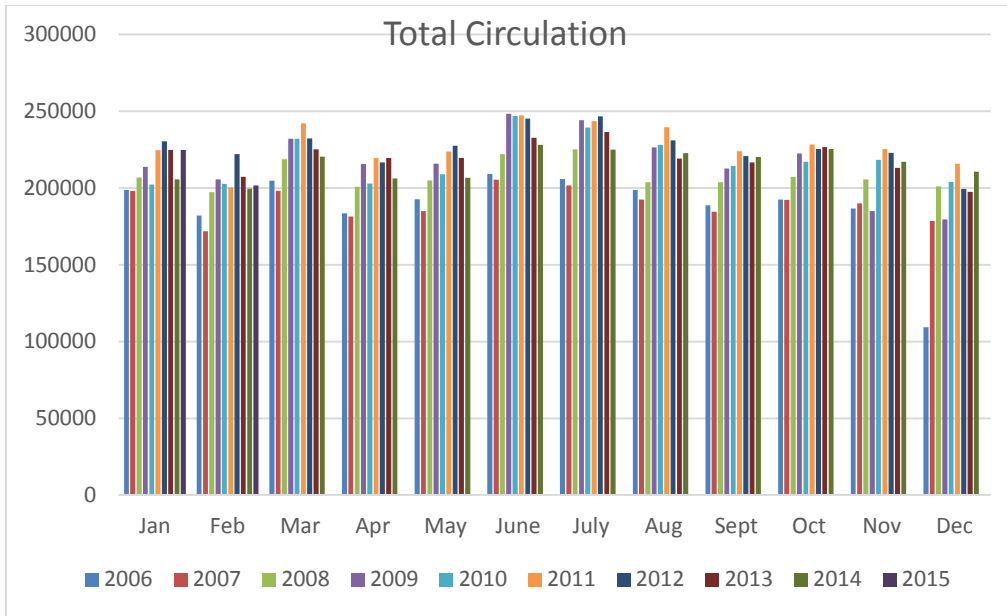
**1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats.**

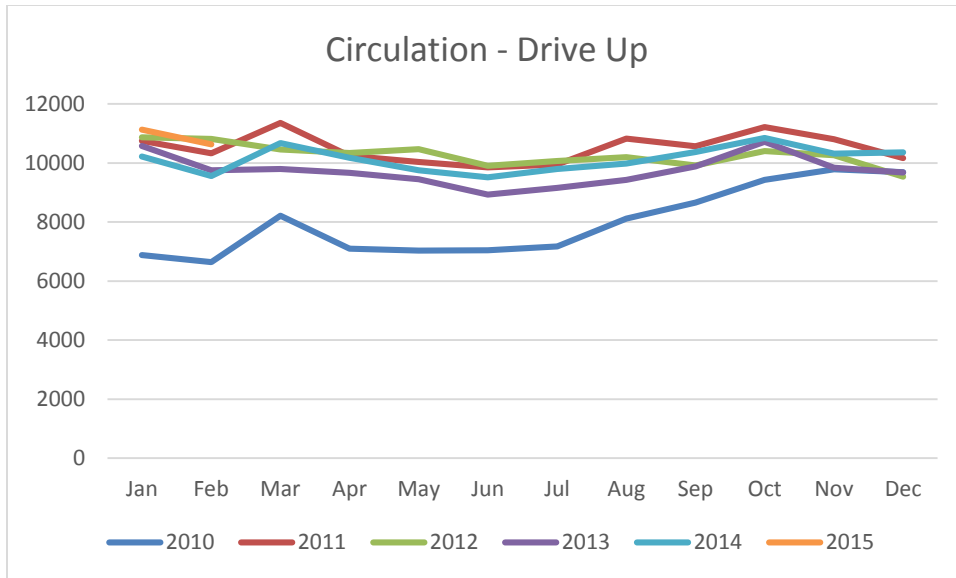
- 1060 titles were purchased and added to the Teen collection. A total of 4851 items were added to all collections including 81 E-audio books and 321 E-books.



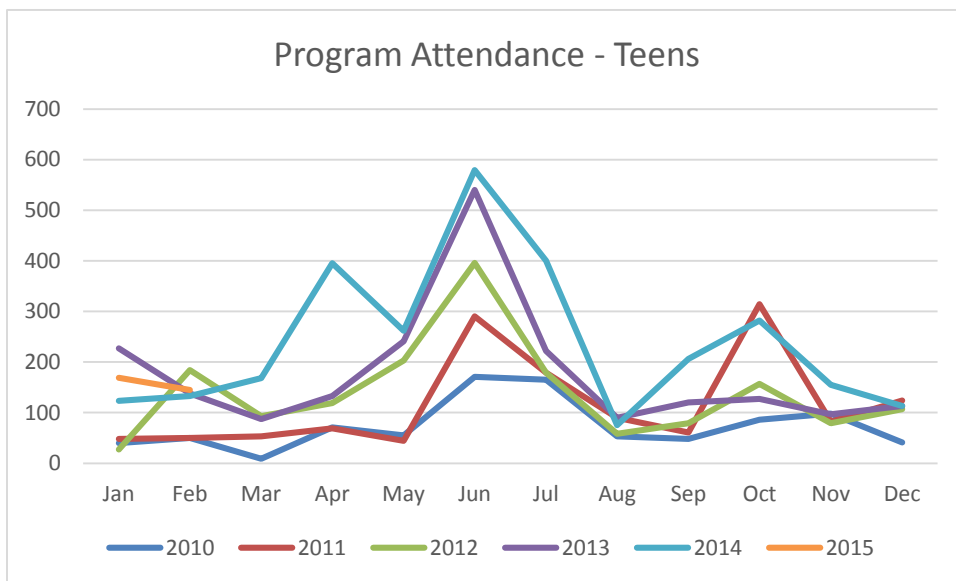


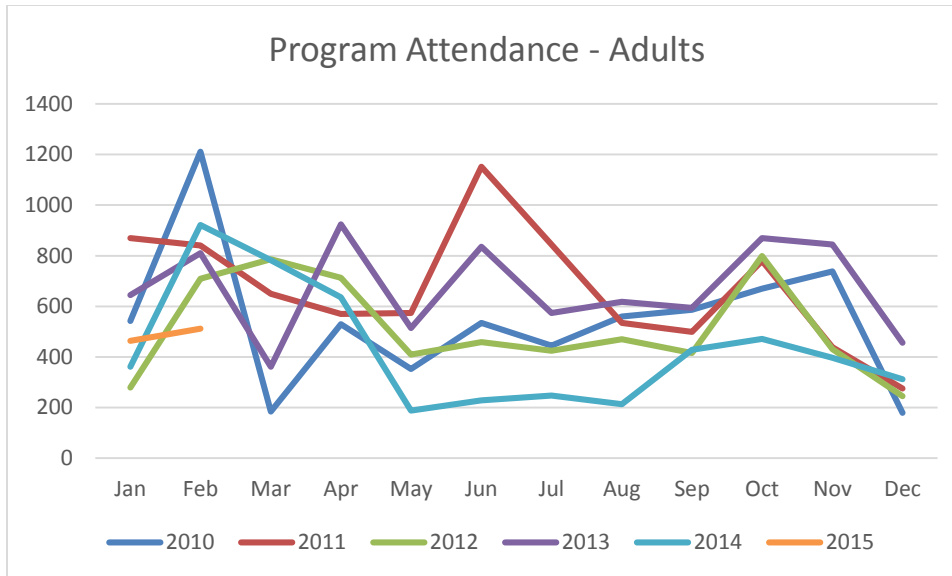






**GOAL 2: Provide shared access to the world's information for free.**





**2A. Provide programs for teens and adults.**

- Tax sign up, cancellation and help sessions kept the reference staff at Ellettsville very busy in February. All appointments were filled by the 3<sup>rd</sup> week of the month.
- **Tax Assistance** started at the Main Library, Mon/Tue/Fri of each week until April 14. As usual, the first week was very crowded. MCPL received very few paper forms in our bulk order this year, leaving us with many disappointed patrons. The IRS will not send additional copies this year, perhaps marking a true beginning to efforts to move as many taxpayers to online filing as possible.
- **It's Not all Ancestry:** February 4. Christine Friesel and Luann Dillon introduced the new local online products that have been created from our old paper indexes in ring binders and folders. Seventeen participants were taught how to access the indexes, what will be indexed, and how to use the information found there. Christine then gave an introduction to the Monroe County Timeline. Afterwards Christine answered several technical questions concerning digitization.
- **Stage Combat!** Dory Lynch created this program in partnership with IU Department of Theater and Drama, held in the auditorium on February 8th. Stage combat professor Adam McLean showed a mostly family audience how to duel on stage. A fun and interesting program with 68 people in attendance.
- **Winter Telling:** Very nice turn-out this year! This event, held on Friday evening February 13, was held in the auditorium with 70 people in attendance. The crowd was made up mostly of adults, with a few teens and school-age children mixed in. Many folks stayed to talk to the storytellers after the event. This program is a partnership with the Bloomington Storytelling Guild.
- **Movie Programs:** Brandon Rome showed *The Theory of Everything*, which was nominated for five Academy Awards this year. Thirty people attended. Coming on the heels of the Academy Awards, it was a good guess that our attendance would be more solid, just as it consistently is for New Movie Mondays, which this month had an attendance of 38.
- **Books Plus:** Sixteen attendees were treated to a good discussion of *Claire of the Sea Light*, a book by Edwidge Danticat chosen for Black History month.

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

- Stephanie presented a story program to all the students at Stinesville Elementary to reward them for surpassing their school reading goals.
- Bethany Terry was the guest speaker at the February luncheon meeting of the Bloomington Newcomers Club; she also attended the Speed Networking for Non-Profits event at the Library. Participants at both events

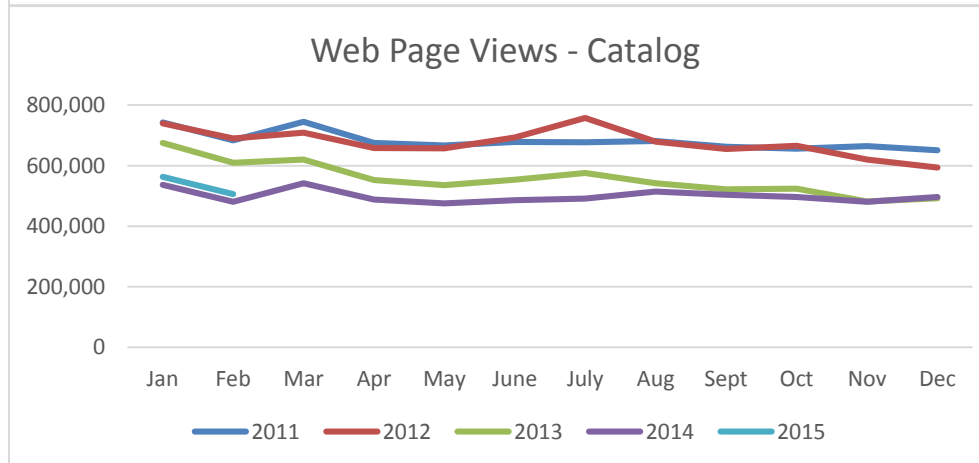
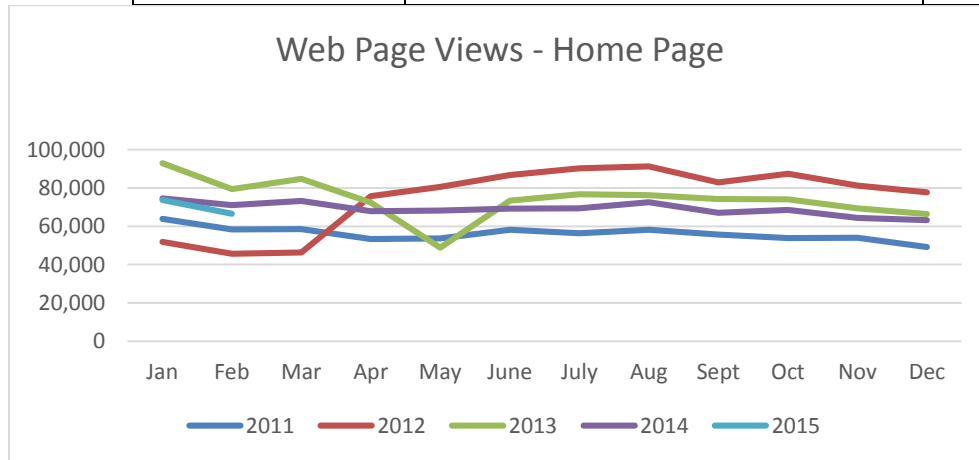
learned about literacy issues that face our community and opportunities for volunteering with VITAL at the Library.

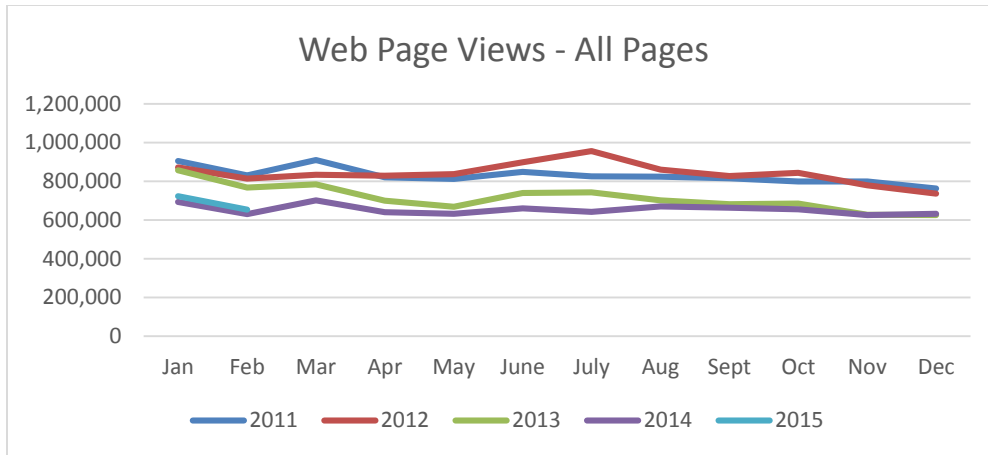
- Mary Frasier once more delivered a whirlwind Lunar New Year Celebration, attended by over 300 people. Through her partnership with the IU Asian Culture Center, she hosted 6 performers in the auditorium, crafts and activities in the meeting rooms, and provided food from local restaurants.
- Each Friday, the Herald Times will highlight upcoming Library programs in the Neighbors section called "At the Library".
- Teen and Digital Creativity Services staff created professional social media accounts to facilitate virtual engagement, discussion, and marketing of the Library's new teen space (The Ground Floor) and digital creativity center (Level Up.) Follow these staff on Twitter and Instagram at these handles:  
@KevinMCPL @BeckyMCPL @JeanetteMCPL

## 2C. Strengthen services for nonprofit organizations.

- Ellettsville staff worked diligently to produce library cards for all of the RBBCSC students in preparation for March distribution.

January Meeting Rooms/Auditorium Use		
<b>Meeting Rooms</b>	Main Library meeting rooms used	103
	Main Library auditorium used	15
	Main Library atrium	0
	Ellettsville Branch	17
	<b>TOTAL MEETING ROOMS USED</b>	<b>135</b>





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

- The Library's programming and room reservation software (Evanced) was upgraded. The upgrade includes a new and improved online calendar and new meeting room reservation software.

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

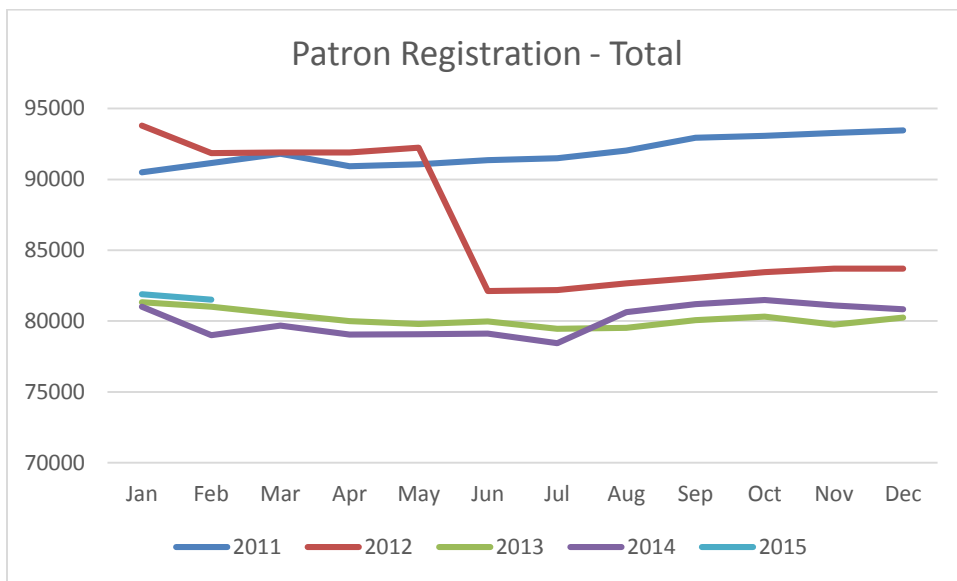
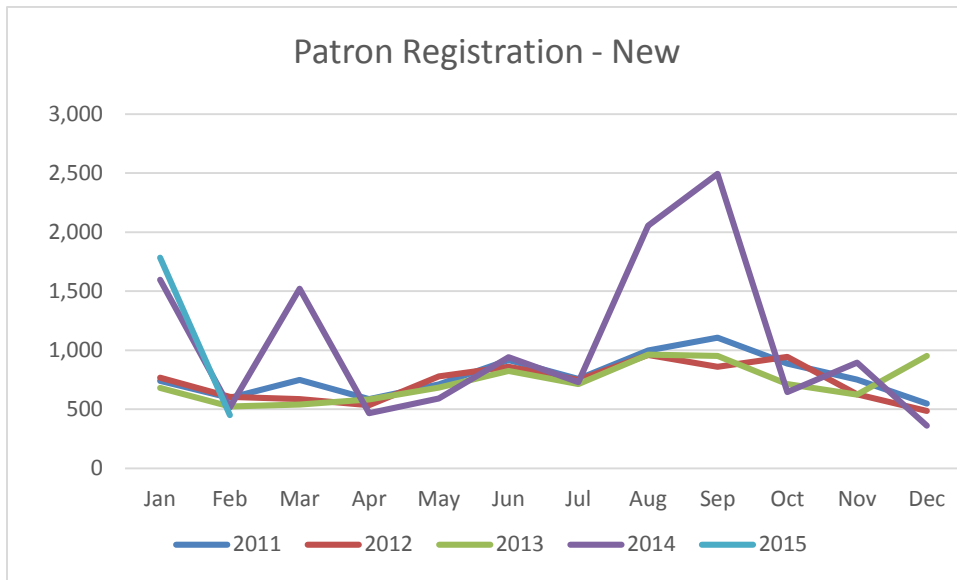
- Installation of monitors to facilitate collaborative work in the new meeting room, third floor staff space, and Ground Floor and Level Up was completed.
- Construction was completed in two audio sound studios, and one video production studio in Level Up. These spaces also include a green screen and various cameras and audio gear.

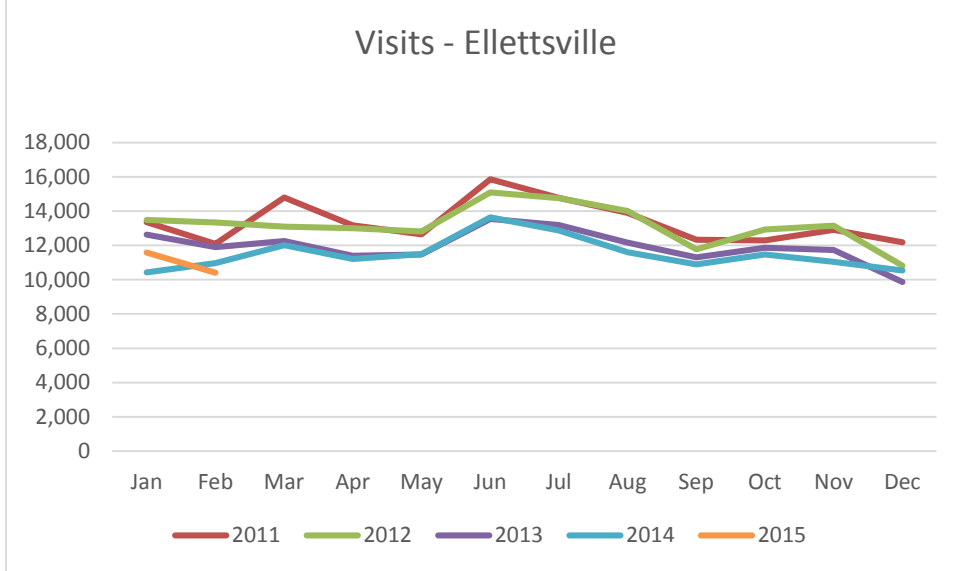
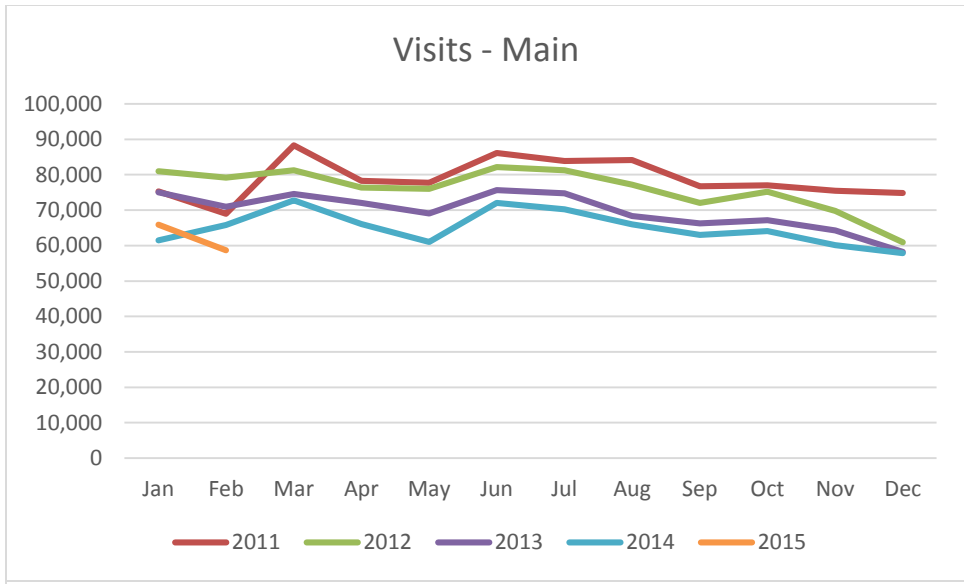
<i>February Access</i>		
<b>Read It Off</b>	Number registered	444
	Charges waived	\$317.53
	Number individuals with charged waived	44
	Number exiting program	13
<b>Interlibrary Loan</b>	Items loaned	257
	Items borrowed	26
<b>Author Alert</b>	Alerts placed	171

<i>January CATS</i>	
Government programs produced	33
Patron programs produced	120
Community programs produced	29
Public service announcements	6
Dubs delivered	135
Programs added to collection	188

- CATS coverage of meetings and events included: Bass Bone Bonanza from the IU Jacobs School of Music; Bloomington Rotary Luncheons with Jeff White, Danielle McClelland, and Barbara McKinney; League of Women Voters Legislative Update; Monroe County Environmental Quality and Sustainability Commission; Wintertelling from the Library; Dr Tim Carter – Deer Research Project Presentation; Active Aging Coalition; Restorations, Inc. Annual Meeting; Black History Month Essay Contest Awards Presentation; and, the 2015 IU Regional Spelling Bee.
- CATS staff migrated to a new post production editing software *Adobe Premiere*. Training and implementation will take place over the next two months.

**GOAL 3: Provide high quality, personalized customer service.**







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

- February’s Autism Friendly Movie, hosted by Mary Frasier, was attended by 33 patrons. She showed the Pixar film *Cars*. Our Sensory Storytime program was attended by 7 patrons.

**3B. Develop a unified communication strategy.**

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

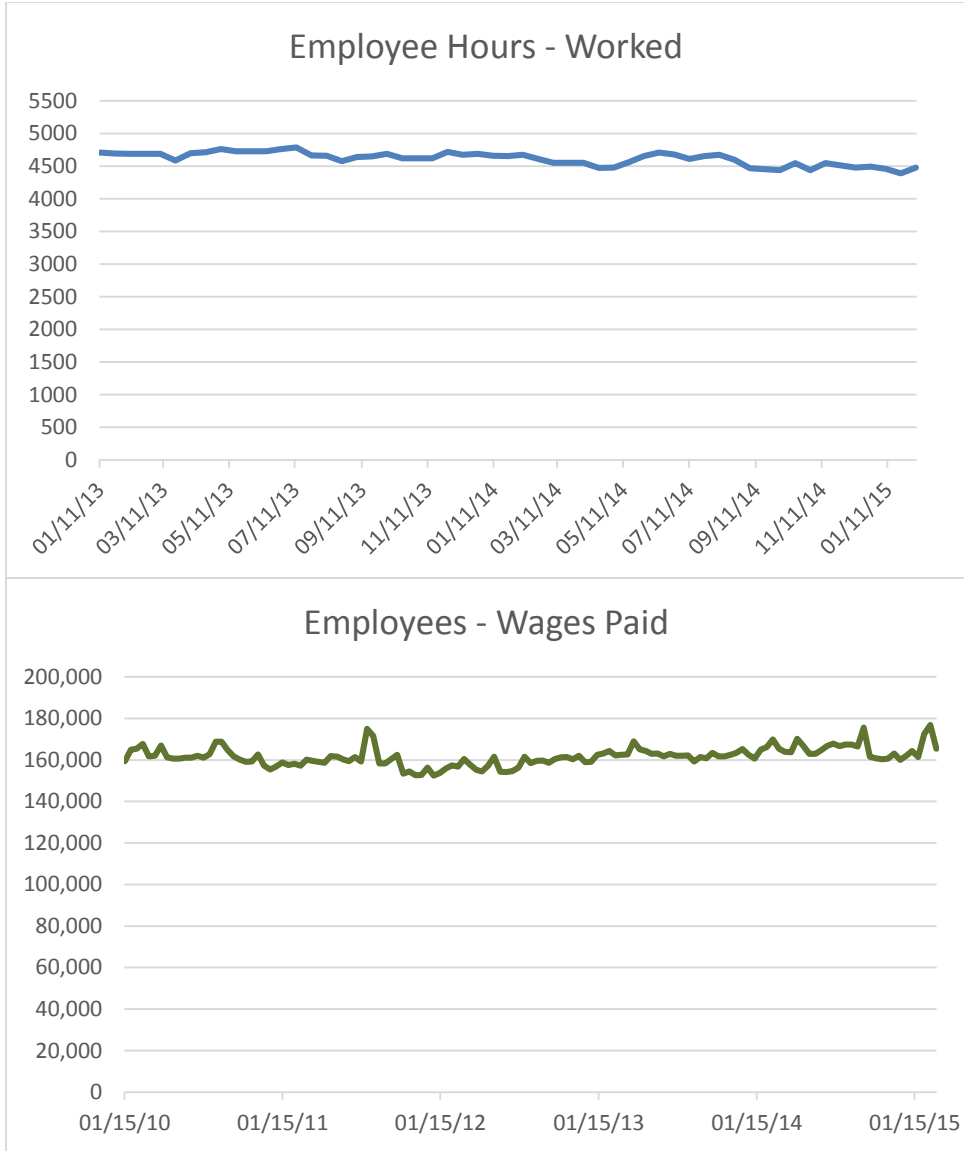
- The auditorium was booked for 15 events during the month, including seven community sponsored events and eight Library events which included performances, among others, from actors from IU Theatre and the Storytellers Guild.

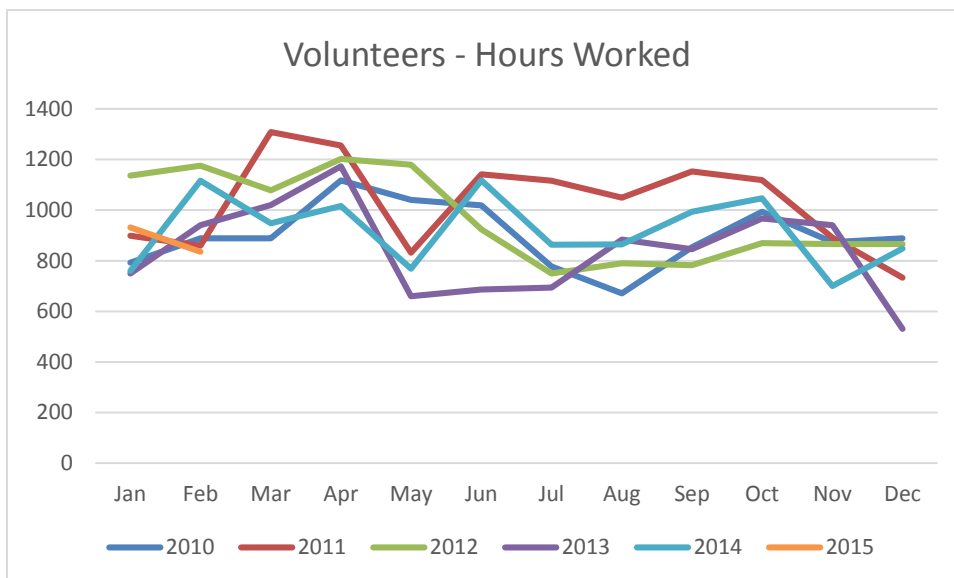
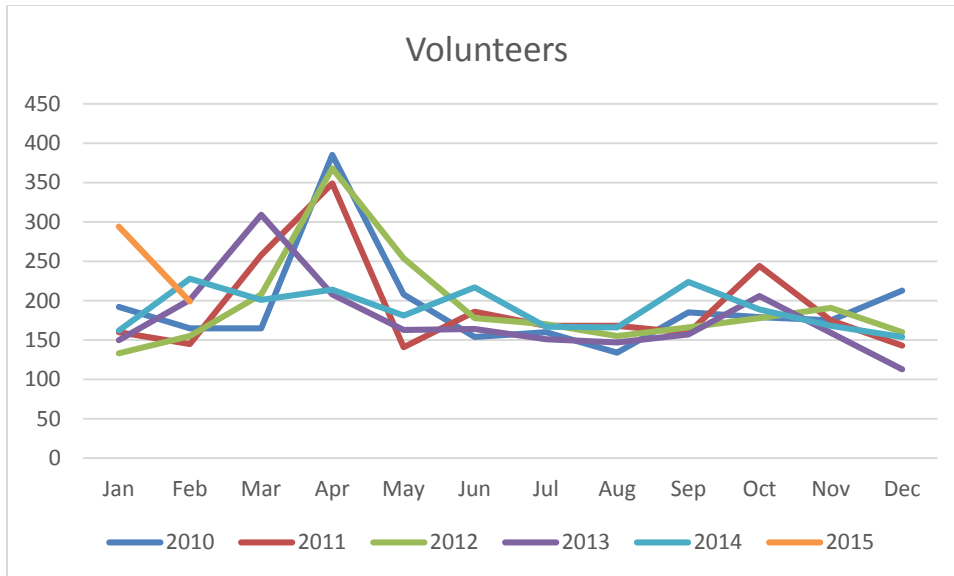
**GOAL 4: Optimize stewardship of library resources.**

**4A. Recruit and retain quality employees.**

- Mickey Needham, Josh Wolf, and Pam Wasmer worked with one another to determine appropriate placement of MCPL staff as we move toward implementation of our new service model.
- Staff participated in 54 Development opportunities ranging from Emergency Preparedness to Project Planning and others.
- We launched a tech-toy box, a collection of devices staff may use to test and learn. The more familiar staff become with what our devices can (and can’t) do, the better we are able to help patrons use them—or use them in innovative ways on the job.







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

- Marilyn Wood attended the Friends of the Library Board meeting and contributed suggestions on increasing awareness of and sales in the FOL bookstore.
- The Friends of the Library 50<sup>th</sup> Birthday celebration kicked off on February 21 with an event held at the library. Approximately 100 Friends of the Library members and donors attended on this snowy day.

**4C. Maintain library facilities.**

- Work continued on installation of the new fire panel and security system at both the Main Library and Ellettsville.
- Our last pieces of furniture related to the renovation arrived and were installed in the Teen, and Digital Creativity Centers.
- The Library was closed on February 16 due to snowy weather conditions.

**4D. Improve stewardship of library assets and records.**

## Monroe County Public Library Additional Appropriation 2015

We are requesting an additional appropriation of \$580,000 from the 2015 Operating Fund.

Our proposal is to increase the 2015 transfer to the LIRF fund by \$580,000. The LIRF transfer will eventually be used to fund a new library branch in the south west portion of Monroe County and a portion will be used for building improvements at the Ellettsville branch.

According to state law, the additional appropriation process follows the same steps as approval of the regular budget, with public notice, public hearing, Board adoption, and approval by the County Council.

March 11	Board work session: Introduce additional appropriation need and process - \$580,000 from Operating fund for LIRF transfer.
March 25	Board meeting: Approve pursuing additional appropriation and authorize public advertising.
March 26	Send notice to newspapers, for publication 4/1.
April 15	Board meeting: Public hearing and board meeting to approve additional appropriation.
April 16	Submit to County Council and request approval on 5/12.
May 12	County Council approval.
May 13	Submit to DLGF.
May 29	Deadline for DLGF approval (15 days after receipt).

# MONROE COUNTY PUBLIC LIBRARY ADDITIONAL APPROPRIATIONS

## NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of Monroe County, Indiana that the proper legal officers will consider the following additional appropriations in excess of the budget for the current year at their regular meeting place at 303 E. Kirkwood Avenue - Room 1B, Bloomington, IN, at 5:45 pm, on the 15th day of April, 2015.

Fund Name: 0101 Operating Fund	Amount
Major Budget Classifications:	
Other Services and Charges	\$580,000
TOTAL for 0101 Operating Fund	\$580,000

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the Department of Local Government Finance (Department). The Department will make a written determination as to the sufficiency of funds to support the appropriations made within fifteen (15) days of receipt of a Certified Copy of the action taken.

Dated: March 25, 2014.

Board of Trustees Secretary – Fred Risinger

**CERTIFIED COPY OF ADDITIONAL APPROPRIATION**

UNIT NAME: Monroe County Public Library  
 COUNTY NAME: Monroe County  
 Date of Publication: April 1, 2015 Newspaper: Herald Times  
 Date of Publication: April 1, 2015 Newspaper: Ellettsville Journal  
 Date of Public Hearing: April 15, 2015  
 Date of Resolution/Ordinance: May - Council

County # _____
Unit # _____
Date Received:
Order Number:

Complete for each fund from which the additional appropriations are made. Use a separate column for each fund. Lines referred to below are on the Fund Report from the DLGF.

A. DLGF Fund Number	<u>0101</u>			
B. Fund Name	<u>Operating</u>			
C. Appropriation Amount Requested	<u>580,000</u>			
D. Amount by Reduction	<u>0</u>			
E. Net Amount of Increase (C minus D)	<u>580,000</u>			
1. Property Tax Levy (Line 16)	<u>5,446,554</u>			
2. Levy Excess (Line 15)	<u>0</u>			
3. PTRC from CAGIT (Line 13A)	<u>0</u>			
4. LOIT Freeze Amount (Line 13B)	<u>0</u>			
5. Misc. Revenue (Line 8B) (If higher than 8B amount, a revised Budget Form 2 must be attached.)	<u>2,556,846</u>			
6. January 1 Cash Balance (include investments)	<u>1,797,952</u>			
7. Subtotal of Funds (Add 1 thru 6)	<u>9,801,352</u>			
8. Less Circuit Breaker				
9. Total Funds (7 minus 8)	<u>9,801,352</u>			
10. DLGF Approved Budget (Line 1)	<u>8,241,947</u>			
11. Encumbered Appropriations	<u>4,083</u>			
12. Temporary Loans Outstanding as of January 1	<u>0</u>			
13. Beginning Obligations (Add 10 thru 12)	<u>8,246,030</u>			
14. Surplus Funds (9 minus 13)	<u>1,555,322</u>			
15. Previous additional appropriation(s) approved since January 1, less any reductions in appropriations	<u>0</u>			
16. Amount transferred to the Rainy Day Fund	<u>0</u>			
17. Surplus Funds Remaining (14 minus 15 minus 16)	<u>1,555,322</u>			

I, Gary Lettelleir, fiscal officer of Monroe County Public Library, do hereby certify that the above information is true and correct.

Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
 (Signature)  
 \_\_\_\_\_  
 (Unit Address)  
 \_\_\_\_\_  
 (City/Town/Zip Code)

\_\_\_\_\_  
 (Title)  
 \_\_\_\_\_  
 (Telephone Number)  
 \_\_\_\_\_  
 (E-mail Address)