

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

**Wednesday, November 18, 2015  
Meeting Room 1B  
5:45 p.m.**

**AGENDA**

1. Call to Order –Valerie Merriam, President
2. Consent Agenda – action item – Marilyn Wood
  - a. Minutes of October 21, 2015 Board Meeting (page 1-2)
  - b. Minutes of November 11, 2015 Work Session (page 3-4)
  - c. Monthly Bills for Payment (page 5-10)
  - d. Monthly Financial Report (page 11-36)
  - e. Personnel Report (page 37-49)
  - f. 2015 Board Meetings Calendar (page 50)
3. Director’s Monthly Report – Marilyn Wood, Director (page 51-67)
4. Old Business
5. New Business – action items
  - a. General Obligation Bond – Gary Lettelleir, Tom Bunger (page 68-81)
  - b. Gift Policy – Marilyn Wood (page 82-83)
  - c. Collection Development Policy – Pam Wasmer (page 84-96)
  - d. Computer Disaster Recovery Policy – Ned Baugh (page 97)
  - e. 2016 Benefits – Kyle Wickemeyer-Hardy (page 98-103)
  - f. 2016 CATS Contracts – Michael White, Gary Lettelleir (page 104-119)
6. Update: Community Engagement and Learning Services – Joshua Wolf
7. Public Comment
8. Adjournment

*View the Board Packet on the Library’s website:*

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

**MONROE COUNTY PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**October 21, 2015**  
**Meeting Room 1B**  
**5:45 p.m.**

**Present**

Board members: David Ferguson, Kathy Loser, Valerie Merriam, Melissa Pogue, Fred Risinger, John Walsh

Library staff: Gary Lettelleir, Martin O'Neill, Ryan Stacy, David Walter, Michael White, Kyle Wickemeyer-Hardy, Marilyn Wood, Nate Wrigley

Others: Tom Bunger

**Call to Order**

The meeting was called to order at 5:47 By Board President Valerie Merriam.

**Consent Agenda**

John Walsh moved to approve the consent agenda; Melissa Pogue seconded this motion. The Board then unanimously approved the consent agenda.

**Director's Monthly Report**

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

- September was a robust month for programming, including many children's programs. The Children's area hosted 24 first grade tours in September.
- The September Power of Words Author Event was a great success, with 18 Library programs incorporating civil rights and graphic novel formats into their themes. The author event, with John Lewis, Andrew Aydin, and Nate Powell, was inspiring and very successful. The authors reported after the Power of Words that their event in Bloomington was their best so far. Additionally, they appreciated the Be a Voter! tables at the event, hosted by the League of Women Voters of Bloomington-Monroe County, and now they will require that voter registration information be provided at all future engagements.
- Downloadable circulation hit its highest level ever in September, with downloadable items making up 13% of all checkouts.
- lynda.com, the popular online learning platform, was rolled out in September and adopted by 53 new users. The number of new accounts continues to grow.

## **Old Business**

None.

## **New Business**

- **2016 budget.** David Ferguson moved to approve the proposed budget; John Walsh seconded the motion. Gary Lettelleir, the Library's Financial Officer, provided an overview of the proposed budget to the Board. The budget was approved unanimously.
- **Bond resolution.** Library Attorney Tom Bunger submitted final documentation to the Board detailing and authorizing the sale of the previously approved bond. The Board voted unanimously to approve.

## **Update: Community Access Television Services**

Michael White, CATS Manager, and Martin O'Neill, Assistant Manager, presented the Board with its annual update, reporting on the past year's activities and outlining plans for the upcoming year.

In the brief discussion that followed, Michael and Martin answered specific questions from the Board.

## **Public Comment**

None.

## **Adjournment**

David made a motion to adjourn the meeting, with John seconding the motion. After unanimous agreement to adjourn, Valerie did so at 6:35 p.m.

**MONROE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
WORK SESSION  
November 11, 2015  
Meeting Room 1B  
5:45 p.m.**

**Present**

Board members: Kari Esarey, Valerie Merriam, Melissa Pogue, John Walsh

Library staff: Ned Baugh, Andrew Funkhauser, Gary Lettelleir, Ryan Stacy, David Walter, Pam Wasmer, Kyle Wickemeyer-Hardy, Marilyn Wood

Others: Tom Bunger.

**Call to Order**

The work session was called to order at 5:46 p.m. by Valerie Merriam, Board President.

**Update: General Obligation Bond**

Gary Lettelleir, the Library's Financial Office, and Tom Bunger, attorney for the Library, presented the results of the sale of a general obligation bond on November 10. Four bids were received. The winning bid was from City Securities Corporation with a net interest cost of 1.386%.

**Review of Policies**

As part of its regular schedule of Library policy review, and in accordance with Indiana law, the Board reviewed the following:

- **Library Gift Policy.** Proposed changes to the acceptance of gifts by the Library and the Library Foundation (Friends of the Library) were presented by Library Director Marilyn Wood and discussed.
- **Collection Development Policy.** Pam Wasmer, Access and Content Services Manager at the Library, presented proposed modifications to the current Collection Development Policy that better reflect the objectives of the Library's New Service Model.
- **Computer Disaster Recovery Policy.** Ned Baugh, Information Technology Manager at the Library, discussed the new proposed document. The document includes overviews of systems and the testing process for recovery of data in the event of damage to the Library's computer equipment.

**2016 Benefits Review**

Library Human Resources Manager Kyle Wickemeyer-Hardy presented a review of the proposed health care benefits offered to Library employees for 2016. The Library is proposing to remain with the same carriers as 2015. SIHO rates will remain flat.

Marilyn related that the Library, in the interest of remaining competitive in the local job market, was reviewing opportunities to redistribute the unexpected savings in 2015 health care costs as wage and salary increases. She provided a potential scenario and asked the Board for input or their thoughts for further discussion and action in December.

**CATS Telecommunications Agreements**

Gary reported that proposed agreements with Monroe County and the Town of Ellettsville to continue CATS programming have been submitted and signed by their respective authorized representatives.

**Public Comment**

None.

**Adjournment**

At 6:53 p.m., Valerie adjourned the work session.

**MONROE COUNTY PUBLIC LIBRARY**

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**October 9, 2015 to November 6, 2015**

<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
<b>06600 MAINSOURCE CHECKING</b>			
Paid Chk# 002691 AT&T (IL)	10/14/2015	\$119.88	2 DEDICATED LINES
Paid Chk# 002692 CENTURYLINK	10/14/2015	\$23.80	LONG-DISTANCE CALLS
Paid Chk# 002693 CITY OF BLOOMINGTON UTILITIE	10/14/2015	\$2,484.81	WATER & SEWER
Paid Chk# 002694 JEANNETT LEHR	10/14/2015	\$25.00	WELLNESS WALKING PROGRAM PRIZE
Paid Chk# 002695 JIM GORDON, INC	10/14/2015	\$85.63	MNTHLY COPIER OVERAGE
Paid Chk# 002696 MIDWEST PRESORT SERVICE	10/14/2015	\$281.77	POSTAGE SERVICES
Paid Chk# 002697 OCLC, INC.	10/14/2015	\$3,445.60	OCLC USAGE
Paid Chk# 002698 ROY WATERFORD	10/14/2015	\$0.00	TEEN/DCC PROGRAMING
Paid Chk# 002699 SMITHVILLE COMMUNICATIONS	10/14/2015	\$174.43	TELEPHONE
Paid Chk# 002700 MASTER RENTAL CENTER	10/19/2015	\$43.30	50TH ANNIVERSARY/FRIENDS
Paid Chk# 002701 ANE JENKINS	10/19/2015	\$100.00	IT'S YOUR MONEY PROGRAM/FINRA
Paid Chk# 002702 ANN DORWIN	10/19/2015	\$65.99	REFUND ON LOST ITEM
Paid Chk# 002703 BLACKMESH	10/19/2015	\$650.00	MNTHLY/MANAGED CLOUD HOSTING
Paid Chk# 002704 BRENDA SEIBEL	10/19/2015	\$7.98	WELLNESS WALKING PROGRAM FOOD
Paid Chk# 002705 CHRISTOPHER L. HOAK	10/19/2015	\$26.95	REFUND ON LOST ITEM
Paid Chk# 002706 COMCAST	10/19/2015	\$22.08	CABLE EQUIP. RENTAL
Paid Chk# 002707 ERIN TOBEY	10/19/2015	\$25.00	WELLNESS WALKING PRIZE
Paid Chk# 002708 IRREPRESSIBLE URGES	10/19/2015	\$100.00	IT'S YOUR MONEY PROGRAM/FINRA
Paid Chk# 002709 JEANNETTE LEHR	10/19/2015	\$148.21	ADOBE MAX CONF. EXP./FOOD
Paid Chk# 002710 JESSE LACY	10/19/2015	\$100.00	IT'S YOUR MONEY PROGRAM/FINRA
Paid Chk# 002711 MIDWEST PRESORT SERVICE	10/19/2015	\$279.60	POSTAGE SERVICES
Paid Chk# 002712 PATRICK SINEY	10/19/2015	\$100.00	IT'S YOUR MONEY PROGRAM/FINRA
Paid Chk# 002713 RARESLOTH LLC	10/19/2015	\$100.00	IT'S YOUR MONEY PROGRAM/FINRA
Paid Chk# 002714 ROY WATERFORD	10/19/2015	\$100.00	IT'S YOUR MONEY PROGRAM/FINRA
Paid Chk# 002715 SAM'S CLUB/SYNCHRONY BANK	10/19/2015	\$298.01	FD/VITAL FOOD & WELLNESS FOOD
Paid Chk# 002716 WEX BANK	10/19/2015	\$517.05	FUEL
Paid Chk# 002717 3M	10/22/2015	\$12,645.09	E-BOOKS
Paid Chk# 002718 AL'S TWO-WAY RADIO SERVICE	10/22/2015	\$110.00	BLDG SPLS
Paid Chk# 002719 ALL-PHASE ELECTRIC SUPPLY	10/22/2015	\$8.68	LIGHT BULBS
Paid Chk# 002720 AMERICAN UNITED LIFE INS. CO.	10/22/2015	\$1,357.30	403b TSA-AUL W/H
Paid Chk# 002721 AVCAFE	10/22/2015	\$54.46	NONPRINT
Paid Chk# 002722 B & H PHOTO-VIDEO	10/22/2015	\$1,499.00	TS/DCC EQUIP./STARTUP COSTS
Paid Chk# 002723 BAKER & TAYLOR BOOKS	10/22/2015	\$29,239.50	BOOKS, NONPRINT & DATABASES
Paid Chk# 002724 BANCTEC INC.	10/22/2015	\$31.83	MNTHLY FOLDER MAINT.
Paid Chk# 002725 BIBLIOTHECA LLC	10/22/2015	\$6,998.00	SMARTLABELS
Paid Chk# 002726 BLACKSTONE AUDIO, INC.	10/22/2015	\$50.00	NONPRINT
Paid Chk# 002727 BLOOMINGTON H.S. NORTH	10/22/2015	\$130.00	2 YEARBOOKS/2013-14 NIKEAN
Paid Chk# 002728 B-TECH LLC	10/22/2015	\$1,391.63	EQUIP REPAIR
Paid Chk# 002729 BUNGER & ROBERTSON, LLP	10/22/2015	\$1,040.00	LEGAL SERVICES
Paid Chk# 002730 CENTER POINT LARGE PRINT	10/22/2015	\$217.50	BOOKS
Paid Chk# 002731 CHARDON LABORATORIES, INC.	10/22/2015	\$662.00	BOILER/COOLING TWR MNTHLY MAIN
Paid Chk# 002732 CINTAS CORPORATION	10/22/2015	\$579.87	FIRST AID SPLS
Paid Chk# 002733 CITY OF BLOOMINGTON	10/22/2015	\$922.00	OCT. '15 GARAGE PARKING SPOTS
Paid Chk# 002734 CRAIG P. KIRBY	10/22/2015	\$200.00	IT'S YOUR MONEY PROGRAM/FINRA
Paid Chk# 002735 FINDAWAY WORLD, LLC	10/22/2015	\$113.83	NONPRINT
Paid Chk# 002736 FRED L. MEYER	10/22/2015	\$100.00	FD/CHILD PROGRAM/DULCIMER MUSI
Paid Chk# 002737 FREEDOM BUSINESS	10/22/2015	\$832.83	PRINT CARTRIDGES
Paid Chk# 002738 FULL COMPASS SYSTEMS, LTD	10/22/2015	\$1,190.25	HEADSETS/MIC
Paid Chk# 002739 GALE/CENGAGE LEARNING	10/22/2015	\$1,043.59	BOOKS
Paid Chk# 002740 GLOBAL EQUIPMENT COMPANY	10/22/2015	\$723.70	BLDG SPLS
Paid Chk# 002741 GRAY HOUSE PUBLISHING, INC.	10/22/2015	\$252.50	BOOKS
Paid Chk# 002742 HFI MECHANICAL CONTRACTOR	10/22/2015	\$11,500.00	BLDG REPAIR
Paid Chk# 002743 HP PRODUCTS	10/22/2015	\$368.94	BLDG SPLS
Paid Chk# 002744 INDIANA CHAMBER OF	10/22/2015	\$224.62	BOOKS

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**October 9, 2015 to November 6, 2015**

<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
Paid Chk# 002745	INTERNET MINDED DESIGN AND	10/22/2015	\$618.00 IT'S YOUR MONEY PROJECT
Paid Chk# 002746	KEVIN MACDOWELL	10/22/2015	\$30.00 REFUND ON LOST ITEM
Paid Chk# 002747	LOGISTECH, INC.	10/22/2015	\$145.41 BOOKS
Paid Chk# 002748	MARK TROTTER	10/22/2015	\$13.50 REFUND DOUBLE PAYMENT
Paid Chk# 002749	MELODY MUSIC SHOP, LLC	10/22/2015	\$85.00 PIANO TUNNING
Paid Chk# 002750	MENARDS - BLOOMINGTON	10/22/2015	\$28.25 BLDG SPLS
Paid Chk# 002751	MICHELE NEEDHAM	10/22/2015	\$25.25 REFUND ON LOST ITEM
Paid Chk# 002752	MIDWEST PRESORT SERVICE	10/22/2015	\$288.00 POSTAGE SERVICE
Paid Chk# 002753	MIDWEST TAPE	10/22/2015	\$13,485.71 NONPRINT
Paid Chk# 002754	MITCHELL1	10/22/2015	\$1,599.00 DATABASES
Paid Chk# 002755	MONSTER TRASH	10/22/2015	\$374.04 TRASH SERVICE
Paid Chk# 002756	MR. COPY, INC.	10/22/2015	\$13.50 POSTERS FOR POWER OF WORDS
Paid Chk# 002757	NATURE'S WAY, INC.	10/22/2015	\$85.00 MNTHLY INTERIOR PLANT MAINT.
Paid Chk# 002758	NETWORK SERVICES COMPANY	10/22/2015	\$1,611.02 CLEANING SPLS
Paid Chk# 002759	PENGUIN RANDOM HOUSE, LLC	10/22/2015	\$971.40 NONPRINT
Paid Chk# 002760	QUILL CORPORATION	10/22/2015	\$1,351.96 OFFICE SPLS
Paid Chk# 002761	RECORDED BOOKS, INC.	10/22/2015	\$235.85 NONPRINT
Paid Chk# 002762	RICOH USA, INC.	10/22/2015	\$84.23 MNTHLY COPIERS ADD'L IMAGES
Paid Chk# 002763	SCHOLASTIC LIBRARY	10/22/2015	\$413.40 BOOKS
Paid Chk# 002764	STUMPNER BUILDING SERVICES	10/22/2015	\$200.00 IT'S YOUR MONEY PROGRAM/FINRA
Paid Chk# 002765	SWEETWATER	10/22/2015	\$2,179.94 PA SYSTEM & LIGHTS
Paid Chk# 002766	TANTOR MEDIA	10/22/2015	\$102.37 NONPRINT
Paid Chk# 002767	TERRYBERRY	10/22/2015	\$295.45 15, 20, 25, 30 YR. PINS & POST
Paid Chk# 002768	THE HERALD-TIMES, INC.	10/22/2015	\$492.75 BOOKMOBILE ADS
Paid Chk# 002769	TRI-STATE BEARING	10/22/2015	\$29.04 BLDG SPLS
Paid Chk# 002770	U. TAMARA LOEWENTHAL	10/22/2015	\$800.00 FD/CHILD/LIBRARY B-DAY PARTY
Paid Chk# 002771	UNIQUE MANAGEMENT	10/22/2015	\$1,512.55 MNTHLY COLLECTION AGENCY FEE
Paid Chk# 002772	VIRGINIA H. RICHEY	10/22/2015	\$120.00 FD/ELL-PRESCHOOL STORY TIMES
Paid Chk# 002773	WESTON WOODS STUDIOS	10/22/2015	\$59.90 NONPRINT
Paid Chk# 002774	WFHB	10/22/2015	\$2,500.00 4TH QTR WFHB/CATS NEWS PROGRAM
Paid Chk# 002775	ADP, INC.	10/28/2015	\$94.49 BACKGROUND CHECKS
Paid Chk# 002776	AT&T (IL)	10/28/2015	\$1,025.65 PHONE SERVICE
Paid Chk# 002777	AT&T MOBILITY	10/28/2015	\$380.49 CELL PHONES
Paid Chk# 002778	CARPETSPLUS COLORTILE WES	10/28/2015	\$1,015.00 FLOORING IN ELEVATOR 4
Paid Chk# 002779	DANA GELDHOF	10/28/2015	\$44.47 WELLNESS PROGRAM SPLS & PRIZE
Paid Chk# 002780	DARCI HAWXHURST	10/28/2015	\$342.00 VITAL-TUTOR TRAINING
Paid Chk# 002781	DUKE ENERGY	10/28/2015	\$1,086.42 ELECTRICITY
Paid Chk# 002782	DUNCAN VIDEO, INC.	10/28/2015	\$23,371.79 CATS EQUIPMENT
Paid Chk# 002783	FULL COMPASS SYSTEMS, LTD	10/28/2015	\$169.11 CATS EQUIP.
Paid Chk# 002784	GLOBAL EQUIPMENT COMPANY	10/28/2015	\$421.54 BLDG SPLS
Paid Chk# 002785	KYLE WICKEMEYER-HARDY	10/28/2015	\$530.09 SHRM CONFERENCE EXPENSES
Paid Chk# 002786	NAPA AUTO PARTS	10/28/2015	\$53.96 DIESEL FLUID
Paid Chk# 002787	NOLAN'S LAWN CARE SERVICE	10/28/2015	\$346.00 LAWN CARE
Paid Chk# 002788	RICOH USA, INC.	10/28/2015	\$66.16 RENTAL/ADM. COPIER
Paid Chk# 002789	ROY WATERFORD	10/28/2015	\$500.00 RE-ISSUE CK FOR A MONEY PROGRAM
Paid Chk# 002790	STEPHANIE HOLMAN	10/28/2015	\$61.90 FD/ELL CHILDREN SPLS
Paid Chk# 002791	SUGAR DADDY'S CAKES &	10/28/2015	\$237.60 FOL B-DAY CELEBRATION
Paid Chk# 002792	THOMAS MACENTEE	10/28/2015	\$100.00 INDIANA ROOM PROGRAM
Paid Chk# 002793	VECTREN ENERGY DELIVERY	10/28/2015	\$52.87 NATURAL GAS
Paid Chk# 002794	WOODS ELECTRICAL	10/28/2015	\$558.44 ELEVATOR WORK
Paid Chk# 002795	COSTUME SPECIALISTS, INC.	11/2/2015	\$140.00 FD/CHILD-LLAMA COSTUME
Paid Chk# 002796	ENGRAVING AND STAMP	11/2/2015	\$81.22 NAMEPLATE & NAMETAGS
Paid Chk# 002797	JANICE HARRIS	11/2/2015	\$17.75 INS. REFUND
Paid Chk# 002798	MIDWEST PRESORT SERVICE	11/2/2015	\$293.01 POSTAGE SERVICES
Paid Chk# 002799	PENNY GILLIE	11/2/2015	\$17.75 INS. REFUND

**MONROE COUNTY PUBLIC LIBRARY**

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**October 9, 2015 to November 6, 2015**

<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
Paid Chk# 002800	SMITHVILLE COMMUNICATIONS	11/2/2015	\$1,825.00 MONTHLY INTERNET SERVICE
Paid Chk# 002801	SYNCHRONY BANK/AMAZON	11/2/2015	\$6,370.27 BOOKS, NONPRINT
Paid Chk# 002802	AFSCME COUNCIL 62	11/4/2015	\$906.84 UNION DUES W/H
Paid Chk# 002803	AMERICAN UNITED LIFE INS. CO.	11/4/2015	\$1,357.30 403b TSA-AUL W/H
Paid Chk# 002804	ANN SEGRAVES	11/4/2015	\$29.28 PLANTS
Paid Chk# 002805	BAKER & TAYLOR BOOKS	11/4/2015	\$21,761.78 BOOKS, NONPRINT
Paid Chk# 002806	BLACKSTONE AUDIO, INC.	11/4/2015	\$150.00 NONPRINT
Paid Chk# 002807	CARMICHAEL TRUCK &	11/4/2015	\$256.72 BKM - VEHICLE MAINT.
Paid Chk# 002808	CDW GOVERNMENT, INC.	11/4/2015	\$1,824.74 IT SPLS & SOFTWARE MAINT.
Paid Chk# 002809	CHRISTINA JONES	11/4/2015	\$19.95 FD/CHILD SPLS
Paid Chk# 002810	DELL MARKETING L.P.	11/4/2015	\$2,839.74 LAPTOP COMPUTERS
Paid Chk# 002811	ELLETTTSVILLE UTILITIES	11/4/2015	\$262.61 WATER & SEWER
Paid Chk# 002812	ENGRAVING AND STAMP	11/4/2015	\$20.00 OFFICE SPLS
Paid Chk# 002813	FINDAWAY WORLD, LLC	11/4/2015	\$669.83 NONPRINT
Paid Chk# 002814	FREEDOM BUSINESS	11/4/2015	\$119.99 INK CARTRIDGE
Paid Chk# 002815	GALE/CENGAGE LEARNING	11/4/2015	\$416.41 BOOKS
Paid Chk# 002816	GENEALOGICAL PUBLISHING	11/4/2015	\$169.45 BOOKS
Paid Chk# 002817	GLHEC	11/4/2015	\$301.20 GARNISHMENT W/H
Paid Chk# 002818	GLOBAL GOV/ED SOLUTIONS INC	11/4/2015	\$706.82 IT SPLS
Paid Chk# 002819	HOMES & LIFESTYLES	11/4/2015	\$32.10 2 COPIES OF 6 ISSUES MAGAZINES
Paid Chk# 002820	HP PRODUCTS	11/4/2015	\$121.35 CLEANING SPLS
Paid Chk# 002821	INDIANA CHAMBER OF	11/4/2015	\$260.51 BOOKS
Paid Chk# 002822	KLEINDORFER'S HDWE	11/4/2015	\$41.99 BLDG SPLS
Paid Chk# 002823	LEARNING TREASURES	11/4/2015	\$221.57 FD/CHILD-SPLS
Paid Chk# 002824	LEGAL SHIELD	11/4/2015	\$251.19 IDENTITY THEFT & LEGAL INS. W/H
Paid Chk# 002825	LOWE'S	11/4/2015	\$1,297.60 ELL REFRIGERATOR & BLDG SPLS
Paid Chk# 002826	METROPOLITAN PRINTING	11/4/2015	\$220.00 ENVELOPES
Paid Chk# 002827	MICHAEL CZERNIAKOWSKI	11/4/2015	\$25.00 WELLNESS PROGRAM PRIZE
Paid Chk# 002828	MICKEY COWDEN	11/4/2015	\$2,800.00 BOOKSTORE WATER LEAK REPAIR
Paid Chk# 002829	MIDWEST TAPE	11/4/2015	\$16,343.87 NONPRINT & BOOKS
Paid Chk# 002830	MONROE COUNTY YMCA	11/4/2015	\$127.38 YMCA W/H
Paid Chk# 002831	PENGUIN RANDOM HOUSE, LLC	11/4/2015	\$609.90 NONPRINT
Paid Chk# 002832	QUILL CORPORATION	11/4/2015	\$495.80 OFFICE SPLS
Paid Chk# 002833	RECORDED BOOKS, INC.	11/4/2015	\$897.93 NONPRINT
Paid Chk# 002834	REGENT BOOK COMPANY	11/4/2015	\$43.00 BOOKS
Paid Chk# 002835	SCHINDLER ELEVATOR	11/4/2015	\$2,612.55 QTRLY MAINT. CONTRACT
Paid Chk# 002836	SHOWCASES	11/4/2015	\$481.68 A-V CATALOGING SPLS
Paid Chk# 002837	STANSIFER RADIO COMPANY	11/4/2015	\$96.32 VIDEO MAT'LS -CATS
Paid Chk# 002838	TANTOR MEDIA	11/4/2015	\$45.46 NONPRINT
Paid Chk# 002839	THOMSON REUTERS - WEST	11/4/2015	\$502.44 BOOKS
Paid Chk# 002840	U.S. TOY CO/CONSTRUCTIVE	11/4/2015	\$304.90 CHILDREN TOYS & PROGRAM SPLS
Paid Chk# 002841	UNITED LABORTORIES	11/4/2015	\$446.43 CLEANING SPLS
Paid Chk# 002842	UNITED STATES TREASURY	11/4/2015	\$114.00 GARNISHMENT W/H
Paid Chk# 002843	UNITED WAY	11/4/2015	\$81.00 UNITED WAY W/H
Paid Chk# 002844	VECTREN ENERGY DELIVERY	11/4/2015	\$77.79 NATURAL GAS
Paid Chk# 002845	WESTON WOODS STUDIOS	11/4/2015	\$215.65 NONPRINT
Paid Chk# 002846	AMERICAN HERITAGE LIFE INS.	11/6/2015	\$507.48 OCT. '15 OTHER INS.
Paid Chk# 002847	CHASE CARD SERVICES	11/6/2015	\$6,128.07 VARIOUS
Paid Chk# 002848	GUARDIAN LIFE INS. CO.	11/6/2015	\$8,441.43 NOV.'15 DENTAL, VISION, STD, & LIFE INS.
Paid Chk# 002849	SIHO INSURANCE SERVICES	11/6/2015	\$46,484.09 NOV.'15 HEALTH INS.
<b>Total Checks</b>			<b>\$273,906.85</b>



MONROE COUNTY PUBLIC LIBRARY  
CHECKING ACCOUNTS  
10/09/15 - 11/06/15

MainSource Checking Account/Check Register Total	\$273,906.85
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (Nov. '15)	646.47
MainSource Checking-Monthly Service Charge (Nov. '15)	35.00
MainSource Checking-ACH Block Charge (Oct. '15)	20.00
German-American Bank - Checks (Oct.'15)	23.50
Add: Payrolls	
Vouchers 10/16/15 Payroll (ECI)	122,791.60
Electronic transfer (ECI) employee/employer taxes	45,774.26
Electronic transfer (ECI) employee "HSA"	2,567.23
Electronic PERF pymt. 10/20/15	18,387.83
Electronic transfer 10/20/15 (TASC) employee "FSA"	270.38
Vouchers 10/30/15 Payroll (ECI)	125,618.65
Electronic transfer (ECI) employee/employer taxes	46,873.18
Electronic transfer (ECI) employee "HSA"	2,567.23
Electronic PERF pymt. 11/02/15	18,911.56
Electronic transfer 11/03/15 (TASC) employee "FSA"	270.38
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$658,664.12

ck # 2847

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 27196</p> <p>Purchase Order No. 0</p> <p>Terms</p> <p>Date Due</p>
--	--

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
9/30/2015		E019-001-32400 ILF/CONF. FEE	\$220.00
10/2/2015		E001-005-31700 PAYPAL/CC MNTHLY FEE	\$59.95
10/5/2015		E001-004-32200 USPS/POSTAGE	\$7.94
10/8/2015		E019-001-32300 LAAC HOTEL/ADOBE CONF. HOTEL	\$997.92
10/13/2015		E001-024-23000 SMITHGEAR/HEADPHONES-PUBLIC	\$239.00
10/16/2015		E028-010-21350 KROGER/FINRA PROGRAM SPLS	\$192.32
10/18/2015		E028-010-21350 KROGER/FINRA PROGRAM SPLS	\$15.49
9/24/2015		E001-018-45300 LAKESHORE/J TOYS	\$267.45
9/24/2015		E019-011-21350 LAKESHORE/SENSORY STORYTIME SPLS	\$197.93
9/24/2015		E019-011-21350 LAKESHORE/CHILD SPLS	\$89.97
10/1/2015		E019-011-21350 TARGET/CHILD PROGRAM SPLS	\$51.50
10/5/2015		E019-011-21350 BLGFDS/CHILD PROGRAM SPLS	\$7.01
10/21/2015		E019-011-21350 ALA/CHILD PROGRAM SPLS	\$92.00
9/24/2015		E001-007-33201 OVERNIGHT PRINTS/MC TIMELINE CARDS	\$250.62
9/28/2015		E001-019-31500 WUNDERKINDER/MNTHLY IT MAINT.	\$24.95
9/30/2015		E001-024-22500 OVERNIGHT PRINTS/SCH LIB CARD PROJECT	\$39.62
9/30/2015		E028-010-33200 PRINTING SCVS/PALM CARDS-FINRA GRANT	\$117.35
9/30/2015		E019-007-32300 MAILCHAMP/MNTHLY ENEWSLETTER	\$45.00
10/11/2015		E001-019-31500 HOOTSUITE/MNTHLY SOCIAL MEDIA FEE	\$9.99
10/14/2015		E001-018-45300 TV360MEDIALLC/NONPRINT	\$41.95
10/15/2015		E019-001-32300 RBT SHELL OIL/REFUND	(\$0.38)
9/24/2015		E019-001-32400 ILF/CONF. FEES	\$180.00
10/3/2015		E019-010-21350 KROGER/BOOKS PLUS SPLS	\$17.24
10/13/2015		E019-001-32300 CULVER'S/INNOVATORS LAB/FOOD	\$16.93
10/13/2015		E019-001-32300 SHELL OIL/LAB CONF. TRAVEL	\$38.24
10/14/2015		E019-001-32300 PEGASUS/LAB CONF./FOOD	\$55.91
10/16/2015		E019-001-32300 ZEEB INC/LAB CONF. TRAVEL	\$42.91
10/16/2015		E019-001-32300 DOUBLETREE/LAB CONF. HOTEL	\$445.05
10/16/2015		E019-001-32300 DOUBLETREE/LAB CONF.	\$513.32
10/16/2015		E019-001-32300 BIG BOY/LAB CONF./FOOD	\$36.33
10/22/2015		E019-010-21350 DIGI KEY CORP/PROGRAM SPLS	\$64.35
9/29/2015		E026-019-44650 ITUNES/SALES TAX REFUND	(\$7.00)
9/24/2015		E001-019-23000 MONOPRICE/IT SPLS	\$43.23
10/16/2015		E020-016-31500 DREAMHOST/CATS MNTHLY FEE	\$50.00
10/19/2015		E001-019-23000 MONOPRICE/IT SPLS	\$68.27
10/21/2015		E001-019-23000 MONOPRICE/IT SPLS	\$31.35
10/10/2015		E020-016-23500 BEST BUY/VIDEO MAT'L S	\$44.99
9/28/2015		E019-001-32400 ILF/CONF. FEE	\$220.00
9/29/2015		E019-001-32400 ILF/CONF. FEE	\$220.00
9/29/2015		E019-001-32400 ILF/CONF. FEE	\$220.00
9/24/2015		E019-026-21350 STAPLES/TEEN-DIGITAL SPLS	\$40.95

9/25/2015	E007-026-44300 AMAZON/PUNCH PRESS MACHINE/SETUP COSTS	\$234.95
9/24/2015	E019-026-21350 KROGER/TEEN SPLS	\$96.95
9/25/2015	E001-019-23000 ITUNES/IS SPLS	\$10.69
9/27/2015	E019-001-32400 ILF/CONF. FEE	\$220.00
10/2/2015	E007-026-44100 AMAZON/FOLDING TAPE/STARTUP COST	\$58.86
10/1/2015	E019-026-21350 AMAZON/TEEN SPLS	\$13.98
10/1/2015	E019-026-21350 AMAZON/TEEN SPLS	\$100.00
10/14/2015	E019-001-32400 ARTTEACHER/ONLINE TRAINING CLASS	\$59.00
10/14/2015	E019-026-21350 AVERS/TEEN FOOD	\$23.99
Total		\$6,128.07

VOUCHER NO. 27196      WARRANT NO. 2847

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF      \$      \$6,128.07

\$      \$6,128.07

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		\$220.00
E001-005-31700		\$59.95
E001-004-32200		\$7.94
E019-001-32300		\$997.92
E001-024-23000		\$239.00
E028-010-21350		\$192.32
E028-010-21350		\$15.49
E001-018-45300		\$267.45
E019-011-21350		\$197.93
E019-011-21350		\$89.97
E019-011-21350		\$51.50
E019-011-21350		\$7.01
E019-011-21350		\$92.00
E001-007-33201		\$250.62
E001-019-31500		\$24.95
E001-024-22500		\$39.62
E028-010-33200		\$117.35
E019-007-32300		\$45.00
E001-019-31500		\$9.99
E001-018-45300		\$41.95
E019-001-32300		(\$0.38)
E019-001-32400		\$180.00
E019-010-21350		\$17.24
E019-001-32300		\$16.93
E019-001-32300		\$38.24

## Financial Report Comments

Reports as of 10-31-15

Board Meeting Date 11/18/15

Monthly Budget Report:

The following table compares the actual percentage of the budget used so far in the major expense categories this year compared to the guideline which is 83.3% after ten months.

	% Spending Guideline	Actual % Spending
	October 31, 2015	
Wages and Benefits	83.3%	78.6%
Supplies	83.3%	66.0%
Other Services & Charges	83.3%	79.6%
Capital Outlay	83.3%	84.7%
Total Operating Expenditures	83.3%	79.2%

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 so far would be 77.8%.

I am optimistic that this year's revenue will exceed normal operating spending by at least 200K.

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY SUMMARY OF BUDGET CATEGORIES  
AS OF OCTOBER 31, 2015  
TEN MONTHS = 83.3%

	2015 OCTOBER	2014 OCTOBER	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	448,809.62	431,412.82	3,297,958.08	4,009,355.83	3,270,150.60	711,397.75	82.3%	17.7%
EMPLOYEE BENEFITS	103,880.67	123,076.66	1,076,641.07	1,539,884.30	1,205,945.21	463,243.23	69.9%	30.1%
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>552,690.29</u>	<u>554,489.48</u>	<u>4,374,599.15</u>	<u>5,564,240.13</u>	<u>4,477,454.53</u>	<u>1,189,640.98</u>	<u>78.6%</u>	<u>21.4%</u>
SUPPLIES								
OFFICE SUPPLIES	3,464.05	4,401.99	37,295.34	59,100.00	30,111.02	21,804.66	63.1%	36.9%
OPERATING SUPPLIES	10,767.19	6,050.15	77,865.49	118,000.00	84,473.90	40,134.51	66.0%	34.0%
REPAIR & MAINT. SUPPLIES	2,896.09	2,415.61	20,194.95	27,900.00	14,777.81	7,705.05	72.4%	27.6%
TOTAL SUPPLIES	<u>17,127.33</u>	<u>12,867.75</u>	<u>135,355.78</u>	<u>205,000.00</u>	<u>129,362.73</u>	<u>69,644.22</u>	<u>66.0%</u>	<u>34.0%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	18,238.89	16,393.36	270,131.66	366,100.00	264,954.26	95,968.34	73.8%	26.2%
COMMUNICATION & TRANSPORTATION	5,107.03	4,085.21	39,134.86	91,600.00	42,278.30	52,465.14	42.7%	57.3%
PRINTING & ADVERTISING	0.00	116.85	2,337.58	11,682.79	3,427.53	9,345.21	20.0%	80.0%
INSURANCE	0.00	0.00	72,281.00	70,000.00	72,108.00	-2,281.00	103.3%	-3.3%
UTILITIES	23,119.37	31,961.92	255,693.41	351,650.00	295,907.16	95,956.59	72.7%	27.3%
REPAIR & MAINTENANCE	2,128.99	2,772.89	26,944.84	57,500.00	29,021.63	30,555.16	46.9%	53.1%
RENTALS	-42.32	-873.56	23,359.02	38,850.00	30,427.45	15,490.98	60.1%	39.9%
ELECTRONIC SERVICES	22,720.44	33,981.87	204,235.19	289,239.89	178,252.08	85,004.70	70.6%	29.4%
OTHER CHARGES	18,527.33	2,195.00	758,906.99	799,200.00	10,706.35	40,293.01	95.0%	5.0%
TOTAL OTHER SERVICES & CHARGES	<u>89,799.73</u>	<u>90,633.54</u>	<u>1,653,024.55</u>	<u>2,075,822.68</u>	<u>927,082.76</u>	<u>422,798.13</u>	<u>79.6%</u>	<u>20.4%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	289.99	679.98	27,239.15	34,000.00	23,159.69	6,760.85	80.1%	19.9%
OTHER CAPITAL OUTLAY	82,991.89	115,677.23	803,407.48	946,967.11	776,556.71	143,559.63	84.8%	15.2%
TOTAL CAPITAL OUTLAY	<u>83,281.88</u>	<u>116,357.21</u>	<u>830,646.63</u>	<u>980,967.11</u>	<u>799,716.40</u>	<u>150,320.48</u>	<u>84.7%</u>	<u>15.3%</u>
TOTAL OPERATING EXPENDITURES	<u><u>742,899.23</u></u>	<u><u>774,347.98</u></u>	<u><u>6,993,626.11</u></u>	<u><u>8,826,029.92</u></u>	<u><u>6,333,616.42</u></u>	<u><u>1,832,403.81</u></u>	<u><u>79.2%</u></u>	<u><u>20.8%</u></u>

2014 BUDGET 8,011,683.99  
% USED IN 2014 79.1%

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF OCTOBER 31, 2015

	2015 OCTOBER	2014 OCTOBER	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION/DIRECTORS	11,192.32	21,607.85	108,339.14	191,013.36	158,457.62	82,674.22	56.7%	43.3%
1130 MANAGERS/ASST. MANAGERS	119,164.04	73,275.51	743,411.90	647,755.18	518,507.57	-95,656.72	114.8%	-14.8%
1140 LIBRARIANS, EXPERTS	106,604.21	134,651.52	895,966.49	1,268,307.00	1,011,726.50	372,340.51	70.6%	29.4%
1150 SPECIALISTS	21,562.19	82,328.25	340,451.92	806,353.96	667,667.64	465,902.04	42.2%	57.8%
1160 ASSISTANTS/PARAPROFESSIONALS	73,032.36	52,140.81	496,660.22	454,908.96	399,149.39	-41,751.26	109.2%	-9.2%
1170 TECH/OPERATORS/SECRETARIES	6,422.99	23,218.68	96,460.58	249,535.37	195,351.72	153,074.79	38.7%	61.3%
1190 BUILDING SERVICES/MAINTENANCE	16,774.84	44,190.20	193,481.70	391,482.00	319,290.16	198,000.30	49.4%	50.6%
1200 BUILDING SERVICES/SECURITY	11,420.72	0.00	55,683.81	0.00	0.00	-55,683.81	#DIV/0!	#DIV/0!
1280 PRODUCTION ASSISTANTS	1,964.04	0.00	9,050.13	0.00	0.00	-9,050.13	#DIV/0!	#DIV/0!
1290 INFORMTION ASST/MATERIAL/SUPPORT	52,563.87	0.00	242,365.33	0.00	0.00	-242,365.33	#DIV/0!	#DIV/0!
1300 SUPPORT/MATERIAL HANDLERS	26,387.30	0.00	108,625.56	0.00	0.00	-108,625.56	#DIV/0!	#DIV/0!
1320 TECHNICIANS	1,720.74	0.00	7,461.30	0.00	0.00	-7,461.30	#DIV/0!	#DIV/0!
<b>TOTAL SALARIES</b>	<b>448,809.62</b>	<b>431,412.82</b>	<b>3,297,958.08</b>	<b>4,009,355.83</b>	<b>3,270,150.60</b>	<b>711,397.75</b>	<b>82.3%</b>	<b>17.7%</b>
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	26,793.94	25,567.08	196,795.14	248,476.51	193,785.64	51,681.37	79.2%	20.8%
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	26,453.32	26,920.83	290,023.30	367,238.79	287,565.62	77,215.49	79.0%	21.0%
12301 ENCUMBERED PERF	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1235 EMPLOYEE/PERF	7,085.71	7,256.81	77,896.55	98,367.75	77,072.48	20,471.20	79.2%	20.8%
1240 EMPLOYER CONT/INSURANCE	37,281.36	57,352.50	465,901.38	758,392.34	602,200.67	292,490.96	61.4%	38.6%
1250 EMPLOYER CONT/MEDICARE	6,266.34	5,979.44	46,024.70	57,408.91	45,320.80	11,384.21	80.2%	19.8%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>103,880.67</b>	<b>123,076.66</b>	<b>1,076,641.07</b>	<b>1,539,884.30</b>	<b>1,205,945.21</b>	<b>463,243.23</b>	<b>69.9%</b>	<b>30.1%</b>
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
1180 TEMPORARY STAFF	0.00	0.00	0.00	10,000.00	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>552,690.29</b>	<b>554,489.48</b>	<b>4,374,599.15</b>	<b>5,564,240.13</b>	<b>4,477,454.53</b>	<b>1,189,640.98</b>	<b>78.6%</b>	<b>21.4%</b>
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	45.85	0.00	45.85	1,100.00	162.84	1,054.15	4.2%	95.8%
2120 STATIONERY & PRINTING	113.40	0.00	516.89	1,100.00	72.70	583.11	47.0%	53.0%
2130 OFFICE SUPPLIES	542.78	1,261.67	4,852.69	13,650.00	5,048.37	8,797.31	35.6%	64.4%
2135 GENERAL SUPPLIES	0.00	0.00	0.00	0.00	-0.53	0.00	#DIV/0!	#DIV/0!
2140 DUPLICATING	2,762.02	3,140.32	31,879.91	43,250.00	24,627.64	11,370.09	73.7%	26.3%
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>3,464.05</b>	<b>4,401.99</b>	<b>37,295.34</b>	<b>59,100.00</b>	<b>30,111.02</b>	<b>21,804.66</b>	<b>63.1%</b>	<b>36.9%</b>

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF OCTOBER 31, 2015

	2015 OCTOBER	2014 OCTOBER	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
<b>OPERATING SUPPLIES</b>								
2210 CLEANING SUPPLIES	1,979.96	4,981.12	27,347.47	38,200.00	34,874.92	10,852.53	71.6%	28.4%
2220 FUEL, OIL, & LUBRICANTS	571.01	612.28	4,538.47	10,500.00	6,764.04	5,961.53	43.2%	56.8%
2230 CATALOGING SUPPLIES-BOOKS	0.00	0.00	3,107.46	7,000.00	1,626.65	3,892.54	44.4%	55.6%
2240 A/V SUPPLIES-CATALOGING	141.99	84.10	2,214.05	9,700.00	3,072.45	7,485.95	22.8%	77.2%
2250 CIRCULATION SUPPLIES	8,065.55	0.00	29,311.16	35,000.00	26,812.75	5,688.84	83.7%	16.3%
2260 LIGHT BULBS	8.68	323.46	8,407.70	7,000.00	8,427.09	-1,407.70	120.1%	-20.1%
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	49.19	1,587.17	8,700.00	1,058.34	7,112.83	18.2%	81.8%
<b>TOTAL OPERATING SUPPLIES</b>	<b>10,767.19</b>	<b>6,050.15</b>	<b>77,865.49</b>	<b>118,000.00</b>	<b>84,473.90</b>	<b>40,134.51</b>	<b>66.0%</b>	<b>34.0%</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>								
2300 IT SUPPLIES	23.68	344.95	3,879.05	6,500.00	2,121.11	2,620.95	59.7%	40.3%
2310 BUILDING MATERIALS & SUPPLIES	2,709.52	2,070.66	15,929.54	21,000.00	12,379.59	5,070.46	75.9%	24.1%
2320 PAINT & PAINTING SUPPLIES	162.89	0.00	386.36	400.00	277.11	13.64	96.6%	3.4%
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>2,896.09</b>	<b>2,415.61</b>	<b>20,194.95</b>	<b>27,900.00</b>	<b>14,777.81</b>	<b>7,705.05</b>	<b>72.4%</b>	<b>27.6%</b>
<b>TOTAL SUPPLIES</b>	<b>17,127.33</b>	<b>12,867.75</b>	<b>135,355.78</b>	<b>205,000.00</b>	<b>129,362.73</b>	<b>69,644.22</b>	<b>66.0%</b>	<b>34.0%</b>
<b>OTHER SERVICES/CHARGES (3000'S)</b>								
<b>PROFESSIONAL SERVICES</b>								
3004 MISC. UNAPPROPRIATED	0.00	10.00	0.00	0.00	10.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	1,217.50	2,123.75	11,000.00	10,102.50	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	1,094.40	303.78	11,351.74	15,000.00	6,268.82	3,648.26	75.7%	24.3%
3140 BUILDING SERVICES	4,013.48	850.75	27,885.34	34,000.00	27,481.14	6,114.66	82.0%	18.0%
3150 MAINTENANCE CONTRACTS	2,484.40	4,422.31	132,633.40	156,100.00	115,432.24	23,466.60	85.0%	15.0%
3160 COMPUTER SERVICES (OCLC)	5,905.43	5,148.67	51,602.83	73,000.00	49,949.83	21,397.17	70.7%	29.3%
3170 ADMIN/ACCOUNTING SERVICES	3,228.63	2,659.30	30,653.15	46,000.00	32,704.23	15,346.85	66.6%	33.4%
3175 COLLECTION AGENCY SERVICES	1,512.55	1,781.05	13,881.45	21,000.00	13,005.50	7,118.55	66.1%	33.9%
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>18,238.89</b>	<b>16,393.36</b>	<b>270,131.66</b>	<b>366,100.00</b>	<b>264,954.26</b>	<b>95,968.34</b>	<b>73.8%</b>	<b>26.2%</b>
<b>COMMUNICATION &amp; TRANSPORTATION</b>								
3210 TELEPHONE	1,686.66	2,312.89	18,544.12	35,800.00	23,543.18	17,255.88	51.8%	48.2%
3215 CABLE TV	6.62	4.45	59.58	0.00	40.67	-59.58	#DIV/0!	#DIV/0!
3220 POSTAGE	1,154.29	1,063.19	13,280.34	24,000.00	14,434.37	10,719.66	55.3%	44.7%
3230 TRAVEL EXPENSE	-67.88	384.68	2,609.24	10,000.00	2,313.46	7,390.76	26.1%	73.9%
3240 PROFESSIONAL MTG. (OFF-SITE)	2,327.34	320.00	2,612.34	10,000.00	684.00	7,387.66	26.1%	73.9%
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	0.00	0.00	2,029.24	1,800.00	16.62	-229.24	112.7%	-12.7%
<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>5,107.03</b>	<b>4,085.21</b>	<b>39,134.86</b>	<b>91,600.00</b>	<b>42,278.30</b>	<b>52,465.14</b>	<b>42.7%</b>	<b>57.3%</b>

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF OCTOBER 31, 2015

	2015 OCTOBER	2014 OCTOBER	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	94.35	1,947.82	2,600.00	2,141.53	652.18	74.9%	25.1%
3320 PRINTING	0.00	22.50	389.76	5,000.00	1,286.00	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>116.85</b>	<b>2,337.58</b>	<b>11,682.79</b>	<b>3,427.53</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	0.00	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>0.00</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	100.38	134.81	2,635.85	4,950.00	2,066.20	2,314.15	53.2%	46.8%
3520 ELECTRICITY	20,305.62	29,518.63	235,437.52	318,400.00	276,856.36	82,962.48	73.9%	26.1%
3530 WATER	2,713.37	2,308.48	17,620.04	28,300.00	16,984.60	10,679.96	62.3%	37.7%
<b>TOTAL UTILITIES</b>	<b>23,119.37</b>	<b>31,961.92</b>	<b>255,693.41</b>	<b>351,650.00</b>	<b>295,907.16</b>	<b>95,956.59</b>	<b>72.7%</b>	<b>27.3%</b>
<b>REPAIR &amp; MAINTENANCE</b>								
3610 BUILDING REPAIR	750.00	1,475.00	12,966.98	25,000.00	19,763.48	12,033.02	51.9%	48.1%
3630 OTHER EQUIP/FURNITURE REPAIRS	1,191.63	1,297.89	4,780.65	18,500.00	3,907.78	13,719.35	25.8%	74.2%
3640 VEHICLE REPAIR & MAINTENANCE	187.36	0.00	8,392.47	11,500.00	4,611.11	3,107.53	73.0%	27.0%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	0.00	804.74	2,500.00	739.26	1,695.26	32.2%	67.8%
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>2,128.99</b>	<b>2,772.89</b>	<b>26,944.84</b>	<b>57,500.00</b>	<b>29,021.63</b>	<b>30,555.16</b>	<b>46.9%</b>	<b>53.1%</b>
<b>RENTALS</b>								
3710 REAL ESTATE RENTAL/PARKING	-42.32	-873.56	23,359.02	38,850.00	30,427.45	15,490.98	60.1%	39.9%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL RENTALS</b>	<b>-42.32</b>	<b>-873.56</b>	<b>23,359.02</b>	<b>38,850.00</b>	<b>30,427.45</b>	<b>15,490.98</b>	<b>60.1%</b>	<b>39.9%</b>
<b>ELECTRONIC SERVICES</b>								
38450 DATABASES SERVICES	6,715.00	5,831.54	121,240.24	173,210.21	104,707.75	51,969.97	70.0%	30.0%
38460 E-BOOKS SERVICES	16,005.44	28,150.33	82,994.95	116,029.68	73,544.33	33,034.73	71.5%	28.5%
<b>TOTAL ELECTRONIC SERVICES</b>	<b>22,720.44</b>	<b>33,981.87</b>	<b>204,235.19</b>	<b>289,239.89</b>	<b>178,252.08</b>	<b>85,004.70</b>	<b>70.6%</b>	<b>29.4%</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	750,833.34	785,000.00	0.00	34,166.66	95.6%	4.4%
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	1,444.00	2,195.00	2,527.00	4,000.00	3,155.00	1,473.00	63.2%	36.8%
<b>TOTAL OTHER CHARGES</b>	<b>18,527.33</b>	<b>2,195.00</b>	<b>758,906.99</b>	<b>799,200.00</b>	<b>10,706.35</b>	<b>40,293.01</b>	<b>95.0%</b>	<b>5.0%</b>
<b>TOTAL OTHER SERVICES/CHARGES</b>	<b>89,799.73</b>	<b>90,633.54</b>	<b>1,653,024.55</b>	<b>2,075,822.68</b>	<b>927,082.76</b>	<b>422,798.13</b>	<b>79.6%</b>	<b>20.4%</b>



MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF OCTOBER 31, 2015

	2015 OCTOBER	2014 OCTOBER	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	679.98	10,099.23	10,000.00	1,787.97	-99.23	101.0%	-1.0%
4430 OTHER EQUIPMENT	289.99	0.00	15,532.97	20,000.00	16,862.84	4,467.03	77.7%	22.3%
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>289.99</b>	<b>679.98</b>	<b>27,239.15</b>	<b>34,000.00</b>	<b>23,159.69</b>	<b>6,760.85</b>	<b>80.1%</b>	<b>19.9%</b>
OTHER CAPITAL OUTLAY								
4510 BOOKS	52,000.60	67,873.57	496,691.74	551,699.46	478,718.61	55,007.72	90.0%	10.0%
4520 PERIODICALS & NEWSPAPERS	152.54	0.00	9,966.39	42,678.29	5,682.80	32,711.90	23.4%	76.6%
4530 NONPRINT MATERIALS	30,838.75	47,803.66	296,749.35	352,589.36	292,155.30	55,840.01	84.2%	15.8%
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>82,991.89</b>	<b>115,677.23</b>	<b>803,407.48</b>	<b>946,967.11</b>	<b>776,556.71</b>	<b>143,559.63</b>	<b>84.8%</b>	<b>15.2%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>83,281.88</b>	<b>116,357.21</b>	<b>830,646.63</b>	<b>980,967.11</b>	<b>799,716.40</b>	<b>150,320.48</b>	<b>84.7%</b>	<b>15.3%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>742,899.23</b>	<b>774,347.98</b>	<b>6,993,626.11</b>	<b>8,826,029.92</b>	<b>6,333,616.42</b>	<b>1,832,403.81</b>	<b>79.2%</b>	<b>20.8%</b>

**MONROE COUNTY PUBLIC LIBRARY**

**Operating Budget & Expenditure Report**

January 1, 2015 to October 31, 2015

10 months = 83.3%

Object	Object Descr	2015 Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
11200	ADMINISTRATION	\$191,013.36	\$7,461.54	\$7,461.54	\$11,192.32	\$7,461.55	\$7,461.54	\$7,461.55	\$7,461.55	\$11,192.32	\$108,339.14	\$82,674.22	56.72%
11300	MANAGERS/ASST.	\$647,755.18	\$50,071.64	\$50,071.63	\$114,384.52	\$76,190.40	\$76,201.40	\$75,446.43	\$81,738.59	\$119,164.04	\$743,411.90	-\$95,656.72	114.77%
11400	LIBRARIANS, EXPERTS	\$1,268,307.00	\$100,459.21	\$89,676.24	\$112,300.34	\$74,898.30	\$74,874.75	\$81,036.98	\$69,183.74	\$106,604.21	\$895,966.49	\$372,340.51	70.64%
11500	SPECIALISTS	\$806,353.96	\$56,374.65	\$60,243.88	\$21,657.09	\$14,328.63	\$14,324.69	\$14,759.73	\$14,431.47	\$21,562.19	\$340,451.92	\$465,902.04	42.22%
11600	ASSISTANTS/PARAPROFE	\$454,908.96	\$35,189.64	\$38,572.68	\$77,184.79	\$51,440.14	\$51,247.55	\$51,167.75	\$51,508.12	\$73,032.36	\$496,660.22	-\$41,751.26	109.18%
11700	TECH/OPERATORS/SECR	\$249,535.37	\$17,464.40	\$16,473.74	\$6,416.01	\$4,275.00	\$4,275.02	\$4,275.01	\$4,275.00	\$6,422.99	\$96,460.58	\$153,074.79	38.66%
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	\$31,015.52	\$30,051.62	\$15,589.61	\$10,443.35	\$10,391.75	\$10,431.26	\$10,521.23	\$16,774.84	\$193,481.70	\$198,000.30	49.42%
12000	BUILDING	\$0.00	\$0.00	\$0.00	\$13,104.80	\$8,720.35	\$8,681.46	\$6,960.44	\$6,796.04	\$11,420.72	\$55,683.81	-\$55,683.81	0.00%
12100	FICA/EMPLOYER	\$248,476.51	\$17,766.10	\$17,432.27	\$26,674.83	\$17,787.79	\$17,951.54	\$18,408.98	\$17,609.04	\$26,793.94	\$196,795.14	\$51,681.37	79.20%
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	\$28,271.37	\$27,513.01	\$27,197.19	\$40,932.30	\$27,278.65	\$28,468.84	\$26,686.83	\$26,453.32	\$290,023.30	\$77,215.49	78.97%
12350	PERF/EMPLOYEE	\$98,367.75	\$7,572.73	\$7,369.55	\$7,284.98	\$10,964.03	\$7,306.78	\$7,471.65	\$7,148.28	\$7,085.71	\$77,896.55	\$20,471.20	79.19%
12400	INS/EMPLOYER	\$758,392.34	\$81,395.29	\$3,843.78	\$55,834.85	\$39,523.05	\$70,202.21	\$42,671.53	\$55,686.91	\$37,281.36	\$465,901.38	\$292,490.96	61.43%
12500	MEDICARE/EMPLOYER	\$57,408.91	\$4,154.96	\$4,076.93	\$6,238.47	\$4,160.11	\$4,198.26	\$4,305.44	\$4,118.18	\$6,266.34	\$46,024.70	\$11,384.21	80.17%
12800	PRODUCTION	\$0.00	\$0.00	\$0.00	\$2,091.84	\$1,247.00	\$1,247.00	\$1,253.24	\$1,247.01	\$1,964.04	\$9,050.13	-\$9,050.13	0.00%
12900	INFORMATION	\$0.00	\$0.00	\$0.00	\$51,824.13	\$34,205.23	\$34,740.86	\$34,886.14	\$34,145.10	\$52,563.87	\$242,365.33	-\$242,365.33	0.00%
13000	SUPPORT/MATERIAL	\$0.00	\$0.00	\$0.00	\$19,280.67	\$13,852.39	\$16,215.40	\$17,184.31	\$15,705.49	\$26,387.30	\$108,625.56	-\$108,625.56	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	\$1,720.74	\$1,145.97	\$1,153.11	\$574.77	\$1,145.97	\$1,720.74	\$7,461.30	-\$7,461.30	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.85	\$45.85	\$1,054.15	4.17%
21200	STATIONERY/BUS. CARDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$268.84	\$0.00	\$0.00	\$66.65	\$113.40	\$516.89	\$583.11	46.99%
21300	OFFICE SUPPLIES	\$13,650.00	\$551.68	\$716.21	\$35.34	\$567.76	\$862.37	\$0.00	\$374.54	\$542.78	\$4,852.69	\$8,797.31	35.55%
21400	DUPLICATING	\$43,250.00	\$1,614.47	\$3,357.10	\$1,200.28	\$4,001.45	\$5,920.97	\$1,085.24	\$6,472.79	\$2,762.02	\$31,879.91	\$11,370.09	73.71%
22100	CLEANING SUPPLIES	\$38,200.00	\$3,312.35	\$3,614.29	\$2,993.71	\$1,929.10	\$2,914.97	\$1,992.13	\$2,371.95	\$1,979.96	\$27,347.47	\$10,852.53	71.59%
22200	FUEL/OIL/LUBRICANTS	\$10,500.00	\$420.28	\$346.59	\$475.04	\$421.27	\$472.12	\$465.36	\$518.97	\$571.01	\$4,538.47	\$5,961.53	43.22%
22300	CATALOGING	\$7,000.00	\$0.00	\$0.00	\$2,502.83	\$0.00	\$22.51	\$191.40	\$213.33	\$0.00	\$3,107.46	\$3,892.54	44.39%
22400	A/V SUPPLIES/CATALOG	\$9,700.00	\$0.00	\$175.27	\$915.84	\$0.00	\$393.37	\$160.00	\$128.90	\$141.99	\$2,214.05	\$7,485.95	22.83%

Object	Object Descr	2015 Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	2015 YTD Amt	2015 YTD Balance	%YTD Budget
22500	CIRCULATION SUPPLIES	\$35,000.00	\$4,408.00	\$0.00	\$0.00	\$13,314.00	\$46.54	\$6.82	\$2,436.01	\$8,065.55	\$29,311.16	\$5,688.84	83.75%
22600	LIGHT BULBS	\$7,000.00	\$193.25	\$0.00	\$4,481.85	\$2,743.58	\$90.36	\$593.40	\$23.33	\$8.68	\$8,407.70	-\$1,407.70	120.11%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$927.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,352.01	\$547.99	71.16%
22900	DISPLAY/EXHIBITS	\$8,700.00	\$366.37	\$0.00	\$1,095.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,587.17	\$7,112.83	18.24%
23000	IT SUPPLIES	\$6,500.00	\$211.95	\$633.46	\$428.62	\$390.98	\$1,052.91	\$259.29	\$199.34	\$23.68	\$3,879.05	\$2,620.95	59.68%
23100	BUILDING MATERIAL	\$21,000.00	\$2,050.17	\$1,390.62	\$1,136.19	\$83.90	\$3,673.02	\$1,489.61	\$2,204.98	\$2,709.52	\$15,929.54	\$5,070.46	75.85%
23200	PAINT/PAINTING	\$400.00	\$0.00	\$0.00	\$113.41	\$0.00	\$0.00	\$0.00	\$110.06	\$162.89	\$386.36	\$13.64	96.59%
31100	CONSULTING SERVICES	\$11,000.00	\$183.75	\$880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$530.00	\$0.00	\$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	\$210.00	\$685.00	\$846.82	\$720.11	\$1,165.83	\$3,956.80	\$1,157.78	\$1,094.40	\$11,351.74	\$3,648.26	75.68%
31400	BUILDING SERVICES	\$34,000.00	\$6,739.40	\$219.00	\$874.18	\$1,312.73	\$3,203.60	\$3,355.88	\$1,940.27	\$4,013.48	\$27,885.34	\$6,114.66	82.02%
31500	MAINTENANCE	\$156,100.00	\$2,782.70	\$6,345.41	\$2,894.33	\$2,784.69	\$8,841.43	\$12,535.12	\$87,818.62	\$2,484.40	\$132,633.40	\$23,466.60	84.97%
31600	COMPUTER SERVICES	\$73,000.00	\$5,148.67	\$5,148.67	\$5,148.67	\$5,148.67	\$5,148.67	\$5,270.60	\$3,770.60	\$5,905.43	\$51,602.83	\$21,397.17	70.69%
31700	ADMIN/ACCOUNTING	\$46,000.00	\$3,404.93	\$810.34	\$3,953.75	\$3,695.03	\$3,207.86	\$737.79	\$3,641.85	\$3,228.63	\$30,653.15	\$15,346.85	66.64%
31750	COLLECTION AGENCY	\$21,000.00	\$1,226.15	\$1,378.30	\$1,414.10	\$1,235.10	\$1,530.45	\$1,091.90	\$1,790.00	\$1,512.55	\$13,881.45	\$7,118.55	66.10%
32100	TELEPHONE	\$35,800.00	\$1,984.43	\$1,940.57	\$1,704.76	\$823.18	\$3,218.08	\$1,298.46	\$1,919.51	\$1,686.66	\$18,544.12	\$17,255.88	51.80%
32150	CABLE TV SERVICE	\$0.00	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$59.58	-\$59.58	0.00%
32200	POSTAGE	\$24,000.00	\$1,159.99	\$1,062.74	\$1,044.37	\$2,115.74	\$1,432.35	\$1,270.54	\$1,404.93	\$1,154.29	\$13,280.34	\$10,719.66	55.33%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$0.00	\$92.40	\$1,454.80	\$0.00	\$40.00	\$18.96	-\$67.88	\$2,609.24	\$7,390.76	26.09%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,327.34	\$2,612.34	\$7,387.66	26.12%
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	\$9.25	\$21.77	\$0.00	\$0.00	\$925.00	\$0.00	\$51.92	\$0.00	\$2,029.24	-\$229.24	112.74%
33100	ADVERTISING/PUBLICAT	\$2,600.00	\$221.03	\$302.46	\$15.43	\$0.00	\$0.00	\$1,408.90	\$0.00	\$0.00	\$1,947.82	\$652.18	74.92%
33200	PRINTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$0.00	\$389.76	\$0.00	\$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	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$150.00	75.00%
34200	OTHER INSURANCE	\$69,400.00	\$56,149.00	\$0.00	\$0.00	\$0.00	\$146.00	\$0.00	\$0.00	\$0.00	\$71,831.00	-\$2,431.00	103.50%
35100	GAS	\$4,950.00	\$993.14	\$51.30	\$206.42	\$140.20	\$102.60	\$100.67	\$100.65	\$100.38	\$2,635.85	\$2,314.15	53.25%
35200	ELECTRICITY	\$318,400.00	\$27,574.91	\$19,171.35	\$26,376.08	\$23,720.75	\$24,562.45	\$21,884.93	\$22,007.32	\$20,305.62	\$235,437.52	\$82,962.48	73.94%
35300	WATER	\$28,300.00	\$1,610.01	\$576.16	\$1,698.66	\$2,214.82	\$1,932.04	\$2,335.43	\$2,496.50	\$2,713.37	\$17,620.04	\$10,679.96	62.26%
36100	BUILDING REPAIRS	\$25,000.00	\$0.00	\$6,845.00	\$0.00	\$320.92	\$0.00	\$0.00	\$1,120.61	\$750.00	\$12,966.98	\$12,033.02	51.87%
36300	OTHER	\$18,500.00	\$1,199.73	\$0.00	\$149.00	\$214.99	\$882.00	\$406.20	\$0.00	\$1,191.63	\$4,780.65	\$13,719.35	25.84%

Object	Object Descr	2015 Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	2015 YTD Amt	2015 YTD Balance	%YTD Budget
36400	VEHICLE	\$11,500.00	\$0.00	\$3,256.00	\$80.00	\$0.00	\$1,475.05	\$2,227.39	\$0.00	\$187.36	\$8,392.47	\$3,107.53	72.98%
36500	MATERIALS	\$2,500.00	\$0.00	\$177.92	\$0.00	\$0.00	\$215.47	\$0.00	\$195.73	\$0.00	\$804.74	\$1,695.26	32.19%
37100	REAL ESTATE	\$38,850.00	-\$583.56	\$1,732.36	\$877.30	\$173.28	\$190.60	\$21,748.73	\$199.36	-\$42.32	\$23,359.02	\$15,490.98	60.13%
38450	DATABASES	\$173,210.21	\$480.00	\$10,000.00	\$44,522.46	\$10,275.00	\$9,495.74	-\$4,175.27	\$39,050.53	\$6,715.00	\$121,240.24	\$51,969.97	70.00%
38460	E-BOOKS	\$116,029.68	\$6,651.62	\$2,839.26	\$4,426.82	\$0.00	\$16,527.24	\$21,042.73	\$9,705.28	\$16,005.44	\$82,994.95	\$33,034.73	71.53%
39100	DUES/INSTITUTIONAL	\$8,200.00	\$750.00	\$290.00	\$0.00	\$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	\$17,083.33	\$17,083.33	\$17,083.33	\$597,083.33	\$17,083.35	\$17,083.33	\$17,083.33	\$17,083.33	\$750,833.34	\$34,166.66	95.65%
39500	EDUCATIONAL/LICENSIN	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,444.00	\$2,527.00	\$1,473.00	63.18%
44100	FURNITURE	\$10,000.00	\$1,659.95	\$4,373.82	\$0.00	\$638.99	\$0.00	\$1,263.58	\$2,162.89	\$0.00	\$10,099.23	-\$99.23	100.99%
44300	OTHER EQUIPMENT	\$20,000.00	\$599.98	\$500.00	\$0.00	\$500.00	\$0.00	\$5,543.00	\$0.00	\$289.99	\$15,532.97	\$4,467.03	77.66%
44450	BUILDING RENOVATION	\$4,000.00	\$0.00	\$1,606.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,606.95	\$2,393.05	40.17%
45100	BOOKS	\$551,699.46	\$47,299.24	\$47,138.39	\$53,333.12	\$37,975.04	\$59,741.65	\$36,102.04	\$44,440.51	\$52,000.60	\$496,691.74	\$55,007.72	90.03%
45200	PERIODICALS/NEWSPAPE	\$42,678.29	\$3,374.99	\$580.46	\$424.99	\$2,198.87	\$420.97	\$164.95	\$892.05	\$152.54	\$9,966.39	\$32,711.90	23.35%
45300	NONPRINT MATERIALS	\$352,589.36	\$32,405.64	\$24,157.32	\$28,921.92	\$21,962.84	\$39,959.29	\$24,270.01	\$25,438.05	\$30,838.75	\$296,749.35	\$55,840.01	84.16%
		\$8,826,029.92	\$670,950.47	\$522,200.91	\$782,379.32	\$1,152,401.93	\$644,615.45	\$593,977.63	\$693,473.27	\$742,899.23	\$6,993,626.11	\$1,832,403.81	79.24%

**MONROE COUNTY PUBLIC LIBRARY**

**LIRF Budget & Expenditure Report**

January 1, 2015 to October 31, 2015

10 months = 83.3%

Object	Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	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	\$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	\$11,500.00	\$23,590.25	\$76,409.75	23.59%
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	\$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	\$0.00	\$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	\$36.00	\$13,743.66	\$86,256.34	13.74%
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	\$0.00	\$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	\$3,802.43	\$78,560.89	-\$78,560.89	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	\$231.14	\$5,049.26	-\$5,049.26	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	\$15,569.57	\$202,607.75	\$147,392.25	57.89%

**MONROE COUNTY PUBLIC LIBRARY**

**Debt Service Budget & Expenditures Report**

January 1, 2015 to October 31, 2015

10 months = 83.3.0%

Object Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	2015 YTD Amt	2015	2015
													Balance	%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	\$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	0.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$620,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307,383.75	\$0.00	\$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 October 31, 2015

10 months = 83.3%

Object	Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$0.00	\$207,745.73	\$192,254.27	51.94%

**MONROE COUNTY PUBLIC LIBRARY**

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**Special Revenue Budget & Expenditure Report**

January 1, 2015 to October 31, 2015

10 month = 83.3%

Object	Object Descr	2015 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	YTD Amount	2015 YTD Balance	2015 %YTD Budget
11300	MANAGERS/ASST.	\$63,912.46	\$4,940.45	\$4,940.44	\$4,940.44	\$17,586.61	\$11,724.40	\$11,724.40	\$11,724.41	\$11,724.40	\$17,586.62	\$101,832.61	-\$37,920.15	159.33%
11400	LIBRARIANS, EXPERTS	\$128,658.54	\$9,606.96	\$9,616.37	\$9,630.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,460.82	\$90,197.72	29.89%
11600	ASSISTANTS/PARAPROFESS	\$185,713.17	\$10,984.74	\$10,359.87	\$10,876.79	\$0.00	\$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	\$1,523.86	\$1,480.78	\$1,511.70	\$2,500.57	\$1,632.80	\$1,643.11	\$1,612.45	\$1,653.63	\$2,502.64	\$17,626.59	\$5,827.02	75.16%
12300	PERF/EMPLOYER	\$32,881.40	\$2,076.32	\$2,083.49	\$2,094.64	\$2,079.24	\$3,115.76	\$2,075.96	\$2,085.99	\$2,076.33	\$2,080.78	\$21,836.61	\$11,044.79	66.41%
12350	PERF/EMPLOYEE CONTRIB.	\$8,807.52	\$556.16	\$558.07	\$561.06	\$556.93	\$834.57	\$556.06	\$558.75	\$556.16	\$557.35	\$5,849.06	\$2,958.46	66.41%
12400	INS/EMPLOYER	\$78,141.22	\$3,282.00	\$5,534.54	\$249.72	\$4,251.99	\$2,573.29	\$6,766.91	\$2,937.31	\$4,293.75	\$2,467.81	\$38,027.12	\$40,114.10	48.66%
12500	MEDICARE/EMPLOYER	\$5,485.12	\$356.38	\$346.32	\$353.55	\$584.81	\$381.86	\$384.27	\$377.12	\$386.72	\$585.30	\$4,122.35	\$1,362.77	75.16%
12800	PRODUCTION ASSISTANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$15,703.83	\$10,074.52	\$10,052.70	\$10,278.13	\$10,207.95	\$15,344.07	\$71,661.20	-\$71,661.20	0.00%
12900	INFORMATION	\$0.00	\$0.00	\$0.00	\$0.00	\$4,526.48	\$2,834.07	\$3,015.91	\$2,262.54	\$3,029.73	\$4,747.25	\$20,415.98	-\$20,415.98	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	\$4,234.50	\$2,823.01	\$2,823.01	\$2,823.00	\$2,823.00	\$4,248.63	\$19,775.15	-\$19,775.15	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	\$149.92	\$0.00	\$0.00	\$60.97	\$105.94	\$156.97	\$0.00	\$473.80	\$26.20	94.76%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$20.11	\$24.95	\$0.00	\$22.55	\$92.94	\$27.81	\$25.46	\$32.44	\$0.00	\$246.26	\$753.74	24.63%
22700	VIDEO TAPE/MEDIA	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,498.85	\$0.00	\$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	\$59.99	\$0.00	\$59.99	-\$59.99	0.00%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$200.16	\$0.00	\$186.56	\$0.00	\$1,280.00	\$2,280.33	\$58.35	\$0.00	\$99.98	\$4,105.38	\$5,894.62	41.05%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$225.00	\$222.00	\$0.00	\$0.00	\$1,086.00	\$0.00	\$0.00	\$375.00	\$2,106.00	\$7,894.00	21.06%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$94.47	\$14.31	\$0.00	\$0.00	\$0.00	\$0.00	\$40.09	\$148.87	\$601.13	19.85%
31500	MAINTENANCE	\$250.00	\$39.92	\$39.92	\$39.84	\$39.98	\$45.00	\$50.00	\$169.40	\$278.00	\$50.00	\$752.06	-\$502.06	300.82%
31600	COMPUTER SERVICES	\$700.00	\$0.00	\$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	\$0.00	\$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	\$2.09	\$7.60	\$3.34	\$19.31	\$8.70	\$8.59	\$9.25	\$6.10	\$0.50	\$75.33	\$24.67	75.33%
32100	TELEPHONE	\$3,700.00	\$0.00	\$246.00	\$140.20	\$0.00	\$124.74	\$315.48	\$0.00	\$330.48	\$157.62	\$1,469.94	\$2,230.06	39.73%



Object	Object Descr	2015 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	YTD Amount	2015 YTD Balance	2015 %YTD Budget
32150	CABLE TV SERVICE	\$150.00	\$15.46	\$15.46	\$0.00	\$15.46	\$15.46	\$15.46	\$15.46	\$15.46	\$15.46	\$139.14	\$10.86	92.76%
32200	POSTAGE	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$148.28	\$0.00	\$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	-\$104.36	-\$78.16	-\$78.16	\$1,990.60	\$2.60	-\$114.36	\$1,328.56	\$2,671.44	33.21%
39100	DUES/INSTITUTIONAL	\$2,000.00	\$0.00	\$1,200.00	\$0.00	\$250.00	\$0.00	\$0.00	\$78.75	\$0.00	\$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	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$10,000.00	\$0.00	100.00%
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	\$0.00	\$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	\$33,532.21	\$36,606.41	\$33,482.33	\$52,282.21	\$37,482.96	\$50,807.66	\$37,112.91	\$37,781.99	\$53,244.74	\$413,003.51	\$262,099.53	61.18%

**MONROE COUNTY PUBLIC LIBRARY**

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**Gen. Obligation Bond Budget & Expenditure**

January 1, 2015 to October 31, 2015

10 months = 83.3%

Object	Object Descr	2015											2015	2015	
		Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	YTD Amount	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	\$650.00	\$3,900.00	-\$3,900.00	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	\$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	\$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	\$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	\$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	\$0.00	\$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	\$106.99	\$5,705.82	-\$5,705.82	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	\$24,731.15	\$30,296.23	\$35,009.77	46.39%
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	\$99.00	\$4,555.92	-\$4,555.92	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	\$25,587.14	\$285,551.43	\$86,744.57	76.70%

# MONROE COUNTY PUBLIC LIBRARY

## Expenditure Summary compared to last year

2015 compared to 2014: Period Ending October

Fund	Fund Descr	2015 Budget	October 2015 Amt	2015 YTD Amt	2014 Budget	October 2014 Amt	2014 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,826,029.92	\$742,899.23	\$6,993,626.11	\$8,011,683.99	\$774,347.98	\$6,333,616.42	10.42%
002	JAIL	\$0.00	\$21.79	\$4,290.71	\$0.00	\$545.35	\$2,977.05	44.13%
003	CLEARING	\$0.00	\$0.00	\$16,267.80	\$0.00	\$95.95	\$8,513.06	91.09%
004	GIFT UNRESTRICTED	\$0.00	\$295.94	\$6,710.23	\$0.00	\$0.00	\$2,728.64	145.92%
005	PLAC	\$0.00	\$2,860.00	\$10,145.00	\$0.00	\$2,000.00	\$10,100.00	0.45%
006	RETIREES	\$0.00	\$305.02	\$3,087.52	\$0.00	\$0.00	\$4,252.44	-27.39%
007	LIRF	\$350,000.00	\$15,569.57	\$202,607.75	\$366,000.00	\$0.00	\$71,912.50	181.74%
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	\$9,233.05	\$440,347.44	-52.82%
010	PAYROLL	\$0.00	\$492,580.24	\$3,654,979.73	\$0.00	\$460,315.38	\$3,629,348.10	0.71%
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	\$8,717.99	\$75,337.82	\$0.00	\$24,116.11	\$80,242.81	-6.11%
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	\$9,309.37	\$73,622.90	\$0.00	\$7,123.62	\$77,247.86	-4.69%
020	SPECIAL REVENUE	\$675,103.04	\$53,244.74	\$413,003.51	\$664,141.32	\$50,083.13	\$485,100.16	-14.86%
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	\$25,587.14	\$285,551.43	\$125,000.00	\$12,477.00	\$1,081,448.50	-73.60%
027	COMMUNITY FDTN	\$0.00	\$0.00	\$7,708.95	\$27,485.00	\$1,397.66	\$15,969.98	-51.73%
028	FINRA 2014	\$0.00	\$4,656.44	\$30,632.07	\$0.00	\$2,450.86	\$8,786.93	248.61%
029	GO BOND 2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$11,243,428.96	\$1,356,047.47	\$12,294,255.69	\$10,202,078.31	\$1,344,186.09	\$12,975,782.32	-5.25%

**MONROE COUNTY PUBLIC LIBRARY**

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

Source Descr	2015 YTD Budget	Feb	Mar	April	May	June	July	Aug	Sept	Oct	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
<b>Fund 001 OPERATING</b>													
PROPERTY	\$5,510,398.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,014,957.82	\$0.00	\$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	\$8,375.65	\$0.00	\$0.00	\$0.00	\$0.00	\$8,375.65	\$8,624.35	49.27%
LICENSE EXCISE TAX	\$265,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$179,444.49	\$0.00	\$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	\$1,640,360.80	\$327,639.20	83.35%
COMMERCIAL	\$45,000.00	\$0.00	\$0.00	\$0.00	\$24,667.11	\$0.00	\$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	\$422.91	\$434.51	\$687.04	\$402.35	\$461.20	\$453.10	\$609.30	\$588.75	\$533.30	\$5,092.54	-\$5,092.54	0.00%
LOST/DAMAGED	\$0.00	\$2,456.82	\$2,166.51	\$1,671.46	\$1,151.33	\$1,732.88	\$1,740.20	\$1,480.10	\$1,501.29	\$1,941.26	\$17,311.39	-\$17,311.39	0.00%
FINES	\$160,000.00	\$13,112.32	\$13,226.72	\$11,740.37	\$11,689.39	\$12,520.76	\$11,554.62	\$10,869.82	\$12,187.24	\$11,838.90	\$120,711.45	\$39,288.55	75.44%
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	\$704.55	\$807.15	\$1,270.65	\$1,609.61	\$1,515.75	\$1,435.40	\$1,377.41	\$1,126.55	\$1,657.48	\$13,300.70	-\$800.70	106.41%
MISCELLANEOUS	\$0.00	\$97.18	\$124.02	\$539.89	\$0.00	\$100.00	\$100.78	\$8.04	\$11.00	\$0.00	\$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	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$700.00	30.00%
GARNISHMENT FEES	\$0.00	\$5.52	\$5.52	\$5.52	\$8.28	\$5.52	\$11.07	\$16.62	\$11.07	\$8.28	\$82.92	-\$82.92	0.00%
E-RATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,651.52	\$3,771.13	\$17,422.65	-\$17,422.65	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	\$13.40	\$19.15	\$20.87	\$70.28	\$81.40	\$44.55	\$30.05	\$37.40	\$37.98	\$383.43	-\$383.43	0.00%
OBITS	\$0.00	\$371.00	\$514.00	\$213.99	\$192.00	\$117.00	\$167.55	\$150.00	\$170.00	\$25.00	\$1,938.54	-\$1,938.54	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	\$1,108.93	\$1,043.13	\$886.53	\$839.85	\$1,364.78	\$1,558.05	\$1,341.29	\$1,101.49	\$976.10	\$11,590.26	-\$5,590.26	193.17%
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	\$85.15	\$791.50	\$90.41	\$93.42	\$90.41	\$220.82	\$220.82	\$1,592.53	-\$1,592.53	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	\$75.00	\$1,725.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$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>\$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>\$185,046.33</b>	<b>\$5,185,265.48</b>	<b>\$2,812,132.52</b>	<b>64.84%</b>

Source Descr	2015 YTD Budget	Feb	Mar	April	May	June	July	Aug	Sept	Oct	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
Fund 002 JAIL													
RECEIPTS	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING													
CONFERENCE/RECEIPT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF RECEIPTS	\$0.00	\$575.40	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,575.40	-\$1,575.40	0.00%
ILL FINES/FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$1,026.56	\$0.00	\$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	\$575.40	\$0.00	\$1,026.56	\$0.00	\$0.00	\$1,000.00	\$0.00	\$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	\$116.25	\$238.80	\$109.79	\$350.42	\$143.79	\$3,080.15	\$1,960.61	\$294.62	\$160.72	\$7,628.11	-\$7,628.11	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	\$116.25	\$238.80	\$109.79	\$350.42	\$143.79	\$3,080.15	\$1,960.61	\$294.62	\$160.72	\$7,628.11	-\$7,628.11	0.00%
Fund 005 PLAC													
PUBLIC LIBRARY	\$0.00	\$715.00	\$1,300.00	\$650.00	\$585.00	\$910.00	\$910.00	\$1,040.00	\$910.00	\$650.00	\$8,345.00	-\$8,345.00	0.00%
Fund 005 PLAC	\$0.00	\$715.00	\$1,300.00	\$650.00	\$585.00	\$910.00	\$910.00	\$1,040.00	\$910.00	\$650.00	\$8,345.00	-\$8,345.00	0.00%
Fund 006 RETIREES													
RETIREES INSURANCE	\$0.00	\$210.88	\$421.76	\$0.00	\$210.88	\$210.88	\$210.88	\$303.11	\$303.81	\$303.11	\$2,773.03	-\$2,773.03	0.00%
Fund 006 RETIREES	\$0.00	\$210.88	\$421.76	\$0.00	\$210.88	\$210.88	\$210.88	\$303.11	\$303.81	\$303.11	\$2,773.03	-\$2,773.03	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	\$682,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$682,500.00	-\$682,500.00	0.00%

Source Descr	2015 YTD Budget	Feb	Mar	April	May	June	July	Aug	Sept	Oct	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	\$682,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$682,500.00	-\$477,500.00	332.93%
Fund 008 DEBT SERVICE													
PROPERTY	\$580,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$266,693.97	\$0.00	\$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	\$736.10	\$0.00	\$0.00	\$0.00	\$0.00	\$736.10	\$1,263.90	36.81%
LICENSE EXCISE TAX	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,770.67	\$0.00	\$0.00	\$0.00	\$0.00	\$16,831.81	\$13,168.19	56.11%
COMMERCIAL	\$5,000.00	\$0.00	\$0.00	\$0.00	\$2,167.89	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$2,167.89	\$283,200.74	\$0.00	\$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	\$1,168.74	\$0.00	\$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	\$1,168.74	\$0.00	\$0.00	\$0.00	\$1,168.74	-\$1,168.74	0.00%
Fund 010 PAYROLL													
GROSS PAYROLL	\$0.00	\$348,230.18	\$328,904.28	\$323,665.41	\$497,802.46	\$331,494.31	\$335,334.39	\$341,788.18	\$329,457.64	\$499,683.16	\$3,660,868.24	-\$3,660,868.24	0.00%
Fund 010 PAYROLL	\$0.00	\$348,230.18	\$328,904.28	\$323,665.41	\$497,802.46	\$331,494.31	\$335,334.39	\$341,788.18	\$329,457.64	\$499,683.16	\$3,660,868.24	-\$3,660,868.24	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	Feb	Mar	April	May	June	July	Aug	Sept	Oct	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	\$480.00	\$545.00	\$2,657.00	\$7,017.32	\$819.00	\$920.00	\$0.00	\$0.00	\$150.00	\$12,958.32	-\$12,958.32	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	\$480.00	\$545.00	\$15,145.67	\$16,647.60	\$819.00	\$6,902.37	\$0.00	\$0.00	\$17,266.39	\$58,176.03	-\$58,176.03	0.00%
Fund 019 GIFT-FOUNDATION													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$9.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.84	-\$35.84	0.00%
RESTRICED GIFT	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$42,042.74	\$0.00	\$15,000.00	\$0.00	\$0.00	\$87,042.74	-\$87,042.74	0.00%
Fund 019 GIFT-	\$0.00	\$15,000.00	\$0.00	\$9.16	\$15,000.00	\$42,042.74	\$0.00	\$15,000.00	\$0.00	\$0.00	\$87,078.58	-\$87,078.58	0.00%
Fund 020 SPECIAL REVENUE													
MISCELLANEOUS	\$0.00	\$36.55	\$210.00	\$120.00	\$660.00	\$290.00	\$215.00	\$200.00	\$140.00	\$10.00	\$2,221.55	-\$2,221.55	0.00%
CABLE ACCESS FEES -	\$0.00	\$59,826.25	\$104,627.50	\$0.00	\$104,627.50	\$0.00	\$0.00	\$0.00	\$0.00	\$149,428.75	\$418,510.00	-\$418,510.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$59,826.25	\$0.00	\$0.00	\$59,826.25	\$0.00	\$119,652.50	\$239,305.00	-\$239,305.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$3,624.25	\$0.00	\$0.00	\$3,624.25	\$0.00	\$0.00	\$3,624.25	\$0.00	\$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	\$59,862.80	\$108,461.75	\$120.00	\$165,113.75	\$3,914.25	\$215.00	\$60,026.25	\$3,764.25	\$269,091.25	\$670,909.30	-\$670,909.30	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	Feb	Mar	April	May	June	July	Aug	Sept	Oct	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	\$43,615.00	\$43,615.00	-\$43,615.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$385.94	-\$385.94	0.00%
Fund 028 FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,615.00	\$44,000.94	-\$44,000.94	0.00%
	\$8,819,398.00	\$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	\$1,015,815.96	\$10,717,289.40	-\$1,897,891.40	121.52%



Cash Balances by fund

Current Period: October 2015

FUND Descr	10/01/15	MTD Debit	MTD Credit	10/31/15 Bal Sht	Descr
OPERATING	\$37,952.61	\$18,068.96	\$53,191.75	\$2,829.82	ONB/MONROE BANK CHECKING
OPERATING	\$26,419.50	\$9,495.21	\$31,938.05	\$3,976.66	GERMAN AMER./UNITED COMMERCE
OPERATING	-\$13,367.62	\$561,835.33	\$746,236.19	-\$197,768.48	MAINSOURCE CHECKING
OPERATING	\$546,317.62	\$976.10	\$300,000.00	\$247,293.72	MAINSOURCE SAVINGS
OPERATING	\$1,371.71	\$220.82	\$0.00	\$1,592.53	INVESTMENT CD s
Fund 001 OPERATING	\$598,693.82	\$590,596.42	\$1,131,365.99	\$57,924.25	
JAIL	\$1,731.08	\$0.00	\$21.79	\$1,709.29	MAINSOURCE CHECKING
Fund 002 JAIL	\$1,731.08	\$0.00	\$21.79	\$1,709.29	
CLEARING	\$70.24	\$0.00	\$0.00	\$70.24	MAINSOURCE CHECKING
Fund 003 CLEARING	\$70.24	\$0.00	\$0.00	\$70.24	
GIFT UNRESTRICTED	\$5,328.54	\$146.72	\$5,448.76	\$26.50	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$25.00	\$14.00	\$36.00	\$3.00	GERMAN AMER./UNITED COMMERCE
GIFT UNRESTRICTED	\$6,817.94	\$5,484.76	\$295.94	\$12,006.76	MAINSOURCE CHECKING
Fund 004 GIFT UNRESTRICTED	\$12,171.48	\$5,645.48	\$5,780.70	\$12,036.26	
PLAC	\$650.00	\$260.00	\$845.00	\$65.00	ONB/MONROE BANK CHECKING
PLAC	\$2,210.00	\$390.00	\$2,470.00	\$130.00	GERMAN AMER./UNITED COMMERCE
PLAC	\$0.00	\$3,315.00	\$2,860.00	\$455.00	MAINSOURCE CHECKING
Fund 005 PLAC	\$2,860.00	\$3,965.00	\$6,175.00	\$650.00	
RETIREEES	-\$749.48	\$1,120.91	\$305.02	\$66.41	MAINSOURCE CHECKING
Fund 006 RETIREES	-\$749.48	\$1,120.91	\$305.02	\$66.41	
LIRF	\$33,863.43	\$745.99	\$16,315.56	\$18,293.86	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	\$1,752,278.27	\$745.99	\$16,315.56	\$1,736,708.70	
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	\$9,778.11	\$500,943.41	\$493,840.49	\$16,881.03	MAINSOURCE CHECKING
Fund 010 PAYROLL	\$9,778.11	\$500,943.41	\$493,840.49	\$16,881.03	
GIFT-RESTRICED	\$20,223.88	\$24,274.55	\$8,823.78	\$35,674.65	MAINSOURCE CHECKING
GIFT-RESTRICED	\$50,000.00	\$0.00	\$0.00	\$50,000.00	MAINSOURCE SAVINGS
Fund 016 GIFT-RESTRICED	\$70,223.88	\$24,274.55	\$8,823.78	\$85,674.65	
GIFT-FOUNDATION	\$38,199.30	\$16,577.80	\$9,809.37	\$44,967.73	MAINSOURCE CHECKING
Fund 019 GIFT-FOUNDATION	\$38,199.30	\$16,577.80	\$9,809.37	\$44,967.73	
SPECIAL REVENUE	\$14,125.16	\$273,939.02	\$53,898.31	\$234,165.87	MAINSOURCE CHECKING
SPECIAL REVENUE	\$350,000.00	\$0.00	\$0.00	\$350,000.00	MAINSOURCE SAVINGS
Fund 020 SPECIAL REVENUE	\$364,125.16	\$273,939.02	\$53,898.31	\$584,165.87	
G O BOND	\$80,114.22	\$0.00	\$25,587.14	\$54,527.08	MAINSOURCE CHECKING
G O BOND	\$30,000.00	\$0.00	\$0.00	\$30,000.00	MAINSOURCE SAVINGS
Fund 026 G O BOND	\$110,114.22	\$0.00	\$25,587.14	\$84,527.08	
FINRA 2014	\$5,899.64	\$43,615.00	\$4,656.44	\$44,858.20	MAINSOURCE CHECKING
Fund 028 FINRA 2014	\$5,899.64	\$43,615.00	\$4,656.44	\$44,858.20	
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	
	\$4,081,868.39	\$1,461,423.58	\$1,756,579.59	\$3,786,712.38	

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**ONB MONROE CHECKING**  
**06300 ONB/MONROE**  
**October 2015**

**Account Summary**

Beginning Balance	10/1/2015	\$71,353.37
+ Receipts/Deposits		\$79,567.95
- Payments (Checks and		\$148,000.00
Ending Balance as	10/31/2015	\$2,921.32

**Check Book**

Active	G 001-06300	OPERATING	\$2,829.82
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$26.50
Active	G 005-06300	PLAC	\$65.00
Active	G 006-06300	RETIREES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$0.00
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
Active	G 024-06300	FINRA GRANT	\$0.00
Active	G 027-06300	COMMUNITY FDTN	\$0.00
Active	G 028-06300	FINRA 2014	\$0.00
		Cash	<b>\$2,921.32</b>
	Begining Balance	\$71,353.37	
	+ Total Deposits	\$79,567.95	
	- Checks Written	\$148,000.00	
	Check Book	\$2,921.32	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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

**Account Summary**

Beginning Balance	10/1/2015	\$29,224.45
+ Receipts/Deposits		\$9,908.71
- Payments (Checks and		\$35,023.50
Ending Balance as	10/31/2015	\$4,109.66

**Check Book**

Active	G 001-06400	OPERATING	\$3,976.66
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$3.00
Active	G 005-06400	PLAC	\$130.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$0.00
		Cash	<b>\$4,109.66</b>
	Beginng Balance	\$29,224.45	
	+ Total Deposits	\$9,908.71	
	- Checks Written	\$35,023.50	
	Check Book	\$4,109.66	
	Difference	\$0.00	

**MONROE COUNTY PUBLIC LIBRARY**

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**MAINSOURCE CHECKING**  
**06600 MAINSO CKG**  
**October 2015**

**Account Summary**

Beginning Balance	10/1/2015	\$321,512.69
+ Receipts/Deposits		\$916,209.56
- Payments (Checks and		\$846,445.50
Ending Balance as	10/31/2015	\$391,276.75

**Check Book**

Active	G 001-06600	OPERATING	-\$197,768.48
Active	G 002-06600	JAIL	\$1,709.29
Active	G 003-06600	CLEARING	\$70.24
Active	G 004-06600	GIFT UNRESTRICTED	\$12,006.76
Active	G 005-06600	PLAC	\$455.00
Active	G 006-06600	RETIREEES	\$66.41
Active	G 007-06600	LIRF	\$18,293.86
Active	G 008-06600	DEBT SERVICE	\$1,049.94
Active	G 009-06600	RAINY DAY	\$85,352.81
Active	G 010-06600	PAYROLL	\$16,881.03
Active	G 016-06600	GIFT-RESTRICED	\$35,674.65
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$44,967.73
Active	G 020-06600	SPECIAL REVENUE	\$234,165.87
Active	G 024-06600	FINRA GRANT	\$0.00
Active	G 026-06600	G O BOND	\$54,527.08
Active	G 027-06600	COMMUNITY FDTN	\$0.00
Active	G 028-06600	FINRA 2014	\$44,858.20
Active	G 029-06600	GO BOND 2016	-\$32.45
		Cash	<b>\$352,277.94</b>
	Beginng Balance		\$321,512.69
	+ Total Deposits		\$916,209.56
	- Checks Written		\$885,444.31
	Check Book		\$352,277.94
	O/S Checks		\$38,998.81

**MONROE COUNTY PUBLIC LIBRARY**

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**MAINSOURCE SAVINGS**  
**06610 MAINSO SAV**  
**October 2015**

**Account Summary**

Beginning Balance	10/1/2015	\$3,124,834.83
+ Receipts/Deposits		\$976.10
- Payments (Checks and		\$300,000.00
Ending Balance as	10/31/2015	\$2,825,810.93

**Check Book**

Active	G 001-06610	OPERATING	\$247,293.72
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>\$2,825,810.93</b>
	Beginng Balance	\$3,124,834.83	
	+ Total Deposits	\$976.10	
	- Checks Written	\$300,000.00	
	Check Book	\$2,825,810.93	
	Difference	\$0.00	

TO: Monroe County Public Library – Board of Trustees  
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager  
RE: Personnel Report  
DATE: November 18, 2015

### **Beginning Employment**

- Wesley Lasher, CATS, Temporary, Production Assistant, Pay Grade 4, up to 25 hours per week effective October 16, 2015.
- Samuel Ott, Customer Service, Senior Information Assistant, Pay Grade 6, 25 hours per week effective November 3, 2015.

### **Ending Employment**

- Alex Axthelm, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective October 16, 2015.
- Brianna Bush, Customer Service, Senior Information Assistant, Pay Grade 6, 20 hours per week effective October 23, 2015.
- Glenn Myers, CATS, Production Assistant, Pay Grade 4, 25 hours per week effective October 2, 2015.
- Emily Rardin, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 7, 2015.
- Mary Stalcup, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 14, 2015.
- Sabra Stockey, Access & Content, Librarian-Selector, Pay Grade 8, 37.5 hours per week retiring effective December 21, 2015.

### **Job Changes**

- Elizabeth French, Customer Service, Information Assistant, Pay Grade 3, 20 hours per week to Senior Information Assistant, Pay Grade 6, 25 hours per week effective November 2, 2015.
- Daniel Hosler, Customer Service, Information Assistant, Pay Grade 3, 25 hours per week to Senior Information Assistant, Pay Grade 6, 25 hours per week effective November 2, 2015.
- Jack Kovalski, Customer Service, Senior Information Assistant, Pay Grade 6, 20 hours per week to 25 hours per week effective November 2, 2015.

Active Library Employees  
As of 10-16-2015

**Operating Funds**

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

Active Library Employees  
As of 10-16-2015

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



Active Library Employees  
As of 10-16-2015

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

Active Library Employees  
As of 10-16-2015

	<b>Operating Funds</b>	<b>First Name</b>	<b>Last Name</b>
141	EG Manager/Asst/Strat Oper	Bethany	Terry
142	AC Services Operating	Timothy	Thompson
143	AD Tech/Oper/Secretaries Oper	Pamela	Wallace
144	AC Manager/Asst/Strat Oper	Pamela	Wasmer
145	CS Special/Asst/Para Oper	Jacoba	Wells
146	AC Specialist/Asst/Para Oper	Pamela	White
147	AD Manager/Asst/Strat Oper	Kyle	Wickemeyer-Harc
148	CS Special/Asst/Para Oper	Guadalupe	Wilson
149	EG Manager/Asst/Strat Oper	Joshua	Wolf
150	AD Director/Assoc Operating	Marilyn	Wood
151	CS Special/Asst/Para Oper	Leanne	Zdravecky

**Sub Total Operating Funds**                      **\$150,115.83**      **4265.0**

**Special/Gift Funds**

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

**Sub Total Special/Gift Funds**                      **\$16,832.55**      **477.5**

**TOTAL All EE's ALL Funds**                      **\$166,948**      **4742.5**

Active Library Employees  
As of 10-30-2015

**Operating Funds**

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

Active Library Employees  
As of 10-30-2015

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

Active Library Employees  
As of 10-30-2015

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

Active Library Employees  
As of 10-30-2015

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

**Sub Total Operating Funds**                      **\$152,839.66**                      **4250.0**

**Special/Gift Funds**

	<b>Special Funds</b>	<b>First Name</b>	<b>Last Name</b>
1	S CA Technician Oper	Joshua	Brewer
2	S CA Technician Oper	Nathan	Kroeger
3	S CA Technician Oper	Addison	Rogers
4	S CA Technician Special Oper	Eric	Ayotte
5	S CA Technician Special Oper	Clinton	Lake
6	S CA Technician Special Oper	John	Lasher
7	S CA Technician Special Oper	Glenn	Myers
8	S CA Technician Special Oper	Jacob	Saffold
9	S CA Technician Special Oper	Nathan	Wrigley
10	S FL Support Operating	Michael	Burns
11	S CA Technician Special Oper	Michael	Adams
12	S CA Manager/Asst/Strat Oper	Martin	O`Neill
13	S FL Office Coordinator, Exper	Mary Jean	Regoli
14	S CA Manager/Asst/Strat Oper	Adam	Stillwell
15	S CA Technician Oper	Robert	Stockwell
16	S CA Technician Special Oper	David	Walter
17	S CA Manager/Asst/Strat Oper	Michael	White
		<b>\$15,642.71</b>	<b>502.5</b>

**TOTAL All EE's ALL Funds**                      **\$168,482**                      **4752.5**

Active Library Employees

As of 11-13-2015

**Operating Funds**

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
1	AC Services Operating	Serena	Ahmed
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	Claire	Jenness
16	AC Services Operating	Lillian	Jenness
17	AC Services Operating	Sara	Jennings
18	AC Services Operating	Michelle	Meyers
19	AC Services Operating	Juliann	Nelson
20	AC Services Operating	Princess	Ostine
21	AC Services Operating	Katie	Pfannmoeller
22	AC Services Operating	Brigid	Phillips
23	AC Services Operating	Elizabeth	Polley
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	Kelsey	Shanabarger
30	AC Services Operating	Karen	Smith
31	AC Services Operating	Samuel	Springman
32	AC Services Operating	Mary	Stalcup
33	AC Services Operating	Roger	Stremming II
34	AC Services Operating	Alicia	Thomas
35	AC Services Operating	Jonah	Wilson
36	CS Special/Asst/Para Oper	Audra	Artzberger
37	CS Special/Asst/Para Oper	Cynthia	Balzer
38	BS Security/Protect Operating	Ashley	Barrett
39	CS Special/Asst/Para Oper	Brianna	Bush
40	CS Special/Asst/Para Oper	Marion	Clark
41	CS Special/Asst/Para Oper	Rachel	Clausman
42	BL Service/Maintenance Oper	Deanna	Crane
43	CS Special/Asst/Para Oper	William	Ellis
44	CS Special/Asst/Para Oper	Edwin	Fallwell
45	CS Special/Asst/Para Oper	Elizabeth	French
46	BS Security/Protect Operating	Ross	Jackson

Active Library Employees  
As of 11-13-2015

	<b>Operating Funds</b>	<b>First Name</b>	<b>Last Name</b>
47	CS Special/Asst/Para Oper	Jack	Kovaleski
48	BL Service/Maintenance Oper	Clare	Miller
49	CS Special/Asst/Para Oper	Daniel	Mounlio
50	IT Technicians Operating	Cody	Mullis
51	CA Technician Oper	Naomi	O'Donnell
52	CS Special/Asst/Para Oper	Ann	Seagraves
53	BS Security/Protect Operating	James	Sims
54	CM Support Operating	William	Weaver
55	CS Special/Asst/Para Oper	Kristina	Wiltsee
56	AC Services Operating	Trae	Carroll
57	AC Services Operating	Kenneth	Carter
58	CS Special/Asst/Para Oper	Lark	Farlee
59	CA Technician Special Oper	Andrew	Funkhouser
60	AC Services Operating	Evan	Gornik
61	CS Special/Asst/Para Oper	Amy	Hamilton
62	AC Services Operating	Samuel	Hine
63	CS Special/Asst/Para Oper	Ian	Hoagland
64	CS Special/Asst/Para Oper	Daniel	Hosler
65	CS Special/Asst/Para Oper	Amanda	Johnson
66	EG Librarians, Experts Oper	Christina	Jones
67	CS Special/Asst/Para Oper	Audra	Loudenbarger
68	EG Librarians, Experts Oper	Doris	Lynch
69	BL Service/Maintenance Oper	David	Simpson
70	AC Services Operating	Christine	Sneed
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
90	EG Librarians, Experts Oper	Christine	Friesel
91	EG Librarians, Experts Oper	Rebecca	Fyolek
92	EG Librarians, Experts Oper	Alejandria	Galarza
93	BS Security/Protect Operating	Dana	Geldhof
94	CS Special/Asst/Para Oper	Joshua	Gesten



Active Library Employees  
As of 11-13-2015

	<b>Operating Funds</b>	<b>First Name</b>	<b>Last Name</b>
95	EG Librarians, Experts Oper	James	Gossman
96	AD Specialist/Asst/Para Oper	Marla	Gray
97	EG Librarians, Experts Oper	Elizabeth	Gray
98	CM Librarians, Experts Oper	Paula	Gray-Overtoom
99	AC Librarians, Experts Oper	Cheryl	Green
100	BL Service/Maintenance Oper	Ronald	Greene
101	CS Special/Asst/Para Oper	Shawn	Henline
102	CM Manager/Asst/Strat Oper	Michael	Hoerger
103	EG Librarians, Experts Oper	Jennifer	Hoffman
104	EG Librarians, Experts Oper	Stephanie	Holman
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	CS Special/Asst/Para Oper	Amber	Mestre
121	BL Manager/Asst/Strat Oper	Mark	Mobley
122	AC Specialist/Asst/Para Oper	Allison	Moore
123	BL Service/Maintenance Oper	John	Mosora
124	CS Manager/Asst/Strat Oper	Michele	Needham
125	AC Librarians, Experts Oper	Martha	Ody
126	EG Librarians, Experts Oper	Polly	OShea
127	EG Librarians, Experts Oper	Roberta	Overman
128	CS Special/Asst/Para Oper	Jonathon	Paull
129	CS Special/Asst/Para Oper	M Brandon	Rome
130	AC Librarians, Experts Oper	Jane	Ruddick
131	AD Manager/Asst/Strat Oper	Susan	Sater
132	IT Librarians Experts Oper	Vanessa	Schwegman
133	AD Support Operating	Brenda	Seibel
134	CS Special/Asst/Para Oper	Andrew	Slater
135	CM Special/Asst/Para Oper	Ryan	Stacy
136	CS Special/Asst/Para Oper	Kathleen	Starks-Dyer
137	AC Librarians, Experts Oper	Sabra	Stockey
138	SD Manager/Asst/Strat Oper	Barbara	Swinson
139	EG Manager/Asst/Strat Oper	Bethany	Terry
140	AC Services Operating	Timothy	Thompson
141	AD Tech/Oper/Secretaries Oper	Pamela	Wallace
142	AC Manager/Asst/Strat Oper	Pamela	Wasmer

Active Library Employees  
As of 11-13-2015

	<b>Operating Funds</b>	<b>First Name</b>	<b>Last Name</b>
143	CS Special/Asst/Para Oper	Jacoba	Wells
144	AC Specialist/Asst/Para Oper	Pamela	White
145	AD Manager/Asst/Strat Oper	Kyle	Wickemeyer-Harc
146	CS Special/Asst/Para Oper	Guadalupe	Wilson
147	EG Manager/Asst/Strat Oper	Joshua	Wolf
148	AD Director/Assoc Operating	Marilyn	Wood
149	CS Special/Asst/Para Oper	Leanne	Zdravecky
<b>Sub Total Operating Funds</b>		<b>\$151,491.83</b>	<b>4235.0</b>

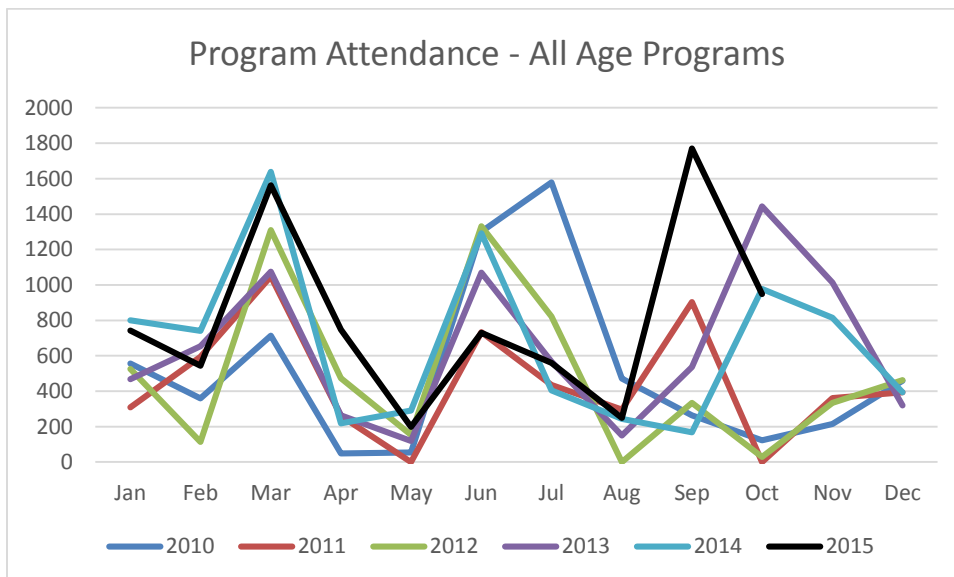
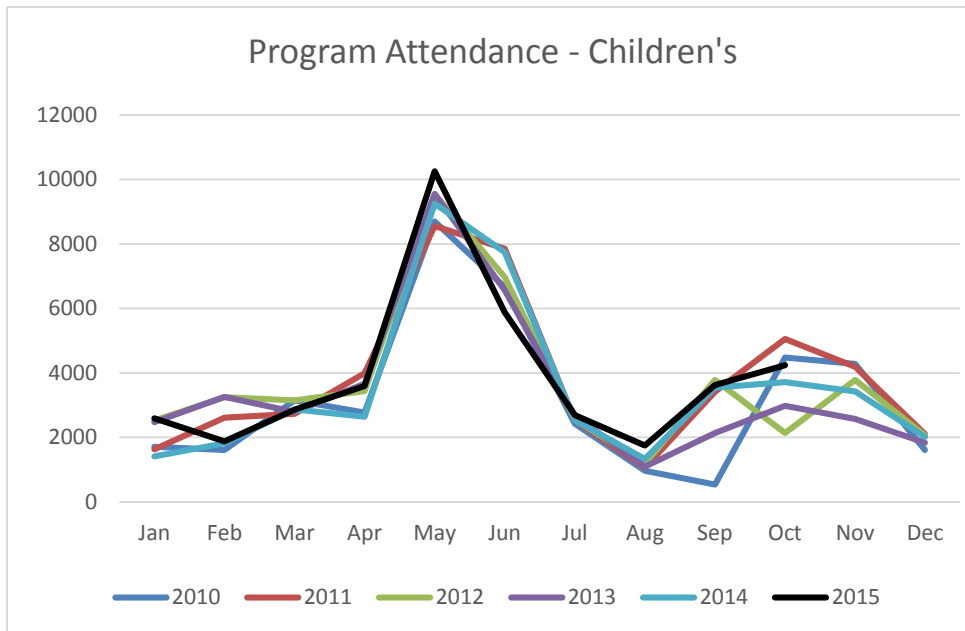
**Special/Gift Funds**

	<b>Special Funds</b>	<b>First Name</b>	<b>Last Name</b>
1	S CA Technician Oper	Joshua	Brewer
2	S CA Technician Oper	Nathan	Kroeger
3	S CA Technician Oper	Addison	Rogers
4	S CA Technician Special Oper	Eric	Ayotte
5	S CA Technician Special Oper	Clinton	Lake
6	S CA Technician Special Oper	John	Lasher
7	S CA Technician Special Oper	Jacob	Saffold
8	S CA Technician Special Oper	Nathan	Wrigley
9	S FL Support Operating	Michael	Burns
10	S CA Technician Special Oper	Michael	Adams
11	S CA Manager/Asst/Strat Oper	Martin	O`Neill
12	S FL Office Coordinator, Exper	Mary Jean	Regoli
13	S CA Manager/Asst/Strat Oper	Adam	Stillwell
14	S CA Technician Oper	Robert	Stockwell
15	S CA Technician Special Oper	David	Walter
16	S CA Manager/Asst/Strat Oper	Michael	White
<b>Sub Total Special/Gift Funds</b>		<b>\$15,734.84</b>	<b>477.5</b>
<b>TOTAL All EE's ALL Funds</b>		<b>\$167,227</b>	<b>4712.5</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.**

- When first grade tour season concludes, Children’s Librarians gain time to visit with classes and other audiences outside of the Library. Mary Frasier accepted an invitation from the South Central Community Action Program to conduct “Every Child Ready to Read” workshops for parents of toddlers. Stephanie Holman shared monster stories with preschoolers at the Edgewood Early Childhood Center and talked with caregivers about how books about scary things shared in a cozy, safe environment can help children overcome fears. Christina Jones also had an opportunity to support basic literacy skills by telling spooky stories for 4<sup>th</sup> grade classes at Binford as part of their Halloween celebrations.

## 1B. Support basic literacy skills.

- Twenty more first grade classes from six different MCCSC schools visited the Library in October. At the end of October, Children's Strategist Lisa Champelli invited first grade teachers to take a short online survey to gather feedback about the tours. Teachers who responded report their students' favorite part of the tour is meeting Stripes the Tiger. Responses to the most valuable educational element of the visit have ranged from: helping children learn about the difference between fiction and nonfiction to enabling children to "see first-hand how accessible the library is and how many books are available." Additional comments included: "Thank you so much for the years of wonderful



tours and the joy conveyed about learning and books to our students!" and "I love this trip and the kids love it. The Librarians work so hard planning and engaging kids during the visit. It's a lot of hard work. Thank you!" We were delighted to receive a book Mrs. Bonde's class from Rogers school made called: *Don't Let Stripes Drive the Bookmobile*. Senior Information Assistant Aubrey Dunnuck was able to snap a couple pictures of Stripes reading this special book!

- Information Technology Librarian

Vanessa Schwegman and our Customer Service staff worked in coordination with Children's Strategist Lisa Champelli to create and distribute Library cards for K-6 students at the MCCSC Elementary Schools that did not receive cards in September (Childs, Unionville, Rogers, University and Summit.) Unionville Elementary has a new school Librarian and Lisa was met her to share information about Library Resources available to MCCSC students. All of the RBBCSC students in grades K-12 also received Library Cards after the October fall break. (Cards for MCCSC Junior High and High School students will be completed in early November.) Lisa is planning to meet in December with Vanessa and Customer Service Managers to evaluate the Library Card initiative in tandem with feedback from participating school librarians and teachers. In the meantime, Lisa encourages school librarians and teachers to invite MCPL staff to their school to help students learn how to use their Library cards to access downloadable materials and other MCPL resources.

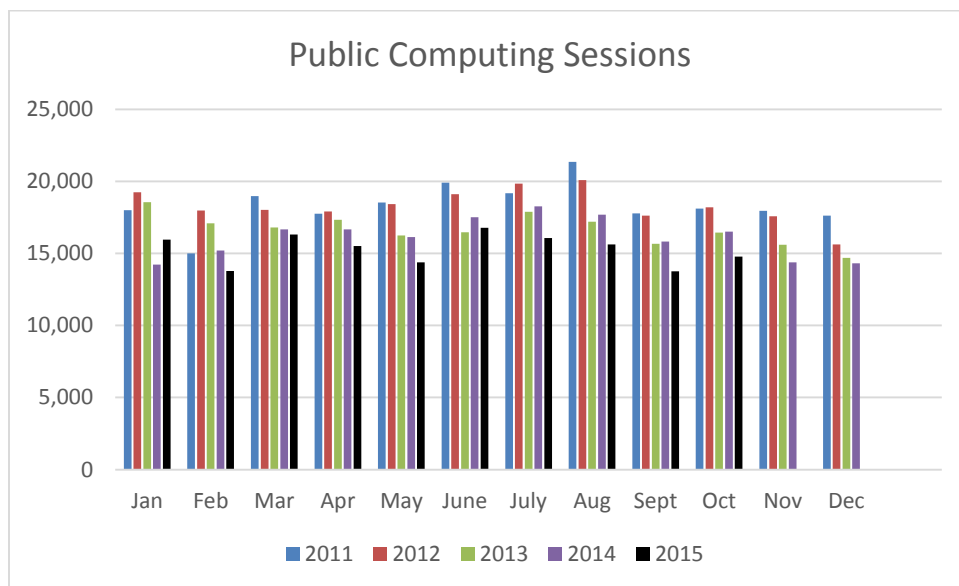
- Ryan Stacy, Becky Fyolek and Jamie Kuzemka from United Way collaborated as representatives from United Way presented at October's "Game Night" program to talk to teens about smart money solutions in celebration of Monroe County Money Smart Week 2015.

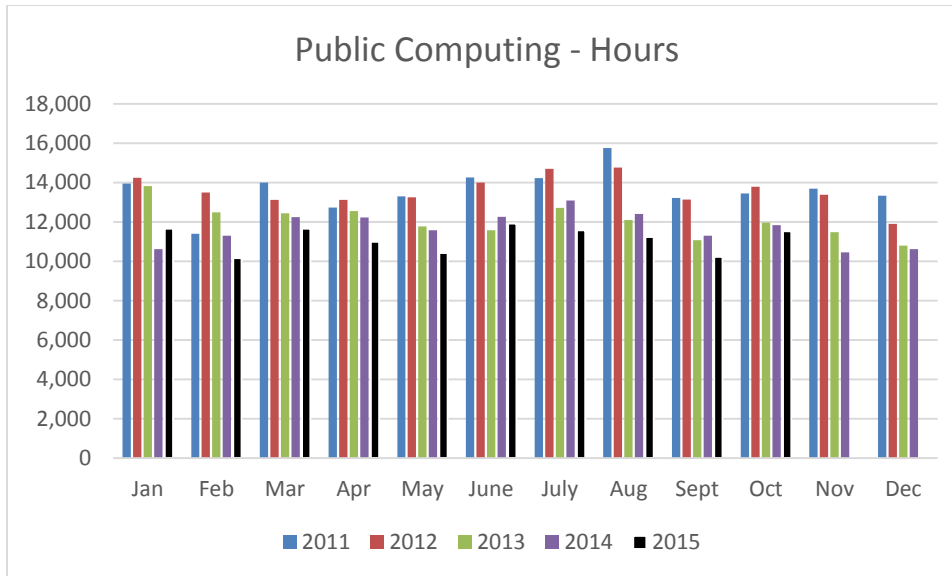
## 1C. Serve as a community resource for digital literacy.

- Goodbye guest passes! We have streamlined the process for our customers who can now log in as guests by creating their own username and password on the fly. Not only does this make the process simpler for our computer users, it eliminates the need to print and clean up hundreds of slips of paper generated by the former process. Staff were given an opportunity to practice with the new system, and the transition went smoothly, although we continue to monitor and tweak. Many thanks to Jim Gossman and Cody Mullis for spearheading this change.
- A recent customer commented about how much she loved access to our eBook collection and what a wonderful resource it is to the community. She mentioned how she spends the winter in Florida and takes her Library with her with electronic access to our resources.
- Staff members Chris Jackson, Bobby Overman, and Jim Gossman are continuing to promote remote access to the Library's digital collections. They will be conducting a program at the Endwright Center in November, and at Meadowood in December, focusing on getting older county residents

connected with *Indiana Digital Media*, *3M Cloud Library*, *Hoopla*, and other digital media sources available through the Library.

- The Children’s preschool area features recommended apps on an iPad. The iPad and computers each have two headphone sets attached so that an adult and child can play and learn together. There are so many apps available for children, we feature ones recommended for this age group – for the enjoyment of the child, and as a means for parents to review and play before you pay. After we switched to a new app, a mom asked for the title which had last been featured. She described the app as “truck tangrams, and once you put them together, the truck ran. My son loves it!” The name of this app is *Build and Play 3D - Planes, Trains, Robots and More*. After informing the mom that it was available on iTunes for 2.99, she replied via email an hour later: “THANK YOU!!! That was the app, I’ve already bought it and can’t wait for him to wake up tomorrow and play it again!”
- Librarian Stephanie Holman was invited by the Edgewood Intermediate School PTO to meet with school-age children in a computer lab during the hour-long PTO meeting. The goal of program was to demonstrate MCPL’s Online Resources, especially *TumbleBooks* and *World Book Online*. Stephanie also helped children download an eBook or audio book to their devices. Although challenging to work with the wide age-range in attendance, Stephanie achieved the program goals and two children told her later they were continuing to successfully download content.



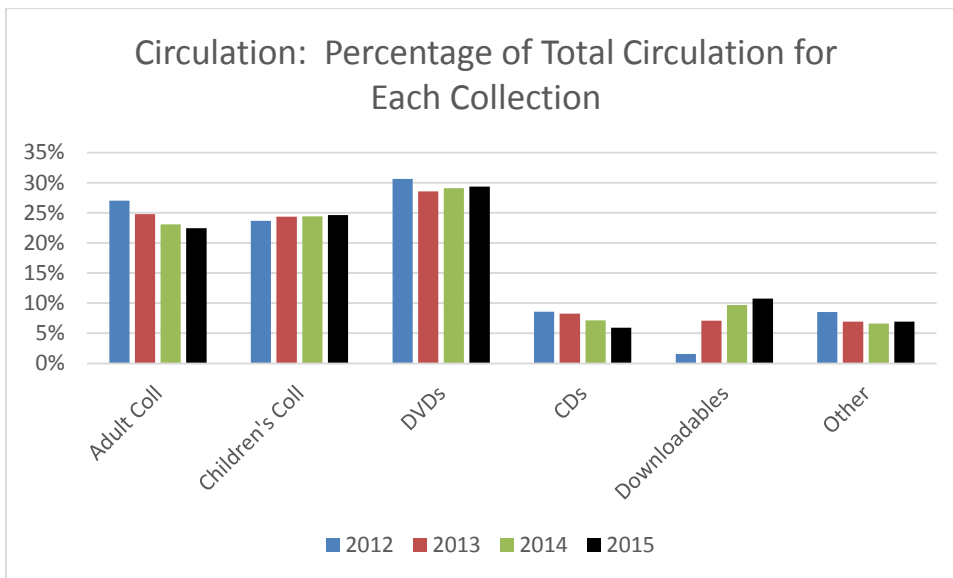
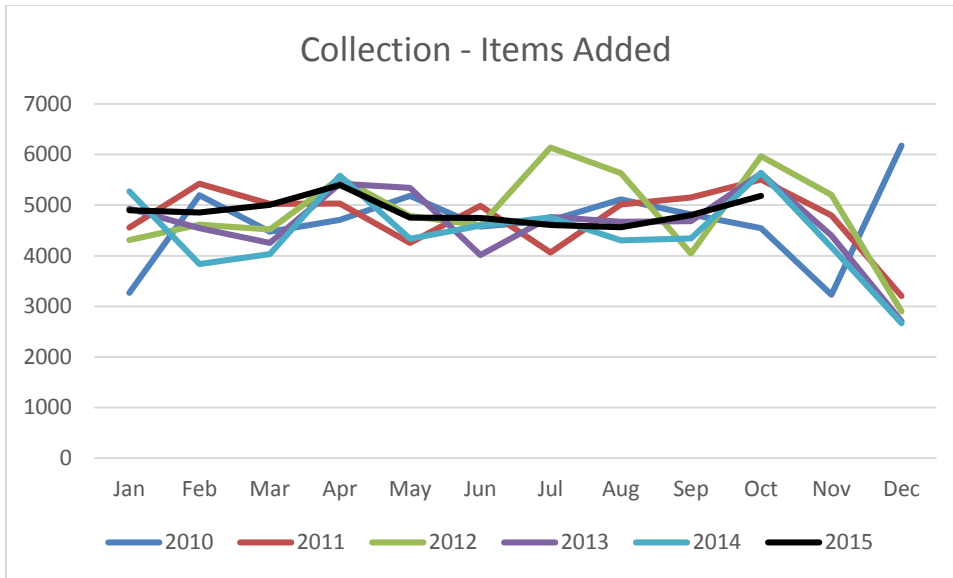


**1D. Support digital creativity.**

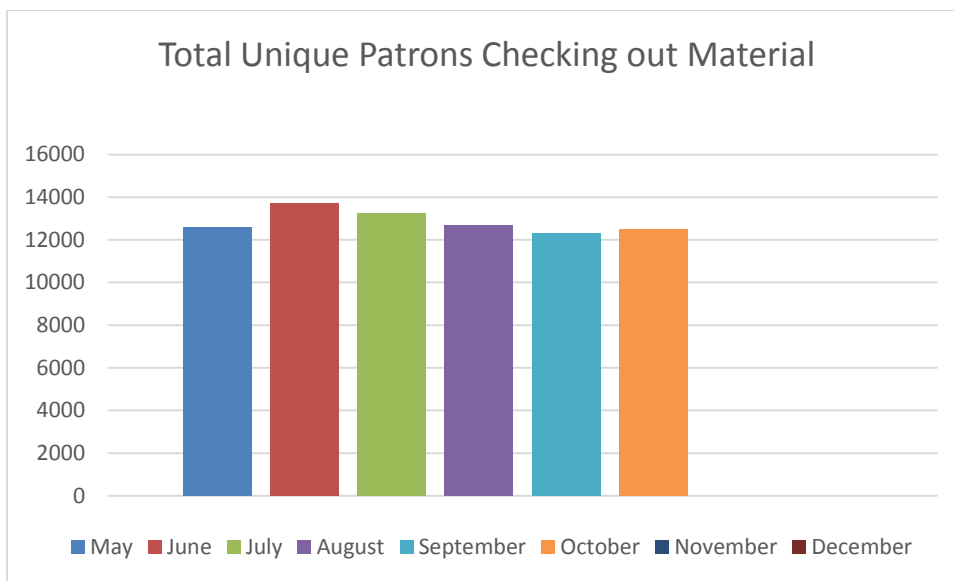
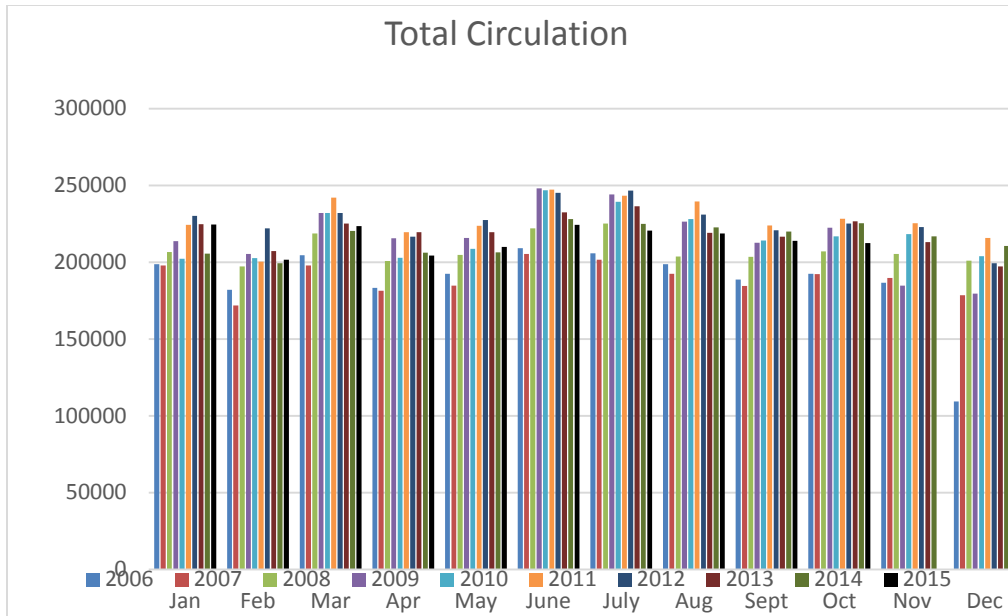
- Teen Strategist Kevin MacDowell, and the Library’s Digital Creativity Subject Specialist, Jeannette Lehr, met with the principal of Edgewood Junior High School to discuss the possibility of the Library visiting the school with the mobile audio and video production rig. The principal was very excited and supportive and arrangements are being made for two visits during lunch time where students can sign up to come and interact with our staff and equipment. Edgewood High School has also expressed an interest in having a similar visit(s). Kevin is also working with MCCSC high schools to devise a strategy for visiting middle and high schools. They will begin with the Academy of Science and Entrepreneurship to see how it works.
- A group of 12 teens, all juniors and seniors from BHSN, met in the Ground Floor meeting room to plan a mockumentary. They met to discuss their script, filming schedule and the parts each would play. They plan to use the video and audio studios and Level Up for editing their work. Of the 12 teens participating, only one was previously known to the Ground Floor staff.
- Kevin MacDowell created a lot of interest when he brought in an electric guitar to change the strings. A frequent teen visitor asked if Kevin could help him write a song. Kevin mentioned there was another teen in the space who played guitar well and she might be interested. Within minutes they were trying different ideas and one played guitar while the other wrote down lyrics. Another teen joined them and offered to play piano which led them to reserve the audio studio and record.

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

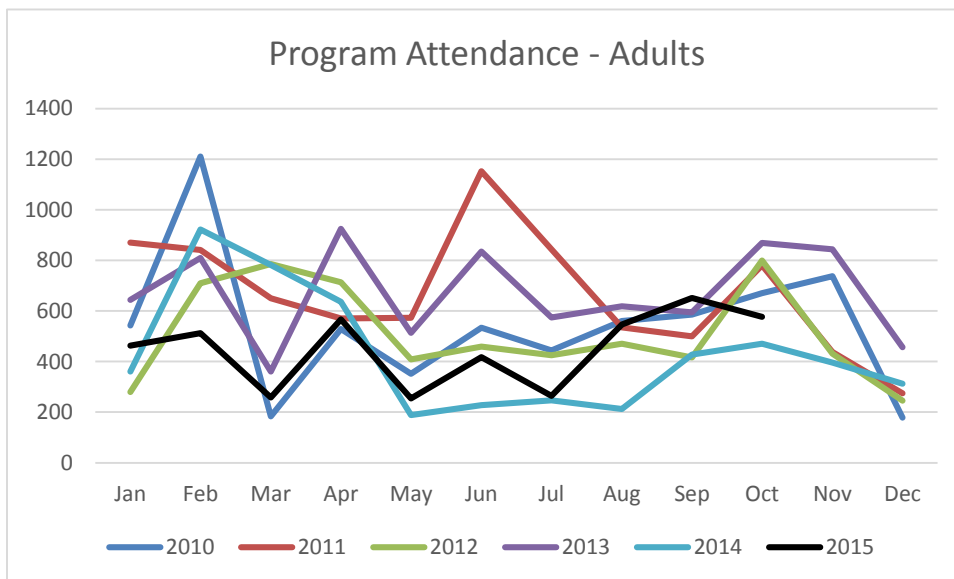
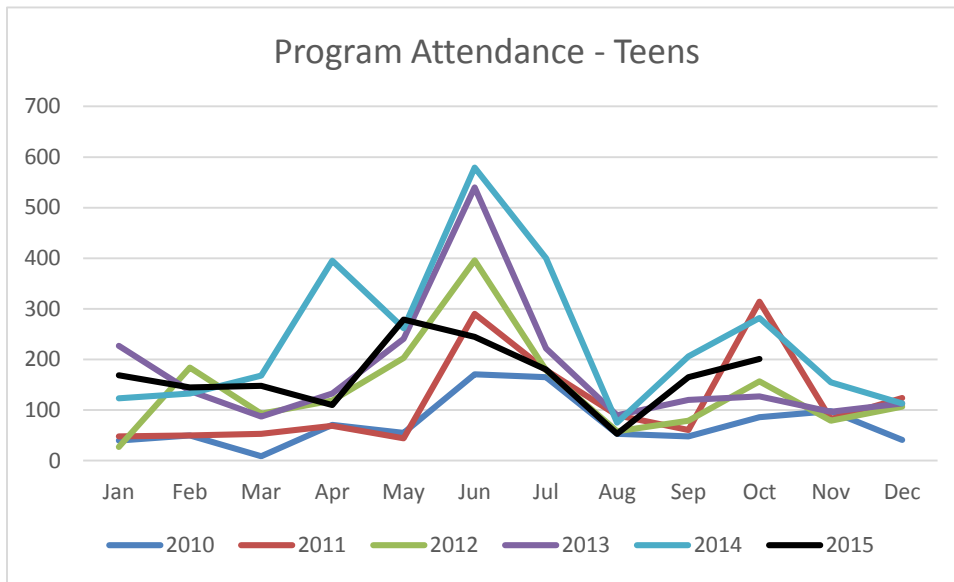
- Lynda.com continues to reach new people daily. 90 new users signed up in November.







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



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

- Local game developer, Ian Sundstrom, gave teens a demonstration of a new game, StacksOnStacks, and teens provided their feedback on what they liked and what they thought could be added. Ian described the design and theory behind the game while answering in-depth questions about his career, his workflow, and what programs he uses to design games. 22 teens attended and they were encouraged to try creating their own games using *Unity* in Level Up and to come to the “Global Game Jam” in January.
- Community Engagement Librarian and published author Dory Lynch presented “Geography of Me”. The attendees ranged in age from 19 to 80+. It was also a diverse group with several minorities and

diverse occupations with former teachers, nurses, a retired pilot, another librarian, a college student, etc. In her presentation, Dory described what a memoir is and how it differs from autobiography and biography, inviting participants to describe their interests in writing memoirs-- several wanted to leave autobiographies or memoirs for their children and grandchildren. One woman is writing a memoir in two voices, the second voice being her mother who went to Auschwitz as a teen. A few people were interested in the links between memoir and genealogy. At the end, several participants decided to book a room and meet to continue their memoir writing. Many also took books home - both books on how to write memoirs and books Dory had selected as great examples of the genre. It was a very enthusiastic group. This program is in partnership with the Writers Guild at Bloomington. When Dory spoke to Patsy Rahn from the Writers Guild afterwards, she said she was thrilled with the turnout and said it was definitely a program we should repeat.

- Community Engagement Librarian Luann Dillon presented programs for beginning and advanced genealogists as well as "Ask Granny", which provides participants with a packet of tools and instructions on how to get started collecting information to create family histories. Luann had 27 attendees at the programs this month; evaluations were nearly unanimous, with participants agreeing they had picked up new skills that would help them to explore new areas of their own genealogies.
- Community Engagement Librarian Christine Friesel was interviewed for a feature story on the *Monroe County Timeline*, which appeared in the *Herald Times* on October 26. This community partnership between MCPL, The Monroe County History Center and Indiana University Archives provides an avenue to create a community portal to local history. The *Timeline* was unveiled this month, but the work ahead is the exciting part, as the product will grow through the work of volunteers who will comb through various sources from the partners collections to create a digital map of Monroe County history.
- Chris Hosler, Assistant Manager for Community Engagement and Learning Services for Programming, continued to refine the program planning process with input from the entire Leadership Team. As we plan for the spring cycle, we'll have a new way to look at where and how we're allocating program resources system-wide, matching up themes and initiatives across audiences and locations.

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

- Marilyn Wood presented to a well-attended Library and Information Science class on Evaluation of Library Programs and Services.
- Children and their families enjoyed playing party games and making birthday cards to celebrate the Friends of the Library's 50<sup>th</sup> anniversary, birthday party. Tamara



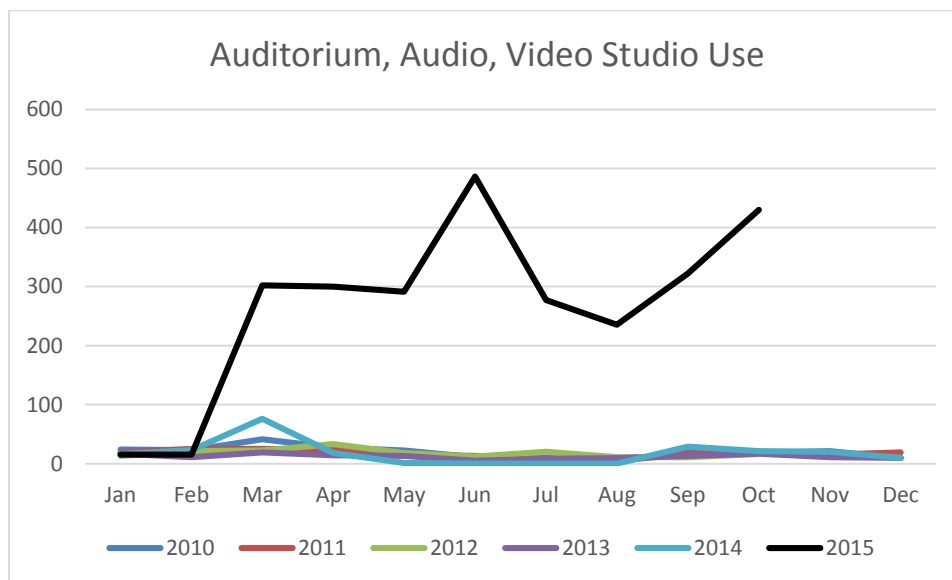
Loewenthal and Friends added to the festivities by providing lively fiddle music and dancing at the Main Library. Tamara is adept at working with all ages and helping big and little people



learn various folk dances and making it easy and fun for all to enjoy. At the Ellettsville Library, local musician Fred Meyer entertained families

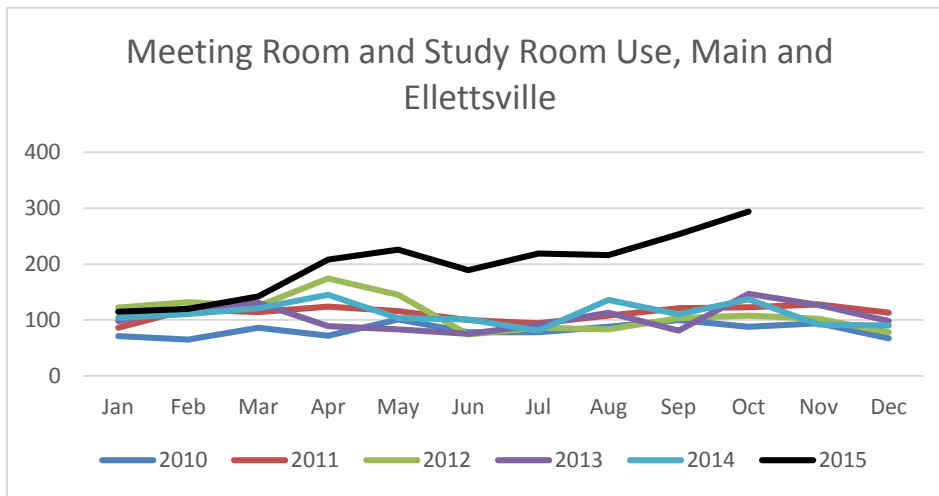
with dulcimer music. A father created the colorful card depicted in the collage photo and wrote in Chinese: "To the Most Most Dear Library, Happy Birthday."

- Two community partners presented a "First Theater Experiences" program at the Library in October. 79 people attended Reimagining Opera for Kids' abbreviated performance of Mozart's *The Magic Flute* and 68 people attended a program featuring young actors from Stages Bloomington. The director gave a brief summary of the musical play *The Secret Garden*, based on the book by Frances H. Burnett, and introduced the actors who presented a couple scenes. The cast is composed of school-age children and although the play is geared to ages 9 and up, many families like to bring preschoolers to these preview performances as a way to introduce their child to the story, and experience a theatrical performance. Stages Bloomington is a new partner in the First Theater Experiences series. Their student members were very talented. We are looking for a time to have them back to preview their upcoming production of *Free to Be You and Me!*
- Teen Services Librarian Becky Fyolek and Children's Strategist Lisa Champelli contributed content to a Study Guide for Cardinal Stage Company's new original play: *Peabody – The Science Fair Affair*. Cardinal is taking this touring production to area schools and presenting to thousands of children in grades 3-8. Teachers who have classes attending the play receive a copy of the Study Guide ahead of time. This Guide also is posted to Cardinal's website: <http://www.cardinalstage.org/wp-content/uploads/2015/10/Peabody-Study-Guide.pdf>. A 5<sup>th</sup>/6<sup>th</sup> grade teacher from the Project School reported his students found the Study Guide very useful as they learned ahead of time about the scientists featured, and better appreciated the scientist's appearance in the play. Becky also wrote a Theater Tips for Teens handout that was included in the Guide and which also is posted to MCPL's website: [http://mcpl.info/sites/default/files/PRINT-READY\\_Teen-Theater-Tips\\_10-15.pdf](http://mcpl.info/sites/default/files/PRINT-READY_Teen-Theater-Tips_10-15.pdf)
- Marilyn Wood and Kevin MacDowell hosted Monroe County Juvenile Probation officers for a tour and overview of teen services.
- At October's "All Ages" Sunday, the previous Ground Floor record was broken with 46 patrons in the space during one of our hourly counts. Staff placed a sign in the atrium directing customers to the space and reminding them of "All Ages Day". Over the course of the day there were young children watching cartoons, adults using the computers, patrons of all ages using the Design Studio, and many teens continuing to use the space as normal.



**2C. Strengthen services for nonprofit organizations.**

- Chris Jackson is in conversation with City of Bloomington’s Council on Community Accessibility in regards to the Library hosting a database of resources and services available for people with disabilities. The Council’s current directory is primarily a paper format, and has been difficult to keep current. Transition to a database similar to the Library’s Community Organization File will improve its usability considerably.
- As a member of the Council’s Accessibility Committee, Chris is also helping update their screening checklist, used to award the AccessAbility Decal to area businesses.
- The library’s Food for Fines program helped 270 patrons clear \$2,176 in fines from their accounts and brought in 2,261 lbs. of food for the Hoosier Hills Food Bank.

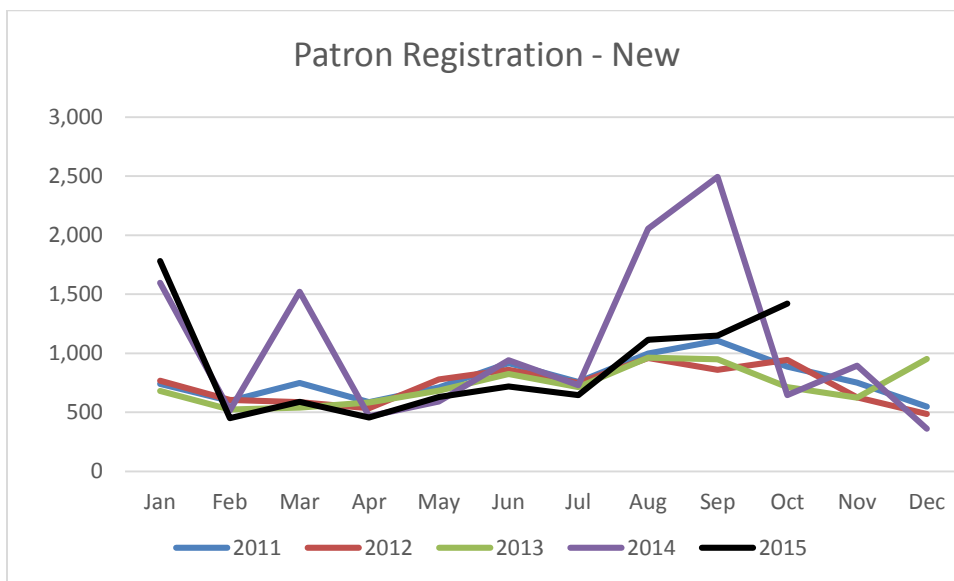
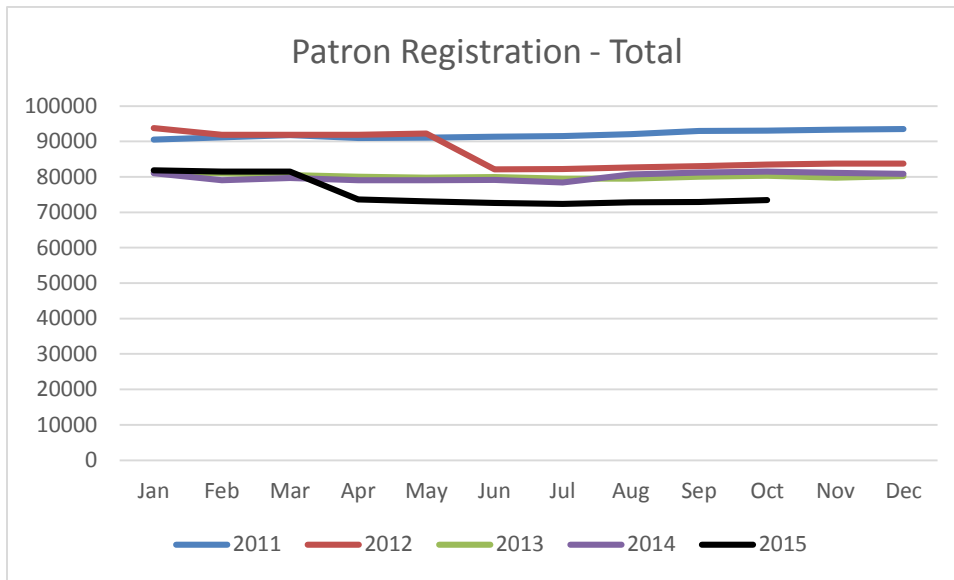


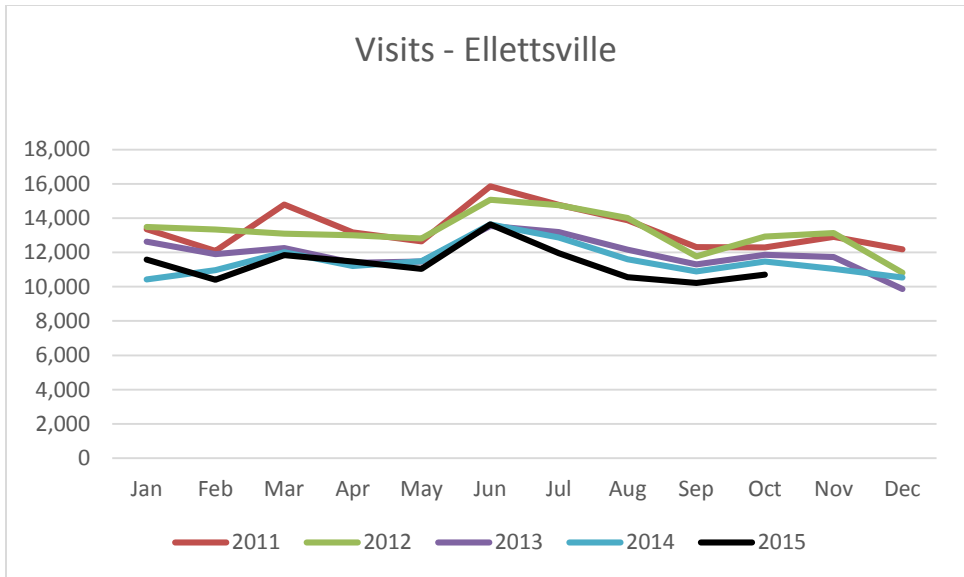
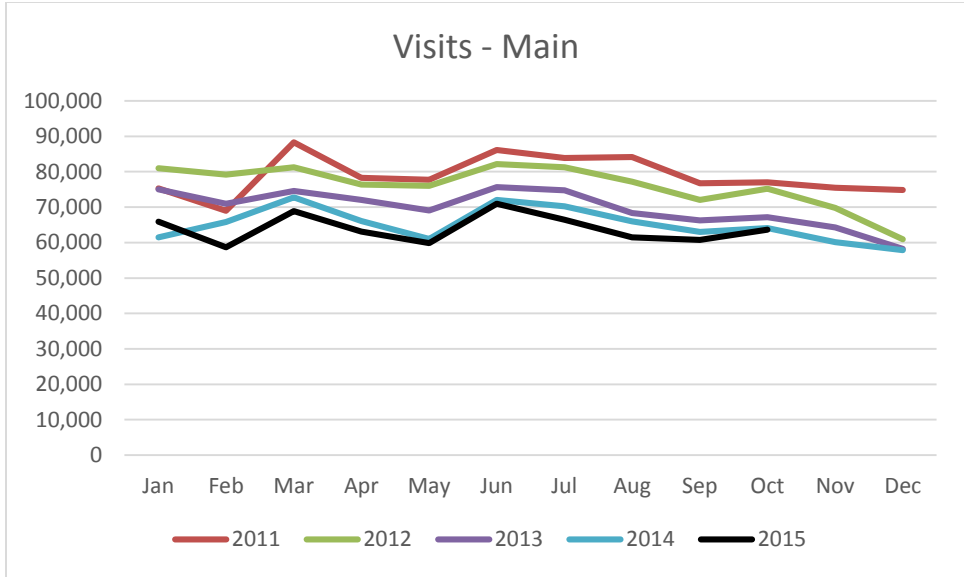
**2D. Continually refresh web content and improve usability based on principles of user-centered design.**

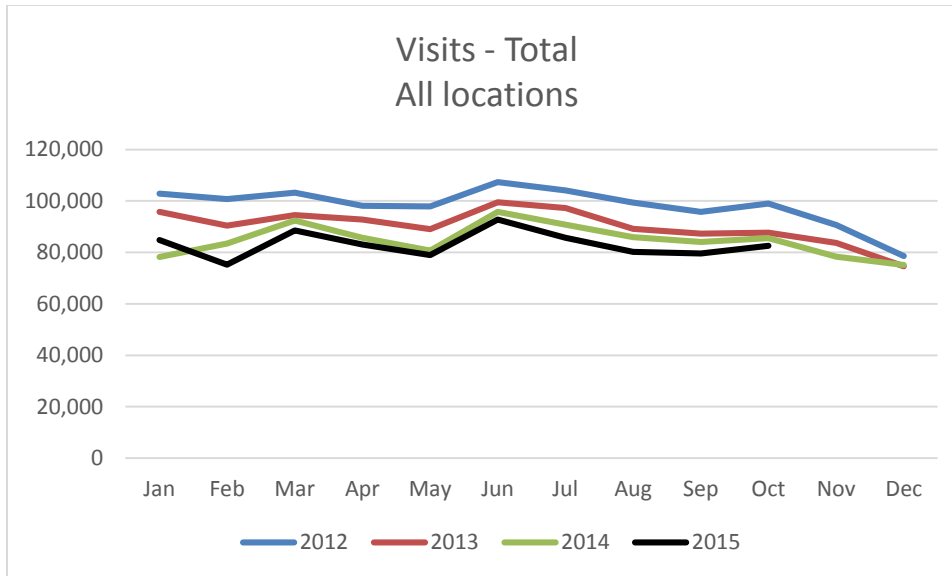
**2E. Increase technological infrastructure capacity to support increased digital focus.**

- Under our previous bandwidth agreement, we paid \$1300/month to receive 50Mbps over our fiber connection. Under our new agreement we pay \$1451 for 200Mbps, effectively quadrupling our potential bandwidth. The Library is already seeing the benefits of increased bandwidth, but to take full advantage of the change we will also make some small changes to our internal network.

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







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

- The library’s partnership with Stone Belt and the Indiana Coalition Against Domestic Violence is progressing. Stone Belt self-advocates recently selected community sites that they want explore as part of their community mapping initiative, and the Library was the site that received the most interest. As a result, a team will be surveying the building in the near future to explore how we can best serve this audience.
- Several Money Smart Week Events occurred in and out of the Library reaching all ages with life skills in financial topics, including: “What’s Your Money Personality” at Food Truck Friday, “Tasty Tailgate Food Demo” and “It’s Getting Chili! Home Winterization Tips” at the Library.
- All Customer Service staff participated in roving and visual merchandising training as we continue to develop best practices to serve our customers throughout the library.

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

- Strategists continued their work on a strategic calendar to guide focused attention with strategic and local themes on content, messages, programs, and merchandising.

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

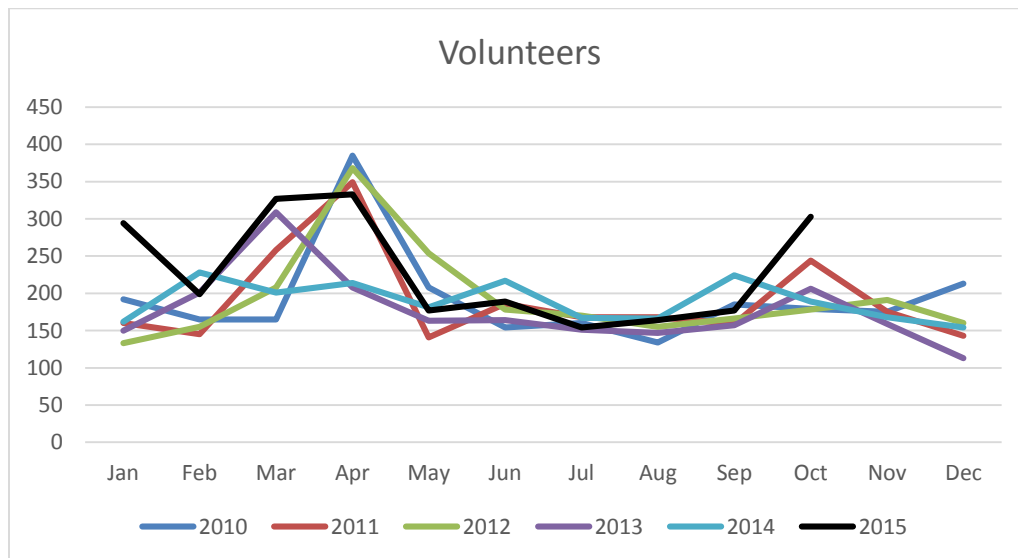
**GOAL 4: Optimize stewardship of library resources.**

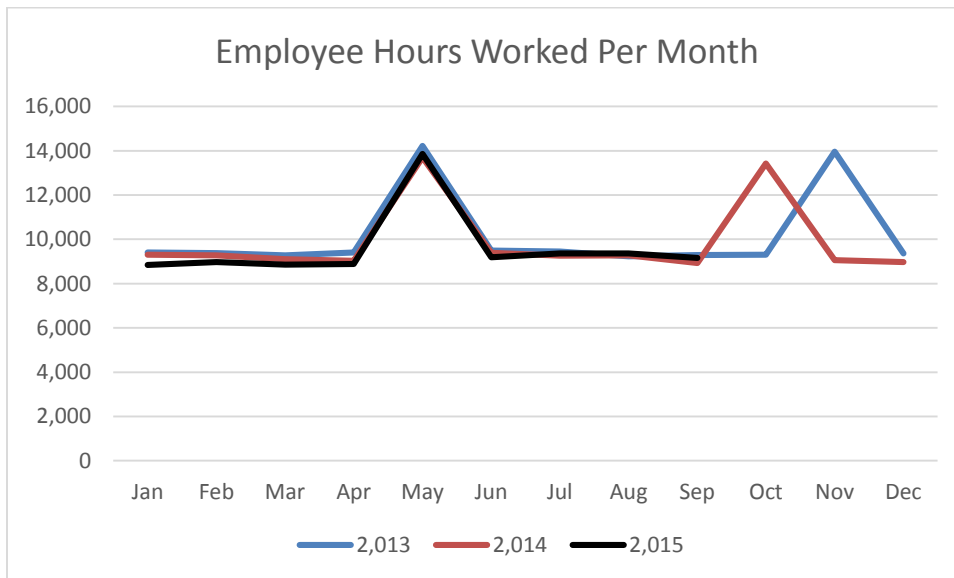
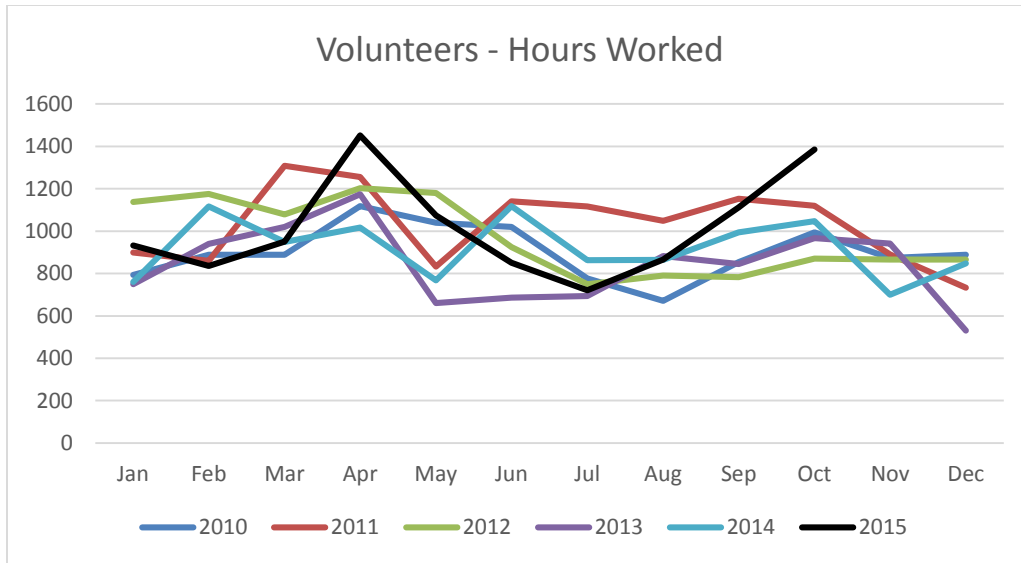
**4A. Recruit and retain quality employees.**

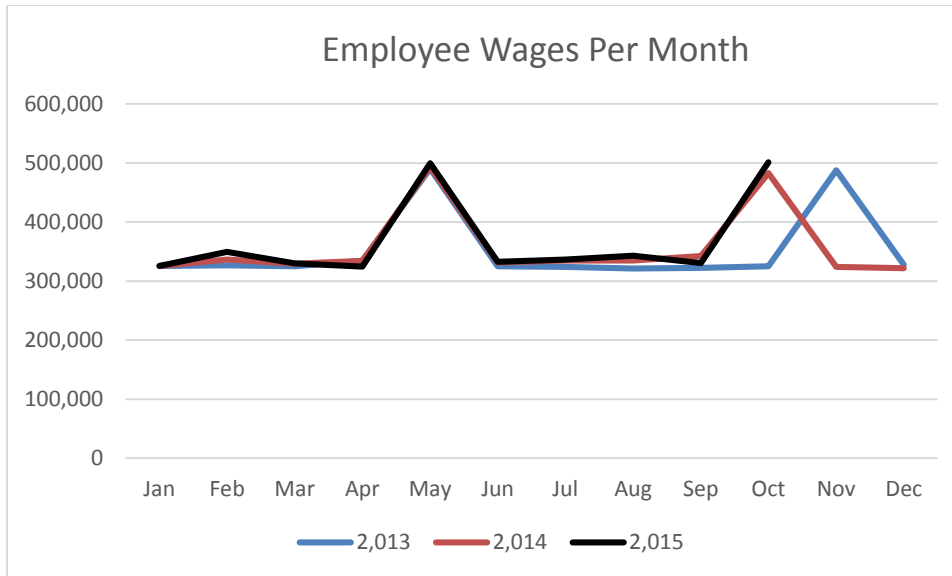
- Chris Hosler and Mickey Needham attended the Harwood Institute’s Public Innovators Lab where training focused on turning outward in your processes and practices to increase your library’s understanding of, and responsiveness to the community.
- New librarians Alex Galarza and Jen Hoffman began programming for children and teens (respectively) in October. Both of them attended training workshops presented by Bara Swinson and others, and will begin working as Persons in Charge in November. Their fresh perspectives on programming and services are welcome additions to our planning process.



- We regularly receive comment cards praising library staff, but in October, one patron stressed the reference expertise, circulation savvy, and warmth of Julie Kinser and Rachel Clausman in particular, expressing deep appreciation for the range of their skills.
- On October 22<sup>nd</sup> the Activate clinic provided our annual on-site flu-shots for MCPL staff. This is an extra-special convenience offered to our staff at no charge. This year about 50 flu shots were given by our visiting Activate nurse practitioner. Staff members may still visit the clinic on a call-ahead basis to receive their free 2015-2016 flu shot. We are the only local employer group to whom Activate still provides this service on-site and we thank JA Benefits and the Clinic for continuing this accommodation.
- Four members of the Wellness committee attended the first day of the 2015 Health and Wellness Summit (a two-day event) sponsored by the Indiana Chamber's Wellness Council of Indiana. Ruth Green, Brenda Seibel, Kyle Wickemeyer-Hardy, and Leanne Zdravecky attended the keynote addressing Human Health and Wellness, and split attendance to breakout sessions according to individual interest in certain topics. The group has synthesized several new priorities to focus on in 2016 including: healthy planet recycling, social and mental wellness programs, and keeping fit in fun ways that work for all condition levels. The group welcomes the opportunity to encourage wellness among all staff through their efforts.







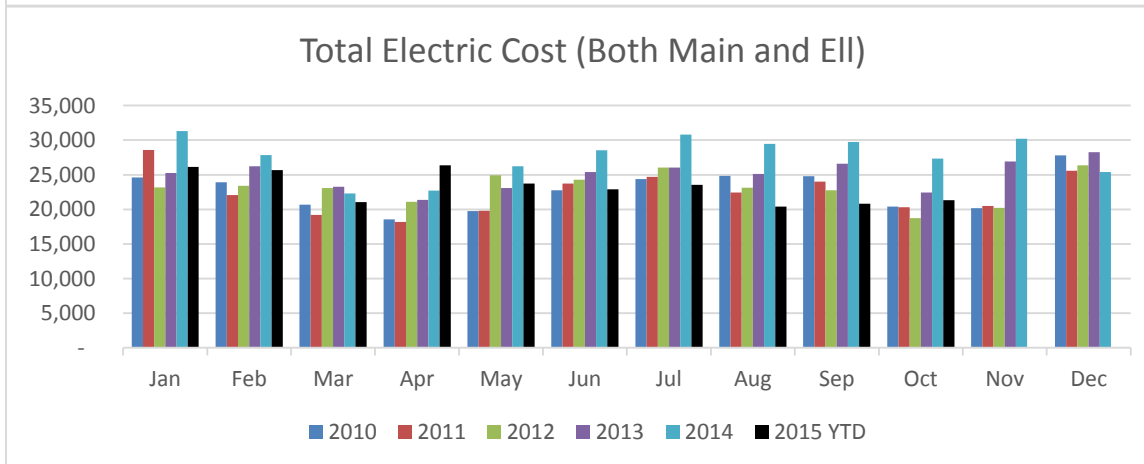
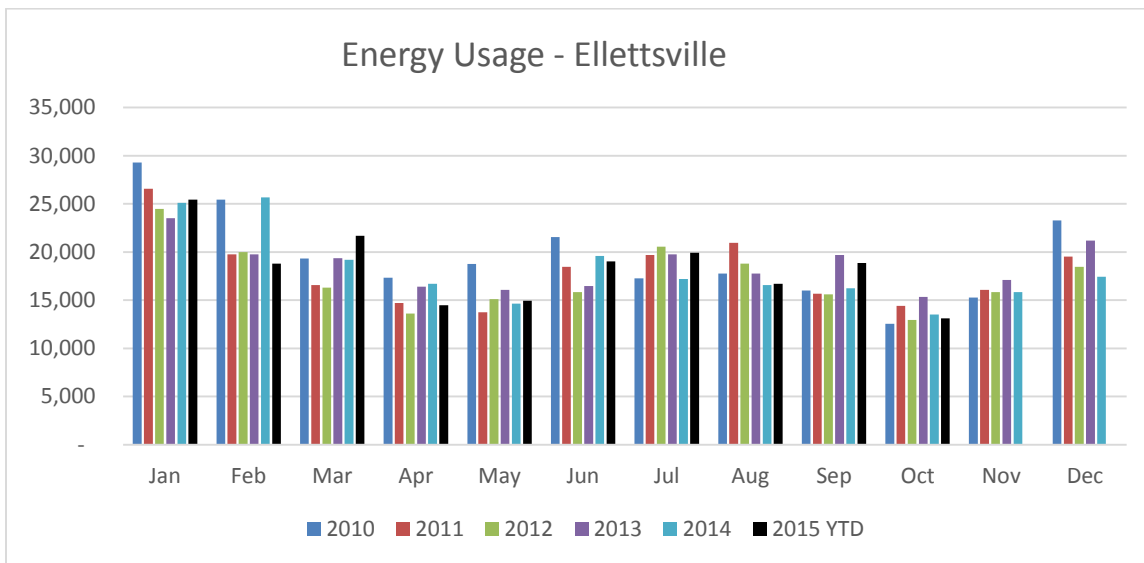
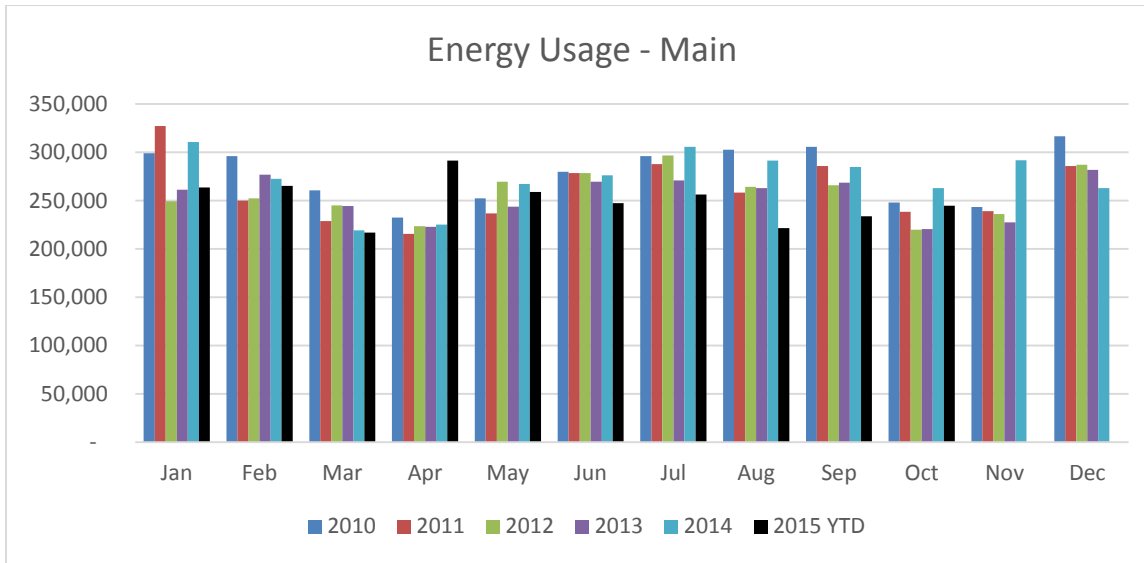
**4B. Assure adequate, stable funding for library operations.**

- Jennifer Clifton, LSTA Consultant from the Indiana State Library, gave an overview about grants specific to public libraries, and tips and tricks for writing to satisfy the purpose/philosophy of the grant. She emphasized starting with a project and then searching for available grants to fit the project. Her perspective as someone who reviews applications was especially helpful. Our Regional Coordinator (Southwest Indiana) from the Professional Development Office also joined the session to give us an opportunity to voice any overall training needs we wanted to address. With 14 staff in attendance, discussion and questions were lively.
- Marilyn presented a proposed budget to the Friends of the Library at their October Board meeting. The proposal was approved for \$105,000 in 2016.
- Marilyn Wood and Gary Lettelleir reviewed and submitted the approved budget for 2016 in the State Board of Accounts Gateway system.

**4C. Maintain library facilities.**

- Marilyn Wood attended a meeting for downtown property occupants concerning pest birds. The meeting included panelists from the USDA, IU, and Indianapolis Downtown to discuss programs around the state which have addressed pest birds in their community.
- The Library commissioned local engineering firm Bynum Fanyo to survey the Ellettsville Branch exterior where grade variations are not in compliance with the ADA, and which we know cause problems for customers using mobility aids. Bynum Fanyo has submitted demolition and construction drawings which depict a flat accessible parking area, and a ramp leading up to the front entrance. The Library will review these documents and determine next steps.
- As the Friends of the Library moved boxes, in preparation for their fall book sale, a leak and mold were discovered in their workroom. The leak was tracked to an area of the building where the downspouts and slope were not adequate as well as the need for resealing of windows. Those areas have been repaired.
- Work began to renovate the former Parent Teacher Resource space in the Children's area to create a Baby Learn and Play space. Work is expected to be complete by the end of the year.

4D. Improve stewardship of library assets and records.



**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 November 18, 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 Bungler, attorney for the Library, was also present at the meeting.

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

Gary Lettelleir presented the results of the bond sale and stated that the bid which resulted in the lowest cost bid was from \_\_\_\_\_. By motion made, second and approved the award to such bidder was confirmed and ratified.

He also indicated that there was a typographically error contained in the Final Bond Resolution adopted on October 21, 2015. The description of the project should read as follows: "proposed renovation of and improvements to Monroe County Main Library and the Ellettsville Branch Library including the purchase of equipment and technology in the library district and the cost of a facilities plan and the potential purchase of real estate (the "Project")."

After due consideration, on motion duly made, seconded and unanimously carried, such correction was adopted. The Secretary was instructed to revise the Final Bond Resolution accordingly in the form attached hereto.

Upon motion made and seconded the meeting adjourned.

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Secretary, Board of Trustees

APPROVED:

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President, Board of Trustees

## EXHIBIT A

### AMENDMENT TO 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 in the library district and the cost of a facilities plan and the potential purchase of real estate (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

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Original Date</u>	<u>Authentication 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 the library district and the cost of a facilities plan and the potential purchase of real estate (the "Project").

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

# Proposed Monroe County Public Library Gift Policy

## Policy Statement

The Monroe County Public Library (MCPL) Board of Trustees encourages gifts to the library consistent with the library's mission and policies. Donations are not intended to replace regularly budgeted library expenditures; however, private resources can extend and enrich library services.

~~Donations can also be made directly~~ In addition to making direct library donations, the community may make gifts to the Monroe County Public Library (MCPL) Foundation, a 501(c)(3) nonprofit organization. The foundation (commonly known as the Friends of the Library) exists to handle monetary gifts, gifts of materials, bequests, endowments and other gifts of an enduring nature to support the Library's vital role in our community. Additional information about the Friends of the Library is available online at [www.mcpl.info/friends](http://www.mcpl.info/friends).

## Acceptance of Gifts

1. The library accepts **donations of materials** on behalf of the MCPL Foundation. Only outright gifts in usable condition are accepted. Materials are added to the library's collection as prescribed in the [Collection Development Policy](#). Materials not added to the collection typically are included in booksales to benefit the library.
2. **Unrestricted gifts of money** are gratefully accepted by the library to be used at its discretion. Unrestricted funds allow the library to address its most pressing needs. The director of the library will consult with the MCPL Board of Trustees on the use of gifts greater than \$5,000.
- ~~3. Those wishing to honor or memorialize a person or occasion through the gift of a library purchase may do so using the library's gift form.~~
- ~~4. Because monetary gifts with restrictions are expensive to handle, expend, and track, the library discourages restricted gifts. The library will accept **restricted gifts of money** only if the amount is \$1,000 or more, and the conditions attached are acceptable to the board of trustees.~~
- ~~5.3.~~ Restricted gifts, g**Gifts-in-kind** (i.e., furnishings, equipment, art, and other decorative objects) and all **gifts of consequence** (i.e., real property, stocks, annuities, and large monetary gifts) will be considered individually and accepted at the discretion of the ~~the~~ MCPL Board of Trustees, in consultation with the library director.
- ~~6. All grants are approved by the director of the library. Grants are approved based on their ability to assist the library in pursuit of its mission.~~
- ~~7.4.~~ The MCPL Board of Trustees ~~and library staff~~ reserves the right to refuse any gift. Because the library does not serve the function of a museum, gifts of items for permanent display or preservation are not normally accepted.
5. Once a gift is accepted by the library, it becomes the property of the library, and may be disposed of accordingly. The gift will not be returned to the donor.

6. All grants are approved by the director of the library. Grants are approved based on their ability to assist the library in pursuit of its mission.
7. Those wishing to honor or memorialize a person or occasion through the gift may do so through the MCPL Foundation.
8. Because monetary gifts with restrictions are expensive to handle, expend, and track, the library does not accept restricted gifts directly. Any restricted gift of money must be made directly to the MCPL Foundation.

## Donor Responsibilities

1. The library cannot assume the responsibility for estimating the value of donated materials for income tax or other purposes.
2. Gifts to the library are tax-deductible as provided by law. Donors should consult their tax adviser. The library gift form, or the acknowledgment letter, serves as the donor's record and receipt.
- ~~3. The library gift form will be the usual way for donors to express preferences regarding use of gifts. Donor preferences will be given first consideration.~~

## Acknowledgment and Recognition of Gifts

1. All gifts will be acknowledged in writing by the library. ~~\_, provided that a library gift form is submitted, or a gift check with~~ Checks should have the donor's current address and be made out to "Monroe County Public Library."
2. Gifts of materials are generally acknowledged only through the library gift form, which must be filled out at the time of donation.
3. Monetary gifts and gifts of consequence to the library will be acknowledged by letter from the library director (or the director's designate). Gifts of consequence also will be acknowledged by a letter from the president of the board of trustees. Acknowledgments are sent to individuals whom donors wish to notify of the gift.
- ~~4. The MCPL Board of Trustees will decide on appropriate levels of recognition commensurate with contributions to any library fundraising campaign and for gifts of consequence to the library.~~

## Policy Administration

1. The library director is responsible for the administration of this policy.
2. The MCPL Board of Trustees reserves the right to amend this policy at any time.

Approved by the [Board of Trustees](#) June 12, 2003  
Effective September 1, 2003 [Proposed Revisions 11/18/15](#)

# Proposed Collection Development Policy

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## Statement of Purpose

The purpose of this policy is to inform the public and guide professional staff, ~~outline~~ **outlining** the principles and criteria for selecting, retaining and discarding resources (print, nonprint and electronic). The policy assists the staff in building collections that are responsive to the community's educational, informational and recreational needs, while meeting the mission, roles and goals of the library.

## Statements of Mission, Vision and Goals

The Collection Development Policy of Monroe County Public Library (MCPL) falls under the umbrella of the following statements of Mission and Vision.

### Mission:

The mission of the Monroe County Public Library is to enrich lives and strengthen our community by providing equitable access to information and opportunities to read, learn, discover and create.

### Vision:

An educated, engaged, curious, and creative Monroe County, with the library at its center.

### Goals:

The goals that drive Collection Development are:

- Strengthen 21<sup>st</sup> century literacy skills.
- Provide shared access to the world's information for free.
- Optimize stewardship of library resources

The Mission, Vision, and Goals will support the Collection Development for all locations of Monroe County Public Library including the Main Library, the Ellettsville Branch, the Bookmobile and other service outlets.

## Introduction

The library collection provides ~~access to materials which provide citizens of Monroe County with~~ equitable access to information and materials for lifelong learning, enrichment and enjoyment. (See [MCPL Mission Statement](#)).

MCPL strives to make available materials representing different viewpoints. The library recognizes some materials may be considered controversial and may offend some users. Inclusion of questionable language or attitudes in materials is not in itself a reason to exclude them from the collection. Materials should not be proscribed or removed because of partisan or doctrinal disapproval. Materials which represent only one point

of view may be selected to provide necessary alternatives to other material. The existence of a particular viewpoint in the collection is not an endorsement of that particular point of view, but an expression of the library's adherence to the principles of intellectual freedom.

The Board of Trustees of Monroe County Public Library adopts and declares that the American Library Association's Intellectual Freedom Statements will guide the development of the Library's collections. Specifically the library will adhere to and support the American Library Association's [Library Bill of Rights](#) (Appendix A), [Freedom to Read](#) (Appendix B), [Freedom to View](#) (Appendix C), and [Interpretations of the Library Bill of Rights](#) (Appendix D).

The Board of Trustees delegates the development of the collection to the Director, while the overall collection development process for MCPL involves a wide variety of individuals from the selectors to ~~department unit~~ managers to individual staff, including the Director.

### **Scope of Collection**

The scope of the collection refers to the range and types of materials selected including the formats offered and the level of difficulty. The scope is as broad as possible to allow for the maximum possibility of free expression and free access to ideas. The MCPL collection will focus on the general patron rather than the researcher. It will also take into consideration special groups of patrons within our community--for example Spanish-speaking individuals and emergent readers.

### **Selection Guidelines**

The "Selection Guidelines" relate to the Library's goals and objectives. Staff should keep the following in mind when recommending titles for selection. However, an item need not meet all considerations to be acceptable.

- Consider the identified, expressed or anticipated needs and interests of individuals in the general community.
- Consider the quality of content, such as timeliness, accuracy, literary merit, illustrations, indexes and bibliographies.
- Include different viewpoints, values, philosophies, cultures and religions whenever possible. Selections will not be made on the basis of any assumed approval or disapproval.
- Select a broad range of materials in all subject areas.
- Attempt to balance the collection with in-demand, current interest titles. (MCPL may purchase multiple copies of specific authors and/or in high demand current interest titles.)
- Assess the significance in relation to library resources already available.
- Utilize standard selection sources recognized by librarians to identify materials to be purchased.
- Utilize specialized knowledge of Library staff.
- Consider the reputation and/or significance of author, publisher and/or producer.
- Select a variety of reading and comprehension levels based on community needs.
- Provide a wide variety of formats to meet differing needs of individual patrons.
- Maximize the effectiveness of the available materials budget.

- Consider other community resources, interlibrary loan, etc. to maximize the Library's resources. Out-of-print, used items, or items that require Library staff to go beyond the scope of its normal purchasing procedures are usually not purchased.
- ~~Strive to~~ Develop a collection that complements the curriculum of area educational institutions **and home schoolers. We do** not duplicate curriculum materials. ~~in use by educational institutions~~
- Consider patron requests within the overarching principles of selection.
- Assess the quality of binding and physical suitability for library use.
- **Consider purchasing** self-published or print on demand materials, especially by local authors. ~~may be purchased by MCPL.~~ The library uses the same criteria for purchasing these items as it does for other materials.

## Standard Selection Sources

Standard selection sources used to identify items for purchase may include:

- Professional journal reviews: Preference is given to positive reviews published ~~in Publisher's Weekly, Kirkus, Booklist, Library Journal, School Library Journal, Criticas, Video Librarian, and other~~ in nationally recognized, ~~library-oriented~~ journals **such as Library Journal, New York Times Book Review, and Publishers Weekly**
- Standard collection tools and recommended lists prepared by professional organizations and specialized vendors.
- Evaluative bibliographies in specialized areas.
- Lists such as "top 100", publishers' announcements, and similar sources.
- Award lists and "notable" and "recommended" lists published by professional associations.

## Formats

The library acquires materials in a variety of formats. Selection within a format follows all general selection principles. (A list of formats currently being purchased can be found in [Formats Currently Purchased by MCPL](#) (Appendix E).

The Library monitors the development of new formats and uses the principles of selection to decide the appropriate time to add them to the collection. The Library also monitors the declining use of a particular format. When that format is discontinued, the existing collection will continue to circulate until no longer useful. ~~The Collection Development Committee reviews the addition and/or discontinuation of~~ Formats **are reviewed** on an annual basis.

## Access to the Collection

The library collection is accessible to all residents of Monroe County. Most material is available for loan and the rest is available for in-house use. [For specific loan rules, see the Circulation policy.] Some items may be purchased to support staff in their jobs and may not be readily available to the public.

Patrons may determine the Library's holdings through the online catalog. The library also subscribes to a variety of proprietary databases covering a wide variety of subjects.

~~Additionally, all Indiana residents have access to [INSPIRE](#), a collection of proprietary databases maintained by the Indiana State Library. INSPIRE is an integral component of the Library's electronic offerings and every effort is made to purchase individual products which complement rather than duplicate the coverage of INSPIRE.~~

Responsibility for the use of the library's collection by children rests with their parents and legal guardians. It is only the parent or legal guardian who may restrict his/her children--and ONLY his/her children--from access to library materials or services. Selection of adult materials will not be limited by the possibility that items may come into the possession of minors.

## **Preservation**

The library's facility and budget do not accommodate extensive conservation and preservation activities for most materials. Reasonable attempts will be made to keep valuable material in the collection through cleaning, mending and repair. Other preservation efforts may include the transfer of information between formats in order to preserve the content when copyright allows.

The collection is not archival. No extraordinary efforts are made to retain or preserve last copies or out-of-print titles.

## **Annual Materials Allocation**

The annual materials budget for the Library is divided into five main categories: Books, Newspapers and Magazines, Nonprint, ~~and~~ E-books, and Databases, as required by the State Auditor. For the Library's own use, these categories are further divided by areas of collection and format. The materials budget is recommended by the Director and approved by the ~~Library~~ Board of Trustees as a portion of the ~~Library's~~ total budget. Factors used to determine the specific allocation for each area may include:

- Statistics based on usage by category
- Average cost of items in each category
- Number of items lost or withdrawn in an area
- Average circulation for each item by category
- Level of development for the category as determined by staff
- User requests in the area
- Start-up costs of new collections
- Replacement projects in given areas of the collection as required.



Areas that have not been sufficiently funded in the past, or areas that are totally new may receive extra funds at the discretion of the Director. The percentages may fluctuate from year-to-year depending on funding, target areas of the collection, and the library's goals and objectives.

## **General Collection Statements**

### **Print Collection**

#### **Adult Collection**

##### **Fiction**

The fiction collection consists of retrospective and current titles of general fiction including short stories, genre fiction, large print, young adult and paperbacks.

The emphasis of the collection is on American and British authors, but world authors in English translation, local authors, and some small press publications are collected as well.

##### **Graphic Novels**

Graphic novels are characterized by images in a static panel form. Text is within the panels, usually in small blocks or balloons. They are bound in longer and more durable formats than comic magazines, using the same materials and methods as printed text-based books.

The graphic novel collection includes both fiction and nonfiction and is designed for young adult and adult audiences.

##### **Indiana Room**

This collection is established to contribute to the community's knowledge of Bloomington, Monroe County, and Indiana--past and present. The Indiana Room supports the community--patrons, organizations and businesses--by providing up-to-date sources and access to quality information about the County and State. ~~In-house products~~ **Finding aids** are also created and maintained to facilitate easy access to topical information.

The Indiana Room genealogical collection emphasizes Indiana but also contains resources for other states with historical migration patterns to Indiana. ~~Some of the material is archival.~~ Included are county histories, genealogical material, and local and state publications. Some duplication of state and local items of high interest may be added to the Ellettsville Branch as well.

##### **Non-English**

The library maintains collections of non-English materials aimed at meeting the recreational and information needs of an increasingly diverse population within Monroe County. The non-English collections serve native speakers as well as students.

Resources include both print and non-print circulating materials. The collection also includes materials which aid **English Language Learners (ELL)**, ~~in learning English as a second language (ESL)~~. These are written in the native language of the learner.

The development of the non-English collection will be determined by demographics, patron requests, circulation statistics, and language needs assessments. The library will also work with educational and governmental officials, social service agencies and cultural centers to assess current needs and future trends.

### **Nonfiction**

The adult nonfiction collection serves patrons from adolescence (defined as twelve years of age) through adulthood. It combines adult and young adult resources into one collection, offering access to the widest possible range of information.

The library seeks to maintain a well-rounded and balanced collection of nonfiction materials for the lay reader and to support patrons in their everyday life. Highly specialized or materials for college courses will not be purchased. The collection is designed to cover broad areas of knowledge and interest, including both basic works of permanent value and timely materials on current issues.

### **VITAL (Volunteers in Tutoring Adult Learners)**

VITAL helps adults achieve their personal literacy goals through one-on-one tutoring, basic classroom instruction and ~~English as a second language (ESL)~~ **Language Learner (ELL)** classes. Topics covered by the VITAL collection include coping skills/life skills, basic English/reading skills, ~~Pre-GED~~ **TASC** materials, leisure reading, and books for teacher/tutors. Materials are selected at various reading levels for adult learners.

### **Young Adult Collection**

Young Adult materials are purchased to support a wide variety of interests from adolescence (age twelve) through adulthood. Selection is influenced by the special interests and developmental and informational needs of young adults and the bridging from the children's to adult resources.

While local curricula are generally supported, school textbooks and workbooks are specifically excluded from purchase in this collection.

### **Ground Floor Collection**

The Ground Floor (Teen Center) Collection supports the interests of young adults age 12-19. The collection emphasizes recent fiction titles of very high popularity and/or critical acclaim, as well a sampling of age-appropriate graphic novels. In addition, non-fiction and periodicals of particular interest to the teen audience are purchased. Additional copies of titles selected for the Ground Floor are usually available in other MCPL collections.

### **Children's Collection**

~~This collection serves the needs and interests of children from birth through early adolescence (age twelve); provides distinctive resources for adults working with or interested in materials for children; and supports the delivery of library services to this age group.~~

This collection serves the needs and interests of children from birth through early adolescence (age 12); provides distinctive resources for adults working with children, and supports the delivery of library programs and services to these audiences.

The collection includes a variety of print and nonprint materials. Core formats include: Board books, picturebooks, early readers, transitional readers and graphic novels. School textbooks and workbooks are not purchased for the circulating collection.

~~The collection includes a variety of print and nonprint materials. School textbooks and workbooks are specifically excluded from the general circulating children's collection, but may be purchased to support homework assistance programs.~~

## **Periodicals and Newspapers**

The periodical and newspaper collections supplement the **adult and children's** book and nonprint collections by providing up-to-date information, covering current topics not yet available in other print media, and presenting a more concise treatment of a subject than is usually found in books. Emphasis for magazines is placed on popular titles, business needs and a representative sampling of other topics. The collection is also used by the staff for selection and professional development.

Funding constraints limit the number of subscriptions and copies purchased by the Library. Gift subscriptions may be accepted for magazines, if they meet general selection guidelines. The Library subscribes to a number of local, Indiana, regional and national newspapers. Older issues of selected materials may be available on microform. The subscription lists are reviewed annually by staff.

## **Reference**

The Library maintains a collection of **adult and children's** print reference sources, covering a wide variety of topics and intended to meet the informational needs of the general public. Standard resources make up the core of this collection, consisting of books updated on a continuing basis and of individual works selected to meet demonstrated patron and community demands.

A core collection of print sources for children and adults who work with children is maintained. In addition, bibliographies of noted works for children are available for professional reference and readers' advisory.

The Library also subscribes to a variety of electronic products, databases, encyclopedias and other technology sources. Electronic products are purchased as funding allows to complement print offerings and to provide convenient access to information.

In addition, the Library provides and promotes patron use of reference and research products made available free of charge to Indiana libraries through INSPIRE, a statewide collection of databases.

Finally, a collection of professional materials is provided for staff use and are housed in various offices throughout MCPL. These titles generally serve a specific purpose related to such topics as programming, customer service, or administrative tasks. While not generally accessible to the public, titles available for checkout may be requested by patrons and will be handled via the Library's procedures for holds.

## **Nonprint**

### **Audiobooks (Books on CD and Playaways)**

The audiobook collections include literature and popular fiction and nonfiction. Unabridged editions are preferred.

The adult collection also contains language instruction resources, study courses, and spoken performances.

The juvenile audiobook collection emphasizes popular fiction, but includes recommended nonfiction titles, especially folktales. The collection includes "read-along" CDs that come packaged with a book.

### **CD-ROMS and DVD-ROMS**

The Ellettsville Branch ~~as well as Children's Services~~ **and the children's area** at the Main Library has a small collection of software available on CD-ROM.

The juvenile CD-ROM collection emphasis is on products with educational content, supporting the curricular needs of school-age children. A limited number of games are also purchased.

### **Compact Discs (CDs)**

The adult music CD collection consists of original, unedited works. It is intended for adolescence through adulthood. The collection emphasizes current popular material from all genres.

The juvenile music collection on CD emphasizes materials for early childhood and primary grades (birth through Grade 3). Popular music is included and an effort is made to collect a representation of musical styles, genres and different cultures.

## **Downloadable Audiobooks, Videos, Music, Magazines, and Ebooks**

The library provides patrons access to audio and electronic books (e-books) through ~~a statewide consortium, Indiana Digital Media~~ **multiple sources**. The items are accessible through the Library's online catalog.

**Materials are available for both children and adults.**

~~The collection emphasis is on adult fiction, but adult nonfiction and children's titles are also available.~~

~~Downloadable music is provided through Freegal.~~

## **DVDS**

The adult collection of DVDs contains a broad selection of entertainment, informational, and instructional videos. It is intended for adolescence (age twelve) through adult. The emphasis of the collection is on popular materials. In addition, the collection is balanced with classic movies, independent films, foreign films, and nonfiction educational and documentary titles.

There are a limited number of "public performance" (for group viewing) videos within the collection. (This means that they may be shown in a free public viewing setting--for example, a large group in a church or school--when checked out.) All current selections for this video collection are in DVD format.

The juvenile DVD/videocassette collection emphasizes early childhood and primary grades (birth through Grade 3), especially for home use. There are some "public performance" (for group viewing) videos within the collection.

## **E-Books**

~~The library purchases electronic books which can be read through your home computer. These titles are accessible through the Library's online catalog.~~

## **Toys**

This collection is housed in ~~Children's Services~~ **children's area** and provides recommended ~~interactive~~ learning materials appropriate for children from birth through age 4 ~~that help develop skills needed for learning to read.~~

## **Other Departmental Collections**

### **CATS (Community Access Television Services)**

CATS records and maintains a collection of Monroe County, City of Bloomington and other public municipal meetings. CATS also records and maintains a collection of local programs and events including arts and cultural activities, public panel discussions, and candidate forums. Decisions on what to add to the collection are based on what programs CATS feels that the community will most appreciate. More detailed information on how these events are selected for recording is available on the [CATS website](#).

While CATS cannot cover all events, ~~they do~~ **it does** loan equipment to individuals and groups who want their event added to the CATS collection. Individuals and groups may also donate programming to the CATS collection. ~~after paperwork is signed, stating the group or individual responsible for the content.~~ There are a number of ways that the public can access the CATS collection. See the CATS website listed above.

## **Related Services**

### **Interlibrary Loan**

Interlibrary loan is a transaction in which ~~Monroe Public Library~~ **MCPL** ~~obtains/~~tries to obtain materials directly from another library on behalf of a patron, or another library borrows materials from ~~the Monroe County Public Library~~ **MCPL** on behalf of its patron. Interlibrary loan is a service that supports the mission of the library by providing enhanced access to library materials and information. The purpose of interlibrary loan is to obtain materials which would not ordinarily be purchased by the library and to provide material from the collection to other libraries.

~~Monroe County Public Library~~ Patrons in good standing may request items not found in MCPL or other local library collections (such as Indiana University) through interlibrary loan.

Interlibrary loan is both a public service and an integral element in the collection development process. Staff may consider purchasing an item, in lieu of requesting it through ILL, if the material is requested frequently and deemed appropriate for selection within the guidelines described in this collection development policy.

### **Jail Library**

The Monroe County Jail Library consists of a collection of paperback and hardback books developed to meet the interests and needs of inmates at the Monroe County Correctional Center. Annual funding for this collection is made possible through Monroe County and official guidelines have been established for this purpose.

Selection of items is based on providing informational, educational and recreational reading materials to inmates. Criteria include titles that assist inmate reentry to society, promote rehabilitation and reduce recidivism. Special attention is given to areas of substance abuse, parenting and legal information. Emphasis is on popular reading material based on demand. In addition to the dedicated jail library collection, inmates have access to books from the ~~Monroe County Public Library~~ **library** upon request, but are subject to review by the Correctional Facility's administration.

### **Gifts and Donations**

The Monroe County Public Library Foundation gratefully accepts donations of gently used materials. **No conditions may be imposed relating to any gift, donation, or memorial either before or after its acceptance.** The Foundation allows library staff to select materials for the Library's collection according to the library's selection guidelines. Items that are not added to the collection are forwarded to the Bookstore for sale or disposal and are not returned to the donor.

No conditions may be imposed relating to any gift, donation, or memorial either before or after its acceptance by the Library. Upon request the library will provide a receipt as to the number and format of items donated. The library can not determine the value of donations.

Donation of monetary gifts, memorials, and commemorations to the Library are a thoughtful way to remember a special person or occasion and to help build the Library's collection. Donors may suggest subjects or titles to be acquired with their donation, but the Library reserves the right to make the final decision. Upon request a special gift plate identifying the donor and/or the person being memorialized and/or honored is placed in the material purchased and the individual is notified by the library.

For additional information about donations see the library's gift policy.

## De-selection of Materials

The staff reviews the collection continually to ensure its usefulness to the community, keep it responsive to patrons' needs, assess it for deficiencies (gaps), ensure its usefulness to the community and make room for newer materials. Titles may be weeded (withdrawn), retained, updated, rebound, reclassified or duplicated as justified by need. In general, weeding follows guidelines set out in the CREW\* (Continuous Review, Evaluation, and Weeding) Manual which includes:

- Physical condition
- Frequency of circulation
- Currency of information and the availability of updated material
- Permanent value to the collection, such as a classic book or an item of historical value
- Unnecessary copies or the presence of similar materials in the collection.
- Space to house the item
- Discontinuation of format

Inclusion of questionable language or attitudes, or a perception of factual inaccuracy, are not necessarily criteria for de-selection.

Withdrawn materials may be given to the Library Foundation for their its Bookstore. Reference materials retaining informational value may be transferred to the circulating collection, offered to other libraries or nonprofit organizations within the community.

## Reconsideration of Materials

The selection and de-selection of materials for the library is an on-going process, involving many different staff and many interactions with the community using the materials. Members of the community may have questions about the process or about selection of specific items. These questions are addressed as follows:

1. Questions concerning the process or a specific item in the collection can be answered by a librarian. The professional staff can clarify scope and depth of the collection, the role of individual and parental responsibility, and the use of selection guides. Many inquiries can be answered without pursuing the reconsideration process. The principles governing selection can be found in the Collection ~~Policy~~ **Development Statement**.
2. Patrons may wish to suggest alternative materials and ~~may need to know about the process of making~~ **can make a Suggestions for Purchase**.
3. Patrons may choose to ask for a formal review of specific materials. To do so, the patron must fill out a **Request for Reconsideration of Library Material** form (Appendix G).
4. Procedures for Requests for Reconsideration:
  - a. When the form is returned to the library, ~~a copy should be made for the Department Manager in the department where the material is held. The original form~~ **it should** be forwarded to the Library Director.
  - b. The Library Director will notify the patron that the Request has been received and that a Reconsideration Committee will review the material and make a recommendation for action.
  - c. The ~~Chair of the Content and Collections Committee~~ **Access and Content Services Manager** may form a Reconsideration Committee in consultation with the Director. This committee will consist of:
    1. the selector for that budget area, who will chair the committee;
    2. the ~~department manager~~ **Audience Strategist** (or designated representative) of the ~~department~~ **area** in which the item is held; and
    3. a **staff** member of the ~~Collection Development Committee~~ who does not work in the ~~department~~ **area** in which the item under review is held, and, in some cases,
    4. a representative from the community.
  - d. All members of the Reconsideration Committee will read, view, or listen to the material within ~~30~~ **45** days of receiving the request form. Original reviews and other pertinent information will be researched.
  - e. The committee will meet to discuss and evaluate the material, and a response will be determined. The committee's response and a recommendation for action will be sent to the Library Director within ~~45~~ **60** days after receiving the request.
  - f. The Library Director, or designee, will respond to the individual who submitted the "Request for Reconsideration", ~~form and copy~~ the members of the Reconsideration Committee, and the ~~Library~~ Board of Trustees.
  - g. The individual who submitted the Request for Reconsideration may appeal in writing the Director's response to the Library Board within 10 days after receiving the Director's response.

### **Policy Review and Revision Statement**

~~The Content and Collections Committee~~ **Library staff** will review the Collection Development Policy ~~at their~~ **annually** ~~September meeting~~. Any recommended change(s) will be sent to the Director for review. Changes recommended by the ~~Administrative Team~~ **Leadership Team** will be sent to the Library Board of Trustees for consideration and/or further action.



## List of Appendices:

Appendix A: [Library Bill of Rights](#)

Appendix B: [Freedom to Read](#)

Appendix C: [Freedom to View](#)

Appendix D: [Interpretations of the Library Bill of Rights](#)

Appendix E: [Formats Currently Purchased by MCPL](#)

Appendix F: [Purchase Suggestion Form](#)

Appendix G: [Request for Reconsideration of Library Material](#)

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\*Larson, Jeanette. *CREW : a weeding manual for modern libraries/ revised and updated by Jeanette Larson.* -- Austin, Tex. : Texas State Library and Archives Commission, 2012. p. : ill. ; 28 cm.

*Adopted by the [Monroe County Public Library Board of Trustees](#), October 18, 2006*

*Revised April 16, 2009*

*Revised January 19, 2011*

*Revised March 21, 2012*

*Revised February 20, 2013*

*Proposed for revision: November 18, 2015*

## **Disaster Recovery for Computer Systems Proposal, November 18, 2015**

Under the Indiana State Board of Accounts Accounting and Uniform Compliance Guidelines, Libraries are required to have a written Disaster Recovery Plan to ensure critical accounting information will be processed in the event of interruption of computer processing capability.

The plan must be updated and tested annually or when significant modifications to computer hardware, software or application systems occur. One copy of the Plan must be retained off site.

The policy, due to its confidential content regarding security of systems, will be distributed to the board separate of this packet.



## PPO \$500, HSA \$2,500 & HSA \$5,000 Deductible Plans + Clinic SIHO - Landmark Combined Network

### Monroe County Public Library Health Care Premium Contributions for Year 2016

Full-time and 30-hour Employees: Insurance + Clinic	PPO \$500 deductible Non-Embedded				HSA - Buy-up (\$2,500 deduct) Non-Embedded				HSA - Core (\$5,000 deduct) Embedded			
	CONTRIBUTIONS				CONTRIBUTIONS				CONTRIBUTIONS			
	Employee		Library		Employee		Library		Employee		Library	
	Annual	Biweekly	Annual	Bi-weekly	Annual	Biweekly	Annual	Bi-Weekly	Annual	Biweekly	Annual	Bi-weekly
<b>Employee Only</b>												
37.5 Hr/Week FT	\$1,537	\$59.11	<b>\$7,596</b>	\$292.15	-\$539	-\$20.73	\$7,596	\$292.15	-\$1,986	-\$76.37	\$7,596	\$292.15
30 Hr/Week/PT	\$3,056	\$117.54	\$6,077	\$233.72	\$980	\$37.70	\$6,077	\$233.72	-\$467	-\$17.94	\$6,077	\$233.72
<b>EE/Child(ren)</b>												
37.5 Hr/Week FT	\$7,556	\$290.63	\$9,197	\$353.72	\$3,778	\$145.31	\$9,197	\$353.72	\$1,145	\$44.05	\$9,197	\$353.72
30 Hr/Week/PT	\$9,396	\$361.37	\$7,357	\$282.97	\$5,617	\$216.05	\$7,357	\$282.97	\$2,985	\$114.79	\$7,357	\$282.97
<b>EE/Spouse</b>												
37.5 Hr/Week FT	\$9,763	\$375.51	\$9,586	\$368.70	\$5,386	\$207.16	\$9,586	\$368.70	\$2,319	\$89.20	\$9,586	\$368.70
30 Hr/Week/PT	\$11,680	\$449.25	\$7,669	\$294.96	\$7,303	\$280.90	\$7,669	\$294.96	\$4,236	\$162.94	\$7,669	\$294.96
<b>Family</b>												
37.5 Hr/Week FT	\$13,104	\$504.01	\$10,714	\$412.08	\$8,037	\$309.13	\$10,714	\$412.08	\$4,348	\$167.22	\$10,714	\$412.08
30 Hr/Week/PT	\$15,247	\$586.43	\$8,571	\$329.66	\$10,180	\$391.54	\$8,571	\$329.66	\$6,491	\$249.64	\$8,571	\$329.66

Employees & Dependents <u>not</u> covered by MCPL Health Insurance	Voluntary Activate Clinic Coverage 50%				Voluntary Activate Clinic Coverage @ 75% Part Time (15/20/25 Hr. Staff)				Voluntary Activate Clinic Coverage @ 50% Dependents of Covered Full Part Time Staff			
	CONTRIBUTIONS				CONTRIBUTIONS				CONTRIBUTIONS			
	Employee		Library		Employee		Library		Employee		Library	
	Annual	Biweekly	Annual	Bi-weekly	Annual	Biweekly	Annual	Bi-weekly	Annual	Biweekly	Annual	Bi-weekly
<b>Employee Only</b>	\$229	\$8.80	\$229	\$8.80	\$114	<b>\$4.40</b>	\$343	<b>\$13.20</b>				
<b>Child (per child)</b>	\$458	\$17.60	\$458	\$17.60					\$343	\$13.20	\$572	\$22.00
<b>Spouse</b>	\$458	\$17.60	\$458	\$17.60					\$343	\$13.20	\$572	\$22.00
<b>Family</b>	\$915	\$35.20	\$915	\$35.20					\$801	\$30.80	\$1,030	\$39.60

Note: Employee must participate in clinic order to enroll dependent

The Library contributes an equal amount to each 37.5 employee. \$7,596  
Contributions to 30-hour employees are calculated at 80% of the 37.5-hour employee rate.

\*The Library contributes 15% of Family/Spouse/Children premiums for full-time employees.

\*Negative contributions represent funds **deposited** by the Library to the employee's HSA account. The employee may also contribute additional funds (pre-tax) up to the annual cap. The maximum in 2016 is \$3,350 for employee only and \$6,750 for those with dependant/family coverage.



# Guardian Dental Premiums

## Monroe County Public Library

### Dental Care Premium Contributions for Year 2016

Coverage Type and Employee Status	Dental Contributions			Library
	Employee		Library	Contrib
	Annual	Biweekly	Annual	Bi-weekly
<b>Employee Only</b>				
37.5 Hr/Week FT	\$40.82	\$1.57	\$408.22	\$15.70
30 Hr/Week/PT	\$122.47	\$4.71	\$326.57	\$12.56
25 Hr/Week/PT	\$176.90	\$6.80	\$272.14	\$10.47
20 Hr/Week/PT	\$231.33	\$8.90	\$217.71	\$8.37
<b>EE/Child(ren)</b>				
37.5 Hr/Week FT	\$491.66	\$18.91	\$487.78	\$18.76
30 Hr/Week/PT	\$589.22	\$22.66	\$390.22	\$15.01
25 Hr/Week/PT	\$654.26	\$25.16	\$325.18	\$12.51
20 Hr/Week/PT	\$719.29	\$27.67	\$260.15	\$10.01
<b>EE/Spouse</b>				
37.5 Hr/Week FT	\$449.54	\$17.29	\$480.34	\$18.47
30 Hr/Week/PT	\$545.61	\$20.98	\$384.27	\$14.78
25 Hr/Week/PT	\$609.65	\$23.45	\$320.23	\$12.32
20 Hr/Week/PT	\$673.70	\$25.91	\$256.18	\$9.85
<b>Family</b>				
37.5 Hr/Week FT	\$945.26	\$36.36	\$567.82	\$21.84
30 Hr/Week/PT	\$1,058.82	\$40.72	\$454.26	\$17.47
25 Hr/Week/PT	\$1,134.53	\$43.64	\$378.55	\$14.56
20 Hr/Week/PT	\$1,210.24	\$46.55	\$302.84	\$11.65

In this option, the Library contributes an equal amount to each full-time employee **\$408.22**  
 Part-time contributions are calculated based on the percentage of time worked (20 hrs. = 53%; 25hrs. = 66%; 30hrs. = 80%).

*The Library contributes 15% of Family/Spouse/Children premiums for full-time employees.*

Annual deductible for an individual is \$25.00

*The family deductible limit is 3 per family, and must be met by one, or combination of, family members before plan coverage takes effect at 100%.*



## Monroe County Public Library

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### Vision Premiums for Year 2016

#### Guardian VSP Choice Network

#### Voluntary/Employee Paid

	Annual Rate	Monthly Rate	Bi-Weekly Rate
Employee Only	\$114.36	\$9.53	<b>\$4.40</b>
Employee/Children	\$195.96	\$16.33	<b>\$7.54</b>
Employee/Spouse	\$192.36	\$16.03	<b>\$7.40</b>
Employee/Family	\$310.44	\$25.87	<b>\$11.94</b>

**Monroe County Public Library**  
**Short Term Disability (STD) Price Calculations**  
**2016**

**MCPL will continue to provide Short Term Disability on Voluntary / Cost Shared Basis for 2016. The goal is to help protect employees' income when they are unable to work for an extended period of time, while also assuring the library can continue to operate.**

- Employees working 37.5, 30 and 25 hours per week are eligible for the STD benefit.
- Employees must exhaust accumulated sick and personal leave before using STD insurance.
- The cost of coverage is based on your individual income and will differ for each employee.

**MCPL will pay up to a maximum of \$150 towards employee Short Term Disability coverage for those who elect coverage.**

37.5 hours per week employees will receive a \$150 annual contribution

30 hours per week employees will receive a \$120 annual contribution

25 hours per week employees will receive a \$100 annual contribution

You will find your bi-weekly Guardian STD rate in your personalized packet. Please look in the booklet for your annual salary and slide to the left to find your bi-weekly rate. The amounts listed below are the bi-weekly amounts that MCPL will contribute.

**37.5 hours per week: \$5.77 per pay**

**30.0 hours per week: \$4.62 per pay**

**25.0 hours per week: \$3.85 per pay**





## **Summary of MCPL 2016 Benefits Available for 20, 25 and 15-18 Hour Status Employees**

### **Staff Working 20-25 hrs./wk.**

#### **Employer Paid Benefits**

- Sick and Personal Leave (see MCPL Employee Manual on Lint for details)
- 9 Paid Holidays earned annually

#### **Combined Employer and Employee Contributions**

- Dental Insurance
- Activate Health Clinic
- Short-Term Disability (25+ hrs./wk. employees)

#### **Employee Paid – Voluntary Benefits**

- Flexible Spending Account (FSA)
- Vision
- Voluntary Additional Term Life and Accidental and Death and Dismemberment (ADD) Insurance
- Allstate Critical Illness, Cancer, and Accident Insurance

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### **Staff Working 15 - 18 hrs./wk.**

#### **Combined Employer and Employee Contributions**

- Activate Health Clinic

### **All MCPL Staff**

#### **Employee Paid – Voluntary Benefits**

- Identification (ID) Theft and Legal Shield insurance (fraud & credit protection and legal services)
- United Way of Monroe County – a convenient way to contribute to this philanthropic organization



## **Summary of MCPL 2016 Benefits Available for 20, 25 and 15-18 Hour Status Employees**

### **Staff Working 20-25 hrs./wk.**

#### **Employer Paid Benefits**

- Sick and Personal Leave (see MCPL Employee Manual on Lint for details)
- 9 Paid Holidays earned annually

#### **Combined Employer and Employee Contributions**

- Dental Insurance
- Activate Health Clinic
- Short-Term Disability (25+ hrs./wk. employees)

#### **Employee Paid – Voluntary Benefits**

- Flexible Spending Account (FSA)
  - Vision
  - Voluntary Additional Term Life and Accidental and Death and Dismemberment (ADD) Insurance
  - Allstate Critical Illness, Cancer, and Accident Insurance
- 
- 

### **Staff Working 15 - 18 hrs./wk.**

#### **Combined Employer and Employee Contributions**

- Activate Health Clinic

### **All MCPL Staff**

#### **Employee Paid – Voluntary Benefits**

- Identification (ID) Theft and Legal Shield insurance (fraud & credit protection and legal services)
- United Way of Monroe County – a convenient way to contribute to this philanthropic organization



2016 AGREEMENT TO PROVIDE COMMUNITY ACCESS TELEVISION SERVICE: TOWN OF ELLETTSVILLE

This Agreement is made by and between the Town of Ellettsville, hereinafter referred to as "Town", and the Monroe County Public Library, hereinafter referred to as "Library".

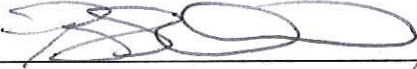

WHEREAS, it is the desire of the Town to aid the library in providing services and facilities to the public for local access television programming.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. To partially fund the operational expenses of the Community Access Center for the year 2016, the Town shall pay \$14,874. Such payment shall be in equal installments of \$3,718.50, payable at the beginning of each quarter of the calendar year 2016 (March 31, June 30, September 30, December 31).
2. The Library shall, by means of the Bloomington Community Access Television, telecast meetings of the Ellettsville Town Council, Ellettsville Planning and Zoning Board, Richland-Bean Blossom Community School Corporation.
3. The library shall provide an annual progress and financial report to the Town Council, which report shall summarize the utilization of the Town's payments.
4. This agreement is subject to an appropriation of funds by the Ellettsville Town Council.
5. Either party may terminate this agreement upon sixty (60) days written notice. Notice shall be sent to the following addresses unless such addresses are otherwise changed in writing:  
  
Town of Ellettsville  
221 North Sale Street  
Post Office Box 8  
Ellettsville, IN 47429  
  
Monroe County Public Library  
ATTN: Director  
303 East Kirkwood Avenue  
Bloomington, IN 47401
6. This agreement is for a period of one year.
7. Library certifies that it is enrolled in the E-Verify program and has verified the work eligibility status of all newly hired employees through the E-Verify program, unless the E-Verify program no longer exists, and that signing this contract serves as an affidavit affirming that the Library does not knowingly employ an unauthorized alien.
8. Library affirms that it is in compliance with Indiana Code 5-22-16.5 et. seq., and does not knowingly engage in investment activities in Iran by providing goods or services worth \$20,000,000 or more in value to the energy sector of Iran.

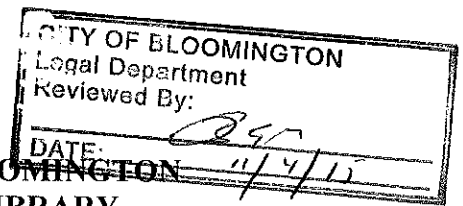
IN WITNESS WHEREOF, the parties have hereunto affixed their signatures on the date indicated below.

ELLETSVILLE TOWN COUNCIL

Signature   
Name / Title Brian S. OGDHAM / President  
Date 12 Oct 15  
Attest   
Clerk/Treasurer

MONROE COUNTY PUBLIC LIBRARY

Signature \_\_\_\_\_  
Name / Title \_\_\_\_\_  
Date \_\_\_\_\_  
Attest \_\_\_\_\_  
Marilyn Wood, Director  
  
\_\_\_\_\_  
Michael White, CATS Manager



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

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

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

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

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

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

**Section 1: Term.** This Agreement shall be in full force from the date this Agreement is fully executed and shall end on December 31, 2016.

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

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

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

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

for any repairs to the connections and laterals which must be performed during the term of this Agreement. MCPL shall notify the City forty-five (45) days in advance of any construction projects pertaining or connecting to the BDU.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**City of Bloomington  
Board of Public Works**  
By:

**Monroe County Public Library  
Board of Trustees**  
By:

\_\_\_\_\_  
Charlotte Zietlow, President

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

\_\_\_\_\_  
Date

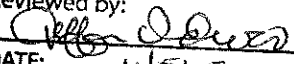
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Mark Kruzan, Mayor

\_\_\_\_\_  
Marilyn Wood, MCPL Director

11.6.2015  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**CITY OF BLOOMINGTON**  
Controller  
Reviewed by:   
DATE: 11/5/15  
FUND/ACCT: J/A

**CITY OF BLOOMINGTON**  
and  
**MONROE COUNTY PUBLIC LIBRARY**  
**CATS FUNDING AGREEMENT for 2016**

CITY OF BLOOMINGTON Legal Department Reviewed By: _____ DATE: 11/4/15
--

**This Agreement** is entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, at Bloomington, Indiana, by and between the Board of Public Works of the City of Bloomington, hereinafter referred to as the "City," the Monroe County Public Library, hereinafter referred to as "Library," and Community Access Television Services, hereinafter referred to as "CATS." CATS and the Library agree to provide services as set forth below and comply with all provisions of this Agreement, and the City agrees to provide funding as set forth below.

**Article I. Services to be provided by Library.**

CATS and the Library agree as follows:

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

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

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

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

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

**Article II. Designated use of Agreement Funds and Equipment.**

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

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

**Article III. Data on Affirmative Action.**

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

**Article IV. Funding Procedure.**

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



- (a) The Library will submit a signed claim voucher or invoice to the Information and Technology Services Department of the City of Bloomington, ITS, which will be processed in accordance with the City's normal practice for payments and reimbursements. Invoices may be submitted at the beginning of each quarter – January, April, July, and October.
- (b) The City will provide funding at the rate of **\$107,347.75** quarterly for the calendar year beginning January 1, 2016, with the total not to exceed **\$429,391.00**.

**Article V. Accounting Procedures.**

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

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

**Article VI. Program Monitoring and Library Reporting Requirements.**

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

**Article VII. Access to Records.**

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

**Article VIII. Retention of Records.**

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

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

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

**Article IX. Termination of Agreement.**

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

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

**Article X. Forfeiture of Funds for Noncompliance.**

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

**Article XI. Verification of Work Status.**

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

**Article XII. Investment Activities in Iran**


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

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

**CITY OF BLOOMINGTON**

By: \_\_\_\_\_  
Charlotte Zietlow, President  
Board of Public Works

Date: \_\_\_\_\_

By:   
Mark Krizan, Mayor

Date: 11.6.2015

**MONROE COUNTY PUBLIC LIBRARY:**

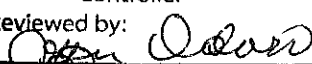
By: \_\_\_\_\_  
~~Sara Laughlin, Director~~ *Marilyn Wood, Director*

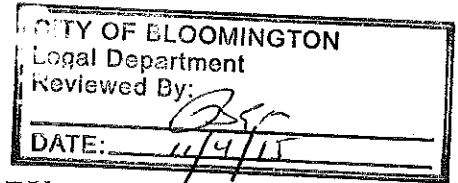
Date: \_\_\_\_\_

**COMMUNITY ACCESS TELEVISION SERVICES:**

By: \_\_\_\_\_  
Michael White, General Manager

Date: \_\_\_\_\_

**CITY OF BLOOMINGTON**  
Controller  
Reviewed by:   
DATE: 11/6/15  
FUND/ACCT: 401 - 2600 500



**CITY OF BLOOMINGTON**  
**and**  
**MONROE COUNTY PUBLIC LIBRARY**  
**PUBLIC, EDUCATION AND GOVERNMENT CHANNEL**  
**PROGRAMMING AGREEMENT for 2016**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Section 5. Term.** This Agreement shall be in full force and effect beginning on the date of execution of this Agreement and ending December 31, 2016. This agreement may be rescinded at the City's discretion with a 30-day written notice.

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

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

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

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

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

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

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

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

**CITY**

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

**The PEGCP**

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

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

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

**CITY OF BLOOMINGTON**

By: \_\_\_\_\_  
Charlotte Zietlow, President  
Board of Public Works

\_\_\_\_\_  
Date

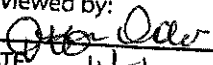
By:  \_\_\_\_\_  
Mark Kruzan, Mayor

11.6.2015  
\_\_\_\_\_  
Date

**MONROE COUNTY PUBLIC LIBRARY:**

By: \_\_\_\_\_  
Marilyn Wood, Director

\_\_\_\_\_  
Date

**CITY OF BLOOMINGTON**  
Controller  
Reviewed by:   
DATE: 11/5/15  
FUND/ACCT: 210

**COMMUNITY ACCESS TELEVISION SERVICES:**

By: \_\_\_\_\_  
Michael White, Station Manager

\_\_\_\_\_  
Date