

## **BOARD OF TRUSTEES MEETING**

**Wednesday, October 21, 2015**

**Meeting Room 1B**

### **AGENDA**

1. Call to Order – Valerie Merriam, President
2. Consent Agenda – action item – Marilyn Wood
  - a. Minutes of September 16, 2015 Public Hearing on Budget (page 1)
  - b. Minutes of September 16, 2015 Board Meeting (page 2-3)
  - c. Monthly Bills for Payment (page 4-10)
  - d. Monthly Financial Report (page 11-37)
  - e. Personnel Report (page 38-47)
  - f. 2015 Board Calendar (page 48)
3. Director’s Monthly Report – Marilyn Wood (page 49-68)
4. Old Business
5. New Business – action items
  - a. 2016 Budget – Gary Lettelleir (page 69-91)
  - b. Final Bond Resolution Documents: Continuing Disclosure Undertaking, Language for Board Meeting Minutes, and Notice of Intent to Sell Bonds – Tom Bunger, Gary Lettelleir, Marilyn Wood (page 92-135)
6. Update: CATS – Michael White
7. Public Comment
8. Adjournment

View the Board Packet on the Library’s website: <http://mcpl.info/library-trustees/meetings>

**MONROE COUNTY PUBLIC LIBRARY**  
**PUBLIC HEARING ON 2016 LIBRARY BUDGET**  
**September 16, 2015**  
**Meeting Room 1B**  
**5:45 p.m.**

**Present**

Board members: Kari Isaacson, Kathy Loser, Valerie Merriam, Melissa Pogue, Fred Risinger, John Walsh

Library staff: Jennifer Kellams, Gary Lettelleir, Ryan Stacy, Bara Swinson, Pam Wasmer, Kyle Wickemeyer-Hardy, Marilyn Wood

Others: Tom Bunger, CATS production staff

**Call to Order**

The meeting was called to order at 5:45 By Board President Valerie Merriam.

**2016 Budget**

Gary Lettelleir, Library Finance Officer, gave a presentation on the 2016 Library budget. Included in his discussion were the projected revenues, expenditures, and cash balances across four funds for 2016, as well as how these projections compare to the current year's budget.

In the brief discussion that followed, Gary and Library Director Marilyn Wood answered specific questions from the Board about the 2016 Budget.

**Public Comment**

None.

**Adjournment**

The hearing adjourned at 6:01 p.m.

**MONROE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
September 16, 2015**

**Meeting Room 1B, Immediately following Public Hearing on Budget**

**Present**

Board members: Kari Isaacson, Kathy Loser, Valerie Merriam, Melissa Pogue, Fred Risinger, John Walsh

Library staff: CATS production staff, Jennifer Kellams, Gary Lettelleir, Ryan Stacy, Bara Swinson, Pam Wasmer, Kyle Wickemeyer-Hardy, Marilyn Wood

Others: Tom Bunger

**Call to Order**

The meeting was called to order at 6:02 By Board President Valerie Merriam.

**Consent Agenda**

John Walsh moved to approve the consent agenda; Kari Isaacson seconded this motion. The Board unanimously approved the consent agenda.

**Director's Monthly Report**

Marilyn Wood presented the director's monthly report for August. Items reported and discussed included:

- In anticipation of September's Power of Words author visit, Marilyn noted that the Library's graphic novel collection enjoys strong circulation. About 6,000 of 13,400 items in this collection were checked out in August, and it is estimated that 60% of their borrowers are over the age of 20.
- 16% of the Library's cardholders borrowed physical Library items in August. This figure does not account for other types of Library use (e.g., downloading ebooks (except 3M), attending a Library program, using Library computers, etc.).

**Old Business**

None.

**New Business**

Kari moved that the Board consider the New Business at hand; Melissa Pogue seconded this motion.

- **Amended Board Bylaws.** Marilyn referred the Board to the proposed revisions to the Bylaws. John moved that the revised Bylaws be approved, Fred seconded his motion, and the Board unanimously approved the revisions.
- **Library Customer Service Policy.** Marilyn referred the Board to the proposed

reaffirmation of the public customer service policy and removal of the internal Customer Service Philosophy training documentation as part of the overall policy. John moved that the revised policy be approved, Kathy Loser seconded his motion, and the Board unanimously approved the revisions.

- **Gift Policy.** Marilyn referred the Board to the proposed revised gift policy. She advised that a discussion with the Library Foundation concerning bonding was underway, and requested the Board postpone action on this item. Accordingly, no motion by the Board to adopt the revised policy was made.
- **Library Business Travel Policy.** Marilyn referred the Board to the proposed revisions to the Business Travel Policy as outlined in the Library Personnel Manual. John moved that the revised policy be approved, Kari seconded his motion, and the Board unanimously approved the revisions.

### **Update: Access & Content Services**

Pam Wasmer, Manager of Access & Content Services, gave the Board her unit's annual update. Items reported and discussed included:

- Under the Library's New Service Model, the former Collection Services Department expanded to form Access & Content Services in early 2015. This new unit is responsible for the intellectual and physical maintenance of the collection. Certain staff and processes moved from other departments to form this new unit.
- The transition thus far has been a good one, with reassigned or relocated unit staff getting new opportunities to streamline workflows and interact more directly with coworkers and patrons. Staff have a broader view and experience with collection use and maintenance to better inform their decisions.
- There was brief discussion about the unit's high turnover rate. Pam described the many factors influencing turnover, including the majority of former Pages moving to new higher level positions. The unit also went through two of the most heavily and historically high turnover periods with semester changes at IU. The unit is working hard to have broader diversity among staff.

In the brief discussion that followed, Pam answered specific questions from the Board.

### **Public Comment**

None.

### **Adjournment**

John made a motion to adjourn, with Fred seconding the motion. Valerie adjourned the meeting at 6:38 p.m.

**MONROE COUNTY PUBLIC LIBRARY**

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**September 4, 2015 to October 8, 2015**

<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
<b>06600 MAINSOURCE CHECKING</b>			
Paid Chk# 002515 AT&T (IL)	9/9/2015	\$115.67	DEDICATED LINES
Paid Chk# 002516 MIDWEST PRESORT SERVICE	9/9/2015	\$299.97	POSTAGE SERVICE
Paid Chk# 002517 SCHINDLER ELEVATOR	9/9/2015	\$189.00	BATTERY REPLACEMENT/ELEVATOR
Paid Chk# 002518 SMITHVILLE COMMUNICATIONS	9/9/2015	\$174.55	TELEPHONE
Paid Chk# 002519 SYNCHRONY BANK/AMAZON	9/9/2015	\$5,151.90	BOOKS
Paid Chk# 002520 VECTREN ENERGY DELIVERY	9/9/2015	\$46.00	NATURAL GAS
Paid Chk# 002521 VERIZON WIRELESS	9/9/2015	\$120.03	BKM DATA LINES
Paid Chk# 002522 AMERICAN UNITED LIFE INS. CO.	9/11/2015	\$1,607.30	403b TSA-AUL W/H
Paid Chk# 002523 BAKER & TAYLOR BOOKS	9/11/2015	\$24,013.41	BOOKS
Paid Chk# 002524 BLOOMINGTON PAINT &	9/11/2015	\$110.06	PAINT & SPLS
Paid Chk# 002525 BRILLIANCE PUBLISHING, INC.	9/11/2015	\$49.35	NONPRINT
Paid Chk# 002526 B-TECH LLC	9/11/2015	\$1,861.80	SECURITY MAINT. & MONITORING SERVICES
Paid Chk# 002527 BUNGER & ROBERTSON, LLP	9/11/2015	\$400.00	LEGAL SERVICES
Paid Chk# 002528 DARCI HAWXHURST	9/11/2015	\$1,026.00	TUTOR MENTORING/QUIZ BOWL
Paid Chk# 002529 DEMCO, INC.	9/11/2015	\$402.37	A-V/CATALOGING SPLS
Paid Chk# 002530 DUKE ENERGY	9/11/2015	\$18,999.02	ELECTRICITY
Paid Chk# 002531 EDGEWOOD HIGH SCHOOL	9/11/2015	\$90.00	2 COPIES OF 2014 YEARBOOK
Paid Chk# 002532 ELECTRONIC COMMERCE, INC.	9/11/2015	\$2,303.20	PAYROLL SERVICES
Paid Chk# 002533 EVANSVILLE BINDERY, INC.	9/11/2015	\$195.73	BOOK BINDING
Paid Chk# 002534 FINDAWAY WORLD, LLC	9/11/2015	\$1,962.77	NONPRINT
Paid Chk# 002535 GALE/CENGAGE LEARNING	9/11/2015	\$1,181.24	BOOKS
Paid Chk# 002536 GE CAPITAL INFORMATION	9/11/2015	\$50.93	VITAL/COPIER RENTAL
Paid Chk# 002537 GENEALOGICAL PUBLISHING	9/11/2015	\$317.40	BOOKS
Paid Chk# 002538 INTERNET MINDED DESIGN AND	9/11/2015	\$2,202.00	IT'S YOUR MONEY/WEB PAGE
Paid Chk# 002539 J & S LOCKSMITH, INC.	9/11/2015	\$71.10	BLDG SPLS
Paid Chk# 002540 JERALD W. JAMES	9/11/2015	\$400.00	TALK TO AN EXPERT/2 SESSIONS
Paid Chk# 002541 LEARNING TREASURES	9/11/2015	\$25.49	FD/ELL-SPLS
Paid Chk# 002542 LEGAL SHIELD	9/11/2015	\$167.46	PRE-PAID LEGAL & IDENTITY THEFT
Paid Chk# 002543 LYNDA.COM, INC.	9/11/2015	\$15,750.00	DATABASES
Paid Chk# 002544 MIDWEST TAPE	9/11/2015	\$14,532.29	NONPRINT, E-BOOKS, BOOKS
Paid Chk# 002545 MONSTER TRASH	9/11/2015	\$187.02	BLDG SERVICES
Paid Chk# 002546 NATHAN L. POWELL	9/11/2015	\$200.00	FD/AUTHOR TALK
Paid Chk# 002547 NATURE'S WAY, INC.	9/11/2015	\$85.00	MNTHLY INTERIOR PLANT MAINT.
Paid Chk# 002548 OFFICE DEPOT, INC.	9/11/2015	\$359.99	CHAIR
Paid Chk# 002549 PENGUIN RANDOM HOUSE, LLC	9/11/2015	\$1,087.20	NONPRINT
Paid Chk# 002550 PROQUEST LLC	9/11/2015	\$7,700.00	DATABASES
Paid Chk# 002551 RECORDED BOOKS, INC.	9/11/2015	\$91.04	NONPRINT
Paid Chk# 002552 RJE	9/11/2015	\$1,802.90	DCC CHAIRS
Paid Chk# 002553 ROCKFORD MAP PUBLISHERS,	9/11/2015	\$1,072.95	BOOKS
Paid Chk# 002554 STR BUILDING RESOURCES LLC	9/11/2015	\$700.00	ELL. ROOF SURVEY
Paid Chk# 002555 SUPPLYWORKS	9/11/2015	\$146.40	BLDG SPLS
Paid Chk# 002556 SWEETWATER	9/11/2015	\$279.00	MICROPHONE W/HEADSET
Paid Chk# 002557 TABCO BUSINESS FORMS, INC.	9/11/2015	\$2,127.37	CIRC SPLS
Paid Chk# 002558 TANTOR MEDIA	9/11/2015	\$73.23	NONPRINT
Paid Chk# 002559 THE HERALD-TIMES, INC.	9/11/2015	\$492.75	BOOKMOBILE ADS.
Paid Chk# 002560 TREASURER OF MONROE	9/11/2015	\$1,110.04	GARNISHMENT W/H
Paid Chk# 002561 ACTIVATE HEALTHCARE	9/16/2015	\$15,594.60	4TH QTR. '15 CLINIC
Paid Chk# 002562 BANCTEC INC.	9/16/2015	\$31.83	MONTHLY FOLDER MAINT.
Paid Chk# 002563 CENTURYLINK	9/16/2015	\$36.62	LONG-DISTANCE CALLS
Paid Chk# 002564 CITY OF BLOOMINGTON UTILITIE	9/16/2015	\$2,251.07	WATER & SEWER
Paid Chk# 002565 COMCAST	9/16/2015	\$22.08	CABLE RENTAL EQUIP.
Paid Chk# 002566 FEDEX	9/16/2015	\$51.92	SHIPPING/PAYROLL
Paid Chk# 002567 MIDWEST PRESORT SERVICE	9/16/2015	\$275.26	PAYROLL SERVICES
Paid Chk# 002568 OCLC, INC.	9/16/2015	\$3,445.60	MONTHLY OCLC USEAGE

**MONROE COUNTY PUBLIC LIBRARY**

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September 4, 2015 to October 8, 2015

Name	Check Date	Check Amt	
Paid Chk# 002569 RICOH USA, INC.	9/16/2015	\$19.71	MONTHLY ADM. ADD'L COPIER IMAGES
Paid Chk# 002570 WEX BANK	9/16/2015	\$518.97	FUEL
Paid Chk# 002571 WEX BANK	9/16/2015	\$32.44	FUEL
Paid Chk# 002572 3M	9/24/2015	\$7,299.16	E-BOOKS
Paid Chk# 002573 ALL-PHASE ELECTRIC SUPPLY	9/24/2015	\$60.76	BLDG SPLS
Paid Chk# 002574 B & H PHOTO-VIDEO	9/24/2015	\$1,139.39	EQUIPMENT-DCC STARTUP COSTS
Paid Chk# 002575 BAKER & TAYLOR BOOKS	9/24/2015	\$16,293.61	BOOKS
Paid Chk# 002576 BIBLIOTHECA LLC	9/24/2015	\$6,380.00	3 SCANNERS/CC TERMINALS
Paid Chk# 002577 BLACKMESH	9/24/2015	\$650.00	MNTHLY MANAGED CLOUD HOSTING
Paid Chk# 002578 BLACKSTONE AUDIO, INC.	9/24/2015	\$200.00	NONPRINT
Paid Chk# 002579 BRENDA SEIBEL	9/24/2015	\$13.97	WELLNESS PROGRAM FOOD
Paid Chk# 002580 CDW GOVERNMENT, INC.	9/24/2015	\$37.41	IT SPLS
Paid Chk# 002581 CENTER POINT LARGE PRINT	9/24/2015	\$217.50	BOOKS
Paid Chk# 002582 CINTAS CORPORATION	9/24/2015	\$440.17	FIRST-AID SPLS
Paid Chk# 002583 DIGITAL RIVER, INC.	9/24/2015	\$249.90	ADOBE SOFTWARE
Paid Chk# 002584 FINDAWAY WORLD, LLC	9/24/2015	\$37.94	NONPRINT
Paid Chk# 002585 FREEDOM BUSINESS	9/24/2015	\$2,223.77	PRINT CARTRIDGES/IMAGE DRUM
Paid Chk# 002586 GALE/CENGAGE LEARNING	9/24/2015	\$287.93	BOOKS
Paid Chk# 002587 HR HERO	9/24/2015	\$497.00	PERIODICALS
Paid Chk# 002588 ICE MILLER LLP	9/24/2015	\$242.50	LEGAL SERVICES
Paid Chk# 002589 INDIANA LIBRARY FEDERATION	9/24/2015	\$25.00	ILF TRUSTEE/MERRIAM
Paid Chk# 002590 INDIANA POWER SERVICE &	9/24/2015	\$609.00	PREVENTATIVE MAINT./GENERATOR
Paid Chk# 002591 INDIANAPOLIS STAGE, INC.	9/24/2015	\$1,396.00	48 CHANNEL CONSOLE/DCC
Paid Chk# 002592 J.F.J DISC REPAIR INC.	9/24/2015	\$308.64	CIRC. SPLS
Paid Chk# 002593 KATHY STARKS-DYER	9/24/2015	\$19.98	FD/CHILD GENERAL SPLS
Paid Chk# 002594 LEGAL DIRECTORIES	9/24/2015	\$69.75	BOOKS
Paid Chk# 002595 LUANN DILLON	9/24/2015	\$64.00	CONF./IN HISTORICAL SOCIETY
Paid Chk# 002596 MCGRAW-HILL EDUCATION	9/24/2015	\$69.39	BOOKS
Paid Chk# 002597 MENARDS - BLOOMINGTON	9/24/2015	\$708.97	BLDG SPLS
Paid Chk# 002598 MIDWEST COLLABORATIVE FOR	9/24/2015	\$15,600.53	DATABASES
Paid Chk# 002599 MIDWEST PRESORT SERVICE	9/24/2015	\$254.80	POSTAGE SERVICES
Paid Chk# 002600 MIDWEST TAPE	9/24/2015	\$7,127.93	E-BOOKS, NONPRINT, BOOKS
Paid Chk# 002601 NETWORK SERVICES COMPANY	9/24/2015	\$1,840.32	CLEANING SPLS
Paid Chk# 002602 NOLAN'S LAWN CARE SERVICE	9/24/2015	\$224.00	LAWN CARE
Paid Chk# 002603 PENGUIN RANDOM HOUSE, LLC	9/24/2015	\$724.65	NONPRINT
Paid Chk# 002604 RECORDED BOOKS, INC.	9/24/2015	\$365.86	NONPRINT
Paid Chk# 002605 RICOH USA, INC.	9/24/2015	\$98.08	MNTHLY VITAL COPIER IMAGES
Paid Chk# 002606 SADDLEBACK EDUCATIONAL	9/24/2015	\$79.97	BOOKS
Paid Chk# 002607 STANSIFER RADIO COMPANY	9/24/2015	\$10.35	BLDG SPLS
Paid Chk# 002608 THE GREAT COURSES	9/24/2015	\$79.95	NONPRINT
Paid Chk# 002609 TODAY'S BUSINESS SOLUTIONS	9/24/2015	\$616.96	SIMPLESCAN FAX PROGRAM
Paid Chk# 002610 UNIQUE MANAGEMENT	9/24/2015	\$1,790.00	COLLECTION AGENCY
Paid Chk# 002611 VECTREN ENERGY DELIVERY	9/24/2015	\$54.65	NATURAL GAS
Paid Chk# 002612 YOUR AUTOMATIC DOOR	9/24/2015	\$121.21	2ND FLOOR DOOR REPAIR
Paid Chk# 002613 ADP, INC.	9/30/2015	\$515.28	BACKGROUND CHECKS
Paid Chk# 002614 AFSCME COUNCIL 62	9/30/2015	\$906.84	UNION DUES W/H
Paid Chk# 002615 AMERICAN UNITED LIFE INS. CO.	9/30/2015	\$1,607.30	403b TSA-AUL W/H
Paid Chk# 002616 AT&T (IL)	9/30/2015	\$1,026.60	TELEPHONE
Paid Chk# 002617 AT&T MOBILITY	9/30/2015	\$380.76	CELL PHONES
Paid Chk# 002618 BRENDA SEIBEL	9/30/2015	\$28.95	WELLNESS PROGRAM GIFT CERT.
Paid Chk# 002619 CARTOON-UPS	9/30/2015	\$200.00	PROGRAM/CARICATURES
Paid Chk# 002620 CHARLA GILBERT	9/30/2015	\$385.50	MILEAGE FOR INTERVIEW
Paid Chk# 002621 CITY OF BLOOMINGTON	9/30/2015	\$832.00	SEPT. '15 GARAGE PARKING PERMITS
Paid Chk# 002622 CITY OF BLOOMINGTON	9/30/2015	\$75.00	ZONE 4 PARKING PERMIT
Paid Chk# 002623 DUKE ENERGY	9/30/2015	\$1,590.94	ELECTRICITY

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**September 4, 2015 to October 8, 2015**

	<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
Paid Chk#	002624	GIBSON TELDATA, INC.	9/30/2015	\$1,234.63 QTRLY MAINT. AGREEMENT
Paid Chk#	002625	JULIE KINSER	9/30/2015	\$18.96 MILEAGE FOR MTGS. & TRAINING
Paid Chk#	002626	MARIACHI BAND ZELAYA	9/30/2015	\$900.00 MARIACHI BAND/HISPANIC HERITAG
Paid Chk#	002627	MARY LOU GENTIS	9/30/2015	\$202.08 MILEAGE/INTERVIEW A.D.
Paid Chk#	002628	MIDWEST PRESORT SERVICE	9/30/2015	\$303.69 POSTAGE SERVICES
Paid Chk#	002629	RICOH USA, INC.	9/30/2015	\$66.16 ADMIN COPIER RENT
Paid Chk#	002630	SCHINDLER ELEVATOR	9/30/2015	\$20,340.00 50% OF \$40,679.00/ELEVATOR INSTALL
Paid Chk#	002631	SUSAN JACKSON	9/30/2015	\$55.75 REISSUE CK FOR 3/15/13 FIFTH THIRD
Paid Chk#	002632	AL'S TWO-WAY RADIO SERVICE	10/5/2015	\$300.00 FEE FOR FREQUENCY REPEATER SERVICE
Paid Chk#	002633	AMERICAN HERITAGE LIFE INS.	10/5/2015	\$535.52 SEPT. '15 OTHER INS. W/H
Paid Chk#	002634	AMERICAN UNITED LIFE INS. CO.	10/5/2015	\$1,607.30 403b TSA-AUL W/H
Paid Chk#	002635	ANDERSON & BECK INC.	10/5/2015	\$800.00 FD/CHILD PROGRAM
Paid Chk#	002636	AVCAFE	10/5/2015	\$31.95 NONPRINT
Paid Chk#	002637	BAKER & TAYLOR BOOKS	10/5/2015	\$19,848.96 BOOKS
Paid Chk#	002638	BANYON DATA SYSTEMS, INC.	10/5/2015	\$795.00 ACCTG. SOFTWARE SUPPORT
Paid Chk#	002639	BLACKSTONE AUDIO, INC.	10/5/2015	\$100.00 NONPRINT
Paid Chk#	002640	BLOOMINGTON PAINT &	10/5/2015	\$162.89 PAINT
Paid Chk#	002641	CRYSTAL CLEAR	10/5/2015	\$1,190.00 WINDOW CLEANING
Paid Chk#	002642	DISCOUNT PAPER PRODUCTS,	10/5/2015	\$968.50 PAPER ROLLS/CIRC. SPLS
Paid Chk#	002643	EBSCO	10/5/2015	\$140.54 PERIODICALS
Paid Chk#	002644	ELECTRONIC COMMERCE, INC.	10/5/2015	\$2,498.40 PAYROLL SERVICES
Paid Chk#	002645	ELLETTTSVILLE TRUE VALUE	10/5/2015	\$326.97 EQUIP REPAIR
Paid Chk#	002646	ELLETTTSVILLE UTILITIES	10/5/2015	\$228.56 WATER & SEWER
Paid Chk#	002647	FINDAWAY WORLD, LLC	10/5/2015	\$898.55 NONPRINT
Paid Chk#	002648	FREEDOM BUSINESS	10/5/2015	\$406.99 PRINT CARTRIDGES
Paid Chk#	002649	GALE/CENGAGE LEARNING	10/5/2015	\$292.07 BOOKS
Paid Chk#	002650	GE CAPITAL INFORMATION	10/5/2015	\$50.93 MONTHLY VITAL COPIER RENTAL
Paid Chk#	002651	GLHEC	10/5/2015	\$200.80 GARNISHMENT W/H
Paid Chk#	002652	GLOBAL EQUIPMENT COMPANY	10/5/2015	\$403.50 BLDG SPLS
Paid Chk#	002653	GUARDIAN LIFE INS. CO.	10/5/2015	\$8,383.64 OCT.'15 DENTAL, VISION, STD, & LIFE INS.
Paid Chk#	002654	HFI MECHANICAL CONTRACTOR	10/5/2015	\$750.00 BLDG REPAIR
Paid Chk#	002655	INDIANA STATE LIBRARY	10/5/2015	\$2,860.00 3RD QTR. PLAC/MAIN & ELL.
Paid Chk#	002656	JERALD W. JAMES	10/5/2015	\$600.00 TALK TO AN EXPERT/3 SESSIONS/FINRA
Paid Chk#	002657	KLEINDORFER'S HDWE	10/5/2015	\$72.11 BLDG SPLS
Paid Chk#	002658	LEGAL SHIELD	10/5/2015	\$167.46 IDENTITY THEFT/LEGAL SERVICES
Paid Chk#	002659	LOWE'S	10/5/2015	\$476.19 BLDG SPLS
Paid Chk#	002660	MARY EMMA HEAPS	10/5/2015	\$25.00 WELLNESS WALK TO VERMONT/PRIZE
Paid Chk#	002661	MCGRAW-HILL EDUCATION	10/5/2015	\$19.35 BOOKS
Paid Chk#	002662	MENARDS - BLOOMINGTON	10/5/2015	\$8.94 BLDG SPLS
Paid Chk#	002663	MIDWEST PRESORT SERVICE	10/5/2015	\$300.28 POSTAGE SERVICES
Paid Chk#	002664	MIDWEST TAPE	10/5/2015	\$13,956.87 NONPRINT & A/V CATALOGING SPLS
Paid Chk#	002665	MONROE COUNTY YMCA	10/5/2015	\$84.92 YMCA DUES W/H
Paid Chk#	002666	O REILLY AUTO PARTS	10/5/2015	\$187.36 VEHICLE REPAIR
Paid Chk#	002667	PENGUIN RANDOM HOUSE, LLC	10/5/2015	\$492.90 NONPRINT
Paid Chk#	002668	B,B & C POW PEST CONTROL,	10/5/2015	\$35.00 PEST CONTROL
Paid Chk#	002669	QUILL CORPORATION	10/5/2015	\$374.86 OFFICE SPLS & PAPER
Paid Chk#	002670	RECORDED BOOKS, INC.	10/5/2015	\$251.54 NONPRINT
Paid Chk#	002671	REGENT BOOK COMPANY	10/5/2015	\$17.01 BOOKS
Paid Chk#	002672	REPUBLIC SERVICES #694	10/5/2015	\$70.00 TRASH SERVICES
Paid Chk#	002673	SAFEGUARD	10/5/2015	\$45.85 1099-MISC FORMS & ENVELOPES
Paid Chk#	002674	SCOLA	10/5/2015	\$1,444.00 YEARLY RENEWAL
Paid Chk#	002675	SIERRA CLUB	10/5/2015	\$12.00 PERIODICALS/6 MOS.
Paid Chk#	002676	SIHO INSURANCE SERVICES	10/5/2015	\$46,614.37 OCT.'15 HEALTH INS.
Paid Chk#	002677	SYNCHRONY BANK/AMAZON	10/5/2015	\$6,760.98 BOOKS, NONPRINT
Paid Chk#	002678	TANTOR MEDIA	10/5/2015	\$68.48 NONPRINT

# MONROE COUNTY PUBLIC LIBRARY

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## \*Check Summary Register©

September 4, 2015 to October 8, 2015

Name	Check Date	Check Amt
Paid Chk# 002679 THE BOOKSTORE AT NEHGS	10/5/2015	\$331.40 BOOKS
Paid Chk# 002680 THE PRODUCTION HOUSE	10/5/2015	\$375.00 ADOBE TRAINING/9-29-15
Paid Chk# 002681 THOMSON REUTERS - WEST	10/5/2015	\$502.44 BOOKS
Paid Chk# 002682 UNITED STATES TREASURY	10/5/2015	\$76.00 GARNISHMENT W/H
Paid Chk# 002683 UNITED WAY	10/5/2015	\$54.00 UNITED WAY W/H
Paid Chk# 002684 VECTREN ENERGY DELIVERY	10/5/2015	\$47.51 NATURAL GAS
Paid Chk# 002685 WTIU	10/5/2015	\$30.00 NONPRINT
Paid Chk# 002686 CHASE CARD SERVICES	10/8/2015	\$9,132.59 VARIOUS
Paid Chk# 002687 DUKE ENERGY	10/8/2015	\$19,219.20 ELECTRICITY
Paid Chk# 002688 NUB GAMES, INC.	10/8/2015	\$575.00 LIBRARYH31P ANNUAL FEE
Paid Chk# 002689 SMITHVILLE COMMUNICATIONS	10/8/2015	\$3,075.83 INTERNET SERVICE (2 MOS FOR MAIN)
Paid Chk# 002690 VERIZON WIRELESS	10/8/2015	\$120.03 BKM DATA LINES
<b>Total Checks</b>		<b>\$382,218.01</b>



MONROE COUNTY PUBLIC LIBRARY  
CHECKING ACCOUNTS  
09/04/15 - 10/08/15

MainSource Checking Account/Check Register Total	\$382,218.01
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Add: Electronic Withdrawals

Merchant Services-Monthly Credit Card Fees (Oct. '15)	615.28
MainSource Checking-Monthly Service Charge (Oct. '15)	35.00
MainSource Checking-ACH Block Charge (Sept. '15)	20.00

Add: Payrolls

Vouchers 09/04/15 Payroll (ECI)	121,887.24
Electronic transfer (ECI) employee/employer taxes	45,292.34
Electronic transfer (ECI) employee "HSA"	2,567.23
Electronic PERF pymt. 09/10/15	18,511.02
Electronic transfer 09/09/15 (TASC) employee "FSA"	252.93

Vouchers 09/18/15 Payroll (ECI)	120,993.63
Electronic transfer (ECI) employee/employer taxes	45,279.84
Electronic transfer (ECI) employee "HSA"	2,567.23
Electronic PERF pymt. 09/22/15	18,530.04
Electronic transfer 09/22/15 (TASC) employee "FSA"	270.38

Vouchers 10/02/15 Payroll (ECI)	122,454.15
Electronic transfer (ECI) employee/employer taxes	45,406.38
Electronic transfer (ECI) employee "HSA"	2,567.23
Electronic PERF pymt. 10/02/15	18,362.79
Electronic transfer 10/06/15 (TASC) employee "FSA"	270.38

TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$948,101.10
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ck #2686

ACCOUNTS PAYABLE VOUCHER

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

<p style="text-align: center;">Payee</p> <p>CHASE CARD SERVICES</p> <p>CARDMEMBER SERVICE</p> <p>PALATINE, IL 60094-4014</p>	<p style="text-align: right;">Claim 27021</p> <p>Purchase Order No. 0</p> <p>Terms</p> <p>Date Due</p>
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Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
8/27/2015		E019-001-32400 HARWOOD/LAB CONF.	\$812.66
8/27/2015		E001-001-32400 HARWOOD/LAB CONF.	\$182.34
8/27/2015		E001-001-32400 HARWOOD/LAB CONF.	\$1,495.00
9/2/2015		E001-005-31700 PAYPAL/CC MNTHLY FEES	\$59.95
8/28/2015		E019-011-21350 TARGET/FD-CHILD SPLS	\$31.37
8/31/2015		E019-011-21350 HOBBY-LOBBY/FD-CHILD SPLS	\$84.83
9/17/2015		E001-001-32400 ILF/ILF CONF.	\$220.00
9/22/2015		E019-011-21350 TARGET/FDCHILC ECRR SPLS	\$27.98
9/22/2015		E019-011-21350 TARGET/FD-CHILD SPLS	\$6.98
9/22/2015		E019-011-21350 TARGET/FD-CHILD LAPS	\$34.48
8/26/2015		E001-024-22500 OVERNIGHTPRINTS/LIB CARDS FOR SCHOOLS	\$79.20
8/27/2015		E001-019-31500 SURVEYMONKEY/CR-SURVEY SERVICE	\$300.00
8/28/2015		E001-019-31500 WUNDERKINDER/MNTHLYSOFTWARE FEE	\$24.95
8/30/2015		E019-007-32300 MAILCHIMP/ENEWLETTER SERVICE	\$36.00
9/2/2015		E019-007-21350 PRINTING SERVICES/TIMELINE CARDS	\$117.46
9/2/2015		E019-007-21350 PRINTING SERVICES/BE A VOTER CARDS	\$219.09
9/11/2015		E001-019-31500 HOOTSUITE/MNTHLY SOCIAL MEDIA FEE	\$9.99
8/27/2015		E001-018-45100 HIGGINSONBOOKS	\$142.95
8/25/2016		E001-018-45100 YESASIA/BOOKS	\$1,418.87
9/18/2015		E019-001-32400 AMER ASSOC/STAFF DEV.	\$150.00
9/8/2015		E019-010-21350 STAPLES/NONPROFIT-FOLDERS	\$101.51
9/11/2015		E019-010-21350 AMAZON/NONPROFIT-SPLS	\$21.18
9/11/2015		E019-010-21350 AMAZON/NONPROFIT SPLS	\$13.42
9/12/2015		E019-010-21350 KROGER/BOOKSPUSL SPLS	\$25.34
9/15/2015		E019-010-21350 BLGTN BAGEL/NONPROFIT SPLS	\$306.85
8/24/2015		E001-019-23000 MONOPRICE/IT SPLS	\$23.68
8/30/2015		E026-019-44650 APPLE/IT SOFTWARE	\$106.99
9/16/2015		E020-016-31500 DREAMHOST/WEBSITE MNTHLY FEE	\$50.00
8/26/2015		E026-016-44750 RIPEWARE/SOFTWARE	\$99.00
9/16/2015		E020-016-23500 BEST BUY/VIDEO MAT'LS	\$99.98
9/16/2015		E001-016-21400 BEST BUY/INK CARTRIDGES	\$84.74
8/19/2015		E001-001-32300 IN HIST SOC/ISL WORKSHOP	\$10.00
9/8/2015		E019-007-33200 PRINTING SERVICES/POWER OF WORDS-BOOKLETS	\$1,042.55
9/14/2015		E001-001-32400 ALA/MIDWINTER CONF.	\$430.00
9/9/2015		E004-001-21350 ESAN THAI/ASS DIR LUNCHEON	\$36.28
9/11/2015		E019-015-39100 EDUCATION/TUTOR TRAINING	\$99.00
9/17/2015		E001-004-32200 USPS/RETURN BOOK	\$3.07
9/22/2015		E004-001-21350 ESAN THAI/ASS DIR LUNCHEON	\$39.03
9/22/2015		E001-004-32200 USPS/LETTER-TERM EMPLOYEE	\$6.96

8/29/2015	E007-026-44650 NINTENDO/DOWNLOADABLE GAMES/STARTUP TS/DC	\$16.04
8/29/2015	E019-026-21350 BLOOMINGLABS/EXHIBITORS FEES	\$25.00
8/31/2015	E019-026-21350 AMAZON/TEEN SPLS	\$11.67
9/2/2015	E019-026-21350 KROGER/TEEN SPLS	\$42.37
9/2/2015	E019-026-21350 DICKS/TEEN SPLS	\$11.98
9/2/2015	E019-026-21350 BEST BUY/MAKER SPLS	\$34.98
9/3/2015	E019-026-21350 AMAZON/TEEN SPLS	\$89.70
9/4/2015	E007-026-44600 AMAZON/TDC STARTUP COSTS	\$35.99
9/4/2015	E007-026-44600 AMAZON/TDC STARTUP COSTS	\$31.52
9/4/2015	E019-026-21350 AMAZON/TEEN SPLS	\$24.99
9/4/2015	E007-026-44300 VANCE MUSIC/TDC STARTUP COSTS	\$36.00
9/6/2015	E019-026-21350 AMAZON/TEEN SPLS	\$197.02
9/5/2015	E007-026-44600 AMAZON/TDC STARTUP COSTS	\$55.98
9/6/2015	E019-026-21350 AMAZON/TEEN SPLS	\$4.51
9/9/2015	E007-026-44650 PLAYSTATION/DOWNLOADABLE GAMES-TC STARTUP	\$131.96
9/11/2015	E007-026-44650 AMAZON/TDC START UP COSTS	\$83.14
9/14/2015	E019-026-21350 KROGER/TEEN SPLS	\$50.96
9/16/2015	E019-026-21350 AVERS/TEEN FOOD	\$23.99
9/17/2015	E019-026-21350 OFFICE OF LETTERS/TEEN SPLS	\$4.84
9/17/2015	E019-026-21350 AVERS/TEEN FOOD	\$23.99
9/17/2015	E019-026-21350 CVS/TEEN SPLS	\$7.95
9/18/2015	E019-026-21350 AVERS/TEEN FOOD	\$35.52
9/22/2015	E019-026-21350 AMAZON/TEEN SPLS	\$28.71
9/22/2015	E019-026-21350 WOOLERY/TEEN SPLS	\$70.10
Total		\$9,132.59

VOUCHER NO. 27021

WARRANT NO. *2686*

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$9,132.59

\$ \$9,132.59

ON ACCOUNT OF APPROPRIATION FO

Board/Council Member

COST DITRIBUTION LEDGER CLASSIFICATION  
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Acct. No.	Account Title	Amount
E019-001-32400		\$812.66
E001-001-32400		\$182.34
E001-001-32400		\$1,495.00
E001-005-31700		\$59.95
E019-011-21350		\$31.37
E019-011-21350		\$84.83
E001-001-32400		\$220.00
E019-011-21350		\$27.98
E019-011-21350		\$6.98
E019-011-21350		\$34.48

## Financial Report Comments

Reports as of 9-30-15

Board Meeting Date 10/21/15

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 75% after nine months.

	% Spending Guideline	Actual % Spending
	September 30, 2015	
Wages and Benefits	75.0%	68.7%
Supplies	75.0%	57.7%
Other Services & Charges	75.0%	75.3%
Capital Outlay	75.0%	76.2%
Total Operating Expenditures	75.0%	70.8%

The "Other Services and Charges" category includes the \$580,000 additional appropriation entry that was made in June to transfer funds to LIRF. If the impact of the additional appropriation is removed, the percent of the operating budget used would be 68.8%.

I am cautiously optimistic that this year's revenue will exceed normal operating spending less the additional appropriation.

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY SUMMARY OF BUDGET CATEGORIES  
AS OF SEPTEMBER 30, 2015  
NINE MONTHS = 75.0%

	2015 SEPTEMBER	2014 SEPTEMBER	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								
SALARIES	298,159.31	307,002.11	2,849,148.46	4,009,355.83	2,838,737.78	1,160,207.37	71.1%	28.9%
EMPLOYEE BENEFITS	111,249.24	150,198.87	972,760.40	1,539,884.30	1,082,868.55	567,123.90	63.2%	36.8%
OTHER WAGES	0.00	0.00	0.00	15,000.00	1,358.72	15,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	<u>409,408.55</u>	<u>457,200.98</u>	<u>3,821,908.86</u>	<u>5,564,240.13</u>	<u>3,922,965.05</u>	<u>1,742,331.27</u>	<u>68.7%</u>	<u>31.3%</u>
SUPPLIES								
OFFICE SUPPLIES	6,913.98	3,348.49	33,831.29	59,100.00	25,709.03	25,268.71	57.2%	42.8%
OPERATING SUPPLIES	5,692.49	17,672.21	67,098.30	118,000.00	78,423.75	50,901.70	56.9%	43.1%
REPAIR & MAINT. SUPPLIES	2,514.38	1,777.88	17,298.86	27,900.00	12,362.20	10,601.14	62.0%	38.0%
TOTAL SUPPLIES	<u>15,120.85</u>	<u>22,798.58</u>	<u>118,228.45</u>	<u>205,000.00</u>	<u>116,494.98</u>	<u>86,771.55</u>	<u>57.7%</u>	<u>42.3%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	100,649.12	17,501.92	251,892.77	366,100.00	248,560.90	114,207.23	68.8%	31.2%
COMMUNICATION & TRANSPORTATION	3,401.94	5,255.41	34,027.83	91,600.00	38,193.09	57,572.17	37.1%	62.9%
PRINTING & ADVERTISING	0.00	865.36	2,337.58	11,682.79	3,310.68	9,345.21	20.0%	80.0%
INSURANCE	0.00	15.00	72,281.00	70,000.00	72,108.00	-2,281.00	103.3%	-3.3%
UTILITIES	24,604.47	31,764.01	232,574.04	351,650.00	263,945.24	119,075.96	66.1%	33.9%
REPAIR & MAINTENANCE	1,316.34	461.01	24,815.85	57,500.00	26,248.74	32,684.15	43.2%	56.8%
RENTALS	199.36	29.88	23,401.34	38,850.00	31,301.01	15,448.66	60.2%	39.8%
ELECTRONIC SERVICES	48,755.81	10,375.00	181,514.75	289,239.89	144,270.21	107,725.14	62.8%	37.2%
OTHER CHARGES	17,083.33	0.00	740,379.66	799,200.00	8,511.35	58,820.34	92.6%	7.4%
TOTAL OTHER SERVICES & CHARGES	<u>196,010.37</u>	<u>66,267.59</u>	<u>1,563,224.82</u>	<u>2,075,822.68</u>	<u>836,449.22</u>	<u>512,597.86</u>	<u>75.3%</u>	<u>24.7%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	2,162.89	22.48	26,949.16	34,000.00	22,479.71	7,050.84	79.3%	20.7%
OTHER CAPITAL OUTLAY	70,770.61	37,639.11	720,415.59	946,967.11	660,879.48	226,551.52	76.1%	23.9%
TOTAL CAPITAL OUTLAY	<u>72,933.50</u>	<u>37,661.59</u>	<u>747,364.75</u>	<u>980,967.11</u>	<u>683,359.19</u>	<u>233,602.36</u>	<u>76.2%</u>	<u>23.8%</u>
TOTAL OPERATING EXPENDITURES	<u><u>693,473.27</u></u>	<u><u>583,928.74</u></u>	<u><u>6,250,726.88</u></u>	<u><u>8,826,029.92</u></u>	<u><u>5,559,268.44</u></u>	<u><u>2,575,303.04</u></u>	<u><u>70.8%</u></u>	<u><u>29.2%</u></u>

2014 BUDGET 8,011,683.99  
% USED IN 2014 69.4%

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF SEPTEMBER 30, 2015

	2015 SEPTEMBER	2014 SEPTEMBER	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 (1000'S)</b>								
<b>SALARIES</b>								
1120 ADMINISTRATION/DIRECTORS	7,461.55	14,405.24	97,146.82	191,013.36	136,849.77	93,866.54	50.9%	49.1%
1130 MANAGERS/ASST. MANAGERS	81,738.59	48,850.32	624,247.86	647,755.18	445,232.06	23,507.32	96.4%	3.6%
1140 LIBRARIANS, EXPERTS	69,183.74	89,767.65	789,362.28	1,268,307.00	877,074.98	478,944.72	62.2%	37.8%
1150 SPECIALISTS	14,431.47	66,553.00	318,889.73	806,353.96	585,339.39	487,464.23	39.5%	60.5%
1160 ASSISTANTS/PARAPROFESSIONALS	51,508.12	40,280.73	423,627.86	454,908.96	347,008.58	31,281.10	93.1%	6.9%
1170 TECH/OPERATORS/SECRETARIES	4,275.00	17,561.90	90,037.59	249,535.37	172,133.04	159,497.78	36.1%	63.9%
1190 BUILDING SERVICES/MAINTENANCE	10,521.23	29,583.27	176,706.86	391,482.00	275,099.96	214,775.14	45.1%	54.9%
1200 BUILDING SERVICES/SECURITY	6,796.04	0.00	44,263.09	0.00	0.00	-44,263.09	#DIV/0!	#DIV/0!
1280 PRODUCTION ASSISTANTS	1,247.01	0.00	7,086.09	0.00	0.00	-7,086.09	#DIV/0!	#DIV/0!
1290 INFORMTION ASST/MATERIAL/SUPPORT	34,145.10	0.00	189,801.46	0.00	0.00	-189,801.46	#DIV/0!	#DIV/0!
1300 SUPPORT/MATERIAL HANDLERS	15,705.49	0.00	82,238.26	0.00	0.00	-82,238.26	#DIV/0!	#DIV/0!
1320 TECHNICIANS	1,145.97	0.00	5,740.56	0.00	0.00	-5,740.56	#DIV/0!	#DIV/0!
<b>TOTAL SALARIES</b>	<b>298,159.31</b>	<b>307,002.11</b>	<b>2,849,148.46</b>	<b>4,009,355.83</b>	<b>2,838,737.78</b>	<b>1,160,207.37</b>	<b>71.1%</b>	<b>28.9%</b>
<b>EMPLOYEE BENEFITS</b>								
<b>EMPLOYEE BENEFITS</b>								
1210 EMPLOYER CONTRIBUTION/FICA	17,609.04	18,240.17	170,001.20	248,476.51	168,218.56	78,475.31	68.4%	31.6%
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	26,686.83	28,832.47	263,569.98	367,238.79	260,644.79	103,668.81	71.8%	28.2%
12301 ENCUMBERED PERF	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1235 EMPLOYEE/PERF	7,148.28	7,722.99	70,810.84	98,367.75	69,815.67	27,556.91	72.0%	28.0%
1240 EMPLOYER CONT/INSURANCE	55,686.91	91,137.42	428,620.02	758,392.34	544,848.17	329,772.32	56.5%	43.5%
1250 EMPLOYER CONT/MEDICARE	4,118.18	4,265.82	39,758.36	57,408.91	39,341.36	17,650.55	69.3%	30.7%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>111,249.24</b>	<b>150,198.87</b>	<b>972,760.40</b>	<b>1,539,884.30</b>	<b>1,082,868.55</b>	<b>567,123.90</b>	<b>63.2%</b>	<b>36.8%</b>
<b>OTHER WAGES</b>								
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	1,358.72	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>1,358.72</b>	<b>15,000.00</b>	<b>0.0%</b>	<b>100.0%</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>409,408.55</b>	<b>457,200.98</b>	<b>3,821,908.86</b>	<b>5,564,240.13</b>	<b>3,922,965.05</b>	<b>1,742,331.27</b>	<b>68.7%</b>	<b>31.3%</b>
<b>SUPPLIES (2000'S)</b>								
<b>OFFICE SUPPLIES</b>								
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,100.00	162.84	1,100.00	0.0%	100.0%
2120 STATIONERY & PRINTING	66.65	0.00	403.49	1,100.00	72.70	696.51	36.7%	63.3%
2130 OFFICE SUPPLIES	374.54	162.31	4,309.91	13,650.00	3,786.70	9,340.09	31.6%	68.4%
2135 GENERAL SUPPLIES	0.00	0.00	0.00	0.00	-0.53	0.00	#DIV/0!	#DIV/0!
2140 DUPLICATING	6,472.79	3,186.18	29,117.89	43,250.00	21,487.32	14,132.11	67.3%	32.7%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	200.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OFFICE SUPPLIES</b>	<b>6,913.98</b>	<b>3,348.49</b>	<b>33,831.29</b>	<b>59,100.00</b>	<b>25,709.03</b>	<b>25,268.71</b>	<b>57.2%</b>	<b>42.8%</b>

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF SEPTEMBER 30, 2015

	2015 SEPTEMBER	2014 SEPTEMBER	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	2,371.95	2,249.51	25,367.51	38,200.00	29,893.80	12,832.49	66.4%	33.6%
2220 FUEL, OIL, & LUBRICANTS	518.97	525.61	3,967.46	10,500.00	6,151.76	6,532.54	37.8%	62.2%
2230 CATALOGING SUPPLIES-BOOKS	213.33	0.00	3,107.46	7,000.00	1,626.65	3,892.54	44.4%	55.6%
2240 A/V SUPPLIES-CATALOGING	128.90	1,522.20	2,072.06	9,700.00	2,988.35	7,627.94	21.4%	78.6%
2250 CIRCULATION SUPPLIES	2,436.01	10,885.40	21,245.61	35,000.00	26,812.75	13,754.39	60.7%	39.3%
2260 LIGHT BULBS	23.33	2,284.49	8,399.02	7,000.00	8,103.63	-1,399.02	120.0%	-20.0%
2280 UNIFORMS	0.00	0.00	1,352.01	1,900.00	1,837.66	547.99	71.2%	28.8%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	205.00	1,587.17	8,700.00	1,009.15	7,112.83	18.2%	81.8%
<b>TOTAL OPERATING SUPPLIES</b>	<b>5,692.49</b>	<b>17,672.21</b>	<b>67,098.30</b>	<b>118,000.00</b>	<b>78,423.75</b>	<b>50,901.70</b>	<b>56.9%</b>	<b>43.1%</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>								
2300 IT SUPPLIES	199.34	308.73	3,855.37	6,500.00	1,776.16	2,644.63	59.3%	40.7%
2310 BUILDING MATERIALS & SUPPLIES	2,204.98	1,411.77	13,220.02	21,000.00	10,308.93	7,779.98	63.0%	37.0%
2320 PAINT & PAINTING SUPPLIES	110.06	57.38	223.47	400.00	277.11	176.53	55.9%	44.1%
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>2,514.38</b>	<b>1,777.88</b>	<b>17,298.86</b>	<b>27,900.00</b>	<b>12,362.20</b>	<b>10,601.14</b>	<b>62.0%</b>	<b>38.0%</b>
<b>TOTAL SUPPLIES</b>	<b>15,120.85</b>	<b>22,798.58</b>	<b>118,228.45</b>	<b>205,000.00</b>	<b>116,494.98</b>	<b>86,771.55</b>	<b>57.7%</b>	<b>42.3%</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	530.00	2,500.00	2,123.75	11,000.00	8,885.00	8,876.25	19.3%	80.7%
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	0.00	0.00	0.00	10,000.00	0.00	#DIV/0!	#DIV/0!
3130 LEGAL SERVICES	1,157.78	612.30	10,257.34	15,000.00	5,965.04	4,742.66	68.4%	31.6%
3140 BUILDING SERVICES	1,940.27	1,203.63	23,871.86	34,000.00	26,630.39	10,128.14	70.2%	29.8%
3150 MAINTENANCE CONTRACTS	87,818.62	3,133.28	130,149.00	156,100.00	111,009.93	25,951.00	83.4%	16.6%
3160 COMPUTER SERVICES (OCLC)	3,770.60	5,148.67	45,697.40	73,000.00	44,801.16	27,302.60	62.6%	37.4%
3170 ADMIN/ACCOUNTING SERVICES	3,641.85	3,713.69	27,424.52	46,000.00	30,044.93	18,575.48	59.6%	40.4%
3175 COLLECTION AGENCY SERVICES	1,790.00	1,190.35	12,368.90	21,000.00	11,224.45	8,631.10	58.9%	41.1%
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>100,649.12</b>	<b>17,501.92</b>	<b>251,892.77</b>	<b>366,100.00</b>	<b>248,560.90</b>	<b>114,207.23</b>	<b>68.8%</b>	<b>31.2%</b>
<b>COMMUNICATION &amp; TRANSPORTATION</b>								
3210 TELEPHONE	1,919.51	2,366.12	16,857.46	35,800.00	21,230.29	18,942.54	47.1%	52.9%
3215 CABLE TV	6.62	4.45	52.96	0.00	36.22	-52.96	#DIV/0!	#DIV/0!
3220 POSTAGE	1,404.93	2,613.80	12,126.05	24,000.00	13,371.18	11,873.95	50.5%	49.5%
3230 TRAVEL EXPENSE	18.96	271.04	2,677.12	10,000.00	1,928.78	7,322.88	26.8%	73.2%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	0.00	285.00	10,000.00	364.00	9,715.00	2.9%	97.2%
3250 CONTINUING ED. (ON-SITE)	0.00	0.00	0.00	10,000.00	1,246.00	10,000.00	0.0%	100.0%
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	51.92	0.00	2,029.24	1,800.00	16.62	-229.24	112.7%	-12.7%
<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>3,401.94</b>	<b>5,255.41</b>	<b>34,027.83</b>	<b>91,600.00</b>	<b>38,193.09</b>	<b>57,572.17</b>	<b>37.1%</b>	<b>62.9%</b>

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF SEPTEMBER 30, 2015

	2015 SEPTEMBER	2014 SEPTEMBER	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	31.86	1,947.82	2,600.00	2,047.18	652.18	74.9%	25.1%
3320 PRINTING	0.00	833.50	389.76	5,000.00	1,263.50	4,610.24	7.8%	92.2%
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>865.36</b>	<b>2,337.58</b>	<b>11,682.79</b>	<b>3,310.68</b>	<b>9,345.21</b>	<b>20.0%</b>	<b>80.0%</b>
<b>INSURANCE</b>								
3410 OFFICIAL BOND	0.00	0.00	450.00	600.00	450.00	150.00	75.0%	25.0%
3420 OTHER INSURANCE	0.00	15.00	71,831.00	69,400.00	71,658.00	-2,431.00	103.5%	-3.5%
<b>TOTAL INSURANCE</b>	<b>0.00</b>	<b>15.00</b>	<b>72,281.00</b>	<b>70,000.00</b>	<b>72,108.00</b>	<b>-2,281.00</b>	<b>103.3%</b>	<b>-3.3%</b>
<b>UTILITIES</b>								
3510 GAS	100.65	104.00	2,535.47	4,950.00	1,931.39	2,414.53	51.2%	48.8%
3520 ELECTRICITY	22,007.32	29,448.53	215,131.90	318,400.00	247,337.73	103,268.10	67.6%	32.4%
3530 WATER	2,496.50	2,211.48	14,906.67	28,300.00	14,676.12	13,393.33	52.7%	47.3%
<b>TOTAL UTILITIES</b>	<b>24,604.47</b>	<b>31,764.01</b>	<b>232,574.04</b>	<b>351,650.00</b>	<b>263,945.24</b>	<b>119,075.96</b>	<b>66.1%</b>	<b>33.9%</b>
<b>REPAIR &amp; MAINTENANCE</b>								
3610 BUILDING REPAIR	1,120.61	0.00	12,216.98	25,000.00	18,288.48	12,783.02	48.9%	51.1%
3630 OTHER EQUIP/FURNITURE REPAIRS	0.00	370.00	3,589.02	18,500.00	2,609.89	14,910.98	19.4%	80.6%
3640 VEHICLE REPAIR & MAINTENANCE	0.00	91.01	8,205.11	11,500.00	4,611.11	3,294.89	71.3%	28.7%
3650 MATERIAL BINDING/REPAIR SERV.	195.73	0.00	804.74	2,500.00	739.26	1,695.26	32.2%	67.8%
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>1,316.34</b>	<b>461.01</b>	<b>24,815.85</b>	<b>57,500.00</b>	<b>26,248.74</b>	<b>32,684.15</b>	<b>43.2%</b>	<b>56.8%</b>
<b>RENTALS</b>								
3710 REAL ESTATE RENTAL/PARKING	199.36	29.88	23,401.34	38,850.00	31,301.01	15,448.66	60.2%	39.8%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL RENTALS</b>	<b>199.36</b>	<b>29.88</b>	<b>23,401.34</b>	<b>38,850.00</b>	<b>31,301.01</b>	<b>15,448.66</b>	<b>60.2%</b>	<b>39.8%</b>
<b>ELECTRONIC SERVICES</b>								
38450 DATABASES SERVICES	39,050.53	6,375.00	114,525.24	173,210.21	98,876.21	58,684.97	66.1%	33.9%
38460 E-BOOKS SERVICES	9,705.28	4,000.00	66,989.51	116,029.68	45,394.00	49,040.17	57.7%	42.3%
<b>TOTAL ELECTRONIC SERVICES</b>	<b>48,755.81</b>	<b>10,375.00</b>	<b>181,514.75</b>	<b>289,239.89</b>	<b>144,270.21</b>	<b>107,725.14</b>	<b>62.8%</b>	<b>37.2%</b>
<b>OTHER CHARGES</b>								
3910 DUES/INSTITUTIONAL	0.00	0.00	5,546.65	8,200.00	7,551.35	2,653.35	67.6%	32.4%
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	17,083.33	0.00	733,750.01	785,000.00	0.00	51,249.99	93.5%	6.5%
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>17,083.33</b>	<b>0.00</b>	<b>740,379.66</b>	<b>799,200.00</b>	<b>8,511.35</b>	<b>58,820.34</b>	<b>92.6%</b>	<b>7.4%</b>
<b>TOTAL OTHER SERVICES/CHARGES</b>	<b>196,010.37</b>	<b>66,267.59</b>	<b>1,563,224.82</b>	<b>2,075,822.68</b>	<b>836,449.22</b>	<b>512,597.86</b>	<b>75.3%</b>	<b>15 24.7%</b>



MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF SEPTEMBER 30, 2015

	2015 SEPTEMBER	2014 SEPTEMBER	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	2,162.89	0.00	10,099.23	10,000.00	1,107.99	-99.23	101.0%	-1.0%
4430 OTHER EQUIPMENT	0.00	22.48	15,242.98	20,000.00	16,862.84	4,757.02	76.2%	23.8%
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	1,606.95	4,000.00	4,543.39	2,393.05	40.2%	59.8%
4460 IS EQUIPMENT	0.00	0.00	0.00	0.00	-34.51	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>2,162.89</b>	<b>22.48</b>	<b>26,949.16</b>	<b>34,000.00</b>	<b>22,479.71</b>	<b>7,050.84</b>	<b>79.3%</b>	<b>20.7%</b>
OTHER CAPITAL OUTLAY								
4510 BOOKS	44,440.51	24,654.62	444,691.14	551,699.46	410,845.04	107,008.32	80.6%	19.4%
4520 PERIODICALS & NEWSPAPERS	892.05	84.00	9,813.85	42,678.29	5,682.80	32,864.44	23.0%	77.0%
4530 NONPRINT MATERIALS	25,438.05	12,900.49	265,910.60	352,589.36	244,351.64	86,678.76	75.4%	24.6%
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>70,770.61</b>	<b>37,639.11</b>	<b>720,415.59</b>	<b>946,967.11</b>	<b>660,879.48</b>	<b>226,551.52</b>	<b>76.1%</b>	<b>23.9%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>72,933.50</b>	<b>37,661.59</b>	<b>747,364.75</b>	<b>980,967.11</b>	<b>683,359.19</b>	<b>233,602.36</b>	<b>76.2%</b>	<b>23.8%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>693,473.27</b>	<b>583,928.74</b>	<b>6,250,726.88</b>	<b>8,826,029.92</b>	<b>5,559,268.44</b>	<b>2,575,303.04</b>	<b>70.8%</b>	<b>29.2%</b>

**MONROE COUNTY PUBLIC LIBRARY**

**Operating Budget & Expenditure Report**

January 1, 2015 to September 30, 2015

9 months = 75.0%

Object	Object Descr	2015 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
11200	ADMINISTRATION	\$191,013.36	\$26,617.38	\$7,461.54	\$7,461.54	\$11,192.32	\$7,461.55	\$7,461.54	\$7,461.55	\$7,461.55	\$97,146.82	\$93,866.54	50.86%
11300	MANAGERS/ASST.	\$647,755.18	\$50,071.64	\$50,071.64	\$50,071.63	\$114,384.52	\$76,190.40	\$76,201.40	\$75,446.43	\$81,738.59	\$624,247.86	\$23,507.32	96.37%
11400	LIBRARIANS, EXPERTS	\$1,268,307.00	\$93,807.64	\$100,459.21	\$89,676.24	\$112,300.34	\$74,898.30	\$74,874.75	\$81,036.98	\$69,183.74	\$789,362.28	\$478,944.72	62.24%
11500	SPECIALISTS	\$806,353.96	\$65,474.99	\$56,374.65	\$60,243.88	\$21,657.09	\$14,328.63	\$14,324.69	\$14,759.73	\$14,431.47	\$318,889.73	\$487,464.23	39.55%
11600	ASSISTANTS/PARAPROFE	\$454,908.96	\$33,383.22	\$35,189.64	\$38,572.68	\$77,184.79	\$51,440.14	\$51,247.55	\$51,167.75	\$51,508.12	\$423,627.86	\$31,281.10	93.12%
11700	TECH/OPERATORS/SECR	\$249,535.37	\$17,459.40	\$17,464.40	\$16,473.74	\$6,416.01	\$4,275.00	\$4,275.02	\$4,275.01	\$4,275.00	\$90,037.59	\$159,497.78	36.08%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$391,482.00	\$30,112.72	\$31,015.52	\$30,051.62	\$15,589.61	\$10,443.35	\$10,391.75	\$10,431.26	\$10,521.23	\$176,706.86	\$214,775.14	45.14%
12000	BUILDING	\$0.00	\$0.00	\$0.00	\$0.00	\$13,104.80	\$8,720.35	\$8,681.46	\$6,960.44	\$6,796.04	\$44,263.09	-\$44,263.09	0.00%
12100	FICA/EMPLOYER	\$248,476.51	\$18,969.30	\$17,766.10	\$17,432.27	\$26,674.83	\$17,787.79	\$17,951.54	\$18,408.98	\$17,609.04	\$170,001.20	\$78,475.31	68.42%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$367,238.79	\$29,342.54	\$28,271.37	\$27,513.01	\$27,197.19	\$40,932.30	\$27,278.65	\$28,468.84	\$26,686.83	\$263,569.98	\$103,668.81	71.77%
12350	PERF/EMPLOYEE	\$98,367.75	\$8,131.23	\$7,572.73	\$7,369.55	\$7,284.98	\$10,964.03	\$7,306.78	\$7,471.65	\$7,148.28	\$70,810.84	\$27,556.91	71.99%
12400	INS/EMPLOYER	\$758,392.34	\$37,346.69	\$81,395.29	\$3,843.78	\$55,834.85	\$39,523.05	\$70,202.21	\$42,671.53	\$55,686.91	\$428,620.02	\$329,772.32	56.52%
12500	MEDICARE/EMPLOYER	\$57,408.91	\$4,436.35	\$4,154.96	\$4,076.93	\$6,238.47	\$4,160.11	\$4,198.26	\$4,305.44	\$4,118.18	\$39,758.36	\$17,650.55	69.25%
12800	PRODUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$2,091.84	\$1,247.00	\$1,247.00	\$1,253.24	\$1,247.01	\$7,086.09	-\$7,086.09	0.00%
12900	INFORMATION	\$0.00	\$0.00	\$0.00	\$0.00	\$51,824.13	\$34,205.23	\$34,740.86	\$34,886.14	\$34,145.10	\$189,801.46	-\$189,801.46	0.00%
13000	SUPPORT/MATERIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$19,280.67	\$13,852.39	\$16,215.40	\$17,184.31	\$15,705.49	\$82,238.26	-\$82,238.26	0.00%
13100	WORK STUDY	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
13200	TECHNICIANS	\$0.00	\$0.00	\$0.00	\$0.00	\$1,720.74	\$1,145.97	\$1,153.11	\$574.77	\$1,145.97	\$5,740.56	-\$5,740.56	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
21200	STATIONERY/BUS. CARDS	\$1,100.00	\$68.00	\$0.00	\$0.00	\$0.00	\$268.84	\$0.00	\$0.00	\$66.65	\$403.49	\$696.51	36.68%
21300	OFFICE SUPPLIES	\$13,650.00	\$738.92	\$551.68	\$716.21	\$35.34	\$567.76	\$862.37	\$0.00	\$374.54	\$4,309.91	\$9,340.09	31.57%
21400	DUPLICATING	\$43,250.00	\$3,231.29	\$1,614.47	\$3,357.10	\$1,200.28	\$4,001.45	\$5,920.97	\$1,085.24	\$6,472.79	\$29,117.89	\$14,132.11	67.32%
22100	CLEANING SUPPLIES	\$38,200.00	\$1,685.64	\$3,312.35	\$3,614.29	\$2,993.71	\$1,929.10	\$2,914.97	\$1,992.13	\$2,371.95	\$25,367.51	\$12,832.49	66.41%
22200	FUEL/OIL/LUBRICANTS	\$10,500.00	\$385.85	\$420.28	\$346.59	\$475.04	\$421.27	\$472.12	\$465.36	\$518.97	\$3,967.46	\$6,532.54	37.79%
22300	CATALOGING	\$7,000.00	\$177.39	\$0.00	\$0.00	\$2,502.83	\$0.00	\$22.51	\$191.40	\$213.33	\$3,107.46	\$3,892.54	44.39%
22400	A/V SUPPLIES/CATALOG	\$9,700.00	\$0.00	\$0.00	\$175.27	\$915.84	\$0.00	\$393.37	\$160.00	\$128.90	\$2,072.06	\$7,627.94	21.36%

Object	Object Descr	2015 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
22500	CIRCULATION SUPPLIES	\$35,000.00	\$1,007.90	\$4,408.00	\$0.00	\$0.00	\$13,314.00	\$46.54	\$6.82	\$2,436.01	\$21,245.61	\$13,754.39	60.70%
22600	LIGHT BULBS	\$7,000.00	\$273.25	\$193.25	\$0.00	\$4,481.85	\$2,743.58	\$90.36	\$593.40	\$23.33	\$8,399.02	-\$1,399.02	119.99%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$0.00	\$927.70	\$0.00	\$0.00	\$0.00	\$0.00	\$1,352.01	\$547.99	71.16%
22900	DISPLAY/EXHIBITS	\$8,700.00	\$0.00	\$366.37	\$0.00	\$1,095.80	\$0.00	\$0.00	\$0.00	\$0.00	\$1,587.17	\$7,112.83	18.24%
23000	IT SUPPLIES	\$6,500.00	\$439.22	\$211.95	\$633.46	\$428.62	\$390.98	\$1,052.91	\$259.29	\$199.34	\$3,855.37	\$2,644.63	59.31%
23100	BUILDING MATERIAL	\$21,000.00	\$594.20	\$2,050.17	\$1,390.62	\$1,136.19	\$83.90	\$3,673.02	\$1,489.61	\$2,204.98	\$13,220.02	\$7,779.98	62.95%
23200	PAINT/PAINTING	\$400.00	\$0.00	\$0.00	\$0.00	\$113.41	\$0.00	\$0.00	\$0.00	\$110.06	\$223.47	\$176.53	55.87%
31100	CONSULTING SERVICES	\$11,000.00	\$0.00	\$183.75	\$880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$530.00	\$2,123.75	\$8,876.25	19.31%
31200	ENGINEERING/ARCHITEC	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
31300	LEGAL SERVICES	\$15,000.00	\$705.00	\$210.00	\$685.00	\$846.82	\$720.11	\$1,165.83	\$3,956.80	\$1,157.78	\$10,257.34	\$4,742.66	68.38%
31400	BUILDING SERVICES	\$34,000.00	\$1,755.00	\$6,739.40	\$219.00	\$874.18	\$1,312.73	\$3,203.60	\$3,355.88	\$1,940.27	\$23,871.86	\$10,128.14	70.21%
31500	MAINTENANCE	\$156,100.00	\$2,686.33	\$2,782.70	\$6,345.41	\$2,894.33	\$2,784.69	\$8,841.43	\$12,535.12	\$87,818.62	\$130,149.00	\$25,951.00	83.38%
31600	COMPUTER SERVICES	\$73,000.00	\$5,764.18	\$5,148.67	\$5,148.67	\$5,148.67	\$5,148.67	\$5,148.67	\$5,270.60	\$3,770.60	\$45,697.40	\$27,302.60	62.60%
31700	ADMIN/ACCOUNTING	\$46,000.00	\$3,209.43	\$3,404.93	\$810.34	\$3,953.75	\$3,695.03	\$3,207.86	\$737.79	\$3,641.85	\$27,424.52	\$18,575.48	59.62%
31750	COLLECTION AGENCY	\$21,000.00	\$1,351.45	\$1,226.15	\$1,378.30	\$1,414.10	\$1,235.10	\$1,530.45	\$1,091.90	\$1,790.00	\$12,368.90	\$8,631.10	58.90%
32100	TELEPHONE	\$35,800.00	\$1,947.16	\$1,984.43	\$1,940.57	\$1,704.76	\$823.18	\$3,218.08	\$1,298.46	\$1,919.51	\$16,857.46	\$18,942.54	47.09%
32150	CABLE TV SERVICE	\$0.00	\$0.00	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$52.96	-\$52.96	0.00%
32200	POSTAGE	\$24,000.00	\$1,549.02	\$1,159.99	\$1,062.74	\$1,044.37	\$2,115.74	\$1,432.35	\$1,270.54	\$1,404.93	\$12,126.05	\$11,873.95	50.53%
32300	TRAVEL EXPENSE	\$10,000.00	\$1,070.96	\$0.00	\$0.00	\$92.40	\$1,454.80	\$0.00	\$40.00	\$18.96	\$2,677.12	\$7,322.88	26.77%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$285.00	\$9,715.00	2.85%
32500	CONTINUING	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
32600	FREIGHT/DELIVERY	\$1,800.00	\$44.05	\$9.25	\$21.77	\$0.00	\$0.00	\$925.00	\$0.00	\$51.92	\$2,029.24	-\$229.24	112.74%
33100	ADVERTISING/PUBLICAT	\$2,600.00	\$0.00	\$221.03	\$302.46	\$15.43	\$0.00	\$0.00	\$1,408.90	\$0.00	\$1,947.82	\$652.18	74.92%
33200	PRINTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$389.76	\$0.00	\$0.00	\$0.00	\$389.76	\$4,610.24	7.80%
33201	ENCUMBERED PRINTING	\$4,082.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,082.79	0.00%
34100	OFFICIAL BOND INS.	\$600.00	\$150.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$150.00	75.00%
34200	OTHER INSURANCE	\$69,400.00	\$15,536.00	\$56,149.00	\$0.00	\$0.00	\$0.00	\$146.00	\$0.00	\$0.00	\$71,831.00	-\$2,431.00	103.50%
35100	GAS	\$4,950.00	\$51.56	\$993.14	\$51.30	\$206.42	\$140.20	\$102.60	\$100.67	\$100.65	\$2,535.47	\$2,414.53	51.22%
35200	ELECTRICITY	\$318,400.00	\$26,118.24	\$27,574.91	\$19,171.35	\$26,376.08	\$23,720.75	\$24,562.45	\$21,884.93	\$22,007.32	\$215,131.90	\$103,268.10	67.57%
35300	WATER	\$28,300.00	\$1,129.94	\$1,610.01	\$576.16	\$1,698.66	\$2,214.82	\$1,932.04	\$2,335.43	\$2,496.50	\$14,906.67	\$13,393.33	52.67%
36100	BUILDING REPAIRS	\$25,000.00	\$2,500.00	\$0.00	\$6,845.00	\$0.00	\$320.92	\$0.00	\$0.00	\$1,120.61	\$12,216.98	\$12,783.02	48.87%
36300	OTHER	\$18,500.00	\$150.00	\$1,199.73	\$0.00	\$149.00	\$214.99	\$882.00	\$406.20	\$0.00	\$3,589.02	\$14,910.98	19.40%

Object	Object Descr	2015 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
36400	VEHICLE	\$11,500.00	\$1,052.07	\$0.00	\$3,256.00	\$80.00	\$0.00	\$1,475.05	\$2,227.39	\$0.00	\$8,205.11	\$3,294.89	71.35%
36500	MATERIALS	\$2,500.00	\$0.00	\$0.00	\$177.92	\$0.00	\$0.00	\$215.47	\$0.00	\$195.73	\$804.74	\$1,695.26	32.19%
37100	REAL ESTATE	\$38,850.00	-\$353.31	-\$583.56	\$1,732.36	\$877.30	\$173.28	\$190.60	\$21,748.73	\$199.36	\$23,401.34	\$15,448.66	60.24%
38450	DATABASES	\$173,210.21	\$0.00	\$480.00	\$10,000.00	\$44,522.46	\$10,275.00	\$9,495.74	-\$4,175.27	\$39,050.53	\$114,525.24	\$58,684.97	66.12%
38460	E-BOOKS	\$116,029.68	\$3,542.48	\$6,651.62	\$2,839.26	\$4,426.82	\$0.00	\$16,527.24	\$21,042.73	\$9,705.28	\$66,989.51	\$49,040.17	57.73%
39100	DUES/INSTITUTIONAL	\$8,200.00	\$0.00	\$750.00	\$290.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,546.65	\$2,653.35	67.64%
39200	INTEREST/TEMPORARY	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
39400	TRANSFER TO LIRF	\$785,000.00	\$34,166.68	\$17,083.33	\$17,083.33	\$17,083.33	\$597,083.33	\$17,083.35	\$17,083.33	\$17,083.33	\$733,750.01	\$51,249.99	93.47%
39500	EDUCATIONAL/LICENSIN	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,083.00	\$2,917.00	27.08%
44100	FURNITURE	\$10,000.00	\$0.00	\$1,659.95	\$4,373.82	\$0.00	\$638.99	\$0.00	\$1,263.58	\$2,162.89	\$10,099.23	-\$99.23	100.99%
44300	OTHER EQUIPMENT	\$20,000.00	\$8,100.00	\$599.98	\$500.00	\$0.00	\$500.00	\$0.00	\$5,543.00	\$0.00	\$15,242.98	\$4,757.02	76.21%
44450	BUILDING RENOVATION	\$4,000.00	\$0.00	\$0.00	\$1,606.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,606.95	\$2,393.05	40.17%
45100	BOOKS	\$551,699.46	\$47,822.29	\$47,299.24	\$47,138.39	\$53,333.12	\$37,975.04	\$59,741.65	\$36,102.04	\$44,440.51	\$444,691.14	\$107,008.32	80.60%
45200	PERIODICALS/NEWSPAPE	\$42,678.29	\$1,045.61	\$3,374.99	\$580.46	\$424.99	\$2,198.87	\$420.97	\$164.95	\$892.05	\$9,813.85	\$32,864.44	22.99%
45300	NONPRINT MATERIALS	\$352,589.36	\$25,581.97	\$32,405.64	\$24,157.32	\$28,921.92	\$21,962.84	\$39,959.29	\$24,270.01	\$25,438.05	\$265,910.60	\$86,678.76	75.42%
		\$8,826,029.92	\$610,655.87	\$670,950.47	\$522,200.91	\$782,379.32	\$1,152,401.93	\$644,615.45	\$593,977.63	\$693,473.27	\$6,250,726.88	\$2,575,303.04	70.82%

**MONROE COUNTY PUBLIC LIBRARY**

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**LIRF Budget & Expenditure Report**

January 1, 2015 to September 30, 2015

9 months = 75.0%

Object	Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	YTD Amount	2015	2015
													YTD	%YTD
31400	BUILDING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,573.00	\$0.00	\$0.00	\$0.00	\$2,573.00	-\$2,573.00	0.00%
36100	BUILDING REPAIRS	\$100,000.00	\$10,761.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,329.00	\$0.00	\$0.00	\$12,090.25	\$87,909.75	12.09%
36300	OTHER EQUIP/FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,263.93	\$0.00	\$0.00	\$1,263.93	-\$1,263.93	0.00%
44100	FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$532.59	\$242.59	\$1,608.63	\$139.95	\$2,523.76	-\$2,523.76	0.00%
44300	OTHER EQUIPMENT	\$100,000.00	\$266.37	\$6,377.53	\$0.00	\$5,937.11	\$35.96	\$383.07	\$201.34	\$506.28	\$0.00	\$13,707.66	\$86,292.34	13.71%
44450	BUILDING RENOVATION	\$150,000.00	\$3,997.00	\$0.00	\$23,730.00	\$0.00	\$27,236.00	\$0.00	\$0.00	\$0.00	\$20,340.00	\$75,303.00	\$74,697.00	50.20%
44600	IS EQUIPMENT	\$0.00	\$649.95	\$26,281.00	\$28,595.74	\$9,023.20	\$271.19	\$4,146.35	\$1,244.37	\$1,640.85	\$2,905.81	\$74,758.46	-\$74,758.46	0.00%
44650	IS SOFTWARE	\$0.00	\$0.00	\$2,679.92	\$898.00	\$0.00	\$839.92	\$149.00	\$98.00	\$149.99	\$3.29	\$4,818.12	-\$4,818.12	0.00%
		\$350,000.00	\$15,674.57	\$35,338.45	\$53,223.74	\$14,960.31	\$28,383.07	\$7,784.01	\$4,379.23	\$3,905.75	\$23,389.05	\$187,038.18	\$162,961.82	53.44%

**MONROE COUNTY PUBLIC LIBRARY**

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**Debt Service Budget & Expenditures Report**

January 1, 2015 to September 30, 2015

9 months = 75.0%

Object Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
37100 REAL ESTATE	\$620,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307,383.75	\$0.00	\$0.00	\$0.00	\$307,383.75	\$312,616.25	49.58%
39200 INTEREST/TEMPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$620,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307,383.75	\$0.00	\$0.00	\$0.00	\$307,383.75	\$312,616.25	49.58%

**MONROE COUNTY PUBLIC LIBRARY**

**Rainy Day Budget & Expenditures Report**

January 1, 2015 to September 30, 2015

9 months = 75.0%

Object	Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
31100	CONSULTING SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31200	ENGINEERING/ARCHITECT	\$20,000.00	\$0.00	\$0.00	\$0.00	\$4,663.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,663.40	\$15,336.60	23.32%
31300	LEGAL SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44100	FURNITURE	\$50,000.00	\$0.00	\$52,870.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,870.00	-\$2,870.00	105.74%
44300	OTHER EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44450	BUILDING RENOVATION	\$140,000.00	\$94,160.00	\$690.93	\$42,695.60	\$240.00	-\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$131,786.53	\$8,213.47	94.13%
44600	IS EQUIPMENT	\$0.00	\$0.00	\$16,170.00	\$0.00	\$2,255.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,425.80	-\$18,425.80	0.00%
		\$400,000.00	\$94,160.00	\$69,730.93	\$42,695.60	\$7,159.20	-\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$207,745.73	\$192,254.27	51.94%

**MONROE COUNTY PUBLIC LIBRARY**

**Special Revenue Budget & Expenditure Report**

January 1, 2015 to September 30, 2015

9 month = 75.0%

Object	Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	YTD Amount	2015 YTD Balance	2015 %YTD Budget
11300	MANAGERS/ASST.	\$63,912.46	\$4,940.44	\$4,940.45	\$4,940.44	\$4,940.44	\$17,586.61	\$11,724.40	\$11,724.40	\$11,724.41	\$11,724.40	\$84,245.99	-\$20,333.53	131.81%
11400	LIBRARIANS, EXPERTS	\$128,658.54	\$9,606.99	\$9,606.96	\$9,616.37	\$9,630.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,460.82	\$90,197.72	29.89%
11600	ASSISTANTS/PARAPROFESS	\$185,713.17	\$11,819.49	\$10,984.74	\$10,359.87	\$10,876.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,040.89	\$141,672.28	23.71%
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$23,453.61	\$1,565.05	\$1,523.86	\$1,480.78	\$1,511.70	\$2,500.57	\$1,632.80	\$1,643.11	\$1,612.45	\$1,653.63	\$15,123.95	\$8,329.66	64.48%
12300	PERF/EMPLOYER	\$32,881.40	\$2,068.10	\$2,076.32	\$2,083.49	\$2,094.64	\$2,079.24	\$3,115.76	\$2,075.96	\$2,085.99	\$2,076.33	\$19,755.83	\$13,125.57	60.08%
12350	PERF/EMPLOYEE CONTRIB.	\$8,807.52	\$553.95	\$556.16	\$558.07	\$561.06	\$556.93	\$834.57	\$556.06	\$558.75	\$556.16	\$5,291.71	\$3,515.81	60.08%
12400	INS/EMPLOYER	\$78,141.22	\$5,669.80	\$3,282.00	\$5,534.54	\$249.72	\$4,251.99	\$2,573.29	\$6,766.91	\$2,937.31	\$4,293.75	\$35,559.31	\$42,581.91	45.51%
12500	MEDICARE/EMPLOYER	\$5,485.12	\$366.02	\$356.38	\$346.32	\$353.55	\$584.81	\$381.86	\$384.27	\$377.12	\$386.72	\$3,537.05	\$1,948.07	64.48%
12800	PRODUCTION ASSISTANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,703.83	\$10,074.52	\$10,052.70	\$10,278.13	\$10,207.95	\$56,317.13	-\$56,317.13	0.00%
12900	INFORMATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,526.48	\$2,834.07	\$3,015.91	\$2,262.54	\$3,029.73	\$15,668.73	-\$15,668.73	0.00%
13100	WORK STUDY	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
13200	TECHNICIANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,234.50	\$2,823.01	\$2,823.01	\$2,823.00	\$2,823.00	\$15,526.52	-\$15,526.52	0.00%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21400	DUPLICATING	\$500.00	\$0.00	\$0.00	\$0.00	\$149.92	\$0.00	\$0.00	\$60.97	\$105.94	\$156.97	\$473.80	\$26.20	94.76%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$0.00	\$20.11	\$24.95	\$0.00	\$22.55	\$92.94	\$27.81	\$25.46	\$32.44	\$246.26	\$753.74	24.63%
22700	VIDEO TAPE/MEDIA	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,498.85	\$0.00	\$0.00	\$5,498.85	\$9,501.15	36.66%
23000	IT SUPPLIES	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
23100	BUILDING MATERIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$59.99	\$59.99	-\$59.99	0.00%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$0.00	\$200.16	\$0.00	\$186.56	\$0.00	\$1,280.00	\$2,280.33	\$58.35	\$0.00	\$4,005.40	\$5,994.60	40.05%
31100	CONSULTING SERVICES	\$10,000.00	\$198.00	\$0.00	\$225.00	\$222.00	\$0.00	\$0.00	\$1,086.00	\$0.00	\$0.00	\$1,731.00	\$8,269.00	17.31%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$0.00	\$94.47	\$14.31	\$0.00	\$0.00	\$0.00	\$0.00	\$108.78	\$641.22	14.50%
31500	MAINTENANCE	\$250.00	\$0.00	\$39.92	\$39.92	\$39.84	\$39.98	\$45.00	\$50.00	\$169.40	\$278.00	\$702.06	-\$452.06	280.82%
31600	COMPUTER SERVICES	\$700.00	\$51.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$51.92	\$648.08	7.42%
31650	DIGITIZATION SERVICES	\$22,000.00	\$765.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$765.00	\$21,235.00	3.48%
31700	ADMIN/ACCOUNTING	\$100.00	\$9.85	\$2.09	\$7.60	\$3.34	\$19.31	\$8.70	\$8.59	\$9.25	\$6.10	\$74.83	\$25.17	74.83%
32100	TELEPHONE	\$3,700.00	\$155.42	\$0.00	\$246.00	\$140.20	\$0.00	\$124.74	\$315.48	\$0.00	\$330.48	\$1,312.32	\$2,387.68	35.47%



Object	Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	YTD Amount	2015 YTD Balance	2015 %YTD Budget
32150	CABLE TV SERVICE	\$150.00	\$15.46	\$15.46	\$15.46	\$0.00	\$15.46	\$15.46	\$15.46	\$15.46	\$15.46	\$123.68	\$26.32	82.45%
32200	POSTAGE	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$148.28	\$148.28	\$151.72	49.43%
32300	TRAVEL EXPENSE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
32400	PROFESSIONAL MTG/OFF	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
32600	FREIGHT/DELIVERY	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
36300	OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00%
37100	REAL ESTATE	\$4,000.00	-\$72.40	-\$72.40	-\$72.40	-\$72.40	-\$104.36	-\$78.16	-\$78.16	\$1,990.60	\$2.60	\$1,442.92	\$2,557.08	36.07%
39100	DUES/INSTITUTIONAL	\$2,000.00	\$516.00	\$0.00	\$1,200.00	\$0.00	\$250.00	\$0.00	\$0.00	\$78.75	\$0.00	\$2,044.75	-\$44.75	102.24%
39500	EDUCATIONAL/LICENSING	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS	\$10,000.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$7,500.00	\$2,500.00	75.00%
44100	FURNITURE	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
44700	EQUIPMENT - CATS	\$45,000.00	-\$59.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$59.00	\$45,059.00	-0.13%
		\$675,103.04	\$40,670.09	\$33,532.21	\$36,606.41	\$33,482.33	\$52,282.21	\$37,482.96	\$50,807.66	\$37,112.91	\$37,781.99	\$359,758.77	\$315,344.27	53.29%

**MONROE COUNTY PUBLIC LIBRARY**

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**Gen. Obligation Bond Budget & Expenditure**

January 1, 2015 to September 30, 2015

9 months = 75.0%

Object	Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	YTD Amount	2015	2015
													YTD Balance	%YTD Budget
31500	MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,950.00	\$650.00	\$650.00	\$3,250.00	-\$3,250.00	0.00%
31700	ADMIN/ACCOUNTING	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$210.00	\$0.00	\$460.00	-\$460.00	0.00%
44100	FURNITURE	\$100,000.00	\$19,405.20	\$54,378.52	\$0.00	\$0.00	\$13,803.63	\$0.00	\$0.00	\$0.00	\$0.00	\$87,587.35	\$12,412.65	87.59%
44300	OTHER EQUIPMENT	\$0.00	\$0.00	\$445.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$445.00	-\$445.00	0.00%
44450	BUILDING	\$100,000.00	\$20,000.00	\$30,217.10	\$0.00	\$0.00	\$6,000.00	\$0.00	\$52,510.00	\$0.00	\$0.00	\$108,727.10	-\$8,727.10	108.73%
44600	IS EQUIPMENT	\$106,990.00	\$799.80	\$12,210.30	\$5,067.60	\$2,674.98	\$735.09	\$266.98	\$12,201.84	\$3,398.42	\$6,519.00	\$43,874.01	\$63,115.99	41.01%
44650	IS SOFTWARE	\$0.00	\$0.00	\$3,298.68	\$144.00	\$125.00	\$392.00	\$0.00	\$96.29	\$697.00	\$845.86	\$5,598.83	-\$5,598.83	0.00%
44700	EQUIPMENT - CATS	\$65,306.00	\$0.00	\$0.00	\$0.00	\$5,015.11	\$0.00	\$0.00	\$0.00	\$219.99	\$329.98	\$5,565.08	\$59,740.92	8.52%
44750	SOFTWARE - CATS	\$0.00	\$0.00	\$1,398.00	\$3,058.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,456.92	-\$4,456.92	0.00%
		\$372,296.00	\$40,455.00	\$101,947.60	\$8,270.52	\$7,815.09	\$20,930.72	\$266.98	\$66,758.13	\$5,175.41	\$8,344.84	\$259,964.29	\$112,331.71	69.83%

**MONROE COUNTY PUBLIC LIBRARY**

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**Expenditure Summary compared to last year**

**2015 compared to 2014: Period Ending September**

Fund	Fund Descr	2015 Budget	September 2015 Amt	2015 YTD Amt	2014 Budget	September 2014 Amt	2014 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,826,029.92	\$691,131.53	\$6,250,726.88	\$8,011,683.99	\$583,928.74	\$5,559,268.44	12.44%
002	JAIL	\$0.00	\$1,963.98	\$4,268.92	\$0.00	\$32.71	\$2,431.70	75.55%
003	CLEARING	\$0.00	\$0.00	\$16,267.80	\$0.00	\$125.00	\$8,417.11	93.27%
004	GIFT UNRESTRICTED	\$0.00	\$935.66	\$6,414.29	\$0.00	\$0.00	\$2,728.64	135.07%
005	PLAC	\$0.00	\$0.00	\$7,285.00	\$0.00	\$0.00	\$8,100.00	-10.06%
006	RETIREEES	\$0.00	\$342.44	\$2,782.50	\$0.00	\$1,851.48	\$4,252.44	-34.57%
007	LIRF	\$350,000.00	\$23,389.05	\$187,038.18	\$366,000.00	\$7,077.50	\$71,912.50	160.09%
008	DEBT SERVICE	\$620,000.00	\$0.00	\$307,383.75	\$607,768.00	\$0.00	\$304,333.75	1.00%
009	RAINY DAY	\$400,000.00	\$0.00	\$207,745.73	\$400,000.00	\$0.00	\$431,114.39	-51.81%
010	PAYROLL	\$0.00	\$332,596.20	\$3,162,399.49	\$0.00	\$356,220.81	\$3,169,032.72	-0.21%
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	\$8,089.28	\$66,619.83	\$0.00	\$5,870.83	\$56,126.70	18.70%
017	LEVY EXCESS	\$0.00	\$0.00	\$1,168.74	\$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	\$3,326.68	\$64,313.53	\$0.00	\$3,647.78	\$70,124.24	-8.29%
020	SPECIAL REVENUE	\$675,103.04	\$37,781.99	\$359,758.77	\$664,141.32	\$48,930.02	\$435,017.03	-17.30%
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	\$8,344.84	\$259,964.29	\$125,000.00	\$162,917.23	\$1,068,971.50	-75.68%
027	COMMUNITY FDTN	\$0.00	\$58.95	\$7,708.95	\$27,485.00	\$900.00	\$14,572.32	-47.10%
028	FINRA 2014	\$0.00	\$4,122.20	\$25,975.63	\$0.00	\$1,628.38	\$6,336.07	309.96%
029	GO BOND 2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$11,243,428.96	\$1,112,082.80	\$10,938,208.22	\$10,202,078.31	\$1,173,130.48	\$11,631,596.23	-5.96%

**MONROE COUNTY PUBLIC LIBRARY**

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

Source Descr	2015 YTD Budget	Jan	Feb	Mar	April	May	June	July	Aug	Sept	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
<b>Fund 001 OPERATING</b>													
PROPERTY	\$5,510,398.00	\$113,618.93	\$0.00	\$0.00	\$0.00	\$0.00	\$3,014,957.82	\$0.00	\$0.00	\$0.00	\$3,128,576.75	\$2,381,821.25	56.78%
INTANGIBLES TAX	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,375.65	\$0.00	\$0.00	\$0.00	\$8,375.65	\$8,624.35	49.27%
LICENSE EXCISE TAX	\$265,000.00	\$9,392.24	\$0.00	\$0.00	\$0.00	\$0.00	\$179,444.49	\$0.00	\$0.00	\$0.00	\$188,836.73	\$76,163.27	71.26%
COUNTY OPTION	\$1,968,000.00	\$164,036.08	\$164,036.08	\$164,036.08	\$164,036.08	\$164,036.08	\$164,036.08	\$164,036.08	\$164,036.08	\$164,036.08	\$1,476,324.72	\$491,675.28	75.02%
COMMERCIAL	\$45,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,667.11	\$0.00	\$0.00	\$0.00	\$0.00	\$24,667.11	\$20,332.89	54.82%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL COPIERS/PRINTERS	\$0.00	\$500.08	\$422.91	\$434.51	\$687.04	\$402.35	\$461.20	\$453.10	\$609.30	\$588.75	\$4,559.24	-\$4,559.24	0.00%
LOST/DAMAGED	\$0.00	\$1,469.54	\$2,456.82	\$2,166.51	\$1,671.46	\$1,151.33	\$1,732.88	\$1,740.20	\$1,480.10	\$1,501.29	\$15,370.13	-\$15,370.13	0.00%
FINES	\$160,000.00	\$11,971.31	\$13,112.32	\$13,226.72	\$11,740.37	\$11,689.39	\$12,520.76	\$11,554.62	\$10,869.82	\$12,187.24	\$108,872.55	\$51,127.45	68.05%
COLLECTION AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$1,796.15	\$704.55	\$807.15	\$1,270.65	\$1,609.61	\$1,515.75	\$1,435.40	\$1,377.41	\$1,126.55	\$11,643.22	\$856.78	93.15%
MISCELLANEOUS	\$0.00	\$141.12	\$97.18	\$124.02	\$539.89	\$0.00	\$100.00	\$100.78	\$8.04	\$11.00	\$1,122.03	-\$1,122.03	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM FEES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	\$700.00	30.00%
GARNISHMENT FEES	\$0.00	\$5.52	\$5.52	\$5.52	\$5.52	\$8.28	\$5.52	\$11.07	\$16.62	\$11.07	\$74.64	-\$74.64	0.00%
E-RATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,651.52	\$13,651.52	-\$13,651.52	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
STATE DISTRIBUTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
READER PRINTER	\$0.00	\$28.35	\$13.40	\$19.15	\$20.87	\$70.28	\$81.40	\$44.55	\$30.05	\$37.40	\$345.45	-\$345.45	0.00%
OBITS	\$0.00	\$18.00	\$371.00	\$514.00	\$213.99	\$192.00	\$117.00	\$167.55	\$150.00	\$170.00	\$1,913.54	-\$1,913.54	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$6,000.00	\$1,370.11	\$1,108.93	\$1,043.13	\$886.53	\$839.85	\$1,364.78	\$1,558.05	\$1,341.29	\$1,101.49	\$10,614.16	-\$4,614.16	176.90%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INVESTMENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$85.15	\$791.50	\$90.41	\$93.42	\$90.41	\$220.82	\$1,371.71	-\$1,371.71	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$1,725.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$3,600.00	-\$3,600.00	0.00%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Fund 001 OPERATING</b>	<b>\$7,997,398.00</b>	<b>\$304,347.43</b>	<b>\$182,328.71</b>	<b>\$182,376.79</b>	<b>\$181,232.55</b>	<b>\$207,182.78</b>	<b>\$3,385,103.74</b>	<b>\$181,194.82</b>	<b>\$180,009.12</b>	<b>\$196,443.21</b>	<b>\$5,000,219.15</b>	<b>\$2,997,178.85</b>	<b>62.52%</b>

Source Descr	2015 YTD Budget	Jan	Feb	Mar	April	May	June	July	Aug	Sept	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
Fund 002 JAIL													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING													
CONFERENCE/RECEIPT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$575.40	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,575.40	-\$1,575.40	0.00%
ILL FINES/FEES	\$0.00	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	-\$20.00	0.00%
REIMBURSEMENT/CLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/COBRA	\$0.00	\$615.19	\$0.00	\$0.00	\$1,026.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,641.75	-\$1,641.75	0.00%
FEMA/CLEARING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 003 CLEARING	\$0.00	\$635.19	\$575.40	\$0.00	\$1,026.56	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$3,237.15	-\$3,237.15	0.00%
Fund 004 GIFT UNRESTRICTED													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$1,172.96	\$116.25	\$238.80	\$109.79	\$350.42	\$143.79	\$3,080.15	\$1,960.61	\$294.62	\$7,467.39	-\$7,467.39	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$1,172.96	\$116.25	\$238.80	\$109.79	\$350.42	\$143.79	\$3,080.15	\$1,960.61	\$294.62	\$7,467.39	-\$7,467.39	0.00%
Fund 005 PLAC													
PUBLIC LIBRARY	\$0.00	\$675.00	\$715.00	\$1,300.00	\$650.00	\$585.00	\$910.00	\$910.00	\$1,040.00	\$910.00	\$7,695.00	-\$7,695.00	0.00%
Fund 005 PLAC	\$0.00	\$675.00	\$715.00	\$1,300.00	\$650.00	\$585.00	\$910.00	\$910.00	\$1,040.00	\$910.00	\$7,695.00	-\$7,695.00	0.00%
Fund 006 RETIREES													
RETIREES INSURANCE	\$0.00	\$597.72	\$210.88	\$421.76	\$0.00	\$210.88	\$210.88	\$210.88	\$303.11	\$303.81	\$2,469.92	-\$2,469.92	0.00%
Fund 006 RETIREES	\$0.00	\$597.72	\$210.88	\$421.76	\$0.00	\$210.88	\$210.88	\$210.88	\$303.11	\$303.81	\$2,469.92	-\$2,469.92	0.00%
Fund 007 LIRF													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIRF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$682,500.00	\$0.00	\$0.00	\$0.00	\$682,500.00	-\$682,500.00	0.00%

Source Descr	2015 YTD Budget	Jan	Feb	Mar	April	May	June	July	Aug	Sept	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$205,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$205,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$682,500.00	\$0.00	\$0.00	\$0.00	\$682,500.00	-\$477,500.00	332.93%
Fund 008 DEBT SERVICE													
PROPERTY	\$580,000.00	\$12,909.03	\$0.00	\$0.00	\$0.00	\$0.00	\$266,693.97	\$0.00	\$0.00	\$0.00	\$279,603.00	\$300,397.00	48.21%
INTANGIBLES TAX	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$736.10	\$0.00	\$0.00	\$0.00	\$736.10	\$1,263.90	36.81%
LICENSE EXCISE TAX	\$30,000.00	\$1,061.14	\$0.00	\$0.00	\$0.00	\$0.00	\$15,770.67	\$0.00	\$0.00	\$0.00	\$16,831.81	\$13,168.19	56.11%
COMMERCIAL	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,167.89	\$0.00	\$0.00	\$0.00	\$0.00	\$2,167.89	\$2,832.11	43.36%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$617,000.00	\$13,970.17	\$0.00	\$0.00	\$0.00	\$2,167.89	\$283,200.74	\$0.00	\$0.00	\$0.00	\$299,338.80	\$317,661.20	48.52%
Fund 009 RAINY DAY													
COUNTY OPTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,168.74	\$0.00	\$0.00	\$1,168.74	-\$1,168.74	0.00%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,168.74	\$0.00	\$0.00	\$1,168.74	-\$1,168.74	0.00%
Fund 010 PAYROLL													
GROSS PAYROLL	\$0.00	\$324,508.23	\$348,230.18	\$328,904.28	\$323,665.41	\$497,802.46	\$331,494.31	\$335,334.39	\$341,788.18	\$329,457.64	\$3,161,185.08	-\$3,161,185.08	0.00%
Fund 010 PAYROLL	\$0.00	\$324,508.23	\$348,230.18	\$328,904.28	\$323,665.41	\$497,802.46	\$331,494.31	\$335,334.39	\$341,788.18	\$329,457.64	\$3,161,185.08	-\$3,161,185.08	0.00%
Fund 013 PETTY CASH													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 013 PETTY CASH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-RESTRICED													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2015 YTD Budget	Jan	Feb	Mar	April	May	June	July	Aug	Sept	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
INTEREST FROM RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$370.00	\$480.00	\$545.00	\$2,657.00	\$7,017.32	\$819.00	\$920.00	\$0.00	\$0.00	\$12,808.32	-\$12,808.32	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$370.00	\$480.00	\$545.00	\$15,145.67	\$16,647.60	\$819.00	\$6,902.37	\$0.00	\$0.00	\$40,909.64	-\$40,909.64	0.00%
Fund 019 GIFT-FOUNDATION													
MISCELLANEOUS	\$0.00	\$26.68	\$0.00	\$0.00	\$9.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.84	-\$35.84	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$42,042.74	\$0.00	\$15,000.00	\$0.00	\$87,042.74	-\$87,042.74	0.00%
Fund 019 GIFT-	\$0.00	\$26.68	\$15,000.00	\$0.00	\$9.16	\$15,000.00	\$42,042.74	\$0.00	\$15,000.00	\$0.00	\$87,078.58	-\$87,078.58	0.00%
Fund 020 SPECIAL REVENUE													
MISCELLANEOUS	\$0.00	\$340.00	\$36.55	\$210.00	\$120.00	\$660.00	\$290.00	\$215.00	\$200.00	\$140.00	\$2,211.55	-\$2,211.55	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$59,826.25	\$104,627.50	\$0.00	\$104,627.50	\$0.00	\$0.00	\$0.00	\$0.00	\$269,081.25	-\$269,081.25	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$59,826.25	\$0.00	\$0.00	\$59,826.25	\$0.00	\$119,652.50	-\$119,652.50	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$3,624.25	\$0.00	\$0.00	\$3,624.25	\$0.00	\$0.00	\$3,624.25	\$10,872.75	-\$10,872.75	0.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL	\$0.00	\$340.00	\$59,862.80	\$108,461.75	\$120.00	\$165,113.75	\$3,914.25	\$215.00	\$60,026.25	\$3,764.25	\$401,818.05	-\$401,818.05	0.00%
Fund 021 CAPITAL PROJECTS													
PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTANGIBLES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LICENSE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COMMERCIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 021 CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA GRANT													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 G O BOND													
BOND SALE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 G O BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 027 COMMUNITY FDTN GRANT													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2015 YTD Budget	Jan	Feb	Mar	April	May	June	July	Aug	Sept	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
Fund 027 COMMUNITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014 RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$385.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$385.94	-\$385.94	0.00%
Fund 028 FINRA 2014	\$0.00	\$385.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$385.94	-\$385.94	0.00%
	\$8,819,398.00	\$647,029.32	\$607,519.22	\$628,248.38	\$521,959.14	\$905,060.78	\$4,730,339.45	\$530,016.35	\$600,127.27	\$531,173.53	\$9,701,473.44	-\$882,075.44	111.87%



**MONROE COUNTY PUBLIC LIBRARY**

**Cash Balances by fund**  
Current Period: September 2015

FUND Descr	09/01/15	MTD Debit	MTD Credit	09/30/15	Bal Sht Descr
OPERATING	\$15,721.11	\$22,237.10	\$5.60	\$37,952.61	ONB/MONROE BANK CHECKING
OPERATING	\$17,596.22	\$8,823.28	\$0.00	\$26,419.50	GERMAN AMER./UNITED COMMERCE
OPERATING	-\$303,385.54	\$965,109.03	\$675,091.11	-\$13,367.62	MAINSOURCE CHECKING
OPERATING	\$1,345,216.13	\$1,101.49	\$800,000.00	\$546,317.62	MAINSOURCE SAVINGS
OPERATING	\$1,150.89	\$220.82	\$0.00	\$1,371.71	INVESTMENT CD s
Fund 001 OPERATING	\$1,076,298.81	\$997,491.72	\$1,475,096.71	\$598,693.82	
JAIL	\$3,695.06	\$0.00	\$1,963.98	\$1,731.08	MAINSOURCE CHECKING
Fund 002 JAIL	\$3,695.06	\$0.00	\$1,963.98	\$1,731.08	
CLEARING	\$70.24	\$0.00	\$0.00	\$70.24	MAINSOURCE CHECKING
Fund 003 CLEARING	\$70.24	\$0.00	\$0.00	\$70.24	
GIFT UNRESTRICTED	\$5,042.92	\$285.62	\$0.00	\$5,328.54	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$16.00	\$9.00	\$0.00	\$25.00	GERMAN AMER./UNITED COMMERCE
GIFT UNRESTRICTED	\$7,753.60	\$0.00	\$935.66	\$6,817.94	MAINSOURCE CHECKING
Fund 004 GIFT UNRESTRICTED	\$12,812.52	\$294.62	\$935.66	\$12,171.48	
PLAC	\$325.00	\$325.00	\$0.00	\$650.00	ONB/MONROE BANK CHECKING
PLAC	\$1,625.00	\$585.00	\$0.00	\$2,210.00	GERMAN AMER./UNITED COMMERCE
Fund 005 PLAC	\$1,950.00	\$910.00	\$0.00	\$2,860.00	
RETIREES	\$513.99	\$303.81	\$0.00	\$817.80	ONB/MONROE BANK CHECKING
RETIREES	-\$407.04	\$0.00	\$342.44	-\$749.48	MAINSOURCE CHECKING
Fund 006 RETIREEES	\$106.95	\$303.81	\$342.44	\$68.32	
LIRF	\$57,252.48	\$0.00	\$23,389.05	\$33,863.43	MAINSOURCE CHECKING
LIRF	\$1,118,414.84	\$0.00	\$0.00	\$1,118,414.84	MAINSOURCE SAVINGS
LIRF	\$600,000.00	\$0.00	\$0.00	\$600,000.00	INVESTMENT CD s
Fund 007 LIRF	\$1,775,667.32	\$0.00	\$23,389.05	\$1,752,278.27	
DEBT SERVICE	\$1,049.94	\$0.00	\$0.00	\$1,049.94	MAINSOURCE CHECKING
DEBT SERVICE	\$80,000.00	\$0.00	\$0.00	\$80,000.00	MAINSOURCE SAVINGS
Fund 008 DEBT SERVICE	\$81,049.94	\$0.00	\$0.00	\$81,049.94	
RAINY DAY	\$85,352.81	\$0.00	\$0.00	\$85,352.81	MAINSOURCE CHECKING
RAINY DAY	\$950,102.37	\$0.00	\$0.00	\$950,102.37	MAINSOURCE SAVINGS
Fund 009 RAINY DAY	\$1,035,455.18	\$0.00	\$0.00	\$1,035,455.18	
PAYROLL	\$12,916.67	\$329,457.64	\$332,596.20	\$9,778.11	MAINSOURCE CHECKING
Fund 010 PAYROLL	\$12,916.67	\$329,457.64	\$332,596.20	\$9,778.11	
GIFT-RESTRICED	\$6,902.37	\$0.00	\$0.00	\$6,902.37	ONB/MONROE BANK CHECKING
GIFT-RESTRICED	\$28,313.16	\$0.00	\$8,089.28	\$20,223.88	MAINSOURCE CHECKING
GIFT-RESTRICED	\$50,000.00	\$0.00	\$0.00	\$50,000.00	MAINSOURCE SAVINGS
Fund 016 GIFT-RESTRICED	\$85,215.53	\$0.00	\$8,089.28	\$77,126.25	
GIFT-FOUNDATION	\$16,077.80	\$0.00	\$0.00	\$16,077.80	ONB/MONROE BANK CHECKING
GIFT-FOUNDATION	\$41,525.98	\$0.00	\$3,326.68	\$38,199.30	MAINSOURCE CHECKING
Fund 019 GIFT-FOUNDATION	\$57,603.78	\$0.00	\$3,326.68	\$54,277.10	
SPECIAL REVENUE	\$0.00	\$3,624.25	\$0.00	\$3,624.25	ONB/MONROE BANK CHECKING
SPECIAL REVENUE	\$436.05	\$140.00	\$6.10	\$569.95	GERMAN AMER./UNITED COMMERCE
SPECIAL REVENUE	\$51,901.05	\$79.34	\$37,855.23	\$14,125.16	MAINSOURCE CHECKING
SPECIAL REVENUE	\$350,000.00	\$0.00	\$0.00	\$350,000.00	MAINSOURCE SAVINGS
Fund 020 SPECIAL REVENUE	\$402,337.10	\$3,843.59	\$37,861.33	\$368,319.36	
G O BOND	\$88,459.06	\$21.00	\$8,365.84	\$80,114.22	MAINSOURCE CHECKING
G O BOND	\$30,000.00	\$0.00	\$0.00	\$30,000.00	MAINSOURCE SAVINGS
Fund 026 G O BOND	\$118,459.06	\$21.00	\$8,365.84	\$110,114.22	

FUND Descr	09/01/15	MTD Debit	MTD Credit	09/30/15	Bal Sht Descr
FINRA 2014	\$10,021.84	\$0.00	\$4,122.20	\$5,899.64	MAINSOURCE CHECKING
Fund 028 FINRA 2014	\$10,021.84	\$0.00	\$4,122.20	\$5,899.64	
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	
	\$4,673,627.55	\$1,332,322.38	\$1,896,089.37	\$4,109,860.56	

**MONROE COUNTY PUBLIC LIBRARY**

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**ONB MONROE CHECKING**  
**06300 ONB/MONROE**  
**September 2015**

**Account Summary**

Beginning Balance	9/1/2015	\$44,583.19
+ Receipts/Deposits		\$26,770.18
- Payments (Checks and		\$0.00
Ending Balance as	9/30/2015	\$71,353.37

**Check Book**

Active	G 001-06300	OPERATING	\$37,952.61
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$5,328.54
Active	G 005-06300	PLAC	\$650.00
Active	G 006-06300	RETIREEES	\$817.80
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	\$6,902.37
Active	G 019-06300	GIFT-FOUNDATION	\$16,077.80
Active	G 020-06300	SPECIAL REVENUE	\$3,624.25
Active	G 024-06300	FINRA GRANT	\$0.00
Active	G 027-06300	COMMUNITY FDTN	\$0.00
		Cash	<b>\$71,353.37</b>
	Beginng Balance		\$44,583.19
	+ Total Deposits		\$26,770.18
	- Checks Written		\$0.00
	Check Book		\$71,353.37
	Difference		\$0.00

**MONROE COUNTY PUBLIC LIBRARY**

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GERMAN-AMER/UNITED C  
06400 GER AME/UC  
September 2015**

**Account Summary**

Beginning Balance	9/1/2015	\$19,673.27
+ Receipts/Deposits		\$9,551.18
- Payments (Checks and		\$0.00
Ending Balance as	9/30/2015	\$29,224.45

**Check Book**

Active	G 001-06400	OPERATING	\$26,419.50
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$25.00
Active	G 005-06400	PLAC	\$2,210.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$569.95
		Cash	<b>\$29,224.45</b>
	Beginng Balance	\$19,673.27	
	+ Total Deposits	\$9,551.18	
	- Checks Written	\$0.00	
	Check Book	\$29,224.45	
	Difference	\$0.00	

**MONROE COUNTY PUBLIC LIBRARY**

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**MAINSOURCE CHECKING**  
**06600 MAINSO CKG**  
**September 2015**

**Account Summary**

Beginning Balance	9/1/2015	\$114,919.29
+ Receipts/Deposits		\$964,115.14
- Payments (Checks and		\$757,521.74
Ending Balance as	9/30/2015	\$321,512.69

**Check Book**

Active	G 001-06600	OPERATING	-\$13,367.62
Active	G 002-06600	JAIL	\$1,731.08
Active	G 003-06600	CLEARING	\$70.24
Active	G 004-06600	GIFT UNRESTRICTED	\$6,817.94
Active	G 005-06600	PLAC	\$0.00
Active	G 006-06600	RETIREEES	-\$749.48
Active	G 007-06600	LIRF	\$33,863.43
Active	G 008-06600	DEBT SERVICE	\$1,049.94
Active	G 009-06600	RAINY DAY	\$85,352.81
Active	G 010-06600	PAYROLL	\$9,778.11
Active	G 016-06600	GIFT-RESTRICED	\$20,223.88
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$38,199.30
Active	G 020-06600	SPECIAL REVENUE	\$14,125.16
Active	G 024-06600	FINRA GRANT	\$0.00
Active	G 026-06600	G O BOND	\$80,114.22
Active	G 027-06600	COMMUNITY FDTN	\$0.00
Active	G 028-06600	FINRA 2014	\$5,899.64
Active	G 029-06600	GO BOND 2016	-\$32.45
		Cash	<b>\$283,076.20</b>
	Beginng Balance		\$114,919.29
	+ Total Deposits		\$964,115.14
	- Checks Written		\$795,958.23
	Check Book		\$283,076.20
	O/S Checks		\$38,436.49

**MONROE COUNTY PUBLIC LIBRARY**

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Page 1

**\*Check Reconciliation©**

**MAINSOURCE SAVINGS**

**06610 MAINSO SAV**

**September 2015**

**Account Summary**

Beginning Balance	9/1/2015	\$3,923,733.34
+ Receipts/Deposits		\$1,101.49
- Payments (Checks and		\$800,000.00
Ending Balance as	9/30/2015	\$3,124,834.83

**Check Book**

Active	G 001-06610	OPERATING	\$546,317.62
Active	G 002-06610	JAIL	\$0.00
Active	G 003-06610	CLEARING	\$0.00
Active	G 004-06610	GIFT UNRESTRICTED	\$0.00
Active	G 005-06610	PLAC	\$0.00
Active	G 006-06610	RETIREES	\$0.00
Active	G 007-06610	LIRF	\$1,118,414.84
Active	G 008-06610	DEBT SERVICE	\$80,000.00
Active	G 009-06610	RAINY DAY	\$950,102.37
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	\$350,000.00
Active	G 024-06610	FINRA GRANT	\$0.00
Active	G 026-06610	G O BOND	\$30,000.00
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>\$3,124,834.83</b>
	Beginng Balance	\$3,923,733.34	
	+ Total Deposits	\$1,101.49	
	- Checks Written	\$800,000.00	
	Check Book	\$3,124,834.83	
	Difference	\$0.00	

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

### Beginning Employment

- Taitum Caggiano, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 9, 2015.
- Katie Pfannmoeller, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 9, 2015
- Joseph Camacho-Roy, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 10, 2015.
- Kelsey Shanabarger, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 10, 2015.
- Claire Jenness, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 22, 2015.
- Sam Springman, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 22, 2015.
- Serena Ahmed, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 22, 2015.
- Roger Stremming, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 22, 2015.
- Naomi O'Donnell, CATS, Master Control Operator, Pay Grade 3, 20 hours per week effective September 22, 2015.
- Caitlin Watkins, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 22, 2015.
- Alejandria Galarza, Community Engagement, Teen & Children's Librarian, Pay Grade 8, 37.5 hours per week effective October 19, 2015.

### Ending Employment

- Ginny Hosler, Customer Service, Senior Information Assistant, Pay Grade 6, 37.5 hours per week effective October 8, 2015.
- Mark Carpenter, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 21, 2015.
- Caitlin Watkins, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective September 23, 2015.

### Job Changes

- Jennifer Hoffman, Customer Service, Senior Information Assistant, Pay Grade 6, 37.5 hours per week to Community Engagement, Teen & Jail Services Librarian, Pay Grade 8, 37.5 hours per week effective September 21, 2015.

- Kelly Jordan, Customer Service, Information Assistant, Pay Grade 3, 37.5 hours per week to Senior Information Assistant, Pay Grade 6, 37.5 hours per week effective October 5, 2015.
- Amber Mestre, Customer Service, Information Assistant, Pay Grade 3, 20 hours per week to Senior Information Assistant, Pay Grade 6, 37.5 hours per week effective October 5, 2015
- Jared Thompson, Access & Content, Senior Material Handler, Pay Grade 3, 25 hours per week to Senior Material Handler, Pay Grade 3, 37.5 hours per week effective October 5, 2015.

### *Work Study – 2015 Fall Semester*

#### **Administration/HR**

- Haider N. Al-Awadi,
- Arnell Paul
- Sarah Harrison
- Alyssa Smith

#### **Community Engagement**

- Anna Barnes
- Robert A. Crouch
- Dae'Dreona Dabney
- Sarah Federspiel
- Jeffery Fielder
- Sarah A. Furfaro
- Karla Govea
- Cortney Hicks
- Judith Paniagua
- Abigail Pigg
- Segment Pinckney
- Courtney A. Richmond
- Carmen Wedding



Active Library Employees  
As of 09-18-2015

**Operating Funds**

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
1	AC Services Operating	Alexander	Axthelm
2	AC Services Operating	Maxwell	Bloodworth
3	AC Services Operating	Mark	Carpenter
4	AC Services Operating	Craig	Clark
5	AC Services Operating	Edwin	Czerniakowski
6	AC Services Operating	Alexander	Doane
7	AC Services Operating	Andrew	Fak
8	AC Services Operating	Logan	Farlee
9	AC Services Operating	Sarah	Feid
10	AC Services Operating	Cynthia	Garrison
11	AC Services Operating	Arielle	Hacker
12	AC Services Operating	Mary	Heaps
13	AC Services Operating	Hannah	Helton
14	AC Services Operating	Logan	Holmes
15	AC Services Operating	Lillian	Jenness
16	AC Services Operating	Sara	Jennings
17	AC Services Operating	Michelle	Meyers
18	AC Services Operating	Juliann	Nelson
19	AC Services Operating	Princess	Ostine
20	AC Services Operating	Dhruti	Patel
21	AC Services Operating	Brigid	Phillips
22	AC Services Operating	Elizabeth	Polley
23	AC Services Operating	Chrystal	Price
24	AC Services Operating	Emily	Purcell
25	AC Services Operating	Emily	Rardin
26	AC Services Operating	Rebecca	Ray
27	AC Services Operating	Riley	Reynolds
28	AC Services Operating	Brandon	Seals
29	AC Services Operating	Karen	Smith
30	AC Services Operating	Mary	Stalcup
31	AC Services Operating	Alicia	Thomas
32	AC Services Operating	Jonah	Wilson
33	CS Special/Asst/Para Oper	Audra	Artzberger
34	CS Special/Asst/Para Oper	Cynthia	Balzer
35	CA Technician Oper	Katrina	Blair
36	CS Special/Asst/Para Oper	Brianna	Bush
37	CS Special/Asst/Para Oper	Marion	Clark
38	CS Special/Asst/Para Oper	Rachel	Clausman
39	CS Special/Asst/Para Oper	William	Ellis
40	CS Special/Asst/Para Oper	Edwin	Fallwell
41	CS Special/Asst/Para Oper	Elizabeth	French
42	BS Security/Protect Operating	Ross	Jackson
43	CS Special/Asst/Para Oper	Jack	Kovaleski
44	CS Special/Asst/Para Oper	Amber	Mestre
45	BL Service/Maintenance Oper	Clare	Miller

Active Library Employees  
As of 09-18-2015

**Operating Funds**

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
46	CS Special/Asst/Para Oper	Daniel	Mounlio
47	IT Technicians Operating	Cody	Mullis
48	CS Special/Asst/Para Oper	Ann	Segraves
49	BS Security/Protect Operating	James	Sims
50	CM Support Operating	William	Weaver
51	CS Special/Asst/Para Oper	Kristina	Wiltsee
52	AC Services Operating	Trae	Carroll
53	AC Services Operating	Kenneth	Carter
54	CS Special/Asst/Para Oper	Lark	Farlee
55	CA Technician Special Oper	Andrew	Funkhouser
56	AC Services Operating	Evan	Gornik
57	CS Special/Asst/Para Oper	Amy	Hamilton
58	AC Services Operating	Samuel	Hine
59	CS Special/Asst/Para Oper	Ian	Hoagland
60	CS Special/Asst/Para Oper	Daniel	Hosler
61	CS Special/Asst/Para Oper	Amanda	Johnson
62	EG Librarians, Experts Oper	Christina	Jones
63	CS Special/Asst/Para Oper	Audra	Loudenbarger
64	EG Librarians, Experts Oper	Doris	Lynch
65	AC Services Operating	Lucas	Porter
66	BL Service/Maintenance Oper	David	Simpson
67	AC Services Operating	Christine	Sneed
68	AC Services Operating	Timothy	Thompson
69	BL Service/Maintenance Oper	Cherryl	Tincher
70	CS Special/Asst/Para Oper	Tracy	Lenn
71	CM Special/Asst/Para Oper	Erin	Tobey
72	EG Librarians, Experts Oper	Ellen	Arnholter
73	SA Manager/Asst/Strat Oper	Steven	Backs
74	IT Manager/Asst/Strat Oper	Ned	Baugh
75	BL Service/Maintenance Oper	Terri	Bell
76	CS Special/Asst/Para Oper	Amy	Bruce
77	CS Special/Asst/Para Oper	Michael	Campbell
78	CS Special/Asst/Para Oper	Keith	Carter
79	SC Manager/Asst/Strat Oper	Lisa	Champelli
80	BL Manager/Asst/Strat Oper	Jeremiah	Chandler
81	CS Special/Asst/Para Oper	Jared	Cheek
82	CS Special/Asst/Para Oper	Burl	Cooper
83	AC Librarians, Experts Oper	D'Arcy	Danielson
84	EG Librarians, Experts Oper	Luann	Dillon
85	CS Special/Asst/Para Oper	Aubrey	Dunnuck
86	AC Specialist/Asst/Para Oper	Susan	Fallwell
87	EG Librarians, Experts Oper	Mary	Frasier
88	EG Librarians, Experts Oper	Christine	Friesel
89	EG Librarians, Experts Oper	Rebecca	Fyolek

Active Library Employees  
As of 09-18-2015

**Operating Funds**

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
90	BS Security/Protect Operating	Dana	Geldhof
91	CS Special/Asst/Para Oper	Joshua	Gesten
92	EG Librarians, Experts Oper	James	Gossman
93	AD Specialist/Asst/Para Oper	Marla	Gray
94	EG Librarians, Experts Oper	Elizabeth	Gray
95	CM Librarians, Experts Oper	Paula	Gray-Overtoom
96	AC Librarians, Experts Oper	Cheryl	Green
97	BL Service/Maintenance Oper	Ronald	Greene
98	CS Special/Asst/Para Oper	Shawn	Henline
99	CM Manager/Asst/Strat Oper	Michael	Hoerger
100	CS Special/Asst/Para Oper	Jennifer	Hoffman
101	EG Librarians, Experts Oper	Stephanie	Holman
102	CS Special/Asst/Para Oper	Virginia	Hosler
103	EG Manager/Asst/Strat Oper	Christopher	Hosler
104	SS Manager/Asst/Strat Oper	Christopher	Jackson
105	BS Security/Protect Operating	Michael	Johnson
106	CS Special/Asst/Para Oper	Kelly	Jordan
107	AC Manager/Asst/Strat Oper	Jennifer	Kellams
108	BL Service/Maintenance Oper	Bruce	Kelly
109	AD Specialist/Asst/Para Oper	Merriel	Kern
110	CS Special/Asst/Para Oper	Julia	Kinser
111	IT Specialist/Asst/Para Oper	Joseph	Langfitt
112	EG Librarians, Experts Oper	Jeannette	Lehr
113	AD Manager/Asst/Strat Oper	Gary	Lettelleir
114	CS Manager/Asst/Strat Oper	Mary	Loro
115	CS Special/Asst/Para Oper	Jacqueline	Lovings
116	ST Manager/Asst/Strat Oper	Kevin	MacDowell
117	CS Special/Asst/Para Oper	John	Meador
118	CS Special/Asst/Para Oper	Tyler	Meese
119	BL Manager/Asst/Strat Oper	Mark	Mobley
120	AC Specialist/Asst/Para Oper	Allison	Moore
121	BL Service/Maintenance Oper	John	Mosora
122	CS Manager/Asst/Strat Oper	Michele	Needham
123	AC Librarians, Experts Oper	Martha	Ody
124	EG Librarians, Experts Oper	Polly	OShea
125	EG Librarians, Experts Oper	Roberta	Overman
126	CS Special/Asst/Para Oper	Jonathon	Paull
127	CS Special/Asst/Para Oper	M Brandon	Rome
128	AC Librarians, Experts Oper	Jane	Ruddick
129	AD Manager/Asst/Strat Oper	Susan	Sater
130	IT Librarians Experts Oper	Vanessa	Schwegman
131	AD Support Operating	Brenda	Seibel
132	CS Special/Asst/Para Oper	Andrew	Slater
133	CM Special/Asst/Para Oper	Ryan	Stacy
134	CS Special/Asst/Para Oper	Kathleen	Starks-Dyer

Active Library Employees  
As of 09-18-2015

**Operating Funds**

<b>Operating Funds</b>		<b>First Name</b>	<b>Last Name</b>
135	AC Librarians, Experts Oper	Sabra	Stockey
136	SD Manager/Asst/Strat Oper	Barbara	Swinson
137	EG Manager/Asst/Strat Oper	Bethany	Terry
138	AD Tech/Oper/Secretaries Oper	Pamela	Wallace
139	AC Manager/Asst/Strat Oper	Pamela	Wasmer
140	CS Special/Asst/Para Oper	Jacoba	Wells
141	AC Specialist/Asst/Para Oper	Pamela	White
142	AD Manager/Asst/Strat Oper	Kyle	Wickemeyer-Hardy
143	CS Special/Asst/Para Oper	Guadalupe	Wilson
144	EG Manager/Asst/Strat Oper	Joshua	Wolf
145	AD Director/Assoc Operating	Marilyn	Wood
146	CS Special/Asst/Para Oper	Leanne	Zdravecky
<b>Sub Total Operating Funds</b>		<b>\$149,311</b>	<b>4182.5</b>

**Special/Gift Funds**

<b>Special Funds</b>		<b>First Name</b>	<b>Last Name</b>
1	S CA Technician Oper	Nathan	Kroeger
2	S CA Technician Oper	Addison	Rogers
3	S CA Technician Special Oper	Eric	Ayotte
4	S CA Technician Special Oper	Clinton	Lake
5	S CA Technician Special Oper	Glenn	Myers
6	S CA Technician Special Oper	Jacob	Saffold
7	S CA Technician Special Oper	Nathan	Wrigley
8	S FL Support Operating	Michael	Burns
9	S CA Technician Special Oper	Michael	Adams
10	S CA Manager/Asst/Strat Oper	Martin	O'Neill
11	S FL Office Coordinator, Exper	Mary Jean	Regoli
12	S CA Manager/Asst/Strat Oper	Adam	Stillwell
13	S CA Technician Oper	Robert	Stockwell
14	S CA Technician Special Oper	David	Walter
15	S CA Manager/Asst/Strat Oper	Michael	White
<b>Sub Total Special/Gift Funds</b>		<b>\$15,570</b>	<b>332.5</b>

**TOTAL All EE's ALL Funds**

Active Library Employees  
As of 10-04-2015

**Operating Funds**

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
1	AC Services Operating	Alexander	Axthelm
2	AC Services Operating	Taitum	Caggiano
3	AC Services Operating	Joseph	Camacho-Roy
4	AC Services Operating	Craig	Clark
5	AC Services Operating	Edwin	Czerniakowski
6	AC Services Operating	Alexander	Doane
7	AC Services Operating	Andrew	Fak
8	AC Services Operating	Logan	Farlee
9	AC Services Operating	Sarah	Feid
10	AC Services Operating	Cynthia	Garrison
11	AC Services Operating	Arielle	Hacker
12	AC Services Operating	Mary	Heaps
13	AC Services Operating	Hannah	Helton
14	AC Services Operating	Logan	Holmes
15	AC Services Operating	Lillian	Jenness
16	AC Services Operating	Sara	Jennings
17	AC Services Operating	Michelle	Meyers
18	AC Services Operating	Juliann	Nelson
19	AC Services Operating	Princess	Ostine
20	AC Services Operating	Katie	Pfannmoeller
21	AC Services Operating	Brigid	Phillips
22	AC Services Operating	Elizabeth	Polley
23	AC Services Operating	Emily	Purcell
24	AC Services Operating	Emily	Rardin
25	AC Services Operating	Rebecca	Ray
26	AC Services Operating	Riley	Reynolds
27	AC Services Operating	Brandon	Seals
28	AC Services Operating	Kelsey	Shanabarger
29	AC Services Operating	Karen	Smith
30	AC Services Operating	Mary	Stalcup
31	AC Services Operating	Alicia	Thomas
32	AC Services Operating	Jonah	Wilson
33	CS Special/Asst/Para Oper	Audra	Artzberger
34	CS Special/Asst/Para Oper	Cynthia	Balzer
35	BS Security/Protect Operating	Ashley	Barrett
36	CA Technician Oper	Joshua	Brewer
37	CS Special/Asst/Para Oper	Brianna	Bush
38	CS Special/Asst/Para Oper	Marion	Clark
39	CS Special/Asst/Para Oper	Rachel	Clausman
40	BL Service/Maintenance Oper	Deanna	Crane
41	CS Special/Asst/Para Oper	William	Ellis
42	CS Special/Asst/Para Oper	Edwin	Fallwell
43	CS Special/Asst/Para Oper	Elizabeth	French
44	BS Security/Protect Operating	Ross	Jackson
45	CS Special/Asst/Para Oper	Jack	Kovaleski

Active Library Employees  
As of 10-04-2015

**Operating Funds**

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
46	CS Special/Asst/Para Oper	Amber	Mestre
47	BL Service/Maintenance Oper	Clare	Miller
48	CS Special/Asst/Para Oper	Daniel	Mounlio
49	IT Technicians Operating	Cody	Mullis
50	CS Special/Asst/Para Oper	Ann	Segraves
51	BS Security/Protect Operating	James	Sims
52	CM Support Operating	William	Weaver
53	CS Special/Asst/Para Oper	Kristina	Wiltsee
54	AC Services Operating	Trae	Carroll
55	AC Services Operating	Kenneth	Carter
56	CS Special/Asst/Para Oper	Lark	Farlee
57	CA Technician Special Oper	Andrew	Funkhouser
58	AC Services Operating	Evan	Gornik
59	CS Special/Asst/Para Oper	Amy	Hamilton
60	AC Services Operating	Samuel	Hine
61	CS Special/Asst/Para Oper	Ian	Hoagland
62	CS Special/Asst/Para Oper	Daniel	Hosler
63	CS Special/Asst/Para Oper	Amanda	Johnson
64	EG Librarians, Experts Oper	Christina	Jones
65	CS Special/Asst/Para Oper	Audra	Loudenbarger
66	EG Librarians, Experts Oper	Doris	Lynch
67	AC Services Operating	Lucas	Porter
68	BL Service/Maintenance Oper	David	Simpson
69	AC Services Operating	Christine	Sneed
70	AC Services Operating	Timothy	Thompson
71	BL Service/Maintenance Oper	Cherryl	Tincher
72	CS Special/Asst/Para Oper	Tracy	Lenn
73	CM Special/Asst/Para Oper	Erin	Tobey
74	EG Librarians, Experts Oper	Ellen	Arnholter
75	SA Manager/Asst/Strat Oper	Steven	Backs
76	IT Manager/Asst/Strat Oper	Ned	Baugh
77	BL Service/Maintenance Oper	Terri	Bell
78	CS Special/Asst/Para Oper	Amy	Bruce
79	CS Special/Asst/Para Oper	Michael	Campbell
80	CS Special/Asst/Para Oper	Keith	Carter
81	SC Manager/Asst/Strat Oper	Lisa	Champelli
82	BL Manager/Asst/Strat Oper	Jeremiah	Chandler
83	CS Special/Asst/Para Oper	Jared	Cheek
84	CS Special/Asst/Para Oper	Burl	Cooper
85	AC Librarians, Experts Oper	D'Arcy	Danielson
86	EG Librarians, Experts Oper	Luann	Dillon
87	CS Special/Asst/Para Oper	Aubrey	Dunnuck
88	AC Specialist/Asst/Para Oper	Susan	Fallwell
89	EG Librarians, Experts Oper	Mary	Frasier

Active Library Employees  
As of 10-04-2015

**Operating Funds**

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
90	EG Librarians, Experts Oper	Christine	Friesel
91	EG Librarians, Experts Oper	Rebecca	Fyolek
92	BS Security/Protect Operating	Dana	Geldhof
93	CS Special/Asst/Para Oper	Joshua	Gesten
94	EG Librarians, Experts Oper	James	Gossman
95	AD Specialist/Asst/Para Oper	Marla	Gray
96	EG Librarians, Experts Oper	Elizabeth	Gray
97	CM Librarians, Experts Oper	Paula	Gray-Overtoom
98	AC Librarians, Experts Oper	Cheryl	Green
99	BL Service/Maintenance Oper	Ronald	Greene
100	CS Special/Asst/Para Oper	Shawn	Henline
101	CM Manager/Asst/Strat Oper	Michael	Hoerger
102	EG Librarians, Experts Oper	Jennifer	Hoffman
103	EG Librarians, Experts Oper	Stephanie	Holman
104	CS Special/Asst/Para Oper	Virginia	Hosler
105	EG Manager/Asst/Strat Oper	Christopher	Hosler
106	SS Manager/Asst/Strat Oper	Christopher	Jackson
107	BS Security/Protect Operating	Michael	Johnson
108	CS Special/Asst/Para Oper	Kelly	Jordan
109	AC Manager/Asst/Strat Oper	Jennifer	Kellams
110	BL Service/Maintenance Oper	Bruce	Kelly
111	AD Specialist/Asst/Para Oper	Merriel	Kern
112	CS Special/Asst/Para Oper	Julia	Kinser
113	IT Specialist/Asst/Para Oper	Joseph	Langfitt
114	EG Librarians, Experts Oper	Jeannette	Lehr
115	AD Manager/Asst/Strat Oper	Gary	Lettelleir
116	CS Manager/Asst/Strat Oper	Mary	Loro
117	CS Special/Asst/Para Oper	Jacqueline	Lovings
118	ST Manager/Asst/Strat Oper	Kevin	MacDowell
119	CS Special/Asst/Para Oper	John	Meador
120	BL Manager/Asst/Strat Oper	Mark	Mobley
121	AC Specialist/Asst/Para Oper	Allison	Moore
122	BL Service/Maintenance Oper	John	Mosora
123	CS Manager/Asst/Strat Oper	Michele	Needham
124	AC Librarians, Experts Oper	Martha	Ody
125	EG Librarians, Experts Oper	Polly	OShea
126	EG Librarians, Experts Oper	Roberta	Overman
127	CS Special/Asst/Para Oper	Jonathon	Paull
128	CS Special/Asst/Para Oper	M Brandon	Rome
129	AC Librarians, Experts Oper	Jane	Ruddick
130	AD Manager/Asst/Strat Oper	Susan	Sater
131	IT Librarians Experts Oper	Vanessa	Schwegman
132	AD Support Operating	Brenda	Seibel
133	CS Special/Asst/Para Oper	Andrew	Slater
134	CM Special/Asst/Para Oper	Ryan	Stacy

Active Library Employees  
As of 10-04-2015

**Operating Funds**

<b>Operating Funds</b>		<b>First Name</b>	<b>Last Name</b>
135	CS Special/Asst/Para Oper	Kathleen	Starks-Dyer
136	AC Librarians, Experts Oper	Sabra	Stockey
137	SD Manager/Asst/Strat Oper	Barbara	Swinson
138	EG Manager/Asst/Strat Oper	Bethany	Terry
139	AD Tech/Oper/Secretaries Oper	Pamela	Wallace
140	AC Manager/Asst/Strat Oper	Pamela	Wasmer
141	CS Special/Asst/Para Oper	Jacoba	Wells
142	AC Specialist/Asst/Para Oper	Pamela	White
143	AD Manager/Asst/Strat Oper	Kyle	Wickemeyer-Harc
144	CS Special/Asst/Para Oper	Guadalupe	Wilson
145	EG Manager/Asst/Strat Oper	Joshua	Wolf
146	AD Director/Assoc Operating	Marilyn	Wood
147	CS Special/Asst/Para Oper	Leanne	Zdravecky
<b>Sub Total Operating Funds</b>		<b>\$149,971.47</b>	<b>4185.0</b>

**Special/Gift Funds**

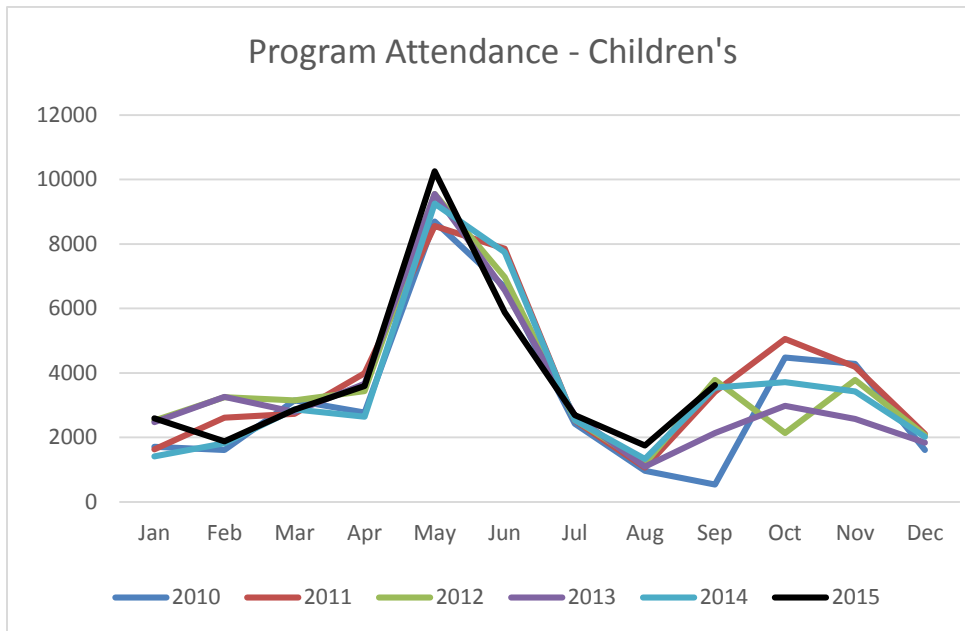
<b>Special Funds</b>		<b>First Name</b>	<b>Last Name</b>
1	S CA Technician Oper	Nathan	Kroeger
2	S CA Technician Oper	Addison	Rogers
3	S CA Technician Special Oper	Eric	Ayotte
4	S CA Technician Special Oper	Clinton	Lake
5	S CA Technician Special Oper	Glenn	Myers
6	S CA Technician Special Oper	Jacob	Saffold
7	S CA Technician Special Oper	Nathan	Wrigley
8	S FL Support Operating	Michael	Burns
9	S CA Technician Special Oper	Michael	Adams
10	S CA Manager/Asst/Strat Oper	Martin	O'Neill
11	S FL Office Coordinator, Exper	Mary Jean	Regoli
12	S CA Manager/Asst/Strat Oper	Adam	Stillwell
13	S CA Technician Oper	Robert	Stockwell
14	S CA Technician Special Oper	David	Walter
15	S CA Manager/Asst/Strat Oper	Michael	White
<b>Sub Total Special/Gift Funds</b>		<b>\$15,703.44</b>	<b>452.5</b>
<b>TOTAL All EE's ALL Funds</b>		<b>\$165,675</b>	<b>4637.5</b>



## 2015 Board of Trustees Calendar

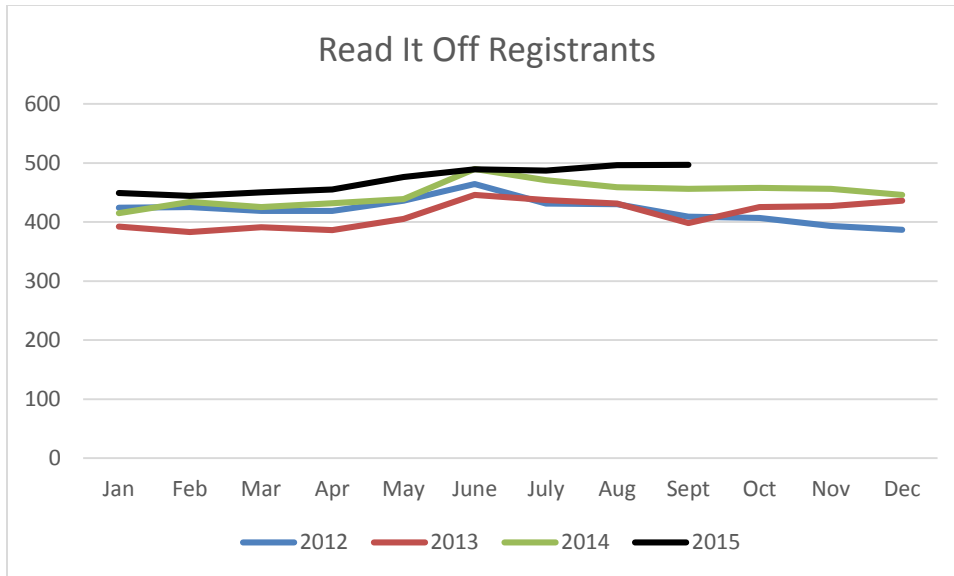
2015			
January	14	Work Session	Conflict of Interest forms; officer slate presented
January	21	Board Meeting	Early start time: 5 p.m. Budget line-item transfers; officer slate approved; followed by State of the Library presentation and reception for new director
January	21	Board of Finance	Review Investment Report and Policy
February	11	Work Session	
February	18	Board Meeting	El Centro contract; Election of Board Officers; Update: Teen Center and Digital Creativity
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: Children's Services and Summer Reading
June	10	Work Session	
June	17	Board Meeting - Ellettsville	Update: Adult Services and Strategies
July	8	Work Session	
July	15	Board Meeting	Draft 2016 Budget; Update: VITAL
August	12	Work Session	Revise 2016 Budget
August	19	Board Meeting	Approve 2016 Budget for advertising; Update: Special Audiences
September	9	Work Session	
September	16	Board Meeting	2016 Budget; ; review Library Board By-laws; Update: Access & Content
September	16	Public Hearing	Public Hearing on 2016 Budget
October	14	Work Session	2016 Budget, as recommended by County Council
October	21	Board Meeting	Adopt 2016 Budget; GO Bond - Adopt final bond resolution and approve form of continuing disclosure undertaking; Update: CATS
November	11	Work Session	
November	18	Board Meeting	Approve 2016 employee insurance package; Update: Community Engagement and Learning Services
December	9	Work Session	
December	16	Board Meeting	Approve: Technology Plan for 2016-2018, 2016 salary and wage schedule, pay date schedule, holiday schedule, fee schedule, director's salary, CATS contracts, GO Bond- Award GO bonds and sign closing documents; Update: El Centro

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



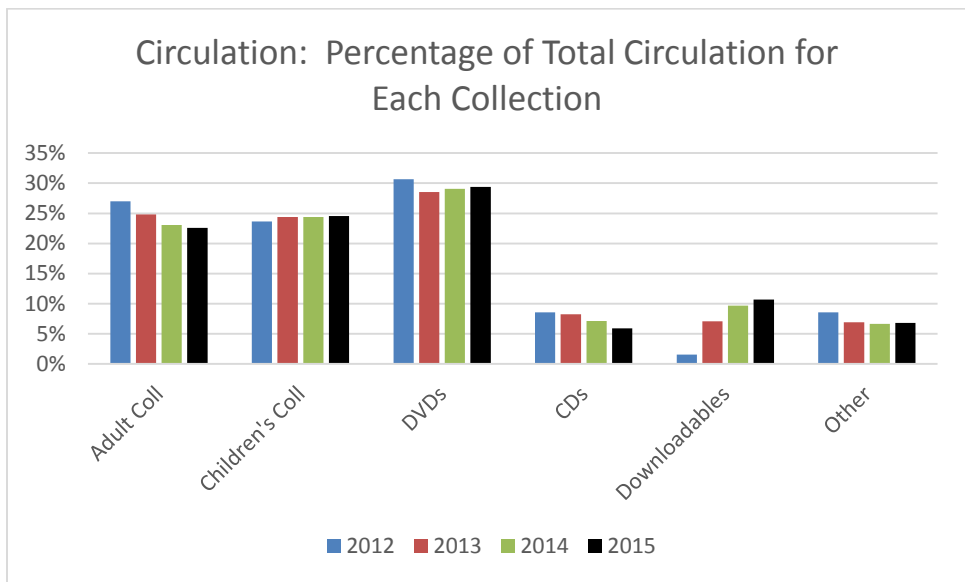
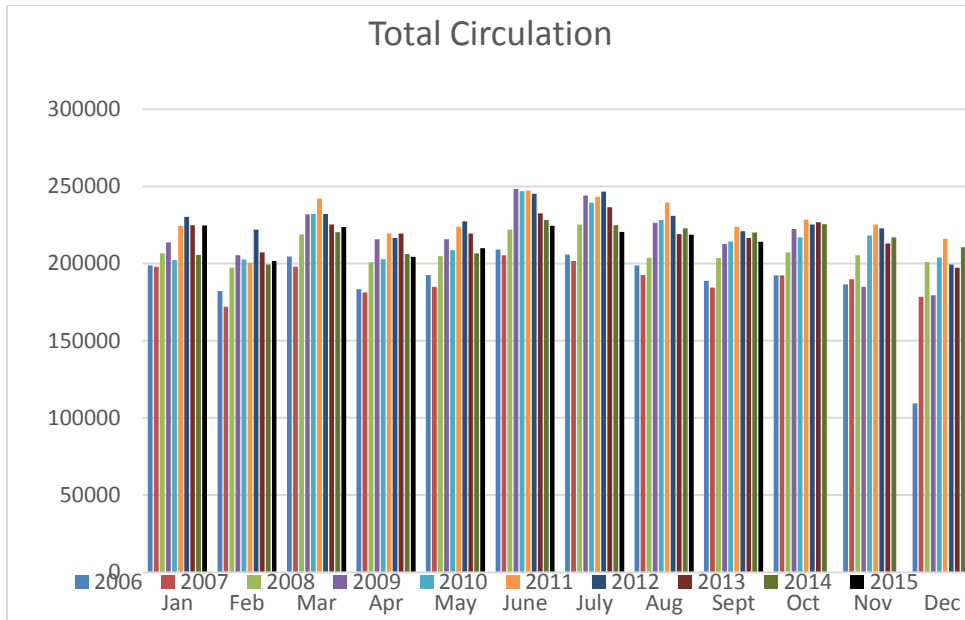
**1A. Strengthen early literacy skills.**

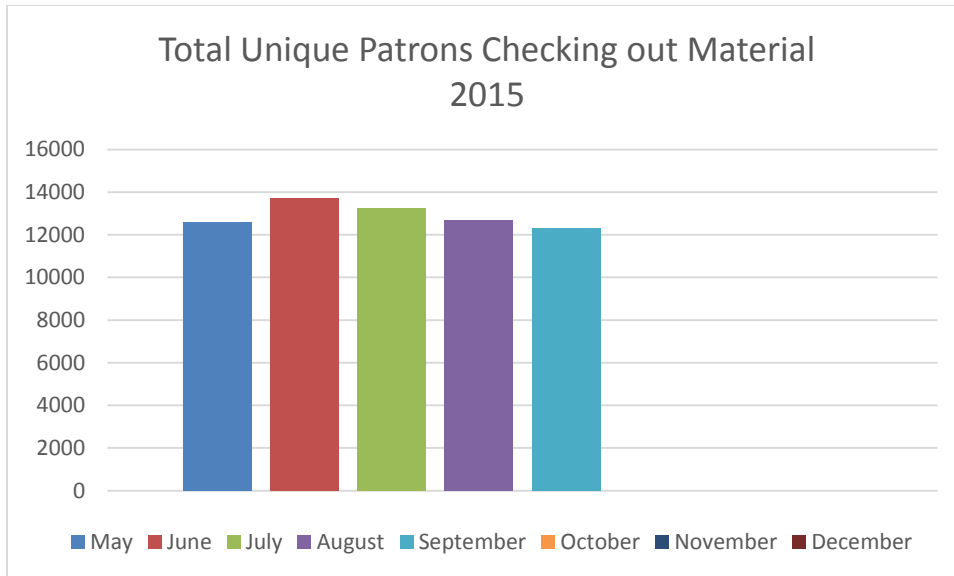
- Children’s Strategist Lisa Champelli and Librarians Mary Frasier and Christina Jones met with the Director of Bloomington Area Birth Services (BABS) to share information about the Library’s plans to open a Learn and Play Space especially for babies and to learn about the needs of families served by BABS, which is undergoing reorganization. The Library is considering the possibility of hosting a “Nurse and Chat” as well as “play groups”, both services BABS has hosted in the past, and in investigating ways to meet increased need for social and parent support activities.
- In addition to presenting storytimes to Headstart students in their schools, Librarian Polly O’Shea also conducted a couple storytimes for Headstart classes who brought their children to the Library.



**1B. Support basic literacy skills.**

- 24 classes of first graders from 10 different schools visited the Library in September. Children meet Stripes the Tiger puppet in the Auditorium, learned about different types of library materials, the difference between fiction and nonfiction, and visited the Bookmobile. The program concludes with a Librarian telling children a *Frog and Toad* story from one of the Early Reader books by Arnold Lobel. Due to the cooperation of MCCSC school librarians, some of the first grade students received their MCPL Library cards shortly after their visit. A teacher from Templeton shared some of the enthusiastic responses her students had after visiting the Library, and added: “I am so appreciative of the hard work you all put in to take such great care of my students today. They will forever remember and be excited about the library. I overheard many conversations about 'meeting up at the library' this weekend.”
- Information Systems Librarian Vanessa Schwegman and Customer Service staff created thousands of Library cards for MCCSC and RBBCSC students. Cards for K-6 grade students were delivered to Fairview, Grandview, Highland Park, Templeton, Arlington, Marlin, Clear Creek and Lakeview elementary schools. Cards for RBBCSC students will be delivered after the Fall Break.
- Community Engaged Librarian, Becky Fyolek is working with the Reading Interventionist from Bloomington High School North to encourage a visit to the library with students who are reading below grade level. The desired outcome is to encourage students to hang out in the Ground Floor and more easily catch programming opportunities to Level Up their skills, find new books that interest them, and see the library as a place they want to be.



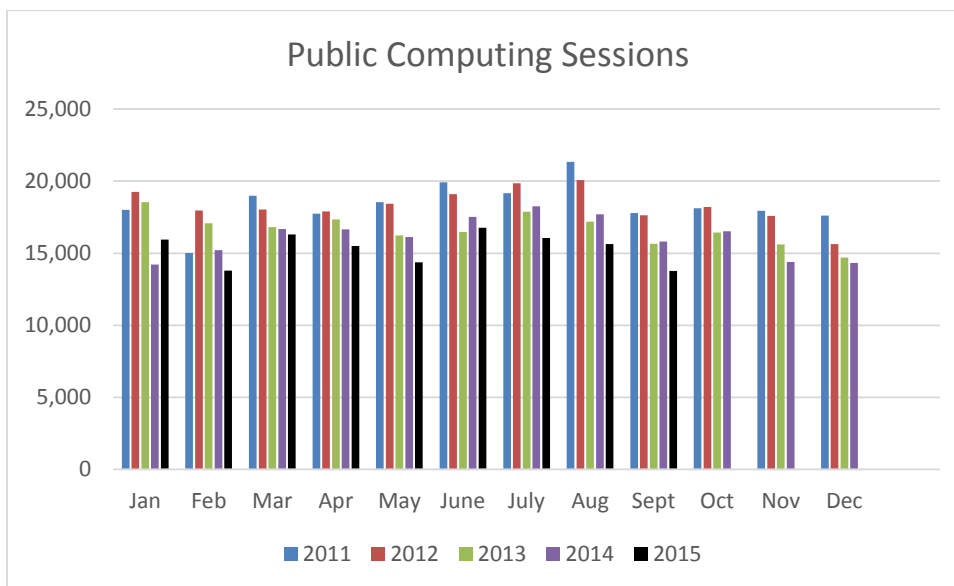
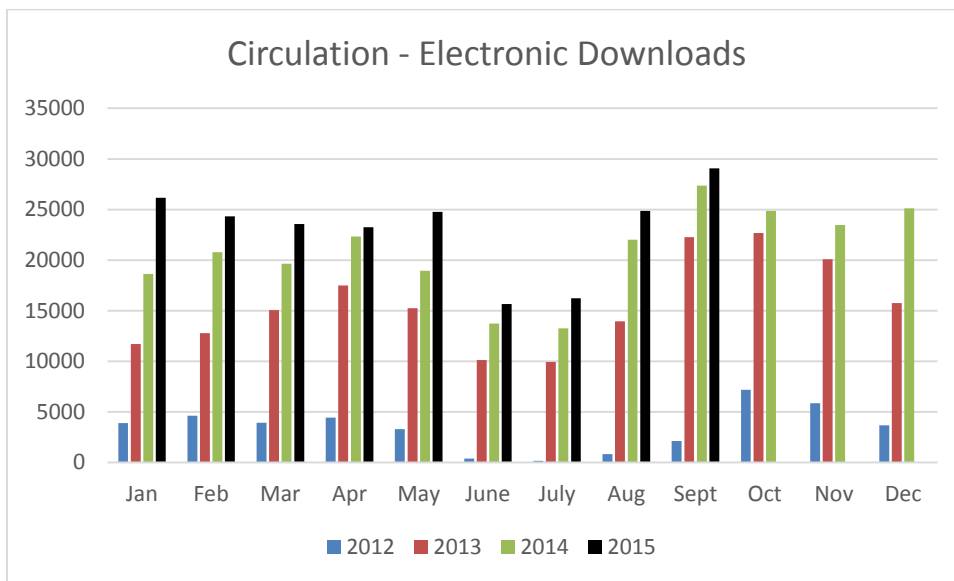


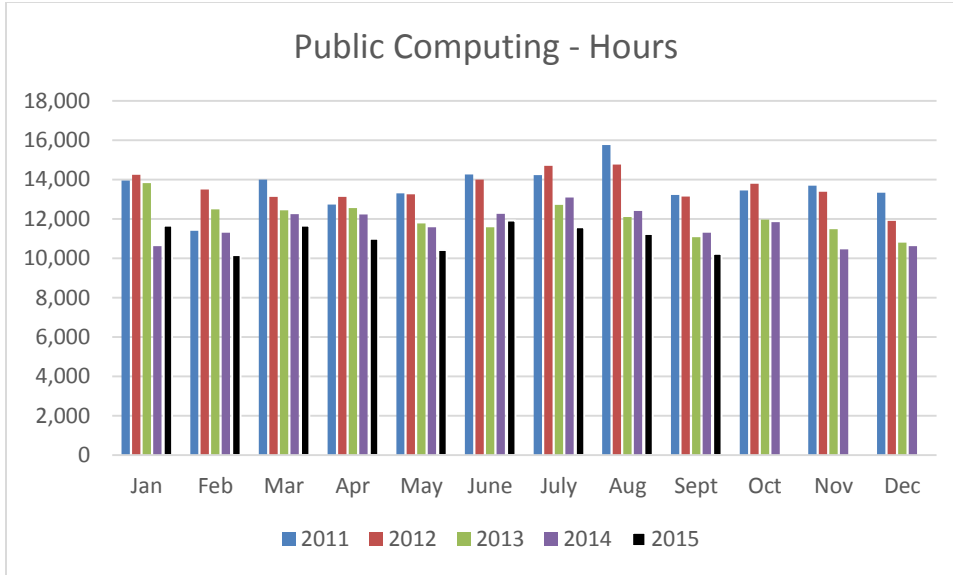
**1C. Serve as a community resource for digital literacy.**

- Renovations of the Level Up and the Ground Floor were recognized by the American Library Association in its 2015 Library Design Showcase. The showcase of 20 finalists is described as “shining examples of innovative architecture that address user needs in unique, interesting, and effective ways”.
- The Library’s growing collection of e-books and other digital content have tremendous potential to increase accessibility since they do not require coming to our buildings, never result in late fees, and can often be tailored to each customer’s needs, e.g, by increasing font size. But our e-content apps are not always easy for new users to master. Chris Jackson, Special Audiences Strategist, has begun a series of programs going to senior centers and assisted living facilities to provide hands-on training, with the next visit at the Endwright Center in Ellettsville.
- Children’s Strategist Lisa Champelli conducted a program especially for children who are homeschooled. She informed children and parents about World Book Online and Tumblebooks before introducing children to Makey Makeys and giving them an opportunity to set them up and try them out. We only have three Makey Makey circuit boards but kids paired up and took turns. Those waiting to take a turn, tried out different games, installed on iPads, we have for program use. Parents and kids said they enjoyed learning how to control a computer program with the Makey Makey. One mom said she appreciated having the program during the day for her children. Another said her son plans to come to the Makey Makey program we are doing in November - and that she liked learning about Tumblebooks. Afterward, some families applied for Library cards for their children.
- The Library partnered with Sylvan Learning to conduct a S.T.E.M. program at both Main and Ellettsville for 9-12 year olds. Sylvan provided participants with Lego WeDo kits which children used to build a Lego object and then connect the circuitry included to a computer program that directs the object to move in a certain way. This activity served as an introduction to robotics. During the second half of the 90-minute program, participants received tablets with the Tynker application installed. Tynker features different activities with varying degrees of difficulty that challenges kids to learn basic computer programming concepts. At the end of this well-organized program, Children’s

Strategist Lisa Champelli asked kids which activity they enjoyed best - and most said they liked the robotics activity better.

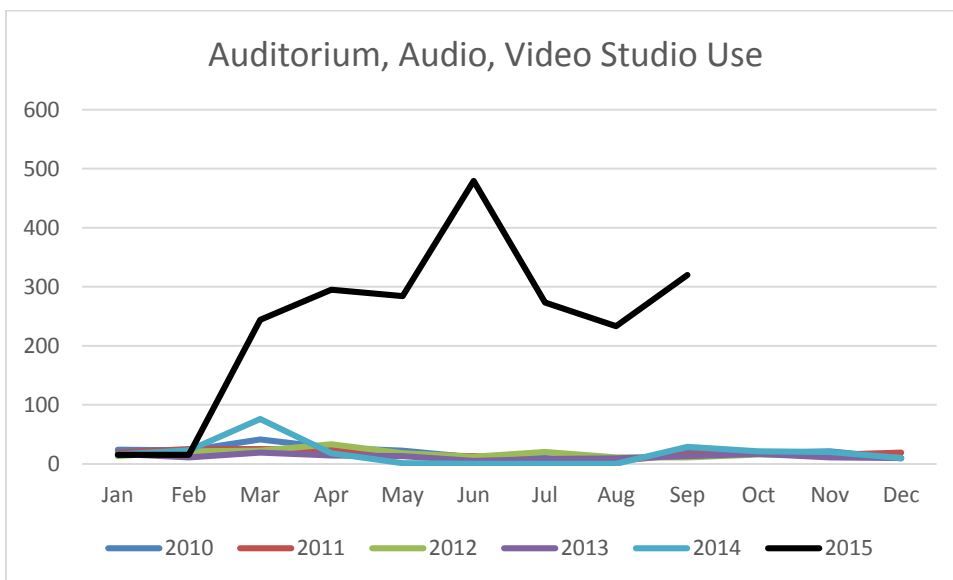
- Teen Strategist, Kevin MacDowell, met with TEDx Bloomington organizers to explore ways the Library might partner on the “TEDxBloomingtonYouth” event in November. The Library auditorium will be the location for the event and the library will promote and encourage teens to participate as presenters. TEDxBloomingtonYouth is an event that ties with the international TEDYouth day where independent TED organizations throughout the world can both stream live footage from the TEDYouth@NewYork event, as well as host local presentations of youth sharing ideas.
- Downloadable circulation counts continue to be ahead of last year and reached 13% of our monthly circulation total – the highest we have tracked. This number includes downloads made through 3M, Overdrive, Freegal, Zinio, Hoopla, AudioBookCloud, TumbleBookCloud (and Jr), and Tumblebooks. WorldBook ebooks are also reported, although use of Worldbook generally – encyclopedia database, timelines etc. – which is quit heavily used, is not represented in the circulation count.





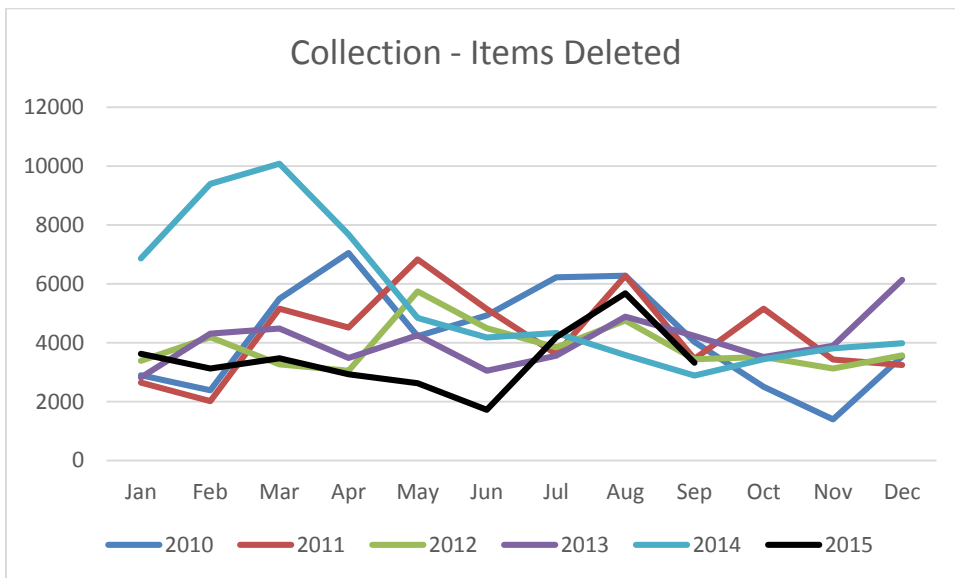
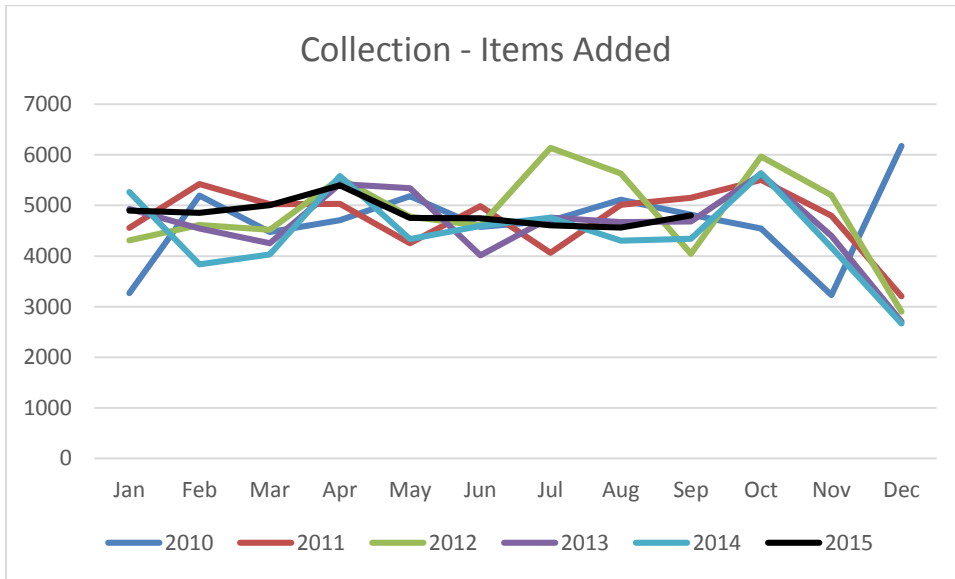
**1D. Support digital creativity.**

- Community Engaged Specialist, Jeannette Lehr, met with Studio Cypher, a small local game development company to discuss partnering opportunities to encourage game development at the library. This discussion led to the development of two “Make It Digital” sessions this winter on game design, and a “Global Game Jam”, a 3-day game development program in January where owners of the Studio Cypher will lead.
- For the second month in a row, a group of teens attending “Anime Club” spent most of the evening in Level Up working on a manga with the drawing tablets, evidence some of them are leveling up! To further that trend, Chris Hosler issued a "manga to video" challenge: Turn Japanese-language manga donated by the Bookstore into a 5 minute or less video based on a story from one of the manga. The teens can chose to actually translate it (“fansub”) and "film" the pages with voice-over, enact the story in live-action, make a music video, etc. The videos are due December 31 and there will be prizes for all completed videos.



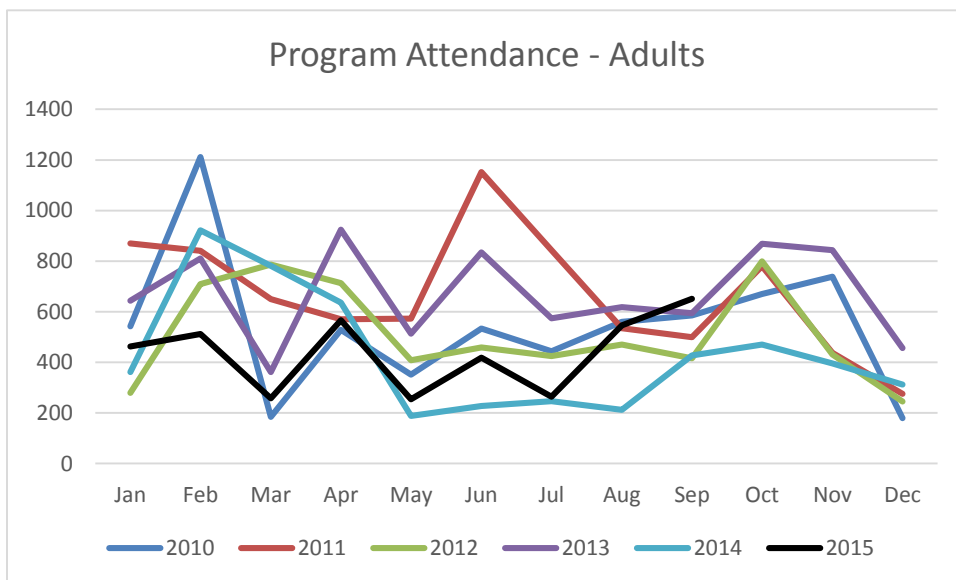
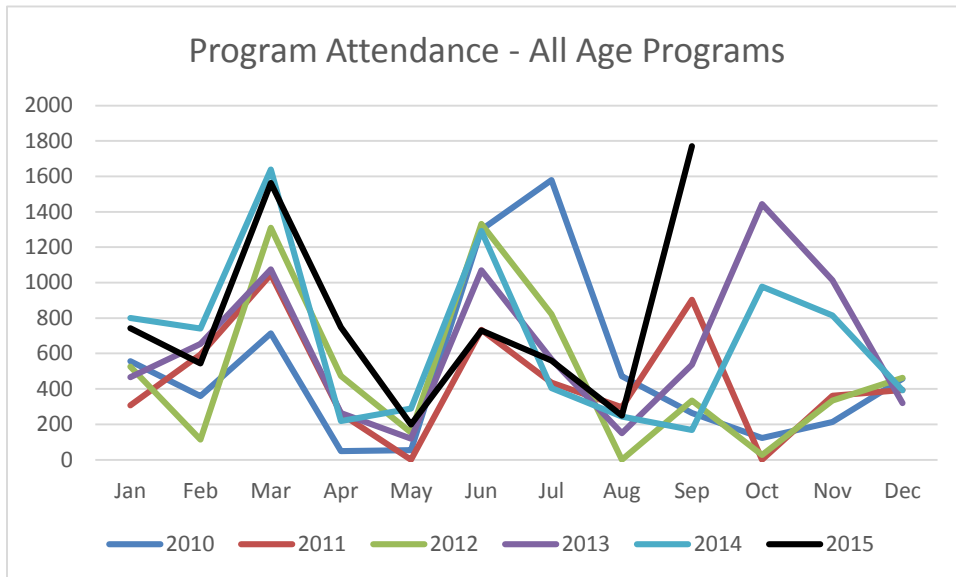
**1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats.**

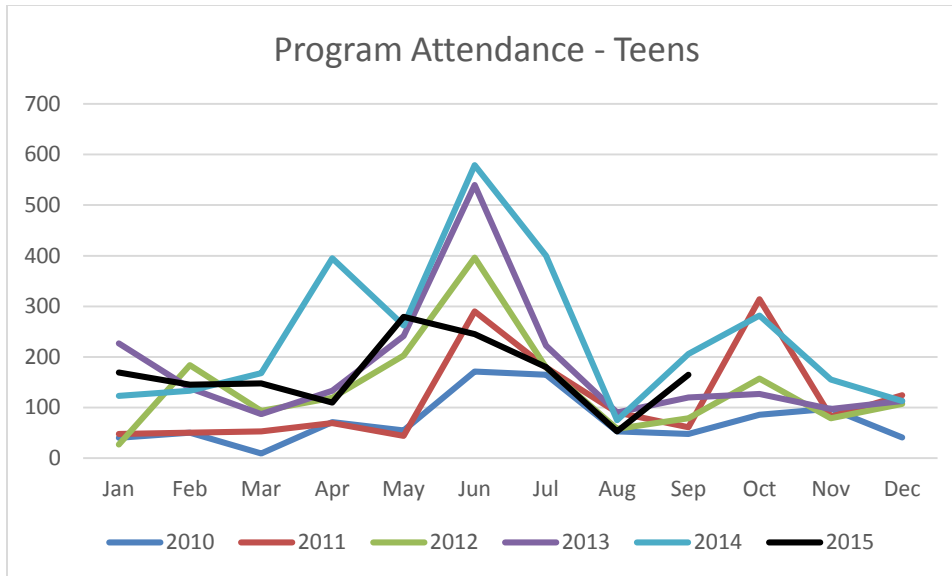
- In cooperation with the Indiana State Library more than 15,000 images will be made available from images from local newspapers (1869-1901) which were previously stored on tapes only at our Library. This project will convert images to a new standard format at no cost. Those images will then be accessible online to everyone, through the Hoosier State Chronicles by January, 2016.
- Second Floor collections at the Main Library were shifted to give more space to the Graphic Novel, Young Adult, and Book on CD collections making these areas more browseable.
- Work continues to identify an improved visual merchandising plan for the second floor to encourage browsing, greater awareness of our collection, and more visual appeal.





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





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

- The Library sponsored 18 successful events leading up to and including the Power of Words author event. Among other things, the programs ranged from a film series, to book discussions for both teens and adults, to a series of presentations about the Graphic Novel format, as well as the very inspiring presentation by John Lewis, Andrew Aydin, & Nate Powell at the IU Auditorium. Overall the programs were attended by more than 2,184 people of all ages.
- Also as part of the POW, the Library partnered with the IU Art Museum for: “Noon Talk: Reflections on Race in the Work of Robert Colescott and Thornton Dial”. Curator Jenny McComas discussed depictions of race in the works of Robert Colescott and Thornton Dial in the Gallery of the Art of the Western World, Doris Steinmetz Kellett Endowed Gallery of Twentieth-century Art. Community Engagement Librarian Elizabeth Gray, who organized this event, reports this was an engaging program and comments were very positive from participants. Both she and the Museum are interested in working together in the future.
- Community Engagement Librarian Dory Lynch lead the “Books Plus” discussion on *March: Book One & Two* and reports the 10 participants were very engaged in the discussion. The talk about civil rights in the U.S. caused one participant to ask, "Does anyone recall any experience involving civil rights in their personal life?" One woman discussed the fact that her mother had a black American domestic, who one day said she would quit unless she was invited to eat lunch with the family. This was an "aha" moment for the woman who was a child then. Another person recalled a workplace in the south with "White" and "Colored" restrooms, the idea of which she hated.
- Participant response to “Tech Days” programs was very positive, with three events at the Main Library and our first ever at Ellettsville. Staff members and Indiana University School of Computing and Informatics students from *Serve-IT* provided assistance with a wide variety of technology, from trouble shooting smartphone settings to individualized instruction on accessing library eBooks. In our evaluations, we asked whether as a result of attending Tech Days, participants felt they could use their technology devices more effectively. Out of 20 participants who responded, 16 “agreed strongly” with that statement. Additionally, we asked how they planned to use what they learned. Participants answered with a variety of activities; “Phone friends and download books”, “Movies and audiobooks”, and one participant said that he would use what he learned to promote events for a local nonprofit.

- The Library and the League of Women Voters kicked off their programming partnership, “Be a Voter” with the City Issues series, focusing on the city planning process and local economic development. On September 8, Bloomington Planning and Transportation Director Tom Micuda, spoke about the process of bringing development projects from the idea stage to bricks and mortar. In our end of session evaluation, attendees were asked if they felt they had learned anything new about planning policy. 26 out of 27 responded “agree” or “strongly agree”. What they had to say about how they will use what they learned indicated they would take action. A few of the more impactful responses were; “I will use the info to evaluate the proposed building project at Henderson and Hillside”, “I am going to look at who is on the plan commission”, and two participants said they would use what they learned to speak with their own neighborhood associations.

On September 15, the second installment of the series brought four panelists in the economic development arena together with Herald Times Editor Bob Zaltsberg, who moderated a discussion of what economic development means for the community. Panelists included Jacqui Bauer, City of Bloomington Sustainability Coordinator and Danise Alano-Martin, City of Bloomington Director of Economic and Sustainable Development, Richard Rampley, Workone Regional Director and Lynn Coyne, President of the Bloomington Economic Development Corporation. Evaluations of this program also indicated that attendees felt the program was useful to them personally, with 21 of 27 responding “agree” or “strongly agree” that as a result of the program they will be more involved in local economic issues such as the city and county policies on growth and development.

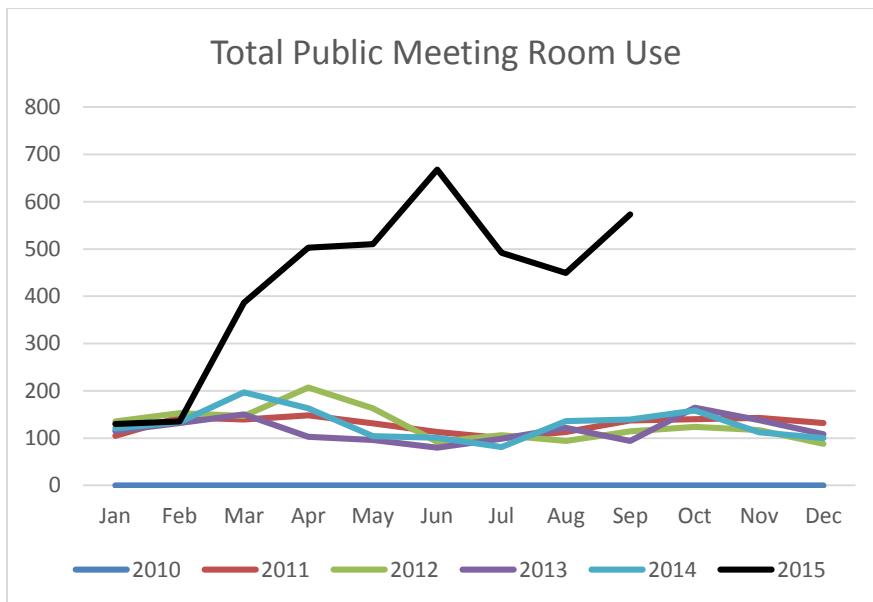
Additionally, the League/Library partnership was represented at the Power of Words event with a table for attendees to register to vote. This presence made an impression on Congressman Lewis and his co-authors, who stated that at future events they will require a voter registration table be set up for attendees.

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

- A customer commented recently on Facebook: “I spend about 3 days a week at the library, doing research, attending lectures, watching films, reading, participating in activities for kids, and volunteering with the literacy program. My business is also a member of the Friends of the Library. It is a beautiful, comfortable, safe, enlivening space filled with extremely helpful staff and fantastic programming and resources to enlighten, enliven, and entertain. I’m proud of our library!”
- A teacher of 5<sup>th</sup>/6<sup>th</sup> grade students at Harmony school emailed a thank you to Children’s Strategist Lisa Champelli for providing bibliographic instruction to her class. “Thank you for so generously sharing your expertise in searching the ever changing and expanding multimedia resources available for them as they research their personal inquiries. We very much appreciate all that you do.”
- For the last several years, the Library has been invited to bring the Bookmobile to Education Day at the Monroe County Fall Festival in Ellettsville. This year, the Bookmobile was needed at the Library for a program taking place the same day, so Librarian Polly O’Shea brought the Library van instead and used it to stage the “Hundred Dollar Word” activity where children try to come up with a word whose total value is exactly 100 when each of its letters is assigned a value according to its position in the alphabet: a = 1, b = 2, etc. They wrote their word on a brightly colored Post-It, then stuck it to the side of the big green library van. This activity combined both vocabulary and math skills, and created a striking visual/community element when all the colorful words filled up the space (322

words in all). For younger children (or for a bonus activity), kids discovered how much their name was worth. Children in grades 2-5 at RBBCSC were the target audience for Education Day this year. Polly received many positive comments from the kids, teachers and parents who were happy to see a fun, problem-solving activity.

- Librarian Ellen Arnholter handled a challenging reference question from an IU student who needed 10 picture books, first published internationally, then in the U.S., on Israel and/or Jewish themes. This person was pleased with the titles Ellen found in the Library's collection, and appreciated her assistance with requesting other titles through Inter Library Loan.
- Ellen also received praise for her reference work from a local teacher inquiring about the Lexile levels of various children's books. After Ellen provided a list of which titles the Library owned in the Who Was/Who Is/Who Were series and offered to place holds on certain titles, or pull desired titles for the teacher to pick, the teacher replied: "Excellent! This is why you are the best library in the country. Thanks so much. I think I will come in and see the difficulty level before I have you place any on hold for me. I will keep this list handy and thank you so much again!"

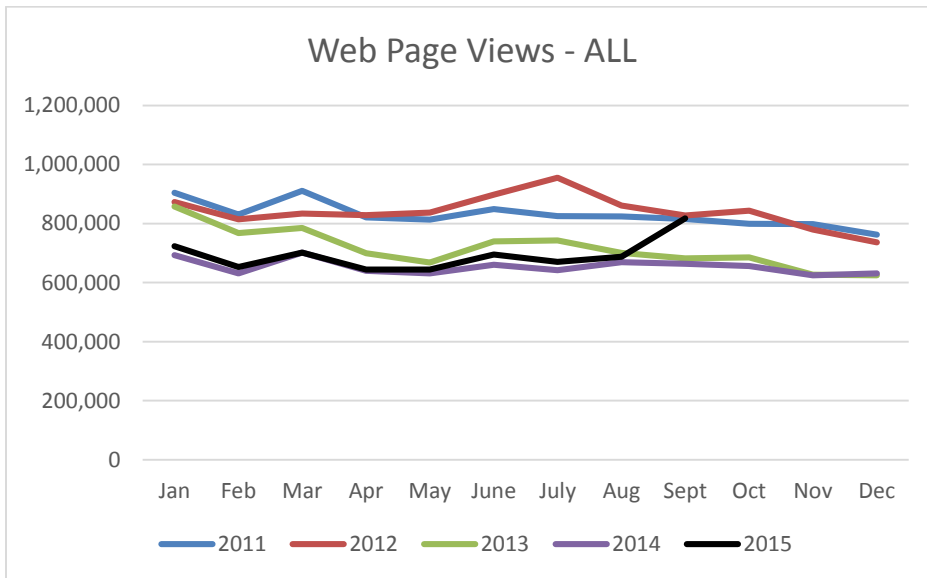
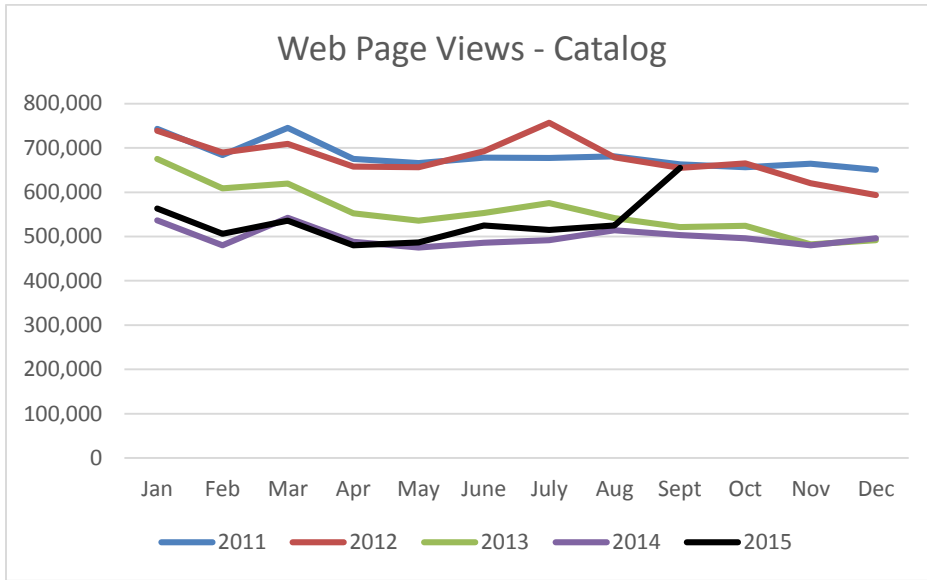


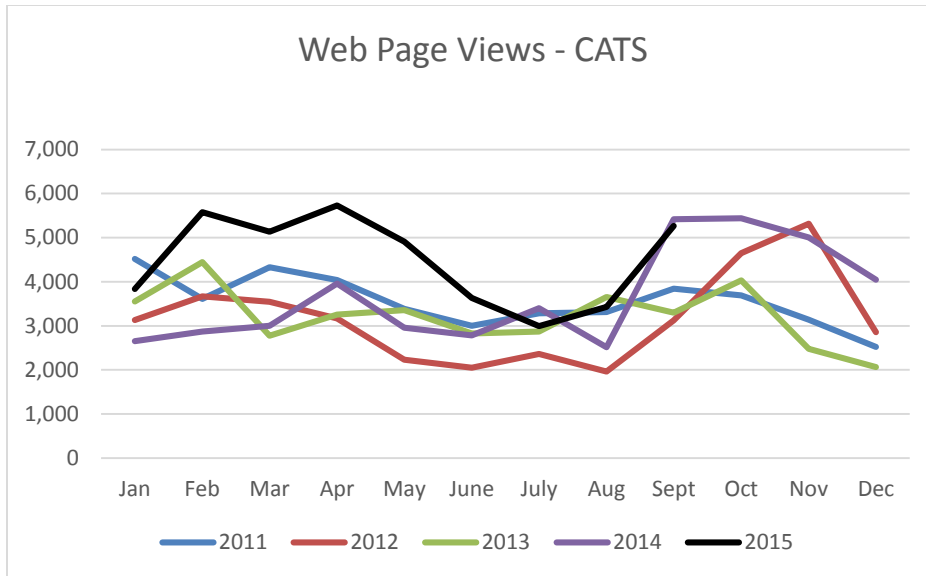
## 2C. Strengthen services for nonprofit organizations.

- Community Engagement Librarian Bobby Overman hosted a two part "Meet the Funders" event, made possible through a partnership with the Nonprofit Alliance. A panel of grantmakers discussed the priorities of funders, reviewed grant funding processes, and provided an outlook for investment in our community. Immediately following the panel discussion were informal speed-networking sessions with area funders who discuss their organizations' motivations and the types of programs they offer.

Panelists included: Sara Beggs, Exponent Philanthropy; Barry Lessow, United Way of Monroe County; Tina Peterson, Community Foundation

Speed-Networking organizations included: The George E. Archer Foundation; City of Bloomington Monroe County Government; The New Philanthropists of Bloomington; Visit Bloomington; FundSponge





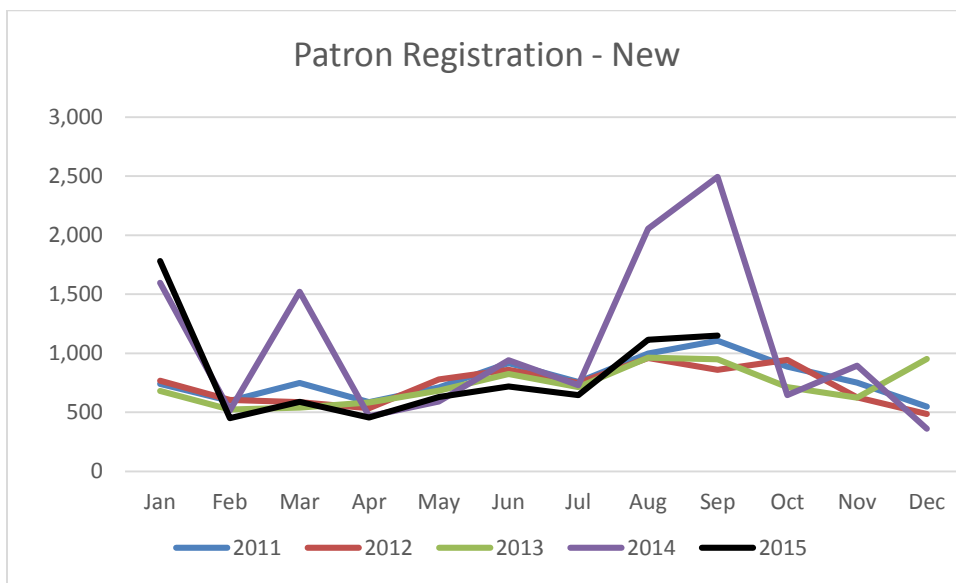
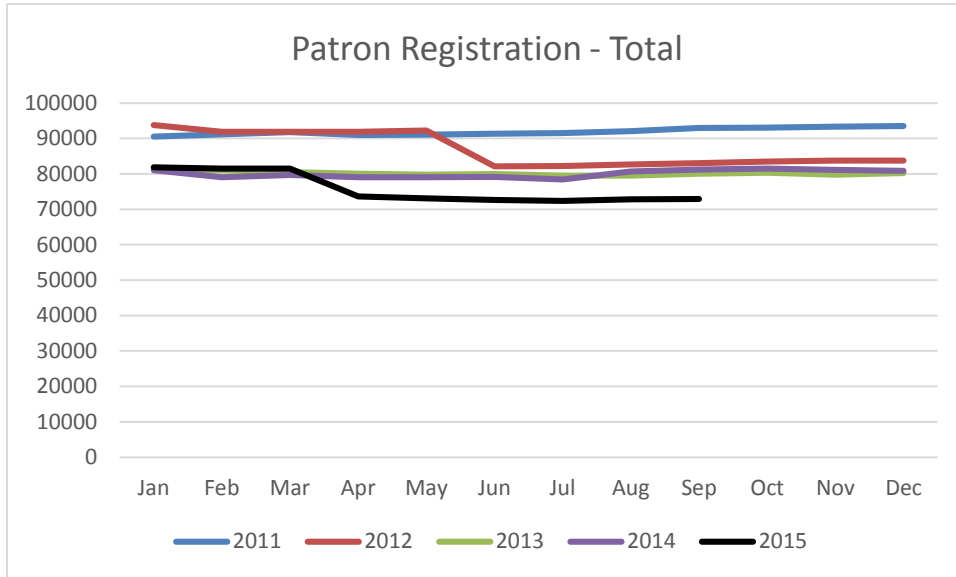
**2D. Continually refresh web content and improve usability based on principles of user-centered design.**

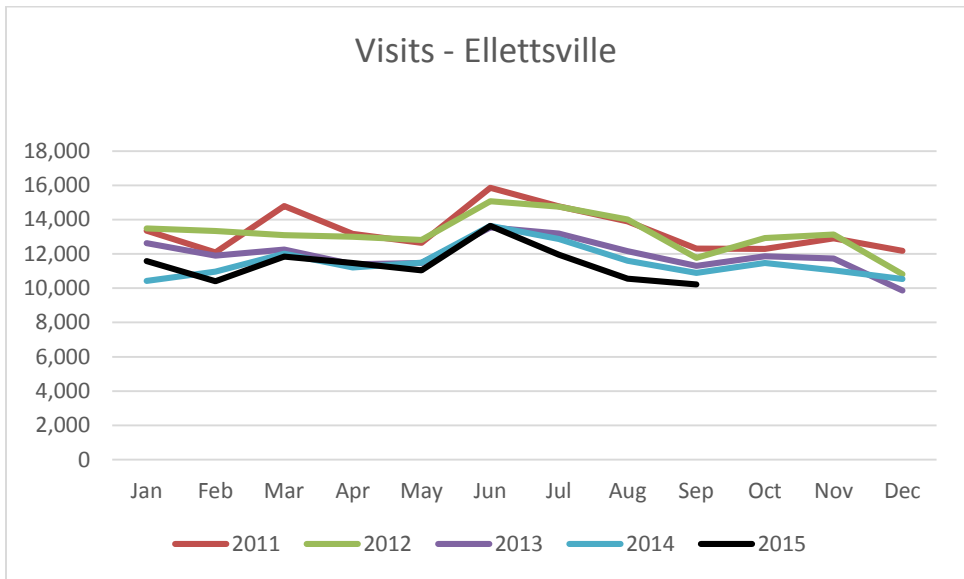
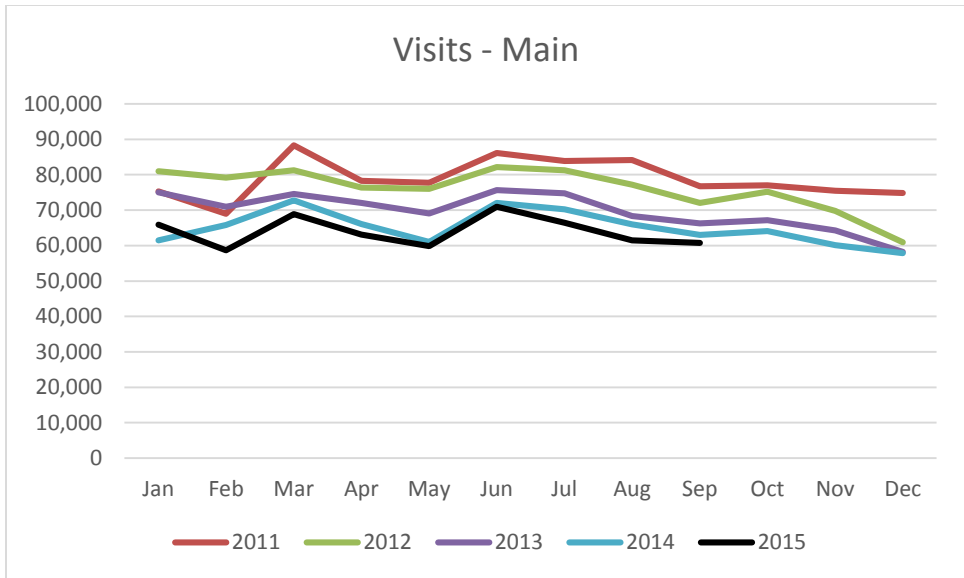
- Our web stats reflect a large fluctuation in September due to the inclusion of a page count not previously tracked. Due to the need to lock down library catalogs in the building (so they weren't used for internet access), our Google analytics (count) was also blocked from the computers inside the Library. Changes were made on September 8, and we are now able to track use of the catalog from our onsite library catalog computers.
- Work on updating the Library's intranet, Lint, to coincide with the New Service Model was completed in September. This project included:
  - Checking every page within the site for outdated names, processes, and information
  - The Library's Web Administrator, Paula Gray-Overtoom, worked with the Leadership Team to reorganize, update, and delete content.
  - New landing pages were created to provide a more efficiently organized system for staff to find information while working at a public service desk
  - Greatly improved and reorganized the way staff information is listed — staff now have immediate access to names, emails, pictures, and more

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

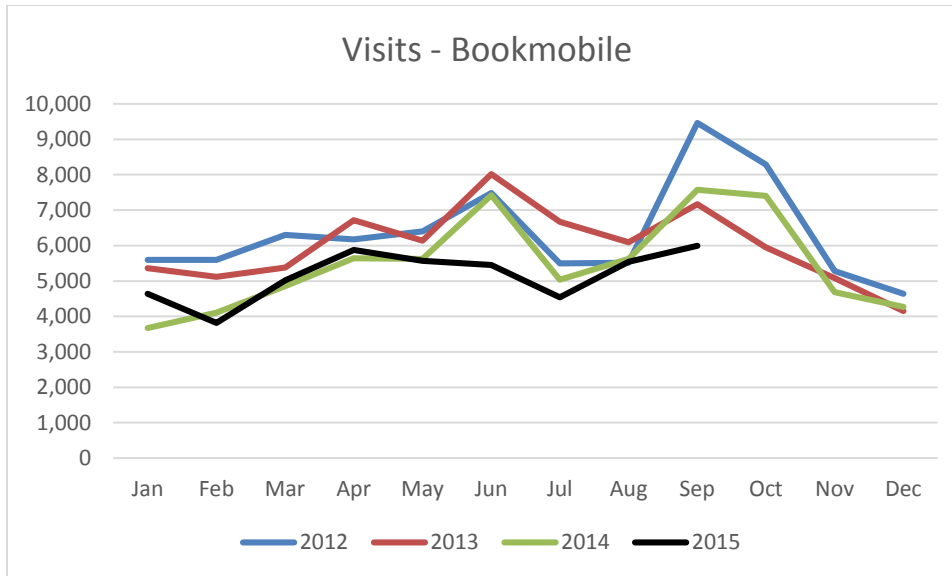
- The Library has reached the end of the current agreement with Smithville Communications, and IT staff are discussing ways to lower our costs and increase our internet bandwidth.

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









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

- In addition to the Bookmobile, the Library operates a van that transports carts of books and other materials inside senior living and assisted care centers, meeting needs of county residents who may not have sufficient mobility to visit us otherwise. Current stops are at Edgewood Village Apartments, Golden Living Center, Hearthstone Health Campus, Patterson Pointe, Providence Place, and Redbud Hills. Customers at these facilities can browse the tailored selections on the carts, and also request specific items. In addition, the Activity Directors have the option of setting up an institutional library account allowing them to distribute books and movies to their residents between the van visits. We currently average about 50 circulations at each 30 minute stop.
- The Library began to increase efforts to engage in the Ellettsville Young Adult community by starting a teen Drop In & Hang Out program, to occur every Tuesday after school. Kevin MacDowell also met with Edgewood High School's media center librarian to establish a relationship, offer the library's services, and to promote services at the Ellettsville branch.
- Marilyn Wood and Kevin MacDowell met with members of the Monroe County Juvenile Probation Department to provide a tour of the Ground Floor and Level Up and discuss programs available to teens and all ages and to promote literacy efforts among all youth in the community.

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

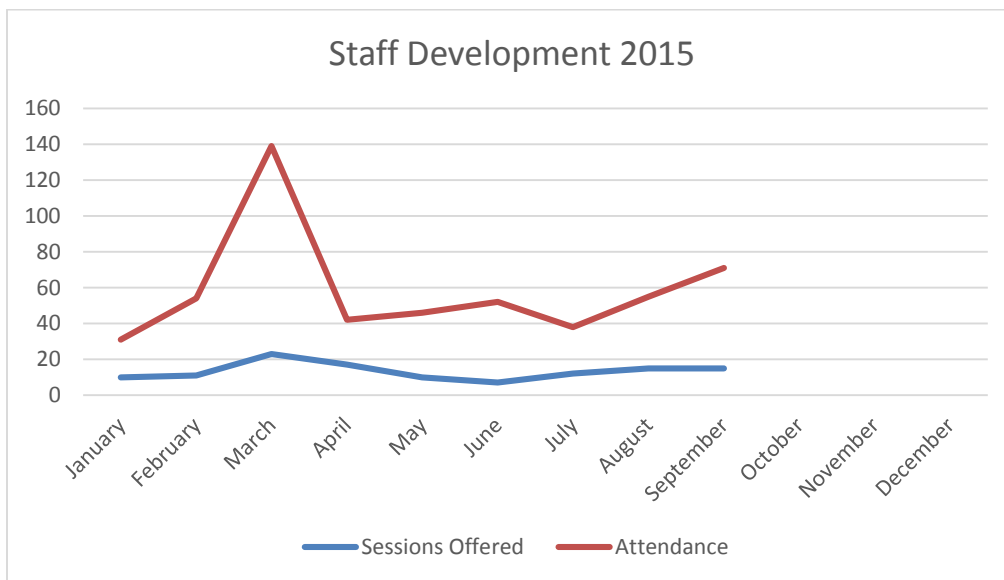
- Strategists continued work to develop a Strategic Calendar to identify all areas of focus for the coming months. This calendar will help direct discussion and work to develop programs, partnerships, content, displays, and internal and external communication.
- Chris Hosler developed and implemented a new process for sharing information among librarians and strategists during the program development phase.

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

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

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

- We are very pleased to welcome Jennifer Hoffman and Alex Galarza as Community Engagement Librarians at MCPL. Both will engage new teen audiences in the Ground Floor and audiences of all ages in Level Up. Additionally, Jen will oversee and develop Jail Services and Alex will identify and engage in new ways to provide services for patrons transitioning from children to teen services.
- Community Engagement refocused their work plan process in order to conduct an internal scan of ongoing partnerships and programs. Chris Hosler and Josh Wolf began developing a program proposal form which will help us assess both ongoing and upcoming programs. We hope to introduce this form as part of the workplan process.
- Four Community Engagement Librarians and one manager now work regular shifts at Ellettsville. Next month we hope to add three Access and Content Services Librarians to that rotation. Everyone is learning from their exposure to new audiences.
- Access and Content Services staff members D’Arcy Danielson, Ruth Green, Allison Moore, and Pam Wasmer attended an OCLC Member Forum on September 30. Discussions included metadata and cataloging, resource sharing and ILL, and using tools and research provided by OCLC.
- New work-study students were hired throughout the Library in September. Students will facilitate child and caregiver activities while maintaining the Learn and Play Space. Additionally, student workers are adding digital content to the Monroe County Timeline. All are supervised by community engaged librarians. These student workers provide added value to our customers and in return we provide valuable job training and a rewarding work experience. One recent success story: a former work study student began her MLS coursework with a full ALA scholarship in September.



- September was a robust month for Staff Development.

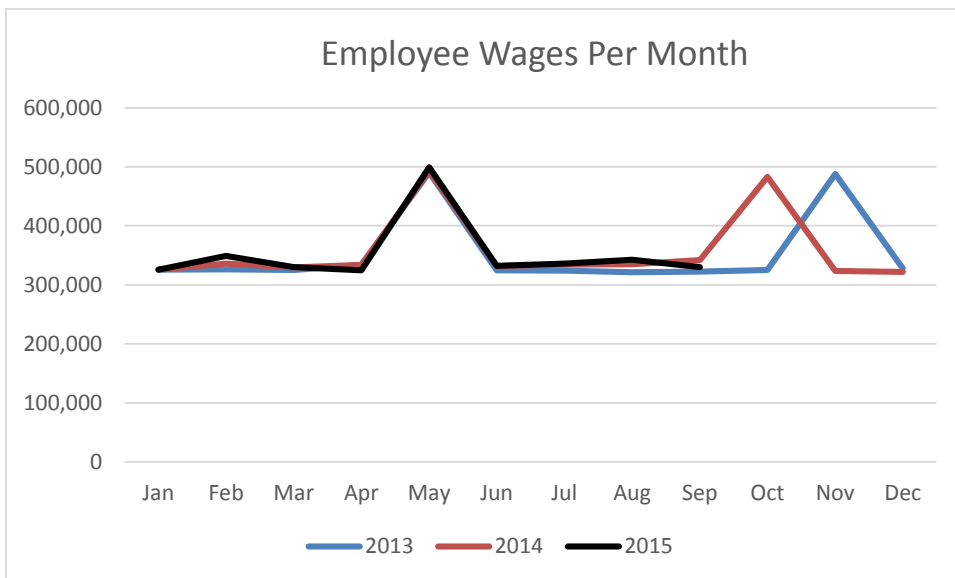
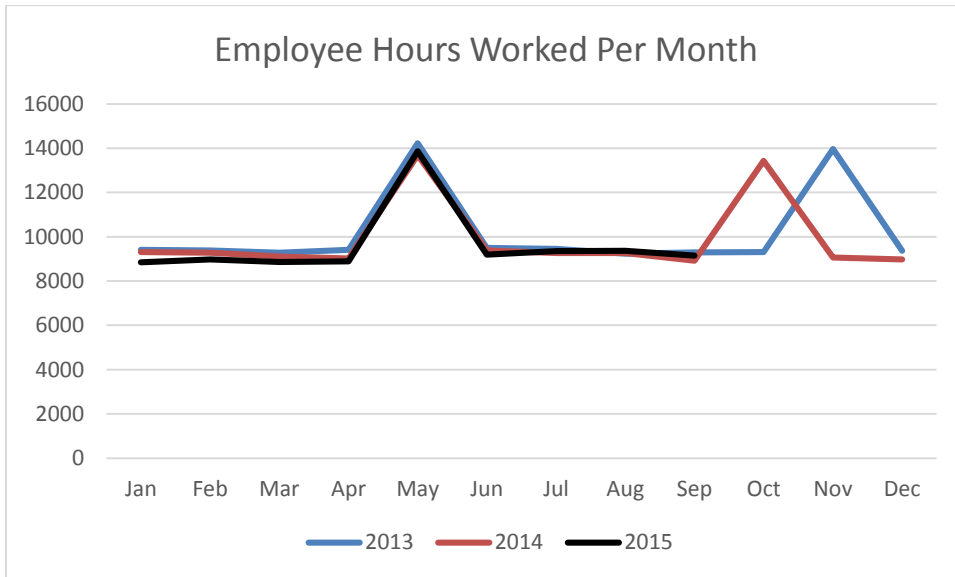
“Library Freedom Project” featuring online privacy issues was well received by technical and help desk staff.

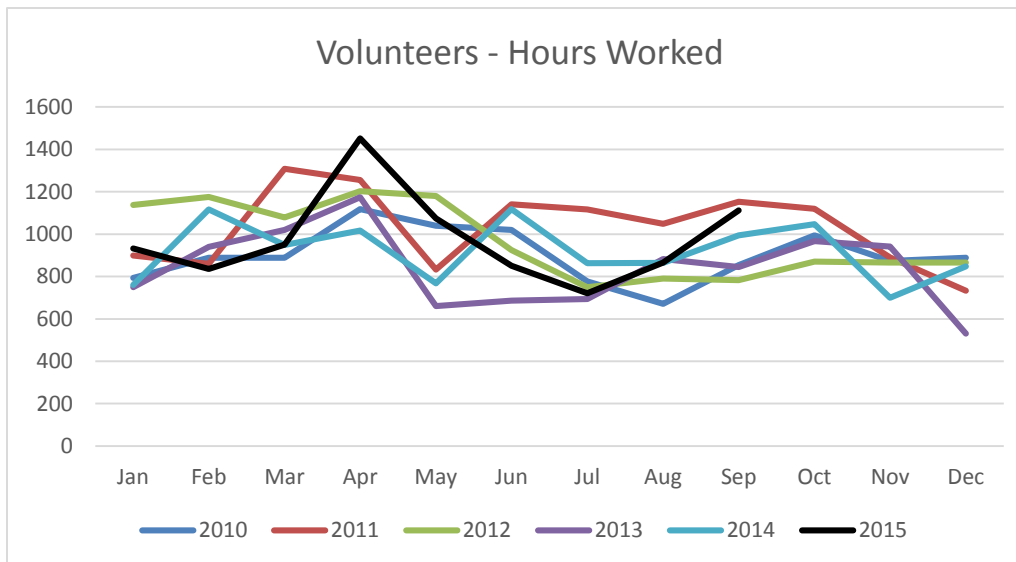
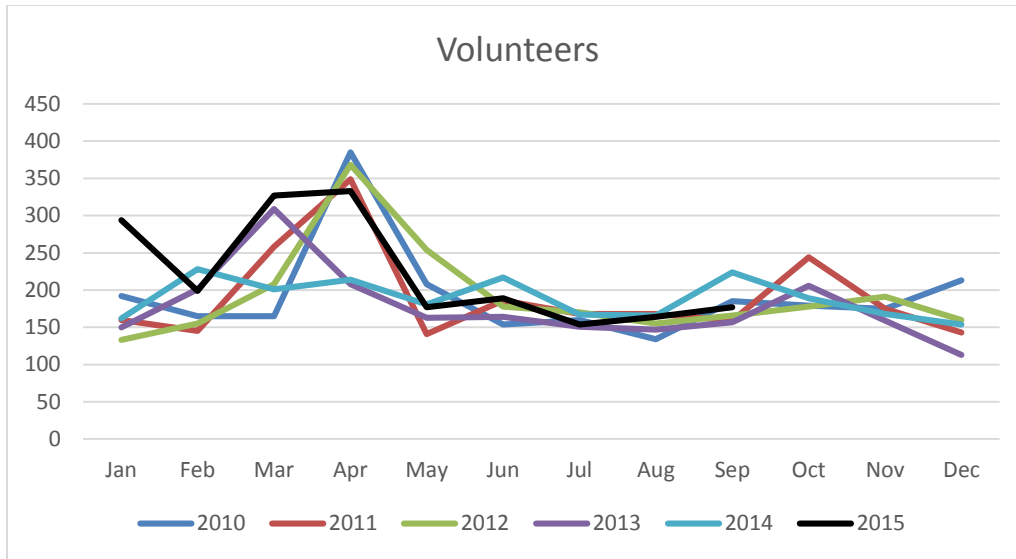
- “This session was a great opportunity for learning as well as hearing a speaker who has received national attention. Kudos to us for offering it! It was also interesting to hear just how much our privacy is exploited over the Internet. I definitely wasn't aware of all of the wonderfully useful resources mentioned by the speaker.”

- “I intend to work on moving our site to https and working on other options for providing better privacy to our patrons. The presentation broadened my knowledge of privacy on the web. I did already have a general understanding of privacy issues, but this gave me more tools to try, and motivated me to work on these issues.”

“How to use Lynda.com” was well received as staff need to learn how to help patrons through this new teaching platform.

- I was pleased to see how easy Lynda.com is to use. I was also pleased by the breadth of content for non-techies - management, communication, customer service - which will be of interest for all library staff.





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

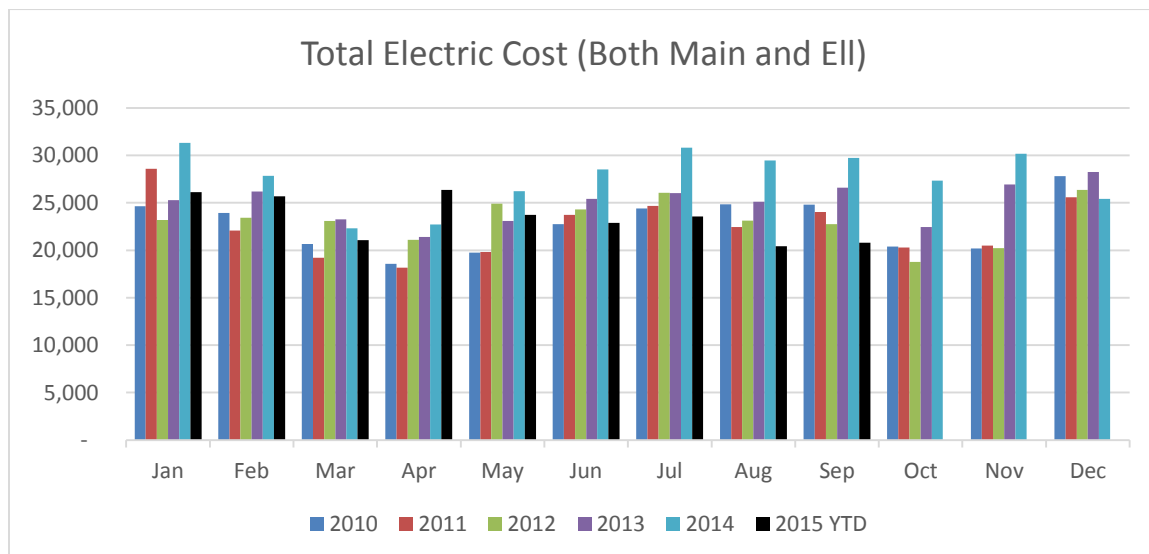
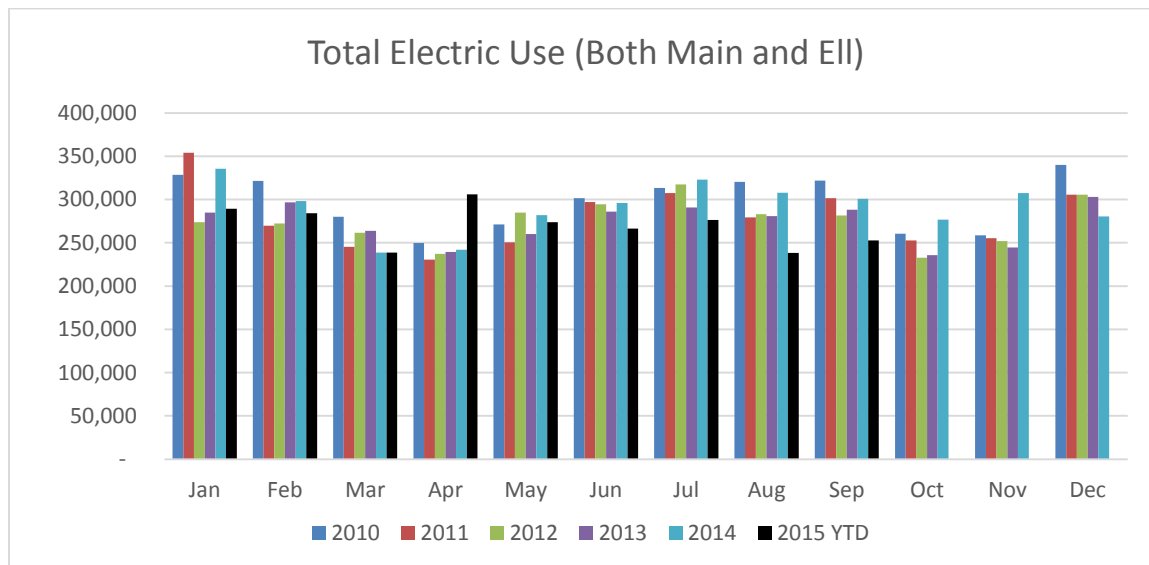
- The Library submitted a proposal to the Wahl Family Charitable Trust on September 28. If successful, the grant will provide funding for a start-up collection of Playaway Launchpads, a children’s learning tablet with a variety of installed app packages that promote STEM and STEAM (Science, Technology, Engineering, Art, and Math) concepts and skills.
- WTTS regularly hosts concerts in Indianapolis to successfully support children’s reading programs conducted by the Indianapolis Public Library. This fall, they also did a show at IU- Bloomington and reached out to us to ask if we were interested in being a recipient of a portion of the charitable proceeds for our children’s reading program. We enthusiastically agreed and understand the Library will be the recipient of a \$2,000 donation sometime in December or January.
- University Information Technology Services (UITS) of IU hosted a second benefit concert with the Library’s Ground Floor as the recipient of a \$313 donation. Kevin MacDowell was on hand at the event to thank everyone for attending and performing, and to offer a little background about the Ground Floor and Level Up.

**4C. Maintain library facilities.**

- Building Services had another busy month of regular maintenance along with the addition of repainting areas of the third floor, and replacing an air conditioner at Ellettsville, and a water heater at the Main Library.
- As a member of the Bloomington Council on Community Accessibility, Chris Jackson completed a preliminary survey of the Main Library looking at accessibility standards. This revealed a number of relatively minor issues—signage, handle placements—that the Library will address. But there are some larger issues as well, notably aisle widths in some stack areas. Before drafting a plan to remedy these problems, Chris will conduct a more comprehensive survey than what the Council requires, allowing us to move toward full ADA compliance.

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

- Gary attended a County record retention meeting and received permission to discard old records per the record retention schedule.



## Monroe County Public Library 2016 Budget

As we prepare the financial plan for 2016, we are also considering the community’s needs for library services for the long term. We are looking at the “big picture” for a growing community and the 2013-2017 strategic plan as we allocate limited funds for priority initiatives.

Attracting new audiences to the library and becoming more engaged with our community are priorities for staff as we move into next year. The creation of the new teen space and digital creativity area are helping to attract new audiences. These recent renovations were made possible by the sale of a \$1.8 million G.O. bond that covered building and equipment needs from 2013 to 2015.

We have approval to issue another G.O. bond for just under \$2 million for 2016 - 2018. This bond will provide funds for a feasibility study and potential site purchase for a new branch, and improvements at Ellettsville. It will also allow us to keep our computer and technology infrastructure up to date.

Here is a comparison of the Operating Fund projected 2016 spending vs. last year’s spending budget:

	<b>2015</b>	<b>2016</b>	%
	Operating Fund Spending Budget		increase
Wages and Benefits	5,564,240	5,616,284	0.94%
Supplies	205,000	205,100	0.05%
Other Services & Charges	1,286,740	1,337,800	3.97%
LIRF Transfer	205,000	298,000	45.37%
Capital Outlay	980,967	998,700	1.81%
<b>Total Operating Expenditures</b>	<b>8,241,947</b>	<b>8,455,884</b>	<b>2.60%</b>

### **Wage and Benefit Assumptions**

Wages and benefits account for 66% of the 2016 budget and include a 2% salary increase for staff. We have estimated a 15% increase for the employer contribution to health insurance. The final decision about the wage increase percent will be made in December 2015, after we confirm insurance costs for 2016.

### **2016 Revenue Summary**

The total Operating Fund revenue projection for 2016 is about \$8,168,000, an increase of about 2% compared to 2015 revenue projections. The property tax revenue projection is based on an increase of 2.6 % which is this year's average growth quotient. COIT revenue is expected to increase by about \$58,000 in 2016 which would be an increase of about 3% from 2015. The other revenue lines which include fines, fees, and miscellaneous state tax revenue make up about 7% of the annual total operating fund revenue and they are based on the 2015 projections. (See Worksheet A.)

### **Cash Balance**

The library's cash reserves are at about \$3 million which is about 30% of the total spending budget. In addition to the \$3 million balance, we are also accumulating funds in LIRF for the potential new branch.

### **New Branch Allocation**

The graph on the next page shows the original estimate for accumulation of new branch funds that was presented to the County Council in December, 2014. It also shows the updated projection through the end of 2016 based on the most current projections. The original projected balance at the end of 2016 was \$573,369. The updated projection based on the 2016 budget is \$1,000,000 allocated for the potential new branch at the end of 2016.

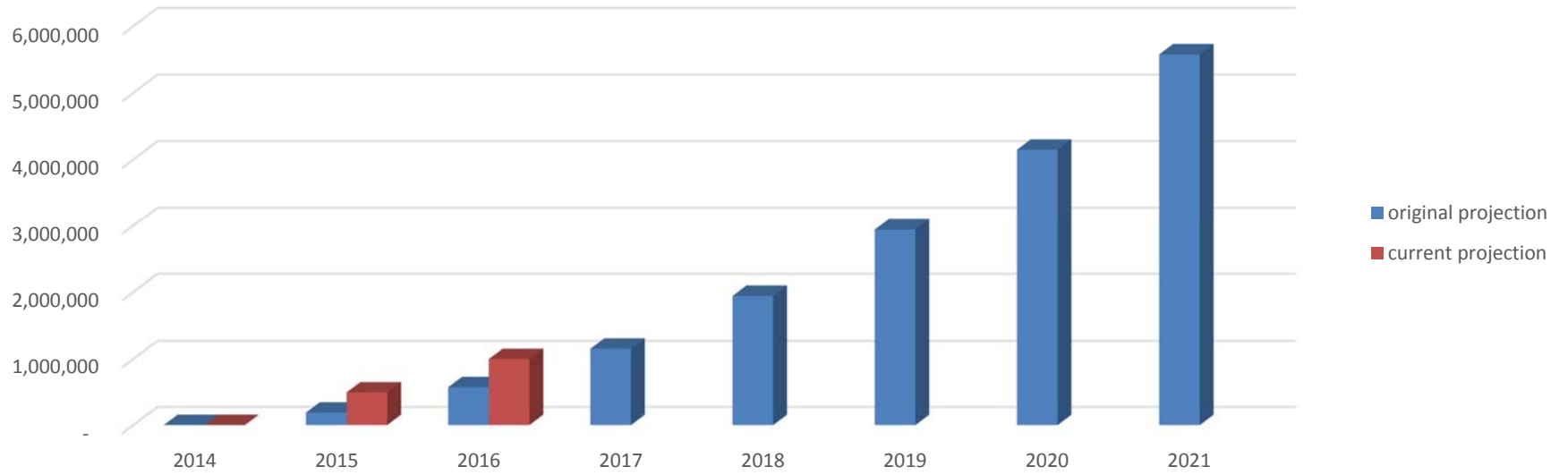
### **Accompanying Documents**

**Worksheet A** shows estimated revenue, expense, and cash balances, by fund.

**Worksheet B** includes line item expenditures for all four funds.

**Worksheet C** shows line item expenditures in the Operating Fund budget, compared to previous years. **Worksheet D** provides narrative information about each fund and items that changed significantly.

### New Branch Allocation





## 2016 Budget - estimated revenue, expense, and cash balances

Worksheet A	2015 Budget after 1782	2016 Estimates
<b>Operating Fund</b>		
Asses. Val.	6,468,591,915	5,498,303,128
<b>INCOME</b>		
<i>Property Tax 2016 - growth quotient = 1.026</i>		
Property Tax	\$ 5,446,554	5,598,164
County Option Income Tax	\$ 1,968,433	\$ 2,026,293
Commercial Vehicle Excise Tax	\$ 43,929	\$ 44,000
Financial Institutions Tax	\$ 17,533	\$ 17,000
License Excise	\$ 334,951	\$ 300,000
Fines/Fees	\$ 160,000	\$ 150,000
Other - meeting rooms/interest	\$ 7,000	\$ 8,000
Copier fees		\$ 12,500
Other - PLAC	\$ 25,000	\$ 12,500
	<b>TOTAL \$ 8,003,400</b>	<b>\$ 8,168,457</b>
<b>EXPENSES</b>		
Personnel Services	\$ 5,564,240	\$ 5,616,284
Supplies	\$ 205,000	\$ 205,100
Other Services/Charges	\$ 1,491,740	\$ 1,635,800
Capital	\$ 980,967	\$ 998,700
	<b>TOTAL before encumbrance \$8,241,947</b>	<b>\$8,455,884</b>
Encumbrance	\$4,083	
	<b>\$8,246,030</b>	
<b>FUND BALANCE</b>		
Beginning	\$ 1,797,951	\$ 975,321
LIRF xfer - addl. Approp.	\$ (580,000)	
Income less exp.	\$ (242,630)	\$ (287,427)
Ending balance	<b>\$ 975,321</b>	<b>\$ 687,895</b>

**2015 Budget after**

Worksheet A

**1782**

**2016 Estimates**

**Debt Service Fund**

INCOME

Property Tax	\$	478,676	\$	700,000
Commercial Vehicle Excise Tax		3,861		3,700
Financial Institutions Tax		1,541		1,500
License Excise		29,437		28,000

<b>TOTAL</b>	<b>\$</b>	<b>513,515</b>	<b>\$</b>	<b>733,200</b>
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EXPENSES

Bond Payment	\$	618,624	\$	730,000
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FUND BALANCE

Beginning	\$	89,095	\$	(16,014)
Income less exp.	\$	(105,109)	\$	3,200
Ending balance	\$	(16,014)	\$	(12,814)

**Library Improvement Reserve Fund**

INCOME

Transfer	\$	205,000	\$	298,000
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EXPENSES

Other Services/Charges	\$	100,000	\$	100,000
Capital	\$	250,000	\$	250,000

<b>TOTAL</b>		<b>\$350,000</b>		<b>\$350,000</b>
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FUND BALANCE

Beginning	\$	1,256,816	\$	1,536,816
xfer - addtl. Approp.	\$	580,000		
Renov/eq	\$	(300,000)		
Total	\$	1,536,816	\$	1,834,816

Worksheet A

**2015 Budget after  
1782**

**2016 Estimates**

		<b>Rainy Day Fund</b>	
INCOME	Transfer - repay		
EXPENSES			
	Other Services/Charges	\$ 160,000	\$ 109,500
	Additional Appropriation		
	Capital	\$ 240,000	\$ 215,000
	<b>TOTAL</b>	<b>\$400,000</b>	<b>\$324,500</b>
FUND BALANCE			
	Beginning	\$ 1,242,032	\$ 1,002,032
	LCPF xfer		
	Renov	\$ (240,000)	
	Total	\$ 1,002,032	\$ 1,002,032

		2016	2016	2016	2016	2016
2016 BUDGET		OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
<b>PERSONNEL SERVICES</b>						
SALARIES						
	1120 ADMINISTRATION	180,540				
	1130 MANAGERS	1,052,557				
	1140 LIBRARIANS, EXPERTS	1,004,405				
	1150 SPECIALISTS	205,078				
	1160 ASSISTANTS-PARAPROFESSIONALS	706,002				
	1170 TECH / SECRETARIES	56,687				
	1180 -see "Other Wages" below					
	1190 BUILDING SERVICES-MAINT.	137,100				
	1200 BUILDING SERVICES-SECURITY	113,916				
	1280 PRODUCTION ASSISTANTS	32,765				
	1290 INFO ASST. / MATERIAL SUPPORT	456,229				
	1300 MATERIAL HANDLER	112,831				
	1320 TECHNICIANS	15,148				
	<b>TOTAL SALARIES</b>	<b>4,073,259</b>		-	-	<b>4,073,259</b>
EMPLOYEE BENEFITS						
	1210 EMPLOYER CONTRIBUTION/FICA	250,063				
	1220 UNEMPLOYMENT COMPENSATION	10,000				
	1230 EMPLOYER CONTRIBUTION/PERF	373,925				
	1235 EMPLOYEE CONTRIBUTION/PERF	100,159				
	1240 EMPLOYER CONT/INSURANCE	735,396				
	1250 EMPLOYER CONT/MEDICARE	58,482				
	<b>TOTAL EMPLOYEE BENEFITS</b>	<b>1,528,025</b>		-		<b>1,528,025</b>
OTHER WAGES						
	1310 WORKSTUDY	5,000				
	1180 TEMPORARY STAFF	10,000				
	1350 STIPEND	-				
	<b>TOTAL OTHER WAGES</b>	<b>15,000</b>				<b>15,000</b>
<b>TOTAL PERSONNEL SERVICES (1000s)</b>		<b>5,616,284</b>		-		<b>5,616,284</b>

		2016	2016	2016	2016	2016
2016 BUDGET		OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
<b>SUPPLIES (2000s)</b>						
OFFICE SUPPLIES						
	2110 OFFICIAL RECORDS	1,100				
	2120 STATIONERY & PRINTING	900				
	2130 OFFICE SUPPLIES	12,200				
	2140 DUPLICATING	44,200				
	2150 PROMOTIONAL MATERIALS	-				
<b>TOTAL OFFICE SUPPLIES</b>		<b>58,400</b>		-		<b>58,400</b>
OPERATING SUPPLIES						
	2210 CLEANING SUPPLIES	42,200				
	2220 FUEL, OIL, & LUBRICANTS	10,500				
	2230 CATALOGING SUPPLIES	7,000				
	2240 AUDIO VISUAL SUPPLIES	9,200				
	2250 CIRCULATION SUPPLIES	32,500				
	2260 LIGHT BULBS	10,000				
	2270 RECORDING MATERIALS - CATS	-				
	2280 UNIFORMS	1,900				
	2290 DISPLAY/EXHIBIT SUPPLIES	7,000				
<b>TOTAL OPERATING SUPPLIES</b>		<b>120,300</b>		-		<b>120,300</b>
REPAIR & MAINTENANCE SUPPLIES						
	2300 IS SUPPLIES	5,000				
	2310 BUILDING MATERIALS & SUPPLIES	21,000				
	2315 ENERGY AUDIT SUPPLIES	-				
	2320 PAINT & PAINTING SUPPLIES	400				
	2340 OTHER REPAIR & BINDING	-				
	2350 RECORDING EQUIP SUPPLIES - CATS	-				
<b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b>		<b>26,400</b>				<b>26,400</b>
<b>TOTAL SUPPLIES (2000s)</b>		<b>205,100</b>		-		<b>205,100</b>
<b>OTHER SERVICES/CHARGES (3000s)</b>						
PROFESSIONAL SERVICES						
	3110 CONSULTING SERVICES	11,000		20,000		

		2016	2016	2016	2016	2016
2016 BUDGET		OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
	3120 ENGINEERING/ARCHITECTURAL	10,000		20,000		
	3130 LEGAL SERVICES	15,000		20,000		
	3140 BUILDING SERVICES	40,000				
	3150 MAINTENANCE CONTRACTS	155,600				
	3160 OCLC & COMPUTER SERVICES	70,500				
	3170 ADMIN/ACCOUNTING SERVICES	47,000				
	3175 COLLECTION AGENCY SERVICE	21,000				
	<b>TOTAL PROFESSIONAL SERVICES</b>	<b>370,100</b>	<b>-</b>	<b>60,000</b>		<b>430,100</b>
	COMMUNICATION & TRANSPORTATION					
	3210 TELEPHONE	33,600				
	3220 POSTAGE	22,000				
	3230 TRAVEL EXPENSE	10,000				
	3240 PROFESSIONAL MEETINGS	10,000				
	3250 CONTINUING EDUCATION	10,000				
	3260 FREIGHT & DELIVERY	1,000				
	<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>86,600</b>				<b>86,600</b>
	PRINTING & ADVERTISING					
	3310 ADVERTISING & PUBLICATION	2,350				
	3320 PRINTING	5,000				
	<b>TOTAL PRINTING &amp; ADVERTISING</b>	<b>7,350</b>				<b>7,350</b>
	INSURANCE					
	3410 OFFICIAL BOND	600				
	3420 OTHER INSURANCE	77,000				
	<b>TOTAL INSURANCE</b>	<b>77,600</b>				<b>77,600</b>
	UTILITIES					
	3510 GAS	4,950				
	3520 ELECTRICITY	354,000				
	3530 WATER	27,100				
	<b>TOTAL UTILITIES</b>	<b>386,050</b>				<b>386,050</b>
	REPAIR & MAINTENANCE					
	3610 BUILDING REPAIR	28,000	100,000	49,500		

		2016	2016	2016	2016	2016
2016 BUDGET		OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
	3630 OTHER REPAIR	16,000				
	3640 VEHICLE REPAIR & MAINTENANCE	10,000				
	3650 MATERIALS BINDING/REPAIR	1,500				
	<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>55,500</b>	<b>100,000</b>	<b>49,500</b>		<b>205,000</b>
	RENTALS					
	3710 REAL ESTATE RENTAL/BOND PMT.	35,600			730,000	
	3720 EQUIPMENT RENTAL	-				
	<b>TOTAL RENTALS</b>	<b>35,600</b>			<b>730,000</b>	<b>765,600</b>
	OTHER CHARGES					
	3845 ELEC. RECOURCES-DATABASES	185,000				
	3846 E-BOOKS	120,000				
	3910 DUES/INSTITUTIONAL	8,000				
	3920 INTEREST/TEMPORARY LOAN	2,000				
	3930 TAXES & ASSESSMENTS	-				
	3940 TRANSFER TO LIRF	298,000				
	3945 TRANSFER TO RAINY DAY	-				
	3950 EDUCATIONAL LICENSING/SERVICES	4,000				
	<b>TOTAL OTHER CHARGES</b>	<b>617,000</b>				<b>617,000</b>
	<b>TOTAL OTHER SERVICES/CHARGES (3000s)</b>	<b>1,635,800</b>	<b>100,000</b>	<b>109,500</b>	<b>730,000</b>	<b>2,575,300</b>
	<b>CAPITAL OUTLAY (4000s)</b>					
	FURNITURE & EQUIPMENT					
	4410 FURNITURE	10,000		50,000		
	4420 AUDIO VISUAL EQUIPMENT	-				
	4430 OTHER EQUIPMENT	20,000	100,000	50,000		
	4440 LAND & BUILDINGS	-				
	4450 BUILDING RENOVATION -	5,000	150,000	115,000		
	4460 IS EQUIPMENT	-				
	4465 IS SOFTWARE	-				
	4470 EQUIPMENT - CATS	-				
	4475 SOFTWARE - CATS	-				
	<b>TOTAL FURNITURE &amp; EQUIPMENT</b>	<b>35,000</b>	<b>250,000</b>	<b>215,000</b>		<b>500,000</b>

		2016	2016	2016	2016	2016
	2016 BUDGET	OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
	OTHER CAPITAL OUTLAY					
	4510 BOOKS	552,700				
	4520 PERIODICALS & NEWSPAPERS	43,000				
	4530 NONPRINT MATERIALS	343,000				
	to get to 15%	25,000				
	4540 ELECTRONIC RESOURCES	-				
	<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>963,700</b>				<b>963,700</b>
		15.00%				
	<b>TOTAL CAPITAL OUTLAY</b>	<b>998,700</b>	<b>250,000</b>	<b>215,000</b>		<b>1,463,700</b>
	<b>TOTAL EXPENDITURES 2016</b>	<b>8,455,884</b>	<b>350,000</b>	<b>324,500</b>	<b>730,000</b>	<b>9,860,384</b>
	<b>TOTAL BUDGET 2015</b>	8,241,971	350,000	400,000	618,624	<b>9,610,595</b>
	Increase from 2015	2.60%	0.00%	-18.88%	18.00%	2.60%



2016 BUDGET COMPARISON

Worksheet C	2016 BUDGET	2015 BUDGET	2014 ACTUAL	2013 ACTUAL
PERSONNEL SERVICES (1000'S)				
SALARIES				
1120 ADMINISTRATION	180,540	191,013	187,268	177,268
1130 MANAGERS	1,052,557	647,755	616,208	525,051
1140 LIBRARIANS, EXPERTS	1,004,405	1,268,307	1,191,262	1,238,489
1150 SPECIALISTS	205,078	806,354	780,042	803,590
1160 ASSISTANTS-PARAPROFESSIONALS	706,002	454,909	468,598	427,862
1170 TECH / SECRETARIES	56,687	249,535	229,230	240,787
1180 -see "Other Wages" below				
1190 BUILDING SERVICES-MAINT.	137,100	391,482	376,170	365,563
1200 BUILDING SERVICES-SECURITY	113,916			
1280 PRODUCTION ASSISTANTS	32,765			
1290 INFO ASST. / MATERIAL SUPPORT	456,229			
1300 MATERIAL HANDLER	112,831			
1320 TECHNICIANS	15,148			
<b>TOTAL SALARIES</b>	<b>4,073,259</b>	<b>4,009,356</b>	<b>3,848,778</b>	<b>3,778,610</b>
EMPLOYEE BENEFITS				
1210 EMPLOYER CONTRIBUTION/FICA	250,063	248,477	228,078	222,541
1220 UNEMPLOYMENT COMPENSATION	10,000	10,000		-
1230 EMPLOYER CONTRIBUTION/PERF	373,925	367,239	355,157	325,398
1235 EMPLOYEE CONTRIBUTION/PERF	100,159	98,368	95,407	93,018
1240 EMPLOYER CONT/INSURANCE	735,396	758,392	692,328	624,968
1250 EMPLOYER CONT/MEDICARE	58,482	57,409	53,341	52,046
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>1,528,025</b>	<b>1,539,884</b>	<b>1,424,309</b>	<b>1,317,972</b>
OTHER WAGES				
1310 WORKSTUDY	5,000	5,000	2,555	1,782
1180 TEMPORARY STAFF	10,000	10,000	1,359	4,137
1350 STIPEND/RECLASSIFICATION				-
<b>TOTAL OTHER WAGES</b>	<b>15,000</b>	<b>15,000</b>	<b>3,913</b>	<b>5,919</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>5,616,284</b>	<b>5,564,240</b>	<b>5,277,001</b>	<b>5,102,501</b>

Worksheet C

	2016 BUDGET 66.42%	2015 BUDGET 67.51%	2014 ACTUAL 70.26%	2013 ACTUAL
SUPPLIES (2000'S)				
OFFICE SUPPLIES				
2110 OFFICIAL RECORDS	1,100	1,100	908	1,208
2120 STATIONERY & PRINTING	900	1,100	73	131
2130 OFFICE SUPPLIES	12,200	13,650	6,602	6,898
2140 DUPLICATING	44,200	43,250	30,218	32,507
2150 PROMOTIONAL MATERIALS			200	-
TOTAL OFFICE SUPPLIES	58,400	59,100	38,001	40,744
OPERATING SUPPLIES				
2210 CLEANING SUPPLIES	42,200	38,200	38,429	33,826
2220 FUEL, OIL, & LUBRICANTS	10,500	10,500	8,077	7,941
2230 CATALOGING SUPPLIES-BOOKS	7,000	7,000	4,346	5,723
2240 A/V SUPPLIES-CATALOGING	9,200	9,700	3,966	6,055
2250 CIRCULATION SUPPLIES	32,500	35,000	27,131	28,026
2260 LIGHT BULBS	10,000	7,000	10,573	5,824
2270 VIDEOTAPE - CATS				-
2280 UNIFORMS	1,900	1,900	1,838	1,282
2290 DISPLAY/EXHIBIT SUPPLIES	7,000	8,700	2,230	1,415
TOTAL OPERATING SUPPLIES	120,300	118,000	96,590	90,090
REPAIR & MAINTENANCE SUPPLIES				
2300 IS SUPPLIES	5,000	6,500	2,415	4,993
2310 BUILDING MATERIALS & SUPPLIES	21,000	21,000	15,247	16,795
2315 ENERGY AUDIT MATERIALS				-
2320 PAINT & PAINTING SUPPLIES	400	400	287	194
2340 OTHER REPAIR & BINDING				-
2350 VIDEO MATERIALS - CATS				-
TOTAL REPAIR & MAINTENANCE SUPPLIES	26,400	27,900	17,949	21,983
TOTAL SUPPLIES	205,100	205,000	152,540	152,817

Worksheet C	2016 BUDGET	2015 BUDGET	2014 ACTUAL	2013 ACTUAL
OTHER SERVICES/CHARGES (3000'S)				
PROFESSIONAL SERVICES				
3110 CONSULTING SERVICES	11,000	11,000	12,763	11,071
3120 ENGINEERING/ARCHITECTURAL	10,000	10,000	10,000	-
3130 LEGAL SERVICES	15,000	15,000	7,851	28,971
3140 BUILDING SERVICES	40,000	34,000	33,283	31,438
3150 MAINTENANCE CONTRACTS	155,600	156,100	116,985	120,720
3160 COMPUTER SERVICES (OCLC)	70,500	73,000	60,247	56,154
3170 ADMIN/ACCOUNTING SERVICES	47,000	46,000	39,289	38,720
3175 COLLECTION AGENCY SERVICES	21,000	21,000	15,822	17,743
TOTAL PROFESSIONAL SERVICES	370,100	366,100	296,240	304,817
COMMUNICATION & TRANSPORTATION				
3210 TELEPHONE	33,600	35,800	28,302	31,723
3220 POSTAGE	22,000	24,000	16,652	16,691
3230 TRAVEL EXPENSE	10,000	10,000	3,406	508
3240 PROFESSIONAL MTG. (OFF-SITE)	10,000	10,000	1,423	272
3250 CONTINUING ED. (ON-SITE)	10,000	10,000	1,246	6,410
3260 FREIGHT & DELIVERY	1,000	1,800	17	1,269
TOTAL COMMUNICATION & TRANSPORTATION	86,600	91,600	51,046	56,873
PRINTING & ADVERTISING				
3310 ADVERTISING & PUBLICATION	2,350	2,600	3,400	1,535
3320 PRINTING	5,000	5,000	1,331	1,653
TOTAL PRINTING & ADVERTISING	7,350	7,600	4,731	3,187
INSURANCE				
3410 OFFICIAL BOND	600	600	450	450
3420 OTHER INSURANCE	77,000	69,400	71,658	63,303
TOTAL INSURANCE	77,600	70,000	72,108	63,753
UTILITIES				
3510 GAS	4,950	4,950	2,624	2,631
3520 ELECTRICITY	354,000	318,400	334,672	298,628

Worksheet C		2016	2015	2014	2013
		BUDGET	BUDGET	ACTUAL	ACTUAL
	3530 WATER	27,100	28,300	20,904	24,209
TOTAL UTILITIES		386,050	351,650	358,200	325,467
REPAIR & MAINTENANCE					
	3610 BUILDING REPAIR	28,000	25,000	22,433	24,439
	3630 OTHER EQUIP/FURNITURE REPAIRS	16,000	18,500	4,168	8,189
	3640 VEHICLE REPAIR & MAINTENANCE	10,000	11,500	5,187	7,995
	3650 MATERIAL BINDING/REPAIR SERV.	1,500	2,500	739	1,326
TOTAL REPAIR & MAINTENANCE		55,500	57,500	32,527	41,950
RENTALS					
	3710 REAL ESTATE RENTAL/BOND PMT.	35,600	38,850	31,438	32,025
	3720 EQUIPMENT RENTAL				-
TOTAL RENTALS		35,600	38,850	31,438	32,025
OTHER CHARGES					
	3845 ELEC. RECOURCES-DATABASES	185,000	173,210	146,331	114,988
	3846 E-BOOKS	120,000	116,030	118,738	73,287
	3910 DUES/INSTITUTIONAL	8,000	8,200	7,671	7,200
	1004 MISCELLANEOUS				-
	3920 INTEREST/TEMPORARY LOAN	2,000	2,000	-	-
	3930 TAXES & ASSESSMENTS				-
	3940 TRANSFER TO LIRF	298,000	205,000	-	214,000
	3945 TRANSFER TO RAINY DAY				-
	3950 EDUCATIONAL SERV/LICENSEING	4,000	4,000	3,155	1,444
TOTAL OTHER CHARGES		617,000	508,440	275,896	410,919
TOTAL OTHER SERVICES/CHARGES		1,635,800	1,491,740	1,122,186	1,238,990
CAPITAL OUTLAY (4000'S)					
FURNITURE & EQUIPMENT					
	4410 FURNITURE	10,000	10,000	1,788	6,237
	44105 ENCUMBERED FURNITURE				-
	4420 AUDIO VISUAL EQUIPMENT				-

## Worksheet C

	2016 BUDGET	2015 BUDGET	2014 ACTUAL	2013 ACTUAL
4430 OTHER EQUIPMENT	20,000	20,000	17,279	4,082
4440 LAND & BUILDINGS				-
4450 BUILDING RENOVATIONS	5,000	4,000	4,529	-
4460 IS EQUIPMENT				-
4465 IS SOFTWARE				-
4470 EQUIPMENT - CATS				-
4475 SOFTWARE - CATS				-
<b>TOTAL FURNITURE &amp; EQUIPMENT</b>	<b>35,000</b>	<b>34,000</b>	<b>23,596</b>	<b>10,318</b>
<b>OTHER CAPITAL OUTLAY</b>				
4510 BOOKS	552,700	551,700	549,042	579,426
4520 PERIODICALS & NEWSPAPERS	43,000	42,678	38,856	39,032
4530 NONPRINT MATERIALS	343,000	352,589	347,662	363,240
to get to 15%	25,000	-	-	-
4540 ELECTRONIC RESOURCES	-	-	-	-
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>963,700</b>	<b>946,967</b>	<b>935,560</b>	<b>981,698</b>
	15.00%	15.00%	15.99%	
<b>TOTAL CAPITAL OUTLAY</b>	<b>998,700</b>	<b>980,967</b>	<b>959,155</b>	<b>992,016</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>8,455,884</b>	<b>8,241,947</b>	<b>7,510,882</b>	<b>7,486,324</b>

**Monroe County Public Library**  
**2016 Budget: Line Item Detail Narrative**  
**Updated May 14, 2015**

**OPERATING FUND**

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

<u>Line</u>	<u>Comment</u>
1120-1320	The 2016 wage projection is based on a 2% wage increase for employees. This could change depending on health insurance cost (1240).
1180	Small reserve fund set aside in order to address temporary staffing shortages.
1210	FICA = 6.2% of total wages
1220	The library is self-insuring for unemployment insurance. This amount is appropriated to cover any claims during 2016.
1230	The rate that the library contributes for full-time employees to the Indiana Public Employees Retirement System for the employer contribution is 11.2% in 2016.
1235	The library contributes 3% of wages for full-time employees to the Indiana Public Employees Retirement System for the employee contribution.
1240	Employer contribution to health insurance is estimated at a 15% increase. We have also budgeted \$30,000 to allow for new employees to be added to the plan as a result of employee turnover during the year.
1310	Wages for temporary staff, including work-study students.
3110-3120	Consulting and engineering fees are in the budget as a placeholder.
3630	Funds allocated for equipment repair and for repair and replacement of chairs for patrons and staff.
3940	Transfer to LIRF for future facility needs.
4510-4540	Collection materials expenditures equal 15% of Operating Fund budget (including 3845 and 3846) to continue to meet State Standards for materials expenditures at the enhanced level.

**LIBRARY IMPROVEMENT RESERVE FUND (LIRF)**

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

- 3610 Appropriated in case of emergency building repairs exceeding amount appropriated in Operating Fund.
- 4430 Appropriated for unexpected equipment replacement expenditures.
- 4450 Appropriated for unexpected building needs.
- 

**RAINY DAY FUND**

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

- 3110 - 3130 Appropriated to cover unexpected need for consultant, engineering, or legal services.
- 3610 Appropriated to cover emergency building repairs exceeding amount appropriated in Operating Fund.
- 4410 - 4430 Appropriated in case of unanticipated need for furniture or equipment.
- 4450 Appropriated for unexpected building needs.
- 

**DEBT SERVICE FUND**

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

- 3710 First year payment on 2016-2018 general obligation bond.



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# 2016 Budget

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## 2016 Operating Fund Revenue Estimate

<i>Revenue Source</i>	<i>2015</i>	<i>2016</i>	<i>% Change</i>	<i>\$ Change</i>
Property Tax	\$5,446,554	\$5,598,164	2.78%	\$151,610
COIT	\$1,968,433	\$2,026,293	2.94%	\$57,860
Commercial Vehicle Excise Tax	\$43,929	\$44,000	0.16%	\$71
Financial Institutions Tax	\$17,533	\$17,000	-3.04%	(\$533)
License Excise Tax	\$334,951	\$300,000	-10.43%	(\$34,951)
Fines and Fees	\$160,000	\$150,000	-6.25%	(\$10,000)
Other Fees (Copier/PLAC)	\$25,000	\$25,000	0.00%	\$0
Interest / meeting rooms	\$7,000	\$8,000	14.29%	\$1,000
<b>TOTAL REVENUE</b>	<b>\$8,003,400</b>	<b>\$8,168,457</b>	2.06%	\$165,057

## 2016 Spending Estimates

	<i>2015</i>	<i>2016</i>	<i>% Change</i>	<i>\$ Change</i>
<b>Operating Fund</b>				
Personnel Services	5,564,240	5,616,284		
Supplies	205,000	205,100		
Other Services/Charges	1,286,740	1,337,800		
LIRF transfer	205,000	298,000		
Capital	980,967	998,700		
	<b>8,241,947</b>	<b>8,455,884</b>	2.6%	213,937
<b>Debt Fund</b>				
Debt Service - G.O. Bond Payment	618,624	730,000	18.0%	111,376
<b>Library Improvement Reserve Fund</b>				
Contingency Appropriations	350,000	350,000	0.0%	-
<b>Rainy Day Fund</b>				
Contingency Appropriations	400,000	324,500	-18.9%	(75,500)
<b>Total Budget</b>	<b>9,610,571</b>	<b>9,860,384</b>	<b>2.6%</b>	<b>249,813</b>

# ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)  
 Approved by the State Board of Accounts, 2015  
 Prescribed by the Department of Local Government Finance

Budget Form No. 4

Ordinance Number:

Be it ordained/resolved by the **Monroe County Public Library Board of Trustees** that for the expenses of **MONROE COUNTY PUBLIC LIBRARY** for the year ending December 31, **2016** the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **MONROE COUNTY PUBLIC LIBRARY**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **Monroe County Public Library Board of Trustees**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Monroe County Public Library Board of Trustees	Library Board	10/21/2015

DLGF-Reviewed Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0061	RAINY DAY	\$324,500	\$0	0.0000
0101	GENERAL	\$8,455,884	\$5,598,164	0.0847
0180	DEBT SERVICE	\$730,000	\$700,000	0.0106
2011	LIBRARY IMPROVEMENT RESERVE	\$350,000	\$0	0.0000
		<b>\$9,860,384</b>	<b>\$6,298,164</b>	<b>0.0953</b>

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

# ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)  
Approved by the State Board of Accounts, 2015  
Prescribed by the Department of Local Government Finance

Budget Form No. 4

## ATTEST

Name	Title	Signature
Fred Risinger	Secretary	

## CONTINUING DISCLOSURE UNDERTAKING

This CONTINUING DISCLOSURE UNDERTAKING (the "Agreement") is made as of November \_\_\_\_, 2015 by Monroe County Public Library (the "Obligor") for the purpose of permitting \_\_\_\_\_, as underwriter (the "Underwriter") of the Bonds to purchase the Bonds in compliance with the Securities and Exchange Commission ("SEC") Rule 15c2-12 (the "SEC Rule") as published in the Federal Register on November 17, 1994.

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

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

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

- (1) "Bondholder" or "holder" or any similar term, when used with reference to a Bond or Bonds, means any person who shall be the registered owner of any outstanding Bond, or the holders of beneficial interests in the Bonds.
- (2) "EMMA" is Electronic Municipal Market Access System established by the Municipal Securities Rulemaking Board.
- (3) "Final Official Statement" means the Official Statement, dated as of November \_\_\_\_, 2015, relating to the Bonds, including any document or set of documents included by specific reference to such document or documents filed with the MSRB.
- (4) "MSRB" means the Municipal Securities Rulemaking Board.
- (5) "Obligated Person" means any person, including an issuer of municipal securities, who is either generally or through an enterprise, fund, or account of such person committed by contract or other arrangement to support payment of the obligations on the Bonds (other than providers of municipal bond insurance, letters of credit, or other liquidity facilities), for which Annual Information (as defined in Section 5 hereof) is presented in the Official

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

Section 2. Bonds. This Agreement applies to the General Obligation Bonds of 2015 in the principal amount of \$1,995,000 (the "Bonds").

Section 3. Term. The term of this Agreement is from the date of delivery of the Bonds by the Obligor to the earlier of (i) the date of the last payment of principal or redemption price, if any, of, and interest to accrue on, all the Bonds, or (ii) the date the Bonds are defeased under the Bond Resolution adopted by the Obligor on September 17, 2014, as supplemented on October 21, 2015 (as supplemented, the "Resolution").

Section 4. Obligated Persons. (a) The Obligor hereby represents and warrants as of the date hereof that it is the only Obligated Person with respect to the Bonds. If the Obligor is no longer committed by contract or other arrangement to support payment of the Bonds, such person shall no longer be considered an Obligated Person within the meaning of the SEC Rule and the continuing obligation under this Agreement to provide annual financial information and notices of events shall terminate with respect to such person.

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

Section 5. Provision of Annual Information. The Obligor hereby undertakes to provide:

(a) To the MSRB, the audited financial statements of the Obligor as prepared and examined by the Indiana State Board of Accounts on a biennial basis for each period of two fiscal years, together with the opinion of such auditors and all notes thereto (collectively, the "Audited Information"), by the June 30 immediately following each biennial period. Such disclosure of Audited Information shall first occur by June 30, 2017, and shall be made by June 30 of every other year thereafter, if the Audited Information is delivered to the Obligor by June 30 of each biennial period. If, however, the Obligor has not received the Audited Information by such June 30 biennial date, the Obligor agrees to (i) post a voluntary notice to the MSRB by June 30 of such biennial period that the Audited Information has not been received, and (ii) post the Audited Information within 60 days of the Obligor's receipt thereof; and

(b) To the MSRB, no later than June 30 of each year, beginning June 30, 2016, the most current copy of financial information of the Library which is customarily prepared by or for the Library, as required by Indiana law in effect at the time such financial information is prepared (the "Annual Information"). As of the date of the Undertaking, the Library is required by law to prepare or cause to be prepared an Annual Library Finance Report.

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

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

(c) Annual Information required to be provided pursuant to this Section 5 may be provided by a specific reference to such Annual Information already prepared and previously provided to EMMA, or filed with the SEC; however, if such document is a final official statement, it must also be available from the MSRB.

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

Section 6. Reportable Events. The Obligor undertakes to disclose the following events, within 10 business days of the occurrence of any of the following events, if material (which determination of materiality shall be made by the Obligor in accordance with the standards established by federal securities laws), to the MSRB, in each case (i) in an electronic format as prescribed by the MSRB and (ii) accompanied by identifying information as prescribed in MSRB:

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

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

- (1) principal and interest payment delinquencies;
- (2) unscheduled draws on debt service reserves reflecting financial difficulties;
- (3) unscheduled draws on credit enhancements reflecting financial difficulties;
- (4) substitution of credit or liquidity providers, or their failure to perform;
- (5) defeasances;
- (6) rating changes;
- (7) adverse tax opinions or events affecting the status of the Bonds, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material events, notices or determinations with respect to the tax status of the Bonds;
- (8) tender offers; and
- (9) bankruptcy, insolvency, receivership or similar event of the obligated person.

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

Section 7. Use of Agent. The Obligor may, at its sole discretion, utilize an agent (the "Dissemination Agent") in connection with the dissemination of any information required to be provided by the Obligor pursuant to the terms of the SEC Rule and the terms of this Agreement. If a Dissemination Agent is selected for these purposes, the Obligor shall provide prior written notice thereof (as well as notice of replacement or dismissal of such agent) to the MSRB.

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

Section 8. Remedies. (a) The purpose of this Agreement is to enable the Underwriter to purchase the Bonds by providing for an undertaking by the Obligated Persons in satisfaction of the SEC Rule. This Agreement is solely for the benefit of (i) the Underwriters, and (ii) the Bondholders and creates no new contractual or other rights for the SEC,



underwriters, brokers, dealers, municipal securities dealers, potential customers, other Obligated Persons or any other third party. The sole remedy against the Obligor for any failure to carry out any provision of this Agreement shall be for specific performance of the Obligor's disclosure obligations hereunder and not for money damages of any kind or in any amount or for any other remedy. The Obligor's failure to honor its covenants hereunder shall not constitute a breach or default of the Bonds, the Resolution or any other agreement to which the Obligor is a party and shall not give rise to any other rights or remedies.

(b) Subject to paragraph (e) of this Section 9, in the event the Obligor fails to provide any information required of it by the terms of this Agreement, any Bondholder may pursue the remedy set forth in the preceding paragraph in any court of competent jurisdiction in the State of Indiana. An affidavit to the effect that such person is a Bondholder supported by reasonable documentation of such claim shall be sufficient to evidence standing to pursue this remedy.

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

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

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

Section 9. Modification of Agreement. The Obligor may, from time to time, amend or modify this Agreement without the consent of or notice to the Bondholders if either (a)(i) such amendment or modification is made in connection with a change in circumstances that arises from a change in legal requirements, change in law or change in the identity, nature or status of the Obligor, or type of business conducted, (ii) this Agreement, as so amended or modified, would have complied with the requirements of the SEC Rule on the date hereof, after taking into account any amendments or interpretations of the SEC Rule, as well as any change in circumstances, and (iii) such amendment or modification does not materially impair the interests of the Bondholders, as determined by any person selected by the Obligor that is unaffiliated with the Obligor; or (b) such amendment or modification (including an amendment or modification which rescinds this Agreement) is permitted by the SEC Rule, as then in effect.

Section 10. Interpretation Under Indiana Law. It is the intention of the parties hereto that this Agreement and the rights and obligations of the parties hereunder shall be governed by and construed and enforced in accordance with, the law of the State of Indiana.

Section 11. Severability Clause. In case any provision in this Agreement shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

Section 12. Successors and Assigns. All covenants and agreements in this Agreement made by the Obligor shall bind its successors, whether so expressed or not.

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

MONROE COUNTY PUBLIC LIBRARY

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

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

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

A meeting of the Board of Trustees of Monroe County Public Library was held at \_\_\_\_\_, Bloomington, Indiana, on October 21, 2015, at the hour of \_\_\_:\_\_\_ p.m., pursuant to notice duly given to all members of the Board in accordance with the rules of the Board.

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

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

Present:

Absent:

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

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

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

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

Mr. Lettelleir stated that the Board needed to consider and approve the Post Issuance Compliance Procedures (the "Procedures"). After reviewing the Procedures, the Board approved the resolution attached hereto as Exhibit B.

Upon motion made and seconded the meeting adjourned.

---

Secretary, Board of Trustees

APPROVED:

---

President, Board of Trustees

**EXHIBIT A**

**FINAL BOND RESOLUTION**

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

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

WHEREAS, the Board adopted a preliminary bond resolution determining to issue bonds in the amount of One Million Nine Hundred Ninety-Five Thousand Dollars (\$1,995,000) for the purpose of providing funds to pay the total cost of the renovation of and improvements to Monroe County Main Library and the Ellettsville Branch Library including the purchase of equipment and technology in said library district (the "Project"); and

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

WHEREAS, the net assessed valuation of taxable property in the Library district, as shown in the last final and complete assessment which was made in the year 2014 for state and county taxes collectible in the year 2015 is \$6,468,591,918 and there is \$310,000 of outstanding indebtedness of the Library district for constitutional debt purposes (excluding the bonds authorized herein); such assessment and outstanding indebtedness amounts shall be verified at the time of the payment for and delivery of the bonds; now, therefore,

BE IT RESOLVED by the Board of Trustees of the Issuer that, for the purpose of obtaining funds to be applied on the cost of the Project, there shall be issued and sold the negotiable, general obligations of the Library to be designated as "General Obligation Bonds of 2015." Said bonds shall be in the principal amount of One Million Nine Hundred Ninety-Five Thousand Dollars (\$1,995,000), bearing interest at a rate or rates not exceeding four percent (4.00%) per annum (the exact rate or rates to be determined by bidding), which interest shall be payable on July 15, 2016, and semi-annually thereafter on January 15 and July 15 in each year. Interest on the Bonds shall be calculated according to a 360-day year containing twelve 30-day months. The bonds shall be fully registered in the denomination of Five Thousand Dollars (\$5,000) or integral multiples thereof (or other denominations as requested by the winning bidder), and shall mature or subject to mandatory redemption on January 15 and July 15 beginning on July 15, 2016 through not later than January 15, 2019.

All or a portion of the Bonds may be issued as one or more term bonds, upon election of the successful bidder. Such term bonds shall have a stated maturity or maturities as determined by the successful bidder or by negotiation with the purchaser, but in no event later than the last serial date of the Bonds as determined in accordance with the above paragraph. The term bonds

shall be subject to mandatory sinking fund redemption and final payment(s) at maturity at 100% of the principal amount thereof, plus accrued interest to the redemption date, on dates and in the amounts hereinafter determined in accordance with the above paragraph.

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

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

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

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

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

successful bidder's request, the Bonds may be delivered and held by physical delivery as an alternative to The Depository Trust Company.

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

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

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



transferring or exchanging Bonds shall designate, in accordance with the provisions of this Resolution.

If the Issuer determines that it is in the best interest of the Bondholders that they be able to obtain certificates for the fully registered Bonds, the Issuer may notify The Depository Trust Company and the Registrar, whereupon The Depository Trust Company will notify the Beneficial Owners of the availability through The Depository Trust Company of certificates for the Bonds. In such event, the Registrar shall prepare, authenticate, transfer and exchange certificates for the Bonds as requested by The Depository Trust Company and any Beneficial Owners in appropriate amounts, and whenever The Depository Trust Company requests the Issuer and the Registrar to do so, the Registrar and the Issuer will cooperate with The Depository Trust Company by taking appropriate action after reasonable notice (i) to make available one or more separate certificates evidencing the fully registered Bonds of any Beneficial Owner's Depository Trust Company account or (ii) to arrange for another securities depository to maintain custody of certificates for and evidencing the Bonds.

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

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

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

The full faith and credit of the Library are hereby irrevocably pledged to the punctual payment of the principal of and the interest on the Bonds according to their terms. In order to provide for the payment of the principal of and interest on the Bonds, there shall be levied in

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

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

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

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

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

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

defect in such notice, with respect to any Bond shall not affect the validity of any proceedings for redemption of other Bonds.

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

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

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

No bond shall be valid or obligatory for any purpose, unless and until authenticated by the Registrar and Paying Agent. Such authentication may be executed by an authorized representative of the Registrar and Paying Agent, but it shall not be necessary that the same person authenticate all of the bonds issued. Issuer and the Registrar and Paying Agent may deem

and treat the person in whose name a bond is registered on the bond register as the absolute owner thereof for all purposes, notwithstanding any notice to the contrary.

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

(a) No person or entity, other than the Issuer or another governmental unit, will use proceeds of the bonds or property financed by the bond proceeds other than as a member of the general public. No person or entity, other than the Issuer or another governmental unit, will own property financed by bond proceeds or will have actual or beneficial use of such property pursuant to a lease, a management or incentive payment contract or any other type of arrangement that differentiates that person's or entity's use of such property from the use by the public at large.

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

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

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

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

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

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

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

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

UNITED STATES OF AMERICA  
State of Indiana                      County of Monroe

MONROE COUNTY PUBLIC LIBRARY  
GENERAL OBLIGATION BOND OF 2015

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

Registered Owner:

Principal Sum:

Monroe County Public Library (the "Issuer"), a library organized and existing under the laws of the State of Indiana, in Monroe County, Indiana, for value received, hereby acknowledges itself indebted and promises to pay to the Registered Owner (named above) or to registered assigns, the Principal Sum set forth above in installments on the Maturity Dates set forth on Exhibit A and to pay interest thereon at the Interest Rate per annum set forth on Exhibit A from the interest payment date to which interest has been paid next preceding the date of authentication hereof unless this bond is authenticated on or before June 30, 2016, in which case interest shall be paid from the Original Date, or unless this bond is authenticated after the fifteenth day immediately preceding an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date, which interest is payable on July 15, 2016 and each January 15 and July 15 thereafter until the principal has been paid. Interest shall be calculated on the basis of a 360-day year consisting of twelve 30-day months.

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

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

This bond is one of an issue of bonds aggregating One Million Nine Hundred Ninety-Five Thousand Dollars (\$1,995,000), of like tenor and effect, except as to numbering, authentication date, denomination, interest rate, and date of maturity, issued by Issuer pursuant to a resolution adopted by the Board of Trustees of said library on September 17, 2014, as amended on October 21, 2015 (as amended, the "Resolution"), and in strict accordance with the governing statutes of the State of Indiana, particularly Indiana Code 36-12-3, for the purpose of providing funds to be applied on the cost of the renovation of and improvements to Monroe County Main Library and the Ellettsville Branch Library including the purchase of equipment and technology in said library district.

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

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

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

\*denotes final maturity

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

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

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

This bond is transferable in accordance with the Book Entry System or, if no such system is in effect, by the Registered Owner hereof at the corporate trust

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

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

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

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

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

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

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

MONROE COUNTY PUBLIC LIBRARY

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

Attest:

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

### AUTHENTICATION CERTIFICATE

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

THE HUNTINGTON NATIONAL BANK,  
Registrar and Paying Agent

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

[End of Bond Form]

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

The bond sale notice, when published, shall provide that each bid shall be in a sealed envelope marked "Bid for General Obligation Bonds of 2015," and the successful bidder shall provide a certified or cashier's check in the amount of Nineteen Thousand Nine Hundred Fifty Dollars (\$19,950), payable to Issuer, to insure the good faith of the bidder. In the event the successful bidder shall fail or refuse to accept delivery of the bonds when ready for delivery, said check and the proceeds thereof shall be retained by the Library as its liquidated damages. Said notice shall also provide that bidders for said bonds shall name the purchase price for the bonds, not less than 99.50% of par and the rate or rates of interest which the bonds are to bear, not exceeding four percent (4.00%) per annum; that said interest rate or rates shall be in multiples of 1/8<sup>th</sup> or 1/100<sup>th</sup> of one percent (1%); that the interest rate named for any maturity shall be equal to or greater than the immediately preceding maturity; and that the highest bidder shall be the one who offers the lowest net interest cost to the Issuer, to be determined by computing the total interest on all of the bonds to their maturities and deducting therefrom the premium bid, if any, or adding the discount bid, if any. The bond sale notice shall state that the opinion of Ice Miller LLP, bond counsel of Indianapolis, Indiana, approving the legality of said bonds, will be furnished to the purchaser at the expense of the Library, so that the Library will receive due credit therefor in the bidding. Said notice may contain such other terms and conditions as the attorney for the Issuer shall deem advisable.



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

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

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

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

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

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

*Passed and Adopted this 21<sup>st</sup> day of October, 2015.*

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President, Board of Trustees

ATTEST:

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Secretary, Board of Trustees

## EXHIBIT B

### RESOLUTION APPROVING POST ISSUANCE COMPLIANCE PROCEDURES

WHEREAS, the Board of Trustees (the "Board") of the Monroe County Public Library (the "Library") has issued securities or has had securities issued on its behalf in the form of bonds, notes or other types of indebtedness (the "Bonds") in order to finance or refinance various projects; and

WHEREAS, by issuing the Bonds, the Library is obligated to comply with various restrictions and obligations, which are described in the financing and closing documents executed in connection with the issuance of Bonds, such as trust indentures, lease agreements, bond resolutions, tax certificates, arbitrage certificates and continuing disclosure undertaking agreements, and which may extend for 20 years or more into the future; and

WHEREAS, libraries experience administration changes over time and it is in the Library's interest to ensure the continual satisfaction of these obligations and restrictions; and

WHEREAS, such restrictions and obligations require significant documentation, record keeping and diligence; and

WHEREAS, written procedures describing the monitoring, oversight and fulfillment of these post issuance obligations are beneficial to ensure maintenance of the tax-exemption or other tax beneficial treatment on the Bonds and compliance with Securities and Exchange Commission Rules and regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board accepts and ratifies the Post Issuance Compliance Procedures (the "Procedures"), presented to the meeting, and directs that these Administrative Procedures be incorporated into the procedure and policy manuals of the Library administration.

BE IT FURTHER RESOLVED that the Board appoints the person who is employed as Business Manager to serve as the Compliance Officer as defined in attached Procedures and directs such Compliance Officer, in consultation with counsel, as appropriate, to implement such Procedures.

BE IT FURTHER RESOLVED that the Compliance Officer is also directed to review any disclosure documents, such as an Official Statement or Offering Memorandum, prepared on behalf of the Library in connection with the issuance of any Bonds issued hereafter and such Compliance Officer is authorized to consult with any staff, financial advisor or counsel to assist with such review.

*Passed and adopted this 21<sup>st</sup> day of October, 2015.*

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Secretary

APPROVED:

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President

**NOTICE OF INTENT TO SELL BONDS**

**\$1,995,000  
GENERAL OBLIGATION BONDS OF 2015  
MONROE COUNTY PUBLIC LIBRARY**

Upon not less than twenty-four (24) hours' notice given by the undersigned Secretary prior to the ninetieth day after this notice is first published, Monroe County Public Library (the "Library") will receive and consider bids for the purchase of the following described Bonds. Any person interested in submitting a bid for the Bonds must furnish in writing to the Monroe County Public Library c/o H.J. Umbaugh & Associates, Certified Public Accountants, LLP, 8365 Keystone Crossing, Suite 300, Indianapolis, Indiana 46240-0458; (317) 465-1500, (317) 465-1550 (facsimile) or by e-mail to [gray@umbaugh.com](mailto:gray@umbaugh.com), [fetters@umbaugh.com](mailto:fetters@umbaugh.com) and [quin@umbaugh.com](mailto:quin@umbaugh.com) on or before 2:00 p.m. (Indianapolis Time) November 5, 2015, the person's name, address, and telephone number. Interested persons may also furnish an e-mail address. The undersigned Secretary will notify (or cause to be notified) each person so registered of the date and time bids will be received not less than twenty-four (24) hours before the date and time of sale. The notification shall be made by telephone at the number furnished by such person and also by electronic e-mail, if an e-mail address has been received.

Notice is hereby given that electronic proposals will be received via PARITY<sup>®</sup>, in the manner described below, until the time and date specified in the Notice provided at least 24 hours prior to the sale, which is expected to be 11:00 a.m. (Indianapolis Time), on November 10, 2015. Bids may be submitted electronically via PARITY<sup>®</sup> pursuant to this Notice until the time specified in the Notice, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY<sup>®</sup> conflict with Notice, the terms of this Notice shall control. For further information about PARITY<sup>®</sup>, potential bidders

may contact the Corporation's advisor, H.J. Umbaugh & Associates, Certified Public Accountants, LLP at (317) 465-1500 or PARITY® at (212) 849-5021.

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

General Obligation Bonds of 2015 (the "Bonds") of the Library, in the principal amount of \$1,995,000; Fully registered form; Denomination \$5,000 and integral multiples thereof (or in such other denomination as requested by the winning bidder); Originally dated the date of delivery of the Bonds; Bearing interest at a rate or rates to be determined by bidding, payable on July 15, 2016, and semiannually thereafter; These Bonds will be initially issued in a Book Entry System (as defined in the Bond Resolution) unless otherwise requested by the winning bidder. Interest payable by check mailed one business day prior to the interest payment date or by wire transfer to depositories on the interest payment date to the person or depository in whose name each Bond is registered with the Registrar on the fifteenth day immediately preceding such interest payment date; Maturing or subject to mandatory redemption on January 15 and July 15 beginning on July 15, 2016 through not later than January 15, 2019 on the dates and amounts as provided by the Library prior to the sale.

As an alternative to PARITY®, bidders may submit a sealed bid to the Corporation's financial advisor at the address described above until the time and on the date identified in the notice given by, or on behalf of the Corporation, twenty-four hours prior to the sale of the Bonds. Upon completion of the bidding procedures described herein, the results of the sealed, non-electronic bids received shall be compared to the electronic bids received by the Corporation.

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

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

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

computing net interest cost, the mandatory redemption amounts shall be treated as maturing on the dates set forth in the schedule provided prior to the sale.

Each bid must be for all of the Bonds and must state the rate of interest which each maturity of the Bonds is to bear, stated in multiples of 1/8<sup>th</sup> or 1/100<sup>th</sup> of 1%. The maximum interest rate on the Bonds shall not exceed 4.00% per annum. All Bonds maturing on the same date shall bear the same rate, and the rate of interest bid for each maturity must be equal to or greater than the rate bid on the immediately preceding maturity. Bids shall set out the total amount of interest payable over the term of the Bonds and the net interest cost on the Bonds covered by the bid. No bid for less than 99.50% of the face value of the Bonds will be considered. The Bonds will be awarded to the highest qualified bidder who has submitted a bid in accordance herewith. The highest bidder will be the one who offers the lowest net interest cost to the Library, to be determined by computing the total interest on all of the Bonds to their maturities based upon the schedule provided by the Library prior to the sale and deducting therefrom the premium bid, if any, and adding thereto the discount bid, if any. No conditional bids will be considered. The right is reserved to reject any and all bids. If an acceptable bid is not received for the Bonds on the date of sale hereinbefore fixed, the sale may be continued from day to day thereafter, during which time no bids for less than the highest bid received at the time of the advertised sale will be considered.

Each bid not submitted via PARITY® must be enclosed in a sealed envelope addressed to the Library and marked on the outside "Bid for General Obligation Bonds of 2015". A good faith deposit ("Deposit") in the form of cash or certified or cashier's check in the amount of \$19,950 payable to the order of the Library is required to be submitted by the successful purchaser (the "Purchaser") not later than 3:30 p.m. (EST) on the next business day following the

award. If such Deposit is not received by that time, the Library may reject the bid. No interest on the Deposit will accrue to the Purchaser. The Deposit will be applied to the purchase price of the Bonds. In the event the Purchaser fails to honor its accepted bid, the Deposit will be retained by the Library as liquidated damages.

The successful bidder shall make payment for such Bonds and accept delivery thereof within five days after being notified that the Bonds are ready for delivery, at such place in the City of Indianapolis, Indiana, as the successful bidder may designate, or at such other location mutually agreed to by the Library and the successful bidder. The Bonds will be ready for delivery within 45 days after the date of sale. If the Library fails to have the Bonds ready for delivery prior to the close of banking hours on the forty-fifth day after the date of sale, the bidder may secure the release of his bid upon request in writing, filed with the Library. The successful bidder is expected to apply to a securities depository registered with the SEC to make such Bonds depository-eligible. At the time of delivery of the Bonds to the successful bidder, the bidder will be required to certify to the Library the initial reoffering price to the public of a substantial amount of each maturity of the Bonds.

Bidders must comply with the Rules of PARITY® in addition to requirements of this Official Notice of Intent to Sell Bonds. To the extent there is a conflict between the Rules of PARITY® and this Official Notice of Intent to Sell Bonds, this Official Notice of Intent to Sell Bonds shall control. Bidders may change and submit bids as many times as they wish during the sale, but they may not withdraw a submitted bid. The last bid submitted by a bidder prior to the deadline for the receipt of bids will be compared to all other final bids to determine the winning bid. During the sale, no bidder will see any other bidder's bid, nor will they see the status of their bid relative to other bids (e.g., whether their bid is a leading bid).

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

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

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



sufficient to pay the debt service, regardless of any reduction in property tax collections due to the application of such tax credits. The Library may not be able to levy or collect additional property taxes to make up this short fall. Monroe County Public Library is a library organized pursuant to the provisions of I.C. 36-12-3, and the Bonds will not be "private activity bonds" as defined in Section 141 of the Internal Revenue Code of 1986.

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

The Library has prepared a Preliminary Official Statement relating to the Bonds which it has deemed to be a nearly final Official Statement. A copy of the Preliminary Official Statement may be obtained from the Corporation's financial advisor, H.J. Umbaugh & Associates, Certified Public Accountants, LLP, 8365 Keystone Crossing, Suite 300, Indianapolis, Indiana 46240-0458. Within seven (7) business days of the sale, the Library will provide the successful bidder with up to 39 copies of the final Official Statement at the Library's expense. Additional copies, at the purchaser's expense, must be requested within five (5) business days of the sale. Inquiries concerning matters contained in the nearly final Official Statement must be made and pricing and other information necessary to complete the final Official Statement must be submitted by the successful bidder within two (2) business days following the sale to be included in the final Official Statement.

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

Further information relative to said issue and a copy of the nearly final Official Statement may be obtained upon application to H.J. Umbaugh & Associates, Certified Public Accountants, LLP, 8365 Keystone Crossing, Suite 300, Indianapolis, Indiana 46240-0458, financial advisor to the Library; Thomas Bunger, Bunger & Robertson, 226 South College Square, Bloomington, Indiana 47402, attorney for the Library; or Marilyn Wood, Director, Monroe County Public Library, 303 East Kirkwood Avenue, Bloomington, Indiana 47402. If bids are submitted by mail, they should be addressed to the Library, attention of H.J. Umbaugh & Associates, Certified Public Accountants, LLP, 8365 Keystone Crossing, Suite 300, Indianapolis, Indiana 46240-0458.

Dated this 22<sup>nd</sup> day of October, 2015.

/s/

\_\_\_\_\_  
Secretary, Board of Trustees  
Monroe County Public Library

**\*\*\*\*\*REMEMBER TO FORWARD A COPY OF THE NOTICE OF INTENT TO THE FOLLOWING INDIVIDUALS:**

**[parity@ipreo.com](mailto:parity@ipreo.com)**

## NOTICE

Pursuant to Indiana Code 6-1.1-20-5, notice is hereby given that the Board of Trustees of the Monroe County Public Library has preliminarily determined to issue bonds in the aggregate amount of \$1,995,000 to fund the following proposed renovation of and improvements to Monroe County Main Library and the Ellettsville Branch Library including the purchase of equipment and technology (the "Project").

Dated: October 22, 2015

/s/

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Secretary, Board of Trustees  
Monroe County Public Library

*(Note: Publish once each week, for two weeks in newspapers; also post in three public places in the library district - the first such publication and posting to be at least ten days prior to the date set for the public hearing).*

## POST ISSUANCE COMPLIANCE PROCEDURES

### MONROE COUNTY PUBLIC LIBRARY

October 21, 2015

The following procedures (the "Procedures") are adopted by Monroe County Public Library (the "Library") in connection with the issuance of tax advantaged Bonds (the "Bonds") by the Library or by an issuer on behalf of the Library (the "Issuer"). In order to maintain the tax advantaged status of the Bonds under the Internal Revenue Code of 1986, as amended, and the regulations (the "Regulations") promulgated thereunder (collectively, the "Code"), the Library must comply with the provisions of the Code from the date of issuance through final payment or maturity of the Bonds. The Library may have also entered into certain Undertakings, as defined herein, regarding securities laws. These post-issuance compliance responsibilities are summarized in the transcript of proceedings prepared in connection with each series of Bonds (the "Transcripts").

The purpose of these Procedures is to summarize the post-issuance responsibilities of the Library in connection with the Bonds. The Business Manager ("Compliance Officer") shall be the Library's representative responsible for establishing and coordinating compliance with these Procedures.

These Procedures supplement, but do not replace, any other procedures of the Library. The Procedures may be supplemented or amended at any time and from time to time by the Library, with the advice of nationally recognized bond counsel, but without any notice to or consent from any trustee, any bondholder or any other person. Noncompliance with the Procedures is permitted, with the advice of nationally recognized bond counsel, but without any notice to or consent from any trustee, any bondholder or any other person, if (i) compliance would impose unreasonable burdens on the Library and (ii) noncompliance would not cause any Bonds to fail to satisfy all requirements of the Code.

#### **General**

1. The Compliance Officer shall be primarily responsible for monitoring compliance with the Code.
2. The Compliance Officer shall be provided with training and educational resources necessary to ensure compliance with the Code.
3. The tax and arbitrage certificates ("Tax Documents") contained in the Transcripts describe the provisions of the Code that must be followed in order to maintain the tax advantaged status of the Bonds. In addition, the Tax Documents contain the reasonable expectations of the Library or Issuer at the time of issuance of the Bonds with respect to the use of the proceeds and the assets to be financed or refinanced from the Bonds. These Procedures supplement and support the covenants made by the Library or Issuer in the Tax Documents. In order to comply with the covenants in the Tax Documents, the Library must track and monitor the actual use of the proceeds, the investment and expenditure of the proceeds and the use of the facilities financed with the Bonds over the life of the related Bond issue.

## Issuance

4. In preparation for the issuance of any Bonds, the Compliance Officer shall review any offering materials, including an Official Statement or Offering Memorandum, prepared by the Library, its financial advisor or an underwriter, to ensure that such materials do not contain an untrue statement of a material fact nor are any facts omitted from such materials, the omissions of which would make statements contained in the materials misleading.

5. Upon issuance of any Bonds, the Compliance Officer shall obtain, review and retain a copy of any tax or arbitrage certificates of the Library or Issuer of the Bonds with respect to each Bond issue.

6. The Compliance Officer shall cause an Internal Revenue Service Information Return (e.g., Form 8038-G) for any Bonds (an "Information Return") to be filed with the Internal Revenue Service not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Bonds are issued.

## Post Issuance

7. The Compliance Officer shall monitor the yield on the investment of Bond proceeds (including compliance with any yield restrictions or temporary periods).

8. The Compliance Officer shall monitor the timely expenditure of Bond proceeds.

9. The Compliance Officer shall monitor the proper use of Bond proceeds and any facilities financed thereby.

10. The Compliance Officer shall, on or before each anniversary of the date of issuance of any Bonds, determine whether the Library or the Issuer has paid from funds available pursuant to the bond indenture or bond resolution all amounts required to be rebated to the United States under Section 148(f) of the Code and Section 1.148-3 of the Regulations.

11. The Compliance Officer shall, on or before each anniversary of the date of issuance of any Bonds, determine whether the Library or the Issuer has made from funds available pursuant to the bond indenture or bond resolution all yield reduction payments required to be made to the United States under Section 1.148-5(c) of the Regulations.

12. The Compliance Officer shall monitor the investment, expenditure and use of Bonds proceeds, to ensure timely identification of any violations of federal tax requirements and timely correction of any identified violations through remedial actions described in Section 1.141-12 of the regulations or other applicable regulation or through the Tax Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008 31.

13. The Compliance Officer shall monitor use of Bond proceeds, and any facilities financed or refinanced thereby, to ensure that (i) no facilities financed or refinanced by the Bonds will be sold prior to the earlier of the (a) the useful life of the facility or (B) the maturity date of the Bonds and (ii) no more than the 10% of the Bond proceeds, considered separately, or any facilities financed thereby, are:

- (a) used by any nongovernmental person;
- (b) leased to any nongovernmental person;
- (c) used by any 501(c)(3) organization in an "unrelated trade or business" within the meaning of Section 513(a) of the Code without regard to whether such activity results in unrelated trade or business income under Section 511 of the Code;
- (d) subjected to any management, service or incentive payment contract with any nongovernmental person, under which such nongovernmental person provides services involving all, any portion or any function of such facilities, unless such contract satisfies the conditions under which it would not result in private business use set forth in Revenue Procedure 97 13 (1997 1 C.B. 623), as amended from time to time;
- (e) subjected to any agreement by any nongovernmental person to sponsor research, unless such agreement satisfies the conditions under which it would not result in private business use set forth in Revenue Procedure 2007 47 (2007 29 I.R.B. 108), as amended from time to time; or
- (f) subjected to any other arrangement that conveys special legal entitlements for beneficial use thereof that are comparable to special legal entitlements described in subparagraph (a), (b), (c), (d) or (e) above.

14. For any Bonds for which a Continuing Disclosure Undertaking (the "Undertaking") has been executed by the Library, the Compliance Officer shall review such Undertaking and be primarily responsible for ongoing compliance with SEC Rule 15c2-12, as amended (the "SEC Rule"), if applicable, and any Undertaking to which the Library is a party. The Compliance Officer agrees to obtain any needed training or professional assistance for himself or staff, in order to meet the Library's responsibility under the Undertakings. (See each Undertaking for exact requirements and timing thereof.)

15. The Compliance Officer should annually calendar a time to review the Checklist attached hereto as Appendix A to assist with compliance with obligations under any Undertakings. Responsibility for ensuring such ongoing compliance shall include, but is not limited to, reporting to proper repositories (as of the date of execution of these Procedures, the sole repository is the Electronic Municipal Market Access website of the Municipal Securities Rulemaking Board at <http://www.emma.msrb.org>) the following information, where applicable:

- (a) Operating data for the annual period ending December 31, within 180 days after December 31 of each year, if required, and of the type described in the Undertaking;
- (b) Unaudited financial statement for the annual period ending December 31, which is customarily prepared by or for the Library as required by Indiana law within 180 days after December 31 of each year;
- (c) the audited financial statements of the Library, as prepared and examined by the Indiana State Board of Accounts on a biennial basis for each period of two fiscal years, together

with the opinion of such auditors and all notes thereto, typically required to be posted within 60 days of receipt by the Library, but see Undertaking for timing requirements;

(d) notice of certain reportable events, subject in some cases to a determination of materiality by the Library, within 10 days of the occurrence; See Undertakings for exact list of events, but typically includes the following:

- (i) non-payment related defaults;
- (ii) modifications to rights of Bondholders;
- (iii) bond calls;
- (iv) release, substitution or sale of property securing repayment of the Bonds;
- (v) the consummation of a merger, consolidation, or acquisition, or certain asset sales, involving the obligated person, or entry into or termination of a definitive agreement relating to the foregoing;
- (vi) appointment of a successor or additional trustee or the change of name of a trustee;
- (vii) principal and interest payment delinquencies;
- (viii) unscheduled draws on debt service reserves reflecting financial difficulties;
- (ix) unscheduled draws on credit enhancements reflecting financial difficulties;
- (x) substitution of credit or liquidity providers, or their failure to perform;
- (xi) defeasances;
- (xii) rating changes;
- (xiii) adverse tax opinions or events affecting the status of the Bonds, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material events, notices or determinations with respect to the tax status of the Bonds;
- (xiv) tender offers; and
- (xv) bankruptcy, insolvency, receivership or similar event of the obligated person.

16. If the Library employs another person or entity to assist with its obligations under any Undertakings, the Compliance Officer should annually review such agreement with that party in order to determine any and all responsibilities of the Library under that agreement.

## Record Retention

17. Records related to Bond-financed assets must be kept for as long as the Bonds which financed the assets are outstanding, plus three (3) years after the final redemption date of those Bonds. In the case of a refunding, records relating to the original new money issue and all records relating to the refunding issue must be maintained until three (3) years after the final redemption date of both bond issues.

The following documents shall be maintained, on paper or by electronic means (e.g., CD, disks, tapes) as indicated above:

- Tax Certificate and Arbitrage Certificate
- Information Return
- Audited Financial statements
- Bond transcripts, official statements and other offering documents
- Minutes and resolutions authorizing the issuance of the Bonds
- Certifications of the issue price of the Bonds
- Any formal elections for the Bonds (e.g., election to employ an accounting methodology other than specific tracing)
- Appraisals, demand surveys or feasibility studies for Bond financed property, if any
- Documents related to government grants associated with construction, renovation or purchase of Bond financed facilities, if any
- Trustee statements for the Bonds, if any
- Reports of any IRS examinations of the Library, Issuer or Corporation Bonds
- Documentation of allocations of investments and investment earnings to the Bonds
- Documentation for investments of the Bond proceeds related to;
  - o Investment contracts (e.g., guaranteed investment contracts)
  - o Credit enhancement transactions (e.g., bond insurance contracts)
  - o Financial derivatives (swaps, caps, etc.)
  - o Bidding of financial products
- The following arbitrage related documents for the Bonds:
  - o Computations of Bond yield



- o Computation of rebate and yield reduction payments
  - o Form 8038 T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate
  - o Form 8038 R, Request for Recovery of Overpayments Under Arbitrage Rebate Provisions
- Documentation of any allocations of Bond proceeds to expenditures (e.g., allocation of Bond proceeds to expenditures for the construction, renovation or purchase of facilities)
  - Documentation of any allocations of Bond proceeds to issuance costs
  - Copies of requisitions, draw schedules, draw requests, invoices, bills and cancelled checks related to Bond proceeds spent during the construction period
  - Copies of all contracts entered into for the construction, renovation or purchase of Bond financed facilities
  - Records of expenditure reimbursements incurred prior to issuing the Bonds for facilities financed with Bond proceeds
  - A list or schedule of all Bond financed facilities or equipment
  - Documentation that tracks the purchase and sale of Bond financed assets
  - Records of trade or business activities by third parties allocated to Bond financed facilities, if any
  - Copies of the following agreements when entered into with respect to Bond financed property:
    - o Management and other service agreements
    - o Research contracts
    - o Naming rights contracts
    - o Ownership documentation (e.g., deeds, mortgages)
    - o Leases
    - o Subleases
    - o Leasehold improvement contracts
    - o Joint venture arrangements
    - o Limited liability corporation arrangements
    - o Partnership arrangements
    - o Take contracts, take or pay contracts, or requirements contracts

MONROE COUNTY PUBLIC LIBRARY

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President, Board of Trustees

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Secretary, Board of Trustees

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Gary Lettelleir, Compliance Officer

ICE MILLER LLP

Bond Counsel Contact Information

If the Library, the Issuer or the Compliance Officer has any questions and/or would like further guidance on the above-referenced Post-Issuance Compliance Procedures, please contact any of the following attorneys at Ice Miller LLP, One American Square, Suite 2900, Indianapolis, Indiana 46282:

Jane Neuhauser Herndon, Esq.  
(317) 236-2437  
jane.herndon@icemiller.com

Kristin McNulty McClellan, Esq.  
(317) 236-5943  
kristin.mcclellan@icemiller.com

Erik B. Long, Esq.  
(317) 236-2395  
erik.long@icemiller.com

## APPENDIX A

### CONTINUING DISCLOSURE COMPLIANCE CHECKLIST TO BE COMPLETED ANNUALLY & PLACED IN COMPLIANCE FILE

#### I. CONTRACTING WITH OUTSIDE ENTITY ON COMPLIANCE

Do you have a written contract with that entity and have your reviewed it? Have you provided the financial and operating information, audit and events, as described below, to the contracting party and reviewed what they plan to post on EMMA on your behalf? \_\_\_\_\_

*You do not need to complete sections II, IV & V of this checklist in detail, if you have contracted with another party to post for you. However, it is important to post Audits & Notice of Events as they occur. Forward these to your posting party immediately upon receipt.*

#### II. OUTSTANDING BONDS & UNDERTAKING AGREEMENTS:

Determine outstanding bond issues and review related Continuing Disclosure Undertaking Agreements:

<u>Name of Bond</u>	<u>Year</u>	<u>CUSIP #s</u>	<u>Final Maturity or Refunded</u>	<u>Disclosure Required</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

#### III. SBA AUDITS

- Do we receive our Financial Statement and Federal Single Audit Report from the State Board of Accounts in **even-numbered years** or **odd-numbered years**?
- Have we checked our Continuing Disclosure Undertaking Agreement(s) to determine the deadline for filing audited information?

○ **Filing Deadline Confirmed:**      **Within \_\_\_\_\_ days of receipt**  
**OR**  
 \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- Have we marked our calendars for the date by which we expect to receive and file the audited information and have we determined who is responsible for posting on EMMA?

- o Internal Deadline Confirmed: \_\_\_\_/\_\_\_\_/\_\_\_\_

#### IV. UNAUDITED FINANCIAL INFORMATION

- Have we checked our Continuing Disclosure Undertaking Agreement(s) to determine the deadline for filing your unaudited financial information?

- o Filing Deadline Confirmed: \_\_\_\_/\_\_\_\_/\_\_\_\_

- Have we marked our calendars for the date by which we will file the unaudited financial information and have we determined who is responsible for posting on EMMA?

- o Internal Deadline Confirmed: \_\_\_\_/\_\_\_\_/\_\_\_\_

#### V. OPERATING DATA

- Have we checked our Continuing Disclosure Undertaking Agreement(s) to determine the deadline for filing Operating Data, if any?

- o Filing Deadline Confirmed: \_\_\_\_/\_\_\_\_/\_\_\_\_

- Have we marked our calendars for the date by which we will file the Operating Data and have we determined who is responsible for posting on EMMA, if any?

- o Internal Deadline Confirmed: \_\_\_\_/\_\_\_\_/\_\_\_\_

- Have we drafted a written list of Operating Data categories for each outstanding issue, if any?

- o Operating Data Categories:

- 1)
    - 2)
    - 3)
    - 4)
    - 5)
    - 6)
    - 7)

- 8)
- 9)
- 10)

Do we have procedures in place to obtain and update the Operating Data, if any?

o **Responsible party/parties**

**for updating Operating Data:** \_\_\_\_\_

Have we contacted any other entities on whom we may have to rely in order to obtain any Operating Data?

## VI. REPORTABLE EVENTS

Ask yourself and your staff the following questions on a periodic basis, and at least quarterly (*note that under the Rule you should be reporting these events within 10 days of occurrence*):

- Are we in danger of missing a bond payment?
- Are we in danger of defaulting on any other large covenants with respect to our bonds?
- Has the IRS (or any other federal agency) contacted us about our bond issues?
- Have we approved any new documents which substantially change the rights of bond holders?
- Have any of our outstanding bonds been refunded or otherwise called for redemption?
- Have any properties which are mortgaged as part of bond issues been sold, replaced, substituted, or had any other significant changes in title?
- Has a rating agency, such as Standard & Poor's, contacted us about ongoing surveillance? Have we received any notifications from a rating agency? Do we have any reason to believe the rating on our outstanding bonds is about to change?
- Is our entity about to file bankruptcy or any other similar financial duress protection?
- Is our entity about to merge, consolidate, or change in a similar fashion?
- Has our trustee bank merged, consolidated, or changed its name in a similar fashion? Have we appointed a new and/or additional trustee?
- Are any of our outstanding bonds insured? If so, have you checked with our financial advisor or underwriter about any change in rating of the bond insurer?

**If you answered "yes" to any of these questions, consider drafting a Notice of Reportable Event to be posted onto EMMA and/or consulting with your bond counsel or financial advisor as soon as possible to discuss.** The SEC requires a Notice of Reportable Event to be posted within 10 business days of the occurrence of the event.

**VII. NOTICE OF FAILURE TO FILE**

Have any of your audits, unaudited financial information or operating data been posted on EMMA materially late? Is so, have you posted a Notice of Failure to File? Discuss this with your financial advisor and bond counsel. \_\_\_\_\_

\_\_\_\_\_  
**COMPLIANCE OFFICER**

\_\_\_\_\_  
**DATE COMPLETED**

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

MONROE COUNTY PUBLIC LIBRARY

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

Attest:

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