

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

**Wednesday, December 16, 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 November 18, 2015 Board Meeting (page 1-4)
  - b. Minutes of November 18, 2015 Executive Session (page 5)
  - c. Minutes of December 9, 2015 Work Session (page 6-7)
  - d. Monthly Bills for Payment (page 8-14)
  - e. Monthly Financial Report (page 15-40)
  - f. Personnel Report (page 41-49)
  - g. 2016 Board Meeting Calendar (page 50)
3. Director’s Monthly Report – Marilyn Wood, Director (page 51-72)
4. Old Business
5. New Business – action items
  - a. CATS Memo of Understanding with WFHB – Michael White (page 73-75)
  - b. 2016 Holiday Schedule, 2016 Pay Schedule, 2016 Salary and Wage Schedule, Pay Resolution, Resolution to Set Salary of Director – Kyle Wickemeyer-Hardy (page 76-80)
  - c. 2016 Fines & Fee Schedule – Gary Lettelleir (page 81)
  - d. 2016-2018 Technology Plan – Ned Baugh (page 82-105)
6. Department Update – El Centro Comunal Latino – Jane Walter
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**  
**November 18, 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: Mike Adams, Ned Baugh, Michael Hoerger, Tyler Lake, Gary Lettelleir, Martin O'Neill, Ryan Stacy, Bara Swinson, Pam Wasmer, Michael White, Kyle Wickemeyer-Hardy, Josh Wolf, Marilyn Wood

Others: Tom Bunger

**Call to Order**

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

**Consent Agenda**

John Walsh moved to approve the consent agenda; David Ferguson seconded the motion.

Valerie moved to make a correction to the minutes for November 11. She requested the minutes note that telecommunications (CATS) agreements, in any paragraph with anti-discriminatory entities, should include sexual orientation.

The Board then unanimously approved the consent agenda.

**Director's Monthly Report**

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

- The new and updated program guide is now available. This guide combines all programs, for all ages, Main and Ellettsville, into a single guide. It is receiving many compliments and high usage already.
- Food for Fines had 270 participants and they brought in 2261 pounds of food and almost \$2200 in reduced fines which made it possible for many individuals to use the library once again.
- Sunday visits to the Library compared to one year ago were analyzed in October. It has been one year since Sunday hours were expanded to noon-6pm, formerly 1-5pm. Traffic is up significantly on Sundays. As of October 2015, Sunday visits

are up 14% compared to 2014. This includes adjusting for closed days in 2014, otherwise the total increase in Sunday traffic is 18%, while traffic is down every other day of the week. Customers are taking advantage of free parking and additional hours – 19% of all Sunday traffic comes in from noon-1, and 8% between 5-6pm during the first quarter of 2015. Strikingly, 19% of Sunday traffic also comes through the door from 1-2, and again 2-3. Opening earlier is meeting a customer need.

- The Library is seeing positive results from energy saving measures and consumption is down. Costs in 2015, if they remain steady through the remaining portion of the year, will be approximately \$50,000 less than 2014. Building Services has also entered into a new program for purchasing cleaning supplies and paper supplies and anticipates significant savings. There will be a report in the next month or so describing these savings.
- Valerie mentioned how reduction of paper from the computer passes is noticeable and makes the computer area much tidier.
- Approximately 90 new patrons signed up for the Library's recently-acquired access to Lynda.com in October, rather than November as noted in the Director's report.
- Marilyn Wood and Stephanie Holman presented at the ILF conference this week.

### **Old Business**

None.

### **New Business**

- **General Obligation Bond.** Library Financial Officer Gary Lettelleir and Library Attorney Tom Bunger submitted final compliance documents for the Library's sale of a General Obligation bond for approval. Tom reported the documents are consistent, standard in form, and in the opinion of bond Counsel in proper order. This includes an amended resolution for approval. John Walsh moved that the documents be approved, with Fred Risinger seconding the motion. The motion passed unanimously.
- **Library Gift Policy.** Marilyn submitted the proposed updated Gift Policy for approval. There were no questions. After a motion by Fred to approve, the policy was seconded by David, the motion passed unanimously.
- **Library Collection Development Policy.** John moved to accept the updated policy, with Melissa Pogue seconding his motion. Pam Wasmer, the Library's Access and Content Services Manager, provided a review of the proposed amendments to the policy and answered the Board's questions. The Collection Development policy is required to be approved by the State. Most changes this

year are for clarity and to update organizational language to match the new service model. Pam also reported that the current document contains both policy and procedural information. She anticipates presenting a new policy, much more streamlined and concise, in 2016.

David moved that an additional amendment to the language in the policy's Introduction section be made. He suggested the words "in its collection development" be added to the third paragraph, second sentence of the Introduction to the policy. John seconded that motion, and the amendment passed unanimously.

- **Computer Disaster Recovery Policy.** Ned Baugh, the Library's Information Technology Manager, submitted this new policy for approval and answered the Board's questions. David moved to accept the policy, Kathy Loser seconded his motion, and the motion passed unanimously.
- **2016 Library Employee Benefits.** Kyle Wickemeyer-Hardy, Library Human Resources Manager, submitted the proposed Health care benefits for Library employees for 2016 and answered the Board's questions. She reported there are no increased in health insurance rates, and all plans remain the same. She went over premium rates for dental, vision, Activate Clinic, and others as shown in the packet. John moved to accept the proposed benefits, with Melissa seconding the motion. The motion passed unanimously.
- **2016 CATS Contracts.** Michael B. White, Manager of the Library's Community Access Television Services (CATS), submitted the contracts with the City and the Town of Ellettsville for approval and answered the Board's questions. In response to Valerie's request to include sexual orientation among the categories included in the contracts' non-discrimination clause for the County, Michael related that he was advised by the County that this was seen as a matter of clarification, and that re-approval by County Commissioners was not necessary. John moved to accept the CATS contracts as clarified, Kathy seconded his motion, and the motion passed unanimously.

### **Update: Community Engagement & Learning Services**

Josh Wolf, the Library's Community Engagement & Learning Services Manager, gave the Board an update on the recently created unit. Among the items he discussed:

- Josh described why we are focusing on community engagement to meet our audiences in traditional places and also new audiences from places in the community. We are making the "ask" about what individuals want from the Library and in their community. We can then meet their needs as they identify them. He described initiatives in place with Special Audiences,

Children's, Adults at Ellettsville, non-profit central, Teens, and with partners such as MCCSC, RBBSC, BABs, League of Women's Voters, Makevention, and others. There are many changes still underway and staff are doing new tasks and with new colleagues internally. Librarians are regularly doing their work in new places across the Library and locations.

- A new system that attempts to streamline and focus the Library program planning process is nearing completion, and should be in place for the winter 2015-16 program cycle. This includes outcome evaluation.

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

**Public Comment**

None.

**Adjournment**

Fred made a motion to adjourn the meeting, with John seconding the motion. After unanimous agreement, Valerie adjourned the meeting at 6:41 p.m.

**MONROE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES EXECUTIVE SESSION  
Wednesday, November 18, 2015  
Board Room**

**Present:**

Kathy Loser, Valerie Merriam, Melissa Pogue, Fred Risinger, John Walsh.

**Call to Order**

President Valerie Merriam called the meeting to order at 6:53 pm in the Board Room.

The Board discussed a job performance evaluation of an individual employee, as allowed under IC 5-14-1.5-6.1(9).

No subject matter was discussed in the executive session other than the subject matter specified in the public notice.

The meeting adjourned at 7:10 pm.

**MONROE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
WORK SESSION  
December 9, 2015  
Meeting Room 1C  
5:45 p.m.**

**Present**

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

Library staff: Ned Baugh, Michael Hoerger, Gary Lettelleir, Michael White, Kyle Wickemeyer-Hardy, Marilyn Wood

Others: Tom Bunger

**Call to Order**

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

**CATS Memo of Understanding with WFHB**

Community Access Television Services (CATS) General Manager Michael White presented a memorandum of understanding between Monroe County Public Library (MCPL), CATS, and WFHB, agreeing to produce an ongoing weekly program focusing on primary issue(s) in Monroe County, based on content acquired from CATS coverage of local government meetings.

**2016–2018 Technology Plan**

Library Information Technology Unit Manager Ned Baugh presented a review of the Library's technology plan for 2016 through 2018. He spoke briefly about the current plan and achievements. Baugh answered questions and highlighted three goals in the new plan:

1. Migrate to cloud-based email and document sharing services for MCPL staff
2. Consider moving to a virtualized server environment
3. Transfer CATS archives to an all-digital environment

**2016 Holiday Schedule, 2016 Pay Schedule, 2016 Salary & Wage Schedule, Resolution**

Library Human Resources Unit Manager Kyle Wickemeyer-Hardy presented a review of the proposed 2016 schedules for Library holidays and staff paycheck disbursement, and proposed 2016 pay ranges. Wickemeyer-Hardy reviewed the background for increasing pay ranges, highlighting the need to be competitive locally and nationally, as well as the Library's unique opportunity with savings in health care costs.

**2016 Fines & Fees Schedule**

Library Finance Unit Manager Gary Lettelleir presented the proposed fines and fees schedule for 2016 and answered questions.

**2016 Board Meeting Dates**

Library Director Marilyn Wood presented the proposed dates for 2016 Board of Trustees meetings. The Board had no questions.

**Public Comment**

None.

**Adjournment**

At 6:35 p.m., Valerie Merriam adjourned the work session.



**MONROE COUNTY PUBLIC LIBRARY**

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**November 7, 2015 to December 8, 2015**

<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
<b>06600 MAINSOURCE CHECKING</b>			
Paid Chk# 002850 WEX BANK	11/10/2015	\$429.09	FUEL
Paid Chk# 002851 AT&T (IL)	11/11/2015	\$119.83	2 DEDICATED LINES
Paid Chk# 002852 AUBREY DUNNUCK	11/11/2015	\$0.00	15 YRS. STAFF RECOGNITION
Paid Chk# 002853 BARA SWINSON	11/11/2015	\$0.00	20 YRS. STAFF RECOGNITION
Paid Chk# 002854 BLOOMINGTON PUBLIC	11/11/2015	\$269.25	3RD QTR. '15 BUS PASSES
Paid Chk# 002855 BOBBY OVERMAN	11/11/2015	\$0.00	15 YRS. STAFF RECOGNITION
Paid Chk# 002856 CHRIS HOSLER	11/11/2015	\$0.00	20 YRS. STAFF RECOGNITION
Paid Chk# 002857 CHRISTINE EYKHOLT FRIESEL	11/11/2015	\$0.00	20 YRS. STAFF RECOGNITION
Paid Chk# 002858 CITY OF BLOOMINGTON UTILITIE	11/11/2015	\$1,217.22	WATER & SEWER
Paid Chk# 002859 CYNTHIA A. JOHNSON	11/11/2015	\$150.00	FD/CHILD-NOV. PROGRAMS
Paid Chk# 002860 DAVID WALTER	11/11/2015	\$0.00	15 YRS. STAFF RECOGNITION
Paid Chk# 002861 DUKE ENERGY	11/11/2015	\$20,231.92	ELECTRICITY
Paid Chk# 002862 GE CAPITAL INFORMATION	11/11/2015	\$50.93	MONTHLY VITAL COPIER RENTAL
Paid Chk# 002863 JACQUELINE CUSHMAN	11/11/2015	\$300.00	FD/CHILD PROGRAMS
Paid Chk# 002864 JACQUELINE LOVINGS	11/11/2015	\$0.00	25 YRS. STAFF RECOGNITION
Paid Chk# 002865 JERALD W. JAMES	11/11/2015	\$600.00	TALK TO AN EXPERT/FINRA
Paid Chk# 002866 JULIE KINSER	11/11/2015	\$0.00	25 YRS. STAFF RECOGNITION
Paid Chk# 002867 JULIE MARTIN	11/11/2015	\$48.65	FRIENDS 50TH B-DAY CELEBRATION
Paid Chk# 002868 LISA CHAMPELLI	11/11/2015	\$0.00	20 YRS. STAFF RECOGNITION
Paid Chk# 002869 MARILYN WOOD	11/11/2015	\$93.40	ADOLPLI MTG & TRAVEL
Paid Chk# 002870 MICHAEL WHITE	11/11/2015	\$0.00	30 YRS. STAFF RECOGNITION
Paid Chk# 002871 MICHELE NEEDHAM	11/11/2015	\$0.00	30 YRS. STAFF RECOGNITION
Paid Chk# 002872 MIDWEST PRESORT SERVICE	11/11/2015	\$271.85	POSTAGE SERVICES
Paid Chk# 002873 SMITHVILLE COMMUNICATIONS	11/11/2015	\$174.43	TELEPHONE
Paid Chk# 002874 SUSAN SATER	11/11/2015	\$0.00	20 YRS. STAFF RECOGNITION
Paid Chk# 002875 VERIZON WIRELESS	11/11/2015	\$120.03	BKM DATA LINES
Paid Chk# 002876 VIRGINIA H. RICHEY	11/11/2015	\$60.00	STORYTIME PROGRAMS
Paid Chk# 002877 3M	11/11/2015	\$2,300.40	E-BOOKS
Paid Chk# 002878 ALL-PHASE ELECTRIC SUPPLY	11/18/2015	\$100.62	LIGHTS
Paid Chk# 002879 AMERICAN UNITED LIFE INS. CO.	11/18/2015	\$1,357.30	403b TSA-AUL W/H
Paid Chk# 002880 B & H PHOTO-VIDEO	11/18/2015	\$13,169.77	CATS EQUIPMENT
Paid Chk# 002881 BAKER & TAYLOR BOOKS	11/18/2015	\$16,354.43	BOOKS
Paid Chk# 002882 BANCTEC INC.	11/18/2015	\$31.83	MNTHLY FOLDER MAINT.
Paid Chk# 002883 BLACKSTONE AUDIO, INC.	11/18/2015	\$150.00	NONPRINT
Paid Chk# 002884 BLOOMINGTON PAINT &	11/18/2015	\$446.86	PAINT
Paid Chk# 002885 BRENDA SEIBEL	11/18/2015	\$34.99	WELLNESS PITCH-IN
Paid Chk# 002886 B-TECH LLC	11/18/2015	\$40.00	MNTHLY WEBSERVICE FEE
Paid Chk# 002887 BUNGER & ROBERTSON, LLP	11/18/2015	\$700.00	LEGAL SERVICES
Paid Chk# 002888 CARMICHAEL TRUCK &	11/18/2015	\$476.24	BKM REPAIR
Paid Chk# 002889 CENTER POINT LARGE PRINT	11/18/2015	\$217.50	BOOKS
Paid Chk# 002890 CENTURYLINK	11/18/2015	\$23.50	LONG-DISTANCE CALLS
Paid Chk# 002891 CHRIS HOSLER	11/18/2015	\$39.93	ILF CONF EXPENSES
Paid Chk# 002892 CINTAS CORPORATION	11/18/2015	\$352.36	FIRST-AID SPLS
Paid Chk# 002893 CITY GLASS OF BLOOMINGTON,	11/18/2015	\$3,926.00	BLDG REPAIR
Paid Chk# 002894 COMCAST	11/18/2015	\$22.08	CABLE EQUIP RENTAL
Paid Chk# 002895 DEMCO, INC.	11/18/2015	\$2,192.26	ELL. FLOOR DISPLAY CASE
Paid Chk# 002896 DOWNTOWN BLOOMINGTON,	11/18/2015	\$150.00	2016 DBI MEMBERSHIP
Paid Chk# 002897 EBSCO	11/18/2015	\$36,386.09	DATABASES
Paid Chk# 002898 ELECTRONIC COMMERCE, INC.	11/18/2015	\$6,647.50	PAYROLL SERVICES
Paid Chk# 002899 ELLETTSVILLE TRUE VALUE	11/18/2015	\$37.78	BLDG SPLS
Paid Chk# 002900 FEDEX	11/18/2015	\$25.45	DELIVERY
Paid Chk# 002901 FINDAWAY WORLD, LLC	11/18/2015	\$1,955.63	NONPRINT
Paid Chk# 002902 FIRST RESPONSE SERVICES, INC	11/18/2015	\$5,589.43	BLDG REPAIR
Paid Chk# 002903 FREEDOM BUSINESS	11/18/2015	\$496.00	TONER CARTRIDGES

**MONROE COUNTY PUBLIC LIBRARY**

12/09/15 12:07 PM

Page 2

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**November 7, 2015 to December 8, 2015**

Name	Check Date	Check Amt	
Paid Chk# 002904	GALE/CENGAGE LEARNING	11/18/2015	\$1,636.15 BOOKS
Paid Chk# 002905	GLOBAL EQUIPMENT COMPANY	11/18/2015	\$172.90 BLDG SPLS
Paid Chk# 002906	GOTHIC YEARBOOK	11/18/2015	\$124.00 2014 & 2015 YEARBOOKS
Paid Chk# 002907	GREY HOUSE PUBLISHING, INC.	11/18/2015	\$451.05 BOOKS
Paid Chk# 002908	INDIANA CHAMBER OF	11/18/2015	\$951.75 WELLNESS SUMMIT
Paid Chk# 002909	INDIANA HISTORICAL SOCIETY	11/18/2015	\$89.89 BOOKS
Paid Chk# 002910	INNOVATIVE INTERFACES, INC.	11/18/2015	\$4,890.00 SERVER
Paid Chk# 002911	INTERNET MINDED DESIGN AND	11/18/2015	\$606.00 CONSULTING
Paid Chk# 002912	J.F.J DISC REPAIR INC.	11/18/2015	\$237.70 CATALOGING SPLS/A-V
Paid Chk# 002913	JENNIFER KELLAMS	11/18/2015	\$48.83 EMPLOYEE RECOGNITION RECEPTION
Paid Chk# 002914	KLEINDORFER'S HDWE	11/18/2015	\$12.58 BLDG SPLS
Paid Chk# 002915	KYLE WICKEMEYER-HARDY	11/18/2015	\$39.80 STAFF RECOGNITION SPLS
Paid Chk# 002916	LEARNING TREASURES	11/18/2015	\$434.34 NONPRINT
Paid Chk# 002917	LOGISTECH, INC.	11/18/2015	\$1,085.36 BOOKS
Paid Chk# 002918	MANGO LANGUAGES	11/18/2015	\$12,459.86 DATABASES
Paid Chk# 002919	MARILYN WOOD	11/18/2015	\$46.16 ILF MTG./MILEAGE
Paid Chk# 002920	MENARDS - BLOOMINGTON	11/18/2015	\$134.96 BLDG SPLS
Paid Chk# 002921	MIDWEST PRESORT SERVICE	11/18/2015	\$271.38 POSTAGE SERVICE
Paid Chk# 002922	MIDWEST TAPE	11/18/2015	\$11,297.21 NONPRINT
Paid Chk# 002923	MONSTER TRASH	11/18/2015	\$187.02 TRASH SERVICE
Paid Chk# 002924	NATIONAL AUDUBON SOCIETY	11/18/2015	\$20.00 YEAR SUBSCRIPTION/MEMBER
Paid Chk# 002925	NATURE'S WAY, INC.	11/18/2015	\$85.00 MNTHLY INTERIOR PLANT MAINT.
Paid Chk# 002926	NETWORK SERVICES COMPANY	11/18/2015	\$1,741.57 CLEANING SPLS
Paid Chk# 002927	OCLC, INC.	11/18/2015	\$3,445.60 MNTHLY OCLC DISCOUNT
Paid Chk# 002928	OVERDRIVE, INC.	11/18/2015	\$12,000.00 E-BOOKS
Paid Chk# 002929	PARACLETE PRESS, INC.	11/18/2015	\$49.95 NONPRINT
Paid Chk# 002930	PENGUIN RANDOM HOUSE, LLC	11/18/2015	\$430.44 NONPRINT
Paid Chk# 002931	B,B & C POW PEST CONTROL,	11/18/2015	\$35.00 PEST CONTROL
Paid Chk# 002932	QUILL CORPORATION	11/18/2015	\$179.99 TABLE
Paid Chk# 002933	REBECCA FYOLEK	11/18/2015	\$23.99 FD/TEEN FOOD
Paid Chk# 002934	RECORDED BOOKS, INC.	11/18/2015	\$1,700.85 NONPRINT
Paid Chk# 002935	REPUBLIC SERVICES #694	11/18/2015	\$57.52 REMOVAL FEE LESS CREDITS
Paid Chk# 002936	RICOH USA, INC.	11/18/2015	\$32.25 ADMIN COPIER/ADDT'L IMAGES-MONTHLY
Paid Chk# 002937	SARA LAUGHLIN	11/18/2015	\$70.24 HEALTH INSURANCE OVER PAYMENT
Paid Chk# 002938	SHAOJING SUN	11/18/2015	\$12.95 REFUND ON LOST ITEM
Paid Chk# 002939	SUGAR DADDY'S CAKES &	11/18/2015	\$60.00 EMPLOYEE RECOGNITION CUP CAKES
Paid Chk# 002940	SUZANNE KERN - PETTY CASH	11/18/2015	\$57.30 POSTAGE/REPLENISH PETTY CASH
Paid Chk# 002941	TANTOR MEDIA	11/18/2015	\$112.34 NONPRINT
Paid Chk# 002942	THE ELLETTSVILLE JOURNAL	11/18/2015	\$304.59 LEGAL NOTICE
Paid Chk# 002943	THE HERALD-TIMES, INC.	11/18/2015	\$3,204.80 15 - 1 YR. SUBSCRIPTIONS
Paid Chk# 002944	THE MACEXPRIENCE	11/18/2015	\$1,442.74 CATS EQUIPMENT & IT SPLS
Paid Chk# 002945	THE ROWMAN & LITTLEFIELD	11/18/2015	\$215.30 BOOKS
Paid Chk# 002946	UNIQUE MANAGEMENT	11/18/2015	\$1,673.65 COLLECTION AGENCY
Paid Chk# 002947	WEX BANK	11/18/2015	\$23.51 FUEL
Paid Chk# 002948	WORLD BOOK DIRECT	11/18/2015	\$40.90 BOOKS
Paid Chk# 002949	AT&T (IL)	11/24/2015	\$1,025.97 PHONE
Paid Chk# 002950	B-TECH LLC	11/24/2015	\$286.79 ANNUAL FIRE EXTINGUISHER MAINT
Paid Chk# 002951	CDW GOVERNMENT, INC.	11/24/2015	\$233.39 IT SPLS
Paid Chk# 002952	CIM TECHNOLOGY SOLUTIONS	11/24/2015	\$2,002.60 PROJECTOR & INSTALLATION
Paid Chk# 002953	CITY OF BLOOMINGTON	11/24/2015	\$962.00 NOV.'15 PARKING PERMITS
Paid Chk# 002954	COLIN ELLIS	11/24/2015	\$50.00 CHILDREN'S NUTCRACKER PROGRAM
Paid Chk# 002955	DEMCO, INC.	11/24/2015	\$58.36 DISPLAY HOLDERS
Paid Chk# 002956	DUKE ENERGY	11/24/2015	\$1,141.92 ELECTRICITY
Paid Chk# 002957	FREEDOM BUSINESS	11/24/2015	\$2,044.89 PRINT CARTRIDGES
Paid Chk# 002958	GRAPHIC VISIONS	11/24/2015	\$50.00 DOOR LETTERING

**MONROE COUNTY PUBLIC LIBRARY**

12/09/15 12:07 PM

Page 3

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**November 7, 2015 to December 8, 2015**

	<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
Paid Chk#	002959	IMAGING OFFICE SYSTEMS, INC.	11/24/2015	\$650.00 EQUIP. REPAIR/IN RM SCANPRO 30
Paid Chk#	002960	JIM GORDON, INC	11/24/2015	\$60.00 EQUIP. REPAIR/COIN BOX
Paid Chk#	002961	LISA CHAMPELLI	11/24/2015	\$95.55 CHILD/SPLS FOR PARTY W/STRIPES
Paid Chk#	002962	MARY FRASIER	11/24/2015	\$41.88 CHILD/EXTRAVAGANZA APPLES
Paid Chk#	002963	MENARDS - BLOOMINGTON	11/24/2015	\$27.43 BLDG SPLS
Paid Chk#	002964	MIDWEST PRESORT SERVICE	11/24/2015	\$244.69 POSTAGE SERVICES
Paid Chk#	002965	NOLAN'S LAWN CARE SERVICE	11/24/2015	\$1,309.88 LAWN CARE SERVICES
Paid Chk#	002966	QUILL CORPORATION	11/24/2015	\$2,696.93 DESKS--ASSOC DIR & STAFF DEVELOP STRATEGIST
Paid Chk#	002967	RAFFAELLA STROIK	11/24/2015	\$50.00 CHILDREN'S NUTCRACKER PROGRAM
Paid Chk#	002968	RICOH USA, INC.	11/24/2015	\$122.80 MNTHLY VITAL COPIER IMAGES
Paid Chk#	002969	STEPHANIE HOLMAN	11/24/2015	\$190.10 FD/ELL SPLS
Paid Chk#	002970	SUPPLYWORKS	11/24/2015	\$810.66 BLDG SPLS
Paid Chk#	002971	VECTREN ENERGY DELIVERY	11/24/2015	\$51.67 NATURAL GAS
Paid Chk#	002972	ACTIVATE HEALTHCARE	12/3/2015	\$4,234.43 JAN.'16 CLINIC PREMIUM
Paid Chk#	002973	AFSCME COUNCIL 62	12/3/2015	\$906.84 UNION DUES W/H
Paid Chk#	002974	AT&T MOBILITY	12/3/2015	\$380.49 CELL PHONES
Paid Chk#	002975	B & H PHOTO-VIDEO	12/3/2015	\$100.00 CATS EQUIPMENT
Paid Chk#	002976	BAKER & TAYLOR BOOKS	12/3/2015	\$17,817.67 BOOKS
Paid Chk#	002977	BLACKSTONE AUDIO, INC.	12/3/2015	\$50.00 BOOKS
Paid Chk#	002978	DARCI HAWXHURST	12/3/2015	\$342.00 VITAL TUTOR TRAINING
Paid Chk#	002979	DEMCO, INC.	12/3/2015	\$111.46 A/V CATALOGING SPLS
Paid Chk#	002980	DISH	12/3/2015	\$42.00 INCREASE IN DISC NETWORK RATE
Paid Chk#	002981	ELLETTSVILLE UTILITIES	12/3/2015	\$240.20 WATER & SEWER
Paid Chk#	002982	FINDAWAY WORLD, LLC	12/3/2015	\$1,402.43 NONPRINT
Paid Chk#	002983	FREEDOM BUSINESS	12/3/2015	\$412.95 PRINT CARTRIDGES
Paid Chk#	002984	GALE/CENGAGE LEARNING	12/3/2015	\$1,610.54 BOOKS
Paid Chk#	002985	GLHEC	12/3/2015	\$200.80 GARNISHMENT W/H
Paid Chk#	002986	H.J. UмбаUGH & ASSOCIATES	12/3/2015	\$25,842.00 PROFESSIONAL SERVICES/'15 BOND
Paid Chk#	002987	IBJ CORP.	12/3/2015	\$317.25 BOND SALE PUBLICATION
Paid Chk#	002988	ICE MILLER LLP	12/3/2015	\$12,921.75 LEGAL SERVICES ON '15 BOND ISS
Paid Chk#	002989	INDIANA UNIVERSITY	12/3/2015	\$1,994.35 WORKSTUDY 2015-16 YEAR
Paid Chk#	002990	KEVIN MACDOWELL	12/3/2015	\$38.60 FD/TABLE TENNIS PROGRAM FOOD
Paid Chk#	002991	KHALED ELGHAMRY	12/3/2015	\$16.99 REFUND ON LOST ITEM
Paid Chk#	002992	KLEINDORFER'S HDWE	12/3/2015	\$30.49 BLDG SPLS
Paid Chk#	002993	LEARNING TREASURES	12/3/2015	\$50.35 TOYS & SPLS
Paid Chk#	002994	LIVE OAK MEDIA	12/3/2015	\$68.90 NONPRINT
Paid Chk#	002995	MATTHEW BENDER & CO., INC.	12/3/2015	\$65.08 BOOKS
Paid Chk#	002996	MIDWEST PRESORT SERVICE	12/3/2015	\$252.57 POSTAGE SERVICES
Paid Chk#	002997	MIDWEST TAPE	12/3/2015	\$8,111.74 A/V CATALOGING SPLS
Paid Chk#	002998	ON TIME LABEL	12/3/2015	\$27.00 A/V CATALOGING SPLS
Paid Chk#	002999	OVERDRIVE, INC.	12/3/2015	\$20,000.00 E-BOOKS
Paid Chk#	003000	PENGUIN RANDOM HOUSE, LLC	12/3/2015	\$257.80 NONPRINT
Paid Chk#	003001	REBECCA FYOLEK	12/3/2015	\$23.99 FD/TEEN FOOD
Paid Chk#	003002	RECORDED BOOKS, INC.	12/3/2015	\$867.73 NONPRINT
Paid Chk#	003003	RICOH USA, INC.	12/3/2015	\$66.16 MNTHLY ADMIN COPIER RENTAL
Paid Chk#	003004	RUTH GREEN	12/3/2015	\$180.00 ILF CONF.
Paid Chk#	003005	STEPHANIE HOLMAN	12/3/2015	\$81.26 FD/ELL ADULT SPLS
Paid Chk#	003006	SYNCHRONY BANK/AMAZON	12/3/2015	\$7,677.31 BOOKS
Paid Chk#	003007	T & H KEITH INC.	12/3/2015	\$6,927.74 CHILDREN-WAHL GRANT/BLDG REPAIRS
Paid Chk#	003008	TANTOR MEDIA	12/3/2015	\$81.38 NONPRINT
Paid Chk#	003009	TASC	12/3/2015	\$899.48 1ST QTR '16 FOR FSA/COBRA FEES
Paid Chk#	003010	THE GREAT COURSES	12/3/2015	\$114.90 NONPRINT
Paid Chk#	003011	THE MACEXPERIENCE	12/3/2015	\$7,283.00 CATS EQUIPMENT
Paid Chk#	003012	THE NEW YORK TIMES	12/3/2015	\$2,776.80 PERIODICALS
Paid Chk#	003013	THOMSON REUTERS - WEST	12/3/2015	\$502.44 BOOKS

**MONROE COUNTY PUBLIC LIBRARY**

12/09/15 12:07 PM

Page 4

**\*Check Summary Register©**

**November 7, 2015 to December 8, 2015**

	<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
Paid Chk#	003014 UNITED STATES TREASURY	12/3/2015	\$76.00	GARNISHMENT W/H
Paid Chk#	003015 UNITED WAY	12/3/2015	\$54.00	UNITED WAY W/H
Paid Chk#	003016 VECTREN ENERGY DELIVERY	12/3/2015	\$99.70	NATURAL GAS
Paid Chk#	003017 WORLD BOOK, INC.	12/3/2015	\$2,547.00	BOOKS
Paid Chk#	003018 AMERICAN HERITAGE LIFE INS.	12/7/2015	\$497.16	NOV. '15 OTHER INS.
Paid Chk#	003019 AMERICAN SHREDDING	12/7/2015	\$51.75	CONF. DOCUMENT DESTRUCTION
Paid Chk#	003020 AMERICAN UNITED LIFE INS. CO.	12/7/2015	\$1,357.30	403b TSA-AUL W/H
Paid Chk#	003021 APPLE INC.	12/7/2015	\$6,295.00	IT EQUIPMENT
Paid Chk#	003022 ARTS FOR LEARNING INDIANA	12/7/2015	\$500.00	FD/CHILDREN'S PROGRAMS
Paid Chk#	003023 BETHANY TERRY	12/7/2015	\$516.81	FD/VITAL PARTY FOOD
Paid Chk#	003024 BLOOMINGTON PAINT &	12/7/2015	\$64.57	PAINT & SPLS
Paid Chk#	003025 BOBBY OVERMAN	12/7/2015	\$262.50	EYEGLASSES FOR PATRON USE
Paid Chk#	003026 B-TECH LLC	12/7/2015	\$547.74	ANNUAL SPRINKLER INSPECTION
Paid Chk#	003027 CARMICHAEL TRUCK &	12/7/2015	\$2,329.88	VEHICLE REPAIR
Paid Chk#	003028 CARPETSPLUS COLORTILE WES	12/7/2015	\$4,450.00	CHILDRENS FLOORING
Paid Chk#	003029 CENTRAL INDIANA INTERPRETIN	12/7/2015	\$183.75	INTERPRETING SERVICE
Paid Chk#	003030 CHASE CARD SERVICES	12/7/2015	\$10,797.43	VARIOUS
Paid Chk#	003031 CINTAS CORPORATION	12/7/2015	\$338.36	FIRST-AID SPLS
Paid Chk#	003032 GARTH A. POLLOCK	12/7/2015	\$43.79	REFUND ON LOST ITEMS
Paid Chk#	003033 GLOBAL GOV/ED SOLUTIONS INC	12/7/2015	\$31,400.00	50 COMPUTERS/WORKSTATIONS
Paid Chk#	003034 GUARDIAN LIFE INS. CO.	12/7/2015	\$8,210.28	DEC.'15 DENTAL, VISION, STD, & LIFE INS.
Paid Chk#	003035 IMAGING OFFICE SYSTEMS, INC.	12/7/2015	\$670.00	EQUIPMENT REPAIR
Paid Chk#	003036 JACQUELINE LOVINGS	12/7/2015	\$266.78	FD/VITAL SPLS
Paid Chk#	003037 JANET A. PIERSON	12/7/2015	\$1,000.00	TEEN – MAIN & ELL MATH HOMEWORK HELP
Paid Chk#	003038 KAREN LAND	12/7/2015	\$500.00	FD.CHILD PROGRAMS
Paid Chk#	003039 LEGAL SHIELD	12/7/2015	\$167.46	DEC.'15 IDENTITY THEFT & LEGAL INS.
Paid Chk#	003040 LISA D. BRUNS	12/7/2015	\$150.00	FD/CHILD PROGRAMS
Paid Chk#	003041 MIDWEST PRESORT SERVICE	12/7/2015	\$206.73	POSTAGE SERVICES
Paid Chk#	003042 MONROE COUNTY YMCA	12/7/2015	\$84.92	YMCA W/H
Paid Chk#	003043 MOVIE LICENSING USA	12/7/2015	\$1,086.00	COMPLIANCE SITE LICENSE-2016
Paid Chk#	003044 B,B & C POW PEST CONTROL,	12/7/2015	\$49.00	PEST CONTROL
Paid Chk#	003045 RICOH USA, INC.	12/7/2015	\$50.93	VITAL MONTHLY COPIER FEE
Paid Chk#	003046 SIHO INSURANCE SERVICES	12/7/2015	\$46,226.16	DEC.'15 HEALTH INS.
Paid Chk#	003047 SMITHVILLE COMMUNICATIONS	12/7/2015	\$1,725.37	MONTHLY INTERNET SERVICE
Paid Chk#	003048 THE HERALD-TIMES, INC.	12/7/2015	\$12.73	BOND NOTICE
	<b>Total Checks</b>		<b>\$441,913.45</b>	

MONROE COUNTY PUBLIC LIBRARY  
CHECKING ACCOUNTS  
11/07/15 - 12/08/15

MainSource Checking Account/Check Register Total	\$441,913.45
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (Dec. '15)	583.76
MainSource Checking-Monthly Service Charge (Dec. '15)	35.00
MainSource Checking-ACH Block Charge (Nov. '15)	20.00
MainSource Checking-Wire Transfer Charge (Nov. '15)	15.00
MainSource Checking-Wire Transfer Charge (Dec. '15)	15.00
German-American Bank - Merchant Fee	26.58
Add: Payrolls	
Vouchers 11/13/15 Payroll (ECI)	123,008.07
Electronic transfer (ECI) employee/employer taxes	45,882.85
Electronic transfer (ECI) employee "HSA"	2,567.23
Electronic PERF pymt. 11/13/15	18,718.13
Electronic transfer 11/17/15 (TASC) employee "FSA"	270.38
Vouchers 11/27/15 Payroll (ECI)	124,706.85
Electronic transfer (ECI) employee/employer taxes	46,171.71
Electronic transfer (ECI) employee "HSA"	2,567.23
Electronic PERF pymt. 12/03/15	18,736.28
Electronic transfer 12/01/15 (TASC) employee "FSA"	270.38
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$825,507.90

ck # 3030

ACCOUNTS PAYABLE VOUCHER

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

Payee CHASE CARD SERVICES  CARDMEMBER SERVICE PALATINE, IL 60094-4014	Claim 27388  Purchase Order No. 0 Terms Date Due
---	--

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
11/8/2015		E001-015-31700 PAYPAL/CC MNTLY FEE	\$59.95
11/20/2015		E007-026-44100 AMAZON/FURN/TDC START-UP COSTS	\$56.95
11/20/2015		E019-026-21350 AMAZON/TEEN SPLS	\$7.32
11/20/2015		E019-026-21350 AMAZON/TEEN SPLS	\$7.32
11/20/2015		E001-007-21400 DRI*PRINTING SVCS/PALM CARDS	\$1,433.59
11/20/2015		E001-007-21400 OVERNIGHTPRINTS/BROCHURES & RACKCARDS	\$671.62
11/21/2015		E007-026-44600 AMAZON/CABLE, ADAPTOR/TDC START-UP COSTS	\$23.99
10/30/2015		E019-011-21350 KROGER/CHILD FOOD	\$1.27
11/19/2015		E019-011-21350 DISC SCH SPLS/CHILD SPLS	\$196.40
11/19/2015		E019-011-21350 DISC SCH SPLS/CHILD ECRR SPLS	\$30.59
11/19/2015		E019-011-21350 DISC SCH SPLS/CHILD LPS SPLS	\$76.49
11/19/2015		E019-011-21350 DISC SCH SPLS/CHILD EARLY LIT SPLS	\$181.16
11/20/2015		E019-011-21350 AMAZON/CHILD SPLS	\$41.85
10/28/2015		E001-019-31500 WUNDERKINDER/SOFTWARE SUBSCRIPTION	\$24.95
10/30/2015		E001-019-31500 EVERNOTE/MNTHLY SOFTWARE SUBSCRIPTION	\$45.00
10/30/2015		E001-019-31500 MAILCHIMP/MNTHLY E-NEWLETTER SUBSCRIPTION	\$45.00
11/3/2015		E001-007-21400 DRI*PRINTING SVCS	\$194.17
11/11/2015		E001-019-31500 HOOTSUITE/SOCIAL MEDIA SUBSCRIPTION	\$9.99
11/13/2015		E019-007-21350 ILL LIB ASOC/read/SUMMER READING GRAPHICS	\$18.44
11/16/2015		E028-010-33200 DRI*PRINTING SVCS/FINRA PALM CARDS	\$117.51
11/17/2015		E001-007-21400 DRI*PRINTING SVCS./RACK CARDS	\$268.21
10/31/2015		E019-010-21350 KROGER/BOOKS PLUS REFRESHMENTS	\$46.88
11/9/2015		E019-010-21350 KROGER/REF USA REFRESHMENTS	\$30.90
11/10/2015		E019-010-21350 BLDG BAGEL CO/REF USA REFRESHMENTS	\$48.95
11/17/2015		E019-010-21350 4IMPRINT/NONPROFIT CENTRAL SPLS	\$234.23
11/18/2015		E019-010-21350 KROGER/ADULT PROGRAM SPLS	\$138.62
11/18/2015		E019-010-21350 STAPLES/ADULT PROGRAM SPLS	\$110.24
11/19/2015		E019-010-21350 AMAZON/ADULT PROGRAM SPLS	\$133.24
11/18/2015		E019-010-21350 AMAZON/ADULT PROGRAM SPLS	\$85.59
11/19/2015		E019-010-21350 BAS BLEU/ADULT WINTER READING	\$433.90
11/20/2015		E028-010-21350 KROGER/FINRA FOOD	\$100.00
11/18/2015		E019-010-21350 PARTY CITY/ ADULT PROGRAM SPLS	\$24.26
11/20/2015		E019-010-21350 KROGER/ADULT PROGRAM SPLS	\$54.36
11/20/2015		E019-010-21350 KOHL'S/ADULT PROGRAM SPLS	\$19.99
10/23/2015		E001-019-23000 MONOPRICE/CREDIT FOR ITEM NOT RECEIVED	(\$4.71)
10/22/2015		E001-019-23000 MONOPRICE/IT SPLS	\$48.92
11/16/2015		E020-016-31500 DREAMHOST/CATS MNTHLY SERVICE	\$50.07

10/28/2015	E020-016-36300 KAPPATRONIX/EQUIP. REPAIR	\$350.00
11/1/2015	E019-001-32300 SOUTHWEST/ALA MIDWINTER FLIGHT	\$227.96
11/2/2015	E001-007-21400 DRI*PRINTING/WINTER 15-16 PROGRAM GUIDES	\$2,883.58
11/5/2015	E019-001-32300 STEVE ALFORD INN/ADOLPLI TRAVEL	\$56.00
11/6/2015	E019-001-32300 PRIMO/ADOLPLI TRAVEL	\$23.36
11/16/2015	E019-001-32300 MARRIOTT/ILF EXPENSE	\$16.08
11/18/2015	E019-001-21350 MARRIOTT/ILF EXPENSE	\$131.04
11/17/2015	E019-001-21350 MARRIOTT/ILF EXPENSE	\$11.76
10/27/2015	E001-004-32200 USPS/POSTAGE	\$32.15
11/20/2015	E001-004-32200 USPS/POSTAGE	\$3.74
11/14/2015	E007-026-44300 AMAZON/TDC START-UP COST	(\$234.95)
10/26/2015	E007-026-44600 PRODUCT EXPECT/4GB DRIVES	\$237.50
10/26/2015	E019-026-44600 PRODUCT EXPECT/4GB DRIVES	\$365.02
10/26/2015	E019-026-44600 PRODUCT EXPECT/4GB DRIVES	\$334.98
10/27/2015	E019-026-21350 LUCKY'S/TEEN FOOD	\$6.66
10/27/2015	E001-026-22100 AMAZON/TEEN CLEANING SPLS	\$13.38
10/27/2015	E019-026-21350 TARGET/TEEN SPLS	\$30.00
10/27/2015	E019-026-21350 MICHAELS/TEEN SPLS	\$127.34
10/29/2015	E019-026-21350 KROGER/TEEN FOOD	\$104.92
10/31/2015	E001-026-22100 AMAZON/TEEN CLEANING SPLS	\$42.94
11/2/2015	E001-026-22100 AMAZON/TEEN CLEANING SPLS	\$15.07
11/4/2015	E019-026-21350 AVERS/TEEN PIZZA	\$23.99
11/9/2015	E019-026-21350 AVERS/TEEN PIZZA	\$15.98
11/11/2015	E007-026-44650 INDIEGOGO/TDC SOFTWARE START-UP COSTS	\$159.00
11/11/2015	E019-026-21350 AVERS/TEEN PIZZA	\$23.99
11/16/2015	E019-026-21350 MICHAEL'S/TEEN SPLS	\$34.71
11/16/2015	E007-026-44300 DRDONBUTTONS/TDC PUNCH STARTUP COST	\$279.90
11/17/2015	E019-026-21350 WOOLERY/TEEN SPLS	\$74.95
11/17/2015	E019-026-21350 KROGER/TEEN FOOD	\$152.49
11/18/2015	E019-026-21350 AMAZON/TEEN SPLS	\$32.00
11/16/2015	E019-026-21350 B&H PHOTO/TDC SPLS	\$24.95
11/17/2015	E019-026-21350 PARTY CITY/TEEN SPLS	\$129.73
Total		\$10,797.43

VOUCHER NO. 27388

WARRANT NO. 3030

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$10,797.43

\$ \$10,797.43

ON ACCOUNT OF APPROPRIATION FO

COST DITRIBUTION LEDGER CLASSIFICATION  
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

Acct. No.	Account Title	Amount
E001-015-31700		\$59.95
E007-026-44100		\$56.95
E019-026-21350		\$7.32

## Financial Report Comments

Reports as of 11-30-15

Board Meeting Date 12/16/15

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 91.7% after eleven months.

	% Spending Guideline	Actual % Spending
	November 30, 2015	
Wages and Benefits	91.7%	85.8%
Supplies	91.7%	72.7%
Other Services & Charges	91.7%	85.2%
Capital Outlay	91.7%	96.3%
Total Operating Expenditures	91.7%	86.5%

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 85.6%.

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 NOVEMBER 30, 2015  
ELEVEN MONTHS = 91.7%

	2015 NOVEMBER	2014 NOVEMBER	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	301,375.64	290,222.24	3,599,333.72	4,009,355.83	3,560,372.84	410,022.11	89.8%	10.2%
EMPLOYEE BENEFITS	95,983.54	98,854.26	1,172,624.61	1,539,884.30	1,304,799.47	367,259.69	76.2%	23.8%
OTHER WAGES	0.00	2,554.77	0.00	15,000.00	3,913.49	15,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	<u>397,359.18</u>	<u>391,631.27</u>	<u>4,771,958.33</u>	<u>5,564,240.13</u>	<u>4,869,085.80</u>	<u>792,281.80</u>	<u>85.8%</u>	<u>14.2%</u>
SUPPLIES								
OFFICE SUPPLIES	3,622.96	3,458.87	40,918.30	59,100.00	33,569.89	18,181.70	69.2%	30.8%
OPERATING SUPPLIES	5,882.17	6,480.90	83,747.66	118,000.00	90,954.80	34,252.34	71.0%	29.0%
REPAIR & MAINT. SUPPLIES	4,125.54	1,424.54	24,320.49	27,900.00	16,202.35	3,579.51	87.2%	12.8%
TOTAL SUPPLIES	<u>13,630.67</u>	<u>11,364.31</u>	<u>148,986.45</u>	<u>205,000.00</u>	<u>140,727.04</u>	<u>56,013.55</u>	<u>72.7%</u>	<u>27.3%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	21,201.83	15,262.82	291,333.49	366,100.00	280,217.08	74,766.51	79.6%	20.4%
COMMUNICATION & TRANSPORTATION	2,627.86	4,456.66	41,762.72	91,600.00	46,734.96	49,837.28	45.6%	54.4%
PRINTING & ADVERTISING	470.62	22.50	2,808.20	11,682.79	3,450.03	8,874.59	24.0%	76.0%
INSURANCE	0.00	0.00	72,281.00	70,000.00	72,108.00	-2,281.00	103.3%	-3.3%
UTILITIES	22,983.13	28,378.54	278,676.54	351,650.00	324,285.70	72,973.46	79.2%	20.8%
REPAIR & MAINTENANCE	13,108.39	2,416.18	40,053.23	57,500.00	31,437.81	17,446.77	69.7%	30.3%
RENTALS	583.25	340.95	23,942.27	38,850.00	30,768.40	14,907.73	61.6%	38.4%
ELECTRONIC SERVICES	38,461.29	58,420.62	242,696.48	289,239.89	236,672.70	46,543.41	83.9%	16.1%
OTHER CHARGES	17,083.33	0.00	775,990.32	799,200.00	10,706.35	23,209.68	97.1%	2.9%
TOTAL OTHER SERVICES & CHARGES	<u>116,519.70</u>	<u>109,298.27</u>	<u>1,769,544.25</u>	<u>2,075,822.68</u>	<u>1,036,381.03</u>	<u>306,278.43</u>	<u>85.2%</u>	<u>14.8%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	4,714.50	19.98	31,953.65	34,000.00	23,179.67	2,046.35	94.0%	6.0%
OTHER CAPITAL OUTLAY	109,200.73	125,668.94	912,608.21	946,967.11	902,225.65	34,358.90	96.4%	3.6%
TOTAL CAPITAL OUTLAY	<u>113,915.23</u>	<u>125,688.92</u>	<u>944,561.86</u>	<u>980,967.11</u>	<u>925,405.32</u>	<u>36,405.25</u>	<u>96.3%</u>	<u>3.7%</u>
TOTAL OPERATING EXPENDITURES	<u><u>641,424.78</u></u>	<u><u>637,982.77</u></u>	<u><u>7,635,050.89</u></u>	<u><u>8,826,029.92</u></u>	<u><u>6,971,599.19</u></u>	<u><u>1,190,979.03</u></u>	<u><u>86.5%</u></u>	<u><u>13.5%</u></u>

2014 BUDGET 8,011,683.99  
% USED IN 2014 87.0%

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

	2015 NOVEMBER	2014 NOVEMBER	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	7,461.54	14,405.24	115,800.68	191,013.36	172,862.86	75,212.68	60.6%	39.4%
1130 MANAGERS/ASST. MANAGERS	79,374.88	48,850.36	822,786.78	647,755.18	567,357.93	-175,031.60	127.0%	-27.0%
1140 LIBRARIANS, EXPERTS	74,741.84	89,767.74	970,708.33	1,268,307.00	1,101,494.24	297,598.67	76.5%	23.5%
1150 SPECIALISTS	14,245.57	56,131.84	354,697.49	806,353.96	723,799.48	451,656.47	44.0%	56.0%
1160 ASSISTANTS/PARAPROFESSIONALS	48,361.67	34,539.70	545,021.89	454,908.96	433,689.09	-90,112.93	119.8%	-19.8%
1170 TECH/OPERATORS/SECRETARIES	4,278.50	17,376.45	100,739.08	249,535.37	212,728.17	148,796.29	40.4%	59.6%
1190 BUILDING SERVICES/MAINTENANCE	11,434.07	29,150.91	204,915.77	391,482.00	348,441.07	186,566.23	52.3%	47.7%
1200 BUILDING SERVICES/SECURITY	7,666.29	0.00	63,350.10	0.00	0.00	-63,350.10	#DIV/0!	#DIV/0!
1280 PRODUCTION ASSISTANTS	1,247.00	0.00	10,297.13	0.00	0.00	-10,297.13	#DIV/0!	#DIV/0!
1290 INFORMTION ASST/MATERIAL/SUPPORT	33,604.22	0.00	275,969.55	0.00	0.00	-275,969.55	#DIV/0!	#DIV/0!
1300 SUPPORT/MATERIAL HANDLERS	17,817.66	0.00	126,443.22	0.00	0.00	-126,443.22	#DIV/0!	#DIV/0!
1320 TECHNICIANS	1,142.40	0.00	8,603.70	0.00	0.00	-8,603.70	#DIV/0!	#DIV/0!
<b>TOTAL SALARIES</b>	<b>301,375.64</b>	<b>290,222.24</b>	<b>3,599,333.72</b>	<b>4,009,355.83</b>	<b>3,560,372.84</b>	<b>410,022.11</b>	<b>89.8%</b>	<b>10.2%</b>
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	17,949.49	17,199.40	214,744.63	248,476.51	210,985.04	33,731.88	86.4%	13.6%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	27,151.23	27,043.91	317,174.53	367,238.79	314,609.53	50,064.26	86.4%	13.6%
12301 ENCUMBERED PERF	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1235 EMPLOYEE/PERF	7,272.65	7,335.64	85,169.20	98,367.75	84,408.12	13,198.55	86.6%	13.4%
1240 EMPLOYER CONT/INSURANCE	39,412.41	43,252.78	505,313.79	758,392.34	645,453.45	253,078.55	66.6%	33.4%
1250 EMPLOYER CONT/MEDICARE	4,197.76	4,022.53	50,222.46	57,408.91	49,343.33	7,186.45	87.5%	12.5%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>95,983.54</b>	<b>98,854.26</b>	<b>1,172,624.61</b>	<b>1,539,884.30</b>	<b>1,304,799.47</b>	<b>367,259.69</b>	<b>76.2%</b>	<b>23.8%</b>
OTHER WAGES								
1310 WORKSTUDY	0.00	2,554.77	0.00	5,000.00	2,554.77	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>2,554.77</b>	<b>0.00</b>	<b>15,000.00</b>	<b>3,913.49</b>	<b>15,000.00</b>	<b>0.0%</b>	<b>100.0%</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>397,359.18</b>	<b>391,631.27</b>	<b>4,771,958.33</b>	<b>5,564,240.13</b>	<b>4,869,085.80</b>	<b>792,281.80</b>	<b>85.8%</b>	<b>14.2%</b>
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	745.41	45.85	1,100.00	908.25	1,054.15	4.2%	95.8%
2120 STATIONERY & PRINTING	0.00	0.00	516.89	1,100.00	72.70	583.11	47.0%	53.0%
2130 OFFICE SUPPLIES	751.97	957.30	5,604.66	13,650.00	6,005.67	8,045.34	41.1%	58.9%
2135 GENERAL SUPPLIES	0.00	106.22	0.00	0.00	105.69	0.00	#DIV/0!	#DIV/0!
2140 DUPLICATING	2,870.99	1,649.94	34,750.90	43,250.00	26,277.58	8,499.10	80.3%	19.7%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	200.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OFFICE SUPPLIES</b>	<b>3,622.96</b>	<b>3,458.87</b>	<b>40,918.30</b>	<b>59,100.00</b>	<b>33,569.89</b>	<b>18,181.70</b>	<b>69.2%</b>	<b>30.8%</b>

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

	2015 NOVEMBER	2014 NOVEMBER	2015 Y-T-D ACTUAL	2015 BUDGET	2014 Y-T-D ACTUAL	2015 Y-T-D BUDGET REMAINING	2015 % OF BUDGET USED	2015 % OF BUDGET REMAINING
<b>OPERATING SUPPLIES</b>								
2210 CLEANING SUPPLIES	2,309.35	2,674.75	29,656.82	38,200.00	37,549.67	8,543.18	77.6%	22.4%
2220 FUEL, OIL, & LUBRICANTS	457.63	643.24	4,996.10	10,500.00	7,407.28	5,503.90	47.6%	52.4%
2230 CATALOGING SUPPLIES-BOOKS	1,214.87	2,596.39	4,322.33	7,000.00	4,223.04	2,677.67	61.7%	38.3%
2240 A/V SUPPLIES-CATALOGING	1,701.72	0.00	3,915.77	9,700.00	3,072.45	5,784.23	40.4%	59.6%
2250 CIRCULATION SUPPLIES	39.62	0.00	29,350.78	35,000.00	26,812.75	5,649.22	83.9%	16.1%
2260 LIGHT BULBS	100.62	566.52	8,508.32	7,000.00	8,993.61	-1,508.32	121.5%	-21.5%
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	58.36	0.00	1,645.53	8,700.00	1,058.34	7,054.47	18.9%	81.1%
<b>TOTAL OPERATING SUPPLIES</b>	<b>5,882.17</b>	<b>6,480.90</b>	<b>83,747.66</b>	<b>118,000.00</b>	<b>90,954.80</b>	<b>34,252.34</b>	<b>71.0%</b>	<b>29.0%</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>								
2300 IT SUPPLIES	1,709.99	0.00	5,589.04	6,500.00	2,121.11	910.96	86.0%	14.0%
2310 BUILDING MATERIALS & SUPPLIES	1,968.69	1,424.54	17,898.23	21,000.00	13,804.13	3,101.77	85.2%	14.8%
2320 PAINT & PAINTING SUPPLIES	446.86	0.00	833.22	400.00	277.11	-433.22	208.3%	-108.3%
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>4,125.54</b>	<b>1,424.54</b>	<b>24,320.49</b>	<b>27,900.00</b>	<b>16,202.35</b>	<b>3,579.51</b>	<b>87.2%</b>	<b>12.8%</b>
<b>TOTAL SUPPLIES</b>	<b>13,630.67</b>	<b>11,364.31</b>	<b>148,986.45</b>	<b>205,000.00</b>	<b>140,727.04</b>	<b>56,013.55</b>	<b>72.7%</b>	<b>27.3%</b>
<b>OTHER SERVICES/CHARGES (3000'S)</b>								
<b>PROFESSIONAL SERVICES</b>								
3004 MISC. UNAPPROPRIATED	0.00	0.00	0.00	0.00	10.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	0.00	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	700.00	1,033.62	12,051.74	15,000.00	7,302.44	2,948.26	80.3%	19.7%
3140 BUILDING SERVICES	1,834.42	4,527.78	29,719.76	34,000.00	32,008.92	4,280.24	87.4%	12.6%
3150 MAINTENANCE CONTRACTS	4,293.61	61.78	136,927.01	156,100.00	115,494.02	19,172.99	87.7%	12.3%
3160 COMPUTER SERVICES (OCLC)	5,270.60	5,148.67	56,873.43	73,000.00	55,098.50	16,126.57	77.9%	22.1%
3170 ADMIN/ACCOUNTING SERVICES	7,429.55	2,942.62	38,082.70	46,000.00	35,646.85	7,917.30	82.8%	17.2%
3175 COLLECTION AGENCY SERVICES	1,673.65	1,548.35	15,555.10	21,000.00	14,553.85	5,444.90	74.1%	25.9%
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>21,201.83</b>	<b>15,262.82</b>	<b>291,333.49</b>	<b>366,100.00</b>	<b>280,217.08</b>	<b>74,766.51</b>	<b>79.6%</b>	<b>20.4%</b>
<b>COMMUNICATION &amp; TRANSPORTATION</b>								
3210 TELEPHONE	1,463.76	2,117.99	20,007.88	35,800.00	25,661.17	15,792.12	55.9%	44.1%
3215 CABLE TV	6.62	4.45	66.20	0.00	45.12	-66.20	#DIV/0!	#DIV/0!
3220 POSTAGE	1,132.03	958.12	14,412.37	24,000.00	15,392.49	9,587.63	60.1%	39.9%
3230 TRAVEL EXPENSE	0.00	936.10	2,609.24	10,000.00	3,249.56	7,390.76	26.1%	73.9%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	440.00	2,612.34	10,000.00	1,124.00	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	25.45	0.00	2,054.69	1,800.00	16.62	-254.69	114.1%	-14.1%
<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>2,627.86</b>	<b>4,456.66</b>	<b>41,762.72</b>	<b>91,600.00</b>	<b>46,734.96</b>	<b>49,837.28</b>	<b>45.6%</b>	<b>54.4%</b>

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

	2015 NOVEMBER	2014 NOVEMBER	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	0.00	1,947.82	2,600.00	2,141.53	652.18	74.9%	25.1%
3320 PRINTING	220.00	22.50	609.76	5,000.00	1,308.50	4,390.24	12.2%	87.8%
33201 ENCUMBERED PRINTING	250.62	0.00	250.62	4,082.79	0.00	3,832.17	6.1%	93.9%
<b>TOTAL PRINTING &amp; ADVERTISING</b>	<b>470.62</b>	<b>22.50</b>	<b>2,808.20</b>	<b>11,682.79</b>	<b>3,450.03</b>	<b>8,874.59</b>	<b>24.0%</b>	<b>76.0%</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	129.46	202.76	2,765.31	4,950.00	2,268.96	2,184.69	55.9%	44.1%
3520 ELECTRICITY	21,373.84	25,932.93	256,811.36	318,400.00	302,789.29	61,588.64	80.7%	19.3%
3530 WATER	1,479.83	2,242.85	19,099.87	28,300.00	19,227.45	9,200.13	67.5%	32.5%
<b>TOTAL UTILITIES</b>	<b>22,983.13</b>	<b>28,378.54</b>	<b>278,676.54</b>	<b>351,650.00</b>	<b>324,285.70</b>	<b>72,973.46</b>	<b>79.2%</b>	<b>20.8%</b>
<b>REPAIR &amp; MAINTENANCE</b>								
3610 BUILDING REPAIR	12,315.43	1,785.50	25,282.41	25,000.00	21,548.98	-282.41	101.1%	-1.1%
3630 OTHER EQUIP/FURNITURE REPAIRS	60.00	55.00	4,840.65	18,500.00	3,962.78	13,659.35	26.2%	73.8%
3640 VEHICLE REPAIR & MAINTENANCE	732.96	575.68	9,125.43	11,500.00	5,186.79	2,374.57	79.4%	20.6%
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>13,108.39</b>	<b>2,416.18</b>	<b>40,053.23</b>	<b>57,500.00</b>	<b>31,437.81</b>	<b>17,446.77</b>	<b>69.7%</b>	<b>30.3%</b>
<b>RENTALS</b>								
3710 REAL ESTATE RENTAL/PARKING	583.25	340.95	23,942.27	38,850.00	30,768.40	14,907.73	61.6%	38.4%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL RENTALS</b>	<b>583.25</b>	<b>340.95</b>	<b>23,942.27</b>	<b>38,850.00</b>	<b>30,768.40</b>	<b>14,907.73</b>	<b>61.6%</b>	<b>38.4%</b>
<b>ELECTRONIC SERVICES</b>								
38450 DATABASES SERVICES	22,173.86	28,143.74	143,414.10	173,210.21	132,851.49	29,796.11	82.8%	17.2%
38460 E-BOOKS SERVICES	16,287.43	30,276.88	99,282.38	116,029.68	103,821.21	16,747.30	85.6%	14.4%
<b>TOTAL ELECTRONIC SERVICES</b>	<b>38,461.29</b>	<b>58,420.62</b>	<b>242,696.48</b>	<b>289,239.89</b>	<b>236,672.70</b>	<b>46,543.41</b>	<b>83.9%</b>	<b>16.1%</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	767,916.67	785,000.00	0.00	17,083.33	97.8%	2.2%
3945 TRANSFER TO ANOTHER FUND (R.DAY)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	0.00	0.00	2,527.00	4,000.00	3,155.00	1,473.00	63.2%	36.8%
<b>TOTAL OTHER CHARGES</b>	<b>17,083.33</b>	<b>0.00</b>	<b>775,990.32</b>	<b>799,200.00</b>	<b>10,706.35</b>	<b>23,209.68</b>	<b>97.1%</b>	<b>2.9%</b>
<b>TOTAL OTHER SERVICES/CHARGES</b>	<b>116,519.70</b>	<b>109,298.27</b>	<b>1,769,544.25</b>	<b>2,075,822.68</b>	<b>1,036,381.03</b>	<b>306,278.43</b>	<b>85.2%</b>	<b>19 14.8%</b>

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

	2015 NOVEMBER	2014 NOVEMBER	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	3,794.93	0.00	13,894.16	10,000.00	1,787.97	-3,894.16	138.9%	-38.9%
4430 OTHER EQUIPMENT	919.57	0.00	16,452.54	20,000.00	16,862.84	3,547.46	82.3%	17.7%
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	19.98	0.00	0.00	19.98	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>4,714.50</b>	<b>19.98</b>	<b>31,953.65</b>	<b>34,000.00</b>	<b>23,179.67</b>	<b>2,046.35</b>	<b>94.0%</b>	<b>6.0%</b>
OTHER CAPITAL OUTLAY								
4510 BOOKS	45,207.72	56,943.24	541,899.46	551,699.46	535,661.85	9,800.00	98.2%	1.8%
4520 PERIODICALS & NEWSPAPERS	29,688.59	30,487.33	39,654.98	42,678.29	36,170.13	3,023.31	92.9%	7.1%
4530 NONPRINT MATERIALS	34,304.42	38,238.37	331,053.77	352,589.36	330,393.67	21,535.59	93.9%	6.1%
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>109,200.73</b>	<b>125,668.94</b>	<b>912,608.21</b>	<b>946,967.11</b>	<b>902,225.65</b>	<b>34,358.90</b>	<b>96.4%</b>	<b>3.6%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>113,915.23</b>	<b>125,688.92</b>	<b>944,561.86</b>	<b>980,967.11</b>	<b>925,405.32</b>	<b>36,405.25</b>	<b>96.3%</b>	<b>3.7%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>641,424.78</b>	<b>637,982.77</b>	<b>7,635,050.89</b>	<b>8,826,029.92</b>	<b>6,971,599.19</b>	<b>1,190,979.03</b>	<b>86.5%</b>	<b>13.5%</b>

**MONROE COUNTY PUBLIC LIBRARY**

**Operating Budget & Expenditure Report**

January 1, 2015 to November 30, 2015

11 months = 91.7%

Object	Object Descr	2015 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
11200	ADMINISTRATION	\$191,013.36	\$7,461.54	\$11,192.32	\$7,461.55	\$7,461.54	\$7,461.55	\$7,461.55	\$11,192.32	\$7,461.54	\$115,800.68	\$75,212.68	60.62%
11300	MANAGERS/ASST.	\$647,755.18	\$50,071.63	\$114,384.52	\$76,190.40	\$76,201.40	\$75,446.43	\$81,738.59	\$119,164.04	\$79,374.88	\$822,786.78	-\$175,031.60	127.02%
11400	LIBRARIANS, EXPERTS	\$1,268,307.00	\$89,676.24	\$112,300.34	\$74,898.30	\$74,874.75	\$81,036.98	\$69,183.74	\$106,604.21	\$74,741.84	\$970,708.33	\$297,598.67	76.54%
11500	SPECIALISTS	\$806,353.96	\$60,243.88	\$21,657.09	\$14,328.63	\$14,324.69	\$14,759.73	\$14,431.47	\$21,562.19	\$14,245.57	\$354,697.49	\$451,656.47	43.99%
11600	ASSISTANTS/PARAPROFE	\$454,908.96	\$38,572.68	\$77,184.79	\$51,440.14	\$51,247.55	\$51,167.75	\$51,508.12	\$73,032.36	\$48,361.67	\$545,021.89	-\$90,112.93	119.81%
11700	TECH/OPERATORS/SECR	\$249,535.37	\$16,473.74	\$6,416.01	\$4,275.00	\$4,275.02	\$4,275.01	\$4,275.00	\$6,422.99	\$4,278.50	\$100,739.08	\$148,796.29	40.37%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$391,482.00	\$30,051.62	\$15,589.61	\$10,443.35	\$10,391.75	\$10,431.26	\$10,521.23	\$16,774.84	\$11,434.07	\$204,915.77	\$186,566.23	52.34%
12000	BUILDING	\$0.00	\$0.00	\$13,104.80	\$8,720.35	\$8,681.46	\$6,960.44	\$6,796.04	\$11,420.72	\$7,666.29	\$63,350.10	-\$63,350.10	0.00%
12100	FICA/EMPLOYER	\$248,476.51	\$17,432.27	\$26,674.83	\$17,787.79	\$17,951.54	\$18,408.98	\$17,609.04	\$26,793.94	\$17,949.49	\$214,744.63	\$33,731.88	86.42%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$367,238.79	\$27,513.01	\$27,197.19	\$40,932.30	\$27,278.65	\$28,468.84	\$26,686.83	\$26,453.32	\$27,151.23	\$317,174.53	\$50,064.26	86.37%
12350	PERF/EMPLOYEE	\$98,367.75	\$7,369.55	\$7,284.98	\$10,964.03	\$7,306.78	\$7,471.65	\$7,148.28	\$7,085.71	\$7,272.65	\$85,169.20	\$13,198.55	86.58%
12400	INS/EMPLOYER	\$758,392.34	\$3,843.78	\$55,834.85	\$39,523.05	\$70,202.21	\$42,671.53	\$55,686.91	\$37,281.36	\$39,412.41	\$505,313.79	\$253,078.55	66.63%
12500	MEDICARE/EMPLOYER	\$57,408.91	\$4,076.93	\$6,238.47	\$4,160.11	\$4,198.26	\$4,305.44	\$4,118.18	\$6,266.34	\$4,197.76	\$50,222.46	\$7,186.45	87.48%
12800	PRODUCTION	\$0.00	\$0.00	\$2,091.84	\$1,247.00	\$1,247.00	\$1,253.24	\$1,247.01	\$1,964.04	\$1,247.00	\$10,297.13	-\$10,297.13	0.00%
12900	INFORMATION	\$0.00	\$0.00	\$51,824.13	\$34,205.23	\$34,740.86	\$34,886.14	\$34,145.10	\$52,563.87	\$33,604.22	\$275,969.55	-\$275,969.55	0.00%
13000	SUPPORT/MATERIAL	\$0.00	\$0.00	\$19,280.67	\$13,852.39	\$16,215.40	\$17,184.31	\$15,705.49	\$26,387.30	\$17,817.66	\$126,443.22	-\$126,443.22	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	\$1,720.74	\$1,145.97	\$1,153.11	\$574.77	\$1,145.97	\$1,720.74	\$1,142.40	\$8,603.70	-\$8,603.70	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.85	\$0.00	\$45.85	\$1,054.15	4.17%
21200	STATIONERY/BUS. CARDS	\$1,100.00	\$0.00	\$0.00	\$268.84	\$0.00	\$0.00	\$66.65	\$113.40	\$0.00	\$516.89	\$583.11	46.99%
21300	OFFICE SUPPLIES	\$13,650.00	\$716.21	\$35.34	\$567.76	\$862.37	\$0.00	\$374.54	\$542.78	\$751.97	\$5,604.66	\$8,045.34	41.06%
21400	DUPLICATING	\$43,250.00	\$3,357.10	\$1,200.28	\$4,001.45	\$5,920.97	\$1,085.24	\$6,472.79	\$2,762.02	\$2,870.99	\$34,750.90	\$8,499.10	80.35%
22100	CLEANING SUPPLIES	\$38,200.00	\$3,614.29	\$2,993.71	\$1,929.10	\$2,914.97	\$1,992.13	\$2,371.95	\$1,979.96	\$2,309.35	\$29,656.82	\$8,543.18	77.64%
22200	FUEL/OIL/LUBRICANTS	\$10,500.00	\$346.59	\$475.04	\$421.27	\$472.12	\$465.36	\$518.97	\$571.01	\$457.63	\$4,996.10	\$5,503.90	47.58%
22300	CATALOGING	\$7,000.00	\$0.00	\$2,502.83	\$0.00	\$22.51	\$191.40	\$213.33	\$0.00	\$1,214.87	\$4,322.33	\$2,677.67	61.75%
22400	A/V SUPPLIES/CATALOG	\$9,700.00	\$175.27	\$915.84	\$0.00	\$393.37	\$160.00	\$128.90	\$141.99	\$1,701.72	\$3,915.77	\$5,784.23	40.37%
22500	CIRCULATION SUPPLIES	\$35,000.00	\$0.00	\$0.00	\$13,314.00	\$46.54	\$6.82	\$2,436.01	\$8,065.55	\$39.62	\$29,350.78	\$5,649.22	83.86%
22600	LIGHT BULBS	\$7,000.00	\$0.00	\$4,481.85	\$2,743.58	\$90.36	\$593.40	\$23.33	\$8.68	\$100.62	\$8,508.32	-\$1,508.32	121.55%
22800	UNIFORMS	\$1,900.00	\$0.00	\$927.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,352.01	\$547.99	71.16%

Object	Object Descr	2015 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	2015 YTD Amt	2015 YTD Balance	%YTD Budget
22900	DISPLAY/EXHIBITS	\$8,700.00	\$0.00	\$1,095.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.36	\$1,645.53	\$7,054.47	18.91%
23000	IT SUPPLIES	\$6,500.00	\$633.46	\$428.62	\$390.98	\$1,052.91	\$259.29	\$199.34	\$23.68	\$1,709.99	\$5,589.04	\$910.96	85.99%
23100	BUILDING MATERIAL	\$21,000.00	\$1,390.62	\$1,136.19	\$83.90	\$3,673.02	\$1,489.61	\$2,204.98	\$2,709.52	\$1,968.69	\$17,898.23	\$3,101.77	85.23%
23200	PAINT/PAINTING	\$400.00	\$0.00	\$113.41	\$0.00	\$0.00	\$0.00	\$110.06	\$162.89	\$446.86	\$833.22	-\$433.22	208.31%
31100	CONSULTING SERVICES	\$11,000.00	\$880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$530.00	\$0.00	\$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	\$685.00	\$846.82	\$720.11	\$1,165.83	\$3,956.80	\$1,157.78	\$1,094.40	\$700.00	\$12,051.74	\$2,948.26	80.34%
31400	BUILDING SERVICES	\$34,000.00	\$219.00	\$874.18	\$1,312.73	\$3,203.60	\$3,355.88	\$1,940.27	\$4,013.48	\$1,834.42	\$29,719.76	\$4,280.24	87.41%
31500	MAINTENANCE	\$156,100.00	\$6,345.41	\$2,894.33	\$2,784.69	\$8,841.43	\$12,535.12	\$87,818.62	\$2,484.40	\$4,293.61	\$136,927.01	\$19,172.99	87.72%
31600	COMPUTER SERVICES	\$73,000.00	\$5,148.67	\$5,148.67	\$5,148.67	\$5,148.67	\$5,270.60	\$3,770.60	\$5,905.43	\$5,270.60	\$56,873.43	\$16,126.57	77.91%
31700	ADMIN/ACCOUNTING	\$46,000.00	\$810.34	\$3,953.75	\$3,695.03	\$3,207.86	\$737.79	\$3,641.85	\$3,228.63	\$7,429.55	\$38,082.70	\$7,917.30	82.79%
31750	COLLECTION AGENCY	\$21,000.00	\$1,378.30	\$1,414.10	\$1,235.10	\$1,530.45	\$1,091.90	\$1,790.00	\$1,512.55	\$1,673.65	\$15,555.10	\$5,444.90	74.07%
32100	TELEPHONE	\$35,800.00	\$1,940.57	\$1,704.76	\$823.18	\$3,218.08	\$1,298.46	\$1,919.51	\$1,686.66	\$1,463.76	\$20,007.88	\$15,792.12	55.89%
32150	CABLE TV SERVICE	\$0.00	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$6.62	\$66.20	-\$66.20	0.00%
32200	POSTAGE	\$24,000.00	\$1,062.74	\$1,044.37	\$2,115.74	\$1,432.35	\$1,270.54	\$1,404.93	\$1,154.29	\$1,132.03	\$14,412.37	\$9,587.63	60.05%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$92.40	\$1,454.80	\$0.00	\$40.00	\$18.96	-\$67.88	\$0.00	\$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	\$2,327.34	\$0.00	\$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	\$21.77	\$0.00	\$0.00	\$925.00	\$0.00	\$51.92	\$0.00	\$25.45	\$2,054.69	-\$254.69	114.15%
33100	ADVERTISING/PUBLICAT	\$2,600.00	\$302.46	\$15.43	\$0.00	\$0.00	\$1,408.90	\$0.00	\$0.00	\$0.00	\$1,947.82	\$652.18	74.92%
33200	PRINTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$389.76	\$0.00	\$0.00	\$0.00	\$0.00	\$220.00	\$609.76	\$4,390.24	12.20%
33201	ENCUMBERED PRINTING	\$4,082.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.62	\$250.62	\$3,832.17	6.14%
34100	OFFICIAL BOND INS.	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$150.00	75.00%
34200	OTHER INSURANCE	\$69,400.00	\$0.00	\$0.00	\$0.00	\$146.00	\$0.00	\$0.00	\$0.00	\$0.00	\$71,831.00	-\$2,431.00	103.50%
35100	GAS	\$4,950.00	\$51.30	\$206.42	\$140.20	\$102.60	\$100.67	\$100.65	\$100.38	\$129.46	\$2,765.31	\$2,184.69	55.86%
35200	ELECTRICITY	\$318,400.00	\$19,171.35	\$26,376.08	\$23,720.75	\$24,562.45	\$21,884.93	\$22,007.32	\$20,305.62	\$21,373.84	\$256,811.36	\$61,588.64	80.66%
35300	WATER	\$28,300.00	\$576.16	\$1,698.66	\$2,214.82	\$1,932.04	\$2,335.43	\$2,496.50	\$2,713.37	\$1,479.83	\$19,099.87	\$9,200.13	67.49%
36100	BUILDING REPAIRS	\$25,000.00	\$6,845.00	\$0.00	\$320.92	\$0.00	\$0.00	\$1,120.61	\$750.00	\$12,315.43	\$25,282.41	-\$282.41	101.13%
36300	OTHER	\$18,500.00	\$0.00	\$149.00	\$214.99	\$882.00	\$406.20	\$0.00	\$1,191.63	\$60.00	\$4,840.65	\$13,659.35	26.17%
36400	VEHICLE	\$11,500.00	\$3,256.00	\$80.00	\$0.00	\$1,475.05	\$2,227.39	\$0.00	\$187.36	\$732.96	\$9,125.43	\$2,374.57	79.35%
36500	MATERIALS	\$2,500.00	\$177.92	\$0.00	\$0.00	\$215.47	\$0.00	\$195.73	\$0.00	\$0.00	\$804.74	\$1,695.26	32.19%
37100	REAL ESTATE	\$38,850.00	\$1,732.36	\$877.30	\$173.28	\$190.60	\$21,748.73	\$199.36	-\$42.32	\$583.25	\$23,942.27	\$14,907.73	61.63%
38450	DATABASES	\$173,210.21	\$10,000.00	\$44,522.46	\$10,275.00	\$9,495.74	-\$4,175.27	\$39,050.53	\$6,715.00	\$22,173.86	\$143,414.10	\$29,796.11	82.80%
38460	E-BOOKS	\$116,029.68	\$2,839.26	\$4,426.82	\$0.00	\$16,527.24	\$21,042.73	\$9,705.28	\$16,005.44	\$16,287.43	\$99,282.38	\$16,747.30	85.57%

Object	Object Descr	2015 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	2015 YTD Amt	2015 YTD Balance	%YTD Budget
39100	DUES/INSTITUTIONAL	\$8,200.00	\$290.00	\$0.00	\$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	\$597,083.33	\$17,083.35	\$17,083.33	\$17,083.33	\$17,083.33	\$17,083.33	\$767,916.67	\$17,083.33	97.82%
39500	EDUCATIONAL/LICENSIN	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,444.00	\$0.00	\$2,527.00	\$1,473.00	63.18%
44100	FURNITURE	\$10,000.00	\$4,373.82	\$0.00	\$638.99	\$0.00	\$1,263.58	\$2,162.89	\$0.00	\$3,794.93	\$13,894.16	-\$3,894.16	138.94%
44300	OTHER EQUIPMENT	\$20,000.00	\$500.00	\$0.00	\$500.00	\$0.00	\$5,543.00	\$0.00	\$289.99	\$919.57	\$16,452.54	\$3,547.46	82.26%
44450	BUILDING RENOVATION	\$4,000.00	\$1,606.95	\$0.00	\$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	\$47,138.39	\$53,333.12	\$37,975.04	\$59,741.65	\$36,102.04	\$44,440.51	\$52,000.60	\$45,207.72	\$541,899.46	\$9,800.00	98.22%
45200	PERIODICALS/NEWSPAPE	\$42,678.29	\$580.46	\$424.99	\$2,198.87	\$420.97	\$164.95	\$892.05	\$152.54	\$29,688.59	\$39,654.98	\$3,023.31	92.92%
45300	NONPRINT MATERIALS	\$352,589.36	\$24,157.32	\$28,921.92	\$21,962.84	\$39,959.29	\$24,270.01	\$25,438.05	\$30,838.75	\$34,304.42	\$331,053.77	\$21,535.59	93.89%
		\$8,826,029.92	\$522,200.91	\$782,379.32	\$1,152,401.93	\$644,615.45	\$593,977.63	\$693,473.27	\$742,899.23	\$641,424.78	\$7,635,050.89	\$1,190,979.03	86.51%



**MONROE COUNTY PUBLIC LIBRARY**

**LIRF Budget & Expenditure Report**

January 1, 2015 to November 30, 2015

11 months = 91.7%

Object	Object Descr	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	YTD Amount	2015 YTD Balance	2015 %YTD Budget
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	\$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	\$0.00	\$23,590.25	\$76,409.75	23.59%
36300	OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,263.93	\$0.00	\$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	\$58.86	\$2,582.62	-\$2,582.62	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	\$234.95	\$13,978.61	\$86,021.39	13.98%
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	\$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	\$0.00	\$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	\$0.00	\$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	\$293.81	\$202,901.56	\$147,098.44	57.97%

**MONROE COUNTY PUBLIC LIBRARY**

12/09/15 10:00 AM

Page 1

**Debt Service Budget & Expenditures Report**

January 1, 2015 to November 30, 2015

11 months = 91.7%

	2015 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	2015 YTD Amt	2015 YTD Balance	2015 %YTD Budget
STATE	\$620,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307,383.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307,383.75	\$312,616.25	49.58%
EST/TEMPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
NT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$620,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307,383.75	\$0.00	\$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 November 30, 2015

11 months = 91.7%

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

**MONROE COUNTY PUBLIC LIBRARY**

**Special Revenue Budget & Expenditure Report**

January 1, 2015 to November 30, 2015

11 month = 91.7%

Object	Object Descr	2015 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	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	\$11,724.40	\$11,724.40	\$113,557.01	-\$49,644.55	177.68%
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	\$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	\$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	\$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	\$1,613.02	\$19,239.61	\$4,214.00	82.03%
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	\$2,075.96	\$23,912.57	\$8,968.83	72.72%
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	\$556.06	\$6,405.12	\$2,402.40	72.72%
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	\$2,653.47	\$40,680.59	\$37,460.63	52.06%
12500	MEDICARE/EMPLOYER	\$5,485.12	\$356.38	\$346.32	\$353.55	\$584.81	\$381.86	\$384.27	\$377.12	\$386.72	\$585.30	\$377.23	\$4,499.58	\$985.54	82.03%
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	\$9,651.04	\$81,312.24	-\$81,312.24	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	\$2,884.48	\$23,300.46	-\$23,300.46	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	\$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	\$2,823.02	\$22,598.17	-\$22,598.17	0.00%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$23.51	\$269.77	\$730.23	26.98%
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	\$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	\$303.75	\$303.75	\$896.25	25.31%
23100	BUILDING MATERIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$59.99	\$0.00	\$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	\$141.31	\$4,246.69	\$5,753.31	42.47%
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	\$606.00	\$2,712.00	\$7,288.00	27.12%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$94.47	\$14.31	\$0.00	\$0.00	\$0.00	\$0.00	\$40.09	\$0.00	\$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	\$50.00	\$802.06	-\$552.06	320.82%
31600	COMPUTER SERVICES	\$700.00	\$0.00	\$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	\$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	\$3.05	\$78.38	\$21.62	78.38%
32100	TELEPHONE	\$3,700.00	\$0.00	\$246.00	\$140.20	\$0.00	\$124.74	\$315.48	\$0.00	\$330.48	\$157.62	\$0.00	\$1,469.94	\$2,230.06	39.73%

Object	Object Descr	2015 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	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	\$15.46	\$154.60	-\$4.60	103.07%
32200	POSTAGE	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$148.28	\$0.00	\$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	\$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	\$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	\$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	\$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	-\$78.16	\$1,250.40	\$2,749.60	31.26%
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	\$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	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS	\$10,000.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$10,000.00	\$0.00	100.00%
44100	FURNITURE	\$1,000.00	\$0.00	\$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	\$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	\$35,423.60	\$448,427.11	\$226,675.93	66.42%

**MONROE COUNTY PUBLIC LIBRARY**

**Gen. Obligation Bond Budget & Expenditure**

January 1, 2015 to November 30, 2015

11 months = 91.7%

Object	Object Descr	2015 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	YTD Amount	2015 YTD Balance	2015 %YTD Budget
31500	MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,950.00	\$650.00	\$650.00	\$650.00	\$0.00	\$3,900.00	-\$3,900.00	0.00%
31700	ADMIN/ACCOUNTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$210.00	\$0.00	\$0.00	\$0.00	\$460.00	-\$460.00	0.00%
36300	OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00	\$650.00	-\$650.00	0.00%
44100	FURNITURE	\$100,000.00	\$54,378.52	\$0.00	\$0.00	\$13,803.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,587.35	\$12,412.65	87.59%
44300	OTHER EQUIPMENT	\$0.00	\$445.00	\$0.00	\$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	\$30,217.10	\$0.00	\$0.00	\$6,000.00	\$0.00	\$52,510.00	\$0.00	\$0.00	\$0.00	\$0.00	\$108,727.10	-\$8,727.10	108.73%
44600	IS EQUIPMENT	\$106,990.00	\$12,210.30	\$5,067.60	\$2,674.98	\$735.09	\$266.98	\$12,201.84	\$3,398.42	\$6,519.00	\$0.00	\$9,732.34	\$53,606.35	\$53,383.65	50.10%
44650	IS SOFTWARE	\$0.00	\$3,298.68	\$144.00	\$125.00	\$392.00	\$0.00	\$96.29	\$697.00	\$845.86	\$106.99	-\$7.00	\$5,698.82	-\$5,698.82	0.00%
44700	EQUIPMENT - CATS	\$65,306.00	\$0.00	\$0.00	\$5,015.11	\$0.00	\$0.00	\$0.00	\$219.99	\$329.98	\$24,731.15	\$14,308.76	\$44,604.99	\$20,701.01	68.30%
44750	SOFTWARE - CATS	\$0.00	\$1,398.00	\$3,058.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$99.00	\$0.00	\$4,555.92	-\$4,555.92	0.00%
		\$372,296.00	\$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	\$24,684.10	\$310,235.53	\$62,060.47	83.33%

**MONROE COUNTY PUBLIC LIBRARY**

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Page 1

**Expenditure Summary compared to last year**

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

Fund	Fund Descr	2015 Budget	November 2015 Amt	2015 YTD Amt	2014 Budget	November 2014 Amt	2014 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,826,029.92	\$641,424.78	\$7,635,050.89	\$8,011,683.99	\$637,982.77	\$6,971,599.19	9.52%
002	JAIL	\$0.00	\$1,694.86	\$5,985.57	\$0.00	\$3,022.95	\$6,000.00	-0.24%
003	CLEARING	\$0.00	\$70.24	\$16,338.04	\$0.00	\$1,981.14	\$10,494.20	55.69%
004	GIFT UNRESTRICTED	\$0.00	\$59.99	\$6,770.22	\$0.00	\$10.00	\$2,738.64	147.21%
005	PLAC	\$0.00	\$0.00	\$10,145.00	\$0.00	\$0.00	\$10,100.00	0.45%
006	RETIREEES	\$0.00	\$305.02	\$3,392.54	\$0.00	\$925.74	\$5,178.18	-34.48%
007	LIRF	\$350,000.00	\$293.81	\$202,901.56	\$366,000.00	\$5,995.50	\$77,908.00	160.44%
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	\$171,308.13	\$611,655.57	-66.04%
010	PAYROLL	\$0.00	\$338,892.37	\$3,993,872.10	\$0.00	\$328,391.90	\$3,957,740.00	0.91%
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	\$6,007.34	\$81,345.16	\$0.00	\$6,032.39	\$86,275.20	-5.71%
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	\$7,916.58	\$81,539.48	\$0.00	\$5,727.30	\$82,975.16	-1.73%
020	SPECIAL REVENUE	\$675,103.04	\$35,423.60	\$448,427.11	\$664,141.32	\$50,015.30	\$535,115.46	-16.20%
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	\$24,684.10	\$310,235.53	\$125,000.00	\$2,560.00	\$1,084,008.50	-71.38%
027	COMMUNITY FDTN	\$0.00	\$0.00	\$7,708.95	\$27,485.00	\$939.53	\$16,909.51	-54.41%
028	FINRA 2014	\$0.00	\$2,715.48	\$33,347.55	\$0.00	\$1,892.28	\$10,679.21	212.27%
029	GO BOND 2016	\$0.00	\$544.99	\$544.99	\$0.00	\$32.45	\$32.45	1579.48%
		\$11,243,428.96	\$1,060,033.16	\$13,354,288.85	\$10,202,078.31	\$1,216,817.38	\$14,192,599.70	-5.91%

**MONROE COUNTY PUBLIC LIBRARY**

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

Source Descr	2015 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	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	\$3,014,957.82	\$0.00	\$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	\$8,375.65	\$0.00	\$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	\$179,444.49	\$0.00	\$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	\$1,804,396.88	\$163,603.12	91.69%
COMMERCIAL	\$45,000.00	\$0.00	\$0.00	\$24,667.11	\$0.00	\$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	\$434.51	\$687.04	\$402.35	\$461.20	\$453.10	\$609.30	\$588.75	\$533.30	\$357.65	\$5,450.19	-\$5,450.19	0.00%
LOST/DAMAGED	\$0.00	\$2,166.51	\$1,671.46	\$1,151.33	\$1,732.88	\$1,740.20	\$1,480.10	\$1,501.29	\$1,941.26	\$1,405.50	\$18,716.89	-\$18,716.89	0.00%
FINES	\$160,000.00	\$13,226.72	\$11,740.37	\$11,689.39	\$12,520.76	\$11,554.62	\$10,869.82	\$12,187.24	\$11,838.90	\$10,829.14	\$131,540.59	\$28,459.41	82.21%
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	\$807.15	\$1,270.65	\$1,609.61	\$1,515.75	\$1,435.40	\$1,377.41	\$1,126.55	\$1,657.48	\$943.08	\$14,243.78	-\$1,743.78	113.95%
MISCELLANEOUS	\$0.00	\$124.02	\$539.89	\$0.00	\$100.00	\$100.78	\$8.04	\$11.00	\$0.00	\$1.00	\$1,123.03	-\$1,123.03	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	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$700.00	30.00%
GARNISHMENT FEES	\$0.00	\$5.52	\$5.52	\$8.28	\$5.52	\$11.07	\$16.62	\$11.07	\$8.28	\$5.52	\$88.44	-\$88.44	0.00%
E-RATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,651.52	\$3,771.13	\$0.00	\$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	\$16,703.51	\$16,703.51	-\$4,203.51	133.63%
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	\$19.15	\$20.87	\$70.28	\$81.40	\$44.55	\$30.05	\$37.40	\$37.98	\$11.30	\$394.73	-\$394.73	0.00%
OBITS	\$0.00	\$514.00	\$213.99	\$192.00	\$117.00	\$167.55	\$150.00	\$170.00	\$25.00	\$48.00	\$1,986.54	-\$1,986.54	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	\$1,043.13	\$886.53	\$839.85	\$1,364.78	\$1,558.05	\$1,341.29	\$1,101.49	\$976.10	\$867.66	\$12,457.92	-\$6,457.92	207.63%
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	\$85.15	\$791.50	\$90.41	\$93.42	\$90.41	\$220.82	\$220.82	\$915.64	\$2,508.17	-\$2,508.17	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	\$75.00	\$1,725.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$3,600.00	-\$3,600.00	0.00%



Source Descr	2015 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
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%
Fund 001 OPERATING	\$7,997,398.00	\$182,376.79	\$181,232.55	\$207,182.78	\$3,385,103.74	\$181,194.82	\$180,009.12	\$196,443.21	\$185,046.33	\$196,124.08	\$5,381,389.56	\$2,616,008.44	67.29%
Fund 002 JAIL													
RECEIPTS	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING													
CONFERENCE/RECEIPT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$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	\$1,026.56	\$0.00	\$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	\$0.00	\$1,026.56	\$0.00	\$0.00	\$1,000.00	\$0.00	\$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	\$238.80	\$109.79	\$350.42	\$143.79	\$3,080.15	\$1,960.61	\$294.62	\$160.72	\$257.96	\$7,886.07	-\$7,886.07	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	\$238.80	\$109.79	\$350.42	\$143.79	\$3,080.15	\$1,960.61	\$294.62	\$160.72	\$257.96	\$7,886.07	-\$7,886.07	0.00%
Fund 005 PLAC													
PUBLIC LIBRARY	\$0.00	\$1,300.00	\$650.00	\$585.00	\$910.00	\$910.00	\$1,040.00	\$910.00	\$650.00	\$195.00	\$8,540.00	-\$8,540.00	0.00%
Fund 005 PLAC	\$0.00	\$1,300.00	\$650.00	\$585.00	\$910.00	\$910.00	\$1,040.00	\$910.00	\$650.00	\$195.00	\$8,540.00	-\$8,540.00	0.00%
Fund 006 RETIREES													
RETIREES INSURANCE	\$0.00	\$421.76	\$0.00	\$210.88	\$210.88	\$210.88	\$303.11	\$303.81	\$303.11	\$303.11	\$3,076.14	-\$3,076.14	0.00%

Source Descr	2015 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	2015 YTD Amt	2015 YTD Balance	2015 % of Budget	
Fund 006 RETIREES	\$0.00	\$421.76	\$0.00	\$210.88	\$210.88	\$210.88	\$303.11	\$303.81	\$303.11	\$303.11	\$3,076.14	-\$3,076.14	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	0.00%
LIRF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$682,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$682,500.00	-\$682,500.00	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	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	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	0.00%
Fund 007 LIRF	\$205,000.00	\$0.00	\$0.00	\$0.00	\$682,500.00	\$0.00	\$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	\$266,693.97	\$0.00	\$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	\$736.10	\$0.00	\$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	\$15,770.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,831.81	\$13,168.19	56.11%	
COMMERCIAL	\$5,000.00	\$0.00	\$0.00	\$2,167.89	\$0.00	\$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%	
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%	
Fund 008 DEBT	\$617,000.00	\$0.00	\$0.00	\$2,167.89	\$283,200.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$299,338.80	\$317,661.20	52.26%	
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	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	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	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,168.74	\$0.00	\$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	\$1,168.74	\$0.00	\$0.00	\$0.00	\$0.00	\$1,168.74	-\$1,168.74	0.00%	
Fund 010 PAYROLL														
GROSS PAYROLL	\$0.00	\$328,904.28	\$323,665.41	\$497,802.46	\$331,494.31	\$335,334.39	\$341,788.18	\$329,457.64	\$499,683.16	\$334,506.10	\$3,995,374.34	-\$3,995,374.34	0.00%	
Fund 010 PAYROLL	\$0.00	\$328,904.28	\$323,665.41	\$497,802.46	\$331,494.31	\$335,334.39	\$341,788.18	\$329,457.64	\$499,683.16	\$334,506.10	\$3,995,374.34	-\$3,995,374.34	0.00%	
Fund 013 PETTY CASH														

Source Descr	2015 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	2015 YTD Amt	2015 YTD Balance	% of Budget
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%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$0.00	\$12,488.67	\$9,630.28	\$0.00	\$5,982.37	\$0.00	\$0.00	\$17,116.39	\$0.00	\$45,217.71	-\$45,217.71	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	\$545.00	\$2,657.00	\$7,017.32	\$819.00	\$920.00	\$0.00	\$0.00	\$150.00	\$5,150.00	\$18,108.32	-\$18,108.32	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	\$545.00	\$15,145.67	\$16,647.60	\$819.00	\$6,902.37	\$0.00	\$0.00	\$17,266.39	\$5,150.00	\$63,326.03	-\$63,326.03	0.00%
Fund 019 GIFT-FOUNDATION													
MISCELLANEOUS	\$0.00	\$0.00	\$9.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.84	-\$35.84	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$0.00	\$15,000.00	\$42,042.74	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$87,042.74	-\$87,042.74	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$9.16	\$15,000.00	\$42,042.74	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$87,078.58	-\$87,078.58	0.00%
Fund 020 SPECIAL REVENUE													
MISCELLANEOUS	\$0.00	\$210.00	\$120.00	\$660.00	\$290.00	\$215.00	\$200.00	\$140.00	\$10.00	\$70.00	\$2,291.55	-\$2,291.55	0.00%
CABLE ACCESS FEES -	\$0.00	\$104,627.50	\$0.00	\$104,627.50	\$0.00	\$0.00	\$0.00	\$0.00	\$149,428.75	\$0.00	\$418,510.00	-\$418,510.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$59,826.25	\$0.00	\$0.00	\$59,826.25	\$0.00	\$119,652.50	\$0.00	\$239,305.00	-\$239,305.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$3,624.25	\$0.00	\$0.00	\$3,624.25	\$0.00	\$0.00	\$3,624.25	\$0.00	\$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	\$108,461.75	\$120.00	\$165,113.75	\$3,914.25	\$215.00	\$60,026.25	\$3,764.25	\$269,091.25	\$70.00	\$670,979.30	-\$670,979.30	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%

Source Descr	2015 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	2015 YTD Amt	2015 YTD Balance	% of Budget
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%
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	\$43,615.00	\$0.00	\$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	\$43,615.00	\$0.00	\$44,000.94	-\$44,000.94	0.00%
Fund 029 GO BOND 2016													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,950.00	\$19,950.00	-\$19,950.00	0.00%
Fund 029 GO BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,950.00	\$19,950.00	-\$19,950.00	0.00%
	\$8,819,398.00	\$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	\$556,556.25	\$11,273,845.65	-\$2,454,447.65	150.49%

**MONROE COUNTY PUBLIC LIBRARY**

**Cash Balances by fund**

Current Period: November 2015

FUND Descr	11/01/15	MTD Debit	MTD Credit	11/30/15 Bal Sht Descr
OPERATING	\$2,829.82	\$5,788.95	\$0.00	\$8,618.77 ONB/MONROE BANK CHECKING
OPERATING	\$3,976.66	\$7,771.67	\$0.00	\$11,748.33 GERMAN AMER./UNITED COMMERCE
OPERATING	-\$197,768.48	\$434,005.34	\$630,272.91	-\$394,036.05 MAINSOURCE CHECKING
OPERATING	\$247,293.72	\$867.66	\$247,293.72	\$867.66 MAINSOURCE SAVINGS
OPERATING	\$1,592.53	\$915.64	\$0.00	\$2,508.17 INVESTMENT CD s
Fund 001 OPERATING	\$57,924.25	\$449,349.26	\$877,566.63	-\$370,293.12
JAIL	\$1,709.29	\$0.00	\$1,694.86	\$14.43 MAINSOURCE CHECKING
Fund 002 JAIL	\$1,709.29	\$0.00	\$1,694.86	\$14.43
GIFT UNRESTRICTED	\$26.50	\$251.96	\$0.00	\$278.46 ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$3.00	\$6.00	\$0.00	\$9.00 GERMAN AMER./UNITED COMMERCE
GIFT UNRESTRICTED	\$12,006.76	\$0.00	\$59.99	\$11,946.77 MAINSOURCE CHECKING
Fund 004 GIFT UNRESTRICTED	\$12,036.26	\$257.96	\$59.99	\$12,234.23
PLAC	\$65.00	\$65.00	\$0.00	\$130.00 ONB/MONROE BANK CHECKING
PLAC	\$130.00	\$130.00	\$0.00	\$260.00 GERMAN AMER./UNITED COMMERCE
PLAC	\$455.00	\$0.00	\$0.00	\$455.00 MAINSOURCE CHECKING
Fund 005 PLAC	\$650.00	\$195.00	\$0.00	\$845.00
RETIREEES	\$0.00	\$210.88	\$0.00	\$210.88 ONB/MONROE BANK CHECKING
RETIREEES	\$66.41	\$92.23	\$305.02	-\$146.38 MAINSOURCE CHECKING
Fund 006 RETIREEES	\$66.41	\$303.11	\$305.02	\$64.50
LIRF	\$18,293.86	\$42,706.28	\$293.81	\$60,706.33 MAINSOURCE CHECKING
LIRF	\$1,118,414.84	\$0.00	\$42,706.28	\$1,075,708.56 MAINSOURCE SAVINGS
LIRF	\$600,000.00	\$0.00	\$0.00	\$600,000.00 INVESTMENT CD s
Fund 007 LIRF	\$1,736,708.70	\$42,706.28	\$43,000.09	\$1,736,414.89
DEBT SERVICE	\$1,049.94	\$80,000.00	\$0.00	\$81,049.94 MAINSOURCE CHECKING
Fund 008 DEBT SERVICE	\$1,049.94	\$80,000.00	\$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	\$16,881.03	\$334,506.10	\$338,892.37	\$12,494.76 MAINSOURCE CHECKING
Fund 010 PAYROLL	\$16,881.03	\$334,506.10	\$338,892.37	\$12,494.76
GIFT-RESTRICED	\$0.00	\$5,150.00	\$0.00	\$5,150.00 ONB/MONROE BANK CHECKING
GIFT-RESTRICED	\$35,674.65	\$2.99	\$6,010.33	\$29,667.31 MAINSOURCE CHECKING
GIFT-RESTRICED	\$50,000.00	\$0.00	\$0.00	\$50,000.00 MAINSOURCE SAVINGS
Fund 016 GIFT-RESTRICED	\$85,674.65	\$5,152.99	\$6,010.33	\$84,817.31
GIFT-FOUNDATION	\$44,967.73	\$510.38	\$8,426.96	\$37,051.15 MAINSOURCE CHECKING
Fund 019 GIFT-FOUNDATION	\$44,967.73	\$510.38	\$8,426.96	\$37,051.15
SPECIAL REVENUE	\$0.00	\$70.00	\$3.05	\$66.95 GERMAN AMER./UNITED COMMERCE
SPECIAL REVENUE	\$234,165.87	\$105.05	\$35,525.60	\$198,745.32 MAINSOURCE CHECKING
SPECIAL REVENUE	\$350,000.00	\$0.00	\$0.00	\$350,000.00 MAINSOURCE SAVINGS
Fund 020 SPECIAL REVENUE	\$584,165.87	\$175.05	\$35,528.65	\$548,812.27
G O BOND	\$54,527.08	\$30,007.00	\$24,691.10	\$59,842.98 MAINSOURCE CHECKING
Fund 026 G O BOND	\$54,527.08	\$30,007.00	\$24,691.10	\$59,842.98
FINRA 2014	\$44,858.20	\$0.00	\$2,715.48	\$42,142.72 MAINSOURCE CHECKING
Fund 028 FINRA 2014	\$44,858.20	\$0.00	\$2,715.48	\$42,142.72
GO BOND 2016	-\$32.45	\$19,950.00	\$544.99	\$19,372.56 MAINSOURCE CHECKING
Fund 029 GO BOND 2016	-\$32.45	\$19,950.00	\$544.99	\$19,372.56
	\$3,676,642.14	\$963,113.13	\$1,339,436.47	\$3,300,318.80

**MONROE COUNTY PUBLIC LIBRARY**

12/08/15 6:02 PM  
Page 1

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**ONB MONROE CHECKING**  
**06300 ONB/MONROE**  
**November 2015**

**Account Summary**

Beginning Balance	11/1/2015	\$2,921.32
+ Receipts/Deposits		\$11,466.79
- Payments (Checks and		\$0.00
Ending Balance as	11/30/2015	\$14,388.11

**Check Book**

Active	G 001-06300	OPERATING	\$8,618.77
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$278.46
Active	G 005-06300	PLAC	\$130.00
Active	G 006-06300	RETIREES	\$210.88
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	\$5,150.00
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>\$14,388.11</b>
	Begining Balance		\$2,921.32
	+ Total Deposits		\$11,466.79
	- Checks Written		\$0.00
	Check Book		\$14,388.11
	Difference		\$0.00

MONROE COUNTY PUBLIC LIBRARY

12/08/15 6:11 PM  
Page 1

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

**Account Summary**

Beginning Balance	11/1/2015	\$4,109.66
+ Receipts/Deposits		\$7,974.62
- Payments (Checks and		\$0.00
Ending Balance as	11/30/2015	\$12,084.28

**Check Book**

Active	G 001-06400	OPERATING	\$11,748.33
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$9.00
Active	G 005-06400	PLAC	\$260.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$66.95
		Cash	<b>\$12,084.28</b>
	Beginng Balance	\$4,109.66	
	+ Total Deposits	\$7,974.62	
	- Checks Written	\$0.00	
	Check Book	\$12,084.28	
	Difference	\$0.00	

**MONROE COUNTY PUBLIC LIBRARY**

12/08/15 6:38 PM  
Page 1

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**MAINSOURCE CHECKING**  
**06600 MAINSO CKG**  
**November 2015**

**Account Summary**

Beginning Balance	11/1/2015	\$391,276.75
+ Receipts/Deposits		\$600,824.19
- Payments (Checks and		\$711,833.20
Ending Balance as	11/30/2015	\$280,267.74

**Check Book**

Active	G 001-06600	OPERATING	-\$394,036.05
Active	G 002-06600	JAIL	\$14.43
Active	G 003-06600	CLEARING	\$0.00
Active	G 004-06600	GIFT UNRESTRICTED	\$11,946.77
Active	G 005-06600	PLAC	\$455.00
Active	G 006-06600	RETIREES	-\$146.38
Active	G 007-06600	LIRF	\$60,706.33
Active	G 008-06600	DEBT SERVICE	\$81,049.94
Active	G 009-06600	RAINY DAY	\$85,352.81
Active	G 010-06600	PAYROLL	\$12,494.76
Active	G 016-06600	GIFT-RESTRICED	\$29,667.31
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$37,051.15
Active	G 020-06600	SPECIAL REVENUE	\$198,745.32
Active	G 024-06600	FINRA GRANT	\$0.00
Active	G 026-06600	G O BOND	\$59,842.98
Active	G 027-06600	COMMUNITY FDTN	\$0.00
Active	G 028-06600	FINRA 2014	\$42,142.72
Active	G 029-06600	GO BOND 2016	\$19,372.56
		Cash	<b>\$244,659.65</b>
	Beginng Balance		\$391,276.75
	+ Total Deposits		\$600,824.19
	- Checks Written		\$747,441.29
	Check Book		\$244,659.65
	O/S Checks		\$35,608.09



**MONROE COUNTY PUBLIC LIBRARY**

12/08/15 6:52 PM  
Page 1

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**MAINSOURCE SAVINGS**

**06610 MAINSO SAV**

**November 2015**

**Account Summary**

Beginning Balance	11/1/2015	\$2,825,810.93
+ Receipts/Deposits		\$867.66
- Payments (Checks and		\$400,000.00
Ending Balance as	11/30/2015	\$2,426,678.59

**Check Book**

Active	G 001-06610	OPERATING	\$867.66
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	\$1,075,708.56
Active	G 008-06610	DEBT SERVICE	\$0.00
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	\$0.00
Active	G 027-06610	COMMUNITY FDTN	\$0.00
Active	G 028-06610	FINRA 2014	\$0.00
Active	G 029-06610	GO BOND 2016	\$0.00

Cash **\$2,426,678.59**

Beginng Balance	\$2,825,810.93
+ Total Deposits	\$867.66
- Checks Written	\$400,000.00

Check Book	\$2,426,678.59
Difference	\$0.00

TO: Monroe County Public Library – Board of Trustees  
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager  
RE: Personnel Report  
DATE: December 16, 2015

**Beginning Employment**

None

**Ending Employment**

- Kelsey Shanabarger, Access & Content, Material Handler, Pay Grade 1, 15-18 hours per week effective December 13, 2015.
- Mark Mobley, Building Services, Manager, Pay Grade 10, 37.5 Hours per week effective January 8, 2016.

**Job Changes**

- Jacoba Wells, Customer Service, Senior Information Assistant, Pay Grade 6, from 37.5 hours per week to 20 hours per week effective November 30, 2015.
- Jason Chandler, Building Services Assistant Manager, Pay Grade 9, 37.5 hours per week, to Building Services and Security Manager, Pay Grade 10, 37.5 hours per week, effective January 11, 2016.

Active Library Employees  
As of 11-27-2015

**Operating Funds**

	<b>Operating Funds</b>	<b>First Name</b>	<b>Last Name</b>
1	AC Services Operating	Serena	Ahmed
2	AC Services Operating	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 11-27-2015

	<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 11-27-2015

	<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 11-27-2015

<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>

Active Library Employees  
As of 12-11-2015

**Operating Funds**

	<b>Operating Funds</b>	<b>First Name</b>	<b>Last Name</b>
1	AC Services Operating	Serena	Ahmed
2	AC Services Operating	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	Katie	Pfannmoeller
21	AC Services Operating	Brigid	Phillips
22	AC Services Operating	Elizabeth	Polley
23	AC Services Operating	Emily	Purcell
24	AC Services Operating	Rebecca	Ray
25	AC Services Operating	Riley	Reynolds
26	AC Services Operating	Brandon	Seals
27	AC Services Operating	Kelsey	Shanabarger
28	AC Services Operating	Karen	Smith
29	AC Services Operating	Samuel	Springman
30	AC Services Operating	Roger	Stremming II
31	AC Services Operating	Alicia	Thomas
32	AC Services Operating	Jonah	Wilson
33	CS Special/Asst/Para Oper	Audra	Artzberger
34	CS Special/Asst/Para Oper	Cynthia	Balzer
35	BS Security/Protect Operating	Ashley	Barrett
36	CS Special/Asst/Para Oper	Marion	Clark
37	CS Special/Asst/Para Oper	Rachel	Clausman
38	BL Service/Maintenance Oper	Deanna	Crane
39	CS Special/Asst/Para Oper	William	Ellis
40	CS Special/Asst/Para Oper	Edwin	Fallwell
41	BS Security/Protect Operating	Ross	Jackson
42	BL Service/Maintenance Oper	Clare	Miller
43	CS Special/Asst/Para Oper	Daniel	Mounlio
44	IT Technicians Operating	Cody	Mullis
45	CA Technician Oper	Naomi	O'Donnell
46	CS Special/Asst/Para Oper	Ann	Segraves

Active Library Employees  
As of 12-11-2015

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



Active Library Employees  
As of 12-11-2015

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

Active Library Employees

As of 12-11-2015

<b>Operating Funds</b>		<b>First Name</b>	<b>Last Name</b>
143	CS Special/Asst/Para Oper	Guadalupe	Wilson
144	EG Manager/Asst/Strat Oper	Joshua	Wolf
145	AD Director/Assoc Operating	Marilyn	Wood
146	CS Special/Asst/Para Oper	Leanne	Zdravecky
<b>Sub Total Operating Funds</b>		<b>\$149,861.92</b>	<b>4205.0</b>

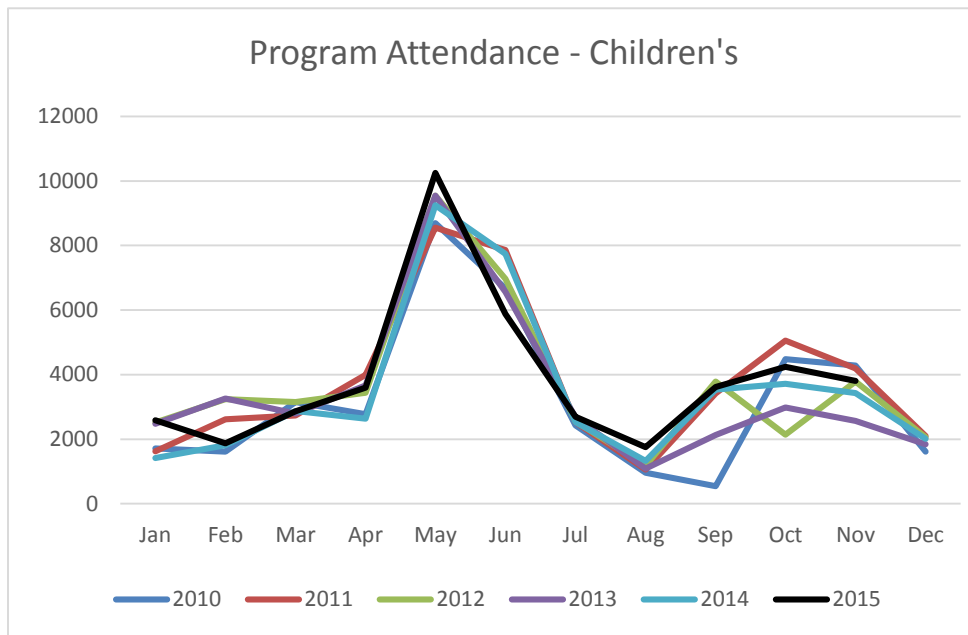
**Special/Gift Funds**

<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>\$15,733.68</b>	<b>477.5</b>
<b>TOTAL All EE's ALL Funds</b>		<b>\$165,596</b>	<b>4682.5</b>

### 2016 BOARD OF TRUSTEE'S CALENDER

2016			
January	13	Work Session	
January	20	Board Meeting	Budget line-item transfers; officer slate approved; Conflict of Interest forms; Annual Report, Update: Friends of the Library
January	20	Board of Finance	Review Investment Report and Policy
February	10	Work Session	
February	17	Board Meeting	Election of Board Officers; El Centro Contract; review Internet and Computer Use Policy, Update: Customer Experience
March	9	Work Session	
March	23	Board Meeting	Review Long Range Strategic Plan; Update: Teen Services
April	13	Work Session	
April	20	Board Meeting	Update: Building Services
May	11	Work Session	
May	18	Board Meeting	Update: Children's Services
June	8	Work Session	
June	15	Board Meeting	Update: VITAL
July	13	Work Session	
July	20	Board Meeting	Draft 2017 Budget; Update: Non-profit Central and Indiana Room Program
August	10	Work Session	
August	17	Board Meeting	Revise 2017 Budget, Approve 2017 Budget for advertising; Review Management Labor Agreement; Update: Special Audience Services
September	14	Work Session	
September	21	Board Meeting	2017 Budget; Update:
September	21	Public Hearing	Public Hearing on 2017 Budget
October	12	Work Session	
October	19	Board Meeting	Adopt 2017 Budget as recommended by County Council; Update: CATS
November	9	Work Session	
November	16	Board Meeting	Approve 2017 employee insurance package; Update:
December	14	Work Session	
December	21	Board Meeting	Approve 2017 salary schedule, Holiday & Closing Schedule, Pay Schedule(dates), director's salary; CATS contracts, Fines and Fees schedule; Update:

## **GOAL 1: Strengthen 21st century literacy skills**



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

- Children's program attendance is on pace to be higher than any of our previous three years. The number of programs offered in 2015 is 4% lower than 2014, yet attendance is up by 7%.
- In addition to the weekly preschool storytimes she conducts, Librarian Christina Jones hosted several preschool classes making a special visit to the Library. After enjoying a lively retelling of the *Three Little Pigs*, children from St. Mark's Preschool, stopped in to Level Up, where Senior Information Assistant Andrew Slater showed them the green screen. From there, the class toured the Children's Department, stopped by CATS and visited the Bookmobile in the garage. The children returned to Level Up to see the fun, short video Andrew created, incorporating their requests to include a haunted house, sharks, and a dragon!
- Librarian Mary Frasier visited the South Central Community Action Program Early Head Start center in Ellettsville and presented an informational session on early literacy to parents and their preschool children in the form of an articulated storytime. Children enjoyed the storytime, while parents learned how stories, rhymes and songs help children develop awareness of letter sounds, build vocabulary and develop other early literacy skills.

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

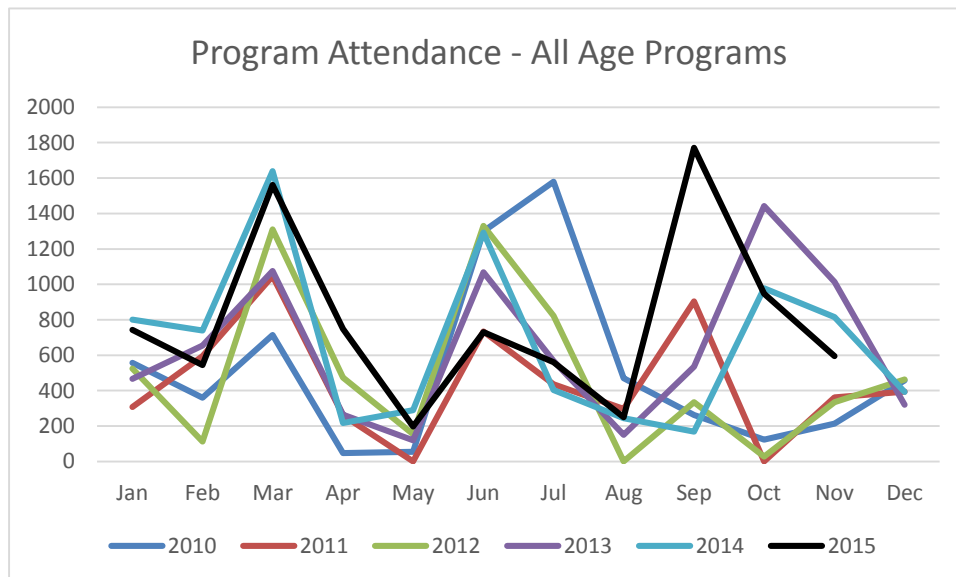
- Children's Strategist Lisa Champelli and Librarian Mary Frasier led a special event for MCCSC first graders and their families. On a Sunday afternoon, first graders had an opportunity to visit again with Stripes the Tiger, hear a story, and show their parents around the Children's area. Parents who completed short surveys before leaving the

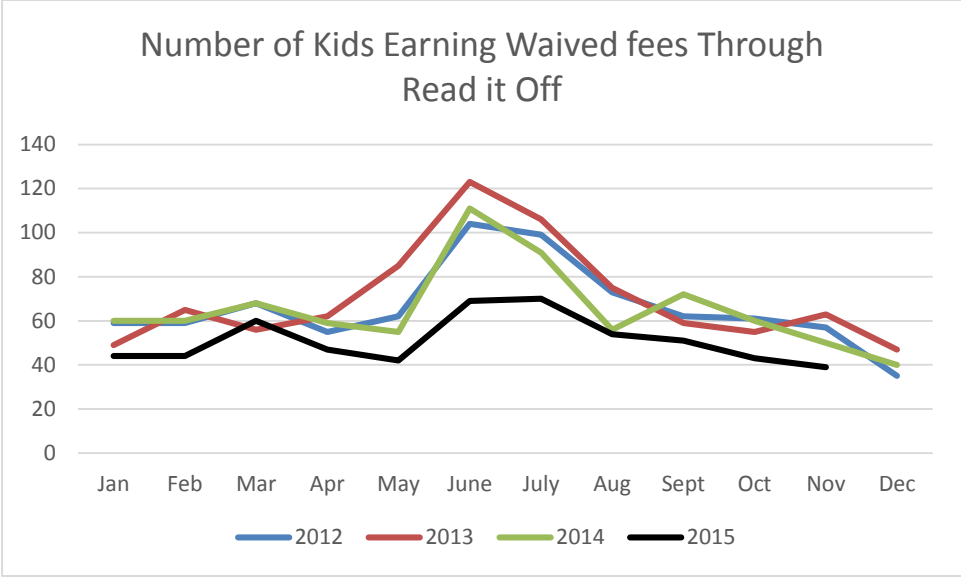
program indicated they were regular visitors to the Library, but one noted she appreciated learning about the booklists available in the Children’s area. The Library will consider offering this program twice next year in an effort to reach parents of children who come on their First Grade Tour in September. Most of the children who attended this November program visited with their class toward the end of October.

- During November, Librarian Stephanie Holman welcomes Kindergarteners from the Richland Bean Blossom School District to the Ellettsville Branch. Stephanie reports: “These annual tours are a favorite at the branch. This year the Library Card Initiative helped ensure almost all children had a Library Card during their visit. The children spent 90 minutes at the branch and learned about public libraries, enjoyed a story,

puppet show, short film, and toured the building highlighting areas for kindergarten reading. They also got a peek at the automated materials handler (book sorter). Then each child checked out one book and got to play in the Children's Room until the bus arrived. These tours help children feel comfortable in the Library and encourage them to visit again. One family visited shortly after and checked out three baskets of books!

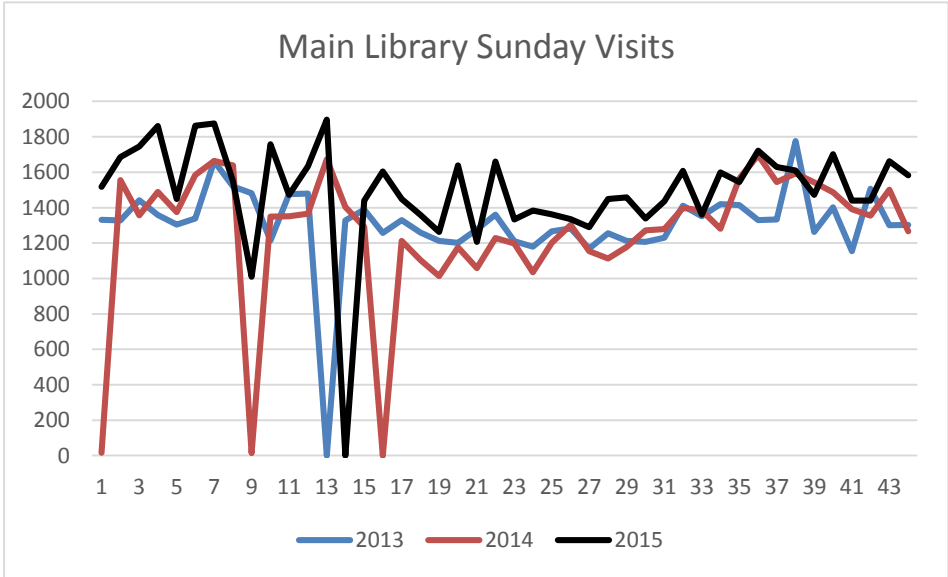
- VITAL partnered with the Btown Free ESL group to offer a free “English for Working with Food” program for new English speakers. The program ran for five weeks and offered practical, English support to help those working in food service improve their communication skills. The program was well attended, and new sessions are planned for January 2016.

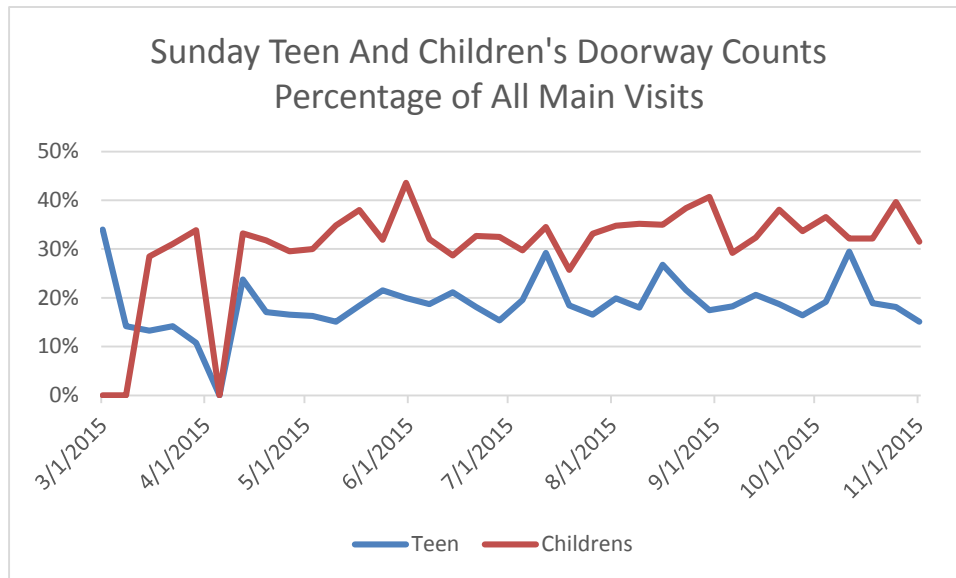




- Visits to the Main Library on Sunday are up significantly from last year. Overall, year-to-date traffic on Sunday in 2015 is 18% higher than Sunday traffic of the same time period in 2014. Generally, between 30-40% of those who enter the building visit the Children’s area during their stay.

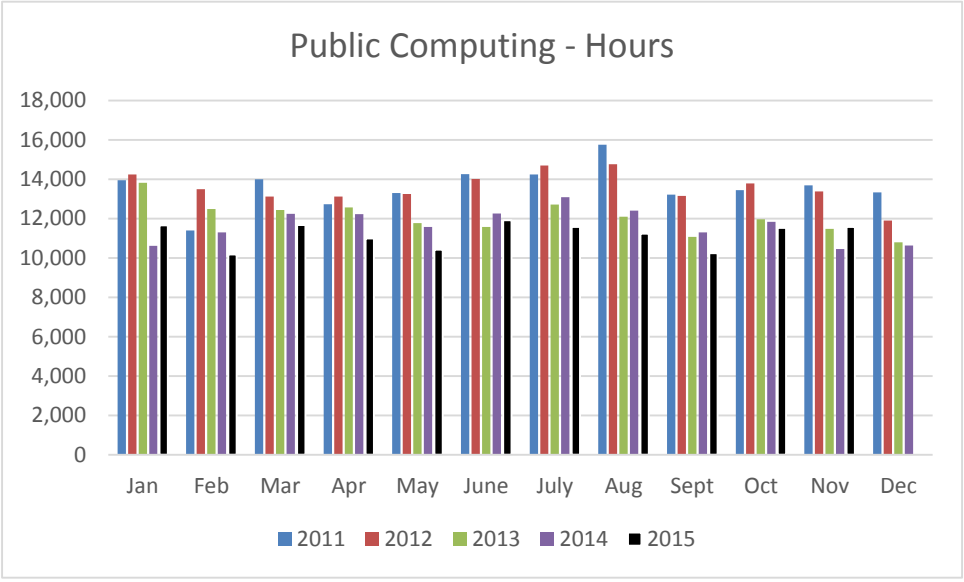
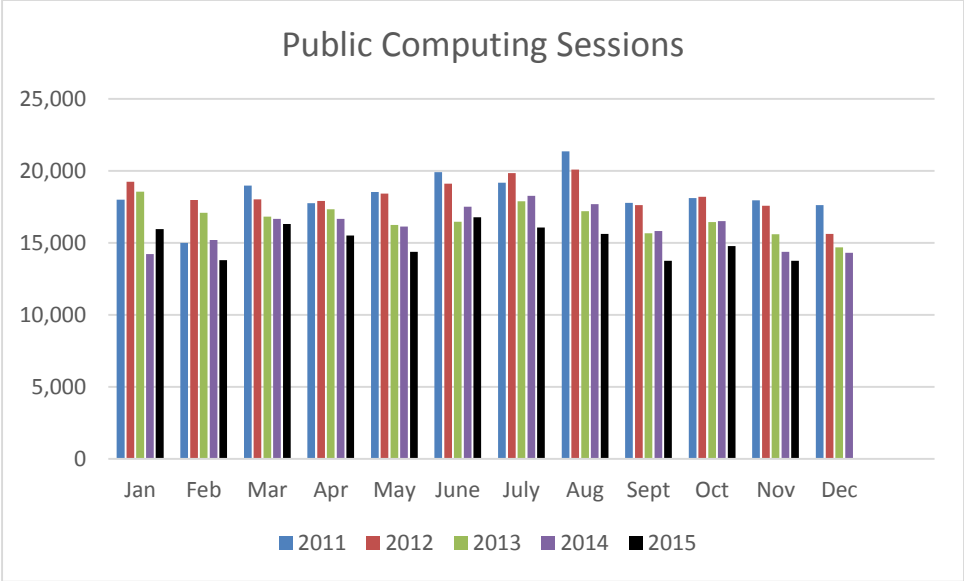
Approximately, 20% visit the Teen area sometime during their visit. The number of visitors per hour is highest on Saturday (261), followed closely by Sunday at 255. The smallest average visitor count per hour is on Monday at 184.





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

- Chris Jackson, Bobby Overman, and Jim Gossman presented a program at the Endwright Center in Ellettsville helping senior community members access the Library's e-book and other online collections. One of the participants conducts regular technology training sessions at Endwright and will now be able to assist his learners.
- A mom left a message on the Children's Facebook page, seeking the name of the app featured on our secured iPad in the preschool area. She wrote: "We were at the library yesterday and my son really "clicked" with the preschool app you had opened on the iPad. I was wondering what that app is? We usually try to avoid technology, but the real life pictures and the simple words connected to them really drew him in and had him saying letter sounds!" The featured app is called ABC Actions, produced by Peapod Labs. It includes short live-action videos and activities to help kids learn about letters and action words, and can be switched to Spanish language, too.
- "Make it Digital! Advanced Audio Mixing and Mastering" was held for the first time. The expert audio engineer presented valuable information and patron survey feedback was very positive. Participants said they learned so much and only wished there had been time to learn more.
- Through the generosity of the Wahl Family Charitable Trust, the Library will be adding Playaway Launchpads, a pre-loaded learning tablet, to the Children's collection.



- Our recent change to eliminate guest passes for computer use has reduced a barrier for customers. With this change, visitors may use the computer as long as no one else is in queue to use it. The result –

our computers are being used for longer periods of time. This also reduces frustration for those who lost connections while in the middle of their work when computers timed-out.

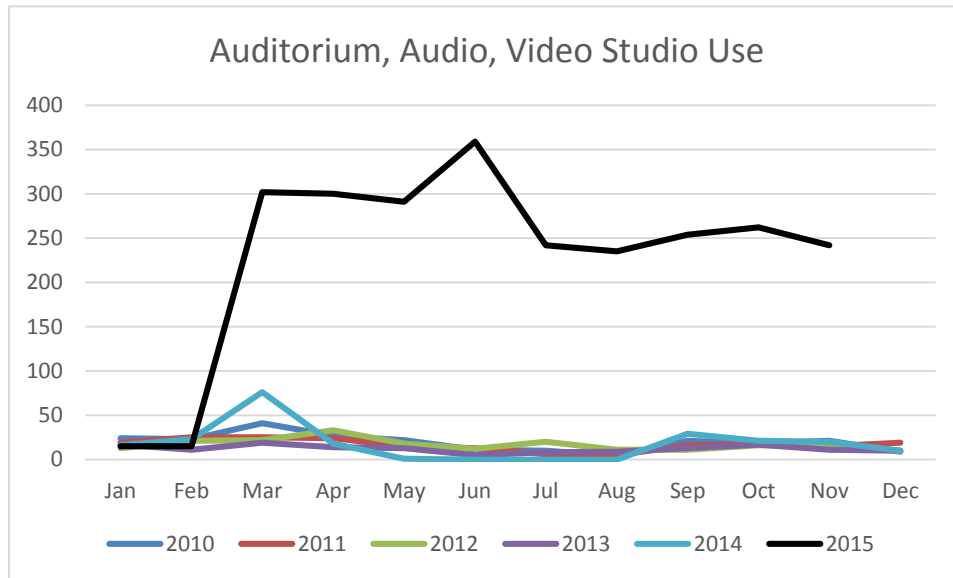


## 1D. Support digital creativity

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- An IU German class made use of Level Up audio studios to record audio plays which will be used in some capacity at the IU Art

Museum. The professor repeatedly complimented the space and the library as a whole.



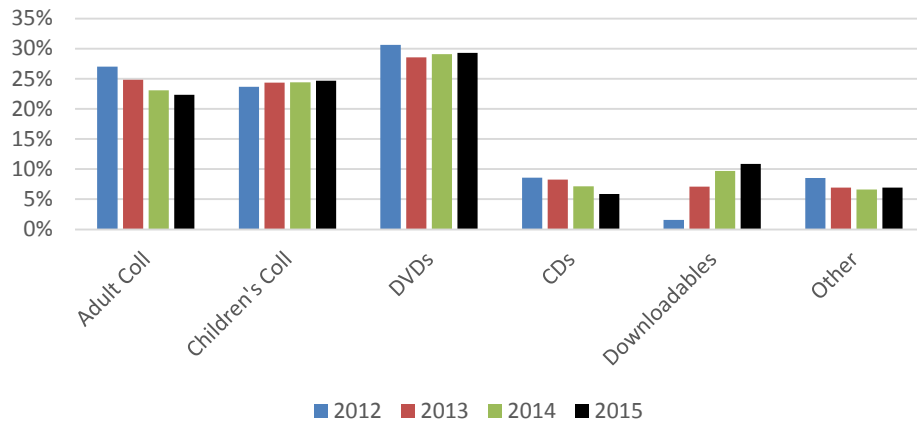
## 1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats

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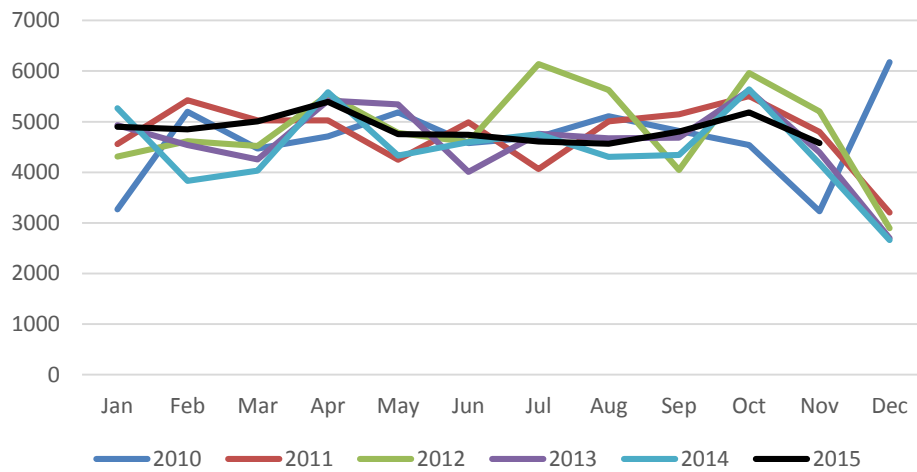
- Use of our electronic resources continues strong. Hoopla, which offers movies, TV series, audiobooks, and music, consistently represents about 7 % of our overall e-downloads with audiobooks always leading in use. Freegal activity was at its highest

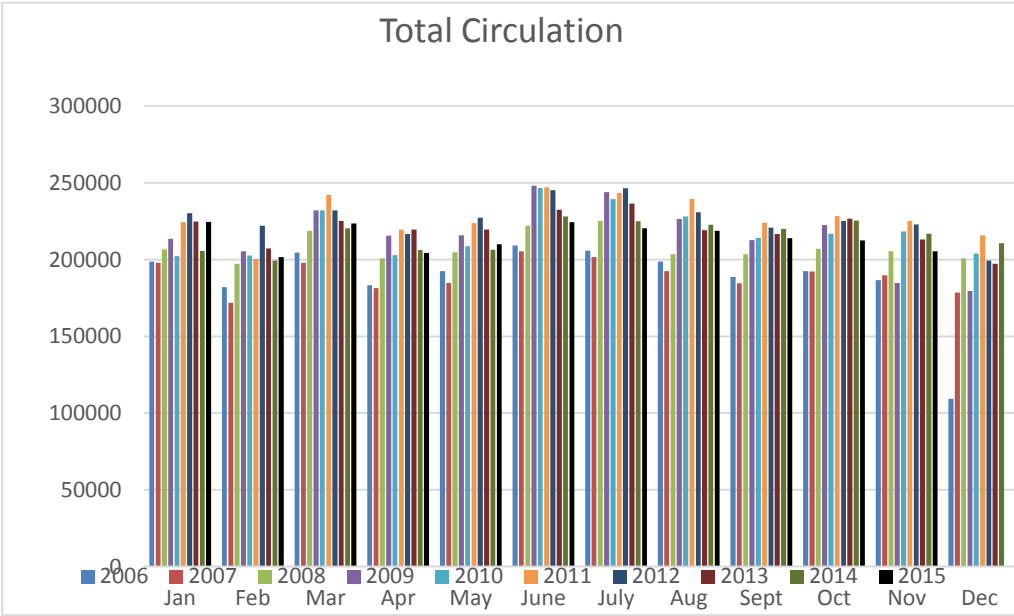
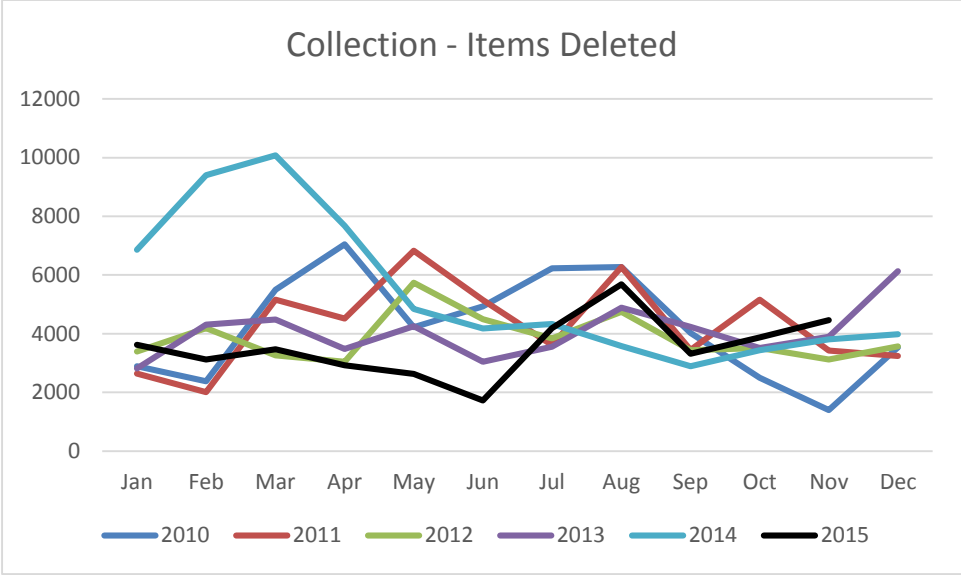
level for the year in November with just over 4,600 downloads of free music. By far, usage of Overdrive and TumbleBooks is consistently highest among downloads each month (8,718 and 6,849 respectively in November).

Circulation: Percentage of Total Circulation for Each Collection

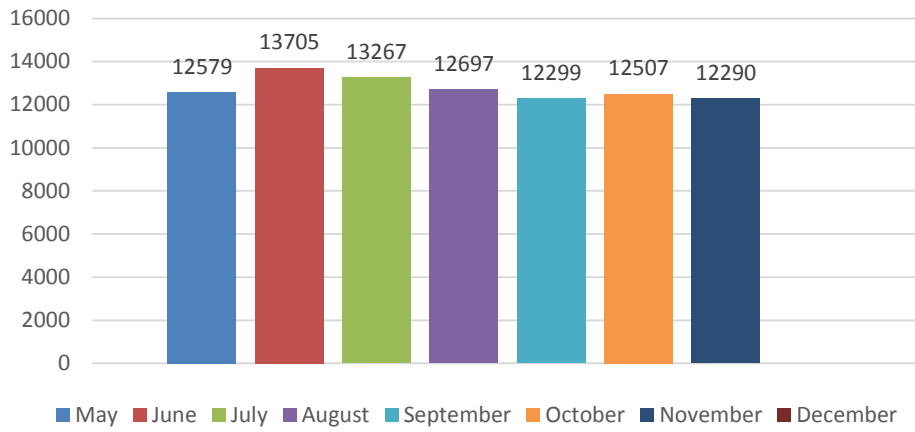


Collection - Items Added

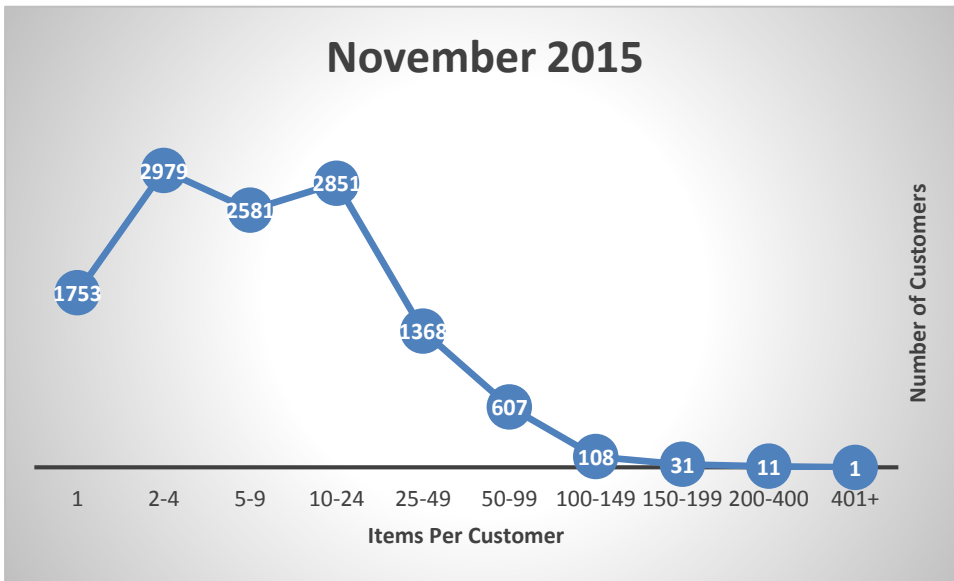




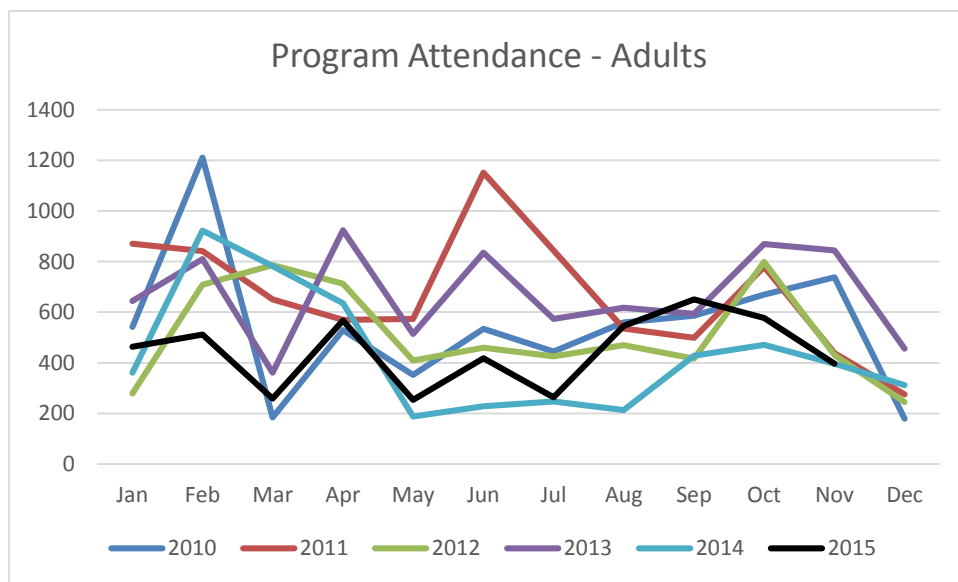
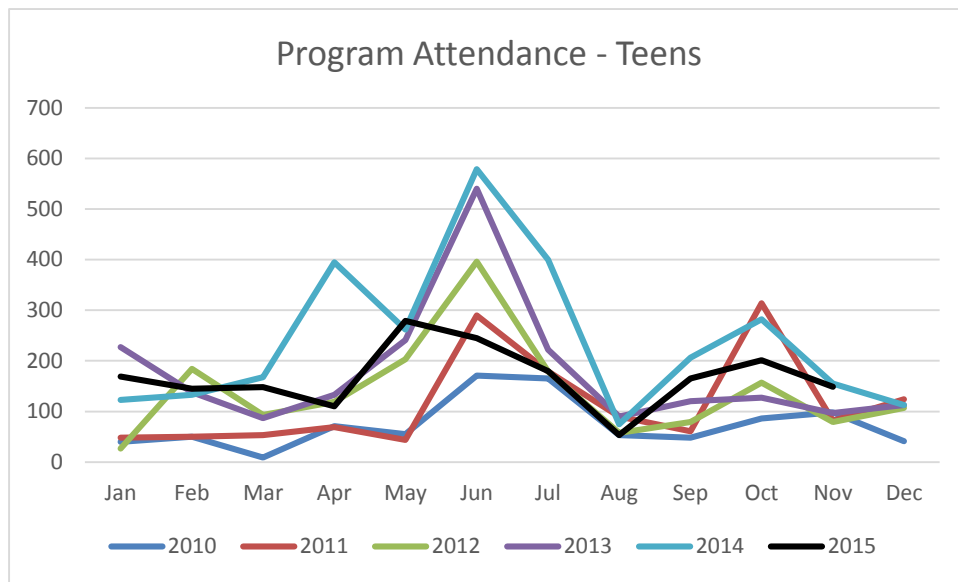
### Total Unique Patrons Checking out Material



### November 2015



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



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

- The Southern Indiana Wind Ensemble presented "Community Harvest: Southern Indiana Wind Ensemble and Friends present an Afternoon of Chamber Music". This was

the first time the group performed at the Library and they were excited and happy about the auditorium. The 54 attendees viewed a performance which showed off

the range and talents of many local musicians.

- The “Be a Voter” partnership brought in local experts to talk about state legislation. In two separate presentations, State Representative Matthew Pierce discussed the legislative processes and Professor Jody Madeira of the IU Law School showed audience members the ways in which they can stay on top of what their representative are doing and how to track bills. Attendees indicated they believed these presentations are very valuable in helping them to engage civic processes on a new level. CATS recorded the events, which Community Engagement Librarian Jim Gossman will link to at the “Be a Voter” website. <http://mcpl.info/vote>.
- Work continued on the *Monroe County Timeline*. Community Engagement Librarian Christine Eykholt-Friesel developed this project with partners at the Indiana University Archives and Monroe County History Center. This project provides a digital portal to resources from the community, highlighting major events and providing the county with a fantastic foundational resource for gathering information in preparation for the centennial celebration in 2018. <http://mcpl.info/resources/monroe-county-timeline>
- “It’s Your Money” Librarian Ryan Stacy has nearly finalized the design and build for the *It’s Your Money Toolkit*, a web resource designed for Library partners in the Financial Stability Alliance. The product is intended to serve as a portal to unbiased information resources for agencies who work with clients to stabilize their own financial situations and to help them learn how to avoid debt, budget, create savings plans and invest wisely. Ryan is also working on a future event for Financial Stability Alliance members to help them learn more about publicity, interviewing

and using social media. He is partnering with Sarah Smith Robbins of Indiana University’s Kelley School of Business, who will co-deliver the training, using resources of Level Up. Sarah is a nationally recognized expert in social media and emerging technologies and their application to organizations and education.

- Twenty five participants held a lively discussion of the run-away best seller the *Girl on the Train* by British author Paula Hawkins. One third of the group strongly disliked the book, the characters, the changes in narrator and time and the ending. They would not recommend the book to anyone and will not choose to see the new movie. One third of the group very much enjoyed the book and could not put it down. They would recommend it to others and are eagerly awaiting the movie release. The rest of the group were somewhat ambivalent, but would not choose to read it again. Everyone could see the comparison to the Gillian Flynn hit book and movie, *Gone Girl*. Community Engagement Librarian Luann Dillon reports, “Former Fiction Library Amal Altoma used to tell her that books people did not like always make for the best discussion, I believe this Books Plus proves her theory.”
- A Teen is in the planning stages of starting a drama club in The Ground Floor. Staff continue to be excited by the enthusiasm and commitment teens are making to ensure the Ground Floor is a fun and engaging place for everyone.
- 17 teens participated in National Novel Writing Month programs. The Ground floor hosted weekly write-ins where Annette Oppenlander, local YA author, volunteered to guide teen writers and spoke about her start as an author and what her work days are like. She worked alongside the teens as they wrote their novels and a total of 198,500 words.

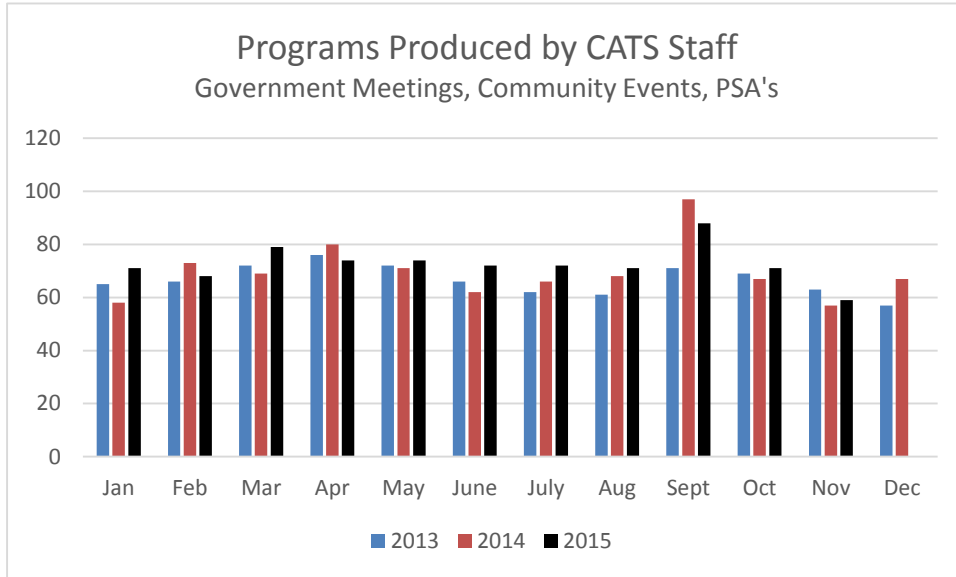
## 2B. Increase community awareness of and engagement with the library

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- Brand new program guides were introduced on November 16 for programs happening December 2015 through February 2016. The new program guide is a 36-page, full-color booklet featuring all Library programs—for all ages and at all locations. The new program guide replaces the previous set of program guides (Adult, Teen, Children, Ellettsville, Computer Classes, and Maker Days), allowing patrons to pick up one product, instead of several. The new program guide is budget neutral and provides a much better browsing experience for patrons looking to discover programs for themselves and their family & friends. Patrons noticed, and positively remarked upon, the new program guides immediately. In fact, staff in The Ground Floor observed teens picking up the new program guide at an incredible rate—previously, they rarely used the program guide. One parent remarked, “Wow, this looks great. I actually want to take it home and read it!”
- The Library signed an MOU with the Youth Services Bureau of Monroe County for a partnership to coordinate our services with local agencies working with teens as well as play an active role in Youth Service Day. Jen Hoffman will take over for Chris Hosler as our representative on the Youth Council.
- Librarian Elizabeth Gray actively works with the Veterans community. Last month she created a display near the Main reference desk providing information on local support services. On Veteran’s Day, she assisted Tom Triplett, state manager of American Red Cross Services to Armed Forces, with the program at the Courthouse and attended a ceremony/luncheon at American Legion Post 18.
- After a long hiatus due to bridge construction on Harmony Road, Kirksville has returned to the Monday night Bookmobile schedule. Though not the largest dot on the map, this community in the far southwest corner of the county has had ardent users of the mobile library for years.
- The Children’s area featured picture books about Friends and Family to accompany the theme in our Learn and Play Space. A patron asked the Library to also feature books about adoption on this display – and later a different patron thanked us for including books about adoption. The Children’s Booklist about Adoption was featured on the Library’s home page for November since November is National Adoption Awareness Month.
- Librarians Christina Jones and Stephanie Holman both offer Lego programs for school-age children on a regular basis to engage children in creative thinking and social interaction. The program at the Ellettsville branch was held the Wednesday before Thanksgiving and Stephanie notes: “I am going to remember to offer a program like this on the Wednesday before Thanksgiving next year, too. The school break had started but families in attendance were clearly grateful to have something to do the day before the holiday.”
- Senior Information Assistant Kelly Jordan recently had an interaction with a patron requesting reference help. This patron had been referred to the Library by someone who told her to “go to the library and they’ll be able to help you.” When the patron received a print-out related to her question she said, “What would I do without the library? You know, I went to visit my daughter and she lives in a big metropolitan area. I suggested we go to the library to get a movie for the night. I couldn’t believe it – they only had one little rack and they didn’t have much else. They didn’t have the amazing Digital Creativity Center and Teen

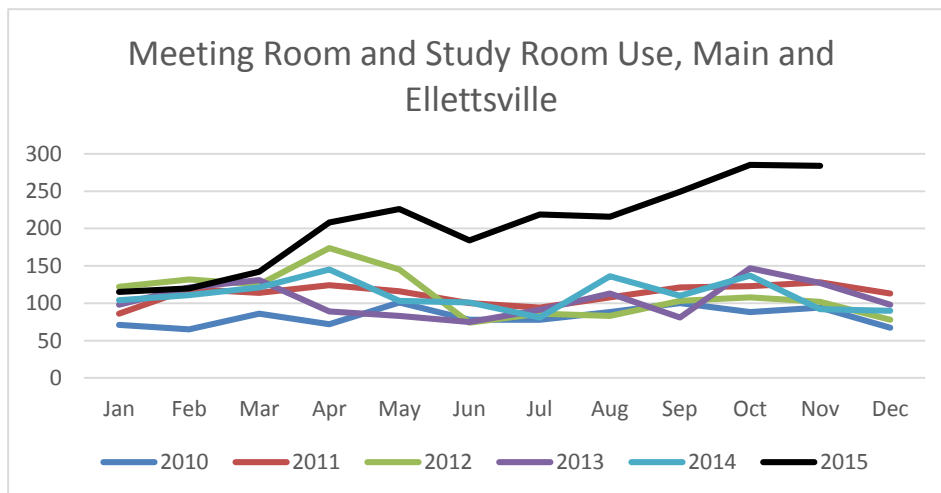
Center we have. We are so lucky to have such an amazing library!”

- The Library’s Ground Floor was featured in an article “New Teen Spaces from Coast to Coast” in *School Library Journal*.



## 2C. Strengthen services for nonprofit organizations

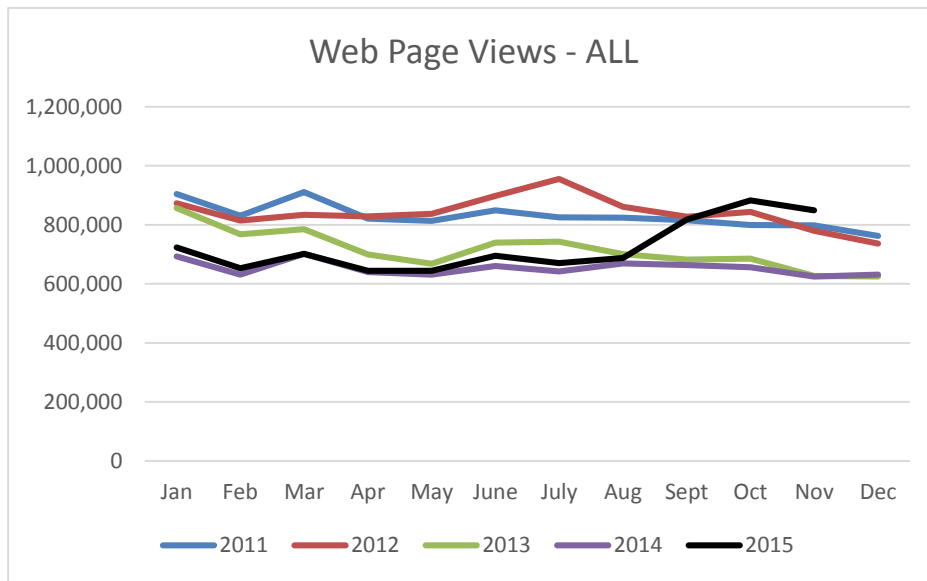
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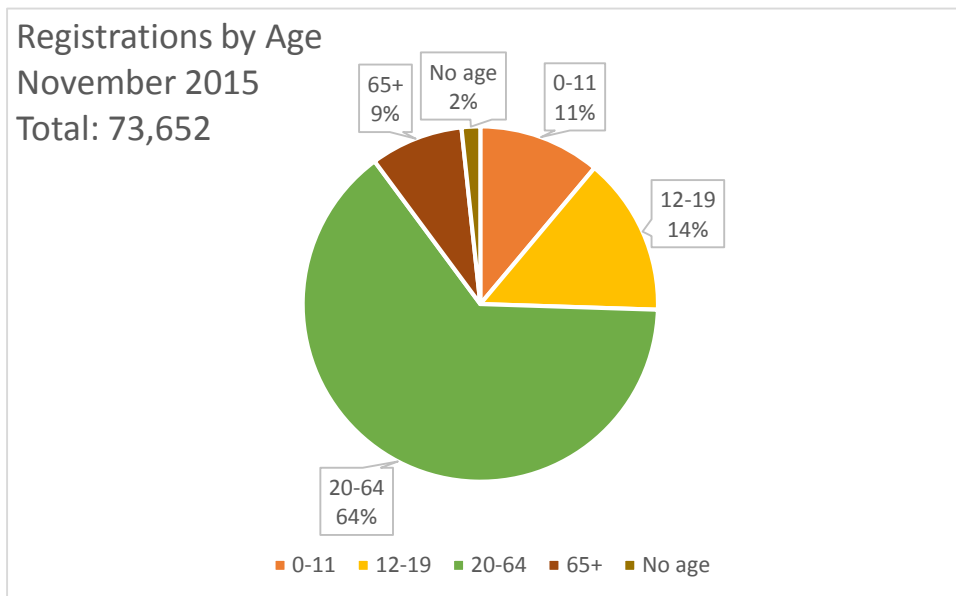
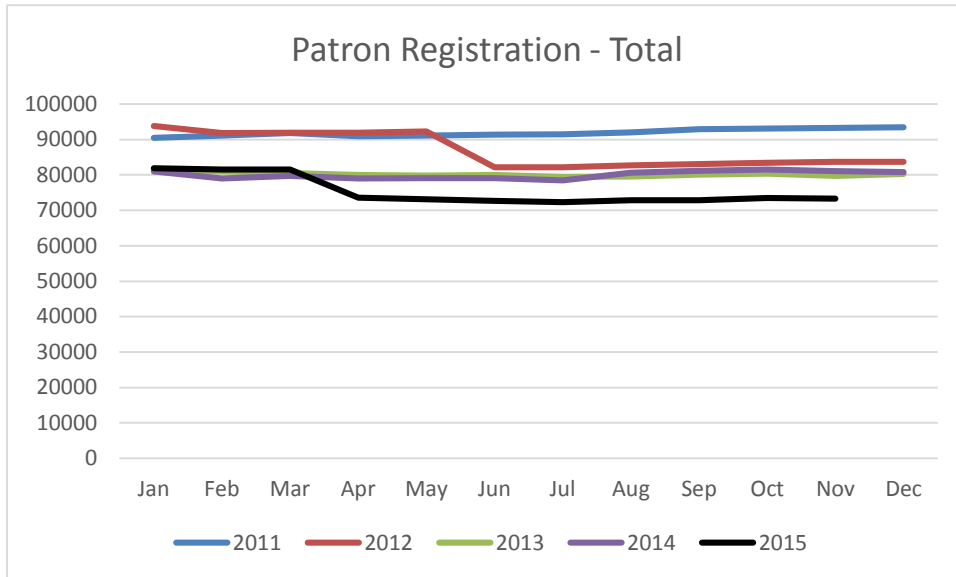


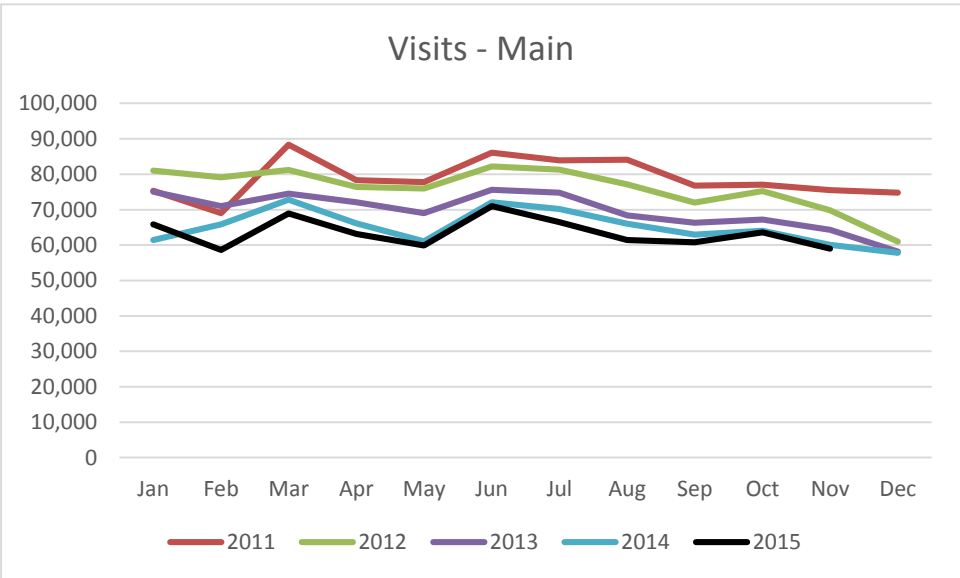
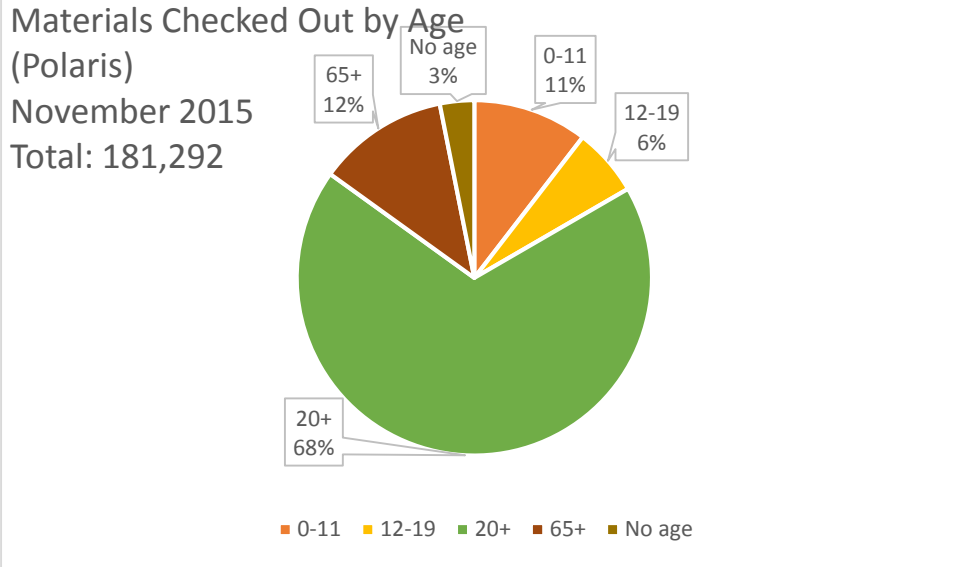
**2D. Continually refresh web content and improve usability based on principles of user-centered design**

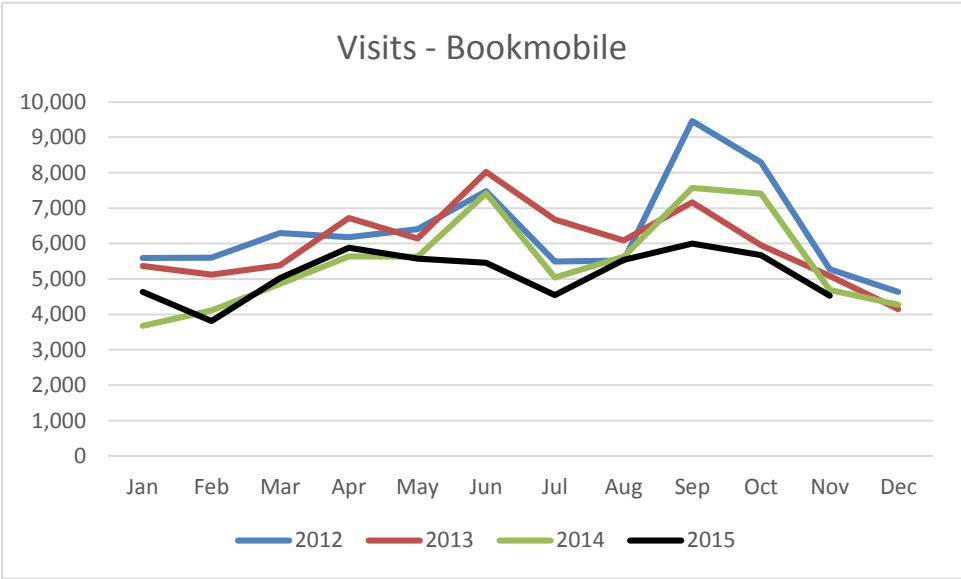
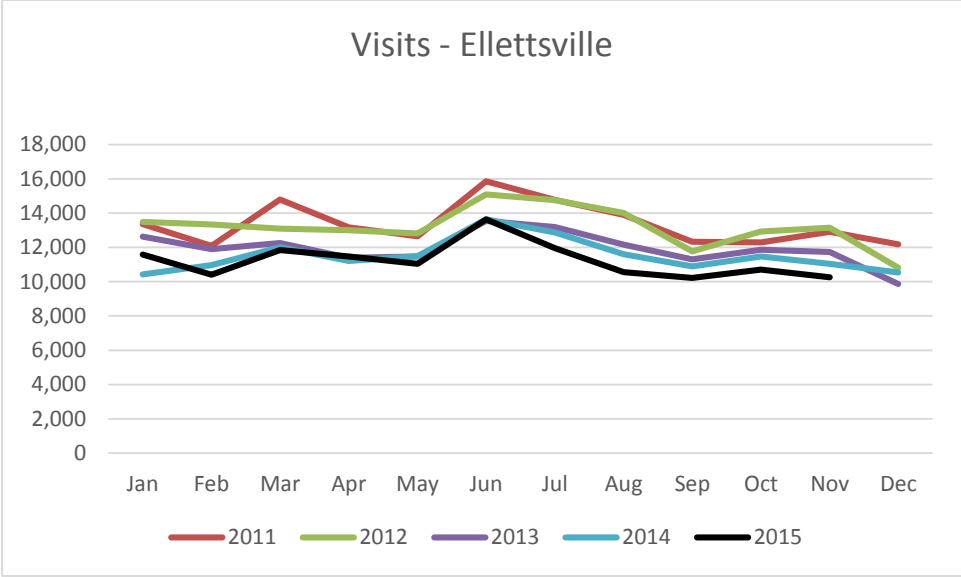
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**GOAL 3: Provide high quality, personalized customer service.**







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

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- Community Engagement Manager Josh Wolf planned and hosted 165 attendees to a Saturday afternoon program celebrating Diwali, the Indian festival of lights. The event featured music and dance performances in the Auditorium, crafts in meeting rooms 1B/1C and Rangoli art on

the floor in the Library Atrium. (Photo courtesy of Kevin MacDowell who was hosting creative activities in the Teen Space that afternoon, too.)

- Information Assistant, Cidne Balzer, related a positive customer and staff experience from the Bookmobile. A three year old, who loves dinosaurs, frequents the bookmobile. Bookmobile staff make sure there are always at least three new dinosaur books available. Staff say it is a highlight of their day when he comes in because he literally squeals with joy at his new choices.
- Information Assistant, Will Ellis helped a new customer sign up for a library card and explained how the library works. The young

mother and child spoke very little English and it took significant time to make a personal connection, but it has lasting effects. Now when these customers come in they always look for Will just to say hi and share a little conversation.

- Alex Galarza, Community Engagement Librarian, and Jeannette Lehr, Community Engagement Subject Expert, took the mobile video setup to the Latino family event at Bloomington High School North. The event showcased the services the Library offers and attendees also received Spanish language materials about the library. The green screen setup also drew attention of a potential new partner with the Ellettsville Boys and Girls Club.

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

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

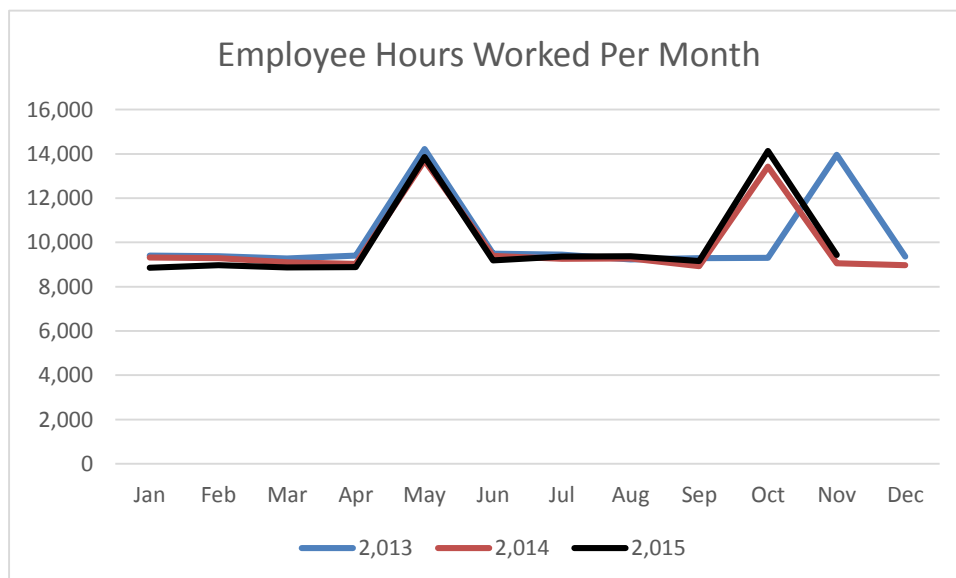
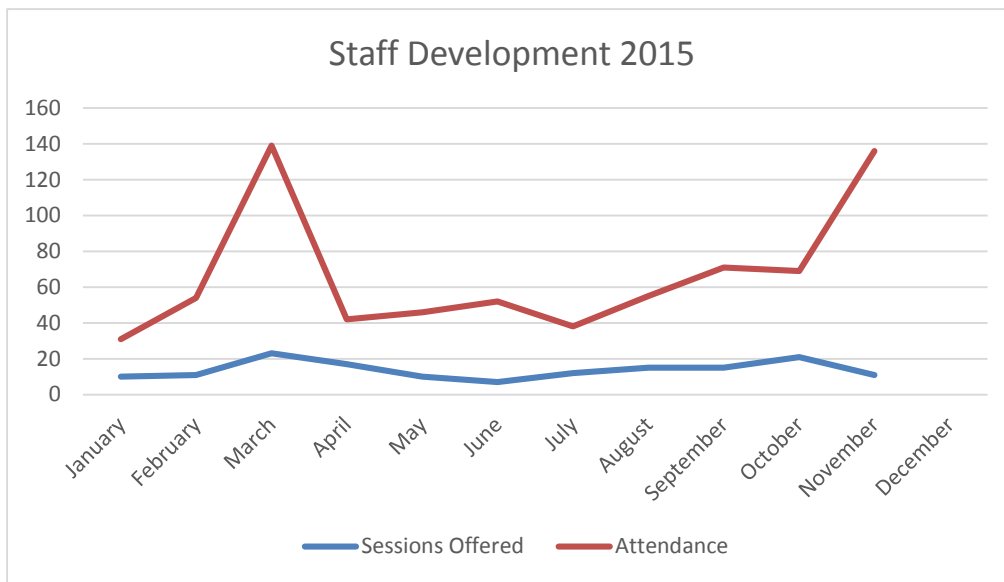
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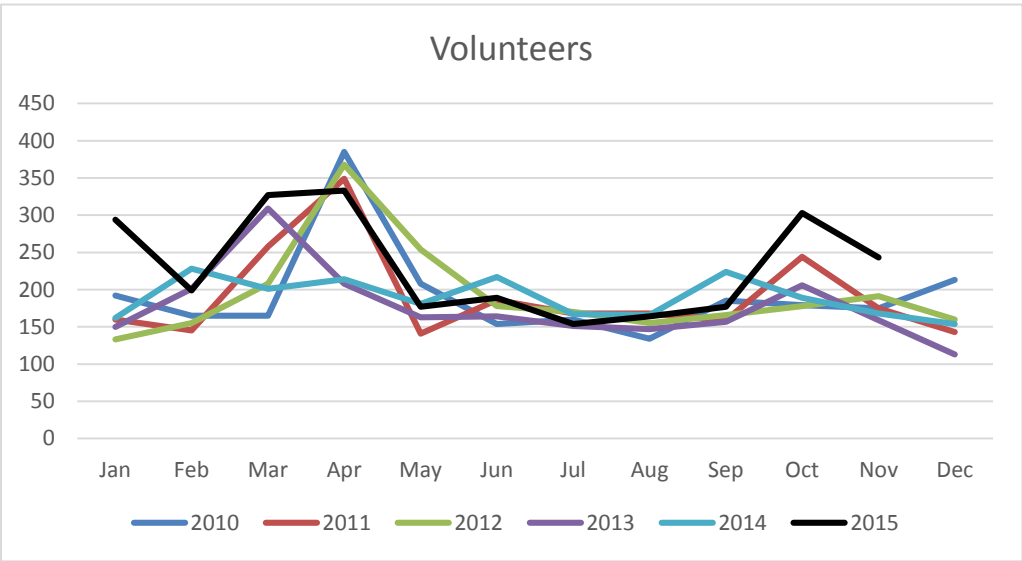
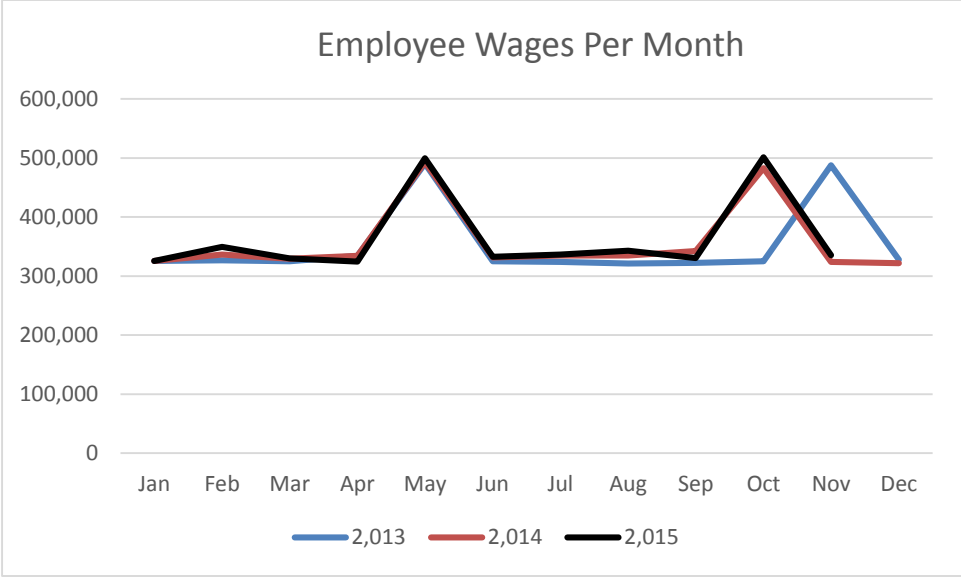
- Marilyn Wood attended Administrators and Directors of Large Public Libraries in Indiana meeting in New Castle. Topics of discussion included services to schools, community engagement, general obligation bond use, wellness initiatives, and State Library services among others.
- Marilyn participated as a member of a panel program at ILF on leadership and succession planning. Stephanie Holman, Community Engagement Librarian presented in a session called "MOOC: Massive Open Online Connections." The panel discussed creating and implementing this professional development opportunity which had over 800 in attendance from around the globe. The panel then discussed ways to provide staff development. Several other staff also attended ILF presentations, programs, and exhibits.
- With cupcakes and other treats, staff celebrated during the New Employee and Milestone Reception. The festivities were

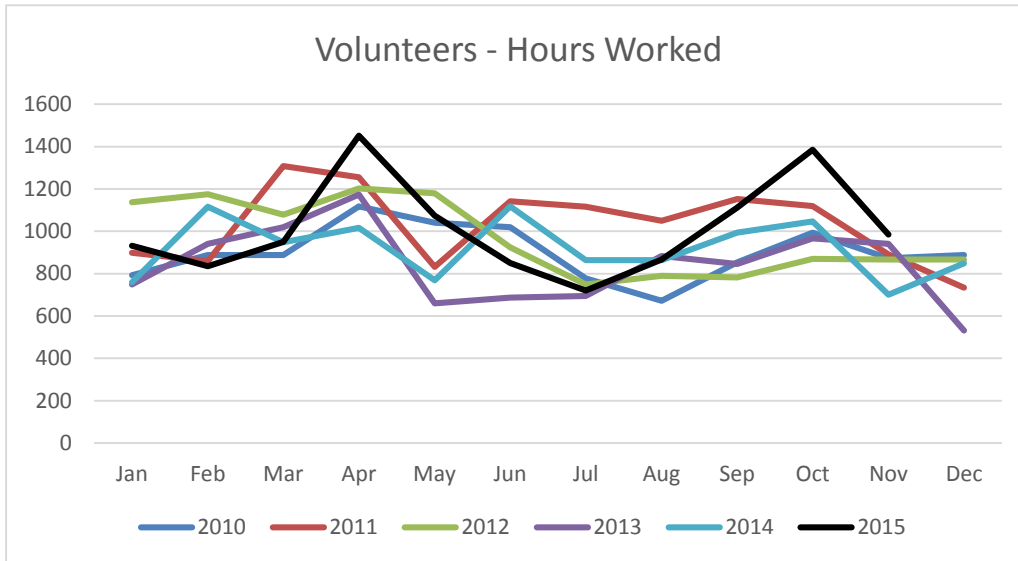
doubled as Marilyn Wood and Valerie Merriam recognized staff who celebrated milestone anniversaries (5 year increments) in 2015. Fun bios and pictures of both the new and experienced groups brought staff together in a fun and collegial environment to get to know one another and their collective experiences.

- Staff Development attendance hit a high mark (136) topped only by pre-New Service Model Training in March 2015 (139). Training reached across the Library as more than 100 unique individuals participated. Two sessions were a big draw: *ReferenceUSA* a database service featuring business and residential address, phone and demographic information; and "Ergonomics for Shelves and Box Lifters" presented by Margie Kobow the Adult Wellness Director at the YMCA. Workstation Ergonomics was also available through an online class.

- Adult Strategist Steven Backs was elected to continue serving on the Board of the Indiana Public Library Association, 2016-18.
- New librarians Alex Galarza and Jen Hoffman began programming and Person In Charge duties in November. Alex is now actively presenting preschool programs for in house audiences and visiting groups. Jen has presented the teen anime program and supported Jeannette Lehr’s “Girls Sound it Out” Podcast Program in addition to her work at the Jail.
- Community Engagement librarians provided input about their working relationships with SIAs and how they might make those relationships more efficient and effective. Managers and strategists began to outline a new model for mentor relationships between the two positions.







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

- The Library completed the sale of a 1,995,000 General Obligation Bond for the purpose of paying the costs of the renovation of and improvements to Monroe County Main Library and the Ellettsville Branch Library including the purchase of equipment and technology throughout the Library District and the cost of a facilities plan and the potential purchase of real estate, and to pay issuance costs.
- Marilyn attended the Community Foundation Agency and Donor Advisor Breakfast where she accepted an annual gift check on behalf of the Monroe County Library Foundation.
- The Library received a \$4,500 grant from the Wahl Family Charitable Trust to purchase a new, core collection of Playaway Launchpads for Children, a new format for the library.
- A Letter of Intent to submit a grant proposal to the Community Foundation was completed. This proposal would fund the purchase of books to be included in the Backpack Buddies program.

#### 4C. Maintain library facilities

- A large section of the sidewalk at the Main Library was replaced. This repair changed the slope to improve accessibility and also replaced broken concrete and areas worn to a point they held water and ice in the winter.
  - Built on sloping ground, the Ellettsville Branch parking lot is not ideal, particularly for users who have mobility limitations.
- The Library thus commissioned an engineering plan to regrade the front of the lot and improve the accessibility up to the front entrance. The Library will develop an implementation timeframe in conjunction with other future upgrades to the Ellettsville branch.
- After months of investigation, Building Services began working with a new cleaning



and paper supply buying group through our current supplier. This group has a national account and provides products the Library has been using at a negotiated and reduced price. Other government facilities, schools and libraries across the country also

participate. With just three months under our belt the Library has spent nearly \$4,500 less than a similar time frame last year. Another attractive feature of this agreement is that the Library is not locked into buying solely from any organization.

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

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- A computer disaster recovery plan was created to safeguard against loss and plan for recovery in the event of a disaster.

**Memorandum of Understanding between  
Monroe County Public Library and  
Community Radio WFHB**

This agreement outlines the details of a joint continuing initiative to be undertaken by Bloomington Community Radio WFHB (WFHB) and the Monroe County Public Library through CATS.

Between \_\_\_\_\_ and \_\_\_\_\_, the two organizations will produce a weekly program focusing on primary issue(s) in Monroe County, based on content acquired from CATS coverage of local government meetings. The program shall be telecast on the CATS network. In addition, CATS agrees that the program will be both streamed and archived on the CATS website.

The weekly news program shall be a joint undertaking of WFHB and the Monroe County Public Library through CATS. Each party to this agreement shall carry out the following responsibilities:

Monroe County Public Library through CATS will provide:

1. Footage collected during CATS' regular coverage of local government meetings
2. Other relevant CATS material
3. Studio production services, including equipment and facilities necessary to produce and create the half-hour program.
4. Weekly telecasts of the program on CATS channels 3, 12 and 14
5. A schedule of government meetings each week
6. The sum of \$12,000, which shall be payable to WFHB in four installments from the Library's Special Revenue Fund and not from funds received from property tax revenues. WFHB shall have access to deposited funds for any use in the ordinary and usual course of WFHB business.

WFHB will provide:

1. An anchor for the telecast, if needed
2. A hyperlink to CATSWeek on the catstv.net website on all postings of episodes of the *Daily Local News* that employ stories for CATSWeek on WFHB's website.
3. A staff person assigned to coordinate and produce the program
4. Additional WFHB volunteers
5. On-air in-kind underwriting: WFHB agrees to air one on-air ad for CATS each and every day of the calendar year (value: \$4,380). This ad shall consist of a 20-second live read performed by on-air hosts, drawing from a rotation of up to six scripts written by the CATS general manager and approved by the WFHB general manager.

The Monroe County Public Library and WFHB agree that the editorial decisions shall be determined as a result of consultation between the CATS general manager and the WFHB general manager.

WFHB and Monroe County Public Library and CATS agree that the final show as produced and telecast shall become the property of the Monroe County Public Library and CATS and the appropriate acknowledgment of this ownership shall be stated in the credits for each show. The program shall be archived and retained in the same manner as all CATS programs.

The Monroe County Public Library, CATS and WFHB acknowledge that each party will direct their employees to meet their obligations under this agreement. Each party to this agreement shall be responsible for compensating the employees which they use to meet their obligations under this agreement. Monroe County Public Library, CATS and WFHB acknowledge that neither shall be responsible for nor share any liability for compensating the employees other than those under their employ.

The Monroe County Public Library, CATS and WFHB each acknowledge that no party to this agreement shall have a cause of action against any other party of this agreement as a result of the production of the news program. Each party to this agreement shall be responsible for obtaining all necessary insurance coverage to protect and indemnify them from any liability which they may incur as a result of participation under this agreement. Each party to this agreement shall be responsible for and meet their obligations as the employer of any employee who may provide services under this agreement and shall have no cause of action against the other party of this agreement for any cause of action brought against them by any employee providing services to an employer under this contract.

Each party to the agreement shall further secure a waiver of subrogation from any insurer providing insurance required hereunder.

All parties under this agreement acknowledge that this agreement may be amended only in writing and if such amendments are approved by the Monroe County Public Library Board of Trustees and the WFHB Board of Directors.

WFHB, Monroe County Public Library and CATS acknowledge that this agreement may be terminated at any time. Notice of termination shall be mailed at least 30 days in advance of the termination to the individuals listed below representing the other party:

Cleveland Dietz II, General Manager  
WFHB Community Radio  
108 W. 4<sup>th</sup> St.  
Bloomington, IN 47404

Michael White, Manager  
CATS/Monroe County Public Library  
303 E. Kirkwood Ave.  
Bloomington, IN 47408

Marilyn Wood, Director  
Monroe County Public Library

303 E. Kirkwood Ave.  
Bloomington, IN 47408

The parties further agree that this agreement may be renewed on an annual basis upon approval by the governing bodies of each party.

\_\_\_\_\_  
\_\_\_\_\_, President  
WFHB Community Radio  
Board of Directors

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

\_\_\_\_\_  
Cleveland Dietz II, General Manager  
WFHB Community Radio

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

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

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

\_\_\_\_\_  
Michael White, General Manager  
Community Access Television Services

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

**MONROE COUNTY PUBLIC LIBRARY  
2016 HOLIDAY CLOSING SCHEDULE**

<b>January 1 (Friday)</b>	<b>NEW YEAR'S DAY</b>
<b>March 27 (Sunday)</b>	<b>SPRING HOLIDAY</b>
<b>May 30 (Monday)</b>	<b>MEMORIAL DAY</b>
<b>July 4 (Monday)</b>	<b>INDEPENDENCE DAY</b>
<b>September 5 (Monday)</b>	<b>LABOR DAY</b>
<b>November 24 (Thursday)</b>	<b>THANKSGIVING</b>
<b>November 25 (Friday)</b>	
<b>December 24 (Saturday)</b>	<b>WINTER HOLIDAY</b>
<b>December 25 (Sunday)</b>	
<b>December 31 (Saturday)</b>	<b>NEW YEAR'S EVE</b>
<b><u>Close at 5:00 p.m.</u></b>	

**2017**

<b>January 1, 2017 (Sunday)</b>	<b>NEW YEAR'S DAY</b>
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**MONROE COUNTY PUBLIC LIBRARY  
PAY SCHEDULE  
2016**

December 14 – December 27, 2015	January 8
December 28 – January 10	January 22
January 11– January 24	February 5
January 25 – February 7	February 19
February 8 – February 21	March 4
February 22 – March 6	March 18
March 7 – March 20	April 1
March 21 – April 3	April 15
April 4 – April 17	April 29
April 18 – May 1	May 13
May 2 – May 15	May 27
May 16 – May 29	June 10
May 30 – June 12	June 24
June 13– June 26	July 8
June 27 – July 10	July 22
July 11 – July 24	August 5
July 25 – August 7	August 19
August 8 – August 21	September 2
August 22 – September 4	September 16
September 5 – September 18	September 30
September 19 – October 2	October 14
October 3 – October 16	October 28
October 17 – October 30	November 10
October 31 – November 13	November 25
November 14 – November 27	December 9
November 28 – December 11	December 23

**2017**

December 12 – December 25, 2016	January 6, 2017
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MONROE COUNTY PUBLIC LIBRARY  
Wage and Salary Schedule  
2016

Pay Grade	Market Minimum	Market Maximum
Hourly / Non-Exempt		
1	\$9.00	\$13.50
2	\$9.97	\$14.96
3	\$11.68	\$17.52
4	\$12.69	\$19.04
5	\$13.91	\$20.87
6	\$15.03	\$22.55
7	\$16.57	\$24.86
Salaried / Exempt		
8	\$1,433.39	\$2,150.09
9	\$1,601.70	\$2,402.55
10	\$1,854.70	\$2,782.05
11	\$2,643.93	\$3,965.90

**RESOLUTION TO ADOPT 2016 PAY SCHEDULE, WAGE and SALARY SCHEDULE, PAY INCREMENT, AND HOLIDAY CLOSING SCHEDULE**

**WHEREAS** it has been determined that it is now necessary to adopt a Salary Schedule, Pay Schedule, and Holiday Closing Schedule for the 2016 fiscal year, and

**WHEREAS** the Board desires to adjust the Wage and Salary schedule in order to continue to attract and maintain the Library’s talent in a competitive market and to provide a cost of living increase to our valued staff who are employed at the Library as of December 31, 2015 and,

**WHEREAS** the board wishes to adjust the current minimums and maximums within the Wage and Salary Schedule based upon local market research, and provide a cost of living increase which falls within the amount budgeted for 2016,

**NOW THEREFORE** the Board adopts the 2016 Wage and Salary Schedule and approves a .75 cent or a 2.6% incremental increase per hour – whichever is greater – for all who are employed at the Library as of December 31, 2015 (effective for the first pay date of 2016 on January 08, 2016, which includes the pay period beginning December 14, 2015 and ending December 27, 2015); Pay Schedule, and Holiday Closing Schedule.

Presented to the Monroe County Public Library Board, read in full and adopted this 16<sup>th</sup> day of December, 2015, by the following aye and nay votes.

AYE

NAY

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**RESOLUTION TO SET 2016 SALARY**  
**FOR LIBRARY DIRECTOR**

Comes now, the Board of Trustees of the Monroe County Public Library having adopted the 2016 salary resolution for all employees except the Library Director, hereby adopts the following resolution concerning the annual salary for the Library Director Marilyn Wood:

For the calendar year 2016, the annual salary for the Library director, Marilyn Wood, shall be \$\_\_\_\_\_ together with all appropriate benefits consistent with the position.

IN WITNESS WHEREOF the Board of Trustees of the Monroe County Public Library has adopted this salary resolution for the Library Director, this 16th day of December, 2015.

AYE

NAY

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## Monroe County Public Library 2016 Fee Schedule

Overdue fines	\$0.25/day (Maximum \$10/item) (No charge for children's materials)
Collection Agency Fee	\$10.00
Replacement Library Card	\$1.00
Annual Subscription Card – Non-resident	\$60.00
Lost items	Varies
Photocopies	\$0.10/page non-color, \$0.30/page color (Patrons granted \$0.30/day free reference material copies)
Printing	\$0.10/page non-color, \$0.30/page color (Patrons granted \$0.30/day free printing)
Obituaries supplied for out-of-county residents	\$3/name
Genealogy research for out-of-county residents	\$10/request
Meeting room and auditorium rental for businesses operating in Monroe County	\$150/hour for Auditorium and for 1B/1C combined \$75/hour for 1B, 1C, 2A
Meeting room clean-up fee	Maintenance (reset room, clean carpet, repair furniture, etc.): \$25/hour. Equipment damage or replacement: Cost + \$10 service fee
CATS dubs	\$10/dub (No charge for dubs of public meetings for elected officials from units with contracts with CATS)
Fine Option Program (for patrons 14+)	\$5/hour credit
Read It Off (children under age 18)	\$5/use and return
Food for Fines credit	\$1 for each item

Revised January 2013; August 2013; December 2013; December 2014; December 2015

# Monroe County Public Library

Three Year Technology Plan 2016 to 2018

## Table of Contents

Executive Summary.....	1
Background Information .....	2
Library Overview:.....	2
Mission Statement: .....	2
Vision Statement:.....	2
Assessment of Technology Resources .....	2
Progress on 2013-2015 Plan .....	3
Current State of Technology .....	4
Library’s Technology Mission, Vision, Goals .....	6
Technology Mission: .....	6
Technology Vision: .....	6
Goals and Realistic Strategies .....	7
Professional Development Strategy .....	7
Equipment Replacement Schedule .....	8
Financial Resources.....	10
Evaluation .....	13
Automation Plan .....	13
Appendices	

## Executive Summary

Technology is critically tied to the mission and vision of the Monroe County Public Library. We strive to most effectively identify appropriate technology, ensure a robust technological infrastructure, and develop an informed and technologically savvy staff. To that end, we utilize the following approach: investigation of new technologies as they become available; assessment of their usefulness to the accomplishment of our mission; appropriate utilization by equipping our staff with the best tools and training that we can provide; and provision of technology services and training to our customers to ensure we meet their 21st century literacy needs.

This document includes a brief review of technology progress since the 2013-2015 Technology Plan; an assessment of the library's current technology needs and challenges; assessment of the library's technology needs driven by our strategic plan and community need; technology mission, vision, goals and timeline; a description of our professional development strategy; a projected technology budget; a technology network diagram; and an equipment inventory.

## Background Information

### Library Overview:

The Monroe County Public Library serves 143,339 residents of Monroe County, Indiana, home of Indiana University. The library provides service through a Main Library in downtown Bloomington, a branch in Ellettsville, and outreach services including a bookmobile, homebound, van, and jail service. In addition to comprehensive library services, the library also hosts homework help, an active adult literacy program, and a community access television station with five channels.

The library enjoys strong community support and is consistently ranked among the top ten public libraries of its size in the country. In 2014, circulation exceeded 2.5 million items and patrons made more than a million visits, and used 175,669 computer sessions. 57,864 people participated in 2,225 library programs and the library hosted 1,565 meetings of local community groups.

The library Board has taxing authority, limited by state law and review by County Council. In 2015, the library had an operating budget of nearly \$8 million. Also in 2015, the library secured a three-year \$1.995 million general obligation bond that will help the library keep its facilities and technology current.

### Mission Statement:

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 Statement:

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

## Assessment of Technology Resources

The 2013-2015 Technology Plan included three goals, all which were articulated in the Library's 2013-2017 Strategic Plan:

- Strengthen 21<sup>st</sup> Century Literacy Skills
- Provide Shared Access to the World's Information for Free
- Optimize Stewardship of Library Resources

Work toward these goals included a number of activities to strengthen technology availability to Library customers and staff, engagement with the community through technology, and focused attention on infrastructure needs to support technical improvements and staff development.

## Progress on 2013-2015 Plan

The 2013-15 plan identified 15 areas for review and enhancement. Progress was made in each area and is outlined below:

1. Optimization of network setup to improve data security, speed, etc.  
The library replaced its aging network infrastructure with new equipment, increasing overall network capacity and allowing for a new Voice over IP (VoIP) telephone system. This also prepared for expanded wireless coverage for both staff and patrons. Additionally, the new network allowed for increased security for staff data, separating patron network traffic. Implementation of a drive-based backup system at the Ellettsville branch to automate server backups to this offsite location also occurred.
2. Replacement of aging telephone system.  
The Library moved from an outdated digital system to Voice over IP (VoIP). This work included replacing the server equipment as well as all the handsets at the Main Library and Ellettsville.
3. Upgrade to Polaris 4.1 and initiating use of community organizations functionality.  
Polaris software was updated.
4. Installation of patron self-service scanning.  
Customers can now scan documents for free and save them to USB, Google Drive, send to email or fax at both the Main Library and Ellettsville branch.
5. Wi-Fi access to the public 24/7.  
The Library increased coverage throughout both locations, and added outside coverage at the Main Library.
6. Wireless printing for the public.  
Implemented.
7. Continued attention to and improvements to website and accessibility issues.  
The Library completed a migration of its web sites (public and intranet) to cloud-hosted service.
8. Defining and documenting a replacement cycle for various equipment.  
A full inventory and replacement cycle for equipment was implemented.
9. Creation of a digital creativity center and teen center along with new technology in that space.  
These spaces were constructed and technology includes soundproof audio recording studios, a green-screen enabled video studio, iMac and Windows workstations, laptops and iPads available for use in the space, video game consoles, teens-only hang out areas, and a Makerspace.
10. Addressing audio/video/sound equipment in auditorium and meeting rooms during renovation.  
The auditorium systems were updated and improved; one new meeting room was constructed and equipped.
11. Investigation of new productivity tools for staff (scheduling for staff, email functionality, project management tools, etc.).  
The Library upgraded to the current version of Evanced calendar scheduling software for the Library's public events calendar, and implemented D!bs room reservation for recording studios and small meeting rooms.
12. Investigation of and possible implementation of a discovery layer.  
Under continuous review.

13. Investigation of use of a data farm to facilitate a coordinated data collection and reporting environment.  
This was not implemented although a more organized structure for statistics gathering and reporting is in place.
14. Investigation of and possible implementation of additional assistive technologies to better meet the needs of persons with disabilities.  
Loop audio system was installed in the auditorium. Training sessions with staff to increase awareness of assistive technologies available, and added information to our website about these products.
15. Support for furthering digitization efforts, including increasing storage capacity.  
Storage capacity was increased and systems for back-up were implemented.
16. Increase web access to CATS, digitize CATS archive content, upgrade CATS signal to HD, work with partners to upgrade facilities to HD.  
Partner facilities have been upgraded to support HD, web access has been improved, and new workflows created to accommodate HD content. Planning and initial implementation of the move to HD-fiber system has taken place.

## Current State of Technology

The following is a brief overview of the library's current state of technology.

### **Tools and applications for providing service to the public:**

- Polaris 4.1 and self-check out: In addition to staff assisted check-outs, we offer self-check stations; personal account information available online; email, phone and text messaging features for circulation, holds, and billing.
- Automated Material Handling system automatically checks in and sorts to collection type more than 2 million items each year.
- Public computing hardware that includes 20 public catalog computers, 7 workstations for digital creativity use in Level Up, 4 workstations and 8 laptops for use in The Ground Floor teen area, and 80 general use workstations with access to printing, managed by EnvisionWare time management system.
- Audio and video equipment and software including among other things: iMac computers, headphones, microphones, digital piano, digital drums, camcorders, cameras, tele-prompters, Adobe suite and editing software. PlayStation 4, Wii, laptops, iPads for patron use.
- Public computing software including at least: Windows 7 Pro, Office 2013, Firefox, and Chrome.
- Open Wireless access at the Main Library and Ellettsville branch.
- Evanced meeting room scheduling facilitates registration of auditorium and meeting rooms for both patrons and staff and website display of scheduled library events and programs.

- Public website running on Drupal open-source software, provides access to the library catalog, meeting room events calendar and booking, commercial databases, in-house databases, research tools, personal library account information, staff recommendations and more.
- Databases & Digitization of local content including subscription databases and those which are developed in-house.
- Photocopiers for public and staff use.
- Auditorium and meeting room audio and visual equipment including ceiling mounted and portable devices.
- Drop-in help and one-on-one technology assistance for patrons.

**Staff tools at a minimum now include:**

- Staff workstations: 204
- Windows 7 Pro and Windows 10 Pro, Mac OSX, Microsoft Server 2008-12, Red Hat Linux
- IIS, Apache, MS-SQL, MySQL, Drupal
- Microsoft Office 2013 Professional Suite
- Firefox, Chrome, and Opera web browsers
- Staff intranet – Drupal-based internal website
- Graphics equipment – Adobe Creative Suite, Color Printing, Scanning, Lamination
- OCLC cataloging and database
- Spiceworks application for IT Help Desk ticket management and equipment inventory

**Business applications:**

- ECI Time Management and Payroll system
- Banyon Financial system

**Telecommunications, Servers and Internet Service:**

- Wireless access at Main and Ellettsville
- 200 Mbps Internet shared by Main and Ellettsville locations
- Dark fiber connection between Main and Ellettsville locations
- VoIP Telephone system, including voice mail, automated message handling, outgoing after-hours message

**Safety and Security:**

- Security Cameras and associated equipment
- RFID Tagging and Security Gates

**Community Partnership Support Applications:**

- CATS. The Library hosts the Community Access Television Service (CATS), which maintains five cable television channels, produces independent community programming, supports patrons in creating programming, and delivers live and archived content via the web.

### **Compliance with 590 IAC 6-1-4 Minimum Standards for Public Libraries:**

The library complies with Indiana’s minimum standards for public libraries, as related to technology, including:

- A telephone listed in the library’s name.
- Voice mail or similar technology to provide operating hours of the library.
- An email address or other means of electronic communication for the library via the library’s website.
- A means to provide copies to the public at each location.
- Technology to transmit documents electronically (fax), or email through use of scanner.
- A website including:
  - Hours of operation, addresses, maps, phone numbers and email addresses.
  - Electronic resources provided free of charge (including INSPIRE)
  - The library’s online public access catalog.
  - A calendar of events and programs, updated regularly.
- An integrated library system with an online public access catalog available on the library’s website.
- Internet connectivity of at least 1.5Mbps.
- Staff computers with office software, printing and internet access.
- At least one public access computer connected to the Internet per two thousand served (Library provides at least 80 computers for a population of 143,000).
- Wireless Internet access for patrons MCPL provides Wi-Fi at the Main Library and Ellettsville.

## Library’s Technology Mission, Vision, Goals

### Technology Mission:

The mission of technology is to support the Library’s strategic plan by maintaining technology infrastructure to maximize access to information, educating staff and patrons about technology and its uses, and playing a key role in library innovation.

### Technology Vision:

The Library’s technology vision is a community which is technologically literate and has abundant access to current technology and information resources.



## Goals and Realistic Strategies

These goals and strategies represent the Library's effort to maintain a technologically rich environment for Monroe County Public Library users. These goals are represented in our strategic plan and the activities below will be conducted during this Technology Plan period.

Goal: Strengthen 21st Century Literacy Skills

Strategies:

- Provide equipment and support for digital creativity.
- Improve access to and satisfaction with electronic media (e-books, digital audio).
- Expand web content to include technology literacy and children's library programming.

Goal: Provide Shared Access to the World's Information for Free

Strategies:

- Increase community engagement via social media, e-newsletter.
- Increase awareness and use of online databases, enhance mobile access for library services, continue to improve library technology infrastructure.
  - Migrate remaining analog technology in CATS to digital, including necessary infrastructure improvements. This infrastructure will support the acquisition, playback and storage of a high definition, all-digital collection of programming.
- Where appropriate, migrate to new technologies for staff.
  - Migrate to cloud-based email and document-sharing service in 2016 to augment and/or replace onsite email system.
  - Migrate to virtualized server environment for onsite servers (Polaris, terminal services, file sharing) to provide better fault tolerance and efficiency.
  - Continue to review productivity tools and implement as appropriate.

Goal: Optimize Stewardship of Library Resources

Strategies:

- Train staff to effectively represent the library in the community.
- Continuously expand staff technology mastery.
- Update maintenance and replacement schedules for technology, including an upgrade to the Library's server room UPS equipment.
- Explore improvements in backup and disaster recovery planning.

## Professional Development Strategy

The following goals and strategies represent the library's commitment to provide staff members who are knowledgeable about technology concepts and practices.

Staff development strategies to support the technology goals are included in individual staff and departmental work plans as well as the overall staff development plan for the library. Managers are responsible for providing the resources, support and training necessary to ensure completion of goals.

Goal: Ensure library staff have appropriate general computer skills, as well as appropriate knowledge of library applications and tools.

Strategies:

- Training provided for transitioning to new technologies (Cloud computing).
- Training provide for new technologies as they become available – audio/video/graphics production, editing, programming, etc.
- Staff will be encouraged to explore new technologies to evaluate their potential for enhancing library services.
- Core Competency Checklists including tailored technology section for each position/service area will be created. Update checklists as new services are added.
- Managers maintain “expert list” of assigned staff who take leadership in watching for and communicating changes in library tools (such as databases and downloadable services). Annual review or with implementation of service changes as needed.
- Assigned “Experts” maintain and update procedures and documentation on Intranet annually or with implementation of changes in the service as needed.
- Staff Development Strategist features classroom instruction and/or online learning that qualifies for TLEU at least every other month, including orientation basic topics and more expert user features.
- Staff Development Strategist maintains “Peer-Recommended” webinars list for independent learning/discovery including technology topics. Monthly review or as needed to add additional content.
- Staff working in Digital Creativity area (Level Up) complete assigned Lynda.com “Playlist” focusing on software available to patrons. Each staff member completes the list within 9 months of orientation in this service area.
- The Leadership Team creates a template for an “Implementation Checklist” of any new/greatly changed technology (such as ILS upgrade, transition to cloud computing.) Checklist will feature a training component and be used for each subsequent new/updated service.
- Continued commitment to overall Staff Development Plan to allocate at least one hour of training time each month for each full time employee, prorated for part time employees.

Goal: Ensure library staff have appropriate skills to provide technical support to patrons and staff. This includes IT, website, network infrastructure and workstation support.

Strategies:

- Appropriate documentation of procedures.
- Staff training as new technologies become available.
- Evaluation of new technologies.

## Equipment Replacement Schedule

Generally, we strive to replace all computer hardware based on the following guidelines:

- Notebook Computers 3-4 years
- Desktop Computers 3-4 years
- Servers 3-5 years
- Network Equipment 3-5 years
- Printers (as needed) 5+ years

## Financial Resources

2016

	Operating Fund	Special Revenue	General Obligation Bond	TOTAL Budget 2016
IS Staff Salaries	\$154,836.00			\$154,836.00
IS Staff Benefits	\$62,272.00			\$62,272.00
IS Supplies	\$6,000.00			\$6,000.00
IS Equipment			\$85,000.00	\$85,000.00
IS Software			\$25,000.00	\$25,000.00
IS Maintenance Contracts or Services	\$88,000.00			\$88,000.00
IS Consulting Services	\$5,000.00			\$5,000.00
Telephone Service Contracts/Equipment	\$21,000.00			\$21,000.00
Internet Service	\$25,000.00			\$25,000.00
OCLC Services	\$43,000.00			\$43,000.00
Dues/Institutional	\$200.00			\$200.00
Educational/Licensing Services				\$0.00
Real Estate Rental/Park	\$2,000.00			\$2,000.00
CATS Equipment		\$45,000.00	\$45,000.00	\$90,000.00
CATS Software			\$5,000.00	\$5,000.00
CATS Telephone	\$2,300.00	\$3,000.00		\$5,300.00
CATS Internet Service	\$1,500.00			\$1,500.00
CATS Digitization services		\$11,000.00		\$11,000.00
CATS video Tape		\$5,000.00		\$5,000.00
CATS Video Materials		\$10,000.00		\$10,000.00
CATS IS Supplies		\$1,200.00		\$1,200.00
CATS Consulting Services		\$10,000.00		\$10,000.00
<b>TOTAL</b>	<b>\$411,108.00</b>	<b>\$85,200.00</b>	<b>\$160,000.00</b>	<b>\$656,308.00</b>

2017

	Operating Fund	Special Revenue	General Obligation Bond	TOTAL Budget 2017
IS Staff Salaries	\$157,932.72			\$157,932.72
IS Staff Benefits	\$65,385.60			\$65,385.60
IS Supplies	\$6,000.00			\$6,000.00
IS Equipment			\$85,000.00	\$85,000.00
IS Software			\$25,000.00	\$25,000.00
IS Maintenance Contracts or Services	\$89,760.00			\$89,760.00
IS Consulting Services	\$5,000.00			\$5,000.00
Telephone Service Contracts/Equipment	\$21,000.00			\$21,000.00
Internet Service	\$25,000.00			\$25,000.00
OCLC Services	\$43,000.00			\$43,000.00
Dues/Institutional	\$200.00			\$200.00
Educational/Licensing Services				\$0.00
Real Estate Rental/Park	\$2,000.00			\$2,000.00
CATS Equipment		\$45,000.00	\$45,000.00	\$90,000.00
CATS Software			\$5,000.00	\$5,000.00
CATS Telephone	\$2,300.00	\$3,000.00		\$5,300.00
CATS Internet Service	\$1,500.00			\$1,500.00
CATS Digitization services		\$11,000.00		\$11,000.00
CATS video Tape		\$5,000.00		\$5,000.00
CATS Video Materials		\$10,000.00		\$10,000.00
CATS IS Supplies		\$1,200.00		\$1,200.00
CATS Consulting Services		\$10,000.00		\$10,000.00
TOTAL	\$419,078.32	\$85,200.00	\$160,000.00	\$664,278.32

2018

	Operating Fund	Special Revenue	General Obligation Bond	TOTAL Budget 2017
IS Staff Salaries	\$161,091.37			\$161,091.37
IS Staff Benefits	\$68,654.88			\$68,654.88
IS Supplies	\$6,000.00			\$6,000.00
IS Equipment			\$85,000.00	\$85,000.00
IS Software			\$25,000.00	\$25,000.00
IS Maintenance Contracts or Services	\$91,555.20			\$91,555.20
IS Consulting Services	\$5,000.00			\$5,000.00
Telephone Service Contracts/Equipment	\$21,000.00			\$21,000.00
Internet Service	\$25,000.00			\$25,000.00
OCLC Services	\$43,000.00			\$43,000.00
Dues/Institutional	\$200.00			\$200.00
Educational/Licensing Services				\$0.00
Real Estate Rental/Park	\$2,000.00			\$2,000.00
CATS Equipment		\$45,000.00	\$45,000.00	\$90,000.00
CATS Software			\$5,000.00	\$5,000.00
CATS Telephone	\$2,300.00	\$3,000.00		\$5,300.00
CATS Internet Service	\$1,500.00			\$1,500.00
CATS Digitization services		\$11,000.00		\$11,000.00
CATS video Tape		\$5,000.00		\$5,000.00
CATS Video Materials		\$10,000.00		\$10,000.00
CATS IS Supplies		\$1,200.00		\$1,200.00
CATS Consulting Services		\$10,000.00		\$10,000.00
<b>TOTAL</b>	<b>\$427,301.45</b>	<b>\$85,200.00</b>	<b>\$160,000.00</b>	<b>\$672,501.45</b>

## Evaluation

Our strategic goals and strategies are incorporated into department work plans and individual staff work plans and performance expectations are set and measured annually with review at least bi-annually.

Additional improvement methods to be incorporated into IT services during this plan:

1. Development of a Service Level Agreement for IT.
2. Evaluation of help desk ticketing system reports.
3. Ongoing documentation for equipment, services and procedures in IT.

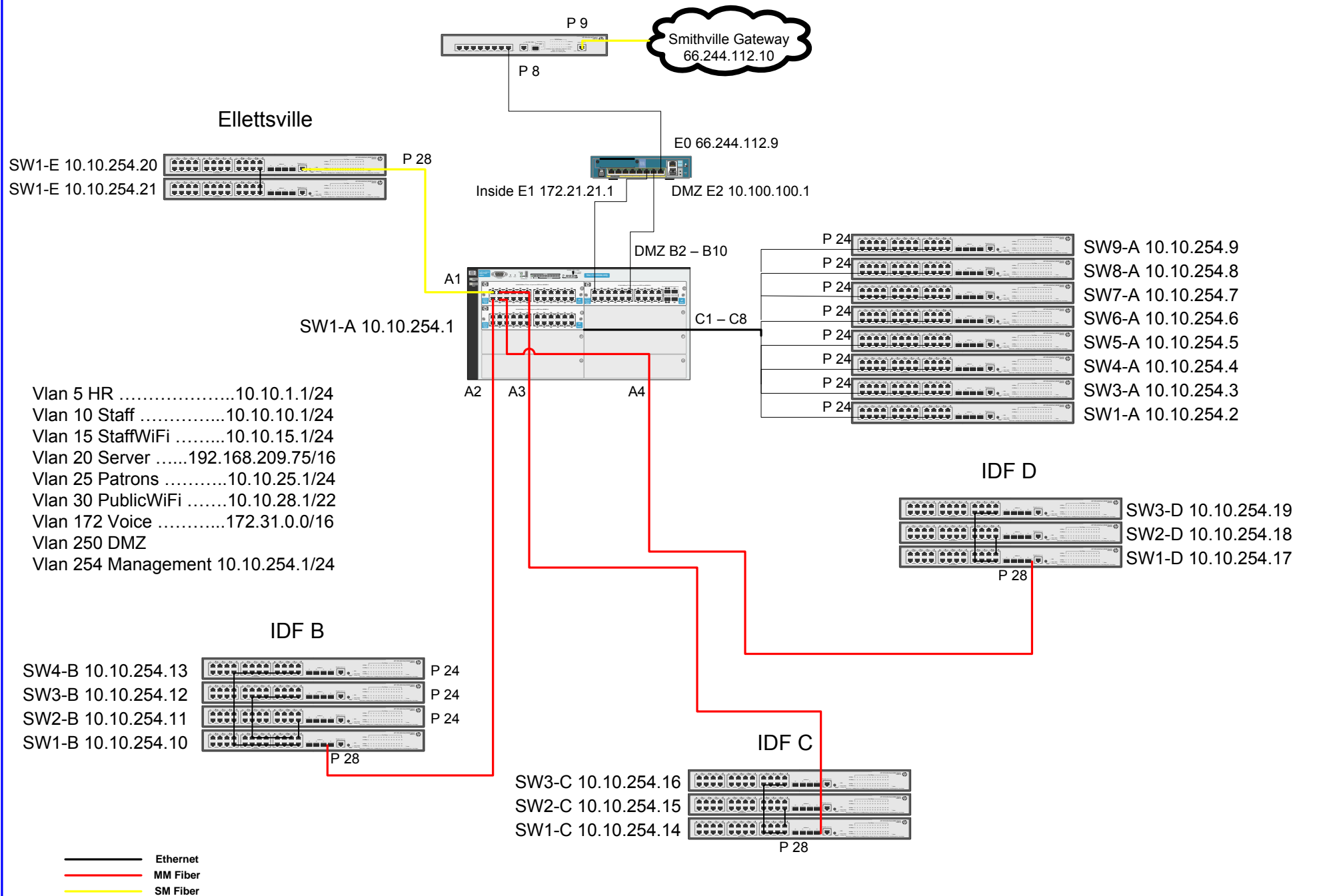
This technology plan will be reviewed and approved by the Library Board. Ongoing evaluation occurs at least annually within the Information Technology Unit to ensure movement toward goals. Certain strategies described above require evaluation more frequently.

## Automation Plan

The library currently uses the Polaris ILS to manage catalog and patron data, which conforms to national cataloging standards.

## Appendix A: Network Diagram

## Appendix B: Equipment Inventory





## Appendix B

### Technology Inventory

Device Type Name		Used As	Manufacturer	Model
Desktop	olderopac03	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	oldopac25	Catalog Computer	Hewlett-Packard	dx2400 Microtower PC
Desktop	opac02	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac03	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac07	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac08	Catalog Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	opac09	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac101	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac102	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac14	Catalog Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	opac15	Catalog Computer	Dell	
Desktop	opac21	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac25	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac30	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac33	Catalog Computer	Hewlett-Packard	dx2400 Microtower PC
Desktop	opac35	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac37	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac38	Catalog Computer	Hewlett-Packard	LaserJet M2727nf MFP
Desktop	opac39	Catalog Computer	Asustek Computer	
Desktop	opac42	Catalog Computer	Hewlett-Packard	dx7500 Microtower
Desktop	opac43	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac47	Catalog Computer	Asustek Computer	
Desktop	opac48	Catalog Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	opac49	Catalog Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	opac50	Catalog Computer	ASUSTeK COMPUTER	UN42
Desktop	opac51	Catalog Computer	ASUSTeK COMPUTER	UN42
Desktop	opac666	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	opac999	Catalog Computer	Hewlett-Packard	dx2400 Microtower
Desktop	teenopac1	Catalog Computer	Hewlett-Packard	200-010
Desktop	teenopac2	Catalog Computer	Hewlett-Packard	200-010
Desktop	teen-imac-01	Ground Floor	Apple	iMac
Desktop	teen-mac-1	Ground Floor	Apple	iMac
Laptop	teen_win_01	Ground Floor	Lenovo	Lenovo C560
Laptop	teen_win_02	Ground Floor	Lenovo	Lenovo C560

Laptop	teen-laptop-01	Ground Floor	Hewlett-Packard	ProBook 450 G2
Laptop	teen-laptop-02	Ground Floor	Hewlett-Packard	ProBook 450 G2
Laptop	teen-laptop-03	Ground Floor	Hewlett-Packard	ProBook 450 G2
Laptop	teen-laptop-04	Ground Floor	Hewlett-Packard	ProBook 450 G2
Laptop	teen-laptop-05	Ground Floor	Hewlett-Packard	ProBook 450 G2
Laptop	teen-laptop-06	Ground Floor		
Laptop	teen-laptop-07	Ground Floor	Hewlett-Packard	ProBook 450 G2
Laptop	teen-laptop-08	Ground Floor	Hewlett-Packard	ProBook 450 G2
Desktop	AudioStudio1	LevelUp Computer	Apple	iMac
Desktop	AudioStudio2	LevelUp Computer	Apple	iMac
Desktop	VideoStudio	LevelUp Computer	Apple	Mac mini
Desktop	LevelUp-01	LevelUp Computer	Apple	iMac
Desktop	LevelUp-02	LevelUp Computer	Apple	iMac
Desktop	LevelUp-03	LevelUp Computer	Apple	iMac
Desktop	LevelUp-04	LevelUp Computer	Apple	iMac
Desktop	ellsorter	Materials Handling	Hewlett-Packard	rp5700 Business System
Desktop	smartreturn3	Materials Handling	G-pro Computer	
Desktop	adult01	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult02	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult03	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult04	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult05	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult06	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult07	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult08	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult09	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult10	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult11	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult12	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult13	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult14	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult15	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult16	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult17	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult18	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult19	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult20	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult21	Public Computer	Hewlett-Packard	Pro3500 Series

Desktop	adult22	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult23	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult24	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult25	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult26	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult27	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult28	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult29	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult30	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult31	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult32	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult33	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult34	Public Computer	Asustek Computer	Generic
Desktop	adult35	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	adult36	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	adult37	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	adult38	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	adult40	Public Computer	Asustek Computer	SYX Max
Desktop	adult41	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult42	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult43	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult44	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult45	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult46	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult47	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult48	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult49	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult50	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult55	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult56	Public Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adult57	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult58	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult59	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	adult60	Public Computer	Hewlett-Packard	Pro3500 Series
Desktop	children1	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	children10	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	children11	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	children2	Public Computer	Hewlett-Packard	dx2400 Microtower

Desktop	children3	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	children4	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	children5	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	children7	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	children8	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	children9	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellexp2	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellexp3	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellexp4	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellpub1	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellpub10	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellpub2	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellpub3	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellpub4	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellpub5	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellpub6	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	ellpub9	Public Computer	Hewlett-Packard	dx2400 Microtower
Desktop	inpub01	Public Computer	Hewlett-Packard	Pro 6305 MT
Desktop	inpub02	Public Computer	Hewlett-Packard	Pro 6305 MT
Desktop	ell-prs1	Reservation/Print Release	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	ellsignup2	Reservation/Print Release	Hewlett-Packard	dx2400 Microtower
Desktop	levelup-prs	Reservation/Print Release	Hewlett-Packard	dx2400 Microtower
Desktop	main-prs1	Reservation/Print Release	Hewlett-Packard	dx2400 Microtower PC
Desktop	main-prs2	Reservation/Print Release	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	mainsignup1	Reservation/Print Release	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	selfcheck17	Self-Checkout	NCR	7409-1705-8801
Desktop	selfcheck18	Self-Checkout	NCR	7409-1705-8801
Desktop	selfcheck19	Self-Checkout	NCR	7409-1705-8801
Desktop	selfcheck20	Self-Checkout	NCR	7409-1705-8801
Desktop	selfcheck21	Self-Checkout	NCR	7409-1705-8801
Desktop	selfcheck23	Self-Checkout	NCR	7409-1705-8801
Desktop	selfcheck24	Self-Checkout	NCR	7409-1705-8801
Desktop	selfcheck26	Self-Checkout	NCR	7409-1725-8801
Desktop	selfcheck27	Self-Checkout	NCR	7409-1725-8801
Desktop	selfcheck28	Self-Checkout	NCR	7409-1725-8801
Desktop	selfcheck29	Self-Checkout	NCR	7409-1725-8801
Server	bedrock	Server	Hewlett-Packard	
Server	buck	Server	Dell	PowerEdge 1750

Server	callxpress	Server	Intel	D915PGN
Server	contact	Server	ASUSTeK Computer	CM6630_CM6730_CM6830.
Server	emerson	Server	Dell	PowerEdge R420
Server	herbert	Server	Hewlett-Packard	ProLiant DL320e Gen8 v2
Server	isdept	Server	Hewlett-Packard	dc5800 Microtower
Server	isdept2	Server	Generic	P8H61-M
Server	lovecraft	Server	Dell	PowerEdge R300
Server	mcpldev	Server	Dell	PowerEdge 2900
Server	mcplpac	Server	Dell	PowerEdge R320
Server	mcplpacold	Server	Dell	PowerEdge 1950
Server	mcplprod	Server	Dell	PowerEdge T710
Server	mcpltele	Server	Dell	PowerEdge 2900
Server	mcpltele2	Server	Dell	PowerEdge R320
Server	mcplterm	Server	Dell	PowerEdge 850
Server	mcpltrain	Server	Dell	PowerEdge 2900
Server	weaver	Server	Dell	PowerEdge R510
Server	whitman	Server	Dell	PowerEdge 2850
Desktop	accounting2	Staff Computer	Hewlett-Packard	Pro 6305 MT
Desktop	accounting3	Staff Computer	Hewlett-Packard	dx2400 Microtower PC
Desktop	adltref1	Staff Computer	Generic	P8H61-M
Desktop	adltref2	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adltref3	Staff Computer	Hewlett-Packard	dx2400 Microtower PC
Desktop	adltref4	Staff Computer	Hewlett-Packard	dx2400 Microtower PC
Desktop	adltstaff1	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adltstaff12	Staff Computer	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	adltstaff17	Staff Computer	Generic	P8H61-M
Desktop	adltstaff19	Staff Computer	Hewlett-Packard	Pro 6305 MT
Desktop	adltstaff2	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	adltstaff20	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	adltstaff21	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	adltstaff22	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	adltstaff23	Staff Computer	Generic	P8H61-M
Desktop	adltstaff26	Staff Computer	Hewlett-Packard	Pro 6305 MT
Desktop	adltstaff3	Staff Computer	Generic	P8H61-M
Desktop	adltstaff33	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	adltstaff5	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	adltstaff6	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	adltstaff8	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC

Desktop	adminstaff10	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adminstaff11	Staff Computer	Generic	P8H61-M
Desktop	adminstaff12	Staff Computer	Generic	P8H61-M
Desktop	adminstaff15	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	adminstaff20	Staff Computer	Generic	System Product Name
Desktop	adminstaff6	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	adminstaff7	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	adminstaff9	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	adultstaff5	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	adultstaff6	Staff Computer	Generic	P8H61-M
Desktop	ats-ill	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	bcat2	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	bedrockpc	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	bookscanell	Staff Computer	Elo TouchSystems	ESYxxBx
Desktop	bookscanstation	Staff Computer	Elo TouchSystems	ESYxxBx
Desktop	bookstore	Staff Computer	Generic	System Product Name
Desktop	bookstore2	Staff Computer	Hewlett-Packard	dx2400 Microtower PC
Desktop	buck7	Staff Computer	Dell	OptiPlex GX620
Desktop	busistaff1	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	callcenter1	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	callcenter2	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	callcenter3	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	camera	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	cats-03	Staff Computer	Dell	OptiPlex GX240
Desktop	cats2	Staff Computer	Apple	
Desktop	catscontrol	Staff Computer	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	catsmanager	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	catstime	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	cd-staff12	Staff Computer	Generic	P8H61-M
Desktop	cd-staff13	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	cd-staff14	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	cd-staff15	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	cd-staff20	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	cd-staff22	Staff Computer	Hewlett-Packard	Pro 6305 MT
Desktop	cd-staff5	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	cd-staff6	Staff Computer	Generic	P8H61-M
Desktop	cd-staff7	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	chldref1	Staff Computer	Generic	System Product Name

Desktop	chldref2	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	chldref3	Staff Computer	Generic	System Product Name
Desktop	chldref4	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	chldstaff1	Staff Computer	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	chldstaff12	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	chldstaff14	Staff Computer	Hewlett-Packard	Pro 6305 MT
Desktop	chldstaff15	Staff Computer	Hewlett-Packard	Pro 6305 MT
Desktop	chldstaff16	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	chldstaff17	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	chldstaff18	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	chldstaff23	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	chldstaff4	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	chldstaff9	Staff Computer	Generic	System Product Name
Desktop	circ02	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	circ111	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	circ18	Staff Computer	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	circ22	Staff Computer	Generic	P8H61-M
Desktop	circ26	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	circ43	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	circ7	Staff Computer	Hewlett-Packard	Pro 6305 MT
Desktop	circoffice8	Staff Computer	Generic	P8H61-M
Desktop	circopac1	Staff Computer	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	circopac2	Staff Computer	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	circime	Staff Computer	Generic	P8H61-M
Desktop	circulation2	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	circulation36	Staff Computer	Hewlett-Packard	dc5800 Microtower
Desktop	circulation37	Staff Computer	Generic	P8H61-M
Desktop	dell75	Staff Computer	Hewlett-Packard	dx2400 Microtower PC
Desktop	elletts01	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	elletts02	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	ellettscirc2	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	ellettscirc3	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	ellettscirc4	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	ellref2	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	ellref3	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	ellstaff1	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	ellstaff18	Staff Computer	Generic	P8H61-M
Desktop	ellstaff44	Staff Computer	Generic	P8H61-M

Desktop	ellstaff55	Staff Computer	Generic	P8H61-M
Desktop	facilities1	Staff Computer	Generic	System Product Name
Desktop	facilities2	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	facilities3	Staff Computer	Generic	P8H61-M
Desktop	hr-kyle3	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	hr-marla3	Staff Computer	Generic	System Product Name
Desktop	hrstaff	Staff Computer	Hewlett-Packard	dx2400 Microtower PC
Desktop	hugo2	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	indianaroom1	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	indianaroom2	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	indianaroomv	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	indianascanner	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	indrmmanager	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	indrmref1	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	indrmref2	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	indroom11	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	intern1	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	isdept10	Staff Computer	Hewlett-Packard	dc7900 Convertible Minitower
Desktop	isdept11	Staff Computer	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	isdept29	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	isdept32	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	isdept40	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	isdept47	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	isdept52	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	isdept53	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	isdept7	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	isdept-macmini	Staff Computer	Apple	Mac mini
Desktop	mcpl-laptop30	Staff Computer	Dell	XPS 13 9343
Desktop	mcpl-laptop31	Staff Computer	Dell	XPS 13 9343
Desktop	oldadult11	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	oldadult16	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	oldadult17	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	oldadult33	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	outreach10	Staff Computer	Hewlett-Packard	AY633AAR-ABA p6313w
Desktop	outreach3	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	outreach4	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	outreach6	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	outreach8	Staff Computer	Generic	P8H61-M



Desktop	penny	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	roofstaff2	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	rooftime	Staff Computer	Dell	OptiPlex 745
Desktop	rooftime2	Staff Computer	Hewlett-Packard	dx2400 Microtower
Desktop	security06	Staff Computer	Hewlett-Packard	Pro 6305 MT
Desktop	security2ndfl	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	securityfirstfl	Staff Computer	Hewlett-Packard	AY014AAR-ABA a4310f
Desktop	securityoffice	Staff Computer	Generic	P8H61-M
Desktop	stafflounge3	Staff Computer	Generic	P8H61-M
Desktop	teen1	Staff Computer	Hewlett-Packard	Pro3500 Series
Desktop	tester1	Staff Computer	Hewlett-Packard	Pro 3130 Microtower PC
Desktop	vitalstaff1	Staff Computer	Generic	System Product Name
Desktop	vitalstaff3	Staff Computer	Hewlett-Packard	Pro 3500 Series
Desktop	vitalstaff4	Staff Computer	Hewlett-Packard	Pro 6305 MT
Laptop	adminstafflaptop	Staff Computer	Hewlett-Packard	ProBook 4530s
Laptop	ann-laptop	Staff Computer	Hewlett-Packard	Stream Notebook PC 13
Laptop	champelli	Staff Computer	Dell	Latitude E7440
Laptop	ell-winbook-01	Staff Computer	Apple	MacBookPro11,1
Laptop	ell-winbook-02	Staff Computer	Apple	MacBookPro11,1
Laptop	ell-winbook-03	Staff Computer	Apple	MacBookPro11,1
Laptop	ell-winbook-04	Staff Computer	Apple	MacBookPro11,1
Laptop	ell-winbook-05	Staff Computer	Apple	MacBookPro11,1
Laptop	ell-winbook-06	Staff Computer	Apple	MacBookPro12,1
Laptop	ell-winbook-07	Staff Computer	Apple	MacBookPro12,1
Laptop	ell-winbook-08	Staff Computer	Apple	MacBookPro12,1
Laptop	ell-winbook-09	Staff Computer	Apple	MacBookPro12,1
Laptop	ell-winbook-10	Staff Computer	Apple	MacBookPro12,1
Laptop	galarza	Staff Computer	Dell	Latitude E7440
Laptop	hoffman	Staff Computer	Dell	Latitude E7440
Laptop	homework01	Staff Computer	Lenovo	Lenovo G550
Laptop	homework02	Staff Computer	Lenovo	Lenovo G550
Laptop	homework03	Staff Computer	Lenovo	Lenovo G550
Laptop	homework04	Staff Computer	Lenovo	Lenovo G550
Laptop	homework05	Staff Computer	Lenovo	Lenovo G550
Laptop	homework06	Staff Computer	Lenovo	Lenovo G550
Laptop	homework07	Staff Computer	Lenovo	Lenovo G550
Laptop	homework08	Staff Computer	Lenovo	Lenovo G550
Laptop	homework09	Staff Computer	Lenovo	Lenovo G550

Laptop	homework10	Staff Computer	Lenovo	Lenovo G550
Laptop	homework11	Staff Computer	Lenovo	Lenovo G550
Laptop	homework12	Staff Computer	Lenovo	Lenovo G550
Laptop	homework13	Staff Computer	Lenovo	Lenovo G550
Laptop	homework14	Staff Computer	Lenovo	Lenovo G550
Laptop	isdept38	Staff Computer	Hewlett-Packard	ProBook 4530s
Laptop	isdept44	Staff Computer	Hewlett-Packard	ProBook 450 G2
Laptop	isdept6	Staff Computer	Hewlett-Packard	ProBook 4530s
Laptop	isdepttouchlapt	Staff Computer	Lenovo	ThinkPad Edge E431
Laptop	is-laptop3	Staff Computer	Hewlett-Packard	ProBook 4530s
Laptop	it-laptop01	Staff Computer	Hewlett-Packard	Stream Notebook PC 13
Laptop	it-laptop03	Staff Computer	Hewlett-Packard	Stream Notebook PC 13
Laptop	it-temp-laptop1	Staff Computer	Dell	Latitude E7440
Laptop	mcpl_surface1	Staff Computer	Microsoft	Surface Pro 3
Laptop	mcpl-laptop13	Staff Computer	Dell	Latitude D505
Laptop	mcpl-laptop22	Staff Computer	Hewlett-Packard	ProBook 4520s
Laptop	mcpl-laptop23	Staff Computer	Hewlett-Packard	ProBook 4520s
Laptop	mcpl-laptop24	Staff Computer	Hewlett-Packard	ProBook 4520s
Laptop	mcpl-laptop27	Staff Computer	Hewlett-Packard	ProBook 4520s
Laptop	trainingwin01	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin02	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin03	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin04	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin05	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin06	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin07	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin08	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin09	Staff Computer	Apple	MacBookPro11,1
Laptop	trainingwin10	Staff Computer	Apple	MacBookPro11,1
Laptop	vital-laptop	Staff Computer	Dell	Latitude E6500
Laptop	vital-laptop2	Staff Computer	Hewlett-Packard	ProBook 4520s